

North Dakota Propane Gas Association
PO Box 1956 - Bismarck ND 58502
701-223-3370



**Certified Employee Training Program (CETP)
Registration Form**

Designing & Installing Exterior Vapor Distribution Systems

See back side for course description **Book 4.1**

Names _____

Company _____

Address _____

City _____ Email _____

Location: **June 26-28, 2017 8:00 am – 5:00 pm each day**
Baymont Inn (formerly Seven Seas)
2611 Old Red Trail
Mandan, ND 701-663-7401

Distribution Systems Registration Fee:

- Members \$645 x _____ = \$_____
- Non-members \$745 x _____ = \$_____
- NFPA 58 – 2017 Edition \$60 x _____ = \$_____
- NFPA 54 – 2015 Edition \$60 x _____ = \$_____

Required for class – save money and bring your copy with you to class

Total Registration \$_____

PERC Rebate – **Fee Reduction** – ND Marketers Only _____ x **-\$520.00** = (\$_____)

Total Registration Fee **less** PERC Rebate \$_____

Late registrations will incur a \$25 materials fee and \$50 late fee.

NDPGA has a block of sleeping rooms that will be released June 2. When reserving your room ask for the ND Propane block to receive your discounted rate of \$85. You are responsible for reserving and paying for your hotel room.

Please return registration form with your check made payable to NDPGA by **June 12** to insure the availability of materials. Class registration fee is reduced to all ND attendees with a rebate from the Propane Education and Research Council. Lunch will be provided each day.

Classes begin at 8:00 a.m. with **registration at 7:30 a.m. on June 26.**

Signed _____

Date _____



Course Description

Designing & Installing Exterior Vapor Distribution Systems Book 4.1

This CETP training manual focuses on designing and installing the exterior portions of a vapor distribution system for both residential and small commercial markets. This course addresses how to select and install containers, prevent corrosion, size and install regulators and meters, and select and install outdoor piping and tubing.

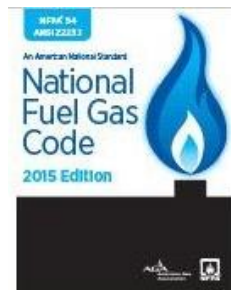
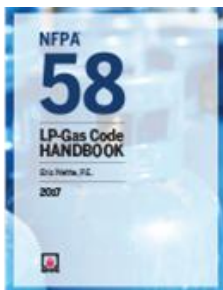
- Introduction to designing vapor distribution systems
- Designing vapor systems: container and lines
- Designing vapor distribution systems: regulators and meters
- Preparing system components for transport
- Installing containers
- Installing lines
- How to analyze and prevent corrosion
- Installing regulators and meters
- Others installations
- System tests
- Safety information

Employees with the responsibility of installing a propane tank to the outside of a house or building **MUST** be certified in distribution. Some job functions requiring distribution certification are:

- Setting a tank
- Installation of a regulator
- Running a line to a gas meter



Prerequisites: Basic Principles & Practices of Propane



NFPA #58- 2017 edition and #54 – 2015 edition are required for this course please bring your copies to class

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Propane Cylinder Filling

Cylinder Filling is a class for basic inspecting and filling portable cylinders. It emphasizes verification of cylinder requalification dates, hazards of overfilling and visual inspection of cylinders before filling.
(not a CETP class)

Names _____

Company _____

Address _____

City _____ Email _____

Location: **June 27, 2017 6:00 – 10:00 pm**
Baymont Inn (formerly Seven Seas)
2611 Old Red Trail
Mandan, ND 701-663-7401



Propane Cylinder Filling registration fee:

- Members	\$200 x _____	=	\$ _____
- Non-members	\$300 x _____	=	\$ _____
Total Registration			\$ _____

Late registrations will incur a \$25 materials fee and \$50 late fee.

NDPGA has a block of sleeping rooms that will be released June 2. When reserving your room ask for the ND Propane block to receive your discounted rate of \$85. You are responsible for reserving and paying for your hotel room.

Please return registration form with your check, made payable to NDPGA, by **June 12** to insure the availability of materials. Class size is limited – first to sign up – first accommodated.

Classes begin at 6:00 pm with **registration at 5:30 pm**

Signed _____

Date _____

Dispensing Propane Safely Program

Dispensing Propane Safely is an employee training program that details the many tasks associated with the safe and effective dispensing of propane into several types of propane cylinders and tanks, including those found at retail locations, bulk plant and forklift operations. Attendees will receive a certificate of completion.

The first five modules in the program apply to almost all propane dispensing operations, including those at retail locations:

- Introduction to Dispensing Propane Safely
- Properties and Characteristics of Propane
- Dispensing Station Equipment
- DOT Cylinders
- Inspecting, Filling, and Labeling Small Cylinders



Additional modules can be selected based on job requirements:

- Refueling, Maintaining, and Troubleshooting Forklift Cylinders
- Refueling ASME Motor Fuel and RV Tanks
- Emerging Technologies
- Retail Cylinder Exchange Operations
- Bulk Plant Dispensing Equipment and Purging
- Safely Fueling Propane Lawn Equipment
- Safely Fueling Propane-Powered School Buses

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DOT HAZARDOUS MATERIALS TRAINING

Federal Department of Transportation requires HazMat training every three years

Names _____

Company _____

Address _____

City _____ Email _____

Location:

June 29, 2017 8:00 am – Noon
Baymont Inn (formerly Seven Seas)
2611 Old Red Trail
Mandan, ND 701-663-7401

DOT Hazardous Materials Registration Fee:

- Members \$200 x _____ = \$ _____

- Non-members \$300 x _____ = \$ _____

Total Registration \$ _____

Late registrations will incur a \$25 materials fee and \$50 late fee.

Registration includes class materials, instructor fees and course props.

NDPGA has a block of sleeping rooms that will be released June 2. When reserving your room ask for the ND Propane block to receive your discounted rate of \$85. You are responsible for reserving and paying for your hotel room.

Please return registration form with your check, made payable to NDPGA, by **June 12** to insure the availability of materials. Class size is limited – first to sign up – first accommodated.

Class begins 8:00 a.m. and ends at noon with **registration at 7:30 a.m.**

Signed _____

Date _____

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Attendees MUST be certified in Basic Principles & Practices to attend.

Basic & Delivery Refresher Training

Required every **three years** after initial certification of Basic Principles and Practices

Names _____

Company _____

Address _____

City _____ Email _____

Location: **June 29, 2017** **1:00 – 5:00**
 Baymont Inn (formerly Seven Seas)
 2611 Old Red Trail
 Mandan, ND 701-663-7401

Refresher Registration Fee:

- Members \$200 x _____ = \$ _____

- Non-members \$300 x _____ = \$ _____

- **NFPA 58 – 2017 Edition** \$60 x _____ = \$ _____
 Required for class

Total Registration \$ _____

Late registrations will incur a \$25 materials fee and \$50 late fee.

Registration includes: instructor fee and course props

NDPGA has a block of sleeping rooms that will be released June 2. When reserving your room ask for the ND Propane block to receive your discounted rate of \$85. You are responsible for reserving and paying for your hotel room.

Please return registration form with your check made payable to NDPGA **by June 12** to insure the availability of materials. Class size is limited – first to sign up -first accommodated.

Classes begin at 1:00 **with registration at 12:30.**

Signed _____

Date _____