



## Water Distribution – Level 2 Operator Training and Certification for Tribal Personnel

**June 25-29, 2018**

Hosted by the Osage Nation  
Pawhuska, Oklahoma

### Includes:

- ✓ FREE Training for Tribal Personnel
- ✓ Opportunity for FREE Professional Certification
- ✓ Travel Expense Reimbursement Stipends Available

### *Comments from Past Training Participants:*

“Outstanding training course; very informative.”

“The instructor was very good...energetic and passionate.”





## REGISTRATION FORM

### **WATER DISTRIBUTION – LEVEL 2** **TRAINING FOR WATER OPERATORS**

**June 25 - 29, 2018**  
**Pawhuska, Oklahoma**

*(Please Print Clearly)*

Name: \_\_\_\_\_  
(First) (Last)

Title/Position: \_\_\_\_\_

Tribal Utility/Organization: \_\_\_\_\_

Business Address: \_\_\_\_\_  
(Mailing) (Street/P.O. Box)

\_\_\_\_\_  
(City) (State) (Zip Code)

Telephone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Will attendee be requesting a travel expense reimbursement stipend? ☐ YES ☐ NO

Will attendee be taking the operator certification exam? ☐ YES ☐ NO

- ☐ Yes, I do plan on attending the **Water Distribution – Level 2** Training Course being held at the Osage Law Building, which is located at 1071 Grandview Lane, Pawhuska, Oklahoma 74056.
- ☐ Yes, I understand that if accepted into this training course, ITCA will send me written confirmation of a reserved class seat.
- ☐ **Yes, I understand that if I plan to take the Water Distribution – Level 2 operator certification exam, I must submit a complete ITCA Application for New Certification. I understand that prior approval from ITCA is required to be admitted into the certification exam session.**
- ☐ Yes, I understand that I am responsible for making my own travel and lodging arrangements.
- ☐ Yes, I understand the Inter Tribal Council of Arizona, Inc. reserves the right to cancel or reschedule any training event due to lack of enrollment or funds.

Please complete this registration form and return by mail, email or fax by **Wednesday, June 20, 2018**, to the following:

Inter Tribal Council of Arizona, Inc.  
TRIBAL WATER DEPARTMENT  
2214 N. Central Avenue, Suite 100, Phoenix, AZ 85004  
[raquel.begay@itcaonline.co](mailto:raquel.begay@itcaonline.co), or [quannee.oosahwe@itcaonline.co](mailto:quannee.oosahwe@itcaonline.co).  
Telephone: (602) 258-4822 Fax: (602) 258-4825

*Please Note: Photographs taken by ITCA staff at training/meeting events may be used in ITCA publications including, but not limited to, ITCA's website, publications and social media. If you do not consent to have your photograph published, please notify ITCA staff at the training/meeting.*



**WATER DISTRIBUTION- LEVEL 2**  
**TRAINING FOR TRIBAL WATER OPERATORS**  
*Hosted by the Osage Nation*  
**Pawhuska, Oklahoma**  
**June 25-29, 2018**

**THE TRAINING COURSE:**

The Inter Tribal Council of Arizona, Inc. (ITCA) is pleased to offer the **Water Distribution – Level 2** training course. The course is designed to enhance the skills and knowledge of Tribal drinking water system operators. Subjects covered in this training course will include: water demand & usage; water chemistry; drinking water standards; Safe Drinking Water Act and drinking water distribution system regulations; disinfection; sampling; distribution system components; hydraulics; piping and storage systems; control valves; hydrants; water line installation; corrosion; pumps; mechanical maintenance; instrumentation; meters; distribution system management; cross connection control; and worker safety. A training and reference textbook will be provided.

ITCA does NOT “teach to the certification exams.” Students intending to take an operator certification exam after this training course are encouraged to study the need-to-know criteria and recommended study guide references associated with the certification exam. An optional certification exam session for Tribal water operator certification will be offered for free following the end of this training course. Attendees that are only interested in the training may choose not to take the certification exam.

**COST:**

Tribal personnel may attend this training course for **free**.

**LOCATION:**

The training course will be hosted by the Osage Nation at the Osage Law Building, which is located at 1071 Grandview Lane, Pawhuska, Oklahoma 74056. The contact phone number for the Osage Nation Law Building is (918) 287-5514.

**INSTRUCTOR:**

ITCA has contracted with subject-matter expert Mr. Michael Alvidrez, of Alvidrez Water Operations, to instruct this training course. Mr. Alvidrez has extensive experience in the operation and maintenance of drinking water and wastewater systems in Indian Country.

**ATTENDANCE & CONTACT HOURS:**

Sign-in sheets will be administered for both morning and afternoon sessions on each day of the training course. Attendees will receive written recognition of earned training contact hours based on attendance. Training contact hours may be accepted towards the training requirements for new certification or as Professional Development Hour (PDH) / continuing education credit towards the renewal of existing certification.

Ak-Chin Indian Community  
Cocopah Tribe  
Colorado River Indian Tribes  
Fort McDowell Yavapai Nation  
Fort Mojave Tribe  
Gila River Indian Community  
Havasupai Tribe  
Hopi Tribe  
Hualapai Tribe  
Kaibab-Paiute Tribe  
Pascua Yaqui Tribe  
Pueblo of Zuni  
Quechan Tribe  
Salt River Pima-Maricopa Indian Community  
San Carlos Apache Tribe  
San Juan Southern Paiute Tribe  
Tohono O'odham Nation  
Tonto Apache Tribe  
White Mountain Apache Tribe  
Yavapai-Apache Nation  
Yavapai-Prescott Indian Tribe

**DATES & TIMES:**

On Monday, June 25, 2018, through Thursday, June 28, 2018, the training course will begin each day at 8:30 A.M. and will conclude each day at or before 5:00 P.M. There will be a one-hour lunch break each day and meals will NOT be provided. On Friday, June 29, 2018, the training course will begin at 8:30 A.M. and will conclude at or before noon.

