



RE-CERTIFICATION GUIDE

**For Certified Security Specialist (CSS) and Security
Supervisor Certification (SSC)**

Effective January 1, 2011

Revised December 2010

Re-certification Guide

This guide applies to all NIIS certifications.

RECERTIFICATION TERM

The re-certification term shall be two (2) years for each certification commencing January 1st and concluding December 31st

CREDITS REQUIRED PER TERM

CSS	SSC
40	30

FEES REQUIRED PER TERM

CSS	SSC
N7,500	N7,500

Certificants have various categories through which they can earn re-certification credits. These categories are listed below:

1. MEMBERSHIP CREDIT

- Three (3) credits per year, limited to six (6) credits per term for membership of NIIS and another 3 credits per year for membership of an accredited professional Security body.

SSC: Three (3) credits per year, limited to Six (6) credits per term for membership of NIIS.

2. EDUCATIONAL CREDIT

A certificate or letter of completion and agenda that includes the nature of the program is required.

- **SEMINAR/CONFERENCE:** 5 credits per 2 days seminar. Annual conference/award ceremony:- 10 credits.
- **CHAPTER MEETING:** Credit for attending educational meetings of any length is credit but attendees must submit minutes of that meeting showing that they were in attendance and a facilitator must have treated a topic relevant to security.
- **ACCREDITED UNIVERSITY COURSES:** Security/Management-related accredited post graduate programs - 10 credits per 1 year session may be claimed.

3. **INSTRUCTOR CREDIT**

The topics of the courses must be relevant to the practice of security management.

3.	Per participant hour, as an instructor, speaker or panelist at a security or business-related education program. Letter to instruct and letter of completion or certificate is mandatory.
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4. **AUTHOR CREDIT**

The topic must be relevant to the practice of security.

20	Per security related and or business management book.
10	Per security-related and/or business management article in recognised periodical

NOTES

1. The certification board will review, on a case basis, certificants' requests for extensions caused by military duty in a war zone, effects of a major disaster or special circumstances.
2. Some or all activities may qualify for credit under more than one certification.
3. Attendance at NIIS sponsored educational programs; and/or membership will be automatically credited to individuals' records from relevant databases.