EDUCATION pipeline

VOLUME 2, SPRING 2023

THE OFFICIAL TRAINING CATALOG OF NC ONE WATER
The Leading Educational Resource for Safe Water in North Carolina

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CEU/PDH Credits

This catalog contains information on all the education offerings of NC One Water, as well as materials for current schools, institutes, seminars, and certification programs. Please read the information related to each event carefully to make sure that you are signing up for the correct classes by the appropriate deadlines. Class space is limited. Registrations are accepted on a first come, first served basis according to receipt of completed online registration and full payment.

In an effort to make it easier to know which events are approved for which type of credit, we are now including icons next to each event. If an event is approved for credit, the icon corresponding to the approved credit will appear next to the event title. If an event is approved for multiple credits you will see multiple icons. See the key below:

- Approved for Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators by the NCWTFOCB.
- Approved for Wastewater Operators by the WPCSOCC.
- Approved for Maintenance Technologist.
- Approved for Professional Engineers.
NC One Water is making things easier for our members, volunteers, and attendees! Now accepting e-checks, the ability to register more than one attendee at a time for events, submit reimbursements and refund requests online, the ability to purchase books online, and much more to come!

Stayed tuned for more digital innovations coming from NC One Water in 2023!
Calendar of Education Events

APRIL 2023

April 20, 2023
Piedmont Region GROW Event: RA Thomas Water Treatment Plant Tour
Winston-Salem, NC

MAY 2023

May 4, 2023
Lab Technology Day 2023
Raleigh, NC

May 4-5, 2023
Confluence Conference
Greenville, SC

May 8-11, 2023
Central Maintenance Technologist School
Raleigh, NC

May 8-12, 2023
Central Biological Wastewater School
Raleigh, NC

JUNE 2023

June 11-14, 2023
ACE23
Toronto, Canada

JULY 2023

July 2023 (Date TBD)
Water Regulations Seminar
Raleigh, NC

July 10-14, 2023
Western Collection/Distribution School
Morganton, NC

July 25-26, 2023
RCAP Small Systems Training
Virtual

AUGUST 2023

August 2-3, 2023
Raleigh Institute
Raleigh, NC

August 14-17, 2023
Western Maintenance Technologist School
Morganton, NC

August 14-18, 2023
Western Biological Wastewater School
Morganton, NC

August 24, 2023
Residuals and Biosolids Seminar
Raleigh, NC

Stay up-to-date on all events at www.nconewater.org!
Frequently Asked Questions

Can I Register Early or On-Site?
The early registration deadline is listed with each event, and registrations are accepted on a first-come, first-served basis, therefore submitting your registration and payment before the early registration deadline does not guarantee you a space. If you want to register for an event on-site, please contact NC One Water.

Are There Special Registration Types?

Student Registration: The student registration type is intended for high school students and individuals enrolled full-time at a community college or university. A student registration rate is not available for all events. If a student rate is available it will be included in the price list. Proof of full-time student status is required when registration form is submitted. A student ID is an acceptable form of proof.

Retired Member Registration: The retired member registration type is intended for members of AWWA, WEF, or SLAM who are retired and no longer employed in the water/wastewater industry. If a retired member rate is available it will be included in the pricing.

Can I Record an Event?

Recording of any sounds or visual images and use of any recording device or medium now known, or later developed, is prohibited at all NC One Water events unless prior written permission has been expressly granted by NC One Water.

Why Do You Ask for the Last 4 of My SS#?

NC One Water’s event attendance/contact hour tracking program uses the last four digits of your social security number in conjunction with your professional license number(s) as a unique identifier to verify who you are and to communicate to the appropriate agency when reporting your event attendance/contact hour record. We do NOT use your partial social security number for any other purpose. Your partial social security number will NOT be given out to anyone other than the appropriate reporting agency for your license. If you will not allow us to use the last four digits of your social security number, please indicate “refused” in the social security number blank. While we will still be happy to register you, we cannot guarantee accurate tracking of your attendance at these events.

Can I Substitute for Someone Else?

For In-Person Events: Substitutions may be made at any point, including during registration at the event if the event is being held in person. Please inform staff...

