**Section 230.10 Procedure for Holding Semi-Annual Mining Board Examinations**

a) Candidates seeking Certificates of Competency as State Mine Inspectors, Mine Managers, Hoisting Engineers and Mine Examiners shall complete and submit a notarized application to the Department of Natural Resources, Office of Mines and Minerals at least 30 days prior to the date of the examination. A card or letter will be sent to each candidate that will be his or her admittance to the examination room. All candidates shall be at the place set for the examination to present their cards or letters and receive their examination papers prior to 8:30 a.m. on the day of the examination. The doors of the examination room will be opened at 8:30 a.m.

b) Pre-numbered examination booklets, answer sheets and blank mine maps shall be distributed at the time of the examination. The candidates will be instructed to place on their entrance card or letter the same number that is shown on their examination booklet. Candidates will be identified by this number throughout the examination.

c) Following instructions provided by a representative of the Department, applicants will be allowed to begin the written examination.

d) Representatives of the Department will supervise the class during the examination and will be available for assistance in interpretation of questions.

e) After the candidates have completed the written and map portions of the examination, these portions will be given to qualified representatives of the Department for grading. When these portions are graded, the candidates will be called for the oral section of the examination by the number on the examination booklet.

f) The written portion of the examination shall consist of two parts: true/false and multiple choice.

g) A numeric increase in a candidate's total score could result from the oral examination.

h) Applicants for State Mine Inspector and Mine Manager must score a minimum of 80% on the written examination for a passing grade. Applicants for all other Certificates of Competency must score a minimum of 75% on the written examination for a passing grade.

i) A pass/fail shall be given for the mine map portion of the examination.

j) Grades will not be divulged to the candidates at the time of the examination. A letter will be sent to those who did not attain a passing grade. Certificates of Competency will be issued to those who pass. These letters and certificates will be provided at the earliest possible date.

k) A candidate will not be permitted to take examinations for separate Certificates of Competency if those examinations are given on the same date, except that the Electrical Hoisting Engineer examination may be taken on the same date as another Certificate of Competency examination.

l) The examination for the Shot Firer Certificate of Competency is semi-annual, but is conducted following the completion of a mandatory class. Candidates for Shot Firer Certificate of Competency are not held to the 30 day application submittal requirements. An applicant cannot take the examination unless his or her application is signed by the class instructor stating the applicant has taken the mandatory class.

(Source: Amended at 37 Ill. Reg. 6772, effective May 1, 2013)