

**STATE OF WEST VIRGINIA
OFFICE OF MINER'S HEALTH, SAFETY AND TRAINING**

CERTIFICATION POLICY MANUAL



Updated May 2012

INTRODUCTION

The purpose of this document is to ensure consistent administration of the various miner certification and training programs mandated by the West Virginia Code and the West Virginia Administrative Regulations. It is essential that all regional offices administer the certification programs in an even-handed and uniform manner. This document also establishes procedures to protect the integrity of the various certification programs. Measures have been taken to minimize the potential for certifications being issued in an illegal or fraudulent manner. Additionally the protection of personal identifying information (PII) contained in the various applications and files are critically important. Those protections are mandated by state and federal statutes.

Agency employees shall adhere to the procedures outlined by this document without exception.

This document may change frequently as procedures change or certification requirements are modified.

Individual Certification Application Forms may be found on our web site:
www.wvminesafety.org/forms.

TABLE OF CONTENTS

GENERAL INFORMATION & PROCEDURES

	Page
<u>MHS&T Regional Offices (State)</u>	1
Reciprocity Agreements:	
Electrical Reciprocity Correspondence – VIRGINIA	2
Electrical Reciprocity Correspondence – ALABAMA	3
Mine Foreman & Fire Boss Reciprocity – KENTUCKY	11 – 16
Letter of Good Standing – KY/ WV	
Certification Reciprocity Correspondence – OHIO	17 - 20
Mine Foreman & Electrical Reciprocity - OHIO	
<u>Certification Fee Schedule</u>	21
<u>Emergency Medical Personnel</u>	22
<u>Administration of Examinations</u>	23
<u>Record Keeping</u>	24
<u>Duplicate Certification Issuance Policy</u>	25
<u>Certification Card Security Procedures</u>	26
<u>Revocation of Certifications</u>	27
Requirements for Apprentice Mine Class	28

CERTIFICATIONS

Type of Certification	Code Number	Page
(Former Electrical)	01 (obsolete)	
<u>Apprentice Electrician</u>	02	30
<u>Surface Coal Mine Truck Driver Certification</u>	03	31
<u>Certificate of Apprentice (Surface)</u>	04	32
<u>Certificate of Apprentice (Underground)</u>	05	33
80 and 40 Hour Affidavit		
<u>Coal Miner’s Certificate (Underground)</u>	06	35
<u>Coal Miner’s Certificate (Surface)</u>	07	36
<u>Grandfathered Surface Miner’s Certification</u>		37
<u>Shot Firer Certificate</u>	08	38
<u>Mine Foreman (Underground)</u>	09	39
<u>Assistant Mine Foreman (Underground)</u>	10	39
<u>Mine Foreman (Surface)</u>	11	41
<u>Assistant Mine Foreman (Surface)</u>	12	41
<u>Shaft and Slope Superintendent</u>	13	43
<u>Shaft and Slope Examiner Foreman</u>	14	43
<u>Surface Construction Supervisor</u>	15	45
<u>Clay Mine Foreman</u>	16	47
<u>Mine Rescue Team Member</u>	17	49
<u>Gas Testing Instructor</u>	18	50
<u>Shaft & Slope Shot Firer</u>	20	51
<u>Belt Examiner Certification</u>	21	52
<u>Mine Rescue Instructor</u>	22	53
<u>40-Hour Instructor</u>	23	54
<u>80-Hour Instructor</u>	24	54
(Former Electrical)	25 (obsolete)	

TABLE OF CONTENTS (cont.)

Certified Electrician, Low/Medium/High	26	55
Gas Test Instructor – Construction, Shaft/Slope Superintendent	27	57
Qualified Diesel Instructor	28	58
Qualified Clearing Crew	29	59
Qualified Person Electrical	30	60
Underground Foreman Continuing Education Instructor	31	61

Application Forms may be found on our web site: www.wvminesafety.org/forms.

GENERAL INFORMATION & PROCEDURES

WV OFFICE OF MINERS' HEALTH SAFETY AND TRAINING

OFFICES AND ADMINISTRATION

DIRECTOR'S OFFICE
7 PLAYERS CLUB DRIVE – SUITE 2
CHARLESTON, WEST VIRGINIA 25311-1626
TELEPHONE: 304 558-1425
FAX: 304 558-4875
Web site: www.wvminesafety.org

DIRECTOR C. A. Phillips
DEPUTY DIRECTOR Eugene White

REGIONAL OFFICES

REGION ONE – WESTOVER

Ed Peddicord, Inspector-at-Large
14 Commerce Drive - Suite 1
Westover, WV 26501
Telephone: 304-285-3268
Fax: 304-285-3275

REGION TWO – WELCH

Greg Norman, Inspector-at-Large
891 Stewart Street
Welch, WV 24801-2311
Telephone: 304-436-8421
Fax: 304-436-2100

REGION THREE - DANVILLE

Johnny Kinder, Inspector-at-Large
137 Peach Court - Suite 2
Danville, WV 25053
Telephone: 304-369-7823
Fax: 304-369-7826

REGION FOUR – OAK HILL

McKennis Browning, Inspector-at-Large
550 Industrial Drive
Oak Hill, WV 25901-9714
Telephone: 304-469-8100
Fax: 304-469-4059

Reciprocity Agreement

Agreement between The State of West Virginia and the State of Virginia

The West Virginia Office of Miners' Health, Safety and Training will issue electrical certifications to any miner possessing a Virginia Electrical Repairman Certification who has presented a valid card as proof of the Virginia certification. Also, they must present proof of current federal and state retraining, copy of grades from the Virginia examinations and pay a \$15.00 fee. These individuals will then be issued a West Virginia Electrical Certification for, low, medium and high voltages.

This authority was granted by Senate Bill 469, passed during the 1996 regular legislative session.

The Virginia Board of Coal Mining Examiners will issue electrical certifications to any miner possessing a valid West Virginia electrical certification for low, medium, and high voltages. To receive this certification by reciprocity, applicants must present proof of current retraining, a copy of grades from the West Virginia examination, and pay a \$10.00 application fee. Upon meeting these requirements, applicants will be issued a Virginia Electrical Repairman Certification.

The Virginia Department of Mines, Minerals, and Energy (DMME) entered into this agreement in accordance with provisions of Section 45.1-161.33 of the Coal Mine Safety Laws of Virginia and the requirements of the Board of Coal Mining Examiners.

MEMORANDUM OF AGREEMENT
Certification of Reciprocity

PURPOSE:

This Memorandum of Agreement (MOA) is made this 12 day of JAN. 2010, by and between the Commonwealth of Virginia Department of Mines, Minerals, and Energy (DMME) and the West Virginia Office of Miners' Health, Safety and Training (OMHST). The purpose of this agreement is to enable coal mine personnel who have demonstrated competency through certification within one state to gain comparable certification within the neighboring state under the provisions established by this agreement. To efficiently and effectively administer a program for coal mine personnel certification reciprocity, the Commonwealth of Virginia DMME and the West Virginia OMHST desire to enter into this MOA.

OBJECTIVE AND INTENT:

Virginia and West Virginia share a common border and have coal miners' working the same coal beds within the Appalachian coalfields. Often, the same operating companies employ coal miners and agents who are mobile within the region, transferring and moving from one state to the other, seeking to perform comparable duties as qualified and certified persons. This agreement will provide common benefits for mining citizens and operators, by enabling certified coal mine personnel of good standing to receive comparable certification in a neighboring state without repeating the entire rigorous training and examination process.

AUTHORITY:

Virginia statute §45.1-161.33 authorizes the DMME to enter into reciprocal agreements with other states regarding the certification of miners. The DMME may, pursuant to a reciprocal agreement; issue to any person holding a certification by another state a certification permitting a miner to perform similar tasks in the commonwealth provided the requirements for certification in such state are substantially equivalent to those of Virginia.

Likewise, §22A-1-39 of the West Virginia Code authorizes the Director of the West Virginia OMHST, in consultation with the West Virginia Board of Miner Training, Education and Certification, to offer reciprocity of mine foreman to persons certified by states which accept West Virginia's mine foreman so long as the other state's qualification, examination, and certification criteria are equivalent to those utilized by West Virginia.

PROVISIONS OF AGREEMENT:

In consideration of the shared purpose, objectives, intent and authority established by acts of the respective state assemblies, the parties agree as follows:

1. This agreement shall not be construed as a delegation of authority from the Virginia DMME to the West Virginia OMHST, nor from the West Virginia OMHST to the Virginia DMME and nothing herein contained shall be construed

to hinder, prevent, or impede either from performing any duty or serving any function permitted or required by the respective Mine Safety Acts.

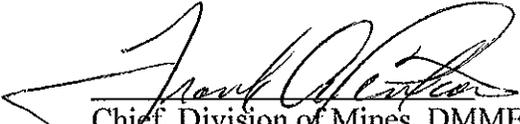
2. The Chief, Division of Mines, Virginia DMME and the Director of the West Virginia OMHST or their designated representatives shall serve as liaisons to facilitate communication and cooperation between the two agencies under this MOA.
3. Each agency shall appoint a Reciprocity Coordinator within its respective state to develop and implement written procedures for the administration of this reciprocity agreement.
4. The Reciprocity Coordinators shall schedule and conduct within ninety (90) days of the signing of this MOA, a comprehensive, joint review of each state's certification program and policies and procedures for the purpose of gaining understanding of each other's program. Regular meetings may be conducted by the Reciprocity Coordinators to ensure that both programs maintain comparable, high standards for certification of applicants.
5. Both states agree to share and copy records and other information and to work toward a system for electronic capability to facilitate this effort.
6. All applicants for certification by reciprocity in Virginia must pay the required fees for certification; provide photo identification, a current copy of his or her certification card or certificate, and verifiable documentation of all degrees held. Also, applicants must comply with any other criteria that the Chief, Division of Mines, in consultation with the Board of Coal Mining Examiners, may reasonably require to effectively carry out the requirements of the Coal mining Safety Laws of Virginia
 - NOTE: Any certification can only be obtained one time via reciprocity and a letter of good standing from the other state must be provide at the time of application. Any letter of good standing older than 30 days at the time of certification must be resubmitted.
7. Applicants for Electrical Repairman-Underground or Electrical repairman -Surface certification by reciprocity must pass, with a score of 80% on each section, the hands-on (practical) part of the examination which is uniquely different from the other state's examination.
8. Applicants for First Class Mine Foreman (Underground) must pass, with a score of 85% on each section, mining laws of VA, records (weekly examination, pre-shift/on-shift), and practical exercise (Ventilation; Roof Control; Emergency Response).

