

**INTER TRIBAL COUNCIL OF ARIZONA, Inc.
Tribal Water/Wastewater Operator Certification Program**

**PROFESSIONAL DEVELOPMENT HOURS
&
ONLINE PDH COURSE PILOT PROJECT**

PROFESSIONAL DEVELOPMENT HOURS (PDH)

The U.S. EPA, in cooperation with Tribes, developed the Tribal Drinking Water Operator Certification Guidelines. These certification guidelines include a "Professional Development Hours" (PDH) training requirement for renewal of operator certification. Therefore, the ITCA Tribal Operator Certification Program provides a range of trainings that offer Professional Development Hours to help operators of Tribal utility systems to meet certification renewal requirements. An operator has 3 years from the date of certification to earn 30 PDHs. Of these 30 accrued PDHs, ten (10) hours must be in the operator's area of certification. Training courses such as the Safe Drinking Water Act, and Compliance Monitoring/Water Sampling, and Pumps & Wells are among some of the classroom-style courses offered with PDH credit. Upon completion of an ITCA professional development hour training class, attendees are provided Certificates of Completion as evidence of attendance and completion of the verified contact hours. It is the responsibility of the operator to maintain all records relating to his or her professional development hours.

ONLINE PDH COURSE PILOT PROJECT

The ITCA Tribal Operator Certification Program offers access to ITCA-approved internet online PDH trainings. The goal of this endeavor is to enhance access to professional development training for Tribal certified operators whose Tribal utilities may have limited training and travel budgets. ITCA purchased a limited number of access licenses that are valid until September 28th, 2012. These licenses will provide an operator with access to the online courses, up to the date of the expiration. Each operator can select up to 30 online courses that they are most interested in. Course durations (contact hours or Professional Development Hours) vary, depending on subject and skill level being covered. Tribal certified operators that have access to the internet can apply for enrollment in this new program. If interested, please complete and send the attached application by mail, fax or e-mail to the following:

Tribal Water Systems Program
INTER TRIBAL COUNCIL OF ARIZONA, INC.
2214 N. Central Avenue, Suite 100
Phoenix, AZ 85004
Fax: (602) 258-4825

Email: brian.bennon@itcaonline.com or landon.hardy@itcaonline.com

For additional information, please contact the ITCA Tribal Operator Certification Program Administrator at (602) 258-4822.

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**ONLINE PROFESSIONAL DEVELOPMENT TRAINING COURSE
APPLICATION FORM**

PERSONAL INFORMATION:

First name: _____ Last name: _____

Current Work Title: _____ E-Mail Address: _____

Tribal Nation on/for which you Work: _____

Name of Utility/Program/Department: _____

Mailing Address: _____

City State Zip Code

Home/Work Phone: (____) _____ Fax: (____) _____

QUESTIONS

1. Do you currently hold any ITCA certifications? No Yes ITCA Operator ID _____

2. Of those ITCA certifications, what is the highest level you hold? _____

3. Of those ITCA certifications, what is the earliest upcoming expiration date? _____

4. Our renewal procedures require 30 PDHs. Currently, how many PDHs have you earned? _____

5. How readily available are PDH training opportunities to you? _____

6. Do you readily have access to the internet? _____

7. If no, can you get internet access somewhere in your community? _____

All information reported is true and correct to the best of my knowledge and belief.

Signature: _____ Date: _____

**PLEASE MARK YOUR SELECTION ON THE 2 ATTACHED COURSE LISTS
NO MORE THAN A COMBINED TOTAL OF 30 COURSE TITLES**

Inter Tribal Council of Arizona, Inc.
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FY 2012 Online Professional Development Hour Training Courses

Course List No. 1

Source of Training: CEU Plan

Access License: Valid for 6-months

	Online Training Courses	PDH Contact Hours	Interest
1	Introduction to Chlorine	1	
2	Components of Chlorine	1	
3	Chlorinators	1	
4	Chlorine Procedures	1	
5	On-Site Sodium Hypochlorite: Application, Production, and Usage	4	
6	Oxidation in Water/Wastewater	1	
7	Basic Mathematics (of Treatment Process)	1	
8	Advanced Mathematics (of Treatment Process)	2	
9	Distributuion Mathematics	2	
10	Math for Water Plant and Distribution Operators	1	
11	Corrective Preventive Maintenance: Complete Course	8	
12	Disinfectants: Disinfection By-Products	2	
13	Lead and Copper Rule	1	
14	Arsenic	1	
15	Basic Microbiology	1	
16	Introduction to Backflow Prevention	1	
17	Water Shortage, Reuse, & Recovery	1	
18	Biochemical Oxygen Demand (BOD)	1	
19	Solids	1	
20	Basic Drinking Water Quality Tests	2	

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FY 2012 Online Professional Development Hour Training Courses

