



**International
Project
Management
Association**

IPMA Certification System

- four levels
- universal
- national cultures and responsibility
- validated by IPMA

presented by Dr Erhard Motzel and Dr Hans Knoepfel
Certification Validation Management Board
September 1999



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Four Levels

derived from typical activities and responsibilities in practice

level	capabilities	certification process			title	validity
Programme or Projects Director	competence = knowledge + experience + personal attitude	 A B C D	stage 1	stage 2	stage 3	3-5 years
Project Manager			- application - CV - selfassessment - references - project list	optional e. g. workshop or seminar	project report interview	
Project Management Professional			exam	Registered Project Management Professional	time limited	
Project Management Practitioner	knowledge	D	exam	Project Management Fachmann/ Professional	not time limited	



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Level A: Certificated Projects Director

- **”shall have the ability to direct all projects of a company or branch or all projects of a programme”**
- *has at least 5 years complex project and programme management experience, of which 3 years in responsible leadership functions in co-ordination and portfolio management of projects*
- manages the co-ordination and controlling of all projects on the level of a company or branch
- proposes the portfolio priorities to general management
- develops the project management personnel and coaches the project managers
- is responsible for project management implementation, handbooks, guidelines, application of general methods and tools



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Level B: Certificated Project Manager

- **“shall be able to manage complex projects him/herself”**
- *has at least 5 years project management experience, of which 3 years in responsible leadership functions of complex projects*
- is responsible for a complex project, with
 - many interrelated subsystems and elements and relations to the project context
 - several companies and/or organisational units involved
 - several different disciplines working for the project
 - several different phases with considerable durations
 - many known PM methods, techniques, tools applied
- is managing a large group of project management personnel
- is responsible for all project parameters and all project management areas



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Level C: Registered Project Management Professional

- **“can manage non-complex projects him/herself and assist the manager of a complex project in all fields of project management”**
- *has at least 3 years project management experience in responsible leadership functions of non-complex projects*
- is responsible for a non-complex project and all its parameters
- manages a small group of project management personnel
- applies project management methods, techniques and tools
- is able to work as leader of a sub-team of a complex project and is responsible for corresponding project parameters



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Level D: Project Management Fachmann / Professional

- **“shall have the project management knowledge in all fields (and may be applying it on some fields as a specialist)”**
- *has a broad project management knowledge and will be able to apply it*
- is able to practice as a project team member in any project management area



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Motivation for Certification

Incentive for project managers and members of project management teams to

- expand and improve their knowledge, experience and personal attitude
- continue their education
- improve the quality of project management
- achieve the project objectives better

Incentive for companies applying project management to

- obtain and maintain a best practice standard and their corporate personnel development
- assure their project management competence and competitiveness



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Benefits of Certification

for the project management personnel

- an internationally acknowledged certificate of their qualification and competence
- personal advantages for their career path and in competition

for the suppliers of project management services

- a demonstration of their employees' professional qualification and competence

for the clients

- more certainty to get the state-of-the-art services from project management professionals



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How to apply for Certification?

- **If your national association offers the level you are interested in:**

⇒ Obtain details from the certification body of your national association

- **If you do not reside in such a country or**

- **If you want to get a foreign certificate**

⇒ Choose the certification body of another national association that offers this level and is convenient from your point of view

⇒ Obtain details from there



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Benefits of Certification Programmes

for the public

- understanding of quality and qualifications in project management
- international harmonisation and standardisation in project management
- confidence in project management as a professional discipline

for the national project management association

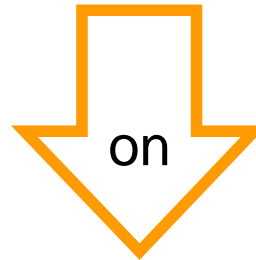
- fulfilling their members' wish to implement and improve project management
- higher recognition in their country and increase of membership
- international acknowledgement and accreditation



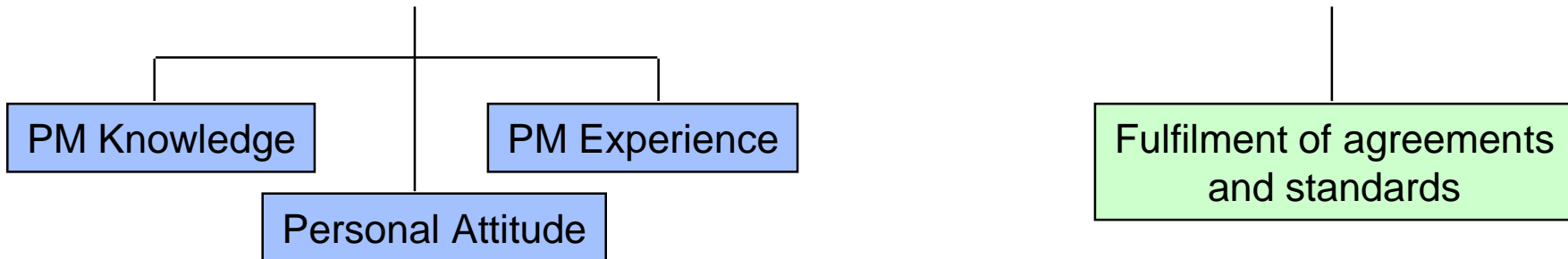
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What does “Certification” mean?

