



ITCA National Tribal Water Systems Training & Certification Program



*ITCA is a USEPA-approved provider of
operator certification services
for Tribal water utilities personnel*

CROSS-CONNECTION & BACKFLOW PREVENTION **Training Course and Certification Exam (Event ID #24021)**

July 22-27, 2024
Tempe, Arizona

Includes:

- ✓ Comprehensive training for personnel of Tribal water utilities
- ✓ Free Examination for Backflow Prevention Assembly Tester Certification
- ✓ Travel Expense Reimbursement Stipends Available



Student comments from past offerings of courses from this instructor:

"Very informative...detailed instruction"

"Physically hands-on with kits and valves"



NATIONAL TRIBAL WATER SYSTEMS OPERATOR CERTIFICATION PROGRAM
TRAINING EVENT BROCHURE

CROSS-CONNECTION & BACKFLOW PREVENTION
TRAINING COURSE AND CERTIFICATION EXAM (Event ID #24021, in-person)
FOR PERSONNEL OF TRIBAL WATER UTILITIES

July 22-27, 2024
Tempe, Arizona

THE TRAINING COURSE:

The Inter Tribal Council of Arizona, Inc. (ITCA) is pleased to offer the **Cross-Connection & Backflow Prevention Certification Training Course**. The course is designed to enhance the skills and knowledge of personnel at water utilities on Tribal lands. Subjects covered in this training course will include: principles of backflow prevention, cross-connection control, plumbing codes, inspector and tester responsibilities, as well as repair, troubleshooting, and testing of backflow assemblies. Training course materials will be provided to registrants that are accepted into this course and will be provided at the start of class.

This course helps prepare attendees for the optional **Backflow Prevention Assembly Tester Certification** exams, which will be available for attendees at the end of this course. The certification process is through a third-party, as arranged by ITCA through the registration of this training course. Attendees that are only interested in the training may choose not to take the certification exams.

INSTRUCTOR:

ITCA has contracted with Cross Connection Environmental, LLC to instruct this training course. Cross Connection Environmental, LLC has extensive cross-connection and backflow prevention training experience.

LOCATION:

This training course will take place at the training facilities of Cross Connection Environmental, LLC, which is located at 2525 West Huntington Drive, Suite 101, Tempe, Arizona 85282. The contact phone number for the training facility is (800) 614-2855.

COST:

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

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:

From Monday, July 22, 2024, through Friday, July 26, 2024, the training course will begin each day at 8:00 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, July 26, 2024, the certification written exam will be administered following conclusion of the training course and at the same location from 1:00 p.m. to 5:00 p.m. In addition, the certification hands-on practical exam will be administered the following day on Saturday, July 27, 2024, from 8:00 a.m. to 12:00 p.m.

In-Person Class Sessions at the Cross Connection Environmental, LLC, Tempe, Arizona			
Date	Activities	Local Time	
		Start	End
Monday, July 22, 2024	Class Session 1	8:00 a.m.	12:00 p.m.
	Lunch Break (on your own)	12:00 p.m.	1:00 p.m.
	Class Session 2	1:00 p.m.	5:00 p.m. or earlier
Tuesday, July 23, 2024	Class Session 3	8:00 a.m.	12:00 p.m.
	Lunch Break (on your own)	12:00 p.m.	1:00 p.m.
	Class Session 4	1:00 p.m.	5:00 p.m. or earlier
Wednesday, July 24, 2024	Class Session 5	8:00 a.m.	12:00 p.m.
	Lunch Break (on your own)	12:00 p.m.	1:00 p.m.
	Class Session 6	1:00 p.m.	5:00 p.m. or earlier
Thursday, July 25, 2024	Class Session 7	8:00 a.m.	12:00 p.m.
	Lunch Break (on your own)	12:00 p.m.	1:00 p.m.
	Class Session 8	1:00 p.m.	5:00 p.m. or earlier
Friday, July 26, 2024	Class Session 9	8:00 a.m.	12:00 p.m.
	Lunch Break (on your own)	12:00 p.m.	1:00 p.m.
	Certification Written Exam Session	1:00 p.m.	5:00 p.m. or earlier
Saturday, July 27, 2024	Certification Hands-On Practical Exam Session	8:00 a.m.	12:00 p.m.

