

**MATERIALS NEEDED FOR CLASS 3  
SERVICE TECHNICIAN / HVAC**

1. NFPA 54 2021 EDITION
2. NFPA 58 2021 EDITION
3. COPY OF NFPA 35
4. COPY OF MISSISSIPPI LAWS
5. COPY OF MISSISSIPPI REGULATIONS 2011-2
6. MISSISSIPPI DRIVER LICENSE
7. PHOTO HEAD SHOT FOR LC-GAS ID
8. EMPLOYEE INFORMATION SHEET – MUST BE COMPLETED AND SIGNED BY MANAGER
9. CETP NEW ACCOUNT INFORMATION SHEET
10. INSTRUCTIONAL MATERIAL PLUMBER – ON WEBSITE AT BOTTOM OF FORM A SECTION
11. COMPLETED TEST
12. BASIC SKILLS TRAINING RECORD

## NFPA 35

### Electrical Code

#### 4.1.4- Engines Located Outdoors

N 4.1.4.1- Engines and, if provided, their weatherproof housings that are installed outdoors shall be located at least 1.5 m (5 ft) from openings in walls and at least 1.5 m (5 ft) from structures having combustible walls except as provided in 4.1.4.1.1 or 4.1.4.1.2.

N 4.4.4.1.1- A clearance less than 1.5 m (5 ft) shall be permitted where all portions of structures that are closer than 1.5 m (5 ft) from the engine enclosure have a fire resistance rating of at least 1 hour.

N 4.1.4.1.2\*- A clearance less than 1.5 m (5 ft) shall be permitted where it has been demonstrated through methods acceptable to the authority having jurisdiction that a fire within the enclosure will not ignite combustible structures.

4.2\*- **Support of Engines.** Engines shall be supported in accordance with the manufacturer's instructions.

4.3\*- **Hazardous Locations.-** In hazardous locations, engines that neither compress a flammable gas nor pump a flammable liquid shall meet the following three criteria:

- (1) They shall be installed in an enclosure or room of fire-resistive construction.
- (2) They shall be ventilated from a nonhazardous outside area.
- (3) They shall have a defined emergency egress path(s) acceptable to the authority having jurisdiction.

# MISSISSIPPI LAWS

## **§ 75-57-33. Installing and charging cylinders.**

No cylinder installation shall be made unless the cylinders are designed, fabricated, tested and marked in accordance with the regulations of the United States Department of Transportation or the United States Interstate Commerce Commission, and constructed for a designed pressure of not less than two hundred forty (240) pounds per square inch. Cylinders with a water capacity of less than two hundred fifty (250) pounds shall be charged by weight with liquefied petroleum gas only at bulk storage or cylinder filling plants and not from mobile units such as delivery trucks, except cylinders installed as part of a system burning liquefied petroleum gas or compressed natural gas as a motor fuel or for farming purposes such as in flame cultivators or hot air balloon cylinders. Cylinders with a water capacity of two hundred fifty (250) pounds or larger may be charged at the installation from mobile units, provided they are equipped with a fixed liquid level gauging device and a filling valve, which is designed in accordance with the national standards and codes, in addition to other required or acceptable valves and fittings. Cylinders with a water capacity of two hundred fifty (250) pounds or larger, in addition to having all the necessary valves and fittings, must be installed permanently in accordance with the national standard and codes.

## **§ 75-57-47. Installation of systems, etc.; inspection; correction of installations, etc.; certificates and permits; remedies for violations.**

(1) From and after the effective date of this chapter, any installer or other person who shall install, connect, alter, extend, change or repair any liquefied compressed gas or compressed natural gas system, container or appliance whatsoever, or who shall install, connect, change, extend, alter or repair any piping or fitting connected with or attached to any liquefied compressed gas or compressed natural gas container, system or appliance shall, within fifteen (15) days after the completion thereof, give notice to the State Liquefied Compressed Gas Board, in writing, on forms to be provided by the State Liquefied Compressed Gas Board, that such installation, connection, alteration, extension, change or repair has been made, which notice shall give full details with reference thereto, and shall give the name of the person at whose order same was made, and the name of the installer, as provided in this chapter, under whose supervision the installation, alteration, etc., was made and the address of the premises upon which same was made. Any person who shall install, connect, alter, extend, change or repair any liquefied compressed gas or compressed natural gas system, container or appliance, or any piping or fitting connected or attached thereto, without giving notice to the State Liquefied Compressed Gas Board as provided herein shall be subject to the sanctions set out in this chapter.

