



RAILROAD COMMISSION OF TEXAS
Oversight and Safety Division
Alternative Fuels Safety Department

OUTSIDE INSTRUCTOR APPLICATION

Please Type or Print

Under 16 Texas Administrative Code §9.54, individuals who hold Category D, E, I or M Railroad Commission of Texas (RRC) certificates may apply on this form for approval to offer courses for RRC training or continuing-education credit. Please fill in all applicable information and attach a copy of any required supporting documentation. A non-refundable \$300 registration fee must accompany this form.

APPLICANT INFORMATION

Company Name: _____ RRC Company License No.: _____

Applicant's Full Name: _____

Applicant's Mailing Address: _____

City: _____ State: _____ ZIP: _____

Telephone: _____ E-mail: _____

If provided, filer's email address will become part of the public record.

PROPOSED COURSES

Please provide the following information for each course you propose to offer for RRC training or continuing education credit. Use additional sheets if necessary.

Course title or RRC course: _____

Course format (please check all that apply):

- Classroom lecture
- Webinar (MS Teams, Zoom, GoTo Training, etc.)
- Other (please specify): _____

Course content:

- RRC supplied materials only
- Other training materials

If Other, please describe: _____

NOTE: Please attach copies of any curriculum, texts, links or digital copies of videos you propose to use if other than RRC supplied training materials.

Applicant's Full Name: _____

LPG TRAINING EXPERIENCE

Please provide the following information about each LPG course you have taught to demonstrate your experience in conducting LP-gas training courses during at least three of the last four years. Use additional sheets if necessary.

Company, institution or client name: _____

Address: _____

Supervisor or client contact name: _____

Telephone: _____ E-mail: _____

Courses taught:

Course Title _____ Length (hrs.) _____

Number of times taught. _____ Dates taught from _____ to _____

Course format (please check all that apply):

- Classroom lecture
- Webinar (MS Teams, Zoom, GoTo Training, etc.)
- Other (please specify): _____

Course content:

Please describe: _____

LICENSES AND CERTIFICATIONS

Please provide copies of current LPG licenses, certifications or other credentials that demonstrate your experience, during at least three of the four years prior to the date of application, in performing or supervising LP-gas activities.

CERTIFICATION

By my signature below, I certify that I have read, understand and, if approved to offer LPG courses for RRC training and continuing-education credit, will comply fully with all applicable RRC rules and standards of reporting, as set out in 16 TAC §9.54 and the RRC's Train-the-Trainer course. I further certify that I have access to all computer hardware and software needed to file electronic reports on the schedule and in the formats required by the RRC.

I further understand that failure to comply with all applicable RRC rules and standards for outside instructors may result in revocation of my approval to offer courses for RRC credit.

Signature of Applicant

Date

Return to:

Railroad Commission of Texas

AFS Training Section

P.O. Box 18267

Austin, Texas 78760-8267

Email: OI_applications@rrc.texas.gov