



NATIONAL TRIBAL WATER SYSTEMS OPERATOR CERTIFICATION PROGRAM
EVENT ANNOUNCEMENT

PAPER-BOOKLET TESTING SESSIONS
FOR PROFESSIONAL CERTIFICATION
March 29, 2024
San Carlos, Arizona

PROGRAM OBJECTIVE:

The National Tribal Water & Wastewater Operator Certification Program at the Inter Tribal Council of Arizona, Inc. (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 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.

PAPER-BOOKLET TESTING SESSION:

In an effort to provide improved pathways for personnel of Tribal drinking water systems to achieve professional certification, ITCA is collaborating with the U.S. EPA Region 9 and the Rural Community Assistance Corporation (RCAC) to offer Paper-Booklet Testing Sessions following a Native American Water Masters Association (NAWMA) Water Distribution-Level 1 (WD1) training course. The ITCA Paper-Booklet Testing Sessions provide attendees of the RCAC NAWMA training course with the opportunity to apply and test for Water Distribution-Level 1 operator certification following the training event.

COST:

The application for Tribal operator certification and Paper-Booklet Testing is free for eligible applicants.

LOCATION:

The Paper-Booklet Testing Sessions will be held at the same location as the NAWMA training course by RCAC at the San Carlos Unified School District Office located at 100 San Carlos Ave., San Carlos, Arizona 85550.

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

The Inter Tribal Council of Arizona, Inc. is an equal opportunity provider and employer

DATES & TIMES:

The following two (2) certification exam sessions will take place the day after the NAWMA training course by RCAC. *Please be advised that prior approval from ITCA is required for admission into the exam sessions. There will be no late admission into the exam session.*

- Exam Session A—On Friday, March 29, 2024, starting promptly at 9:00 a.m. and concluding at or before 11:30 a.m., the Water Distribution Operator Federal Regulations Exam Module will be administered to interested and eligible applicants. This will be an open-book exam using only content approved and provided by ITCA.
- Exam Session B—On Friday, March 29, 2024, starting promptly at 1:00 p.m. and concluding at or before 5:00 p.m., the current Standardized ABC/WPI Exam (current edition) for Water Distribution – Level 1 operator certification will be administered to interested and eligible applicants. This will be a closed-book exam.

THE PROCESS:

Registration and application for the ITCA operator certification exam sessions is separate from registration for the NAWMA training course with RCAC. To register and apply for the operator certification exam sessions, please complete the following steps.

(Step 1) Register to Request Testing.....Deadline: Tuesday, **March 19, 2024**

To register for certification exam sessions, click on this event's active link on the ITCA Program webpage (<http://www.itcaonline.com/tws>) to visit the on-line registration platform or manually complete and return the attached registration form. Registration for this event is scheduled to close at the end of the day on **March 19, 2024**.

(Step 2) Submit a Complete ApplicationDeadline: Friday, **March 22, 2024**

Applications for New Certification are due to ITCA by close of business on Friday, March 22, 2024. Applicants deemed eligible by ITCA will receive written approval to take the certification exam(s).

After Monday, March 25, 2024, registration forms that do not have a corresponding *Application for New Certification* will be cancelled and a notice of registration cancellation will be sent.

EXAMINATION & CERTIFICATION:

Water utilities personnel operating systems located on federal trust Tribal lands (Indian reservations) may apply for ITCA operator certification and take the operator certification exams for free. Drinking water operator certification through the ITCA Program involves two (2) exams—the standardized exam and the applicable Federal Regulations (FedReg) exam module.

During this event, ITCA staff will be on site to proctor paper-booklet certification exams (both the Federal Regulatory Exam Module and the ABC/WPI Standardized Exam) to eligible Tribal utilities personnel seeking Water Distribution – Level 1 Operator Certification. Participants must have prior written approval from ITCA to be admitted into the examination sessions. Approval is based upon submittal of a completed ITCA *Application for New (Drinking Water) Certification*. Please refer to the ITCA Application Booklet for complete certification eligibility criteria and the

application, which is available on the ITCA website or by directly contacting the ITCA Tribal Water Systems Department. You are highly encouraged to submit an application as soon as possible.

Applicants intending to take the certification exams are encouraged to study the following need-to-know criteria, which include lists of recommended study references.

- The Need-to-Know Criteria for the Water Distribution Operator Federal Regulations (FedReg) Exam Module can be found on the ITCA website at: <http://www.itcaonline.com/tws>.
- The ABC/WPI Need-to-Know Criteria for Water Distribution Operator Class 1 can be found on the WPI website at: <http://www.gowpi.org>.

TRAVEL AND LODGING:

You are responsible for making your own travel and lodging arrangements.

TRAVEL EXPENSE REIMBURSEMENT:

Due to funding limitations, ITCA is unable to offer travel expense reimbursement for this certification event.