Because clean water is important for more than one reason.
as soon as possible so that we may have you complete the correct paperwork and handle any cost differences between members and non-members. Please be aware that if you choose to make substitutions during registration at the event (for in-person events only), you will need to arrive early so that you have enough time to complete the process before the program begins. For virtual events: Substitutions must be processed two business days before the event. Substitutions cannot be issued once a virtual event has started.

Does Attending the School Mean I’ll Pass the Exam?

Schools serve as a REVIEW for exams and represent the minimum required training. Participants are reminded that success on a certification exam is a combination of education, training, and actual experience in the field. Since all of the relevant material cannot be covered during the school, it is expected that participants will have studied extensively before the schools. All concepts covered on certification exams may NOT be covered at the school. Please note that although successful completion of an approved school is a requirement to sit for any exam, it is not the only requirement. For a complete listing of the eligibility requirements for the exams, contact the appropriate agency.

How Will I Get My Certificate of Attendance?

Special Programs, Institutes, and Seminars:
After the event, staff will verify attendance records and produce a contact hour record (digital certificate) for attendees. These records will be emailed to each attendee who has received contact hours approximately one week after the event.

Schools:
In-person events: Participants who successfully complete a school will receive a certificate of attendance at the end of the school. This certificate will document attendance for use in demonstrating contact hours for professional growth requirements for certified wastewater operators & drinking water operators and PDHs for professional engineers. Refer to each school description for a definition of “successful completion.” Each participant must pick up their own certificate at the conclusion of the event. NO certificates will be given out early or given to another individual. Certificates will be emailed to those who successfully complete the school, but are not present at the end to pick up their certificates.
Virtual events: After the event, staff will verify attendance records and produce a contact hour record (digital certificate) for attendees. These records will be emailed to each attendee who has received contact hours approximately one week after the event.

Conferences:
In-person events: After the conference, staff will verify all scanned information and produce a contact hour record (digital certificate) for attendees. These records will be sent to each attendee who has received contact hours approximately four weeks after the conference. Records will be emailed for attendees who provide an email address.

How Do I Get a Refund?
Refunds for all NC One Water events must be received in writing by 5:00 p.m. on the closing registration date listed for the specific event(s). Refunds will not be issued for attendees that experience technical or equipment failures during a virtual event. Refunds cannot be issued once an event has started. Refund requests may be submitted online at www.nconewater.org/requestforms. A $50 administrative fee will be charged for all refunds due to attendee cancellation. All refunds will be made according to the original payment method. Refunds will not be processed until the conclusion of an event. Please allow 2-3 weeks after the event to receive your refund.

We believe access to clean water is a basic human right. We are working hard to ensure that our communities have more resilient water supply today and in the future. We are committed to helping our clients on their journey of water resource recovery and reuse, and environmental stewardship.

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PFAS Solutions

Our engineers recognize that each situation is unique. We create custom PFAS treatment solutions that encompass short-term actions to provide immediate benefits while also addressing long-term needs with flexibility to account for regulatory changes.

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SCHOOLS AND CERTIFICATION PROGRAMS
WHAT IS THE BIOLOGICAL WASTEWATER SCHOOL?

The NC One Water Wastewater Operators Schools Committee annually offers two Wastewater Treatment Operators Schools; two schools for Biological Wastewater Treatment Plant Operators and one school for Physical/Chemical Wastewater Treatment Operators. These schools are intended to serve as REVIEW of basic concepts and aim to provide information that should help prepare the individual for the certification exam.

COURSE DESCRIPTIONS

Biological Wastewater - Grade I

Topics Include:

Schedule
Monday: Registration 7:15 a.m., Class 8:00 a.m. - 4:30 p.m. (Lunch included)
Tuesday-Thursday: 8:00 a.m. - 5:15 p.m. (Lunch included)
Friday: 8:00 a.m. - 11:15 a.m. (Lunch not included.)

Contact Hours
• Approved for 31 hours of continuing education for by the WPCSOCC. Course ID: BE07110501

Biological Wastewater Schools

Our water,
Our world,
Local resoures

Biological Wastewater - Grade II

Topics Include:

Schedule
Monday: Registration 7:15 a.m., Class 8:00 a.m. - 4:30 p.m. (Lunch included)
Tuesday-Thursday: 8:00 a.m. - 5:15 p.m. (Lunch included)
Friday: 8:00 a.m. - 11:15 a.m. (Lunch not included.)

