

2012 VAPGA Training Calendar

March - April 2012			
Date	Class	Location	Hours
March 22	Marketer Technology Training Commercial Mower & Autogas Modules	Richmond - Va Tech Center 2810 N. Parham Rd	8:30-4:30
April 25	Gasfitter Continuing Education	Verona – Dixie Gas & Oil 229 Lee Hwy	8:30-9:30
May 2012			
May 15	Gas Check	Richmond - R.E. Michel 601 Johnston Willis Drive	8:30-2:00
May 16	CETP 2.5 – Delivering ASME Tanks	Roanoke - Va Truck Center 267 Lee Highway	8:30-2:00
May 21-22	CETP 1.0- Basic Principles and Practices	Richmond - R.E. Michel	8:30-4:30
May 23	CETP 2.1- Delivery Basics	Richmond - R.E. Michel	8:30-5:00
May 24-25	CETP 2.2 - Bobtail Delivery	Richmond - R.E. Michel	8:30-5:00
May 29	Propane for Front Office Personnel/CSR	Seaford – VDEM Training Center 503 Back Creek Road	8:30-5:00
May 30	Gasfitter Continuing Education	Seaford – VDEM Center	8:30-9:30
May 30	First Aid/CPR	Seaford – VDEM Center	9:30- 12:30
May 31	DOT Compliance Review	Seaford – VDEM Center	8:30-5:00
June 2012			
June 4-6	CETP 4.2 – Preparing & Installing Vapor Distribution Systems	Richmond - Tarantin Industries 9733 Coach Rd	8:30-5:00
June 18	Gas Check	Roanoke - Va Truck Center	8:30-2:00
June 19	Propane for Front Office Personnel & CSR Training	Roanoke - Va Truck Center	8:30-2:00
June 20	Gasfitter Continuing Education	Roanoke - Va Truck Center	8:30-9:30
June 20	First Aid/CPR	Roanoke - Va Truck Center	9:30- 12:30
June 21	DOT Compliance Review	Leesburg – Fire Academy 16600 Courage Ct, Leesburg	8:30-5:00
June 25-26	CETP 1.0- Basic Principles and Practices	Roanoke - Va Truck Center	8:30-5:00
June 27	CETP 2.1- Delivery Basics	Roanoke - Va Truck Center	8:30-5:00
June 28-29	CETP 2.2 - Bobtail Delivery	Roanoke - Va Truck Center	8:30-5:00
August 2012			
Aug. 6-7	CETP 1.0- Basic Principles and Practices	Richmond - Tarantin Industries 9733 Coach Rd	8:30-5:00
Aug. 8	CETP 2.1- Delivery Basics	Richmond - Tarantin Industries	8:30-5:00
Aug. 9-10	CETP 2.2 - Bobtail Delivery	Richmond - Tarantin Industries	8:30-9:30
Aug. 13-14	CETP 1.0- Basic Principles and Practices	Roanoke - Va Truck Center	8:30-5:00
Aug. 15	CETP 2.1- Delivery Basics	Roanoke - Va Truck Center	8:30-5:00
Aug. 16-17	CETP 2.2 - Bobtail Delivery	Roanoke - Va Truck Center	8:30-5:00

REGISTER EARLY! Those registering less than 10 days prior will incur a \$15 late fee; VAPGA may cancel classes if minimum attendance requirements are not met.

VAPGA 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.	<ul style="list-style-type: none"> • May 21-22, Richmond • June 25-26, Roanoke • August 6-7, Richmond • August 13-14, Roanoke
2.1 - Propane Delivery Basics	***Not a certification , must be taken in conjunction with module 2.2. 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 commercial motor vehicle accidents, breakdowns & emergencies and parking/garaging of vehicles.	<ul style="list-style-type: none"> • May 23, Richmond • June 27, Roanoke • August 8, Richmond • August 15, Roanoke
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.	<ul style="list-style-type: none"> • May 24-25, Richmond • June 28-29, Roanoke • August 9-10, Richmond • August 16-17, Roanoke
2.5 Delivering ASME Tanks	Covers equipment & operating procedures; examining, maintaining & operating ASME tank-setting trailers; loading & securing tanks using cranes; operating a dispenser to fill a vehicle-mounted tank; transporting ASME & intermodal tanks.	<ul style="list-style-type: none"> • May 16, Roanoke
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.	<ul style="list-style-type: none"> • June 4-6, Richmond

