



Office of Drinking Water
PO Box 47822
Olympia, Washington 98504-7822
Telephone: (360) 236-3141

WATERWORKS OPERATOR CERTIFICATION PROGRAM

Reciprocity Application Instructions

PLEASE READ INSTRUCTIONS CAREFULLY BEFORE FILLING OUT THE APPLICATION FORM

1. A certificate of competency may be issued, without taking the exam, if the applicant holds a valid Waterworks Operator Certification issued under the laws of any other state provided:
 - The out-of-state education, operating experience, and professional growth requirements are equal to, or more stringent than the provisions of WAC 246-292;
 - **The applicant passed the appropriate Association of Boards of Certification (ABC) written exam with the equivalent passing score;** and
 - The applicant submits proof of a valid waterworks certification.
2. A current, original reciprocity application form must be submitted. **Copies, electronic documents, faxes, or previous certification applications won't be accepted and will be returned.** *You may make copies of the blank work history pages and blank affidavit form as needed.*
3. Applications must be complete and must include all necessary documentation and signatures. The application must be typed or completed in ink by the applicant.
4. **Incomplete applications will be returned for completion and resubmittal.**
5. Reciprocity application fee is \$177.00.
6. Purchase orders, vouchers, and credit cards **won't** be accepted for payment of fees.
7. The **application fee must** accompany the application. ***Please make your check payable to the Department of Health (DOH).***
8. The application fee **isn't** refundable or transferable.
9. Mail the application and fee to:

Waterworks Operator Certification Program
PO Box 1099
Olympia, Washington 98507-1099
10. The application is for use by the Certification Program, and all statements in the application are subject to investigation.

If you have questions, please call the Certification Program at 360-236-3141 or toll free 1-800-525-2536. You can also get current training schedules and publications on our Web site: www.doh.wa.gov/ehp/dw

This document is available in other formats for persons with disabilities. To submit a request, please call 1-800-525-0127 (TTY 1-800-833-6388).