

# Board Policy on Certification: Minimum Requirements

## Wastewater and Storm Water Operator Certification Board of Examiners

All wastewater and storm water operator certification applicants must pass a written exam for certification except as provided in Rule 24(2). Certification at the next lower level is required prior to writing an exam at the A, B, or C level. The minimum passing grade for the written examination is 70 percent. Individuals that were approved to write an examination under the previous policy will not be denied approval to write that level of examination by this policy.

### Class A Certification Minimum Requirements

#### Case I: Four Year College Degree

##### Education Requirements

A four-year college degree including at least nine semester hour credits from each of the three specified educational categories (see definitions). These credits must be divided between at least three courses in different subject areas from each of the three general categories.

(For example: General Chemistry 101, 102, and 103 would be considered one subject area, but General Chemistry, Biochemistry, and Analytical Chemistry would be considered three subject areas in the Science category.)

##### Experience Requirements

Four years of acceptable operational experience in a Class B or higher treatment facility, two years of which shall have been in an acceptable supervisory position or a position of major operational responsibility (MOR). The operational experience shall include at least three months (or accumulated 480 hours) in the area of secondary treatment and at least three months (or accumulated 480 hours) in each of at least two other specified areas of operational experience (see [Definitions](#)).

#### Case II: Two Years of College

##### Education Requirements

Less than a four-year college degree, but at least the equivalent of two years (60 semester hours) of college with the minimum course subjects as outlined for a four-year college degree (Case I).

##### Experience Requirements

Two additional years of acceptable operational experience to those required in Case I.

### **Case III: Minimum College**

#### **Education Requirements**

Minimum course subjects as outlined for a four-year college degree (Case I).

#### **Experience Requirements**

Four additional years of acceptable operational experience to those required in Case I.

## **Class B Certification Minimum Requirements**

### **Case I: One Year of College**

#### **Education Requirements**

Completion of at least one year (30 semester hours) of college including at least three semester hour credits in each of the three specified educational categories (see definitions).

#### **Experience Requirements**

Four years of acceptable operational experience in a Class C or higher treatment facility, two years of which shall have been in an acceptable supervisory position or a position of major operational responsibility (MOR). The operational experience shall include at least three months (or accumulated 480 hours) in the area of secondary treatment and at least three months (or accumulated 480 hours) in each of at least two other specified areas of operational experience (see [Definitions](#)).

### **Case II: Minimum College Education**

#### **Education Requirements**

Less than one year (30 semester hours) of college but at least the minimum course subjects as outlined for Case I and completion of at least three additional training courses acceptable to the Board, such as: hydraulics, chemistry, applied mathematics, phosphorus analysis and removal techniques, activated sludge, wastewater analysis (lab), maintenance, sludge handling, electrical maintenance, CSU-Sacramento Wastewater Treatment Course, etc. The additional courses must be a minimum of 10 contact hours in length and require passage of a course ending examination.

#### **Experience Requirements**

One additional year of acceptable operational experience to those required in Case I.

**Note:** Class A and B applications will not be considered complete until transcripts for college courses and/or verification of satisfactory completion for all training courses are received.

## Class C Certification Minimum Requirements

### Education Requirements

Completion of high school or its equivalent.

### Experience Requirements

Two years (4000 hours) of acceptable operational experience in a Class D or higher wastewater treatment facility. The operational experience shall include at least one month (or accumulated 160 hours) in the area of secondary treatment and at least one month (or accumulated 160 hours) in each of at least two other specified areas of operational experience (see definitions).

## Class D Certification Minimum Requirements

### Education Requirements

Completion of high school or equivalent.

### Experience Requirements

One year (2000 hours) of acceptable operation experience in a Class D or higher treatment facility. The year of acceptable operational experience shall be gained in one or more of the specified areas of operational experience (see definitions).

## Class L2 Certification Minimum Requirements

### Education Requirements

Completion of high school or equivalent.

