

# Petroleum Mechanic Training Program

## Trade Experience Logbook







# CANADIAN PETROLEUM CONTRACTORS ASSOCIATION

## Petroleum Mechanic Training & Certification

### TRADE EXPERIENCE LOG BOOK

#### TRAINEE INFORMATION

CPCA ID # \_\_\_\_\_

FIRST NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_

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

CITY: \_\_\_\_\_ PROVINCE: \_\_\_\_\_ PC: \_\_\_\_\_

TELEPHONE: (\_\_\_\_\_) \_\_\_\_\_ EMAIL: \_\_\_\_\_

# Table of Contents

Trainee Information .....	i
Introduction.....	1
Note to Supervisor and Employers .....	1
Note to Trainee.....	1
Requirements Table .....	2
Trade Experience Requirement.....	3
Forms .....	3
How to complete log book / Sample .....	4
Training Module Logs .....	5
Training Module Summary Pages .....	22
Notes .....	25

# Introduction

This booklet was developed by the Canadian Petroleum Contractors Association. It is intended to be used by the trainee as a permanent record of their practical experience as they gain the necessary skills in accordance with the CPCA "Policies and Procedures for Petroleum Mechanics". The log book assists the trainee in keeping a detailed record of their practical experience.

## Note to Supervisors and Employers

The requirements table contained in this booklet outlines the skills covered in the scope of each CPCA Petroleum Mechanic license category and in accordance with CPCA Policies and Procedures.

Supervisors and Employers are required to sign off and date the skills following each successful achievement attesting that the trainee/employee has properly demonstrated the required skills as well as attesting the trainee/employee has obtained the required number of hours required to obtain certification (see Trade Experience Requirement).

The supervisor shall be a licensed petroleum mechanic. The trainee shall work under the direct supervision of the supervisor. It is the responsibility of the supervisor to ensure the trainee has properly demonstrated the required skills to them.

## Note to Trainee

The trainee is responsible for recording all hours spent on the required skills under the direct supervision of a licensed petroleum mechanic.

It is the responsibility of the trainee with regard to the care and maintenance of this booklet.

This booklet shall become the sole record of the trainee's practical experience.

Once you have fulfilled the required hours for certification for a specific license category, you can transfer the hours to a summary page located at the back of the booklet.

When applying for certification, you are required to submit CPCA Form #3 Verification of Trade Experience and a copy of the summary page. You are not required to submit the entire booklet.

Please submit all required documentation to the CPCA. For more information visit our website at [www.cpcasonline.com](http://www.cpcasonline.com)

# Requirements Table

The purpose of the requirements table is to outline the required activities that are to be performed in order to receive certification.

All work performed by an individual in training must be supervised by a license holder corresponding with the work being performed.

Please note: Modules M0 - M6 are not included in the record portion of this booklet as these modules are covered in the PMH - Petroleum Mechanic Helper License and therefore no hours are required for these modules.

TRAINING MODULE/UNIT	PM1	PM2	PM3	PMH	SO
M0: Standards and Regulations	YES	YES	YES	YES	YES
M1: Fuel Pump or Dispenser Minor Maintenance and Repair	YES	YES	YES	YES	YES
M2: Protect Self and Others	YES	YES	YES	YES	YES
M3: Work In & Maintain a Safe Environment	YES	YES	YES	YES	YES
M4: Use Hand & Power Tools	YES	YES	YES	YES	YES
M5: Work on Ladders & Scaffolds	YES	YES	YES	YES	YES
M6: Clean Up Spills & Leaks	YES	YES	YES	YES	YES
M7: Planning Jobs	YES	YES	YES	N/A	N/A
M8: Installation – Underground Tanks	N/A	YES	N/A	N/A	N/A
M9: Removal – Underground Tanks	N/A	YES	N/A	N/A	N/A
M10: Installation – Petroleum Transfer Systems	N/A	YES	N/A	N/A	N/A
M11: Installation – Aboveground Tanks	N/A	N/A	YES	N/A	N/A
M12: Removal – Aboveground Tanks	N/A	N/A	YES	N/A	N/A
M13: Installation & Removal – Suction Pumps & Systems	YES	YES	YES	N/A	N/A
M14: Repair & Maintenance – Suction Pumps & Systems	YES	YES	YES	N/A	N/A
M15: Installation & Removal – Submersible Pumps, Dispensers & Related Systems	YES	YES	YES	N/A	N/A
M16: Repair & Maintenance – Submersible Pumps, Dispensers & Related Systems	YES	YES	N/A	N/A	N/A
M17: Repair & Maintenance – Leak Detection & Tank Monitoring Systems	YES	YES	YES	N/A	N/A
M18: Installation & Removal – Bulk Handling Equipment	YES	N/A	YES	N/A	N/A
M19: Repair & Maintenance – Bulk Handling Equipment	YES	N/A	YES	N/A	N/A