(2) Upon receiving notice of any installation of a liquefied compressed gas system or natural gas fueling system other than a liquefied petroleum gas carburetion system, it shall be at the discretion of the Commissioner of Insurance to cause same to be inspected, and if he or she approves same after such inspection, he or she shall leave upon such premises a written certificate of approval. Upon receiving notice of any connection, alteration, extension, change or repair to any system required to be inspected at the time of installation under the provisions of this subsection, the Commissioner of Insurance may cause the system to be inspected if he or she believes that sufficient change or repair has been made so as to alter the system from its original installation. If, after such inspection, the inspector finds that the installation or repair has not been properly made, he or she shall report such fact to the distributor or installer making the installation and request that corrections be made within seventy-two (72) hours after the time of such inspection, if the defects are such that can be corrected without the necessity of condemning the entire system. Any distributor or installer who fails or refuses to make the corrections after requested so to do by the inspector, after a hearing before the State Liquefied Compressed Gas Board, may have his authority or certificate of compliance suspended or revoked.

Installers, as defined in this chapter, are hereby authorized to issue temporary certificates of approval for use before inspection by the Commissioner of Insurance, but no certificate issued by an installer shall be valid for a period longer than one hundred twenty (120) days from date of completion or alteration, repair or installation covered by said certificate. The provisions of this paragraph shall not relieve the dealer, or other person, from the liability of having such installation inspected by the Commissioner of Insurance, as provided in this chapter.

All certificates of approval and permits issued by liquefied gas inspectors under the terms of this section shall be executed in duplicate, and the copy thereof shall be filed and preserved in the office of the State Liquefied Compressed Gas Board for not less than three (3) years from the date thereof.

**MISSISSIPPI DEPARTMENT OF INSURANCE  
REGULATION 2011-2**

**HANDLING OF LIQUEFIED COMPRESSED GAS CONTAINERS**

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**Section 1. Purpose**

The purpose of this Regulation is to set forth minimum standards for the use and handling of ASME liquefied petroleum gas containers by liquefied petroleum/compressed gas dealers;

**Section 2. Authority**

This Regulation is promulgated by the Liquefied Compressed Gas Board with the approval of the Commissioner of Insurance, pursuant to Miss. Code Ann. §75-57-105 (Rev. 2000), as well as the provision of the Mississippi Department of Insurance Regulation No. 88-101, said Regulation being the Rules of Practice and Procedure before the Mississippi Insurance Department.

**Section 3. Scope**

This Regulation shall apply to all liquefied petroleum gas dealers, their agents and employees.

**Section 4. Requirements**

A. In order to promote the public safety by avoiding the contamination of ASME containers and by assuring the proper reconditioning of service valves and containers, all dealers shall be required to mark, label, or otherwise designate liquefied petroleum gas containers in such a manner as to easily identify such containers as being owned by the particular dealer. No dealer shall sell, install, fill, refill, deliver or permit to be delivered, or use in any manner any ASME liquefied petroleum gas container unless such container is owned by such dealer or its use is authorized by the owner of such container.

B. No liquefied petroleum gas dealer, including its agents and employees, may dismantle, disconnect, evacuate, repair, deface, fill, or refill a container belonging to another dealer unless:

- I. Prior written permission shall have been granted by the dealer who owns the container;
2. Prior written permission shall have been granted by the owner or lessee of the premises where the container is located, except the owner or lessee may not grant permission to fill or refill a container;
3. The action is taken at the discretion of the authority having jurisdiction as defined in NFPA Pamphlet 58; or
4. The action is taken under a declared state of emergency.

C. Nothing in this section shall be construed as abrogating the right of the consumer to terminate a rental contract on a container with the dealer/owner, in accordance with the terms and provisions of said rental contract.

D. Containers are to be appropriately marked and easily identified to the inspector.

#### **Section 5. Date of Compliance**

All liquefied petroleum gas dealers, their agents and employees shall comply with this Regulation from and after the Effective Date of this regulation, as set forth in Section 8, below.

#### **Section 6. Violations and Penalties**

Failure of a liquefied petroleum gas dealer, his agents and employees to comply with the provisions of this regulation shall be considered a violation of Miss. Code Ann. §§75-57-107 and 75-57-109, and may result in a monetary penalty and/or revocation of the dealer's liquefied compressed gas permit.

#### **Section 7. Severability**

If any section or portion of a section of this Regulation or the application thereof is held by a court to be invalid, such invalidity shall not affect any other provision of that section or application of the Regulation which can be given effect without the invalid provision or application, and to this end the provisions of the Regulation are declared to be severable.

#### **Section 8. Effective Date**

The Effective Date of this Regulation shall be thirty (30) days from the filing for final adoption with the Secretary of State.

