

Operating Engineers/Operator Certification Reinstatement Guide



Effective: April 1, 2016

Document Uncontrolled if Printed

This document replaces all previous versions
Revisions/updates to this document are reflected by a change in the above date



Operating Engineers/Operator Certification Reinstatement Guide

1. Background

This policy describes and sets out policies and procedures related to the reinstatement Operating Engineers/Operator certificates of qualification, as defined in Ontario Regulation 219/01, section 26(3):

(3) Where a certificate of qualification has not been renewed within one year of the date of its expiry, the certificate of qualification shall not be renewed until the chief officer is satisfied that the applicant is capable of performing the duties of an operating engineer or operator, all past fees retroactive to the last expiry date are paid and the fee set by the designated administrative authority for a renewal has been paid. O. Reg. 219/01, s. 26 (3).

The Policies and Procedures contained herein are subject to revision and enhancement as and when required.

2. Procedure

An Operating Engineer/Operator who is seeking the reinstatement of an expired certificate will be granted one reinstatement examination attempt, with no provisions for a rewrite.

To be eligible for reinstatement, a candidate will be required to follow the process detailed below, by submitting:

- 1) A completed [Operating Engineers Examination Application](#)
 - Including the \$75.00 Examination Fee.

- 2) Detailed documentation providing a written account of the Operating Engineers/Operator experience, training, etc. since the certificate expired including but not limited to: past positions held, duties performed, periods of employment, plant ratings, safety value settings, etc. Please note that this information must be submitted with the completed Operating Engineers Examination Application.

- 3) The completion of a written examination*, as outlined in Section 3 of this policy.

*An examination will be scheduled once the *Operating Engineers Examination Application* and written account of experience, training, etc. has been submitted.

- 4) If successful on the examination, the Certification and Examinations Department will provide written notification, via email, regarding the applicable past fees required to reinstate the certificate, including acceptable methods of payment. Note: fees are calculated on an annual basis, retroactive from the last expiry date, in accordance with the current [Operating Engineers Fee Schedule](#).

In the event the candidate is unsuccessful on the reinstatement examination, the certificate of qualification can be reinstated by successfully completing and passing each of the applicable examinations for the certificate classification. More information on the examination requirements can be found in the applicable Certification and Examination Guide at www.tssa.org.

3. Examination

The reinstatement examination will consist of 50 multiple choice/true and false questions that is 1 ½ hours in duration. The minimum passing mark for the examination is 65%, rewrites are not permitted.

Examinations may be written at either MTCU Examination Centres or at TSSA in Toronto. To locate nearest centre, refer to "Examination Centres" listing on our web page www.tssa.org. To write at TSSA or the MTCU Centres please call 1-877-682-8772.

A SOPEEC binder, non-programmable calculator and pencils are provided by the examination centre,



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examination candidates are not permitted to bring their own materials, with the exception of drawing instruments. No other reference materials will be permitted or provided, unless otherwise approved by TSSA in advance of the examination.

Please note that an examination candidate is prohibited from accessing or otherwise transporting the following materials into the examination room, please note that this list is not exhaustive: electronic devices (i.e. cell phone, pagers, tablets, laptops, etc.); watches, hats (i.e. baseball caps, winter hats, etc.); personal reference material of any kind, etc.

The reinstatement examination will focus on the content found in [Section 4: Reinstatement Examination Syllabus](#).

4. Reinstatement Examination Syllabus

The Operating Engineers/Refrigeration Operator reinstatement examination will focus on the following subjects:

- [Technical Standards and Safety Act, 2000](#)
- [Ontario Regulation 219/01, Operating Engineers and Director's Order](#)
- [Ontario Regulation 220/01, Boilers and Pressure Vessels and Code Adoption Document](#)
- CSA B52: Mechanical Refrigeration Code

The Compressor Operator/Steam Traction Operator reinstatement examination will focus on the following subjects:

- [Technical Standards and Safety Act, 2000](#)
- [Ontario Regulation 219/01, Operating Engineers](#)
- [Ontario Regulation 220/01, Boilers and Pressure Vessels and Code Adoption Document](#)

Please note that all information, with the exception of the CSA B52: Mechanical Refrigeration Code is available for review and/or download at www.tssa.org, and it is recommended that the candidate familiarize themselves with these topics.