An optional certification exam session will take place at the same location on Friday, June 29, 2018, starting promptly at 1:00 P.M. and concluding at or before 5:00 P.M. The Association of Boards of Certification (ABC) 2012 Standardized Exams for Water Distribution – Level 2 operator certification will be administered to interested and eligible Tribal personnel. *Please be advised that prior approval from ITCA is required for admission into the exam session. There will be no late admission into the exam session.*

**REGISTRATION: Class Registration Deadline is June 20, 2018**

Classroom space is limited. To request a class seat, please register as soon as possible. To register, complete the attached registration form and return to ITCA no later than close of business on **Wednesday, June 20, 2018**. Registration is subject to close before this deadline if all class seats are reserved. Registrants that are accepted into the training course will receive written confirmation of a reserved seat. Please Note: a reserved seat does not apply to the exam session. Separate written approval is required to be admitted into the certification exam session (see below).

**ITCA PROGRAM OBJECTIVE:**

The National Tribal Water and Wastewater Operator Certification Program at ITCA serves to meet the needs of system operators working on Tribal lands and to provide a jurisdictionally-correct alternative to state certification programs. The ITCA is a U.S. EPA-approved provider of certification services under the U.S. EPA Tribal Drinking Water Operator Certification Program Guidelines and makes its services available to all Tribal water and wastewater system operators working in Indian Country. ITCA-issued certification in drinking water or wastewater is deemed equivalent and accepted through reciprocity (exam waiver) by numerous states. Tribal operator certification is an additional way by which Tribal governments can exercise their sovereignty and promote their self-determination goals.

**EXAMINATION & CERTIFICATION: Exam Application Deadline is June 20, 2018**

ITCA staff will be available to proctor the ABC 2012 standardized, paper-booklet exam following the training course (at the same location) to eligible Tribal personnel seeking Water Distribution - Level 1 or Water Distribution - Level 2 Operator Certification. Participants must have prior written approval from ITCA to be admitted into the examination session. Approval is based upon submittal of a completed ITCA *Application for New (Drinking Water) Certification* by close of business on **Wednesday, June 20, 2018**. Please refer to the ITCA Application Booklet for complete operator certification eligibility criteria and the application, which is available on the ITCA website or by directly contacting the ITCA Tribal Water Department. You are highly encouraged to submit an application as soon as possible.

Tribal personnel may apply for Tribal operator certification and take the Water Distribution – Level 1 or Water Distribution – Level 2 operator certification exam for free.

Students intending to take the certification exam are encouraged to study the ABC 2012 Standardized Exams Need-to-Know Criteria and a list of recommended study guide references can be found at: <http://www.abccert.org>.

**LODGING:**

You are responsible for making your own travel and lodging arrangements. For your convenience, a few of the hotels within the area are listed below. This is a non-inclusive, non-endorsement listing.

- The Wha-Zha-Zhi House (Bed & Breakfast), 414 E. 9th Street, Pawhuska, OK 74056; (918) 971-8126
- The Whiting (Bed & Breakfast), 707 Kihekah Ave., Pawhuska, OK 74056; (918) 287-4839
- Hilton Garden Inn Bartlesville, 205 SW Frank Phillips, Bartlesville, OK 74003; (918) 336-0808
- Fairfield Inn & Suites Bartlesville, 2107 SE Washington Blvd., Bartlesville, OK 74006; (918) 331-2100
- Holiday Inn Express Hotel & Suites Bartlesville, 4016 SE Price Rd, Bartlesville, OK 74006; (918) 766-0020

**TRAVEL EXPENSE REIMBURSEMENT STIPENDS:**

Limited travel expense reimbursement stipends (partial reimbursement) are available for eligible Tribal operators who attend the entire training event. Prior to traveling to the training event, preliminary applications for proposed travel expense reimbursement stipends will be considered for funding by ITCA. Preliminary applications will be considered on a first-come first-served basis and will be subject to funding availability.

Please follow the steps below if you are interested in receiving a travel expense reimbursement stipend.

1. Submit a completed Preliminary Application for Travel Reimbursement Stipend to ITCA **before close of business on Monday, June 18, 2018**. The form must include the signature of the attendee's supervisor. The Preliminary Application Form is available upon request.
2. Applicants that are approved by ITCA will receive written notice stating the level of funding available for their travel reimbursement stipend.
3. Following travel, the traveler must submit a complete Final Travel Expense Reimbursement Claims Form with attached receipts.

Preliminary applications shall include proposed travel expenses that meet the federal government GSA rates. The maximum per diem rate for Pawhuska, Oklahoma, for the period of this event is \$93 for lodging and \$51 for meals and incidentals. According to federal guidelines, local residents traveling less than fifty miles one-way are eligible only for mileage reimbursement costs for use of privately-owned automobiles at the rate of \$0.545 per mile.

For additional information, please contact the ITCA Tribal Water Department at (602) 258-4822.

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*This event is brought to you through a partnership project by the Inter Tribal Council of Arizona, Inc. (ITCA) and the Rural Community Assistance Partnership Inc. (RCAP) for the purpose of improving compliance with regulatory requirements of the Safe Drinking Water Act.*

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