



PETROLEUM EQUIPMENT CONTRACTORS ASSOCIATION OF NEW JERSEY

P.O. Box 1502, Sparta, NJ 07871 • Tel: (973) 882-0655 • Fax: (973) 729-5441 • www.pecanet.net

December 29, 2009

Dear Members,

Another year has passed and we find ourselves making final preparations for our yearly OSHA training.

Enclosed for your reference are the following:

1. The 2010 OSHA training information sheet, detailing the date, location and related costs.
2. A response sheet to indicate your organization's participation and your preferred contact information.
3. If you participated in our program last year, your last year's sign in sheet, indicating the name of the attendees.

We would ask you to check the spelling for all the names and to edit for additional attendees and/or non-attendees.

We ask you to return the response sheet (#2 above) no later than January 8, 2010, and the sign in sheet (#3 above) no later than January 15, 2010.

Please make a note of the return contact information.

Mailing Address: PECA

P.O. Box 1502

Sparta, NJ 07871

Email: samsaba@pecanet.net

Telephone: 973-882-0655

Fax: 973-729-5441

Should you have any questions, please do not hesitate to contact the undersigned.

Looking forward to your prompt response.

I would also like to take this opportunity to wish you and your families a Happy and Healthy 2010.

Sincerely,
Petroleum Equipment Contractors Association

Sam Saba



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December 29, 2009

O.S.H.A. Training Registration

Dear Members:

Subsequent to the December 23, 2009 Board of Directors' Meeting, this questionnaire is being distributed to all members in an effort to determine the number of participants interested in the upcoming annual OSHA Refresher Training Program.

This year's training will take place at **The Grand Chalet**, Route 23 South, Wayne, NJ. Lunch and refreshments are provided each attendee.

The Date is Friday February 05, 2010.

Registration begins @ 7:30 a.m.

The course will be offered only on this date.

Before we can finalize the details of the training, we need immediate feedback from the Membership in terms of who is interested in participating in the OSHA Training through P.E.C.A. and, if your company has interest in this, how many persons do you anticipate sending? Once we have this information, we can work out the remaining details.

Exciting changes are being made to the 2010 OSHA Training Program. Due to the expected response, there will be additional trainers and space. Also, there will be a concurrent program for completion of the OSHA 8 Hour supervisor Training and the OSHA Competent Person in Excavation Training. This program will be Limited to 25 Participants on a 'first come, first serve' basis, with one slot open to any participating company. Anticipated costs for this training are as follows:

OSHA 8 hour Hazwoper Refresher Training

Up to membership limit	\$ 110.00 per Participant
In excess of membership limit	\$ 130.00 per Participant
Non-Members	\$ 165.00 per Participant

OSHA 8 hour Supervisor Training and Competent Persons in Excavation Training

Restricted to Members Only	\$ 160.00 per Participant
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At this time we are requesting that each Member company complete and return the attached form. An employee registration sheet for enrolling each participating individual will be sent to each responding company for completion. Please respond by **January 08, 2010** and provide an email address with your reply. You can reply by email to samsaba@pecanet.net.

Registration Forms and payment will be required by January 15, 2010

PLEASE COMPLETE AND FAX BACK THIS FORM

To: PECA

Due: January 08, 2010

Fax: 973-729-5441

From: _____

Contact Person: _____

Contact Phone Number: _____

Contact email: _____

We are NOT interested in the OSHA Training this year (_____)

We ARE interested in the OSHA Training this year (_____)

Number of persons we are intending to send (_____)

*We would like to enroll in the 'Supervisors' and
'Competent Persons' Training module* (_____)

Number of participants requested (_____)

(Seating will be limited to accommodate all member companies)

Company Name _____

Contact Person e-mail address: _____

**Please return these forms via fax to (973) 729-5441 no later than close of business Friday
01/08/10**

Thank You