



# National Tribal Drinking Water Operator Certification Program

## Renewal Application

### General Instructions

Renewal is the process that certified individuals must comply with under EPA's National Tribal Drinking Water Operator Certification Program Baseline Standards to maintain their active certification status with EPA. If you are interested in renewing your certificate for another three years, please follow the instructions listed below.

### Renewal Requirements

To renew a certificate, the certified operator shall have been actively working in the area of certification and completed at least 30 continuing education hours during the previous three-year period. Lapsed certificates may be reinstated within 30 days of the date of expiration. After 30 days, the operator will no longer be certified.

- Complete all sections of this form fully, accurately, and legibly.
- Sign the acknowledgement in Section 3.
- Submit documentation showing the completion of 3 CEUs (30 hours) of professional growth.
- Please allow 4 weeks for processing before checking on the status of your application.
- Mail completed application to: • National Tribal Opcert Coordinator • SWEFC/Civil Engineering Dept. • MSC01 1070 • 1 University of New Mexico • Albuquerque, NM 87131; Email: swefc@unm.edu.
- If shipping with UPS or FEDEX use: • National Tribal Opcert Coordinator • SWEFC/Civil Engineering Dept. • 210 University Blvd NE, Room 3020 • MSC01 1070 Civil Engineering • Albuquerque, NM 87131.

### Section 1: Certification and Contact Information

#### Contact Information (Please complete)

Name: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State/Province: \_\_\_\_\_

Zip/Postal Code: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

#### EPA (or other) Certification

EPA/Other Certificate #: \_\_\_\_\_

Category: \_\_\_\_\_

Class: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Utility/Company (Employer): \_\_\_\_\_

Tribe (Employer): \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

Supervisor's Phone #: \_\_\_\_\_

*Please direct questions about the EPA Tribal Operator Certification Program to your EPA Regional office:*

EPA Region 1: (617) 918-1559

EPA Region 2: (212) 637-3838

EPA Region 4: (404) 562-9845

EPA Region 5: (312) 886-7489

EPA Region 6: (214) 665-7158

EPA Region 7: (913) 551-7069

EPA Region 8: (303) 312-6525

EPA Region 9: (415) 972-3503

EPA Region 10: (206) 553-0082



## National Tribal Drinking Water Operator Certification Program

### Section 2: Continuing Education

Attach documentation showing completion of **3 CEUs** (30 contact hours)\* of professional growth **earned within the three-year term of your certificate**. The documentation can be in the form of training course certificates, transcripts, etc. **It must contain the following information:** course title; instructor/educational institution/sponsoring organization; date of completion; and CEUs/contact hours/credit hours earned. If the CEUs/contact hours/credit hours are not listed on the document, please provide a letter from the course provider stating the number of contact hours earned. **Documentation submitted without this information will not be approved**. If the course content cannot be determined from the course title, please include a course description with your certificate. To receive credit for attending a conference or workshop, a workshop or conference agenda **must** also be included along with the certificate.

A full list of approved topics accepted for certification renewal can be found on EPA's website at [www.water.epa.gov/tribaldw](http://www.water.epa.gov/tribaldw). Click on the 'Tribal Drinking Water Operator Certification Program Document (pdf)' to view suggested/applicable topics. The following is only a general guideline to the course topics accepted for renewal and **does not guarantee** approval and is at the discretion of the certification authority.

- Math and science courses
- Environmental courses related to your area of certification
- Your state operator training and certification programs
- A limited number of job related safety courses
- Courses sponsored by WEF, AWWA, NEWWA, EPA, etc.
- Job-related computer courses

\*Note: 10 contact hours = 1 continuing education unit (CEU)

### Section 3: Acknowledgement

I, the undersigned, certify that I am the named applicant; that all statements made and information contained in this application are true and correct to the best of my knowledge and belief; that I understand that any omissions or misrepresentations may result in ineligibility for certification or revocation of any certificate granted. Further, if I have received the certification under false circumstances, I will immediately surrender the certificate to EPA. I also consent to a thorough investigation of my application for the purpose of verification of my qualifications for certification. I also understand that by signing below I give EPA the authority to use and report this information and my test results. I waive all claims and agree to indemnify and hold harmless EPA for any action taken pursuant to the rules and standards of EPA with regard to my application and/or my certification except claims based on gross negligence or lack of good faith.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_