

CLASS DESCRIPTIONS

See page 2 for training schedule and page 3 + 4 for registration form

CETP 1.0 Basic Principles & Practices

2 DAYS, 8 AM-5 PM \$70

A prerequisite to the more advanced classes (except for Transport Delivery), covers propane's physical and combustion properties, industry standards, safety codes and regulations, odorants and service interruptions, primary safety concerns, basic functions of a bulk plant, types of cylinders used in the industry, identifying commonly used tools and supplies, and serving the customer.

CETP 2.2 Propane Delivery Basics & Bobtail Delivery

2 DAYS, 8 AM-5 PM \$70

Provides general information applicable to all drivers of cargo tank motor vehicles used to deliver propane, including DOT driver qualifications, CDL and endorsements and restrictions, CLP, hours of service requirements, vehicle inspections and documentation, maintenance requirements, safe handling of hazardous materials, placarding, markings and labeling, verifying the presence of odorant, breakdowns and emergencies, parking/garaging of vehicles. Bobtail equipment and operating procedures, DOT requirements for inspections, bulk plant loading/unloading systems, installation requirements of ASME tanks at customer locations, appurtenances required on ASME containers, handling out-of-gas calls and piping leak checks, evacuating ASME tanks.

CETP 4.2 Placing Vapor Distribution Systems & Appliances into Operation

2 DAYS, 8 AM-5 PM \$70

This course addresses the different system tests and checks required when installing new piping, regulators and appliances or restoring service to an existing vapor distribution; validating the container, piping, and regulator; how and when to make the final connections; how to purge the system of air, appliance controls and safety devices and how to adjust the burner. The topics covered are:

- Vapor distribution system tests
- Validating vapor distribution systems
- Identifying venting requirements and characteristics
- Validating combustion air
- Leak check procedures
- Purging air from a piping system
- Placing appliances into operation
- Appliance controls and safety devices
- Spillage test
- Identifying burning characteristics of propane

Cylinder Requalification

1 DAY, 8 AM-5 PM \$35

Training includes general requalification requirements, retester identification number (RIN), visual inspection, pressure retest, cylinder rejection and condemnation, retester markings, recordkeeping and hands-on testing with pit gauge. Includes all materials.

CSR Safety Program & Sales Training

1 DAY, 8 AM-5 PM \$35

This course provides an overview of key concepts and skills for office personnel when handling safety related calls or sales calls for residential properties. Topics covered will include how to use the Train Track to Success when handling calls for the residential market, safety training focusing on the fundamentals of propane and handling various customer safety concerns.

HM 126 & Propane Refresher

Training 1 DAY, 8 AM-5 PM \$35

Bobtail and cylinder delivery, applicable updated information about propane bobtails and DOT regulations. Students will be tested and will receive a certificate of attendance.

(Note: Persons handling propane are required to attend refresher training every three years.)

Underground Tank Installation

1 DAY, 8 AM-5 PM \$35

Covers corrosion, proper tank coatings, installation, cathodic protection, anode testing procedures, trencher safety and record keeping. Attendees will receive a voltmeter and copper half cell.

Important Class Information for 2022!

In the event that in-person training cannot be conducted safely, classes will be offered virtually on the same date and time. Students will receive class materials prior to the class and be able to take course exams electronically at the end of class. Please note that due to small class sizes a student cancellation within two (2) business days of the class start date will not be issued a refund.



WI Propane Education & Research Council

10 W Mifflin St, Ste 205

Madison, WI 53703

P: 608-251-0927

F: 608-244-9030



CLASS SCHEDULE

Class schedules are as follows unless otherwise noted:

- 7:30 am** Registration
- 8:00 am** Class begins
- Noon** Lunch
- 5:00 pm** Course concludes

iPads will be provided for test taking. Students are welcome to bring their own laptop/iPad if they prefer. Paper exams will also be available.

The registration fee covers coffee & pastries, lunch, books, test, & processing fee.

TRAINER CONTACT INFORMATION

Don Houde

WiPERC Safety Director

dhoude@erisksolutions.com

(920) 370-9696

On Demand Training

The Wisconsin Propane Education & Research Council (WiPERC) offers the option for propane marketers to host their own training. You provide the classroom and pay the trainer and WiPERC will pay for the materials, books, and exams. For more information contact Katie Lowe at 608-210-3301 or katie@wipga.org.

2022 CETP Training Schedule

CETP 1.0, Basic Principles & Practices • \$70

January 20-21	Virtual	
April 5-6	Great Dane, 2305 Sherman St	Wausau
May 9-10	Old Hickory Golf Club, W7596 Hwy 33 East	Beaver Dam
June 1-2	Turtleback Golf Club, 1985 18 1/2 St	Rice Lake
July 12-13	Great Dane, 2305 Sherman St	Wausau
August 9-10	Doolittle's Pub, 135 S Jefferson St	Lancaster

CETP 2.2, Propane & Bobtail Delivery • \$70

February 16-17	Virtual	
April 19-20	Great Dane, 2305 Sherman St	Wausau
May 24-25	Old Hickory Golf Club, W7596 Hwy 33 East	Beaver Dam
June 22-23	Turtleback Golf Club, 1985 18 1/2 St	Rice Lake
July 26-27	Great Dane, 2305 Sherman St	Wausau
August 23-24	Doolittle's Pub, 135 S Jefferson St	Lancaster

CETP 4.2, Placing Vapor Distribution Systems & Appliances into Operation • \$70

September 21-22	Great Dane, 2305 Sherman St	Wausau
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Underground Tank Installation • \$35

September 27	Comfort Inn & Suites, 5025 County Rd V	DeForest
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Cylinder Requalification • \$35

September 28	Comfort Inn & Suites, 5025 County Rd V	DeForest
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CSR Safety Program & Sales Training • \$35

September 29	Virtual	
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HM 126 & Propane Refresher • \$35

February 8	Virtual	
April 21	Great Dane, 2305 Sherman St	Wausau
May 26	Old Hickory Golf Club, W7596 Hwy 33 East	Beaver Dam
June 21	Turtleback Golf Club, 1985 18 1/2 St	Rice Lake
July 28	Great Dane, 2305 Sherman St	Wausau
August 25	Doolittle's Pub, 135 S Jefferson St	Lancaster

NAME		EMAIL	
1	CLASS NAME		FEE
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3	CLASS NAME		FEE

Additional registration space on page 4.

CONTACT INFORMATION

COMPANY

ADDRESS (Class materials will be sent here in the event of a virtual class)

CITY STATE ZIP

PHONE FAX

EMAIL (for Registration Confirmation)

PAYMENT INFORMATION

CHECK (Payable to: Wisconsin Propane Gas Association
10 W Mifflin St, Ste 205 Madison, WI 53703)

MASTERCARD

VISA

TOTAL DUE

CREDIT CARD NUMBER

EXP DATE 3-DIGIT CODE NAME AS IT APPEARS ON CREDIT CARD

SIGNATURE

2022 CETP Training Schedule

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SIGN-UP FORM

Additional registration space below, if needed.

NAME		EMAIL	
1	CLASS NAME		FEE
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