

## **Continuing Education Unit (CEU) Policy**

### **Alberta Landfill and Composting Facility Operator Certification Program**

#### **Background**

All landfills and composting facilities regulated by Alberta Environment and Parks (AEP) are required to have operators certified through the Alberta Landfill and Composting Facility Operator Certification program. Commencing September 1, 2011, the program requires operators to obtain 0.6 continuing education units (CEUs) to renew their operator certificate.

#### **Continuing Education Units (CEUs)**

Continuing education units (CEUs) are educational classes or experiences that increase the operator's knowledge of practices in landfill and composting operations. For the Alberta Landfill and Composting Facility Operator Certification program, one CEU is defined as 10 contact hours of participation in an organized, relevant continuing education experience as approved by the Solid Waste Certification Advisory Committee (SWCAC).

#### **CEUs for Renewal**

In order for AEP to accept a CEU for renewal, the following criteria apply:

1. To determine how many CEUs an operator can claim for training, check Table 1 in this document for the list of approved training and corresponding CEUs.
2. Any organized, relevant continuing education experience that can be referenced to a recognized organization may be assigned CEUs. This includes classroom courses, seminars, conferences, tours or workshops. It also includes courses that are offered by correspondence or on-line. CEUs for correspondence or on-line courses will be determined by assessing the amount of time it would take to deliver the material if it were to be delivered in a classroom setting, not the amount of time it actually takes to complete the course.
3. The operator must provide proof of attendance. When possible, a certificate of attendance signed by the organizers/instructor is preferred but other means of proof, such as signed attendance sheets for conference sessions, will be considered.
4. In-house training by an organization (company, local government, authority or commission) may be acceptable. The training must be evaluated by SWCAC as per instructions provided in item 5 below.
5. If an operator has taken relevant training that is not on the approved list and feels it is appropriate for CEUs, the training must be first evaluated by SWCAC. A request for CEU evaluation must be submitted to SWCAC and contain: the name and qualifications of the instructor, statement of relevance to landfill/composting operations, a description of the delivery method, and a detailed course outline showing topics and time spent on each topic. Additional information may be requested by SWCAC if deemed necessary to evaluate the training.

6. Any CEUs submitted for renewal must have occurred within three years prior to the operator's renewal date. The CEUs for a course can be claimed only once per renewal period.
7. Instructors obtain an additional 0.5 x CEUs for courses they have taught. Instructors can only apply once for a course they teach multiple times during their renewal period.
8. The department will not recognize CEUs or award CEUs for the following:
  - Mass media programs (Video/DVD) that are not part of an educational program;
  - On-the-job training, apprenticeships and work experience;
  - Association nomination and elections sessions;
  - Work related staff and committee meetings;
  - Association business meetings and reports;
  - Self-directed study without course completion/verification;
  - Assigned reading and study time (homework) associated with any training program;
  - Report writing (exemptions for peer reviewed articles allowed);
  - Trade shows;
  - Product demonstrations (any length);
  - Training not specific to landfill and composting facility operators (i.e. WHMIS, First Aid, TDG, H2S Alive, Confined Space Entry, etc.); and,
  - CEUS will not be given for duplicate training (exception: conferences or workshops with different program).

### **Approved CEUs (Revised July 2016)**

AEP maintains the following table of approved CEUs. The courses listed include training opportunities that are continuously available and those that are one time courses.

The training opportunities listed may or may not be currently available. Please contact the training provider directly for more information on specific courses.

**Table 1: Training Opportunities Currently Available**

<b>Training Opportunity</b>	<b>CEUs</b>	<b>Landfill</b>	<b>Compost</b>
<b>360Training.Com</b> <b>www.360training.com</b>			
Infrastructure - Stormwater Management	0.8	•	•
<b>Alberta Coordinated Action for Recycling Enterprises (Alberta CARE)</b> <b>www.albertacare.org</b>			
Annual Conference	0.1 per hour	•	•
Regional Workshops	0.1 per hour	•	•
<b>Alberta Municipal Health &amp; Safety Association</b> <b>www.amhsa.net</b>			
Backhoe/Loader Operator Safety	0.6	•	•
Operator Safety – Front End Loader	0.6	•	•
<b>American Water Works Association (AWWA)</b> <b>www.awwa.org</b>			
Asbestos (General Industry)	0.1	•	
Storm Water Pollution Prevention	0.1	•	•
<b>Chase Operator Training</b> <b>www.chaseot.com</b>			
Dozer Safety Course	0.6	•	•
<b>Compost Council Canada</b> <b>www.compost.org</b>			
Annual National Compost Conference	0.1 per hour		•
Compost Facility Operating Practice Course	1.7		•
Regional Compost Matters Workshop (2 days)	0.1 per hour		•
Webinars	0.1 per hour		•
<b>Edmonton Waste Management Centre of Excellence</b> <b>www.ewmce.com</b>			
Advanced Technologies for Water Reuse	0.5	•	•
Asbestos Management and Handling	0.6	•	
The Big Toss: Options for Food Waste Management	0.3	•	•
Biosolids from Waste to Resource	0.3	•	•
Composting for Small and Rural Municipalities	1.2		•
Construction & Demolition Waste Course	0.3	•	
Greenhouse Gas Regulations & Quantifications: Emerging Solid Waste/Wastewater Perspectives	0.3	•	•
Household Hazardous Waste Management	1.2	•	•
Introduction to Safety for Solid Waste Management Facilities Level 1	0.6	•	•
Introduction to Safety for Solid Waste Management Facilities Level 2	0.6	•	•
Reading P&IDs (Piping & Instrumentation Diagrams)	0.6	•	•
Risk Management and Job Hazard Analysis for Solid Waste Facilities	0.6	•	•
Synthetic Fuels from Waste	0.3	•	•

