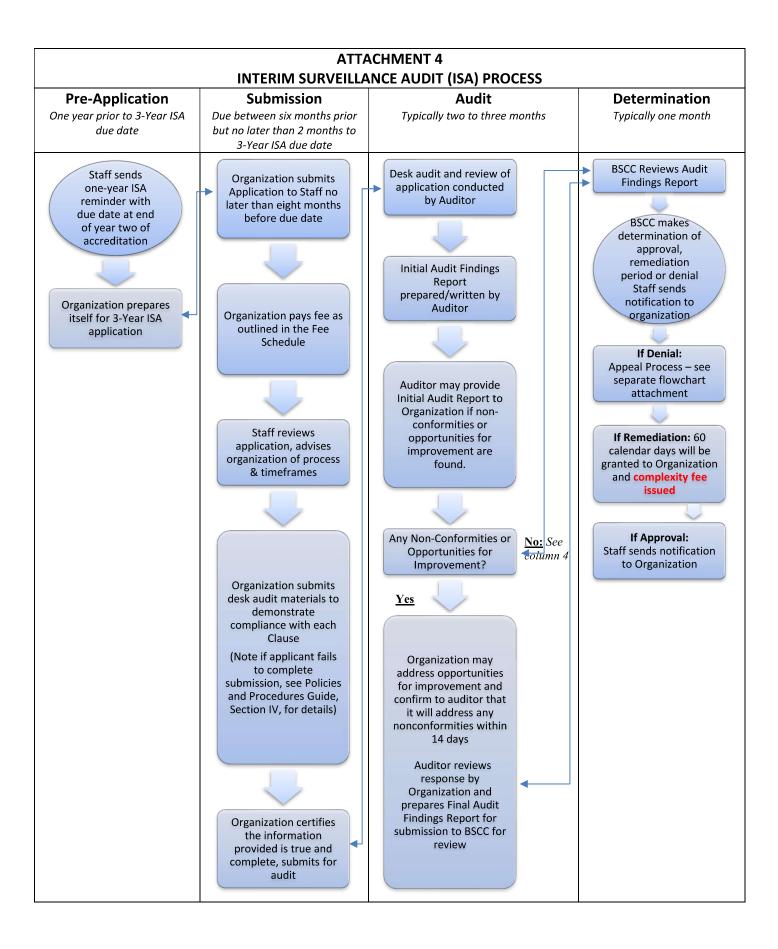


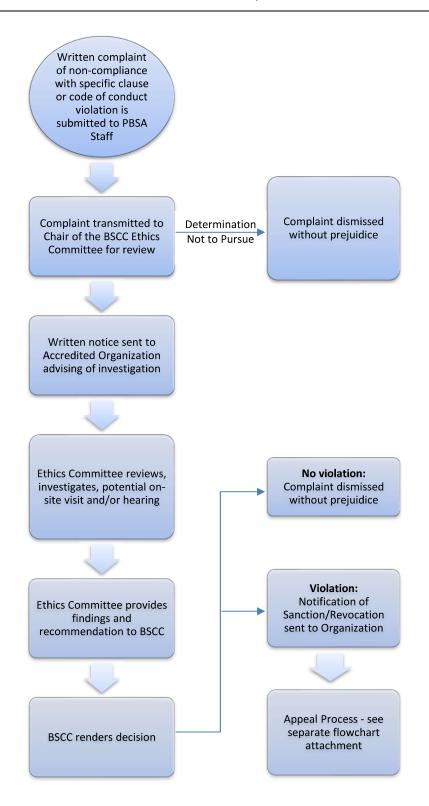
ATTACHMENT 3 REACCREDITATION PROCESS				
Staff sends one-year reaccreditation reminder with due date at end of year four of accreditation Organization conducts review of congoing compliance of its operations, utlizing Audit Criteria.	Organization submits Application with non- refundable application fee as outlined in Fee Schedule Staff reviews Application and advises organization of remaining fee to pay Organizaiton has 30 calendar days to pay fee. Once organization pays fee, kick-off call is schedules by the Auditor No refund after this point Organization has 6 months to submit desk audit materials to demonstrate compliance with each Clause (Note if applicant fails to complete submission, see Policies and Procedures Guide, Section IV, for details) Organization certifies the information provided is true and complete, submits for audit Auditor reviews desk audit submission to determine preparedness for audit Yes Not prepared: Complexity fee issued to organization / resubmits required materials OR withdraws Application	Prepared: Auditor completes desk audit of materials One - two day virtual audit conducted by Auditor Initial Audit Findings Report prepared by Auditor and sent to Organization Organization has 14 calendar days to respond to Auditor Any Non-Conformities or Opportunities for Improvement? Yes: Organization may address opportunities for improvement within 14 days Non-confirmities must be addressed to achieve accreditation Auditor reviews response by Organization and prepares Final Audit Findings Report for submission to BSCC for review	BSCC makes determination of approval, remediation period or denial Staff sends notification to organization. If Denial: OPTIONAL Appeal Process – see separate flowchart attachment If Remediation: 60 calendar days will be granted to Organization and complexity fee issued If Approval: Staff sends Award Packet (logo, rules of use, press release, plaque)	

