

RIMS-CRMP®
RIMS-Certified Risk Management Professional

RIMS-CRMP-FED®
RIMS-Certified Risk Management Professional For Federal Government

Recertification Handbook

RIMS-CRMP and RIMS-CRMP-FED

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Introduction

Congratulations on earning your credential and on taking this important first step in establishing yourself as a lifelong learner and advocate. The certification program was established to set competency requirements to advance the risk management profession. Individuals who earn the certification have demonstrated knowledge and achieved the requisite skillset in risk management and are dedicated to upholding high standards of ethical and professional practice in the profession. The credential is awarded for a period of two years. To remain in good standing and continue use of the RIMS-CRMP or RIMS-CRMP-FED credentials, all certified individuals must meet the requirements for recertification. This handbook contains the procedures, requirements, and policies that guide the decisions on recertification.

Why Recertification?

Recertification, or continuing education, is an essential part of an accredited certification process, enabling RIMS-CRMP and RIMS-CRMP-FED holders to stay up to date on the most current risk management trends and practices. Recertification is what distinguishes professional certification from other types of learning and development activities. Industries, laws, and other requirements are constantly changing, and professionals who pursue continuing education on a regular basis are more informed and up to date with what is happening within their profession.

The Recertification Program was developed to ensure that all holders meet a standard of continued compliance to all holders policies and procedures while demonstrating a level of continued competence in the risk management profession.

Unless you try to do something beyond what you have already mastered, you will never grow

-Ralph Waldo Emerson

In choosing to recertify every two years, you demonstrate an ongoing commitment to the certification and the risk management profession. The information in this handbook will provide helpful guidance to you as you enter into the recertification process.

Scope Statement

A risk management professional is a partner who supports the organization to leverage the opportunities and uncertainties associated with its goals and objectives. They lead the development and implementation of risk management practices that enable an organization to make risk-effective decisions that create and sustain value.

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Recertification Requirements

It is recommended you read this document in its entirety and refer to it often. You should also maintain copies of your recertification documents and activities throughout the two year period. You can then submit this documentation on the certification website along with your recertification application. Recertification applications may be selected for audit to verify compliance with the RIMS-CRMP recertification requirements. Individuals whose applications are selected for audit will be notified by email and required to submit supporting documentation. Should you be audited, you will be required to submit all documentation that supports the recertification requirements, if you did not do so at the time of application.

Recertification Fees

Recertification fees of are due at the time of submission of the recertification application and must be paid in full. The fee schedule for the RIMS-CRMP and RIMS-CRMP-FED is as follows:

- Members: $150
- Non-Members: $200

Recertification Applications

It is recommended that you record your recertification activities and upload documentation as you complete them in your profile. Once you have reached the necessary minimum of 50 recertification points, you may submit your completed recertification application online along with corresponding recertification fee. The Certification Department will only review an application that has been successfully completed and submitted with payment.

It is strongly recommended that you keep all profile information up to date, as the majority of correspondence will be done so electronically. Any lapse in communication because of outdated contact information will not result in the extension of recertification deadlines.

When you submit your online recertification application, you will receive an email letting you know that it was received, and you will be contacted once your application has been reviewed. If your application is incomplete, we will email you with a request for more information. If your application is approved, you will receive an approval email and a new certificate. Your updated certificate will display your new certification start and end dates.

Please allow up to 15 business days from the time we receive your application for it to be reviewed.

Recertification Cycle

Recertification cycles are two years in length. All holders must complete the 50 recertification points within the designated two years. Re-certification Activities must occur during the valid two year recertification period. Professional Development activities are not retroactive.

Applicants who have passed the RIMS-CRMP or RIMS-CRMP-FED exam are considered to have active credentials on the date they passed their exam.

The designated two year cycle begins the day certification credentials become active and ends the last of day of the certification month two years later. Credits applied toward meeting the recertification requirements must be completed during the certification cycle. Credits may not be carried over from one certification cycle to the next.

Example 1:

Certification Date: November 12, 2025

Recertification Cycle begins: November 12, 2025

Recertification Cycle ends: November 30, 2027

New Recertification Cycle: December 1, 2027 – November 30, 2029

Example 2:

Certification Date: May 20, 2025

Recertification Cycle begins: May 20, 2025

Recertification Cycle ends: May 31, 2027

New Recertification Cycle: June 1, 2027 – May 31, 2029

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Recertification Activities

Recertification is required every two years. Certification holders are required to earn 50 recertification points within a two-year period and must agree to continue to abide by and uphold the Code of Ethics. If candidates do not wish to participate in recertification activities, they may retake the Examination by submitting a new application and corresponding examination fees. Failure to comply with recertification requirements will result in the expiration of certification and removal of the credential.

