



National Institute for Metalworking Skills, Inc.

Credentialing Achievement Record

Stamping Level II Operate with Single Hit Tooling

National Institute for Metalworking Skills
3251 Old Lee Highway, Suite 205
Fairfax, VA 22030
<http://nims-skills.org>



METAL STAMPING CREDENTIALING PROGRAM

LEVEL II CREDENTIALING ACHIEVEMENT RECORD (CAR)

and

Official Performance CHECKLISTs (Skill Checks)

Please print

NAME:	Reg. No.	Job Title:

Site Name:	Site No.

STATUS:	<i>Non-Completer</i> <input type="checkbox"/>	<i>Candidate has Successfully Completed all NIMS Performance Requirements in the Following Credentialing Area:</i>
	Reason:	Duty Cluster Name:
		Date Completed:

Directions

This *Credentialing Achievement Record (CAR)* is the official training and performance document for the above named NIMS credentialing candidate. The CAR is used by the trainer/supervisor and candidate as a record (or log book) of individual on-the-job performance. The CAR is the *vehicle* that will allow eligible candidates to take the NIMS written credentialing examination(s). Supervisors, trainers, and candidates should take care of this record and be sure that it is accurate, kept up to date, filled out correctly, and properly stored. All information recorded in the CAR should be considered **CONFIDENTIAL**.

Candidates may select as many credentialing Duty Clusters as applicable to the facility or appropriate to the job. There are separate CAR booklets for each credentialing Duty Cluster. The CAR opens with list of Critical Work Activities (or experience statements) that must be acknowledged and documented. However, actual performance is assessed two ways: **1)** by fulfilling these general experience and historical statements and **2)** by an examiner administering *Skill Checks* (or performance assessments). Five successful Skill Check attempts are required. Skill Checks are clearly marked with the title - **CAR SKILL CHECK**. Candidate performance is documented by a on the Examiner's CHECKLIST. All Skill Checks must be co-signed and dated by the trainer/supervisor and candidate. Work Activity sign-offs must be co-initialed by the trainer/supervisor or manager and candidate then dated. If a particular Skill Check step or standard does not apply at your facility, check-off the applicable *NA* box and continue. Skill Checks may require the candidate to perform work a bit differently than your normal procedure or learn how to do something that may not be part of their typical day-to-day responsibilities. However, you may only check-off *NA* if the process-standard does not apply because the equipment or tooling is not available or the stamping process itself does not require this activity.

For additional information about administering CAR Skill Checks, see the Guide to Administering Credentialing Achievement Records or consult with your facility Credentialing Coordinator.



METAL STAMPING CREDENTIALING PROGRAM
LEVEL II CREDENTIALING ACHIEVEMENT RECORD (CAR)

Operate Equipment with Single-Hit Tooling - Level II

DUTY CLUSTER 2.7

Critical Work Activities & Experience	Date Completed	Supervisor Initials	Trainer Initials	Trainee Initials
Program/Equipment Orientation (required for all candidates)				
Operate Equipment with Single-Hit Tooling				
Candidate has successfully completed all required safety training/courses as specified by the work facility or required by OSHA. Candidate has working knowledge of applicable OSHA and ANSI regulations and guidelines.				
Candidate has successfully completed the probationary period for this job as specified by the work facility.				
Candidate demonstrated the ability to recognize and explain the type of press and its function (including controls, mechanical devices, die components, and auxiliaries if applicable).				
Candidate has demonstrated working knowledge of material/part conformance standards and basic SPC recording techniques.				
Candidate has met the attendance policy of the facility over the last 12 consecutive months.				
Candidate has no company documented safety violations within the last 12 consecutive months.				
Candidate able to recognize common equipment problems and adverse material conditions.				

continued on next page



Duty Cluster and Critical Work Activities	Date Completed	Supervisor Initials	Trainer Initials	Trainee Initials
Candidate has no reported incidents of non-conforming parts contaminating quality parts over the last three (3) consecutive months.				
Candidate has demonstrated the ability to maintain a clean and orderly work area in compliance with facility housekeeping policies and has no reported violations for a period of three (3) consecutive months.				
Candidate has basic industry knowledge of stamping operations, processes, and die technology such as coining, embossing, forming, blanking, piercing, and/or drawing.				

