



ARA Certified Automotive Recycler Application

Company Name _____

Program Contact _____

Address _____

City _____ Province _____

Phone () _____ Fax () _____

Email _____ Web-site _____

Please Initial the Following

I agree to abide by all standards, rules, and requirements as outlined. _____ (initials).

I understand that as the automotive recycling industry changes the requirements to remain certified may also change. I agree to incorporate such changes into my business. Failure to do so may result in my termination from the program _____ (initials).

If for any reason I leave the program or no longer considered in good standing I will immediately cease all use of promotional materials and identification as an ARA certified recycler _____ (initials).

Signature:

I am authorized on behalf of this company.

_____ Date _____

Name _____

Return this document along with other material to:

Automotive Retailers Association Certified Auto Recycler Program
Unit 1 8980 Fraserwood Court Burnaby, BC V5J 5H7
Phone | 604-432-7987 | Fax | 604-432-1756



Program Rules

The ARA's recycler certification program is an industry led quality assurance program designed to enhance the utilization of recycled parts in the collision and mechanical repair process.

A recycler achieves certification by enrolling his/her management and employees in a series of online courses. Each course module focuses on a specific aspect of automotive recycling and is designed to instruct the employee on industry best practices. There are three courses in all.

1. **Dismantler Training:** Any employee whose job it is involves the environmental processing and/or dismantling of vehicles for parts will need to complete this module.
2. **Inventory Management:** Any employee, whose job involves the inventory, grading and/or communicating parts descriptions and quality, will need to complete this module.
3. **Standards of Performance:** Any employee whose job involves managing, sales and/or communicating and/or reconciling parts orders with repair facilities is required to complete this module.

Employees will be required to complete each assigned module and pass a test. A follow-up evaluation will be required in order to maintain certification. New employees will be required to complete the training modules applicable to his/her roles and responsibilities within the organization. Existing employees may also be required to re-take modules in the event of changes to the curriculum or a poor performance evaluation.