

Report writing

The report drafters have 25 days to complete the report's initial draft. Once they've finalized the initial draft, the document is then shared with the team and their director for their input. Once finalized, the report is sent to the lead agency's director roughly 45 days after the site visit. A meeting with the lead agency staff is arranged 10 days after to discuss any edits or adjustments to the report. The final report is prepared and sent to the lead agency. In total, the final report is issued 60 days after the site visit.