Recertification is a vital part of the credentialing program. The Recertification Program was developed to ensure the ongoing commitment of certified holders to the certification and to enable credential holders to continually enhance professional education and continued competence through an ongoing recertification cycle. The program is designed to ensure that certified holders expand their technical knowledge of risk management and all related practices.*

Continuing education (CE) includes the following options:

Fifty (50) points must be earned within the recertification cycle, with 1 point = 1 hour of activity. Alignment with the competency requirements was determined.

Recertification Activity (Must acquire at least 35 points from these categories)	**Acceptable Documents**	**Point Value**
Attendance at a conference, workshop, seminar that is dedicated to advancing risk management technical knowledge*	Conference Program/Agenda, receipt	1pt/ session hour; 1 session hour = 60 minutes
Attendance at a formal meeting of an external organization that contains educational risk management technical knowledge*	Conference Program/Agenda, receipt	1pt/ session hour; 1 session hour = 60 minutes
Speak or present at a CE approved conference, workshop, lecture or seminar on risk management technical knowledge*	Conference Program/Agenda with name	3pt/ session hour
Successful completion of a post-secondary accredited institution 3 credit course focused on risk management technical knowledge*	Transcript	15 pts/credit (per course completed)
Participation in the Spencer Risk Manager in Residence Program	Confirmation letter from Spencer Educational Foundation	15 pts (limit 1 per certification period)
Teaching a risk management course at a post-secondary accredited institution	Course syllabus with name	10 pts per credit hour; maximum 30 points per certification period
Earning or maintaining an industry related certification that is accredited by ISO/IEC 17024, or the NCCA, or has eligibility requirements, a criterion-referenced exam, and recertification requirements OR earn or maintain a related professional license.	Copy of certificate	5 points total (limit 5 points per cycle for holding other credentials). Relevant coursework for maintaining other certifications can be allocated toward CE.
Manage or actively participate in the installation, implementation, review, or audit of an ERM program.	ERM Program outline	A maximum of 10 points may be awarded per certification period.

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Continuing education may also include the following options

Activities that may comprise the additional fifteen (15) points are:

Recertification Activity (May acquire 15pts. from these categories)	Acceptable Documents	Point Value
Authoring Publications: Content must include risk management technical knowledge*	Book/author citation or link to article	1 textbook = 15 points if written during the certification cycle 1 published article = 5 points (certified person is sole author) 1 point per contribution; up to 5 points awarded for industry video-blogs, blogs or contributions to newsletter articles or published interviews
Standards Development	Meeting agenda with participant's name	15 points; must be involved in the development in a standards committee or Commission.
Leadership: Maximum 5 points awarded per recertification cycle	• Printout of Leadership page of website • Letterhead with leadership positions • Confirmation letter from fellow member of board	1 point per year of participation: participating in a leadership position on a risk management technical knowledge governing body at the international, national, regional, local or chapter level, with full participation. Must include involvement in special projects such as strategic planning, governance, conflict resolution, positioning organizations strategically, etc.
Certification Activities: 5 points per year of service	Copy of agenda with names	Service restricted to JTA meetings, item-writing and review, passing score study meeting.

* Risk management technical knowledge includes, but is not limited to:

- Actuarial
- Business continuity and crisis management
- Business ethics
- Captive operations
- Claims management
- Compliance management
- Emergency response/management
- Environmental management
- Enterprise risk management
- Financial risk management
- Healthcare risk management
- Information technology risk management
- Information (cyber) security risk management
- Insurance management
- Operational risk management
- Privacy management
- Project risk management
- Quality management
- Risk assurance management
- Safety and loss control management
- Security management
- Strategic risk management
- Supply chain risk management

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Code of Ethics

The Certification Department issues the Code of Ethics to outline ethical principles and rules for all persons who are certified by the Certification Commission to use the credential. Agreement to uphold and abide by the Code of Ethics is a requirement for earning and maintaining certification. Implicit in a certified holders' acceptance of the certification is an obligation to comply with the mandates and requirements of all applicable laws and regulations, and to take the responsibility to perform all professional services and activities in an ethical manner. The Code of Ethics is based on the standards of competence, honesty, trustworthiness, fairness, and professionalism. The Code of Ethics is available on the RIMS certification website and listed below:

Certified persons who fail to comply with the Code of Ethics are subject to disciplinary procedures which may result in sanctions. All sanctions are subject to appeal. Following the exhaustion of appeals, the Commission shall make available upon request the certification status and any sanctions of individuals.

