



# MARKET SHARE STATISTICS



## NEW REPORTER TURNOVER PROCEDURE

Please email both [Statisticsdepartment@aem.org](mailto:Statisticsdepartment@aem.org) and [Support@haint.com](mailto:Support@haint.com) with the information below:

- **What is your current role in the Market Share Statistics Program, and how will this requested change affect your role or responsibilities?**
- **When will this change take effect?**  
*Provide the effective date or anticipated timeframe.*
- **Who is the new reporter or contact? Please provide the following details:**
  - *First and last name*
  - *Job title*
  - *Email address*
  - *Phone number*
  - *Location (state/province, country)*
- **What role(s) will the new contact have within the program?**  
*For example: data reporter, backup reporter, committee/work group representative, model review lead, reporting procedures survey contact, or monthly report recipient only.*
- **Which committee(s) will this change affect?**  
*Please list the committee acronym or full name, if known. Alternatively, provide the 3-character alpha iSTAT code for the affected reporting entities.*
- **Will the new contact need iSTAT access to enter or upload data?**  
*Only credentialed iSTAT users may request user set-ups. Login sharing is strictly prohibited.*
- **Will you provide training on this role and its responsibilities?**  
*Please consider documenting your reporting process to support future transitions. Briefly describe the training plan and timeline. All new contacts are required to complete our onboarding process.*
- **Is there any additional information AEM should know to support this transition?**