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For further information contact: Gus Feitzelmayer Environment Protection Branch 32ll Albert Street Regina, SK S4S 5W6 Telephone: 306-787-6174 Fax: 306-787-0197

EPB 149 Feb/06



Available Training and Reading for Water and Wastewater Operators

Operator Certification Board

Mailroom, 3211 Albert Street Regina, SK S4S 5W6

Telephone: 306-789-3430, Fax: 306-789-3699 (Monday, Tuesday & Thursday, 9:00 - noon)

Email: carla.weber@sasktel.net

Contact the Board office for certification information and application forms.

Saskatchewan Institute of Applied Science and Technology (SIAST- Palliser Campus) Water and Waste Training Centre:

Contact: Carmel Kutnikoff at Telephone: 306-694-3223, e-mail kutnikoff@siast.sk.ca

Website for operator training: www.siast.sk.ca/programsites/palliser/civil

Correspondence Courses: Learn about water treatment, distribution, wastewater treatment and collection. The modules (part of the *Water and Wastewater Technician Program*) help you to learn how to operate your water/wastewater system more effectively and also help to prepare you for writing water treatment, water distribution, wastewater treatment, wastewater collection, examinations for Class-1 and Class-2. Also learn about small water systems and small distribution systems - *Small Seasonal Drinking Water Systems* - it covers water quality, sources, wells, pumps, distribution systems, disinfection and testing. See their website.

Classes/Exams: SIAST now also offers 3 day/5 day classes in Small Water Systems/Class-1 Water Treatment/Distribution and Small Wastewater Systems/Class-1 Wastewater Treatment/Collection, based on the above correspondence courses. 3 days for Small Systems, plus 2 more days for Class-1 training (total of 5 days). Certification exams offered with the classes. Class-2 Water Treatment/Distribution is now offered. See their calendar or website.

Workshops: details on workshops and classes, scheduled to be held at several SIAST campuses, including the Palliser Campus in Moose Jaw are listed in the *Water and Waste Training Centre Extension Workshops Calendar*, as well as the SIAST website. Contact Bonnie at 306-694-3257 or Carmel at 306-694-3223 for your copy.

On-Site Courses: Palliser Campus also has many on-site post-secondary education level courses. For example: Water and Environmental Engineering Technology, Civil Engineering Technology and Environmental Engineering Technology.

Saskatchewan Water and Wastewater Association (SWWA)

Marc Krecsy, President, Phone: 306-695-3808 SWAA Administration Office (Mon-Thursday 9:00 a.m.-Noon), Monique at 306-761-1278, Fax: 306-761-1279

Email: swwa.office@sasktel.net // Website: www.swwa.sk.ca

SWWA Workshops: For further information, contact: Kelly Kish at 306-736-2515 or E-mail: kiptown@sasktel.net, or Cec Reinhart at 306-463-2797 or kinwtp@sasktel.net.

American Water Works Association (AWWA)

Customer Service Dept. 6666 West Quincy Ave. Denver, Colorado, USA 80235

Telephone: Toll free: 1-800-926-7337 FAX: 303-347-0804

Visit our bookstore at: www.awwa.org/bookstore

Note: quoted prices are non-member prices. Contact AWWA for latest prices. When ordering, inquire about costs for shipping, handling and GST. AWWA also has other documents and items including magazines, books, manuals and videos! For membership information contact AWWA at www.awwa.org

[⇒] The operator newsletter **The Pipeline** lists workshops, certification examinations, Annual Golf Tournament (June) and Annual Conference (November). Visit our website for the latest news.

Textbooks - Water Supply Operations Series

Water Sources 3rd ed., 2003: In addition to covering water source development basics, this text also explores the characteristics of raw water and looks at the ultimate effects of both on drinking water quality. Introduces the hydrologic cycle and covers groundwater and surface water supplies. Includes discussion on water conservation and water use in relation to source development and water transmission. An excellent reference complete with supplemental reading lists, a glossary and an index. 212 pages, cat. #1955, \$105 (US funds)

Water Treatment 3rd ed., 2003: Introduces fundamentals of common water treatment processes. Specific topics include raw water quality, treatment options and chemicals, and drinking water regulations. Chapters discuss specific treatment processes in detail. Also examines common operating problems and suggests solutions to ensure water quality. Includes detailed illustrations, photos, supplemental reading lists, a glossary and index. 552 pages, cat. # 1956, \$120 (US funds)

Water Transmission & Distribution 3rd **ed., 2003:** Introductory text explains the basics behind design, construction, operation and maintenance of water transmission and distribution systems. Examines individual system components; explains proper tapping procedures for adding connections; covers cross-connection and backflow prevention and includes fundamentals of information management. A special section discusses utility public relations and the role of the distribution system operator. Includes comprehensive glossary, several appendices, an index and supplemental reading list. 553 pages, cat. #1957, \$120 (US funds).