Contact Hours
• Approved for 38 hours of continuing education for by the WPCSOCC. Course ID: BE07110502

Biological Wastewater - Grade III

Topics Include:

Schedule
Monday: Registration 7:15 a.m., Class 8:00 a.m. - 4:30 p.m. (Lunch included)
Tuesday-Thursday: 8:00 a.m. - 5:15 p.m. (Lunch included)
Friday: 8:00 a.m. - 11:15 a.m. (Lunch not included.)

Contact Hours
• Approved for 38 hours of continuing education for by the WPCSOCC. Course ID: BE07110502
Schedule
Monday: Registration 7:15 a.m., Class 8:00 a.m. - 4:30 p.m. (Lunch included)
Tuesday-Thursday: 8:00 a.m. - 5:15 p.m. (Lunch included)
Friday: 8:00 a.m. - 11:15 a.m. (Lunch not included.)

Contact Hours
- Approved for 35 hours of continuing education for
  by the WPCSOCC. Course ID: BE07120501

Biological Wastewater - Grade IV

Topics Include:

Schedule
Monday: Registration 7:15 a.m., Class 8:00 a.m. - 4:30 p.m. (Lunch included)
Tuesday-Thursday: 8:00 a.m. - 5:15 p.m. (Lunch included)
Friday: 8:00 a.m. - 11:15 a.m. (Lunch not included.)

Contact Hours
- Approved for 39 hours of continuing education for
  by the WPCSOCC. Course ID: BE07120502

Physical/Chemical - Grade I

Topics Include:

Schedule
Tuesday: Registration 7:30 a.m., Class 8:00 a.m. - 4:30 p.m. (Lunch included)
Wednesday: 8:00 a.m. - 5:30 p.m. (Lunch included)
Biological Wastewater Schools (cont.)

Thursday: 8:00 a.m. - 12:00 p.m. (Lunch not included)

Contact Hours
• Approved for 18 hours of continuing education for
by the WPCSOCC. Course ID: BE06210401
• Course ID for combined Grade I & II (28 hours):
BE01190501

Physical/Chemical - Grade II
Topics Include:
• Chemical Treatment Processes, Chlorination/
Dechlorination and Ultraviolet Disinfection, pH
Adjustment/ Neutralization, Coagulation, Rapid Mix,
Flocculation, and Clarification, Metal Precipitation and
Removal, Ultra-filtration (UF), Reverse Osmosis, Ion
Exchange, Industrial Waste.

Schedule
Thursday: 1:00 p.m. - 4:30 p.m. (Lunch not included)
Friday: 8:00 a.m. - 3:00 p.m. (Lunch included)

Contact Hours
• Approved for 9 hours of continuing education for
by the WPCSOCC. Course ID: BE01190501
• Course ID for combined Grade I & II (28 hours):
BE01190501

SUCCESSFUL COMPLETION
Successful completion constitutes attendance at a
minimum of 80% of the school's total class hours.
After the event, staff will verify attendance records and
produce a contact hour record to submit to the State.

EXAM INFORMATION
Exams will not be given at the end of the school. For
questions about exams, dates, locations, participation
requirements, certification qualifications or to obtain an
exam application call 919-807-6353 or visit the NC DEQ
website.

SEE AVAILABLE BIOLOGICAL
WASTEWATER SCHOOLS ON PAGE 4

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**WHAT IS THE COLLECTION & DISTRIBUTION SCHOOL?**

The objective of the Collection and Distribution School is to REVIEW the basic concepts in the proper operation and maintenance of water distribution and wastewater collection systems. The curriculum will provide information that should be helpful in preparing a participant for the mandatory certification exams in Water Distribution, Backflow, and Wastewater Collection. Schools include course programs in: Water Distribution (C, B, & A), Wastewater Collection (I, II, III, and IV), Backflow Prevention/Cross-Connection Control, Shoring, and Meter Technician.

NC One Water offers three opportunities annually to attend the school across the state: the Western School, Central School, and the Coastal School.