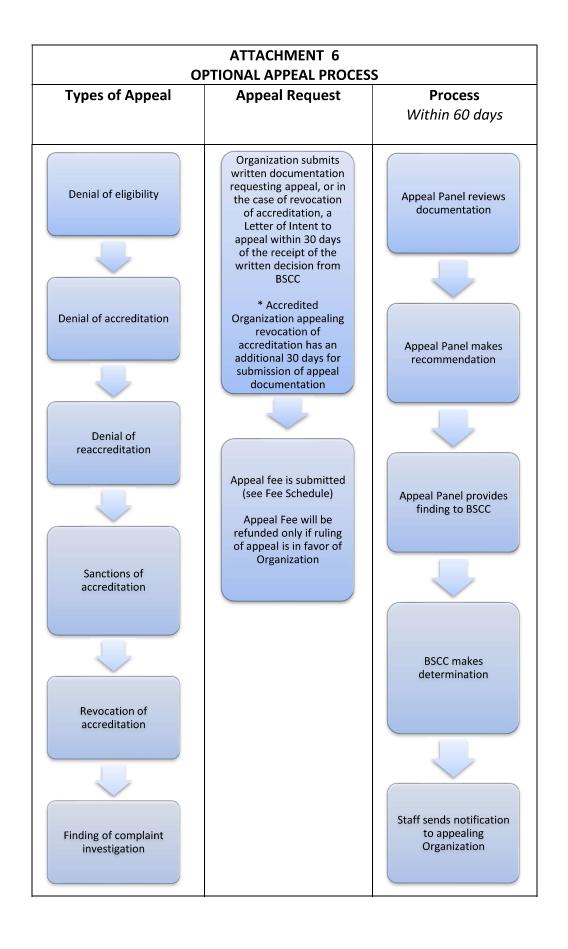


ATTACHMENT 5 COMPLAINT/GRIEVANCE PROCESS

Process

Within 60 days





ATTACHMENT 7				
ALL	IF BOTH PARTIES ARE ACCREDITED	SHIP AND/OR CONTROL IF THE ACQUIRING ORGANIZATION IS NOT ACCREDITED AND ACQUIRES AN ACCREDITED ORGANIZATION	IF AN ACCREDITED ORGANIZATION ACQUIRES AN ORGANIZATION THAT IS NOT ACCREDITED	
Initial Notice (90 calendar days from closing date) to staff	If branding and/or operations will be merged, the accreditation remains unchanged and the new, merged organization will move to the earlier of the next scheduled reaccreditation date for either organization.	If branding and/or operations will be merged, accreditation will be terminated for accredited organization, neither organization may claim accreditation and the new, merged organization will need to apply for accreditation.	If branding and/or operations will be merged, accreditation will remain unchanged and the new, merged organization follow the existing ISA or reaccreditation schedules for the already accredited organization.	
Accredited Organization(s) must notify PBSA Staff after change event has occurred. See form 6.0 Notice of Merger/Acquisition/Ch ange of Control	If branding and/or operations for the accredited organizations will remain separate, accreditation will remain unchanged and each accredited organization will follow their existing ISA or reaccreditation schedules.	If branding and/or operations for the accredited organization will remain separate, accreditation will remain unchanged and the accredited organization will follow their existing ISA or reaccreditation schedules. The acquiring organization may not claim accreditation.	If branding and/or operations will remain separate, the acquired organization will not be able to hold itself out as accredited under its original brand. The accredited organization will maintain its accreditation and will follow their existing ISA and reaccreditation schedules.	
Staff Reviews Submitted Form	Staff will update Accredited Organization information, including any revised ISA or reaccreditation dates, and provide notification to organization(s) of same.	Staff will update Accredited Orgnization information, including any revised ISA or reaccreditation dates, and provide notification to organization(s) of same.	Staff will update Accredited Organization information, including any revised ISA or reaccreditation dates, and provide notification to organization(s) of same. *NOTE - any organization may terminate their accrediation at any time.	