Skill Check begin on next page



CAR SKILL CHECK

Candidate: Registration No.:	Date: 199
Examiner: Examiner No.:	(For examiner use after all Skill Check have been administered) Results (check one): Pass <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>

Work Activity

2.7 - Operate Equipment with Single-Hit Tooling

Performance Conditions

Setting: OJT Observations - Shop/plant floor equipped with a single-hit metal stamping process. Given a setup for single-hit tooling that has already been verified for safety, produce and inspect parts according to a Process/Quality Plan. Candidate will start equipment, load magazine or hand-feed raw material, inch/jog machine, inspect a part using precision hand-held instruments, and produce parts while continuously monitoring equipment. Candidate is not responsible for major troubleshooting. However, candidate must be able to recognize adverse conditions, common equipment problems, and non-conformance situations and respond accordingly. Processes and standards presented in this Skill Check are applicable to all required attempts

(First of five Skill Checks).

Safety Equipment:

- Personal Protection Equipment/Clothing (PPE)

Tools, Equipment and Materials:

- Part Placement Equipment
- Attribute Gages
- Pen, Pencils or Marker
- Process/Quality Plan
- Operating Instructions (if needed)
- Lubricants/Coolants (as needed)
- Stock (blanks)
- Scrap Containers
- Part Containers

Measuring Instruments:

- Tape Measure
- Calipers
- Micrometers
- Scales

Attainment Standards

1. 100% of all procedural steps and standards, without assistance, within company-specific time limit, following all safety and plant procedures.
2. 100% conformance with all product standards and Process Plan criteria.

**Trainee
Directions**

The above referenced tools, equipment, materials and supplies may be used to Operate Equipment with Single-Hit Tooling. All safety and plant procedures must be followed. Both the process and final result of the process will be evaluated by the examiner. Process step elements should be performed in the sequence, and all steps must meet the standards for successful completion.


**Examiner
Instructions**

For successful completion of this Skill Check, the candidate must demonstrate the ability to successfully complete the work activity under controlled assessment conditions. All work must be completed to standard.

Before administering the Skill Check:

- ◆ Read/review the *Guide to Administering Credentialing Achievement Records* developed for the program.
- ◆ Ensure that you have a copy of this Skill Check for the candidate to use while he/she is working. Be sure all applicable equipment and supplies are available.

Do not provide assistance during the Skill Check. Monitor work in-progress and evaluate for *process*. Assess the completed work for conformance with **product** criteria. Mark *NA* if a process-product is not appropriate.

 **Stop the Skill Check immediately if the candidate violates a safety regulation or procedure or if there is any possibility of personal injury or damage to equipment.**

Before testing, the examiner may discuss appropriate safety requirements and loss potential issues (*i.e., Lockout/Tagout and HAZCOM/HAZMAT, personal protection equipment, pinch points, compressed air, high voltage, E-Stops*).

EXAMINER: Read aloud the *Skill Check Script* from the *Guide to Administering Credentialing Achievement Records* (verbatim).

When the candidate indicates that he/she has completed the Skill Check or when maximum time allowed has run out, assess final product and follow the closing procedures outlined in the *Guide to Administering Credentialing Achievement Records*.

Checklist

Scoring Procedures: Observe the candidate’s performance for each Process Element and mark the *CHECKLIST* whether or not the standards were attained (*Do not rely on your memory*). Steps on the process side are to be marked as they are initiated. Standards are to be marked after each step has been competed.

(C) Critical. Failure to meet the standard will result in Skill Check termination.

Note: The evaluator will terminate the assessment and schedule the individual for further training.



