

# NORTHEAST GAS ASSOCIATION OPERATOR QUALIFICATION AND TRAINING PROGRAM

**Background:** The Department of Transportation's Operator Qualifications (OQ) regulation 49 CFR 192 subpart N, requires operators to develop and maintain a qualification program for individuals performing covered tasks. The intent of the OQ rule is to minimize human error by establishing a verifiable and qualified workforce.

**Covered Task:** Northeast Gas Association's (NGA) OQ Written Plan includes 85 cover tasks. Each covered task requires a knowledge and/or skill evaluation. For a complete list of tasks and an evaluation method visit NGA's website ([www.northeastgas.org](http://www.northeastgas.org)).

## Classroom and Field Training

NGA conducts classroom and hands-on training sessions using GTI's Natural Gas Field Skills Training Program curriculum.

## Instructor-led Training Cost

NGA Members:

- Day 1 \$325 Per Person
- Day 2+ \$145 Per Person

Non-members:

- Day 1 \$595 Per Person
- Day 2+ \$250 Per Person

## Class Size and Duration

Minimum class size is 10 students per day with a maximum of 15. Eight hours per day maximum.

## Location

Conducted at a utility, contractor or other designated facility.

## Online Training Courses

NGA offers online covered task training modules. The modules were developed to supplement the classroom and field training courses.

## GTI Field Skills Training Program

All NGA OQ participants are included in a NGA license for the GTI Field Skills Training Program. This instructor-led training program covers the fundamental knowledge and core skills for all distribution tasks. OQ participants are accessed an annual license fee:

- \$15 Per Person (< 500 people)
- \$12.50 PP (> 500 people)
- Company cap \$12,500/year

## Operator Qualification Knowledge and Skill Evaluations

NGA is transitioning to Prometric for administration of online testing in 2018. Pricing and logistics for testing via Prometric is detailed under separate cover.

## Proctors and Evaluators

Two proctors are required for all NGA administered online tests. At least one proctor must be a NGA proctor. The utility may supply the second proctor. A NGA evaluator is required to evaluate contractors for all skill evaluations.

## Class Size

- Knowledge Evaluations: 15 people per 2 proctors at any one time.
- Skill Evaluations: Performed 1 on 1 with no class limit.

## Location

Conducted at a utility, contractor or other designated facility.

- Please contact your evaluator for any special requirements.

## Class Hours

Classes are 8 hours per day which includes all paperwork and data entry.

## Cancellations

Cancellations made within 3 business days of the scheduled session will be charged the minimum class fee.

## Scheduling

Contact NGA at:

[oq@northeastgas.org](mailto:oq@northeastgas.org)

## Operator Qualification Knowledge and Skill Evaluation Cost

### Skill Evaluations

- Members: \$950 per class.
- Non-member: \$1,500 per class.

### Online Evaluations

- Member: \$450 per proctor.
- Non-member: \$650 per proctor.

### Weekend Evaluations

- Additional \$125 per class.

### Annual Database Fee

Database fee includes unlimited online training courses and access to proctored evaluations.

- LDC:

- \* \$32 per person/year with greater than 1,000 OQ qualified employees.
- \* \$37 per person/year with 500 to 1,000 OQ qualified employees.
- \* \$43 per person/year with less than 500 OQ qualified employees.
- Contractor: \$50 per person/year
- Non-member: \$125 per person/year.

### Which Covered Tasks Do I Need?

NGA's utility members have identified the minimum covered tasks needed by job type. The required covered tasks are determined by your utility company.

### Questions?

Email your questions to:  
[oq@northeastgas.org](mailto:oq@northeastgas.org)