

Proposed NCTRCA Re-Certification Policy Change
*(To be voted on by members of the DABD Certification Committee for
recommendation to the NCTRCA Board for adoption)*

The DABD Certification Committee believes that the integrity of the certification process must be maintained in order for our individual agencies to continue to have credible M/WBE programs. Further, the DABD Certification Committee understands the need to streamline the re-certification process for M/WBE firms. Therefore, the DABD Certification Committee will instruct their NCTRCA board representatives to vote for the following re-certification guidelines at the next NCTRCA board meeting:

- All MBE and WBE firms must provide to the NCTRCA, every year on the anniversary of the date of their certification, an affidavit affirming that there have been no changes in the firm's circumstances.
- This affidavit must be sworn to by the firm's owner(s) before a person who is authorized by state law to administer oaths or an unsworn declaration executed under penalty of perjury of the laws of the United States.
- The firm must identify if there is anything that may affect its ability to meet ownership or control requirements or any material changes in the information provided in its application form.
- If the firm fails to provide this affidavit in a timely manner, it will be deemed to have failed to cooperate and shall be lapsed.