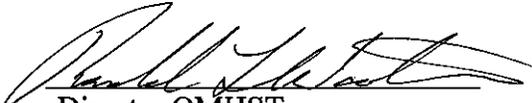
9. Applications for Surface Foreman must pass, with a score of 85% on each section, the VA Mining Laws, Virginia Coal Surface Reclamation Regulations; and Records (Pre-shift/On-Shift; Ground Control/Red Zone Practical; Gas Detection).
10. Applicants for Advanced First Aid, EMT, First Responder, or MET must provide verification of current certifications. Reciprocity for Advanced First Aid may be attained by attending an 8 hour Advanced First Aid Reciprocity Class (taught by a DM certified instructor). No examination is required. Advanced First Aid continuing education is required every year.
11. Applicants for certification by reciprocity in West Virginia must adhere to the following:
 - a. All applicants for certification by reciprocity in West Virginia shall submit photographic identification, a current copy of his or her certification card or certificate, verifiable documentation of all degrees held, continuing education successfully completed, and documentation of other training, if required for the certification, and shall also comply with any other criteria as the Director of the West Virginia OMHST, in consultation with the West Virginia Board of Miner Training, Education and Certification, may reasonably require from time to time to effectively carry out the requirements of West Virginia Code §22A-1-39.
 - b. West Virginia does not issue underground or surface only electrical certifications. Therefore, applicants possessing only a Virginia underground or surface certification must upgrade to the West Virginia low / medium / high electrical certification. This requires applicants to pass additional parts of the West Virginia electrical certification examination. All underground applicants must pass any hands-on and National Electrical Code portion of the West Virginia electrical certification examination which is uniquely different from the Virginia examination. All surface applicants must also pass the hands-on, legal requirements, National Electric Code and permissibility portions of the West Virginia written electrical certification examination. Applicants should be advised that they must possess a West Virginia coal miner's certificate in the type of mining in which they expect to be employed to be eligible to work as an electrician without being under the direct supervision of another West Virginia certified electrician who is also a certified coal miner.
 - c. Applicants for mine foreman certification by reciprocity must pass that part of the West Virginia Mine Foreman examination that pertains to specific West Virginia mining laws and rules and those other parts of the West Virginia Mine Foreman examination which are uniquely different

from Virginia's examination. The applicant must pass these parts of the West Virginia Mine Foreman Examination with a score of at least 80 percent. All mine foremen who have obtained certification by reciprocity must complete at least 8 hours of continuing education every two years as required by West Virginia Code §22A-7-7.

- d. When making application for reciprocity with West Virginia the miner must provide a current letter of good standing from Virginia.
12. Continuing education and mandated retraining for certified mine personnel, where required, must be met in accordance with established state standards to maintain certification.
 13. Both states agree to provide information related to suspension and decertification actions taken against any certified person. The Reciprocity Coordinators will formally review any such action involving a person holding a certification by reciprocity.
 14. Nothing in the MOA shall relieve mine operators or certified agents of the operators of their responsibility to comply with applicable provisions of law and regulations.
 15. This MOA may be modified in writing by the mutual consent of the parties.
 16. This MOA may be terminated at any time by either party giving written notice to the other party at least thirty (30) days prior to the date the termination is to take place.

IN WITNESS WHEREOF, this MOA has been executed by the parties hereto in manner and form sufficient to bind them as of the day and year first written.


Chief, Division of Mines, DMME


Director OMHST

Reciprocity Agreement

Agreement between The State of West Virginia and the State of Alabama

The West Virginia Office of Miners' Health, Safety and Training will issue electrical certifications to any miner possessing a Alabama Electrical Repairman Certification who has presented a valid card as proof of the Alabama certification. Also, they must present proof of current federal and state retraining, copy of grades from the Alabama examinations and pay a \$15.00 fee. These individuals will then be issued a West Virginia Electrical Certification that corresponds to the voltages of their Alabama card.

This authority was granted by Senate Bill 469, passed during the 1996 regular legislative session.

The Alabama Safety and Inspection office will issue electrical certifications to any miner possessing a valid corresponding electrical certification from the State of West Virginia, who presents a valid card as proof of the West Virginia certification along with proof that the federal retraining is current, and copy of the grades from the West Virginia examination. An Alabama electrical card that corresponds to the voltages of their West Virginia card will then be issued to that person.

Reciprocity Agreement

**Agreement between
The State of West Virginia and the State of Kentucky**

LAW OFFICES
RICE, HENDRICKSON & WILLIAMS
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FAX (606) 862-0639
E-Mail: janericewilliams1@yahoo.com

October 26, 2007

Ronald L. Wooten
State of West Virginia
Office of Miners' Health & Safety Training
1615 Washington Street East
Charleston, WV 25311-2126



RE: Kentucky - West Virginia Reciprocity

Dear Ron:

You probably have already been informed that in our October 25, 2007 meeting, the Mining Board voted to authorize entering into the Reciprocity Agreement with West Virginia. Thank you so much for your prompt assistance with this matter. This has been way too long in the making and I truly believe will be a huge benefit to all states involved.

It has been a pleasure working with you. I look forward to seeing you in the future and hope you will not hesitate to contact me should you have any questions or concerns.

Very truly yours,

A handwritten signature in cursive script that reads "Jane Rice Williams".

Enclosure
JRW/ch

MEMORANDUM OF AGREEMENT
Certification of Reciprocity

PURPOSE:

This Memorandum of Agreement (MOA) is made this 25th day of October 2007, by and between the Commonwealth of Kentucky Mining Board (herein MB) and the West Virginia Office of Miners' Health, Safety and Training (WVOMHST). The purpose of this agreement is to enable coal mine personnel who have demonstrated competency through certification within one state to gain comparable certification within the neighboring state under the provisions established by this agreement. To efficiently and effectively administer a program for coal mine personnel certification reciprocity, Kentucky MB and WVOMHST desires to enter into this MOA.

OBJECTIVE AND INTENT:

Kentucky and West Virginia share a common border and have coal miners working the same coal beds within the Appalachian coalfields. Often the same operating companies employ coal miners and agents who are mobile within the region, transferring and moving from one state to the other, seeking to perform comparable duties as qualified and certified persons. This agreement will provide common benefits for mining citizens and operators, by enabling certified coal mine personnel of good standing to receive comparable certification in a neighboring state without repeating the entire rigorous training and examination process.

AUTHORITY:

Kentucky statute KRS 351.122 authorizes the MB to enter into reciprocal agreements with other states regarding the certification of miners. The MB may, pursuant to a reciprocal agreement, issue to any person holding a certification issued by another state a certification permitting a miner to perform similar tasks in the commonwealth provided the requirements for certification in such state are substantially equivalent to those of Kentucky.

Likewise, § 22A-1-39 of the West Virginia Code authorizes the Director of the West Virginia Office of Miners' Health, Safety and Training, in consultation with the West Virginia Board of Miner Training, Education and Certification, to offer reciprocity of mine foreman and/or experienced miner certifications to persons certified by states which accept West Virginia's mine foreman and/or experienced miner certifications, so long as the other state's qualification, examination, and certification criteria are equivalent to those utilized by West Virginia.

PROVISIONS OF AGREEMENT:

In consideration of the shared purpose, objectives, intent and authority established by acts of the respective state assemblies, the parties agree as follows:

1. This agreement shall not be construed as a delegation of authority from the MB to the WVOMHST, nor from the WVOMHST to the MB and nothing herein contained shall be construed to hinder, prevent, or impede the MB or WVOMHST from performing any duty or serving any function permitted or required by the respective Mine Safety Acts.
2. The Director of the Division of Miner Training, Education and Certification, Office of Mine

Safety and Licensing for the Department of Natural Resources in the Commonwealth of Kentucky and the Director of the WVOMHST shall serve as liaisons to facilitate communication and cooperation between MB and WVOMHST under this MOA.

3. The MB Chairman and WVOMHST shall each appoint a Reciprocity Coordinator within their respective states to develop and implement written procedures for the administration of this reciprocity agreement.
4. The Reciprocity Coordinators shall schedule and conduct within ninety (90) days of the signing of this MOA, a comprehensive, joint review of each state's certification program and policies and procedures for the purpose of gaining understanding of each other's program. Regular meetings will be conducted by the Reciprocity Coordinators to ensure that both programs maintain comparable, high standards for certification of applicants.
5. Both states agree to share and copy records and other information, and work toward a system for electronic capability to facilitate this effort.
6. Applicants for certification by reciprocity in Kentucky must:
 - a. Pass the applicable part of the examination with regard to Kentucky law which is uniquely different from the other state;
 - b. Submit proof, in accordance with KRS 351.182, that he or she is drug and alcohol free;
 - c. Submit proof of retraining sufficient to meet Kentucky requirements; and
 - d. Verify that certification in Kentucky or in any other state has not been suspended, revoked, or probated.
7. Applicants for certification by reciprocity in West Virginia must:
 - a. All applicants for certification by reciprocity in West Virginia shall submit photographic identification, a current copy of his or her certification card or certificate, verifiable documentation of all degrees held, continuing education successfully completed, and documentation of other training, if required for the certification, and shall also comply with any other criteria as the Director of WVOMHST, in consultation with the West Virginia Board of Miner Training, Education and Certification, may reasonably require from time to time to effectively carry out the requirements of West Virginia Code § 22A-1-39.
 - b. Applicants for electrical certification reciprocity must pass the hands on part of the West Virginia electrical certification examination which is uniquely different from the other state's exam.
 - c. Applicants for mine foreman certification reciprocity must pass that part of the West Virginia Mine Foreman exam that pertains to specific West Virginia mining laws and rules and those other parts of the West Virginia Mine Foreman exam which are uniquely different from the other state's exam. The applicant must pass these parts of the West Virginia Mine Foreman exam with a score of at least 80 percent. All

mine foreman who have obtained certification by reciprocity must complete at least eight hours of continuing education every two years as required by W. Va. Code § 22A-7-7.

