



Course Required for:	Worker Training
Purpose:	This course is a worker training requirement for an individual’s qualification to perform periodic inspection of gas piping systems in New York City.
Duration:	7 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 §28-318.3.1 of the NYC Administrative Code: Inspection entity. Inspections of gas piping systems shall be conducted on behalf of the building owner by a licensed master plumber or by an individual under the direct and continuing supervision of a licensed master plumber, with appropriate qualifications as prescribed by department rule. Per 1 RCNY §103-10 (b)(1-2) Inspection Entity Qualifications. Inspections of gas piping systems required pursuant to Article 318 of Title 28 of the Administrative Code and this section must be conducted by a qualified gas piping system inspector on behalf of the building owner. Persons qualified to perform such gas piping system inspections shall be either Licensed master plumbers or Individuals working under the direct and continuing supervision of a licensed master plumber, with at least five (5) years of full-time experience working under the direct and continuing supervision of a licensed master plumber, and who have successfully completed a training program acceptable to the Department. Such training program must be no less than seven (7) classroom hours..
Delivery Requirements:	This course contains: • Demonstration(s): shows how something is done while emphasizing its merits. The demonstration may be delivered either by a person or a video. Video Demonstrations may be delivered by a virtual live classroom; however, on-demand self-study modules are not permissible. • 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 (i.e., 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 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 SST courses.

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

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

- 1. NYC Department of Buildings Overview – All applicable:
 - Administrative standard operating procedures
 - Policy and procedure notices
 - Department notifications
 - Forms
 - Inspection checklists
- 2. Regulations on Piping Safety
- 3. Properties of Natural Gas
- 4. Combustible Gas Detectors and Leak Detection
- 5. Atmospheric Corrosion Inspection
- 6. Interior Piping Leak Survey
- 7. Gas Indicator Instruction
- 8. Jurisdictional/Non-jurisdictional Piping Connections
- 9. Purging Gas Piping Into/Out of Service
- 10. Recognizing Illegal Connections and Substandard Conditions
- 11. Reporting and Documenting Inspections
- 12. Atmospheric Corrosion and Leak Survey Inspection Procedure
- 13. Handouts
 - [NYC Buildings Unsafe Condition \(311\) Notification Procedure](#)
 - [NYC/DOI Buildings Integrity Training Contact Information Sheet](#)
- 14. Review all Training Topics (Q&A)
- 15. Written (Multiple Choice) Assessment

Instruction Delivery Method

- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Demonstration
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Classroom Lecture/Discussion w A/V
- Provide Copy to Trainee & Discuss
- Discussion w/Q&A
- Classroom