

# Water & Wastewater Facility Operators Certification Program

## Application for Wastewater Treatment Facility Classification

Please print clearly or type and follow the instructions on the application form.  
NOTE: If using Adobe Reader text can be inserted into form and tab between fields.

**This application is pursuant to the Water and Wastewater Facility Operators Regulation issued under The Environment Act.**

Name of Facility:

Name of Facility Owner:  
(Municipality/Commission/  
Company/Individual/etc)

Civic Address of Facility:

Mailing Address of Owner:

Postal Code:

Telephone:

Contact Person:

Position:

Cell or Pager:

Fax:

Email:

**Please complete the following. The information provided will be used to classify the wastewater treatment facility under the Water and Wastewater Facility Operators Regulation. In some cases actual numbers or answers must be supplied, but in most cases it will only be necessary to check the appropriate criteria.**

Forward the completed form by email to:  
wwopcert@gov.mb.ca

Or mail it to:  
Director  
Environmental Approvals Branch  
Manitoba Sustainable Development  
1007 Century Street  
Winnipeg MB R3H 0W4

Please direct questions to:  
Certification Program Specialist  
Email: wwopcert@gov.mb.ca  
Phone: (204) 945-7065

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SYSTEM (choose all that apply)			
1.	New or proposed Facility seeking classification		
	Proposed start of operations (month / year)		
	Existing Facility seeking classification (in operation prior to December 31, 2005)		
	Facility has been in operation since (approximate month/year)		
2.	The facility <b>WILL</b> employ mechanical treatment processes		
	The facility <b>WILL NOT</b> employ mechanical treatment processes		

SIZE (refer to Supplemental Information for point designation) (2 point minimum to 20 point maximum)				
1.	Maximum population or part served, peak day	#		1-10
2.	Design flow average day <b>Estimated or Actual</b> (Circle volume option & units)		m <sup>3</sup> /day gal/day	1-10
	<b>OR</b> Peak month's flow average day <b>Estimated or Actual</b>		m <sup>3</sup> /day gal/day	

VARIATION IN RAW WASTE <sup>1</sup> (choose all that apply) (0 point minimum to 6 point maximum)			
1.	Variations do not exceed those normally or typically expected		0
2.	Recurring deviations or excessive variations of 100-200% in strength		2
	Recurring deviations or excessive variations of 100-200% in flow		
	Recurring deviations or excessive variations of 100-200% in strength and flow		
3.	Recurring deviations or excessive variations of more than 200% in strength		4
	Recurring deviations or excessive variations of more than 200% in flow		
	Recurring deviations or excessive variations of more than 200% in strength and flow		
4.	Raw wastes subject to toxic waste discharges		6
5.	Septage or truck-hauled waste discharge is accepted at the facility.		0 - 4
	Estimated number of loads per day in peak haul times		

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<b>PRELIMINARY TREATMENT</b> <i>(choose all that apply)</i>			
1.	Facility pumping of main flow		3
2.	Screening or Comminution		3
3.	Grit removal		3
4.	Equalization		1

<b>PRIMARY TREATMENT</b> <i>(choose all that apply)</i>			
1.	Clarifiers		5
2.	Anaerobic treatment with biogas flare		10
3.	Anaerobic treatment with biogas utilization facility		15

<b>SECONDARY TREATMENT</b> <i>(choose all that apply)</i>			
1.	Fixed-film reactor		10
2.	Activated sludge		15
3.	Stabilization ponds without aeration(i.e. sewage lagoon)		5
4.	Stabilization ponds with aeration		8

<b>TERTIARY TREATMENT</b> <i>(choose all that apply)</i>			
1.	Polishing ponds for advanced waste treatment		2
2.	Chemical / physical advanced waste treatment without secondary treatment		15
3.	Chemical / physical advanced waste treatment following secondary treatment		10
4.	Biological or chemical / biological advanced waste treatment		12
5.	Nitrification by designed extended aeration only		5
6.	Ion exchange for advanced waste treatment		10
7.	Reverse osmosis, electrodialysis and other membrane filtration techniques		10
8.	Advanced waste treatment chemical recovery, carbon regeneration		4

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9.	Media filtration		5
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### ADDITIONAL TREATMENT PROCESSES *(choose all that apply)*

1.	Chemical addition: <i>(Please list chemicals used, 2 pts per chemical to max. of 6)</i> Chemicals		0 - 6
2.	Dissolved air floatation (other than for sludge thickening)		8
3.	Intermittent sand filter		2
4.	Recirculating intermittent sand filter		3
5.	Microscreens		5
6.	Generation of oxygen		5