**COURSE DESCRIPTIONS**

**Backflow**

**Schedule**

Monday - Thursday: 8:00 a.m. - 4:00 p.m.
Friday: 8:00 a.m. - 12:00 p.m.

**Contact Hours**

- Wastewater Operators: This seminar is approved by the WPCSOCC for 25.0 contact hours for continuing education. Must be present for entire class to receive certificate of attendance. Course ID:CE01310102 (in-person)
- Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 25.0 contact hours for continuing education by the NCWTFOCB. Course ID: 91349 (in-person) 209723 (virtual).

**PLEASE NOTE:**

- Must be present for 100% of class to receive certificate of attendance.

**Shoring**

**Schedule**

Tuesday: 8:00 a.m. - 4:00 p.m.

**Contact Hours**

- Wastewater Operators: This seminar is approved by the WPCSOCC for 6.0 contact hours for continuing education. Must be present for entire class to receive certificate of attendance. Course ID:CE01160012 (in-person)
- Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 6.0 contact hours for continuing education by the NCWTFOCB. Course ID: 91346 (in-person)

**PLEASE NOTE:**

- Must be present for 80% of class to receive certificate of attendance.

- Students need to bring several small screwdrivers, a calculator, and should dress for a wet lab environment.
Collection & Distribution Schools (cont.)

Distribution C, B, and A

Schedule
Wednesday 8:00 a.m.- 4:00 p.m. (Lunch provided)
Thursday 8:00 a.m.- 4:00 p.m. (Lunch provided)
Friday 8:00 a.m.- 12:00 p.m.

Contact Hours
• Approved for 18.0 contact hours for continuing education for water operators by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. See below for course IDs.
  • C-Distribution NCWTFOCB Course ID: 91347 (in-person) 209721 (virtual)
  • B-Distribution NCWTFOCB Course ID: 91345 (in-person) 209720 (virtual)
  • A-Distribution NCWTFOCB Course ID: 91343 (in-person) 209081 (virtual)
  • Shoring is required to sit for the B-Distribution exam when the candidate is eligible to skip the C-Distribution exam. Please contact the NCWTFOCB at 919-707-9040 for more information.

Collections I, II, III, and IV

Schedule
Wednesday: 8:00 a.m. - 5:15 p.m. (Lunch provided)
Thursday: 8:00 a.m. - 5:15 p.m. (Lunch provided)
Friday: 8:00 a.m. - 12:00 p.m.

Contact Hours
• Approved for 17.0 contact hours for continuing education for wastewater operators by the NCWPCSOCC. Must be present for 80% of class to receive certificate of attendance. See below for course IDs.
  • Collections 1: BE03241401 (in-person)
  • Collections 2: BE03241401 (in-person)
  • Collections 3: BE03241404 (in-person)
  • Collections 4: BE03241403 (in-person)

Meter Technician

Schedule
Wednesday: Registration 7:30 a.m., Class 8:00 a.m. - 4:30 p.m. (Lunch provided)
Thursday: 8:00 a.m. - 4:15 p.m. (Lunch provided)
Friday: 8:00 a.m. - 10:00 a.m., Exam 10:00 a.m. - 12:00 p.m.

Contact Hours
• Approved for 15.0 Contact Hours for continuing education for water operators by the NCWTFOCB. Course ID: 101623 (in-person)

PLEASE NOTE
• The AWWA M6 Manual is the textbook used in the Meter Technician class. This book should be read in its entirety before attending the school. The manual is required to take the exam.
• The exam will be given at the end of the school on Friday.

COURSE MATERIALS
Refer to the Textbook Reference Guide for a list suggested for these classes.

SUCCESSFUL COMPLETION
Successful completion requirements of each course listed below each course in Contact Hours section. After the event, staff will verify attendance records and produce a contact hour record (digital certificate) for attendees. Records will be emailed to each attendee who has received contact hours approximately one week after the event.

EXAM INFORMATION
Exams will not be given at the end of the school. For questions about exams, dates, locations, participation requirements, certification qualifications or to obtain an exam application, call 919-807-6353 or visit the NC DEQ website.

SEE UPCOMING COLLECTION AND DISTRIBUTION SCHOOLS ON PAGE 4
WHAT IS THE SCHOOL VENDOR SHOW?

