

# NASSCO, Inc.

NASSCO, Inc. Policy No 18

Title: ITCP Recertification

Audience: Certified ITCP Users

Date: July 12, 2019

Purpose: This policy defines the requirements and costs of ITCP User recertification.

Policy:

1. Purpose: To maintain the quality of ITCP inspections by establishing a program to provide ongoing training to certified users. Anyone who is eligible for ITCP recertification holds an ITCP certification. All recertification students are required to have a current version of the manual of their own, assigned by NASSCO, in order to be recertified.
2. Certification Term
  - a. Cured-in-Place Pipe (CIPP)
    - i. CIPP User certification shall be valid for a period of 5 years. After this period, the User is no longer certified, but has a 1-year grace period during which they are eligible to attend a recertification course.
    - ii. If User certification lapses beyond the 1-year grace period, the User will be required to become certified again as a new User.
3. Responsibilities
  - a. NASSCO shall be responsible for establishing the appropriate educational and testing materials for the ITCP Recertification Programs.
  - b. NASSCO will attempt to notify users by email within 6 months of their ITCP expiration date. However, users are responsible for keeping their email addresses and other contact information current with NASSCO. Failure to receive such notification does not eliminate the Users' responsibility to successfully complete the recertification program(s).
  - c. Users are responsible for successfully completing the Recertification requirements as established by NASSCO, to include passing the examinations in order to remain certified.
  - d. Users are responsible for ensuring they own the most current version of the manual regardless of which recertification course they are taking.
4. Methods of Recertification and Recommended Costs (costs may vary)
  - a. Online Course
    - i. Available through the NASSCO website. Such classes require successful completion of all modules and passing the online exams with at least a score of 85%.

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- ii. Access to online training modules will be given for a period of 2 months (60 days) from the registration date, after which time the individual will be required to repurchase the course (see costs below). If there are circumstances in which you are unable to meet the 60-day deadline, NASSCO should be notified.
- iii. Recommended Costs
  - a) CIPP: \$300 for NASSCO Members and \$350 for Non-Members (not including manual).
  - b) Replacement Manual: \$150 plus applicable shipping fees.
- b. Classroom Course
  - i. Certified Trainers can provide classes at locations throughout the country. Classes like these will also be scheduled at the NASSCO Training Center.
  - ii. Students need to have their own current version of the manual and pass the final examination(s) with at least a score of 85%.
  - iii. Recommended Costs
    - a) CIPP:
    - b) CIPP: \$545 for NASSCO Members and \$645 for Non-Members (not including manual).
    - c) Replacement Manual: \$150 plus applicable shipping fees.
- c. Replacement Manuals
  - i. Replacement manuals not purchased in conjunction with a recertification course are \$150 plus applicable shipping fees.

The Executive Director reserves the exclusive right to consider special circumstances on a case by case basis and make exceptions when deemed appropriate.

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