



REGISTRY PROGRAMS BOARD

Candidate Application

DUE DATE: _____

The Registry Programs Board (RPB) oversees the governance, policies and processes related to the AIHA Registry Programs, LLC and ensure the scientific integrity of the programs in accordance with documented roles & responsibilities (*RPB Member Duties and Responsibilities*). Board members are required to attend up to two meetings annually: once in conjunction with the AIHA's annual meeting (AIHce – May/June) or AIHA's fall meeting (PCIH – September or October) and one in January or February. The AIHA Registry Programs, LLC will cover reasonable and customary travel expenses to each of these meetings that a participant's employer cannot or will not cover. See question nine, below, for specific commitment required.

To qualify to participate on the RPB, candidates should minimally meet the following requirements:

- The RPB candidate shall be a graduate of an accredited institution of higher education holding a bachelor's degree in industrial hygiene, chemistry, physics, engineering, biology or other scientific discipline.
- The RPB candidate has engaged a majority of his/her time in analytical laboratory activities (analysis or interpretation of data) for at least three years.

At any given time, the AIHA Registry Programs, LLC is looking for qualified individuals to represent the AIHA Registry Programs that we oversee. As well, we welcome applications from laboratory data producers and/or laboratory data users and/or regulators of the laboratory industry. For more details on each of the AIHA Registry Programs, please visit: <http://www.aiharegistry.org>.

Representation for each program is generally broken out as follows:

- Up to eight (8) individuals will be elected/appointed to represent all aspects of the AIHA Registry Programs, LLC and laboratory data producers and/or laboratory data users and/or regulators of the laboratory industry;
- Three (3) individuals will serve in officer positions (Chair, Vice Chair and Past Chair);

In between meetings, members of the RPB are expected to participate in and contribute to ad hoc task forces appointed by the RPB or its chair, to electronically or otherwise vote on matters requiring RPB vote and to participate in conference calls as requested. RPB members also technically review all organization applications received for the registry programs and perform quality audit reviews on 10% of all registry applications processed.

In all, participation on the RPB carries with it a significant amount of responsibility and effort. In return for your efforts, you will have the opportunity to participate in an important process, contribute back to your profession, and to work with some outstanding industry leaders.

RPB participants are strongly encouraged to be members in good standing with the AIHA, although this is not required.

This application will be shared with the RPB Nominating Committee and appropriate staff, only.



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If elected, you must be able to attend an orientation conference call in November or December. Exact dates and times pending.

Please attach your CV.

Date of Application:		
Candidate Name		
Company Name		
Address		
City	State	Zip
Telephone Number		Fax Number
E-Mail Address		

Please indicate which RPB seat(s) you would like to be considered for with this application. Please check all that apply:

- | | |
|---|--|
| <input type="checkbox"/> Asbestos Analysts Registry | <input type="checkbox"/> Field Portable & Mobile Laboratory Registry |
| <input type="checkbox"/> Asbestos | <input type="checkbox"/> Registry Program Data Users |
| <input type="checkbox"/> Lead | <input type="checkbox"/> Regulator of Laboratory Industry |
| <input type="checkbox"/> Beryllium | <input type="checkbox"/> Registry Program Data Producers |



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1. Please list all of your certifications and/or registrations, if applicable, and provide the date of original certification/registration.

2. Do you belong to any membership organizations other than AIHA? If so, please list.

3. Have you ever served on any AIHA committee, SIG, Board, etc.? If so, please provide us with the position(s) you held and the years for which you held the position.

4. Have you previously served in a leadership capacity in any other organization? If so, please provide us with the name of the organization, the position you held, and the year(s) for which you held the position.



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5. Have you ever been a defendant in an administrative, civil or criminal proceeding, or had formal charges filed against you? If so, please explain.

6. Please list any other experience you feel is pertinent to your eligibility to serve as a contributing member of the RPB.

7. What do you think are the most pressing issues facing the AIHA Registry Programs, LLC at this time and what would you do to address or solve the issue(s)? Please explain.

8. How will the AIHA Registry Programs, LLC benefit from your participation as a member of the RPB?



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9. Being a member of the RPB is an important and time-consuming obligation. On average, the duties of chair, vice chair, and past chair take approximately 25 hours per month; duties of members take approximately 15 hours per month. Please refer to the attached for information related to specific RPB Duties and Responsibilities. As well, your position on this Board will require you to travel at least one time annually (AIHA Registry Programs, LLC will cover reasonable travel costs where an employer cannot or will not) and to participate in meetings via conference call in between face-to-face meetings. Will you, your employer and family have difficulty providing the time and resources to fulfill such duties?

Yes _____ No _____

I declare that all of the answers above are complete and truthful. I also declare that if elected by my peers, I will be required to sign the AIHA Registry Programs, LLC Conflict of Interest Agreement disclosing any conflicts of interests that I may have or that may arise throughout my term.

Signature of Candidate

Date

Due Date: _____
Please return to:
RPB Nominating Committee, C. Dezio, Manager
AIHA Registry Programs, LLC
2700 Prosperity Avenue, Suite 250, Fairfax, VA 22031
fax (703) 207-8558 e-mail: cdezio@aiha.org
Please include your most recent CV with application submittal.