Providing environmental education, training, and excellence since 1968

Spring 2020 Course Catalog
February – July 2020

KEEP UP YOUR WASTEWATER SKILLS
Massachusetts Wastewater Operator Training (MWOT) Program Courses

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The MWOT program has been coordinated by NEIWPCC since 2005. For more information about the MWOT program and a link to our training calendar, which includes details about the courses above, visit https://neiwpcc.org/learning-center/massachusetts-wastewater-operator-training-certification/.
Operation & Maintenance of Collection Systems

(FOLLOWED BY OPTIONAL NEWEA EXAM)

Monday-Wednesday, April 6-8, 2020
Hartford MDC Training Center, Hartford, CT
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Communities must properly manage, operate, and maintain wastewater collection systems to prevent sanitary sewer overflows, contamination of groundwater, and the spread of waterborne diseases. In this two-and-a-half day course, participants will receive basic to intermediate instruction in all aspects of collection system O&M.

Students must bring a basic calculator.

* NEWEA’s Voluntary Collection Systems Certification exam will be held the afternoon of April 8. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

**If you are taking the exam ONLY, you must apply to NEWEA directly.

CLICK HERE TO REGISTER ONLINE

Please note:
Enrollment is on a first-come, first-served basis, so please return your application as soon as possible.
We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

- Checks/Money Orders: Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
- Registration Deadline: You must register at least seven days in advance of the first day of the course. Registrations after this time will incur a $15 late fee.
- Cancellations/No-Shows: Seven days notice is required for you to cancel at no cost. Cancellations received after this time will be charged $25 for programs under $125 and $50 for programs over $125. Registrants who do not cancel and who fail to show are responsible for full payment.
- Credits: Students are responsible for signing in at the beginning of every class, and signing out at the end of every class, in order to receive their certificate/TCHs. Students who do not sign in or out will not receive any TCHs. Multi-day classes require sign-in and sign-out each day of class. Students must attend 50% of the class in order to receive TCHs for the time they were present. Certificates of attendance, documenting TCHs awarded, will be emailed within 10 business days of the completion of the class.
- Use one form per course. Photocopy this page to apply for multiple courses.

Connecticut
Massachusetts
New Hampshire
New York
Rhode Island
Vermont

Instructor: Don Kennedy, NEIWPCC
Cost: $245 (course only)
$295 (course & exam)*
Credits: 15 TCH
Course #: etc1814

Course Title ____________________________ Course #: ____________
Your Name ____________________________________________
Wastewater License # ____________________________ State ________
Company/Facility ____________________________________________
Street ___________________________________________________
City/Town ____________________________ State ________ Zip ________
Telephone ____________________________ Fax _______________________
E-mail ________________________________________________

Emergency Contact Phone Number (cell or home) ____________
(in case of class cancellation/instructor illness, etc.) ______________

Indicate method of payment

☐ Check No. ____________  ☐ or PO No. ____________  ☐ or Credit Card ____________

Amount Enclosed $ ____________

Card # ____________________________

CVV or SEC code ____________________________ Expiration _______/______
located on back of card month/year

Name on Card ____________________________

Signature Required ____________________________ Date ____________

Mail form and payment to:
NEIWPCC – Training; 650 Suffolk St., Ste. 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919.
Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible.
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- Use one form per course. Photocopy this page to apply for multiple courses.
- NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
INSTRUCTIONS TO APPLICANTS:

1. Read carefully all instructions and questions before beginning to fill out this application. Incomplete or improperly prepared applications will be returned. Fill out each section of this application in full. Please use ink or type.

2. File one copy of this application with:
   New England Water Environment Association
   10 Tower Office Park, Suite 601
   Woburn, MA 01801-2155
   (781) 939-0907 (Fax)

3. Each application must be accompanied by the following fees (make checks payable to NEWEA) **if you are taking the exam only**: $50.00 Initial certification and each upgrading

4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I, II, III or IV certification will be notified of the time and place of examinations for these grades.

5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Collection Systems Operators adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.

6. Attach extra sheets, if necessary, for full statement of your record.

7. **Bring to the exam**: Valid photo ID, copy of completed and signed application, pen/pencil, and calculator.

GENERAL - Please print clearly

1. Anticipated Exam Date and Location: ____________________________

2. Name in full: ________________________________________________
   Last ____________________________ First ____________________________ Middle ____________________________

3. Mailing Address: ___________________________________________
   Street ____________________________ City ____________________________ State, Zip ____________________________

4. Telephone No. _____________________________________________ Fax No. ____________________________

5. Email Address: _____________________________________________

6. Are you physically capable of performing the duties of an operator in the grade for which you are applying? ☐ Yes ☐ No

7. Have you taken a NEWEA Collection Systems exam in the last six months? ☐ Yes ☐ No If so, what grade? _____

EDUCATION & TRAINING

1. Schools Attended ____________________________ Last Grade Completed ____________________________ Did you Graduate? ☐ Yes ☐ No Date of Graduation ____________________________ Location of School ____________________________

   High School ☐ 9 ☐ 10 ☐ 11 ☐ 12 ____________

   GED ____________________________

2. College or University (List Separately) ____________________________ Dates Attended ____________________________ In What Did You Major? ____________________________ Credit or Degree Obtained ____________________________ Date of Leaving or Graduating ____________________________
3. List other educational courses completed such as vocational school, correspondence, armed services, specialized courses, operators’ short courses, business school, etc. Give date, name and duration of course and name of school or sponsoring organization.

_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

EXPERIENCE
1. Name of the wastewater collection system _________________________________________________

2. Give your title _________________________________________________________________________

3. Give a brief description of your present position _____________________________________________

_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

Are you in responsible charge? ______ If not, to whom do you report? ____________________________

_________________________________________________________________________________________

4. How long have you held your present position? ______________________________________________

5. List in detail all positions you have held in the past 5 years. It is necessary for the evaluator of this application to have as much information about your work experience as possible. Please describe your current position even if it has been held for the past 5 years. If you have held the same position for the past 5 years, please describe previous work experience. Please give nature of duties and degree of responsibility. Use separate sheets to provide data comparable to that required under item 5 for any collection system other than the system at which you are presently employed.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Employer and Location</th>
<th>Describe duties and state whether responsible charge or to whom you reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>From</td>
<td>To</td>
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<tr>
<td>1.</td>
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<tr>
<td>2.</td>
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</tr>
</tbody>
</table>
6. Classification of Wastewater Collection Systems

a. Largest Pipe Size (diameter in inches) __________

b. Average Total Flow M.G.D. __________
   1) Industrial flow in M.G.D. __________

c. Total miles of sewer (excluding storm drains) __________

d. Pump stations
   1) Standby power ______ No ______
   2) Dry well station ______ ______
   3) Wet well station ______ ______
   4) Grit removal ______ ______
   5) Comminution ______ ______
   6) Bar rack ______ ______
   7) Variable speed pumps ______ ______
   8) Number of pump stations #___ #___
   9) Number of Alarm Systems #___ #___

   Indicate type (flow, personal safety, telecommunications):

   ___________________________________________________________________________________
   ___________________________________________________________________________________

e. Flow Measurement in Collection System ______ ______

f. Siphons ______ ______

g. Combined sewers ______ ______

h. Force mains ______ ______

i. Chemical Additions
   1) Hypochlorite ______ ______
   2) Gas ______ ______
   3) Other (explain) ______ ______

   ___________________________________________________________________________________
   ___________________________________________________________________________________

j. Oldest part of system
   1) Prior to 1940 ______
   2) Prior to 1960 ______
   3) Prior to 1980 ______
   4) New ______

k. Mechanical Equipment
   1) High Pressure jet truck ______ ______
   2) Mechanical rodder ______ ______
   3) Bucket Machine ______ ______
   4) Combination vacuum/jet truck ______ ______
   5) Closed circuit TV equipment ______ ______
   6) High pressure grouter ______ ______
   7) Other (be specific) ______ ______

   ___________________________________________________________________________________
   ___________________________________________________________________________________
7. a. Does the collection serve: Municipality Industry Institution Other
Circle all that apply. If “other,” explain: ____________________________

b. Do the wastes received in your system present unusual problems? If so, explain: ____________________________

Do you hold valid certification or license in New England, or from another state? ____________________________
If so, what state, grade, and date of issue? ____________________________
If not now employed in a collection system, why do you consider yourself qualified for certification? ____________________________

EXPERIENCE
Circle the grade of operator certification for which you are applying (one only)
Grade I Grade II Grade III Grade IV

REFERENCES
Give names and addresses of at least two persons, not relatives, who have knowledge of your character, experience, and ability.

1. _____________________________________________________________________________________________
2. _____________________________________________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary Certification Program of the New England Water Environment Association, Inc.

Date ______________ Signed ________________________________________________________________
Advanced Process Control

Tuesday-Wednesday, April 7-8, 2020
CT DEEP Marine Headquarters, Old Lyme, CT
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

The objective of this class is to give activated sludge front-line supervisors and operators, and process control operators and engineers, a more in-depth understanding of the activated sludge process. With this understanding, effluent quality variability and process energy usage can be reduced.

Topics to be presented include: wastewater characterization, biological N & P removal, the importance of sludge quality, measuring and controlling sludge quality, WAS flow control, BOD conversion vs. removal, RAS flow optimization, secondary clarifier performance diagnostic testing, and a state point analysis.

Eric Wahlberg’s new book Activated Sludge Wastewater Treatment, Process Control & Optimization for the Operations Professional will be available for purchase at a discount in class. For more information, please visit https://www.destechpub.com/product/activated-sludge-wastewater-treatment/

Instructor: Eric J. Wahlberg, P.E. (CA), Ph.D., Wastewater Technology Trainers
Cost: $190
Credits: 12 TCH
Course #: etc1815
Wastewater Odor Control and Production

Monday, May 4, 2020
Hartford MDC Training Center, Hartford, CT
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

This course provides a comprehensive review of the operational conditions that are responsible for biological odor production and the operational measures that are available to control odor production. Operational conditions that are reviewed include: 1) forms of bacterial degradation that are responsible for odor production, 2) odorous compounds and precursors of odorous compounds present in wastewater, 3) forms of substrates and their impact upon the rate of odor production, 4) the odor-producing bacteria, sulfur-reducing bacteria and fermentative bacteria, and 5) operational parameters including temperature, pH, and flow.

Changes in monitoring test values for detecting anaerobic conditions in the sewer system or treatment plant and evaluating the success or failure of odor control measures are offered. The monitoring tests include: alkalinity, ammonia, chemical oxygen demand (COD), dissolved oxygen, hydrogen sulfide in the sewer system atmosphere, oxidation-reduction potential (ORP), pH, sulfate, sulfide, and temperature. Operational measures for odor control that are presented include biological, chemical, and physical. Biological measures presented are bioaugmentation, biofilter, maintaining an anoxic condition, and maintaining an oxic condition. Chemical measures presented are disinfection, oxidation, pH adjustment, precipitation of sulfide, and scrubbing (scrubbers). Physical measures presented are adsorption, cleaning, covers, and reduction in turbulence.

