



# Utah Operator Certification Program RECIPROCITY APPLICATION

## Checklist Instructions:

- Step 1** Contact the Utah Division of Drinking Water Operator Certification Program Secretary (801-536-4202) to begin the process.
  - Reciprocity is reviewed on a case-by-case basis.
- Step 2** Once your request has been approved, continue to step 3.
- Step 3** Fill out this form completely.
- Step 4** Send this filled out application and written appeal to the Division of Drinking Water via email or postal mail (*info in box*).
- Step 5** If reciprocity is granted, pay the \$100 fee.
  - <http://www.deq.utah.gov/FeesGrants/fees/drinkingwater/shoppingcart.htm>
  - Click **“Pay Online”** to add the \$100 reciprocity fee to your shopping cart and complete the online payment process.
  - Or, pay by check or money order. Make payable to “Division of Drinking Water” or “DDW” & label it "reinstatement fee."

### Division of Drinking Water Operator Certification Program

195 North 1950 West  
P.O. Box 144830  
Salt Lake City, UT 84114-4830

**Phone:** (801) 536-4200  
**Fax:** 801-536-4211  
**E-mail:** dmjacob@utah.gov

<http://drinkingwater.utah.gov>

## PERSONAL INFORMATION

Today's Date: \_\_\_\_\_

First, Middle, Last Name (Mr. or Ms.): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Certification #: \_\_\_\_\_ Email address: \_\_\_\_\_

Home Address or PO Box: \_\_\_\_\_ Cell phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Home phone: \_\_\_\_\_

## CERTIFICATE NEEDING RECIPROCITY

Water Distribution Grade (\$100): SS  1  2  3  4

Water Treatment Grade (\$100.): 1  2  3  4

## OTHER LICENSES HELD

Plumber's license, cross connection certificate, etc.

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## CURRENT EMPLOYMENT

Employer or Water System: \_\_\_\_\_ Water System #: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_ Fax: \_\_\_\_\_

Total years in this position: \_\_\_\_\_ Total years with this employer: \_\_\_\_\_ Are you a DRC\* operator now?  Yes  No

Total years as DRC\* operator with this employer: \_\_\_\_\_

Duties of current position:

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\*DRC (Direct Responsible Charge) - DRC means active daily on-site charge and performance of operation duties. The person in direct responsible charge is generally an individual who independently makes decisions during normal operation which can affect the sanitary quality, safety, and adequacy of water delivered to customers. In cases where only one operator is employed by the system, this operator shall be considered to be in direct responsible charge. In cases where more than one operator is employed, more than one operator may be in direct responsible charge.

### IF YOU HAVE ADDITIONAL WATER-RELATED EXPERIENCE WITH OTHER EMPLOYERS:

*Duplicate this page and fill it out for those employers.*

## EDUCATION

What is the highest level of education you have completed?

GRADE SCHOOL: \_\_\_\_\_ HIGH SCHOOL: \_\_\_\_\_

COLLEGE GRADUATE: Degree: \_\_\_\_\_ Major: \_\_\_\_\_ Year: \_\_\_\_\_

Degree: \_\_\_\_\_ Major: \_\_\_\_\_ Year: \_\_\_\_\_

X \_\_\_\_\_

Date: \_\_\_\_\_

*By signing, I certify that all of the above information is true.*