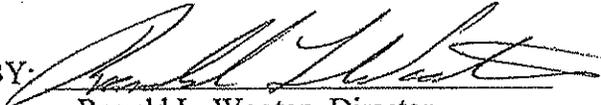
- d. Applicants for experienced miner certification reciprocity must pass those parts of the West Virginia experienced miner exam which are uniquely different from the other state's exam and shall receive hazard training in accordance with the provisions contained in 30 CFR Part 48.11 if the applicant is an underground miner, or in accordance with the provisions contained in 30 CFR Part 48.31 if the applicant is a surface miner, and shall receive instruction in West Virginia mining laws and rules pertinent to any duties that are or will be assigned the miner prior to the miner performing any duties.
8. When making applications for reciprocity with either state the miner must provide a current letter of good standing from the state from which he currently holds the certification being considered for reciprocity.
9. Continuing education and mandated retraining for certified mine personnel, where required, must be met in accordance with established state standards to maintain certification.
10. Both states agree to provide information related to suspension and decertification actions taken against any certified person. The Reciprocity Coordinators will formally review any such action involving a person holding a certification by reciprocity.
11. Nothing in the MOA shall relieve mine operators or certified agents of the operators of their responsibility to comply with applicable provisions of law and regulations.
12. This MOA may be modified in writing by the mutual consent of the parties.
13. This MOA may be terminated at any time by either party giving written notice to the other party at least thirty (30) days prior to the date termination is to take place.

IN WITNESS WHEREOF, this MOA has been executed by the parties hereto in manner and form sufficient to bind them as of the day and year first written.

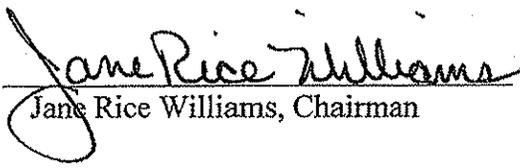
WEST VIRGINIA OFFICE OF MINERS'
HEALTH, SAFETY & TRAINING

COMMONWEALTH OF KENTUCKY
MINING BOARD

BY:


Ronald L. Wooten, Director

BY:


Jane Rice Williams, Chairman



State of West Virginia
Joe Manchin III, Governor

WV Office of Miners' Health, Safety & Training
Ronald L. Wooten, Director
1615 Washington Street East • Charleston, West Virginia • 25311-2126
Telephone 304-558-1425 • Fax 304-558-1282
www.wvminesafety.org

TO: KRISTIE SHELLEY, ADMIN. SPEC. II
DIVISION OF SAFETY ANALYSIS, TRAINING & EDUCATION
KRISTIE.SHELLEY@KY.GOV

FROM: [YOUR NAME]
WV OFFICE OF MINERS' HEALTH SAFETY & TRAINING

DATE: [DATE]

SUBJECT: RECIPROCITY - LETTER IN GOOD STANDING
[NAME of INDIVIDUAL] - UNDERGROUND MINE FOREMAN
West Virginia Certification # _____

For the purpose of application for underground mine foreman from West Virginia to Kentucky as in the Memorandum of Understanding (MOU) between the two states, this document is to verify that:

[Name of Individual], SS #xxx-xx-#### has completed all necessary requirements on [Cert. Date] to obtain his West Virginia Underground Mine Foreman certification [Certification#] and is in good standing for the above.

If you have any questions or need further information, you can contact me at 304-957-2303 or via e-mail at [youremail@mines.state.wv.us].

TLF:ks

Reciprocity Agreement

**Agreement between
The State of West Virginia and the State of Ohio**

Memorandum of Understanding

between

**The State of Ohio
Ohio Mine Examining Board**

and

**The State of West Virginia
Office of Miners' Health, Safety & Training**

RECIPROCIITY OF MINE FOREMAN AND MINE ELECTRICIANS

I. Purpose

This memorandum of understanding establishes an agreement between the State of Ohio and the Sate of West Virginia concerning the reciprocity of coal mine foreman certifications and mine electricians.

II. Term, revision and termination

This MOU shall be effective when signed by both parties and may be modified in writing by mutual consent of both parties. This MOU may be terminated at any time by either party giving written notice to the other party at least thirty (30) days prior to the effective date of termination.

III. Responsibilities – Underground Mine Foreman

The State of West Virginia shall issue a corresponding foreman, shotfirer certification, and a West Virginia Miners Card to any individual who possess a valid mine foreman certification from the State of Ohio and who has completed the following:

- 1) Complete the mine foreman application including photograph.
- 2) Submit a copy of his/her Ohio mine foreman certification
- 3) Provide a non-refundable fee of \$35.00
- 4) Pass the mine laws component of the West Virginia mine foreman certification examination with a score of at least eighty (80) percent

The State of Ohio shall issue a corresponding certification to any individual who possess a valid mine foreman certification from the State of West Virginia and who has completed the following:

- 1) Submit a completed mine foreman application.
- 2) Submit a copy of his/her West Virginia Mine Foreman Certification
- 3) Submit a non-refundable fee of \$10.00
- 4) Pass the mine laws component of the Ohio mine foreman certification examination with a score of at least eighty (80) percent
- 5) Pass the test for Shotfirer unless applicant is a certified Shotfirer in West Virginia.

IV. Responsibilities -- Electrician

The State of West Virginia will issue a corresponding mine electrician certificate to any individual who possess a valid electrical certification from the State of Ohio and who has completed the following:

- 1) Submit proof of current State and Federal Electrical certification and retraining by a certified instructor.
- 2) Submit a fee of \$10.00

The State of Ohio will issue a corresponding mine electrician certificate to any individual who possess a valid electrical certification from the State of West Virginia and who has completed the following:

- 1) Submit proof of current State and Federal Electrical certification and retraining by a certified instructor.
- 2) Submit a fee of \$10.00

The State of Ohio and the State of West Virginia will verify Electrical certification with the Federal Qualifications and Certifications Branch in Denver, Colorado.

V. Responsibilities – Surface Mine Foreman - Coal

The State of West Virginia shall issue a corresponding foreman and miners certification to any individual who possess a valid strip mine foreman certification from the State of Ohio and who was completed the following:

- 1) Complete the mine foreman application including photograph
- 2) Submit a copy of his/her Ohio mine foreman certification
- 3) Provide a non-refundable fee of \$35.00
- 4) Pass the mine laws component of the West Virginia mine foreman certification examination with a score of at least eighty (80) percent

The State of Ohio shall issue a corresponding certification to any individual who possess a valid mine foreman certification from the State of West Virginia and who has completed the following:

- 1) Submit a completed mine foreman application.
- 2) Submit a copy of his/her West Virginia Mine Foreman Certification
- 3) Submit a non-refundable fee of \$10.00
- 4) Pass the mine laws component of the Ohio mine foreman certification examination with a score of at least eighty (80) percent

Ohio
Mine Examining Board

West Virginia
Office of Miners' Health Safety & Training

By: Glenn McKee
Glenn McKee, Chairman

By: Ron Harris
Ron Harris, Director

David L. Jones
David L. Jones

Primo M. Damiani
Primo M. Damiani

West Virginia Office of Miners' Health, Safety and Training

**Fee Schedule
for
Examinations and Certifications**

Certification Fee Schedule

Mine Foreman:	\$35
Mine Rescue Instructor:	\$35
Electrician:	\$15
Gas Testing Instructor:	n/c
Mine Rescue Team:	n/c
Mine Foreman Upgrade	\$25
Mine Foreman Reciprocity	\$35
Certified Diesel Instructor	\$300
Duplicate Cards (All certifications):	\$10
All other certifications:	\$10

For further information, contact any Miners' Health, Safety and Training office.

The above stated fees are subject to periodic changes.

EMERGENCY MEDICAL PERSONNEL

WV Code 22A-10-1. Emergency personnel in coal mines.

(a) Emergency medical services personnel shall be employed on each shift at every mine that: (1) employs more than ten (10) employees, and (2) more than eight (8) persons are present on the shift. Said emergency medical services personnel shall be employed at their regular duties at a central location, or when more than one (1) such person is required pursuant to subsection (b) or (c) at locations, convenient from quick response to emergencies; and further shall have available to them at all times such equipment as shall be prescribed by the Director of the Office of Miner's Health, Safety and Training, in consultation with the Commissioner of the Bureau of Public Health.

(b) After the first day of July, One thousand nine hundred eighty-five, emergency medical services personnel shall be defined as a person who is certified as an emergency medical technician-mining, emergency medical technician, emergency medical technician-ambulance, emergency technician-intermediate, mobile intensive care paramedic, emergency medical technician-paramedic as defined in Section three (WV Code 16-4C-3), article four-c, chapter sixteen of this Code, or physician assistant as defined in section sixteen (WV Code 30-3-16), article three, chapter thirty of this Code. At least one emergency medical services personnel shall be employed at a mine for every fifty employees, or any part thereof who are engaged at any time in the extraction, production or preparation of coal.

Please be advised that the Office of Miner's Health, Safety and Training **does not** issue the certification for Emergency Medical Technician (EMT). This certification is offered by the Bureau of Public Health, Office of Emergency Services.