CLICK HERE TO REGISTER ONLINE

Course Title __________________________ Course # _______________________
Your Name ____________________________
Wastewater License #___________________ State ________________
Company/Facility ______________________
Street _________________________________
City/Town _____________________________ State ________________ Zip __________
Telephone _____________________________ Fax _____________________
E-mail _________________________________

Emergency Contact Phone Number (cell or home)
(in case of class cancellation/instructor illness, etc.) __________________________

Indicate method of payment

☐ Check No. ___________  ☐ or PO No. ___________  ☐ or Credit Card ___________

Indicate Visa, MC or Discover

Credit Card # __________________________

CVV or SEC code _______________________

located on back of card

Expiration __________ / __________ month / year

Name on Card _________________________

Signature Required ____________________ Date __________________

Mail form and payment to:
NEIWPCC - Training; 650 Suffolk St., Ste. 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919
Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

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• Use one form per course. Photocopy this page to apply for multiple courses.

• NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
Care of Emergency Generators

Wednesday, May 6, 2020
Fairfield Fire Training Facility, Fairfield CT
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Regulations require water and wastewater treatment plants to provide emergency power to keep all essential facilities functional during an outage. This one-day seminar is designed as an in-depth instructional course in the operation and maintenance of emergency generator systems in water and wastewater facilities.

Topics to be covered include the application and operation of emergency generators and how they interface with a treatment plant, safe operation and repair of emergency generators, proper Lockout/Tagout procedures and OSHA regulations, requirements for fuel use including testing and handling, battery replacement and charging techniques, identification of safe environments for emergency generators, heater use, effective inspection, and preventive maintenance.
Preparation for the NEWEA Lab Certification Exam

(FOLLOWED BY OPTIONAL NEWEA EXAM)

Tuesday-Wednesday, May 12-13, 2020
Scout Hall Youth Center, East Windsor, CT
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

This one-and-a-half day course provides WWTP personnel with the opportunity to learn the laboratory tests for NPDES permitting and plant operations. It prepares participants for the optional NEWEA Voluntary Laboratory Analyst 1 Certification Exam that takes place after the course.

Topics to be covered include proper sampling techniques; analyses, meter calibrations, and general QA for pH; total residual chlorine; total suspended solids; biochemical oxygen demand; E-coli; total phosphorous and turbidity; secondary treatment processes; lab management; and chemical hygiene.

*NEWEA’s Voluntary Laboratory Analyst 1 Certification exam will be held the afternoon of May 13. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

**In order to take the exam ONLY, you must apply directly to NEWEA.

Instructor: Andy Fish, formerly VT DEC
Cost: $190 (course only)
$240 (course & exam)
Credits: 9 TCH
Course #: etc1817

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

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- Use one form per course. Photocopy this page to apply for multiple courses.
- NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
APPLICATION FOR WASTEWATER LABORATORY ANALYST VOLUNTARY CERTIFICATION EXAM
New England Water Environment Association

INSTRUCTIONS TO APPLICANTS:
1. Read carefully all instructions and questions before beginning to fill out this application. Incomplete or improperly prepared applications will be returned. Fill out each section of this application in full. Please use ink or type.

2. File one copy of this application with:
   New England Water Environment Association
   10 Tower Office Park, Suite 601
   Woburn, MA 01801-2155
   (781) 939-0907 (Fax)

3. Each application must be accompanied by the following fees (make checks payable to NEWEA):
   $50.00 each certification or upgrade

4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I and II certification will be notified of the time and place of examinations for these grades.

5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Laboratory Analysts adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.

6. Attach extra sheets, if necessary, for full statement of your record.

GENERAL - Please print clearly

1. Anticipated Exam Date and Location: _______________________________________________________________

2. Name in full: _______________________________________________________________________________
   Last ___________________________  First ___________________________  Middle ___________________________

3. Mailing Address: _____________________________________________________________________________
   Street ___________________________  City ___________________________  State, Zip _______________________

4. Date of Birth: _______________  Telephone: _______________________  Fax: ___________________________

5. Email Address: ______________________________________________________________________________

EDUCATION & TRAINING

1. High School/GED: ________________________  Date: __________  Location of School: ______________________

2. College or University  Dates Attended  Major  Credit or Degree  Date of Graduating
   ____________________________________________  ____________________________
   ____________________________________________  ____________________________

3. List other educational courses completed such as vocational school, correspondence, armed services, specialized courses, operators' short courses, business school, etc. Give date, name and duration of course and name of school or sponsoring organization.
   ____________________________________________  ____________________________
   ____________________________________________  ____________________________

____________________________________________

Do not use this space

Fee Paid
Approved/Grade
Provisional/Grade
Eligibility Date
Score
Certificate No.
EXPERIENCE

1. Name of facility or company: __________________________________________________________

2. Give your title: ________________________________________________________________________________

3. Give a brief description of your present position including tests performed: __________________________________
   ______________________________________________________________________________________________
   ______________________________________________________________________________________________
   ______________________________________________________________________________________________
   ______________________________________________________________________________________________

4. How long have you held your present position? _______________________________________________________

5. List in detail all positions that you are claiming experience for. It is necessary for the evaluator of this application to have as much information about your work experience as possible. Use extra sheets if necessary.

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GRADE

Circle the grade of operator certification for which you are applying:

Grade I  Grade II

REFERENCES

Give names and addresses of at least two persons, not relatives, who have knowledge of your character, experience, and ability.

1. _______________________________________________________________________________________
   _______________________________________________________________________________________

2. _______________________________________________________________________________________
   _______________________________________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary Certification Program for Wastewater Laboratory Analysts of the New England Water Environment Association, Inc.

Date ______________  Signed ________________________________________________________________
Basic Wastewater Treatment, 5-Sessions  
(Prep for Class I and II Certification Exams)

Five Mondays beginning June 1-June 29, 2020  
Scout Hall Youth Center, East Windsor, CT  
8:00 a.m. – 3:00 p.m.  Sign-in begins at 7:30 a.m.

Anyone preparing for a state WWTP operator certification exam will benefit from this structured overview of the wastewater field. The content of the course is based on the well-known California State University, Sacramento home-study course manuals on WWTP operations.

During the five-session program, the instructor will review wastewater laws and regulations, the pretreatment process, sedimentation and flotation, secondary biological treatment, secondary treatment processes, disinfection, and other pertinent topics. Participants will receive instruction in the mathematical calculations used in wastewater treatment operation that likely will be encountered in the Class I and II exams.

Students must bring a basic calculator.

Instructor: Art Enderle, Superintendent,  
East Windsor WPCA

Cost: $370
Credits: 30 TCH
Course #: etc1818

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

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Preparing for Your Class III and IV Certification Exam, 5-Sessions

Five Wednesdays beginning June 3-July 1, 2020
Scout Hall Youth Center, East Windsor, CT
8:00 a.m. – 3:00 p.m.  Sign-in begins at 7:30 a.m.

This five-session course helps students move beyond the basics to a deeper understanding of the operation of wastewater treatment plants and provides invaluable instruction for those preparing for the Class III and IV exams.

To enroll, you should have an understanding of the principles in CSU Sacramento's Operation of Municipal Wastewater Treatment Plants (Volumes 1 and 2) and Advanced Waste Treatment. You must also be prepared to develop advanced wastewater math skills.

Students must bring a basic calculator.
Operation & Maintenance of Collection Systems
(FOLLOWED BY OPTIONAL NEWEA EXAM)

Tuesday-Thursday, May 12-14, 2020
Bangor WPCF, Bangor, ME
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

Communities must properly manage, operate, and maintain wastewater collection systems to prevent sanitary sewer overflows, contamination of groundwater, and the spread of waterborne diseases. In this two-and-a-half day course, participants will receive basic to intermediate instruction in all aspects of collection system O&M.

Students must bring a basic calculator.

* NEWEA's Voluntary Collection Systems Certification exam will be held the afternoon of May 14. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

**In order to take the exam ONLY, you must apply directly to NEWEA
APPLICATION FOR WASTEWATER COLLECTION SYSTEMS OPERATOR VOLUNTARY CERTIFICATION EXAM

New England Water Environment Association

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6. Attach extra sheets, if necessary, for full statement of your record.

7. Bring to the exam: Valid photo ID, copy of completed and signed application, pen/pencil, and calculator.

GENERAL - Please print clearly

1. Anticipated Exam Date and Location: _______________________________________________________________

2. Name in full: __________________________________________________________________________________
   Last                                           First                                           Middle

3. Mailing Address: _____________________________________________
   Street                                           City                                           State, Zip

4. Telephone No. ____________________________________ Fax No. ______________________________

5. Email Address: _____________________________________________

6. Are you physically capable of performing the duties of an operator in the grade for which you are applying? ☐ Yes ☐ No

7. Have you taken a NEWEA Collection Systems exam in the last six months? ☐ Yes ☐ No If so, what grade? _____

EDUCATION & TRAINING

1. Schools Attended

<table>
<thead>
<tr>
<th>Schools Attended</th>
<th>Last Grade Completed</th>
<th>Did you Graduate?</th>
<th>Date of Graduation</th>
<th>Location of School</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
<td>☐ 9 ☐ 10 ☐ 11 ☐ 12</td>
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<tr>
<td>GED</td>
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</tbody>
</table>

2. College or University (List Separately)

<table>
<thead>
<tr>
<th>College or University</th>
<th>Dates Attended</th>
<th>In What Did You Major?</th>
<th>Credit or Degree Obtained</th>
<th>Date of Leaving or Graduating</th>
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</table>

Fee Paid
Approved/Grade
OIT/Grade
Eligibility Date
Score
Certificate No.

Do not use this space
3. List other educational courses completed such as vocational school, correspondence, armed services, specialized courses, operators' short courses, business school, etc. Give date, name and duration of course and name of school or sponsoring organization.

