

## **Affidavit for the Certified Cost Professional (CCP) Technical Paper**

When checking the box to acknowledge the Affidavit for the CCP Technical Paper, you are attesting to your understanding of the purpose and intent of each of the following items, and to the accuracy of submitted documents. Any violations may result in disciplinary action.

The submission of your technical paper is considered an eligibility requirement and is a component of your CCP exam. CCP technical papers must have been written within three years of your exam registration.

There are three possible purposes of your technical paper:

1. Written solely by you specifically for the CCP exam;
2. Written solely by you for a presentation or published article\*; or
3. Written solely by you for a thesis or dissertation\*.

Your paper must not contain proprietary and confidential information as stated in the AAACE International Canons of Ethics, Section II, Item F, numbers 1-4:

*F. Members shall treat information coming to them in the course of their assignments as confidential and shall not use such information as a means of making personal profit if such action is adverse to the interests of their clients, their employers, or the public.*

*Members will not disclose confidential information concerning the business affairs or technical processes of any present or former employer or client or bidder under evaluation, without consent, unless required by law.*

*Members shall not reveal confidential information or finding of any commission or board of which they are members, unless required by law.*

*Members shall not duplicate for others, without express permission of the client(s), designs, calculations, sketches, etc., supplied to them by clients.*

*Members shall not use confidential information coming to them in the course of their assignments as a means of making personal profit if such action is adverse to the interests of their clients, employers, or the public.*

*\*If you are submitting a presentation, published article, thesis, or dissertation, your paper must not exceed 5,000 words and must be formatted to the specifications outlined in the CCP Certification Technical Paper Template.*