



Department-Approved Course Requirements:
16-Hour Limited Gas Work Qualification

REVISED 10/25

Course Required for:	Qualification Training
Purpose:	This course is a training requirement for an individual's qualification to perform limited gas work in New York City.
Duration:	16 Hours of instructional time, excluding breaks and meals A single session may not exceed 9 1/2 hours, including breaks and meals. If two or more sessions are delivered the same day to the same student roster, a break must be scheduled between the sessions.
Class Size:	1 – 40 Trainees
NYC Requirement:	Per §28-423.3 of the NYC Administrative Code: Applications for limited gas work qualification. The commissioner shall issue a limited gas work qualification to a person who submits a Certificate of Completion to the Licensing Unit establishing that such person: • Has at least six months of full-time experience performing plumbing work under the direct and continuing supervision of a licensed master plumber; and • Satisfies one or more of the following: ○ Such person has successfully completed a training program that (i) relates to gas work, (ii) is at least sixteen (16) hours, and (iii) is approved by the commissioner; ○ Such person is an apprentice in plumbing registered in an apprenticeship program approved by the New York State Department of Labor; or ○ Such person satisfies such other requirement for demonstrating competence with gas work as the commissioner may establish by rule. Per §28-423.4 of the NYC Administrative Code: Expiration. The limited gas work qualification shall expire five (5) years after issuance and may not be renewed or reissued.
Delivery Requirements:	This course contains: • Classroom Lecture/Discussion w A/V (Audio-Visual): oral presentation by an instructor to present information or teach students about a particular subject. The instruction may be delivered by a virtual live classroom; however, on-demand self-study modules are not permissible. • Handouts • In-class Written Assessment This course may be delivered: • In-Person: gathers participants in the same physical location at the same time. Provides face-to-face interaction with the opportunity for participants to share and discuss what they are learning. Allows Hands-On practical exercises. • Virtual Live: a shared online space where learners and trainers work together simultaneously. Usually, these interactions take place through a videoconferencing platform (ex. Zoom, Microsoft Teams). • Hybrid: a combination of In-Person and Virtual Live sessions. Although this course does not have a Hands-On component, the course provider may deliver the course as a combination of In-Person and Virtual Live sessions.

**Delivery Requirements:
(cont'd)**

This course may NOT be delivered:

- **On-Demand:** self-paced and can be taken anytime and anywhere from a device with internet access. No live instructor needed. On-Demand is only acceptable for courses that are for SST only.

Virtual Live training must comply with the following:

- The course must be approved by the Department.
- The provider must confirm the identification of the individual taking such training by adhering to the actively proctored online format requirements:
 - The provider must confirm the identification of the individual prior to providing secure access to the online training.
 - The individual must attest that they are the individual who received the online access and will complete the training without assistance. The online program must have secure access and monitor participation during the course of training to ensure that the individual receiving the training is present for the entirety of the training.
- The provider must ensure that participants have their web-cameras activated and are on-camera for the duration of class.

Facility Requirements:

Per 1 RCNY §105-03 (d) (4) Course Facilities:

The course facilities must:

- Have sufficient room to accommodate all expected attendees and the equipment needed to perform Hands-On exercises where required as part of the course.
- Make provisions for the presentation of training material in all media types (computer, projector, video/ DVD player, etc.) and
- Comply with all applicable laws, rules, and regulations relating to occupancy, zoning, egress, fire detection, fire suppression, light, ventilation, cleanliness, sanitary facilities, emergency notification, and evacuation procedures.

Training may be held at construction sites, provided the above requirements are met.

Instructor Requirements:

Per 1 RCNY §105-03 (e) Course Instructors:

Course providers must require that course instructor(s):

- Demonstrate that they are credentialed or trained in instructional methods and learning processes.
- Successfully demonstrate their ability to solve or resolve problems relating to the subject matter by possession of a recognized degree, certificate, licensure, or professional standing, or by extensive knowledge, training, and experience in the subject matter being taught.
- To the extent that the course instructor(s) holds, or has held, a trade license issued by the Department, it must be in good standing and not be surrendered to, suspended by, or revoked by the Department.
- Comply with all applicable Federal, State, and local laws, rules, and regulations.
- Be in compliance with the Department's Industry Code of Conduct.

Course Requirements:

Each section of the Course Content Requirements must be covered using its designated Instructional Delivery Method. The time dedicated to each outline topic should be appropriate for the course content and can vary depending on the trade or job performed by the licensee.

The Instructional Materials used in this course must contain all current applicable NYC Construction Code references, current rules, policies, and bulletins.

All statistics referenced should reflect the latest publicly available statistics. The selection of Case Studies should prioritize incidents in NYC since the prior renewal period and contain relevant and illustrative photos where available.

Refresher or Renewal Courses should focus on the updates since the prior renewal period.

Course Content Requirements	Instruction Delivery Method
1. Introduction to Gas Piping	Classroom Lecture/Discussion w A/V
2. OSHA 1926 Overview – Safety and Health Regulations for Construction	Classroom Lecture/Discussion w A/V
3. NYC Code Review – All applicable: • Codes • Rules • Related department policy statements • Regulatory notices • Bulletins and memos, including: ○ Construction Codes 2022 ▪ General Administrative Provisions 2022 ▪ Building Code 2022 ▪ Plumbing Code 2022 ▪ Fuel Gas Code 2022 ▪ Mechanical Code 2022 ○ NYC Fire Code 2022 ▪ Chapter 6 Building Services and Systems ▪ Chapter 33 Fire Safety during Construction, Alteration, and Demolition	Classroom Lecture/Discussion w A/V
4. NYC Department of Buildings – All applicable: • Administrative standard operating procedures • Policy and procedure notices • Permits • Department notifications • Plans	Classroom Lecture/Discussion w A/V
5. Gas Testing	Classroom Lecture/Discussion w A/V
6. Gas Leak Detection	Classroom Lecture/Discussion w A/V
7. FDNY Emergency Response	Classroom Lecture/Discussion w A/V
8. Common Utility Processes and Procedures	Classroom Lecture/Discussion w A/V
9. Gas Work Safety	Classroom Lecture/Discussion w A/V
10. Gas Work Hazards	Classroom Lecture/Discussion w A/V
11. Gas Work New Technology	Classroom Lecture/Discussion w A/V
12. Gas Work Violations	Classroom Lecture/Discussion w A/V
13. Handouts • NYC Buildings Unsafe Condition (311) Notification Procedure • NYC/DOI Buildings Integrity Training Contact Information Sheet	Provide Copy to Trainee & Discuss
14. Review All Training Topics	Discussion with Questions & Answers
15. Written (Multiple Choice) Assessment	Classroom