

CETP Skill Assessments explanation overview and available completion sessions

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Original of this document is at

https://docs.google.com/document/d/1Tk_ZXCv_cCy-fqwg0eVVx9nCBP1K6jXsQzctBT-Uarc/edit?usp=sharing

This document pertains to the Skill Assessment for CETP “Books”, including the most popular “books”:

- 1.0 Basic Principles and Practices of Propane
- 2.2 Bobtail Delivery Operations Student Book
- 2.4 Cylinder Delivery operations Student Book
- 3.1-3.5 Basic Plant Operations Student Book
- 3.6 & 3.7 Performing Railcar Product Transfers and Maintaining DOT Intermodal Tanks
- 4.1 Designing and Installing Exterior Vapor Distribution Systems
- 4.2 Placing Interior Vapor Distribution Systems and Appliances into Operation

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interactive, online training**



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The following (*italicized* and **bold** text) is pretty much verbatim from the PERC site regarding Skill Assessments:

The Performance-Based Skill Assessment Evaluation is designed to standardize conditions under which the candidate demonstrates the performance of tasks to meet the requirements for PERC CETP Certification. The Skills Assessment should be supplemented with company policies and procedures related to each task being evaluated as needed.

1. The candidate has 12 months from the date of successfully passing the CETP Certification exam to train and successfully complete the tasks within the evaluation.

2. The affidavits and a final checklist are provided on the last two pages of the skills packet. Affidavits must be signed by both the candidate and the skill evaluator. The final checklist must be fully completed within 12 months of passing the exam (Candidates may use this time to practice skills as often as necessary)

Make a copy for the training records when the skills assessment is completed for future audits. Send the affidavit page and final checklist (last two pages) to the testing center within 12 months of passing the exam

3. All requirements and prerequisites must be met before certification will be granted.

Getting your Skill Assessment done

Over the years we have seen countless instances where students of the CETP curriculum have successfully taken CETP classes, taken and passed the exam, only to have their **actual certification never be completed**.

The reasons for this might include:

- the skill assessment was not conducted for one reason or another including

- the employee left the company and the assessments were not followed up
- the company did not have a recognized Evaluator to process the Assessments
- the assessment completion were simply forgotten
- the skill assessments were conducted but the documentation was not submitted to PERC (at one time this was NPGA)
- a year came and went and the necessary paperwork to PERC became inadmissible, requiring the process to start anew

If you have a Skill Assessment that was not or has not been completed, propaneandoiltraining.com offers a series of skills assessments sessions available to anyone that has

- taken CETP classes
- completed the exam
- has yet to complete the final step skill assessment, evaluation and submission to the PERC council.

Generally , these sessions are no more than three hours in length, but any of our published Skill Assessment session notices will provide potential attendees with the estimated time to complete the Skill Assessment for that particular “Book”.

Such sessions are available to anyone in the industry needing to get their skills assessment. Completed and submitted.

These sessions:

- are live, online, interactive and instructor-led
 - no travel, no overnights
- are offered to start at various times of day, depending on the time zone of the students.
- allow the student to complete the Skill Assessment with a Third Party (us)
- result in the “paperwork” submitted on behalf of the student by the end of that working session
- result in a speedy completion of the certification process and generation of the Book’s certificate by PERC
- will accommodate any of the books listed above. Sessions are limited to the specific Book as published
- cost only \$99 per student (Book One Basics, as an example) Varies depending on the Book
- are offered for participation by multiple companies at the same time, but are available for just your company. Ask us.

Please contact shane.sweet@shanesweetLLC.org or Mike Digiorgio at hazmat1075@silverbackconsultingLLC.com if needed