

The Receivables Management Association International (RMAI) is a nonprofit trade association that represents the interests of more than 600 businesses within the receivables management industry, including banks, credit unions, nonbank lenders, debt buying companies, collection agencies, law firms, brokers, and industry-related product and service providers. RMAI's Receivables Management Certification Program (RMCP) sets the global standard within the receivables management industry by providing enhanced operational controls and consumer protections through rigorous and uniform industry standards of best practice. Founded in 1997, RMAI began certifying businesses and individuals in 2013. As of 2026, there are 532 active certifications that have been authorized.

## A Single Compliance Footprint for Receivables

### Individual Certification

The **Certified Receivables Compliance Professional (CRCP)** designation is required for the Chief Compliance Officer of every RMAI certified business and is a voluntary designation for others within the industry. Every two years, individuals must pass a criminal background check conducted by RMAI and obtain 24 continuing education credits in subjects related to the receivables management industry, including required credits in ethics, artificial intelligence, and unfair and deceptive practices.

### Business Certification

Certifications are granted to businesses that comply with uniform and rigorous industry standards of best practices and pass an RMAI conducted criminal background check of the business, its owners, and its executive management. All standards meet federal and state statutory requirements and most exceed these requirements or create standards where none existed (see reference key). RMAI certification designations that are offered to businesses include:

- **Certified Receivables Business (CRB)** – The certification issued for debt buying companies, law firms, and collection agencies.
- **Certified Receivables Vendor (CRV)** – The certification issued for vendors that have or are looking to develop a business relationship with CRBs. To date, this designation has been issued to brokers and process servers.

### Three Types of Compliance Audits & Attestation

- **Pre-Certification Audit** – Performed by an independent third-party auditor prior to the initial application. The audit is required to be submitted with their application for certification.
- **Full Compliance Audit** – Performed by an independent third-party auditor at the mid-point of each three-year certification cycle.
- **Limited Compliance Audit** – Performed by an independent third-party auditor in response to specific and credible third-party allegations of non-conformity. A Limited Compliance Audit can be performed at any time at the direction of the Certification Audit Committee.
- **Self-Compliance Attestation** – Performed prior to the initial application and every three (3) years thereafter when reapplying for certification. The self-compliance attestation must be completed as part of the application and will be subject to independent third-party audit verification.

## Evolution of RMAI Certification

|   | Version 1.0 (2013) | Version 14.0 (2026)  |
|---|--------------------|--|
| Standards                                       | 19                 | 67   |
| Certification Eligibility                       | Debt Buyers        | Debt Buyers, Collection Agencies, Law Firms, Brokers, Process Servers, and Vendors                       |
| Active Certifications                           | 35                 | 532  |
| Asset Classes with Data & Document Requirements | Credit Cards       | Credit Cards, Bankruptcy, Installment Loans, Judgments, Medical, Student Loans, and Vehicles & Equipment |

## BBB National Programs

As of March 1, 2024, BBB National Programs serves as the independent third-party administrator of the RMCP Remediation Committee. This collaboration underscores RMAI's proactive approach to consumer protection and reinforces our members' commitment to ethical conduct and dedication to advancing marketplace trust through industry self-regulation and dispute resolution.

## Feedback and Contacts

RMAI encourages feedback on the Certification Program to ensure the program requirements continually evolve and remain the most comprehensive national standard of best practices for the industry. Send your comments to David Reid (RMAI General Counsel) at [dreid@rmaintl.org](mailto:dreid@rmaintl.org) or Shannon Parod (RMAI Director of Certification & Administration) at [sparod@rmaintl.org](mailto:sparod@rmaintl.org) or call (916) 482-2462. The full version of the Receivables Management Certification Program's Governance Document is available at [www.rmaintl.org/governancedocument](http://www.rmaintl.org/governancedocument). More information on RMAI Certification is available at [www.rmaintl.org/certification](http://www.rmaintl.org/certification).