_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

EXPERIENCE

1. Name of the wastewater collection system __________________________________________________________

2. Give your title _________________________________________________________

3. Give a brief description of your present position ______________________________________________________

____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

Are you in responsible charge? ________ If not, to whom do you report? _________________________________

___________________________________________________________________________________________

4. How long have you held your present position? _________________________________

5. List in detail all positions you have held in the past 5 years. It is necessary for the evaluator of this application to have as much information about your work experience as possible. Please describe your current position even if it has been held for the past 5 years. If you have held the same position for the past 5 years, please describe previous work experience. Please give nature of duties and degree of responsibility. Use separate sheets to provide data comparable to that required under item 5 for any collection system other than the system at which you are presently employed.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Employer and Location</th>
<th>Describe duties and state whether responsible charge or to whom you reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>From</td>
<td>To</td>
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<td>2.</td>
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</tbody>
</table>
6. Classification of Wastewater Collection Systems

a. Largest Pipe Size (diameter in inches) __________

b. Average Total Flow M.G.D. __________
   1) Industrial flow in M.G.D. __________

b. Total miles of sewer (excluding storm drains) __________

d. Pump stations Yes No
   1) Standby power ______ ______
   2) Dry well station ______ ______
   3) Wet well station ______ ______
   4) Grit removal ______ ______
   5) Comminution ______ ______
   6) Bar rack ______ ______
   7) Variable speed pumps ______ ______
   8) Number of pump stations #___ #___
   9) Number of Alarm Systems #___ #___

Indicate type (flow, personal safety, telecommunications):
________________________________________________________________________________
________________________________________________________________________________


e. Flow Measurement in Collection System ______ ______

f. Siphons ______ ______

g. Combined sewers ______ ______

h. Force mains ______ ______

i. Chemical Additions
   1) Hypochlorite ______ ______
   2) Gas ______ ______
   3) Other (explain) ______ ______

________________________________________________________________________________
________________________________________________________________________________

j. Oldest part of system
   1) Prior to 1940 ______
   2) Prior to 1960 ______
   3) Prior to 1980 ______
   4) New ______

k. Mechanical Equipment
   1) High Pressure jet truck ______
   2) Mechanical rodder ______
   3) Bucket Machine ______
   4) Combination vacuum/jet truck ______
   5) Closed circuit TV equipment ______
   6) High pressure grouter ______
   7) Other (be specific) ______
7. a. Does the collection serve: Municipality Industry Institution Other
Circle all that apply. If “other,” explain: ________________________________________________

b. Do the wastes received in your system present unusual problems? If so, explain: __________________

Do you hold valid certification or license in New England, or from another state?  
If so, what state, grade, and date of issue? ______________________________________________
If not now employed in a collection system, why do you consider yourself qualified for certification? __________________

EXPERIENCE
Circle the grade of operator certification for which you are applying (one only)
Grade I Grade II Grade III Grade IV

REFERENCES
Give names and addresses of at least two persons, not relatives, who have knowledge of your character, experience, and ability.

1. ______________________________________________________________________________________________

2. _____________________________________________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary Certification Program of the New England Water Environment Association, Inc.

Date _______________ Signed ________________________________________________________________
<table>
<thead>
<tr>
<th>DATE</th>
<th>COURSE TITLE</th>
<th>LOCATION</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 11</td>
<td>Navigating the Bid Process: From Submittal to Install</td>
<td>Wells</td>
<td>*6</td>
</tr>
<tr>
<td>February 19</td>
<td>Disinfection Options, Extended Disinfection Season, and the New Lead Rule</td>
<td>Falmouth</td>
<td>*6</td>
</tr>
<tr>
<td>February 20</td>
<td>Disinfection Options, Extended Disinfection Season, and the New Lead Rule</td>
<td>Orono</td>
<td>*6</td>
</tr>
<tr>
<td>March 4</td>
<td>Brewery Discharges: Pretreatment and Pollution Prevention</td>
<td>Portland</td>
<td>6</td>
</tr>
<tr>
<td>March 10</td>
<td>Hands-on Laboratory Testing</td>
<td>Waterville</td>
<td>6</td>
</tr>
<tr>
<td>March 18</td>
<td>Motors, Controls, and Electrical Schematics with Hands-on Wiring</td>
<td>Brewer</td>
<td>*6</td>
</tr>
<tr>
<td>March 19</td>
<td>Motors, Controls, and Electrical Schematics with Hands-on Wiring</td>
<td>Farmington</td>
<td>*6</td>
</tr>
<tr>
<td>March 25</td>
<td>A Drop of Prevention for O&amp;M with Lubricants, Coatings, Cleaners</td>
<td>Augusta</td>
<td>*6</td>
</tr>
<tr>
<td></td>
<td>*Sponsored by Motion Industries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>April 9</td>
<td>Instrumentation, Control Networks, and SCADA Review</td>
<td>Springvale</td>
<td>*6</td>
</tr>
<tr>
<td>April 14</td>
<td>Water &amp; Wastewater Math: Yes, You Can Do It!</td>
<td>Augusta</td>
<td>*6</td>
</tr>
<tr>
<td>April 21</td>
<td>Pump Maintenance and Troubleshooting</td>
<td>Presque Isle</td>
<td>*6</td>
</tr>
<tr>
<td>April 23</td>
<td>Pump Maintenance and Troubleshooting</td>
<td>Westbrook</td>
<td>*6</td>
</tr>
<tr>
<td>May 1</td>
<td>Wastewater Odor Production and Control</td>
<td>Portland</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>*Guest Speaker Michael Gerardi</td>
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</tr>
<tr>
<td>May 12 thru 14</td>
<td>O &amp; M of Wastewater Collection Systems (w/optional NEWEA Exam)</td>
<td>Bangor</td>
<td>15</td>
</tr>
</tbody>
</table>

All programs are approved by Maine DEP for Wastewater Operator certification renewal.
*Programs are also approved by Maine Board of Licensure of Water System Operators.
Special thanks to Maine Water Environment Association (MEWEA) for help in defraying our printing costs.
Maine JETCC is managed by NEIWPCC through a contract with the Maine Department of Environmental Protection.
Advanced Process Control

Tuesday-Wednesday, April 21-22, 2020
Pioneer Valley Planning Commission, Springfield, MA
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

The objective of this class is to give activated sludge front-line supervisors and operators, and process control operators and engineers, a more in-depth understanding of the activated sludge process. With this understanding, effluent quality variability and process energy usage can be reduced.

Topics to be presented include: wastewater characterization, biological N & P removal, the importance of sludge quality, measuring and controlling sludge quality, WAS flow control, BOD conversion vs. removal, RAS flow optimization, secondary clarifier performance diagnostic testing, and a state point analysis.

Eric Wahlberg’s new book Activated Sludge Wastewater Treatment, Process Control & Optimization for the Operations Professional will be available for purchase at a discount in class. For more information, please visit https://www.destechpub.com/product/activated-sludge-wastewater-treatment/

Instructor: Eric Wahlberg, P.E., (CA), Ph.D., Wastewater Technology Trainers
Cost: $190 ($165 MAWEA Members)
Credits: 12 TCH
Course #: etc1820

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

• Checks/Money Orders: Should be made payable to “NEIWPCCTraining”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
• Registration Deadline: You must register at least seven days in advance of the first day of the course. Registrations after this time will incur a $15 late fee.
• Cancellations/No-Shows: Seven days notice is required for you to cancel at no cost. Cancellations received after this time will be charged $25 for programs under $125 and $50 for programs over $125. Registrants who do not cancel and who fail to show are responsible for full payment.
• Credits: Students are responsible for signing in at the beginning of every class, and signing out at the end of every class, in order to receive their certificate/TCHs. Students who do not sign in or out will not receive any TCHs. Multi-day classes require sign-in and sign-out each day of class. Students must attend 50% of the class in order to receive TCHs for the time they were present. Certificates of attendance, documenting TCHs awarded, will be emailed within 10 business days of the completion of the class.
• Use one form per course. Photocopy this page to apply for multiple courses.
• NEIWPCCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
Wastewater Odor Control and Production

Tuesday, April 28, 2020
MassDEP CERO Office, Worcester, MA
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

This course provides a comprehensive review of the operational conditions that are responsible for biological odor production and the operational measures that are available to control odor production. Operational conditions that are reviewed include: 1) forms of bacterial degradation that are responsible for odor production, 2) odorous compounds and precursors of odorous compounds present in wastewater, 3) forms of substrates and their impact upon the rate of odor production, 4) the odor-producing bacteria, sulfur-reducing bacteria and fermentative bacteria, and 5) operational parameters including temperature, pH, and flow.

Changes in monitoring test values for detecting anaerobic conditions in the sewer system or treatment plant and evaluating the success or failure of odor control measures are offered. The monitoring tests include: alkalinity, ammonia, chemical oxygen demand (COD), dissolved oxygen, hydrogen sulfide in the sewer system atmosphere, oxidation-reduction potential (ORP), pH, sulfate, sulfide, and temperature. Operational measures for odor control that are presented include biological, chemical, and physical. Biological measures presented are bioaugmentation, biofilter, maintaining an anoxic condition, and maintaining an oxic condition. Chemical measures presented are disinfection, oxidation, pH adjustment, precipitation of sulfide, and scrubbing (scrubbers). Physical measures presented are adsorption, cleaning, covers, and reduction in turbulence.

Instructor: Michael Gerardi, Michael Gerardi & Associates, LLC
Cost: $135 ($120 MAWEA Members)
Credits: 6 TCH
Course #: etc1821

Please note: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.
• Checks/Money Orders: Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
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• Use one form per course. Photocopy this page to apply for multiple courses.
• NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.

Mail form and payment to:
NEIWPCC - Training; 650 Suffolk St., Ste. 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919
Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.
Applying Wastewater Process Control Math Concepts

Tuesday, May 5, 2020
NEIWPCC Office, Lowell, MA
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

This 1-session advanced wastewater math course has been designed to help students develop advanced math skills and to provide a review of advanced math concepts and computations. This course will help prepare students for the advanced math skills that are used for the certification exams in Municipal Wastewater Treatment and Industrial Wastewater Treatment. This course is designed for Grades 4-6. Unit analysis, conversion factors, percentages, proportions, and concentrations will be reviewed. The course will focus on problem solving using basic and advanced wastewater treatment formulas, such as F/M ratios, surface overflow rates, SRT, MLSS, etc.

NOTE: The ability to perform wastewater calculations is key to passing a certification exam and performing process control calculations for proper plant operation. This course is strongly recommended for those who plan to enroll in the Advanced Operation of Municipal Wastewater Treatment Plant Course or take a higher level exam.

Students must bring a basic calculator.

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

- Checks/Money Orders: Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
- Registration Deadline: You must register at least seven days in advance of the first day of the course. Registrations after this time will incur a $15 late fee.
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Use one form per course. Photocopy this page to apply for multiple courses. NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
## Preparation for the NEWEA Lab Certification Exam

*(FOLLOWED BY OPTIONAL NEWEA EXAM)*

**Tuesday-Wednesday, May 19-20, 2020**

Bristol Community College, Fall River, MA  
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

This one-and-a-half day course provides WWTP personnel with the opportunity to learn the laboratory tests for NPDES permitting and plant operations. It prepares participants for the optional NEWEA Voluntary Laboratory Analyst 1 Certification Exam that takes place after the course.

