

Blasting in Nova Scotia

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REGULATIONS

The Blaster Trade Regulations detail the requirements for certification and are administered by the Nova Scotia Apprenticeship Agency. A copy is available online here:

<https://www.novascotia.ca/just/regulations/regs/atqblaster.htm>

The Blasting Safety Regulations detail the requirements for blasting activities in Nova Scotia, including specialized blasting and special case blasts, and are administered by the Occupational Health and Safety division. A copy is available online here:

<https://www.novascotia.ca/just/regulations/regs/ohsblasting.htm>

REQUIREMENTS FOR BLASTING IN NOVA SCOTIA

In Nova Scotia, blasting activities are regulated provincially by the Department of Labour and Advanced Education.

To:

- (a) prime a charge;
- (b) make a connection that leads from a charge to a blasting machine, a blasting switch, safety fuse, or shock tube initiating system;
- (c) program a delay for a blast; or
- (d) fire a charge,

you must:

- Become a certified NS blaster (or hold recognized equivalent certification);
- Work under the close visual supervision of a certified blaster as a blaster assistant;
- Work under the close visual supervision of a certified blaster as a blaster apprentice; or
- Receive approval to conduct specialized blasting activities or special case blasts.

Employers are responsible to ensure that all individuals who participate in other blasting activity, such as storing, handling and transporting explosives, have the appropriate instruction, training and supervision to work safely.

What am I required to do if I want to perform blasting activities in Nova Scotia?

You have 5 options:

- Obtain a 1st, 2nd or 3rd Class Blaster Certificate of Qualification (whichever classification is appropriate for the planned blast).
- Obtain Blaster Assistant status and work under the supervision of a certified 1st, 2nd or 3rd Class Blaster (whichever classification is appropriate for the planned blast).
- File a “written work procedure” for a special case blast 30 days prior to the scheduled blast.
- File a “written work procedure” for a specialized blast 30 days prior to the scheduled blast.
- Apply for a deviation.

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CATEGORIES OF BLASTERS

Blaster

There are three levels of certification in the blaster trade, with 1st class being the highest level of achievement.

- 1) **1st class blasters** can blast almost anywhere using any amount of explosives.
- 2) **2nd class blasters** may blast using any amount of explosives at distances greater than 50 m from a structure.
- 3) **3rd class blasters** may blast using up to 100 kg of explosives at distances greater than 300 m from a structure.

Blaster Assistant

A blaster assistant does **not** hold certification and may only conduct blasting activities under the close visual supervision of a certified blaster. A blaster assistant is an individual who has successfully completed approved safety training and examination in the safe handling of explosives. An individual who has previously received a certificate as a blasting trainee under the former *General Blasting Regulations* is automatically recognized as a blaster assistant.

Blaster Apprentice

A blaster apprentice does **not** hold certification and may only conduct blasting activities under the close visual supervision of a certified blaster. A blaster apprentice is an individual who becomes a registered apprentice by signing an Apprenticeship Agreement with their employer. However, since apprenticeship training is not available in Nova Scotia in the Blaster trade, there is currently no option to become a blaster apprentice. So, an individual could find an employer to hire them as a blaster assistant with the option of signing an apprenticeship agreement in the future, if an apprenticeship program becomes available. Hours accumulated on the job as a blaster assistant can be credited towards an apprenticeship program.

WHAT TYPES OF BLASTING CAN FIRST, SECOND AND THIRD CLASS BLASTERS DO?

