

Annex F – MMP Certification Process



On successful completion of all 8 modules of the Maintenance Management Professional Education and Certification Program you must complete the Application for Certification form and send it along with your official transcripts obtainable from the teaching institution(s) from which you took the modules to the address on the bottom of the form.

Note, there is a place on the application for your PEMAC member number. If you are not a member of PEMAC in good standing, please submit the member application form complete with payment information and confirm your member number before applying for MMP status. You may also choose to send both together for processing.

On receipt of the Application form complete with a valid member number (or with member application form) and attached transcripts, the MMP Program Manager will validate the documentation and will issue an MMP Certificate.

With receipt of this certificate you are entitled to use the Maintenance Management Professional (MMP) designation. As an association-issued designation the continued use of MMP is only valid while you are a member of PEMAC in Good Standing and therefore may not be used if you cease to be a member or lose your Good Standing within the association.

A National Register of active MMP recipients is kept on file and is published on the PEMAC website and from time to time may be published in PEMAC and related literature.

The Application for Certification Form and the Membership Application Form can be found under the 'PEMAC Forms' section in the footer of the PEMAC website at: www.pemac.org.

Should you have any questions regarding the certification process please do not hesitate to contact the MMP Program Manager at: mmpprogrammanager@pemac.org or at: 1-877-523-7255 Ext #3. *Complaints are to be addressed to the PEMAC Registrar at: registrar@pemac.org

Have your Red Seal and successfully completed MMP? Contact MMP Program Manager – you may be eligible for the Blue Seal!!

Regarding Ontario Ministry of the Environment CEU's

3 to 4 months prior to an operator's license is about to expire, Ontario Water Wastewater Certificate Office (OWWCO) sends a renewal notice to the operator with a renewal form so the operator can complete and submit all director approved courses taken and proof of (transcript/certificates). If you are not expiring yet, hold on to your transcripts/certificates for director approved courses and then you submit upon renewal. OWWCO (toll free at 1-877-231-2122) does not accept submission until your renewal.

PEMAC's MMP Courses approved are: Modules 1, 2, 5 and 6 **or** your designation certificate for **all** 8 modules.

Annex G - Application for MMP Certification



To obtain your certification as a Maintenance Management Professional (MMP), PEMAC requires you to submit the following information to the MMP Program Manager.

Date of Application:	
Name of Applicant:	
	(exactly as you wish it to appear on your certificate)
Teaching Institution	
PEMAC Member Number:	
Membership Expiry Date:	
Mail Certificate To:	
Telephone:	
E-mail:	
Signature:	
<p>***By signing I indicate that I understand that I must be a PEMAC member in good standing to use the MMP designation and that my name may be published as part of PEMAC's MMP Registry.</p>	

NOTE:

- 1) If you are not yet a member of PEMAC you can apply at www.pemac.org.
- 2) Transcripts or official grade reports can be obtained by contacting your college administration office.
- 3) Would you like a letter to be sent to your manager from PEMAC notifying him/her of your new professional designation? Yes / No If yes, please provide your manager's name and email address:

- 4) Return completed form together with a copy of your transcript or official grade report for all applicable courses to: mmpprogrammanager@pemac.org or Fax: (905) 823-8001 Attention: MMP Program Manager