

## WHAT YOU NEED TO KNOW ABOUT THE CERTIFIED OPERATOR A & B REQUIREMENT

Please note: When you first begin to use this document, you may receive a security warning. There is no security risk so please choose "Allow" so that your Browser will redirect to the document links correctly.

Every facility must have both an Operator A *AND* an Operator B. ***If you do not have both types of Certified Operators you will not be able to complete your registration!*** Different individuals can serve as the different types of Operators or one person may serve in both roles. Regardless of the scenario, you *must have at least one Operator from each category.*

If you need training, click this link for more information on Georgia Operator Training Providers: [Information on Georgia Operator Training Providers](#). In addition to these Training Providers, you can also obtain on-line training from the States of South Carolina and Tennessee.

For the South Carolina course, use this link: [South Carolina Operator A/B Course](#)  
To take the South Carolina course you will need to use Internet Explorer 7.0 or later, and will need Adobe Reader installed on your computer. The South Carolina course is a combined A & B course, so each individual who takes this course will meet the requirements for both Operator A and Operator B.

To take the Tennessee Operator Course, follow this link: [Tennessee UST Operator Courses](#)  
The Tennessee Courses are separate, meaning you may need to complete both the Operator A and the Operator B classes depending on your circumstances. **Be sure to complete ALL the modules in the Operator B course.**

If you take your training from the Georgia training providers, you do not need to take any additional steps. The training providers will forward your course information to EPD. If you take your training from either South Carolina or Tennessee, you will need to send a request for a Georgia Reciprocity Certificate.

To submit your Reciprocity Request, click on this link to obtain the request form: [Reciprocity Request Form](#). **ATTACH COPIES OF YOUR TRAINING CERTIFICATES TO THE OUTGOING E-MAIL MESSAGE**, and send it to EPD. You can also complete the form, print it out, and FAX it *along with your training certificates* to EPD at (404) 362-2654.

To submit your Reciprocity Request, click on this link to obtain the request form: [Reciprocity Request Form](#). **REMEMBER TO ATTACH COPIES OF YOUR TRAINING CERTIFICATES TO THE OUTGOING E-MAIL BEFORE SENDING IT TO EPD.** You can also complete the form, print it out,

and FAX it along with your training certificates to EPD at (404) 362-2654. Please pay close attention to the instructions on the Reciprocity Request Form.

You will not be able to add your Operator information to the ATR database yourself. Only EPD can add your Operator Information. When you are ready to register your tanks, you will need to check to make sure your Operators were added to the database. Instructions on how to complete this step appear in the Simple Guide to ATR Registration Manual, which is available at on the ATR website ([ATR Website](#)) or by sending an E-Mail request to [maggie.williams@dnr.state.ga.us](mailto:maggie.williams@dnr.state.ga.us). Be sure to use **Please Send the ATR Guide** as your E-Mail Subject Line.

*You should wait 4 weeks from the date you submit your reciprocity request to EPD before attempting to register your tanks. This will allow time for your name to be added to the database.* If - after you have allowed sufficient time for your name to be added - you still do not see your name listed as an Operator in the database, call the UST Program at (404) 362-2687 and ask to speak with a Certified Operator Task Force Associate.

We will mail a printed certificate to all Reciprocity Operators in the very near future so that you will have the certificate for display and/or inclusion in your facility records. For tank registration purposes, emphasis is being placed on the addition of Operators to the ATR database by EPD meaning that some time may elapse before the paper certificate is mailed to you. ***Receipt of a paper certificate will not facilitate your ability to register your tanks.***

Because we cannot expedite the addition of your Operators to the database, please wait the recommended time before calling regarding your Operator status. Unfortunately, although this requirement has been in place for over two years a great many people waited until very late either to take their training from a Georgia training provider or to request their Georgia Reciprocity Certificate. Because of this we are dealing with a significant backlog of Operators to be added to the database. We appreciate your patience as we all work toward compliance with this new requirement. Thank you.