# Employee Information Sheet

County \_\_\_\_\_

Date: \_\_\_\_\_

Employee Name \_\_\_\_\_

## Mississippi Drivers Licenses information

Date issued \_\_\_/\_\_\_/\_\_\_ Date expires \_\_\_/\_\_\_/\_\_\_ Date of birth \_\_\_/\_\_\_/\_\_\_

Class \_\_\_\_\_ Endorsement \_\_\_\_\_ Restrictions \_\_\_\_\_

\_\_\_ Service Tech Only

\_\_\_ Office Personnel

\_\_\_ Transfer From \_\_\_\_\_

\_\_\_ No Longer Employed

\_\_\_ LC-Gas License Number \_\_\_\_\_

\_\_\_ Returned Employees LC-Gas Card

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Company phone number \_\_\_/\_\_\_/\_\_\_ Email \_\_\_\_\_

Manager \_\_\_\_\_

On a new employee, please include both:

\_\_\_ Copy of MS Driver License

\_\_\_ Picture of employee (head shot using a solid wall for back ground in photo)

## Check all that apply:

\_\_\_ I, \_\_\_\_\_, have provided \_\_\_\_\_, with

(Instructor)

(Trainee)

training that is consistent with NFPA 58 4.4.1 with the scope of their job activities and that includes proper handling and emergency response procedures.

\_\_\_ I also understand that their primary duties include transporting LP-Gas, transferring liquid LP-Gas into and out of stationary containers, or making stationary installations; therefore, I have provided training that includes the following components pursuant to NFPA 58 4.4.2:

1. Safe work practices
2. The health and safety hazards of LP-Gas
3. Emergency response procedures
4. Supervised, on-the-job training
5. An assessment of the person's ability to perform the job duties assigned

**Trainer information (Instructor):**

Name \_\_\_\_\_  
Title \_\_\_\_\_ years of experience \_\_\_\_\_  
LC Gas Driver / Installer number \_\_\_\_\_  
Last CETP course attended Date \_\_\_\_\_

**Trainee (New Employee):**

I, \_\_\_\_\_, have completed all the training that is listed above and understand it. I also understand that I have to attend the next CETP Class (Basic Principals) provided within the next 120 days and understand that after Basic Principals I will have to take a refresher course every 3 years to stay in compliance with NFPA 58 4.4.3. I also understand that said refresher course must be a course that is approved by the LC-Gas Board and that the completion of initial and subsequent refresher courses must be documented in accordance with NFPA 58 4.4.4.

\_\_\_\_\_  
LC-Gas Inspector

\_\_\_\_\_  
Date



**TEST FOR CLASS 3 & 7 SERVICE TECHNICIAN/HVAC CERTIFICATE**

**LIQUIFIED COMPRESSED GAS  
DIVISION P.O. BOX 79  
JACKSON, MS 39205-0079**

**DATE \_\_\_\_\_**

<b>APPLICANT</b>			<b>DEALER</b>		
<b>ADDRESS</b>			<b>ADDRESS</b>		
<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>

**LC Gas Inspector Administering Test \_\_\_\_\_**

**PASSED \_\_\_\_\_ FAILED \_\_\_\_\_ SCORE \_\_\_\_\_**

**SERVICE TECHNICIAN / HVAC EXAMINATION**

**1. MS Regulation 2011 – 2 Section 4B (1-4) – No liquefied petroleum gas dealer, including its agents and employees, may dismantle, disconnect, evacuate, repair, deface, fill, or refill a container belonging to another dealer unless:**

- 1. \_\_\_\_\_ shall have been granted by the dealer who owns the container;**
- 2. Prior written permission shall have been granted by the \_\_\_\_\_ of the premises where the container is located, except the owner or lessee may \_\_\_\_\_ to fill or refill a container;**
- 3. The action is taken at the discretion of the \_\_\_\_\_ as defined in NFPA 58;**
- 4. The action is taken under a declared state of \_\_\_\_\_.**

**2. MS LAW – 75-57-47 (1) – Any installer or other person who shall install, alter, extend, change or repair any liquefied compressed or compressed natural gas system, container or appliance whatsoever, or who shall install, connect, change extend, alter or repair any piping or fitting connected with or attached to any liquefied compressed gas or natural gas container, system or appliance shall, within \_\_\_\_\_ days after completion thereof, give notice to the State in this chapter.**

3. MS LAW – 75-57-47 (2) – Installers, as defined in this chapter, are hereby authorized to issue \_\_\_\_\_ for use before inspection by the Commissioner of Insurance.

