



CISEC, Inc.
 P.O. Box 188
 Parker, CO 80134
 Ph: (720) 235-2783
 E-mail: cdh_renewals@cisecinc.org
www.cisecinc.org

2017 CISEC RENEWAL PAYMENT FORM

First Name		Middle Initial	Last Name		CISEC Number
Company or Agency			Mailing Address		July 1, Begin
City			State/Province	Zip/Postal Code	Country
Office Phone		Fax Phone	Home or Cell Phone		E-mail Address
					June 30, End

Current Year (2017 to 2018) Renewal Fee: US\$ 65

Previous Renewal Year Not Paid (2016 to 2017): Renewal Fees (if applicable): US\$** _____

Previous Renewal Year Not Paid (2015 to 2016): Renewal Fees (if applicable): US\$** _____

Late Fees (if applicable): US\$ _____

Reinstatement Fee (if applicable): US\$ _____

Total Renewal Fee: US\$ _____

If you owe more than three years renewal, please contact us directly

Payment Information: Check No. _____ P.O. No. _____

Fill out the following if you are paying by credit card:

VISA or MasterCard _____ American Express _____

Expiration Date _____ Security Code _____ Exact Billing Name on Credit Card _____ Billing Zip/Postal Code _____

Authorized Signature

Date _____

By renewing my certification:

- I will continue to abide by the CISEC, Inc. Code of Ethics located hereto as Exhibit A as an attachment to this renewal form and incorporated herein by reference.
- I will continue to perform inspection services in a professional and workmanlike manner and uphold professional standards in relating to the public, to other CISEC certified professionals, and to other professionals within the industry.
- I understand that I have to accumulate at least 12 Continuing Development Hours (CDHs) within the next year.
- Attached, please find a Re-Certification Contract and CDH Form for educational hours earned as of this date.**

Upon renewing my certification, CISEC, Inc. hereby agrees to:

- Allow me to continue using CISEC initials and number as part of my name and title.
- Provide notice of ongoing training opportunities within the industry.
- Provide a network of other professionals for technical support and advice.

I understand once CISEC, Inc. receives payment for this renewal, it will be effective beginning July 1 of this year and valid through June 30 of the following year. I further understand that CISEC, Inc. has the right to terminate this renewal if I violate this contract and/or the original Agreement I signed upon being designated as a CISEC registrant.

Signature Required: _____ Date: _____

Please do not post any of my contact information on www.cisecinc.org

Along with my name, registration number and expiration date, please post the following on www.cisecinc.org:

City/Cities (list below) E-Mail Phone: Office Fax Cell

Comment: _____

Please sign the form and make a copy for your files. Send the completed form (with payment if paying by check) to
CISEC, Inc. Phone: (720) 235-2783
P.O. Box 188 Fax: (303)-841-6383
Parker, CO 80134 E-Mail: cdh_renewals@cisecinc.org

CONTINUING DEVELOPMENT HOURS FORM

First Name		Middle Initial	Last Name		CISEC Number										
Company or Agency			Mailing Address		July 1, Begin										
City			State	Zip Code	Country June 30, End										
Office Phone	Fax	Home or Cell Phone	E-mail Address												
Inspection Related Activities			Volunteer Related Activities												
<p>Identify the number of hours you completed construction site inspection related activities (maximum of 8 CDHs/yr.).</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><u>Inspection</u></td> <td style="width: 50%;"><u>CDHs</u></td> </tr> <tr> <td>20 to 40 hours</td> <td>2 hours</td> </tr> <tr> <td>41 to 100 hours</td> <td>4 hours</td> </tr> <tr> <td>101 to 180 hours</td> <td>6 hours</td> </tr> <tr> <td>More than 180 hours</td> <td>8 hours</td> </tr> </table> <p style="text-align: center;"><u>Please describe your inspection related activities</u></p>			<u>Inspection</u>	<u>CDHs</u>	20 to 40 hours	2 hours	41 to 100 hours	4 hours	101 to 180 hours	6 hours	More than 180 hours	8 hours	<p>Describe your environmental volunteer activities (e.g., proctoring, trash planting trees, clean up, serving as a board member, etc.) and identify the number of hours spent (maximum of 6 CDHs/yr.).</p>		
<u>Inspection</u>	<u>CDHs</u>														
20 to 40 hours	2 hours														
41 to 100 hours	4 hours														
101 to 180 hours	6 hours														
More than 180 hours	8 hours														
CDHs Claimed:			CDHs Claimed:												
Attendance at Professional Forums			Attendance at Educational Forums												
<p>Identify and describe the professional forums you attended (e.g., IECA, StormCon, APWA, etc.), provide proof of registration (e.g., name tag, registration form), and identify the number of attendance hours (maximum of 8 CDHs/yr.).</p>			<p>Identify educational forums you attended (e.g., Inspecting DOT projects, How to Write a SWPPPs, etc.) and provide copies of certificates that clearly illustrate the PDU and/or CEU hours earned (maximum of 8 CDHs/yr.).</p>												
CDHs Claimed:			CDHs Claimed:												
Presenting or Publishing Technical Papers			Other												
<p>Identify the title, when and where it was presented or published, and provide a copy of the technical paper (maximum of 2 CDHs/yr.).</p>			<p>Describe other activities for which you want CISEC, Inc. to consider as being eligible for CDHs (Maximum of 8 CDHs/yr.).</p> <p>Taught Environmental Classes. Please list title, date, and hours</p> <p>Perform Water Quality Monitoring (Maximum of 3 CDHs/yr.)</p> <p>Other (if not approved by CISEC, Inc.)</p>												
CDHs Claimed:			CDHs Claimed:												