Classification	Types of Blasting the Blaster CAN do	Types of Blasting the Blaster CANNOT do
1 st Class	<p>CAN blast <u>almost</u> anywhere using any amount of explosives.</p> <p><i>Please note exceptions in column to the right.</i></p>	<p>CANNOT perform specialized blasts:</p> <ul style="list-style-type: none"> • in a confined space • underwater • to demolish an above-ground building, stack and similar structure • ice • in theatrical applications • in, at or near an oil or gas well <p><i>Check this document for more information regarding specialized blasts</i></p>
2 nd Class	<p>CAN blast using any amount of explosives at distances greater than 50 m from a structure. <i>Please note exceptions in column to the right.</i></p> <p>CAN perform any 1st class blast if a 1st Class blaster is in immediate proximity to the 2nd Class blaster.</p>	<p>CANNOT blast within 50 m of any structure that is or maybe occupied in whole or in part by people, including a house, residence, shop, church and school, etc. (This is especially relevant when trying to blast holes for power poles in subdivisions; i.e., Post-hole blaster)</p> <p>CANNOT carry out any specialized blasts identified under 1st Class Blaster.</p>
3 rd Class	<p>CAN blast using up to 100 kg of explosives at distances greater than 300 m from a structure. <i>Please note exceptions in column to the right.</i></p> <p>CAN perform any 1st class blast if a 1st Class blaster is in immediate proximity to the 3rd Class blaster</p> <p>CAN perform any 2nd class blast if a 2nd Class blaster is in immediate proximity to the 3rd Class blaster</p>	<p>CANNOT blast using MORE than 100 kg of explosives</p> <p>CANNOT blast within 60 m of any structure</p> <p>CANNOT blast within 300 m of any structure that is or may be occupied in whole or in part by people, including a house, residence, shop, church and school. (This is especially relevant when trying to blast holes for power poles in subdivisions, i.e., Post-hole blaster)</p> <p>CANNOT carry out any specialized blasts identified under 1st Class Blaster</p>

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SPECIALIZED BLASTING AND SPECIAL CASE BLASTS

The Blasting Safety Regulations detail the requirements for blasting activities in Nova Scotia. A copy is available online at <https://www.novascotia.ca/just/regulations/regs/ohsblasting.htm>

To perform specialized blasting activities or special case blasts, an individual or employer is required by law to file a “written work procedure” with the Director of Occupational Health and Safety division at least 30 days before the date of the proposed blast. The submission form is available online at <https://novascotia.ca/lae/healthandsafety/docs/WrittenWorkTemplate.pdf>

<u>Specialized Blasting</u>	Blasting of any of the following (regardless of whether you hold certification or not): <ul style="list-style-type: none">• blasting in a confined space• blasting underwater• blasting to demolish an above-ground building, stack or similar structure• blasting ice• blasting in theatrical applications• blasting in, at or near an oil or gas well
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<u>Special Case Blasts</u>	Blasting activity conducted by persons who do not hold the Nova Scotia Blaster certificate for the blast they want to perform. Examples include, but are not limited to, the following: <ul style="list-style-type: none">• any blast within 50 m of homes, such as to install power poles or fence posts, that is not carried out by a 1st class blaster.• seismic blasting
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What am I Required to do if I Want to Perform a Specialized Blast?

You have 2 options:

- File a “written work procedure” for a specialized blast 30 days prior to the scheduled blast.
- Apply for a deviation.

What am I Required to do if I Want to Perform a Special Case Blast?

You have 4 options:

- Obtain a 1st, 2nd or 3rd Class Blaster Certificate of Qualification (whichever classification is appropriate for the planned blast).
- Obtain blaster assistant status and work under the supervision of a certified 1st, 2nd or 3rd Class Blaster (whichever classification is appropriate for the planned blast).
- File a written work procedure for a special case blast 30 days prior to the scheduled blast.
- Apply for a deviation.

For more information about requirements for blasting, specialized blasts and special case blasts, contact:

Director, Occupational Health and Safety division
Department of Labour and Advanced Education
PO Box 697
Halifax, NS B3J 2T8
Fax: (902) 424-5640
Email: ohsdivision@novascotia.ca; P: 902-424-5400, or toll free 1-800-952-2687

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CERTIFICATION AND TRAINING

Getting a New Certification or a Higher Level of Certification

Anyone seeking a new certification or wanting to upgrade a current certification must apply through the Nova Scotia Apprenticeship Agency. If approved, they can write the appropriate certification exam. Refer to the table below for eligibility requirements.

Nova Scotia Apprenticeship Agency

<https://nsapprenticeship.ca/>

P:(902) 424-5651; Toll free: 1-800-494-5651

Classification	Eligibility Requirements
1 st Class	<ul style="list-style-type: none">• 5,400 hours of practical hands-on work experience (Please note: These hours can include the 2,025 hours accumulated in 2nd Class and the 1,350 accumulated in 3rd class.)• a minimum of 24 blasts (12 must be within 50 m of a structure normally occupied by people, including a house, residence, shop, church and school)• letters of support from two qualified references who are able to attest to the applicant's competence in the trade. References may include employers and certified 1st class blasters.
2 nd Class	<ul style="list-style-type: none">• 3,375 hours of practical hands-on work experience (Please note: These hours can include the 1,350 hours accumulated in 3rd class, meaning that you need to accumulate only 2,025 hours more.)• a minimum of 12 blasts• letters of support from two qualified references who are able to attest to the applicant's competence in the trade. References may include employers and certified 1st and 2nd class blasters.
3 rd Class	<ul style="list-style-type: none">• 1,350 hours of practical hands-on work experience• a minimum of 4 blasts• letters of support from two qualified references who are able to attest to the applicant's competence in the trade. References may include employers and certified 1st, 2nd and 3rd class blasters.