Confirmation
(by a third party = certification body)



Individual Competence + **General Conformity**

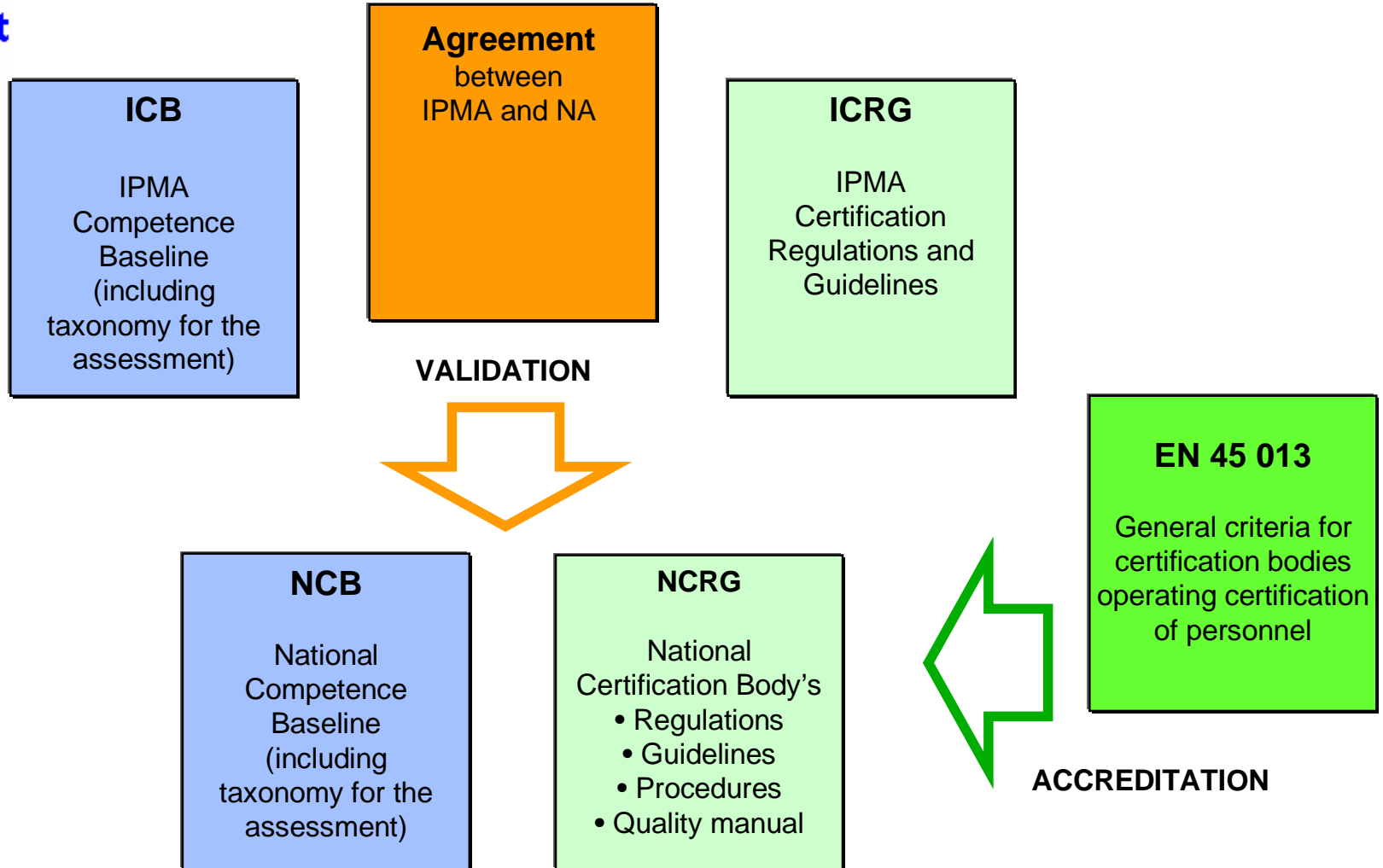


**!!! Certification is neither a training course nor a qualification measure,
but needs a qualification as precondition !!!**



