

Letter of instruction for A/B Owner/Operator course development and approval

State of Utah Underground Storage Tank program (UST) staff has created a Guidance Document (available on our WEB site <http://www.undergroundtanks.utah.gov>) outlining critical topics to be covered for the A/B Owner Operator Training. A/B courses may be taught as one course or separated into A or B specific courses.

Course Evaluation and Approval

Use the Guidance Document as a template to create a meaningful and interesting course and manual. Elements of an effective course should include:

- Sharing personal experiences
- PowerPoint presentations
- Detailed diagrams
- Group discussions
- Online interactive computer courses
- Photographs
- Hands on training and visual aids.

We have prioritized the main topics for the class. The course must cover all topics listed and place emphasis on those identified as higher priority (with “1” being highest priority). Courses that fail to do so will be rejected. If your course is rejected you may make modifications and resubmit your information.

- 1) Leak Prevention (includes cathodic protection, installs/upgrades, & compatibility issues)
- 2) Leak Detection Piping
- 3) Leak Detection Tanks
- 4) Spill & Overfill Prevention
- 5) Recordkeeping & Inspection Checklist
- 6) Program Rules/Regulations (includes installations/upgrades)
- 7) ABC Operator Responsibilities
- 8) Presentation & Knowledge of Topics

Courses may be audited at any time by State UST staff and the State will collect evaluations from attendees. Student evaluations may be considered in determining the

ongoing approval status of courses. In addition, evaluation data will be available to the public.

Examination

The State will develop and administer examinations

- **Classroom Training Courses:** Allow time at the end of the course for the examination. The State will proctor exams. It will be the responsibility of course providers to coordinate schedules with Division staff to insure availability of proctors. In exceptional circumstances, arrangements may be made for course instructors to proctor exams.
- **Online Courses:** Students will have to make arrangements with the State to take the exam.

A Note on C Operator Training

Some vendors have developed a C operator training course. Although C operator training courses are not required, the State recognizes their value. The State will post the name and contact information for companies providing C operator training on our web site.

A and B Operator Training Course Submittal

Submit your course curriculum, manual, power point, and online courses to the State for approval by mail, email or live presentation. Submit material to:

Division of Environmental
Response and Remediation
ATTN: Sean Warner
PO Box 144840
Salt Lake City, Utah 84114-4840

Sean Warner
sdwarner@utah.gov
801-536-4163

Upon review of the course you will receive a letter of approval or rejection for your course.