



INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

We Protect Hoosiers and Our Environment.

100 N. Senate Avenue • Indianapolis, IN 46204
(800) 451-6027 • (317) 232-8603 • www.idem.IN.gov

Eric J. Holcomb
Governor

Bruno Pigott
Commissioner

November 6, 2017

Ms. Monica Simpson
360 Water. Inc
965 W Third Avenue
Columbus OH 43212-3109

Dear Ms. Simpson:

Re: Wastewater Operator Certification Continuing
Education Training Course Approval Notice

You are hereby notified that the Indiana Department of Environmental Management has approved the application for the wastewater operator continuing education course named:

<u>Course</u>	<u>Approval Number</u>	<u>Contact Hours:</u>	
		<u>Technical</u>	<u>General</u>
Accident Investigation	WWT16-9711-T00-G01		1
Activated Sludge	WWT16-9712-T01-G00	1	
Blood Borne Pathogens	WWT16-9713-T00-G01		1
BOD & CBOD	WWT16-9714-T01-G00	1	
Confined Space Entry	WWT16-9715-T00-G01		1
Hazard Communication Training	WWT16-9716-T00-G01		1
How to Perform Fecal Coliform Analytical Test for Wastewater Treatment	WWT16-9717-T01-G00	1	
Hydraulics 1	WWT16-9718-T01-G00	1	
Introductory to the Development of a Quality Assurance/QCP	WWT16-9719-T01-G00	1	
Leadership & How to Affect Change in Public Organizations	WWT16-9720-T00-G01		1
Lockout/Tagout-the Control of Hazardous Energy	WWT16-9721-T00-G01		1
Math Class 1	WWT16-9722-T01-G00	1	
Math Class 2	WWT16-9723-T01-G00	1	
Math Class 2-Activated Sludge –Plant #1	WWT16-9724-T01-G00	1	
Math Class 3-Activated Sludge –Plant #2	WWT16-9725-T01-G00	1	
Math Class 4-Activated Sludge –Plant #3	WWT16-9726-T01-G00	1	
Microscopic Examination of Activated Sludge	WWT16-9727-T01-G00	1	
Oxygen Measurements	WWT16-9728-T01-G00	1	
Pretreatment Regulations	WWT16-9729-T00-G01		1
Problems Caused by Roots in Sewers	WWT16-9730-T00-G01		1
Solids Analysis	WWT16-9731-T01-G00	1	
Trickling Filters	WWT16-9732-T01-G00	1	
U. S. Water & Wastewater Utility Industry	WWT16-9733-T00-G01		1
U. S. Water & Wastewater Utility Industry-Federal State & Local Control	WWT16-9734-T00-G01		1
Ultraviolet Disinfection	WWT16-9735-T01-G00	1	
Wastewater Operator Exam Study Guide	WWT16-9736-T01-G00	1	

<u>Course</u>	<u>Approval Number</u>	<u>Contact Hours:</u>	
		<u>Technical</u>	<u>General</u>
Wastewater Treatment Theory 1	WWT16-9737-T01-G00	1	
Wastewater Treatment Theory 2	WWT16-9738-T01-G00	1	
Wastewater Treatment Theory 3	WWT16-9739-T01-G00	1	
Wastewater Treatment Theory 4	WWT16-9740-T01-G00	1	
Water Quality Management	WWT16-9741-T00-G01		1
Komline-Sanderson Kompress Belt Filter Operations Course	WWT16-9742-T01-G00	1	
Komline-Sanderson Kompress Belt Filter Maintenance Course	WWT16-9743-T01-G00	1	

These courses will be held online, are valid from **January 1, 2018** through **December 31, 2022** and are hosted on the website: **360water.com**. All Continuing Education Reports must be accompanied by a valid record of course certificate completion. These courses are sponsored by **360 Water, Inc.**

NOTE: Credit will not be granted for repeating the same training course within a renewal period per 327 IAC 5-22-16 (c) Partial course credit is not allowed per 327 IAC 5-22-16(e)

In accordance with 327 IAC 5-22-17:

A training provider shall generate records of each wastewater treatment continuing education course conducted that include: (1) date of course, (2) name of each person in attendance at the course, (3) length of time of the course, (4) the instructor's name, (5) the course content, and (6) name of the organization sponsoring the course. Records shall be maintained for a three (3) year period following the presentation of each wastewater treatment continuing education course.

Within ninety (90) days of conclusion of the wastewater continuing education course, the training provider must submit proof of attendance on a form provided by the Commissioner. The form will contain the following information: (1) name of course; (2) name of individual attending course; and (3) date of course.

Any change in instructor or course presentation will require reevaluation. **Please have a Continuing Education Credit Report Form completed and signed by the individual certified operators successfully completing the course.** IDEM strives to preserve the integrity of the operator certification program, and therefore expect some level of accountability from the parties providing training, whether in person or online. Any discrepancies of signatures on the continuing education credit report form, certificate of completion, or the training being monitored will be evaluated and subject to denial. Within ninety (90) days of completion of the approved course, submit these forms **and a copy of the certificate of completion to:**

Wastewater Continuing Education Director
Indiana Department of Environmental Management
OWQ – Compliance Evaluation Section
100 N. Senate Ave – IGCN 1255
Indianapolis, IN 46204-2251

If you have any questions, please contact me by phone at (317) 233-0479 or by e-mail at tfullerw@idem.in.gov.

