APPENDIX D: EXPEDITED ANALYST REGISTRATION PROCESS

1. Expedited Analyst Application Received

2. Fees Paid?
   - Y
   - N

3. Completeness Review conducted within 10 business days
   - Y
   - N

4. Process stopped. Applicant notified of reason and actions necessary.

5. Application Complete?
   - Y
   - N

6. A Request for Information is sent to the applicant, due in 20 business days
   - Y
   - N

7. Complete application is queued for Technical Review. 10 business days given for review once assigned to reviewer.
   - Y
   - N

8. Applicant submits complete response?
   - Y
   - N

9. Application meets all AAR Policy requirements?
   - Y
   - N

10. A Request for Information is sent to the applicant, due in 10 business days
    - Y
    - N

11. Applicant submits complete response?
    - Y
    - N

12. AIHA Staff Reviewer approves expedited analyst application.
    - Y
    - N

13. Application meets all AAR Policy requirements?
    - Y
    - N

14. Complete application is queued for Technical Review. 10 business days given for review once assigned to reviewer.
    - Y
    - N

15. Application selected for QA review?
    - Y
    - N

16. QA review performed and recommendation returned within 10 business days.
    - Y
    - N

17. Applicant is notified of application approval
    - Y
    - N

18. QA Review is approved?
    - Y
    - N

19. Applicant notified of reasons for denial of registration.
    - Y
    - N

20. Analyst’s progress in the AAT program is monitored until proficiency is achieved over an AAT round and retest round.
    - Y
    - N

21. Analyst AAT Proficient?
    - Y
    - N

21. Analyst is notified that he/she has gain Registered Analyst status and is added to the registry web list within 10 business days.
    - Y
    - N

Steps 3, 5, 6 and 8 repeated once. Process halted if the application is not complete at that time.