# Trade Experience Requirement

The table below illustrates the required hours needed in order to receive certification.

TRADE	EXPERIENCE
PM1—SERVICE AND MAINTENANCE	1000 HOURS
PM2—UNDERGROUND INSTALLATION	2000 HOURS
PM3—ABOVEGROUND INSTALLATION	500 HOURS

## Trade Experience Log Book for Petroleum Mechanics

Individuals are required to complete the log book as a permanent record of work performed under the direct supervision of a **licensed petroleum mechanic** pertaining to work being performed. Detailed information about the supervisor must also be supplied (employer, license number, contact information).

Example of module summary:

MODULE	SUPERVISOR NAME	DATE WORK PERFORMED	TOTAL NUMBER OF HOURS
M8: Installation—Underground Tanks			

## FORMS

The following forms are available from the CPCA and allow individuals to register for courses, apply for licenses, and outline their required experience. Incomplete forms will result in processing delays.

**Form 1—Petroleum Mechanic Training Program Registration Form**

**Form 2—Petroleum Mechanic License Application Form**

**Form 3—Verification of Trade Experience**

# How to complete the logbook

Below is a sample of how to record your hours for practical training you complete for the relevant module(s).

**Tip:** If skill/topic boxes are filled, copy/print additional module pages and add to booklet.

Skills/Topic Areas	Trainee	Supervisor	Date	Number of Hours
11.1 Secure area by barricading, erecting signs, clearing area of unauthorized personnel	John Smith	David Weston	Aug 18/08	1
	John Smith	David Weston	Sept 10/08	1
11.2 Prepare bed/slab/saddles for tank installation according to specs & to site conditions	John Smith	David Weston	Aug 18/08	4
	John Smith	David Weston	Sept 10/08	5
11.3 Build dyke, if applicable, utilizing materials, tools & equipment as per manufacturer spec. & applic. Code				
11.4 Place & secure tank on bed/slab/saddles as specified including appropriate rigging & directing lift operator	John Smith	Ken Rhodes	Sept 18/08	1
11.5 Assemble & install system components including spill containment systems as specified by manufacturer & code				
11.6 Ensure electrical hook-up is in compliance with all codes & regulations				
11.7 Attach applicable tags & labels to ensure correct tank capacities & identification				

SAMPLE ONLY



## MODULE M7: PLANNING JOBS

The trainee/candidate will be able to plan jobs in an effective manner to ensure optimum job efficiency and effectiveness.

Skills/Topic Areas	Trainee	Supervisor	Date(s)	Number of Hours
7.1 Ensure proper permits & drawings are at the work site, interpret basic site layout schematics, mechanical & electrical drawings, client's job specifications & manufacturer's specs to determine the scope of work & equipment & material required.				
7.2 Confirm locations of all services (water, natural gas, telephone, electrical, & sewer) affected by the specific work to be performed either by personal inspection after consulting a drawing or by retaining locator service, mark or tag as required				
7.3 Implement measures to control impact of weather or temperature that might affect the work, making sure that wind breaks, coverings, heating & ventilation are suited to each situation as prescribed				
7.4 Ensure availability of equipment, materials, supplies & personnel prior to & during the job				
7.5 Establish work sequence by following a critical path to ensure the efficient execution of the job				
7.6 Control work site (pedestrian & vehicular) to ensure safe job conditions				
7.7 Interpret & apply all applicable local, provincial & national regulations & codes				
7.8 Communicate orally &/or in writing with all appropriate personnel to ensure the efficient execution of the job				

