COVERAGE
This policy applies to all Erosion Sediment Control Association of Canada (ESCAC) certification programs.

- CPESC® - Certified Professional In Erosion and Sediment Control™
- CPESC-IT® - Certified Professional In Erosion and Sediment Control In-Training™
- CPSWQ® - Certified Professional In Storm Water Quality™
- CESSWI™ - Certified Erosion, Sediment and Storm Water Inspector™

POLICY STATEMENT
To maintain proper records, mailing list. ESCAC assigns a “status” to each Certified Professional describing the state of their certification(s). This policy will describe the statuses used by ESCAC.

PURPOSE
To clarify the meaning and definition of each professional status within ESCAC Member Directory/Member Online Account.

DEFINITIONS
Clear – Has not been convicted of a violation the Code of Ethics and Professional Conduct or any other punitive actions
Good Standing - The Certified Professionals certification(s) is current in both PDHs and renewals
Status – State or condition of a Certified Professionals certification with ESCAC

RESPONSIBILITY
ESCAC Executive Director:
- Developing and maintaining the status definitions in consultation with the ESCAC Board of Directors (BOD)
- Providing ESCAC Board of Directors (BOD) with any revisions or modifications to the status definitions
- Maintain status of certification in the Online Directory/Online Member Account.
- Assist Certified Professionals if status changes are requested
- Make status changes for disciplinary actions

Certified Professionals:
- Request status changes as required

PROCEDURES
General
There are two (2) list of statuses;
1. Professional - General
2. Professional – Actions
The following shall be the established statuses and definitions within each list:

**Professional Status - General**

- **Active** – The Certified Professionals certification(s) are clear and in good standing.
- **Inactive** – The Certified Professional’s certification(s) has been placed in a “holding” state voluntarily by their written request. If the Certified Professional wishes to be reinstated to “Active” status it must be done within five (5) years or professional status will be changed to Terminated.
- **Deceased** – The Certified Professional is deceased.
- **Military** – The Certified Professional is actively serving in the military. If the Certified Professional is in the military reserves or the National Guard and has been called into active duty they may request this status.
- **Medical** – The Certified Professional has a medical condition that prohibits them from meeting the requirements of maintaining their certification.
- **Retired** – The Certified Professional has retired from their professional career but wishes to maintain affiliation with ESCAC.

**Professional Status - Actions**

- **Delinquent** – The Certified Professionals certification(s) has not been renewed by the expiration date but is within the thirty (30) day grace period. While in this status the Certified Professional does not have the right to use their certification in practice. Renewal may occur while in this status with the entry of required PDHs, payment of the renewal fee, and payment of a late fee.
- **Expired** – The Certified Professionals certification(s) has not been renewed and is past the thirty (30) day grace period. While in this status the Certified Professional does not have the right to use their certification in practice. To have their certification(s) renewed they must go through the ESCAC reinstatement procedure.
- **Terminated** – The Certified Professionals certification(s) has not been reinstated within five (5) years and they do not have the right to their certification in practice. For a Certified Professional to regain their certification, they must reapply and pass the certification examination. The previous certification number will not be reassigned.
- **Suspended** – The Certified Professional has had an ethics, professional conduct, professional negligence, or legal case brought against them and they no longer have the right to use their certification in practice.
- **Revoked** – The Certified Professional has had their certification(s) removed as a result of a conviction in an ethics, professional conduct, professional negligence, or legal case brought against them. They no longer have the right to use their certification in practice and they do not have the right to regain their certification(s).
- **Voluntarily Surrendered** – The Certified Professional has voluntarily, in writing, surrendered their certification(s) to avoid or participate in an ethics, professional conduct, professional negligence, or legal case. They no longer have the right to use their certification in practice and they do not have the right to regain their certification(s).

**RELATED DOCUMENTS**

Reinstatement Policy
Retired Status Policy