



KEY COMMISSIONER SERVICE DATES

ACTION	WHO	CYCLE																								
<p>■ CHARTER RENEWAL</p> <ul style="list-style-type: none"> — Executive officer visit — Membership inventory — Charter renewal meeting — Submit to council service center <p>■ COMMISSIONER SERVICE PLAN</p> <ul style="list-style-type: none"> — Charter presentation — Journey to Excellence Performance Award Unit measurement — Commissioner self-evaluation 	<p>District executive and head of the chartered organization</p> <p>Commissioner and unit committee</p> <p>Commissioner and unit committee chairman</p> <p>Commissioner or unit committee</p> <p>Commissioner, unit and chartered organization representative</p> <p>Commissioner and unit leader</p> <p>Commissioner</p>	<p>Ninety days prior to the charter renewal date</p> <p>Prior to the charter renewal meeting</p> <p>Forty-five days prior to the charter renewal date</p> <p>Fifteen days prior to the charter renewal date</p> <p>Thirty days after the charter renewal</p> <p>The unit charter renewal meeting</p> <p>Semi-annually</p>																								
— Unit Self-Assessment	Commissioner, COR, unit leader, committee chair	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>J</td><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td> </tr> <tr> <td>X</td><td></td><td></td><td></td><td></td><td></td><td>X</td><td></td><td></td><td></td><td></td><td></td> </tr> </table>	J	F	M	A	M	J	J	A	S	O	N	D	X						X					
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— JTE measurements	Commissioner and unit committee	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>J</td><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>X</td><td>X</td> </tr> </table>	J	F	M	A	M	J	J	A	S	O	N	D											X	X
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— Charter renewal	Commissioner and unit committee	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>J</td><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>X</td><td>X</td> </tr> </table>	J	F	M	A	M	J	J	A	S	O	N	D											X	X
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— Unit program planning	Commissioner with unit leader	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>J</td><td>F</td><td>M</td><td>A</td><td>M</td><td>J</td><td>J</td><td>A</td><td>S</td><td>O</td><td>N</td><td>D</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>X</td><td></td><td></td><td></td><td></td> </tr> </table>	J	F	M	A	M	J	J	A	S	O	N	D								X				
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