## MODULE M8: INSTALLATION - UNDERGROUND TANKS

*Trainee/candidate will be able to install underground tanks and ensure that the installation conforms with manufacturer specifications and regulatory guidelines and codes.*

Skills/Topic Areas	Trainee	Supervisor	Date	Number of Hours
8.1 Confirm locations of services (water, natural gas, telephone, electrical, & sewer) affected specific work being performed, personal inspection after consulting a drawing, or by locator service, mark or tag accordingly.				
8.2 Identify soil type, site conditions & proceed according to spec.				
8.3 Secure area - barricading, erecting signs, clearing area of unauthorized personnel				
8.4 Ensure excavation conforms to spec by confirming excavation layout, directing equipment operator, ensuring work is done according to applicable legislation				
8.5 Control water to/from the excavation using pumps & dams according to applicable legislation				
8.6 Prepare bed/slab for tank installation according to spec & site conditions				
8.7 Pressure/vacuum test tank prior to installation as per manufacturer's specifications to confirm tank integrity				
8.8 Place & secure tank on bed/slab following manufacturer's instructions, incl. appropriate rigging & directing lift				

Skills/Topic Areas	Trainee	Supervisor	Date	Number of Hours
8.9 Install temporary vent & fill pipe according to manufacturer's instructions & applicable legislation				
8.10 Backfill & compact to top of tank & ballast area as per manufacturer's instructions as required				
8.11 Conduct final pressure test following manuf. instruction & applicable legislation ensuring tank integrity				
8.12 Complete required reports, incl. warranties, service reports, time sheets, readings, dips, & sign-off by authorized personnel				

## MODULE M9: REMOVAL - UNDERGROUND TANKS

*Trainee/candidate will be able to remove underground tanks by isolating and by removing and preparing tank(s) for transport in a safe and efficient manner and by ensuring compliance with all applicable regulations and codes.*

Skills/Topic Areas	Trainee	Supervisor	Date(s)	Number of Hours
9.1 Confirm locations of all services (water, natural gas, telephone, electrical, & sewer) affected by the specific work being performed, by personal inspection after consulting a drawing, or by locator service, mark or tag accordingly.				
9.2 Secure area by barricading, erecting signs & clearing area of unauthorized personnel				
9.3 Ensure all energy sources are disconnected, locked out, tagged				
9.4 Drain system, disconnect lines & contain product ensuring no spillage & compliance with applicable Codes				
9.5 Identify quantity & product - remove from tank by pumping to appropriate container ensuring no spillage & compliance with applicable Codes				
9.6 Purge tank utilizing appropriate techniques as per company procedures & applicable Codes				
9.7 Ensure tank removal after confirming vapours are removed by directing equipment operator as per company procedures.				
9.8 Prepare tank for transport by cleaning off excess dirt, securing & balancing float, attaching appropriate Placards as per applicable codes/regulations.				

Skills/Topic Areas	Trainee	Supervisor	Date	Number of Hours
9.9 Ensure inspection of soil by qualified personnel for possible contamination & complete required reports				
9.10 Backfill & compact soil to grade, providing that no site remediation is required, following company specs.				
9.11 Completion of required reports, including time sheets, dip records, obtaining authorized signatures				

# MODULE M10: INSTALLATION - PETROLEUM TRANSFER SYSTEMS

*Trainee/candidate will be able to install transfer systems following manufacturer instruction and by ensuring compliance with all applicable codes and regulations.*

Skills/Topic Areas	Trainee	Supervisor	Date(s)	Number of Hours
10.1 Read, interpret & apply all applicable sections of applicable Codes				
10.2 Prepare for joining of petroleum transfer lines by selecting tools & equipment for the various types of transfer systems as per job specs.				
10.3 Assemble all system components incl. spill containment & vapour recovery systems as per manufacturer's specs & codes				
10.4 Test system for leaks				
10.5 Ensure excavation is backfilled, compacted to grade as per manufacturer's specification & codes				
10.6 Attach applicable tags & labels to ensure correct tank identification & capacities				
10.7 Complete required reports, warranties, service reports, time sheets, readings, dips, authorizations				

