



## **Fleet Manager Certification Program Certification and Recertification Requirements**

Congratulations on deciding to further your professional development by participating in Truckload Academy's Fleet Manager Certification Program. The Highly Effective Fleet Manager training program is the preparatory option for taking the Fleet Manager Certification Exam. To earn the Certified Fleet Manager (CFM) designation, you must successfully complete the exam with a score of 80 percent or higher and have at least two years of experience as a fleet manager, driver manager, dispatcher or similar job function or combination thereof.

### **Recertification Requirements**

Once earned, your CFM designation is good for three years. To maintain your certification, you must complete 30 hours of continuing education (CE) credit before your recertification deadline. Continuing education credits are calculated on a 60-minute hour (one hour of training equals one CE; 75 minutes of training equals 1.25 CE, etc.).

Participation in education and training programs that enhance the fleet manager's role in a trucking company would qualify for CE credit. Examples would be workshops and general sessions at TCA's Annual Convention, Safety Division Annual Meeting, Refrigerated Division Annual Meeting and Independent Contractors and Open Deck Division Annual Meeting. The education sessions at these events will be identified as those that are applicable for CE credit. TCA's Truckload Academy Webinars On-demand are another source of training for CE credit. Many of these courses are available at no-charge to TCA members.

TCA's WorkForce Builders Conference was developed to include a fleet manager learning track. Participation in this annual event can account for one-third of the CE credits you need to recertify.

Education and training offered by other organizations can also count toward recertification. You should send documentation related to any non-TCA educational content to TCA for approval before registering for the event.