State of Maine
Office of Professional and Occupational Regulation
Candidate Information Bulletin

Frequently Asked Questions

1. **How do I register to test?** To schedule for testing, go to https://www.provexam.com/schedule. You may also call us at 801-733-4455. Click here for more information about scheduling.

2. **Where can I test?** You may test at any one of Prov's testing centers. Click here for a current list and directions to each of our Maine testing centers.

3. **How much does it cost?** The exam costs vary from $65 to $90 depending on which exam category you are taking.

4. **When do I get my test results?** Exam results are available at the testing center once you complete your exam.

5. **Are there any study aids?** Yes, in our bookstore we sell practice examinations to help you prepare for your test.

6. **What is on the test**? Click here for information about the available examinations.

More Questions

Please read through this bulletin completely for answers to your questions. If you still have unanswered questions, you may contact us at the following:

For Licensing Questions –
State of Maine
Office of Professional & Occupational Regulation
35 State House Station
Augusta, Maine 04333
Phone: (207) 624-8603
Fax: (207) 624-8636
www.maine.gov/professionallicensing

For Testing Questions –
Prov Inc.
150 W Civic Center Dr., Suite 601
Sandy, UT 84070
Toll Free:
(801) 733-4455
Fax: (386) 518-6419
www.provexam.com
Office Hours: 8am to 6pm

General Testing Information

The State of Maine Office of Professional and Occupational Regulation "agency" oversees the licensing process for professional licensing. The State has contracted with Prov, Inc. to develop its licensing examination program for professional occupations. This bulletin has been developed to help explain the rules and processes candidates will need to undertake to complete the testing requirement for their professional licenses. To become licensed, a candidate must demonstrate competency by passing the required exam or exams in their professional field for which licensure is being sought. Candidates must receive approval from the agency before scheduling an appointment to take the exam.

Prov is not authorized to make the determination of which examination(s) candidates must take. If a candidate is unsure which exam is needed for the license being sought resolve this question before registering. Candidates with questions on examination and licensing eligibility can visit **www.maine.gov/professionallicensing.**

To be eligible to take an exam, individuals must meet certain experience and/or education requirements. The requirements are different depending upon which type of license individuals are trying to obtain. Check online at www.maine.gov/pfr/professionallicensing to verify what requirements are needed for each type of license. Before an exam, individuals must first be approved by the agency to take an examination. The agency will send a written notification to individuals qualified to take an exam on the procedures to schedule an exam appointment.

The following is a list of the examinations administered by Prov for licensing. Detailed information about exam content, duration and reference materials can be found in the Exam Descriptions section of this document.
The exam costs vary from $65 to $90 depending on which exam category you are taking.

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Examination Category - Electrician

Master Electrician	**$90**
Journeyman Electrician	**$90**
Limited Electrician -Low Energy & Fire Alarms	**$65**
Limited Electrician - House Wiring	**$65**
Limited Electrician - Gasoline Dispensing	**$65**
Limited Electrician - Outdoor Signs	**$65**
Limited Electrician - Refrigeration	**$65**
Limited Electrician - Traffic Signals, including Outdoor Lighting of Traffic Signals	**$65**
Limited Electrician - Water Pumps	**$65**
Limited Electrician - Crane Technician	**$65**

Examination Category - Elevator

Elevator Inspector	**$90**
Elevator Mechanic	**$90**
Lift Mechanic	**$90**

Examination Category-Fuel Technician

Delivery Technician Authority	**$90**
Master Solid Fuel Technician	**$65**
Journeyman Solid Fuel Technician	**$65**
Master Oil Burner Technician - 1 & 2 Oils (up to 15 gph)	**$90**
Master Oil Burner Technician - 1 & 2 Oils (over 15 gph)	**$90**
Master Oil Burner Technician - 4, 5 & 6 Oils	**$90**
Journeyman Oil Burner Technician - 1 & 2 Oils (up to 15 gph)	**$90**
Journeyman Oil Burner Technician - 1 & 2 Oils (over 15 gph)	**$90**
Journeyman Oil Burner Tech - 4, 5, & 6 Oils	**$90**
Plant Operator Authority	**$90**
Propane and Natural Gas Tank Setter and Outside Piping Technician	**$90**
Propane and Natural Gas Appliance Connection and Service Technician	**$90**
Propane and Natural Gas Large Equipment Installation and Service Technician	**$90**

Examination Category - Plumber

Master Plumber	**$65**
Journeyman Plumber	**$65**

Examination Category - Boiler

Boiler Inspector	**$90**
Boiler Operator	**$90**

Examination Category-Steam Engineer

First Class Stationary Steam Engineer	**$65**
Second Class Stationary Steam Engineer	**$65**
Third Class Stationary Steam Engineer	**$65**
Fourth Class Stationary Steam Engineer	**$65**

Examination Category - Geologist and Soil Scientist

Geologist Certification	**$100**
Maine Soil Scientist	**$50**

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Testing with Prov

Your exam will be administered by computer at one of Prov's testing centers. Prov's testing system is easy to use and requires no specific computer experience to take the test.

The following link will take you to a short video that demonstrates Prov's testing system: https://youtu.be/h3T9svnIdLY.

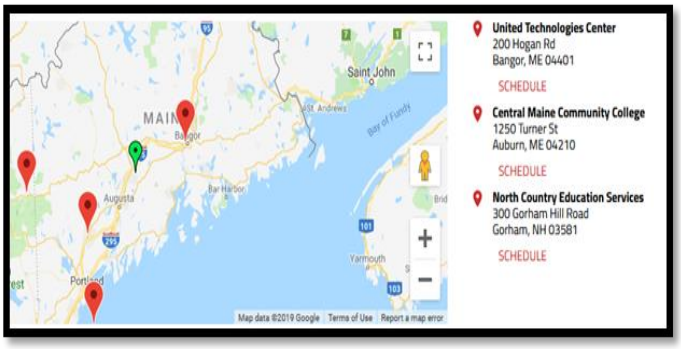
Where to take your exam

You may take your examination at any of Prov's testing facilities nationwide. Within Maine, Prov has five (5) testing centers where candidates can take their examinations. These testing centers are located in Auburn, Bangor, Calais, Portland, and Presque Isle. Site addresses, testing availability, and drive directions are provided at the end of this bulletin.

How to Schedule Online

1. To schedule online, navigate to the following URL:
   https://www.provexam.com/schedule
2. Enter your identifying information into the system. The State has already shared your testing information with Prov. We need to locate your information within our system.

   Follow the on-screen fields to enter your Known Candidate ID and your Last Name. The Candidate ID will be your **Maine License ID**. Please enter all of the numbers.
   Then, enter your last name and select the **Retrieve Details** button.
3. On the Welcome Screen, you will schedule a Date, Time, and Location for your exam by selecting the link labeled:
   Find suitable time and venue
4. The scheduling system will display a map to graphically show where the different testing centers are located. Select a testing center from the list of centers to the right of the map.
5. Select the SCHEDULE link to check the calendar for the testing center.



6. Select a test **date** and **time** from the calendar that matches your schedule.
7. Confirm your selected date and time and select **Add to Cart**.
8. Proceed to payment. If you have provided an email address, the invoice for your exam payment will be automatically emailed to you.
   An email will be sent to you confirming your scheduled date/time and location.

If you have any problems with online scheduling, give us a call at (801) 733-4455.

Scheduling by Phone

To schedule for an examination by phone, candidates should contact Prov toll free at 801-733-4455. Prov scheduling staff is available 8:00 a.m. through 6:00 p.m. ET, Monday through Friday.

Candidates should be prepared to provide the Prov scheduling staff with their name, Prov Candidate ID and their zip code.

Once Prov confirms the candidate's identity, Prov staff will search the database for the next available testing session at the candidate's preferred testing location and will provide candidates with any alternate locations that may be in close proximity to their address. Once scheduled, Prov staff will email them information regarding their testing schedule.

Cancel/Rescheduling Policy

If you need to change or cancel their testing appointment, you must contact Prov at least **three (3) business days** prior to your scheduled test date. Rescheduling is free if Prov is notified by the deadline. If you fail to appear for their test or fail to cancel or reschedule your testing session by the close of business three days prior to their scheduled test date, you will forfeit your exam fees.

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Preparing for Your Exams

The licensing examinations that candidates will take are designed to test what qualified professionals should know in the trade's field. The test questions used on the examinations have been prepared by contractors and cover the wide range of topics candidates would normally encounter in their particular field.

Prov recommends that candidates prepare for their tests by familiarizing themselves with the exam references with emphasis on the subject areas listed in each exam description.

Candidates who are familiar with their reference materials will spend less time searching for answers during the exam.

Exam Descriptions

Electrical Examinations

All Electrician examinations are delivered in CLOSED book format. The only exception to this is IF there are references below marked as Permitted. If no references below are marked as Permitted, then no books will be allowed with you in the testing room during your testing session

Master Electrician

Those who have the knowledge and skills to install, repair, alter, add to or change any electrical wires, fixtures, appliances, apparatus, raceways, conduit or any part thereof, which generates, transmits, transforms or utilizes electrical energy in any form for light, heat, power or communications, all in compliance with applicable plans, specifications, codes, laws and regulations.

