

PPPL	Princeton Plasma Physics Laboratory	PROCEDURE	ENG-042 Rev 0 page 1 of 2
	Subject: Boiler Operator Qualification	Effective Date: March 20, 2009	Initiated by: Associate Laboratory Director, Engineering and Infrastructure
	Supersedes: NEW	Approved: Director	

Applicability

This procedure applies to the training and qualification of all PPPL boiler operators. Effective September 30, 2009, qualifications must be in place and documented per the requirements of this procedure.

Introduction

This procedure identifies the skills required to perform as a qualified boiler operator at PPPL. Meeting the requirements of this procedure identifies a boiler operator as having the “skills of the trade” and he/she is therefore authorized to perform work accordingly. Boiler operator apprentices must work under the direct field supervision of a qualified boiler operator.

References

Procedure TR-001, Laboratory Training Program
 Procedure TR-006, Establishing Qualification and Certification Requirements
 PPPL ESHD 5008
 Human Resources – Electric Power Operator (EPO) Training
 Human Resources – Confined Space Training

Definitions & Acronyms

Apprentice – Someone who is working under the direct field supervision of a qualified person
 LOTO – Lockout / Tagout
 Qualified Boiler Operator – Someone who has been qualified by this procedure

Procedure**Responsibility****Action**Boiler Operator
Candidate

1. Takes the training listed on the Boiler Operator Qualification Checklist (Attachment 1).

Supervisor of Boiler
Operator

2. Fills out a Boiler Operator Qualification Checklist for each person who is to be qualified as a boiler operator.
3. Attaches documentation showing that the individual has current training for each of the courses listed on the checklist.
4. Attaches documentation supporting the fact that the individual has obtained the required skills.
5. Attaches documentation that the individual has completed the required on-the-job training for the basic skills.
6. Perform a requalification every three (3) years consisting of a review of the individual's proficiency and knowledge with respect to the proper operations and safety requirements for this qualification. This requalification will be recorded on Attachment 1.

Training Specialist

7. Assembles the qualification file upon successful completion of the qualification requirements.
8. Reviews the package for compliance with this procedure and any applicable DOE Orders, and prepares the Statement of Qualification.
9. Signs the Statement of Qualification and forwards the package to the Head of the Facilities and Site Services Division when the package is complete.

Head of the Facilities
and Site Services
Division

10. Reviews the package and decides whether to convene a panel to interview the boiler operator candidate and his supervisor in order to verify that requirements have been adequately met.
11. Approves the package or notifies the boiler operator candidate and his supervisor of the areas which need further attention before the qualification can proceed.
12. Forwards it to the Associate Director for Engineering and Infrastructure when the package has been approved.

Associate Director,
Engineering and
Infrastructure

13. Reviews and approves the package.
14. Returns the completed, signed-off package to the Office of Certification and Training for filing.

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Laboratory**PROCEDURE**ENG-042 Rev 0
page 1 of 1**Boiler Operator Qualification Checklist****Attachment 1****Boiler Operator Qualification Checklist for:** _____**Minimum Education:**

- High School / Vocational School Diploma or G.E.D.

Training / Course Requirements:

- New Jersey Blue Seal Boiler Operator Certification date: _____
- New Jersey Blue Seal Refrigeration Certification date: _____
- Lockout / Tagout training date: _____
- Basic Electrical Safety training date: _____
- Confined Space training date: _____
- Electrical Power Operator training date: _____

Skill Requirements:

- Proper performance of boiler equipment operation
- Proper performance of refrigeration equipment operation
- Proper performance of Lockout/Tag Out (LOTO)
- Basic troubleshooting techniques
- Performing equipment preventative maintenance
- Every three (3) years perform a requalification to ensure that individual is current and perform with the proper operations/safety requirements of t his qualification

date: _____

Supervisor witness: _____

Reviewed:

Head, Facilities and Site Services Division_____
date

Approved:

Associate Director, Engineering and Infrastructure_____
date