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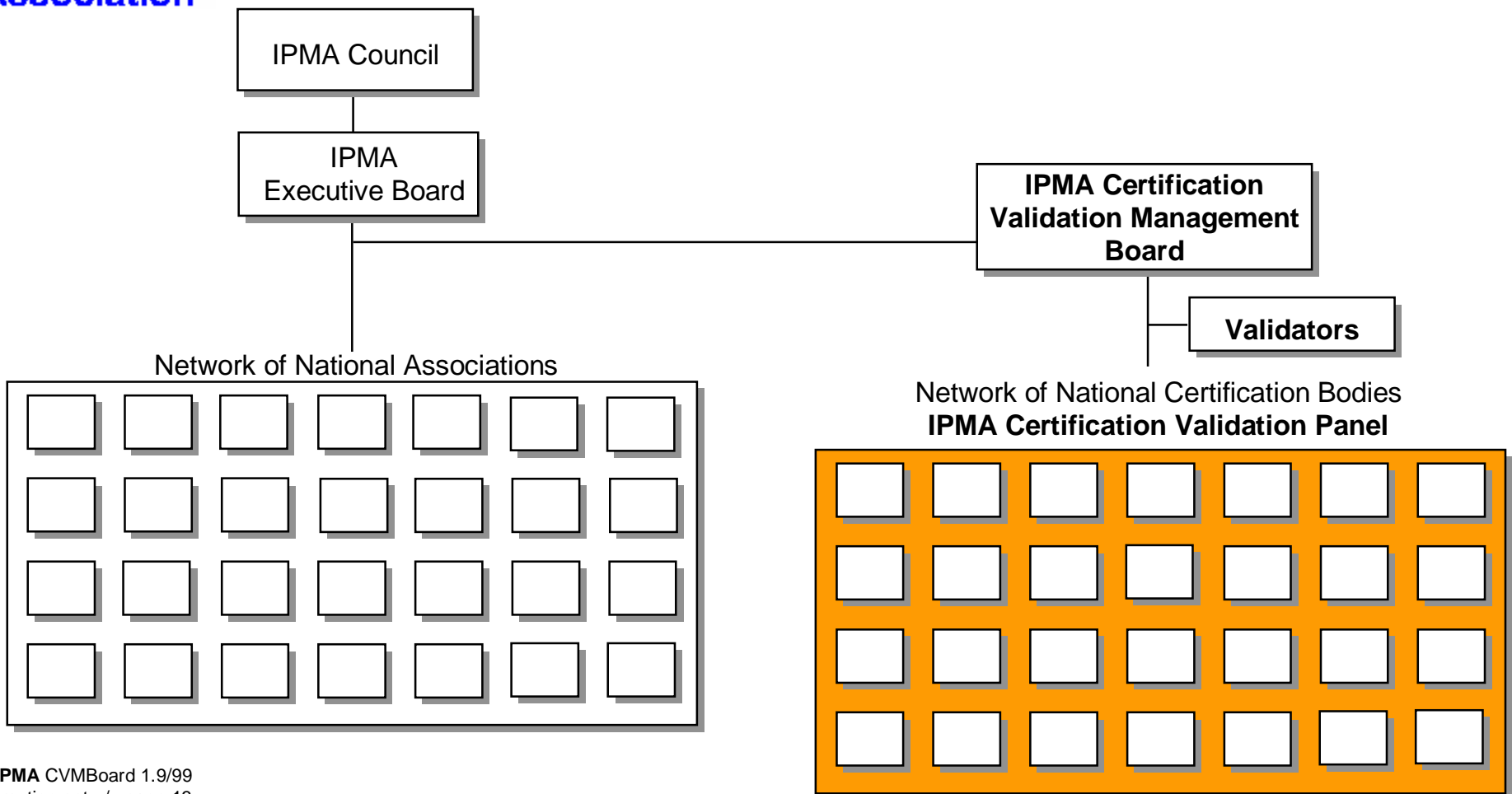
Bases of IPMA's Universal Certification System





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Certification Validation Organisation





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Certification Validation Management Board - Tasks

- **Agreement between IPMA and NAs**
 - additions and changes, extensions
- **ICB - IPMA Competence Baseline**
 - maintenance and development
- **ICRG - IPMA Certification Regulation and Guidelines**
 - development and maintenance
- **Certification Validation Panel Meetings**
 - organisation, documentation, conclusions
- **Marketing of IPMA's Validated Certification**
 - motivation and support for new certification bodies, support of IPMA secretariat
- **Validation of National Certification Bodies**
 - validators, checklists, document scrutinising, audits, recommendations
- **Research projects (e.g. Leonardo project)**
 - organisational support, comments
- **Administration and Finance**
 - reporting, yearbook, information on website, income and expense, fees



