

Administration

- Program is administered by Provincial Programs Branch – Operations Division – Drinking Water and Wastewater Section – *Certification Section*
 - Office is located in Edmonton
- Lyndon Gyurek PhD- is Manager of Drinking Water and Wastewater Section
- *Certification Section* – two of us in section – Vernice Bello – Certification Coordinator and myself - Team Lead
- Currently ~2837 certified operators in AB
- Certification Advisory Committee (CAC)

Administration

Current Yearly Certification Schedule

- Next exam session is end of June, first part of July – deadline is May 10, 2018
- Starting in September 2018, Computer based testing (CBT) will be approved every two months for all exams listed above (starting September 14, 2018) and will run every two months on a regular basis (~November 15, 2018, ~January 15, 2019, etc.). Applications can be sent on an on-going basis when requirements for certification are met. Once we process applications indicating this option, you will receive notification via email indicating the next available session.
 - Renewal notices are sent out August 1 each year, all certificates expire on December 31

Guidelines

- **Established requirements for obtaining and maintaining certification – developing since 1975 – have changed over time to keep up with updated industry practices and to streamline with the rest of Canadian provinces – Agreement on Internal Trade**
- **Current version on-line - anyone who owns/operates a W or WW facility or system should become familiar with requirements to ensure compliance with their Provincial Approval or Registration**

Certification Requirements

Level I *****Everyone starts at level I**

- **12 months work experience – operating under an approval or registration**
- **Grade 12 or Equivalent**
- **ELT**

Level II

- **3 years operating experience**
- **can substitute 1 year of experience for 1 year W and WW related post secondary education**

Certification Requirements

Level III

- **Minimum 4 years operating experience (2 of those years must be in a Class II or III facility)**
- **2 years post secondary education or 90 CEU's**
- **2 Years DRC – DRC only starts after Level II**

Level IV

- **Minimum of 5 years operating experience (3 of those years must be in class III or IV facility)**
- **4 years post secondary education or 180 CEU's**
- **3 Years DRC – DRC only starts after Level II and you require 1 additional year of DRC after obtaining Level III**

Exams

- **AEP uses the Association of Boards of Certification (ABC) as our exam contract provider out of Iowa, USA (as does 10 other Canadian Provinces and territories)**
- **Modular exams in Alberta for Level I and Level II – max of 2 hours regardless of how many modules you are writing (last time on July 3, 2018) – moving to standardized exams in September 2018**
- **Pencil and paper exams right now – will be moving to computer based testing with two pencil/paper a year (November and March)**
- **Will be posting new schedule on May 11, 2018**

Looking Forward

Implementing Standardized Exams

Exam Structure Starting September 2018

Level	Water Treatment (WT)	Water Distribution (WD)	Wastewater Treatment (WWT)	Wastewater Collection (WWC)
Number of questions on exam				
Small Systems	50		50	
I	110	110	100	110
II	110	110	100	110
III	100	100	100	100
IV	100	100	100	100

Looking Forward

Summary of Updates to Program

Item	Historical	Upcoming
# of exam sessions	3	6
# of locations	3 (1X year at 9)	8 (continue to look for more opportunities to partner with other locations)
Re-write opportunity	6 months+	4 months
Delivery	PBT	CBT (with 2 PBT still available each year)
# of days exams are written/year	~6	6X with 30 days to schedule and write exam
Cost	None	CBT - \$97 USD PBT – no charge
Manner	Modular for Level I, II	Standardized
Time limit	2 hours	2 hours for all exams
Time to receive results	6-8 weeks	CBT - immediately PBT – 6-8 weeks
Issuance of certificates	AEP to issue certificates	AEP to still issue certificates

Renewals

With Current Experience

An operator must obtain a minimum of twelve months of operating experience in the previous three years and must obtain an appropriate number of CEUs during the three–year renewal period.