Number of Questions	**100**
Time allowed (hours)	**4**

Subject Area	**# Quest.**
General Electrical Knowledge	16
Communication Systems	3
Equipment for General Use	12
Motors & Controls	5
Special Conditions	7
Special Equipment	7
Special Occupancies	6
Wiring & Protection	19
Wiring Methods & Materials	25

References

- **American Electrician's Handbook**, 17th Edition. ISBN: 978-1260457919. McGraw Hill Publishing Inc., P.O. Box 182604, Columbus, OH 43272.
- **Maine Electrician's Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Mike Holt's Illustrated Guide to Basic Electrical Theory**, 2007. ISBN: 978-1932685121. Mike Holt Enterprises, Inc., 7310 W. McNab Rd., Suite 201, Tamarac, FL 33321. Available at www.mikeholtbooks.com.
- **PERMITTED- NFPA 70 - National Electrical Code 2020**, 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

Journeyman Electrician

A Journeyman Electrician is qualified and tested to perform work in the electrical trades and test a candidate's knowledge of the planning, installation, repair, alteration, and maintenance of electric conductors, raceways, and equipment for light, heat, and power while employed by a Master Electrician.

Number of Questions	**80**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
General Electrical Theory & Principles	10
Wiring & Protection	16
Wiring Methods & Materials	16
Motors & Controls	10
Equipment for General Use	10
Special Occupancies	5
Special Equipment	5
Special Conditions	5
Communication Systems	3

References

- **American Electrician's Handbook**, 17th Edition. ISBN: 978-1260457919. McGraw Hill Publishing Inc., P.O. Box 182604, Columbus, OH 43272.
- **Maine Electrician's Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Mike Holt's Illustrated Guide to Basic Electrical Theory**, 2007. ISBN: 978-1932685121. Mike Holt Enterprises, Inc., 7310 W. McNab Rd., Suite 201, Tamarac, FL 33321. Available at www.mikeholtbooks.com.
- **PERMITTED- NFPA 70 - National Electrical Code 2020**, 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

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Limited Electrician - Cranes

Tests a candidate's knowledge of the installation and service of electrical work associated with stationary and moving cranes and their associated control circuits.

Number of Questions	**40**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
General Electrical Knowledge	6
Service Feeders and Branch Circuits	5
Grounding & Bonding	3
Raceways and Enclosures	6
Conductors & Cables	5
Motors & Controls	9
Special Equipment	6

References

- **American Electrician's Handbook,** 17th Edition. ISBN: 978-1260457919. McGraw Hill Publishing Inc., P.O. Box 182604, Columbus, OH 43272.
- **Maine Elevator Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Mike Holt's Illustrated Guide to Basic Electrical Theory,** 2007. ISBN: 978-1932685121. Mike Holt Enterprises, Inc., 7310 W. McNab Rd., Suite 201, Tamarac, FL 33321. Available at www.mikeholtbooks.com.
- PERMITTED- **NFPA 70 - National Electrical Code 2020,** 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

Limited Electrician - Low Energy

Tests a candidate's knowledge of the design, installation, maintenance, alteration and testing of fire alarm circuits and equipment including but NOT limited to telephone, radio, computer and data electrical wiring, fixtures, appliances, thermostats, apparatus, raceways and conduit, or any part thereof, NOT to exceed ninety-eight (98) volts.

Number of Questions	**50**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
General Electrical Knowledge	14
Installation Requirements Electrical	23
Initiating Devices	3
Notification Appliances & Signaling Circuits	7
Systems Testing	1
Supervisory Stations	2

References

- **American Electrician's Handbook,** 17th Edition. ISBN: 978-1260457919. McGraw Hill Publishing Inc., P.O. Box 182604, Columbus, OH 43272.
- **Low Voltage Wiring: Security/Fire-Alarm Systems,** 2001. ISBN: 978-0071376747. McGraw Hill Glencoe Order Services, P.O. Box 545, Blacklick, OH 43004. Available at www.amazon.com.
- **Maine Electrician's Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- PERMITTED- **NFPA 70 - National Electrical Code 2020,** 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 72 - National Fire Alarm and Signaling Code Handbook,** 2013. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

Limited Electrician - House Wiring

Tests a candidate's knowledge of the installation and service of electrical work related to house wiring systems and equipment, including service entrance and low voltage wiring as it applies to housing units. The privileges of practice are restricted to one- and two-family dwellings, including modular and mobile homes.

Number of Questions	**50**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
General Electrical Knowledge	10
Service Feeders and Branch Circuits	13
Grounding & Bonding	8
Raceways and Enclosures	6
Conductors & Cables	5
Equipment for General Use	6
Low Voltage Circuits	2

References

- **American Electrician's Handbook,** 17th Edition. ISBN: 978-1260457919. McGraw Hill Publishing Inc., P.O. Box 182604, Columbus, OH 43272.
- **Maine Electrician's Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Mike Holt's Illustrated Guide to Basic Electrical Theory,** 2007. ISBN: 978-1932685121. Mike Holt Enterprises, Inc., 7310 W. McNab Rd., Suite 201, Tamarac, FL 33321. Available at www.mikeholtbooks.com.
- PERMITTED- **NFPA 70 - National Electrical Code 2020,** 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

Limited Electrician - Gasoline Dispensing

Tests a candidate's knowledge of the installation and service of electrical work related to gasoline dispensing systems and equipment. Including but not limited to controls and control wiring as well as sealing techniques for explosion proof fittings.

Number of Questions	**50**
Time allowed (hours)	**3**

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Subject Area	# Quest.
General Electrical Knowledge	7
Service Feeders and Branch Circuits	5
Grounding & Bonding	8
Raceways and Enclosures	9
Conductors & Cables	6
Motors & Controls	5
Special Occupancies	8
Signaling Circuits	2

References

- **American Electrician's Handbook**, 17th Edition. ISBN: 978-1260457919. McGraw Hill Publishing Inc., P.O. Box 182604, Columbus, OH 43272.
- **Maine Electrician's Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Mike Holt's Illustrated Guide to Basic Electrical Theory**, 2007. ISBN: 978-1932685121. Mike Holt Enterprises, Inc., 7310 W. McNab Rd., Suite 201, Tamarac, FL 33321. Available at www.mikeholtbooks.com.
- **NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages**, 2012. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **PERMITTED - NFPA 70 - National Electrical Code 2020**, 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

Limited Electrician - Refrigeration

Tests a candidate's knowledge of the installation and service of electrical work related to refrigeration systems and equipment. Includes single and three phase motors and their control wiring circuits.

Number of Questions	**50**
Time allowed (hours)	**3**

Subject Area	# Quest.
General Electrical Knowledge	16
Service Feeders and Branch Circuits	5
Grounding & Bonding	6
Raceways and Enclosures	5
Conductors	7
Motors & Controls	8
Special Occupancies	3

References

- **American Electrician's Handbook**, 17th Edition. ISBN: 978-1260457919. McGraw Hill Publishing Inc., P.O. Box 182604, Columbus, OH 43272.
- **Maine Electrician's Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Mike Holt's Illustrated Guide to Basic Electrical Theory**, 2007. ISBN: 978-1932685121. Mike Holt Enterprises, Inc., 7310 W. McNab Rd., Suite 201, Tamarac, FL 33321. Available at www.mikeholtbooks.com.
- **Modern Refrigeration and Air Conditioning**, 19th Edition. ISBN: 978-1-61960-199-4. Goodheart-Wilcox Company, Inc., 18604 West Creek Dr., Tinley Park, IL 60477-6243. Available at www.g-w.com.
- **PERMITTED- NFPA 70 - National Electric Code 2020**, 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

Limited Electrician - Traffic Signals, including Outdoor Lighting of Traffic Signals

Tests a candidate's knowledge of the installation and service of electrical work related to traffic signaling, including outdoor lighting of traffic signaling systems and equipment.

Number of Questions	**50**
Time allowed (hours)	**3**

Subject Area	# Quest.
General Electrical Knowledge	9
Service Feeders and Branch Circuits	6
Grounding & Bonding	9
Raceways and Enclosures	5
Conductors & Cables	8
Equipment for General Use	6
Special Equipment	7

References

- **American Electrician's Handbook**, 17th Edition. ISBN: 978-1260457919. McGraw Hill Publishing Inc., P.O. Box 182604, Columbus, OH 43272.
- **Maine Electrician's Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Mike Holt's Illustrated Guide to Basic Electrical Theory**, 2007. ISBN: 978-1932685121. Mike Holt Enterprises, Inc., 7310 W. McNab Rd., Suite 201, Tamarac, FL 33321. Available at www.mikeholtbooks.com.
- **PERMITTED- NFPA 70 - National Electrical Code 2020**, 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 72 - National Fire Alarm and Signaling Code Handbook**, 2013. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

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Limited Electrician - Water Pumps

Tests a candidate's knowledge of the installation and service of electrical work related to water pumping systems and equipment.

Number of Questions	**50**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
General Electrical Knowledge	10
Service Feeders and Branch Circuits	7
Grounding & Bonding	4
Raceways and Enclosures	4
Conductors & Cables	7
Motors & Controls	13
Equipment for General Use	5

References

- **American Electrician's Handbook**, 17th Edition. ISBN: 978-1260457919. McGraw Hill Publishing Inc., P.O. Box 182604, Columbus, OH 43272.
- **Maine Electrician's Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Mike Holt's Illustrated Guide to Basic Electrical Theory**, 2007. ISBN: 978-1932685121. Mike Holt Enterprises, Inc., 7310 W. McNab Rd., Suite 201, Tamarac, FL 33321. Available at www.mikeholtbooks.com.
- **NFPA 20 - Standard for the Installation of Stationary Fire Pumps for Fire Protection**, 2010. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **PERMITTED- NFPA 70 - National Electrical Code 2020**, 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

Limited Electrician - Outdoor Signs

Tests a candidate's knowledge of the installation and service of electrical work related to outdoor signs and sign lighting systems and equipment.

