

## **CETP Course Descriptions**

### 1.0 Basic Principles & Practices (prerequisite to 2.2, 2.4, 3.0, 4.1 & 4.2)

An “entry level” course that provides pre-requisite instruction about propane’s physical and combustion properties, how propane is produced and transported, the organizations that influence, publish or enforce codes and standards, how basic functions are performed in a bulk plant, primary safety concerns, and customer service.

### 2.1 Propane Delivery Basics (prerequisite to 2.2, 2.3, 2.4 and 2.5)

Provides general information applicable to all drivers of cargo tank motor vehicles used to delivery propane, including DOT driver qualifications, personal protective equipment, CMT pre-trip inspections, verifying placarding, markings & inspections, flammable & combustible liquids, verifying the presence of odorant, handling CMV accidents, breakdowns & emergencies, parking/garaging of vehicles.

2.2 Bobtail Delivery: Identifying bobtail equipment and operating procedures, pre-unloading inspections, bulk plant loading/unloading systems & procedures, walk-around inspection of CTMV, purging propane containers prior to transferring product, handling out-of-gas calls & piping leak checks, evacuating ASME tanks, post-trip inspections, required monthly inspections, bobtail loading via compressor or auxiliary inlet.

2.3 Transport Delivery: Identifying characteristics & physical properties of propane, transport equipment, components of terminal and bulk plant loading/unloading systems, loading a transport using a plant pump, compressor or auxiliary inlet, walk-around inspection of a CTMV after loading, safe driving techniques, emergency discharge and delivery hose assembly inspections, purging propane containers, unloading a transport and reducing vapor pressure using a plant compressor, unloading using a plant or CTMV pump, performing post-trip inspections, and monthly inspections and tests on emergency discharge systems and delivery hose assemblies.

2.4 Cylinder Delivery: Identifying features of cylinder delivery vehicles, preparing cylinders for storage & transportation, inspecting, evacuating and flaring cylinders, replacing valves & fittings on cylinders, requalifying cylinders, operating a dispenser, identifying DOT marking/labeling requirements, transporting DOT cylinders, operating a dispenser to fill vehicle-mounted ASME tanks, driving techniques, examining customer cylinders & installations, handling out-of-gas calls & leak checking piping systems, DOT exchange and motor fuel cylinder cabinet installation requirements, performing pos-trip inspections.

2.5 Relocating/Delivering ASME Tanks by Truck, Tank Trailer or Tractor/Trailer:  
Identifying equipment and operating procedures, examining, maintaining & operating

ASME tank-setting trailers, verifying ASME tank condition, loading/securing ASME tanks using cranes, operating a dispenser to fill vehicle-mounted ASME tanks, transporting ASME & Intermodal tanks, identifying safe driving techniques, post-trip inspections.

3.0 Plant Operations: maintaining ASME tanks (including PPE, combustible liquids, ammonia contamination, purging/evacuating, flaring, replacing valves/fittings, corrosion protection, protective coatings), maintaining DOT cylinders (examining, evacuating, purging cylinders, replacing valves/fittings, requalification, preparing for scrap), operating dispensing equipment (by weight or volume, preparing cylinders for transportation, filling vehicle mounted ASME tanks) and maintaining bulk plant equipment (valves, fittings, piping systems, ESVs, hoses, pumps, strainers, bypass systems, compressors, electrical systems, scales, liquid meters, security procedures).

3.5 Cargo Tank Product Transfer: PPE, loading/unloading systems, placarding, marking, testing, delivery hose assemblies, verifying odorant, reducing vapor pressure.

3.6 Railcar Product Transfer: PPE, railcar documentation, condition & spotting procedures, unloading systems, verifying odorant, unloading and security.

3.7 Intermodal Tanks: PPE, testing and inspection requirements, safe handling of flammables/combustibles, ammonia contamination testing, evacuation procedures, flaring, replacing valves/fittings, purging, methanol injection, protective coatings, preparing for transportation.

4.1 Design, Layout & Selection of Propane Vapor Distribution Systems: Using architectural & construction drawings, determining system load & customer demand, designing DOT (exchange & stationary), aboveground ASME and underground ASME installations, determining proper corrosion protection for tanks/piping, selecting regulators, piping, tubing, vapor meters, estimating job costs.

4.2 Preparing & Installing Propane Vapor Distribution Systems: Preparing tanks & cylinders for transporting, locating underground utilities & services, preparing foundations, installing DOT (exchange & stationary), aboveground ASME and underground ASME containers, manifolding, installing PE tubing & fittings, installing regulators, copper tubing, steel piping and 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 and recordkeeping, communicating safety information to customers.