At each Collection & Distribution school we host a Vendor Show to give attendees an opportunity to meet with their fellow students, instructors and vendors. We invite you to display products targeted towards Collection System Operators, Distribution System Operators, Meter Technicians, and Backflow/Cross-Connection Operators. Spaces can be reserved for a fee of $250 (non-refundable) per Collection & Distribution School.

The 2023 Collection and Distribution School Exhibit Rules and Regulations printed on this page should address any questions that you may have. Please complete the application and return it with your fee. Your space cannot be guaranteed until your fee and application have been received.

RULES AND GUIDELINES

- NC One Water will assign space to exhibitors based on the judgment of the Collection & Distribution School committee.
- Exhibit space is being provided with the understanding that NC One Water and/or any hosting location are not liable for any occurrences due to negligence of the exhibitor. Exhibitors agree to maintain such insurance that will fully protect NC One Water from any and all claims of any nature, including claims under the Workers’ Compensation Act and for damages for personal injury, including death, which may arise in connection with the operation of the exhibitor’s display and which is caused by negligence of the exhibitor.
- Exhibitors will abide by all other provisions of said rules and regulations, fire regulations and all other regulations of government agencies and/or any hosting location.
- Exhibitors will make their own arrangements for delivery and receipt of any shipments related to their exhibit.
- Exhibitors will make their own arrangements for any special audio-visual equipment they should require.
- NC One Water and its authorized representative(s) reserve the right to request modification of any questionable exhibit.

Exhibit Space Description and Guidelines

Each exhibit space will include:
- Covered 6 foot table and 2 chairs
- Electrical service is available upon request (Please note on your registration if you need electricity.)
- Electronic copy of Collection & Distribution School attendance list
- Meal during the show

Exhibit space guidelines:
- Each exhibitor may provide their own sign for their exhibits.
- Exhibitors are reminded that NC One Water is a nonprofit organization. Therefore, the provision of exhibit space is for product education and training purposes only. Direct sales are strictly prohibited.
- Exhibits must be set-up two hours before the event and broken down within one hour post-event.

Application and Payment

Receipt of Exhibit Space Application AND $250 (non-refundable) fee per school is required to reserve a space. Only one space will be allowed per company.

In the event of a cancellation of an exhibitor, NC One Water will make space available to another party requesting exhibit space based on the order in which the requests were received.

Questions? Call us at 919-784-9030.

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WHAT IS THE MAINTENANCE TECHNOLOGIST SCHOOL?

Our maintenance training and certification program provides the ability to raise and validate knowledge and skills required to successfully perform maintenance activities according to current professional standards.

Each school will consist of 3.5-days of instruction culminating in the opportunity for attendees to become certified by taking the Plant Maintenance Technologist Exam. The certification exam taken will correspond with the Class level taught at a particular school.

COURSE DESCRIPTIONS AND REQUIREMENTS

Maintenance Technologist - Class I

Class I instruction covers the basics of maintenance. Subjects covered will include the importance of lubrication and the importance of frequent equipment monitoring followed by routine preventive maintenance (PM). Class I is geared toward the apprentice-level person needing a foundation of terminology and the basic principles of PM. Basic math skills are required. Maintenance mechanics and technicians with experience may consider this level a review and preparation for the Class I exam to validate their knowledge.

Schedule
Monday-Wednesday: 8:00 a.m. - 4:00 p.m. (Lunch included)
Thursday: 8:00 a.m. - 12:00 p.m.

Contact Hours
- Wastewater Operators: This seminar is approved by the WPCSOCC for 23.0 contact hours for continuing education Must be present for entire class to receive certificate of attendance. Course ID: CE06112001 (in-person)
- Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 23.0 contact hours for continuing education by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. Course ID: 209361 (in-person)

Eligibility Requirements
- Hold an active Class I Maintenance Tech Certificate,
- Three years of acceptable maintenance experience in a water or wastewater system, with a minimum of two years performing Class II duties (acceptable maintenance experience for Class II includes tearing down equipment, performing repairs, and installing and reinstalling.)
- Substitution of related education for experience shall be permitted but shall not exceed 50% of the stated maintenance experience requirement.