For information in you area, please contact one of the following RESA Offices:

RESA I and IV
Beckley, WV
(304) 256-4712

RESA II and III
Dunbar, WV
(304) 766-7655

RESA V
Parkersburg, WV
(304) 485-6513

REAS VI
Wheeling, WV
(304) 243-0440

RESA VII
Fairmont, WV
(304) 367-1431

RESA VIII
Martinsburg, WV
(304) 267-3595

ADMINISTRATION OF EXAMINATIONS

1. Collect appropriate examination fee from applicant.
2. Issue receipt to applicant. (Specific examination must be noted on receipt).
3. Applicant submits appropriate certification application.
4. Examiner will ensure that application has been completed and verify applicant ID.
5. Examination is administered. Most examinations are computer based, however in certain situations a written or oral examination may be administered.
6. Examiner shall sign all documents submitted by the applicant.
7. Examiner shall record the applicant's score on the application.
8. The supervisor shall review the transmittal sheet (if applicable) prior to signing any certification card.
9. The certification card to be issued shall be signed by the examiner and a supervisor.
10. Signature stamps shall not be used under any circumstances.
11. Specific examinations may require additional administrative procedures. These will be noted in the descriptions of those specific certifications.
12. No recording devices, including cell phones, digital cameras, recorders or other such devices shall be permitted in the examination areas.
13. If at all practical, examiners should issue cards at the time of examinations.

RECORD KEEPING

1. The appropriate certification number is recorded on the certification application along with the applicant's examination score.
2. The applicant's receipt number, along with the receipt book number, shall also be recorded on the certification application.
3. Where applicable a transmittal sheet shall be completed.
4. All certification documents shall be filed alphabetically according to certification category.
5. Access to certification paper and electronic files shall be restricted to authorized personnel in the regional office.
6. Individuals who do not pass examinations will be recorded in the certification database. All certifications shall be entered into the certification database by authorized personnel.
7. Data entry for certifications shall be restricted to authorized personnel in the regional office.

CRITERIA FOR ISSUING DUPLICATE CERTIFICATION

1. Applicant must show positive identification (i.e.: picture I.D.)
2. Certification number must be verified either by the computer system and/or by the regional office files.
3. If the certification cannot be verified by the above reference sources, the person will be referred to the Charleston office for verification (only for miner certifications and mine foreman certifications).
4. If the certification is verified, then the appropriate fee will be collected and a receipt indicating the type of certification will be prepared.
5. Standard certification issuance procedures will be followed.
6. The certification will be added to the computer system by authorized office personnel.
7. Follow Certification Card Security Procedures for filing of certification documents.

CERTIFICATION CARD SECURITY PROCEDURES

1. Transmittal sheets (where applicable) shall reflect all issued certification cards.
2. Damaged or voided cards shall be shredded.
3. All blank certification cards shall be kept secure.
4. Paper copies of examinations shall be kept secure.
5. Only authorized agency personnel shall have access to paper copies of examinations and certification applications.
6. All official certification documents (such as applications) containing Personal Identifying Information (PII) shall be kept secure within the office.
7. Any other documents (such as notes) containing Personal Identifying Information (PII) shall be shredded.
8. Only authorized agency personnel shall have access to certification files and documents.
9. Only authorized agency personnel shall have full access to certification data files.

REVOCATION OF CERTIFICATIONS

§22A-1-31. Withdrawal of certification.

(a) Charge of breach of duty. -- A mine inspector or the director may charge a mine foreman, assistant mine foreman, fire boss or any other certified person with neglect or failure to perform any duty mandated pursuant to this article or article two of this chapter. The charge shall state the name of the person charged, the duty or duties he or she is alleged to have violated, the approximate date and place so far as is known of the violation of duty, the capacity of the person making the charge, and shall be verified on the basis of information and belief or personal knowledge. The charge is initiated by filing it with the director or with the board of appeals. A copy of any charge filed with the board of appeals or any member thereof, shall be transmitted promptly to the director. The director shall maintain a file of each charge and of all related documents which shall be open to the public.

The revocation of certifications is usually administered by the Board of Appeals (see **§22A-5-1 Board of Appeals**). Most often this is the result of an inspectors' issuance of an order for the withdrawal of a mining certificate. A certificate may be withdrawn permanently, temporarily or voluntarily. Revocations are handled in the Charleston Office through an order issued by the Board of Appeals. Individuals may voluntarily turn in certifications – at which point they are also considered revoked. Authorized personnel in the Charleston Office are responsible for maintaining the revocation database.

There will be no duplication of a revoked certification.



West Virginia Office of Miner's Health, Safety and Training
Requirements for Apprentice Miner Class
(original 5-3-05 / modified 9-2008)

The following are requirements to be met to conduct apprentice miner training:

Inform the Regional Offices of the date the class begins and the number of hours the class is being conducted by submitting a class list no later than the second day of class. (Recommended form has been included)

Be sure the names of all persons attending the class are recorded on the class list in alphabetical order. Names will not be added to the list once it is received by the Regional Offices.

The following information shall be recorded on the class list:

Student's Name (Legal Full Name) - Student's Address - Social Security Number
Student's Phone Number - Class Start Date - Class End date

If mistakes are made on the initial student list, the instructor shall submit a second copy noting corrections.

The Regional Offices will not test in excess of 25 students, and will not accept a class list exceeding 25 students per instructor.

40 and 80 Hour Classes shall be separate and distinct classes and will not be held in conjunction with one another with the exception of first aid.

The classes will not exceed eight (8) hours of instruction per day, without prior approval of an authorized representative of the West Virginia Office of Miners' Health Safety and Training.

The Regional Offices shall be informed of the location the training is conducted and directions to the training facility.

The training facility is required to have adequate tables and chairs for a comfortable classroom setting.

When the class is completed, the instructor shall submit the appropriate transmittal noting each person completing the class, listed in alphabetical order. The instructor shall include his/her signature and instructor's number. Each instructor who conducts all or parts of the 40 and 80 hour training shall sign the final transmittal for the class. The instructor shall indicate those persons who did not complete the class.

Instructors are not permitted in the classroom(s) during testing of the students.

Lists submitted must be legible.

A separate form will be required for the 40 hour and the 80 hour classes.

If an individual fails to complete the required training in the time frame specified, but later completes required training, a separate transmittal will be completed for this individual showing the beginning class date and ending class date, with an explanation.

Instructors shall establish a means of verifying daily attendance by individuals. This attendance record will reflect the actual training hours for that day. These daily logs will be made available for inspection for one (1) year following the last class date.

CERTIFICATIONS

APPRENTICE ELECTRICIAN CODE: 02

Definition: An individual who is the holder of an apprentice electrician's card, and is in training to perform maintenance work on electrical circuits or electrically operated equipment.

CRITERIA FOR QUALIFICATION

- Applicant must be a certified miner.
- Verification by the employer that the applicant has attended an eight (8) hour classroom training course in the hazards of electricity.
- Applicant must be a minimum of 18 years of age.
- Applicant for apprentice electrician shall be enrolled in an approved electrical training program. (WV Administrative Regulations Title 48, Series 7, Section 4.)

EXAMINATION

- An examination is not necessary when the applicant has met the qualifications listed above.

RECIPROCITY

None

EXEMPTIONS

Workers at prep plants and some Independent Contractor employees (must be determined on a case by case basis).

ADMINISTRATION OF EXAMINATION

None at this time.

RECORD KEEPING

The appropriate certification number is recorded on the application and kept on file in the regional offices.

SURFACE COAL MINE TRUCK DRIVER CERTIFICATION CODE: 03

Definition: The purpose of this provision is to exempt independent (contracted) coal haulers who possess a surface coal truck driver's certificate from being required to complete the forty (40) hour apprenticeship program in order to drive a coal truck on surface mine property. (See WV Administrative Regulations, Title 48, series 3, Section 2.9)

CRITERIA FOR QUALIFICATIONS

- Applicant must present proper identification.
- Complete the 8hr West Virginia Truck Driver Training Course.
- Experience – None
- Applicant must possess valid driver's license.
- Applicant must present documentation of required First Aid Training (See WV Code 22A-10-2)¹

EXAMINATION

- Applicant shall pass written or oral examination with a minimum score of 80%.
- No limitation regarding retesting in the event of failure.

RECIPROCITY

None

EXEMPTIONS

West Virginia surface mining certifications supersede this certification, i.e. Surface apprentice miner, surface miner and/or surface mine foreman.

¹Generally an MSHA 5000-23 training document, or documentation from the American Heart Association, American Red Cross, U. S. Military or National EMT Training will be acceptable. Other documentation of the first aid training required by WV Code 22A 10-1 may also be acceptable.

CERTIFICATE OF APPRENTICE (SURFACE) CODE: 04

Definition: A permit of apprenticeship – surface miner, shall be issued by the Director to any person who has demonstrated by examination a knowledge of the subjects and skills pertaining to employment in the surface mining industry. (See WV Code 22A-8-4, and West Virginia Administrative Regulations Title 48, Series 3, Section 2.)¹

CRITERIA FOR QUALIFICATION

- Applicant must complete an approved 40 hour surface miner apprentice program presented by an agency certified instructor.
- Applicant must be a minimum of 18 years of age.
- Applicant must present proper identification.
- Experience – None.

EXAMINATION

- The surface miner apprentice class instructor shall submit a class roster to the regional office no later than the second day of the scheduled class.
- The roster will show the type of class. i.e., 40-hour apprentice program, along with the location and starting and ending dates.
- The roster shall include the signature and certification number of the instructor.
- The roster shall be kept on file at the Regional Office.
- The applicant must test within 45 days of completion of the apprentice miner class.
- The applicant has 30 days to retake the examination in case of test failure.
- Applicant shall pass written or oral examination with a minimum score of 75%.
- Should applicant not pass the examination by the second attempt, he/she must complete the apprentice miner class in its entirety before he/she may apply again.
- The card is good for one year, the applicant can test to renew for an additional year.

RECIPROCITY

None

EXEMPTIONS

None

¹All student specific information shall be included on the roster, i.e., Name, Social Security Number, mailing address, and telephone number.

CERTIFICATE OF APPRENTICE (UNDERGROUND) CODE: 05

Definition: A permit of apprenticeship – underground miner shall be issued by the Director to any person who has demonstrated by examination a knowledge of the subjects and skills pertaining to employment in underground mines. (See WV Code 22A-8-3, and West Virginia Administrative Regulations, Title 48, Series 2, Section 2.1)

CRITERIA FOR QUALIFICATION

- Applicant must complete an approved 80 hour underground apprentice program presented by an agency certified instructor.
- Applicant must be a minimum of 18 years of age.
- Applicant must present proper identification.
- Experience – None.

