

## Propane Certified Employee Training Program (CETP)

Books 1 & 2 – AGC Building - 1 Graves Street - Montpelier, VT

December 2018 – 8:00am – 4:00pm – Book 1 starts December 5

**PLEASE NOTE:** Testing on each book is conducted as required by the State of Vermont. **Book 1 is required for certification in any other book.** These seminars are for delivery drivers, service technicians, service managers, dispatchers, apprentices, office personnel, plumbers and service technicians that install gas equipment. More information can be found at [www.npga.org](http://www.npga.org).

Each class is limited to 20 students. Pre-registration is required. Late registrants may incur additional fees for express shipment of Books and Exams from NPGA and ITS.

**Students must bring** the current version of NFPA 54 (2015) and/or NFPA 58 (2014). ***Students who come to the class without the correct version will not be able to take the course.*** If the VFDA instructor has available copies of the NFPA codes required to take the CETP Module, any student showing for a CETP course without the correct version of NFPA 54 or NFPA 58 will be given a copy from VFDA stock and billed \$60 per book. VFDA does not loan NFPA Code Books to students.

The Skill Assessment Forms must be signed and sent to Industrial Training Services (ITS). If the Skills Assessment Forms are not sent to ITS within one year of test completion, the student will not receive a certificate and will have to take the class again.

**All Skills Evaluators must complete the Skills Evaluator Training program and receive a registration number to be included on all Affidavits sent to ITS. The fee for the training course and registration is \$75 and will cover the three (3) year period for which the evaluator's registration number will be valid. Go to [vermontfuel.com/lpskills](http://vermontfuel.com/lpskills) to learn more about the NPGA CETP Training and Evaluation.**

If you need to retest for a book, there is a \$100 fee per test. This does not include the instructor's time and travel fees if the test is administered separate from the VFDA CETP Series. If you would like more information about these fees, please contact Stephanie at 802-230-4722 ext. 2 or email [steph@vermontfuel.com](mailto:steph@vermontfuel.com).

All cancellations must be made in writing to VFDA on or before the Registration Deadline. Firms registering students and failing to attend without written notice to VFDA will be liable for the full tuition. Cancellation by registrant after the registration deadline, leaves the registrant liable for 50% of the tuition. VFDA reserves the right to cancel any and all seminars for lack of student registrations. Pre-registered students will be notified of cancellation using the contact information provided on the completed registration form. Firms that prepaid for cancelled seminars will receive a full refund.

**Lunch:** Students are on their own for lunch (30 minutes). Available locally.

**Instructor – Ken Taylor:** Ken Taylor has over 35 years of dedicated experience in the propane industry. Ken is a well known consultant for the industry and provides training in CETP, propane emergencies, NFPA #54 and #58 licensing, and legal and insurance company counseling. Ken was Vice President of White Mountain Oil & Propane for 18 years where he was responsible for the management and day to day operations of this 52-person workforce serving the propane and oil industry in New Hampshire and Maine. Prior to that, he was Sr. Vice President for Colonial Gas Company, in Lowell, Massachusetts, the world's largest liquefied gas natural gas truck transportation fleet, where he oversaw the operation of over 60 propane transports throughout the Northeast.

**VFDA**  
[vermontfuel.com](http://vermontfuel.com)

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## CETP REGISTRATION FORM

1. Student **must** bring the specific referenced **NFPA** publications to class.
2. Enter student names and circle appropriate amounts for the dates needed for **each** student.
3. Complete the company information, address, etc.
4. Indicate your payment choice: prepaid, credit card or billing (members only)
5. Return **this** page to VFDA by fax or mail. Registration deadline is November 15, 2018.

**IMPORTANT:**  
**FAX this page to VFDA.**  
 Circle each Book for each student you are registering.

Each student **MUST HAVE** the NFPA Code publication referenced for this CETP Book.

Please ensure that students arrive at class with the necessary and correct year's copy of **NFPA 54** (2015) and **NFPA 58** (2014).  
 If your student does not bring the proper code books to class, they will be provided, if available. Students will be charged \$60 per book.

Company \_\_\_\_\_ Contact \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Please circle for EACH student which books they are taking. If you have questions, contact VFDA.

	Book 1	Book 2 - Delivery (2.1/2.4 combined, 2.2)
	December 5, 6, 7	December 11, 12, 13, 14
STUDENT NAME	\$450 member \$575 non-member	\$600 member \$775 non-member
STUDENT NAME	\$450 member \$575 non-member	\$600 member \$775 non-member
STUDENT NAME	\$450 member \$575 non-member	\$600 member \$775 non-member
STUDENT NAME	\$450 member \$575 non-member	\$600 member \$775 non-member
Not a VFDA member? Call 802-230-4722 or go to <a href="http://www.vermontfuel.com">www.vermontfuel.com</a>	\$	\$

**Add total for all cells in rows above and enter here Total \$ \_\_\_\_\_**

**PAYMENT:**

- Check Enclosed
- Payment to Follow
- Bill Us (*members only*)
- Credit Card

**Payment by Credit Card:**

Name \_\_\_\_\_

Card # \_\_\_\_\_

Exp. Date \_\_\_\_\_ CVV \_\_\_\_\_ Billing Zip Code \_\_\_\_\_

**FAX TO VFDA: 802-419-3313**

or mail to VFDA, 963 Paine Turnpike North, Berlin, VT 05602