Examiner's CHECKLIST CAR SKILL CHECK #1

Operate Equipment with Single-Hit Tooling

Process Elements			Process-Product Standards			
Steps	Yes	No		Yes	No	NA
⇒ Single-Hit						
1. Prepare and Inspect Work Station	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> PPE/PPC appropriate for job. (c) Process/Quality Plan obtained and understood. Work area clean and free of obstructions and debris. Noted status of press, stock, and containers. Gages confirmed for calibration (calibration tags checked/verified) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Start/Re-Start Press	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Guards secure/active and functional. (c) Control lights and alarms operational. Press energized, equipment adjusted, and operating safely (no abnormal odors, sounds, vibrations, leakage). Proper Mode of Operation verified as per Process/Quality Plan. (c) Raw material/blanks available and ready. Raw material verified and appropriate for operation. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Load Tooling	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Blanks/stock correctly aligned and positioned (or loaded in magazine) for single-hit (inch-mode). (c) Applied stock lubrication as needed. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Inch/jog Press and Make a First Part	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Piece-part successfully produced in inch/jog-mode. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Inspect First Piece-Part and Prepare for Production	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Part removed safely from a guarded area. (c) Attributes visually checked for quality characteristics as per Process/Quality Plan criteria. Dimensions/variables accurately obtained and verified to Process/Quality Plan specifications. Part conformance achieved within dimensional (+/-) tolerances/SPC control limits. (c) Equipment production-ready for hand-fed or magazine fed operations. (c) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Produce Piece-Parts	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Attentively monitored process (pressures, lubricant levels, coolants, inputs, tooling, payouts, etc.). No double hits, missing features, or excessive scrap. Defective or non-compliant parts identified and segregated without contaminating quality parts or containers. (c) Equipment functioning properly and parts manufactured within % productivity standards. Quality parts produced on an on-going and continuous basis (1 hour operation and shut down required). 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



FINAL PRODUCT STANDARDS

“Work is Done As Expected When:”

- a. Job was performed accurately according to job Process/Quality Plan or SOP.
- b. Finished parts/pieces meet customer expectations, requirements, and needs.
- c. Scrap has been managed and segregated.
- d. Quality parts have been continuously produced according to (%) productivity standards.
- e. Candidate persistently demonstrated ability to collect and analyze data to link cause and effect in simple problems.
- f. All safety and plant procedures have been followed.

COMMENTS

Candidate: _____

Examiner: _____

Signatures: _____ **Date:** _____
(Examiner)

_____ **Date:** _____
(Monitor/Supervisor)

_____ **Date:** _____
(Candidate)



Examiner's CHECKLIST CAR SKILL CHECK #2

Operate Equipment with Single-Hit Tooling

Process Elements			Process-Product Standards			
Steps	Yes	No		Yes	No	NA
⇒ Single-Hit						
1. Prepare and Inspect Work Station	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> PPE/PPC appropriate for job. (c) Process/Quality Plan obtained and understood. Work area clean and free of obstructions and debris. Noted status of press, stock, and containers. Gages confirmed for calibration (calibration tags checked/verified) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Start/Re-Start Press	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Guards secure/active and functional. (c) Control lights and alarms operational. Press energized, equipment adjusted, and operating safely (no abnormal odors, sounds, vibrations, leakage). Proper Mode of Operation verified as per Process/Quality Plan. (c) Raw material/blanks available and ready. Raw material verified and appropriate for operation. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Load Tooling	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Blanks/stock correctly aligned and positioned (or loaded in magazine) for single-hit (inch-mode). (c) Applied stock lubrication as needed. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Inch/jog Press and Make a First Part	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Piece-part successfully produced in inch/jog-mode. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Inspect First Piece-Part and Prepare for Production	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Part removed safely from a guarded area. (c) Attributes visually checked for quality characteristics as per Process/Quality Plan criteria. Dimensions/variables accurately obtained and verified to Process/Quality Plan specifications. Part conformance achieved within dimensional (+/-) tolerances/SPC control limits. (c) Equipment production-ready for hand-fed or magazine fed operations. (c) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Produce Piece-Parts	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Attentively monitored process (pressures, lubricant levels, coolants, inputs, tooling, payouts, etc.). No double hits, missing features, or excessive scrap. Defective or non-compliant parts identified and segregated without contaminating quality parts or containers. (c) Equipment functioning properly and parts manufactured within % productivity standards. Quality parts produced on an on-going and continuous basis (1 hour operation and shut down required). 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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- b. Finished parts/pieces meet customer expectations, requirements, and needs.
- c. Scrap has been managed and segregated.
- d. Quality parts have been continuously produced according to (%) productivity standards.
- e. Candidate persistently demonstrated ability to collect and analyze data to link cause and effect in simple problems.
- f. All safety and plant procedures have been followed.