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Blaster Certification Renewal Training

Certified Blasters (1st, 2nd and 3rd classes) must renew their certification every five years. Renewal training (formerly known as Refresher training) is mandatory to renew certification. Blaster Certification Renewal training is offered in-class annually, in March, at various locations around the province (if there are sufficient numbers). It is also offered online (see details below). Certified Blasters whose certifications expire may receive written notice with details of the mandatory training.

If you did not receive a renewal notice in the mail or if your certification has expired and you missed Blaster Certification Renewal training, you may be able to take the training online. Contact the Nova Scotia Apprenticeship Agency at 424-5651, or toll free at 1-800-424-5651, for more information and to make sure the Agency has your full name, current address, phone number, certification number, date of issue and classification.

To renew your certification:

1. Complete the mandatory Blaster Certification Renewal Course (fee required) and receive a mark of 70% or greater on the course assessment; AND
2. Complete a RENEWAL of Certificate of Qualification/ID Card Form (fee also required) and submit it to the Nova Scotia Apprenticeship Agency, Halifax office.

Once you have completed #1 and #2 above, your certification will be renewed and you will be mailed a new Certificate of Qualification and Photo ID.

Online Blaster Renewal Course

- Where: Online through NSCC, Online Learning (BLTA-1802 'Blaster Certification Renewal')
- When: Registration for the online course is now open
- How to Register for ONLINE:
 - Contact NSCC Online Learning to register for this course.
 - IMPORTANT! When you call, please identify yourself as a Blaster and indicate that you want to register for the Blaster Certification Renewal course.
 - Halifax Metro: 902-491-3502 [Monday to Friday 8:00 a.m. to 4:00 p.m.]
 - Outside Metro [toll free]: 1-877-491-6774 (select option 3)
 - Be ready to provide your Client Number [200 # found on your Photo ID Card]; and
 - Social Insurance Number; and
 - Email address: If you do NOT have an email address, be sure to let the staff at Online Learning know (they can provide information on setting up a free account).
 - Once you are registered, NSCC will send you an email with a User ID, password and course access information.

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Blasting Safety Training + Becoming a Blaster Assistant

To be recognized as a Blaster Assistant (formerly known as Blasting Trainee), individuals must meet eligibility requirements of Section 16 (e) of the Blasting Safety Regulations. All new entrants to the trade will be recognized as Blaster Assistants if they successfully complete the approved safety training and/or exam. An approved Blasting Safety Training course and exam is available for individuals who work, or would like to work, on a blast site, but who are not certified blasters or have not previously successfully completed an approved training course and examination in the safe handling of explosives.

Upon successful completion, individuals will be issued a card and will be able to conduct the following blasting activities under the close visual supervision of a certified blaster:

- prime a charge;
- make a connection that leads from a charge to a blasting machine, a blasting switch, safety fuse, or shock tube initiating system;
- connect a delay or sequencing device for a blast;
- program a delay for a blast; or
- fire a charge.

To apply for Blasting Safety training and a Blasting Safety card, contact the Nova Scotia Apprenticeship Agency at (902) 424-5651, or toll free at 1-800-494-5651, and submit the Blasting Safety Training Application: <https://nsapprenticeship.ca/>. A fee applies for the Blasting Safety Training and the card that is issued upon successful completion.

IMPORTANT: All individuals previously certified as Blasting Trainees under the former General Blasting Regulations are automatically recognized as Blaster Assistants under the new Blasting Safety Regulations. No further action is required of these individuals, as there is no longer any requirement to have a certificate or to renew a certificate. These individuals **do not need** to take Blasting Safety training. Blaster Assistants have exactly the same rights and abilities as the former Blasting Trainees. Individuals who may have lost or misplaced their old trainee cards can contact the Nova Scotia Apprenticeship Agency and ask to speak to the Industry Training Consultant for the Blaster trade to verify the former certification.

