# Performance Verification Packet

# INSTRUMENTATION FITTER

This performance verification is designed as one method to evaluate job skills and safe work habits of a participant. The performance of the participant must be evaluated by an NCCER certified evaluator, at an NCCER authorized assessment site and be approved by an NCCER accredited assessment center.

**Last Updated: April 28, 2005**
NCCER • 13614 Progress Blvd., Alachua, Florida 32615
Telephone 888.622.3720 • www.nccer.org

# Performance Verification Form
# How to fill out and file your information

**Participant**

1) Print your last name, first name, and social security number.
2) Print your company name, current employer, and the state where your employer's main office is located.
3) In the space provided for "Participant Signature," sign your name and enter the date you signed the form.

**Performance Evaluator**

1) In the space provided for "Site Code," enter the postal zip code of the location where the performance verification is being conducted.
2) In the column provided for "Date," enter the date the participant completed each of the tasks. This date is important because there may be times a participant does not complete a performance verification in one day.
3) In the space provided for "Performance Evaluator," sign your name.
4) In the space provided for "Date," next to your signature, list the date the participant successfully completed all of the tasks.

**Administrator**

1) In the space provided for "Administrator," sign your name. Your signature indicates that the performance evaluator is certified to conduct this performance verification and that it was conducted within the guidelines of the NCCER.
2) In the space provided for "Date," next to your signature, list the date that this performance verification form is being sent to the NCCER for entry into the National Registry.
3) In the space provided for "Accredited Assessment Center," print the name of the accredited assessment center that is conducting this performance verification.

## Objectives

**The candidate will demonstrate the ability to lay out tubing and piping, perform heat tracing, perform pressure and leak tests, and clean and purge tubing and piping.**

## Scope

**This Performance Verification provides a means to observe and evaluate competencies in the following areas:**

- Install and/or Connect Control Valve
- Install four types of transmitters (flow, pressure, level, temp)
- Perform heat tracing
- Pressure and leak test lines
- Clean and purge lines

## Materials Required

- Necessary P & IDs
- Specification sheets
- Instrument Index
- Job Site Detail Sheets
- Control Valve
- Flow / Pressure / Level / Temperature Transmitters
- Tubing / Piping / Fittings
- Leak detection fluid
- Hand / Power tools
- PPE

## Time Required

To be determined based on job site

## Tasks

Evaluator will provide necessary P& IDs, specification sheets, instrument index, and job-specific details for each task.

- **Install and/or Connect Control Valve**
  - Air supply from header to regulator
  - Correct flow

- **Install four transmitters (as directed by evaluator)**
  - Flow Transmitter
  - Pressure Transmitter
  - Level Transmitter
  - Temperature Transmitter

- **Perform Heat Tracing**
  - Install steam trace from header to condensate return header

- **Pressure and Leak Test**
  - Perform test on tubing or pipe run, selected by evaluator, to facility standards and specifications

- **Clean and Purge**
  - Perform proper cleaning and purging of tubing or pipe run, selected by evaluator, to facility standards and specifications

| Date Completed | Task To Perform |
|---|---|
| __-__-__ | 1. Install and/or Connect Control Valve<br>• Correct direction<br>• Supported Tubing<br>• No leaks<br>• Air pipe from header to regulator proper size and installed correctly |
| __-__-__ | 2. Install Four Transmitters<br>• Proper size tubing<br>• Proper tubing bends from Instrument to taps<br>• Install proper Instument stand<br>• Properly located above/below tap as required<br>• Proper type of tubing |
| __-__-__ | 3. Perform Heat Trace<br>• No leaks<br>• Installed to provide proper heat transfer<br>• Correctly installed Steam Trace from header to condensate return header |
| __-__-__ | 4. Pressure/Leak Test<br>• Proper set-up to test tubing or pipe run<br>• Correct gauges<br>• Correct fittings<br>• Proper leak detect liquid |
| __-__-__ | 5. Clean and Purge Tubing/Piping Run<br>• Follow all facility standards/procedures |
| __-__-__ | 6. Safety<br>• Used PPE<br>• Practiced good safety procedures |