



ACP Bulletin 01/11

Subject

Expiry date of ACP Delegation of Authority letters when renewing ACP privileges

Purpose

To amend the method used in calculating the expiry date of an ACP Delegation of Authority letter when renewing ACP privileges.

Background

Instructions on how to calculate the expiry date of a renewed ACP delegation of authority are listed in section 1.7.2 of the *ACP Manual*. These instructions use the date of renewal as the starting point from which to calculate an expiry date. The manual is silent however as to what this date should be associated with. Consequently, regions have used various practices when establishing an expiry date to be entered on an ACP Delegation of Authority letter when renewing ACP privileges.

Intended Staff Guidance

With a view to develop a uniform approach nationally, the method used for calculating a valid-to date for a renewed ACP delegation of authority will be simplified. Effective immediately, the date to be entered on the ACP Delegation of Authority letter is to coincide with the valid-to date of the most recent ACP course on record.

There are two means to conform with these instructions. An issuing authority can either state an actual calendar date on the letter being renewed; or, with a view to reduce its administrative burden, it may use instead a statement to the effect that the valid-to date of the letter coincides with the valid-to date of the most recent ACP course on record.

Effective Date

This instruction takes effect immediately. The next edition of the ACP Manual will reflect this change.

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