COMMENTS

Candidate: _____

Examiner: _____

Signatures: _____	Date: _____
(Examiner)	
_____	Date: _____
(Monitor/Supervisor)	
_____	Date: _____
(Candidate)	



Examiner's CHECKLIST CAR SKILL CHECK #3

Operate Equipment with Single-Hit Tooling

Process Elements			Process-Product Standards			
Steps	Yes	No		Yes	No	NA
⇒ Single-Hit						
1. Prepare and Inspect Work Station	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> PPE/PPC appropriate for job. (c) Process/Quality Plan obtained and understood. Work area clean and free of obstructions and debris. Noted status of press, stock, and containers. Gages confirmed for calibration (calibration tags checked/verified) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Start/Re-Start Press	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Guards secure/active and functional. (c) Control lights and alarms operational. Press energized, equipment adjusted, and operating safely (no abnormal odors, sounds, vibrations, leakage). Proper Mode of Operation verified as per Process/Quality Plan. (c) Raw material/blanks available and ready. Raw material verified and appropriate for operation. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Load Tooling	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Blanks/stock correctly aligned and positioned (or loaded in magazine) for single-hit (inch-mode). (c) Applied stock lubrication as needed. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Inch/jog Press and Make a First Part	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Piece-part successfully produced in inch/jog-mode. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Inspect First Piece-Part and Prepare for Production	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Part removed safely from a guarded area. (c) Attributes visually checked for quality characteristics as per Process/Quality Plan criteria. Dimensions/variables accurately obtained and verified to Process/Quality Plan specifications. Part conformance achieved within dimensional (+/-) tolerances/SPC control limits. (c) Equipment production-ready for hand-fed or magazine fed operations. (c) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Produce Piece-Parts	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Attentively monitored process (pressures, lubricant levels, coolants, inputs, tooling, payouts, etc.). No double hits, missing features, or excessive scrap. Defective or non-compliant parts identified and segregated without contaminating quality parts or containers. (c) Equipment functioning properly and parts manufactured within % productivity standards. Quality parts produced on an on-going and continuous basis (1 hour operation and shut down required). 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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- b. Finished parts/pieces meet customer expectations, requirements, and needs.
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- d. Quality parts have been continuously produced according to (%) productivity standards.
- e. Candidate persistently demonstrated ability to collect and analyze data to link cause and effect in simple problems.
- f. All safety and plant procedures have been followed.

COMMENTS

Candidate: _____

Examiner: _____

Signatures: _____	Date: _____
(Examiner)	
_____	Date: _____
(Monitor/Supervisor)	
_____	Date: _____
(Candidate)	



Examiner's CHECKLIST CAR SKILL CHECK #4

Operate Equipment with Single-Hit Tooling

Process Elements			Process-Product Standards			
Steps	Yes	No		Yes	No	NA
⇒ Single-Hit						
1. Prepare and Inspect Work Station	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> PPE/PPC appropriate for job. (c) Process/Quality Plan obtained and understood. Work area clean and free of obstructions and debris. Noted status of press, stock, and containers. Gages confirmed for calibration (calibration tags checked/verified) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Start/Re-Start Press	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Guards secure/active and functional. (c) Control lights and alarms operational. Press energized, equipment adjusted, and operating safely (no abnormal odors, sounds, vibrations, leakage). Proper Mode of Operation verified as per Process/Quality Plan. (c) Raw material/blanks available and ready. Raw material verified and appropriate for operation. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Load Tooling	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Blanks/stock correctly aligned and positioned (or loaded in magazine) for single-hit (inch-mode). (c) Applied stock lubrication as needed. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Inch/jog Press and Make a First Part	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Piece-part successfully produced in inch/jog-mode. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Inspect First Piece-Part and Prepare for Production	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Part removed safely from a guarded area. (c) Attributes visually checked for quality characteristics as per Process/Quality Plan criteria. Dimensions/variables accurately obtained and verified to Process/Quality Plan specifications. Part conformance achieved within dimensional (+/-) tolerances/SPC control limits. (c) Equipment production-ready for hand-fed or magazine fed operations. (c) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Produce Piece-Parts	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> Attentively monitored process (pressures, lubricant levels, coolants, inputs, tooling, payouts, etc.). No double hits, missing features, or excessive scrap. Defective or non-compliant parts identified and segregated without contaminating quality parts or containers. (c) Equipment functioning properly and parts manufactured within % productivity standards. Quality parts produced on an on-going and continuous basis (1 hour operation and shut down required). 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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- d. Quality parts have been continuously produced according to (%) productivity standards.
- e. Candidate persistently demonstrated ability to collect and analyze data to link cause and effect in simple problems.
- f. All safety and plant procedures have been followed.

