



Operating a Truck, Tank Trailer or Tractor/ Trailer to Deliver or Relocate ASME Tanks



2.5 Performance-Based Skill Assessment Evaluation Packet

- Task 2.5.2 Examining, Operating & Maintaining ASME Tank Setting Trailers
- Task 2.5.3 Verifying Propane ASME Tank Condition Prior to Loading
- Task 2.5.4 Loading and Securing ASME Tanks Using Truck-Mounted Cranes
- Task 2.5.5 Coordinating Loading and Unloading of ASME Tanks Using Contractor-Operated Construction Cranes
- Task 2.5.6 Operating a Propane Dispenser to Fill Vehicle-Mounted ASME Tanks
- Task 2.5.7 Transporting ASME & DOT Intermodal (IM) Tanks
- Task 2.5.8 Driving Techniques for Safe Operation of a Straight Truck
- Task 2.5.9 Driving Techniques for Safe Operation of a Tractor-Trailer Tank Delivery Vehicle
- Task 2.5.10 Performing a Post-Trip Inspection of a Tank Delivery Vehicle

Employee's Name (Please Print)

Date of Skills Evaluation

Skills Evaluator Name (Please Print)

NOTICE: THE SKILLS EVALUATOR MUST BE THE EMPLOYEE'S SUPERVISOR OR SOME OTHER QUALIFIED PERSON WHO HAS COMPLETED CETP "OPERATING A TRUCK, TANK TRAILER OR TRACTOR/TRAILER TO DELIVER OR RELOCATE ASME TANKS" OR IS FAMILIAR WITH THE SUBJECT MATTER. CETP CERTIFICATION REQUIRES THAT THE EMPLOYEE SEEKING CERTIFICATION CANNOT ACT AS HIS/HER OWN EVALUATOR.

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Users of this material should consult the law of their individual jurisdictions for codes, standards and legal requirements applicable to them. This material is not intended to be an exhaustive treatment of the subject, and should not be interpreted as precluding other procedures that would enhance safe LP-gas operations. This training material merely suggests methods the user may find useful in implementing applicable codes, standards, and legal requirements. This publication is not intended nor should it be construed to (1) set forth procedures which are the general custom or practice in the propane industry; (2) to establish the legal standards of care owed by propane distributors to their customers; or (3) to prevent the reader from using different methods to implement applicable codes, standards or legal requirements. This material was designed to be used as a resource only to assist expert and experienced supervisors and managers in training personnel in their organizations and does not replace federal, state, local, or company safety rules. The user of this material is solely responsible for the method of implementation. The Propane Research and Education Council, the National Propane Gas Association, CASTLE Worldwide and Industrial Training Services, Inc. assume no liability for reliance on the contents of this training material.

Issuance of this material is not intended to nor should it be construed as an undertaking to perform services on behalf of any party either for their protection or for the protection of third parties.

I. General Instructions

Instructions for Use

This **Performance Based Skill Assessment Evaluation Packet** is designed to:

- provide structured on-the-job training for the LP-gas employee under the direction of an experienced and qualified skills evaluator, and
- standardize conditions under which the employee demonstrates his/her performance of tasks that meet the requirements of the NPGA Certified Employee Training Program.

Each task is divided into one or more operations on which the employee's performance is evaluated. Each operation is designated by the following symbol: . Also, under each operation is a performance guide that establishes the standard used by the skills evaluator.

When an operation within a task is successfully performed by the employee according to the criteria listed in the performance guide, a check (✓) is placed in the .

After completing the checklist for those operations required in the employee's job duties, the skills evaluator and employee must sign their respective affidavits. Section IV (page 13 and page 14) is photocopied for the company's personnel training record files. **The original of Section IV, pages 13 and 14, must be forwarded to the appropriate test processing facility to complete certification.**

On-line Test Candidates:
CASTLE Worldwide
900 Perimeter Park Drive, Suite G
Morrisville, NC 27560

Paper test Candidates:
Industrial Training Services, Inc.
310 C.C. Lowry Drive
Murray, KY 42071

Instructions to the Employee

The Performance Based Skill Assessment Evaluation Packet is designed as a training guide to assist you and your evaluator in performing the tasks listed on the front cover. Practice the tasks as many times as needed to become confident and proficient with the documents or equipment. Your skills evaluator will check and observe your performance using the checklist included in each hands-on task assignment.

The employee must adhere to all safety precautions. If a safety precaution is violated, then the demonstration shall be stopped and the skills evaluator must instruct the employee on the proper safety procedures that apply before allowing the employee to continue.

The packet is designed to establish the basic conditions under which the employee demonstrated his/her level of knowledge and proficiency.

Instructions to the Skills Evaluator

Review Section II, "Task Information."

Conduct the training as follows:

- Give a copy of the Performance Based Skill Assessment Evaluation Packet to the employee.
- Review all of the instructions with the employee and answer any questions or concerns about how it will be used.
- Demonstrate and/or talk the employee through each of the steps required to do the task.
- Allow the employee time to ask questions and/or study the steps.
- Observe the employee performing the required steps; correct him/her as needed.
- Allow the employee to practice until he/she is confident.
- Evaluate the employee at his/her request.
- Complete Section III, "Employee Performance Checklist," beginning on page 5.
- Complete **both** pages of Section IV, "Employer Record," which **must be signed and dated by both the Skills Evaluator and employee** on page 13.
- Remove Section IV (pages 13 and 14) from the packet and photocopy. Retain photocopy for your files. **For employee certification this form must be received within 12 months of the Certifying Examination date.** Mail original to:

On-line Test Candidates:

CASTLE Worldwide
900 Perimeter Park Drive, Suite G
Morrisville, NC 27560

Paper test Candidates:

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310 C.C. Lowry Drive
Murray, KY 42071

- This Evaluation Packet and the photocopy of Section IV (pages 13 and 14) should be retained in the Company's employee training files.

II. Task Information

Certification Standard: The employee's certification is based on satisfactory completion of the operations listed under each task in the Performance Based Skill Assessment Evaluation Packet and a Mastery Score on the Certification Area Examination.

Prerequisites: Successful completion of CETP Certification Area 2.5, "Operating a Truck, Tank Trailer or Tractor/Trailer to Deliver or Relocate ASME Tanks."

References: Applicable LP-Gas Codes and company policies.

Evaluation: The skills evaluator must be the employee's supervisor or some other qualified person who has completed CETP "Operating a Truck, Tank Trailer or Tractor/Trailer to Deliver or Relocate ASME Tanks" or is familiar with the subject matter. CETP certification requires that the employee seeking certification cannot act as his/her own evaluator.

III. Employee Performance Checklist

Print or type all entries except signatures and initials.

Employee Name _____

Social Security No. _____ Date _____

Skill Evaluator (Please Print) _____

I, _____, hereby attest the employee named on
(Skill Evaluator's Signature)

top line of this section has demonstrated the correct performance of the tasks listed below and on following pages.

Task 2.5.2 Examining, Operating and Maintaining ASME Tank Setting Trailers

The employee is qualified to perform at Task 2.5.2a at the following level:

Satisfactory Not Applicable*

Examining, Operating and Maintaining ASME Tank Setting Trailers. 2.5.2a

Performance Guide: At a bulk plant, the person being evaluated for certification:

- Identified components of a tank setting trailer that require periodic maintenance, and inspection prior to each use, including:
 - Hydraulic System
 - Electrical System
 - Mechanical Components, including guards, covers, load-bearing brackets and members, and lubrication fittings, and lubricated grease fittings, cables and pulleys as needed.
 - Mounting Hardware—nuts, bolts, hydraulic cylinder clevis pins, winch mounting, and towing hook-up components.
 - Brake Master Cylinder Reservoir Fluid Level (if applicable)
 - Lights—Checked running lights, turn signals, stop lights, and license plate light for proper operation. Activated the turn signals and emergency flashers of the towing vehicle, one at a time, and to be sure the trailer lights were working. Replaced defective bulbs, fuses, and fixture lenses as needed.
 - Reflectors—Checked the condition of clearance reflectors.
 - Tongue and Tow Coupling—Checked the trailer's towing coupling and the towing hitch on the towing vehicle, and for secure attachment to the towing hitch and that the trailer coupling was in the locked position with safety pin installed.
 - Tongue Jack—Checked the tongue jack to be sure it was retracted and locked in its transport position.
 - Bunks—Verified the bunks were secured as recommended by the trailer manufacturer.
 - Safety Breakaway Mechanism—Made sure the safety breakaway lever was in the released position and the breakaway chain was correctly installed.
 - Safety Chains—Checked the condition of safety chains and end hooks, making sure they were hooked and secured to the towing vehicle. Checked for slack in the safety chains to ensure they were not dragging on the ground.
 - Rims and Tires—Checked tires for proper inflation, tread depth, and defects. Checked the lug nuts and condition of rims, looking for cracks, missing or loose lug nuts, or damaged or missing lugs.
 - Placard Holders – Checked that placard holders were in place and operable.

*Not applicable means that this person's job description does not require the person to perform this task or that the company does not own or operate tank setting trailers.

Checklist continues on the next page.

2. Demonstrated how to back the tank setting trailer into position to load an ASME tank.
3. Inspected the trailer lifting mechanism and slings, and the tank for proper labeling in preparation for loading. Ensured that the tank was properly labeled with LP-gas placards or "4 x 4 Flammable Gas" labels on both sides, if the tank capacity was less than 1,000 water gallons, and on both sides and each end if a 1,000 gallon tank.
4. Following manufacturer's instructions properly loaded and secured the tank on the trailer.
5. Verified that the shipping papers and emergency instructions were in the proper location in the vehicle and that the vehicle was properly placarded.
6. Moved the towing vehicle and tank trailer to another location, set masonry foundations for the tank, then properly positioned the trailer and unloaded the tank on the foundations.
7. Moved the tank setting vehicle away from the tank, stowed the lifting equipment, and removed or otherwise secured the placards so that the vehicle was no longer placarded, then parked the vehicle in its designated parking area.

<p>Task 2.5.3</p> <p>Verifying Propane ASME Tank Condition Prior to Loading</p>

The employee is qualified to perform Task 2.5.3a at the following level:

Satisfactory



Verifying Propane ASME Tank Condition Prior to Loading. 2.5.3a

Performance Guide: The person being evaluated for certification visually inspected a minimum of 6 ASME tanks to determine their fitness for continued propane service, completing the following for each tank:

1. Verified proper working pressure for propane and data plate information;
2. Checked all welds and fittings for leaks;
3. Verified the proper working order of valves and fittings;
4. Examined the shell, heads, feet (if so equipped), and dome for defects or damage; and
5. Evaluated the tank's protective coating.
6. Properly identified any needed corrections or maintenance, documenting each tank's condition on designated company forms or tags.
7. Applied temporary "4 x 4 Flammable Gas" labels or LP-gas placards to each side of the tank. If the tank had a 1,000-gallon water capacity or larger, applied temporary "4 x 4 Flammable Gas" labels or LP-gas placards to each tank end as well.

<p>Task 2.5.4</p> <p>Loading and Securing ASME Tanks Using a Truck-Mounted Crane</p>
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The employee is qualified to perform Task 2.5.4a at the following level:

Satisfactory



Loading and Securing ASME Tanks Using a Truck-Mounted Crane. 2.5.4a

Performance Guide: At a bulk plant, the person being evaluated for certification:

1. Positioned the tank transport vehicle and prepared to load one or more ASME tanks, completing the following steps:
 - (a) Inspected the crane, stabilizers and lifting sling(s) to determine their fitness and adequate rating for lifting the load.
 - (b) Properly deployed and secured the stabilizers (as applicable).
 - (c) Inspected each tank to be loaded to verify that it contained no more than 5% LP-gas and that the tank lifting lugs were in good condition and adequate for lifting the load.

Checklist continues on the next page.