4. NFPA 58 – 5.2.8.3\*, pg.19 – The markings specified for ASME containers shall be on a \_\_\_\_\_ attached to the container, located to remain visible after the container is installed.

5. NFPA 58 – Table 6.4.1.1, pg.39 – How far from an important building must the following above ground tank be located:

0 – 120 gallons \_\_\_\_\_ feet

125 – 250 gallons \_\_\_\_\_ feet

251 – 500 gallons \_\_\_\_\_ feet

501 – 2000 gallons \_\_\_\_\_ feet

6. NFPA 58 – Table 6.4.1.1, pg.39 – Underground tanks less than 125 gallons to 2000 gallons shall be located at least \_\_\_\_\_ feet away from an important building.

7. NFPA 58 – 6.8.4.1, pg.39 – ASME containers less than or equal to 4000 gal shall be installed on \_\_\_\_\_ non-metallic structural supports in accordance with 6.8.4.4 or \_\_\_\_\_ or \_\_\_\_\_ foundations.

8. NFPA 58 – 6.5.3.6, pg. 37 – The minimum horizontal separation between aboveground LP- containers and aboveground tanks containing liquids having flash points below 200 degrees F shall be \_\_\_\_\_.

9. NFPA 58 – 6.8.1.6, pg. 38 – Where necessary to prevent flotation due to possible high flood waters around aboveground or mounded containers, or high water table for those underground and partially underground, containers shall be \_\_\_\_\_.

10. NFPA 58 – 6.5.3.13, pg. 37 – An aboveground LP-container and any of its parts shall not be located within \_\_\_\_\_ of a vertical plane beneath overhead electric power lines that are over 600 volts, nominal.

11. NFPA 58 – 6.8.1.2, pg. 38 – LP-gas containers or systems that are installed within \_\_\_\_\_ of public vehicular thoroughfares shall be provided with a means of \_\_\_\_\_.
12. NFPA 58 – 6.5.3.3\*, pg. 37 – Combustible materials shall not accumulate or be stored within \_\_\_\_\_ feet of a container.
13. NFPA 58 – 6.8.1.4\*, pg. 38 – Aboveground containers shall be \_\_\_\_\_.
14. NFPA 58 – 9.6.2.1, pg.76 – ASME containers of 125 gallon water capacity or more shall contain no more than \_\_\_\_\_ percent of their water capacity in liquid form during transportation.
15. NFPA 58 – 6.10.1.1 (A), pg. 43 – Regulators connected to single container permanent installations shall be installed with one of the following methods.
16. NFPA 58 – 6.10.1.1 (A), pg. 43 – Regulators connected to single container permanent installations shall be installed with one of the following methods.
1. \_\_\_\_\_  
\_\_\_\_\_
  2. \_\_\_\_\_  
\_\_\_\_\_
17. NFPA 58 – 6.10.1.4, pg.43 – All regulators for outdoor installations shall be designed, installed, or protected so their operation will not be affected by the \_\_\_\_\_  
\_\_\_\_\_
18. NFPA 58 – 6.10.1.5, pg. 43 - The point of discharge shall also be located not less than \_\_\_\_\_ feet in any direction from any source of ignition, openings into direct-vent (sealed combustion system) appliances, or mechanical ventilation air intakes.
19. NFPA 58 – 6.10.1.6, pg.43 – The point of discharge from the required pressure relief device on regulated equipment installed outside of buildings or occupiable structures in fixed piping systems shall be located not less than \_\_\_\_\_ horizontally away from any building or occupiable structure opening below the level of discharge, and not beneath or inside any building or occupiable structure unless this space is not enclosed for more than \_\_\_\_\_ percent of its perimeter.

20. NFPA 58 – 6.10.1.10, pg. 44 – Single-stage regulators shall be permitted to be used only on \_\_\_\_\_ appliances and \_\_\_\_\_ appliances with input ratings of \_\_\_\_\_ maximum.
21. NFPA 54 – 5.4.4, pg. 18 – The maximum operating pressure for any piping systems located inside buildings shall not exceed \_\_\_\_\_.
22. NFPA 54 – 7.2.1 (1-3), pg.63 – Piping installed aboveground shall comply with the following:
1. Piping shall be securely supported and located where it will be protected from \_\_\_\_\_.
  2. Where passing through an exterior wall, the piping shall also be protected from corrosion by \_\_\_\_\_ or \_\_\_\_\_ with an inert material approved for such applications.
  3. The piping shall be sealed around its circumference at the point of the exterior penetration to prevent the entry of \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_.
23. NFPA 58 – 5.11.5.4, pg.28 – Polyamide and polyethylene fusion fittings shall be recommended by the manufacture for use with \_\_\_\_\_ and shall conform to one of the following:
- A. ASTM D2683
  - B. ASTM D3261
  - C. ASTM F1055
24. NFPA 58 – 6.11.1.1 (C-1&2), pg.44 – Polyethylene piping systems shall be limited to the following:
1. Vapor service not exceeding \_\_\_\_\_.
  2. Installation \_\_\_\_\_ and \_\_\_\_\_.
25. NFPA 54 – 7.1.7.1, pg.63 – Plastic piping shall be installed \_\_\_\_\_, \_\_\_\_\_ only.
26. NFPA 54 – 7.1.7.3.2, pg. 63 – Where tracer wire is used, access shall be provided from \_\_\_\_\_ or one end of the tracer wire or tape shall be brought \_\_\_\_\_ at the building wall or riser.

