
MEMORANDUM

FILE: Landfill Operator Training

TO: Owner/Operators of Industrial Waste Landfills, Inert Waste Landfills, Municipal Solid Waste Landfills, Special Waste Landfills, and Transfer Stations

FROM: Diana A. Trussell, Manager
Solid Waste Program
Division of Waste Management

SUBJECT: 2021 Landfill Operator Training Course

DATE: December 9, 2020

Introduction:

Recent changes to the North Dakota Solid Waste Management Rules require that all municipal solid waste landfills, municipal waste incinerators, municipal solid waste ash landfills, and special waste landfills which accept primarily oilfield special waste or TENORM waste in North Dakota have a certified operator on-site at all times during facility operation. Also, all industrial waste landfills and special waste landfills which accept primarily coal combustion residuals in North Dakota are required to have at least one certified operator whose primary work location is at the facility. In addition, federal and state rules place increased responsibility on solid waste facility operators. To assist operators in meeting these demands, the North Dakota Department of Environmental Quality (Department) is offering a 2 1/2-day Landfill Operator Training Course and Certification Examination online through Microsoft Teams (Live) and Google Classroom (Recorded).

Who Should Attend:

Landfill and transfer station operators will gain valuable information on the concepts and practices that are needed to properly operate a solid waste management facility. Certified operators who wish to remain certified must attend a course every three years; thus, operators who were certified in 2018 or before must attend this course (or a similar approved course) to be eligible for recertification. To be eligible for certification, an operator must pass the exam **and** have at least **one year's experience** at an industrial waste landfill, an inert waste landfill, a municipal waste landfill, a special waste landfill or transfer station. Consultants, public works officials, and other interested parties are also invited to attend. The training session will explain the state's Solid Waste Management Rules in a way that is easy to understand by outlining requirements such as site selection, construction, operation, closure, groundwater monitoring, and financial assurance.

When:

There will be two courses offered this year. The draft agenda for each course is attached. Each course includes approximately 12 hours of classroom instruction.

The **1st course** is scheduled for **January 26 – January 28, 2021**, with the certification examination on January 28. This course is intended for municipal solid waste landfill operators that are new or have not passed the course twice previously, and operators of inert waste landfills and transfer stations. MSW landfill operators that have previously passed this course twice have the option to attend this course or the 2nd course (February 9 – February 11, 2021).

The **2nd course** is scheduled for **February 9 – February 11, 2021**, with the certification examination on February 11. This course is intended for operators of industrial waste landfills and special waste

landfill operators. MSW landfill operators that have previously passed the other course twice have the option to attend this course or the 1st course (January 26 – January 28, 2021). If you cannot attend the Live courses through Microsoft Teams on the above course dates, recorded sessions will be available through Google Classroom. Attendees must still register and pay to complete the recorded course and certification exam through Google Classroom.

Where:

Online through Microsoft Teams (Live) or Google Classroom (Recorded)

What to Have on Hand:

- < **Calculator**
- < **Supply of pencils, erasers, pens, and highlighter marker.**
- < **A computer with internet and speakers.**
- < **A computer headset (for individuals on their own computer) or an external microphone (for a conference room) is highly recommended for a more interactive course**

Cost:

The total cost for the course is **\$75** per person for individuals taking the exam, and **\$50** for those attending and not taking the exam.

Registration:

The purpose of this memo is to determine the number of course attendees so the Department can plan accordingly. The course is offered on an annual basis. If you or other representatives from your solid waste management facility wish to attend this year's Landfill Operator Training Course, there are two registration options this year:

1. Training Manual Binders

If attendees would like a printed copy of the Training Manual, please contact Lexi Craig at acraig@nd.gov with the total number of printed copies needed by **December 30th, 2020**.

2. Credit Card Payment:

To pay by credit card, please register at **Eventbrite** using the following links and the password **NDDEQ**:

1st Course: <https://lotcourse1.eventbrite.com>

2nd Course: <https://lotcourse2.eventbrite.com>

3. Check Payment:

Please complete the attached registration form, enclose a check in the proper amount, and return it to the Department **no later than January 15, 2021**, to reserve a spot. ***PLEASE CHECK THE BOX INDICATING WHICH COURSE YOU WILL BE ATTENDING AND THE FORMAT YOU WOULD LIKE FOR YOUR TRAINING MANUAL.***

Make checks payable to: ND Water & Pollution Control Conference

Should you have any questions concerning landfill operator certification, please contact Lexi Craig at 701-328-5171.

DAT:AAC
Attach