

1. Individuals designated by the Association as Certified Inspectors General<sup>®</sup>, Certified Inspector General Investigator<sup>®</sup>, or Certified Inspector General Auditor<sup>®</sup> must retain National membership in the Association to retain their certification(s) in active status.
  - a. This policy is to be effective at the start of the 2016/17 membership year (July 1, 2016).
  - b. Anyone previously certified who does not renew his or her membership status for the 2016/17 membership year by August 1, 2016 will have this or her certification placed in inactive status.
  - c. The option of joining a Chapter and paying an additional \$20 certification maintenance administrative fee, is eliminated.
2. Certified members must attain 40 hours of CPE credits every two years to retain active certifications.
  - a. The 40 hours must have been earned in the prior two years before a new membership year begins.
  - b. This requirement will be considered met by self-certification upon membership renewal.
  - c. Certified members will be required to maintain a personal record of their CPEs.
  - d. Personal CPE records are not required to be submitted to the Association unless the Association's Professional Certification Board (PCB) specifically asks for them.
  - e. The Professional Certification Board (PCB) will randomly sample CPEs from up to 10 percent of certified members annually, beginning in the 2016/17 membership year.
  - f. Certified members will respond timely to requests for records. Failure to submit proof of required CPEs within 30 days of PCB request will result in the holder's certification becoming inactive. There are no provisions for membership fee refunds under these circumstances.
3. Formerly certified members who want to return to active certification status must present the PCB with a written recertification request that contains evidence of the attainment of 40 hours of CPE for the two-year period immediately preceding the request.
  - a. The PCB will review the request and make a recommendation for approval or disapproval (based on the CPE review) to the First Vice President
  - b. The First Vice President will make a determination with regard to reactivating certification status and notify the Executive Director.

- c. The Executive Director will update Association certification files accordingly.
4. The PCB will annually audit the certification records of the Association after the beginning of each new membership year and report on the Association's certification status to the Board of Directors at the annual fall meeting of the Board of Directors.
  - a. This report will include (at a minimum):
    - i. Number of active certifications (CIG, CIGI and CIGA),
    - ii. Number of inactive certifications (CIG, CIGI and CIGA),
    - iii. Certifications added in the prior membership year as a result of institute attendance, and
    - iv. Results of the annual random certification audit.