

Attention PACP Users and Trainers:

Due to concern about the In-House Trainer Program, the following policy change is an attempt to further strengthen the PACP and to protect the integrity of the program. The following changes will become effective immediately:

1. No PACP student can be considered for certification as an In-House Trainer until at least six months after attaining User certification. After six months, the candidate for In-House Trainer must demonstrate familiarity with the use of PACP and be able to demonstrate skills in entering defect data and use of the data.
2. All Master Trainers will be expected to monitor, on a random basis and from time to time, the In-House training classes conducted by certified In-house Trainers to assure that the materials are being taught effectively and completely. This is vital to the integrity of the PACP and NASSCO.
3. There will be four (4) classes held annually for the certification of new In-House Trainers. Three of those classes will be held in conjunction with the three following Trade Shows: UCT in January; No-Dig in April and WEFTEC in October. The fourth class will be at a site and time to be determined based on the geographical locations of the In-House Trainer candidates. Training will be priced at \$500.00 per student and there will be a limit of five (5) students per class. The classes will be scheduled from 8 AM to 5 PM to assure adequate time to cover the material.
4. In-House Trainer re-certifications will be held on the same schedule as noted in item 3 above, but will be held separately from the training and certification of new In-house Trainers. Currently certified In-House Trainers will continue to be automatically re-certified if they meet the current re-certification standard of 15 trained in at least 3 classes within 18 months of their certification. Re-Certification will continue to be FREE to the student. All resumes for In-House Trainer candidates and will be reviewed and field experience will be a requirement. I will retain the exclusive right to grant exceptions to these new rules and will use that right sparingly, if at all.

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If you have any questions about the above policy change, please feel free to contact me directly at 410-486-3500 or by email at [Director](#). Thank you for your continued support and cooperation in the future.

Regards,  
Irvin Gemora  
Executive Director  
NASSCO, Inc