Topics to be covered include proper sampling techniques; analyses, meter calibrations, and general QA for pH; total residual chlorine; total suspended solids; biochemical oxygen demand; E-coli; total phosphorous and turbidity; secondary treatment processes; lab management; and chemical hygiene.

*NEWEA's Voluntary Laboratory Analyst 1 Certification exam will be held the afternoon of May 20. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.*

**In order to take the exam ONLY, you must apply directly to NEWEA.**

### Course Details

- **Instructor:** Nora Lough, Clean Water Training & Solutions, LLC
- **Cost:**
  - $190 (course only)
  - $240 (course & exam)
  - $165 (course only MAWEA members)
  - $215 (course & exam MAWEA members)
- **Credits:** 9 TCH
- **Course #:** etc1823
- **Instructor:** Nora Lough, Clean Water Training & Solutions, LLC

### Registration Information

- **Course Title:** Preparation for the NEWEA Lab Certification Exam (FOLLOWED BY OPTIONAL NEWEA EXAM)
- **Instructor:** Nora Lough, Clean Water Training & Solutions, LLC
- **Cost:** $190 (course only)  
  - $240 (course & exam)
  - $165 (course only MAWEA members)
  - $215 (course & exam MAWEA members)
- **Credits:** 9 TCH
- **Course #:** etc1823
- **Instructor:** Nora Lough, Clean Water Training & Solutions, LLC

### Registration Instructions

- **CLICK HERE TO REGISTER ONLINE**
- **Mail form and payment to:** NEIWPCC - Training: 650 Suffolk St., Ste. 410, Lowell, MA 01854
- **Or fax with a purchase order to:** (978) 323-7919
- **Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course #</th>
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</thead>
<tbody>
<tr>
<td>Preparation for the NEWEA Lab Certification Exam</td>
<td>etc1823</td>
</tr>
</tbody>
</table>

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Please note: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

- **Checks/Money Orders:** Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
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- **Use one form per course.** Photocopy this page to apply for multiple courses.
- **NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.**
INSTRUCTIONS TO APPLICANTS:
1. Read carefully all instructions and questions before beginning to fill out this application. Incomplete or improperly prepared applications will be returned. Fill out each section of this application in full. Please use ink or type.

2. File one copy of this application with:
   New England Water Environment Association
   10 Tower Office Park, Suite 601
   Woburn, MA 01801-2155
   (781) 939-0907 (Fax)

3. Each application must be accompanied by the following fees (make checks payable to NEWEA):
   $50.00 each certification or upgrade

4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I and II certification will be notified of the time and place of examinations for these grades.

5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Laboratory Analysts adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.

6. Attach extra sheets, if necessary, for full statement of your record.

GENERAL - Please print clearly
1. Anticipated Exam Date and Location: _______________________________________________________________

2. Name in full: ____________________________________________________________
   Last                                           First                           Middle

3. Mailing Address: ________________________________________________________________
   Street                                      City                                 State, Zip

4. Date of Birth: _______________ Telephone: _______________________ Fax: ______________________________

5. Email Address: ________________________________________________________________________________

EDUCATION & TRAINING
1. High School/GED: _____________________________ Date: __________ Location of School: __________________

2. | College or University | Dates Attended | Major | Credit or Degree | Date of Graduating |
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3. List other educational courses completed such as vocational school, correspondence, armed services, specialized courses, operators' short courses, business school, etc. Give date, name and duration of course and name of school or sponsoring organization.

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________
EXPERIENCE

1. Name of facility or company: __________________________________________________________

2. Give your title: ________________________________________________________________________________

3. Give a brief description of your present position including tests performed: __________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

4. How long have you held your present position? _______________________________________________________

5. List in detail all positions that you are claiming experience for. It is necessary for the evaluator of this application to have as much information about your work experience as possible. Use extra sheets if necessary.

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</table>

GRADE

Circle the grade of operator certification for which you are applying:

Grade I    Grade II

REFERENCES

Give names and addresses of at least two persons, not relatives, who have knowledge of your character, experience, and ability.

1. _____________________________________________________________

2. _____________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary Certification Program for Wastewater Laboratory Analysts of the New England Water Environment Association, Inc.

Date ______________  Signed ________________________________________________________________
Technical Seminar on Massachusetts Title 5 Approved Technologies

Wednesday, May 27, 2020
Taunton Holiday Inn, Taunton, MA
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

This seminar will include presentations on Title 5-approved technologies, nitrogen removal, monitoring and the latest research. There will also be talks from MassDEP staff on the latest developments related to Title 5 and the most recent Title 5 approvals. The seminar is designed for regulatory officials, design engineers, system installers, inspection officials, and treatment plant operators. The instructors will take into account the wide range of expertise and interests of the participants.

For the latest details on the information to be presented, click on the course in our online calendar (www.neiwpcc.org/training/calendar.asp) or contact us at 978-323-7929.

Course is being co-sponsored by the Yankee Onsite Wastewater Association (YOWA).

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

• Checks/Money Orders: Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.

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NEIWPCC - Training; 650 Suffolk St., Ste. 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919
Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.
Operation & Maintenance of Collection Systems
(FOLLOWED BY OPTIONAL NEWEA EXAM)

Monday-Wednesday, June 1-3, 2020
Fort Taber Community Center, New Bedford, MA
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Communities must properly manage, operate, and maintain waste-water collection systems to prevent sanitary sewer overflows, contamination of groundwater, and the spread of waterborne diseases. In this two-and-a-half day course, participants will receive basic to intermediate instruction in all aspects of collection system O&M.

Students must bring a basic calculator.

* NEWEA's Voluntary Collection Systems Certification exam will be held the afternoon of June 3. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

**In order to take the exam ONLY, you must apply directly to NEWEA.

---

NEIWPCC - Training; 650 Suffolk St., Ste. 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919
Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.

CLICK HERE TO REGISTER ONLINE
APPLICATION FOR WASTEWATER COLLECTION SYSTEMS OPERATOR VOLUNTARY CERTIFICATION EXAM
New England Water Environment Association

INSTRUCTIONS TO APPLICANTS:
1. Read carefully all instructions and questions before beginning to fill out this application. Incomplete or improperly prepared applications will be returned. Fill out each section of this application in full. Please use ink or type.

2. File one copy of this application with:
New England Water Environment Association
10 Tower Office Park, Suite 601
Woburn, MA 01801-2155
(781) 939-0907 (Fax)

3. Each application must be accompanied by the following fees (make checks payable to NEWEA) if you are taking the exam only: $50.00 Initial certification and each upgrading

4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I, II, III or IV certification will be notified of the time and place of examinations for these grades.

5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Collection Systems Operators adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.

6. Attach extra sheets, if necessary, for full statement of your record.

7. Bring to the exam: Valid photo ID, copy of completed and signed application, pen/pencil, and calculator.

GENERAL - Please print clearly

1. Anticipated Exam Date and Location: _______________________________________________________________

2. Name in full: ________________________________________________________________________________

3. Mailing Address: _______________________________________________________________________________

4. Telephone No. ____________________________________ Fax No. _____________________________________

5. Email Address: ________________________________________________________________________________

6. Are you physically capable of performing the duties of an operator in the grade for which you are applying? ☐ Yes ☐ No

7. Have you taken a NEWEA Collection Systems exam in the last six months? ☐ Yes ☐ No If so, what grade? _____

EDUCATION & TRAINING

1. Schools Attended Last Grade Completed Did you Graduate? Date of Graduation Location of School

<table>
<thead>
<tr>
<th>High School</th>
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<tbody>
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<td>GED</td>
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2. College or University (List Separately) Dates Attended In What Did You Major? Credit or Degree Obtained Date of Leaving or Graduating

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</table>
3. List other educational courses completed such as vocational school, correspondence, armed services, specialized courses, operators' short courses, business school, etc. Give date, name and duration of course and name of school or sponsoring organization.

_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

EXPERIENCE

1. Name of the wastewater collection system __________________________________________________________

2. Give your title ____________________________________________________________

3. Give a brief description of your present position __________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

Are you in responsible charge? ________ If not, to whom do you report? __________________________

_________________________________________________________________________________________

4. How long have you held your present position? ___________________________________________________

5. List in detail all positions you have held in the past 5 years. It is necessary for the evaluator of this application to have as much information about your work experience as possible. Please describe your current position even if it has been held for the past 5 years. If you have held the same position for the past 5 years, please describe previous work experience. Please give nature of duties and degree of responsibility. Use separate sheets to provide data comparable to that required under item 5 for any collection system other than the system at which you are presently employed.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Employer and Location</th>
<th>Describe duties and state whether responsible charge or to whom you reported</th>
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<tbody>
<tr>
<td>From</td>
<td>To</td>
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<tr>
<td>2.</td>
<td></td>
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</tbody>
</table>
6. Classification of Wastewater Collection Systems

a. Largest Pipe Size (diameter in inches) _________

b. Average Total Flow M.G.D. _________
   1) Industrial flow in M.G.D. _________

c. Total miles of sewer (excluding storm drains) _________

d. Pump stations
   Yes       No
   1) Standby power ___ ___
   2) Dry well station ___ ___
   3) Wet well station ___ ___
   4) Grit removal ___ ___
   5) Comminution ___ ___
   6) Bar rack ___ ___
   7) Variable speed pumps ___ ___
   8) Number of pump stations # ___ # ___
   9) Number of Alarm Systems # ___ # ___

Indicate type (flow, personal safety, telecommunications):
__________________________________________________________________________________
__________________________________________________________________________________

e. Flow Measurement in Collection System ___ ___

f. Siphons ___ ___

g. Combined sewers ___ ___

h. Force mains ___ ___

i. Chemical Additions
   1) Hypochlorite ___ ___
   2) Gas ___ ___
   3) Other (explain) ___ ___

__________________________________________________________________________________
__________________________________________________________________________________

j. Oldest part of system
   1) Prior to 1940 _________
   2) Prior to 1960 _________
   3) Prior to 1980 _________
   4) New _________

k. Mechanical Equipment
   1) High Pressure jet truck ___ ___
   2) Mechanical rodder ___ ___
   3) Bucket Machine ___ ___
   4) Combination vacuum/jet truck ___ ___
   5) Closed circuit TV equipment ___ ___
   6) High pressure grouter ___ ___
   7) Other (be specific) ___ ___

__________________________________________________________________________________
7. a. Does the collection serve: Municipality  Industry  Institution  Other
Circle all that apply. If “other,” explain: __________________________________________________________

b. Do the wastes received in your system present unusual problems? If so, explain: ______________________

Do you hold valid certification or license in New England, or from another state? ___________________________
If so, what state, grade, and date of issue? ___________________________________________________________
If not now employed in a collection system, why do you consider yourself qualified for certification? ______

EXPERIENCE
Circle the grade of operator certification for which you are applying (one only)
Grade I  Grade II  Grade III  Grade IV

REFERENCES
Give names and addresses of at least two persons, not relatives, who have knowledge of your character,
experience, and ability.