Course List No. 2

Source of Training: DuPont-Coastal

Access License: Valid for 12-months

	COURSE NAME	Avg. Length in minutes	Interest
1	Environmental Law	88	
2	Everything You Always Wanted to Know About Mgmt	38	
3	Solving Conflict	53	
4	Taking the Step to Supervisor	67	
5	Teamwork	120	
6	PPE: Reality in the Public Sector	48	
7	Roadway Worker Safety: In the Zone	48	
8	Customer Service: Who Cares (Government Version)	54	
9	Quality Service in the Public Sector	48	
10	Cultural Competency: Problem Solving	59	
11	Chemical Handling Safety – Basic Principles	66	
12	Chemical Handling Safety – Flammables	60	
13	Chemical Handling Safety – Solvents	60	
14	Chemical Handling Safety: Corrosives	60	
15	Compressed Gases: Safe Handling	53	
16	Confined Space Atmospheric Testing		
17	Confined Space Entry	84	
18	Confined Space Non-Entry Rescue	36	
19	CPR and AED: The Chain of Survival	42	
20	Electrical Emergencies: Proper Response - Safety 101	42	
21	Electrical Safety	84	
22	Electrical Safety: Basic Principles - Safety 101	54	
23	Emergency Action Plan: Crisis under Control	40	
24	Environmental Awareness 1	96	
25	Environmental Awareness 2	138	
26	Environmental Overview: Recipe For A Cleaner World	78	
27	Hazard Communication: Elements of Safety	96	
28	Hazard Recognition for Utility Workers	60	
29	Hearing Protection	90	
30	Heat Stress	43	
31	Hydrogen Sulfide: A Matter of Life or Death		
32	Laboratory Safety	71	
33	Lockout/Tagout	90	
34	Personal Protective Equipment	114	
35	Pro-Active Safety Attitudes: Looking Out For Number One	30	
36	RCRA: Large Quantity Generators	84	
37	RCRA: Small Quantity Generators	108	
38	Respiratory Protection (Video)	72	
39	Spill Prevention and Control: Insuring a Safer World	48	
40	Stormwater Runoff – I Can Make A Difference	60	
41	Trenching and Shoring	84	
42	AC/DC Theory Current	54	
43	AC/DC Theory Electrical Measurements	72	
44	AC/DC Theory Inductance and Capacitance	78	
45	AC/DC Theory Ohm’s Law	144	
46	AC/DC Theory Resistance	84	
47	AC/DC Theory Voltage	90	
48	Basic Electrical Theory Ind Electricity Alternating Current	84	
49	Basic Electrical Theory Ind Electricity Basic Principles	84	
50	Basic Process Control Piping & Instrumentation Diagrams	78	

51	Centrifugal Pumps:Design & Function	90	
52	Centrifugal Pumps: System Characteristics & Selection	120	
53	Centrifugal Pumps: Operation & Maintenance	90	
54	Centrifugal Pumps: Troubleshooting & Disassembly	72	
55	Centrifugal Pumps: Reassembling & Installation	54	
56	Ind Seals: Gaskets & Packing: Inspection & Installation	66	
57	Ind Seals: Mechanical Face Seals: Troubleshooting & Inst.	108	
58	Ind Seals: Types Materials & Properties	102	
59	Ind. Bearings: Application & Technology	120	
60	Ind. Bearings: Maintenance & Installation	84	
61	Ind. Bearings: Troubleshooting	96	
62	Inspection Introductory Operator Training: Shutdown Operations		
63	Introductory Operator Training: Abnormal Operations		
64	Introductory Operator Training: Inorganic Chemistry of Water		
65	Introductory Operator Training: Start-Up Operations		
66	Maintenance Troubleshooting: Troubleshooting Process	78	
67	Maintenance Troubleshooting: Applications of Troubleshooting-Electrical Problems	162	
68	Maintenance Troubleshooting: Motors & Motor Controls	84	
69	Maintenance Troubleshooting: Pumps & Compressors	96	
70	Motor & Motor Controls Ind Electricity AC Motor Control & Current Measurement	90	
71	Motor & Motor Controls Ind Electricity Generators & Motors	90	
72	Pipefitting: Introduction to Pipefitting	17	
73	Pipefitting: Piping Systems, Standards, & Drawings	38	
74	Pipefitting: Fittings & Joints	42	
75	Pipefitting: Measuring Pipe & Drawings	26	
76	Pipefitting: Offsets	26	
77	Pipefitting: Manual & Electric Threaded Pipe	38	
78	Pipefitting: Flanged Pipe	57	
79	Pipefitting: Plastic Pipe	31	
80	Process Measurement Pressure 1: Manometers & Gages	96	
81	Process Measurement Pressure 2: Indicators & Transmitters	54	
82	Process Measurement Level 1: Measurement & Gages	66	
83	Process Measurement Level 2: Indicators & Transmitters	48	
84	Process Measurement Flow 1: Measurement Overview	54	
85	Process Measurement Flow 2: Flow Sensors	42	
86	Process Operator Inspection General Chemistry		
87	Process Operator Inspection Normal Operations		
88	Process Operator Inspection Organic Chemistry		
89	Process Operator Inspection Quantifying Physical Characteristics		
90	Process Operator Inspection Equipment Care		
91	Process Operator Introductory Operator Training: Properties of Fluids		
92	Valve Basics: Installing Shutoff Valves		
93	Valve Basics: Maintaining Shutoff Valves		
94	Valve Basics: Selecting Shutoff Valves and Accessories		
95	Valve Basics: Shutoff Valve Designs and Application Consideration		
96	Hydrogen Sulfide: A Matter of Life or Death		
97	Wiring	54	
98	Workplace Math Algebra	108	
99	Workplace Math Decimals	48	
100	Workplace Math Fractions	90	