

NAFA CAFM®/CAFS® Recertification Tracking Form

Applicant information

RECERTIFICATION DATE _____

NAME _____

COMPANY _____

TELEPHONE _____

E-MAIL _____

Point Totals

Section	Points	Section	Points
I		VI	
II		VII	
III		VIII	
IV		IX	
V		X	
		XI	
TOTAL:			

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I. Professional Memberships

- A. Membership in NAFA or Partner organization 4 points per year
- B. Membership in other associations related to the industry 3 points per year

MAXIMUM POINTS ALLOWABLE FOR THIS SECTION: 32 points

Organization: _____ Number of points _____

Membership date from _____ to _____

Organization: _____ Number of points _____

Membership date from _____ to _____

Organization: _____ Number of points _____

Membership date from _____ to _____

Organization: _____ Number of points _____

Membership date from _____ to _____

Organization: _____ Number of points _____

Membership date from _____ to _____

Organization: _____ Number of points _____

Membership date from _____ to _____

Organization: _____ Number of points _____

Membership date from _____ to _____

Total: _____

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II. Chapter and Other Meeting Attendance (including in-house)

- A. Attendance at educational Chapter or local meeting (up to one day) 1 point each
- B. Attendance at other educational meetings (up to one day) 1 point each
- C. Participate in a NAFA webinar 1 point per webinar

NAFA Headquarters does not have access to Chapter Meeting attendance records. You must attach verification of your attendance, such as canceled check, roster of attendees, etc.

NO MAXIMUM POINTS FOR THIS SECTION

Date	Chapter or Meeting	Topic	Points

Total: _____

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III. Continuing Education

- A. Attendance at NAFA or Partner Annual Conference 6 points per event
- B. Attendance at a NAFA or Partner Education Seminar/Event 3 points per event
- C. Attendance at other fleet-related annual conferences 2 points per event
- Attendance at other professional education courses/seminars 4 points per event
- including in-house training and seminars

Above require 2-day attendance for listed point values

- D. Achievement of other fleet certifications 5 points per course
- E. Attendance at university or college courses related to fleet management 6 points per course
- Attendance at other universities or college courses not related to fleet 5 points per course

Transcript of completion of course must be provided and must have acquired a passing grade

NO MAXIMUM POINTS FOR THIS SECTION

Organization: _____ Number of points _____

Meeting: _____

Month: _____ Year _____

Organization: _____ Number of points _____

Meeting: _____

Month: _____ Year _____

Organization: _____ Number of points _____

Meeting: _____

Month: _____ Year _____

Organization: _____ Number of points _____

Meeting: _____

Month: _____ Year _____

Total: _____

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IV. Leadership Service

- | | |
|--|--------------------|
| A. National elected Officer/Director of NAFA/Partner | 4 points per year |
| B. National chapter chair for NAFA/ Partner | 4 points each year |
| C. National committee chair/ vice chair for NAFA/ Partner | 3 points each year |
| D. National committee member for NAFA/Partner | 2 points each year |
| E. Chapter Committee Chair/ NAFA Community Leader | 2 points each year |
| F. Chapter Committee/Community Advisory Council Member | 1 point each year |
| G. Officer, Chair, or other leadership in business organizations
(at discretion of recertification committee) | 1 point each year |

NO MAXIMUM POINTS FOR THIS SECTION

Organization: _____ Number of points _____

Office or position held: _____

Date of service: _____

Organization: _____ Number of points _____

Office or position held: _____

Date of service: _____

Organization: _____ Number of points _____

Office or position held: _____

Date of service: _____

Organization: _____ Number of points _____

Office or position held: _____

Date of service: _____

Organization: _____ Number of points _____

Office or position held: _____

Date of service: _____

Total: _____

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V. Instruction

- | | |
|--|---------------------------|
| A. Instructor or primary speaker at national NAFA or Partner event | 4 points per presentation |
| B. Panelist at national NAFA or Partner event | 2 points per presentation |
| C. Speaker at NAFA or NCSFA Chapter Meeting | 2 points per presentation |
| D. Moderator at national NAFA or Partner event | 1 point per session |
| E. In-house presentation; speaker at other fleet related organizations
(at discretion of recertification committee) | 1 point per |

NO MAXIMUM POINTS FOR THIS SECTION

Attach copy of outline of speech and copy of program showing your name as a participant.

