SERF PROFESSIONAL (SP) APPLICATION

Applicants for the designation of SERF Professional (SP) must first pass the examination administered by the Society of Environmentally Responsible Facilities by obtaining a minimum score of 70%. Examinations are available following study and review of the SERF Certification Technical Manual.

Upon acceptance as an SP, the following information will be posted in a public directory of SPs and will be available to the public on SERF’s website at www.serfgreen.org.

Name: ____________________________________________________________

Profession: _________________________________________________________

Firm: _______________________________________________________________

Address: ____________________________________________________________

City: ___________________ State: _________ Zip: _________________________

Telephone: ______________ Email: ________________________________

Your website address: ______________________________________________

Post Secondary Education: ____________________________________________

Other Professional Designations: ______________________________________

PROFESSIONAL EXPERIENCE REQUIREMENTS FOR SPs

TWO YEARS INDUSTRY EXPERIENCE IN ONE OF THE FOLLOWING FIELDS

• Architecture
• Civil, Mechanical, Electrical or Environmental Engineering
• Construction Management
• Environmental or Sustainable Building Consulting
• Facility Engineering and/or Management

A GRADUATE DEGREE IN ONE OF THE FOLLOWING DISCIPLINES

• Architecture
• Environmental Studies
• Civil, Mechanical or Environmental Engineering
• Construction Management

OR

A STUDENT IN THE FINAL YEAR OF ONE OF THE FOLLOWING GRADUATE PROGRAMS

• Architecture
• Environmental Studies
• Civil, Mechanical or Environmental Engineering
• Construction Management
Please list your professional experience here or attach a resume or separate document highlighting your professional experience and accomplishments:

_____________________________________________________________________________________________
_____________________________________________________________________________________________
_____________________________________________________________________________________________
_____________________________________________________________________________________________
_____________________________________________________________________________________________

THE FEE TO BE A SERF PROFESSIONAL (SP) IS $295 PER YEAR OR 2 YEARS FOR $550. 
THE FEE FOR A STUDENT (SP) IS $95 PER YEAR.

☐ Enclosed is a check payable to “SERF”

☐ Please charge my credit card

    Credit Card:  □ Master Card  □ Visa  □ Discover  □ American Express

    Cardholder name: __________________________________________________________

    Card Number: ________________________________ Exp. Date: ___________________

    Security Code: _______________ Signature: _________________________________

STATEMENT

I hereby affirm my commitment to the Society of Environmentally Responsible Facilities’ (SERF) mission of Practical Environmental Stewardship™ and will incorporate that mission into my professional practice. Failure to do so may result in the revocation of this association by SERF in its sole discretion and without notice.

I further affirm that I have read the following SERF Professional Conflict of Interest Policy and will strictly adhere to that Policy.

This SP Conflict of Interest Policy (the “Conflicts Policy”) is intended to protect and maintain the independence and strength of SERF systems of sustainable facility certifications. Each person or entity that SERF authorizes to perform any such verifications, and any permitted contractors and employees (collectively “SP”), must act ethically at all times in the performance of SERF verifications, and they acknowledge their strict adherence to the provisions of this Conflicts Policy.

1. Definition of a Conflict of Interest. SP has a potential or actual conflict of interest under this Conflicts Policy (a “Conflict”) if he or she has a Financial Interest and/or a Personal Interest in a current or prospective Client, where:

   (a) “Client” means all of the following people or entities: the building to be verified under the Certification Criteria of SERF, the person or entity who requested the verification, and/or any person...
or entity involved in the ownership, lease, occupation, construction, design, architecture, modification and/or management of that building.

(b) Verifier has a “Financial Interest” if he or she has, directly or indirectly, through business, investment or family:

(ii) a current compensation arrangement with the Client or with any person or entity with which the Client has a transaction or arrangement, or

(iii) a potential ownership or investment interest in, or compensation arrangement with, the Client or any entity or individual with which the Client is negotiating a transaction or arrangement.

(c) Verifier has a “Personal Interest” if he or she has a social, family or business relationship with the Client.

2. Reasonable Conflict Inquiry by SP. SP agrees to perform a reasonable inquiry prior to accepting each verification assignment from SERF to determine whether an actual or potential Conflict exists under this Conflicts Policy. Failure to conduct such an inquiry is a violation of this Conflicts Policy.

3. Process: Decline-or-Disclose, Waiver-or-Withdrawal.

(a) Option to Decline. Provided that SP has not already accepted the assignment or commenced the verification for a Client that presents an actual or potential Conflict, SP may elect to decline the verification assignment(s) for that Client upon written notice to SERF without further disclosure obligations to SERF with respect to that Conflict.

(b) Duty to Disclose. If SP has not declined an assignment for a Client that presents an actual or potential Conflict, SP must immediately disclose to SERF in writing the nature of any actual or potential Conflict of which SP is or becomes aware at any time and all material facts relating to the Conflict. Failure to disclose an actual or potential Conflict immediately upon SP’s becoming aware of it is a violation of this Conflicts Policy.

(c) Process for Waiver or Withdrawal.

(i) Prior to Acceptance. If SP discloses an actual or potential Conflict prior to accepting a verification assignment for the applicable Client and SP honestly and reasonably believes that the Conflict would not impair SP’s judgment in performing a verification of SERF Certification for that Client, SP may submit a written request to SERF to waive the Conflict for that particular verification assignment. SERF will respond in a timely manner to any such requests.

4. Violations of this Conflicts Policy. In addition to any rights or remedies SERF may have as to SP as a result of a violation of this Conflicts Policy, such a violation will also constitute a material breach of any and all agreements between SP and SERF; and any and all such agreements will be subject to immediate termination by SERF.

Acknowledged this ___ day of ____________, 20 ____, by

PLEASE RETURN WITH PAYMENT:

BY MAIL
SERF Processing Center
1350 East Lake Lansing Road, East Lansing, Michigan 48823

BY FAX
(517) 337-0745
Scan and email to stan@serfgreen.org

BY EMAIL
Scan and email to stan@serfgreen.org

Please Fax and Email Credit Card Payments Only

(312) 674-4860   200 S. Wacker, 31st Floor, Chicago, IL 60606   www.SERFgreen.org