

CHAPTER IV

CERTIFICATION

Section 1. Application Requirements for Water Well Drillers and Water Well Pump Installers.

(a) All individuals seeking certification must be at least 18 years old. Applicants seeking certification in well construction or pump installation shall complete the application form. If the application does not contain space for the information submitted, the applicant may securely attach additional sheets to the form. In addition, all applicants shall provide:

(i) Evidence that the applicant has a general working knowledge of well construction and/or pump installation procedures through certification by the NGWA in the branch or discipline for which Wyoming certification is being requested, or proof of having successfully completed a general and at least one specialty exam administered by NGWA.

(ii) Evidence of coverage under a general liability insurance policy in an amount of not less than \$300,000.00.

(iii) Submit required fees.

(b) If the application is complete and in the proper form, and the Board is satisfied that all statements on the application are true and that the applicant is eligible in all other respects to be certified in the field for which the applicant has applied, it shall certify the applicant as eligible to take the Wyoming examination. If the Board is not satisfied that all of the statements on the application are true or that the applicant is not eligible in all respects for examination, it may cause a further investigation to be made of the applicant. The Board will notify the applicant thirty (30) days prior to the examination that his application and evidence submitted for certification is satisfactory and accepted or unsatisfactory and rejected.

(c) If the applicant makes no attempt to complete a rejected application within six (6) months from the date of seeking certification, his application will be cancelled with neither prejudice nor refund of fee.

(d) An applicant may withdraw an application for certification by written request to the Board. Such withdrawal shall be allowed, with neither prejudice nor refund of the application fee.

Section 2. Examinations.

(a) Wyoming examinations shall be given according to a schedule established by the Board.

(b) Water Well Drilling Contractor Examinations - A series of three (3) separate examinations are required to be taken by applicants seeking certification as a Water Well Drilling Contractor. They are as follows:

(i) Two exams, administered by the National Ground Water Association (NGWA) or other entity approved by the board, including a:

(A) General exam – tests the applicants general knowledge of groundwater and the groundwater industry; and a

(B) Specialized category exam - tests the applicant’s knowledge in a selected field.

(ii) Wyoming exam – tests the applicants’ knowledge of Wyoming laws, rules, and regulations governing groundwater in the State.

(c) Water Well Pump Installation Contractor Examinations – A series of three (3) separate examinations are required to be taken by applicants seeking certification as a Water Well Pump Installation Contractor. They are as follows:

(i) Two exams, administered by the National Ground Water Association or other entity approved by the board, including a:

(A) General exam – tests the applicant’s general knowledge of groundwater and the groundwater industry;

(B) Specialized category exam – tests the applicant’s knowledge in a selected field.

(ii) Wyoming exam – tests the applicant’s knowledge of Wyoming laws, rules, and regulations governing groundwater in the State.

(d) All Wyoming examinations are given at the times and places determined by the Board. Unless otherwise established by the Board, complete applications must be filed a minimum of fifteen (15) days prior to any regularly scheduled Board meeting. Applicants or materials received after the cutoff date will be processed for the next Board meeting.

(e) When an applicant has paid the proper fee but is unable to take the first scheduled examination, he may request in writing, fifteen (15) days prior to the examination date, an extension that will permit the applicant to take the next scheduled examination without submitting a re-examination fee. A request for an extension beyond the next scheduled examination will not be considered except for reasons of hardship, such as substantiated serious illness or absence from the country.

(f) Applications for admittance to the examination may be denied by the Board for any of the following reasons:

(i) If the examination or re-examination fee is not received on or before the specified date;

(ii) If an applicant fails to successfully complete all parts of the application;

(iii) If an applicant fails to comply with any provision of W.S. 33-42-108 or these rules concerning applications.

(g) An applicant who fails to achieve a passing grade on an examination may apply for re-examination within ninety (90) days of the original application date by paying the appropriate examination fee or fees. Access and review of examinations shall be allowed only to those individuals who have failed the examination. The review shall be held not more than one (1) year following the date of examination. Applicants may review their examinations by making prior arrangements with staff.

Section 3. Water Well Driller Contractors Certification Requirements.

(a) An applicant for certification as a water well driller shall be of good moral character and repute, and meet the examination and other requirements of this rule.

(b) An applicant shall take and pass the Wyoming certification examination offered in water well drilling with a minimum score determined by the Board. The examination is administered by the Board or a designated representative.

(c) An applicant shall have in place a minimum of \$300,000.00 in general liability insurance.

Section 4. Water Well Pump Installers Contractors Certification.

(a) An applicant for certification as a water well pump installer shall be of good moral character and repute and meet the examination and other requirements of this rule.

(b) An applicant shall take and pass the Wyoming certification examination offered in water well pump installation with a minimum score determined by the Board. The examination is administered by the Board or a designated representative.

(c) An applicant shall have in place, a minimum of \$300,000.00 in general liability insurance.

Emergency Rules are no longer in effect 120 days after filing with the Secretary of State.