I. Operator Certification

It is unlawful for anyone to operate a water treatment facility, a water distribution system, a wastewater treatment facility, or a wastewater collection system serving a population of 25 or more if that person is not appropriately certified. This excludes operators of wastewater collection systems and wastewater treatment facilities which use stabilization ponds or other nonmechanical treatment processes to serve populations less than 500.

A. Direct Responsible Charge (D.R.C)

An operator who has direct responsible charge shall hold a certificate that is at least equal to the classification of the facility or system where the operator is employed.

Direct responsible charge means full and active performance of on site operation. In addition to full and active performance of on site operation, one or several of the following may be included:

1. Responsible for technical support and provides direction to other operators
2. On site or on call during shift operations
3. Responsible for operation of a major segment of a facility or system
4. Operation of a small facility or system as sole employee

B. Becoming Certified

1. Examination
   a. Candidates must apply 15 days prior to test date
   b. Meet education and experience requirements
   c. Pay the $50.00 examination fee
   d. Pass the examination with a score of 70% or higher

2. Reciprocity
   a. Candidates must be certified in another state by exam
   b. Fulfill education and experience requirements
   c. Pay the $50.00 reciprocity fee
C. **Education and Experience Requirements**

1. **High School Diploma or equivalent (GED)**

<table>
<thead>
<tr>
<th>Class of Exam</th>
<th>Experience</th>
<th>D.R.C.</th>
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<tbody>
<tr>
<td>IA</td>
<td>0.5 year</td>
<td>---</td>
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<tr>
<td>I</td>
<td>1 year</td>
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</tr>
<tr>
<td>II</td>
<td>3 years</td>
<td>1 year</td>
</tr>
<tr>
<td>III</td>
<td>4 years</td>
<td>2 years</td>
</tr>
<tr>
<td>IV</td>
<td>5 years</td>
<td>2 years</td>
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2. **Post High School (minimum 2 years in related field)**

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3. **BS or other related 4 Year Degree**

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<td>IV</td>
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<td>2 years</td>
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</table>

D. **Maintaining Certification**

1. **Renewal**
   
   a. Certificates expire each year on the first day of July
   b. Annual renewal fees are $25.00 per certificate

2. **Continuing Education Credits (CECs)**

   CECs may be earned by attending training programs, seminars, workshops, and schools established or officially recognized by the Department of Health.

   a. Each operator must earn 12 CECs every three years
   b. Certified operators no longer operating within the state are exempt

**Note:** You are responsible for seeing that the Division of Municipal Facilities is notified of training that has taken place so credits may be issued.
II. Facility Classifications (general guidelines)

A. Water Treatment Plant

This refers to a facility which in some way alters the physical, chemical, or bacteriological quality of the water.

1. Systems using simple chemical addition, such as, disinfection, fluoridation, corrosion control, or sequestering:

   Class IA  serving a population less than 500
   Class I   serving a population of 500 to 5,000
   Class II  serving a population of 5,000 to 15,000
   Class III serving a population of 15,000 or more

2. Systems using chemical softening processes and filtration or membrane technology:

   Class II  serving a population of less than 1,000
   Class III serving a population of 1,000 to 5,000
   Class IV  serving a population of 5,000 or more

3. Systems using coagulation, flocculation, sedimentation, and filtration for clarification:

   Class II  serving a population of less than 1,500
   Class III serving a population of 1,500 to 10,000
   Class IV  serving a population of 10,000 or more

4. Systems using chemical oxidation of iron or manganese and filtration:

   Class II  serving a population of less than 2,000
   Class III serving a population of 2,000 to 15,000
   Class IV  serving a population of 15,000 or more

B. Water Distribution System

This refers to a system which obtains, stores, and conveys water from the treatment facility to the consumer.

   Class IA  serving a population of less than 500
   Class I   serving a population of 500 to 1,500
   Class II  serving a population of 1,500 to 15,000
   Class III serving a population of 15,000 to 50,000
   Class IV  serving a population of 50,000 or more
C. **Wastewater Treatment Plant**

This refers to a facility used for the treatment and disposal of wastewater and the solids removed from such wastewater.

1. Serving less than 10,000 persons
   - **Class IA** Stabilization ponds serving 500 or less
   - **Class I** Stabilization ponds serving 500 to 9,999
   - **Class II**
     - a) All mechanical facilities
     - b) Mechanically aerated ponds
     - c) Oxidation ditches
   - **Class III**
     - a) Activated sludge
     - b) Trickling filter
     - c) Rotating biological contactors
     - d) Sludge stabilization facilities

2. Serving 10,000 or more persons
   - **Class II** Stabilization ponds
   - **Class III**
     - a) All mechanical facilities
     - b) Mechanically aerated ponds
     - c) Oxidation ditches
   - **Class IV**
     - a) Activated sludge
     - b) Trickling filter
     - c) Rotating biological contactors
     - d) Sludge stabilization facilities

D. **Wastewater Collection System**

This refers to a system used to convey wastewater from the premises of a contributor to the wastewater treatment facility.

- **Class IA** serving a population of less than 500
- **Class I** serving a population of 500 to 1,500
- **Class II** serving a population of 1,500 to 15,000
- **Class III** serving a population of 15,000 to 50,000
- **Class IV** serving a population of 50,000 or more