### SOLIDS HANDLING *(choose all that apply)*

1.	Storage (other than for stabilization)		2
2.	Stabilization by storage (including any storage afterwards)		4
3.	Gravity thickening		2
4.	Mechanical dewatering		8
5.	Anaerobic digestion of solids		10
6.	Utilization of digester gas for heating or cogeneration		5
7.	Aerobic digestion of solids		6
8.	Air-drying of sludge		2
9.	Solids reduction (including incineration and wet oxidation)		12
10.	Disposal in landfill		2
11.	Solids composting		10
12.	Land application of biosolids by contractor		2
13.	Land application of biosolids by facility personnel		10

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<b>DISINFECTION</b> (choose all that apply) (0 point minimum to 10 point maximum)			
1.	Chlorination		5
	Ultraviolet irradiation		
2.	Uzonization		10

<b>EFFLUENT DISCHARGE</b> (choose all that apply) (0 point minimum to 10 point maximum)			
1.	Discharge to surface water (ditch or lake or _____)		0
2.	Mechanical post-aeration		2
3.	Direct recycling and reuse		6
4.	Land treatment and surface or subsurface disposal		4

<b>INSTRUMENTATION</b> (choose one) (0 point minimum to 6 point maximum)			
1.	SCADA or similar instrumentation systems are used to provide:		
	• Data with no process operation		0
	• Data with limited process operation		2
	• Data with moderate process operation		4
	• Data with extensive or total process operation		6

<b>LABORATORY CONTROL<sup>2</sup></b> (choose all that apply) (0 point minimum to 15 point maximum)			
1.	Bacteriological / Biological (0 point minimum to 5 point maximum)		
	• Lab work done outside the facility		0
	• Membrane filter procedures		3
	• Use of fermentation tubes or any dilution method of fecal coliform determination		5
2.	Chemical / Physical (0 point minimum to 10 point maximum)		
	• Lab work done outside the facility		0

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	<ul style="list-style-type: none"> <li>Push button or visual methods for simple tests such as pH or settleable solids</li> </ul> <i>(List tests)</i>		3
	<ul style="list-style-type: none"> <li>Additional procedures such as DO, COD, BOD, gas analysis, titration, solids content or volatile content</li> </ul> <i>(List tests)</i>		5
	<ul style="list-style-type: none"> <li>More advanced determinations such as specific constituents, nutrients, total oils or phenols</li> </ul> <i>(List tests)</i>		7
	<ul style="list-style-type: none"> <li>Highly sophisticated instrumentation such as atomic absorption or gas chromatograph</li> </ul> <i>(List tests)</i>		10

<b>APPLICANT VERIFICATION</b>	
<b>I HEREBY DECLARE THAT ALL INFORMATION IN THIS APPLICATION IS TRUE.</b>	
Name of Applicant <sup>3</sup> : (Print)	
Title:	
Telephone:	Fax:
Email:	
Signature of Authorized Representative:	Date:

<sup>1</sup>The key concepts are frequency or intensity of deviation, or excessive variation from normal or typical fluctuations. The deviations in strength, toxicity, ratio of infiltration to inflow, or shock loads.

<sup>2</sup> The key concept is to credit laboratory analyses done on-site by facility personnel under the direction of an operator-in-charge with points from 0-15.

<sup>3</sup> Applicant must be an authorized representative of the owner/operating authority (i.e. manager, P. Eng., or overall responsible operator).

## **Wastewater Treatment Form Supplemental Information**

**This is supplemental information for completing the Application for Wastewater Treatment Facility Classification Form only.**

**For exact definitions and text refer to Manitoba Regulation 77/2003, Water and Wastewater Facility Operators Regulation under The Environment Act (C.C.S.M. c E125).**

A copy of the regulation is available by following the link for Manitoba Regulations at:  
<http://www.gov.mb.ca/conservation/envapprovals/publs/index.html>

Facilities are classified as follows:

### **Small system class**

A wastewater treatment facility that otherwise meets the criteria of a class 1 wastewater treatment facility shall be classified in the small system class if

- a) it treats wastewater from a population of no more than 500; and
- b) no mechanical treatment processes are employed at the facility.

### **Classes 1 to 4**

Wastewater treatment facilities shall be classified in classes 1 to 4 in accordance with the following table, on the basis of the number of classification points assessed under the classification point system set out in the Water and Wastewater Facility Operators Regulation.

<u>Range of Classification Points</u>	<u>Classification</u>
0 to 30	Class 1
31 to 55	Class 2
56 to 75	Class 3
76 or more	Class 4

### **Size**

Points for size: (2 point minimum to 20 point maximum)

Maximum population or part served, peak day (1 point minimum to 10 point maximum). Points are assigned at 1 point per 10,000 population or part.

Design flow average day or peak month's flow average day, whichever is larger (1 point minimum to 10 point maximum). Points are assigned at 1 point per 4.5 megalitres per day or part.

### **Authorized Representative**

Signatures for the Applicant Verification section must be an individual recognized by the Owner of the facility as able to sign official documentation (i.e. P.Eng., Manager, CAO, etc).