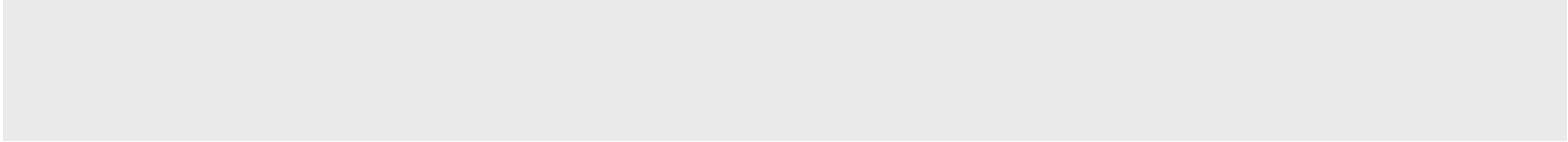
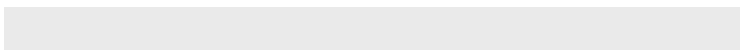


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# MANITOBA CERTIFICATION PROGRAM FOR OPERATORS

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# Contents

- Staffing Update
- Regulation Amendment Update
- Facility Classification
- Operator Certification
- Operating Requirements
- Information Resources

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## Staffing Update

- The Certification Coordinator position was filled in April 2005
- Cory Graham has joined the department and she will be working on the development of the certification and classification sub-programs
- Approval for a clerical support position is being pursued

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## Regulation and Amendment

- The Manitoba Water & Wastewater Facility Operators Regulation – MR 77/2003 was registered on April 22, 2003
- An amending regulation has been developed and has been submitted for approval
- During the initial phase, review of classification and certification documents will be restricted to department staff due to time constraints

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## Regulation Amendment Update

- The department is proposing that classification and certification subprograms commence August 31, 2005
- No change is proposed to the deadline of September 1, 2006 for utilities to employ certified operators

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## Amendment Update - continued

- Several other minor changes are proposed – examples are:
  - Use of identity cards for operators in selected categories
  - Revisions to point-ratings for water treatment facilities to eliminate double counting
  - Operators would be restricted to challenging a specific exam once per year
  - Increase in “grandfather period” to 5 years for select operators with voluntary certification

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## Facility Classification...

- Facilities are divided into 4 categories:
  - Water treatment
  - Water distribution
  - Wastewater treatment
  - Wastewater collection
- Each category has 5 classes:
  - Small System
  - Class I
  - Class II
  - Class III
  - Class IV

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# Facility Classification...

- Water Distribution & Wastewater Collection forms are available on the website

**Water & Wastewater Facility Operators  
Certification Program**



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## **Application for Water Distribution Facility Classification**

Please print clearly or type and follow instructions on application.

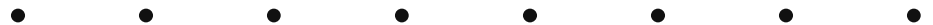
**This application is pursuant to the Water and Wastewater Facility Operators Regulation issued under The Environment Act.**

Name of Facility:

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Name of Facility Owner:  
(Municipality/Commission  
/Company/Individual/etc)

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## Facility Classification

- Water Treatment & Wastewater Treatment forms will become available on website as soon as the amendment has been finalized
- Facility classification is valid for 5 years.

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## Operator Certification...

- Certification is based upon 3 components:
  - Education: identified for each class level (with limited substitution)
  - Experience: identified for each class level (with limited substitution)
  - Examination: 70 % required to pass certification exam

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## Operator Certification...

- Operator application forms will be available on the website when amendment finalized
- Operator certificates are valid for 5 years.
- Operator-in-training certificates are not renewable (purpose is to allow new operators the opportunity to gain the required work experience)

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# Operator Certification

- Association of Boards of Certification  
“Need to Know” documents to assist operators in preparing for certification exams and a listing of reference materials
- WT & WD updated 2003, WWT updated 2004.

[www.abccert.org/examinformation.html](http://www.abccert.org/examinformation.html)

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## Examination Schedule

- A schedule of certification examinations (including levels, dates and locations) is available on Manitoba Conservation's website:

<http://www.gov.mb.ca/conservation/envapprovals/operator-certification/index.html>

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## Operating Requirements...

- All Operators must be certified by Sept. 1, 2006
- Facility owner must file table of organization
  - Proposed due date is 90 days from Aug 31/05 (Nov. 29/05)

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## Operating Requirements...

- Operators certificates to be prominently displayed
- Operator-in-charge must be designated for each shift & recorded
- In-service training requirements for operators

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## Operating Requirements...

- A documented Emergency Response Plan is required which:
  - has comprehensive O&M manuals for the facility & all of its systems,
  - updated semi-annually and
  - is accessible to operators

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# Operating Requirements

- Operating records to be maintained include but not limited to:
  - Record of operator-in-charge
  - Date, time period & number or designation of shift
  - Names of all operators on duty during the shift
  - Details of any departures from normal operating procedures & time of occurrence.

Reference section 33 for complete list of records  
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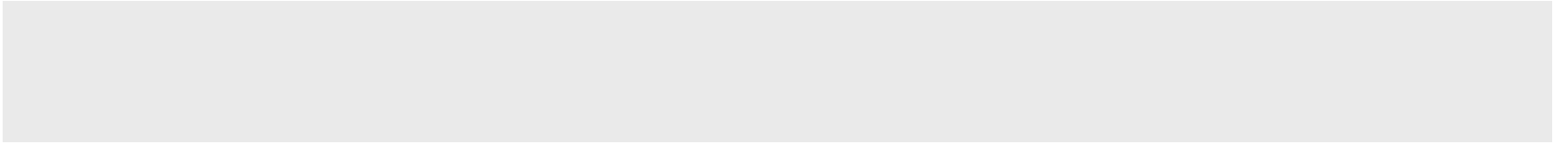
## Information Resources

- Regulation web-site:  
**<http://web2.gov.mb.ca/laws/regs/2003/pdf/077-e125.03.pdf>**
- **ABC website**  
**<http://www.abccert.org/examinformation.html>**

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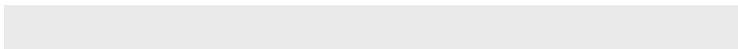
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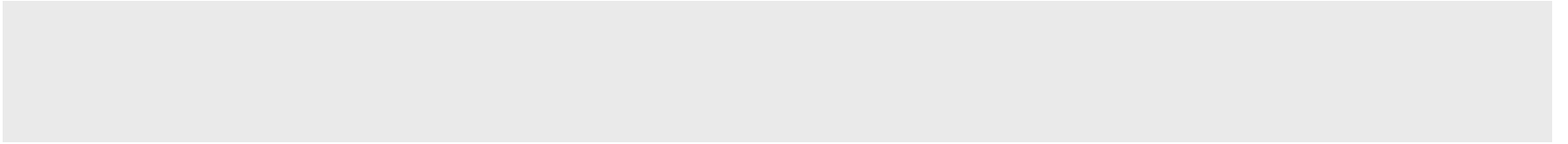
Thank you

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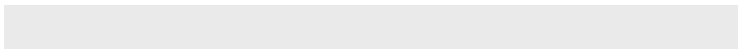
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# Questions ??

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