



**COMMONWEALTH OF VIRGINIA**  
**VIRGINIA DEPARTMENT OF ENERGY**

1100 Bank Street (8th Floor), Richmond, VA 23219  
Office: (804) 692-3200 | TDD: (800) 828-1120

**MEMORANDUM DM – CMS-24-04**

TO: All Coal Mine Operators

FROM: *M. Randy Moore*  
M. Randy Moore, Chief

DATE: December 12, 2024

SUBJECT: 2025 On-Line Certification Examination Schedule

To assist those individuals planning to take coal mine certification examinations administered by the Virginia Energy during 2025, a schedule of examination locations and dates is provided below. The schedule may also be viewed on our website at [www.energy.virginia.gov](http://www.energy.virginia.gov).

All *applications and payments* must be submitted on-line **FIVE** working days in advance of the examination date. Examination slots are limited and tend to fill up quickly. The five-day advanced registration will **NOT** guarantee that an opening is available. Failure to notify our office at least **THREE** working days prior to the scheduled examination that you are unable to attend will result in the forfeiture of the examination fee.

Prior to taking an examination, a Driver's License or Employee I.D. Card must be presented.

To register for an exam, go to our website at [www.energy.virginia.gov](http://www.energy.virginia.gov) to schedule your exam date. If you need additional information, please contact the Virginia Energy's Big Stone Gap at (276) 523-8100.

**CERTIFICATION EXAMINATION LOCATION AND DATES**

**Virginia Energy's Big Stone Gap Office**

3405 Mountain Empire Road

Big Stone Gap, VA 24219

PHONE: (276) 523-8100

8:00 A.M.

January 22, 2025

March 12, 2025

May 14, 2025

July 16, 2025

September 17, 2025

November 19, 2025

**Buchanan #1 Mine Training Center (Central Shop)**

1029 Central Shop Road

Oakwood, VA 24631

PHONE: (276) 523-8100

8:00A.M

February 12, 2025

April 16, 2025

June 18, 2025

August 13, 2025

October 15, 2025

December 17, 2025