**Dispensing Propane Safely - Dispensing Station Equipment**

**OBJECTIVE:** The objective of OJT for this task is to (1) determine whether the student has the appropriate level of knowledge in performing this task and (2) to help the student reach a comfort level in performing this task so that they are confident when performing the task on their own.

**EQUIPMENT NECESSARY TO PERFORM THIS TASK:**  Working Dispensing Station

**TASK PERFORMED:** [ ]  Live in the Field [ ]  At Plant [ ]  By Simulation

**ADDITIONAL PROPS NECESSARY TO PERFORM THIS TASK BY SIMULATION:** Not Applicable; Assessment should be done at a live dispenser

**INSTRUCTOR GUIDANCE**: OJT assumes that the Dispensing Propane Safely program has been completed and knowledge test passing grade achieved. It is acceptable to coach and reinforce that knowledge in practical application to achieve the OJT Program objective.

Skill Verification:

[ ]  Student can identify by name each component of the dispensing station

 [ ]  Internal Valve [ ]  Flow Control Valves

 [ ]  Fill Hose [ ]  Pump

 [ ]  Break-away Device [ ]  Meter

 [ ]  Hose End Valve

[ ]  Student can articulate the appropriate PPE for use during dispensing propane

[ ]  Student demonstrates correct start-up procedure

 [ ]  Inspect piping and valves [ ]  Inspect hose and adapters

 [ ]  Inspect for leaks

[ ]  Student can articulate actions to take if dispenser equipment fails inspection

[ ]  Student secures the dispenser when not in use

Student Name: Date:

Instructor Name: Signature:

**Dispensing Propane Safely – Uncontrolled Release – Emergency Procedures**

**OBJECTIVE:** The objective of OJT for this task is to (1) determine whether the student has the appropriate level of knowledge in performing this task and (2) to help the student reach a comfort level in performing this task so that they are confident when performing the task on their own.

**EQUIPMENT NECESSARY TO PERFORM THIS TASK:**  Working Dispensing Station

**TASK PERFORMED:** [ ]  Live in the Field [ ]  At Plant [ ]  By Simulation

**ADDITIONAL PROPS NECESSARY TO PERFORM THIS TASK BY SIMULATION:** Not Applicable; Assessment should be done at a live dispenser

**INSTRUCTOR GUIDANCE**: OJT assumes that the Dispensing Propane Safely program has been completed and knowledge test passing grade achieved. It is acceptable to coach and reinforce that knowledge in practical application to achieve the OJT Program objective.

Skill Verification:

[ ]  Student can define an uncontrolled release

[ ]  Student can identify Emergency Shutdown Station and how to operate it

[ ]  Student can identify the fire extinguisher location

[ ]  Student can articulate what to do in an emergency

[ ]  Student demonstrated evacuation procedure

[ ]  Student articulated what the fire extinguisher is for

[ ]  Student knows the only way to put out a propane fire is to stop the source

Student Name: Date:

Instructor Name: Signature:

**Dispensing Propane Safely – Filling Motorhomes and ASME Mounted Tanks**

**OBJECTIVE:** The objective of OJT for this task is to (1) determine whether the student has the appropriate level of knowledge in performing this task and (2) to help the student reach a comfort level in performing this task so that they are confident when performing the task on their own.

**EQUIPMENT NECESSARY TO PERFORM THIS TASK:**  A motorhome and/or ASME Mounted Tank; 1 ¾” ACME Nozzle

**TASK PERFORMED:** [ ]  Live in the Field [ ]  At Plant [ ]  By Simulation

**ADDITIONAL PROPS NECESSARY TO PERFORM THIS TASK BY SIMULATION:** Not Applicable; Assessment should be done at a live dispenser

**INSTRUCTOR GUIDANCE**: OJT assumes that the Dispensing Propane Safely program has been completed and knowledge test passing grade achieved. It is acceptable to coach and reinforce that knowledge in practical application to achieve the OJT Program objective.

Skill Verification:

[ ]  Student can identify and ASME Tank:

 [ ]  Motorhome [ ]  Food Truck

[ ]  Student can identify valves on an ASME Tank

[ ]  Student demonstrated pre-fill inspection of ASME Tank

[ ]  Student can explain source of ignition distances

 [ ]  35 Feet [ ]  25 Feet [ ]  15 Feet

[ ]  Student ensured onboard pilot lights and electronic ignition turned off

[ ]  Student demonstrated steps for filling

[ ]  Student utilized appropriate PPE when filling

[ ]  Student tested for leaks when filling completed

[ ]  Equipment stored; dispenser secured

Student Name: Date:

Instructor Name: Signature: