

# Reciprocity Request - State of Illinois

Although Illinois does not have a blanket reciprocity agreement with any other state, Section 380.711 of the enclosed "Procedures for the Certification of Operators of Wastewater Treatment Works" allows reciprocity consideration. Each reciprocity request is considered separately based on the criteria outlined below:

## A. Documentation

### 1. Application

- a. You must submit the enclosed application for Certification as a Wastewater Treatment Works Operator. In completing this application, you must describe your job duties and responsibilities relating to the process control of a wastewater treatment works. If you are uncertain as to whether your experience qualifies, include the information in the application so the IEPA may make the determination.
  - b. A portion of the experience requirement may be obtained through education. If you have completed college course work, a transcript or a grade report is required. A copy of a Certificate of Completion is required for any wastewater courses completed. A wastewater course worth a minimum of 3.0 CEU's qualifies as 3 months of equivalent experience credit. The experience requirement for each certification level is described in Subpart G of the "Procedures for the Certification of Operators of Wastewater Treatment Works".
2. You must submit a photocopy of your certificate/license with level and date certified. This certificate/license must be valid and in good standing.
  3. The following Verification Statement must be completed and returned with your application to Illinois EPA. As Section 380.711c specifies, you must currently be a resident or currently employed at a wastewater treatment works in Illinois.

## B. After you submit the required documents, the following occurs:

1. Review - Illinois' Operator Certification Unit (OCU) reviews all documents sent by you.
2. Reciprocal State Contacted - OCU sends a letter to the state from which you obtained your certificate/license requesting:
  - a. A copy of their rules and regulations,
  - b. Verification of the date, level and status of certificate/license granted to you,
  - c. A representative copy or a description of the exam you were given, and
  - d. Their policy for accepting Illinois' certificates by reciprocity.
3. Letter - OCU forwards a letter advising you of your option to take the Illinois certification exam. An exam schedule is included should you elect to take the Illinois exam rather than wait for the reciprocity decision.

## C. After receipt of all requested materials from the reciprocal state, the Operator Certification Unit reviews the reciprocal state's rules, regulations and procedures for certification.

## D. The time frame involved for reciprocity depends upon the speed with which the reciprocal state responds to our request.

If you have any questions concerning reciprocity, please feel free to call the Operator Certification Unit at (217) 782-9720.

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### DETACH VERIFICATION STATEMENT AND RETURN WITH APPLICATION

As a certified wastewater operator seeking reciprocity with the State of Illinois, I grant permission to the Illinois EPA, Bureau of Water, Compliance Assurance Section, Operator Certification Unit to contact the.....

(Reciprocal State) \_\_\_\_\_ authorities for information relating to my certificate/license

My certificate/license number is \_\_\_\_\_ (attach photocopy)

Signature \_\_\_\_\_ Date \_\_\_\_\_