NTEA-based Education and Training Checklist

Thank you for your dedication to excellence in education and commitment to the work truck industry. Please use the checklist below to document education credit hours toward your Member Verification Program (MVP) application.

Since 2005, NTEA's Member Verification Program has recognized distributors, manufacturers and upfitters for implementing quality business practices and for complying with specific government safety regulations. Education is also a key component in qualifying for MVP status.

MEMBER VERIFICATION PROGRAM MVP
NTEA
The Association for The Work Truck Industry

Member Company Name _____ **Employee Name** _____

Please complete one form per employee. You may reproduce this form for additional employees.

In the last three years, the employee has participated in:	CREDIT HOURS	x	YEAR(S) ATTENDED	=	TOTAL HOURS
THE WORK TRUCK SHOW AND NTEA ANNUAL CONVENTION					
❒ Complete Event and Conference & Trade Show Packages	12 Credit Hours				
❒ Special Sessions (not included in any package)	3 Credit Hours				
❒ Green Truck Summit	3 Credit Hours				
❒ Trade Show Only	2 Credit Hours				
NTEA CONFERENCES					
❒ Truck Product Conference — Three-day Conference	9 Credit Hours				
❒ Truck Product Conference — Two-day Conference	6 Credit Hours				
❒ Business and Market Planning Summit	5 Credit Hours				
❒ One-day Seminars	5 Credit Hours				
❒ Regional Meetings	5 Credit Hours				
NTEA IN-COMPANY TRAINING					
❒ One-day Program Course Name _____	5 Credit Hours				
❒ Two-day Program Course Name _____	10 Credit Hours				
				SUBTOTAL	

In the last three years, the employee has participated in:	# OF MODULES COMPLETED	x	CREDIT HOURS	=	TOTAL HOURS
NTEA SMART ONLINE TRAINING **Courses offered through MAGNET** (½ Credit Hour per Module)					
❒ The Eight Wastes – 2 modules			½ Credit Hour		
❒ 5 S – 1 module			½ Credit Hour		
❒ Point of Use Storage – 1 module			½ Credit Hour		
❒ Lean en Espanol – 3 modules			½ Credit Hour		
❒ Standard Work – 1 module			½ Credit Hour		
❒ Problem Solving – 3 modules			½ Credit Hour		
❒ Team Leader – 1 module			½ Credit Hour		
❒ Lean Manufacturing – 10 modules			½ Credit Hour		
❒ Change Management – 8 modules			½ Credit Hour		
❒ Sales Management – 10 modules			½ Credit Hour		
❒ Growth Planning – 9 modules			½ Credit Hour		
❒ Truck Frame Fundamentals – 11 modules			½ Credit Hour		
				SUBTOTAL	

For detailed information regarding the NTEA or its Member Verification Program, please visit www.ntea.com.

TOTAL TRAINING HOURS COMPLETED _____

The NTEA reserves the right to audit documentation confirming the information reflected in your application.

NTEA THE ASSOCIATION FOR THE WORK TRUCK INDUSTRY
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