REGISTRATION:

“Course + Certification Exam” Registration Deadline is July 12, 2024

“Course Only” Registration Deadline is July 17, 2024

Training course size is limited. To register for the course (as well as for the certification exam), click on this event’s active link on the ITCA National Tribal Water Systems (TWS) 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 both the course and the certification exams is scheduled to close at the end of the day on **July 12, 2024**. A later deadline is available for those that are interested in the training course without the certification exam. Registration for just the training course is scheduled to close at the end of the day on **July 17, 2024**. Please Note: 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 reserve

class seat. Separate written approval is required to be admitted into the certification exam sessions (see Exam & Certification section below).

ATTENDANCE & CONTACT HOURS:

Attendance sign-in sheets will be administered for both morning and afternoon sessions on each day of the training course. All attendees that complete the course requirements will receive written recognition of earned training contact hours based on attendance, participation, and coursework / task assignments. 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.

ITCA PROGRAM OBJECTIVE

The National Tribal Water and Wastewater Operator Certification Program at ITCA serves to meet the needs of water utility personnel working on Tribal lands and to provide options for professional certification / credentials that are jurisdictionally appropriate.

EXAMINATION & CERTIFICATION:

As an optional feature of this training course, eligible and approved attendees may take the **Backflow Prevention Assembly Tester Certification** exams (both the written and hands-on practical exams) for free at the end of this training course and at the same location. The exams will be administered by representatives of the American Backflow Prevention Association (ABPA). Participants must have prior written approval from ITCA to be admitted into the examination sessions. Approval for the certification exams is based upon: (1) timely completion of the “**Course + Certification Exam**” registration process, which includes additional required information during registration); (2) attendance of the entire training course; and (3) verification of candidate eligibility. ITCA will cover the ABPA Backflow Prevention Assembly Tester Certification exam costs for course participants with prior written approval from ITCA for the examination sessions of this event.

LODGING:

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

- Fairfield Inn & Suites by Marriott, Phoenix Tempe/Airport, 2222 South Priest Drive, Tempe, AZ 85282, phone: (480) 967-7161
- Motel 6 Tempe, 513 W Broadway Rd., Tempe, AZ 85282, phone: (480) 967-8696
- Double Tree by Hilton Phoenix Tempe, 2100 South Priest Drive, Tempe, AZ 85282, phone: (866) 568-0896

TRAVEL EXPENSE REIMBURSEMENT STIPENDS:

Limited travel expense reimbursement stipends (partial reimbursement) may be available for individuals who are working on Tribal lands and who attend the entirety of the training course. Travel expense cost will be considered for reimbursement on a case-by-case basis and may be subject to funding restrictions. Travel expenses are reimbursed at the federal government GSA rates. The maximum per diem rate for Tempe, Arizona for the time period of this event is \$110 for lodging and \$69 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 \$0.67 per mile.

To request a travel expense reimbursement, please submit an *ITCA Travel Expense Reimbursement Claim Form* within fifteen (15) days following the training event. This form is available upon request. The travel expense claim form must include the signature of the attendee's supervisor. ITCA will verify an applicant's eligibility based on event attendance records maintained by ITCA staff.

A registrant that has received seat confirmation from ITCA may request written verification of ITCA reimbursement funds prior to travel. To do so, please submit a completed *Preliminary Application for Travel Reimbursement Stipend Form* to ITCA before your travel to the event. The form must include the signature of the confirmed registrant's supervisor. This form is available upon request. Preliminary applications received five business days prior to the start of the course will be considered on a first-come first-served basis and will be subject to funding availability. Preliminary applications that are approved by ITCA will receive written notice stating the level of funding available for their travel reimbursement.

PUBLIC HEALTH CONSIDERATIONS:

Protection of public health is a top priority and ITCA intends for this event to align with federal and local guidelines and recommendations. As of the date of the ITCA event announcement, June 5, 2024, the COVID-19 County Check website of the Centers for Disease Control and Prevention (CDC), indicated the following.

“In Maricopa 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 in doors in public.”

Please note, this training event is available for personnel working on Tribal lands located throughout the country. Some of the attendees, the instructor / speakers, and facilitators might be traveling from various other locations to attend at 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.

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 event.