## CERTIFICATION COMPARISON CHART

| REFERENCE KEY  |   |   |
|--|---|---|
| No Federal and/or State Statutory Requirements                           | Stronger than Federal and/or State Requirements | Meets Federal & State Statutory Requirement |
| <sup>A</sup> Amended in Version 14.0<br><sup>N</sup> New in Version 14.0 |   |   |

| Certified Receivables Business (CRB)                                |  |
|---|--|
| Series "A" Standards  |  |
| Debt Buying Companies, Collection Law Firms and Collection Agencies |  |
| <b>Standard # A1</b><br>Laws & Regulations                          | Requires compliance with FDCPA, TCPA, FCRA, SCRA, EFTA, GLBA, Reg F, Dodd-Frank, U.S. Bankruptcy Code, as well as state and local consumer protection laws.  |
| <sup>A</sup> <b>Standard # A2</b><br>Insurance Coverage             | Requires a minimum insurance threshold for cyber and errors & omissions policies based on annual receipts resulting from debt collection.  |
| <sup>A</sup> <b>Standard # A3</b><br>Criminal Background Checks     | Requires a criminal background check on all new full and part time prospective employees who will have access to consumer data.  |
| <sup>A</sup> <b>Standard # A4</b><br>Employee Training Programs     | Requires annual employee training on RMAI Certification Standards, corporate policies and procedures, and laws and regulations.  |
| <b>Standard # A5</b><br>Complaint and Dispute Resolution            | Requires policies and procedures that instruct employees how to handle and process consumer complaints and disputes in compliance with the law. Requires the policy to conform to components of a "reasonable consumer complaint and dispute resolution policy."   |
| <b>Standard # A6</b><br>Consumer Notices                            | Requires the maintenance of a master database of all state and federal consumer notice requirements and comply therewith.  |
| <b>Standard # A7</b><br>Data Security                               | Requires a data security policy that: (1) meets or exceeds state and federal laws and regulations; (2) requires an annual risk assessment and to make adjustments based on the results; and (3) conforms to the components of a "reasonable data security policy," the requirements of which align with the FTC Safeguards Rule.     |
| <b>Standard # A8</b><br>CFPB Consumer Complaint System              | Requires the business to: (1) establish a portal for the receipt of consumer complaints, disputes, and inquiries with the CFPB, (2) respond to all complaints, disputes, or inquiries according to CFPB's prescribed guidelines, and (3) annually analyze the volume and nature of the consumer complaints, disputes, and inquiries. |
| <b>Standard # A9</b><br>Payment Processing                          | Requires all payments to be processed consistent with any instructions given by the consumer at the time of payment.   |
| <b>Standard # A10</b><br>State Licensing Requirements               | Requires compliance with all state and municipal collection licensing laws.  |
| <b>Standard # A11</b><br>Credit Bureau Reporting                    | Requires notifying credit bureaus within 30 days of: (1) identifying inaccurate information; (2) a consumer disputing the accuracy of a report; and (3) a change in ownership of a receivable, unless the tradeline was deleted.   |
| <b>Standard # A12</b><br>Statute of Limitations                     | Prohibits the bringing a lawsuit on a debt that is beyond the statute and prohibits the reviving of an out of statute account through receipt of a payment.  |
| <b>Standard # A13</b><br>Chief Compliance Officer                   | Requires the position of Chief Compliance Officer (CCO) charged with internal compliance. CCO is required to maintain an <u>Individual Certification</u> based on receiving ongoing educational requirements related to collection laws and regulations and industry best practices.   |

