

Certification Committee Important Calendar Dates 2021-2022

Certification Committee's meeting dates for 2021-2022 up to the AGM.

Certification Committee meetings are tentatively set for the first Tuesday of the month.

All applications for review must be submitted by the end of the last working day of the previous month.

Example – Have all paperwork submitted by October 29th, 2021 for the November 2nd meeting.

Important Dates for the Membership

January 14, 2022	Last day to submit the annual maintenance record
January 14-February 14, 2022	Members who have not submitted maintenance records will be contacted. Certification Committee audits all 2021 newly-certified Levels 1, 2 and 3 Certification Committee selects additional 5 Level 3 certified members to audit
On February 28, 2022	A report of members who did not submit a form or have enough maintenance points is submitted for the March 2022 Executive meeting.
Before March 31, 2022	Any member who did not have enough maintenance points is contacted by their zone representative. The member is given until September 30th, 2022 to obtain the required number of maintenance points.
For the April 2022 Executive Committee meeting	A Certification Committee report listing members who did not have enough points and the associated recommendations for each member is sent to the Executive Committee.
By September 30, 2022	All members who did not have the required number of maintenance points are required to submit their updated 2021 record.
For the October 2022 Executive Committee meeting	A Certification Committee report lists the members who did not obtain the required number of maintenance points and the associated recommendations.