Sincerely,



Tonja Fuller-White, Wastewater
Continuing Education Director
Compliance Branch
Office of Water Quality

tfw
Enclosures

Notice of Right to Administrative Review

If you wish to challenge this action, you must file a Petition for Administrative Review with the Office of Environmental Adjudication (OEA), and serve a copy of the petition upon IDEM. The requirements for filing a Petition for Administrative Review are found in IC 4-21.5-3-7 and 315 IAC 1-3-2. A summary of the requirements of these laws is provided below.

A Petition for Administrative Review must be filed with the Office of Environmental Adjudication (OEA) within fifteen (15) days of the issuance this notice (eighteen (18) days if you received this notice by U.S. Mail), and a copy must be served upon IDEM. Addresses are:

Director
Office of Environmental Adjudication
Indiana Government Center North
Room 501
100 North Senate Avenue
Indianapolis, Indiana 46204

Commissioner
Indiana Department of Environmental Management
Indiana Government Center North
Room 1301
100 North Senate Avenue
Indianapolis, Indiana 46204

The petition must contain the following information:

1. The name, address and telephone number of each petitioner.
2. An identification of each petitioner's interest in the subject of the petition.
3. A statement of facts demonstrating that each petitioner is:
 - a. a person to whom the order is directed;
 - b. aggrieved or adversely affected by the determination; or
 - c. entitled to administrative review under any law.
4. The reasons for the request for administrative review.
5. The particular legal issues proposed for review.
6. The facts, terms or conditions of the action for which the petitioner requests review.
7. The identity of any persons represented by the petitioner.
8. The identity of the person against whom administrative review is sought.
9. A copy of the action that is the basis of the petition.
10. A statement identifying petitioner's attorney or other representative, if any.

Failure to meet the requirements of the law with respect to a Petition for Administrative Review may result in a waiver of your right to seek administrative review. Examples are:

1. Failure to file a Petition by the applicable deadline;
2. Failure to serve a copy of the Petition upon IDEM when it is filed; or
3. Failure to include the information required by law.

If you seek to have an action stayed during the administrative review, you may need to file a Petition for a Stay of Effectiveness. The specific requirements for such a Petition can be found in 315 IAC 1-3-2 and 315 IAC 1-3-2.1.

Pursuant to IC 4-21.5-3-17, OEA will provide all parties with notice of any pre-hearing conferences, preliminary hearings, hearings, stays, or orders disposing of the review of this action. If you are entitled to notice under IC 4-21.5-3-5(b) and would like to obtain notices of any pre-hearing conferences, preliminary hearings, hearings, stays, or orders disposing of the review of this action without intervening in the proceeding you must submit a written request to OEA at the address above.

If you have procedural or scheduling questions regarding your Petition for Administrative Review you may contact the Office of Environmental Adjudication at (317) 232-0850 or see OEA's website at <http://www.in.gov/oea>.



WASTEWATER OPERATOR/APPRENTICE CONTINUING EDUCATION CREDIT REPORT

State Form 51139 (R3 / 4-08)
INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

To ensure proper credit, the wastewater approval number **MUST** be provided.

Training Course Approval Number:

Operator

Apprentice

Technical Contact Hours Earned:

General Contact Hours Earned:

INSTRUCTIONS:

In accordance with 327 IAC 5-22-17(c), the training provider must submit this form within ninety (90) days of the conclusion of the wastewater treatment continuing education course. Mail the completed form to:

Wastewater Continuing Education Coordinator
Indiana Dept. of Environmental Management
100 N. Senate Ave - Mail Code 65-42
Indianapolis, IN 46204-2251

- Incomplete forms will be returned to the training course provider for completion and resubmittal to IDEM.
- Partial course credit shall not be given to instructors, speakers, or students participating in less than a complete wastewater treatment continuing education course.
- The training provider must retain a copy of this form for their records for a three (3) year period following the presentation of each wastewater treatment continuing education course.
- Training providers are encouraged to provide a copy of the completed and signed credit reporting form to the certified operator/apprentice attending the entire wastewater operator continuing education course.

CERTIFIED OPERATOR/APPRENTICE INFORMATION

1. NAME:

2. ADDRESS (number and street):

City:

State:

ZIP code:

Telephone number:

Work:

Home/Cell:

Check here if this is an address change

E-mail Address:

COURSE INFORMATION

3. NAME OF TRAINING COURSE:

4. NAME OF TRAINING COURSE PROVIDER:

5. NAME OF ORGANIZATION SPONSORING COURSE:

6. DATE(S) ATTENDED (month, day, year):

7. LOCATION ATTENDED:

8. TOTAL NUMBER OF CONTACT HOURS ATTENDED BY CERTIFIED OPERATOR/APPRENTICE AND VERIFIED BY INSTRUCTOR AND TRAINING COURSE PROVIDER:

Technical Contact Hours:

General Contact Hours:

9. CERTIFICATE OF COMPLETION IS REQUIRED FOR ALL ON-LINE COURSES.

I, the undersigned, certify under penalty of law that this document (and any attachments) were prepared under my direction or supervision and that the information submitted is, to the best of my knowledge and belief, true, accurate, and correct. I also understand that any omissions or misrepresentations may result in the denial of continuing education credit for this course.

10. SIGNATURE OF INSTRUCTOR:

11. PRINTED NAME OF INSTRUCTOR:

12. SIGNATURE OF CERTIFIED OPERATOR/APPRENTICE:

13. PRINTED NAME OF CERTIFIED OPERATOR/APPRENTICE:

14. CONTINUING EDUCATION CREDIT HOURS ARE TO BE APPLIED TO:

Operator certification/apprentice number:

Class:

Expiration date:

Operator certification/apprentice number:

Class:

Expiration date:

