



## NC-PC Pretreatment Certification Eligibility Criteria

NC-PC Certification Board requires the following criteria for enrollment in the Certification School. Please note the provided definitions of wastewater experience and pretreatment experience as you read the requirements and recommendations for each Grade Level. The Course Descriptions are provided to make each student aware that progression through the Certification Program involves material which is progressively more technical and may require firsthand experience to achieve certification.

### **DEFINITIONS:**

Certification: Exams will be administered by the NCPC Pretreatment Program Certification Board on a specified exam date. The Board will issue a Grade I, Grade II or Grade III Pretreatment Program Specialist Certificate when all criteria have been satisfied. A minimum score of 70% is required to pass the exam.

Pretreatment Experience: Pretreatment tasks performed as an employee of a POTW/Control Authority, Approval Authority or permitted industry which include, but are not limited to: Industrial sampling, industrial field analyses, data entry/review, compliance determination, headworks analyses, long term monitoring, inspections, industrial waste survey, permit writing, categorical determination, allocation tables, sewer use ordinance, enforcement, pretreatment annual reports, authorization to construct, oil & grease programs, pretreatment SOPs, approval of pretreatment program elements, oversight of pretreatment program(s), pretreatment training, industrial WWTP operations and maintenance, permit application completion, development of workplace's environmental management plans.

Wastewater Experience: Pretreatment, Laboratory, Municipal WWTP Operations, Industrial WWTP Operations tasks performed as an employee of a POTW/Control Authority, Approval Authority or permitted industry.

### **Grade I:**

#### **Experience Requirements:**

- Accumulation of at least 6 months (900 hours) of wastewater experience in pretreatment, laboratory, FOG program and/or municipal or industrial operations.

Course Description: The Grade I course will provide a basic understanding of the pretreatment program and how the program relates to the POTW, as well as the importance of proper sampling to the Pretreatment Program. It covers pretreatment tasks applicable to Sampling Technicians, FOG Personnel, Lab Technicians and Wastewater Operators.

**\*\*\*Grade I students will be visiting an industrial site in order to conduct a sampling practical. Please bring long pants, closed toe shoes (safety shoes if you have them), hard hat and safety glasses. (We will have a limited number of hard hats and safety glasses for those without their own.)\*\*\***

## **Grade II:**

Experience Requirements:

- **Must hold a valid Grade I Pretreatment Program Specialist Certification**
- Prerequisite: Pretreatment 101
- Accumulation of 12 months (1800 hours) of pretreatment experience
- Applicants with 1800 hours wastewater experience in laboratory, municipal operations or industrial operations will be accepted if space is available; however, class material may be more challenging without firsthand experience.

Course Description: The Grade II course will provide more technical information regarding identifying, permitting, inspecting and judging compliance for industrial users, including in-depth evaluation of laboratory data generated for permit compliance. It is geared towards Compliance Specialists, Inspectors and Laboratory Personnel.

## **Grade III:**

Experience Requirements:

- **Must hold a valid Grade II Pretreatment Program Specialist Certification**
- Accumulation of 24 months (3600 hours) of pretreatment experience
- Applicants with 3600 hours wastewater experience in laboratory, municipal operations or industrial operations will be accepted if space is available; however, class material may be more challenging without firsthand experience.

Course Description: The Grade III course provides more technical information on the establishment and maintenance of a Pretreatment Program including Headworks, Pretreatment Annual Report (PAR), Sewer Use Ordinance (SUO), Long-Term Monitoring Plan (LTMP) and Resource Conservation and Recovery Act (RCRA). It is geared towards the Pretreatment Coordinator or the Administrator of the Pretreatment Program.

## **Exam Only:**

Requirements:

- Must have attended the Grade Level course corresponding to the exam requested.