

## DIRECTIVE

### GAS - SPECIAL PURPOSE CERTIFICATE OF QUALIFICATION

This directive is being issued by a provincial safety manager pursuant to section 30 of the *Safety Standards Act*.

**Date of Issue:** July 05, 2018

**Directive No:** D-GA-2018-01

#### General Details

This directive sets out the requirements for a Special Purpose Gas Certificate of Qualification in accordance with the Gas Safety Regulation.

#### Specific Details

Section 19 of the Gas Safety Regulation (GSR) allows an individual with specialized appliance or equipment training to apply for a Special Purpose Gas Certificate of Qualification (SPCQ). This certificate type, entitles the holder to perform only regulated work specified by the certificate and only under the conditions specifically endorsed on the certificate. An SPCQ certificate holder must be employed by a licensed gas contractor, can be a licensed gas contractor themselves or under the permission of an appropriate operating permit to perform regulated work. The SPCQ entitles the holder to perform a limited scope of regulated gas work, as an example: assembly or construction of specific appliances, or fuel dispensing (transfer of product from one container to another). A SPCQ is only available to individuals when there is no other means available for an individual to perform regulated work as required by section 4 of the GSR.

SPCQs are not intended to be permanent, renewable certificates. As such, issuance of SPCQs is limited to very specific circumstances for limited periods of time. Accordingly and pursuant to section 2.2 (2) of the Safety Standards General Regulation (SSGR), the SPCQ class of certificate of qualification will, where that certificate has been issued subsequent to the publication of this directive, not include terms and conditions for the renewal of the certificate and will, under SSGR 2.3 (1) (a), expire on the date specified on the SPCQ.

In order to be considered, an applicant for a SPCQ must provide the following documentation to Technical Safety BC:

1. A completed online form: [Gasfitter Certificate of Qualification Application for Examination Form](#). All applicable fields must be completed in order for the application to be reviewed.
2. A letter of employment from the applicant's current employer must be attached to the application.
3. A detailed explanation as to why the SPCQ is required and why other means of complying with GSR section 4 are not appropriate (e.g., why supervision by a Class A or B Gasfitter cannot be provided).
4. The proposed duration of the SPCQ (i.e. for how long the SPCQ will be required and why).

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Expiry Date - Section 2.3 (a) of the Safety Standards General Regulation indicates a certificate of qualification expires on the date, if any, specified on that certificate. The expiration date of Special Purpose Certifications will be based on the time proposed duration upon application, up to a maximum of 3 years.

### **Current SPCQ Holders for Activities other Than Gas Dispensing**

Technical Safety BC has issued SPCQs in the past that allowed for a three year renewal cycle. Pursuant to SSGR section 2.2, terms and conditions will apply for renewal of a SPCQ that was issued prior to the publication of this directive.

Effective: October 01, 2018, submissions for the renewal of SPCQs, must include the following documentation:

- I. A letter of employment from the applicant's current employer must be attached to the application.
- II. For SPCQ's associated with a requirement of an adopted code or standard (example: training plans are required to update personnel at intervals not exceeding two years) documentation must be provided demonstrating compliance and be valid for the renewal cycle.
- III. If changes take place to the facility or equipment that effects the original training on record, updated documentation is required detailing the applicable changes in conjunction with a newly issued training certificate.
- IV. Applicant must demonstrate that they have received acceptable training for the scope of regulated gas work previously identified. Training documentation shall include:
  - a. Training program provider;
  - b. Training program name;
  - c. Content included in the identified course or syllabus;
  - d. Training program duration in hours (theory and practical);
  - e. Testing and validation requirements;
  - f. Clearly defined scope of work;
  - g. Course completion date; and
  - h. Copy of course completion certificate(s)
- V. Applicant must demonstrate that they have completed SPCQ refresher or upgrade training prior to submitting the renewal application.

### **Current SPCQ Holders for Gas Dispensing**

Pursuant to SSGR section 2.2, the following terms and conditions are attached to SPCQs whose scope is restricted to the dispensing of gas. Application for SPCQ renewal must include the following documentation:

- I. A letter of employment from the applicant's current employer must be attached to the application.
- II. For SPCQ's associated with a requirement of an adopted code or standard (example: training plans are required to update personnel at intervals not exceeding two years) documentation must be provided demonstrating compliance and be valid for the renewal cycle.
- III. If changes take place to the facility or equipment that effects the original training on record, updated documentation is required detailing the applicable changes in conjunction with a newly issued training certificate.

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IV. Applicant must demonstrate that they have received acceptable training for the scope of regulated gas work previously identified. Training documentation shall include:

- i. Training program provider;
- j. Training program name;
- k. Content included in the identified course or syllabus;
- l. Training program duration in hours (theory and practical);
- m. Testing and validation requirements;
- n. Clearly defined scope of work;
- o. Course completion date; and
- p. Copy of course completion certificate(s)

V. Applicant must demonstrate that they have completed SPCQ refresher or upgrade training prior to submitting the renewal application.

Once an application for renewal has been received, it will be reviewed to determine if the continued issuance of the SPCQ is still required.

**Note** - Holders of SPCQs that provide for the dispensing of gas will no longer require renewal of their SPCQ if:

- compliance can be demonstrated to: [Directive D-GA-2018-02 Gas-Recognition of Training Programs Under Section 4 \(1\) \(c\) of the Gas Safety Regulation](#); and
- a specific training program has been recognized by a provincial safety manager under GSR section 4 (1) (c); and
- the holder has successfully completed that training; and
- the individual carries a Technical Safety BC - recognized wallet-sized card issued by the training provider at all times when performing regulated work as a means of demonstrating compliance with GSR s.28 (8)

If it is determined that a SPCQ is no longer required and that an applicant is allowed to work within the scope of a recognized training program, applicants will be notified and provided with further guidance.

A holder of a SPCQ with an associated expired or closed status must re-apply following the same process as a new (i.e., first time) applicant in order for a SPCQ to be issued.



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**References:**

Safety Standards Act  
Safety Standards General Regulation  
Gas Safety Regulation