



**INTERNATIONAL
FOUNDATION FOR
PROTECTION OFFICERS
KNOWLEDGE TO PROTECT**

CERTIFIED PROTECTION OFFICER INSTRUCTOR (CPOI) APPLICATION

IFPO's Certified Protection Officer (CPO) Program is rapidly becoming a widely recognized industry certification. This recognition requires qualified individuals to instruct and deliver the program. The CPOI certification is an opportunity for security program instructors, educators, and administrators to obtain recognition and tangible proof of their efforts in bringing professional development programs to career security officers.

The CPOI Application is a process in which qualified individuals can be recognized and rewarded as committed professionals as **Certified Protection Officer Instructor (CPOI)**.

Applicants for the CPOI must meet the following prerequisites to apply:

- At least five (5) years of specific experience in teaching, in the role of an instructor or equivalent.
- At least three (3) years of experience in comprehensive protection work.
- Post Secondary degree, certification or specialized training from a college/university or technical institution.
- Current Certified Protection Officer Certification.
- Member of the IFPO
- Completion of comprehensive CPOI application

Successful CPOI's would receive the following:

- CPOI Certificate
- Certification ID Card
- Exclusive listing at our IFPO Website
- Wall Plaque (at an additional cost)

The Certification Committee will review each application for final granting of certification.

Certification fee of \$200.00 must be submitted *prior* to review. Fees will be refunded if certification is not granted.

10% discount is available for group registrations of five or more and IFPO Associate Members.

IFPO Corporate Members are entitled to a 15% discount.



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AFFIDAVIT FOR CPOI APPLICATION

I _____ do solemnly swear that the Written Practical Responses, which form the free-response portion of the “Certified Protection Officer Instructor” application, have been written entirely by me and submitted by me to the International Foundation for Protection Officers for review.

I swear that I have personally researched and completed all of the written material in the attached exam responses and pledge that I am the only author of the written subject matter found in the attached exam responses.

Signature of Candidate/Author

Date

Subscribed and Sworn to before me in City of _____
in the State/Province of _____,
Country of _____;
on the Day of _____, 20_____.

Notary,

My commission Expires on _____



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PERSONAL INFORMATION

CANDIDATE NAME: _____
[As you would like it to appear on the Certificate]

Membership #: _____ CPO #: _____

MAILING ADDRESS: Residence _____ Business _____

STREET: _____

CITY/TOWN: _____

STATE/PROV.: _____ ZIP CODE: _____

COUNTRY: _____ E-MAIL ADDRESS: _____

PHONE: work _____ home _____

PAYMENT METHOD:

Check Visa Master Card American Express Discover Invoice

Card Number: _____ Exp Date: _____

Authorized Signature: _____ Date: _____



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TEACHING OR TRAINING EXPERIENCE

CANDIDATE NAME:

1. COMPANY / ORGANIZATION NAME: _____
ADDRESS: _____

TELEPHONE: _____
SUBJECT/COURSE TITLE: _____
DATES OF INSTRUCTION: _____
SUPERVISOR: _____

2. COMPANY / ORGANIZATION NAME: _____
ADDRESS: _____

TELEPHONE: _____
SUBJECT/COURSE TITLE: _____
DATES OF INSTRUCTION: _____
SUPERVISOR: _____

3. COMPANY / ORGANIZATION NAME: _____
ADDRESS: _____

TELEPHONE: _____
SUBJECT/COURSE TITLE: _____
DATES OF INSTRUCTION: _____
SUPERVISOR: _____

4. COMPANY / ORGANIZATION NAME: _____
ADDRESS: _____

TELEPHONE: _____
SUBJECT/COURSE TITLE: _____
DATES OF INSTRUCTION: _____
SUPERVISOR: _____



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SECURITY / PROTECTION EXPERIENCE

CANDIDATE NAME:

1. COMPANY / ORGANIZATION NAME: _____
ADDRESS: _____

TELEPHONE: _____
TITLE / POSITION: _____
DATES OF EMPLOYMENT: _____
SUPERVISOR: _____

2. COMPANY / ORGANIZATION NAME: _____
ADDRESS: _____

TELEPHONE: _____
TITLE / POSITION: _____
DATES OF EMPLOYMENT: _____
SUPERVISOR: _____

3. COMPANY / ORGANIZATION NAME: _____
ADDRESS: _____

TELEPHONE: _____
TITLE / POSITION: _____
DATES OF EMPLOYMENT: _____
SUPERVISOR: _____

4. COMPANY / ORGANIZATION NAME: _____
ADDRESS: _____

TELEPHONE: _____
TITLE / POSITION: _____
DATES OF EMPLOYMENT: _____
SUPERVISOR: _____



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POST SECONDARY / SPECIALIZED TRAINING:

CANDIDATE NAME:

1. ORGANIZATION / SCHOOL NAME: _____
ADDRESS: _____

TELEPHONE: _____
SUBJECT AREA: _____
DATES OF ENROLLMENT: _____
DEGREE AWARDED: _____
CERTIFICATE AWARDED: _____

2. ORGANIZATION / SCHOOL NAME: _____
ADDRESS: _____

TELEPHONE: _____
SUBJECT AREA: _____
DATES OF ENROLLMENT: _____
DEGREE AWARDED: _____
CERTIFICATE AWARDED: _____

3. ORGANIZATION / SCHOOL NAME: _____
ADDRESS: _____

TELEPHONE: _____
SUBJECT AREA: _____
DATES OF ENROLLMENT: _____
DEGREE AWARDED: _____
CERTIFICATE AWARDED: _____



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PRACTICAL EXERCISES

Instructions

This application PRACTICAL EXERCISES for the Certified Protection Officer Instructor must be original and applied to the specific environment of your company/organization of your employment or training function.

The scenario is scored on (100) points. Points will be deducted for documents that are difficult to read, are poorly organized, contain poor grammar or spelling errors.

Minimum Passing Score of 70%

Documents where plagiarism, lack of support or insufficient references are evidenced will not be qualified.

Completed scenario and notarized affidavit to be sent to IFPO, IN ONE DOCUMENT.
Document can be sent by mail or emailed to adminifpo@ifpo.org

Responses must be in font Times New Roman, size 12, space 1.5, and include citations in the text.

Application Layout:

SECTION I: Affidavit of Authorship

SECTION II: Statement of your personal commitment to training security.

- You must explain WHY (your personal motivation) to become a Certified Protection Officer Instructor CPOI.
- You must explain TO WHOM, WHEN, WHERE you plan to carry out Certified Protection Officer CPO program training.

SECTION III: Training Proposal

(minimum of FIVE (5) pages – not including graphs and charts):

- Proposal focused on HOW you plan to implement a Certified Protection Officer (CPO) classroom course in the specific environment of your personal employment or training function.
- Your submissions must be supported by the studied text, legislation within your state/country and industry. Please include documentation of recognized training methodologies, industry best practices, and ISO - ANSI - ASIS standards studied.
- The proposal must include at least three titles:
 1. OBJECTIVES
 2. METHODOLOGY
 3. RESOURCES that you will use in the different units of the Certified Protection Officer CPO program.

- In addition, your submission must take into account:
 - The teaching-learning process focused on the continuous improvement cycle (Plan - Do - Check - Act).
 - The document must include citations and references to the IFPO texts studied, laws locals, authors, best practices, and ANSI - ASIS standards studied.

SECTION IV: CPO Questions

1. There are twelve units in the CPO Textbook.
2. For EACH of the twelve units
 - a) Present FIVE original questions (five for each unit) to be considered in future editions the final CPO exam.
 - b) Questions should be objective questions of multiple choice
 - c) Must include at least four options answer
 - d) Correct answer must. Be indicated/marked.

SECTION V: Bibliography (in APA format)

Please indicated appropriate citations in the text and bibliographic references of the source of information used, as follows:

Author's Name.
 Year of publication.
 Title of the book or article.
 City, Country.
 Editor.
 Page number.

EXAMPLE FOR A BOOK: Book: Paivio, A., Jansen, B., & Becker, LJ (1975). Comparisons through the mind's eye. New York, USA. Cognition Press. 635–647

EXAMPLE FOR A WEBAITE/ARTICLE: Cancer Research UK. (2003). Cancer statistics reports for the UK.

<http://www.cancerresearchuk.org/aboutcancer/statistics/cancerstatsreport.htm>.

Accessed 28.08.20 (*international date standard*).

All submitted documents will be reviewed by IFPO. Originality and use will be verified.