

# Good news!

As you know, on Tuesday April 5, 2017 we unveiled PDCA V2. As with all upgrades there is a certain amount of “getting familiar” that we have to endure but we want to assure you that we are here to assist you any way we can. Our goal is to streamline the process and get plans through as quickly as possible, this can be achieved by ensuring you:

- Combine files sets when submitting files (we **no longer** require **or can accept** zip files).
- Send a separate submission for **each** review type.
- Ensure **ALL** checklists are included in MS Excel format.
- Follow meeting request protocol.

Most importantly, if you have any questions and or concerns regarding the process, please do not hesitate to contact our office @ 302-760-2266.