Water Quality 3rd ed., 2003: Gain a practical working knowledge of water quality analyses and the regulations governing drinking water standards with this introductory text. Presents basics of proper sample collection, analysis and interpretation. Includes a list of necessary laboratory equipment and instruments. 214 pages, cat. #1958, \$105 (US funds)

Basic Science Concepts and Application 3rd ed., 2003: This essential text is referenced throughout the other volumes in the WSO Series. Within these chapters, students will find practical discussions of mathematics, hydraulics, chemistry, and electricity as they relate to water topics and system operation. Each chapter includes numerous examples. Step-by-step calculations with answers included makes this an ideal self-study format. Complete with glossary and index, as well as appendices incorporating conversion tables, the periodic table, a list of elements and color plates illustrating common algae types. 645 pages, cat. #1959, \$120 (US funds)

Basic Science Concepts and Applications Student Workbook, 2004: Practice for students in solving math, chemistry, electricity and hydraulics problems as taught in Basic Science Concepts and Applications, 3rd ed. 201 pages, \$60 (US funds), cat. #1954

Certification Study

Operator Certification Study Guide, 5th ed., 2003: AWWA's most popular guide for preparing for water treatment and distribution operator certification examinations. Provides sample questions and answers in all certification exam areas. 252 pages, cat. #20517, \$67 (US funds)

Basic Chemistry for Water and Wastewater Operators, 2005: Excellent for both certification study and as an on-the-job reference, this book covers all chemistry topics for water treatment and wastewater treatment. 196 pages, \$63 (US funds), cat. #20494

Operator Chemistry Made Easy, 1999: DVD provides calculations for chemical dosages, feed rates, conversions and other chemistry problems that operators must know on the job and for passing certification exams. DVD 13 min. \$149 (US funds), cat. # 64128

Operator Math Made Easy, 1999: DVD provides calculations for volume measurements, conversions, flow rates and other basic math problems that water operators must know on the job and for passing certification exams. DVD 20 min. \$149 (US funds), cat. # 64127

Some Other Texts

Water Treatment Operator Handbook, revised ed. 2005ndbook that operators cannot do without. Covers all aspects of the job: source water, well design/operation, pretreatment, coagulation, flocculation, sedimentation, filtration, disinfection, aeration, iron/manganese removal, membrane filtration, testing & lab procedures, instrumentation & controls, safety, record keeping and more. 252 pages, cat. #20418, \$69(US funds)

Health Education Services

P.O. Box 7126 Albany, NY, USA 12224 Telephone: 518-439-7286

⇒ Phone to check prices and to place your order. Prepayment required.

A Manual of Instruction for Water Treatment Plant Operators: This 21 chapter training manual covers mathematics, hydraulics, chemistry, biology and bacteriology, removal of iron and manganese, softening, taste and odor control, chlorination, corrosion control and fluoridation. Used in New York State's Grade II Water Treatment Plant Operator courses. Cost: \$15.00 US

Manual of Instruction for Wastewater Treatment Plant Operators (2 volume set): One of the most widely used instruction manuals in the wastewater treatment field. It deals with all phases of wastewater treatment together with record keeping, plant maintenance and safety, hydraulics, electricity, chemistry and arithmetic of sewage treatment. This revised edition contains expanded information on activated sludge control, maintenance, microbiology of wastewater treatment and a chapter on advanced wastewater treatment. Cost: \$12.50 US for each volume or \$20.00 US for set.

Mathematics for Water Supply Operators 1983 ed.: Workbook (has two sections) intended to be used in training courses for water supply operators. First section deals with fundamental mathematics; second with practical application of mathematics in a water supply facility. Examples and practice problems represent actual water treatment plant operation problems; a set of problems at the end of each chapter. Requires pre-payment. Cost: \$10.00 US. When ordering inquire about shipping, handling and GST.

