

ANNUAL OPERATOR TRAINING PROGRAM

The North Dakota Department of Health is pleased to announce the 58th Annual Professional Water and Wastewater Operator Training Program.

1. **Objectives** - These classes will fulfill the continuing education credit (CEC) requirement for certified operators. You will receive **12 CECs for each session** attended. Roll will be taken during the sessions to verify attendance. Expect to hear presentations regarding regulations and how to avoid mistakes that can lead to non-compliance for your facility. This will include general operation and maintenance topics. **The courses, however, are not geared specifically to prepare operators for certification exams.**
2. **Registration** - Please **preregister** using the **enclosed registration form**, or **complete your registration form online at <http://www.deq.nd.gov/mf>** and mail or fax (701-328-6206) the **printed copy**. You may attend both water and wastewater sessions. Please indicate a second choice when selecting class sessions. Please make copies if more than one operator will be attending. **A \$20.00 registration fee payable to the North Dakota Water and Pollution Control Conference (NDWPCC) is required.** This covers attendance at one or more sessions. A confirmation letter will be sent and must be presented at the time of registration. If you need to reschedule or cancel, please call Julie Feist at 701-328-6628.
3. ***Certification exams - A separate application form is required. An application form and directions are included, please fill out completely, or complete your application form online at <http://www.deq.nd.gov/mf> and mail to: ND Department of Health, 2639 E. Main Ave., Bismarck, ND 58501. Incomplete applications will be returned. Do not use previous applications. Signed applications must be received by the certification officer by January 31, 2018 for March exams and February 28, 2018 for April exams. Applications received after the deadline will be rejected. No walk-in exams will be allowed. Please make copies if more than one operator will be testing.***
 - A. *A photograph identification card is required to take exams.*
 - B. *A confirmation letter will be sent and must be presented at the time of testing.*
 - C. *If you need to reschedule or cancel, please call Craig Bartholomay at 701-328-6626.*
 - D. *Please bring your own calculator and pencils.*
 - E. *Make your check for **\$10.00, per exam, payable to the North Dakota Department of Health**, do not mail. Make payment when you check in prior to writing exams.*
 - F. *Results of the exams will be sent out after all of the training sessions are completed and after payment has been received for the exam(s).*
4. **Registration for training sessions and application for certification exams are separate.** Registration and exam fees cannot be combined. Rescheduling training and/or exams will be based on availability. Class size and exam seating are limited. **Rescheduling a training session does not automatically reschedule your exam.**
5. **Membership** - A \$10.00 membership fee for the NDWPCC is optional. Membership includes the *Official Bulletin* and may be added to the total payment.

6. **Location** - All training sessions and certification exams will be held at the **Environmental Training Center, 2639 East Main, Bismarck**. Please park on the west or south side of the training center.
7. **pH certification - (for applicable wastewater operators)** - This will be offered in conjunction with the wastewater treatment training sessions (see schedule). For more information on the wastewater pH certification or to see if you should attend please call Sarah Feld at 701-328-5237.
8. **Sponsors** -
 - ND Department of Health
 - ND Water and Pollution Control Conference
 - ND Chapter of the American Public Works Association
 - ND Section of the American Water Works Association
 - ND Water Environment Association
9. **Special needs** - If you need special accommodations or more information, please call Shawn Heinle at 701-328-6627.
10. A block of rooms at the Ramkota Hotel, 800 South 3rd Street, (701-258-7700) has been booked under Water and Wastewater Operator Training. If you elect to use the Ramkota Hotel, the rates are \$83.70 (single) plus tax. Other hotels based on availability include: American Lodge and Suites 701-250-1000, \$83.70; Baymont Inn and Suites 701-663-7401, \$79.00; Comfort Suites 701-258-4200, \$99.00; Expressway Inn 701-222-2900, \$74.95; Expressway Suites 701-222-3311, \$83.70; Holiday Inn 701-751-7330, \$83.70; Main Stay Suites 701-223-9119, \$99.00; Quality Inn 701-223-1911, \$89.00; Radisson Hotel 701-255-6000, \$99.00; Ramada Bismarck Hotel 701-258-7000, \$81.00; Ramada Limited Suites 701-221-3030, \$87.50; Ramkota Limited Suites, \$87.50 and Staybridge Suites 701-223-1499, \$83.70.
11. **Class Schedule:**

Water Treatment and Distribution - in Bismarck.

March 5, 6, and 7, 2018
March 12, 13, and 14, 2018
March 26, 27, and 28, 2018
April 2, 3, and 4, 2018

Check in time for registration is 12:00 - 1:00 p.m. on March 5, 12, 26 and April 2.

Exams are scheduled from 1:00 - 5:00 p.m. on March 7, 14, 28, and April 4.

Wastewater Treatment and Collection - in Bismarck.

April 16, 17, and 18, 2018

April 23, 24, and 25, 2018

Check in time for registration is 12:00 - 1:00 p.m. on April 16 and April 23.

Exams are scheduled from 1:00 - 5:00 p.m. on April 18 and April 25.

pH Certification - **(for applicable wastewater operators)**

April 16 and 23 at 10:00 a.m.

12. **Topics** in Water Treatment and Distribution may include:

SDWA Update, Operator Certification, Overview of Water Treatment Rules, BacT Update, Stage I & II Disinfectants/Disinfection By-products Rules, Filtration, Chlorine Meters and Measurements, Disinfection of Pipes and Reservoirs, Fire Hydrants, Groundwater Rule, Lead and Copper Rule, Math, Cross Connections, Pumps, System Security, Fluoridation, Well Head/Source Water Protection, and others.

13. **Topics** in Wastewater Treatment and Collection may include:

Wastewater Basics, History of Wastewater Treatment, Troubleshooting, Physical Aspects of Lagoons, Wetland Systems, Microbiological Life in Ponds, Collection Systems, Operator Certification, Math, Discharge Permits, Lift Station Rehabilitation, Stormwater Update, Pond Construction, and others.

14. **All operators working in public water treatment and/or distribution systems which serve a population of 3,300 or less are eligible for reimbursement. Please pick up the appropriate forms during the training sessions. After payment to the North Dakota Water and Pollution Control Conference and/or state is made, you may apply for reimbursement.**

15. The 2018 Registration Form and Application for Operator Certification exams can be located by clicking on calendar and publications on the Division of Municipal Facilities website at <http://www.deq.nd.gov/mf>.

16. **Questions:**

Regarding exams, call Craig Bartholomay at 701-328-6626.

Regarding training sessions, call Shawn Heinle at 701-328-6627.

Regarding pH certification, call Sarah Feld at 701-328-5237.