CPFP RECERTIFICATION GUIDELINES

After successful completion of the exam, candidates become certified for a period of five years. Prior to the end of the five-year period, Certified Public Fleet Professionals must complete a minimum of 100 credits toward recertification in the following areas:

Participation in any of the following areas within a fleet or public works-related association:

1. Chapter Meeting Attendance = 1 credit per each chapter meeting attended

2. Serve as an Officer, Chair, Co-Chair or Committee Member = 10 credits per each year of service

3. Speaker, Instructor or Moderator = 5 credits per each session delivered

4. Published Article and Other Literary Contributions to Fleet Management
   - Less than 500 words = 5 credits per each printed piece
   - 500 words or greater = 10 credits per each printed piece

5. Work on your agency’s accreditation.
   - Speaker, Instructor or Moderator = 5 credits per each session delivered
   - Attend the self-assessment workshop = 1 credit for each clock hour
   - Credit for an accreditation leadership position - like the accreditation manager = 10 credits per each year of service toward accreditation

Continuing Education

Continuing education credits can be earned by completing training using a combination of the delivery methods and content areas listed below.

1. Approved Credits
   - Each clock hour = 1 credit
   - Annual Conference Attendance = 6 credits per each full day of attendance

2. Approved Delivery Methods
   - Continuing education programs offered by APWA, APWA Chapters, or other associations related to fleet or public works (includes face-to-face and online delivery).
   - Courses taken for credit at an accredited college or university.
   - In-house training programs conducted by your agency or city.
   - Correspondence programs.
   - Recognized technical upgrading conducted by manufacturers, vendors, or a certified school.

3. Approved Content Areas
   - Content areas must link back to the CPFP Content Outline.