|  |   |
|--|---|
| <sup>A</sup> <b>Standard # A14</b><br>Website & Publication        | Requires the maintenance of a publicly accessible website which publishes contact information for the company and the Chief Compliance Officer and provides a link to RMAI’s consumer education web page.   |
| <b>Standard # A15</b><br>Vendor Management                         | Requires vendor management policies and procedures with defined due diligence and/or audit controls. Must perform annual assessment of its policy and third-party vendors to determine whether they continue to meet or exceed program requirements.  |
| <b>Standard # A16</b><br>Affidavits                                | Requires policy requiring an affiant be under oath and in the presence of a notary and provide truthful and accurate statements based on personal knowledge or being familiar with the business records.  |
| <b>Standard # A17</b><br>Commissions                               | Requires all commissions or bonuses based on collection activity to include compliance-related criteria for the payment of such forms of compensation.  |
| <b>Standard # A18</b><br>State of Emergency                        | Requires certified businesses to: (1) refrain from communicating with consumers regarding a debt when there is a natural disaster that is impacting a community; (2) implement their consumer hardship policy when FEMA has declared an emergency; and (3) avoid soliciting or attaching to government relief funds.  |
| <b>Standard # A19</b><br>Social Media                              | Prohibits initiating engagement with a consumer on a public facing social media platform for the purposes of, or related to, debt collection. Permits the use of publicly available information and private communication tools.  |
| <b>Standard # A20</b><br>Hardship Policy                           | Requires maintaining a consumer hardship policy that includes: (1) actively listening for words that would suggest a consumer is experiencing a hardship; (2) accepting consumer requests in oral and written form; (3) providing consumers with all available options that are contained in the hardship policy; (4) ceasing collection activities when the consumer’s only income is from exempt sources; and (5) placing collection holds on all open accounts with the same consumer. |
| <sup>A</sup> <b>Standard # A21</b><br>Remote Office                | Requires any company wishing to perform collection activities from a remote location to comply with an extensive list of requirements that are modeled after those adopted in Maryland and Washington State in 2020.  |
| <b>Standard # A22</b><br>Discriminatory Collection Practices       | Requires a policy designed to prevent discriminatory practices in the collection of debt, including through the use of computer algorithms and artificial intelligence.   |
| <b>Standard # A23</b><br>Communication Restrictions                | Requires the recording of consumer communication restrictions and based on statutory, regulatory, or contractual requirements to transmit those restrictions to clients, agents, or purchasers.   |
| <sup>N</sup> <b>Standard # A24</b><br>Code of Ethics               | Requires all businesses to adhere to a code of ethics.  |
| <sup>N</sup> <b>Standard # A25</b><br>Artificial Intelligence      | Requires a policy that states whether employees can use artificial intelligence in the performance of their jobs and if artificial intelligence is permitted, what limitations and safeguards are applied in its use.   |
| <sup>N</sup> <b>Standard # A26</b><br>Process Server               | Requires businesses to identify a process server that can comply with the standards contained in Series 300 of Appendix B when serving on behalf of the certified business.   |
| <b>Series “B” Standards</b><br>Debt Buying Companies and Creditors |   |
| <b>Standard # B1</b><br>Purchase & Sale Documentation Requirements | <b>Credit Cards</b> – 22 data and document elements (consistent with CFPB and OCC mandated practices); <b>Auto Deficiencies</b> – 20 data and document elements; <b>Auto Secured</b> – 19 data and document elements; <b>Bankruptcy</b> – 19 data and document elements; <b>Installment Loans</b> [Traditional and Fintech] – 27 data and document elements; <b>Judgments</b> – 21 data and document elements; <b>Medical</b> – 39 data and   |

