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GOVERNOR

STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



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Wastewater Operator Certification Program
Training Contact Hour (TCH) Requirements for Certification Renewal

Certified wastewater operators must obtain eighteen (18) Training Contact Hours (TCHs) of DEP-approved wastewater continuing education training during each biennial (two-year) renewal period (Ref:06-096 ch. 531)¹ and provide documentation of completed TCHs to renew their certificate. Training must be relevant to the Operation & Maintenance (O&M) of a wastewater treatment system.

Training must be presented by established training providers including Professional Associations, technical schools, colleges/universities, and private trainers through classes, workshops, conferences, webinars, and in-house sessions. All training must be at least one-hour in length and have direct application to the wastewater field. Requests for approval must be sent to NEIWPCC-JETCC and include course title, agenda, instructor bio, course description and explanation of relevancy to wastewater O&M. Table 1 details the TCH criteria and accepted training topics.

Table 1: Wastewater Operations TCH Acceptance Criteria

| TCH Acceptance | Examples ² |
|--|--|
| One TCH per one-hour of training for topics relevant to Wastewater Treatment System Operations & Maintenance (O&M) | Equipment selection, maintenance, process control, instrumentation, laboratory, solids handling, odor control, wastewater regulations and compliance, industrial pretreatment, operating procedures, budgeting, infrastructure financing, asset management, emergency response, resiliency planning, GIS, plant computer applications, SCADA, engineering/design, energy efficiency, and cyber security. |
| Credit awarded on a case-by-case basis for training topics not specified above | Applicants or course sponsors must show relevancy to the Operation & Maintenance of a wastewater system. |
| Technical school, university, or correspondence course | One college level credit in chemistry, mathematics, biology, engineering or environmental sciences equals 10 TCH. 1 CEU = 10 hours of study |
| Organized wastewater plant tours | Maximum of 1 TCH per tour. |

¹ Spray Irrigation Treatment Systems-1 (SITS-1) operators must obtain 6 TCHs/renewal cycle.

² Septic system courses are only accepted for operators of municipal subsurface systems.

Safety and Treatment System Management Training - As an option, up to 6 of the 18 TCHs of required training per renewal cycle may be a combination of Safety and/or Treatment System Management topics. Management training must have direct relevance to the operations of the wastewater system. A maximum of 6 TCHs will be awarded per session, even if the course is longer than 6 hours (i.e. 40-hr HAZWOPER is approved for 6 TCHs). Human Resources (HR), utility policy, and general office training are not accepted.

Table 2: Safety and Treatment System Management Acceptance Criteria

| Subject | Examples of Acceptable Topics |
|--|---|
| Safety | Lab Safety, Bloodborne Pathogens, HazCom, Confined Space, Lockout/Tagout, PPE, Hearing Protection, Electrical Safety, Fire Protection, Ladder and Forklift Safety, Ventilation, Material Handling, Machine Guarding, Work Surfaces, Hand & Power Tools, Work Zone Safety, Excavation, Trenching and Shoring, Defensive Driving ¹ |
| Treatment System Management ² | Planning, Organizing, Staffing, Communication, Conducting Meetings, Public Relations |

¹ Defensive driving courses are accepted if part of operator's duties and not solely for commuting purposes.

² Human Resources (HR), utility policy, and general office training are not accepted for TCHs.

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