

Laboratory Certification & Registration Program Calendar of Key Program Dates & Deadlines

<u>September</u>	<u>October</u>	<u>November</u>
▶ Sept. 1: New certification period begins. Certification ends for any parameters not eligible for renewal.	▶ Oct. 15: Updated certified lab lists posted on the web.	▶ Week 2 or 3: Lab Certification Standards & Review Council meeting.
<u>December</u>	<u>January</u>	<u>February</u>
▶ LabNotes fall/winter edition newsletter issued	▶ Jan. 1: PT reports received from this point on apply towards renewal for next certification year. ▶ 2nd week: Yellow sheet package for fees and LOY due.	▶ Week 1 or 2: Lab Certification Standards & Review Council meeting. ▶ 2nd week: Green sheet package for fees and LOY due.
<u>March</u>	<u>April</u>	<u>May</u>
▶ 3rd week: Natural Resources Board mtg to request approval for next year's certification fees. ▶ 3rd week: Natural Resources Board mtg to present Lab-of-the-Year awards.	▶ Apr. 15: Updated certified lab lists posted on the web.	▶ 1st week: invoices for coming year certification fees are mailed (due July 1) ▶ Week 2 or 3: Lab Certification Standards & Review Council meeting.
<u>June</u>	<u>July</u>	<u>August</u>
▶ LabNotes spring/summer edition newsletter issued	▶ July 1: Fiscal year begins; new applications required, new fees take affect for applications. ▶ July 1: Late renewal fees assessed	▶ Aug. 15: all PT results for renewal must be received. ▶ Week 2 or 3: Lab Certification Standards & Review Council meeting.