Western Canada Water and Wastewater Association (WCWWA)

Suite 203, 301 - 14th Street NW Calgary, AB T2N 2A1

Telephone: 403-283-2003; FAX: 403-283-2007, Website: www.wcwwa.ca

Correspondence Course for Water Treatment Plant Operators: This course "walks" an operator through all processes of their surface water treatment plant. Operator performs various process control tests and studies on own plant. There is a final exam. Cost: \$300.00 (2004 price) plus membership in WCWWA.

Mathematics Correspondence Course: Cost \$300.00 (2004 price) plus membership.

Water and Wastewater Operations Manuals Class-1 (Vol. A & B), \$60, Student Manual, \$20; Class II, \$60, Student Manual \$30. Both sets of manuals are listed as study references (by Ontario and Alberta) and cover water treatment, water distribution, wastewater treatment and wastewater collection at various levels.

Water Environment Federation (WEF)

Publications Order Department 601 Wythe St. Alexandria, VA, USA 22314-1994

Telephone: 703-684-2452; Toll free: 1-800-666-0206; FAX: 703-684-2492. Website: www.wef.org

⇒ Please contact WEF to verify latest prices, shipping/handling costs and GST. Ask about reduced prices available for Canadian members for certain student workbooks. WEF has many other publications including magazines, books, manuals and CD-ROMs!

Membership: For information contact WEF. Operations membership (utility operators), Western Canada Section, \$55 (US funds). There are membership publications, (some free) and a publications catalogue available. Publication costs differ for members and non-members.

Textbooks

WEF/ABC Wastewater Operators' Guide to Preparing for the Certification Examination

Includes 240 questions (Level 1-4) on the many functions of the wastewater treatment operator. Questions based on need-to-know analyses for treatment plant operators. Includes tips on test-taking, key formulas, conversion factors & abbreviations. Also includes suggested study topics, sample questions referenced to

specific technical sources, math problems in metric & US measure with detailed answers & a 100 question practice exam. Order # E20022 Non-member cost \$49.00 US (2004 price).

Wastewater Collection System Operator Certification Study Guide This studybook will help collection system operators expand their knowledge and assist in preparing for exams. Questions presented cover broad general categories like background knowledge, support systems, O & M, supervision and management, safety, design/construction, electric pumps and motors and math. Math is in metric and US units with complete answers. Includes glossary and reference list. 195 pp. Order #200212 Non-member cost \$49.00 US (2004 cost)

WEF/ABC Certification Study Guide for Collection System Personnel 1993 Includes 200 questions on many different aspects of a collection systems worker's job. Questions based on need-to-know job analyses for collection system operators. Provides reader with practice in answering multiple choice questions from four knowledge and skill groups: general, support systems, quality control and administration. Solutions to collection systems study guide questions are provided. 57 pp. Order # E0378CG Non-member cost \$21 US (2002 price).

PROB	PROBE (Problem-Related Operations-Based Education Series) (2002 prices)		
•	Basic Activated Sludge Process Control	E40089CG	\$75
•	Basic Maintenance of Filter Presses	E70009CG	\$30
•	Basic Maintenance of Circular Secondary Clarifiers	E0390	\$30
•	Basic Maintenance of Diffused Aeration Systems	E0420	\$30
•	Basic Maintenance of Mechanical Aeration Systems	E0421	\$30
•	Basic Maintenance of Rectangular Secondary Clarifiers	E0422	\$30

Workshop Student Workbooks

Intermediate Course for Wastewater Treatment Plant Operators (a workshop)

This follows the basic course and is divided into three volumes of student workbooks.

Volume A (Units 1-5):	Volume B (Units 6-8):	Volume C (Units 9-11):
pretreatment clarification activated sludge community wastewater systems	wastewater stabilization ponds trickling filters sludge thickening anaerobic digestion aerobic digestion dewatering	wastewater disinfection safety pumping (2002 prices listed)
Order #E0292CG, Cost: \$20 US	Order #E0294CG, Cost: \$22 US	Order #E0296CG, Cost: \$22 US

Collection Systems Basic Course (used in SIAST's Wastewater Collection Systems workshop). This course covers: introduction to a wastewater collection system, wastewater flow, the collection system worker and wastewater treatment, manhole safety and inspection, testing, repairs and hookups and cleaning. Useful for beginners and experienced personnel. Student Workbook: Order #E0366CG. Cost: \$24 US (2002 price).