## MODULE M11:      INSTALLATION OF ABOVEGROUND TANKS

*Trainee/candidate will be able to install above ground tanks following manufacturer specifications and applicable codes and regulations.*

Skills/Topic Areas	Trainee	Supervisor	Date	Number of Hours
11.1    Secure area by barricading, erecting signs, clearing area of unauthorized personnel				
11.2    Prepare bed/slab/saddles for tank installation according to specs & to site conditions				
11.3    Build dyke, if applicable, utilizing materials, tools & equipment as per manufacturer spec. & applicable codes				
11.4    Place & secure tank on bed/slab/ saddles as specified, including appropriate rigging & directing lift operator				
11.5    Assemble & install system components including spill containment systems as specified by manufacturer & code				
11.6    Ensure electrical hook-up is in compliance with all codes & regulations				
11.7    Attach applicable tags & labels to ensure correct tank capacities & identification				
11.8    Install traffic protection as per client specification & applicable Codes				
11.9    Conduct final pressure test following manufacturer instruction & applicable Codes & regulations				
11.10    Complete required reports, including warranties, service reports, time sheets, readings, dips, & authorizations				

## MODULE M12: REMOVAL OF ABOVEGROUND TANKS

*Trainee/candidate will be able to remove aboveground tanks by isolating tanks and having them removed, preparing tanks for transport.*

Skills/Topic Areas	Trainee	Supervisor	Date	Number of Hours
12.1 Secure area by barricading, erecting signs & clearing area of unauthorized personnel				
12.2 Ensure power sources disconnected, locked out & tagged				
12.3 Drain system, disconnect lines, contain product, ensure no spillage & in compliance with all regs/codes				
12.4 Identify product & quantity, remove from tank(s) by pumping to approp. container, ensuring no spillage & compliance with applicable codes				
12.5 Purge tank utilizing appropriate techniques as per company procedures & codes.				
12.6 Removal of tank after confirming vapours have been removed. Directing Lift Operator as per company procedures				
12.7 Prepare tank(s) for transport by securing & balancing on float, attaching appropriate placards in compliance with codes/regulations.				
12.8 Ensure the inspection of soil for contamination is to be conducted by qualified personnel & that correct reports have been completed				
12.9 Removal of barricades & signage				
12.10 Complete required reports, incl. time sheets, dip records, authorizations				



# MODULE M13: INSTALLATION & REMOVAL - SUCTION PUMPS & SYSTEMS

*Trainee/candidate will be able to install and remove suction pumps and related systems following manufacturer instructions and ensuring compliance with all applicable codes and regulations.*

Skills/Topic Areas	Trainee	Supervisor	Date	Number of Hours
13.1 Install suction pumps & related systems as per manufacturer & client specifications & applicable Codes				
13.2 Test equipment operation by checking operating pressures/ vacuum, visually inspecting for leaks, purging air from system & completing integrity checks on system to ensure correct system operation				
13.3 Remove suction pumps & related systems by locking out power, removing pumps, draining & containing, capping lines & equipment, securing pump wiring, marking wiring & product lines & purging lines when necessary according to company procedures.				
13.4 Complete required reports, including warranties, time sheets, readings & dips, authorizations				

## MODULE M14: REPAIR & MAINTENANCE - SUCTION PUMPS & SYSTEMS

*Trainee/candidate will be able to repair and maintain suction pumps and related systems following manufacturer instructions and ensuring compliance with all applicable regulations. Troubleshooting requires conducting visual checks, listening for unusual noises, sensing excessive vibration and/or heat, observing unusual smells, conducting integrity checks and/or consulting the manufacturer's manual to determine most probable cause.*