Number of Questions	**40**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
Electrical Signs & Outline Lighting	15
Grounding & Bonding	4
General Electrical Knowledge	10
Motors & Controls	2
Transformers	1
Wiring & Protection	3
Wiring Methods & Materials	5

References

- **American Electrician's Handbook**, 17th Edition. ISBN: 978-1260457919. McGraw Hill Publishing Inc., P.O. Box 182604, Columbus, OH 43272.
- **Maine Electrician's Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Mike Holt's Illustrated Guide to Basic Electrical Theory**, 2007. ISBN: 978-1932685121. Mike Holt Enterprises, Inc., 7310 W. McNab Rd., Suite 201, Tamarac, FL 33321. Available at www.mikeholtbooks.com.
- **PERMITTED- NFPA 70 - National Electrical Code 2020**, 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

Elevator Examinations

All Elevator examinations are delivered in CLOSED book format.

Elevator Inspector

Number of Questions	**21**
Time allowed (hours)	**1**

Subject Area	**# Quest.**
Elevator Inspector	21

References

- **American Society of Mechanical Engineers (ASME) codes A17.1**, 2013. Maine Office of Professional and Occupational Regulation, 76 Northern Avenue, Gardiner, ME 04345.
- **American Society of Mechanical Engineers (ASME) codes A17.3**, 2011. Maine Office of Professional and Occupational Regulation, 76 Northern Avenue, Gardiner, ME 04345.
- **American Society of Mechanical Engineers (ASME) codes A18.1**, 2014. Maine Office of Professional and Occupational Regulation, 76 Northern Avenue, Gardiner, ME 04345.
- **Maine Elevator Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **National Electrical Code 2011 AND National Electrical Code 2014**, 2011 & 2014. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

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Elevator Mechanic

Number of Questions	**100**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
Elevator Mechanic	100

References

- **American Society of Mechanical Engineers (ASME) codes A17.1,** 2013. Maine Office of Professional and Occupational Regulation, 76 Northern Avenue, Gardiner, ME 04345.
- **American Society of Mechanical Engineers (ASME) codes A17.3,** 2011. Maine Office of Professional and Occupational Regulation, 76 Northern Avenue, Gardiner, ME 04345.
- **American Society of Mechanical Engineers (ASME) codes A18.1,** 2014. Maine Office of Professional and Occupational Regulation, 76 Northern Avenue, Gardiner, ME 04345.
- **Maine Elevator Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **National Electrical Code 2011 AND National Electrical Code 2014,** 2011 & 2014. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.

Lift Mechanic

Number of Questions	**25**
Time allowed (hours)	**1**

Subject Area	**# Quest.**
Lift Mechanic	25

References

- **American Society of Mechanical Engineers (ASME) codes A18.1,** 2014. Maine Office of Professional and Occupational Regulation, 76 Northern Avenue, Gardiner, ME 04345.
- **Maine Elevator Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **The National Electrical Code Handbook,** 2020. ISBN: 978-1-45592-290-1. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at NFPA.org

Fuel Technician Exam Descriptions

All Fuel Technician examinations are delivered in OPEN book format.

Delivery Technician Authority

Permits the technician to deliver propane, either by liquid transfer into a stationary container on the property of the consumer or by placing a portable container on the property of the consumer.

Number of Questions	**30**
Time allowed (hours)	**2**

Subject Area	**# Quest.**
Maine Fuel Board Laws & Rules	13
NFPA 54 - National Fuel Gas Code	2
NFPA 58 Liquefied Petroleum Gas Code	11
Federal Regulations	4

References

- **Maine Fuel Board Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 54 National Fuel Gas Code,** 2012. ISBN: 978-1455900947. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.amazon.com.
- **NFPA 58 Liquefied Petroleum Gas Code 2011,** 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.amazon.com
- **OSHA 29 CFR 1910.** Mancomm, 315 West 4th Street, Davenport, IA 52801-1204. Available at http://bookstore.gpo.gov.
- **Title 49 Code of Federal Regulations.** U.S. Department of Labor, DC.

Master Solid Fuel Technician

A Master Solid Fuel Technician is licensed to engage in the business of designing, installing, and servicing solid fuel burning equipment as defined by the State of Maine Fuel Board.

Number of Questions	**75**
Time allowed (hours)	**3**

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Subject Area	# Quest.
NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances	20
Maine Fuel Board Laws & Rules	40
Uniform Plumbing Code	4
NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems	4
NFPA 70 National Electric Code	6
General Knowledge	1

References

- **Maine Fuel Board Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances,** 2013. ISBN: 978-145590580-5. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 70 - National Electrical Code 2020,** 2020. ISBN: 9781455922970. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems,** 2012. ISBN: 978-145590101-2. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.amazon.com

Journeyman Solid Fuel Technician

A Journeyman Solid Fuel Technician is licensed to install and service solid fuel burning equipment as defined by the State of Maine Fuel Board.

Number of Questions	**75**
Time allowed (hours)	**3**
Subject Area	**# Quest.**
Maine Fuel Board Laws & Rules	41
NFPA 70 National Electric Code	4
General Knowledge	1
NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances	19
NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems	5
Uniform Plumbing Code	5

References

- **Maine Fuel Board Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances,** 2013. ISBN: 978-145590580-5. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 70 - National Electrical Code,** 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems,** 2012. ISBN: 978-145590101-2. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.amazon.com

Master Oil Burner Technician 1 & 2 oils (up to 15 gph)

A Master Oil Burner Technician is licensed to engage in the business of installing or servicing oil burning equipment as defined by the State of Maine Fuel Board (Up to 15 gph).

Number of Questions	**100**
Time allowed (hours)	**3**
Subject Area	**# Quest.**
General Knowledge	2
NFPA 70 National Electric Code	3
Oil Heat Technician Manual	19
NFPA 31 Standard for the Installation of Oil-burning Equipment	32
NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances	1
NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages	2
NFPA 88A: Standard for Parking Structures	2
NFPA 90A OR 90B	3
Maine Fuel Board Laws & Rules	31
Uniform Plumbing Code	5

References

- **Maine Fuel Board Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances,** 2013. ISBN: 978-145590580-5. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages,** 2012. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 31-Standard for the Installation of oil-burning equipment,** 2011. ISBN: 978-161665699-7. National Fire Protection Association, 1

Batterymarch Park, Quincy, MA 02169-7471. available at www.NFPA.org

- **NFPA 70 - National Electrical Code**, 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 88A: Standard for Parking Structures**, 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.nfpa.org
- **NFPA 90A Standard for the Installation of Air-Conditioning and Ventilating Systems**, 2012. ISBN: no ISBN # available from NFPA. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.amazon.com
- **NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems**, 2012. ISBN: 978-145590101-2. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.amazon.com
- **Oil Heat Technician's Manual**, National Oil Heat Research Alliance, 600 Cameron Street, Alexandria, VA 22314. Available at www.amazon.com
- **Uniform Plumbing Code 2015**, 2015. ISBN: 0733-2335. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761. available at www.iapmo.org.

Journeyman Oil Burner Technician 1 & 2 oils (up to 15 gph)

A Journeyman Oil Burner Technician is licensed to install, clean, service, alter, or repair oil burning equipment as defined by the State of Maine Fuel Board. A Journeyman Oil Burner Technician may install oil burning equipment only under the supervision of a licensed Master Oil Burner Technician and must at all times be under the supervision of, or in the employ of, a licensed Master Oil Burner Technician (up to 15 gph).

Number of Questions	**100**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
Oil Heat Tech Manual	24
Maine Fuel Board Laws & Rules	28
NFPA 31 Standard for the Installation of Oil-burning Equipment	27
NFPA 70 National Electric Code	3
NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances	1
NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages	2
NFPA 88A: Standard for Parking Structures	1
Uniform Plumbing Code	5
NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems	2
General Knowledge	6
Plumbing Law	1

References

- **Maine Fuel Board Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances**, 2013. ISBN: 978-145590580-5. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages**, 2012. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 31-Standard for the Installation of oil-burning equipment**, 2011. ISBN: 978-161665699-7. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.NFPA.org
- **NFPA 70 - National Electrical Code**, 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 88A: Standard for Parking Structures**, 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.nfpa.org
- **NFPA 90A Standard for the Installation of Air-Conditioning and Ventilating Systems 2012**, 2012. ISBN: no ISBN # available from NFPA. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.amazon.com
- **NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems**, 2012. ISBN: 978-145590101-2. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.amazon.com
- **Oil Heat Technician's Manual**, National Oil Heat Research Alliance, 600 Cameron Street, Alexandria, VA 22314. Available at www.amazon.com
- **Uniform Plumbing Code 2015**, 2015. ISBN: 0733-2335. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761. available at www.iapmo.org.

Master Oil Burner Technician 1 & 2 oils (over 15 gph)

A Master Oil Burner Technician is licensed to engage in the business of installing or servicing oil burning equipment as defined by the State of Maine Fuel Board (Up to 15 gph).

