

Report	Statute	Report Deadline	Link to Statute	Summary Description of Requirements
Annual Report 1. FISCAL Year 2. CALENDAR Year 3. ODD Month	G.S. 93B-2, part (a)	October 31st	https://ncleg.net/EnactedLegislation/Statutes/PDF/BySection/Chapter_93B/GS_93B-2.pdf	For FISCAL Year, No later than October 31st of each year, each occupational licensing board shall file electronically with the <u>Secretary of State, the Attorney General, and the Joint Legislative Administrative Procedure Oversight Committee</u> an annual report containing all of the information specified in G.S. 93B-2(a) . For CALENDAR Year and ODD Month, see chart on next page.
Financial Report 1. FISCAL Year 2. CALENDAR Year 3. ODD Month	G.S. 93B-2 part (b)	October 31st	https://ncleg.net/EnactedLegislation/Statutes/PDF/BySection/Chapter_93B/GS_93B-2.pdf	For FISCAL Year, No later than October 31st of each year, each occupational licensing board shall file electronically with the <u>Secretary of State, the Attorney General, the Office of State Budget and Management, and the Joint Legislative Administrative Procedure Oversight Committee</u> a financial report that includes the source and amount of all funds credited to the occupational licensing board and the purpose and amount of all funds disbursed by the occupational licensing board during the previous fiscal year. For CALENDAR Year and ODD Month, see chart on next page.
Audit	G.S. 93B-4(b)		https://ncleg.net/EnactedLegislation/Statutes/PDF/BySection/Chapter_93B/GS_93B-4.pdf	Each occupational licensing board with a budget of at least fifty thousand dollars (\$50,000) shall conduct an annual financial audit of its operations and provide a copy to the <u>State Auditor</u> .

Where to Send Reports:

Agency	Contact Person	Annual Report	Financial Report	Audit	Email	Phone
1. Secretary of State	Publications Div.- Logan Rains	Electronic Copy	Electronic Copy	No Copy	pubs@sosnc.gov	919-814-5340
2. Attorney General	Melissa Lovell	Electronic Copy	Electronic Copy	No Copy	MLOVELL@ncdoj.gov	919-716-6433
3. Joint Legislative Administrative Procedure Oversight Committee (APO)	Harrison Moore	Electronic Copy	Electronic Copy	No Copy	harrison.moore@ncleg.net	919-733-2578
4. Office of State Budget & Management	Susie Esealuka	No Copy	Electronic Copy	No Copy	Susie.Esealuka@osbm.nc.gov	919-807-4745
5. Office of State Auditor	Katina Bell, CPA Financial Audit Manager and Julia Crocker, Executive Assistant	No Copy	No Copy	Electronic Copy**	Katina_Bell@ncauditor.net Julia_Crocker@ncauditor.net	919-807-7591 919-807-7676
6. Office of State Controller	Ellen H. Rockefeller, CPA, Financial Specialist, Statewide Accounting	No Copy	No Copy	Electronic Copy**	ellen.rockefeller@osc.nc.gov	919-707-0528

** The Occupational Licensing Board should review your contract with the CPA Audit firm to determine who (Audit firm or Board) will send the completed CPA Audit (electronic copy) to the Office of State Auditor and Office of State Controller. CPA Audit contract should be in accordance with NC §GS 147-64.7 (b)(2).

See Chart Below for CALENDAR Year Boards and ODD Month Boards

Calendar Year Boards		2019 Year Ending Date	Due Date-ending date + 4 months
1	Athletic Trainer Bd	Dec. 31, 2019	April 30, 2020
2	Dental Bd	Dec. 31, 2019	April 30, 2020
3	Environmental Health Specialist Bd	Dec. 31, 2019	April 30, 2020
4	Funeral Bd	Dec. 31, 2019	April 30, 2020
5	General Contractors Bd	Dec. 31, 2019	April 30, 2020
6	Irrigation Contractors Bd	Dec. 31, 2019	April 30, 2020
7	Plumbing, Heating, & Fire Sprinkler Bd	Dec. 31, 2019	April 30, 2020
8	Refrigeration Bd	Dec. 31, 2019	April 30, 2020

Odd Month Boards		2019 Year Ending Date	Due Date-ending date + 4 months
1	Certified Public Accountants Bd	March 31, 2019	July 31, 2019
2	Hearing Aid Dealers & Fitters Bd	May 31, 2019	Sept. 30, 2019
3	Podiatry Bd	May 31, 2019	Sept. 30, 2019
4	Interpreters & Transliterator Bd	Sept. 30, 2019	Jan. 31, 2020
5	Pharmacy Bd	Sept. 30, 2019	Jan. 31, 2020
6	Speech & Language Pathologists & Audiology Bd	Sept. 30, 2019	Jan. 31, 2020
7	Medical Bd	Oct. 31, 2019	Feb. 28, 2020
8	Engineers & Surveyors Bd	Nov. 30, 2019	Mar. 31, 2020

1. Fiscal Year Boards	41
2. Calendar Year Boards	8
3. Odd Month Boards	8
Total OLB's	<u>57</u>