Individuals who are not certified Blasters or Blaster Assistants, but who want to work on a blast site, should contact the Occupational Health and Safety division at 902-424-5400, or toll free 1-800-952-2687, or email ohsdivision@novascotia.ca

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BLASTING LOGS, FORMS AND REPORTS

The Department of Labour and Advanced Education, Occupational Health and Safety (OHS) Division requires that Blasters complete and submit various logs, forms and reports.

OHS makes some of these documents available. Blasters and employers can develop and use their own forms as long as they meet the minimum information requirements indicated in the Blasting Safety Regulations. The documents that blasters need to complete, as required per the provincial Occupational Health and Safety Act or Blasting Safety Regulations, include:

- [Blasting Log](#)
- [Blasting Incident Report](#)
- [Application for Special Case Blasts and Specialized Blasts](#)
- [Written Work Procedure](#)
- [Deviation](#)
- [Magazine Inventory](#)
- Hazard Assessment Form

For information and videos about completing these documents, please see the Blaster Trade Communication Study Guide on Blasting Logs and Reports at:

https://nsapprenticeship.ca/sites/default/files/docs/pubs/Blaster_Trade_Communication_Study_Guide.pdf

Blasting Log

A blasting log is a record of the pre-blast loading details and the results of the post-blast site inspection. The OHS division does not provide a form for the blast log. However, the employer must ensure that the blaster makes a blast log which, as required by the Blasting Safety Regulations, must include certain information.

For more information and a video about blast logs and the information that must be recorded, please see the Blaster Trade Communication Study Guide on Blasting Logs and Reports at:

https://nsapprenticeship.ca/sites/default/files/docs/pubs/Blaster_Trade_Communication_Study_Guide.pdf

The blaster must give a copy of a completed blast log to their employer as soon as reasonably possible. If possible, the blaster should give a copy of a completed blast log before the end of the day, after firing the blast and inspecting the blasting area.

The employer must keep the copy of a blast log received from the blaster for at least 3 years after the date of the blast.

There is no requirement for the blaster to keep the blast log after they have given a copy to the employer, according to the Blasting Safety Regulations. However, the blaster may choose to keep a copy of the blast log for his/her own records. These records may be helpful in demonstrating evidence of the blaster's experience when applying for certification or employment purposes.

Blasting Incident Report

A blasting incident report provides details of a blasting incident. Any one of the following occurrences can be considered a blasting incident:

- A misfire or a suspected misfire

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- The presence of any fire, heat or gas that creates a risk of an explosive detonating accidentally
- Injury to any person or damage to property from flying material, or
- Flying material leaving the workplace.

There is no special format for this notification. The example given here is a sample of how it may be done. However, any submitted form should note the:

- Name, phone number and address of the employer
- Type of blasting incident
- Date and time of incident
- Location of incident

Blasting Incident Report Video:

https://nsapprenticeship.ca/sites/default/files/media/blasting_incident_report.mp4

For more information and a video about blasting incident reports and the information that must be recorded, please see the Blaster Trade Communication Study Guide on Blasting Logs and Reports at: https://nsapprenticeship.ca/sites/default/files/docs/pubs/Blaster_Trade_Communication_Study_Guide.pdf

If a blasting incident occurs, the employer, in consultation with the blaster, must notify the Director of Occupational Health and Safety, with the Nova Scotia Department of Labour and Advanced Education, in writing, no later than 24 hours after the time of the blasting incident. The employer must submit a blasting incident report and a copy of the blast log to the Director as soon as reasonably practicable.

The incident report can be submitted electronically so long as the employer first verifies that the Occupational Health and Safety division has all computer software necessary to open all submitted reports.

Send the Blasting Incident Report to the following. You can also contact them if you need more information:

Director, Occupational Health and Safety division
Department of Labour and Advanced Education
PO Box 697
Halifax, NS B3J 2T8
Fax: (902) 424-5640
Email: ohsdivision@novascotia.ca
902-424-5400, or toll free 1-800-952-2687

If one or more committees have been established at the workplace, or one or more representatives have been selected, the employer must also give each committee and representative a copy of the blasting incident report and a copy of the blast log as soon as reasonably practicable. The employer must consult with the committees and representatives about actions that may prevent a future blasting incident similar to the one that has occurred.