27. NFPA 54 – 5.5.8, pg. 21 – Plastic pipe, tubing and fittings shall be joined in accordance with the \_\_\_\_\_.
28. NFPA 58 – 5.11.5.9, pg.29 – Anodeless risers shall comply with 5.11.5.9 (A) through 5.11.1.9 (E).
1. (B) Factory assembled anodeless risers shall be recommended for \_\_\_\_\_ and shall be leak tested by the \_\_\_\_\_ in accordance with written procedures.
  2. (C) Field-assembled anodeless risers with service head adapter transition fittings shall be equipped with \_\_\_\_\_ and shall be recommended for \_\_\_\_\_ use by the manufacture for installation at the aboveground \_\_\_\_\_ of the riser.
29. NFPA 54 – 7.1.2.1 (A), pg. 62 – Underground piping systems shall be installed with a minimum of \_\_\_\_\_ of cover.
30. NFPA 54 – 7.1.2.1 (A), pg. 62 - The minimum cover shall be increased to \_\_\_\_\_ if external damage to the pipe or tubing from external forces is likely to result.
31. NFPA 54 – 7.1.2.1 (B), pg.62 - Where a minimum of 12 inches of cover cannot be provided, the piping shall be installed in \_\_\_\_\_.
32. NFPA 58 – 6.11.3.17\*, pg.46 – Underground metallic piping shall be provided with a \_\_\_\_\_ installed at building penetrations.
33. NFPA 54 – 7.2.5\*, pg. 63 – Gas piping installed inside any building shall not be installed in or through a clothes chute, chimney or gas vent, dumbwaiter, elevator shaft, or air duct, other than \_\_\_\_\_.
34. NFPA 54 – 7.3.2, pg. 64 – Fittings installed locations shall be limited to the following types:
1. \_\_\_\_\_
  2. \_\_\_\_\_
  3. \_\_\_\_\_
  4. \_\_\_\_\_, Fuel Gas Piping Systems using Corrugated Stainless Steel Tubing, or ANSI LC 4/CSA 6.32, Press-Connect metallic fittings for use in Fuel Gas Distribution Systems.

35. NFPA 54 – 7.2.1 (1-3), pg.63 – Piping installed aboveground shall comply with the following:
1. Piping shall be securely supported and located where it will be protected from \_\_\_\_\_.
  2. Where passing through an exterior wall, the piping shall also be protected from corrosion by \_\_\_\_\_ or \_\_\_\_\_ with an inert material approved for such applications.
  3. The piping shall be sealed around its circumference at the point of the exterior penetration to prevent the entry of \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_.
36. NFPA 54 -7.2.6.1, pg.63 - Piping shall be \_\_\_\_\_ with metal hooks, metal pipe straps, metal brackets, metal hangers or building structural \_\_\_\_\_, suitable for the size of piping, of adequate strength and quality, and \_\_\_\_\_ at intervals so as to prevent or damp out excessive \_\_\_\_\_. Piping shall be \_\_\_\_\_ to prevent undue strains on connected appliances and equipment and shall not be \_\_\_\_\_ by other piping.
37. NFPA 54 – 7.12.1, pg. 66 – Each aboveground portion of a gas piping system, other than CSST, that is likely to become energized shall be electrically continuous and \_\_\_\_\_ to an effective ground-fault current path.
38. NFPA 54 – 9.6.8, pg. 75 – Where a sediment trap is not incorporated as part of the appliance, a sediment trap shall be installed downstream of the appliance shutoff valve as close to the inlet of the appliance as practical \_\_\_\_\_.
39. NFPA 54 – 7.7.1.3, pg. 65 – Outlets shall be located far enough floors, walls, patios, slabs, and ceilings to permit the use of \_\_\_\_\_ without straining, bending, or \_\_\_\_\_ the piping.
40. NFPA 54 – 7.7.2.1, pg. 65 – Each outlet, including a valve, shall be closed gastight with a threaded plug or cap \_\_\_\_\_ and shall be left closed until the appliance or equipment is connected thereto.
41. NFPA 54 – 8.1.5.2, pg.68 – The leakage shall be located by means of an \_\_\_\_\_, \_\_\_\_\_, or other approved leak detection methods. (Matches, candles, open flames, or other methods that provide a source of ignition shall not be used.)