PUBLIC HEALTH CONSIDERATIONS:

Protection of public health is a top priority and ITCA intends for these paper-booklet exams sessions to align with federal and local guidelines and recommendations. As of the date of the ITCA event announcement, February 1, 2024, the COVID-19 County Check website of the Centers for Disease Control and Prevention (CDC), indicated the following:

- “In Gila County, Arizona, the COVID-19 hospital admission level is **Low**”
- “In Graham County, Arizona, the COVID-19 hospital admission level is **Low**”
- “People may choose to mask at any time. People with symptoms, a positive test, or exposure to someone with COVID-19 should wear a high-quality mask or respirator when indoors in public.”

Nonetheless, some of the attendees and exam proctors will travel from various other locations to attend this event. This in-person event will take place indoors within meeting rooms. Attendees will be encouraged to sit in an every-other seat pattern for social distancing and for exam proctoring best practices. Individuals are free to choose whether to wear a facemask, including during the exam sessions.

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



**PAPER-BOOKLET TESTING SESSIONS FOR
WATER DISTRIBUTION-LEVEL 1 OPERATOR CERTIFICATION**

In association with a NAWMA / RCAC training event



San Carlos School District
100 San Carlos Ave., San Carlos, Arizona 85550
March 29, 2024

(Please Print Clearly)

Name of Registrant: _____
(First) (Last)

Title/Position: _____

Tribe/Organization: _____

Tribal Utility/Department: _____

E-mail Address: _____

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

(City) (State) (Zip Code)

Telephone Number: (_____) _____ - _____ Fax Number: (_____) _____ - _____

HEALTH & SAFETY STATEMENT

Read and checkmark to agree to the health and safety statement.

To be considered for acceptance into this professional certification examination event, you must agree to the following health and safety statement (checkmark and signature required):

- ☐ **I agree that I am personally responsible for my safety and actions associated with in-person attendance of an ITCA professional certification examination event. I understand the hazards of the coronavirus (COVID-19) and I am familiar with the Centers for Disease Control and Prevention (CDC) guidelines regarding COVID-19. I acknowledge and understand that the circumstances regarding COVID-19 are changing from day to day and that, accordingly, the CDC guidelines, as well as Tribal, Federal, State, and local restrictions associated with COVID-19, are regularly updated. For in-person attendance of the professional certification examination event, I accept full responsibility to comply with the most current CDC guidelines and any other applicable COVID-19 restrictions imposed under Tribal, Federal, State, and local law. As a condition of testing, I agree to comply with all COVID-19 policies, rules, guidelines, signage, and instructions provided by the venue services provider for this event.**

Registrant's Original Signature

Date

Complete both registration form pages (1 and 2) and return by **March 19, 2024**

Send completed form by e-mail, fax, or mail, to the following:

Inter Tribal Council of Arizona, Inc.

TRIBAL WATER SYSTEMS DEPARTMENT

2214 N. Central Avenue, Phoenix, AZ 85004, Telephone: (602) 258-4822, Fax: (602) 258-4825

lois.salmon@itcaonline.com

ITCA REGISTRATION FORM—Page 2



PAPER-BOOKLET TESTING SESSIONS FOR WATER DISTRIBUTION-LEVEL 1 OPERATOR CERTIFICATION



In association with a NAWMA / RCAC training event

San Carlos School District
100 San Carlos Ave., San Carlos, Arizona 85550
March 29, 2024

Name of Applicant: _____
(First) (Last)

Two (2) exam sessions are offered for free on March 29, 2024—one in the morning and one in the afternoon. Therefore, with this registration form, a candidate can sign up to take up to two exams, one exam per session. In the section below, please indicate which certification exam(s) you request to take.

NOTICE: Drinking water operator certification through the ITCA Program involves two (2) exams—the standardized exam and the applicable Federal Regulations (FedReg) exam module. To be considered for approval to take either or both certification exams, you must complete and submit a single *Application for New Certification* by the application deadline: **March 22, 2024.**

Morning Exam Session—FedReg Exam

Friday, March 29, 2024, 9:00 a.m. to 11:30 a.m.

(Select exam)

- ☐ WATER DISTRIBUTION FEDERAL REGULATIONS EXAM MODULE
(40-questions, open-book exam, reference materials provided by ITCA on electronic tablet)

Afternoon Exam Session—Standardized Exam

Friday, March 29, 2024, 1:00 p.m. to 5:00 p.m.

(Select exam)

- ☐ WATER DISTRIBUTION – LEVEL 1 OPERATOR
(110-questions, ABC/WPI 2019-edition standardized, closed-book exam)

ITCA is an equal opportunity provider. Do you need any special accommodations during the event? If so, please describe.

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