1. ______________________________________________________________________________________________

_______________________________________________________________________________________________

2. _____________________________________________________________________________________________

_______________________________________________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by
me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary
Certification Program of the New England Water Environment Association, Inc.

Date ______________  Signed ________________________________________________________________
Municipal Cybersecurity Forum

Tuesday, June 23, 2020
Leslie Philips Theater, Fine & Performing Arts Center, Holyoke Community College, Holyoke, MA
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Internet-based devices are present in every aspect of our lives. Constant connection provides opportunities for innovation and modernization. These modern conveniences also bring a greater threat of information compromise. Technology is a new front door, allowing criminals to access and exploit valuable community resources.

This course will highlight some protective measures you can put in place now to establish an initial defensive foundation and steadily build upon to safeguard against cyber-attacks. Learn why municipal departments should have cybersecurity preparedness plans and how some towns have been vulnerable and adversely impacted by cybersecurity attacks.

Instructors: Andrew Hildick-Smith, Director of Emergency Planning & Preparedness, MWRA; Meg Speranza, Resiliency Program Manager, MassCyberCenter

Cost: $100 (municipal employees); $125 (private sector) (lunch included)

Credits: 6 TCH

Course #: etc1826
**Disposal Options for Residuals in the Age of PFAS**

*in conjunction with NH DES*

**Thursday, May 14, 2020**
NH DES Offices, Concord, NH
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

How can a facility dispose of residuals in the Age of PFAS? This class will provide participants with the facts and perspectives to answer this question.

They will learn about New Hampshire’s sludge and septage investigation and path forward, current best management practices (BMPs) to address emerging contaminants in biosolids, along with BMPs on how to reduce these contaminants through pretreatment, pollution prevention, education, and outreach.

*NH DES has subsidized the class for certified NH Wastewater Operators and NH Municipal Officials.*

Lunch provided courtesy of NH DES

---

**CLICK HERE TO REGISTER ONLINE**

Course Title __________________________ Course # __________________
Your Name ________________________________________________________
Wastewater License # ____________________________ State __________
Company/Facility __________________________________________________
Street ______________________________________________________________
City/Town __________________________ State ______ Zip ______________
Telephone __________________________ Fax __________________________
E-mail ____________________________________________________________

Emergency Contact Phone Number (cell or home)
(in case of class cancellation/instructor illness, etc.) ______________________

Indicate method of payment

☐ Check No. ___________  ☐ or PO No. ___________  ☐ or Credit Card ___________

Indicate Visa, MC or Discover

Credit Card # __________________________
CVV or SEC code ___________________
located on back of card

Expiration __________ / ______________ month year

Name on Card __________________________

Signature Required ______________________ Date ______________

Mail form and payment to:
NEIWPCC - Training; 650 Suffolk St., Ste. 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919
Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.

**PLEASE NOTE:** Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

- **Checks/Money Orders:** Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.

- **Registration Deadline:** You must register at least seven days in advance of the first day of the course. Registrations after this time will incur a $15 late fee.

- **Cancellations/No-Shows:** Seven days notice is required for you to cancel at no cost. Cancellations received after this time will be charged $25 for programs under $125 and $50 for programs over $125. Registrants who do not cancel and who fail to show are responsible for full payment.

- **Credits:** Students are responsible for signing in at the beginning of every class, and signing out at the end of every class, in order to receive their certificate/TCHs. Students who do not sign in or out will not receive any TCHs. Multi-day classes require sign-in and sign-out each day of class. Students must attend 50% of the class in order to receive TCHs for the time they were present. Certificates of attendance, documenting TCHs awarded, will be emailed within 10 business days of the completion of the class.

- **Use one form per course.** Photocopy this page to apply for multiple courses.

**Instructors:** Reps. from NH DES and others

**Cost:**

$55 (NH WW Operators & NH Municipal Officials)*
$135 (out of state operators & private sector)
(lunch included)

**Credits:** 6 TCH

**Course #:** etc1827

---

**Disposal Options for Residuals in the Age of PFAS**

*in conjunction with NH DES*

**Thursday, May 14, 2020**
NH DES Offices, Concord, NH
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

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*NH DES has subsidized the class for certified NH Wastewater Operators and NH Municipal Officials.*

Lunch provided courtesy of NH DES

---

**CLICK HERE TO REGISTER ONLINE**

Course Title __________________________ Course # __________________
Your Name ________________________________________________________
Wastewater License # ____________________________ State __________
Company/Facility __________________________________________________
Street ______________________________________________________________
City/Town __________________________ State ______ Zip ______________
Telephone __________________________ Fax __________________________
E-mail ____________________________________________________________

Emergency Contact Phone Number (cell or home)
(in case of class cancellation/instructor illness, etc.) ______________________

Indicate method of payment

☐ Check No. ___________  ☐ or PO No. ___________  ☐ or Credit Card ___________

Indicate Visa, MC or Discover

Credit Card # __________________________
CVV or SEC code ___________________
located on back of card

Expiration __________ / ______________ month year

Name on Card __________________________

Signature Required ______________________ Date ______________

Mail form and payment to:
NEIWPCC - Training; 650 Suffolk St., Ste. 410, Lowell, MA 01854
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Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.

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- **Checks/Money Orders:** Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.

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- **Cancellations/No-Shows:** Seven days notice is required for you to cancel at no cost. Cancellations received after this time will be charged $25 for programs under $125 and $50 for programs over $125. Registrants who do not cancel and who fail to show are responsible for full payment.

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- **Use one form per course.** Photocopy this page to apply for multiple courses.

**Instructors:** Reps. from NH DES and others

**Cost:**

$55 (NH WW Operators & NH Municipal Officials)*
$135 (out of state operators & private sector)
(lunch included)

**Credits:** 6 TCH

**Course #:** etc1827

---
Preparation for the NEWEA Lab Certification Exam
(FOLLOWED BY OPTIONAL NEWEA EXAM)

Tuesday-Wednesday, May 19-20, 2020
Hartford Town Hall, Hartford, VT
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

This one-and-a-half day course provides WWTP personnel with the opportunity to learn the laboratory tests for NPDES permitting and plant operations. It prepares participants for the optional NEWEA Voluntary Laboratory Analyst 1 Certification Exam that takes place after the course.

Topics to be covered include proper sampling techniques; analyses, meter calibrations, and general QA for pH; total residual chlorine; total suspended solids; biochemical oxygen demand; E-coli; total phosphorous and turbidity; secondary treatment processes; lab management; and chemical hygiene.

*NEWEA’s Voluntary Laboratory Analyst 1 Certification exam will be held the afternoon of May 20. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

**In order to take the exam ONLY, you must apply directly to NEWEA.

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<th>Course Title</th>
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<td>Preparation for the NEWEA Lab Certification Exam</td>
<td>etc1828</td>
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Instructor: Andy Fish, formerly VT DEC
Cost: $190 (course only)
$240 (course & exam)
Credits: 9 TCH
INSTRUCTIONS TO APPLICANTS:
1. Read carefully all instructions and questions before beginning to fill out this application. Incomplete or improperly prepared applications will be returned. Fill out each section of this application in full. Please use ink or type.
2. File one copy of this application with:
   New England Water Environment Association
   10 Tower Office Park, Suite 601
   Woburn, MA 01801-2155
   (781) 939-0907 (Fax)
3. Each application must be accompanied by the following fees (make checks payable to NEWEA):
   $50.00 each certification or upgrade
4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I and II certification will be notified of the time and place of examinations for these grades.
5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Laboratory Analysts adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.
6. Attach extra sheets, if necessary, for full statement of your record.

GENERAL - Please print clearly
1. Anticipated Exam Date and Location: _______________________________________________________________
2. Name in full: __________________________________________________________________________________
   Last ........................................ First ........................................ Middle ........................................
3. Mailing Address: _______________________________________________________________________________
   Street ........................................ City ........................................ State, Zip ........................................
4. Date of Birth: _______________ Telephone: _______________________ Fax: ______________________________
5. Email Address: ________________________________________________________________________________

EDUCATION & TRAINING
1. High School/GED: ___________________________ Date: __________ Location of School: ________________
2. College or University | Dates Attended | Major | Credit or Degree | Date of Graduating
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3. List other educational courses completed such as vocational school, correspondence, armed services, specialized courses, operators' short courses, business school, etc. Give date, name and duration of course and name of school or sponsoring organization.

   ____________________________________________________________________________________

   ____________________________________________________________________________________
EXPERIENCE

1. Name of facility or company: __________________________________________________________

2. Give your title: ________________________________________________________________________________

3. Give a brief description of your present position including tests performed: __________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

4. How long have you held your present position? _______________________________________________________

5. List in detail all positions that you are claiming experience for. It is necessary for the evaluator of this application to have
as much information about your work experience as possible. Use extra sheets if necessary.

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<th>Dates</th>
<th>Employer and Location</th>
<th>Describe duties and state whether responsible charge or to whom you reported</th>
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<td>2.</td>
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</tbody>
</table>

GRADE
Circle the grade of operator certification for which you are applying:

Grade I    Grade II

REFERENCES
Give names and addresses of at least two persons, not relatives, who have knowledge of your character, experience,
and ability.

1. _______________________________________________________________________________________

2. _______________________________________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by
me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary
Certification Program for Wastewater Laboratory Analysts of the New England Water Environment Association, Inc.

Date ______________  Signed ________________________________________________________________
Optimizing Activated Sludge Systems Through Solids Flux Analysis

Wednesday, June 24, 2020
Franklin WWTF, Franklin, NH
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Have you ever wondered what your optimum MLSS concentration would be during a wet weather flow? What is the RAS return rate your plant should operate at? How many clarifiers are needed to ensure proper settling, or the effect of a changing SVI on your system? If you have ever asked yourself any of these questions, then this is the class for you.

This hands-on class will demonstrate an application of the theory behind State-Point Analysis using Solid Flux testing. The instructor will explain how to apply this theory to the operation of any treatment plant through settling column testing and by using existing process data and plant information.

