

**BOARD OF CERTIFICATION OF OPERATING PERSONNEL  
IN WASTEWATER TREATMENT PLANTS  
STATE OF HAWAII**

**Notice of Wastewater Treatment Plant Operator Certification Expiration and  
RENEWAL APPLICATION**

**For the period:** October 16, 2024 to October 15, 2026 (TWO YEARS)

**RENEWAL FEE:** **\$50.00 Non-Refundable fee (For Each Cert.)**

Make check payable to: **STATE OF HAWAII**  
Submit renewal fee by: September 16, 2024

Please submit the renewal fee and the completed application form below to:  
Wastewater Branch  
Board of Certification of Operating Personnel  
in Wastewater Treatment Plants  
2827 Waimano Home Rd #207  
Pearl City, HI 96782

NOTES: (1) If you currently hold a license this renewal is necessary to keep your license active.  
(2) CEU Requirement: As a prerequisite to the renewal of a certificate, the certified operator **MUST EARN A MINIMUM OF TWO CONTINUING EDUCATION UNITS OR EQUIVALENT AS APPROVED BY THE BOARD** within a twenty-four-month period immediately prior to the certificate's expiration date. CEUs must have been obtained between **Oct. 16, 2022 and Oct. 15, 2024**.

**APPLICATION FOR CERTIFICATE RENEWAL**

From: \_\_\_\_\_  
Name (first) (initial) (last)  
\_\_\_\_\_  
Street, Box, Route Island  
\_\_\_\_\_  
City and State Zip Code Email  
\_\_\_\_\_  
Home Phone No. Business Phone No.  
Employer: \_\_\_\_\_ Name of plant(s): \_\_\_\_\_  
Email: \_\_\_\_\_

Enclosed is \$ \_\_\_\_\_ for:  
Permanent Certificate Grade Level \_\_\_\_\_ Certificate No. \_\_\_\_\_  
Conditional Certificate Grade Level \_\_\_\_\_ Certificate No. \_\_\_\_\_

\_\_\_\_\_  
PRINT NAME SIGNATURE DATE

[ ] **I DO NOT WISH TO RENEW MY CURRENT CERTIFICATE(S). PLEASE REMOVE MY FILES FROM THE BOARD'S OPERATOR REGISTRY.**

OFFICE USE ONLY:

Date Received	Amount Received	Total CEUs
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