The Code of Ethics are not set forth to determine behaviors resulting in criminal or civil liability, nor are they intended to resolve matters of market competition.

To file a violation of the Code of Ethics use the Certification Program Complaint Form. Download the full candidate handbook at www.RIMS.org/Certification to access this form.

As a certified holder or individual applying for the Certification, I agree to uphold and abide by the follow tenets:

1. Perform professional duties in accordance with the laws and with integrity.
2. Perform professional duties in a competent and ethical manner.
3. Avoid acts or omissions amounting to unprofessional conduct.
4. Avoid malicious conduct that would injure the professional reputation or practice of others.
5. Provide complete and accurate information when applying for certification and recertification.
6. Refrain from personal behavior that may compromise the integrity of the credential.
7. Disclose to the Certification Commission in any criminal convictions, and disclose any other adjudication (including civil judgments or licensure orders) based on conduct that relates to my risk management duties, or relates to fraud, dishonesty, theft, abuse of trust; such disclosures will be made no later than 30 days after any conviction or adjudication that occurs after submission of my application.
8. Abide and uphold the policies of the Certification Commission.
9. Safeguard confidential and privileged information, and exercise due care to prevent its improper disclosure.
10. Maintain competency requirements through recertification.
11. Use the logo and certification marks only in an authorized and approved manner.
12. Exhibit appropriate professional conduct in my interactions with all individuals whom I encounter in connection with my professional roles, such as clients, co-workers, and Certification Commission personnel, including by refraining from discrimination, harassment, or retaliation and by respecting appropriate professional boundaries in my interactions with clients and others.
13. Not engage in cheating or other dishonest behavior that violates exam security (including unauthorized reproducing, distributing, displaying, discussing, sharing or otherwise misusing test questions or any part of test questions) before, during or after a Certification Commission examination.
14. Cooperate with and respond to inquiries from the Certification Commission related to my own or another's compliance with the Certification Commission's policies and this Code of Ethics.
15. Pay all fees and provide information required by the Certification Commission.

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Recertification Policies

Recertification Requirements

Certification is awarded for a period of two years. In order to remain certified, certified persons must meet all recertification requirements. Certified persons must agree to abide by and uphold the Code of Ethics and the policies of the Commission, which includes continued appropriate and authorized use of the certificate, logo, and marks. Certified persons must pay the current recertification fee. Recertification requirements are based upon the philosophy of continued competence, and as such, certified persons must meet the recertification requirements as determined and defined by the Commission. Credits applied toward meeting the recertification requirements must be completed during the certification cycle. Credits may not be carried over from one certification cycle to the next.

Reviewing Recertification Applications

All applications for recertification will be reviewed by qualified certification personnel. Applications must be filled out entirely, with complete and accurate information, prior to submission and review. Payment must accompany the application and the agreement to uphold and abide by the Code of Ethics and the Policies of the Commission must be verified. You will notified within 15 business days of receipt of the application and approval of recertification status.

Denial of Recertification

Any applicant who does not meet the recertification requirements will be notified within 15 business days that their application for recertification has been denied. The reasons for the denial will be indicated.

Appeal of Denial of Recertification

Applicants who are denied recertification may request reconsideration of the decision by making an Appeal to the Commission. Requests for an appeal must be made no later than 30 business days after the applicant is denied. Within 60 business days of the receipt of the written appeal, the Commission must conclude its deliberations and promptly notify the applicant of the decision. The decision of the Commission on the appeal is final.

Auditing Recertification Applications

Randomly-selected recertification applications will be audited to verify eligibility for recertification. Individuals whose applications are subject to an audit will be notified by e-mail and will be required to submit supporting documentation. Failure to comply with an audit will stop the application process and recertification will be denied. The certified person will not be permitted to appeal this decision and certification shall expire.

Issuing Certificates

A certificate with the dates of renewal is issued to certified persons upon successful completion of all recertification requirements. At a minimum, the certificate shall contain: the name of the certified person; a unique identification; the name of the certification body; the scope of the certification; and the effective date of certification and date of expiration.