|   |  |
|---|--|
|   | document elements; <b>Student Loans</b> – 33 data and document elements; and <b>Commercial Debt</b> – 43 data and document elements (combined).  |
| <b>Standard # B2</b><br>Representations & Warranties        | Requires the inclusion of five specific representations and warranties in all purchase agreements.   |
| <sup>A</sup> <b>Standard # B3</b><br>Due Diligence          | Requires reasonable due diligence be performed on entities the company seeks to contract with for the purchase or sale of receivables prior to the transmission or receipt of any account level data.  |
| <b>Standard # B4</b><br>Sale Restrictions                   | Prohibits the sale of accounts when: (1) the seller does not have access to original account-level documentation; (2) the consumer disputes the validity or accuracy of the debt; (3) an account has been settled-in-full, paid-in-full, permanently closed due to Consumer hardship, or permanently closed pursuant to a regulatory or judicial order; (4) the account has been identified as having been created as a result of identity theft or fraud; (5) the account has been “discharged and closed” in bankruptcy, except when associated with secured liens or obligations associated with a non-bankrupt co-obligor; and (6) terms and conditions are not contained in the sales agreement that requires the purchaser to meet or exceed RMAI certification standards. |
| <sup>A</sup> <b>Standard # B5</b><br>Appearance Counsel     | Requires the transmission of data and documents to appearance counsel at least three (3) business days prior to the date of a scheduled court appearance.  |
| <sup>A</sup> <b>Standard # B6</b><br>Interest               | Prohibits the accruing of interest on accounts after charge-off and prior to judgment.   |
| <b>Series “C” Standards</b><br>Collection Law Firms         |  |
| <b>Standard # C1</b><br>Bar Admission                       | Requires attorneys employed by the firm to be admitted to the Bar and remain in good standing.   |
| <b>Standard # C2</b><br>Legal Education                     | Requires attorneys employed by the firm to receive biennial legal education related to collection law and/or collection litigation.  |
| <b>Standard # C3</b><br>Legal Malpractice Insurance         | Requires a minimum insurance threshold for legal malpractice insurance based on annual receipts resulting from debt collection legal services.   |
| <b>Standard # C4</b><br>Trust Accounts                      | Requires trust accounts at a federally insured financial institution for the segregation of client funds following state bar rules for such accounts.  |
| <b>Standard # C5</b><br>Meaningful Attorney Involvement     | Requires attorneys to review documents, venue, applicable statute of limitations, court procedures, and applicable laws and regulations before suit is filed.  |
| <sup>A</sup> <b>Standard # C6</b><br>Retention of Documents | Requires electronically imaged copies of all collection-related judgments be maintained for the statutorily authorized enforcement period and proof of service on collection-related cases be maintained for at least five (5) years. Copies must be transmitted to client upon request.   |
| <b>Standard # C7</b><br>Consumer & Regulatory Complaints    | Requires the transmission to a client within three (3) business days any written consumer complaints received by the law firm on one of the client’s accounts.   |
| <b>Standard # C8</b><br>Court Proceedings                   | Requires collection attorneys to have in their possession all the appropriate documents and data pertaining to the nature of a court hearing they are attending and to be prepared to provide the same information to the court.   |
| <sup>A</sup> <b>Standard # C9</b><br>Capias                 | Prohibits seeking or supporting a writ of capias or otherwise promoting the arrest or detainment of a consumer on a collection matter.   |
| <b>Series “D” Standards</b><br>Collection Agencies          |  |
| <b>Standard # D1</b><br>Bonding                             | Requires a minimum bonding threshold consistent with state law.  |

|  |   |
|--|---|
| <b>Standard # D2</b><br>Trust Accounts                   | Requires trust accounts at a federally insured financial institution in which all monies received on claims shall be deposited. Such monies shall be reconciled and transmitted to the client on a monthly basis.                         |
| <b>Standard # D3</b><br>Client Inquiries                 | Requires collection agencies to respond to client inquiries within five (5) business days, or such shorter period agreed to between the parties.  |
| <b>Standard # D4</b><br>Consumer & Regulatory Complaints | Requires the transmission to a client within three (3) business days any written consumer complaints received by the collection agency on one of the client's accounts.   |
| <b>Standard # D5</b><br>Cessation of Collections         | Requires collection agencies to cease collection activity on a client's accounts upon written notice from the client.   |
| <b>Standard # D6</b><br>Account Recalls                  | Requires collection agencies to return all consumer data and/or accounts within fourteen (14) business days from receipt of a written request for their return or within such period of time as agreed to in writing between the parties. |

