

MAPGA 2012 Training Calendar

| April 2012 | | | |
|--------------------|----------------------------------------------------|--------------------------------------------------------------------------------|--------------|
| Date | Class | Location | Hours |
| April 23-24 | CETP 1.0 – Basic Principles & Practices | Tri-Gas & Oil 4948 Williamsburg Road Hurlock, MD 21643 | 8:30-5:00 |
| April 25-27 | CETP 4.2 – Installation of Vapor Systems | Tri-Gas Hurlock, MD | 8:30-5:00 |
| May 2012 | | | |
| May 7-8 | CETP 1.0 – Basic Principles & Practices | So. MD Higher Ed. Cent. 44219 Airport Road California, MD 20619 | 8:30-5:00 |
| May 9 | CETP 2.1 – Delivery Operations & Cylinder Delivery | California, MD | 8:30-5:00 |
| May 10-11 | CETP 2.2 – Bobtail Delivery | California, MD | 8:30-5:00 |
| May 21-23 | CETP 4.1 – Vapor Distribution Systems | Tri-Gas & Oil 4948 Williamsburg Road Hurlock, MD 21643 | 8:30-5:00 |
| June 2012 | | | |
| June 4-5 | CETP 8.0 – Large Equipment Connection & Service | Thompson Gas 6708 Old National Pike Boonsboro, MD 21713 | 8:30-5:00 |
| June 6-8 | CETP 4.1 – Vapor Distribution Systems | Boonsboro, MD | 8:30-5:00 |
| June 18-20 | CETP 4.2 – Installation of Vapor Systems | So. MD Higher Ed. Cent. 44219 Airport Road California, MD 20619 | 8:30-5:00 |
| June 21 | GAS Check | California MD | 8:30-5:00 |
| June 22 | Propane Training for Office Personnel | California, MD | 8:30-1:00 |
| July 2012 | | | |
| July 9 | CETP 2.1 – Delivery Operations & Cylinder Delivery | Tom Foolery's Restaurant 714 Ash Blvd. Middletown, DE 19709 | 8:30-5:00 |
| July 10-11 | CETP 2.2 – Bobtail Delivery | Middletown, DE | 8:30-5:00 |
| July 12 | GAS Check | Middletown, DE | 8:30-5:00 |
| July 13 | Propane Training for Office Personnel | Middletown, DE | 8:30-1:00 |
| August 2012 | | | |
| August 6 | CETP 2.1 – Delivery Operations & Cylinder Delivery | AmeriGas 1573 Tilco Drive, Suite 3 Frederick, MD 21704 | 8:30-5:00 |
| August 7-8 | CETP 2.2 – Bobtail Delivery | Frederick, MD | 8:30-5:00 |
| August 9 | GAS Check | Frederick, MD | 8:30-5:00 |
| August 10 | Propane Training for Office Personnel | Frederick, MD | 8:30-1:00 |
| Aug 20-23 | Plant Operations | Tri-Gas & Oil 4948 Williamsburg Road Hurlock, MD 21643 | 8:30-5:00 |
| August 24 | GAS Check | Tri-Gas Hurlock, MD | 8:30-5:00 |

MAPGA 2012 Training: Course Guide

CERTIFIED EMPLOYEE TRAINING PROGRAM (CETP) COURSES

| Course | Description | Date(s) & Location(s) |
|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| 1.0 – Basic Principles & Practices of Propane | Entry level course that serves as a prerequisite for all CETP modules except Transport Delivery (2.3); covers physical properties and combustion characteristics of propane; how propane is produced & transported; the organizations that influence, publish or enforce codes and standards; how basic functions are performed in a bulk plant; safety codes and regulations; maintaining a safe work environment and customer service. | April 23-24, Hurlock, MD May 7-8, California, MD |
| 2.1 – Propane Delivery Basics | ***Not a certification , but a prerequisite for modules 2.2 -2.5. This course provides general information applicable to all drivers of cargo tank motor vehicles used to deliver propane, including DOT driver qualifications, personal protective equipment, pre-trip inspections, verifying markings and inspections, handling CMV accidents, breakdowns & emergencies and parking/garaging of vehicles. | May 9, California, MD July 9, Middletown, DE August 6, Frederick, MD |
| 2.2 – Operating a Bobtail to Deliver Propane | Includes bobtail equipment identification & operating procedures; bobtail loading and unloading systems & procedures; purging propane containers prior to transferring product; handling out-of-gas calls & piping leak checks; required monthly & post-trip inspections; ASME tank evacuation and bobtail loading via compressor or auxiliary inlet. | May 10-11, California, MD Jul 10-11, Middletown, DE August 7-8, Frederick, MD |
| Plant Operations | Includes ASME and DOT container maintenance, proper dispenser equipment operation, plant equipment inspections and maintenance, and proper procedures for product transfer. | August 20-23, Hurlock, MD |
| 4.1 – Layout and Design of Vapor Distribution Systems | Using architectural & construction drawings; determining system load & customer demand; designing DOT, aboveground & underground ASME installations; determining corrosion protection; selecting regulators, piping, tubing & vapor meters; estimating job costs. | May 21-23, Hurlock, MD June 6-8, Boonsboro, MD |
| 4.2 – Preparing & Installing Vapor Distribution System Components | Preparing tanks & cylinders for transporting; locating underground utilities & services; preparing foundations; installing DOT, aboveground ASME & underground ASME containers; installing PE tubing & fittings; installing regulators, copper tubing, steel piping & corrugated stainless steel tubing; performing pressure tests on gas distribution lines; installing vapor meters; purging gas distribution lines; performing leak checks; placing appliances into service; documenting & recordkeeping; communicating safety to customers. | April 25-27, Hurlock, MD June 18-20, California, MD |
| 8.0 – Large Equipment Connection & Service | Determining gas supply requirements for large industrial gas fired equipment; identifying characteristics and functions of valve trains and ignition safety systems used with large gas fired equipment; identifying characteristics and functions of safety controls and burner designs used with large gas fired equipment; and identifying system testing and start up procedures that apply to large gas fired equipment. | June 4-5, Boonsboro, MD |