EXAMINATION

- The underground miner apprentice class instructor shall submit a class roster to the regional office no later than the second day of the scheduled class.
- The roster will show the type of class, i.e., 80-hour apprentice program, along with the location and starting and ending dates.
- The roster shall include the signature and certification number of the instructor.
- The applicant must test within 45 days of completion of the apprentice miner class.
- Applicant shall pass written or oral examination with a minimum score of 75%.
- The applicant has 30 days to retake the examination in case of test failure.
- Should applicant not pass the examination by the second attempt, he/she must complete the apprentice miner class in its entirety before he/she may apply again.
- The card is good for one year, the applicant can test to renew for an additional year.

RECIPROCITY

None

EXEMPTIONS

None

¹All student specific information shall be included on the roster, i.e., Name, Social Security Number, mailing address, and telephone number.



State of West Virginia
Joe Manchin III, Governor

WV Office of Miners' Health, Safety & Training
Ronald L. Wooten, Director
1615 Washington Street East • Charleston, West Virginia • 25311-2126
Telephone 304-558-1425 • Fax 304-558-1282
www.wvminesafety.org

AFFIDAVIT

I, _____, residing in the city of _____,
in the state of _____ do attest to the following:

I have received the required number of classroom hours as prescribed by the West Virginia Mining Laws, Rules and Regulations, Title 48 concerning the:

(Circle one)

Surface Miner Apprentices Course
(40 hr. Including test)

Underground Miner Apprentices Course
(80 hr. Including test)

Instructor Name: _____

(Signature)

(Date)

§22A-1-21(d) Whosoever knowingly makes any false statements, representation, or certification in any application, record, plan, or other document filed or required to be maintained pursuant to this law or any order or decision under this law shall be guilty of a misdemeanor, and upon conviction thereof, shall be fined not more than \$5,000.00 or imprisoned in the county jail not more than six (6) months, or both, fined and imprisoned.

-
- **Region One** • 205 Marion Square - Fairmont West Virginia 26554-2800 • Telephone 304-367-2706 • Fax 304-367-2707
 - **Region Two** • 891 Stewart Street - Welch, West Virginia 24801-2311 • Telephone 304-436-8421 • Fax 304-436-2100
 - **Region Three** • 137 Peach Court - Suite 2, Danville, West Virginia 25053 • Telephone 304-369-7823 • Fax 304-369-7826
 - **Region Four** • 142 Industrial Drive- Oak Hill, West Virginia 25901-9714 • Telephone 304-469-8100 • Fax 304-469-4059

COAL MINER'S CERTIFICATE (UNDERGROUND) CODE: 06

Definition: A certificate of competency and qualification as a underground miner shall be issued by the Director to any person show has at least six (6) months total experience as an apprentice miner, and demonstrated his/her competence as a miner by successful completion of an examination given by the Director or his authorized representative. (See WV Code 22A – 8 – 6, and West Virginia Administrative Regulations, Title 48, Series 2, Section 2.9.)

CRITERIA FOR QUALIFICATIONS (IN STATE)

- Applicant must present proper identification.
- Applicant must by a minimum of 18 years of age.
- Experience – Six (6) months with a minimum of 108 shifts.
- Such experience shall be fully documented on a form provided by the Director, and duly notarized with an appropriate seal. (Notary stamp is acceptable.)
- Valid apprentice miner certification card must be presented along with the document verifying appropriate experience.

CRITERIA FOR QUALIFICATIONS (OUT-OF-STATE)

- If the applicant posses a similar certificate from another state, such certificate must be presented and the information noted on the document verifying appropriate experience.
- If the state where the applicant worked does not issue a similar certification, the applicant must present proof of first aid training as required by WV Code 22A – 2 – 12.

EXAMINATION (IN STATE)

- Applicant shall pass the examination with a minimum score of 80%.
- No limitations regarding retesting in the event of failure.

EXAMINATION (OUT-OF-STATE)

- Applicant shall pass the examination with a minimum score of 80%. Such examination shall include both apprentice miner and permanent miner's certification examinations.
- Should the applicant fail to pass the apprentice miner examination, he/she may retest; however, failure to pass on the second attempt will necessitate completion of the 80-hour apprentice program before attempting the examination again.

RECIPROCITY

None

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

If the applicant posses a similar certificate from another state, such certificate must be verified as a valid card with the issuing state.

¹All student specific information shall be included on the roster, i.e., Name, Social Security Number, mailing address, and telephone number.

COAL MINER'S CERTIFICATE (SURFACE) CODE: 07

Definition: A certificate of competency and qualification as a surface miner shall be issued by the Director to any person who has at least six months total experience as an apprentice, and demonstrated his/her competence as a miner by successful completion of an examination given by the Director or his authorized representative. (See WV Code 22A – 8 – 6, and West Virginia Administrative Regulations Title 48, Series 2, Section 2.9.)

CRITERIA FOR QUALIFICATIONS (IN STATE)

- Applicant must present proper identification.
- Applicant must be a minimum of 18 years of age.
- Experience – Six (6) months with a minimum of 108 shifts.
- Such experience shall be fully documented on a form provided by the Director, and duly notarized with an appropriate seal. (Notary stamp is acceptable.)
- Valid apprentice miner certification card must be presented along with the document verifying appropriate experience.

CRITERIA FOR QUALIFICATIONS (OUT-OF-STATE)

- If the applicant possesses a similar certificate from another state, such certificate must be presented and information noted on the document verifying appropriate experience.
- If the state where the applicant worked does not issue a similar certification, the applicant must present proof of first aid training as required by WV Code 22A – 2 – 12.

EXAMINATION (IN STATE)

Applicant shall pass the examination with a minimum score⁴ of 80%.

No limitations regarding retesting in the event of failure.

EXAMINATION (OUT-OF-STATE)

Applicant shall pass the examination with a minimum score of 80%. Such examination shall include both apprentice miner and permanent miner's certification examinations.

Should the applicant fail to pass the apprentice miner examination, he/she may retest; however, failure to pass on the second attempt will necessitate completion of the 40-hour apprentice program before attempting the examination again.

RECIPROCITY

None

EXEMPTIONS

Supervisory and technically trained employees of the operator, whose work contributes only indirectly to mine operations, shall not be required to possess a miner's certificate.

ADMINISTRATION OF EXAMINATION

If the applicant possesses a similar certificate from another state, such certificate must be verified as a valid card with the issuing state.

¹All student specific information shall be included on the roster, i.e., Name, Social Security Number, mailing address, and telephone number.

GRANDFATHERED SURFACE MINER CERTIFICATIONS

Title 48, Series 3, Section 2.10(b – e):

- (b) Any miner having six (6) months (one hundred eight (108) shifts) verified surface mining experience in the State of West Virginia prior to Jan. 14, 1977, and having in their possession a first-aid certificate is eligible to take the surface miners' certification examination.
- (c) Any miner with at least six (6) months (one hundred eight (108) shifts) verified experience in a coal mine in another state and having in their possession a first-aid certificate is eligible to take the surface miner certification examination without attending and completing the approved forty (40) hour pre-employment training program. If the miner passes the examination with a score of at least eighty percent (80%), then that miner will be issued a surface miners' certificate.

If any miner fails to achieve a score of eighty percent (80%) on the second attempt, then such miner will be required to complete the approved forty (40) hour pre-employment training program.

- (d) Any miner with less than six (6) months (one hundred eight (108) shifts) experience in another state must complete the forty (40) hour pre-employment training program and work as an apprentice miner; however, the experience obtained in another state may be applied toward the six (6) months (one hundred eight (108) shifts) apprenticeship period.
- (e) Experienced equipment operators: An equipment operator with experience operating surface mining equipment in an environment similar to a surface mine but having no surface mining experience is required to complete the approved forty (40) hour pre-employment training program. After completing such training, an experienced equipment operator may be immediately qualified as a surface miner, provided that equipment operator has verification of at least six (6) months (one hundred eight (108) shifts) experience as an operator on surface mining equipment in a similar environment and scores at least eight percent (80%) on the surface miner certification examination.

SHOT FIRER CERTIFICATE CODE: 08

Definition: Shall mean any person who has knowledge of ventilation, mine roof and timbering, and who has demonstrated his/her knowledge of mine gases, the use of a flame safety lamp, or other approved detecting devices by examination and certification given by the Office of Miners' Health, Safety and Training. (See WV Code 22A – 2 – 33).

CRITERIA FOR QUALIFICATION

- Applicant must present proper identification.
- Applicant must be a minimum of 18 years of age.
- Experience – Two (2) years underground.
- Such experience shall be fully documented on a form provided by the Director
- Applicant shall present a valid underground coal miner's certificate.

EXAMINATION

- Applicant shall pass a written or oral examination, including a practical hands-on segment with a minimum score of 80%.
- No limitations regarding retesting in the event of failure.

RECIPROCITY

None

EXEMPTIONS

None

MINE FOREMAN (UNDERGROUND) CODE: 09
ASSISTANT MINE FOREMAN (UNDERGROUND) CODE: 10

Definition: In every underground mine where five or more persons are employed in a period of twenty-four hours, the operator shall employ at least one person certified in accordance with WV Code 22A – 7 – 1 as mine foreman fire boss. (Also see WV Code 22A – 2 – 7)

CRITERIA FOR QUALIFICATION

- Applicant must be a minimum of 18 years of age.
- Applicant must be a resident of West Virginia or employed in a mine in West Virginia.
- 3 years underground mine experience, and no college degree qualifies for Assistant Mine Foreman.
- 4-year degree in mining engineering or electrical degree, and 1 year experience in the face qualifies for Underground Mine Foreman.
- Associate degree with 3 years underground experience, of which 18 months must be in the face, qualifies for Underground Mine Foreman.
- Associate degree with 2 years underground experience, of which 18 months must be in the face, qualifies for Assistant Underground Mine Foreman.
- 5 years underground experience, of which 18 months must be in the face, qualifies for Underground Mine Foreman.
- Mine Foreman papers from another state, and a West Virginia miners certificate can boss for 90 days or until next available test date.