Number of Questions	**75**
Time allowed (hours)	**3**

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Subject Area	# Quest.
Oil Heat Tech Manual	3
General Knowledge	1
Maine Fuel Board Laws & Rules	12
NFPA 31 Standard for the Installation of Oil-burning Equipment	8
Maine Boiler and Pressure Vessel Laws and Rules	2
Uniform Plumbing Code	1
High Pressure Boilers	11
NFPA 70 National Electric Code	2
Low Pressure Boilers	22
ASME CSD-1, Controls & Safety Devices for Automatically Fired Boilers	7
Boiler Operations	5
NFPA 30 Flammable and Combustible Liquids Code	1

References

- **ASME CSD-1, Controls & Safety Devices for Automatically Fired Boilers,** 2012. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990. Available at www.ASME.org
- **Boiler Operator's Handbook,** 2nd edition. CRC Press, Taylor and Francis Group 6000 Broken Sound Parkway N, Suite 300, Boca Raton, FL 33487-2742.
- **High Pressure Boilers,** 4th edition, 2009. ISBN: 978-0-8269-4309-5. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.go2atp.com.
- **Low Pressure Boilers,** 3rd Edition. ISBN: 978-0-8269-4358-3. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.go2atp.com.
- **Maine Boilers & Pressure Vessel Laws and Rules,** 2015. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Maine Fuel Board Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 30 Flammable and Combustible Liquids Code,** 2012. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 31-Standard for the Installation of oil-burning equipment,** 2011. ISBN: 978-161665699-7. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.NFPA.org
- **NFPA 70 - National Electrical Code,** 2014. ISBN: 9781455906727. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **Oil Heat Technician's Manual,** National Oil Heat Research Alliance, 600 Cameron Street, Alexandria, VA 22314. Available at www.amazon.com
- **Uniform Plumbing Code 2015,** 2015. ISBN: 0733-2335. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761. available at www.iapmo.org.

Journeyman Oil Burner Tech 1 & 2 oils (over 15 gph)

Number of Questions	**75**
Time allowed (hours)	**3**

Subject Area	# Quest.
Oil Heat Tech Manual	3
General Knowledge	5
Maine Fuel Board Laws & Rules	10
NFPA 31 Standard for the Installation of Oil-burning Equipment	6
NFPA 90A OR 90B	1
Maine Boiler and Pressure Vessel Laws and Rules	3
Uniform Plumbing Code	1
High Pressure Boilers	6
NFPA 70 National Electric Code	4
NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances	1
Low Pressure Boilers	25
ASME CSD-1, Controls & Safety Devices for Automatically Fired Boilers	6
Boiler Operations	3
NFPA 30 Flammable and Combustible Liquids Code	1

References

- **ASME CSD-1, Controls & Safety Devices for Automatically Fired Boilers**, 2012. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990. Available at www.ASME.org
- **Boiler Operator's Handbook**, 2nd edition. CRC Press, Taylor and Francis Group 6000 Broken Sound Parkway N, Suite 300, Boca Raton, FL 33487-2742.
- **High Pressure Boilers**, 4th edition, 2009. ISBN: 978-0-8269-4309-5. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.go2atp.com.
- **Low Pressure Boilers**, 3rd Edition. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.go2atp.com.
- **Maine Boilers & Pressure Vessel Laws and Rules**, 2015. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Maine Fuel Board Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Avail at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances**, 2013. ISBN: 978-145590580-5. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org

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- **NFPA 31-Standard for the Installation of oil-burning equipment**, 2011. ISBN: 978-161665699-7. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.NFPA.org
- **NFPA 70 - National Electrical Code, 2014. ISBN: 9781455906727.** National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 90A - Installation of Air Conditioning & Ventilating Systems 2015, 2015.** National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems 2015, 2015.** National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.
- **Oil Heat Technician's Manual,** National Oil Heat Research Alliance, 600 Cameron Street, Alexandria, VA 22314. Available at www.amazon.com
- **Uniform Plumbing Code 2015,** 2015. ISBN: 0733-2335. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761. available at www.iapmo.org.

Master Oil Burner Technician 4, 5, 6 oils

A Master Oil Burner Technician is licensed to engage in the business of installing or servicing oil burning equipment as defined by the State of Maine Fuel Board. (4,5,6 oils)

Number of Questions	**100**
Time allowed (hours)	**3**
Subject Area	**# Quest.**
Oil Heat Tech Manual	1
General Knowledge	5
Maine Fuel Board Laws & Rules	20
NFPA 31 Standard for the Installation of Oil-burning Equipment	20
NFPA 90A OR 90B	2
Maine Boiler and Pressure Vessel Laws and Rules	1
Uniform Plumbing Code/Maine Plumbing Laws and Rules	3
High Pressure Boilers	15
NFPA 70 National Electric Code	6
NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages	1
ASME CSD-1, Controls & Safety Devices for Automatically Fired Boilers	13
Boiler Operations	13

References

- **ASME CSD-1, Controls & Safety Devices for Automatically Fired Boilers,** 2012. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990. Available at www.ASME.org
- **Boiler Operator's Guide,** 4th edition. ISBN: 978-0070365742. McGraw Hill Glencoe Order Services, P.O. Box 545, Blacklick, OH 43004. Available at www.amazon.com.
- **High Pressure Boilers,** 3rd edition. ISBN: 0-8269-4300-4. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.go2atp.com.
- **Maine Boilers & Pressure Vessel Laws and Rules,** 2015. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Maine Fuel Board Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages,** 2012. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 31-Standard for the Installation of oil-burning equipment,** 2011. ISBN: 978-161665699-7. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.NFPA.org
- **NFPA 70 - National Electrical Code,** 2014. ISBN: 9781455906727. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 90A Standard for the Installation of Air-Conditioning and Ventilating Systems,** 2012. ISBN: no ISBN # available from NFPA. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.amazon.com
- **NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems,** 2012. ISBN: 978-145590101-2. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.amazon.com
- **Oil Heat Technician's Manual,** National Oil Heat Research Alliance, 600 Cameron Street, Alexandria, VA 22314. Available at www.amazon.com

Journeyman Oil Burner Technician 4, 5 & 6 oils

A Journeyman Oil Burner Technician is licensed to install, clean, service, alter, or repair oil burning equipment as defined by the State of Maine Fuel Board. (4,5,6 oils)

Number of Questions	**100**
Time allowed (hours)	**3**
Subject Area	**# Quest.**
Oil Heat Tech Manual	2
General Knowledge	6

Maine Fuel Board Laws & Rules	27
NFPA 31 Standard for the Installation of Oil-burning Equipment	18
Maine Boiler and Pressure Vessel Laws and Rules	1
Uniform Plumbing Code	2
High Pressure Boilers	15
NFPA 70 National Electric Code	5
ASME CSD-1, Controls & Safety Devices for Automatically Fired Boilers	12
Boiler Operations	12

References

- **ASME CSD-1, Controls & Safety Devices for Automatically Fired Boilers**, 2012. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990. Available at www.ASME.org
- **Boiler Operator's Guide**, 4th edition. ISBN: 978-0070365742. McGraw Hill Glencoe Order Services, P.O. Box 545, Blacklick, OH 43004. Available at www.amazon.com.
- **High Pressure Boilers**, 4th edition, 2009. ISBN: 978-0-8269-4309-5. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.go2atp.com.
- **Maine Boilers & Pressure Vessel Laws and Rules**, 2015. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Maine Fuel Board Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 31-Standard for the Installation of oil-burning equipment**, 2011. ISBN: 978-161665699-7. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.NFPA.org
- **NFPA 70 - National Electrical Code**, 2014. ISBN: 9781455906727. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **Oil Heat Technician's Manual**, National Oil Heat Research Alliance, 600 Cameron Street, Alexandria, VA 22314. Available at www.amazon.com
- **Uniform Plumbing Code 2015**, 2015. ISBN: 0733-2335. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761. available at www.iapmo.org.

Plant Operator Authority

Permits the technician to work at a propane facility as defined in NFPA standards, Number 58.

Number of Questions	**30**
Time allowed (hours)	**2**

Subject Area	**# Quest.**
Maine Fuel Board Laws & Rules	13
NFPA 58 Liquefied Petroleum Gas Code	16
Federal Regulations	1

References

- **Maine Fuel Board Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 58 Liquefied Petroleum Gas Code 2011**, 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.amazon.com
- **OSHA 29 CFR 1910**. Mancomm, 315 West 4th Street, Davenport, IA 52801-1204. Available at http://bookstore.gpo.gov.

Propane & Natural Gas Appliance Connection and Service Technician

A Propane and Natural Gas Appliance Connection and Service Technician is licensed by the Maine Fuel Board with the Appliance Connection and Service Technician endorsement. This person is permitted to perform the following tasks: (1) Install and repair all inside or outside piping that is attached to the building, from the outlet of the valve, meter, or second stage regulator based upon whichever is closest to the customer piping, to the gas utilization equipment; and (2) Install, adjust and repair all customer owned gas utilization equipment including the fuel train, electrical systems, and venting systems that are associated with the correct operation of the equipment.

