

NOTE ON PERFORMANCE TESTING

Performance Profile Sheet(s) are included in a format that can be easily photocopied for each trainee. This examination is designed to measure competency in the tasks taught in each module.

Please note the number of tasks to be tested while teaching each module. Each trainee should be tested on all the tasks listed on the Performance Profile Sheet(s). Before performance testing, the instructor should brief the trainees on:

- Test objectives and criteria
- Safety precautions
- Procedures for each task to be tested

The instructor administering the performance testing should also do the following:

- Ensure that all of the needed equipment is available and operating properly.
- Set up the testing stations.
- Organize and administer the test in a way that allows for optimal performance.
- Complete the Performance Profile Sheet(s) for each trainee by assigning a pass/fail score for each listed task. Also, include the testing date, and start and end times for each task in the rating boxes.
- Monitor adherence to all safety regulations and precautions.
- Provide adequate supervision to prevent injuries.
- Take immediate and effective action to remedy any emergency.

Performance Testing

If Performance Testing is done as part of the NCCER Standardized Craft Training Program, the following conditions must be met:

1. The Craft Instructor must hold valid NCCER instructor certification.
2. The training must be delivered through an Accredited Training Sponsor recognized by NCCER.
3. The specific performance testing must be completed successfully.
4. The results of the testing must be recorded on the Registration of Training Modules Form. This form must be provided to the local Accredited Training Sponsor to be forwarded to the NCCER Registry.

Performance Profile Sheet

Module AOCFG-17 has no Performance Profile Sheet;
performance testing is not required for this module.

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Performance Profile Sheet

Module AOCCC-17 has no Performance Profile Sheet;
performance testing is not required for this module.

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Performance Profile Sheet (Page 1 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
Module: CT19_1-17
Module Title: Valve Body Winterization or Corrosion Inhibition



Trainee Name:

Training Program Sponsor:

Instructor:

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
 Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Training Program, be sure to record Performance testing results on the Registration of Training Modules form, and submit the results to the Training Program Sponsor.

OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
2	Winterize valves (CT19_1-17).				
	Identify potential abnormal operating conditions that may occur during performance of this CT, and know the appropriate actions to take in response to them.				
	Utilize the appropriate personal protective equipment according to relevant company procedures.				
	Verify location and accessibility of valve to be inspected, and verify the valve number, valve type, manufacturer, and nameplate data.				
	Notify control center and/or affected personnel before work begins.				
	Follow associated task-specific procedures (if applicable) and perform maintenance per manufacturer's or industry recommendations.				

Craft: Pipeline Mechanical Level 2
Module: CT19_1-17
Module Title: Valve Body Winterization or Corrosion Inhibition



OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
	Blowdown (depressurize) valve body, if body bleed is available.				
	Drain non-petroleum liquids (such as water) from the valve body, if applicable.				
	Operate injection equipment and inject appropriate antifreeze, if applicable.				
	Notify control center and/or affected personnel after completion of work.				
	Complete appropriate documentation as required by operator's procedures.				

Performance Profile Sheet (Page 1 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
 Module: CT19_2-17
 Module Title: Valve Lubrication



Trainee Name:

Training Program
 Sponsor:

Instructor:

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
 Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Training Program, be sure to record Performance testing results on the Registration of Training Modules form, and submit the results to the Training Program Sponsor.

OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
2	Lubricate valves (CT19_2-17).				
	Identify potential abnormal operating conditions that may occur during performance of this CT, and know the appropriate actions to take in response to them.				
	Utilize the appropriate personal protective equipment according to relevant company procedures.				
	Verify location and accessibility of valve to be inspected, and verify the valve number, valve type, manufacturer, and nameplate data.				
	Notify control center and/or affected personnel before work begins.				
	Follow associated task-specific procedures (if applicable) and perform maintenance per manufacturer's or industry recommendations.				

Craft: Pipeline Mechanical Level 2
Module: CT19_2-17
Module Title: Valve Lubrication



OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
	Understand the seat, injection fittings, and stem functionality.				
	Identify appropriate injection and lubrication product.				
	Operate injection equipment and inject appropriate products.				
	Notify control center and/or affected personnel after completion of work.				
	Complete appropriate documentation as required by operator's procedures.				

Performance Profile Sheet (Page 1 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
 Module: CT19_3-17
 Module Title: Valve Seat Sealing



Trainee Name:

Training Program
 Sponsor:

Instructor:

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
 Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Training Program, be sure to record Performance testing results on the Registration of Training Modules form, and submit the results to the Training Program Sponsor.

OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
2	Inject valve seat sealant (CT19_3-17).				
	Identify potential abnormal operating conditions that may occur during performance of this CT, and know the appropriate actions to take in response to them.				
	Utilize the appropriate personal protective equipment according to relevant company procedures.				
	Verify the location and accessibility of the valve to be inspected, and verify the valve number, type, manufacturer, and nameplate data.				
	Notify control center and/or affected personnel before work begins.				
	Follow associated task-specific procedures (if applicable) and perform maintenance per manufacturer's or industry recommendations.				

Performance Profile Sheet (Page 2 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
Module: CT19_3-17
Module Title: Valve Seat Sealing



OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
	Verify proper valve position.				
	Blowdown (depressurize) valve body.				
	Check for leak-by and leak-through sealing of valve.				
	Identify the appropriate type and amount of sealant per manufacturer's/company specifications.				
	Operate injection equipment with appropriate products. Inject appropriate sealant into seats per manufacturer or industry recommendations.				
	After need for maintaining a tight seal is past, flush sealant from injection ports and seats with grease cleaner/penetrant.				
	Notify control center and/or affected personnel after completion of work.				
	Complete appropriate documentation as required by operator's procedures.				