EXAMINATION

- Applicant must take written and hands on examination, and must pass with 80% on each section of the examination. (Ref. Underground Mine Foreman Study Guide, current edition).

RECIPROCITY

Maryland, Ohio, Kentucky

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

The certifying officer is the Mine Foreman Examiner. (WV Code 22A – 1 – 24)

WV Code 22A – 1 – 25. Duties of the Mine Foreman Examiner.

The duties of the mine foreman examiner are to:

- a. Prepare and conduct examinations of mine foremen, assistant mine foremen, and fire bosses;
- b. Prepare and certify to the Director a register of all persons who successfully completed the examination with a passing grade of 80%.

Review the application as to approval or disapproval.

If disapproved, the application, along with a written explanation is returned to the applicant.

If approved, the applicant is notified by mail as to the place and time of the next scheduled exam. (WV Code 22A – 1 – 26).

Applicant will submit positive identification to the examiner (i.e.; picture id.)

The examiner will collect the appropriate fee and issue a receipt. (See attached fee schedule)

The receipt will reflect the type of examination that is to be administered.

The applicant will complete the information form (see attached copy), and the Examiner will review the information form as to completeness.

The examination shall consist of both practical and written portions, to include but not limited to; the demonstration of his/her knowledge of dangerous mine gases and their detection, mine safety, safety appliances, state and federal mining laws and regulations, and other subjects by completing such training, education and examinations as may be required of him/her under this chapter.

RECORD KEEPING

The mine foreman examiner will produce and maintain the following records:

1. Master tally sheet.
2. The applicant's application is filed and noted as to:
 - a. Certification number.
 - b. Classification.
 - c. Date of issuance.
 - d. Initialed by the Examiner.
 - e. Receipt number/book number placed on application.
3. The receipt book that is utilized by the Mine Foreman Examiner shall be maintained and filed in the Mine foreman examiners' office.

CERTIFICATION CARD SECURITY PROCEDURE

The mine foreman examiner is solely responsible for accounting and issuing all certifications concerning supervisory positions. The mine foreman examiner shall adhere to the Certification Card Security Procedures, Record Keeping Procedures, Administration of Examination Procedures and Criteria for Issuing Duplicate Certifications as outlined in the General Information section of this document.

Certification Accounting Procedure

1. A log is maintained reflecting the name and certification number of each card that is issued.
2. The blank certification cards shall be kept secured.
3. The examination shall be kept secured by the Examiner at all times.

CERTIFICATION ISSUANCE PROCEDURE

NOTE: Only the Mine Foreman Examiner shall issue supervisory certifications.

The examiner shall sign as certifying officer.

The examiner shall have the Director to sign the certification and or use a signature stamp that has been authorized by the Director for that sole purpose.

The certification card, along with the appropriate documentation will be mailed to the applicant.

NOTE: Persons not successfully achieving a passing score shall be notified by mail, along with the appropriate scores.

MINE FOREMAN (SURFACE) CODE: 11
ASSISTANT MINE FOREMAN (SURFACE) CODE: 12

Definition: In every surface mine where five or more persons are employed in a period of twenty-four (24) hours, the operator shall employ at least one person certified in accordance with WV Code 22A – 7 – 1 as mine foreman fire boss. (Also see WV Code 22A – 2 – 7).

CRITERIA FOR QUALIFICATION

- Applicant must be a minimum of 18 years of age.
- Applicant must be a resident of West Virginia or employed in a mine in West Virginia.
- 2 years surface experience, and no college degree qualifies for Assistant Mine Foreman.
- 4-year degree in mining engineering or electrical degree, and 1 year experience in the pit qualifies for Surface Mine Foreman.
- Associate degree with 2 years surface experience, of which 18 months must be in the pit, qualifies for Surface Mine Foreman.
- 3 years surface experience, of which 18 months must be in the pit, qualifies for Surface Mine Foreman.
- Mine Foreman papers from another state, and West Virginia miners certificate can boss for 90 days or until next available test date.

EXAMINATION

- Applicant must take a written and hands on examination, and must pass with an 80% score on each section of the examination.

RECIPROCITY

Maryland, Ohio, Kentucky

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

The certifying officer is the Miner Foreman Examiner. (WV Code 22A – 1 – 24)

WV Code 22A – 1 – 25. Duties of the Mine Foreman Examiner.

The duties of the mine foreman examiner are to:

- a. Prepare and conduct examinations of surface miner foremen, and assistant surface mine foremen;
- b. Prepare and certify to the Director a register of all persons who successfully completed the examination with a passing grade of 80%.

Review the application as to approval or disapproval.

If disapproved, the application, along with a written explanation is returned to the applicant.

If approved, the applicant is notified by mail as to the place and time of the next scheduled exam. (WV Code 22A – 1 – 26).

Applicant will submit positive identification to the examiner (i.e.; picture i.d.)

The examiner will collect the appropriate fee and issue a receipt. (See attached fee schedule).

The receipt will reflect the type of examination that is to be administered.

The receipt number and book will be placed on the applicant's application form.

The applicant will complete an information form (see attached copy), and the examiner will review the information form as to completeness.

The examination shall consist of both practical and written portions, to include but not limited to; the demonstration of his/her knowledge of dangerous mine gases and their detection. Mine safety, safety appliances, state and federal mining laws and regulations, and other subjects by completing such training, education and examinations as may be required if him/her under this chapter.

The examiner shall grade the examination and record the grade on the appropriate form (see attached copy). WV Code 22A – 1 – 30.

RECORD KEEPING

The mine foreman examiner will produce and maintain the following records:

1. Master tally sheet.
2. The applicant's application is filed and noted as to:
 - a. Certification number.
 - b. Classification.
 - c. Date of issuance.
 - d. Initialed by the Examiner.
 - e. Receipt number/book number placed on application.
3. The receipt book that is utilized by the Mine Foreman Examiner shall be maintained and filed in the Mine foreman examiners' office.

CERTIFICATION CARD SECURITY PROCEDURE

The mine foreman examiner is solely responsible for accounting and issuing all certifications concerning supervisory positions. The mine foreman examiner shall adhere to the Certification Card Security Procedures, Record Keeping Procedures, Administration of Examination Procedures and Criteria for Issuing Duplicate Certifications as outlined in the General Information section of this document.

Certification Accounting Procedure

1. A log is maintained reflecting the name and certification number of each card that is issued.
2. The blank certification cards shall be kept secured.
3. The examination shall be kept secured by the Examiner at all times.

CERTIFICATION ISSUANCE PROCEDURE

NOTE: Only the Mine Foreman Examiner shall issue supervisory certifications.

The examiner shall sign as certifying officer.

The examiner shall have the Director to sign the certification and or use a signature stamp that has been authorized by the Director for that sole purpose.

The certification card, along with the appropriate documentation will be mailed to the applicant.

SHAFT AND SLOPE SUPERINTENDENT CODE: 13
SHAFT AND SLOPE EXAMINER FOREMAN CODE: 14

Definition: West Virginia Administrative Regulations Title 36, Series 3, Section 3. Employment of Agent. 3.1 At each shaft and/or slope construction operation, the operator shall employ a shaft and/or slope superintendent, who shall be the agent in charge of the shaft and/or slope operation.

3.2 A certified person shall be in attendance at all times at each shaft and/or slope who has passed an examination given by the Office of Miners' Health, Safety and Training.

CRITERIA FOR QUALIFICATIONS

WV Administrative Regulations, Title 36, Series 3, Section 4. Superintendent – Shaft and/or Slope Certification.

- Applicant must be a minimum of 18 years of age.
- Must have had a least five (5) years experience in the underground workings, or other related experience approved by the Director of the Office of Miners' Health, Safety and Training, which shall include at least twenty-four (24) months experience in the working place of a shaft and/or slope or be a graduate of the school of mines of an accredited mining engineering technology, electrical, mechanical or civil engineering technology, construction of shafts and/or slopes or other related experience approved by the Director of the Office of Miners' Health, Safety and Training, which shall include at least twenty-four (24) months experience in the working place of shafts and/or slopes.

EXAMINATION

- Both written and practical subjects are addressed, and the applicant must demonstrate his/her knowledge of dangerous mine gases and their detection, mine safety, first aid, safety appliances, state mining laws and regulations by completing an examination as may be required of him/her by the Director of the Office of Miners' Health, Safety and Training.

RECIPROCITY

None

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

The certifying officer is the Mine Foreman Examiner.

- (a) Prepare and conduct examinations.
- (b) Prepare and certify to the Director a register of all persons who successfully completed the examination with a passing grade of 80%.

Review the application as to approval or disapproval.

If disapproved, the application, along with a written explanation is returned to the applicant.

If approved, the applicant is notified by mail as to the place and time of the next scheduled exam.

Applicant will submit positive identification to the examiner (i.e.; picture id.).

The examiner will collect the appropriate fee and issue a receipt.

The receipt will reflect the type of examination that is to be administered.

The receipt number and book number will be placed on the applicant's application form.

The applicant will complete an information form (see attached), and the Examiner will review the information form as to completeness.

The examination shall consist of both practical and written portions, to include, but not limited to; the demonstration of his/her knowledge of dangerous mine gases and their detection, mine safety, first aid, safety appliances, state and federal mining laws and regulations, and other subjects by completing the training, education, and examinations as may be required of him/her under this chapter.

The examiner shall grade the examination and record the grade on the appropriate form.

RECORD KEEPING

The mine foreman examiner will produce and maintain the following records:

1. Master tally sheet (copy attached).
2. The applicant's application is files and noted as to:
 - a. Certification number
 - b. Classification.
 - c. Date of issuance.
 - d. Initialed by the Examiner.
 - e. Receipt number/book number placed on application.
3. The receipt book that is utilized by the Mine Foreman Examiner shall be maintained and filed in the Charleston office.