CISEC, Inc.
P.O. Box 188
Parker, CO 80134

CISEC RE-CERTIFICATION CONTRACT

This Re-Certification Contract is hereby entered into by and between _____
(the "Registrant") and CISEC, Inc. _____

Last Name

First Name

CISEC, Inc. acknowledges that the Registrant has met the requirements for, and is entitled to, CISEC certification. In exchange for the CISEC certification being conferred upon the Registrant concurrently herewith, the Registrant hereby agrees to:

1. At all times, strictly abide by the CISEC, Inc. Code of Ethics (located hereto as Exhibit A as attached to this contract and incorporated herein by reference).
2. Perform all services in a professional and workmanlike manner and uphold professional standards in relating to the public, to other CISEC certified Registrants, and to other professionals within the industry.
3. Pay all annual renewal fees to CISEC, Inc. by June 30 of each year beginning **June 30, 2017**.

CISEC, Inc. hereby agrees to:

1. Allow the Registrant to use CISEC initials and **Certificate Number** _____ as part of his/her name and title.
CISEC Number
2. Provide notice of ongoing training opportunities within the industry.
3. Provide a network of other Registrants to provide support and professional advice.

CISEC, Inc. has the right to terminate this Contract if the Registrant breaches this Contract or fails to comply with his or her obligations for non-compliance with this Contract. The Registrant has the right to terminate this Contract at any time by providing CISEC, Inc. with a 30 day written notice.

This Contract is effective as of **July 1, 2017** and shall automatically be terminated in one year unless Registrant meets CISEC, Inc. compliance requirements of paying annual renewal fees and submitting at least 12 continuing development hours (CDHs) during this time frame.

Registrant

Signature: _____

Address: _____

City, State Zip: _____

Date: _____

CISEC, Inc.

Signature: Jina R. Evans

Title: President

Date: July 1, 2017

Exhibit A

CODE OF ETHICS

Certified Inspector of Sediment and Erosion Control

Article I. General Principles

1. The privilege of professional practice imposes obligations of morality and responsibility as well as professional knowledge.
2. Each Certified Inspector of Sediment and Erosion Control (hereafter called CISEC) agrees to be guided by the highest standards of ethics, personal honor, and professional conduct.

Article II. Relation of Professional to the Public

1. A CISEC shall not give a professional opinion or make a recommendation without being as thoroughly informed as might reasonably be expected of a similarly situated professional.
2. A CISEC shall not knowingly permit the use of his or her reports or other documents for any unsound or illegitimate undertaking.
3. A CISEC shall not issue a false statement or false information at any time.
4. A CISEC shall not make any sensational, exaggerated, and/or unwarranted statements in any professional opinion or in the course of performing any professional services.
5. A CISEC may publish dignified business, professional, or announcement cards, but shall not advertise his or her work or accomplishments in a self-laudatory, exaggerated, or unduly conspicuous manner.

Article III. Relation of Professional to Employer and Client

1. A CISEC shall not use, directly or indirectly, any employer or client's information in any way that would violate the confidence of the employer or client.
2. A CISEC shall protect, to the fullest extent possible, the interest of their employer or client insofar as such interest is consistent with the law and his or her professional obligations and ethics.
3. A CISEC who finds that his or her obligations to their employer or client conflict with his or her professional obligation or ethics should address such objectionable conditions or resign.
4. A CISEC who has performed an investigation for any employer or client shall not seek to profit economically from the information gained.
5. A CISEC shall not divulge any information given in confidence.
6. A CISEC shall engage, or advise his employer or client to engage, and cooperate with other industry specialists whenever the employer or client's interests would be best served by such service.

Article IV. Relation of Professionals to Each Other

1. A CISEC shall not falsely or maliciously attempt to damage the reputation of another.
2. A CISEC shall refrain from plagiarism in oral and written communications.
3. A CISEC shall endeavor to cooperate with others in the profession and encourage the ethical dissemination of technical knowledge.

Article V. Duty to the Profession

1. A CISEC shall uphold this Code of Ethics by example and encourage other CISECs to do the same.

Article VI. Conflicts of Interest

1. A CISEC shall not inspect properties under contingent arrangements whereby any compensation or future referrals are dependent on reported findings.
2. A CISEC shall not receive compensation for an inspection from more than one party unless agreed to by the client(s).
3. A CISEC shall not accept compensation, directly or indirectly, for recommending contractors, services, or products to inspection clients or other parties having an interest in inspected properties.