

4. It is the responsibility of the certificant to notify the Commission, within 30 days of the it's occurrence of matters that can affect the certificant's capacity to continue to fulfill the Constructor Certification Commission requirements.
5. The Commission reserves the right to revoke the CAC or CPC credential under the following conditions:
 - a. Failure to fulfill all recertification requirements
 - b. Commission of a felony
 - c. Fraud or misrepresentation in initial certification or recertification application
 - d. Violation of certification examination policies
 - e. Nonpayment of required fees
 - f. Breach of the AIC Code of Ethics
6. Any individual whose credential has been revoked, except for a felony conviction, fraud or misrepresentation to the Commission, may re-apply for the credential after six (6) months of revocation provided that he/she submits a new application form, meets current eligibility requirements, takes the respective examination, pays all applicable fees, and lists and describes all remedial steps he/she has taken since such revocation that would tend to reflect rehabilitation.
7. Those convicted of a felony or committed fraud or misrepresentation to the Commission or a breach of the AIC Code of Ethics may apply to the Commission for reinstatement. The Commission at its sole discretion will determine what information will be required from the individual for reinstatement and the time frame in which it must be furnished to the Commission. Upon due consideration by the Commission of all the facts in the case, the Commission will either grant reinstatement or deny same. The Commission may require retesting and/or additional fees from the applicant prior to reinstatement. The Commission's decision in the matter is final.
8. In the event the Commission learns or is informed that an individual (certified or not) is using the AC and/or CPC designation inappropriately (not in accordance with the current polices stated herein) needed action as described in Policy 5.7 – Ethical Conduct of Certificants will be taken by the Commission to substantiate the occurrence. In the event that such investigation proved to support the inappropriate use of the designation(s), the Commission will send a "Cease and Desist" letter to said person. A draft of such a letter for the CPC designation is contained at the end of this Policy.
9. Copies of all documents and related correspondence, generated in complying with this

Draft of Cease and Desist Letter