CERTIFICATION CARD SECURITY PROCEDURE

The mine foreman examiner is solely responsible for accounting and issuing all certifications concerning supervisory positions. The mine foreman examiner shall adhere to the Certification Card Security Procedures, Record Keeping Procedures, Administration of Examination Procedures and Criteria for Issuing Duplicate Certifications as outlined in the General Information section of this document.

Certification Accounting Procedure

1. A log is maintained reflecting the name and certification number of each card that is issued.
2. The blank certification cards shall be kept secured.
3. The examination shall be kept secured by the Examiner at all times.

CERTIFICATION ISSUANCE PROCEDURE

NOTE: Only the Mine Foreman Examiner shall issue supervisory certifications.

The examiner shall sign as certifying officer.

The examiner shall have the Director to sign the certification and or use a signature stamp that has been authorized by the Director for that sole purpose.

The certification card, along with the appropriate documentation will be mailed to the applicant.

NOTE: Persons not successfully achieving a passing score shall be notified by mail, along with the appropriate scores.

SURFACE CONSTRUCTION SUPERVISOR CODE: 15

Definition: (WV Administrative Regulations Title 36, Series 23, Section 7) Employment of Certified Supervisor. The employer shall designate at least one (1) certified construction supervisor for each surface construction project at each specific mine where the employer employs ten (10) or more employees.

CRITERIA FOR QUALIFICATIONS

- WV Administrative Regulations Title 36, Series 23, Section 8. Construction Supervisor Certification. "...upon verification that the applicant has three (3) or more years experience in surface construction work. Information relating to work experience shall be sworn to by the applicant and verified by the employer(s) of which the work was performed."

EXAMINATION

None

RECIPROCITY

None

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

No Examination Required.

1. The mine foreman examiner or safety instructor shall review the application.
2. The examiner or safety instructor approves or disapproves the application.
 - a. Approved applications
 1. Collect fee and issue receipt.
 2. Place receipt number on application.
 3. Issue certification number.
 - b. Disapproved applications
 1. Return application to applicant.
 2. Notified in writing, explaining why application was disapproved.

RECORD KEEPING

The Mine Foreman Examiner shall produce and maintain the following records:

1. Master tally sheet noting pertinent information
2. The application is filed alphabetically by year.

CERTIFICATION CARD SECURITY PROCEDURE

The mine foreman examiner is solely responsible for accounting and issuing all certifications concerning supervisory positions. The mine foreman examiner shall adhere to the Certification Card Security Procedures, Record Keeping Procedures, Administration of Examination Procedures and Criteria for Issuing Duplicate Certifications as outlined in the General Information section of this document.

1. A log is maintained reflecting the name and certification number of each card issued.
2. The blank certification cards shall be kept secured.
3. The examination shall be kept secured by the Examiner at all times.

CERTIFICATION ISSUANCE PROCEDURE

NOTE: Only the Mine Foreman Examiner shall issue supervisory certifications.

The examiner shall sign as certifying officer.

The examiner shall have the Director to sign the certification and or use a signature stamp that has been authorized by the Director for that sole purpose.

The certification card, along with the appropriate documentation will be mailed to the applicant.

NOTE: Persons not successfully achieving a passing score shall be notified by mail, along with the appropriate scores.

CLAY MINE FOREMAN CODE: 16

Definition: In every underground clay mine where five or more persons are employed in a period of twenty-four (24) hours, the operator shall employ a mine foreman who shall be a competent and practical person holding a certificate of competence for said position issued to him/her by the Office of Miners' Health, Safety and Training after an examination by such office.

CRITERIA FOR QUALIFICATIONS

- Applicant shall be a minimum of 18 years of age.
- In order to receive a certificate of competency qualifying a foreman in an underground clay mine, the applicant shall take an examination prescribed by the Director of the Office of Miners' Health, Safety and Training, be a citizen of this state, of good moral character and temperate habits, having had at least three (3) years experience in the underground working of clay mines.

EXAMINATION

Both written and practical.

RECIPROCITY

None

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

The certifying officer is the Mine Foreman Examiner.

- a. Prepare and conduct examinations.
- b. Prepare and certify to the Director a register of all persons who successfully complete the examination with a passing grade of 80%.

Review the application as to approval or disapproval.

If disapproved, the application, along with a written explanation is returned to the applicant.

If approved, the applicant is notified by mail as to the place and time of the next scheduled exam.

Applicant will submit positive identification to the examiner (i.e.; picture id.).

The examiner will collect the appropriate fee and issue a receipt. (See attached fee schedule)

The receipt will reflect the type of examination that is to be administered.

The receipt number and book number will be placed on the applicant's application form.

The applicant will complete an information form (see attached copy), and the Examiner will review the information form as to completeness.

The examination shall consist of both practical and written portions, to include, but not limited to: the demonstration of his/her knowledge of dangerous gases and their detection, mine safety, first aid, safety appliances, state and federal laws and regulations, and other subjects by completing the training, education and examinations as may be required of him/her under this chapter.

The examiner shall grade the examination and record the grade on the appropriate form.

RECORD KEEPING

The mine foreman examiner will produce and maintain the following records:

1. Master tally sheet
2. The applicant's application is filed and noted as to:
 - a. Certification number.
 - b. Classification.
 - c. Date of issue.
 - d. Initialed by the Examiner.
 - e. Receipt number/book number placed on the application.
3. The receipt book that is utilized by the Mine Foreman Examiner shall be maintained and filed in the Charleston office.

CERTIFICATION CARD SECURITY PROCEDURE

The mine foreman examiner is solely responsible for accounting and issuing all certifications concerning supervisory positions. The mine foreman examiner shall adhere to the Certification Card Security Procedures, Record Keeping Procedures, Administration of Examination Procedures and Criteria for Issuing Duplicate Certifications as outlined in the General Information section of this document.

Certification Accounting Procedure

- A log is maintained reflecting the name and certification number of each card that is issued.
- The certification log will reflect the current total certifications that the Director has issued to the Mine Foreman Examiner. VOIDed cards shall be signed by the Examiner and returned to the Director.
- The blank certification cards shall be kept secured.
- The examinations shall be kept secured by the Examiner at all times.

CERTIFICATION ISSUANCE PROCEDURE

NOTE: Only the Mine Foreman Examiner shall issue supervisory certifications.

The examiner shall sign as certifying officer.

The examiner shall have the Director to sign the certification and/or use a signature stamp that has been authorized by the Director for that sole purpose.

The certification card, along with the appropriate documentation will be mailed to the applicant.

MINE RESCUE TEAM MEMBER CODE: 17

Definition: The Director is authorized to have trained and employed at the rescue stations such rescue crews as he may deem necessary. (See WV Code 22A – 1 – 35).

CRITERIA FOR QUALIFICATION

- Applicant must be less than 50 years of age.
- Applicant must pass a physical examination within 30 days prior to the commencement of initial training which will consist of 31 hours.
- Initial mine rescue training must be conducted by an agency certified instructor (See Mine Rescue Instructor)
- Applicant must present proper identification.
- Applicant must be a minimum of 18 years of age.
- Experience – One (1) year underground experience.
- Applicant shall present a valid underground coal miners certificate unless he/she meets the criteria as a technical person outlined in WV Code 22A – 8 – 8.

EXAMINATION

- Applicant shall take a written or oral examination including a practical hands-on segment.
- No limitations regarding retesting in the event of failure.

RECIPROCITY

None

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

Applicant submits appropriate application. (Physical form)

Applicant shall submit letter certifying completion of 31 hr. Initial training course signed by a State certified instructor.

Examiner will ensure that application has been properly completed and attach a copy of the applicant's drivers license.

Written or oral examination is administered.

Examiner shall sign all documents submitted by the applicant.

The supervisor shall review the transmittal sheet prior to signing any certification card.

The certification card to be issued shall be signed by the examiner and a supervisor.

GAS TESTING INSTRUCTOR CODE: 18

Definition: Persons whose duties require them to administer examinations for methane and oxygen deficiency shall be examined annually by a qualified official from the Office of Miners' Health, Safety and Training. (See WV Code 22A-2-12(3) and WV Administrative Regulations, Title 36, Series 21, Section 4.1)

CRITERIA FOR QUALIFICATION

- Applicant must be a minimum of 18 years of age.
- Applicant must present proper identification.
- Experience – Applicant must possess a West Virginia Mine Foreman – Fireboss certification.

EXAMINATION

- Applicant must pass a practical examination consisting of the use and care of detection instruments.
- No limitations regarding retesting in the event of failure.

RECIPROCITY

None

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

No examination fee.

Applicant will submit positive identification to the examiner (i.e.; picture i.d.).

Applicant shall present a valid mine foreman fireboss certificate along with the appropriate application.

Examiner will ensure that application has been properly completed.

Practical examination is administered.

Examiner shall sign all documents submitted by the applicant.

Examiner shall record pass or fail on the application.

SHAFT & SLOPE SHOT FIRER CODE: 20

Definition: Shall mean any person who has knowledge of ventilation, mine roof and timbering, and who has demonstrated his/her knowledge of mine gases, the use of a flame safety lamp, or other approved detecting devices by examination and certification given by the Office of Miners' Health, Safety and Training. (See WV Code 22A-2-33).

CRITERIA FOR QUALIFICATION

- Applicant must present proper identification.
- Applicant must be a minimum of 18 years of age.
- Experience – Two (2) years underground.
- Such experience shall be fully documented on a form provided by the Director
- Applicant shall present a valid underground coal miner's certificate.

EXAMINATION

- Applicant shall pass a written or oral examination, including a practical hands-on segment with a minimum score of 80%.
- No limitations regarding retesting in the event of failure.

RECIPROCITY

None

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

Applicant will submit positive identification to the examiner (i.e.; picture i.d.).

Examiner will ensure that application has been properly completed.

Examiner shall sign all documents submitted by the applicant.

Examiner shall record pass or fail on the application.

BELT EXAMINER CERTIFICATION CODE: 21

Definition: A certified belt examiner shall mean any person who meets the criteria outlined in WV Administrative Regulations, Title 48, Series 1, Section 3. (See also WV Code 22A – 2 – 39(i)).