<b>Training Opportunity</b>	<b>CEUs</b>	<b>Landfill</b>	<b>Compost</b>
<b>Environmental Services Association of Alberta (ESAA)</b> <b>www.esaa.org</b>			
WM - Environmentally Sound Management of Industrial and Hazardous Wastes	1.5	•	•
WM-127 Non-Hazardous Waste Classification	0.6	•	•
RemTech (Conference)	0.3	•	•
<b>Global Innovative Campus</b> <b>www.gic-edu.com</b>			
Sanitary Landfill Design and Engineering	1.5	•	
<b>Golder Associates Ltd.</b> <b>www.golder.ca</b>			
Occupational Health and Safety for the Asbestos Worker	0.1	•	
<b>Graeme Faris (instructor)</b>			
Biosolids Composting – A Primer on the Art and Science of Composting	1.0		•
<b>Icon Safety Consulting Inc.</b> <b>www.iconsafetyconsulting.com</b>			
Skid Steer Operator Training and Loader Operator Training	0.6	•	•
<b>Master Composter Programs</b> (Various cities)	0.3		•
<b>Nielsen Environmental Field School</b> <b>www.envirofieldschool.com</b>			
The Complete Ground-Water Monitoring Field Course (5 day course)	3.0	•	•
The Complete Ground-Water Monitoring Field Course (3 day course)	1.8	•	•
The Complete Soil Sampling Field Course	1.8	•	•
The Complete Surface Water & Sediment Sampling Field Course	1.8	•	•
<b>Recycling Council of Alberta (RCA)</b> <b>www.recycle.ab.ca</b>			
Annual Conference	0.1 per hour	•	•
Regional Workshops	0.1 per hour	•	•
<b>Safety Insights</b> <b>www.safety-insights.com</b>			
Loader Operator Safety Training	0.1 per hour	•	•
Skid Steer Safety Training	0.1 per hour	•	•
<b>SAIT</b> <b>www.sait.ca</b>			
Advanced Environmental Considerations ENV5470	4.5	•	•
Applied Industrial Organic Chemistry CHEM330	1.4	•	•
Applied Microbiology Techniques MBIO375	2.4	•	•
Biology/Field Ecology BIOLO201	1.5	•	•
Chemistry 210	6.4	•	•
Chemistry and the Environment CHEM242	7.5	•	•
Ecosystems & Environmental Impact Assessment ENV5236	3	•	•
Environmental Chemistry I ENV5260	4.5	•	•
Environmental Chemistry II ENV5360	3	•	•
Environmental Considerations ENV5402	4.5	•	•

<b>Training Opportunity</b>	<b>CEUs</b>	<b>Landfill</b>	<b>Compost</b>
Environmental Microbiology ENV375	6.4	•	•
Environmental Science/Ecology ENV320	2.3	•	•
Environmental Technology Program	90	•	•
General Chemistry (CHEM240)	6	•	•
Geology GEOL230	6	•	•
Hydrology/Hydrogeology GEOL235	6	•	•
Introduction to Environmental Organic Chemistry ENV245	4.5	•	•
Inorganic Chemistry CHEM245	3	•	•
<b>St. Croix Sensory, Inc.</b> <b>www.fivesenses.com</b>			
Odor School/Nasal Ranger Course	0.1 per hour	•	•
<b>SWANA</b> <b>www.swana.org</b>			
Landfill Operations Basics Training Course	1.2	•	
NLC - Transfer Station Operator Training Course	0.6	•	•
Manager of Landfill Operations (MOLO) Certification Training Course	1.8	•	
Managing MSW Recycling Systems Training Course	1.8	•	•
Managing MSW Collection Systems	1.8	•	•
Landfill Gas Systems Operation and Maintenance	1.2	•	
Landfill Gas Basics	0.6	•	
Manager of Bioreactor Landfill Operations	1.2	•	
Managing Composting Programs	1.8		•
Managing Construction and Demolition Materials	1.8	•	•
Managing Transfer Systems Training	1.8	•	•
Waste Screening at MSW Management Facilities	0.8	•	
<b>SWANA Conferences &amp; Symposiums</b> <b>www.swana.org</b>			
SWANA-NLC Annual Conference & AGM	0.1 per hour	•	•
Canadian Waste Management Symposium	0.1 per hour	•	•
SWANA WASTECON	0.1 per hour	•	•
Landfill Gas Symposium	0.1 per hour	•	•
North American Waste-to-Energy Conference	0.1 per hour	•	•
Landfill Symposium	0.1 per hour	•	•
Recycling & Special Waste Symposium	0.1 per hour	•	•
<b>SWANA - e-courses</b> <b>www.swana.org</b>			
Integrated Solid Waste Management	6	•	•
Landfill Operations	2.5	•	
Composting Operations	2.5		•
E-Session 75 minutes (Any)	0.125	•	•
<b>University of Alberta (U of A)</b> <b>www.ualberta.ca</b>			
Applied Hydrology	2	•	•
Environment Geology Course (4252) (24 hours)	2.4	•	•
Microbiology Introductory 293	4	•	•
Organic Chemistry 250	13	•	•