Wastewater Collection Systems Management, MOP 7, 5th edition: A comprehensive reference addressing procedures, practices and guidelines to effectively operate, maintain and establish or re-establish wastewater collection systems as dependable public utilities. Serves as a systems guide and includes principles of operation and management developed over the years. Order #M05000CG. Cost: \$70 US (2002 price).

Chlorination Skill Training Course (used in SIAST's Chlorine Gas Course): Designed for class or self-instruction. At the end of the course students will be able to: describe principal uses, properties and hazards of chlorine gas, describe how disinfection occurs, perform dosage rate calculations, explain operation of a gas chlorinator, explain chlorine cylinder function, operation and maintenance, explain operation of a hypochlorination system and explain how to mix feed chemicals. Student workbook: Order # E0312CG. Cost: \$20 US (2002 price).

Chlorine Safety Manual for Water and Wastewater Treatment Facilities: Safety practices for chlorine storage, handling, transportation and feed systems and building structure concerns. Includes details on planning and managing a chlorine emergency response plan with a special section on employee training. Order #P04106CG. Cost: \$18 US (2002 price)

Water & Wastewater Laboratory Techniques: A teaching and reference tool for educating analysts in water and wastewater laboratories in the skills and techniques of the bench chemist. Includes analytical standards and reagents; analytical and top-loading balances; laboratory ware; volumetric devices and use in measurement; preparation of solutions and dilutions; calibrations; test procedures; calculation and reporting results and controlling test procedure. Order #P15124CG; Cost: \$44.44 US (2002 price).

Standard Methods for the Examination of Water and Wastewater - 20th edition Order #S82010TC; Cost: \$200 US (2002 non-member price). Available in CD-ROM.

California State University

Office of Water Programs 6000 J Street Sacramento, CA USA 95819-6025 Telephone: 916-278-6142; Fax: 916-278-5959

Web: www.owp.csus.edu e-mail: wateroffice@csus.edu

Correspondence courses on water treatment, water distribution, wastewater treatment, wastewater collection, small water system operation, etc. You have the option to purchase the manuals or to purchase the manuals and sign up for the correspondence course. Some manuals now available on CD-ROM, some with on-line course completion. Full course details available on their website.

Correspondence Course Manuals	Manual Cost	Correspondence Course
Small Wastewater System O & M, Vol. 1	\$45	\$40
Small Wastewater System O & M, Vol. 2	\$45	\$40
Operation of Wastewater Treatment Plants, Vol. 1	\$45	\$40
Operation of Wastewater Treatment Plants, Vol. 1	\$45 CD-ROM	\$40
Operation of Wastewater Treatment Plants, Vol. 2	\$45	\$40
Advanced Waste Treatment	\$45	\$40
Industrial Waste Treatment, Vol. 1	\$45	\$40
Industrial Waste Treatment, Vol. 2	\$45	\$40
Treatment of Metal Wastestreams	\$25	\$40
Pretreatment Facility Inspection	\$45	\$40
O & M of Wastewater Collection Systems, Vol. 1	\$45	\$40
O & M of Wastewater Collection Systems, Vol. 2	\$45	\$40
VIDEOS: Collection System O & M training	\$100	
Collection System: Method of Evaluating & Improving Performance	\$45	\$40
Water Treatment Plant Operation, Vol. 1	\$45	\$40
Water Treatment Plant Operation, Vol. 2	\$45	\$40
Small Water System Operation & Maintenance		\$40
Small Water Systems Video Learning Booklet	\$45	
Small Water Systems Video Information Series	\$100	\$40 -
Water Distribution System O & M	\$45	\$40
Small Water System – Water Sources & Treatment	\$45 CD-ROM	\$40 On-Line
Small Water Systems – Wells	\$45 CD-ROM	\$40 On-line
Small Water Systems – Small Water Treatment Plants	\$45 CD-ROM	\$40 on-line
Small Water Systems – Disinfection	\$45 CD-ROM	\$40 on-line
Small Water Systems – Water Rates/Safety	\$45 CD-ROM	\$40 On-line
Small Water Systems – Laboratory	\$45 CD-ROM	\$40 On-line
Manage for Success	\$45	\$40
Utility Management	\$25	\$40
Costs (as of August 2004) are in US Funds. Make cheque payable to	o CSUS Foundation	on.