NOTE: This is an advanced class and is intended for operators and plant managers with a solid understanding of the activated sludge process. Class participants should be ready for intensive training to learn how the application of a strong theoretical tool will help them better understand and optimize treatment plant operation. Please dress appropriately for handling and testing sludge samples. **Space is Limited.**

---

CLICK HERE TO REGISTER ONLINE

Course Title: Optimizing Activated Sludge Systems Through Solids Flux Analysis
Course #: etc1829

Cost: $150 (lunch included)
Credits: 6 TCH

PLEASE NOTE:
Enrollment is on a first-come, first-served basis, so please return your application as soon as possible.
We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

- **Checks/Money Orders:** Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
- **Registration Deadline:** You must register at least seven days in advance of the first day of the course. Registrations after this time will incur a $15 late fee.
- **Cancellations/No-Shows:** Seven days notice is required for you to cancel at no cost. Cancellations received after this time will be charged $25 for programs under $125 and $50 for programs over $125. Registrants who do not cancel and who fail to show are responsible for full payment.
- **Credits:** Students are responsible for signing in at the beginning of every class, and signing out at the end of every class, in order to receive their certificate/TCHs. Students who do not sign in or out will not receive any TCHs. Multi-day classes require sign-in and sign-out each day of class. Students must attend 50% of the class in order to receive TCHs for the time they were present. Certificates of attendance, documenting TCHs awarded, will be emailed within 10 business days of the completion of the class.

Please use one form per course. Photocopy this page to apply for multiple courses.

Mail form and payment to:
NEIWPCC - Training: 650 Suffolk St., Ste. 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919
Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.
Train-The-Trainer

Wednesday-Thursday, April 29-30, 2020
Hazen & Sawyer, White Plains, NY
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

With the rapidly changing technology in our field and the ever-present need to prepare operators to qualify for and pass certification exams, quality training for water and wastewater professionals has never been more important. This program is designed for environmental professionals who are responsible for developing and delivering training programs for water and wastewater operators.

Participants will gain an understanding of the basic characteristics of adult learners, the ways to overcome resistance to learning, and the instructor’s role in the success of the training experience. We will look at what the training needs of our workforce are, and what material is available to help create effective training sessions. Participants will learn how to design and develop a training program, present material to an audience, create a learning environment that is conducive to learning, and lead a training session with greater confidence and credibility. This workshop will be presented by Jon Jewett. Jon received a Masters of Public Administration from the University of Vermont, has 30 years of experience in training and is a Nationally Certified Environmental Trainer.
Pretreatment & Pollution Prevention of Brewery Discharges

Tuesday, May 12, 2020
Washington County Municipal Center, Bldg. B, Fort Edward, NY 8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

The discharge of untreated high-strength wastewater from breweries and similar industries can have significant impacts on municipal wastewater facilities if not properly controlled at the source. This class discusses brewery processes and associated pollutants, pollution prevention opportunities, and pretreatment requirements for brewery discharges.

The class emphasizes working with local breweries to ensure that brewery discharges do not violate pretreatment standards, and to prevent potential impacts from these industrial dischargers.

Instructors: Randy Bean, RAB Consulting & Services; Mike Jennings, NEIWPCC
Cost: $135
Credits: 6 TCH
Course #: etc1831
**Operation & Maintenance of Collection Systems**

*(FOLLOWED BY OPTIONAL NYWEA EXAM)*

**Monday-Wednesday, June 23-25, 2020**

Hazen & Sawyer, White Plains, NY
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

Communities must properly manage, operate, and maintain wastewater collection systems to prevent sanitary sewer overflows, contamination of groundwater, and the spread of waterborne diseases. In this two-and-a-half day course, participants will receive basic to intermediate instruction in all aspects of collection system O&M.

**Students must bring a basic calculator.**

* NYWEA's Voluntary Collection Systems Certification exam will be held the afternoon of June 25. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration. NYWEA will invoice you for cost of exam.

**If you are taking the exam ONLY, you must apply to NYWEA directly. NYWEA will invoice you for cost of exam.**

---

**Course Title**: Operation & Maintenance of Collection Systems

**Instructor**: Don Kennedy, NEIWPCC

**Cost**: $245*

**Credits**: 15 TCH

**Course #**: etc1832

---

Please note: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

- **Checks/Money Orders**: Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
- **Registration Deadline**: You must register at least seven days in advance of the first day of the course. Registrations after this time will incur a $15 late fee.
- **Cancellations/No-Shows**: Seven days notice is required for you to cancel at no cost. Cancellations received after this time will be charged $25 for programs under $125 and $50 for programs over $125. Registrants who do not cancel and who fail to show are responsible for full payment.
- **Credits**: Students are responsible for signing in at the beginning of every class, and signing out at the end of every class, in order to receive their certificate/TCHs. Students who do not sign in or out will not receive any TCHs. Multi-day classes require sign-in and sign-out each day of class. Students must attend 50% of the class in order to receive TCHs for the time they were present. Certificates of attendance, documenting TCHs awarded, will be emailed within 10 business days of the completion of the class.
- **Use one form per course**: Photocopy this page to apply for multiple courses.

---

Mail form and payment to:
NEIWPCC - Training: 650 Suffolk St., Ste. 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919
Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.
General Instructions:
Make sure you meet all the requirements needed for certification (see Certification Fact Sheet).
The certification examination will be given on the last Wednesday in April and October.
The application must be postmarked at least 90 days before the exam date.
Complete this application (must be typed or printed neatly in ink)
Attach copies of all supporting documentation:
   High School or GED or College Diploma.
   Training Completion Notice for each training course required (see Certification Fact Sheet)
Include Payment (check or money order made out to NYWEA):
   The fee is $45.00 for NYWEA members and $90.00 for non-members.
   ______ Check here if you would like to apply your non-membership fee to a one year NYWEA membership.
Mail the completed form, supporting documents and payment to NYWEA, 525 Plum Street, Suite 102, Syracuse, NY 13204. Incomplete packets will be returned and faxed application packets will not be accepted.
A letter will be mailed confirming your application has been received about 60 days before the exam date.
The exam notification letter (with time, location and directions) will be mailed to you about 30 days before the exam date.

Exam Preference:
Date (circle choice):  Last Wednesday in April  Last Wednesday in October
Note: Application must be postmarked at least 90 days before exam date.
Location – The exam will be given in each NYWEA Chapter. You will be assigned a site based on your mailing address. If you have a preference in where you want to take the exam please circle the appropriate area:
   Long Island  New York City  Lower Hudson  Albany  Syracuse  Rochester  Buffalo

General Information

<table>
<thead>
<tr>
<th>Name</th>
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<th>Address (Include Street and Number)</th>
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<th>City/Town</th>
<th>State</th>
<th>Zip Code</th>
<th>NYWEA Membership Number</th>
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<thead>
<tr>
<th>Grade Being Sought</th>
<th>Are You Currently Certified as a Collections Systems Operator?</th>
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</thead>
<tbody>
<tr>
<td>~ No</td>
<td>~ Yes If “Yes” Grade State Certification Number</td>
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Education and Training

<table>
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<tr>
<th>(* Attach Copy of Diploma) Name of School</th>
<th>Location</th>
<th>Graduated?</th>
<th>Dates Attended</th>
<th>Type of Degree</th>
<th>Major Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>*High School</td>
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<td>Yes No</td>
<td>Dates Attended</td>
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<td>*College</td>
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<td>Dates Attended</td>
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<td>Collection Wastewater Training</td>
<td>Location</td>
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## Experience

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Employer’s Address

Job Duties

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<thead>
<tr>
<th>Percentage of time performing these duties:</th>
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<th>Total Years of experience</th>
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**Employer Verification:** I certify that the information contained in this section is true to the best of my knowledge and belief.

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<tr>
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Supervisor’s Signature

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Supervisor’s Signature

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Attach additional sheets if needed

---

**Applicant Signature**

I affirm, under penalty of perjury, that the information I have entered on this application is true to the best of my knowledge and belief.

Signature ____________________________________________ Date ________________________________________

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**NYWEA Office Use Only**

<table>
<thead>
<tr>
<th>Date Received:</th>
<th>Exam Score:</th>
<th>Reviewer:</th>
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**Chapter Reviewer**

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**Board Review**

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<th>Date:</th>
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Principles & Practices of Wastewater Treatment (With Grade 1 Exam)

Mondays & Thursdays, February 24-April 6, 2020
Quonset Development Corp., North Kingstown, RI
5:00 p.m. - 8:00 p.m. Sign-in begins at 4:30 p.m.

Anyone preparing for a state WWTP operator certification exam will benefit from this structured overview of the wastewater field. The 40 hour course is based on the well-known CSU Sacramento home-study course manuals for WWTP operations. While this course is intended for those seeking Grade 1 licensure, it is also open to those looking to take the 2 exam. The instructor will cover a wide range of topics including wastewater laws and regulations, preliminary treatment, sedimentation and flotation, secondary treatment processes, activated sludge, trickling filters, rotating biological contactors, waste treatment ponds, and disinfection.

Note:
Passing this course can be equivalent to passing the Grade 1 exam given by the Rhode Island Board of Certification of Operators of Wastewater Treatment Facilities. While this course can also assist in the preparation of other exams offered by the Board, a passing grade in this course can only be applied toward a Grade 1 application. Because the Board only offers licensure to approved applicants, passing this course is not necessarily a guarantee of securing the Rhode Island Grade 1 license.

Instructor: Ed Davies, Superintendent, Quonset Development Corp.
Cost: $280 (course only)
$440 (course & books)
Course #: etc1833
Operation & Maintenance of Collection Systems

(FOLOWED BY OPTIONAL NEWEA EXAM)

Tuesday-Thursday, April 14-16, 2020
NBC, Field’s Point Facility, Providence, RI
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Communities must properly manage, operate, and maintain wastewater collection systems to prevent sanitary sewer overflows, contamination of groundwater, and the spread of waterborne diseases. In this two-and-a-half day course, participants will receive basic to intermediate instruction in all aspects of collection system O&M.

Students must bring a basic calculator.

* NEWEA’s Voluntary Collection Systems Certification exam will be held the afternoon of April 16. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

**If you are taking the exam ONLY, you must apply to NEWEA directly.

Instructor: Don Kennedy, NEIWPCC
Cost: $295 (course & exam) or $245 (course only)
Credits: 15 TCH
Course #: etc1834

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

• Checks/Money Orders: Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.

• Registration Deadline: You must register at least seven days in advance of the first day of the course. Registrations after this time will incur a $15 late fee.

• Cancellations/No-Shows: Seven days notice is required for you to cancel at no cost. Cancellations received after this time will be charged $25 for programs under $125 and $50 for programs over $125. Registrants who do not cancel and who fail to show are responsible for full payment.

• Credits: Students are responsible for signing in at the beginning of every class, and signing out at the end of every class, in order to receive their certificate/TCHs. Students who do not sign in or out will not receive any TCHs. Multi-day classes require sign-in and sign-out each day of class. Students must attend 50% of the class in order to receive TCHs for the time they were present. Certificates of attendance, documenting TCHs awarded, will be emailed within 10 business days of the completion of the class.

• Use one form per course. Photocopy this page to apply for multiple courses.