- (d) Operated the crane to place it in a position over the tank and in a configuration that ensured proper lifting of the tank without exceeding the crane's load rating at the boom angle selected.
 - (e) Attached the lifting sling(s) between the crane shackle and tank lugs so that the angle of connection did not result in a lift exceeding the sling load rating for any portion of the sling.
 - (f) Operated the crane to smoothly lift the tank, swing it to the proper location above the truck or trailer bed, and lowered it, without moving the tank or crane above the operator or any other person.
 - (g) Removed the sling(s), properly stowed them, the crane and the stabilizers for travel.
 - (h) Properly secured the tank on the vehicle.
 - (i) Demonstrated how to label the tank, placard the vehicle, and verify that hazardous materials shipping papers were properly completed & located.
2. Moved the tank to another location, completing the steps listed in number 1 as appropriate.
 3. Removed or stowed the vehicle placards and parked the truck in its designated parking area.

Note to the Skills Evaluator: Task 2.5.9 requires the employee to simulate the loading/unloading of a bulk storage tank, demonstrating and explaining key steps in the process. Ask questions to be sure the employee fully explains each step. Identify abnormal operating conditions (such as muddy or loose soil conditions at the crane location, uneven or sloped terrain, or difficulties in locating the crane and tank transport vehicle so that the loading or unloading operation cannot be completed in one lift and swing) and be sure employee can demonstrate and explain how to coordinate the loading or unloading operation with the crane contractor.

Task 2.5.5
Coordinating Loading and Unloading of ASME Tanks Using Contractor-Operated Construction Cranes

The employee is qualified to perform Task 2.5.5a at the following level:

<u>Satisfactory</u>	<u>Not Applicable*</u>	Coordinating Loading and Unloading of ASME Tanks Using Contractor-Operated Construction Cranes. 2.5.5a
<input type="checkbox"/>	<input type="checkbox"/>	<p><i>Performance Guide:</i> At a bulk plant, the person being evaluated for certification simulated the loading and unloading of a large bulk storage tank by demonstrating and explaining:</p> <ol style="list-style-type: none"> 1. The operations necessary to prepare a bulk storage tank for transportation to another location, including: <ul style="list-style-type: none"> ▪ How liquid propane and vapor could be recovered from the bulk storage tank ▪ How the tank should be disconnected from piping ▪ How to flare the un-recovered vapor from the tank and reduce its pressure to near atmospheric. ▪ How to remove valves and fittings necessary for the movement of the tank, inject inert gas if company procedures require it, and how to plug tank openings. ▪ Actions required to free the tank of its foundations

*Not applicable means that this person's job description does not require the person to perform this task.

Checklist continues on the next page

2. The steps for coordinating loading of the tank for transportation including:
 - Coordinating the location of the construction crane and delivery vehicle
 - How communication between the crane operator and other personnel would be conducted
 - Fundamental items to watch for to ensure that the crane contractor complies with OSHA requirements for crane operations
 - A walk-through of the tank lifting and loading process
 - Measures to apply to avoid injury to personnel or property during the loading operation
 - Abnormal operating conditions requiring special attention and measures
3. Items to check on the tank and transport vehicle before moving the bulk storage tank.
4. The process of unloading the tank at a new location, including the items required for coordinating the unloading process, proper orientation of tank valves and fittings, and other operations incident to setting a tank:
 - On concrete saddles
 - On steel saddles and flat foundations.

Task 2.5.6
Operating Dispensing Equipment to Fill Vehicle-Mounted ASME Tanks

The employee is qualified to perform Task 2.5.6a at the following level:

<u>Satisfactory</u>	<u>Not Applicable*</u>	
<input type="checkbox"/>	<input type="checkbox"/>	<p>Operating Dispensing Equipment to Fill Vehicle-Mounted ASME Tanks. 2.5.6a <i>Performance Guide:</i> The employee being evaluated for certification filled an ASME tank mounted on a recreational vehicle, catering truck or company vehicle, completing the following:</p>

*Not applicable means that this person's job description does not require the person to perform this task.

