

ADCC Name: Sakura House ADCC
 Compliance Manager Name:

Community Ties of America, Inc
 45-955 Kamehameha Highway, Suite 300
 Kaneohe, HI 96744

Date of Review:		Last Date items below must be submitted to CTA: 2/18/15	
Check Item	H.A.R. 17-1424 Chapter #	Chapter Heading	Item(s) Required To Meet Compliance
OK	3	Application for Certificate of Approval	
OK	11	Administration	11(e) - Need proof of current Liability Insurance
X	12	Personnel and Staffing	Protective Services 346-335 - Staff need current APS/CAN. See list.
OK	13	Admissions	13 (b) - Participants need current P.E. and TB clearance. See list.
OK	14	Participant Fees	
OK	15	Transportation	
OK	16	Services for Center Participants	
OK	17	Physical Location	
X	18	Fire Protection	18 (a) (b) - Center needs current fire inspection.
OK	19	Other Disasters and Evacuations	<i>all above items have been sent to CTA on 2/27/2015. will place all items on my computer calendar</i>

The CTA Compliance Manager has reviewed the above items with me and has provided me with a copy of this form. It is my responsibility to correct all items listed above and provide proof of same to CTA within the timeframe stated above.

I understand that all items should be submitted to CTA all at one time before the due date.

If this box is checked then I understand that I met all requirements and no corrective action is required

PRINT NAME: REIKO HAYASHI

SIGNATURE: *[Signature]* Date: 2/27/2015

I can fax, email or mail the items to the CTA compliance manager using contact information given to me.