Extensions

Certified persons may be granted an extension to meet all recertification requirements. Extensions may be granted due to extenuating circumstances. Extensions are granted on a case-by-case basis and at the discretion of certification personnel. The certified person's original date of expiration will remain valid when the new certificate is issued.

Recertification Fees

Recertification fees are due at the time of submission of the recertification application and must be paid in full. All payments must be completed online. Cash or checks are not accepted.

Fees:
Member: $150
Non-member: $200

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Examination Blueprint

Please refer to the Examination Blueprint as you select your method for recertification. All recertification activity should address a competency from the RIMS-CRMP or RIMS-CRMP-FED Examination Blueprints.

RIMS-CRMP Final Exam Blueprint Across Domains and Tasks

Duties and Tasks	Final
A. Analyzing the Organizational Model	**15%**
A.1 Obtain internal organization information	
A.2 Obtain external information about organization	
A.3 Conduct internal analyses on the organization	
A.4 Assess organizational resilience	
B. Designing Organizational Risk Strategies	**30%**
B.1 Determine risk appetite and tolerance	
B.2 Develop risk strategy approach	
B.3 Define organizational risk competency and capabilities	
B.4 Design risk management framework	
B.5 Obtain organizational support for risk strategy	
B.6 Design implementation plan	
B.7 Develop risk communication plan	
C. Implementing Risk Process	**30%**
C.1 Identify scope, context, and criteria	
C.2 Identify risks and opportunities	
C.3 Analyze identified risk	
C.4 Evaluate risk	
C.5 Collaborate with stakeholders to identify risk solution options	
C.6 Monitor organizational risk	
D. Developing Organizational Risk Competency	**10%**
D.1 Engage organization's risk network	
D.2 Deliver risk training	
D.3 Coach organization on the risk process and techniques	
D.4 Continuously improve risk management process	
D.5 Integrate risk management into day-to-day operations	
E. Supporting Decision Making	**15%**
E.1 Influence risk-based decision making	
E.2 Advise on risk and resilience decisions	
E.3 **NEW!** Manage decision support tools	
Total	**100%**

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Examination Blueprint

Please refer to the Examination Blueprint as you select your method for recertification. All recertification activity should address a competency from the RIMS-CRMP or RIMS-CRMP-FED Examination Blueprints.

FED Micro-Credential Final Exam Blueprint Across Domains and Tasks

Duties and Tasks	Final
I. Understanding the Federal Government Enterprise Risk Management (ERM) Environment	**50%**
IA. Identify sources of government information and reporting	
IB. Assess key stakeholders	
IC. Identify the alignment between ERM and Internal Controls in the Federal government environment	
ID. Analyze Federal government ERM initiatives according to Federal government standards	
IE. Identify Federal government reporting requirements	
IF. Distinguish between Federal government reporting requirements	
II. Enterprise Risk Management Implementation in the Federal Government	**40%**
IIA. Communicate roles and responsibilities within the Federal agency's ERM process	
IIB. Coordinate and work with stakeholders and partners (e.g., oversight bodies, internal, external, public or private sector, Federal, State, Local, Tribal, Territorial, etc.)	
IIC. Engage Federal government risk networks [Communities of Practices (CoP) internal to the organization and external networks such as professional associations or cross-government CoPs]	
IID. Develop internal communication strategies (top-down, bottom-up and lateral communications) on the Federal agency's ERM process	
IIE. Align resources to respond to positive and negative risks within the Federal agency's risk appetite to achieve desired results	
IIF. Implement risk controls and other risk management initiatives according to Federal government standards (e.g., OMB, GAO, NIST, etc.)	
IIG. Integrate the Federal agency's ERM activities with other core business processes (e.g., strategy, performance, budget, etc.)	
III. Enterprise Risk Management Reporting in the Federal Government	**10%**
IIIA. Prepare internal reports according to Federal government reporting requirements	
IIIB. Prepare external reports according to Federal government reporting requirements	
Total	**100%**

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Sample Recertification Checklist

Name: _____

Certification Date: _____

Recertification Cycle: _____

Activity	Date	Points
		Total Points: /50

Don't forget to keep a record of all recertification activities along with documentation confirming involvement.

You can fill out your official recertification application and pay the recertification fee at **https://rimscrmp.rims.org**

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