42. NFPA 54 – 8.2.3\*, pg. 68 – Immediately after gas is turned on into a new system or into a system that has been initially restored after an \_\_\_\_\_, the piping system shall be \_\_\_\_\_.
43. NFPA 54 – 9.1.6.2, pg. 69 – Non-direct-vent appliances installed in beauty shops, barber shops or other facilities where chemicals that generate corrosive or flammable products such as aerosol sprays are routinely used shall be located in a \_\_\_\_\_ separate or partitioned off from other areas with provisions for combustion and dilution air from outdoors.
44. NFPA 54 – 9.1.10.1, pg. 70 – Appliances in residential garages and in adjacent spaces that open to the garage and are not part of the living space of a dwelling unit shall be installed so that all burners and burner ignition devices are located not less than \_\_\_\_\_ above the floor unless listed as flammable vapor ignition resistant.
45. NFPA 54 – 9.6.1(3), pg. 73 – A connector for gas appliances listed in accordance with \_\_\_\_\_, the connector shall be used in accordance with the \_\_\_\_\_ and shall be in the same room as the \_\_\_\_\_. Only \_\_\_\_\_ connector shall be used per appliance.
46. MS Rules / Regulations 2.3 (1-3) – Unvented room heaters may be installed in residential sleeping quarters and bathrooms, provided the aggregate input rating does not exceed \_\_\_\_\_ of room or space in which it is installed.
47. MS Rules / Regulations 2.1 – Water heaters, with the exception of those having sealed combustion systems may be installed in bathrooms, bedrooms or any occupied rooms normally kept closed, provided \_\_\_\_\_ are made for air for proper \_\_\_\_\_.
48. NFPA 35 – 4.1.4.1 – Engines and, if provided, their waterproof housings that are installed outdoors shall be located at least \_\_\_\_\_ from openings in walls and at least \_\_\_\_\_ from structures having combustible walls except as provided in 4.1.4.1.1 or 4.1.4.1.2.

49. MS Rules / Regulations 2.3 (1-3) – Vented or non-vented type circulating room heaters may be installed in stationary mobile homes for use with LP-Gas as follows:

1. The appliance must be listed for use with \_\_\_\_\_ by the American Gas Association or other nationally recognized

\_\_\_\_\_.

2. The appliance must be installed in accordance with NFPA 54 provisions for

\_\_\_\_\_.

3. A clay back heater cannot be used; however, a heater with a

\_\_\_\_\_ cabinet may be used.





## L.C. Gas Division

# C.E.T.P. Online Training New Account Information Sheet

Date:

Name:

Company and Branch Location:

Job Role:

LC Gas License Number:

LC Gas Inspector:

Branch Manager Name:

Point of Contact Email:

1. Only a Driver or Installer will need a LC Gas License Number prior to an account being created and approved. CSR's are exempt from having a specific LC Gas License number.
2. All Coursework (Training Modules) will be assigned depending on the Job Role of the User. Course work (Training Modules) can be located under the tab called "My Courses" located at the bottom left side of the PERC Dashboard.
3. Users will have to allow each slide of training to "Time Out" before going to next slide, If a user fast forwards through the training the PERC program **WILL NOT ALLOW YOU TO TAKE THE TEST**, and the user will have to restart the entire module of training.
4. Once an account is created all login information will be sent to the point of contact's e-mail.

If you experience any Technical Issue's or need additional assistance please contact:

Hcb]UHUi a at [Hcb\]UHUi a @mid.ms.gov](mailto:Hcb]UHUi a @mid.ms.gov) or by phone 601-359-1064.