Number of Questions	**100**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
Maine Fuel Board Laws & Rules	18
NFPA 54 - National Fuel Gas Code	37
NFPA 70 National Electric Code	4
NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems	1
NFPA 88A: Standard for Parking Structures	1
NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages	3
NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances	1
Use of Venting Tables	17
Use of Piping Tables	9
Uniform Plumbing Code	4
Properties of Fuel Gases	5

References

- **Maine Fuel Board Laws and Rules**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html

- **NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances,** 2013. ISBN: 978-145590580-5. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages,** 2012. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 54 National Fuel Gas Code,** 2012. ISBN: 978-1455900947. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.amazon.com.
- **NFPA 58 Liquefied Petroleum Gas Code 2011,** 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.amazon.com
- **NFPA 70 - National Electrical Code,** 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 88A: Standard for Parking Structures,** 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.nfpa.org
- **NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems,** 2012. ISBN: 978-145590101-2. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.amazon.com
- **Uniform Plumbing Code 2015,** 2015. ISBN: 0733-2335. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761. available at www.iapmo.org.

Propane & Natural Gas Large Equipment Installation & Service Technician

Large Equipment Installation and Service Technician means a person licensed by the Maine Fuel Board with the Large Equipment Connection and Service Technician endorsement to install and service propane and natural gas appliances and indoor piping over 500,000 BTUs per appliance.

Number of Questions	**50**
Time allowed (hours)	**2**
Subject Area	**# Quest.**
NFPA 54 - National Fuel Gas Code	10
Maine Fuel Board Laws & Rules	8
ASME CSD-1, Controls & Safety Devices for Automatically Fired Boilers	1
Plumbing Law	1
Use of Venting Tables	9
Use of Piping Tables	7
Properties of Fuel Gases	3
NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages	2
NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems	1
NFPA 88A: Standard for Parking Structures	1
NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances	1
NFPA 70 National Electric Code	3
Uniform Plumbing Code	2
General Knowledge	1

References

- **ASME CSD-1, Controls & Safety Devices for Automatically Fired Boilers,** 2012. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990. Available at www.ASME.org
- **Maine Fuel Board Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel - Burning Appliances,** 2013. ISBN: 978-145590580-5. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 30A - Code for Motor Fuel Dispensing Facilities and Repair Garages,** 2012. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 54 National Fuel Gas Code,** 2012. ISBN: 978-1455900947. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.amazon.com.
- **NFPA 70 - National Electrical Code,** 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.
- **NFPA 88A: Standard for Parking Structures,** 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.nfpa.org
- **NFPA 90B - Installation of Warm Air Heating and Air-Conditioning Systems,** 2012. ISBN: 978-145590101-2. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. available at www.amazon.com
- **Uniform Plumbing Code 2015,** 2015. ISBN: 0733-2335. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761. available at www.iapmo.org.

Propane & Natural Gas Tank Setter and Outside Piping Technician

A Propane & Natural Gas Tank Setter and Outside Piping Technician may perform the following tasks: (1) Determine the correct location of and set aboveground or underground propane tanks; (2) Install or maintain pumps or vaporizers associated with product delivery on an end user's site; (3) Install or repair aboveground or belowground piping, risers, valves, regulators or other fittings up to the outlet of the valve, meter, or second stage regulator based on whichever is closest to the customer-owned piping; (4) Transport propane containers solely for the purpose of setting a tank at the customer location; (5) Construct bulk plants and

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dispensing stations and associated piping; (6) Perform a leak check and re-light pilots after an interruption of service.

Number of Questions	**75**
Time allowed (hours)	**2**
Subject Area	**# Quest.**
Maine Fuel Board Laws & Rules	20
General Knowledge	3
NFPA 58 Liquefied Petroleum Gas Code	39
Properties of Propane Gas	5
Vehicle Protection Requirements	8

References

- **Basic Principles & Practices of Propane (9049),** 2015. ISBN: PRC-009200. Propane Education and Research Council, 1140 Connecticut Ave. NW, Suite 1075, Washington, DC 20036. Available @ http://www.propanemarc.com/SearchResults.asp?Cat=1814
- **Maine Fuel Board Laws and Rules.** State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **NFPA 58 Liquefied Petroleum Gas Code 2011,** 2011. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.amazon.com

PLUMBER EXAM DESCRIPTIONS

All Plumber examinations are delivered in CLOSED book format.

JOURNEYMAN PLUMBER

Plumbing means the work comprised of the installation, removal, alteration, or repair of plumbing systems or parts thereof. This includes all potable water building supply and distribution pipes, all plumbing fixtures and traps, all vent pipe(s), and all building drains, and building sewers, including their respective joints and connection, devices, receptors, and appurtenances within the property lines of the premises and shall include potable water piping, potable water treating equipment and domestic water heating appliances.

Number of Questions	**80**
Time allowed (hours)	**3**
Subject Area	**# Quest.**
General Knowledge	15
General Regulations	10
Water Supply Systems Including Backflow Prevention & Water Heaters	16
Drainage, Waste, Sanitary Venting	18
Plumbing Fixtures	5
Traps and Interceptors	5
Specialty Venting	3
Indirect Waste	3
Roof Drainage	5

References

- **Maine Plumbing Laws and Rules,** 2016. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at https://www.maine.gov/pfr/professionallicensing/professions/plumbers-examining-board/home/laws-rules
- **Maine Plumbing Tables 2015 UPC.** Maine Office of Professional and Occupational Regulation, 76 Northern Avenue, Gardiner, ME 04345. Candidate printed versions are NOT allowed. Printout will be provided by Proctor at testing site.
- **Plumbing Basics for Contractors, 3rd Edition,** 2014. ISBN: 978-1-269-78624-9. Pearson, 501 Boylston Street, Suite 900, Boston, MA 02116. Available at www.provbookstore.com
- **Uniform Plumbing Code 2015,** 2015. ISBN: 0733-2335. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761. available at www.iapmo.org.

Master Plumber

Plumbing means the work comprised of the installation, removal, alteration, or repair of plumbing systems or parts thereof. This includes all potable water building supply and distribution pipes, all plumbing fixtures and traps, all vent pipe(s), and all building drains and building sewers, including their respective joints and connection, devices, receptors, and appurtenances within the property lines of the premises and shall include potable water piping, potable water treating equipment and domestic water heating appliances.

Number of Questions	**100**
Time allowed (hours)	**3**
Subject Area	**# Quest.**
General Knowledge	16
General Regulations	18
Water Supply Systems Including Backflow Prevention & Water Heaters	18
Drainage, Waste, Sanitary Venting	20
Plumbing Fixtures	8
Traps and Interceptors	6
Specialty Venting	4

Indirect Waste	6
Roof Drainage	4

References

- **Maine Plumbing Laws and Rules**, 2016. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at https://www.maine.gov/pfr/professionallicensing/professions/plumbers-examining-board/home/laws-rules
- **Plumbing Basics for Contractors, 3rd Edition**, 2014. ISBN: 978-1-269-78624-9. Pearson, 501 Boylston Street, Suite 900, Boston, MA 02116. Available at www.provbookstore.com

Boiler and Steam Engineer Exam Descriptions

All Boiler and Steam Engineer examinations are delivered in CLOSED book format

Boiler Inspector

Number of Questions	**20**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
Boiler Inspector	20

References

- **Maine Laws & Rules**. Maine Office of Professional and Occupational Regulation, 76 Northern Avenue, Gardiner, ME 04345.

Boiler Operator

A Boiler Operator may operate, supervise, or have charge of a heating plant having a capacity of NOT more than 20,000 #/HR or operate or supervise a plant up to the capacity of the license of the engineer in charge of the plant in which the licensee is employed.

Number of Questions	**100**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
Plant Operations	11
Plant Equipment	14
Boiler	60
Code	10
Math	5

References

- **High Pressure Boilers**, 3rd edition. ISBN: 0-8269-4300-4. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.go2atp.com.
- **Maine Boilers & Pressure Vessel Laws and Rules**, 2015. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html

First Class Stationary Steam Engineer

A First Class Stationary Steam Engineer may operate, supervise or have charge of a plant of unlimited steam capacity.

Number of Questions	**100**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
Boiler	30
Code	20
MATH	10
Plant Equipment	20
Plant Operations	20

References

- **Black Liquor Recovery Boiler Advisory Committee: Guidelines and Recommended Practices-February 2012**. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at www.blrbac.org/guidelines
- **Boiler Operator's Guide**, 4th edition. ISBN: 978-0070365742. McGraw Hill Glencoe Order Services, P.O. Box 545, Blacklick, OH 43004. Available at www.amazon.com.
- **High Pressure Boilers**, 3rd Ed,, 2003. ISBN: 0826943004. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.amazon.com.
- **Maine Boilers & Pressure Vessel Laws and Rules**, 2015. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **National Board Inspection Code 2015**, 2015. The National Board of Boiler and Pressure Vessel Inspectors, 1055 Crupper Avenue, Columbus, OH 43229-1183. www.nationalboard.org
- **Stationary Engineering**. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.atp.org
- **Steam Plant Operation**, 8th Edition. ISBN: 0-07-141846-6. McGraw Hill Glencoe Order Services, P.O. Box 545, Blacklick, OH 43004. available @ www.amazon.com

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Second Class Stationary Steam Engineer

A Second Class Stationary Steam Engineer may have charge of a plant of NOT more than 200,000 #/HR or operate or supervise a plant up to the capacity of the license of the engineer in charge of the plant in which the licensee is employed.

