

**CITY OF CHICO - HUMAN RESOURCES AND RISK MANAGEMENT OFFICE  
CERTIFICATION PAY REQUEST FORM**

Name: \_\_\_\_\_

Employee Number: \_\_\_\_\_

Employees required to obtain the following certifications for the performance of their duties for the City shall be eligible for certification pay. Certification Pay shall be administered in accordance with the provisions of the MOU in effect. Employees shall be eligible for Certification Pay for a maximum of four (4) certifications. **Complete this form and submit it to the Human Resources & Risk Management Office for processing.**

I hereby request Certification Pay for the following certifications (max. 4). A copy of each new certificate is attached to this Request Form. I hereby certify these certificates are valid and have not expired.

Certificate	PY Code	Certification Pay	Issued By	Expiration Date
Air Conditioning	1353	\$25.00 per month	Mobile Air Conditioning Society	N/A
Airport Safety & Operations Specialist-Basic (Sr. Maint. Worker Only)	1360	2.5% certification pay	Federal Aviation Administration	N/A
Airport Safety & Operations Specialist-Basic (Field Sup. Facilities)	1365	\$25.00 per month	Federal Aviation Administration	N/A
Automated Weather Observation System (Field Sup. Facilities)	1366	\$25.00 per month	Federal Aviation Administration	
Class A Driver License	1357	\$75.00 per month	CA Department of Motor Vehicles	
Class B Driver License (Field Supervisor Facilities Only)	1367	\$25.00 per month	CA Department of Motor Vehicles	
Collection Systems Maintenance I	1359/I	2.5% certification pay	California State Water Resources Board	
Collection Systems Maintenance II	1359/II	5% certification pay	California State Water Resources Board	
Fire Mechanic I	1354	\$25.00 per month	California Fire Academy	
Fire Mechanic II	1355	\$25.00 per month	California Fire Academy	
Large Commercial Gensets & Controls	1356	\$25.00 per month	Cummins Power Generation	N/A
Metasys Operator Certification	1358	\$25.00 per month	Metasys Johnson Controls	N/A
Smog	1352	\$25.00 per month	State of CA, Bureau of Automotive Repair	
Traffic Signal Maintenance I	1350/I	2.5% certification pay	International Municipal Signal Assn	
Traffic Signal Maintenance II	1350/II	5% certification pay	International Municipal Signal Assn	
ISA Certified Arborist	1361 1362 1363 1364	\$25.00 per month	International Society of Arboriculture	
ISA Certified Arborist Utility Specialist		\$25.00 per month	International Society of Arboriculture	
ISA Certified Arborist Municipal Specialist		\$25.00 per month	International Society of Arboriculture	
ISA Certified Tree Worker Climber Specialist		\$25.00 per month	International Society of Arboriculture	
ISA Certified Tree Worker Aerial Lift Specialist		\$25.00 per month	International Society of Arboriculture	
ISA Board Certified Master Arborist		\$25.00 per month	International Society of Arboriculture	
Aerial Lift Specialist		\$25.00 per month	Tree Care Industry Association	
Certified Tree Care Safety Professional		\$25.00 per month	Tree Care Industry Association	
Electrical Hazards Awareness		\$25.00 per month	Tree Care Industry Association	
Ground Operations Specialist		\$25.00 per month	Tree Care Industry Association	
Tree Climber Specialist	\$25.00 per month	Tree Care Industry Association		
Certified Playground Inspector	1368	\$25.00 per month	National Recreation and Park Assn	

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_