## Certified Receivables Vendor (CRV)

### Series "100" Standards Vendors

|  |  |
|--|--|
| <b>Standard # 101</b><br>Chief Compliance Officer                | Requires the position of Chief Compliance Officer (CCO) charged with internal compliance. CCO is required to maintain an <u>Individual Certification</u> based on receiving ongoing educational requirements related to collection laws and regulations and industry best practices.   |
| <sup>A</sup> <b>Standard # 102</b><br>Criminal Background Checks | Requires a criminal background check on all new full and part time prospective employees who will have access to consumer data.  |
| <sup>A</sup> <b>Standard # 103</b><br>Employee Training Programs | Requires annual employee training on RMAI Certification Standards, corporate policies and procedures, and laws and regulations.  |
| <b>Standard # 104</b><br>Insurance                               | Requires a minimum insurance threshold for cyber crime and errors & omissions policies to which all participants must adhere.  |
| <b>Standard # 105</b><br>Data Security                           | Requires a data security policy that: (1) meets or exceeds state and federal laws and regulations; (2) requires an annual risk assessment and to make adjustments based on the results; and (3) conforms to the components of a "reasonable data security policy," the requirements of which align with the FTC Safeguards Rule. |
| <b>Standard # 106</b><br>Website & Publication                   | Requires the maintenance of a publicly accessible website which publishes contact information for the company and the Chief Compliance Officer and provides a link to RMAI's consumer education web page.  |
| <sup>A</sup> <b>Standard # 107</b><br>Vendor Management          | Requires vendor management policies and procedures with defined due diligence and/or audit controls. Must perform annual assessment of its policy and third-party vendors to determine whether they continue to meet or exceed program requirements.   |
| <sup>N</sup> <b>Standard # 108</b><br>Code of Ethics             | Requires all vendors to adhere to a code of ethics.  |

### Series "200" Standards Brokers

|  |  |
|--|--|
| <b>Standard # 201</b><br>Broker Agreements | Requires the marketing of accounts to be subject to broker agreements that clearly indicate who the client is and prohibits the broker from representing both the buyer and the seller without a signed acknowledgement from both parties. |
| <b>Standard # 202</b><br>Multiple Listings | Requires commercially reasonable efforts to obtain an exclusivity clause in broker agreements to prevent accounts from being simultaneously listed and marketed by multiple brokers.   |

|  |   |
|--|---|
| <b>Standard # 203</b><br>Due Diligence                                 | Requires reasonable due diligence be performed, on behalf of their client, on parties associated with a sales transaction prior to the transmission of any account level data.  |
| <b>Standard # 204</b><br>Misrepresentation of Accounts                 | Prohibits brokers from knowingly allowing the seller to misrepresent accounts or to sell accounts that had issues concerning title, accuracy or integrity of account information, fraud, or identity theft.                                   |
| <b>Standard # 205</b><br>Reserved                                      | [Repealed in version 14.0.]   |
| <b>Standard # 206</b><br>Title   | Prohibits brokers from taking title or having any ownership interest in the receivables it brokers.   |
| <b>Series "300" Standards</b><br>Process Servers                       |   |
| <b>Standard # 301</b><br>GPS Technology                                | Requires a process server to deploy global positioning system (GPS) technology to record the time, date, and location of the delivery of service.   |
| <b>Standard # 302</b><br>Photos/Video                                  | When permitted by law, requires the individual delivering service to take a photo/video of the location and manner of service and, in the case of in-person service, the individual being served.   |
| <b>Standard # 303</b><br>Audits  | Requires a process server to perform monthly audits of each employee/agent that delivers service by randomly selecting one of the days they worked from the prior month to review.  |
| <b>Standard # 304</b><br>Pricing                                       | Requires process servers to pay their employees/agents the same fee for both successful and unsuccessful service attempts.  |
| <b>Standard # 305</b><br>Conflict of Interest                          | Requires owners and employees of a process server to use another company for the delivery of service related to their own personal or business interests.   |
| <b>Standard # 306</b><br>License                                       | Requires compliance with all state and municipal process serving licensing laws.  |
| <sup>N</sup> <b>Standard # 307</b><br>Transmission of Proof of Service | Requires process servers to transmit proof of successful service or an affidavit of non-service, that describes the attempts made and at which addresses, to its client within thirty (30) days of successful service or last failed service. |