CRITERIA FOR QUALIFICATION

- Applicant must be a minimum of 18 years of age.
- Applicant must present proper identification.
- Applicant must present a valid West Virginia underground miners certificate.
- Experience – Minimum of two (2) years practical underground experience.

EXAMINATION

- Applicant must successfully complete the certification examination prescribed in West Virginia Administrative Regulations, Title 48, Series 1, Section 4 with a minimum score of 75% on the written part along with passage of the practical part.
- No limitations regarding retesting in the event of failure.
- Failure of either the written or practical portions of the test would require the applicant to retest only on the failed portion.

RECIPROCITY

None

EXEMPTIONS

None

MINE RESCUE INSTRUCTOR CODE: 22

Definition: Each mine rescue team shall be trained by a State certified mine rescue instructor. (See WV Administrative Regulations, Title 48, Series 4).

CRITERIA FOR QUALIFICATIONS

- Applicant must be a minimum of 18 years of age.
- Applicant must have been a mine rescue member for least two (2) years or have received special training approved by the Director.
- Applicant must have at least three (3) years underground mining experience or have received special training approved by the Director.
- Applicant must be thoroughly trained in the use and care of all types of detection instruments and apparatuses to be used by the team.
- Applicant must demonstrate to the Director or his representative that he/she is qualified to serve as an instructor.
- Instructors for initial training of mine rescue team members shall be approved by the Office of Miners' Health, Safety and Training.

EXAMINATION

- Applicant must pass a written and oral practical examination consisting of care, maintenance, use of breathing apparatus and mine rescue equipment.
- No limitations regarding retesting in the event of failure.
- Examination is scored on a Pass/Fail basis.

RECIPROCITY

None

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

\$35.00 fee.

40 – HOUR INSTRUCTOR (SURFACE) CODE: 23
80 – HOUR INSTRUCTOR (UNDERGROUND) CODE: 24

Definition: Instructors who wish to teach the 40-hour Surface Mine Apprentice Program and or the 80-hour Underground Mine Apprentice Program must be approved by the WV Office of Miners' Health, Safety and Training as having demonstrated sufficient experience and/or knowledge of surface coal mining. (See WV Administrative Regulations Title 48, Series 3, Section 2.4 and 6.1).

CRITERIA FOR QUALIFICATION

- Applicant must be a minimum of 18 years of age.
- Applicant must present proper identification.
- Applicant must present an appropriate application, including a summary of the applicant's teaching experience and related credentials. (e.g.; MSHA training certificates)
- Applicant must present a description of his/her work experience in sufficient detail to determine the applicants exposure to the unit operations of coal mining.
- Application must also address the content area(s) in the training program for which he/she will be responsible.
- Application shall include the name and address of the person who should be notified as to the candidate's approval or disapproval.

EXAMINATION

None

RECIPROCITY

None

APPROVAL PROCEDURE

\$10.00 fee

Examiner shall ensure that application has been properly completed.

Examiner shall sign all documents submitted by the applicant and note approval or disapproval along with the date.

Should the examiner determine that the applicant should not be approved, after consultation with a supervisor, the examiner shall prepare a letter to the applicant outlining all reasons for disapproval. A copy of the letter shall be directed to the examiner's immediate supervisor and a file maintained in the regional office.

Upon approval, the application will be forwarded to the Oak Hill office.

The certification card to be issued shall be signed by the issuing officer.

RECORD KEEPING

The application is forwarded to the Oak Hill office to prepare certification and file documentation.

CERTIFIED ELECTRICIAN LOW - MEDIUM – HIGH CODE: 26

Definition: An individual who has at least three (3) years of experience in performing electrical work underground in a coal mine, in a non-coal mine, in the mine equipment manufacturing industry , or in any other industry using or manufacturing similar equipment.

CRITERIA FOR QUALIFICATIONS

- Applicant must be a minimum of 18 years of age.
- Apprentice electrician with proper time documented.
- Certification from another state.
- Degree in Electrical Engineering and 6 months experience.
- Previous Electrical Certification.
- Grandfathered electrical certification (experience prior to 1980).
- Other experience outlined by WV Administrative Regulations 48-7-2.3.

EXAMINATION

Electrical examination for Low, Medium Voltage.

An applicant who fails to pass the examination must reapply to take the examination within thirty (30) days after notification of a failing score. An applicant who fails the examination two (2) times, must receive at least forty (40) hours of additional classroom training prior to retaking the examination.

Electrical examination for Low, Medium and High voltage.

An applicant must score at least eighty percent (80%) in parts (a) through (g), and must pass part (h). The hands on skill is graded on a pass/fail basis only.

If an applicant fails to pass the examination, they must reapply to take the examination within thirty (30) days after notification of a failing score. An applicant who fails the examination two (2) times must receive at least forty (40) hours of additional classroom training prior to retaking the examination. An applicant who fails the examination the third time must repeat the twelve (12) month apprentice program.

RECIPROCITY

Virginia to West Virginia (See GENERAL INFORMATION)

Alabama to West Virginia (See GENERAL INFORMATION)

Kentucky to West Virginia (See GENERAL INFORMATION)

EXEMPTIONS

None

ADMINISTRATION OF EXAMINATION

Examiner shall review the following:

Submit application within 15 days with experience

Applicant will submit positive identification to the examiner (i.e.: picture i.d.)

- a. Apprentice – log book with time, dates and signatures; proof of classroom time
- b. Certification with another state; copy of State certification and Federal cards.
- c. Electrical degree (Attach copy of degree and 6 months verified experience.)
- d. Previous Electrical certification (copy of cards – State and Federal)
- e. Grandfathered electrical certification
Experience documentation of three (3) years prior to 1980 (Must be verified by issuing State)

Verify with other states the status of the applicant's certifications.

Check log book or time.

RECORD KEEPING

The appropriate certification number is recorded on the application and kept on file in the regional offices.

Type a 5000-17 (MSHA required) and have electrical inspector sign it. Make a copy of the form and send the original to MSHA in Colorado.

GAS TEST INSTRUCTOR – CONSTRUCTION, SHAFT, SLOPE SUPERVISOR CODE: 27

Definition: Persons whose duties require them to administer examinations for methane and oxygen deficiency shall be examined annually by a qualified official from the Office of Miners' Health, Safety and Training.

CRITERIA FOR QUALIFICATION

- Applicant must be a minimum of 18 years of age.
- Applicant must present proper identification.
- Experience – Applicant must possess a West Virginia Mine Foreman – Fireboss certification.
- Applicant must have a WV Gas Testing Instructor Card (Code 18).

EXAMINATION

- Applicant must pass a practical examination consisting of the use and care of detection instruments.
- No limitations regarding retesting in the event of failure.

RECIPROCITY

None

APPROVAL PROCEDURE

Examiner shall ensure that application has been properly completed.

Examiner shall sign all documents submitted by the applicant and note approval or disapproval along with the date.

QUALIFIED DIESEL INSTRUCTOR CODE: 28

Definition: As provided in Title 196-1-26, Diesel inspectors shall be trained in accordance with criteria as established and approved by the WV Diesel Commission.

CRITERIA FOR QUALIFICATION

- Applicant must be a minimum of 18 years of age.
- Applicant must present proper identification.
- Applicant must attend the approved West Virginia 28hr Diesel Instructor Class.

EXAMINATION

None

RECIPROCITY

None

ADMINISTRATION OF EXAMINATION

\$370.00 fee to register for class.

RECORD KEEPING

A record of certification (application) shall be maintained by the lead WVMHST Diesel inspector.

QUALIFIED CLEARING CREW CODE: 29

Definition: **Title 56 Series 2** requires all employees of companies conducting clearing operations complete a 16 hour safety class.

CRITERIA FOR QUALIFICATION

- Applicant must be employed by a company conducting clearing operations.
- Applicant must present proper identification.

EXAMINATION

None

RECIPROCITY

None

APPROVAL PROCEDURE

Must have a minimum of 16 hours safety training, consisting of:

- Eight hours task specific training.
- Eight hours First Aid, CPR and Emergency Procedures.

Annually must have a minimum of 8 hrs training in the above subjects.

Certification will be issued when applicant provides a completed **MSHA 500-23** certificate of training.

QUALIFIED PERSON – ELECTRICAL CODE: 30

Definition: **Title 48 Series 8 provides** Criteria and Standards for Alternative Training Programs for Apprentice Coal Mine Electricians. This is intended as an alternative to the traditional 12 – month program for certification of electricians.

CRITERIA FOR QUALIFICATION

- Applicant must be a minimum of 18 years of age.
- Applicant must present proper identification
- Applicant must be a certified miner (exception noted in 48CSR 8 -7.1)
- Applicant must be enrolled in a program approved by the WV Board of Miner Training, Education and Certification.

EXAMINATION

- After six months there is a required examination. Following another six months of training, for a total of 12 months, a certification is issued.

RECIPROCIITY

None

APPROVAL PROCEDURE

Title 48 Series 8 provides detailed descriptions of benchmarks and requirements for applicants to complete this program. These include but **are not limited to**:

- 8 hr. electrical hazards class
- 360 Classroom and Laboratory training hours (must document 90% of hours)
- Work at a mining facility 277 electrical experience hours
- 20% of hands on hours must be on high voltage systems

UNDERGROUND FOREMAN CONTINUING EDUCATION INSTRUCTOR CERTIFICATION CODE: 31

Definition: Code section 22A –7-7 established requirements and criteria for Continuing Education for Underground Mine Foremen.

CRITERIA FOR QUALIFICATION

- Applicant must possess a degree in education or other mining related field or have an underground miner's certificate and at least two (2) years underground experience.
- Applicant must present proper identification
- Application shall include the name and address of the person who should be notified as to the candidate's approval or disapproval.
- Instructors will be tentatively approved until a class has been monitored by a representative of the Office of Miners' Health Safety and Training and the appropriate documentation presented to the Board of Miner Training, Education and Certification for final approval.

EXAMINATION

None

RECIPROCITY

None

APPROVAL PROCEDURE