



## PROFICIENCY ANALYTICAL TESTING BOARD Candidate Application

DUE DATE: \_\_\_\_\_

The Proficiency Analytical Testing Board (PAT Board) oversees the governance, policies and processes, which are related to AIHA Proficiency Analytical Testing Programs, LLC (AIHA PAT Programs, LLC) and ensures the scientific integrity of the programs in accordance with documented duties & responsibilities (*AIHA PAT Board Duties and Responsibilities*). Board members are required to attend at least two meetings annually: once in conjunction with the AIHA's annual meeting (AIHce – May/June) and one in January or February. The AIHA PAT 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 PAT Board, candidates should minimally meet the following requirements:

- The PAT Board 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 PAT Board 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 PAT Programs, LLC is looking for qualified individuals to represent the AIHA Proficiency Analytical Testing (PAT) Programs that we oversee. The PAT programs include Industrial Hygiene, Environmental Lead, Beryllium, Pharmaceuticals, Bulk Asbestos and Environmental Microbiology. 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 PAT Programs, please visit: [www.aihapat.org](http://www.aihapat.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 PAT 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);

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In between meetings, members of the PAT Board are expected to participate in and contribute to ad hoc task forces appointed by the PAT Board or its chair, to electronically or otherwise vote on matters requiring PAT Board vote and to participate in conference calls as requested. PAT Board members also technically review PAT round data before it is released to participants.

In all, participation on the PAT Board 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.

PAT Board participants are strongly encouraged to be members in good standing with the AIHA and the AIHA PAT Programs, LLC at the time of application and if elected, they should endeavor to remain members in good standing throughout their tenure on the Board.

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

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**Candidate Application**

**DUE DATE:** \_\_\_\_\_

**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 PAT Board seat(s) you would like to be considered for with this application. Please check all that apply:

- |           |                                      |
|-----------|--------------------------------------|
| ___ IHPAT | ___ Pharmaceuticals                  |
| ___ ELPAT | ___ Asbestos                         |
| ___ EMPAT | ___ Laboratory Data Users            |
| ___ BePAT | ___ Regulator of Laboratory Industry |
| ___ BAPAT | ___ Laboratory Data Producers        |

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**DUE DATE:** \_\_\_\_\_

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

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

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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.

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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.

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

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

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8. How will the AIHA Proficiency Analytical Testing Programs, LLC benefit from your participation as a member of the PAT Board?

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9. Being a member of the PAT Board 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 PAT Board Duties and Responsibilities. As well, your position on this Board will require you to travel at least one time annually (AIHA Proficiency Analytical Testing 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 \_\_\_\_\_

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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 Proficiency Analytical Testing 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

Please return to:  
PAT Board Nominating Committee, N. Mugambwa, Manager  
AIHA Proficiency Analytical Testing Programs, LLC  
2700 Prosperity Avenue, Suite 250, Fairfax, VA 22031, fax: (703) 207-8558,  
**E-mail: nmugambwa@aiha.org**  
**Please include your most recent CV with application submittal**

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