Performance Profile Sheet (Page 1 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
 Module: CT19_4-17
 Module Title: Valve Stem Packing Maintenance



Trainee Name:

Training Program
 Sponsor:

Instructor:

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
 Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Training Program, be sure to record Performance testing results on the Registration of Training Modules form, and submit the results to the Training Program Sponsor.

OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
2	Perform valve stem packing maintenance (CT19_4-17).				
	Identify potential abnormal operating conditions that may occur during performance of this CT, and know the appropriate actions to take in response to them.				
	Utilize the appropriate personal protective equipment according to relevant company procedures.				
	Verify the location and accessibility of the valve to be inspected, and verify the valve number, type, manufacturer, and nameplate data.				
	Notify control center and/or affected personnel before work begins.				
	Follow associated task-specific procedures (if applicable) and perform maintenance per manufacturer's or industry recommendations.				

Performance Profile Sheet (Page 2 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
Module: CT19_4-17
Module Title: Valve Stem Packing Maintenance



OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
	Operate injection equipment with appropriate products.				
	Inject appropriate products into stem per manufacturer or industry recommendations.				
	Notify control center and/or affected personnel after completion of work.				
	Complete appropriate documentation as required by operator's procedures.				

Craft: Pipeline Mechanical Level 2
Module: CT19_5-17
Module Title: Adjust Actuator/Operator, Electric



Trainee Name:

Training Program Sponsor:

Instructor:

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
 Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Training Program, be sure to record Performance testing results on the Registration of Training Modules form, and submit the results to the Training Program Sponsor.

OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
2	Adjust an electric actuator/operator (CT19_5-17).				
	Identify potential abnormal operating conditions (AOCs) that may occur during performance of this CT, and know the appropriate actions to take in response to them.				
	Utilize the appropriate personal protective equipment according to relevant company procedures.				
	Verify the location and accessibility of the valve to be inspected, and verify the actuator number, type, manufacturer, and nameplate data.				
	Notify control center and/or affected personnel before work begins.				
	Follow associated task-specific procedures (if applicable) and perform maintenance per manufacturer's or industry recommendations.				

Performance Profile Sheet (Page 2 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
Module: CT19_5-17
Module Title: Adjust Actuator/Operator, Electric



OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
	Verify proper valve position.				
	Properly set the limit switches and/or torque switches, if applicable.				
	Notify control center and/or affected personnel after completion of work.				
	Complete appropriate documentation as required by operator's procedures.				

Performance Profile Sheet (Page 1 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
 Module: CT19_6-17
 Module Title: Adjust Actuator/Operator, Pneumatic



Trainee Name:

Training Program
 Sponsor:

Instructor:

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
 Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Training Program, be sure to record Performance testing results on the Registration of Training Modules form, and submit the results to the Training Program Sponsor.

OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
2	Adjust a pneumatic actuator/operator (CT19_6-17).				
	Identify potential abnormal operating conditions (AOCs) that may occur during performance of this CT, and know the appropriate actions to take in response to them.				
	Utilize the appropriate personal protective equipment according to relevant company procedures.				
	Verify the location and accessibility of the valve to be inspected, and verify the actuator number, type, manufacturer, and nameplate data.				
	Notify control center and/or affected personnel before work begins.				
	Follow associated task-specific procedures (if applicable) and perform maintenance per manufacturer's or industry recommendations.				

Performance Profile Sheet (Page 2 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
Module: CT19_6-17
Module Title: Adjust Actuator/Operator, Pneumatic



OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
	Verify proper valve position.				
	Properly set the limit switches and/or torque switches, if applicable.				
	Notify control center and/or affected personnel after completion of work.				
	Complete appropriate documentation as required by operator's procedures.				

Performance Profile Sheet (Page 1 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
 Module: CT19_7-17
 Module Title: Adjust Actuator/Operator, Hydraulic



Trainee Name:

Training Program
 Sponsor:

Instructor:

Rating Levels: (1) Passed: performed task (2) Failed: did not perform task
 Also, list the date the testing for each task was completed.

Recognition: When testing for the NCCER Training Program, be sure to record Performance testing results on the Registration of Training Modules form, and submit the results to the Training Program Sponsor.

OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
2	Adjust a hydraulic actuator/operator (CT19_7-17).				
	Identify potential abnormal operating conditions (AOCs) that may occur during performance of this CT, and know the appropriate actions to take in response to them.				
	Utilize the appropriate personal protective equipment according to relevant company procedures.				
	Verify the location and accessibility of the valve to be inspected, and verify the actuator type, number, manufacturer, and nameplate data.				
	Notify control center and/or affected personnel before work begins.				
	Follow associated task-specific procedures (if applicable) and perform maintenance per manufacturer's or industry recommendations.				

Performance Profile Sheet (Page 2 of 2)

NCCER Training

Craft: Pipeline Mechanical Level 2
Module: CT19_7-17
Module Title: Adjust Actuator/Operator, Hydraulic



OBJECTIVE	TASK	RATING	DATE	START TIME	END TIME
2	Adjust a hydraulic actuator/operator (CT19_7-17).				
	Isolate the valve, actuator, and any associated components, and verify proper valve position.				
	Properly set the mechanical stops, limit switches and/or hydraulic actuator travel, if applicable.				
	Remove lockout/tagout, if applicable. Perform a function test and confirm that the actuator local and remote position indicators are functioning correctly.				
	Notify control center and/or affected personnel after completion of work.				
	Complete appropriate documentation as required by operator's procedures.				