University of Regina

Dr. Fuller, Program Chair Environmental Engineering Regina, Sask. Telephone: 306-585-4704

Faculty of Engineering, Undergraduate On-Campus Courses: Undergraduate courses available in hydraulics, fluid mechanics, hydrology, water and wastewater systems engineering, water and wastewater processes and water resources engineering. Call for details.

Faculty of Graduate Studies On-Campus Courses: Graduate level courses in environmental systems engineering, hydrological studies, water resources management, physical, chemical and biological processes for water/wastewater treatment and design of wastewater treatment processes. Call for details.

University of Saskatchewan

Dr. J. A. Gillies, P. Eng., Program Chair Environmental Engineering Saskatoon, Sask. Telephone: 306-966-5307

Faculty of Engineering, Undergraduate On-Campus Courses: Undergraduate courses in fluid mechanics & hydraulics, environmental & sanitary engineering, environmental engineering design, industrial waste treatment design, municipal design for environmental engineering, and environmental control engineering. Call for details.

Faculty of Graduate Studies & Research On-Campus Courses: Graduate courses in water quality, design of industrial waste treatment systems, sanitary engineering, physical, chemical and biological treatment and solid & hazardous waste management. Call for details.

Study Resources Recommended in Ontario

Ontario Environment Certification Office Telephone: (905) 796-2851

The following table provides a list of appropriate study materials for each class of exam. The study guides which are identified by an asterisk (*) are available though the Certification Office of Ontario Environment. Those items not marked with an asterisk can be obtained from specific agencies - mentioned earlier in this publication. Please note that not all study guides will cover all subjects or questions on the exams. Relying on any single study guide is not a guarantee that you will pass the exam.

Exam	Water Treatment	Wastewater Treatment
Operator- in-Training	Operator-in-Training Study Guide*	Operator-in-Training Study Guide*
Class I	Water Treatment Need-to-Know*(outlines the main topics required to pass the exam. Actual study material must be obtained from elsewhere). Class 1 Study Manual (Volumes A & B) (available from the Western Canada Water and Wastewater Association) AWWA WT & WD Study Guide* (provides examples of multiple choice questions)	Wastewater Treatment Need-to-Know* (outlines the main topics required to pass the exam. Actual study material must be obtained elsewhere). Class I Study Manual (Volumes A & B) WEF/ABC WWT Study Guide*(Provides examples of multiple choice questions)
Class II	Water Treatment Need-to-Know * Class I Study Manual (Volumes A & B) Class II Study Manual (available from the Western Canada Water and Wastewater Association) AWWA WT & WD Study Guide * AWWA Water Treatment Training Set (4 volume)	Wastewater Treatment Need-to-Know* Class I Study Manual (volumes A & B) Class II Study Manual WEF / ABC WWT Study Guide* WEF Operation of Municipal Treatment Plants (3 volume set) - 1-800-666-0206

	set: Water Sources, Treatment, Distribution and Quality Analyses) 1-800-926-7337	
Class III	Water Treatment Need-to-Know * AWWA WT & WD Study Guide* (Note: actual exam slightly more difficult than the questions provided in Class III manual) AWWA Water Treatment Training Set California State (Sacramento) Operation of Water Treatment Plants (Vol. 1 and 2) 1-916-278-6142	Wastewater Treatment Need-to-Know* WEF/ABC WWT Study Guide* (Note: actual exam is slightly more difficult than the questions provided in this manual for Class III) WEF Operation of Municipal Treatment Plants (3 volume set) 1-800-666-0206 California. State (Sacramento) Operation of Wastewater Treatment Plants (Vol. 1 and 2) 1-916-278-6142
Class IV	Water Treatment Need-to-Know * Class I Study Manual (Volumes A & B) Class II Study Manual AWWA WT & WD Study Guide* (Note: actual Class III exam slightly more difficult than the questions provided in this manual) AWWA Water Treatment Training Set California State (Sacramento) Operation of Water Treatment Plants (Vol. 1 & 2) 1-916-278-6142	Water Treatment Need-to-Know* WEF/ABC WWT Study Guide* (Note: actual Class IV exam is slightly more difficult than the questions provided in this manual) WEF Operation of Municipal Treatment Plants (3 volume set) 1-800-666-0206 California. State (Sacramento) Operation of Wastewater Treatment Plants (Vol. 1 and 2) 1-916-278-6142 California State (Sacramento) Advanced Waste Treatment 1-916-278-6142

