INTERNATIONAL FOUNDATION FOR PROTECTION OFFICERS

KNOWLEDGE TO PROTECT

RE-CERTIFICATION REQUIREMENTS

TERM: TWO YEAR PERIOD FROM DATE OF INITIAL CERTIFICATON

CPO – Certified Protection Officers must acquire 10 credits to re-certify.

CSSM – Certified in Security Supervision and Management must acquire 20 credits to re-certify.

CPOI – Certified Protection Officer Instructors must acquire 30 credits to re-certify.

GUIDELINES

Credits may be counted towards more than one certification program. Copies of certificates, membership cards, letters, program brochures or other written documentation MUST BE ATTACHED for each submission.

1. This application for re-certification must be signed and uploaded when placing your recertification order on our website at https://IFPO.org/education/recertification/.
2. All candidates applying for recertification must include information dated from the last two years ONLY. Information from previous years WILL NOT be considered.
3. DO NOT USE PENCIL TO COMPLETE THIS APPLICATON.
4. Results of this application will be emailed and may land in spam (Allow 1-2 weeks for processing.)

Full Name:_____

Title:_____

Organization:_____

Address:_____

City:_____ State/Province:_____

Country:_____ Zip/Postal Code:_____

Telephone:_____ E-mail:_____

☐ CPO ☐ CSSM ☐ CPOI

GRAND TOTALS OF CREDITS FROM EACH SECTION:

Section I.	Professional Education	Total Credits: _____
Section II.	Professional Associations/Memberships	Total Credits: _____
Section III.	Professional Contributions	Total Credits: _____
Section IV.	Professional Accomplishments/Milestones	Total Credits: _____

GRAND TOTAL CREDITS: _____

I. PROFESSIONAL EDUCATION

Less than Four Hours	2 credits
Four to Eight Hours	3 credits
Nine to Fifteen Hours	5 credits
Sixteen to Twenty-Five Hours	7 credits
Twenty-Six Hours to Forty Hours	10 credits
More than Forty Hours	12 credits
Professional Development Programs (PDP's)	2 credits
CPO Completion (CSSM and CPOI Recertification ONLY)	5 credits
Certified in Security Supervision and Management Program (CPO and CPOI Recertification ONLY)	5 credits
CPOI Application Completion/Award (CSSM Recertification ONLY)	4 credits
Undergraduate or Graduate Credits	2 credits

1. Title of Session:_____

Presenter:_____

Activity:_____

Dates: _____ to _____ Total # Hours:_____ Credits:_____

2. Title of Session:_____

Presenter:_____

Activity:_____

Dates: _____ to _____ Total # Hours:_____ Credits:_____

SECTION I – TOTAL CREDITS:_____

II. PROFESSIONAL ASSOCIATIONS AND MEMBERSHIPS

Membership in a recognized security, law enforcement, or risk management organization	4 credits per year
Committee Membership	2 credits per year
Leadership Position	3 credits per year

Organization	Nature of Service (Membership/Committee/Leadership)	Dates	Credits
1.			
2.			
3.			
4.			
5.			

SECTION II – TOTAL CREDITS:_____

III. PROFESSIONAL CONTRIBUTIONS

Research published or completed (provide a copy)	4 credits per year
Course Instructor	3 credits per course
Published Works:	
Books	2 credits per year
Articles, reviews, monographs, etc.	3 credits per year

Teaching a session at a seminar, college or as a guest speaker for a professional or civic organization.
This is generally pro bono, but certified individuals may be compensated for their service.
Instruction at your place of employment may count toward re-certification. 4 credits per session

1. Title of Session:_____

Presenter:_____

Activity:_____

Dates: _____ to _____ Total # Hours:_____ Credits:_____

2. Title of Session:_____

Presenter:_____

Activity:_____

Dates: _____ to _____ Total # Hours:_____ Credits:_____

SECTION III – TOTAL CREDITS:_____

IV. PROFESSIONAL ACCOMPLISHMENTS AND MILESTONES

Degrees earned from accredited institutions	8 credits
Academic Certificates earned from accredited institutions	5 credits
Professional Certifications	5 credits
Teaching or Instructor Certifications	3 credits
Licenses or Governmental Certifications	3 credits

Accomplishment Description:_____

Institution/Facility:_____

Date:_____ Duration:_____

Total number of contact hours:_____ Credits:_____

Accomplishment Description:_____

Institution/Facility:_____

Date:_____ Duration:_____

Total number of contact hours:_____ Credits:_____

SECTION IV – TOTAL CREDITS:_____

Accountability Standards

(Adopted by the IFPO Board on March 15, 2003)

Introduction

The IFPO Board of Directors serves the public and the security profession by offering a certification program that recognizes protection officers, security supervisors and protection officer instructors who are committed to the highest standards of ethical and professional practice. The IFPO Board of Directors establishes and administers a voluntary certification process based on current and valid standards that measure competency in the practice of private security.

Because the IFPO Board of Directors is responsible for ensuring the integrity of the credentials awarded, the Board has adopted a set of accountability standards related to the certification process. These standards exist to protect the public from those who would seek to misrepresent their qualifications or their status as security professionals. All individuals applying to, or certified by, the IFPO Board of Directors must comply with these standards.

It is likely that most professionals certified by the IFPO will belong to one or more professional security associations that have codes of ethics related to the profession and the practice of security. The IFPO Board of Directors in contrast focuses solely on actions and principles related to certification and the certification process.

However, in those instances wherein:

1. an individual holding an IFPO credential is disciplined or sanctioned for violation of the Code of Ethics or Standards or Practice of his or her professional association; or
2. any organization involved in or connected to the profession, including regulatory agencies, takes action against the individual for reasons associated with professional misconduct, malfeasance, or unethical behavior.

Then the IFPO Board of Directors will consider taking action. The IFPO Board of Directors is most likely to take action when an individual's action clearly violates the integrity of the profession and/or universally accepted values and standards for the security profession. In nearly all such instances, an individual who violates a code of ethics that was signed voluntarily has breached IFPO's core values of honesty and integrity.

Preamble

The IFPO Board of Directors, through the certification process, promotes the integrity and quality of the security profession.

Accountability Standards

As an applicant for re-certification from the IFPO Board of Directors, I submit that I subscribe to and am in compliance with the following accountability standards:

1. All information on my application for re-certification is accurate, truthful, and complete.
2. I will not make any statements concerning my certification status which are, or which could be construed to be false or misleading. I will correct any such misstatements immediately.
3. I will protect the IFPO's federal and/or international trademarks and use my certification designation(s) only in the manner permitted by the IFPO Board of Directors. In addition, I will report to the IFPO, any instances of misuse of any IFPO credential of which I become aware.
4. I will not transmit information regarding examination questions in any form at any time. Nor will I accept or receive information regarding exam questions from any source other than the IFPO itself.
5. I will comply with all ethical and professional standards adopted by those professional organizations in which I hold membership.

I understand that violation of any of these accountability standards subjects me to the revocation of my certification credential and to possible legal action. I also understand that if my actions include behavior that is inconsistent with the integrity of the profession, I may also be subject to revocation of my certification credential.

I have read and understand these Accountability Standards of the IFPO Board of Directors, and I agree to be bound by them.

Signed:_____ Date:_____

Printed Name:_____

International Foundation for Protection Officers
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