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



**CROSS-CONNECTION & BACKFLOW PREVENTION
TRAINING COURSE AND CERTIFICATION EXAM (ITCA Event ID #24021)**

July 22-26, 2024, Tempe, Arizona

(Please Print Clearly)

Name of Registrant: _____
(First) (Last)

Title/Position: _____

Tribe/Organization: _____

Tribal Utility/Department: _____

E-mail Address: _____

Office Phone Number: (____) _____ - _____ Cell Phone Number: (____) _____ - _____

Business Address: _____
(for mailing of letters) (Street/P.O. Box)

(City) (State) (Zip Code)

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

Optional – Backflow Prevention Assembly Tester Certification Exam

An optional, Backflow Prevention Assembly Tester Certification exam (two-parts: a written exam and a hands-on practicum exam) is available for free to eligible and approved attendees of this course.

Type of Registration—Select Only One

Training Course + Certification Exam →Registration Deadline is **July 12, 2024**
(Page 4 of Registration Form required)

or

Training Course only →Registration Deadline is **July 17, 2024**

Complete the Registration Form and Send by e-mail, fax, or mail, to the following:

Inter Tribal Council of Arizona, Inc.,
TRIBAL WATER SYSTEMS PROGRAMS
2214 N. Central Avenue, Phoenix, AZ 85004; Telephone: (602) 258-4822, Fax: (602) 258-4825
Email: Chris.Graham@itcaonline.com



**CROSS-CONNECTION & BACKFLOW PREVENTION
TRAINING COURSE AND CERTIFICATION EXAM (ITCA Event ID #24021)**

July 22-26, 2024, Tempe, Arizona

Name of Registrant: _____
(First) (Last)

- Yes, I do plan on attending the Cross-Connection & Backflow Prevention certification training course (#24021) being held in-person at Cross Connection Environmental, LLC, 2525 W Huntington Drive, Suite 101, Tempe, Arizona 85282.
- Yes, I understand that if accepted into this training course, ITCA will send me written confirmation of a reserved class seat for this course.
- Yes, I agree that if my plans change and I am unable to attend this event, I will inform ITCA as soon as possible so that my class seat can be given to someone else.
- Yes, I understand that if I plan to take the Backflow Prevention Assembly Tester certification exams following the training course, I am required to attend the entire training course.
- 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.
- Yes, I understand that 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. I understand that if I do not consent to have my photograph taken or used in this way, I must notify ITCA staff prior to or at the event.

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

Emergency Contact: _____ (_____) _____-_____
(Name) (Phone Number)

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Name of Registrant: _____
(First) (Last)

What do you hope to get out of this training course? (Select all that applies)

- Training hours Certification prep Networking Other

HEALTH & SAFETY STATEMENT

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

To be considered for acceptance into this professional certification training and/or 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 training and/or 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 ITCA professional certification training and/or 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 in-person attendance, 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

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TRIBAL WATER SYSTEMS PROGRAMS
2214 N. Central Avenue, Phoenix, AZ 85004; Telephone: (602) 258-4822, Fax: (602) 258-4825
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Backflow Prevention Assembly Tester Certification REGISTRATION FORM



**CROSS-CONNECTION & BACKFLOW PREVENTION
TRAINING COURSE AND CERTIFICATION EXAM (ITCA Event ID #24021)**

July 22-26, 2024, Tempe, Arizona

Name of Registrant: _____
(First) (Last)

- Yes, I understand that the information asked in the form below is required for applying for the **Backflow Prevention Assembly Tester Certification**.
- Yes, I agree and authorize ITCA to provide the following information to the Cross Connection Environmental, LLC and the American Backflow Prevention Association (ABPA) as my registration for the Backflow Prevention Assembly Tester Certification exams.
- Yes, I understand and agree that this is not an ITCA certification and that ITCA does not control the handling and security of the information on the form below.

Registrant's Original Signature Date

First Name: _____ Last Name: _____

For Recertification, provide most recent ABPA Certification # _____

Professional Title: _____

Highest Level of education completed: _____

Home Mailing Address: _____

Phone Number: _____ Personal Email Address: _____

Employer Name: _____

Employer Mailing Address: _____

Employer Contact Person: _____ Professional Title: _____

Employer Email Address: _____

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