

Commonwealth of Virginia
Department of Professional and Occupational Regulation
9960 Mayland Drive, Suite 400
Richmond, Virginia 23233-1485
(804) 367-2176
www.dpor.virginia.gov



**Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals
INTERIM ONSITE SOIL EVALUATOR - VDH EMPLOYEES ONLY
LICENSE APPLICATION
FEE \$100.00**

APPLICATION FEES ARE NOT REFUNDABLE

A check or money order payable to the **TREASURER OF VIRGINIA** or a completed credit card payment form (available at <http://www.dpor.virginia.gov/dporweb/creditcard.cfm>) must accompany your application package.

- This application is for employees of the Virginia Department of Health (VDH) whose job duties include onsite soil evaluation and onsite septic system design.
- This licensure shall expire 48 months after the date of issuance or on the date that the licensee is no longer performing the onsite soil evaluator duties for VDH, whichever occurs first, and is not renewable.
- This application is in effect until December 31, 2009. All applications received after this date will not be accepted.

1. Name _____
Last First Middle Generation

2. Social Security Number or Virginia DMV Control Number * - -

* State law requires every applicant for a license, certificate, registration or other authorization to engage in a business, trade, profession or occupation issued by the Commonwealth to provide a social security number or a control number issued by the Virginia Department of Motor Vehicles.

3. Date of Birth _____ (Applicants must be eighteen years of age or older.)
M/D/YY

4. Street Address (PO Box not accepted) _____
PHYSICAL ADDRESS REQUIRED _____
City State Zip Code

5. Mailing Address (PO Box accepted) _____
City State Zip Code

6. E-mail Address _____

7. Contact Numbers _____
Primary Telephone Alternate Telephone Facsimile

8. Did you hold an authorized onsite soil evaluator **certification** issued by Virginia Department of Health (VDH) that was valid on June 30, 2009?
No
Yes **If yes, this application cannot be processed.** (Please complete the Onsite Soil Evaluator license application.)

FOR OFFICE USE ONLY	DATE	FEE	TRANS CODE	ENTITY #	APPLICATION #	FILE# / LICENSE #	ISSUE DATE
						1930	

9. Which education and experience are you using to qualify for interim onsite soil evaluator?

Please select only **one** of the following requirements you are using to apply for licensure:

- Possess a valid certificate as a Virginia certified professional soil scientist from the Board for Professional Soil Scientists and Wetland Professionals and one year of full-time onsite soil evaluation and conventional onsite sewage system design experience.
Required Documentation: *Attach a copy of certificate of training program and completed Experience Verification Form*
- Possess a bachelor's degree with a major in soil science, biology, chemistry, engineering, environmental science, geology, agronomy, earth science, or environmental health and have two years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems as a VDH employee prior to July 1, 2009; or under the direct supervision of an authorized onsite soil evaluator certified by VDH prior to July 1, 2009.
Required Documentation: *Attach College Transcripts and completed Experience Verification Form*
- Possess an associate's degree in waterworks, wastewater works, environmental science, or engineering technology and have three years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems as a VDH employee prior to July 1, 2009; or under the direct supervision of an authorized onsite soil evaluator certified by VDH prior to July 1, 2009.
Required Documentation: *Attach College Transcripts and completed Experience Verification Form*
- Have satisfactorily completed the VDH onsite sewage system training program and have four years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems under the direct supervision of an authorized onsite soil evaluator certified by VDH prior to July 1, 2009.
Required Documentation: *Attach a copy of certificate of training program and completed Experience Verification Form*
- Have eight years of full-time experience evaluating site and soil conditions and designing conventional onsite sewage systems as a VDH employee prior to July 1, 2009; or under the direct supervision of an authorized onsite soil evaluator certified by VDH prior to July 1, 2009.
Required Documentation: *Attach a completed Experience Verification Form*

10. Have you ever been subject to a disciplinary action taken by any (including Virginia) local, state or national regulatory body?

No

Yes If yes, please provide a certified copy of the final order, decree or case decision by a court or regulatory agency with lawful authority to issue such order, decree or case decision.

11. Have you ever been convicted in any jurisdiction of any misdemeanor or felony? *Any guilty plea or plea of nolo contendere must be disclosed on this application.*

No

Yes If yes, list the misdemeanor and/or felony conviction(s). Attach your original criminal history record; a certified copy of the final order, decree, or case decision by a court or regulatory agency with lawful authority to issue such order, decree, or case decision; **and** any other information you wish to have considered with this application (e.g., information on the status of incarceration, parole or probation; reference letters; documentation of rehabilitation). If additional space is needed, attach a separate sheet of paper.

Certified copies of court records may be obtained by writing to the Clerk of the Court in the jurisdiction in which you were convicted. The address is available from your local police department.

Original criminal history records may be obtained by contacting the state police in the jurisdiction in which you were convicted. Virginia residents must complete a criminal history record request form in the presence of a notary public and mail it to the Department of State Police, Central Criminal Records Exchange, Post Office Box 27472, Richmond, VA 23261-7472.

12. I, the undersigned, certify that the foregoing statements and answers are true, and I have not suppressed any information that might affect the decision to approve this application. I certify that I will notify the Department if I am subject to any disciplinary action or convicted of any felony or misdemeanor (in any jurisdiction) prior to receiving the requested license. I certify that I have read, understood and complied with all the laws of Virginia under the provisions of Title 54.1, Chapter 23 of the *Code of Virginia* and the *Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals Regulations*.

Signature _____

Date _____

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21. In your judgment, has the applicant's work been of a satisfactory quality?

No

Yes Please write a brief statement about the applicant in regards to this question.

22. Additional Comments:

23. Signature _____ Date _____