



## Certification/Recertification Requirements

- In order to gain **initial certification**, persons are required to (1) complete the three-day Clean Communities certification program, submit the program's final assignment and (2) participate in one (1) additional Clean Communities program within 90 days of completing the initial certification program.
- In order to **retain certification**, individuals must acquire twenty (20) hours of continuing education and/or training during the two years (approximately) following their initial certification. ***For example: coordinators certified in 2015 will have until December 31, 2017 to complete this requirement; coordinators certified in 2016 will have until December 31, 2018.***
- Completion of a New Jersey Clean Communities Council (NJCCC) approved safety training course (including its field component) is **required** for recertification and can, if needed, supply up to twelve (12) of the hours needed for recertification. Participation in the field component may be waived if an attendee has documented health and/or safety concerns.
- If the field cleanup with the safety training course, is waived, 20 hours of continuing education or training will still be required to complete the recertification process.
- Recertification hours will be available for **all** NJCCC events. Information on the numbers of hours will be included on all announcements for these programs.
- Documentation of a recertification efforts must be submitted to the NJCCC (via email) within thirty (30) days of the end of a coordinator's certification cycle using the reporting form available on the NJCCC website ([www.njclean.org](http://www.njclean.org)). Late submissions will be accepted at the discretion of the NJCCC; documentation of why the filing is late will be required.
- Once a recertification packet is reviewed and accepted, the coordinator will receive documentation that their certification is valid for another two years. This documentation will include information on the dates that encompass the next recertification period and will note what the deadline for the submission of the documentation of a coordinator's recertification efforts are due.