



**FIRE MARSHAL**  
LC GAS DIVISION

P.O. Box 79  
Jackson, MS 39502-0079  
Phone: (601)359-1064  
Fax: (601)359-1076  
Email: [lcgas@mid.ms.gov](mailto:lcgas@mid.ms.gov)

The Mississippi State Fire Marshal's LC Gas Division, is pleased to offer CETP Training Courses for all Propane Companies in Mississippi. CETP Courses are funded by Perc Funds, which are contributions made by all propane marketers in the state. The courses are FREE, but pre-registration is required. **Ordering books and tests for courses is expensive. Therefore, please provide an accurate list of your employees that will be attending a course. Our office must be notified of any changes to your list prior to the REGISTRATION DEADLINE DATE!**

The course for 2018 is **Basic Principles**. The course will be 2 days and will begin at 9am and last until 4:30pm. Ms. Paula Laney of Oklahoma LP Gas Research, Marketing, and Safety Commission will instruct our Basic Principals classes. Lunch will be provided. Registration forms are included with the registration deadlines noted.

Each employee must take the **BASIC PRINCIPLES COURSE** before taking any of the other courses in order to obtain credit and be certified. If you enroll in another course prior to taking the **BASIC PRINCIPLES COURSE**, you will not receive a pass or fail grade until completing the **BASIC PRINCIPLES COURSE**.

Course overview:

- Introduction to Basic Principles and Practices of Propane.
- Propane Customer Applications and Customer Service.
- Sources and Physical Properties of Propane.
- Odorants and Service Interruptions.
- Complete and Incomplete Combustion Characteristics.
- Standards, Regulation, and Safety.
- Bulk Plants.
- DOT Cylinders, Propane Piping, and Residential Systems.

We are now offering a refresher course this year for anyone who has successfully passed the Basic Principals and needs to attend a refresher within the 3 years. This class will be taught by Mr. Chad Ackner with Dealers LP Equipment, a one day course starting at 9:00am to 3.30pm. Lunch will be provided. Registration forms are included with the registration deadline noted.

#### Course overview:

- Line Sizing (including brief generator discussion)
- Flow Testing and Leak Testing (include hands on) bring your testing kit.
- Cathodic Testing (including abbreviated presentation and hands on)

New this year we are offering a Customer Service Representative (CSR) course that is designed for anyone that spends more time answering those calls for propane, taking directions, answering customer's questions and getting messages to the right person. In your customers eyes this is the voice of your company. What you say, do, and document are important (sometime lifesaving) jobs in the propane industry. The CSR class will increase your propane knowledge, provide critical Safety information, and demonstrate tools you can use to assist your company, customers, and give you a chance to try some ideas in a relaxed learning environment. This course will be taught by Ms. Paula Laney of Oklahoma LP Gas Research, Marketing & Safety Commission. The course will start at 9:00am to 3:30pm with lunch provided. Registration forms are included with registration deadline noted.

#### Locations:

Hattiesburg, MS	10 Gateway Dr. Holiday Inn & Suites
Grenada, MS	1545 Jameson Dr. Hampton Inn & Suites
Jackson, MS	Bass Pro 100 Bass Pro Dr. Pearl, MS 39208
Tupelo MS	363 East Main Street Hilton Garden Inn

## BASIC PRINCIPLES – 2018 REGISTRATION FORM

*When registering there **MUST BE** one form per employee.*

**DEADLINE TO REGISTER IS: March 30, 2018.**

Registrant Name: \_\_\_\_\_ Driver/Installer number \_\_\_\_\_

Company: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Email (Contact's Email to send Confirmation): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Time: 9:00am- 4:30pm Both Days**

Mark Box for Location that Registrant(s) will be attending.

- ☐ Tuesday and Wednesday, September 18<sup>th</sup> and 19<sup>th</sup>

**Hattiesburg, MS**

**Holiday Inn & Suites**

**10 Gate Way Dr.**

- ☐ Tuesday and Wednesday, July 31<sup>st</sup> and August 1<sup>st</sup>

**Grenada, MS**

**Hampton Inn & Suites**

**1545 Jameson Dr.**

- ☐ Tuesday and Wednesday, August 21<sup>st</sup> and 22<sup>nd</sup>

**Jackson, MS**

**Bass Pro**

**100 Bass Pro Drive**

**Pearl, MS 39208**

- ☐ Wednesday and Thursday, July 18<sup>th</sup> and 19<sup>th</sup>

**Tupelo, MS**

**Hilton Garden Inn**

**363 E. Main Street**

**MAIL REGISTRATION FORM TO:**

**MISSISSIPPI INSURANCE DEPARTMENT**

**LC GAS DIVISION**

**P.O. Box 79**

**Jackson, MS 39205**

**OR**

**Phone: (601)359-1064**

**Fax: (601)359-1076**

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## CETP Refresher Course– 2018 REGISTRATION FORM

*When registering there **MUST BE** one form per employee.*

**DEADLINE TO REGISTER IS: March 30, 2018.**

Registrant Name: \_\_\_\_\_ Driver/Installer number \_\_\_\_\_

Company: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Email (Contact's Email to send Confirmation): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Time: 8:30am- 4:30pm One Day**

Mark Box for Location that Registrant(s) will be attending.

- ☐ Hattiesburg  
**September 11<sup>th</sup>, 2018**  
**Holiday Inn & Suites**  
**10 Gate Way Dr.**
- ☐ Grenada, MS  
**September 13<sup>th</sup>, 2018**  
**Hampton Inn & Suites**  
**1545 Jameson Dr.**
- ☐ Jackson, MS  
**September 12<sup>th</sup>, 2018**  
**Bass Pro Pearl**  
**100 Bass Pro Dr.**
- ☐ Tupelo, MS  
**September 14<sup>th</sup>, 2018**  
**Hilton Garden Inn**  
**363 E. Main St.**

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**LC GAS DIVISION**  
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**Email: [lcgas@mid.ms.gov](mailto:lcgas@mid.ms.gov)**

## Customer Service Training (CSR)– 2018 REGISTRATION FORM

*When registering there **MUST BE** one form per employee.*

**DEADLINE TO REGISTER IS: March 30, 2018.**

Registrant Name: \_\_\_\_\_ Installer/Driver number \_\_\_\_\_

Company: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Email (Contact's Email to send Confirmation): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Time: 9:00am- 3:30pm One Day**

Mark Box for Location that Registrant(s) will be attending.

- ☐ Thursday, September 20th  
**Hattiesburg, MS**  
**Holiday Inn & Suites**  
**10 Gateway Dr.**
- ☐ Thursday, August 2nd  
**Grenada, MS**  
**Hampton Inn & Suites**  
**1545 Jameson Dr.**
- ☐ Thursday, August 23rd  
**Jackson, MS**  
**Bass Pro**  
**100 Bass Pro Drive**  
**Pearl, MS 39208**

**MAIL REGISTRATION FORM TO:**

**MISSISSIPPI INSURANCE DEPARTMENT  
LC GAS DIVISION  
P.O. Box 79  
Jackson, MS 39205**

**OR**

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