I. THE PROGRAM
North American certification as a CERTIFIED MANAGER OF INVASIVE PLANTS (CMIP) is a voluntary program that provides recognition of professional and technical competency. Others may chose to make it a job related requirement for employment, promotion, training, etc.

NAISMA certification is available to those individuals who:
1. Meet the requirements for admission as set forth herein;
2. Are a current NAISMA member;
3. Pass a qualifying examination; and
4. Maintain the minimum requirements for re-certification.

These pages explain the certification program, standards and procedures, describe the examination, and recommend study material for those individuals interested in North American certification.

II. OBJECTIVES
The objectives of NAISMA's North American Certification Program are:
1. To improve the technical and professional competency of personnel involved in the management of invasive plants;
2. To provide incentives for those individuals to continue their professional development;
3. To maintain and promote high standards of performance by all members of the profession; and
4. To provide the public a means to identify those who, through a professionally developed examination and certification process, have demonstrated a thorough knowledge of invasive weed management.

III. MINIMUM EDUCATION/EXPERIENCE REQUIREMENTS
Personnel applying for certification as a CMIP must have a certified pesticide applicator card and meet one of the following requirements:
- No college credits, but a minimum of six- (6) years progressively responsible managerial, administrative and/or supervisory experience in management of invasive plants and related activities.
- Less than 30 college credits but with a minimum of four (4) years progressively responsible technical or managerial or field experience in management of invasive plants and related activities.
☐ 30-60 college credits plus two (2) years progressively responsible technical or managerial or field experience in management of invasive plants and related activities.
☐ 61+ college credits plus one (1) years progressively responsible technical or managerial or field experience in management of invasive plants and related activities.
* College credits in natural, physical, agricultural or environmental science, landscape architecture or related fields are acceptable.

IV. APPLICATION AND RETEST FEES
The applicant shall forward to NAISMA the completed Certification Application Form and required fees by the deadlines established by NAISMA. Application fee MUST accompany the completed Certification Application Form. The application fee for personnel applying for certification as a CMIP is $125 (US). Receipt of the appropriate application fee and an approved Certification Application Form entitles the applicant to sit for the examination. If a qualified applicant fails the exam, there is a $50 (US) re-test fee for each subsequent exam.

V. RENEWAL FEES
The CMIP certification shall be valid for a 36 month period beginning on January 1 of the year immediately following the year in which the successful candidate sat for the examination. A re-certification will be issued for a new 36 month period after the receipt of a $50 (US) fee and the approval of the continuing education reported.

VI. CERTIFICATION EXAMINATION
Certification examinations for the CMIP designation shall consist of 100 questions. Question categories and number of questions for each category are shown below:

<table>
<thead>
<tr>
<th>CAT</th>
<th>DESCRIPTION</th>
<th>QUESTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>I.</td>
<td>Noxious/invasive plants</td>
<td>5</td>
</tr>
<tr>
<td>II.</td>
<td>Coordination</td>
<td>5</td>
</tr>
<tr>
<td>III.</td>
<td>Planning</td>
<td>5</td>
</tr>
<tr>
<td>IV.</td>
<td>Awareness and Public Relations</td>
<td>10</td>
</tr>
<tr>
<td>V.</td>
<td>Prevention</td>
<td>10</td>
</tr>
<tr>
<td>VI.</td>
<td>Principles of Integrated Pest</td>
<td>5</td>
</tr>
<tr>
<td>VII.</td>
<td>Weed Control Methods</td>
<td>20</td>
</tr>
<tr>
<td>VIII.</td>
<td>Herbicides</td>
<td>20</td>
</tr>
<tr>
<td>IX.</td>
<td>Weed Survey and Mapping</td>
<td>10</td>
</tr>
<tr>
<td>X.</td>
<td>Safety</td>
<td>10</td>
</tr>
</tbody>
</table>

No reference or study materials may be utilized during the examination.

To receive certification, candidates must achieve an overall score of at least 70%. If the overall score is achieved, the candidate will be considered a certified manager of invasive plants by NAISMA. If an overall passing score is NOT achieved, the applicant must retake the entire examination. Examinations will normally be administered during the NAISMA Annual Conference and Trade Show. All completed examinations will be graded by the CMIP committee. Your score results will be mailed to you within approximately six (6) weeks following your test date.

Your scores are strictly confidential. Therefore, your results cannot be obtained over the telephone, by fax, or through Email. If you have questions concerning your test results, you should direct them in writing to NAISMA. Because of the need to maintain test security, examination booklets cannot be made available for review of the questions and answers, and NAISMA does NOT provide a list of questions you answered incorrectly or correctly. The only information available regarding your performance on the examination is provided on your individual score report.
The certification examination is selected from a question bank developed by a panel of NAISMA members who are experts in selected phases of invasive plant management. NAISMA will evaluate the examination scores and will coordinate the development of new questions for the question bank.

VII STUDY MATERIAL
All test questions will be taken from the following resources:

1. **Key Study Resources**

2. **NAISMA Programs & Guides**
   c. Public Relations Plan, 6 pages [http://www.naisma.org/ NAISMA Committees, Personal Improvement / Education](http://www.naisma.org/)

3. **Key On-Line Work References**
   c. INVADERS Database, 2 pages PLANTS Database, 3 pages – University of Montana [http://invader.dbs.umt.edu/](http://invader.dbs.umt.edu/)
   d. Natural Resources Conservation Service [http://plants.usda.gov/cgi_bin/topics.cgi?earl=noxious.cgi](http://plants.usda.gov/cgi_bin/topics.cgi?earl=noxious.cgi)

VIII. CONTINUING EDUCATION REQUIREMENT
Certified Professionals in Management of Invasive Plants will be required to meet the minimum continuing education requirements of 30 hours during the 3-year certification period. Courses or training sessions and the number of hours counting toward re-certification will be approved by the NAISMA Certification Committee or a state or provincial agency or association authorized by the Committee. The eligible courses or training courses are:

1. 10 hours for attending the NAISMA Annual Conference and Trade Show,
2. Any state or provincial weed management agency or association sponsored or approved training, and
3. Other courses or training sessions approved by the NAISMA Certification Committee or a state or provincial agency or association authorized by the Committee.

Continuing education requirements must include a diversity of topics. Generally the credits should be directly related to the categories described under VI. CERTIFICATION EXAMINATION. Each individual should plan their continuing education to meet their needs. Refer to List of Available Documents for Professional Improvement under NAISMA Personal Improvement / Education Committee [http://www.naisma.org/](http://www.naisma.org/) for guidance in developing a self-improvement plan. Some credits should be earned in each year of the 3-year certification period.

Individuals must submit proof of satisfactory completion of all continuing education requirements when making application for renewal of certification. A Continuing Education Unit Self Reporting Form will have to be prepared and submitted along with the re-certification fee. Certified individuals who fail to obtain the required 30 hours during a 3-year period will be given a provisional re-certification period of 6 months to complete the requirement, and charged a penalty fee of $25.00.

IX. SUSPENSION OF CERTIFICATION
For a certified individual, if the required renewal fee has not been received within 12 consecutive months following the initial expiration of the certificate, NAISMA will assume the individual has voluntarily withdrawn from the certification program and the certificate holder's name will be dropped from the active certification list. Recertification will then occur only after the applicant has:

1. Completed a new Certification Application Form;
2. Transmitted all required fees as required; and
3. Successfully passed the appropriate Certification examination.