Maintenance Technologist - Class II

Class II instruction will build on the principles of preventive maintenance covered in Class I by examining routine methods of equipment tear-down, performing repairs, and installing or reinstalling equipment. This level is a little more challenging for both new and more seasoned maintenance personnel. Students preparing for Class II should refer to the Needs to Know and review the suggested readings well in advance of the school. Prior knowledge of intermediate shop math concepts will be helpful for this and subsequent certification levels.

Schedule
Monday-Wednesday: 8:00 a.m. - 4:00 p.m. (Lunch included)
Thursday: 8:00 a.m. - 12:00 p.m.

Contact Hours
- Wastewater Operators: This seminar is approved by the WPCSOCC for 23.0 contact hours for continuing education Must be present for entire class to receive certificate of attendance. Course ID: CE06112002 (in-person)
- Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 23.0 contact hours for continuing education by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. Course ID: 209361 (in-person)
Maintenance Technologist - Class III

Class III is designed to demonstrate competency at the advanced skilled and journey working level. More specifically, Class III certification implies competence in the knowledge, skills, and abilities required to perform the core competencies of an advanced skilled and journey working level maintenance technologist.

Schedule
Monday-Wednesday: 8:00 a.m. - 4:00 p.m. (Lunch included)
Thursday: 8:00 a.m. - 12:00 p.m.

Contact Hours
- Wastewater Operators: This seminar is approved by the WPCSOCC for 23.0 contact hours for continuing education. Must be present for entire class to receive certificate of attendance. Course ID: CE06112003 (in-person).
- Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 23.0 contact hours for continuing education by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. Course ID: 209362 (in-person).

Eligibility Requirements
- Hold an active Class II Maintenance Technologist certificate, and
- Successful completion of a NC One Water Class III Maintenance Technologist course, and
- Five years of acceptable maintenance experience in a water or wastewater treatment facility, inspecting and supervising Class I and II duties and analyzing and performing predictive maintenance with a minimum of two years performing Class III duties.
- Substitution of related education for experience shall be permitted but shall not exceed 50% of the stated maintenance experience requirement.

Maintenance Technologist - Class IV

Certified Maintenance Technologist IV Certification is designed to demonstrate competency at the Program Manager level whether as a Supervisor or Lead Person. More specifically, Class IV certification implies competence in the knowledge, skills, and abilities required to perform the job duties of a supervisory working and management level Maintenance Tech.

Schedule
Monday-Wednesday: 8:00 a.m. - 4:00 p.m. (Lunch included)
Thursday: 8:00 a.m. - 12:00 p.m.

Contact Hours
- Wastewater Operators: This seminar is approved by the WPCSOCC for 23.0 contact hours for continuing education. Must be present for entire class to receive certificate of attendance. Course ID: BE02262101 (in-person).
- Water Treatment Facility Operators, Distribution Operators, Cross Connection/Backflow Operators: This seminar is approved for 23.0 contact hours for continuing education by the NCWTFOCB. Must be present for 80% of class to receive certificate of attendance. Course ID: 210020 (in-person).

Eligibility Requirements
- Hold an active Class III maintenance technologist certificate,
- Successful completion of an NC One Water Class IV Maintenance Technologist School, and
- A minimum of seven years of acceptable maintenance experience, including a minimum of 1 year supervising others and 1.5 years of acceptable maintenance experience in water
or wastewater systems. Acceptable, related maintenance experience may be used for the balance of the seven year requirement, but in any case such experience shall include a minimum of two years performing Class III duties and one year of supervising others. Acceptable maintenance experience and duties for Class IV include: inspecting and supervising Class I, II and III duties, recommending purchases, developing work and maintenance schedules and evaluating personnel performance. Participate in establishment of goals, objectives, policies and priorities. Preparation and presentation of staff reports and budgets. Design and administration of safety programs.

- Substitution of related education for experience shall be permitted but shall not exceed 50% of the stated maintenance experience requirement for Class IV.

COURSE MATERIALS

Refer to the Textbook Reference Guide for a list suggested for these classes.

SUCCESSFUL COMPLETION

Participants must successfully complete a minimum of 80% of the approved contact hours (not including the exam). Those who complete 80% of the total contact hours will receive a certificate of attendance. Certificates of attendance will be distributed at the end of the school and qualify as documentation to receive continuing education units (CEUs).