COMMENTS

Candidate: _____

Examiner: _____

Signatures: _____	Date: _____
(Examiner)	
_____	Date: _____
(Monitor/Supervisor)	
_____	Date: _____
(Candidate)	



Examiner's CHECKLIST CAR SKILL CHECK #5

Operate Equipment with Single-Hit Tooling

Process Elements			Process-Product Standards			
Steps	Yes	No		Yes	No	NA
⇒ Single-Hit						
1. Prepare and Inspect Work Station	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • PPE/PPC appropriate for job. (c) • Process/Quality Plan obtained and understood. • Work area clean and free of obstructions and debris. • Noted status of press, stock, and containers. • Gages confirmed for calibration (calibration tags checked/verified) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Start/Re-Start Press	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Guards secure/active and functional. (c) • Control lights and alarms operational. • Press energized, equipment adjusted, and operating safely (no abnormal odors, sounds, vibrations, leakage). • Proper Mode of Operation verified as per Process/Quality Plan. (c) • Raw material/blanks available and ready. • Raw material verified and appropriate for operation. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Load Tooling	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Blanks/stock correctly aligned and positioned (or loaded in magazine) for single-hit (inch-mode). (c) • Applied stock lubrication as needed. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Inch/jog Press and Make a First Part	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Piece-part successfully produced in inch/jog-mode. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Inspect First Piece-Part and Prepare for Production	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Part removed safely from a guarded area. (c) • Attributes visually checked for quality characteristics as per Process/Quality Plan criteria. • Dimensions/variables accurately obtained and verified to Process/Quality Plan specifications. • Part conformance achieved within dimensional (+/-) tolerances/SPC control limits. (c) • Equipment production-ready for hand-fed or magazine fed operations. (c) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Produce Piece-Parts	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> • Attentively monitored process (pressures, lubricant levels, coolants, inputs, tooling, payouts, etc.). No double hits, missing features, or excessive scrap. • Defective or non-compliant parts identified and segregated without contaminating quality parts or containers. (c) • Equipment functioning properly and parts manufactured within % productivity standards. • Quality parts produced on an on-going and continuous basis (1 hour operation and shut down required). 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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- d. Quality parts have been continuously produced according to (%) productivity standards.
- e. Candidate persistently demonstrated ability to collect and analyze data to link cause and effect in simple problems.
- f. All safety and plant procedures have been followed.

COMMENTS

Candidate: _____

Examiner: _____

Signatures: _____	Date: _____
(Examiner)	
_____	Date: _____
(Monitor/Supervisor)	
_____	Date: _____
(Candidate)	

2.7 - CAR SKILL CHECK SUMMARY

Critical Work Activities and Skill Checks Completed	Date Completed
Operate Equipment with Single-Hit Tooling	
Successful Skill Check Attempt #1	
Successful Skill Check Attempt #2	
Successful Skill Check Attempt #3	
Successful Skill Check Attempt #4	
Successful Skill Check Attempt #5	



Affidavit of Successful Completion
NIMS Level II Metal Stamping Credentialing Program

Credentialing Achievement Record

Please print

Candidate Name	Reg. No.	Date Completed

The credentialing candidate named above has completed all necessary CAR requirements for NIMS Level II OJT recognition.

Site Name and Address:	Site No.

Indicate in the number of Skill Checks completed and dates of successful performance for each Skill Check

Duty Cluster Name	Required Skill Checks	Number of Skill Checks Completed
<i>OPERATE EQUIPMENT WITH SINGLE-HIT TOOLING</i>	5	
Successful Skill Check Attempt #1	Date:	
Successful Skill Check Attempt #2	Date:	
Successful Skill Check Attempt #3	Date:	
Successful Skill Check Attempt #4	Date:	
Successful Skill Check Attempt #5	Date:	
Experience-eligibility statements have been completed, dated, and co-initialed.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Manual Feed YES NO

Coil Fed YES NO

Other: _____

Site Coordinator Signature

_____ 19_____
Date

Supervisor Signature

_____ 19_____
Date

Candidate Signature

_____ 19_____
Date



COMMENTS:

Make a copy of the completed *Affidavit of Successful Completion* for your records and send the original to:



The National Institute for Metalworking Skills
3251 Old Lee Highway, Suite 205
Fairfax, Virginia, 22030
<http://nims-skills.org>