****All of the above courses are CETP certification courses with the exception of 2.1 Propane Delivery Basics.****

ADDITIONAL CLASSES (non-CETP)

Course	Description	Date(s) & Location(s)
Gas Check	Training program for industry service personnel, directed at appliance safety 'from the container to the burner tip.'	<ul style="list-style-type: none"> • May 15, Richmond • June 18, Roanoke
Propane for Front 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.	<ul style="list-style-type: none"> • May 29, Seaford • June 19, Roanoke
Gasfitter Cont. Education	This class meets the Commonwealth of Virginia's requirement that all licensed LP gasfitters complete a 1 hour class covering recent regulatory changes applicable to the trade prior to renewing their gasfitter license.	<ul style="list-style-type: none"> • April 25, Verona • May 30, Seaford • June 20, Roanoke
First Aid/CPR	This program will provide certification in cardio-pulmonary resuscitation and training on how to properly handle common workplace injuries using basic first aid equipment. Meets OSHA requirements under 1910.151	<ul style="list-style-type: none"> • May 30, Seaford • June 20, Roanoke
DOT Compliance Review	A DOT auditor will present instruction on the compliance process, provide guidance and answer questions in each area required under Title 49 CFR. Each student will receive a current copy of the motor carrier regulations.	<ul style="list-style-type: none"> • May 31, Seaford • June 21, Leesburg
Marketer Technology Training	Enhance your staff's skills in transferring the knowledge, data and benefits of selected propane applications to help grow offseason gallons. Class exercises include role-playing of real-life customer scenarios.	<ul style="list-style-type: none"> • March 22, Richmond

2012 VAPGA Safety School Registration Form

Employee name(s): (list all planning to attend a given class)	1. 2. 3. 4.
Company:	
City/State/Zip:	
Phone/Fax:	
Contact Email:	

School Date	Class	Early Registration	Late Registration	Total = fee x # attending
March 22	Marketer Technology Training	FREE – register by March 10 using separate form		
April 25	Gasfitter Continuing Ed.	\$75	\$90	
May 15	Gas Check	\$100	\$115	
May 16	2.5 Delivering ASME Tanks	\$100	\$115	
May 21-22	1.0-Basic Principles	\$150	\$165	
May 23	2.1-Delivery Basics	\$100	\$115	
May 24-25	2.2-Bobtail Delivery	\$150	\$165	
May 29	Propane for Front Office/CSR	\$100	\$115	
May 30	Gasfitter Continuing Ed.	\$75	\$90	
May 30	First Aid/CPR	\$75	\$90	
May 31	DOT Compliance Review	\$100	\$115	
June 4-6	4.2-Installation-Vapor	\$150	\$165	
June 18	Gas Check	\$100	\$115	
June 19	Propane for Front Office/CSR	\$100	\$115	
June 20	Gasfitter Continuing Ed.	\$75	\$90	
June 20	First Aid/CPR	\$75	\$90	
June 21	DOT Compliance Review	\$100	\$115	
June 25-26	1.0-Basic Principles	\$150	\$165	
June 27	2.1-Delivery Basics	\$100	\$115	
June 28-29	2.2-Bobtail Delivery	\$150	\$165	
August 6-7	1.0-Basic Principles	\$150	\$165	
August 8	2.1-Delivery Basics	\$100	\$115	
August 9-10	2.2-Bobtail Delivery	\$150	\$165	
August 13-14	1.0-Basic Principles	\$150	\$165	
August 15	2.1-Delivery Basics	\$100	\$115	
August 16-17	2.2-Bobtail Delivery	\$150	\$165	
TOTAL:				

Prepayment is required. *Late registration fees apply if registering less than 10 days before the class date; class may be canceled if minimum attendance requirements not met, with attendees to take a later class if possible. Mail the registration form with payment by check, or register online at www.propaneva.com if paying with a credit card. For mailed registrations: send payment and form to: **250 West Main St, Ste 100, Charlottesville, VA 22902**

No refunds, but substitutions are allowed. Register early to allow time for ordering course materials and tests. For any questions, please contact Raphael Snably at 434-977-3716 or email raphael.snably@easterassociates.com.