



Department of Environmental Quality

To protect, conserve and enhance the quality of Wyoming's environment for the benefit of current and future generations.



Matthew H. Mead, Governor

Todd Parfitt, Director

MEMORANDUM

TO: DEQ/WQD Water and Wastewater District Engineers
Operator Certification Program Interested Parties
Gina Thompson, Policy and Planning Analyst

THROUGH: Rich Cripe, Water and Wastewater Program Manager *RRC*

FROM: Kim Parker, Operator Certification Program *KSP*

DATE: August 24, 2015

SUBJECT: **Policy 20.2.1 (Amended 08/24/15)**, Facility Classification and Configuration for Purposes of the Operator Certification Program

Background:

Policy 20.2.1 was originally issued on December 9, 2008. It established a process to “classify Wyoming systems using the Association of Boards of Certification (ABC) national classification criteria.” The July 31, 2012 amendments to Water Quality Rules and Regulations (WQRR) Chapter 5, Section 5 incorporate this classification criteria into rule. In addition to incorporating the ABC criteria, the July 31, 2012 amendments to Chapter 5, Section 5 also require the WQD administrator to post a rating system to classify water distribution and wastewater collection systems on the Operator Certification website.

Amendments to this policy add classification criteria for water distribution and wastewater collection systems, as required by the July 31, 2012 amendments to WQRR Chapter 5, Section 5; streamline the workflow for classification reviews; and cite the source of water and wastewater treatment facility classification criteria.

Purpose:

Policy 20.2.1 establishes the procedure that Water Quality Division (WQD) Water and Wastewater (WWW) engineers use to classify Wyoming water treatment, water distribution, wastewater treatment, and wastewater collection systems.

Classification Reviews:

- WWW engineers will conduct classification reviews of facilities. The district engineer, for the district in which the facility is located, will approve the classification review.
- The facility owner, facility administrator, WWW program manager, or WWW engineer may request a classification review.



- District engineers will perform classification reviews as directed by the WWW program manager.
- The Operator Certification Program will add new facilities to the Operator Certification Program database **when notified by the US Environmental Protection Agency** (for new water treatment and distribution facilities) or **when notified by a WWW engineer** (for wastewater and collection facilities).
- After adding new facilities, the Operator Certification Program will request a review for newly activated systems, to notify the district engineer of the new facility activation.
- The WWW engineer will contact the facility administrator using the contact information in the Operator Certification database. The WWW engineer will verify the facility contact information and notify the Operator Certification Program of any changes that need to be made.
- The WWW engineer will record the configuration data in the Operator Certification database. The district engineer will approve the review when it has been completed.
- District engineers will complete requested reviews within 45 days of the request, or as directed by the WWW program manager.

Classification of Water and Wastewater Treatment Plants:

Classification reviews for water and wastewater treatment plants shall be based upon the facility classification criteria presented in the 2007 version of the *ABC Operator Certification Program Standards*. This document is available on the Operator Certification website.

Classification of Water Distribution and Wastewater Collection Systems:

Classification of water distribution and wastewater collection systems shall be based upon the population served and the presence/absence of booster stations or lift stations. Booster station size must meet the criteria presented in Policy 20.2.2.

- Systems serving 7,500 people or less receive 1 point.
- Systems serving 7, 501 or more people receive 2 points.
- Systems which use booster stations, as defined in Policy 20.2.2, or lift stations receive 2 points.
- Systems which have fewer than 4 points in total are considered Class 1 Distribution or Collection Systems.
- Systems which have 4 or more points in total are considered Class 2 Distribution or Collection Systems.

--END POLICY--

KSP/GJT/bb/15-0430