# A red and blue logo  AI-generated content may be incorrect.Government Meeting Specialist Tracking Sheet

**Name of Member:**

**Company**:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Date Completed** | **Date Completed** | **Date Completed** |
|  |  |  |  |
| **Education/Programming (3 programs)** |  |  |  |
| **Ethics (1 program)** |  |  |  |
| **Facilities and Services (2 programs)** |  |  |  |
| **Financial and Contract Management (2 programs)** |  |  |  |
| **Logistics (2 programs)** |  |  |  |
| **Personal and Professional Development (1 program)** |  |  |  |
| **Protocol (1 program)** |  |  |  |
| **Technology (2 programs)** |  |  |  |
| **Travel: Federal, State, and Local (1 program)** |  |  |  |
|  |  |  |  |
| **The total class time is 15 programs for initial and 20 programs for renewal** |  |  |  |

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| **Chapter Officer Use Only****Date Received Application \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date Certification Granted \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Member since \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

\*Note that the hours shown above in the tracker are for earning the initial certificate. Any combination of 20 hours may be used for renewal.