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Manitoba
Inspection and Technical Services
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Phone: (204) 945-3373

Employee Verification of Experience

The Electricians' Licence Act
The Gas and Oil Burner Act
The Power Engineers Act

ITS CS Form - 08

I. Personal Information – to be completed by applicant – please print clearly

FIRST NAME	MIDDLE INITIAL	SURNAME
DATE OF BIRTH (YYYY/MM/DD)		
MAILING ADDRESS	CITY/TOWN/PROVINCE	POSTAL CODE
HOME ADDRESS (IF DIFFERENT FROM ABOVE)		
PRIMARY PHONE	SECONDARY PHONE	
E-MAIL ADDRESS		

II. Employer Verification – to be completed by an authorized employer – please print clearly

The applicant above has been employed at: _____ (company name), and has acquired _____ hours in work experience from _____ to _____ under the direct supervision of an appropriately valid licence holder or under the general supervision of a chief engineer.

Name of valid licence holder: _____ Licence No.: _____

Signature (valid licence holder): _____ Date: _____

NAME OF EMPLOYER	ADDRESS OF EMPLOYER
EMPLOYER CONTACT NUMBER & EMAIL ADDRESS	

Specific job duties and responsibilities related to licence/examination (if necessary, please attach a separate sheet).

For Power Engineers and Refrigeration Plant Operators Only

PLANT CLASSIFICATION	BOILER / REFRIGERATION PLANT CERTIFICATION NUMBER
BOILER / REFRIGERATION PLANT RATING (Kilowatt or Horsepower)	WORKING BOILER PRESSURE (PSI)

OFFICE USE ONLY

□ Approved □ Declined	Trades Examination Clerk Initials	Date (YYYY/MM/DD)

This information is collected under the authority of *The Electricians' Licence Act, The Gas and Oil Burner Act,* and *The Power Engineers Act* to be used for examination and licensing purposes. Information may be shared with Apprenticeship Manitoba. Personal information is protected by The Freedom of Information and Protection of Privacy Act. For more information, contact Inspection and Technical Services.

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All applications must be complete and accompanied by a $60 examination fee AND required documentation.

Examinations for licence are administered under the following Acts available at http://web2.gov.mb.ca/laws/index.php

- The Electricians' Licence Act E50
- The Gas and Oil Burner Act G30
- The Power Engineers Act P95

Exam Eligibility and Required Documentation						
Applications for examinations for licence	**Licence required**	**Required hours of work experience under the supervision of an individual who holds a valid licence**	**Are references from the employer(s) required?**	**Time between rewrites**	**Minimum grade**	**Appeal**
PE – 5th Class		Not required with examination application. Hours of experience should accompany application for licensing or can be submitted earlier if completed.	Yes, from chief engineer. If applicant is the chief engineer, then by plant owner or human resources. 5th class, refrigeration, and special boiler class require references from a license holder of that class or higher Steam traction engine class requires reference(s) from licence holder(s) of that class	90 days	65	NO
PE – 4th Class						NO
PE – 3rd Class	Valid Class 4					NO
PE – 2nd Class	Valid Class 3					YES
PE – 1st Class	Valid Class 2					YES
Refrigeration						NO
Special Boiler						NO
Steam Traction						NO
						NO
Electrical - Limited Specialized Trade		3600 hours of direct supervision at a 1:1 ratio under an appropriately valid licence holder	Yes	90 days	70	NO
Oil Fitter		3600 hours 3600 hrs of direct supervision at a 1:1 ratio **OR** 900 hours continued experience *AND* Apprenticeship	Yes	60 days	70	NO
Gas D ***no exam required if holding a Valid Gas A or Valid Gas B***		3600 hours *AND* approved Utilities Course	Yes	60 days	70	NO
Gas A	Valid B **OR** Valid Refrigeration **OR** Valid Plumbing **OR** Steam Fitter Certificate of Qualification	3600 hours of experience with direct supervision at a 1:1 ratio of all work done over 400 000 BTU **AND** Valid B **OR** Valid Refrigeration **OR** Valid Plumbing **OR** Valid Steam Fitter Certificate of Qualification	Yes	60 days	70	NO

1:1 ratio refers to the ratio of supervisor to trainee.

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