



“ISSA CERTIFICATION EXPERT” (I.C.E.) RE-CERTIFICATION PROGRAM

CIMS ISSA Certification Expert (I.C.E.) certification is valid for a period of two years. To achieve re-certification, an ISSA Certification Expert is required to accumulate a total of 30 professional credits during the two-year re-certification cycle. Only those individuals who successfully accumulate 30 professional credits will be eligible to maintain their I.C.E. status.

Professional credits are earned by participating in various cleaning industry professional activities. A schedule of activities is attached. Professional credits for re-certification may be accumulated beginning when you obtain I.C.E. certification. Your official certification anniversary is November 1 of the second year after you obtained your initial certification or last re-certification (i.e.: If you achieved certification on June 25, 2008, your official certification date is November 1, 2010).

After accumulating the required credits, an I.C.E. re-certification candidate must complete a copy of the I.C.E. re-certification application and submit it to ISSA headquarters. Completed forms must be received by ISSA with a postmark dated no later than December 1st of your certification anniversary year.

LIFE CERTIFICATION

An ISSA Certification Expert who has reached age sixty-five is deemed certified for life. No further reporting or continuing education is necessary. To obtain a Life Certification, notify ISSA in writing that you have met the age requirement and submit the required re-certification fee.

PROCEDURES

It is an I.C.E. candidate's responsibility to fulfill the re-certification requirements on or before the certification anniversary. A re-certification application must be received by ISSA with a postmark dated no later than December 1st of the certification anniversary year. Upon verification of accumulated professional credits and receipt of the re-certification fee, new I.C.E. certification credentials will be issued.

FEES

The applicable fee for each two-year re-certification period is based on the number of I.C.E.-certified professionals employed by or otherwise affiliated with an organization. A complete list of applicable re-certification fees is attached as Appendix A. . The re-certification fee and a full listing of Professional Credits accumulated must accompany your completed re-certification application when it is submitted to ISSA.

QUESTIONS

If you have any questions when completing this form or about I.C.E. re-certification in general, please contact Dan Wagner, ISSA Director of CIMS, at daniel@issa.com or 1-800-225-4772.



ISSA CERTIFICATION EXPERT (I.C.E.) RE-CERTIFICATION APPLICATION

Your application must be received by ISSA no later than
December 1st of your certification anniversary year.

PART 1: APPLICANT INFORMATION

Name:		
Company:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
E-Mail Address:		
Certification Anniversary (November 1 of the second year after you obtained your initial certification or last re-certification):		

By submitting this application, I certify that the information submitted is true and complete the best of my knowledge.

Signature: _____ Date Submitted: _____

PART 2: PROFESSIONAL CREDITS EARNED

Professional credit list completed and attached.

PART 3: METHOD OF PAYMENT

My check or money order is enclosed in the amount of \$_____.

Please charge my credit card: American Express Visa MasterCard

Card #: _____ Exp. Date: _____

Signature: _____

PLEASE FORWARD YOUR RE-CERTIFICATION APPLICATION AND PAYMENT TO:

ISSA

7373 N. Lincoln Avenue, Lincolnwood, IL 60712-1799
800-225-4772 (North America) or 847-982-0800 • Fax: 847/982-1922
E-mail: daniel@issa.com • Website: www.issa.com



ISSA CERTIFICATION EXPERT (I.C.E.) PROFESSIONAL CREDIT LIST

Name: _____

Company: _____

Each ISSA Certification Expert is required to accumulate 30 professional credits every two (2) years in order to obtain re-certification and maintain the I.C.E. designation. It is important that this form be completed in its entirety and all relevant information is included. Attach additional pages of supporting documentation as needed.

Professional Activity	Credits Earned
Attend I.C.E. Re-Certification Seminar (30 credits)	_____
Attend ISSA/INTERCLEAN Convention (10 credits per convention attended)	
Location _____ Dates attended _____	_____
Location _____ Dates attended _____	_____
Recruiting certified firms (10 credits per CIMS applicant. Note: You must be listed on the organization's application)	
Organization _____	_____
Organization _____	_____
Organization _____	_____
Organization _____	_____
Organization _____	_____
Organization _____	_____
ISSA-Sponsored CIMS Re-Certification Webinar (10 credits per webinar)	
Program Title _____ Date _____	_____
Program Title _____ Date _____	_____
Program Title _____ Date _____	_____
Program Title _____ Date _____	_____
Program Title _____ Date _____	_____

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ISSA CERTIFICATION EXPERT (I.C.E.) PROFESSIONAL CREDIT LIST (Page 2)

Professional Activity	Credits Earned
ISSA Regional Meeting (12 credits per meeting attended) Program Title _____ City _____ Date _____ Program Title _____ City _____ Date _____	_____ _____
Other ISSA Educational Programs (not to include programs conducted in conjunction with ISSA/INTERCLEAN). (10 credits per program. Program must be at least 4 hours long.) Program Title _____ City _____ Date _____ Program Title _____ City _____ Date _____ Program Title _____ City _____ Date _____ Program Title _____ City _____ Date _____	_____ _____ _____ _____
Educational programs hosted by other industry organizations (i.e. IFMA, BOMA, APPA, IEHA, USGBC, and BSCAI) or those conducted by an ISSA-member whose curriculum has been ISSA/CIMS approved. (5 credits per program.) Program Title _____ Sponsor _____ Date _____ Program Title _____ Sponsor _____ Date _____ Program Title _____ Sponsor _____ Date _____ Program Title _____ Sponsor _____ Date _____	_____ _____ _____ _____
Management programs other than those sponsored by industry related organizations. (3 credits per program.) Program Title _____ Sponsor _____ Date _____ Program Title _____ Sponsor _____ Date _____ Program Title _____ Sponsor _____ Date _____ Program Title _____ Sponsor _____ Date _____	_____ _____ _____ _____
Completion of college or university courses. (5 credits for each semester credit hour earned. Please attach course descriptions and outlines) Institution _____ Course Title _____ Credit Hours _____ Institution _____ Course Title _____ Credit Hours _____	_____ _____

ISSA CERTIFICATION EXPERT (I.C.E.) PROFESSIONAL CREDIT LIST (Page 3)

Professional Activity	Credits Earned
Articles Published in Industry Magazines/ Newsletters and Other Publications. (4 credits per article. Please attach a copy of the article.) Title _____ Publication _____ Title _____ Publication _____ Title _____ Publication _____ Title _____ Publication _____	_____ _____ _____ _____
Speeches, presentations, instruction, and other participation in ISSA or local/regional trade association sponsored or hosted programs. (3 credits per program) Program Title _____ Sponsor _____ Date _____ Program Title _____ Sponsor _____ Date _____ Program Title _____ Sponsor _____ Date _____ Program Title _____ Sponsor _____ Date _____	_____ _____ _____ _____
Purchase of ISSA education and training products and materials (2 credits for every \$100 spent. 6 credits for purchasing the special "CIMS Bundle Educational Package") Product _____ Amount _____ Date _____ Product _____ Amount _____ Date _____ Product _____ Amount _____ Date _____	_____ _____ _____
Service as an officer or director of ISSA or local/regional industry trade association. ■ 18 credits for each year as an officer ■ 15 credits for each year as a director Organization _____ Position Held _____ Dates _____ Organization _____ Position Held _____ Dates _____ Organization _____ Position Held _____ Dates _____ Organization _____ Position Held _____ Dates _____	_____ _____ _____ _____
Successful completion of ISSA's Green Cleaning University and achievement of the GCU "Green Cleaning Professional" Designation (30 credits)	_____
Total Professional Credits Earned (must be 30 or greater)	_____