

## **5 Steps to Obtaining Your Maine Propane and Natural Gas Technician License**

### **Step 1. Sign up for the exam.**

The Propane and Natural Gas Board issues one Propane and Natural Gas Technician license with endorsements as follows:

Delivery Technician  
Plant Operator  
Tank Setter and Outside Piping Technician  
Appliance Connection and Service Technician  
Large Equipment Connection and Service Technician\*

The first step in the licensing process is to pass the exams. In order to qualify to take this exam, applicants must meet the following requirements:

- Any person working as a technician in the propane or natural gas industry before January 1, 1996 is deemed qualified to sit for the examination; or
- Persons entering the propane and natural gas industry after January 1, 1996 must complete a Board approved training program.
- \*In order to qualify for the Large Equipment Connection and Service Technician endorsement, an applicant must either hold a license as a technician with the Appliance Connection and Service Technician endorsement, or present proof to the Board of passage of the Basics and Appliances Connection and Service Technician Examination.

For applications and detailed information about eligibility requirements, contact:

Propane and Natural Gas Board  
Office of Licensing and Registration  
35 State House Station  
Augusta, Maine 04333  
Tel: 203-624-8606  
<http://www.maineprofessionalreg.org>

Once you have been approved by the Board to sit for an examination, you will be notified in writing of the procedure to schedule your examination appointment.

The Department of Professional and Financial Regulation has contracted with Thomson Prometric (formerly Experior Assessments) to proctor its examination program. Thomson Prometric provides computerized examinations through the multistate Prometric Testing Network of testing centers. You may test at any Prometric testing center across the United States. All requests for information about examinations should be directed to:

Thomson Prometric  
1260 Energy Lane  
St. Paul, MN 55108  
Tel: 800-343-6001  
Fax: 800-347-9242  
<http://experioronline.com/meconstruction.htm>

**Exam and License fees:** There is a license fee of \$100.00 for Propane and Natural Gas Technician. The application fee is \$20.00, and there is an additional \$15 fee for a criminal background check. A license is valid for a two-year term based on first licensure date.

**Reciprocity:** The Electricians' Examining Board shall issue a license to any person who files a sworn application, is licensed by another state or territory of the United States that has a reciprocity agreement with the State of Maine, and who has been licensed and actively engaged in work as an electrician for a minimum of six years. The State of Maine presently has reciprocity agreements with New Hampshire, Massachusetts and Vermont.

## **Step 2. Purchase the required books for your exam.**

To find out what documents and books the State of Maine requires for this exam, follow this link to the list of documents and books on your state's exam page of our website: <http://www.constructionbook.com/contractor-license/maine/index.asp>. You must purchase these documents and books in preparation for the exam and bring them with you on testing day for the open book portions of the exam.

## **Step 3. Start studying!**

To fully prepare for your exam it is best to thoroughly study the required documents and books, as well as any recommended studying materials. The amount of preparation time needed will be different for each individual. Be sure to allow yourself enough time to fully prepare for the exam.

## **Step 4. Follow the rules.**

You MUST bring the following to the test center:

- *NFPA 54 and NFPA 58*, current edition. (No loose or attached notes are allowed in your Code books.)
- Current driver's license, passport, military or state-issued identification card (Government or State-issued identification only). You will not be permitted to test without proper identification.

The following regulations and procedures will apply during the exam:

- Cell phones, cameras, tape recorders, pagers, and guests are not allowed in the examination site. This policy is strictly enforced.
- Non-programmable, non-printing, silent, battery-operated, non-alphabet key calculators will be permitted. Calculators will be available at the test center.
- Candidates who engage in any kind of misconduct or disruptive or offensive behavior, such as giving or receiving help, taking part in an act of impersonation, removing test materials or notes from the testing room, rude or offensive language, or behavior that delays or interrupts testing, may be dismissed from the examination.

## **Step 5. Good luck on the exam!**

It is best that you arrive at the examination site at least 15 minutes prior to your scheduled exam time on the day of testing.

Examinations are open-book, multiple-choice format. A score of at least 70% is required to pass the exam. The examination categories are:

<b><u>Category</u></b>	<b><u>No. of Questions</u></b>	<b><u>Time allowed</u></b>
Basic	125	2 hours
Delivery Technician	125	3 hours
Plant Operator	125	3 hours
Appliance Connection & Service Technician	125	3 hours
Tank Setter & Outside Piping Technician	125	3 hours
Large Equipment Connection & Service Tech	100	3 hours

The examinations are based on the following content areas:

- CETP National Propane Gas Association's Certified Employee Training Program
  - o Basic Manual
  - o Propane Deliver
  - o Plant Operations
  - o Appliance Service
  - o Appliance Installation
  - o Distribution Systems
- Honeywell Flame Safeguard Controls
- NFPA 54
- NFPA 58