Additional Classes (non-CETP)

| Course | Description | Date(s) & Location(s) |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| GAS Check | Program for experienced industry service personnel who have had previous CETP training, directed at appliance safety 'from the container to the burner tip.' | June 21, California, MD July 12, Middletown, DE August 9, Frederick, MD August 24, Hurlock, MD |
| Propane Training for Office Personnel | This class is a scaled down version of CETP Basic Principles and Practices designed for office personnel and customer service representatives not working directly in the field. Topics will include: propane safety, customer service, and properly routing out-of-gas and odor-of-gas complaints. | June 22, California, MD July 13, Middletown, DE August 10, Frederick, MD |

Please Note:

- When registering for classes, keep in mind that 1.0 Basic Principles & Practices is a prerequisite for all CETP classes.
- Prepayment required (no invoicing). Only written registrations with payment accepted or online registrations with payment. No refunds after registration is received, but substitutions are allowed.
- Classes are limited in size, register for a given class no later than 10 days before the class. Registration closes when a class is filled. To check availability, call 434-977-3716 or e-mail Raphael Snably at raphael.snably@easterassociates.com.
- Classes fill quickly, particularly the Basic Principles & Practices course. Priority will be given to current MAPGA members. Send in your registration today to ensure placement!
- All classes begin promptly at 8:30 AM and will conclude by 5 PM.
- Fees include tests, books, breaks and lunch each day. Overnight lodging and any other meals are the responsibility of attendees.
- Materials will be distributed on the first day of each session. Registrants should bring paper and pencil to class each day.
- Additional classes may be added to the calendar through the year based on need/demand. A notice will be sent out and new class information will be posted on the MAPGA website.
- Anyone wishing to purchase training materials can do so through the PERC Propane Catalog at www.propanemarc.com or by contacting Raphael Snably at 434-977-3716 or raphael.snably@easterassociates.com.
- You can register and pay for classes with a credit card online at www.mapga.org. If you have any issues or questions about registering online, please call Raphael Snably at 434-977-3716. Please note, when using a credit card to pay for classes, the billing address for the card must be the same as the billing address on the online registration or the card will not process.
- Complete registration form and mail with payment to: MAPGA Safety Schools, 250 West Main St, Suite #100, Charlottesville, Virginia 22902. Checks should be made payable to MAPGA-Safety Schools.

**Registration Forms are available on the MAPGA website;
follow the link from the main page:**

www.mapga.org

MAPGA 2012 Safety Schools

Registration Form

CETP Training Program and Additional Classes

| MAPGA Safety School Registration | |
|----------------------------------|--|
| Name(s): *up to 3 per sheet | |
| Company: | |
| City/State/Zip: | |
| Phone/Fax: | |
| Contact Email: | |

| School Date | Class | Attendee(s) Initials* | Cost Per Person: | Total Cost= \$ x # attending |
|-------------|---------------------------------------|-----------------------|------------------|------------------------------|
| April 23-24 | CETP 1.0 | | \$175 | |
| April 25-27 | CETP 4.2 | | \$200 | |
| May 7-8 | CETP 1.0 | | \$175 | |
| May 9 | CETP 2.1 | | \$175 | |
| May 10-11 | CETP 2.2 | | \$200 | |
| May 21-23 | CETP 4.1 | | \$200 | |
| June 4-5 | CETP 8.0 | | \$200 | |
| June 6-8 | CETP 4.1 | | \$200 | |
| June 18-20 | CETP 4.2 | | \$200 | |
| June 21 | GAS Check | | \$125 | |
| June 22 | Propane Training for Office Personnel | | \$60 | |
| July 9 | CETP 2.1 | | \$175 | |
| July 10-11 | CETP 2.2 | | \$200 | |
| July 12 | GAS Check | | \$125 | |
| July 13 | Propane Training for Office Personnel | | \$60 | |
| August 6 | CETP 2.1 | | \$175 | |
| August 7-8 | CETP 2.2 | | \$200 | |
| Aug 9 | GAS Check | | \$125 | |
| Aug 10 | Propane Training for Office Personnel | | \$60 | |
| Aug 20-23 | Plant Operations | | \$350 | |
| August 24 | GAS Check | | \$125 | |
| | | | TOTAL: | |

Make checks payable to "MAPGA" or "Mid Atlantic Propane Gas Association." Please enclose full total, covering all registrants for all classes. Complete registration form and mail payment with form to: **MAPGA Safety Schools, 250 West Main St, Suite 100, Charlottesville, VA 22902** or fax to 434-979-2439 and mail payment prior to class date.