

6 Re-certification

6.1 General

A CCE certificate is valid for five years. During that period the cost engineer is competent to call him or herself "CCE DACE/ICEC (Certified Cost Engineer DACE/ICEC)". After five years a Certified Cost Engineer can apply for re-certification. If he or she meets the re-certification criteria the certification is extended for five years. Bureau DACE will adjust the expiry date of the certificate on the web-site. After first re-certification every five years a new re-certification request must be directed to Bureau DACE.

6.2 Criteria for re-certification

6.2.1 General overview

To remain certified a Cost Engineer must earn sufficient "CCE credits". For re-certification at least 30 CCE credits are required.

CCE credits are obtained for the following activities:

Activity category	Activity	CCE credits
Professional experience	Full time job as cost engineer	5 per year
Professional development	DACE meeting, DACE Special Interest Group meeting	0,25 per meeting
	Seminar attendance	0,5 per day
	Training Course	0,5 per day with maximum of 1 for one course
Sharing knowledge	Teaching cost engineering subjects	1 for every 8 hours
	Article writing	2 for every article in a professional magazine
	Give presentation outside company	1 per presentation
DACE or other professional cost engineering organization	Board member	1 per year
	Member of task force	1 per year
Involvement in CCE course	Paper Coordinator	2 per course
	Paper appraisal	0,25 credit per paper
	Case study teacher	2 credits per course
	Member of Certifying Body	0,5 credit per year
	Technical Coordinator	1 credit per year
	Member of Exam committee	0,25 credit per year

6.2.2 Details and examples

As the employment of cost engineers is very wide, some detailed guidelines are provided to give direction to the re-certification criteria. It is always possible to discuss special situations or not mentioned activities with the DACE Examination and Certification Board. The DACE Examination and Certification Board is competent to allow exceptions to the general directives.

Details of the above criteria are:

Professional Experience

The Certified Cost Engineer can have many job titles. Important characteristics of “professional experience” in relation to CCE credits are:

- Working in a technical environment at Asset owner, Contractor or Engineer / Consultant
- Activities related to project control in one or more areas of the Education Domains of “Knowledge, skills and Competences of a Certified Cost Engineer”
- Activities concerning different qualification layers of “Knowledge, skills and Competences of a Certified Cost Engineer”

To demonstrate if these criteria are met the Examination and Certification Board may ask for an experience declaration that can be provided by employer of cost engineer.

Professional development

A DACE Certified Cost Engineer should be developing him or herself during the years. Knowledge, skills and competences should be kept up to date. This goal can be reached by for example:

- Joining a DACE special interest group (SIG) and visiting the SIG meetings, see DACE website for details
- Joining a quarterly organized DACE contact meeting, see DACE website for details
- Following an additional training or a refreshment course. The Examination and Certification Board may ask for a certificate of participation.
- Visiting a Seminar, for example organized by ICEC or CEC. The Examination and Certification Board may ask for demonstration of participation.

All the above activities should be related to the framework “Knowledge, skills and competences of a certified cost engineer”. For example a training course in Risk Management is relevant and will very likely be awarded with 1 CCE credit. For example training in “Hydraulics” or “Microsoft Excel” is not relevant; CCE credits will not be awarded.

Sharing knowledge

To improve the general professional level of cost engineers and the awareness of the Cost Engineering discipline in relevant areas it is important that knowledge is shared.

This can be achieved for example by:

- Creating courses and presenting or teaching them to others, in and outside the own organization. The course should contain learning objectives and course material intended to teach knowledge to the audience. For example organizing a day workshop for project managers in the own organization is regarded as sharing knowledge and will be awarded by 1 CCE credit. Presenting the results of a scenario study to senior management is not regarded “sharing knowledge” and is part of professional experience. The Examination and Certification Board may ask for details.
- Writing an article in, for example, a professional magazine. The article should add new insights to the cost engineering community and be recognized by peers as professional with sufficient depth. Articles that are worth to be placed in DACE magazine are recognized for sufficient quality and will be awarded with 2 CCE credits. Other articles in other magazines or other media such as Internet can be discussed with the Examination and Certification Board.

- Give a presentation or lecture outside the own company. Examination and Certification Board may ask for details to award CCE credits

Activities for Dace or other professional cost engineering (related) organization

To keep continuity in cost engineering community and development it is essential that organizations like DACE, ICEC, AACE and many others are staffed. Also efforts of these organizations to serve cost engineering community are very important and are CCE credits awarded to certified cost engineers involved in organizations or developments. Examples are:

- Board Member, attending meetings and organizing community
- Joining and contributing in special task forces, for example DACE price booklet, DACE labor norms or DACE training courses

The Examination and Certification Board may ask for details to award CCE credits.

6.3 Re-certification procedure

To qualify for re-certification, the following procedure must be followed:

1. At least four months before the Cost Engineering Certificate expires, the Certified Cost Engineer requests re-certification in an e-mail directed to the DACE CCE program Examination and Certification Board, e-mail address info@DACE.nl The Cost Engineer should provide all relevant information concerning obtained CCE credits.
2. Bureau DACE will send the request and motivation to the Examination and Certification Board that will judge if the applicant qualifies for re-certification. If additional information is required, this will be communicated via Bureau DACE.
3. If the amount of CCE credits and the motivation is regarded as sufficient the applicant will be informed and Bureau DACE will extend the certificate with five years on the website.
4. If the amount of CCE credits and the motivation is regarded as in-sufficient the applicant will be informed and Bureau DACE will remove the name of the Certified Cost Engineer from the website after the day the certificate expires.

6.4 Re-certification if certificate was expired

If the certificate is expired, a formerly Certified Cost Engineer can be recertified if he meets the following criteria:

1. The cost engineer is able to show he/she was active in the field of cost engineering by updating the Curriculum Vitae (CV)
2. The cost engineer is willing to write a new paper, meeting the quality criteria. Therefore, the cost engineer proposes a topic and a plan with time schedule to the examination board.
3. The cost engineer sends a request with motivation, updated CV and paper proposal to Bureau DACE, that will send the request to the Examination Board.
4. The Examination Board agrees with the re-certification procedure and the Technical Coordinator will appoint a paper coordinator.
5. If the written paper meets the criteria, the Cost Engineer will be recertified and will be registered on the website again by bureau DACE.