Number of Questions	**100**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
Code	15
Boiler	40
MATH	10
Plant Equipment	20
Plant Operations	15

References

- **Boiler Operator's Guide**, 4th edition. ISBN: 978-0070365742. McGraw Hill Glencoe Order Services, P.O. Box 545, Blacklick, OH 43004. Available at www.amazon.com.
- **High Pressure Boilers**, 4th edition, 2009. ISBN: 978-0-8269-4309-5. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.go2atp.com.
- **Maine Boilers & Pressure Vessel Laws and Rules**, 2015. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Stationary Engineering**. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.atp.org
- **Steam Plant Operation**, Any edition. ISBN: 978-0-07-166796-8. McGraw Hill Glencoe Order Services, P.O. Box 545, Blacklick, OH 43004. Available at www.amazon.com

Third Class Stationary Steam Engineer

A Third Class Stationary Steam Engineer may have charge of a plant of NOT more than 100,000 #/HR or operate or supervise a plant up to the capacity of the license of the engineer in charge of the plant in which the licensee is employed.

Number of Questions	**100**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
Math	8
Code	10
Boiler	52
Plant Equipment	15
Plant Operations	15

References

- **Boiler Operator's Guide**, 4th edition. ISBN: 978-0070365742. McGraw Hill Glencoe Order Services, P.O. Box 545, Blacklick, OH 43004. Available at www.amazon.com.
- **High Pressure Boilers**, 3rd Ed,, 2003. ISBN: 0826943004. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.amazon.com.
- **Maine Boilers & Pressure Vessel Laws and Rules**, 2015. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html
- **Steam Plant Operation**, 8th Edition. ISBN: 0-07-141846-6. McGraw Hill Glencoe Order Services, P.O. Box 545, Blacklick, OH 43004. available @ www.amazon.com

Fourth Class Stationary Steam Engineer

A Fourth Class Stationary Steam Engineer may have charge of a plant of NOT more than 50,000 #/HR or operate or supervise a plant up to the capacity of the license of the engineer in charge of the plant in which the licensee is employed.

Number of Questions	**100**
Time allowed (hours)	**3**

Subject Area	**# Quest.**
Boiler	58
Code	10
Math	7
Plant Equipment	10
Plant Operations	15

References

- **Boiler Operator's Guide**, 4th edition. ISBN: 978-0070365742. McGraw Hill Glencoe Order Services, P.O. Box 545, Blacklick, OH 43004. Available at www.amazon.com.
- **High Pressure Boilers**, 4th edition, 2009. ISBN: 978-0-8269-4309-5. American Technical Publishers, 10100 Orland Parkway Suite 200, Orland Park, IL 60467-5756. Available at www.go2atp.com.
- **Maine Boilers & Pressure Vessel Laws and Rules**, 2015. State of Maine Department of Professional and Financial Regulation, 35 State House Station, Augusta, ME 04333-0035. Available at http://www.maine.gov/pfr/professionallicensing/laws_rules.html

Geologist and Soil Scientist Exam Descriptions

All Geologist and Soil Scientist examinations are delivered in CLOSED

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Geologist Certification

Number of Questions	**40**
Time allowed (hours)	**1.33**
Subject Area	**# Quest.**
Geologist Certification Form A	20
Geologist Certification Form B	20

Maine Soil Scientist

Number of Questions	**40**
Time allowed (hours)	**1.67**
Subject Area	**# Quest.**
Maine Local Knowledge for Geologists	**40**

Test Day Rules and Procedures

Check-in Deadline

The doors to each testing center will open at least 15 minutes before all scheduled testing appointments in order to check candidates into the testing center. You should plan to arrive early to make sure you are seated by the time the testing begins. If you arrive late, AND the testing session has already begun, YOU WILL BE TURNED AWAY, will forfeit your exam fees, and will be required to reschedule for a future testing date.

Proof of Identity

Upon arriving at the testing center, you will be required to show government-issued, photo-bearing identification. The photo-bearing ID must be current and valid. Forms of valid photo-bearing ID are a driver's license, passport, or military ID.

You will also be required to sign a test center log and will be photographed by the test center staff. If you cannot produce a valid government-issued photo ID, refuse to participate in signing the test center log, or refuse to be photographed, you will be dismissed from the testing center and forfeit all testing fees for that testing session.

If you do not have a photo ID, you may still present a valid State driver's license without a photo, a State ID card without a photo that is issued by the DMV, or a birth certificate.

Prohibited Items

No cameras, recorders, cell phones or other communication devices are allowed in the testing room. Talking and smoking are not allowed in the testing room.

Approved Items

You may bring the following approved items into the testing center:

- **Pencils.**
- **Calculator**. Only simple 4-function calculators are permitted. PDAs, tablets, cell phones or other special calculators are NOT permitted.
- **Approved References**. (See information below).

Visitor Policy

No one other than the candidate will be allowed in the testing room. Non-testing visitors are NOT permitted to wait in the lobby while candidates test.

Unethical Conduct Policy

Any individual caught giving or receiving assistance during or after the examination or caught using unauthorized materials during the examination will be reported directly to the Department. Those caught in the act of cheating will be dismissed from the examination and their testing results will be frozen. Furthermore, the candidate will forfeit the examination fees paid. Finally, anyone caught with test questions in their possession, either during or following the examination will be prosecuted by Prov for theft of copyrighted testing materials.

Results Reporting

Upon completion of an examination, a candidate's test will be scored, and he/she will be provided with a score result while at the testing center. There is no charge for the on-site scoring.

Computer-delivered tests will be scored in one minute and results can be obtained any time after the exam is scored.

Candidates participating in this testing program can access their scores at any time (24/7) online by going to our website at www.provexam.com, entering their Candidate ID and the password to access their candidate account. Upon reaching the candidate home

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page inside of Arkiv, candidates can select the MY ACCOUNT Tab and then the EXAM HISTORY button and see the results of all the exams they have taken with Prov.

All exams, with the exception of the Master Plumber, require a 70% passing score and will be scored and graded against a cut-score of 70%. The Master Plumber exam requires a 75% passing score and will be scored and graded against a cut-score of 75%. Because the examination process is a requirement for licensure with the State of Maine, candidates automatically consent to permit Prov to give their test results with the State.

Reviews

Reviews are intended to help candidates audit their testing results by allowing them to see which questions were missed.

Candidates may request a review of their exam after failing an exam category two (2) times. To be eligible for a review, candidates must score within 10% of the required 70% or 75% passing score. The review for all tests is 1-1/2 hours in length. During the review candidates will be provided a printout of the questions they missed, and the answers chosen in response to those questions. The review will be conducted under the same testing conditions as the exam using the same test security rules. The cost of the review is the same as the cost of the exam. Candidates will request or schedule a review using the same methods described earlier for scheduling.

Retesting Policy

Plumber Failed examinations can be retaken as often as is necessary during the two-year window. Oil/Solid Fuel and Propane/Natural Gas Failed examinations have no restrictions on re-testing, although the two-year window applies. Electrician Failed examinations have no restrictions on re-testing, although the two-year window applies. Boiler Operator/Stationary Steam Engineer Failed examinations have no restrictions on retesting, although the two-year window applies. Candidates cannot retake an exam once they have passed that exam.

Exam Challenge Process

If during an exam, the candidates encounter a question they think is inaccurate or otherwise incorrect, they are encouraged to submit an Exam Comment to Prov detailing why they feel the question is in error.

Candidates testing on computer may make their comments in the testing system. Candidates who are reviewing an exam will automatically be provided with an Exam Comment form.

Prov staff will review each comment within two weeks of submittal. Should any comment result in a change to a test question and/or candidate score, Prov will report the change to the State of Maine Professional Licensing. The Board will notify the candidate of the score change and issue a new result letter. Detailed answers to questions or comments are not provided for test security purposes.

Hand Score Request

Prov ensures the accuracy of our exam results. Our computer system is designed to identify and report any potential error in data collected from an exam session. If you would like to have your score reassessed for accuracy, you can request a Hand Score by calling Prov at 1-801-733-4455 and asking for a Hand Score Request Form. A Hand Score Request form requires a signature and must be mailed to Prov. Forms must be received by Prov no later than ninety (90) days after your examination administration date and must be accompanied by a copy of your original score letter. Once a Hand Score is received, Prov Staff will process the request within seven (7) to ten (10) business days. During the Hand Score process a staff member will ensure that your answers were properly recorded and scored by comparing the captured answers to the exam key. Upon completion of the Hand Score, we will provide a letter by mail to report the outcome of the reassessment. The cost of the hand score is $25.00.

Prov's Non-Discrimination Statement

Prov provides equal access to its exams and testing programs for all eligible persons. Although individual jurisdictions that Prov represents are wholly responsible for determining eligibility of candidates, it is the policy of Prov to maintain an environment free of discrimination and to prohibit discrimination and harassment against any person on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and veteran, marital or family status. Harassment of Prov program participants, proctors, staff or candidates will not be

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tolerated. If candidates wish to express concerns about discrimination, they should contact Prov.

Special Accommodations

Prov complies with the Americans with Disabilities Act (ADA) in providing special accommodations for candidates that require additional assistance during the testing process. If candidates feel that they qualify for a special accommodation during testing, they should contact Prov at (801) 733-4455. Prov will require written documentation from a licensed physician or psychologist documenting the disability and further require a request describing the requested remedy. Prov will then work directly with the candidates to make the accommodations they will need in order to complete their examination.

Exam Test Site Availability

You may take the examination at any one of Prov's testing centers located in the U.S. You can also take the exam at home using Prov's Examroom® service.

What is Examroom?

