



International Right of Way Association  
Request Form for Recertification Credit

The IRWA member will use this form to receive recertification credit for attending:

- a. Chapter meal with a guest speaker,
- b. Chapter Meetings,
- c. Region Education Forums

The member is responsible for the following:

- a. Completing this form,
- b. Retaining this form in their personal file,
- c. Submitting this form to IRWA Headquarters\*

\* This form must be submitted with recertification application but **ONLY when they are due for recertification.**

Attendance at an IRWA event must be certified\*\* by any of the following:

- a. Chapter President,
- b. Chapter Professional Development Chair (PDC),
- c. Region Vice Chair

\*\* The Sign-in Sheet template may be used to record attendance at the event. The Sign-in Sheet and Certification **will be retained at the Chapter/Region level.** Refer to the sign-in sheet work instructions for further detail.

**Note: The recertification credit for attending events policy and application form may be changed, when appropriate, by the International Professional Development Committee based on future International Professional Development Committee decisions.**

Name: \_\_\_\_\_

IRWA Membership No. \_\_\_\_\_ Chapter No. 31

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Email Address: \_\_\_\_\_

Home Number: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Business Number: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

I am requesting recertification credit for attending:

Event: Chapter 31 2016 Spring Seminar - Hickory, NC

Date: 4/22/16 Hour(s): 4.0

**As approved by Chapter Officers**

**Member Certification:**

I certify that I have attended the events noted in my application for recertification credit<sup>1</sup> towards the \_\_\_\_\_ Certification/Designation.

\_\_\_\_\_  
Applicant's Signature Date

**IRWA Certification:**

I Buster Allen certify that the event  
Chapter President/PDC/Region Vice-Chair Name

noted on this application was approved by the Chapter/Region Officers for 4.0 hours of recertification credit based on the criteria for approval of events/courses set forth by the IPDC and I support the attendee's request for recertification credit towards the \_\_\_\_\_ Certification/Designation.

Buster Allen  
Chapter President/PDC/Region Vice-Chair Signature Date  
4/22/16

<sup>1</sup> "IRWA Ethical Rule No. 1: Members of the Association pledge to conduct themselves in a manner that is not detrimental to the public, the Association, or the right of way profession, and to comply with the Association's *Code of Ethics* and *Rules of Professional Conduct*.  
E.R. 1.1: It is unethical for a member: (a) to conduct himself/herself in a manner which will prejudice his/her professional status, the reputation of the Association, the right of way profession, or any other member; (b) to act in a manner that is misleading or fraudulent; (c) to use or permit the use of misleading information.  
E.R. 1.3: It is unethical for: (a) a member to claim or present professional qualifications (including recertification status) which he/she does not possess; (b) a candidate member to identify himself/herself as a candidate member when they are not, or fail to provide a listing of their educational standing with the Association, when requested to do so; (c) a member to make a materially false statement in, or to deliberately fail to disclose a material fact requested in connection with his/her application for admission to membership in the Association; (d) a member to further the application for admission to the Association of another person known by said member to be unqualified in respect to character, education, or other relevant attribute." (*Ethics and the Right of Way Profession*)



## International Right of Way Association Sign-in Sheet

The sign-in sheet **will be retained** by the applicable IRWA designate (or their successor) for a period of no less than six years following the date of the event.  
The sign-in sheet or other chapter/region records may be requested by IRWA World Headquarters staff to verify IRWA member attendance at the event.

### Event

Chapter 31 Spring Seminar

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**Location** Hickory, NC

**from:** 4/22/16 **to:** -

**Types of Events**  
Chapter Meal (with guest speaker)  
Chapter Executive Meeting  
Region Education Forum

**Minimum Hours for Recertification Credit**  
Event: 1 hour (50 minutes or longer)

Name	Signature	Chapter
Ray Klepar	<i>Ray Klepar</i>	31
Terri L. NEWELL	<i>Terri L. Newell</i>	31
Sarah Lutz	<i>Sarah Lutz</i>	31
Sharita Whitaker	<i>Sharita Whitaker</i>	31
Buster Allen	<i>Buster Allen</i>	31
Carl Yarab	<i>Carl Yarab</i>	31
Kevin Moldenwey	<i>Kevin Moldenwey</i>	31
ANDREW J PONDER	<i>Andrew J. Ponder</i>	31
Ruby Pringle	<i>Ruby Pringle</i>	31
Buz Moore	<i>Buz Moore</i>	31
Amy Prophet	<i>Amy Prophet</i>	31
Rudge Budame	<i>Rudge Budame</i>	31
Philip W. Prescott	<i>Philip W. Prescott</i>	31
Ranny Howell	<i>Ranny Howell</i>	31
John C. Palmer	<i>John C. Palmer</i>	31
Stanley Briggs	<i>Stanley Briggs</i>	31
IRWA Request Form for Recertification Credit/Events		31
Jackie Brown	<i>Jackie Brown</i>	31



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Name	Signature	Chapter
Tim Hurre	<i>[Signature]</i>	31
Bobby Deal	<i>[Signature]</i>	31
Kevin Klemmick	<i>[Signature]</i>	31
Bradley Alewine	<i>[Signature]</i>	31
Joe Louis	<i>[Signature]</i>	31
John A. Horne	<i>[Signature]</i>	31
DIANE B. JOHNSON	<i>[Signature]</i>	31
ROBERT J. EARLEY	<i>[Signature]</i>	31
Hugh Thompson	<i>[Signature]</i>	31
CRAIG L. LONG	<i>[Signature]</i>	31
Jackie Hinkert	<i>[Signature]</i>	26
TIM ADKINS	<i>[Signature]</i>	31
Paul E. Thompson	<i>[Signature]</i>	31
RICHARD LEAPHAM	<i>[Signature]</i>	31
Collin Haggerty	<i>[Signature]</i>	31



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**from:** 4/22/16 **to:** -

**Types of Events**  
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 Region Education Forum

**Minimum Hours for Recertification Credit**  
 Event: 1 hour (50 minutes or longer)

Name	Signature	Chapter
Glean Winfree	<i>[Signature]</i>	31
Steve Chastain	<i>[Signature]</i>	31
Bonnie Blalock	<i>[Signature]</i>	31
Edwin Peters	<i>[Signature]</i>	31



INTERNATIONAL RIGHT OF WAY ASSOCIATION

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**Event**  
Chapter 31 Spring Seminar


**Location** Hickory, NC

**from:** 4/22/16 **to:** -

*Additional sign-in sheet created by  
Jason Bloch, Secretary*

**Types of Events**  
Chapter Meal (with guest speaker)  
Chapter Executive Meeting  
Region Education Forum

**Minimum Hours for Recertification Credit**  
Event: 1 hour (50 minutes or longer)

Name	Signature	Chapter
WILLIAM T. (TODD) BOITAK		CA 31

**IRWA Certification:**

I Buster Allen certify that  
Chapter President/PDC/Region Vice-Chair Name

those individuals noted on the sign-in sheet have participated in this event and are,  
therefore, eligible for recertification credit<sup>2</sup>

Buster Allen

4/22/16

Chapter President/PDC/Region Vice-Chair Signature

Date

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<sup>2</sup> “IRWA Ethical Rule No. 1: Members of the Association pledge to conduct themselves in a manner that is not detrimental to the public, the Association, or the right of way profession, and to comply with the Association’s *Code of Ethics* and *Rules of Professional Conduct*.

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