

FREQUENTLY ASKED QUESTIONS

- General questions
- Questions about IPC trainings and certifications
- Answers especially for IPC Trainers (CIT)

General questions

<p>If a new version of an IPC document is published, will this new version automatically be applicable even if in a contract an older one is stated?</p>	<p><i>This depends on the way the contract is set out. If a version is explicitly mentioned than this version stays valid. But if it is stated that the latest version is to be used than this latest one would automatically become applicable. IPC has no fixed guidelines for situations like this.</i></p>
<p>I've discovered a mistake in an IPC standard we use in our company. How can I submit this to IPC?</p>	<p><i>At the back of every IPC document you will find a "Standard Improvement Form". Fill this out and sent it to IPC. In the case of an older document make sure you have the correct address (IPC at the moment is in Bannockburn). You might also fill out such a form in digital format (download from the IPC website) and send it by e-mail.</i></p>
<p>A customer has specified criteria for his product that deviate from the criteria in the IPC standard. Should I stick to the criteria in the IPC standard or the ones from my customer?</p>	<p><i>If your customer specifies an IPC standard in his contract this will be applicable for his products. However customer criteria in contracts or drawings always take precedence on the criteria in IPC standards.</i></p>
<p>In his contract a customer refers to the IPC-A-610DC. Is this a mistake in writing, since the document we use is designated IPC-A-610D?</p>	<p><i>No, apparently this customer is related to the telecommunication industry. For this group of products IPC has developed a so-called Addendum, a document containing supplementary specific criteria. This means that this product is subject to the criteria in the regular IPC-A-610D as well as IPC-A-610DC (mind the priority however). Remark: IPC-A-610DC should not be used in conjunction with IPC-A-610E.</i></p>
<p>Where can I order IPC documents?</p>	<p><i>You can order all IPC documents from PIEK.</i></p>
<p>I have discovered some failures in the IPC-A-610E. Should I report them to IPC?</p>	<p><i>Indeed this IPC document contains some mistakes. Most of them are already known by IPC. They have published a list, the IPC-A-610E Errata. It is available as a free download.</i></p>
<p>I have a question and can't find an answer in this list, what should I do?</p>	<p><i>In this case you should contact PIEK International Education Centre (I.E.C.) by telephone or in writing.</i></p>

Questions about IPC trainings and certifications

<p>I have lost my certificate. Can I obtain a copy from PIEK or IPC?</p>	<p><i>Each certificate has its unique serial ID number and is granted on an individual basis. Unfortunately it is not possible to procure a copy. In the case of a loss please contact PIEK for possibilities of receiving a substitute certificate.</i></p>
<p>How long is an IPC certificate valid?</p>	<p><i>An IPC certificate is valid for 2 years from the day the training has been satisfactorily completed. It is valid through the last day of the month. Example: you successfully completed the exam on September 9th 2011, your certificate will thus be valid until the last day of September 2013.</i></p>
<p>What is the difference between an IPC CIS and a CIT certificate?</p>	<p><i>CIT in this case means Certified IPC Trainer, CIS means Certified IPC Specialist. The CIS training is a general training appropriate for every applicant within the electronics industry. A CIT is authorised to conduct CIS trainings and (re)certify CIS participants.</i></p>
<p>Should I get recertified exactly at the day my current certificate expires?</p>	<p><i>All IPC certificates remain valid until the last day of the month. Recertification can be accomplished in a 90 day window before the existing certification expiration date, without any consequences for the expiration date cycle, in other words, in this case your new certificate expiration will be exactly two years following the existing expiration date. Example: your certificate is valid until the end of March 2012. You are recertified on February 10th 2012. Your new certificate will expire the end of March 2014.</i></p>
<p>My CIS certificate will expire soon. I will not be able to attend a recertification training before the expiration date. Is there a solution?</p>	<p><i>As long as your certificate is still valid you can request for an extension of up to 90 days. In order to do so send a written request to PIEK, at info@piekiec.eu. Make sure to supply: your name, certificate ID number, existing expiration date and the fact that you are requesting an extension of your certificate. Remember also to schedule a date for the recertification. Make sure to show the confirmation e-mail from PIEK and a copy of your certificate on the day of the recertification. Without this document you can NOT get recertified.</i></p>
<p>My IPC certificate has expired. Can I still get recertified?</p>	<p><i>If your certificate is expired you can't get recertified. In this case you will need to attend a certification class.</i></p>
<p>A customer has stated that our employees must be certified according to the IPC/J-STD-001. I have been contacted by an organisation that told me they can conduct a training in accordance with this standard. Since I am not familiar with this organisation I am not sure if I should do any business with them?</p>	<p><i>Only IPC authorised certification centres and/or currently certified IPC trainers may certify people for a certain certification program. In case of doubt you could get a confirmation on the validity of this organisation from IPC or ask the concerned organisation regarding the qualification of their trainer for this specific training (does this person have a valid IPC CIT or MIT certificate?). PIEK by the way is an IPC authorised training centre for all IPC certifications and employs only certified and experienced trainers.</i></p>

