State of Maine
Board of Licensure of Water System Operators
11 State House Station
Augusta, ME 04333-0011

Training Contact Hour Approval Application

A training contact hour (TCH) equals one hour of "interaction between a learner and instructor, or between a learner and materials, which have been prepared to facilitate learning". This does not include breaks, introductions or excessive unstructured time.

Trainings must meet the Board's definition of "relevant training":

The training demonstrates a direct link to water quality, water supply, or protection of public health

AND

The training is relevant to the operation and/or maintenance of public water systems **OR** the management of public water systems.

Attach the agenda, brochures or materials that describe training topic(s) covered and the time allotted.

Contact Name _____

Phone _____ Email _____

Training Title _____

Training Provider _____ Requested Hours _____

Training Format (select one): ☐ Live Training ☐ Self-Paced Webinar ☐ Other_____

Select the training topic(s) and describe how the training meets the Board's definition of relevant.

Technical

- ☐ Treatment Process
- ☐ Lab Analysis
- ☐ Source Water Characteristics
- ☐ Distribution System Components
- ☐ Water Quality Monitoring

Management

- ☐ Administrative Procedures
- ☐ Financials
- ☐ Rules and Regulations
- ☐ Emergency Preparedness
- ☐ Cybersecurity
- ☐ Public Interactions

Safety

- ☐ First Aid/CPR
- ☐ Confined Spaces
- ☐ HAZMAT
- ☐ Risk Mitigation
- ☐ Other

How is this training relevant?

Completed forms and questions can be sent to dwplicensing.dhhs@maine.gov