### Experience Requirements

One calendar year of verifiable experience which is achieved by actual hands-on performance, or immediate supervision, of the duties involved in the routine required monitoring, operation, and control of the equipment and processes involved in a Class L2 type wastewater stabilization lagoon system.

## Class L1 Certification Minimum Requirements

### Education Requirements

Completion of high school or equivalent.

### Experience Requirements

One calendar year of verifiable experience which is achieved by actual hands on performance, or immediate supervision, of the duties involved in the routine required monitoring, operation, and control of the equipment and processes involved in a Class L2 type wastewater stabilization lagoon system.

## Class SC Certification Minimum Requirements

### Education Requirements

Completion of high school or equivalent.

### Experience Requirements

One calendar year of verifiable experience which is achieved by actual hands-on performance, or immediate supervision, of the duties involved in the routine required monitoring, operation, and control of the equipment and processes involved in a Class SC type facility.

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## Document Definitions

### Acceptable Operational Experience for Class A, B, and C:

This consists of actual hands-on performance, or immediate supervision, of the duties involved in the routine required monitoring, operation, and control of the equipment and processes involved in at least three of the five specified areas of wastewater treatment.

### Acceptable Operational Experience for Class D:

This consists of actual hands-on performance of routine required monitoring, operation, and control of the equipment and processes involved in one or more of the five specified areas of wastewater treatment.

### Acceptable Supervisory Position for Class A Certification:

Immediate supervision of five or more wastewater treatment plant employees performing duties in one or more of the five specified areas of operational experience.

**Acceptable Supervisory Position for Class B Certification:**

Immediate supervision of three or more wastewater treatment plant employees performing duties in one or more of the five specified areas of operational experience.

**Position of Major Operational Responsibility (MOR):**

One who is held responsible for making the major decisions for one or more of the five specified areas of operational experience.

**Specified Areas of Operational Experience:**

- **Preliminary/Primary Treatment:**

Preliminary treatment is the area involved in the removal of rocks, rags, sand, and similar materials from the raw wastewater that may hinder the operation of further treatment processes. Primary treatment is the first stage, physical removal of those substances in the wastewater that readily settle or float to be separated from the water being treated. Experience in these areas includes, but is not limited to, sludge pumping from clarifiers, skimming, grit handling and the routine monitoring and operation of the equipment involved in these areas.

- **Secondary/Advanced Treatment:**

The area concerned with the biological treatment of the wastewater. Experience in this area includes, but is not limited to, setting, or adjusting flows between units, setting or adjusting recirculation, wasting and aeration rates.

- **Residuals Processing and Disposal:**

The area concerned with handling of the settleable solids removed from liquids during processing. Experience in this area includes, but is not limited to, sludge or bio-solids thickening, stabilization, de-watering, incineration, and/or disposal.

- **Laboratory Analysis/Industrial Pretreatment Program:**

The area concerned with the performance of routine required laboratory analysis at the wastewater treatment facility, required for control and reporting purposes, or of the industrial pretreatment program tasks. This does not include analyses done at small “satellite” or on-location labs used for routine control but not for reporting data such as, but not limited to, spot checks for chlorine residual, solids analysis for checking filter cake dryness and similar activities.

- **Maintenance:**

The area concerned with pump, mechanical, or electrical repairs and replacement, as well as preventive maintenance activities. This does not include such activities as grounds keeping, building up-keep, and/or janitorial work.

## Specified Educational Categories:

- **Science:**

This includes, but is not limited to chemistry, biology, microbiology, and physics.

- **Engineering:**

This includes, but is not limited to hydraulics, electricity, electronics, engineering materials, mechanics, statics, dynamics, technical drawing, and computer programming.

- **Administrative:**

This includes, but is not limited to English composition, technical report writing, engineering contracts, environmental law, public relations and communication, utility management, basic supervision, American government, accounting, and up to a maximum of three semester hours of acceptable computer application courses.

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