



**INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT**

**Drinking Water  
Operator Continuing Education Requirements  
Office of Water Quality**

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**327 IAC 8-12-7.5 Continuing Education Requirements:**

- All water treatment plant and water distribution system certified operators shall fulfill continuing education requirements:
  - During each three year period following the issuance of the certification card; and,
  - Before having that certification card renewed.
- Continuing education credits required for certification card renewal in the grades of water treatment plant and water distribution system certified operators are listed in the following table:

<b>Continuing Education Requirements</b>	
<i>Certified Operator Grades, Water Distribution System, and Water Treatment Plant</i>	<i>Continuing Education Credits Required for Renewal</i>
Grade O.I.T.	Contact hours shall match those required for the classification where operator is in training; certification card not renewable.
Grade DSS	10 contact hours
Grade DSM	15 contact hours
Grade DSL	15 contact hours
Grade WT 1	10 contact hours
Grade WT 2	15 contact hours
Grade WT 3	25 contact hours
Grade WT 4	30 contact hours
Grade WT 5	30 contact hours
Grade WT 6	30 contact hours

- According to 327 IAC 8-12-7.5, continuing education credits required according to the table above must adhere to the distribution of subject matter according to the following:
  - A minimum of 70 percent of the required continuing education contact hours shall be obtained from the technical category of approved continuing education courses.
  - Not more than 30 percent of the required continuing education contact hours shall be obtained from the non-technical subject matter category of approved continuing education courses.
- A person having a valid certification card in more than one classification of water treatment plant or water distribution system:
  - May be given duplicate continuing education credit from a single approved continuing education course for each water treatment plant and water distribution system certification to which the subject matter is applicable; and
  - Must obtain the greatest number of continuing education contact hours required by the various certifications held within the shared time period of overlap in order not to be required to obtain continuing education for each certificate held.

**Drinking Water Operator Continuing Education Technical Hours versus Non-Technical (General) Hours:**

Definitions: 327 IAC 8-12-7.1 (a) (2) (A)

- Technical: “(i) Technical matters related directly to water distribution or water treatment.” These courses deal with water distribution operations or water treatment operations. The course descriptions clearly state the water works technical subject matter being taught. Examples include courses in pumps, water line installation, repairs, sampling, cross connection control, etc.
- General: “(ii) General matters related to the responsibilities of a certified operator.” This category contains non-technical subjects that an operator needs to know, such as OSHA training, first aid/CPR, laboratory safety, supervision/communications, etc. The subject matter of these courses is relevant to the work done by water distribution or water treatment operators, but these courses *do not deal with specific technical matters* in water distribution or water treatment.

## **TECHNICAL**

Sampling Methods/Techniques/Regulations  
Line Locations  
Tank Maintenance  
Leak Repairs/Detection  
Pumps, Installation, Repairs  
Meters  
SDWA Updates  
Monitoring Procedures/Schedules  
Forklift Training Certification (not safety)  
Pipe Installation  
Laboratory Procedures  
Coagulation, Flocculation & Sedimentation Basics  
Filtration Basics  
Water Treatment Plant Operations  
Water Distribution System Operations  
Disinfection Basics  
Distribution System Materials & Equipment  
Hydraulics  
Coliform & Bacteriological Testing  
Mathematics  
Cross Connection Control  
System Design & Flow Configuration  
Hydrant & Valve Inspection, Operation and Maintenance  
Water Conservation  
Drinking Water Ion Exchange Softening

## **NON-TECHNICAL**

OSHA 10-Hour Safety Courses  
Confined Space Entry  
Chlorine Handling Safety  
Lockout/Tagout  
Pipeline Safety  
Hazwoper  
Laboratory Safety  
Fire Prevention  
Ladder Safety  
Defensive Driving  
Power Tool Safety  
Trenching & Excavation Safety  
Leadership/Supervision  
Accident Investigation  
Basic Safety Fundamentals for Distribution System Operator  
Construction Safety for Water Utility Job Sites  
Traffic Control & Work Zone Safety  
Effective Communication: Managing Conflicts in the Workplace  
First Aid & CPR

### **More Information:**

For more information on Operator Certification, please contact IDEM's Drinking Water Branch at (317) 234-7430 or, toll free, at (800) 451-6027, ext. 4-7430.

*This technical guidance is intended solely as guidance and does not have the effect of law or represent formal Indiana Department of Environmental Management (IDEM) decisions or final actions. This guidance document shall be used in conjunction with applicable rules and statutes. It does not replace applicable rules and statutes, and if it conflicts with these rules and statutes, the rules and statutes shall control.*