Mail form and payment to:
NEIWPCC – Training; 650 Suffolk St., Ste. 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919.
Registrations CANNOT be completed over the phone. Hard copies MUST be mailed, emailed or faxed.

Connecticut
Maine
Massachusetts
New Hampshire
New York
Rhode Island
Vermont

CLICK HERE TO REGISTER ONLINE
INSTRUCTIONS TO APPLICANTS:
1. Read carefully all instructions and questions before beginning to fill out this application. Incomplete or improperly prepared applications will be returned. Fill out each section of this application in full. Please use ink or type.

2. File one copy of this application with:
   New England Water Environment Association
   10 Tower Office Park, Suite 601
   Woburn, MA 01801-2155
   (781) 939-0907 (Fax)

3. Each application must be accompanied by the following fees (make checks payable to NEWEA) if you are taking the exam only: $50.00 Initial certification and each upgrading

4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I, II, III or IV certification will be notified of the time and place of examinations for these grades.

5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Collection Systems Operators adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.

6. Attach extra sheets, if necessary, for full statement of your record.

7. Bring to the exam: Valid photo ID, copy of completed and signed application, pen/pencil, and calculator.

GENERAL - Please print clearly

1. Anticipated Exam Date and Location: _______________________________________________________________

2. Name in full: ________________________________________________________________________________
   Last ___________________________________ First ___________________________________ Middle

3. Mailing Address: ____________________________________________________________
   Street ___________________________________ City ___________________________________ State, Zip

4. Telephone No. __________________________ Fax No. __________________________

5. Email Address: _________________________

6. Are you physically capable of performing the duties of an operator in the grade for which you are applying? ☐ Yes ☐ No

7. Have you taken a NEWEA Collection Systems exam in the last six months? ☐ Yes ☐ No If so, what grade? _____

EDUCATION & TRAINING

1. Schools Attended

<table>
<thead>
<tr>
<th>Last Grade Completed</th>
<th>Did you Graduate?</th>
<th>Date of Graduation</th>
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<td>GED</td>
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2. College or University (List Separately)

<table>
<thead>
<tr>
<th>Dates Attended</th>
<th>In What Did You Major?</th>
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3. List other educational courses completed such as vocational school, correspondence, armed services, specialized courses, operators' short courses, business school, etc. Give date, name and duration of course and name of school or sponsoring organization.

________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

EXPERIENCE
1. Name of the wastewater collection system __________________________________________________________

2. Give your title ________________________________________________________________________________

3. Give a brief description of your present position _____________________________________________________

____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

Are you in responsible charge? _______ If not, to whom do you report? ___________________________________

___________________________________________________________________________________________

4. How long have you held your present position? ____________________________________________________

5. List in detail all positions you have held in the past 5 years. It is necessary for the evaluator of this application to have as much information about your work experience as possible. Please describe your current position even if it has been held for the past 5 years. If you have held the same position for the past 5 years, please describe previous work experience. Please give nature of duties and degree of responsibility. Use separate sheets to provide data comparable to that required under item 5 for any collection system other than the system at which you are presently employed.

<table>
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<th>Dates</th>
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<th>Describe duties and state whether responsible charge or to whom you reported</th>
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<tr>
<td>2.</td>
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</tbody>
</table>
6. Classification of Wastewater Collection Systems

   a. Largest Pipe Size (diameter in inches) ________

   b. Average Total Flow M.G.D. ________
      1) Industrial flow in M.G.D. ________

   c. Total miles of sewer (excluding storm drains) ________

   d. Pump stations
   Yes | No
   1) Standby power ________ ________
   2) Dry well station ________ ________
   3) Wet well station ________ ________
   4) Grit removal ________ ________
   5) Comminution ________ ________
   6) Bar rack ________ ________
   7) Variable speed pumps ________ ________
   8) Number of pump stations #___ #___
   9) Number of Alarm Systems #___ #___

      Indicate type (flow, personal safety, telecommunications):


   e. Flow Measurement in Collection System ________ ________

   f. Siphons ________ ________

   g. Combined sewers ________ ________

   h. Force mains ________ ________

   i. Chemical Additions
   1) Hypochlorite ________ ________
   2) Gas ________ ________
   3) Other (explain) ________ ________


   j. Oldest part of system
   1) Prior to 1940 ________
   2) Prior to 1960 ________
   3) Prior to 1980 ________
   4) New ________

   k. Mechanical Equipment
   1) High Pressure jet truck ________ ________
   2) Mechanical rodder ________ ________
   3) Bucket Machine ________ ________
   4) Combination vacuum/jet truck ________ ________
   5) Closed circuit TV equipment ________ ________
   6) High pressure grouter ________ ________
   7) Other (be specific) ________ ________
7. a. Does the collection serve: Municipality Industry Institution Other
   Circle all that apply. If “other,” explain: ____________________________________________________
   b. Do the wastes received in your system present unusual problems? If so, explain: __________________

Do you hold valid certification or license in New England, or from another state? __________________
   If so, what state, grade, and date of issue? ____________________________________________________
   If not now employed in a collection system, why do you consider yourself qualified for certification? __________

EXPERIENCE
   Circle the grade of operator certification for which you are applying (one only)
   Grade I Grade II Grade III Grade IV

REFERENCES
   Give names and addresses of at least two persons, not relatives, who have knowledge of your character,
   experience, and ability.

1. _____________________________________________________________________________________________
   _____________________________________________________________________________________________
2. _____________________________________________________________________________________________
   _____________________________________________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by
me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary
Certification Program of the New England Water Environment Association, Inc.

Date ______________ Signed ________________________________________________________________
Wastewater Odor Control and Production

Monday, April 27, 2020
NBC, Field’s Point Facility, Providence, RI
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

This course provides a comprehensive review of the operational conditions that are responsible for biological odor production and the operational measures that are available to control odor production. Operational conditions that are reviewed include: 1) forms of bacterial degradation that are responsible for odor production, 2) odorous compounds and precursors of odorous compounds present in wastewater, 3) forms of substrates and their impact upon the rate of odor production, 4) the odor-producing bacteria, sulfur-reducing bacteria and fermentative bacteria, and 5) operational parameters including temperature, pH, and flow.

Changes in monitoring test values for detecting anaerobic conditions in the sewer system or treatment plant and evaluating the success or failure of odor control measures are offered. The monitoring tests include: alkalinity, ammonia, chemical oxygen demand (COD), dissolved oxygen, hydrogen sulfide in the sewer system atmosphere, oxidation-reduction potential (ORP), pH, sulfate, sulfide, and temperature. Operational measures for odor control that are presented include biological, chemical, and physical. Biological measures presented are bioaugmentation, biofilter, maintaining an anoxic condition, and maintaining an oxic condition. Chemical measures presented are disinfection, oxidation, pH adjustment, precipitation of sulfide, and scrubbing (scrubbers). Physical measures presented are adsorption, cleaning, covers, and reduction in turbulence.

Instructor: Michael Gerardi, Michael Gerardi & Associates, LLC
Cost: $135
Credits: 6 TCH
Course #: etc1835

Please note: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

- Checks/Money Orders: Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
- Registration Deadline: You must register at least seven days in advance of the first day of the course. Registrations after this time will incur a $15 late fee.
- Cancellations/No-Shows: Seven days notice is required for you to cancel at no cost. Cancellations received after this time will be charged $25 for programs under $125 and $50 for programs over $125. Registrants who do not cancel and who fail to show are responsible for full payment.
- Credits: Students are responsible for signing in at the beginning of every class, and signing out at the end of every class, in order to receive their certificate/TCHs. Students who do not sign in or out will not receive any TCHs. Multi-day classes require sign-in and sign-out each day of class. Students must attend 50% of the class in order to receive TCHs for the time they were present. Certificates of attendance, documenting TCHs awarded, will be emailed within 10 business days of the completion of the class.
- Use one form per course. Photocopy this page to apply for multiple courses.
- NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
Operation & Maintenance of Collection Systems  
(FOLLOWED BY OPTIONAL NEWEA EXAM)

Wednesday-Friday, April 29-May 1, 2020  
South Burlington Police Dept., South Burlington, VT  
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Communities must properly manage, operate, and maintain wastewater collection systems to prevent sanitary sewer overflows, contamination of groundwater, and the spread of waterborne diseases. In this two-and-a-half day course, participants will receive basic to intermediate instruction in all aspects of collection system O&M.

Students must bring a basic calculator.

* NEWEA’s Voluntary Collection Systems Certification exam will be held the afternoon of April 30. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

**If you are taking the exam ONLY, you must apply to NEWEA directly.
APPLICATION FOR WASTEWATER COLLECTION SYSTEMS OPERATOR VOLUNTARY CERTIFICATION EXAM

New England Water Environment Association

INSTRUCTIONS TO APPLICANTS:
1. Read carefully all instructions and questions before beginning to fill out this application. Incomplete or improperly prepared applications will be returned. Fill out each section of this application in full. Please use ink or type.

2. File one copy of this application with:
New England Water Environment Association
10 Tower Office Park, Suite 601
Woburn, MA 01801-2155
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3. Each application must be accompanied by the following fees (make checks payable to NEWEA) if you are taking the exam only: $50.00 Initial certification and each upgrading

4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I, II, III or IV certification will be notified of the time and place of examinations for these grades.

5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Collection Systems Operators adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.

6. Attach extra sheets, if necessary, for full statement of your record.

7. Bring to the exam: Valid photo ID, copy of completed and signed application, pen/pencil, and calculator.

GENERAL - Please print clearly

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2. Name in full: __________________________________________________________________________________

3. Mailing Address: _______________________________________________________________________________

4. Telephone No. ____________________________________ Fax No. ______________________________________

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6. Are you physically capable of performing the duties of an operator in the grade for which you are applying? ☐ Yes ☐ No

7. Have you taken a NEWEA Collection Systems exam in the last six months? ☐ Yes ☐ No If so, what grade? _____

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EXPERIENCE

1. Name of the wastewater collection system _______________________________________________________

2. Give your title ________________________________________________________________

3. Give a brief description of your present position _______________________________________________________

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Are you in responsible charge? ________ If not, to whom do you report? ___________________________________

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<td>i.</td>
<td>Chemical Additions</td>
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<td>1) Hypochlorite</td>
</tr>
<tr>
<td></td>
<td>2) Gas</td>
</tr>
<tr>
<td></td>
<td>3) Other (explain)</td>
</tr>
</tbody>
</table>

| j. | Oldest part of system |
|   | 1) Prior to 1940 |
|   | 2) Prior to 1960 |
|   | 3) Prior to 1980 |
|   | 4) New |

| k. | Mechanical Equipment |
|   | 1) High Pressure jet truck |
|   | 2) Mechanical rodder |
|   | 3) Bucket Machine |
|   | 4) Combination vacuum/jet truck |
|   | 5) Closed circuit TV equipment |
|   | 6) High pressure grouter |
|   | 7) Other (be specific) |
7. a. Does the collection serve: Municipality Industry Institution Other
   Circle all that apply. If “other,” explain: __________________________________________________
   ___________________________________________________________________________________

b. Do the wastes received in your system present unusual problems? If so, explain: __________________
   ___________________________________________________________________________________

Do you hold valid certification or license in New England, or from another state? ____________________
   If so, what state, grade, and date of issue? ____________________________________________________
   If not now employed in a collection system, why do you consider yourself qualified for certification? __________________
   ________________________________________________________________________________________

EXPERIENCE
   Circle the grade of operator certification for which you are applying (one only)
   Grade I    Grade II    Grade III    Grade IV

REFERENCES
   Give names and addresses of at least two persons, not relatives, who have knowledge of your character,
   experience, and ability.