Examroom is a remote test monitoring service that allows you to take the test on your own computer at your home. You schedule the test the same way you would an in-person testing site; by selecting your preferred test date and time. Then, on test day, you log into the Examroom website and request to start your exam. A test proctor will greet you over your computer, verify your identity, take your picture, and observe you throughout the testing process.

How to decide whether to use Examroom? **Not every computer system is capable of taking a test on Examroom.** The following are the MINIMUM requirements that your computer system would need in order to qualify to take the test using the Examroom service:

- Operating system on computer needs to be recent (less than 3-4 years old)
- Works on a MAC, PC, or Chromebook
- Need either a Chrome or Firefox browser (Chrome works best)
- Need a functioning computer web-camera and microphone
- Need a good consistent Internet connection capable of **uploading** files in excess of 3 Mbps

Please use the following link to do a system check **before you schedule** the exam to make sure your computer system will support testing using the Examroom Service.

https://examroom.ai/systemtest/

When prompted "Permission to access camera and microphone", you must click "Allow".

If your system does not allow you to test at home, don't worry, we have some great testing locations that are not too far away.

Fixed Testing Locations

The following are the existing testing sites within Maine and days each site is available to give you your exam. Note that sites may change as needed. Please refer to the current online scheduling system to find available testing times for each location.

The sites shown below are fixed locations where you may take your **examination**. The asterisk (*) on the chart shows which days of the week the exams are available for scheduling.

Testing Site Availability

The following are the existing testing sites and testing days of the week. Note that sites may change as needed. Please refer to the current online scheduling system to find available testing times for each location.

Location	Monday	Tuesday	Wednesday	Thursday	Friday
Auburn - CMCC				*	*
Bangor - UTC	*				
Calais - WCCC					*
Portland - USM		*			
Presque Isle - NMCC		*	*	*	

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Test Site Locations

1. **Central Maine Community College**
   Jalbert Hall
   1250 Turner Street
   Auburn, Maine 04210

Directions: The testing center is in Jalbert Hall on the Central Maine Community College campus. When driving into the campus, take the first road to the right. Park in the first available parking area. Enter through the door that is marked "College Store". From this entrance you will need to go up one level and follow the signs to the Library. The testing center is across from the Library entrance.

2. **United Technologies Center**
   Testing Services
   200 Hogan Rd
   Bangor, Maine 04401

Directions: We are located at the intersection of Hogan Road and Mount Hope Avenue in Bangor, Maine - directly across from the Maine Dept. of Transportation office and maintenance lot. Park in one of the large parking areas and look for our flagpole. That's the entrance to our building.

3. **Washington County Community College**
   Testing Services
   One College Drive
   Calais, Maine 04615

Directions: Go to the first traffic light at Route 1, North Street. At the next traffic light, turn right onto Main Street. Drive past the Calais Motor Inn on right, St. Croix Country Club on the left, and Pratt Chevrolet on the right. The WCCC driveway is directly on right past the WCCC sign. Come up the main driveway and take the second driveway on the right. Enter the building with "WCCC" over the entrance.

4. **University of Southern Maine**
   Office of Academic Assessment - Testing Room, 96 Falmouth Street
   Luther Bonney Hall - Room 240 (2nd floor)
   Portland, Maine 04104-9300

DIRECTIONS: For directions and a campus map please visit http://usm.maine.edu/about/directions-portland-campus. Candidates should park in the main parking lot (Building #36 on the campus map) or at Parking Garage, 88 Bedford Street. There are no fees for this lot.

5. **Northern Maine Community College**
   33 Edgemont Drive
   Presque Isle, Maine 04769

Directions: For directions and a campus map please visit http://www.nmcc.edu/about-nmcc/campus/directions/campus-map/. Parking is next to the building.

Sample Test Questions

The following are sample questions that reflect the format and style of the questions found on exams.

1. Employers are required to notify employees of changes in policies affecting all the following EXCEPT:
   a. Pay schedules.
   b. Vacation allowance.
   c. Health benefits.
   d. Promotion opportunities.

2. The accounting method that recognizes income and expenses only when money is received or paid is called:
   a. PCM Method.
   b. Accrual Method.
   c. Cash Method.
   d. Cost-Comparison Method.

3. If 15-amp circuits were used, the NEC would require a 2000 square foot house to have a MINIMUM of how many branch circuits?
   a. 2
   b. 3
   c. 4
   d. 5

4. Equipment that is electrically connected to a telecommunications network is required to be listed in accordance with section __ of the NEC.
   a. 110.16
   b. 240.6

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   c. 800.18
   d. Chapter 9, Table 5(A)

5. Duct systems installed in single family dwellings must be sized per
   a. ACCA Manual D.
   b. ACCA Manual J.
   c. SMACNA Manual R.
   d. SMACNA Manual N.

6. What is the recommended MAXIMUM spacing of nails when installing drywall on a ceiling?
   a. 6" o.c.
   b. 7" o.c.
   c. 8" o.c.
   d. 12" o.c.

7. Which of the following types of joint reinforcement is NOT used to tie connecting cavity walls and intersecting walls?
   a. Z-tie
   b. Box tie
   c. Hardware cloth
   d. Ladder type joint reinforcement

8. What is the recommended concrete cover over #6 steel reinforcing in areas exposed to the weather?
   a. 3"
   b. 2"
   c. 1.5"
   d. 1"

Answers to Sample Questions

1. **D** - Promotion opportunities.
2. **C** - Cash Method.
3. **C** - 4
4. **C** - 800.18
5. **A** - ACCA Manual D.
6. **B** - 7" o.c.
7. **D** - Ladder type joint reinforcement
8. **B** - 2

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Maine Candidate Instructions Handout

Please take a moment to read the following information. If you have any questions, then please let your proctor know. Failure to follow these testing rules can have serious consequences.
Be advised, the testing center and testing room may be under video surveillance.

Testing Rules

- Be courteous and do not disturb others.
- After you are seated, follow all the instructions given and verify the information presented to you. This information will include your name, candidate ID, exam name, and occasionally additional testing materials such as graphics.
- If you leave the testing room during the test, you must notify your proctor and turn in all your testing materials.
- If you take a restroom break the test time will continue to countdown and the lost time cannot be recovered.
- If your computer freezes, shuts down, or will not move to the next question notify your proctor immediately and they will be able to restart your exam without loss of available testing time.
- At the end of your test, remain seated, raise your hand and wait for the proctor to start the check-out process with you. Once all testing materials have been accounted for by your proctor, you may collect your belongings and leave the testing center.
- You will receive your testing results today.

Reference Rules for Open Book Exams

- Book title must be exact. *Exceptions:* Older/new editions are always permitted. Substitutes are allowed if listed in the Exam Details.
- Photocopied versions of a reference book are ONLY permitted when stated in the Exam Details.
- Permanent tabs such as gummed tabs, self-adhesive tabs with printable inserts, or insertable tab dividers (for three ring binders only) are permitted.
- Moveable items such as repositionable tabs or Post-it notes are NOT permitted in a reference book.
- Books can have highlighting and underlining however, you cannot mark in your books during the test.
- Handwritten notes are NOT allowed in any portion of a reference book. EXCEPTION: For all the electrician exams, handwritten notes are permitted in the reference books in pen only if done prior to arriving at the test site.

In the next few days, Prov will email you a link to our candidate experience survey, please let us know how we did!

Unethical behavior

Individuals caught giving or receiving assistance during or after the examination or caught using unauthorized materials during the examination will be reported to the agency. Those caught in the act of cheating will be dismissed from the examination and their testing results will be frozen. Furthermore, the candidate will forfeit the examination fees paid. Finally, anyone caught with test questions in their possession, either during or following the examination will be prosecuted by Prov for theft of copyrighted testing materials.

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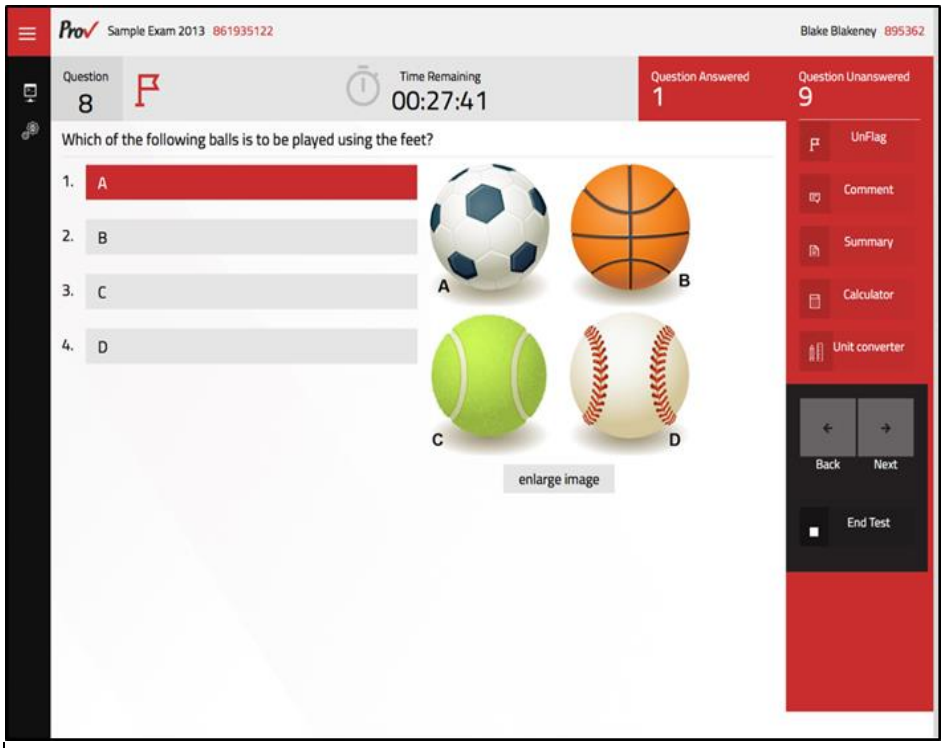
COMPUTER TESTING NAVIGATION