Skills/Topic Areas	Trainee	Supervisor	Date(s)	Number of Hours
14.1 Identification of problem(s), i.e. mechanical, electrical, hydraulic or electronic				
14.2 Troubleshoot mechanical problems				
14.3 Troubleshoot electrical problems, checking all power sources				
14.4 Troubleshoot hydraulic problems, checking vacuum, operating pressure & fluid levels				
14.5 Troubleshoot electronic problems, checking all power sources & voltage, running diagnostics routines				
14.6 Repair/replace defective mechanical &/or hydraulic components, following manufacturer's procedures, including relieving pressure, draining lines & containing product, as appropriate, while observing all safety measures & using appropriate tools & equipment				
14.7 Repair/replace defective electrical &/or electronic components following manufacturer's procedures including isolating, locking out & tagging energy source(s), using appropriate static grounding devices & de-energizing capacitors while observing all safety measures & using appropriate tools & equipment				

Skills/Topic Areas	Trainee	Supervisor	Date	Number of Hours
14.8 Perform scheduled maintenance on suction pumps & related systems including mechanical, electrical, hydraulic & electronic systems as per client &/or manufacturer's specs. to ensure efficient equipment operation				
14.9 Test equipment operation after repair by checking vacuum, operating pressures, visually inspecting for leaks, purging air from system & completing integrity checks on system to ensure normal operation				
14.10 Complete required reports, warranties, service reports, time sheets, readings, dip records, authorizations				

# MODULE M15: INSTALLATION & REMOVAL - SUBMERSIBLE PUMPS, DISPENSERS & RELATED SYSTEMS

*Trainee/candidate will be able to install and remove submersible pumps, dispensers and related systems following manufacturer instructions and adhering to company standards and by ensuring compliance with applicable regulations.*

Skills/Topic Areas	Trainee	Supervisor	Date(s)	Number of Hours
15.1 Install submersible pumps, dispensers & related systems as per manufacturer's & client specifications & applicable codes				
15.2 Test equipment operation by checking operating pressures, visually inspecting for leaks, purging air from system & completing integrity checks on the system to ensure proper system operation				
15.3 Remove submersible pumps, dispensers & related systems by locking out power, removing dispensers, draining & capping lines & equipment, securing pump wiring, marking wiring & product lines, & purging lines when necessary according to company procedures				
15.4 Complete required reports, warranties, readings & dip records				

# MODULE M16: REPAIR & MAINTENANCE - SUBMERSIBLE PUMPS, DISPENSERS & RELATED SYSTEMS

*Trainee/candidate will be able to repair and maintain submersible pumps, dispensers and related systems following manufacturer's instructions and adhering to company standards and procedures. Troubleshooting requires conducting visual checks, listening for unusual noises, sensing excessive vibration and/or heat, observing unusual smells, conducting integrity checks and/or consulting the manufacturer's manual to determine most probable cause.*

Skills/Topic Areas	Trainee	Supervisor	Date(s)	Number of Hours
16.1 Identify the problem(s) as mechanical, electrical, hydraulic or electronic				
16.2 Troubleshoot mechanical problems				
16.3 Troubleshoot electrical problems				
16.4 Troubleshoot hydraulic problems				
16.5 Troubleshoot electronic problems				
16.6 Repair/replace defective mechanical &/or hydraulic components following manufacturer's procedures including relieving pressure, draining lines & containing product, as appropriate, observing all safety measures & using appropriate tools & equipment.				
16.7 Repair/replace defective electrical &/or electronic components by following manufacturer's procedures including isolating, locking out & tagging energy source(s), using approp. static grounding devices & de-energizing capacitors, while observing all safety measures & using appropriate tools & equipment				
16.8 Perform scheduled maintenance on submersible pumps, dispensers & related systems including mechanical, electrical, hydraulic & electronic systems according to client &/or manufacturer's specifications to ensure efficient equipment operation				
16.9 Test equipment operation after repair by checking vacuum, operating pressures, visually inspecting for leaks, purging air from system & completing integrity checks on system to ensure normal operation.				
16.10 Complete required reports, warranties, service reports, time sheets, readings, dip records, authorizations				