1. ________________________________________________________________________________________
   ________________________________________________________________________________________

2. ________________________________________________________________________________________
   ________________________________________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by
me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary
Certification Program of the New England Water Environment Association, Inc.

Date _______________     Signed ________________________________________________________________
### Preparation for the NEWEA Lab Certification Exam

**FOLLOWED BY OPTIONAL NEWEA EXAM**

**Tuesday-Wednesday, May 19-20, 2020**

Hartford Town Hall, Hartford, VT

8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

This one-and-a-half day course provides WWTP personnel with the opportunity to learn the laboratory tests for NPDES permitting and plant operations. It prepares participants for the optional NEWEA Voluntary Laboratory Analyst 1 Certification Exam that takes place after the course.

Topics to be covered include proper sampling techniques; analyses, meter calibrations, and general QA for pH; total residual chlorine; total suspended solids; biochemical oxygen demand; E-coli; total phosphorous and turbidity; secondary treatment processes; lab management; and chemical hygiene.

* NEWEA’s Voluntary Laboratory Analyst 1 Certification exam will be held the afternoon of May 20. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

**In order to take the exam ONLY, you must apply directly to NEWEA.**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preparation for the NEWEA Lab Certification Exam</td>
<td>etc1828</td>
</tr>
</tbody>
</table>

**Instructor:** Andy Fish, formerly VT DEC  
**Cost:**  
- $190 (course only)  
- $240 (course & exam)  
**Credits:** 9 TCH
APPLICATION FOR WASTEWATER LABORATORY ANALYST VOLUNTARY CERTIFICATION EXAM
New England Water Environment Association

INSTRUCTIONS TO APPLICANTS:
1. Read carefully all instructions and questions before beginning to fill out this application. Incomplete or improperly prepared applications will be returned. Fill out each section of this application in full. Please use ink or type.
2. File one copy of this application with:
   New England Water Environment Association
   10 Tower Office Park, Suite 601
   Woburn, MA 01801-2155
   (781) 939-0907 (Fax)
3. Each application must be accompanied by the following fees (make checks payable to NEWEA):
   $50.00 each certification or upgrade
4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I and II certification will be notified of the time and place of examinations for these grades.
5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Laboratory Analysts adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.
6. Attach extra sheets, if necessary, for full statement of your record.

GENERAL - Please print clearly
1. Anticipated Exam Date and Location: ______________________________________________________________
2. Name in full: _______________________________________________________________________________
3. Mailing Address: ____________________________________________________________________________
4. Date of Birth: _______________ Telephone: __________________ Fax: _____________________________
5. Email Address: ______________________________________________________________________________

EDUCATION & TRAINING
1. High School/GED: ________________________ Date: __________ Location of School: __________________
2. College or University | Dates Attended | Major | Credit or Degree | Date of Graduating
|_______________________________________|________________________|________________________|________________________|________________________|
|_______________________________________|________________________|________________________|________________________|________________________|
3. List other educational courses completed such as vocational school, correspondence, armed services, specialized courses, operators' short courses, business school, etc. Give date, name and duration of course and name of school or sponsoring organization.
   __________________________________________________________________________________________
EXPERIENCE

1. Name of facility or company: __________________________________________________________

2. Give your title: ________________________________________________________________________________

3. Give a brief description of your present position including tests performed: __________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________
____________________________________________________________________________________________

4. How long have you held your present position? _______________________________________________________

5. List in detail all positions that you are claiming experience for. It is necessary for the evaluator of this application to have as much information about your work experience as possible. Use extra sheets if necessary.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Employer and Location</th>
<th>Describe duties and state whether responsible charge or to whom you reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>From</td>
<td>To</td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td></td>
<td></td>
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<tr>
<td>2.</td>
<td></td>
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</tbody>
</table>

GRADE

Circle the grade of operator certification for which you are applying:

Grade I  Grade II

REFERENCES

Give names and addresses of at least two persons, not relatives, who have knowledge of your character, experience, and ability.

1. _______________________________________________________________________________________
________________________________________________________________________________________

2. _______________________________________________________________________________________
________________________________________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary Certification Program for Wastewater Laboratory Analysts of the New England Water Environment Association, Inc.

Date ______________  Signed ________________________________________________________________
NEIWPC Guidance Documents

Information about the below mentioned guides, as well as other NEIWPC guidance documents, can be found on our Publications & Resources/Technical Guides web page at http://neiwpcc.org/information-center/technical-guides/. Some of the guides are free for download, while others require an order form and payment.

TR-16: Guides for the Design of Wastewater Treatment Works - Revised
This document, commonly known as TR-16 (short for Technical Report #16), is one of NEIWPC’s most frequently requested publications. Each section covers important elements of wastewater treatment that must be considered in the design process. In 2011, NEIWPC completed a major update of TR-16 to include advances in technology, nutrient removal, energy efficiency, and instrumentation.

- Hard copies may be purchased for $95.
- USB’s or CDs may be purchased for $25.

Order online (credit card purchases only) at https://portal.neiwpcc.org/base.asp?CID=119, contact NEIWPC at (978) 323-7929, e-mail NEIWPC at mail@neiwpcc.org, or download an order form at http://neiwpcc.org/learning-center/tr-16-guides-design-wastewater-treatment-works/.

Sequencing Batch Reactor Design and Operational Considerations
This document includes key elements to consider when designing an SBR facility as well as explanations of specific configurations and processes that optimize SBR performance. It is available in an electronic version that can be downloaded for free at http://neiwpcc.org/information-center/technical-guides/.

Optimizing Operation, Maintenance, and Rehabilitation of Sanitary Sewer Collection Systems
This comprehensive manual helps collection system owners and operators optimize system performance, enhance effectiveness of maintenance programs, and reduce the long-term costs of operation. Download the entire document or individual chapters for free at http://neiwpcc.org/information-center/technical-guides/.

The Wastewater Treatment Plant Operators Guide to Biosolids Sampling Plans
This guide was created to give operators an easily adaptable reference and worksheets for developing standardized procedures and documentation for the collection and analysis of treated sewage sludge destined for land application. It is available in an electronic version that can be downloaded for free at http://neiwpcc.org/information-center/technical-guides/.

The Northeast Guide for Estimating Staffing at Publicly and Privately Owned Wastewater Treatment Plants
This guidance, which is an update of the EPA staffing guide for the operation of POTWs published in 1973, allows users to estimate the appropriate staffing level for most of the publicly and privately owned wastewater treatment plants in the Northeast. The recommendations on staffing will help facility managers and assistance providers keep facilities in compliance and help non-compliant facilities get back on track. The information in the guide can also be used to support budget allocations, identify performance-limiting factors, inform composite correction plans, and evaluate proposals for contract services. The guide is an invaluable resource for municipal managers, consultants, contract service providers, and federal and state technical assistance providers. Visit http://neiwpcc.org/information-center/technical-guides/ to download a free copy of this important guide and an interactive Excel application.
Online Wet Weather Training

NEIWPCC is offering a web-based training course focused on wet weather issues and their impacts at wastewater treatment facilities. The course emphasizes the skills and knowledge necessary to develop wet weather operating plans for a wastewater plant. The course is self-paced and can be completed at home or at work. The cost is $100. Upon successful completion of the course, 10 training contact hours will be awarded. This course was developed by NEIWPCC for the NYS DEC, and is approved for operator recertification in Maine, Massachusetts, New York, New Hampshire, and Vermont.

IMPORTANT COURSE INFORMATION

- There is a separate registration form that must be completed in order to take the online course. It is available at http://neiwpcc.org/learning-center/wet-weather-training/.
- The fee for this course is $100 per student. This fee must be received by NEIWPCC before students can take the course.
- Successful completion requires that all assignments be finished (including the course survey) and a score of 70% or greater achieved on the final exam.
- Students have six months to complete the course.
- Students will be sent a reminder in the fifth month if they have not completed the course.

Custom Training

Let NEIWPCC deliver training when, where, and how you want it.

In addition to the courses listed in this catalog, NEIWPCC offers training programs customized to meet the specific needs of an operation’s workforce.

Why custom training from NEIWPCC?

- We listen to your needs, then design and deliver the training that’s right for your operation.
- Our trainers come to your location, saving the cost associated with off-site training.
- Our training takes place at a date and time that’s convenient for your facility.
- We use the latest technology to develop superior programs, which provide the license renewal hours your operation’s workforce needs.

Since 1968, the New England Interstate Water Pollution Control Commission has trained thousands of professionals in the wastewater industry and other environmental fields. Clients throughout New England and New York State, including Intel and the Massachusetts Water Resources Authority (MWRA), have benefitted from our custom training programs. Let us do the same for you.

To find out more, call NEIWPCC at (978) 323-7929, email us at training@neiwpcc.org or visit http://neiwpcc.org/learning-center/custom-training/.
Preparing for Extreme Weather at Wastewater Utilities: Strategies and Tips

The wastewater manager who is tasked with planning for extreme weather events faces challenges both critical and difficult. This guide can help, with a description of the central issues and with tips and stories gleaned from the experience of wastewater professionals in the Northeast.

The goal of this publication is to orient the reader to the problem of emergency preparation and to offer many points of departure for further information. The material is organized generally by time period, starting with prestorm planning and ending with post-storm assessment and repair.

The focus of this guide is on operations. Wastewater professionals interested in design issues related to extreme weather may wish to consult NEIWPCC’s Guides of the Design of Wastewater Treatment Works (Technical Report #16). This design guide has been recently revised to incorporate the latest thinking about resiliency and adaptation in the siting and design of physical plant.

Download the Complete Guide Here:
http://neiwpcc.org/tr16guides.asp
Spring 2020
Course Catalog

February – July 2020

training@neiwpcc.org
http://neiwpcc.org/learning-center/

p: (978) 323-7929
f: (978) 323-7919