



INTERNATIONAL BROTHERHOOD OF BOILERMAKERS

NMAP PROCEDURE

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When a worker is to be dispatched to a contractor working at a nuclear site participating in the NMAP, a **Nuclear Mechanic Apprenticeship Process Certification Form** must be completed by the Union dispatcher to indicate the compliance status the worker.

NMAP Compliant statuses:

- Box A: Graduate apprentices
- Box B: Non-graduate apprentice who has completed 7,500 hours in the field prior to January 1, 1996.
 - These hours must be listed on the form, and verified by the Boilermakers National Funds Pension Department
- Box C: Successfully completed the NMAP Equivalency Exam

NMAP Non-Compliant statuses:

- Box D: Indentured apprentice
- Box E: Welder/specialty skill/requested by name

DISPATCHING AN NMAP WORKER

- The dispatcher must complete the International Brotherhood of Boilermakers Nuclear Mechanic Apprenticeship Process Certification Form.
- The dispatcher must choose the appropriate box on the form to indicate the worker's NMAP Compliant Status or NMAP Non-Compliant Status
 - Only one box on the form may be selected.
- The form must be completed in full, dated and signed. A copy of the worker's form must be kept on file in the local dispatching office.
- The worker must present the form to the contractor when signing in at the job site. The document will be filed and become a part of the worker's onsite record.

NMAP NON-COMPLIANT WORKERS

NMAP Non-Compliant Boilermakers can be dispatched to nuclear repair sites under the following circumstances:

- Box D should be checked if the worker is an indentured apprentice in the Boilermakers Apprenticeship Program.
 - Circle the year of the apprenticeship program that the apprentice is currently enrolled in

- Box E – Welder/Specialty Skill/Requested by name should be checked if the following circumstances apply:
 - Certified welder, but not NMAP Compliant as described in boxes A, B, or C of the NMAP Certification Form
 - Specialty Skill but not NMAP Compliant as described in boxes A, B, or C of the NMAP Certification Form **Example:** torque specialist, foreman, etc.
 - Requested by name by contractor, but not NMAP Compliant as described in boxes A, B, or C of the NMAP Certification Form

Contractor Responsibilities – NMAP Non-Compliant Workers

Non-compliant NMAP workers require special attention by the contractor. These workers are subject to closer scrutiny than NMAP Compliant Boilermakers. Contractors require the following:

- Non-compliant workers be interviewed
- Records are to be kept on file to keep track of all work performed by the workers
- Any other tracking mechanism that will assist the contractor if the worker's name should come up in a future audit.

The acceptance of Non-NMAP Compliant workers is at the discretion of the employer.

EQUIVALENCY EXAM

To qualify to take the NMAP Equivalency Exam, a worker must have:

- A current MOST Drug Card.
- 6,000 hours in the field (verified by verified by the Boilermakers National Funds Pension Department)
- MOST OSHA 30 or:
 - MOST OSHA 10
 - MOST Steel Erection
 - MOST Scaffold User
- All four MOST Supplementary Rigging Modules

NMAP Equivalency Exam Procedure

- The Business Manager must contact the area Apprentice Coordinator and provide documentation for the worker verifying that he/she has met the minimum requirements to take the test.

- The Area Coordinator forwards the documentation to the Boilermakers National Apprenticeship Program (BNAP) and requests a test date for the worker. After the documentation is reviewed, the BNAP will enroll the worker in the NMAP Exam on the Learning Management System (LMS). The worker will have access to the test on the agreed upon date and time.
- The Area Coordinator must allow minimum three days' notice for request.
- The Area Coordinator determines where the test will be given. Tests may be given at a local lodge or at the area office.
- The Area Coordinator or a designated proctor administers and proctors the test. The worker will have 2 hours, 30 minutes to complete the exam.
- No reference materials are allowed during the test.

NMAP Equivalency Exam - Scoring

- Upon completion of the test, the worker's score will automatically be recorded and posted on the LMS. A minimum score of 70% is considered passing.
- If the worker passes, a certificate and certification card will be issued to the worker. This information will also be forwarded to the Area Office and the worker's home local.
- If the worker fails the initial test, he/she may retake the test 90 days after the original test date.
- If the worker fails at the second attempt, he/she must wait one year to retake the test.
- If the worker fails the test on the third attempt, he/she will not be eligible to retake the test.
- All test records will be kept on file at the BNAP office.