

BCJPIA Master Deadlines and Dates

Due Dates	Events / Data Collection & Renewals
January 31	Payroll Reports - Quarter Ending December 31
January	ERMA Quarterly Loss Run Distributed to Members
February - mid	PARMA Conference
January-March	Program Renewals (Property, Vehicle Schedule, Excess Employment Practices Liability, Crime/Excess Crime, Marina, Estimated Payroll)
February - late	Executive Committee Meeting
February-March	PEPIP Appraisals Buildings >\$5 Million - End Aug/Sept.
March - mid	Schedule Date for Risk Control Audit Site Meeting
March 31	Risk Control Services Menu Expires
April - late	RIMS Conference
March-April	Annual FPPC Form 700, Statement of Economic Interests
March-April	Individual Member Actuarial Reports - sent
April	Member Quotes for Pooled Program SIR Changes Distributed
April 30	Payroll Reports - Quarter Ending March 31
April-May	Member Quotes for SIR Changes for ERMA or Alliant Programs Distributed
May	ERMA Quarterly Loss Run Distributed to Members
May-June	Audit Site Meetings with BCJPIA Risk Control
May-June	Liability and Property Certificate Renewals
June - early	Board of Directors Meeting
June-July	BCJPIA Annual Premium Due*** (Late Fees!)
June-July	Marina Premium info due to BCJPIA
July	New Liability and Property Certificates of Coverage - arrive
July	ERMA Quarterly Loss Run Distributed to Members
July - late	Risk Control Audit Reports & Safety Fund Letters- arrive
July 30	Payroll Reports - Quarter Ending June 30
July-August	New Program Year PEPIP Schedules Distributed to Members
August-September	Fiscal Year Premium Final Billings Refunds
August-September	LAWCX Renewal/Payroll Audit & SIP Data Collection
August-September	BCJPIA Prior FY Memo. of Coverage Needed for Auditors
August-September	Vendor and BRS Performance Annual Surveys
September	CAJPA Conference
September - early	Safety Credit Program - Self Audit
October	Schedule Risk Control Training/Consulting Menu services
October	ERMA Quarterly Loss Run Distributed to Members
October - mid	Strategic Planning & Board Meeting/ Biennial Retreat
October- early	Annual International Association of Chiefs of Police
October 30	Payroll Reports - Quarter Ending September 30
December-January	CARMA Excess Liability Renewal