# MODULE M17: REPAIR & MAINTENANCE - LEAK DETECTION & TANK MONITORING SYSTEMS

*Trainee/candidate will be able to repair and maintain leak detection and tank monitoring systems by following manufacturer's instructions, adhering to company standards and by ensuring compliance with all applicable regulations. Troubleshooting requires conducting visual checks, listening for unusual noises, sensing excessive vibration and/or heat, observing unusual smells, conducting integrity checks and/or consulting the manufacturer's manual to determine most probable cause.*

Skills/Topic Areas	Trainee	Supervisor	Date(s)	Number of Hours
17.1 Identify the problem(s) in response to client request as mechanical, electrical, hydraulic, pneumatic or electronic				
17.2 Troubleshoot mechanical problems				
17.3 Troubleshoot electrical problems				
17.4 Troubleshoot hydraulic/pneumatic problems				
17.5 Troubleshoot electronic problems				
17.6 Repair/replace defective mechanical &/ or hydraulic/pneumatic components by following manufacturer's procedures including relieving pressure, draining lines & containing product, as appropriate, while observing all safety measures & using appropriate tools & equipment				
17.7 Repair/replace defective electrical &/or electronic components following manufacturer procedures including isolating, locking out & tagging energy source(s), using appropriate static grounding devices & de-energizing capacitors, while observing all safety measures & using appropriate tools & equipment				
17.8 Perform scheduled maintenance on leak detection, tank monitoring, & related systems including mechanical, electrical, hydraulic/pneumatic & electronic systems according to client &/or manufacturer's specifications to ensure efficient equipment operation				

Skills/Topic Areas	Trainee	Supervisor	Date	Number of Hours
17.9 Test equipment operation after repair by checking operating pressures, on-board diagnostics, visually inspecting for leaks, purging air from system & completing integrity checks on system to ensure normal operation				
17.10 Complete required reports, warranties, service reports, time sheets, readings, dip records, authorizations				

# MODULE M18: INSTALLATION & REMOVAL OF BULK HANDLING EQUIPMENT

*Trainee/candidate will be able to install and remove bulk handling equipment following manufacturer's instructions, adhering to company standards and procedures and by ensuring compliance with applicable regulations.*

Skills/Topic Areas	Trainee	Supervisor	Date	Number of Hours
18.1 Install bulk handling equipment & related systems using appropriate lifting & fastening devices according to client & manufacturer specifications				
18.2 Prepare & secure appropriate hydraulic &/or pneumatic lines using required tools & equipment				
18.3 Ensure electrical & electronic hook-up is in place & operational				
18.4 Test equipment operation after installation by checking operating pressures, visually inspecting for leaks, purging air from system & completing integrity checks on system to ensure efficient operation				
18.5 Disconnect all energy sources & relieve pressure in hydraulic &/or pneumatic systems prior to removal of bulk handling equipment				
18.6 Drain system & disconnect lines & dispose of waste in accordance with legislative requirements				
18.7 Remove equipment using appropriate lifting devices & equipment				
18.8 Complete required reports, warranties, service reports, time sheets, readings, dip records, authorizations				



# MODULE M19: REPAIRING & MAINTAINING BULK HANDLING EQUIPMENT

*Trainee/candidate will be able to repair and maintain bulk handling equipment following manufacturer's instructions, adhering to company standards and procedures and by ensuring compliance with applicable regulations. Troubleshooting requires conducting visual checks, listening for unusual noises, sensing excessive vibration and/or heat, observing unusual smells, conducting integrity checks and/or consulting the manufacturer's manual to determine most probable cause.*