**READ THE FOLLOWING  
IT IS THE LAW UNDER WHICH YOU OPERATE**

**Any person who shall fill any container or system unless the installation, alteration, extension, connection, and repairs are done by a qualified installer or without a current 120-day approval tag or State Inspector approval can be fined a maximum of \$5,000.**

**Is it fully understood that your LP-Gas certificate can be revoked for any of the following reasons?**

**Drunkenness, carelessness, filling illegal systems, filling condemned tanks, filling illegal cylinders from trucks, etc.**

**ALSO**

**All installations of LP Gas piping, appliances, tanks, etc. must be reported to the L. C. Gas Division within 15 days.**

**This certificate is valid only while cardholder is employed by company named on card and only while performing work for said company. Termination of employment from this company automatically cancels this certificate. Certificate may be transferred to another company licensed to operate in the State of Mississippi, provided request is made by qualified company.**

**APPLICANT MUST HAVE VALID COMMERCIAL DRIVER LICENSE WITH APPROPRIATE ENDORSEMENT. A COPY OF CDL MUST BE ATTACHED.**

**I HAVE READ AND I UNDERSTAND THE ABOVE STATEMENT**

**APPLICANT'S SIGNATURE \_\_\_\_\_**

## BASIC SKILLS TRAINING RECORD

\_\_\_\_\_ Gas Salesman

\_\_\_\_\_ Service Technician

Start Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_

Company/Branch: \_\_\_\_\_

Trainer/Manager: \_\_\_\_\_ LC License Number: \_\_\_\_\_

Trainee: \_\_\_\_\_

Trainer's Initials	Trainee's Initials	PHYSICAL PROPERTIES OF PROPANE
		Boiling point of propane
		Temperature/Pressure relationship of propane
		Maximum permitted liquid volume of a container
		Expansion ratio of propane liquid to vapor
		Specific gravity of propane liquid and vapor
		TANK & REGULATOR INSTALLATION
		Tank located at least <u>10 feet</u> away from important building or source of ignition
		Data Plate is readable and temporary tag installed
		Tank was located on some type of masonry foundation
		Metallic piping or tubing has dielectric fitting installed properly
		If tubing is used, it is properly encased where it enters and exits the ground
		Point of regulator discharge vented at least at least <u>5 feet</u> from any source of ignition, openings into direct-vent appliances, or mechanical ventilation air intake
		Point of regulator discharge vented at least at least <u>3 feet</u> from any lower building opening
		The second stage regulator securely supported to protect from physical damage
		A shut-off valve installed properly
		SITE INSPECTION
		Tank inspection, blocks, service line, data plate, regulator
		Proper distancing of tank and regulators from source of ignition
		Inspected all valves on tank
		How to read gauges and understanding the 80% full capacity
		Understanding of how and when to "Red Tag" a system
		Protection, placement and painting tanks
		Leak Check and company policy
		Pressure Check and company policy
		Cathodic protection and inspection test for existing systems

		Purging containers
		Proper appliance, ball valves, and venting/ventilation
		Sediment Traps
		Lighting of appliances
		Requalification of DOT cylinders
		Importance of keeping bystanders away during fill operation
		“No Smoking” distance requirements
		Filling a propane container
		Safety Precautions
		<b>GENERATOR INSTALLATION</b>
		There is adequate room around the generator for service access
		The space open will provide adequate and unobstructed airflow
		Generator is located on stable solid pad
		There is an approved flex line connected to generator per manufacturer specs/requirement
		The generator is on high grounds where water levels will not rise and endanger it. This unit should not operate in, or be subject to, standing water
		Clearance from end and front of generator must be <u>3 feet</u> . This includes shrubs, bushes, and trees
		Clearance from back of the generator must be a minimum of <u>18 inches</u>
		Clearance at the top should be a minimum of <u>five feet</u> from any structure, overhang, or projections from wall
		Do not install unit under wooden decks or structures unless there is <u>at least 5 feet</u> of clearance above the generator
		Install unit where service will not be affected or obstructed, including concealed, underground, or covered services such as electrical, fuel, phone, air conditioning, or irrigation
		Where strong winds prevailing winds blow from one direction, face generator air inlet opening to the prevailing winds
		No operable windows, door, or openings in the wall permitted <u>within five feet</u> of any point of the generator
		<b>TANK PLACEMENT AND CONTAINERS</b>
		Distance requirements
		Protection of installed containers
		Purging
		Required stickers/placards
		Installation
		Know how and when to place cathodic protection and testing

		<b>REGULATORS</b>
		Function, inspection, distance requirements, protection
		Performance and know when to replace
		<b>PIPING</b>
		Materials
		Inspection
		Installing
		Protection
		Pressure testing
		Shutoff valves
		Sediment traps
		Purging
		Special requirements for use of "CSST"
		<b>APPLIANCES</b>
		Central conversion
		Heaters: size selection, location, installation, repair/cleaning
		Stoves: conversions and adjustments
		Water Heaters: installation and venting
		<b>PLACING SYSTEM INTO OPERATION</b>
		Inspection
		Ignition of system
		Venting/ventilation
		Operation
		<b>REQUIREMENTS OF THE LC GAS STATE INSPECTORS</b>
		Installation Reports and proper way to fill them out
		Role of the state inspector

