

Service Provider Exam Description

For subsurface sewage treatment systems

Introduction

The Minnesota Pollution Control Agency, in conjunction with a steering team and sounding board, has developed a Need to Know (N2K) document to identify the knowledge and skills each subsurface sewage treatment system service provider is expected to acquire. The N2K document is the basis for a comprehensive exam consisting of 80 questions designed to test operator knowledge and skill level.

This document is intended as a study guide for operator exams. It lists percentages that weight the importance and complexity of each skill. As the N2K is updated, the exams and this document will also be updated.

Suggested study materials

- University of Minnesota Onsite Sewage Treatment Program manual and handouts
- Residential Onsite Wastewater Treatment Systems manual by the Consortium of Institutes for Decentralized Wastewater Treatment
- Minn. R. chs. 7080-7083

I.	Communicating with clients, colleagues, and authorities	5%
II.	Activities completed during a preliminary (first) site visit	7%
III.	Using available operational checklists to guide and record routine operation and maintenance on system components	34%
IV.	Complete system monitoring to meet regulatory operational requirements	9%
V.	Troubleshooting (identify the cause of malfunction) system components that are deemed unacceptable	31%
VI.	Determine if adjustment, repair, replacement, or upgrade is recommended or corrective action is required	7%
VII.	Keeping, maintaining, and sharing adequate records and reports	4%
VIII.	Obtaining authorization from MPCA	3%
	Total:	100%

Questions

Should you have questions or comments on the Exam Description, contact Jane Seaver, N2K coordinator, at 651-296-6300, 800-657-3864, or jane.seaver@pca.state.mn.us.