Skills/Topic Areas	Trainee	Supervisor	Dated	Number of Hours
19.1 Identify the problem(s) in response to client request as mechanical, electrical, hydraulic or electronic				
19.2 Troubleshoot for mechanical problems				
19.3 Troubleshoot electrical problems				
19.4 Troubleshoot hydraulic problems				
19.5 Troubleshoot electronic problems				
19.6 Repair/replace defective mechanical &/or hydraulic components by following manufacturer's procedures including relieving pressure, draining lines & containing product, as appropriate, while observing all safety measures & using appropriate tools & equipment				
19.7 Repair/replace defective electrical &/or electronic components by following manufacturer's procedures including isolating, locking out & tagging energy source, using appropriate static grounding devices & de-energizing capacitors, while observing all safety measures & using appropriate tools & equipment				
19.8 Perform scheduled maintenance on bulk handling equipment & related systems including mechanical, electrical, hydraulic & electronic systems according to client &/or manufacturer's specifications to ensure efficient equipment operation				
19.9 Test equipment operation after repair by checking vacuum, operating pressures, visually inspecting for leaks, purging air from system & completing integrity checks on system to ensure normal operation				
19.10 Complete required reports, warranties, service reports, time sheets, readings, dip records, authorizations				

## TRAINING MODULE SUMMARY PAGE

The training module summary can be submitted to CPCA as proof of the trainees practical experience and forms part of **CPCA Form #3 Verification of Trade Experience**

TRAINING MODULE/UNIT	TOTAL NUMBER OF HOURS	SUPERVISOR SIGNATURE	EMPLOYER SIGNATURE
M7: Planning Jobs			
M8: Installation – Underground Tanks			
M9: Removal – Underground Tanks			
M10: Installation – Petroleum Transfer Systems			
M11: Installation – Aboveground Tanks			
M12: Removal – Aboveground Tanks			
M13: Installation & Removal – Suction Pumps & Systems			
M14: Repair & Maintenance – Suction Pumps & Systems			
M15: Installation & Removal – Submersible Pumps, Dispensers & Related Systems			
M16: Repair & Maintenance – Submersible Pumps, Dispensers & Related Systems			
M17: Repair & Maintenance – Leak Detection & Tank Monitoring Systems			
M18: Installation & Removal – Bulk Handling Equipment			
M19: Repair & Maintenance – Bulk Handling Equipment			

## TRAINING MODULE SUMMARY PAGE

The training module summary can be submitted to CPCA as proof of the trainees practical experience and forms part of **CPCA Form #3 Verification of Trade Experience**

TRAINING MODULE/UNIT	TOTAL NUMBER OF HOURS	SUPERVISOR SIGNATURE	EMPLOYER SIGNATURE
M7: Planning Jobs			
M8: Installation – Underground Tanks			
M9: Removal – Underground Tanks			
M10: Installation – Petroleum Transfer Systems			
M11: Installation – Aboveground Tanks			
M12: Removal – Aboveground Tanks			
M13: Installation & Removal – Suction Pumps & Systems			
M14: Repair & Maintenance – Suction Pumps & Systems			
M15: Installation & Removal – Submersible Pumps, Dispensers & Related Systems			
M16: Repair & Maintenance – Submersible Pumps, Dispensers & Related Systems			
M17: Repair & Maintenance – Leak Detection & Tank Monitoring Systems			
M18: Installation & Removal – Bulk Handling Equipment			
M19: Repair & Maintenance – Bulk Handling Equipment			

# TRAINING MODULE SUMMARY PAGE

The training module summary can be submitted to CPCA as proof of the trainees practical experience and forms part of **CPCA Form #3 Verification of Trade Experience**

TRAINING MODULE/UNIT	TOTAL NUMBER OF HOURS	SUPERVISOR SIGNATURE	EMPLOYER SIGNATURE
M7: Planning Jobs			
M8: Installation – Underground Tanks			
M9: Removal – Underground Tanks			
M10: Installation – Petroleum Transfer Systems			
M11: Installation – Aboveground Tanks			
M12: Removal – Aboveground Tanks			
M13: Installation & Removal – Suction Pumps & Systems			
M14: Repair & Maintenance – Suction Pumps & Systems			
M15: Installation & Removal – Submersible Pumps, Dispensers & Related Systems			
M16: Repair & Maintenance – Submersible Pumps, Dispensers & Related Systems			
M17: Repair & Maintenance – Leak Detection & Tank Monitoring Systems			
M18: Installation & Removal – Bulk Handling Equipment			
M19: Repair & Maintenance – Bulk Handling Equipment			

Notes:

