



February 23, 2016

**NOTICE TO ALL LIGHT VEHICLE ACCREDITED REPAIR SHOPS**

**Re: Reporting Red Seal Journeyperson Status**

Red Seal Journeyperson technicians are eligible to receive up to 27 I-CAR credits as a result of their certification; however, it appears that many repair shops have not been reporting this information to I-CAR and their technicians are not receiving these credits.

To assist technicians in receiving their applicable credits, and to help repair shops move toward I-CAR Gold Class designation, Manitoba Public Insurance representatives will be contacting shops in the coming weeks to gather information on technicians' Red Seal Journeyperson certificate numbers and current key roles.

Manitoba Public Insurance representatives will provide shops with instructions on how to submit the required documentation. Additionally, they can assist shops in determining how many courses they require to achieve Gold Class designation and which courses individual technicians require to achieve Platinum Individual status.

Repair shops may also submit this information via email. Any shops that wish to do so can send an email to [partners@mpi.mb.ca](mailto:partners@mpi.mb.ca), and include the following information for each employee with Red Seal Journeyperson status:

- Shop and technician name(s)
- Red Seal Journeyperson certificate number
- Current key role(s) (i.e., Refinish Technician, Steel Structural Technician, Non-Structural Technician, Estimator / Production Coordinator)

If you have any questions, please contact Quality Control Administration at 1-855-882-4313, option 6.

Thank you