

**Underground
Outby Examiner
Application Packet**

Directions for Underground Outby Examiner Application

Important Note: You cannot use whiteout or cross through any letter or number on this document. If you make a mistake, you must complete another document. Mistakes cannot be corrected.

Directions to the applicant: Complete Section 1 and 2. Section 3 is a Notary Public witnessing your signature. Section 4 is to be completed by companies that are documenting experience. Section 2 should match the Section 4 pages you get completed. You may want to wait and get the Section 4 pages back from companies before completing Section 2, so all the dates match. Use as many Section 4 pages as needed to document two years. When you have all forms completed fill in the box Sheet ____ of ____ on all forms. Example: if you have three pages total, the first page will have Sheet 1 of 3, the second page will have Sheet 2 of 3 and page three will have Sheet 3 of 3. Staple all the pages together and submit to the local office of the West Virginia Office of Miners' Health, Safety & training where you plan on taking the examination.

The address' of the offices are:

West Virginia Office of Miners' Health, Safety & Training – 14 Commerce Dr. – Westover, WV 26501 – Phone: 304-285-3268

West Virginia Office of Miners' Health, Safety & Training – 830 Virginia Avenue – Welch, WV 24804 – Phone: 304-436-8421

West Virginia Office of Miners' Health, Safety & Training – PO Box 180 – Julian, WV 25529 – Phone: 304-369-7823

West Virginia Office of Miners' Health, Safety & Training – 337 Industrial Drive – Oak Hill, WV 25901 – Phone: 304-469-8100

Section 1: This is to be completed by the applicant. Please fill in all the blanks and print clearly with a pen. In the blanks for Mining Experience Documented on the form you should put years and months. If you have an even number of years place a zero in the months blank.

Section 2: This section shows where you have worked, duties, and time worked. The companies listed in this section should match the companies that are documenting your time. For example, if you worked at Joe Doe Coal Company for two years but are not having Joe Doe Company document time for you then do not list Joe Doe Coal Company in Section 2. Please remember that you must document two years of mining experience to be an outby examiner. After you have documented this amount of time you do not need to document additional time. For example, if you have twenty years of mining experience and have worked for your current company for six years you would only have to document the two years. It would be a waste of time to document the other years of experience. Section 2 requires you to sign and date the application and your signature must be witnessed by a Notary Public. Do not sign this form until you are in the presence of a Notary Public.

Section 3: Your signature must be witnessed by a Notary Public; they must verify that you are the person completing this application. The date you get this form notarized and the date you sign the form must be the same dates.

Section 4: This page should be completed by each company that is documenting your work experience. Directions for the person completing this form are as follows: Please document the starting and ending dates of employment for the person listed at the top of the page. If the person is still employed, place the date you are completing the form as the **TO** Date. Please list the coal company name and mine name, sign your name as the company official and then print your name and title. Also, your signature must be notarized by a Notary Public.

DO NOT WRITE IN THIS SPACE

Registration No.: _____
Certification No.: _____
Belt Examiner No.: _____
Classification: _____
Date Issued: _____

Attach a recent photograph

This sheet is to be
completed by the applicant.

OUTBY EXAMINER APPLICATION

SECTION 1

Name: _____

Last

First

Middle

Address: _____

Street

City

State

Zip

Address: _____

PO Box

City

State

Zip

Phone: _____ Soc. Sec. No. (last four digits) _____

Date of Birth: ____ / ____ / ____

Mining Experience Documented on this form: _____ Years _____ Months

WV Miners Certificate Number: _____ Belt Examiner Certificate Number: _____

UNDERGROUND EXPERIENCE

SECTION 2

Company Name	Mine Name	Company Address	Duties	Years and Months Worked	Sheet Number
				Years _____ Months _____	
				Years _____ Months _____	
				Years _____ Months _____	
				Years _____ Months _____	

Date: _____

Signature of Applicant: _____

NOTARIZED

SECTION 3

Subscribed and sworn before me, a Notary Public in and for _____ County, State of

_____, this _____ day of _____, 20_____.

My commission expires _____

Notary Public

(Notary Seal)

Section 4: This section is to be completed by the company verifying the experience of the applicant.

OUTBY EXAMINER APPLICATION

APPLICANT'S PERSONAL INFORMATION

Name: _____
Last First Middle
Address: _____
Street or PO Box City State Zip
Phone: _____ Soc. Sec. No. (last four digits) _____
WV Miners Certificate Number: _____ Belt Examiner Certificate Number: _____

SECTION 4 – To be completed by the company official verifying the mining experience.

This is to certify that _____ has had _____ years and/or _____ months of underground coal mining experience with this company.

_____ Employment Dates: _____ / _____ / _____ to _____ / _____ / _____
Coal Company month day year month day year

(do not put present)

_____ Mine Name

_____ Signature of Company Official

_____ Title of Company Official

_____ Printed Name of Company Official

_____ Telephone Number

NOTARIZED

Subscribed and sworn before me, a Notary Public in and for _____ County, State

of _____, this _____ day of _____, 20_____.

My commission expires _____

Notary Public

(Notary Seal)

22A-2-21(d) Whoever knowingly makes any false statement, representation, or certification in any application, record, report, plan, or other documents filed or required to be maintained pursuant to this law or any other decision issued under this law shall be guilty of a misdemeanor, and upon conviction thereof, shall be fined not more than \$5,000 or imprisoned in the county jail not more than six months, or both fined and imprisoned.