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Written Work Procedure

Before you start a “special case blast” or a “specialized blast”, you must file a written work procedure for using and handling explosives. There is no fee to file this.

The procedure would include:

- The names and qualifications of all persons who will be conducting blasting activities in the blasting operation; and
- a detailed description of how the planned blast will be safely performed.

A written work procedure can be very specific (describing a single blast operation) or more general (detailing the limits and procedures to be adhered to every time this type of blast is performed over a longer period of time). In either case, you must provide proof that the work will be safe. The more detailed information you provide, the better.

The procedure must be filed 30 days before the date the blast is scheduled to be conducted. You may ask the Director to review it within a shorter time frame. The OHS division will review it for safety issues and provide you with a decision. If you need to extend the approved timeline, you must re-apply.

A sample template is available at:

<https://novascotia.ca/lae/healthandsafety/docs/WrittenWorkTemplate.pdf>

Send the written work procedure to the following. You can also contact them if you need more information on filing a safe work procedure:

Director, Occupational Health and Safety division
Department of Labour and Advanced Education
PO Box 697
Halifax, NS B3J 2T8
Fax: (902) 424-5640
Email: ohsdivision@novascotia.ca
902-424-5400, or toll free 1-800-952-2687

For more information about written work procedures, please see the Blaster Trade Communication Study Guide on Blasting Logs and Reports at:

https://nsapprenticeship.ca/sites/default/files/docs/pubs/Blaster_Trade_Communication_Study_Guide.pdf

Deviation

A deviation requests permission to perform something in a way that the regulations do not allow, but which is as safe or safer than the method the regulations do allow. Deviations can be applied to any regulation under the Occupational Health and Safety Act, including the Blasting Safety Regulations.

There is no fee to file a deviation application. Deviation applications may take 28 days or longer to process.

Send the deviation application to the following. You can also contact them if you need more information:

Director, Occupational Health and Safety division
Department of Labour and Advanced Education
PO Box 697

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Halifax, NS B3J 2T8

Fax: (902) 424-5640

Email: ohsdivision@novascotia.ca

902-424-5400, or toll free 1-800-952-2687

For more information about deviations, please see the Blaster Trade Communication Study Guide on Blasting Logs and Reports at:

https://nsapprenticeship.ca/sites/default/files/docs/pubs/Blaster_Trade_Communication_Study_Guide.pdf

Magazine Inventory

NOTE: Provincial magazine licenses were eliminated with the introduction of the Blasting Safety Regulations. Magazine licenses are now issued by the Natural Resources Canada Explosives Division.

A magazine inventory is a record of detonators or explosives stored in a magazine.

The employer must ensure that an employee in charge of a magazine maintains a written inventory of the contents of the magazine.

The Blasting Safety Regulations require the magazine inventory include either:

- A record of detonators stored in the magazine, organized by period and legwire length; OR
- A record of explosives other than detonators stored in the magazine, organized by type of explosive.

An employer must keep a magazine inventory for at least 2 years after the date that information is last entered into the magazine inventory. The magazine inventory is kept at the workplace, and not in the magazine.

For more information and a video about magazine inventories and the information that must be recorded, please see the Blaster Trade Communication Study Guide on Blasting Logs and Reports at:

https://nsapprenticeship.ca/sites/default/files/docs/pubs/Blaster_Trade_Communication_Study_Guide.pdf

How do I get a Federal Magazine License or a Federal Purchase and Possession Permit?

Visit the Natural Resources Canada website for information: <https://www.nrcan.gc.ca/home>

WHO DO I CONTACT ABOUT A CHANGE IN MY HOME ADDRESS OR CONTACT INFORMATION?

Please contact the Nova Scotia Apprenticeship Agency toll free at 1-800-494-5651. Provide your full name, old address and telephone numbers, new address and telephone numbers, certification number, date of issue and classification.

OUT-OF-PROVINCE BLASTERS WITH EQUIVALENT CERTIFICATION

First, Second or Third Class Certificate from Another Province

If you hold a recognized trade credential (certificate of qualification, etc.) issued by another Canadian province or territory in the Blaster trade and you wish to work in Nova Scotia, you must obtain a Nova Scotia Equivalency Card.

To apply for the card, go to <https://www.nsapprenticeship.ca/> and submit your application along with:

- any additional documentation required (see table below); and
- applicable fee.

