

### Initial Certification

	CPPB	CPPO
<b>Formal Education</b>		
	Associate's Degree minimum	Bachelor's Degree minimum
<b>Experience</b>		
	Min 3 years public procurement	Min 5 years public procurement; min 3 years public sector management
<b>Coursework/Training</b>		
Option 1	158 contact hours	174 contact hours
Option 2	3 credit hours public procurement coursework at higher ed. level AND 56 contact hours procurement training	3 credit hours public procurement coursework at higher ed. level AND 72 contact hours procurement training
Option 3	6 credit hours procurement-related coursework at higher ed. level AND 56 contact hours procurement training	6 credit hours procurement-related coursework at higher ed. level AND 72 contact hours procurement training

- Only experience gained and coursework/training completed within the previous 10 years from the date the application is submitted will be applicable for consideration for eligibility.

### Recertification

- Unit of measurement changed from **POINTS** to **CONTACT HOURS**
- Membership category eliminated – recertification credit can no longer be earned for holding a membership
- 45 contact hours required for CPPO, CPPB and Dual Recertification
- 55 contact hours required for lapsed certification, up to 12 months following certificate expiration
- All activities must to be tied to a topic from the UPPCC Body of Knowledge
- Social events, business meetings, trade shows, etc. are not eligible for contact hours
- Contact hours may be earned in 3 sections:
  1. Continuing Education - Accredited
  2. Continuing Education - Non-Accredited
  3. Professional Contributions - Max 20 contact hours
- Lifetime Status replaced with Retired Status

### Clarification/Tips for Chapters:

- Previously 10 points for CPPB and 15 points for CPPO/Dual were required for recertification. When converted to contact hours, the previous requirements were equivalent to 80/120 contact hours respectively. The 2014 Recertification Requirements, although restricted primarily to continuing education activities, represent an overall reduction in the total number of contact hours required.
- Attendees to Chapter hosted events should be supplied with a certificate of attendance/transcript for tracking of contact hours and documentation purposes
- **Chapters cannot offer CEU's unless their education is IACET approved and accredited**
- Officer of Chapter = 3; Chapter Board Member = 2; Chapter Committee Member = 1 (values are contact hours earned per year)