



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:

\_\_\_\_\_ Chapter 31 2018 Winter Seminar - Greensboro, NC

Date: 02/09/2018 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 Jason Bloch 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.

  
\_\_\_\_\_  
Chapter President/PDC/Region Vice-Chair Signature 02/09/2018  
Date

<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 WINTER SEMINAR

**Location** GREENSBORO, NC

**from:** 2/9/18 **to:** 2/9/18

### 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
Patty Wilson		31
Buzz Moore		31
Tim Holic		31
Julie McDonald		31
Neil Burleson		31
Steve Chastain		31
John Huntsford		31
Stephen Frey		31
Michael Crook		31
John Ward		
Glenn Wimpsey		31
Monica Long		31
Steve Bess		31
Bob Kelly		31
Bill Christia		31



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Name	Signature	Chapter
Douglas Wagner	<i>Douglas Wagner</i>	Chapter 31
Joe Loxis	<i>Joe Loxis</i>	" "
Buster Allen	<i>Buster Allen</i>	" "
Dean Smith	<i>Dean Smith</i>	31

**IRWA Certification:**

I Jason Bloch 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>



Chapter President/PDC/Region Vice-Chair Signature

02/09/2018

Date

<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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