Organization: _____ Number of points _____

Name of program: _____

Type of involvement (speaker, instructor, panel participant, etc.): _____

Organization: _____ Number of points _____

Name of program: _____

Type of involvement (speaker, instructor, panel participant, etc.): _____

Organization: _____ Number of points _____

Name of program: _____

Type of involvement (speaker, instructor, panel participant, etc.): _____

Organization: _____ Number of points _____

Name of program: _____

Type of involvement (speaker, instructor, panel participant, etc.): _____

Total: _____

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VI. Literary Contributions

- | | |
|--|--------------------------------|
| A. Material authored and published in recognized publication. | 4 points per article |
| B. Serving as subject of feature article for recognized publication. | 4 points per interview |
| C. Quoted as source or expert on recognized publication.
(at discretion of recertification committee) | 1 point |
| D. Editing/ development for NAFA/ industry Guides/ publications | 3 pts per contribution/chapter |
| E. Contributions on Community pages | 1 point per post |

NO MAXIMUM POINTS FOR THIS SECTION EXCEPT FOR SECTION VI. E. IS CAPPED AT 20 OVER 5 YEARS
Attach copy of article.

Publication and issue: _____ Number of points _____

Publisher: _____

Title of published work: _____

Publication and issue: _____ Number of points _____

Publisher: _____

Title of published work: _____

Publication and issue: _____ Number of points _____

Publisher: _____

Title of published work: _____

Publication and issue: _____ Number of points _____

Publisher: _____

Title of published work: _____

Total: _____

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VII. Legislative Contributions

- A. Testimony at fleet-related government hearings. 4 points
- B. Letters sent to government officials on fleet issues. 1 point
- C. Membership or participation in "Clean Cities." 2 points each year

MAXIMUM POINTS ALLOWABLE FOR THIS SECTION: 8 points

Attach copy of letter and/or outline of testimony.

Summary of activities: _____

Number of points _____

Summary of activities: _____

Number of points _____

Summary of activities: _____

Number of points _____

Summary of activities: _____

Number of points _____

Total: _____

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VIII. Awards/Recognition

Award or recognition for outstanding achievement/contribution to fleet profession 4 points

MAXIMUM POINTS ALLOWABLE FOR THIS SECTION: 12 points

Attach description of each award if other than NAFA sponsorship.

Name of award: _____ Number of points _____

Organization presenting award: _____

Date of award: _____

Name of award: _____ Number of points _____

Organization presenting award: _____

Date of award: _____

Name of award: _____ Number of points _____

Organization presenting award: _____

Date of award: _____

Total: _____

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IX. Community Service

Religious, civic, fraternal, or charity work in spirit of volunteerism.
organization/year

2 points per

MAXIMUM POINTS ALLOWABLE FOR THIS SECTION: 12 points

Organization: _____ Number of points _____

Date of involvement: _____

Description of service: _____

Organization: _____ Number of points _____

Date of involvement: _____

Description of service: _____

Organization: _____ Number of points _____

Date of involvement: _____

Description of service: _____

Organization: _____ Number of points _____

Date of involvement: _____

Description of service: _____

Total: _____

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X. Other Contributions to the Fleet Profession

Any other fleet related activity that has not been identified in other areas of these guidelines, (e.g. manufacturer previews, OEM-sponsored car shows and ride and drives, NAFA booth, proctoring (per testing session), plant tours, Chapter regional seminars, participation in industry surveys, contestant in 100 Best Fleets, etc.)

Miscellaneous contributions

1 point each contribution (at discretion of recertification committee)

MAXIMUM POINTS ALLOWABLE FOR THIS SECTION: 20 points

Attach copy of verification of attendance or contribution.

Explanation of contribution: _____ Number of points _____

Date: _____

Explanation of contribution: _____ Number of points _____

Date: _____

Explanation of contribution: _____ Number of points _____

Date: _____

Explanation of contribution: _____ Number of points _____

Date: _____

Total: _____

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XI. Work-related Application of CAFM/CAFS material

Demonstrate how you have applied the principles learned in each of the competencies in your work environment.

Practical application 5 points per module (at discretion of recertification committee)

NO MAXIMUM POINTS FOR THIS SECTION

Module	Points	Describe the Practical Application
Asset		
Business		
Finance		
Information		
Maintenance		
Risk		
Fuel		
Professional Development		

Total: _____