Total number of questions	Indicated in the upper left-hand corner of the screen.
Available time	Posted in hours and minutes. The test will end automatically when Time Remaining reaches 0:00.
Selecting your answer	Use your mouse to select a number (1, 2, 3, or 4). The answer is highlighted (or checked) when selected. You may change your selected answer for any question until the test is over. If you do not know the answer to a question, it is to your advantage to guess since there is no penalty for a wrong answer.
Tracking difficult questions	Press the Flag button to help you keep track of questions you wish to return to at a later time. Flagging questions has no impact in scoring. Press the button again to Unflag the question. You may see which questions have been flagged by clicking Summary.
Question comments	During the assessment, you may find that you have a question or concern about a particular test question. The proctor cannot answer questions about test content at any time; however, you can send a comment to Prov's Test Development Department by clicking the Comment button. Please leave a specific description. Staff will process your comments/questions within two weeks. You can refer to your candidate information bulletin for more information on how comments are processed.
Moving to a different question	Use your mouse to select the Next or Back buttons. Press Next to move forward. Press Back to move backward. You may also use your arrow keys on your keyboard to move forward and backward through the test.
Reviewing your progress	Press the Summary button to see a table indicating which questions are unanswered or which you have flagged.
Ending the test early	Press End Test button when you are ready to leave the test. It is recommended that you review your exam and verify there are no unanswered questions prior to ending the test.
Total number of questions	Indicated in the upper left-hand corner of the screen.

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Prov Candidate Instructions Handout

Please take a moment to read the following information (front and back). If you have any questions then please let your proctor know. Failure to follow these testing rules can have serious consequences.
Be advised, the testing center and testing room may be under video surveillance.

Testing Rules

- Be courteous and do not disturb others.
- After you are seated, follow all the instructions given and verify the information presented to you. This information will include your name, candidate ID, exam name, and occasionally additional testing Materials such as graphics.
- If you leave the testing room during the test, you must notify your proctor and turn in all your testing materials.
- If you take a restroom break the test time will continue to countdown and the lost time cannot be recovered.
- If your computer freezes, shuts down, or will not move to the next question notify your proctor immediately and they will be able to restart your exam without loss of available testing time.
- At the end of your test, remain seated, raise your hand and wait for the proctor to start the check-out process with you. Once all testing materials have been accounted for by your proctor, you may collect your belongings and leave the testing center.
- If permitted by your jurisdiction, you will receive your testing results today; otherwise, you'll be notified of your testing results by either Prov or your licensing jurisdiction.

Reference Rules for Open Book Exams

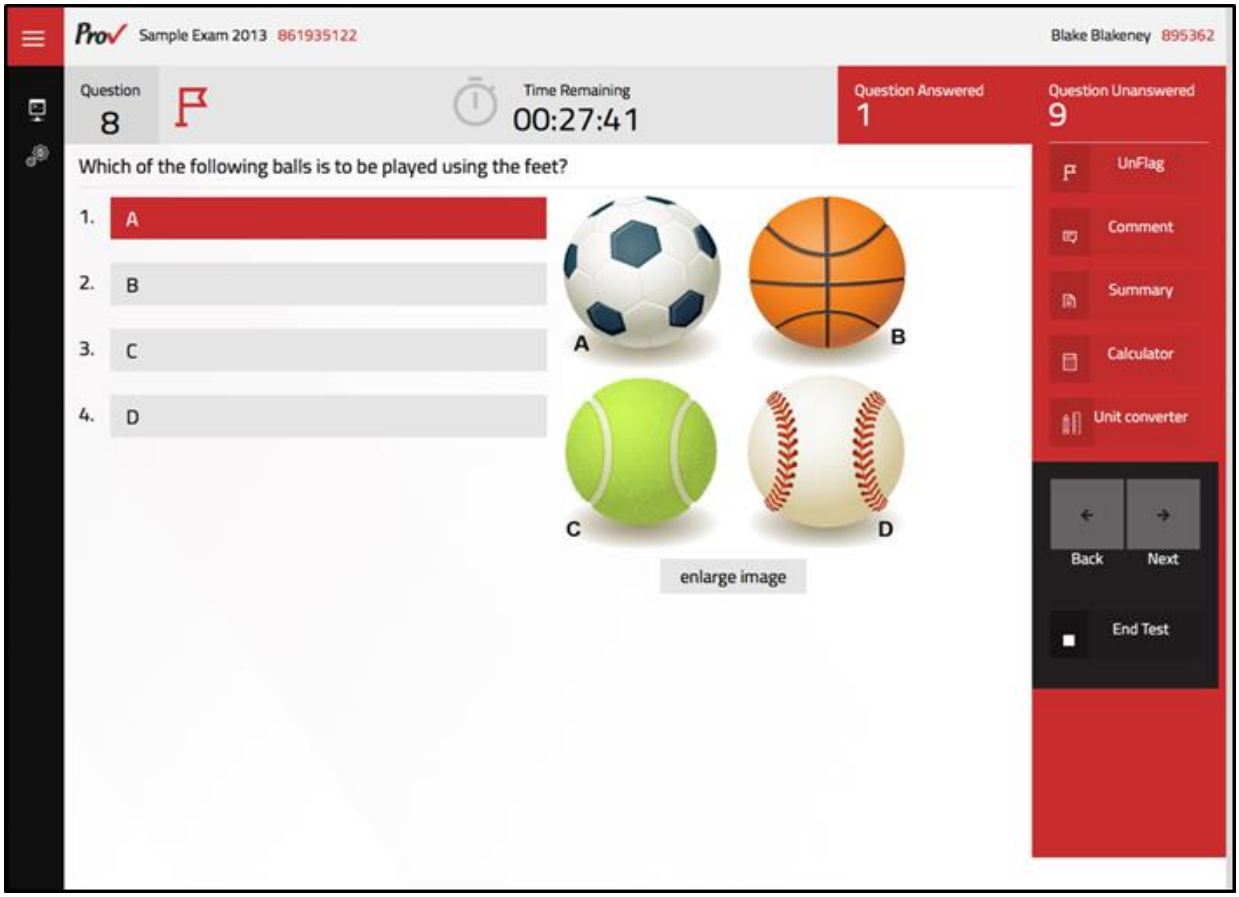
- Book title must be exact. *Exceptions:* Older/new editions are always permitted. Substitutes are allowed if listed in the Exam Details.
- Photocopied versions of a reference book are ONLY permitted when stated in the Exam Details.
- Permanent tabs such as gummed tabs, self-adhesive tabs with printable inserts, or insertable tab dividers (for three ring binders only) are permitted.
- Moveable items such as repositionable tabs or Post-it notes are NOT permitted in a reference book.
- Books can have highlighting and underlining in pen only, however you cannot mark in your books during the test.
- Handwritten notes are NOT allowed in any portion of a reference book unless authorized by your licensing or certifying jurisdiction.
- Other documents (such as formula sheets or the Tom Henry and Kelly Indexes) or stickers (such as Ohm's Law) CANNOT be added, glued or taped to a reference book.

Unethical behavior

Individuals caught giving or receiving assistance during or after the examination, or caught using unauthorized materials during the examination will be reported to the Board. Those caught in the act of cheating will be dismissed from the examination and their testing results will be frozen. Furthermore, the candidate will forfeit the examination fees paid. Finally, anyone caught with test questions in their possession, either during or following the examination will be prosecuted by Prov for theft of copyrighted testing materials.

In the next few days, Prov will email you a link to our candidate experience survey, please let us know how we did!

Computer Testing Navigation



Total number of questions	Indicated in the upper right-hand corner of the screen.
Available time	Posted in hours and minutes. The test will end automatically when **Time Remaining** reaches 0:00.
Selecting your answer	Use your mouse to select a number (**1**, **2**, **3**, or **4**). The answer is highlighted (or checked) when selected. You may change your selected answer for any question until the test is over. If you do not know the answer to a question, it is to your advantage to guess, since there is no penalty for a wrong answer.
Tracking difficult questions	Press the **Flag** Button to help you keep track of questions you wish to return to at a later time. Flagging questions has no impact in scoring. Press the button again to Unflag the question. You may see which questions have been flagged by clicking **Summary**.
Question comments	During the assessment, you may find that you have a question or concern about a particular test question. The proctor cannot answer questions about test content at any time; however, you can send a comment to Prov's Test Development Department by clicking the **Comment** button. Please leave a specific description. Staff will process your comments/questions within two weeks. You can refer to your candidate information bulletin for more information on how comments are processed.
Moving to a different question	Use your mouse to select the **Next** or **Back** buttons. Press Next to move forward. Press Back to move backward. You may also use your arrow keys (← →) to move forward and backward through the test.
Reviewing your progress	Press the **Summary** button to see a table indicating which questions are unanswered or which you have flagged.
Ending the test early	Press **End Test** button when you are ready to leave the test. It is recommended that you review your exam and verify there are no unanswered questions prior to ending the test.