1. Controlled or eliminated ignition sources within 25 feet of the transfer area by verifying:
 - The vehicle engine was shutdown;
 - Any standing pilot burners were extinguished
2. Ensured that all persons exited the vehicle and moved to a designated area away from the transfer area.
3. Checked the condition of the ASME tank, examining its
 - Data plate
 - Valves and fittings
 - Overall condition
 - Vehicle mounts
4. Checked the liquid level gauge, and vented vapor from the fixed maximum liquid level gauge to verify that the ASME tank had adequate capacity for filling without over-filling.
5. Connected the dispenser liquid transfer hose to the tank filler valve, verifying the connection was leak-free.
6. Cleared the dispenser meter, inserted a delivery ticket (if appropriate) and zeroed the meter.
7. Opened the hose-end valve, and started the dispenser pump.
8. Opened the fixed maximum liquid level gauge, and monitored it for maximum filling level.
9. Closed the hose-end valve and shutdown the pump when a steady stream of liquid (white mist) appeared at the outage of the fixed maximum liquid level gauge; verified the fixed liquid level gauge was closed.
10. Loosened the transfer hose adapter to vent the liquid trapped between the hose-end valve and cylinder filler valve then disconnected and removed the transfer hose, properly stowing it.
11. Replaced the filler valve cap, and completed the documentation of the filling operation.

Task 2.5.7
Transporting ASME & DOT Intermodal (IM) Tanks

The employee is qualified to perform Task 2.5.7a at the following level:

Satisfactory

Transporting ASME Tanks. 2.5.7a

Performance Guide: At a bulk plant, port/freight terminal, or manufacturing plant the person being evaluated for certification:

1. Demonstrated and explained the **vehicle** placarding required for transporting ASME tanks containing any LP-gas in liquid or vapor state when the gross weight of the cargo exceeds 1,001 pounds including the weight of the tank and LP-gas.
2. Demonstrated and explained how to label ASME tanks with water capacities less than 1,000 gallons containing no more than 5% liquid LP-gas with placards or "4 x 4 Flammable Gas" labels (both sides of the tank).
3. Demonstrated and explained how to label ASME tanks containing no more than 5% liquid LP-gas with water capacities between 1,000 and 5,000 gallons (not in excess of 640 cubic feet by volume) containing no more than 5% liquid LP-gas with placards or "4 x 4 Flammable Gas" labels.
4. Demonstrated and explained marking requirements for ASME tanks containing no more than 5% liquid LP-gas with water capacities in excess of 5,000 gallons and with volumes in excess of 640 cubic feet.
5. Verified that ASME tanks to be transported had proper data plates and valve protection.
6. Demonstrated and explained inspection procedures for cargo securing equipment used with ASME tanks.
7. Demonstrated and explained how to secure a single ASME tank on a straight truck or trailer of a tractor/trailer combination vehicle.
8. Demonstrated and explained how to secure multiple ASME tanks on a straight truck or trailer of a tractor/trailer combination vehicle.
9. Demonstrated and explained the shipping paper and emergency information requirements for a shipment of one or more ASME tanks when any of them contain LP-gas.

The employee is qualified to perform Task 2.5.7b at the following level:

Satisfactory

Not Applicable*

Transporting DOT Intermodal (IM) Tanks. 2.5.7b

Performance Guide: At a bulk plant, port/freight terminal, or manufacturing plant the person being evaluated for certification:

1. Demonstrated and explained the **vehicle** placarding required for transporting DOT IM tanks containing any LP-gas in liquid or vapor state when the gross weight of the cargo exceeds 1,001 pounds including the weight of the tank and LP-gas.
2. Demonstrated and explained the marking requirements for DOT IM and portable tanks, including placarding, data plate and shipping labels, and verifying that tank tests and inspections are current.
3. Demonstrated and explained inspection procedures for cargo securing equipment used with DOT IM tanks.
4. Demonstrated and explained how to secure a single DOT IM tank on a straight truck or trailer of a tractor/trailer combination vehicle.
5. Demonstrated and explained how to secure multiple DOT IM tanks on a straight truck or trailer of a tractor/trailer combination vehicle.
6. Demonstrated and explained how to secure a single DOT IM tank on an intermodal container trailer of a tractor/trailer combination vehicle (if applicable).
7. Demonstrated and explained the shipping paper and emergency information requirements for a shipment of one or more DOT IM tanks.
8. Identified the valves of the IM tank that communicate with:
 - The tank's vapor space
 - The tanks liquid space
9. Identified the means of protection provided tank valves and fittings, and the means provided to shutdown the flow of gas in the event of an emergency.

