

For up-to-date information regarding the Board and to view the [Regulations for Licensing Operators of Wastewater Facilities](#), visit our website at:

<https://dnrec.delaware.gov/water/comm-ercial-government/wastewater-facilities/operators/>

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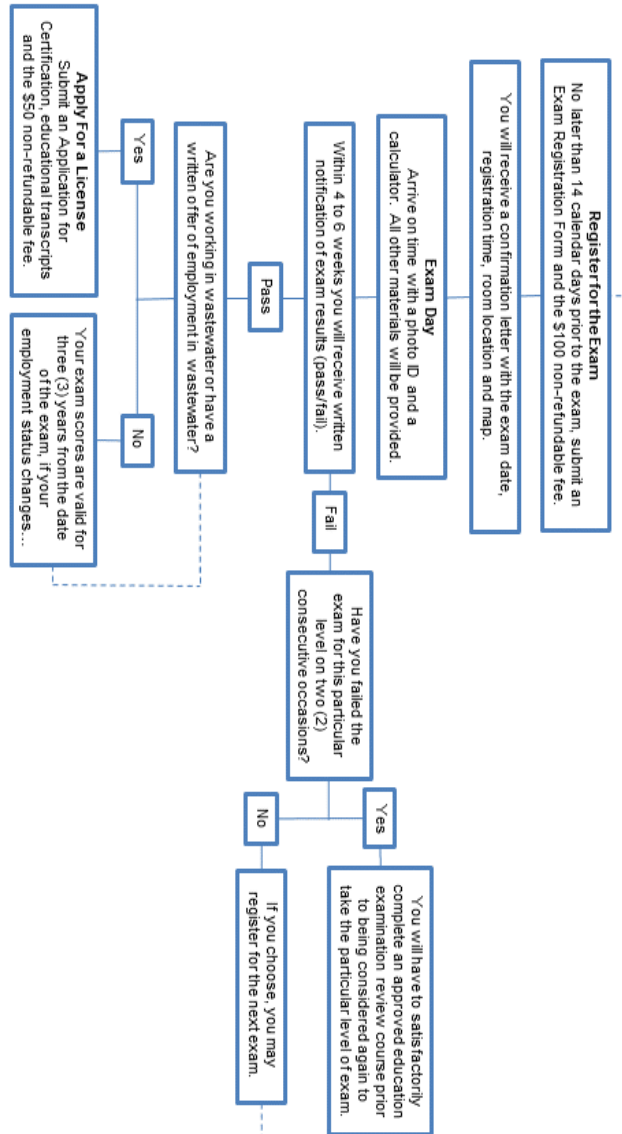
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# How to Become a Licensed Wastewater Operator in the State of Delaware



Revised September 2024

# Wastewater Operator Certification & Licensing

State of Delaware  
Department of Natural Resources and Environmental Control

Division of Water

Resource Protection Section

Prepared by the  
Board of Certification for Wastewater Operators (Board)

## What is a wastewater operator?

An individual, who at a given time, through observation, interpretation, or decision, operates a wastewater facility or a segment of a system or facility.

## What is a wastewater facility?

The system of pipes, structures, equipment, or processes required to treat any wastewater, and dispose of the effluent; including the treatment, handling, and disposal of residuals and biosolids related thereto.

## What certification levels are available?

The State of Delaware issues five (5) levels of wastewater operator licenses: Temporary, I, II, III & IV.

Level	Qualifications
<b>Temporary</b>	Awaiting training, testing or eligibility/qualifications for regular level license.
<b>1</b>	High School Diploma or equivalency plus one (1) year of acceptable operating experience.
<b>2</b>	High School Diploma or equivalency plus three (3) years of acceptable operating experience in Wastewater Facilities of Class I or higher.
<b>3</b>	An Associate's Degree in science or engineering from an accredited college or university, or equivalent credit hours in any other curriculum as approved by the Board plus four (4) years of acceptable operating experience in Wastewater Facilities of Class II or higher; two (2) years of which must have been in a position of Direct Responsible Charge.
<b>4</b>	A Bachelor's Degree in science or engineering from an accredited college or university, or equivalent credit hours in any other curriculum as approved by the Board plus four (4) years of acceptable operating experience in Wastewater Facilities of Class III or higher; two (2) years of which must have been in a position of Direct Responsible Charge.

## How do I become licensed?

Becoming a licensed wastewater operator is a two-step process. *Step #1, the examination:*

Submit an Exam Registration Application through Digital DNREC online

(<https://epermitting.dnrec.delaware.gov/dnrec-home/login/personal>) with the non-refundable \$100 fee no later than 14 calendar days prior to the exam. Exams are *typically* held quarterly (February, May, August and November). Determine level of exam based on qualifications.

## What types of exams are given?

There is a separate exam for each level of license consisting of multiple-choice and true/false questions. A score of 75% or higher is required to pass.

## How will I be notified if I passed/failed the exam?

You will receive notice of your exam status (pass/fail) by email within 4 weeks of the exam. Scores are valid for three (3) years from the date of the exam. **Please Note: You are not a licensed wastewater operator at this point.**

*Step #2 the application:* Submit a completed Application for Certification, educational transcripts, and the non-refundable \$50 fee through Digital DNREC (<https://epermitting.dnrec.delaware.gov/dnrec-home/login/personal>).

## What happens if I fail the exam?

If you fail the exam for a particular level on three (3) consecutive occasions, you will have to satisfactorily complete an approved education examination review course prior to being considered again to take that particular level of exam.

## What happens if I pass the exam, but do not meet the educational requirements or do not have enough work experience?

If you do not meet the experience or the educational requirements you may, with the approval of the Board, receive an Operator-In-Training (OIT) license.

## What type of employment verification is required?

You must be operating in Delaware or have a written job offer to operate in Delaware to receive consideration for a wastewater operator license.

## How do I maintain my license?

Wastewater operator licenses are issued for a two (2) year period. To renew the license, please log into your Digital DNREC account

(<https://epermitting.dnrec.delaware.gov/dnrec-home/login/personal>). Through your Digital DNREC account, you will upload proof that you have completed (20) hours of approved training in the past (2) years (a minimum of ten (10) hours must be directly related to wastewater). Once the required amount of training has been approved, log into your Digital DNREC account, scroll to the license you wish to renew, click "Options" then click "Renew". Complete the required fields and pay the non-refundable \$50 fee. All courses, classes and training must be approved by the Board. Duplication of directly related courses in consecutive renewal periods will be denied.

## What training is available?

For an updated list of approved continuing education courses, please log into your Digital DNREC personal account and navigate to the "Water Continuing Education" tab on your dashboard page.

## How will I know it's time to renew my license?

Digital DNREC will send a courtesy renewal reminder email to the email address associated with your account, approximately 60 days prior to the license expiration date. If you fail to receive the renewal notice, you are still responsible for renewing your license prior to the expiration date. Please log into your Digital DNREC personal account to make any personal information changes.

## What if I fail to renew by the expiration date of my license?

Failure to complete the training, submit the Application for Renewal, and/or pay the non-refundable \$50 fee by the expiration date will result in invalidation of the license. Please note per Section 10.1.2 of the Regulations, "It shall be unlawful for any person to perform the duties of a Delaware License Wastewater Operator without being duly licensed under the provisions of these regulations."

## What do I do if my licensed has been invalidated?

Within two (2) years of the license expiration, provide proof (via Digital DNREC) that you have completed (20) hours of approved training (of which, a minimum of ten (10) hours must be directly related to wastewater). Then complete the renewal application and pay the non-refundable \$50 fee plus a non-refundable \$15 late surcharge fee through your Digital DNREC account.

Successful completion of a written exam is required if the license has been invalidated for two (2) or more years.

<https://dnrec.delaware.gov/water/boards/wastewater-operators/>