

References:	PRO BOARD CRITERIA: PA1, PA2, PA3, TA2 NFPA , THE AUTHORITY HAVING JURISDICTION	
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### 1.0 GENERAL INFORMATION

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- 1.1. **PURPOSE:** To provide a written, formal policy regarding the re-certification policy of the Vancouver Island Emergency Response Academy.
- 1.2. **RESPONSIBILITY:** It is the responsibility of all registrars, instructors, proctors and evaluators to be familiar with this guideline to ensure all candidates receiving certification are informed of re-certification requirements. It is the responsibility of the Academy to ensure that all potential stakeholders are notified regarding the Academy Re-certification policy.

### 2.0 PROCEDURES

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- 2.1. It is the policy of the Academy that individuals holding Pro Board and/or IFSAC certificates are not required to re-certify in any given timeframe.
- 2.2. Notwithstanding 2.1, the “Authority Having Jurisdiction” can place time limitations or cognitive knowledge and skills maintenance evaluation limitations to Pro Board and/or IFSAC issued certificates.
- 2.3. The Academy will honor the “Authority Having Jurisdiction” decision on any limitations placed on Pro Board and/or IFSAC issue certificates.

  
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Karen Fry  
Academy Director

December 22, 2017  
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Date