For information on approved contact hours, refer to the Continuing Education Credits (CEUs) section under each course description. For individuals that pass the exam, Maintenance Tech certificates will be mailed after the certification exams have been evaluated. Please allow 4 weeks receive your certificate.

MAINTENANCE TECH EXAMS

All MT Exams will be administered via computer-based testing (CBT). All eligible candidates will receive an email to schedule the exam. Exam costs are reflected in the registration price. No additional fees are required.

If you require any specific testing accommodations due to the Americans with Disabilities Act (ADA), please notify us at least six (6) weeks in advance to ensure arrangements are completed in a timely manner.

Exam Retakes

Participants are eligible to retake the exam a maximum of three (3) times before having to retake the class. It is not necessary to qualify to attend the class again, only register to take the exam. A completed registration form along with payment would need to be received by the registration deadline.

Class I, II & III

The Needs to Know Manual can be used as a study reference and is located on the Certifications and Exams page via our website. It may be downloaded at no additional cost.

Class IV

In addition to the Needs to Know Manual, candidates eligible for the Class IV exam retake or exam will receive additional study materials attached to the notice to register via email.

MAINTENANCE TECH RENEWALS

NC One Water requires new and current certificate holders to complete a minimum of six (6) credit hours of continuing education every calendar year. Only courses/trainings approved by the NC Department of Environmental Quality for drinking or wastewater are considered. Documentation of the required course completion and applicable fees MUST be submitted along with the renewal application. Renewal applications can be found on our website at www.nconewater.org or by calling 919-784-9030.

Certified Maintenance Tech Renewals are due annually by December 31. A courtesy reminder will be sent 90-120 days prior to the renewal deadline via email. In accordance with our Certified Maintenance Technologist policy, a total of 6 continuing education units must be successfully completed during the renewal year to be eligible to renew.
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WHAT IS THE WASTEWATER LABORATORY ANALYST CERTIFICATION PROGRAM?

This voluntary analyst program is a way for laboratory analysts to prove their competence and increase their professional skills.

DEFINITIONS

• Acceptable Wastewater Laboratory Experience: The total time spent conducting/supervising wastewater sampling and/or wastewater analyses in a laboratory, which performs wastewater analyses [including municipal, commercial, educational or other governmental laboratories].
• One “work year” of acceptable wastewater laboratory experience shall equal 1800 hours of wastewater laboratory experience.
• Recognized Two-Year College or Technical School: Shall mean an accredited two-year institution awarding degrees on the associate level.
• Recognized College or University: Shall mean an accredited four-year institution awarding degrees on the bachelors level.

RECIROCITY

• Only those individuals who are recorded on the Association of Boards of Certification (ABC) Reciprocity Registry are eligible for Consideration for Certification by Reciprocity.
• A copy of the ABC reciprocity registry certification must accompany any request for certification by reciprocity.

CLASS I LABORATORY ANALYST

Eligibility Requirements

• 6 years of acceptable wastewater laboratory experience; or,
• Completion of 8th grade of school and 5 years of acceptable wastewater laboratory experience; or,
• Graduate of high school, or equivalent GED, and one year of acceptable wastewater laboratory experience; or,
• Graduate of a recognized 2-year college or technical school with a major in natural or physical sciences, engineering or related field and one year of acceptable wastewater laboratory experience.
• Graduate of a recognized college or university with a major in natural or physical sciences, engineering or related field and one year of acceptable wastewater laboratory experience.

CLASS II LABORATORY ANALYST

Eligibility Requirements

An active Class I N.C. Wastewater Laboratory Analyst Certificate and one of the following:

• 8 years of acceptable wastewater laboratory experience; or,
• Completion of 8th grade of school and 7 years of acceptable wastewater laboratory experience; or,
• Graduate of high school, or equivalent GED, and 3 years of acceptable wastewater laboratory experience; or,
• Graduate of a recognized 2-year college or technical school with a major in natural or physical sciences, engineering or related field and 1.5 years of acceptable wastewater laboratory experience.
• Graduate of a recognized college or university with a major in natural or physical sciences, engineering or related field and 1.5 years of acceptable wastewater laboratory experience.

