

# You have choices with the NAFA CERTIFICATION PROGRAM

- Asset Management
- Business Management
- Financial Management
- Information Management
- Maintenance Management
- Professional Development
- Risk Management
- Vehicle Fuel Management

	CAF <sup>M</sup>	CAF <sup>S</sup>	Certificate
	Complete all eight modules	Complete four of the eight modules	Complete any individual module

The **Certified Automotive Fleet Manager (CAF<sup>M</sup>)** program is ideal for fleet professionals who need exposure to all aspects of fleet management or individuals who are looking to advance in their current position.

The **Certified Automotive Fleet Specialist (CAF<sup>S</sup>)** program is for a beginner fleet position or for those who only need to learn about several fleet disciplines.

The **Individual Certificate Program** enable you to earn a certificate in a single fleet discipline.

*I knew nothing about fleet when I was moved into the division due to the last recession. Passing my CAF<sup>M</sup> has helped me understand more of what happens on and off the shop floor and what happens off the shop floor.*

**Debbie Pratt-Israel, CAF<sup>M</sup>**  
Fleet Analyst, City of Vancouver, WA



## What is the value of holding the CAF<sup>M</sup> DESIGNATION?

Becoming a certified fleet professional shows your commitment to the fleet profession. As a CAF<sup>M</sup>, you commit yourself to lifelong learning and an ongoing pursuit of knowledge in the profession. Among fleet leaders, the CAF<sup>M</sup> designation has become known and appreciated as a mark of distinction that offers a wide range of benefits.



**Enroll now at [nafa.org/certification](http://nafa.org/certification)**

*The CAF<sup>M</sup> designation has enabled me to succeed as a fleet manager and understand the eight foundational areas of fleet management to be successful. I encourage anyone looking to pursue a career in fleet management to look at the CAF<sup>M</sup> program as key step towards your goals.*

**Narinder Karbar, CAF<sup>M</sup>**  
Fleet Manager, FortisBC Inc., Surrey, BC



NAFA Fleet Management Association  
180 Talmadge Road, IGO Bldg Suite#558  
Edison, NJ 08817



## NAFA CERTIFICATION PROGRAM



The Certified Automotive Fleet Manager (CAF<sup>M</sup>) credential is the marker of a committed professional who has demonstrated the wide range of knowledge essential to manage fleet operations in today's challenging environment.

If you have been thinking about ways to improve your organization, enhance your career knowledge, and earn more money, the NAFA Certification program can make a huge difference in advancing your fleet career and your organization's success!

**[nafa.org/certification](http://nafa.org/certification)**

# NAFA CERTIFICATION PROGRAM

NAFA offers a variety of certification and certificate programs to provide best-in-class education offerings for the fleet industry. The original CAFM program, developed more than 40 years ago, has its roots in a partnership program between NAFA and the Wharton School of Business at the University of Pennsylvania.

The certification program has continued to evolve over the years encompassing the core competencies of fleet management for all sector types. With its curriculum regularly updated, it has gone through many revisions since its inception.

Earning and maintaining your certification is a three-part process. Candidates must first meet eligibility requirements and register. Then sit for and pass each exam through online testing. Once you have earned the credential, you must maintain it by fulfilling renewal requirements every five years.

Each certification candidate is provided a full set of reference readings, a self-study guide, and practice test questions as part of the enrollment price, all in easily navigable and transportable electronic format.

For more information visit [nafa.org/certification](http://nafa.org/certification)

There are eight disciplines in the NAFA certification program, and you can take as many as you want, earning various designations as you finish.

## Asset Management

- Strategic Sourcing
- Vehicle Invoices and Pricing
- Vehicle Selection
- Specification Types and Development
- Vehicle Procurement
- Active Fleet Management
- Vehicle Remarketing

## Financial Management

- Personal Use
- Vehicle Leasing
- Vehicle Purchase
- Vehicle Reimbursement
- Budgeting
- Lifecycle Cost Analysis
- Performance Monitoring

## Business Management

- Law for Fleet Professionals
- Fleet Policies and Procedures
- Request for Proposals
- Emergency Operations
- Strategic Partnering

## Information Management

- Fleet Information Management Systems
- Fleet System Selection and Implementation
- Telematics
- Data Management and System Administration
- Reporting and Data Analysis

## Professional Development

- Individuals in Organizations
- Leadership
- Business Communications
- Organization Processes
- Ethics

## Maintenance Management

- Vehicle Maintenance
- Shop Operations
- Environmental Issues
- Inventory Management
- Performance Monitoring
- Outsourcing
- Maintenance Staffing

## Risk Management

- Fundamentals
- Insurance
- Fleet Safety Policies
- Fleet Safety Programs
- Crash Management

## Vehicle Fuel Management

- Environmental Issues
- Commercial Programs
- Conventional Fuels
- Alternative Fuels

*The CAFM program has improved my performance tremendously in the public sector. The choice to pursue and obtain this certification was one of the best decisions of my career.*

Brandon Wilkins, CAFM  
Fleet Supervisor, Orange County, FL Sheriff's Office

For full course descriptions,  
visit [nafa.org/certification](http://nafa.org/certification)

## BUNDLED PRICING

Both CAFM and CAFS can be upgraded to the enhanced package, which includes a series of webinars on each discipline. These on-demand webinars, presented by industry experts, are three-four hours in length and cover the content needed for each exam. You can access them at will and watch the recordings as many times as needed. These webinars are supplementary materials and aren't intended to replace the materials in the textbook.

## NAFA MEMBER DISCOUNT

If you're not a NAFA member, think about joining when you enroll in the CAFM certification program. In addition to all the standard membership benefits, you'll **save more than \$500** on the combined membership/certification price.

Join today at [nafa.org/membership](http://nafa.org/membership)



*I enrolled in the CAFM program as new fleet manager. Having an instructor with many years of experience was the key and insights from "real world" examples helped to solidify the course information. The CAFM designation helped to bring credibility to my position with my former employer.*

Amy McAdams, CAFM  
Fleet Manager  
Farmer Brothers, Northlake, TX