Without Current Experience

**Option #2 can only be used a maximum of two consecutive times.*

If an operator does not have current experience, there are two options to choose from:

Continuing education: An operator must obtain a minimum of double their required CEU's during the three–year renewal period.

or

Re-examination: An operator may re-write the certification exam at the appropriate category and level. The rewrite must be before the end of the renewal year.

Education/Training

- **Post Secondary Education – certificate, diploma, degree - related to water and wastewater operations (1 years is equal to 45 CEU's).**
- **Continuing Education Units (CEU's – 10 contact hours is worth 1.0 CEU)**
- **Approved CEU's List**
- **Application for CEU Evaluation**

Upcoming Initiatives

On-line exams

- 30 Days to schedule your exam writing
- Results within 48 hours
- Can re-schedule

On-line Certification Portal

- Currently in development with contract
- All things certification will be automated, apply for exams, renewal, and tracking of CEU's

Training Sessions Prior to Launch Date
January 1, 2019

Code of Conduct

“Due to the importance of certified operators in protecting public health and safety, and the necessity for certifying authorities to rely on self-reporting by certified operators, any instance of falsification shall be considered a serious breach of the public trust that should be met with severe penalties” (ABC Model Standards for Operator Certification).

Code of Conduct

- **All W&WW Operators are required to sign a Code of Conduct as part of being certified – this means something to AEP and should mean something to you**
- **This is just as important as passing the exam**
- **Operators are Leaders in their communities – need to set example for integrity, honesty, and professionalism**

Code of Conduct

- **Everybody in this room is a leader by being an operator – don't need to be a supervisor or manager**
- **This is our profession, we are all in this together – it only takes one person to ruin the public's trust**

Disciplinary Matrix

Violation	First Time	Second Time
Charged with an offence under legislation administered by the department in relation to the job duties as a certified operator	Immediate suspension of operator's certification until the charges are withdrawn or the matter is resolved in court	Immediate suspension of operator's certification until the charges are withdrawn or the matter is resolved in court
Convicted of an offence under legislation administered by the department in relation to the job duties as a certified operator	<ul style="list-style-type: none"> ➤ Up to a 5-year suspension depending on severity of conviction (see below for description of severity)** ➤ If an operator wants to re-certify following their suspension, they must follow the re-activation process outlined in the Guidelines 	<ul style="list-style-type: none"> ➤ Full-Revocation (cancellation) of operator certification – no chance of re-activating certification
Providing false or misleading information on certification or reciprocity application form	<ul style="list-style-type: none"> ➤ Denial of Application – applicant will have to wait 1 year to re-apply 	<ul style="list-style-type: none"> ➤ Applicant will have to wait a minimum of 2 years to re-apply
Providing false or misleading information on renewal forms	<ul style="list-style-type: none"> ➤ Denial of certification renewal – applicant will have to wait at least 1 year to re-apply 	<ul style="list-style-type: none"> ➤ Denial of certification renewal – applicant will have to wait at least 5 years to re-apply
Cheating on Exam	<ul style="list-style-type: none"> ➤ Exam will not be scored <ol style="list-style-type: none"> 1. If already certified – immediate 1 year suspension and must wait 2 years to re- apply to write exam 2. If first exam – must wait 2 years to re-apply to write 	<ul style="list-style-type: none"> ➤ 1.If already certified - suspension of operator's certification and no more chances of writing exams ➤ 2.If first exam - No more chances of writing exam
<p>Certification Section becomes aware that an operator may have breached of the Code of Conduct.</p> <p>These situations will be immediately reported internally to the Compliance Department for investigation.</p>	<ul style="list-style-type: none"> ➤ Freeze certification until the situation has been investigated and resolved. <p>(Freeze means cannot write a higher level of certification or new category of exams or renew)</p>	<ul style="list-style-type: none"> ➤ Freeze certification until the situation has been investigated and resolved. <p>(Freeze means cannot write a higher level of certification or new category of exams or renew)</p>

QUESTIONS?????