In addition to the above resources, operators who would like to practice math questions may wish to obtain the Mathematics for Water/Wastewater Operators. This manual, developed by the Ontario Environment's Brampton Training Center, is available through the Certification Office at (905) 796-2851. The manual is helpful for operators who commonly use metric formulas for water/wastewater calculations. Inquire about cost.

Exam	Water Distribution	Wastewater Collection
Operator- in-Training	Operator-in-Training Study Guide*	Operator-in-Training Study Guide*
Class I	Water Distribution Need-to-Know* (outlines the main topics required to pass the exam. Actual study material must be obtained elsewhere) Class I Study Manual (Volumes A & B) AWWA WT & WD Study Guide* (Provides examples of multiple choice questions)	Wastewater Collection Need-to-Know* (outlines the main topics required to pass the exam. Actual study material must be obtained from elsewhere) Class I Study Manual (Volumes A & B) WEF / ABC WWC Study Guide* (Provides examples of multiple choice questions)
Class II	Water Distribution Need-to-Know* Class I Study Manual (Volumes A & B) (Class I Manual covers material for Class II exams. Class II manual provides some additional material on pumps and pumping stations) AWWA WT & WD Study Guide* AWWA Water Treatment Training Set (Volume 3: Water Distribution) 1-800-926-7337 AWWA - Water Distribution Operator Handbook - 1-800-926-7337	Wastewater Collection Need-to-Know* Class I Study Manual (Volumes A & B) (Class I Manual covers material for Class II exams. Class II manual provides some additional material on pumps and pumping stations) WEF/BC WWC Study Guide*
Class III	Water Distribution Need-to-Know* AWWA WT & WD Study Guide* (Note: actual Class III exam is slightly more difficult than the questions provided in this manual) AWWA Water Treatment Training Set (Volume 3) California State (Sacramento) Water Distribution Operation and Maintenance - 1-916-278-6142	Wastewater Collection Need-to-Know* WEF/ABC Study Guide* (Note: actual exam is slightly more difficult than the questions provided in this manual for Class III) California State (Sacramento) Operation of Wastewater Collection Systems (Volume 1 & s) 1-916-278-6142

Class IV

- Water Distribution Need-to-Know*
- Class I Study Manual (Volumes A & B)
- Class II Study Manual
- AWWA WT & WD Study Guide* (Note: actual Class IV exam is slightly more difficult than the questions provided in this manual)
- AWWA Water Treatment Training Set (Volume 3)
- California State (Sacramento) Water Distribution
 Operation and Maintenance 1-916-278-6142
- Wastewater Collection Need-to-Know*
- WEF/ABC WWC Study Guide* (Note: actual Class IV exam is slightly more difficult than the questions provided in this manual)
- California State (Sacramento) Operation of Wastewater Collection Systems (Volume 1 & 2) - 1-916-278-6142

The Local Campus of your area's Regional College

Regional Colleges offer a wide-ranging variety of courses including courses related to water and wastewater works, safety, public works, etc.

Confined Space: reinforces the need for proper preplanning procedures and provides rescue methods, should a confined space worker be in peril.

GED Prep Classes: study with an instructor using GED Manuals and prepare for GED Testing.

Ground Disturbance: safety issues and proper procedures related to excavation beyond 30 cm depth.

H2S Alive: hydrogen sulphide as found in wastewater collection systems, manholes, lift stations, raw water pump wells, etc. can be deadly. Hazards, testing methods/equipment breathing apparatus, resuscitation are covered.

Workplace Hazardous Materials Information System (WHMIS): worker education about problems from hazardous materials at the worksite, as well as labelling, Material Safety Data Sheets are covered.

Other Courses: Your local Regional College may also be offering courses in Water Treatment, Water Distribution, Wastewater Treatment, Wastewater Collection, Small Water System Operation and Small Wastewater System operation. Please contact them for further information or a course catalogue.