



# Utah Division of Drinking Water Operator Certification Program RECIPROCITY APPLICATION

## Checklist Instructions:

- Step 1 Complete a separate form for each discipline (Distribution or Treatment) for which you are requesting reciprocity in Utah.
- Step 2 Attach documentation of your certification.
  - ☞ Your certification must be current in your certifying state.
- Step 3 Send the completed application to [ddwopcert@utah.gov](mailto:ddwopcert@utah.gov)
  - ☞ Reciprocity is reviewed and approved on a case-by-case basis.
- Step 4 Once your request has been approved, continue to Step 5.
- Step 5 If reciprocity is granted, pay the \$150 fee.
  - ☞ Pay online at <https://deq.utah.gov/drinking-water/dw-payment-portal#opcert>

Division of Drinking Water  
Operator Certification  
Program  
P.O. Box 144830  
Salt Lake City, UT 84114-4830

**Phone:** (385) 272-5038  
**E-mail:** [ddwopcert@utah.gov](mailto:ddwopcert@utah.gov)  
[DDWOpCert.utah.gov](http://DDWOpCert.utah.gov)

## PERSONAL INFORMATION

**First, Middle, Last Name (Mr. or Ms.):** \_\_\_\_\_ **Certification #:** \_\_\_\_\_

**Email address:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_ **Cell phone:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Home phone:** \_\_\_\_\_

## Certification Information

### Current Certification

**Discipline:** \_\_\_\_\_ **Level:** \_\_\_\_\_ **State:** \_\_\_\_\_  
(Treatment or Distribution)

### Utah Reciprocity Certification Request

**Discipline:** \_\_\_\_\_ **Level:** \_\_\_\_\_  
(Treatment or Distribution)

## OTHER LICENSES HELD

☞ Plumber's license, cross connection certificate, etc.

## EMPLOYMENT

Employer or Water System: \_\_\_\_\_ Water System #: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_ Fax: \_\_\_\_\_

Job Title: \_\_\_\_\_

### Position Responsibilities:

Total years in position: \_\_\_\_\_

Are you a DRC\* operator now?  Yes  No

Total years w/ employer: \_\_\_\_\_

Total years as DRC\* operator w/ employer: \_\_\_\_\_

*\*DRC (Direct Responsible Charge) – Active daily on-site charge and performance of operation duties. The person in direct responsible charge is generally an individual who independently makes decisions during normal operation which can affect the sanitary quality, safety, and adequacy of water delivered to customers. In cases where only one operator is employed by the system, this operator shall be considered to be indirect responsible charge. In cases where more than one operator is employed, more than one operator may be in direct responsible charge.*

DUPLICATE THIS PAGE IF YOU HAVE ADDITIONAL WATER-RELATED EXPERIENCE WITH OTHER EMPLOYERS

## EDUCATION

What is the highest level of education you have completed?

GRADE SCHOOL:  HIGH SCHOOL:

COLLEGE GRADUATE: Degree: \_\_\_\_\_ Major: \_\_\_\_\_ Year: \_\_\_\_\_

Degree: \_\_\_\_\_ Major: \_\_\_\_\_ Year: \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*"By signing, I certify the above information is correct and complete.  
I understand that all info might be verified by Drinking Water Staff."*

# Proof of Citizenship

**Under Utah State Law** the Utah Department of Environmental Quality (DEQ) is required to verify the lawful presence in the United States of an individual at least 18 years of age (includes sole proprietor doing business under assumed name) who has applied for Water Operator certification or Backflow Technician certification. This law also applies for renewal, reinstatement, and reciprocity applications. *These documents will be confidential and not distributed publicly.*

Applicants for these certifications are required to notarize and attach the following documents:

- Complete and attach the form below
- Attach copy of your government issued photo ID
- Have the document notarized

**Questions?**  
 Division of Drinking Water  
 195 North 1950 West  
 P.O. Box 144830  
 Salt Lake City, UT 84114-4830

**Phone:** (801) 536-4200

<http://drinkingwater.utah.gov>

I've already submitted a citizenship form.

*Utah Department of Environmental Quality  
 Certification Pursuant to UCA 63G-12-104*

**This paperwork must be:**  
 Completed prior to issuance of certificate.

I, \_\_\_\_\_, hereby certify under penalty of perjury that I am:  
*Full Name*

a United States citizen. *Must have copy of government issued photo ID attached.*

**OR**

a qualified alien as defined in 8 USC, Sec. 1641, and lawfully present in the United States.  
*Alien ID #: \_\_\_\_\_*

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Applicant's Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

County: \_\_\_\_\_ State: \_\_\_\_\_.

Government Issued  
**PHOTO ID**

**(Place copy here)**  
*(driver's license, passport, etc.)*

*(can attach copy, cut and tape, or print copy on back)*

\_\_\_\_\_  
**NOTARY PUBLIC**

My commission expires: \_\_\_\_\_