



Five Minute Meeting:

Topic: OQ removal after unsuccessful OQ attempt

Date: 10/27/21 – Supersedes 9/28/2021

Audience: All Gas Ops, Construction Management, Contractor OQ Evaluators, Contractors and Applicant Installers

The key thing you need to know

Qualified personnel are often retested on an OQ they already hold prior to the expiration date. In this scenario the outcome of the exam supersedes the expiration date and will affect the OQ accordingly. If the participant is unsuccessful with their attempt, the OQ is removed and therefore the employee will no longer be qualified to perform the work, regardless of the expiration date. The OQ process has worked in this manner since the inception of the OQ program.

Why it matters to you

Qualified personnel who retest on OQ's they currently hold before the expiration date risk losing their qualified status if they are unsuccessful with their exam.

Key discussion points

- Unsuccessful OQ attempts result in no longer being qualified on that specific task.
- Expiration dates only identify when the OQ will expire if no retesting is completed. Once a retest attempt is completed the OQ records will be updated accordingly. Successful attempts will acquire a new expiration date. Unsuccessful attempts will result in removal of the OQ.
- Qualified personnel and those who supervise personnel who hold OQ's must verify OQ's records after OQ testing to review the employee's current qualifications.
- It is the responsibility of all personnel to know what work they are qualified to perform before starting work.

Questions to ask for understanding

- **Question:** My OQ doesn't expire until October, but I am scheduled to test a month early. If I'm unsuccessful, will I still be qualified until October?
Answer: No, once you have an unsuccessful attempt, the OQ is removed and you are no longer qualified on the specific task.
- **Question:** My OQ doesn't expire until October, but I am scheduled to test a month early. If I'm successful, what happens to my qualification?
Answer: Your OQ will be updated with a new expiration date based on the date of your successful attempt.

Who do I contact with questions

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