Answers especially for IPC Trainers (CIT)

<p>What is the timeframe to send the training report form of a training I conducted to IPC?</p>	<p><i>Within 2 weeks after the training the training reports should be submitted to IPC by e-mail, the address is certification@ipc.org</i></p>
<p>I sent the training report to IPC but did not receive any certificates, what went wrong?</p>	<p><i>You are required to issue the certificates yourself. Before the start of a training you should obtain the required amount of blank, serialised certificates from IPC. The way of ordering these is explained in the order form you can find on the IPC CD containing the training support files in your trainer kit.</i></p>
<p>I ordered certificates from IPC but did not get any. Apparently I am not a certified trainer at the moment and delivery is impossible. What is wrong?</p>	<p><i>Maybe your certificate has expired. Only currently certified IPC trainers can purchase training materials from IPC.</i></p>
<p>My CIT certificate will expire soon. I will not be able to attend a recertification training before the expiration date. Is there a solution?</p>	<p><i>As long as your certificate is still valid you can request an extension of up to 90 days. In order to do so send a written request to IPC, including your name, certificate ID number and expiration date. The address is certification@ipc.org. If you receive a positive answer from IPC your certificate is extended up to 90 days and you can schedule a recertification in this period. Make sure to bring this extension validation e-mail together with a copy of your certificate to the training. Without this document from IPC a recertification is NOT possible.</i></p>
<p>I have a valid IPC-A-610D CIT certificate. Am I nevertheless allowed to conduct an IPC-A-610E CIS certification training?</p>	<p><i>Yes, as long as an IPC-A-610D CIT certificate is valid you are allowed to conduct CIS certification trainings. Of course you have to prepare yourself as a trainer, have the appropriate trainer kit for the E-version available and use it the appropriate way.</i></p>
<p>Am I still allowed to train my people according to the D-version despite the fact that the E-version of the IPC-A-610 has been published?</p>	<p><i>Yes, especially in the case a trainer kit is not available in your proper language you might consider doing this. Obviously you have to bear in mind if this is meaningful when your customers already specify compliance with the new standard in their contracts. Also consider the possible confusion you might create if criteria are discussed that differ from the ones used in daily practice.</i></p>
<p>Should I be an IPC member in order to get certified as an IPC trainer?</p>	<p><i>No, IPC membership is not required in order to get certified as a CIT.</i></p>
<p>The CIS participants feel the written IPC exam for the IPC-7711/7721 CIS training is cumbersome and unnecessary. Am I allowed to certify them based only on their workmanship skills?</p>	<p><i>No, IPC explicitly states in the training program that module 1, on which this exam is based, is a mandatory module in the certification flow. Without the successful completion of this written exam you can NOT certify your participants.</i></p>
<p>We want to train and certify the operators in our company according to the IPC-A-610. Because of the costs involved with buying official IPC certificates, instead of this we would rather like to give the participants a testimony we set up ourselves. Is this allowed?</p>	<p><i>No, in the IPC training program it is stated that IPC training materials are only to be used for official IPC certification trainings that lead to acquiring an official, serialised IPC certificate. For all other purposes it is forbidden to use them.</i></p>