



Requirements for Operator Certification Thru Reciprocity

North Dakota Department of Health – Division of Municipal Facilities
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The North Dakota Department of Health, Division of Municipal Facilities, is responsible for implementing North Dakota's water and wastewater certification requirements as set forth under NDCC Ch. 23-16 and its implementing requirements, NDAC Art. 33-19. Under these requirements, the department may issue certificates by reciprocity, without written examination, to any person holding a certificate from any other state, territory, possession of the United States of America, or any country providing that the requirements for certification of operators under which the operator's certificate was issued are equal to or higher than specified under this chapter for a like certificate and providing further that reciprocal privileges are granted to certified operators in North Dakota.

Water and wastewater system certificates from other states are recognized in North Dakota provided the following conditions are met:

1. Applicant must be employed as an operator in North Dakota performing day-to-day operational and technical activities of a water or wastewater treatment plant, a water distribution system or a wastewater collection system.
2. Applicant must have earned their operating certificate or license by examination.
3. Applicant must have fulfilled all education **and** experience requirements associated with the grade of certification that is being applied for. For example, to take a class IA examination and become a grade IA operator, the applicant must have a high school diploma or equivalent (GED) **and** at least six months of acceptable operational experience of a class IA or higher facility system. Acceptable operation experience means actual hands-on operational experience as an employee of a facility/system. Water and wastewater facilities are classified as IA, I, II, III or IV depending on complexity and/or population served. Experience requirements for a class II, III and IV facilities include 1 to 2 years in a position of direct responsible charge.
4. Applicant has sent the Departments Certification Officer the following application materials:
 - ✓ a completed certification application form
 - ✓ a copy of their current certificate or license, and
 - ✓ documentation that shows their operating certificate or license was earned by examination
5. Applicant will be billed a \$10.00 fee per certification if they are determined to be eligible.