



**MOBIUS INSTITUTE
BOARD of CERTIFICATION**

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Asset Reliability Practitioner Certification Renewal

Version 4
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Introduction

Certification lasts for 3 years, after which the certificate may be renewed for a further 3 years provided the conditions outlined below are met.

Renewal can be applied for any time within 4 months of the certification expiry date, and the 3-year renewal period starts from the date of the certification expiration. Applications for renewal after a certificate has expired for more than 4 months may be considered at MIBoC's discretion, however a certificate which expired more than 9 months ago shall not be eligible for renewal.

Appeals may be made against failure to renew a MIBoC Certificate. The procedure for Complaints and Appeals is contained in *ED007 – Complaints/Appeals Procedure*.

Terms and Definitions

Significant Interruption – an absence from (or change of) work activity which prevents the Candidate from practising the duties corresponding to the scope of the certification for a continuous period in excess of 6 months, or two or more periods for a total time exceeding 12 months.

NOTE: Legal holidays, or periods of sickness or courses of less than thirty days are not taken into account when calculating the interruption

Certificate Numbering System

The certification numbering format is M-999999-XX, where 999999 is a unique sequential number and XX is the certificate issue number. The issue number is 01 for the initial issue of the certificate/wallet card. When certification is renewed the issue number is incremented by one.

Certification Renewal

In order to renew a certificate, the candidate must:

- have verifiable details of ongoing asset reliability work experience which is relevant to the category of certification being applied for,
- have satisfactory documentary evidence of ongoing personal and professional development in the area of reliability improvement,
- complete the *Application for Renewal of Certificate* form (refer [Annex A](#)), and
- submit the completed form together with the appropriate payment, at least 6 weeks prior to the expiration of the certification to renewals@mobiustitute.com

Asset reliability work experience can include the following:

- Work in an industrial facility in the field of condition monitoring, maintenance, reliability, engineering, or operations
- Sales consultant in the field of CBM/reliability
- Consultant in CBM/Reliability
- Manager of sales and consulting people in CBM/Reliability
- Instructor in CBM/Reliability

If the criteria for renewal are not met, the individual will need to complete the process for initial certification.

Experience Verification Process

The candidate must have satisfactory documentary evidence of ongoing personal and professional development in the area of reliability improvement during the current three-year certification period. The required ongoing personal and professional development can be achieved through a variety of methods as indicated in Annex A of this document.

WARNING: Whilst the renewal process is conducted on an honor system of reporting, MIBoC will audit five percent (5%) of applicants to verify the accuracy of reporting. The audit process will require the individual to provide documentary evidence to support the credit points claimed. It is the responsibility of the individual to collect and retain such documentation and promptly provide it to MIBoC when requested. Failure to do so may be grounds for denying the certification renewal.

Annex A: Application for Asset Reliability Practitioner Certification Renewal

APPLICANT'S DETAILS

First Name:	
Last Name:	
Address: The Certificate will be sent to this address. DHL/FedEx cannot deliver to PO Boxes.	
City:	
State:	
Post/Zip Code:	
Country:	
Phone:	
E-mail:	

CERTIFICATE DETAILS

Certificate ID:	
Category:	
Expiry Date:	

APPLICANT'S DECLARATION

<p>I declare that</p> <ul style="list-style-type: none"> a) I am physically and mentally capable of performing asset reliability work duties corresponding to the level of my certification; b) I have been working in the Asset Reliability field for the previous three years without significant interruption*; c) I have read, understood and agree to comply with <i>ED034 ARP – Certified Analyst Code of Ethics Agreement</i>; and d) the information given in this application and in any supporting information provided as part of this application is accurate and complete.

Applicant's Signature:	
Applicant's Name:	
Date:	

* **Significant Interruption:** absence from (or a change of) work activity which prevents the certificate holder from practising the duties corresponding to the level of certification held for

- a) a continuous period greater than 6 months days; or
- b) two or more periods for a total time exceeding 12 months.

