

**Office of the Fire Commissioner**

Inspection and Technical Services
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Winnipeg Manitoba Canada R3C 0P8
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Employer Verification of Experience

The Electricians' Licence Act
The Gas and Oil Burner Act
The Power Engineers Act

I. Personal Information – to be completed by applicant – please print clearly			
FIRST NAME		MIDDLE INITIAL	SURNAME
DATE OF BIRTH (YYYY/MM/DD)			SOCIAL INSURANCE NUMBER
MAILING ADDRESS			CITY/TOWN/PROVINCE POSTAL CODE
HOME ADDRESS (IF DIFFERENT FROM ABOVE)			
PRIMARY PHONE			SECONDARY PHONE
E-MAIL ADDRESS			
II. Employer Verification – to be completed by an authorized employer – please print clearly			
The applicant above has been employed at: _____ (company name), and has acquired _____ hours in work experience from ____yy/____mm/____dd to ____yy/____mm/____dd under the direct supervision of an appropriately valid licence holder or under the general supervision of a chief engineer.			
Name of valid licence holder: _____ Licence No.: _____			
Signature (valid licence holder): _____ Date: _____			
NAME OF EMPLOYER		ADDRESS OF EMPLOYER	
EMPLOYER CONTACT NUMBER & EMAIL ADDRESS			
Specific job duties and responsibilities related to licence/examination (if necessary, please attach a separate sheet).			
For Power Engineers and Refrigeration Plant Operators Only			
PLANT CLASSIFICATION		BOILER / REFRIGERATION PLANT CERTIFICATION NUMBER	
BOILER / REFRIGERATION PLANT RATING (Kilowatt or Horsepower)		WORKING BOILER PRESSURE (PSI)	
OFFICE USE ONLY			
<input type="checkbox"/> Approved <input type="checkbox"/> Declined		Trades Examination Clerk Initials	Date (YYYY/MM/DD)

All applications must be complete and accompanied by a \$60 examination fee AND required documentation.

Examinations for licence are administered under the following Acts. Visit Manitoba Laws at <http://web2.gov.mb.ca/laws/index.php>

Exam Eligibility and Required Documentation						
Applications for examinations for licence	Licence required	Required hours of work experience under the supervision of an individual who holds a valid licence	Are references from the employer(s) required?	Time between rewrites	Min grade	Appeal
PE – 5 th Class	Valid Class 4	Not required with examination application.	Yes, from chief engineer. If applicant is the chief engineer, then by plant owner or human resources.	90 days	65	NO
PE – 4 th Class						NO
PE – 3 rd Class						NO
PE – 2 nd Class						YES
PE – 1 st Class						YES
Refrigeration	Valid Class 2	Hours of experience should accompany application for licensing or can be submitted earlier if completed.	5 th class, refrigeration, and special boiler class require references from a license holder of that class or higher	90 days	65	NO
Special Boiler						NO
Steam Traction						NO
						NO
Electrical - Limited Specialized Trade		3600 hrs of direct supervision at a 1:1 ratio under an appropriately valid licence holder	Yes	90 days	70	NO
Oil Fitter		3600 hrs 3600 hrs of direct supervision at a 1:1 ratio OR 900 hrs continued experience <i>AND</i> Apprenticeship	Yes	60 days	70	NO
Gas D <i>*no exam required if holding a Valid Gas A or Valid Gas B</i>		3600 hrs <i>AND</i> approved Utilities Course	Yes	60 days	70	NO
Gas A	Valid B OR Valid Refrigeration OR Valid Plumbing OR Steam Fitter Certificate of Qualification	3600 hrs of experience with direct supervision at a 1:1 ratio of all work done over 400 000 BTU AND Valid B OR Valid Refrigeration OR Valid Plumbing OR Valid Steam Fitter Certificate of Qualification	Yes	60 days	70	NO

- [The Electricians' Licence Act E50](#)
- [The Gas and Oil Burner Act G30](#)
- [The Power Engineers Act P95](#)

1:1 ratio refers to the ratio of supervisor to trainee.