



NPELRA LABOR RELATIONS ACADEMY RECERTIFICATION PROGRAM

NPELRA's Recertification Program for Certified Labor Relations Professional (CLRP®) is an ongoing certification process to encourage members and non-members to seek professional growth and development. As a national organization designed for public sector labor relations and human resources professionals, we support continual learning throughout our careers.

Recertification is required every three years, beginning 1/1/2012 for all certifications earned after this date. To maintain certification, participants must acquire a minimum of 45 credits and are required to record their participation in various professional development and continuing education activities as described in this brochure. Applicants must submit the completed Recertification Verification Form to receive recertification. Participants may begin earning credits toward recertification immediately upon receiving their initial Certified Labor Relations Professional (CLRP®) designation. Credits cannot be carried over for a future recertification. There is a minimal fee of \$95 to obtain a Recertification Certificate.

As a professional organization, ongoing professional development improves our organization and the skills of its members. Through professional development, leadership, research and day-to-day work, participants earn credits to maintain their certification. A variety of areas of continuing education and leadership opportunities have been identified through which certification may be maintained.

Recertification offers many benefits:

- Public listing and recognition on our Recertification Status page, indicating your current CLRP® status
- Increases your value to your employer;
- Raises your professional standards;
- Demonstrates commitment to the public sector labor relations/human resources profession; and
- Identifies you as the public sector labor relations/human resources professional most capable of meeting emerging challenges.

AREAS IDENTIFIED FOR RECERTIFICATION

I. Professional Development

Participants can enhance their skills by participating in professional development opportunities in a variety of ways. Participation in conferences and programs, enrolling for a course, or listening to a webinar can enhance your skills and provide opportunities for keeping your skills current. **(All 45 Credits may be earned from this category)**

II. Professional Membership

Maintaining a professional membership benefits our industry. Through continued learning and networking, participants can implement the best management practices for their organization. **(A maximum of 9 Credits may be earned from this category)**

III. Leadership

Opportunities for leadership roles are available to members of NPELRA. These may include becoming a board officer or participation on a committee. **(A maximum of 9 Credits may be earned from this category)**

IV. Presentation and Instruction

Sharing your skills and knowledge with other members is paramount to the association's success. Opportunities are available at annual conference, workshops, and other events during the year. **(A maximum of 15 Credits may be earned from this category)**

V. Research & Publishing/Publications

Ongoing research and study promotes success in the workplace. By addressing current topics and providing information to other professionals, we share our ideas and promote professionalism in our industry. **(A maximum of 15 Credits may be earned from this category)**

VI. Experiential Learning

Continued employment provides for continued learning. By providing leadership to our individual organizations, we provide opportunities for improved employee/labor relations and human resources services for our employees and employers. **(A maximum of 3 Credits may be earned from this category)**

VII. HR Innovation/On the Job Experience

The day-to-day duties of participants provide opportunities for growth. Developing and implementing new programs to be shared is a benefit to our members. **(A maximum of 15 Credits may be earned from this category)**

There are opportunities to obtain credits for each of the above categories. The **Recertification Verification Form** indicates specific criteria eligible for credits and the maximum credits per category.

Questions regarding this recertification program? Contact NPELRA at 877-673-5721.



CLRP® Recertification Verification Form

Name _____ Jurisdiction _____
 Work Address _____ Work Telephone _____
 City _____ State _____ Zip _____
 E-mail Address _____ Date Received CLRP _____

Please complete the following information and attach any required information for verification purposes.

Email this form with attachments / verifications to Janessa@npelra.org
 You may also mail these documents to:
 NPelra ▪ 1012 So. Coast Hwy., Suite M ▪ Oceanside, CA 92054

I. Professional Development (All 45 Credits may be earned from this category)

<i>Verified with paid receipt, program brochure, grade report</i>	Maximum Credits Earned/Year	Credits Earned Year 1	Credits Earned Year 2	Credits Earned Year 3	Total Credits Earned
Labor relations/human resources program/conference - Multiday					
NPELRA ATC (Worth 10 Credits each conference)	10				
State PELRA ATC (Worth 5 Credits each conference)	5				
Other (Worth 3 Credits each program/conference)	3				
Labor relations/human resources program - One day					
NPELRA Academy (Worth 5 Credits each Academy)	5				
Other (Worth 2 Credits each)	2				
Labor relations/human resources program - Less than one day					
NPELRA Webinar (Worth 2 Credits each webinar attended)	6				
NPELRA Online Training Course (Worth 2 Credits each course)	6				
Other (Worth 1 Credit each)	1				
3 unit LR/HR course offered by college or university (Worth 4.5 credits each course)	4.5				
Human resources online training (Worth 2 Credits each course)	2				