Applicant's Work Experience Details

Please supply details of the last THREE years of work experience
(add extra pages if required)

Start Date:	
End Date:	
Number of months:	
Company Name:	
Type of work experience in the field of asset reliability: (select all that apply)	Work in an industrial facility in the field of condition monitoring, maintenance, reliability, engineering, or operations Sales Consultant in the field of CBM/reliability Consultant in the field of CBM/reliability Manager of sales and/or consulting people in CBM/reliability Instructor in CBM/reliability
Please describe your daily tasks that are specific to asset reliability improvement:	
Name of Manager/Supervisor:	
E-mail address of Manager/Supervisor:	
Phone number of Manager/Supervisor (incl country & area code):	

PERSONAL AND PROFESSIONAL DEVELOPMENT

Individuals will be required to accumulate a total of at least 50 renewal credit points (1 actual hour = 1 credit point)	Credit points
Continued professional development in areas relevant to the skills outlined in the Body of Knowledge (BoK) as per Appendix A of document ED139-ARP - actual hours spent in the classroom	
Completed educational workshops, seminars, on-demand education, or other online controlled self-learning training relevant to the subject areas in the BoK – actual hours spent in the workshop or seminar or viewing an online course	
Participated as an active member of the MIBoC Reliability Technical or Scheme Committees – actual hours spent on committee activities	
Attended annual/executive/chapter meetings at organisations relevant to the subject areas in the BoK (such as SMRP, ASNT, CMVA, etc.) – actual hours spent in such activities	
Attended conferences relevant to the subject areas in the BoK (e.g. CBM Connect Live, SMRP, ASNT, CMVA, IMC, Reliable Plant, Euromaintenance, vendor sponsored conferences, etc.) – actual hours spent in conference sessions, up to 6 hours for each day of attendance	
Gave presentations at conferences or seminars relevant to the subject areas in the BoK – actual hours spent developing and presenting the paper, up to 5 hours per presentation	
Published articles or papers in publications relevant to the subject areas of the BoK - actual hours spent developing the article or paper, up to 10 hours per article/paper	
Authored a book or a significant chapter of a book relevant to the subject areas in the BoK – 20 hours per chapter	
Provided instruction in a course or workshop relevant to the subject areas in the BoK – actual hours spent delivering the course/workshop, plus up to 12 hours for development of each course/workshop hour (e.g. 6 hour course = 6 hours for delivery plus up to 12 hours if the individual also developed the course)	
Participated in the development of questions for the MIBoC Reliability Certification exam – up to 1 hour per question submitted	
Other activity or learning experience in the subject areas of the BoK, subject to the approval by the MIBoC Certification Manager – actual hours spent on the activity	
Completed work activity relevant to the subject areas in the BoK – maximum of 10 renewal credit points for each year of full-time work experience within the three-year certification period.	
TOTAL CREDIT POINTS ACCUMULATED (must be at least 50)	

PAYMENT DETAILS

<p>Amount to be paid (please choose one):</p> <p>Please note that we cannot be responsible for lost shipments sent by regular mail. If your certificate is lost in regular mail, a reprint fee plus courier fee will be payable prior to resending it.</p>	<p>USD \$300 - digital certificate, logo & card issued electronically</p> <p>USD \$390 - hardcopy (printed) certificate & card shipped by DHL/FedEx, as well as digital certificate, logo & card issued electronically</p> <p>AUD \$ - please contact renewals@mobiussinstitute.com for AUD amount & payment options</p>
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Use PayPal "Send money" to ARmobiuss@mobiussinstitute.com (preferred option)

Your PayPal user id:	
PayPal transaction date:	
PayPal transaction id:	

OR

Credit Card Payment

Credit Card Type:	VISA MasterC
Card Number:	
Cardholder's Name:	
Cardholder's Country:	
Cardholder's Postcode:	
CVN: (last 3 digits on signature panel)	
Card Expiry Date:	
Cardholder's authorized signature:	
Date (dd/mmm/yyyy):	
<ul style="list-style-type: none"> Please note that fees issued by the card provider (e.g. foreign currency fees) are the responsibility of the payer. 	

OR

Bank Wire Transfer (for US dollar payments only)

Bank:	Commonwealth Bank of Australia 63 High Street Hastings, Victoria, 3915 AUSTRALIA
Account Name:	Mobius Institute Pty Ltd
Account Number:	10409456
BSB Branch Code:	063 552
Swift Code/Routing number:	CTBAAU2S
<ul style="list-style-type: none"> Please note that outgoing bank fees are the responsibility of the payer. Please reference your name on your payment. Please do not send payment in a bank draft. If you are unable to remit payment directly into our account, please contact Mobius Institute to make alternative arrangements. 	