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**Note: Place "N/A" if the skill is not required.**

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**By initialing each item, the trainer verifies that he/she has either demonstrated or explained each procedure and the trainee acknowledges that he/she understands the procedures listed above.**

**Comments:**

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**Trainer/Manager Signature**

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**Date**

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**Trainee Signature**

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**Date**

## Information for service work needed to complete Installation report

Jane Doe

11111 Road xxx (use an address in your area to complete form)

Jackson MS

**This is a customer your company piped and installed tank a year earlier.**

- Customer would like a 500-gallon tank installed (customer has a 120 gallon tank now)
- Customer said there is two regulators now (1 red one on tank and a brown one at the house)
- Yard line was done with ½ inch Poly pipe
- House was piped with ¾ inch CSST
- Tie generator into system
- Customer has a room heater, stove, water heater, dryer, and one outlet capped.

# MISSISSIPPI LIQUEFIED COMPRESSED GAS DIVISION

Report of Installation, replacement, and/or repair of liquefied compressed gas system, containers, equipment or appliances.

**This installation report must be completed and e-mailed to the L.C. Gas Division within 15 days after installation, replacement or repair has been done.**

Please use this space to give directions to premises either by sketch or brief statement or both.

EMAIL TO: L.C. Gas Division: [legas@mid.ms.gov](mailto:legas@mid.ms.gov)

PHONE: L.C. Gas Division Office: (601) 359-1064

Toll Free: 1-800-595-6504

Items denoted by an \* are required

\*INSPECTOR: \_\_\_\_\_ \*COUNTY: \_\_\_\_\_

CUSTOMER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

(City)

Date of Completion: \_\_\_\_\_ New Installation Existing Installation Replace Tank Only

Installer's name: \_\_\_\_\_ Installer's No.: \_\_\_\_\_ Temporary Approval Tag: \_\_\_\_\_

Domestic Manufactured Home Commercial Rental Tank Other: \_\_\_\_\_

Work Performed: \_\_\_\_\_

TANK INFORMATION		REGULATOR INFORMATION		SERVICE LINE INFORMATION	
Tank Mfg.:	Size:	Two Stage Combined (piggy back)		Type pipe:	
Serial No.:				Pipe Size:	
Distance from important building:		Pressure/leak test:	Yes	No	Length:
Name Of Tank Owner/Dealer:			Have You Notified the Owner/Dealer of the work performed: ___ Yes ___ No		
Depth:					

No. of outlets Installed today:	Total # of outlets:	#of outlets capped:	<u>Appliances in Building:</u> room heaters: _____ range: _____ clothes dryer: _____ unit heaters: _____ water heater: _____ fire logs: _____ duct furnace: _____ other: _____

Is a manual shut-off valve installed 6 ft. upstream of appliance: Yes No Type vent material: \_\_\_\_\_

Was CSST Used: Yes No

CSST Bonded: Yes No

CSST Installed By: \_\_\_\_\_ Date: \_\_\_\_\_

No distributor of L.C. Gas or other person shall fill, cause to be filled or permit to be filled any L.C. Gas container unless the installation first has been inspected and approved by a L.C. Gas Inspector or installed by a person holding a valid installer's certificate issued by the L.C. Gas Division. Any person, firm or corporation who shall violate the provisions of the paragraph may be punished by a fine of not less than one thousand dollars (1,000.00) nor more than five thousand (5,000.00). It is requested by the undersigned that the L.C. Gas Division send an inspector to further inspect the installation.

\*COMPANY NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

FORM COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**SECTION BELOW FOR L.C. GAS INSPECTOR'S USE**

I have inspected the above installation, it is: Approved Disapproved Condemned

REMARKS: \_\_\_\_\_

\_\_\_\_\_  
L.C. Gas Inspector

\_\_\_\_\_  
Date



No. 445948

MISSISSIPPI

INSURANCE DEPARTMENT  
LIQUEFIED COMPRESSED GAS DIVISION  
**TEMPORARY PERMIT**

This system is approved for use for 120 days from date.

Customer: \_\_\_\_\_

By: \_\_\_\_\_ Qualified Installer

Installer's Certificate Number \_\_\_\_\_

No. Outlets \_\_\_\_\_ Appliances Connected \_\_\_\_\_

Date: \_\_\_\_\_ 20 \_\_\_\_\_



LCG 11-025