OOC

Office of Operator Certification E-NEWS

Water Boards
Division of Financial Assistance

Winter/Spring 2014

What's Hot The Office of Operator Certification (OOC) database has been updated with a search function to provide On-Line Access to the database for Public Listings of certified WWTP Operators by County, Grade Level, etc. Please refer to the OOC website for new and improved periodic status updates.
http://www.waterboards.ca.gov/water_issues/programs/operator_certification/

Wastewater Treatment Plant Operator Examinations

The next Wastewater Treatment Plant (WWTP) Operator examination is April 5, 2014. Future examination dates and information are on the OOC website at:
http://www.waterboards.ca.gov/water_issues/programs/operator_certification/docs/exam_info.pdf

Calculator Criteria - The criteria for calculator use for the WWTP Operator examination has been revised. The new criterion is as follows:

- Simple electronic calculators that are silent, including non-programmable scientific calculators are allowed.
- Programmable calculators, smart phones, tablets, computers, and calculators with paper printout are not allowed.
- Prohibited programmable calculators include calculators that have alpha keyboards, graphing calculators, large display screens that are capable of displaying worded messages, or calculators that allow for the insertion of pre-programmed cards.
- Please be aware that solar calculators may not function because of lighting conditions.
- It is acceptable to bring an additional simple calculator as a back-up. DON'T TAKE A CHANCE – BRING A SIMPLE ELECTRONIC CALCULATOR AND EXTRA BATTERIES.

Equivalents and Formulas Sheet

For your convenience, the OOC attaches an Equivalents and Formulas Sheet to Grades I through V of the WWTP Operator examinations. The sheet was revised in January 2014, and is located on the following link:
http://www.waterboards.ca.gov/water_issues/programs/operator_certification/docs/opcert_formulasheet.pdf

Did You Know?

All of our applications are now available in fillable format on the OOC website. Please use these forms as they are the most current versions. They can be found at:
http://www.waterboards.ca.gov/water_issues/programs/operator_certification/form.shtml. Ensure to include your e-mail address on all correspondence with the OOC.

New Staff

The OOC welcomes Kelly Valine as the new Program Manager over Program Operations/Management Section (previously held by Christine Gordon). Kelly can be reached at Kelly.Valine@waterboards.ca.gov.

Advisory Committee

The State Water Resources Control Board (State Water Board) appoints nine subject matter experts to assist the State Water Board in carrying out its duties regarding WWTP operator certification and training.

The next Advisory Committee Meeting is scheduled for June 3, 2014. The time and location will be posted onto the OOC website.

A list of Advisory Committee Members is located on the following link:
http://www.waterboards.ca.gov/water_issues/programs/operator_certification/advisory_com/docs/adcom_members.pdf

Are _YOU_ On Our Mailing List?

The OOC provides a mailing list of names, addresses, and grades of certified operators that have authorized the OOC to release their personal information to owners of wastewater treatment plants for recruitment purposes.

For placement onto the OOC mailing list, please complete the Permission to Release Contact Information form located on the following link: http://www.waterboards.ca.gov/water_issues/programs/operator_certification/docs/forms/releaseinfo.pdf

You've Got Mail!

Upon written request, the OOC will provide owners and agencies a mailing list of operators who have given their permission to release their names, addresses, and certificate grade to employers for recruitment purposes.

Owners and agencies should submit any requests for the mailing list using the Request for Mailing List of Certified Operators form. If a private company is handling recruitment for an owner, the owner should submit the form and indicate in the _Special Instructions_ section, the name and e-mail address or physical address where the OOC should send the mailing list.

To request the list, please complete the Request for Mailing List. The form is available at: http://www.waterboards.ca.gov/water_issues/programs/operator_certification/docs/forms/requestmailinglist.pdf

What Will Delay
Processing My Application?

Certification
- Incomplete, incorrect, or missing application
- Missing or incorrect payment amount
- No original signature(s)
- No Chief Plant Operator (CPO) listed
- Missing current and previous WWTP experience
- No duty statement on official letterhead and/or the duty statement is not signed by the CPO
- Missing high school diploma, GED or equivalent
- Missing continuing education or transcripts

Examination
- Incomplete, incorrect, or missing application
- Missing or incorrect payment amount
- No original signature
- Missing high school diploma, GED or equivalent
- Missing continuing education or transcripts

Renewal
- Incomplete, incorrect, or missing application
- Missing or incorrect payment amount
- No original signature

Per the regulations, the OOC has up to 30 days to process these applications. Please be patient, as we process on a first-come, first-serve basis.

OOC Workshop

The OOC will give a workshop presentation at the annual California Water Environment Association (CWEA) conference on April 30, 2014 in Santa Clara, CA to help educate owners of wastewater treatment facilities and operators of the changes to the amended regulations that took effect on April 1, 2013. For more information, please refer to the following link: http://www.cwea.org/et_attendees_conferences.shtml

Office of Enforcement

The chart below lists enforcement actions taken within the last year.

Date	2014 Cases
1/15/14	Dublin San Ramon Services District
1/06/14	Mr. Jesus Holguin

The final orders for these cases are WQ-2014-0016-EXEC (for Mr. Holguin) and WQ-2014-0020-EXEC (for Dublin San Ramon). The final orders can be found at http://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/wqo14.shtml

For information about the Office of Enforcement, please refer to the following link. http://www.waterboards.ca.gov/water_issues/programs/operator_certification/enforce.shtml

If you have any questions or concerns, or would like to make a complaint; please contact Matthew Buffleben with the State Water Board's Office of Enforcement at Matthew.Buffleben@waterboards.ca.gov.

Tell A Fellow Operator…

To receive future editions of E-News and other operator certification information by e-mail, subscribe to the WWTP certification mailing list at: http://www.waterboards.ca.gov/resources/email_subscriptions/swrcb_subscribe.shtml#financial

OOC Staff

Kelly Valine – Program Manager
Wes Wilkinson – Unit Manager
Debra Cockrell – Program Analyst
Debbie Zuccala – Certification Analyst
Anna Hernandez – Examination Analyst
Xia Lao – Renewals/Plant Classification Analyst
Sheriska Rogers – Clerk
Keisha Kelly – Clerk

How to Reach Us

The OOC staff is committed to serving the needs of the operator. Please keep in mind that depending on the current workload, responses may be delayed. We encourage you to visit the OOC website first for general information.

OOC Website:
http://www.waterboards.ca.gov/water_issues/programs/operator_certification/

Email: OpCertProgram@waterboards.ca.gov

Telephone: (916) 341-5819
- Examinations – **press 2**
- Certifications, OIT, Contract Operator, Exam Waiver – **press 3**
- Renewals – **press 4**
- Plant Classifications, Exemption of Class I WWTP – **press 5**
- Online Access for Database & Help Line – **press 6**
- General Information – **press 7**

Fax: (916) 341-5734

Mailing Address:
State Water Resources Control Board
Office of Operator Certification
P.O Box 944212
Sacramento, CA 94244-2120

Overnight Mail - Address:
State Water Resources Control Board
Office of Operator Certification
1001 "I" Street, 17th Floor
Sacramento, CA 95814