

## MEMORANDUM

FILE: Landfill Operator Training

TO: Municipal Waste Landfill Owner/Operators, Special Waste Landfill Owner/Operators, and Transfer Station Owner/Operators

FROM: Steven J. Tillotson, Asst. Director  
Division of Waste Management

DATE: November 21, 2016

SUBJECT: 2017 North Dakota Solid Waste Operator Training Course

### Introduction:

North Dakota Solid Waste Management Rules require that all municipal waste landfills and municipal waste incinerators have a certified operator on-site at all times during facility operation. In addition, federal and state rules place increased responsibility on solid waste facility operators. To assist operators in meeting these demands, the Department is offering a 3 1/2-day Landfill Operator Training Course and Certification Examination at the Environmental Training Center in Bismarck.

### Who Should Attend:

Operators of municipal waste landfills will gain valuable information on the concepts and practices that are needed to properly operate a landfill. Certified operators who wish to remain certified must attend a course every three years; thus, operators who were certified in 2014 or before must attend this course (or a similar approved course) to be eligible for recertification. To be eligible for certification, an operator must have at least **one year's experience** at a municipal waste landfill. Special waste landfill operators, inert waste landfill operators and transfer station operators may also be eligible for certification if they pass the exam **and** have at least **one year's experience** at either a special waste landfill, inert waste landfill or a transfer station. Consultants, public works officials, transfer station operators, inert waste landfill staff, and other interested parties are also invited to attend. The training session will explain the state's Solid Waste Management Rules in a way that is easy to understand by outlining requirements such as site selection, construction, operation, closure, groundwater monitoring, and financial assurance.

### Where:

**Environmental Training Center (ETC)  
2639 East Main Avenue  
Bismarck, ND 58501  
701.328.6628**

**Note: The ETC is located just south of Main Street, near the State Lab and the State Penitentiary.**

**When:**

The course is scheduled for January 31 – February 3, 2017, with the certification examination on the morning of February 3. The course includes approximately 20 hours of classroom instruction and a 4-hour field exercise. Registration will begin at noon on January 31, with the first session beginning at 1 p.m. Sessions will begin at 8 a.m. on the following days.

**Food and Lodging:**

Those attending the course will be responsible for lodging and all meals. The Department has reserved a block of rooms at a special rate of \$81.90 plus tax per night single, \$81.90 plus tax per night double. The rooms have been reserved at the Comfort Inn Hotel (1030 E. Interstate Ave., Bismarck) and the Comfort Suites Hotel (929 Gateway Ave., Bismarck). You must make your own reservations by calling 701.223.1911 (Comfort Inn Hotel) and 701.223.4009 (Comfort Suites Hotel). Please mention “ND Department of Health Operator Training” when making your reservations to receive the special room rate. You must make your reservation by January 17, 2017, or you may arrange other accommodations on your own.

**What to Bring:**

- ▶ **Calculator**
- ▶ **Supply of pencils, erasers, pens, and highlighter marker.**
- ▶ **Coffee drinkers should provide their own cup to minimize the use of disposable cups.**
- ▶ **Warm clothing for the outdoor field exercises.**
- ▶ **Hard hat and safety glasses for the outdoor field exercises.**

**Cost:**

The total cost for the course is **\$75** per person for individuals taking the exam, and **\$50** for those attending for continuing education credits only.

**Make checks payable to: ND Water & Pollution Control Conference**

**Registration:**

The purpose of this memo is to determine the number of course attendees so the Department can plan accordingly. The size of the course will be based on this survey; thus, failure to respond accurately could affect the number of attendees allowed in the course. The course will be offered again on an annual basis. If you or other representatives from your landfill wish to attend this year's Operator Training Course, please complete the attached registration form, enclose a check in the proper amount, and return it to the Department **no later than January 6, 2017**.

Should you have any questions concerning landfill operator certification, please contact the Department at 701.328.5166.

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