



## **D. General Provisions Concerning Certification**

1. The right to deny certification is reserved by the Board.
2. Certificates of Qualification in Forensic Document Examination are valid for a period of five (5) years and are renewable at the end of that period according to standards of currency in the field set forth below:
  - 2.1 Active participation in case examination or other duties relating to the field of forensic document examination.
  - 2.2 Fulfilling the recertification requirements of earning at least forty (40) continuing education points as established by the Board during the five-year renewal period. Point is earned by such activities as demonstrating registered attendance at Board-recognized forensic meetings, participating in scientific programs of those meetings, publishing articles in Board-recognized journals, etc. Point may also be earned by providing written summaries of appropriate journal articles and/or passing a written/practical examination.
3. Persons holding a valid Certificate of Qualification issued by the Board are entitled to use the designation "Diplomate of the American Board of Forensic Document Examiners." Diplomates who resign in good standing are entitled to use the designation, "Former Diplomate of the American Board of Forensic Document Examiners."
4. Certificates issued by the Board are not transferable. They remain the property of the Board, but every person to whom a Certificate has been properly issued is entitled to its continued possession unless the Certificate is revoked. Legal action may be used to recover any Board property, to include the surrender of a Diplomate's certificate. Diplomates that do not possess a current certification are prohibited from advertising as Diplomates of the Board, unless they cite their actual years of certification.
5. A Diplomate or candidate who is found by the Professional Review Committee (PRC) to have violated ethical or professional rules of conduct or competency as set forth by the American Board of Forensic Document Examiners may be subject to disciplinary action as follows:
  - 5.1 Oral reprimand; or
  - 5.2 Written reprimand; or
  - 5.3 Suspension of Diplomate's Certificate for a specific period of time; or
  - 5.4 Decertification and removal of Diplomate from ABFDE rolls, including surrender of his/her Certificate.