II. Professional Membership (A maximum of 9 Credits may be earned from this category)

<i>Verified with paid membership records</i>	Maximum Credits Earned/Year	Credits Earned Year 1	Credits Earned Year 2	Credits Earned Year 3	Total Credits Earned
Membership in an organization					
NPELRA / State (Worth 3 Credits each year)	3				
Other <u>National</u> LR/HR association ie: IPMA, ICMA, SHRM (Worth 1 Credit each year)	1				
Other State/Local LR/HR association (Worth 0.5 Credit each year)	0.5				

Year 1 Year 2 Year 3 Total

Page Subtotal:

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III. Leadership (A maximum of 9 Credits may be earned from this category)

<i>Verification with listing of Board or Committee, or advocacy letter</i>	Maximum Credits Earned/Year	Credits Earned Year 1	Credits Earned Year 2	Credits Earned Year 3	Total Credits Earned
Each year served on the Board of Directors of a labor relations/human resources association.					
NPELRA Board of Directors (Worth 4 Credits per year served)	4				
State PELRA Board of Directors (Worth 3 Credits per year served)	3				
Other National organization (Worth 2 Credits per year served)	2				
Other State association (Worth 1 Credit per year served)	1				
Each year served as a Chair of a labor relations/human resources association committee					
NPELRA Committee (Worth 4 Credits per year served)	4				
State PELRA Committee (Worth 3 Credits per year served)	3				
Other National Committee (Worth 2 Credits per year served)	2				
Other State Committee (Worth 1 Credit per year served)	1				
Each year served as a Member of a labor relations/human resources association committee					
NPELRA Committee (Worth 2 Credits per year served)	2				
State PELRA Committee (Worth 1.5 Credits per year served)	1.5				
Other National Committee (Worth 1 Credit per year served)	1				
Other State Committee (Worth 0.5 Credits per year served)	0.5				
Advocacy on labor relations/human resources issues					
Letter to Congress or State Legislature (Worth 0.25 Credits per letter)	0.25				

IV. Presentations & Instruction (A maximum of 15 Credits may be earned from this category)

<i>Include printed program as verification</i>	Maximum Credits Earned/Year	Credits Earned Year 1	Credits Earned Year 2	Credits Earned Year 3	Total Credits Earned
Speech on labor relations/human resources management (Worth 2 Credits per presentation)	2				
Instructor for a full day or multi-day labor relations/human resources course (Worth 4.5 Credits per day instructed)	4.5				

V. Research & Publishing/Publications (A maximum of 15 Credits may be earned from this category)

<i>Included printed program as verification</i>	Maximum Credits Earned/Year	Credits Earned Year 1	Credits Earned Year 2	Credits Earned Year 3	Total Credits Earned
Research article on labor relations/human resources management published in a professional journal (Worth 5 Credits per article)	5				
Article on labor relations/human resources management published in a newsletter (Worth 2 Credits per article)	2				

VI. Experiential Learning (A maximum of 3 Credits may be earned from this category)

<i>Verification with organization chart or payroll record</i>	Maximum Credits Earned/Year	Credits Earned Year 1	Credits Earned Year 2	Credits Earned Year 3	Total Credits Earned
Continuous employment in a direct labor relations/human resources capacity since certification or re-certification (Worth 1 Credit per year)	1				

VII. HR Innovations / On-the-job Experience (A maximum of 15 Credits may be earned from this category)

<i>Verification of program implementation</i>	Maximum Credits Earned/Year	Credits Earned Year 1	Credits Earned Year 2	Credits Earned Year 3	Total Credits Earned
Implement an innovative labor relations/human resources management program (Worth 5 Credits per innovation/program)	5				

	Year 1	Year 2	Year 3	Grand Total
Total:				

I verify that the information included within is accurate and I have successfully completed the required number of credits as required by the organization to maintain my certification as a Certified Labor Relations Professional through NPELRA.

Signature: _____ Date: _____