



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 -2018 FALL SEMINAR - CHARLESTON, SC

Date: 10/26/2018 Hour(s): 4

As approved by Chapter Officers

Member Certification:

I certify that I have attended the events noted in my application for recertification credit¹ towards the _____ Certification/Designation.

Applicant's Signature

Date

IRWA Certification:

I ANTHONY L. ALDERMAN, JR _____ certify that the event
Chapter President/PDC/Region Vice-Chair Name

noted on this application was approved by the Chapter/Region Officers for 4 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

October 26, 2018

Date

¹ "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 - 2018 FALL SEMINAR

Location CHARLESTON, SC

from: 8:00 AM **to:** 12:00 PM

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
Bill Christia	<i>[Signature]</i>	31
Kevin Muldowney	<i>[Signature]</i>	31
Lisa Norris	<i>[Signature]</i>	31
Tom Carpenter	<i>[Signature]</i>	31
John C. Carter	<i>[Signature]</i>	31
Denard Haney	<i>[Signature]</i>	31
Holly Cataldo	<i>[Signature]</i>	31
Bernita Harrington	<i>[Signature]</i>	31
Wendi McIn	<i>[Signature]</i>	31
Tuan Thonk	<i>[Signature]</i>	31
Joeyann How	<i>[Signature]</i>	31
Buster Allen	<i>[Signature]</i>	31
Jennifer Blankenship	<i>[Signature]</i>	31
Phil Ward	<i>[Signature]</i>	31
Kevin Kilpatrick	<i>[Signature]</i>	31



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Name	Signature	Chapter
FRANK MURPHY		31
DAVID ROSCING		31
Tim Hyrie		31
Debra Wilson		31
Jim Davis		31
Patricia Wilson		31
DAVID CLARK		31
Adam Staebitz		31
JEFF TERRY		31
Steven M Morillo		31
Paula Lunkopf		31
Francis Malissen		31
Brian Moran		31
Christophe Buis		31
Zach Huetf		31
Neil Burleson		31
JULIE McDONALD		31

IRWA Certification:

I ANTHONY L. ALDERMAN, JR 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 credit²


Chapter President/PDC/Region Vice-Chair Signature

October 26, 2018
Date

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