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Certification Validation Management Board (CVM Board)

Members 1998 - 2000

- Jacques Communier, F
- Jaap van der Deijl, NL
- Hans Knoepfel, CH (Chairman)
- Erhard Motzel, D
- John Pyman, UK

Guests 1998 - 2000

- Gilles Caupin, F
- Klaus Pannenbäcker, D
- Olaf Pannenbäcker, D
- other guests



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Certification Validation Panel (CVP)

- **ensures the exchange of experience**
 - between the certification bodies of the national associations
 - between the managers - for making the performance more effective and efficient
 - between the assessors - for improving the quality of content and assessments
- **assists the Certification Validation Management Board**
 - in improving and developing IPMA's Certification and Validation System



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IPMA Competence Baseline (ICB)

- **History**

- 1992 APM Body of Knowledge
- 1996 Assessment Structure VZPM
- 1996 Critères d'analyse AFITEP
- 1998 PM-KANON GPM/PM-ZERT
- 1999 IPMA Competence Baseline

- **Procedure**

- Draft Version 1.0 / 10.06.1998
to NA for first comments
- Version 1.1 / 09.10.1998
to NA for final comments
- Version 2.0 / February 1999
published

- **Languages**

English, German, French

- **Contents**

Introduction

Knowledge and Experience

Personal Attitude

Taxonomy

Standards and Guidelines, References

Literature

- **Editorial Committee**

G. Caupin, H. Knöpfel, P. Morris
E. Motzel, O. Pannenbäcker



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IPMA Certification Regulations and Guidelines (ICRG)

Legend: **in effect** / *draft or open*

A = Administration / Organisation

A-1: Agreement between IPMA and NA (Vers.1.0 / 31.10.1997, Add. / 14.06.1998)

A-2: Requirements for First Assessors

A-3: Guideline for Assessors

A-4: Guideline for Organisation of a Certification Body

B = Business / Marketing

B-1: General Business Rules

B-2: Guideline for setting-up a certification programme and body

C = Certification Content

C-1: Management of complex projects

C-2: Requirements for all levels (entry, exam, workshop, project report, interview)

C-3: Renewal and re-certification, continuing professional development)

V = Validation

V-1: Guideline for validation procedures (with annexes, e.g. forms)

V-2: Regulation for the validation fee



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IPMA Certification Yearbook 1998 (ICY-98)

Preface

A. Four Level Certification Programmes

B. Summary of the IPMA Competence Baseline

C. Certificated Individuals per National Association

D. Assessors of the Certification Bodies

Editors:

K. Pannenbäcker, H. Knoepfel, G. Caupin, C. Seabury



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IPMA Certification Programme Status (1)

18th Sept 1999

Agreement with IPMA: S = signed, P = planned (year)

Certification Levels:

A = accredited by official body, R = realised (in operation in 1999), P = planned (2000)

Country (Certification Body)	Agree- ment	Level A	Level B	Level C	Level D
Austria (PMA / Zert)	S		R	R	R
China P.R. (PMRCC)	S				
Czech Republic (SPR)	S		P	P	P
Denmark (FDP / Cert)	S		R	R	
Egypt (MES / Cert)	S		P	R	P
Finland (PR)	S		R		
France (AFITEP)	S	R	R	R	P
Germany (GPM / PM-ZERT)	S	R	R	R	R
Greece (HPMI)	S				
Hungary (MFS)	S				
Iceland (VSFI)	S		R		R
India (PMA)	P				P
Ireland (APPM)					
Italy (ANIMP / PM-Sect)	P(99)		P	P	P
Macedonia (MAPM)					



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IPMA Certification Programme Status (2)

18th Sept 1999

Agreement with IPMA: S = signed, P = planned (year)

Certification Levels:

A = accredited by official body, R = realised (in operation in 1999), P = planned (2000)

Country (Certification Body)	Agree- ment	Level A	Level B	Level C	Level D
Netherlands (PMI-NL / InterCert NL)	P(99)		R	R	P
Norway (NfP)	P(99)				
Portugal (APOGEP / Cert)	S		P		
Russia (SOVNET / Cert)	S		P	P	P
Slovak Republic (SPMA)	S		P	P	P
Slovenia (ZPM / SLOCERT)	S		R		
South Africa (PMSA)	S				
Spain (AEIPRO / Cert)	S		P		
Sweden (SPF)	P				
Switzerland (SPM / VZPM)	S		RA	P	R
Ukraine (UPMA / Cert)	S	R	R	R	R
United Kingdom (APM)	S		R	R	R
Yugoslavia (YUPMA)	S		P		P
Total IPMA: realised / in operation (planned)	21 (5)	3 (0)	11 (8)	8 (5)	6 (9)