Certificate Issued In	Equivalent to Nova Scotia Class / Additional Requirements for Nova Scotia Equivalency Card		
	First Class	Second Class	Third Class
New Brunswick	<ul style="list-style-type: none"> • Category 1 Certificate of Qualification. • No additional requirements. 	<ul style="list-style-type: none"> • Category 2 Certificate of Qualification. • No additional requirements. 	<ul style="list-style-type: none"> • Category 3 Certificate of Qualification. • No additional requirements.
Newfoundland	<ul style="list-style-type: none"> • Certificate of Qualification Level III. • No additional requirements. 	<ul style="list-style-type: none"> • Certificate of Qualification Level II. • No additional requirements. 	<ul style="list-style-type: none"> • Certificate of Qualification Level I. • No additional requirements.
Ontario	<ul style="list-style-type: none"> • Certificate of Qualification. • Proof of 12 blasts within 50 m of a structure normally occupied by people, including a house, residence, shop, church and school. 	<ul style="list-style-type: none"> • Certificate of Qualification. • No additional requirements. 	<ul style="list-style-type: none"> • Not applicable.
Québec	<ul style="list-style-type: none"> • Blaster Certificate. • Proof of 12 blasts within 50 m of a structure normally occupied by people, including a house, residence, shop, church and school. 	<ul style="list-style-type: none"> • Blaster Certificate. • No additional requirements. 	<ul style="list-style-type: none"> • Not applicable.

If required to provide additional documentation, you must submit original employer letters. The letters must be signed, on company letterhead and document the following:

- business or company name
- name of employer designate (contact person)
- full contact information (mailing address, telephone, fax numbers, email, etc.)
- name of the trade

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- start and end dates of the employment (period of employment) and
- number of blasts performed within 50 m of a structure normally occupied by people, including a house, residence, shop, church and school.

Please scroll down to see a sample letter for “Confirmation of Work Experience and Required Number of Blasts”. Please ensure that your employer(s) have a chance to review the Blaster Trade Regulations at <https://www.novascotia.ca/just/regulations/regs/atqblaster.htm>.

You must obtain original letters from your employer(s). Exceptions may be made in the following circumstances:

- employer is out of business or deceased
- temporary or contracted work assignments (if employment period is less than six months)
- self-employment
- extenuating circumstances (with prior approval).

In these circumstances, blast logs and/or an affidavit is required.

Blast logs must be originals. Certified true copies will be accepted in lieu of originals. Certified true copies must be signed and stamped by a Canadian-recognized Notary Public, Commissioner of Oaths, or lawyer. You can also make an appointment with staff at the Nova Scotia Apprenticeship Agency office in Halifax, bring in originals and ask staff to keep copies after verifying the originals.

An affidavit is a written statement in which you have sworn or affirmed officially to tell the truth, and which might be used as proof in a court of law. Affidavits must be signed and stamped by a Canadian-recognized Notary Public, Commissioner of Oaths, or Lawyer. The affidavit must include the required confirmation of information as identified above as well as identify why you are unable to obtain written documentation from employer(s). You can request a sample of an affidavit from the Agency.

For more information, contact the Nova Scotia Apprenticeship Agency at 424-5651, or toll free at 1-800-494-5651.

SAMPLE LETTER FOR CONFIRMATION OF HANDS-ON WORK EXPERIENCE IN TRADE

(hours requirement) and Required Number of Blasts

(Company letterhead)

{insert date}

Nova Scotia Apprenticeship Agency
PO Box 578
Halifax, Nova Scotia
B3J 2S9

To whom it may concern:

Subject: Blaster Certification - Confirmation of Work Experience and Required Blasts for {insert name}

Mr./Ms. {insert name} was employed by this company as a Blaster {insert classification}. During his/her employment with this company, he/she performed the duties of the trade as described in the Nova Scotia Blaster Trade Regulations.

Start date of employment: {insert date}

End date of employment: {insert date}

Total hours: {insert exact number of hours spent performing hands-on duties in the trade}

He/she has successfully completed {insert number of blasts} to the standards required. {For individuals who are applying for Blaster 1st Class indicate the number of blasts performed within 50 m of a structure normally occupied by people}

If you have any questions or if you require additional information, please do not hesitate to contact me. I can be reached by telephone {insert daytime telephone number}, by facsimile {insert facsimile number} or by e-mail {insert e-mail address}.

Sincerely,

{insert full name - signature}

{insert full name - printed}

{insert business title}