*Not applicable means that this person's job description does not require the person to perform this task or that the company does not transport DOT IM tanks.

Task 2.5.8
Applying Driving Techniques for Safe Operation of a Straight Truck.

The employee is qualified to perform Task 2.5.8a at the following level:

<u>Satisfactory</u>	<u>Not Applicable*</u>
<input type="checkbox"/>	<input type="checkbox"/>

*Not applicable means that this person's job description does not require the person to perform this task or that the company does not operate this vehicle type.

Applying Driving Techniques for Safe Operation of a Straight Truck. 2.5.8a

Performance Guide: En route to a location other than the bulk plant, port/freight terminal or manufacturing plant, the person being evaluated for certification:

1. Made continuous reference to rearview mirrors and scanned the roadway to determine traffic and road surface conditions.
2. Properly controlled the speed of the vehicle, making smooth turns and changes of direction, using direction signals, and proper preparation for direction changes.
3. Adjusted driving techniques as appropriate for weather and traffic conditions.
4. Demonstrated or explained techniques for controlling skids or recovering from a tire blowout or pavement drop off.
5. Explained how to avoid vehicle roll over in the event of a blowout or pavement drop off.
6. Maneuvered the vehicle onto customer property to avoid damage to property and so that re-entering the roadway could be done in a forward direction and NOT by backing into traffic lanes.

Task 2.5.9
Applying Driving Techniques for Safe Operation of a Tractor-Trailer Tank Delivery Vehicle.

The employee is qualified to perform Task 2.5.9a at the following level:

<u>Satisfactory</u>	<u>Not Applicable*</u>
<input type="checkbox"/>	<input type="checkbox"/>

*Not applicable means that this person's job description does not require the person to perform this task or that the company does not operate this vehicle type.

Applying Driving Techniques for Safe Operation of a Tractor-Trailer Tank Delivery Vehicle. 2.5.9a

Performance Guide: En route to a location other than the bulk plant, port/freight terminal or manufacturing plant, the person being evaluated for certification:

1. Made continuous reference to rearview mirrors and scanned the roadway to determine traffic and road surface conditions.
2. Properly controlled the speed of the vehicle, making smooth turns and changes of direction, using direction signals, and proper preparation for direction changes.
3. Adjusted driving techniques as appropriate for weather and traffic conditions.
4. Demonstrated or explained techniques for controlling skids or recovering from a tire blowout or pavement drop off.
5. Explained how to avoid vehicle roll over in the event of a blowout or pavement drop off.
6. Maneuvered the vehicle onto customer property to avoid damage to property and so that re-entering the roadway could be done in a forward direction and NOT by backing into traffic lanes.

Task 2.5.10
Performing a Post-Trip Inspection of a Tank Delivery Vehicle

The employee is qualified to perform Task 2.5.10a at the following level:

Satisfactory



**Performing a Post-Trip Inspection of a Tank Delivery Vehicle.
2.5.10a**

Performance Guide: Using the company-designated form such as a Driver Vehicle Inspection Report (DVIR) form, the person being evaluated for certification:

1. Inspected at minimum the following parts and accessories:
 - Engine
 - Service brakes
 - Parking (hand) brake
 - Steering mechanism
 - Windshield wiper or wipers
 - Towing vehicle and trailer coupling devices (if applicable)
 - Emergency equipment, including fire extinguisher, reflective triangles, spare electrical fuses or breakers
 - Any additional company-specified items
 - Horn
 - Lighting devices and reflectors
 - Tires, wheels and rims
 - Rear-vision mirrors
2. Determined if any defect or deficiency discovered would affect safe operation of the motor vehicle. If none were found the driver so indicated.
3. Recorded the results of the inspection on the prescribed company DVIR form, filled in the motor carrier's name (if not pre-printed), the location, the vehicle identification information, odometer reading, date of the report, the driver's name, and any other required information. Signed the form at the designated place for the driver's signature.
4. Followed the company's procedures for correcting the defect(s), scheduling repairs, and documenting correction(s) if any safety-critical defect was found.

