



Operator Certification Board

P.O. Box 32089

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Water and Wastewater Utility Operator Class 2 Upgrade Application

Applicant Contact Information

Applicant Contact Information			
First Name	Middle Initial	Last Name	
Address	City / Town	Province	Postal Code
Phone	Email Address		
Employer / Facility Name		Facility Classification	

Applying for (check all that apply):

- Class 2 Water Treatment Class 2 Water Distribution
 Class 2 Wastewater Treatment Class 2 Wastewater Collection

Current Certification

Current certification level held (check all that apply):

- Class 1 Water Treatment Class 1 Water Distribution
 Class 1 Wastewater Treatment Class 1 Wastewater Collection
 Not currently Class 1 certified – applying for more than one level at this time

Part A - Education

Must provide **one of the following** (and attach proof to this application):

- Grade 12 high school transcript; or
 GED; or
 Other approved equivalent (explain): _____

Part B - Exams

Must submit all exam marks that are applicable (and attach proof to this application):

- Class 2 Water Treatment Final Grade _____%
- Class 2 Water Distribution Final Grade _____%
- Class 2 Wastewater Treatment Final Grade _____%
- Class 2 Wastewater Collection Final Grade _____%

Part C - Experience

Attach an experience sheet for each area of certification

Applicants in Class 2 are required to have three (3) years of experience; but may substitute for missing experience in a variety of ways. Please check which applies to this application:

- I have 3 years of experience; no substitution required
- or** I am substituting for missing experience

If substituting for missing experience please explain below (be specific):

Part D – Direct Responsible Charge (DRC)

Not required for Water Distribution or Wastewater Collection

Level 3 Water Treatment and Wastewater Treatment applicants are required to have 2 of their 4 years of operating experience as DRC in a Class 2 or Class 3 facility. Applicants who are short DRC experience may substitute for that missing experience in a variety of ways. Please check which applies to this application:

- No substitutions required
- Experience is in a Class 4 facility; no DRC is required
- I am substituting for missing DRC experience

If substituting for missing experience please explain below (be specific):

Authorization

I hereby certify with my signature that all information contained in this application is true and correct. I understand that any omissions or misrepresentations may result in ineligibility for the certification applied for or revocation of any certificate granted. I also consent to an investigation of my employment record and education background for the purpose of verifying my qualifications for the certificate for which I have applied.

Signature of Applicant

Date

Application Checklist

Ensure to fully complete each section. Incomplete applications and/or applications that do not have all the required documentation attached will not be processed.

- Part A - Submit proof of education with this application
- Part B - Submit proof of exam marks with this application
- Part C - Submit Summary of Experience pages signed by a qualified supervisor
- Applicant has signed the application verifying all information is accurate