CLASS III LABORATORY ANALYST

Eligibility Requirements

An active Class II N.C. Wastewater Laboratory Analyst Certificate and one of the following:

• Graduate of high school, or equivalent GED, and 6 years of acceptable wastewater laboratory experience; or,
• Graduate of a recognized 2-year college or technical school with a major in natural or physical sciences, engineering or related field and 4 years of acceptable wastewater laboratory experience.
• Graduate of a recognized college or university with a major in natural or physical sciences, engineering or related field and 2 years of acceptable wastewater laboratory experience.

CLASS IV LABORATORY ANALYST

Eligibility Requirements

An active Class III N.C. Wastewater Laboratory Analyst Certificate and one of the following:

• Graduate of high school, or equivalent GED, and 10 years of acceptable wastewater laboratory experience; or,
• Graduate of a recognized 2-year college or technical school with a major in natural or physical sciences, engineering or related field and 6 years of acceptable wastewater laboratory experience.
• Graduate of a recognized college or university with a major in natural or physical sciences, engineering or related field and 4 years of acceptable wastewater laboratory experience.
EXAM INFORMATION

NC One Water has partnered with exam administrator ABC. Through their partnership with PSI, a national testing and assessment firm, the Wastewater Laboratory Analyst exams will be administered via computer-based testing or CBT. Please submit a completed exam registration form. Once reviewed and approved, eligible applications will be processed and candidate information will be forwarded to the exam administrator. The exam administrator will contact eligible candidates with instructions on how to schedule the exam at their preferred location. Results will be processed after the exam window closes. Please allow 4 weeks to receive your certificates.

Exam applications and more details regarding our certification programs can be found at www.nconewater.org/CertificationsandExams

WW Lab Analyst Certification (cont.)

LEARN MORE ABOUT HOW WE COLLABORATE AT SHOOKCONSTRUCTION.COM
SEMINARS, INSTITUTES, AND SPECIAL PROGRAMS
WHAT ARE SEMINARS?

Seminars are topics chosen by our local Committees and are open to anyone wishing to attend. Topics are chosen based on industry need and coordinated by our Seminars and Workshops Committee.

WHAT ARE INSTITUTES?

Institutes are specialized trainings that focus on topics chosen by a utility wishing to host a training event.

How do I organize an Institute for my utility?

• A utility contacts NC One Water with potential dates, a location, and a list of preferred training topics.
• NC One Water staff will work with the utility to negotiate a mutually beneficial date, location, agenda, and price.
• NC One Water committees prepare presentations on the agreed upon agenda topics and staff gain the appropriate CEU continuing education approvals.
• The utility registers their employees to attend the Institute session.
• After the event, all attendees who meet the requirements will receive a digital certificate of attendance and, when applicable, continuing education credit.

While the majority of attendees at an Institute will be employees of the host utility, there will always be seats reserved for non-host utility employees.

SUCCESSFUL COMPLETION

After each event, staff will verify attendance records and produce a contact hour record (digital certificate) for attendees. These certificates will be emailed to each attendee who has received contact hours approximately one week after the event.

SEE AVAILABLE SEMINARS AND INSTITUTES ON PAGE 4
TEXTBOOK reference guide
<table>
<thead>
<tr>
<th>RELATED CLASS</th>
<th>BOOK TITLE</th>
<th>Download at <a href="http://www.nconewater.org">www.nconewater.org</a></th>
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<tr>
<td>Backflow</td>
<td>Backflow Prevention: Theory and Practice</td>
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<td></td>
<td>One copy included in class registration; to be received during class</td>
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<td>Biological Wastewater I</td>
<td>Small Wastewater System Operation and Maintenance - Vol. 1 (Sacramento Manual)</td>
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<td>Small Wastewater System Operation and Maintenance - Vol. 2 (Sacramento Manual)</td>
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<td>Biological Wastewater I &amp; II</td>
<td>NC Biological Wastewater Treatment System Operators Training Course Standards - Grades I &amp; II (Also known as Grade I &amp; Needs to Know)</td>
<td>Download for FREE at <a href="http://www.nconewater.org">www.nconewater.org</a>.</td>
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ALL BOOKS CAN BE PURCHASED ONLINE AT [www.nconewater.org/store](http://www.nconewater.org/store)