IV. CETP Performance Evaluation / Employer Record

THIS PAGE MUST BE RETURNED AS SOON AS POSSIBLE, BUT NO LATER THAN 12 MONTHS AFTER TAKING THE CERTIFICATION TEST, TO THE FOLLOWING ADDRESS:

On-line Test Candidates:

CASTLE Worldwide
900 Perimeter Park Drive, Suite G
Morrisville, NC 27560

Paper test Candidates:

Industrial Training Services, Inc.
310 C.C. Lowry Drive
Murray, KY 42071

Employee Information: (print or type) Test Group Number (if known): _____

Name _____ Social Security Number _____

Employer _____

Address _____

City, State: _____ Zip Code _____

Affidavit

I affirm that I am the person who has performed those items checked on this checklist. I acknowledge that the performance checklists used are solely for the purpose of skills assessment for the CETP certification requirements, and are not intended to replace or modify company operating or safety procedures, and may not be appropriate for use in all circumstances. I acknowledge that I am responsible for recognizing hazards and abnormal conditions in my workplace and must exercise care and good judgment, always using appropriate equipment, procedures and tools for the tasks I perform. The Propane Education and Research Council, the National Propane Gas Association, CASTLE Worldwide and Industrial Training Services, Inc. assume no liability for my actions, or for my application of the skills assessment performance guides used in this evaluation checklist.

Employee's Signature _____ Date _____

Skills Evaluator Information: (print or type)

Name _____

Organization/Employer _____

Telephone Number _____

Affidavit

I affirm that I am the person who has administered this checklist, and that I have conducted this employee skills assessment with integrity. I also affirm that the above named employee is the person whose performance I evaluated, and that the above named person performed the checked tasks at the indicated level without assistance from me or any other person.

Skill Evaluator's Signature _____ Date _____

The employee is qualified to perform the listed operations at the following level:

Without Direct Supervision	Not Applicable	
<input type="checkbox"/>	<input type="checkbox"/>	Examining, Operating and Maintaining ASME Tank Setting Trailers. 2.5.2a
<input type="checkbox"/>		Verifying Propane ASME Tank Condition Prior to Loading. 2.5.3a
<input type="checkbox"/>		Loading and Securing ASME Tanks Using a Truck-Mounted Crane. 2.5.4a
<input type="checkbox"/>	<input type="checkbox"/>	Coordinating Loading and Unloading of ASME Tanks Using Contractor-Operated Construction Cranes. 2.5.5a
<input type="checkbox"/>	<input type="checkbox"/>	Operating Dispensing Equipment to Fill Vehicle-Mounted ASME Tanks. 2.5.6a
<input type="checkbox"/>		Transporting ASME Tanks. 2.5.7a
<input type="checkbox"/>	<input type="checkbox"/>	Transporting DOT Intermodal (IM) Tanks. 2.5.7b
<input type="checkbox"/>	<input type="checkbox"/>	Applying Driving Techniques for Safe Operation of a Straight Truck. 2.5.8a
<input type="checkbox"/>	<input type="checkbox"/>	Applying Driving Techniques for Safe Operation of a Tractor-Trailer Tank Delivery Vehicle. 2.5.9a
<input type="checkbox"/>		Performing a Post-Trip Inspection of a Tank Delivery Vehicle. 2.5.10a

After completion of Section IV, "Employer Record," remove pages 13 and 14 from the packet and photocopy. Retain photocopy for your files. Mail original to:

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