



## Fact Sheet

# CEUs for Training Operators-in-Training

The Oregon Department of Environmental Quality's Wastewater Operator Certification Program recognizes that operators tasked with teaching operators-in-training, or OITs, are also deepening their own knowledge through teaching. By explaining concepts, answering questions, and guiding others, operators are expanding and reinforcing their own skills, understanding, and abilities. Therefore, DEQ now grants continuing education units, or CEUs, for operators that mentor or train OITs.

## How many CEUs can be attained this way?

Certified operators may earn up to 1.0 CEU each two-year renewal cycle. Each documented hour of training provided is worth 0.1 CEU. CEUs are rounded down to the nearest hour, so 45 minutes = 0 CEUs; 1.5 hours = 0.1 CEU; 2 full hours = 0.2 CEUs, etc.

## Earning CEUs

Training must be provided during your specified renewal period to receive credit. In lieu of a completion certificate, please request a letter from your supervisor on official letterhead that includes the following:

- Your name.
- Start and end dates of training period.
- Total hours of training provided.
- Summary of training topics.
- Signature of supervisor.

Claim CEUs by attaching the letter to your renewal application and enter "OIT Trainer" and number of CEUs in the CEU table.

## What counts as training?

Demonstration and explanation to an OIT of routine operational and maintenance wastewater system tasks may be documented. This does not include general onboarding for new employees, such as time accounting. Public facility tours do not qualify. If you would like to receive credit for facility tours, your facility must submit a CEU request directly to the [Oregon Environmental Services Advisory Council](#).

## For questions

Contact the DEQ Wastewater Operator Certification Program at 503-229-5161 or [OpCert@deq.oregon.gov](mailto:OpCert@deq.oregon.gov)

## Non-discrimination statement

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