

## MEMORANDUM

### **KDHE Recommendation for Operator Training Extension due to COVID-19**

The purpose of this communication is to provide guidance for Class A/B Operators in Kansas.

The Kansas Storage Tank Act requires Operators of underground storage tanks (USTs) to complete a training program commensurate with their responsibility for the operation of the UST. Current policy states this training is required for each Operator within 30 days of assignment and every four (4) years thereafter. Re-training is required as needed. Operators cannot have a lapse in certification from one training to the next. In Kansas, Operators are required to attend a classroom venue to obtain their certification, which may require travel.

The Kansas Department of Health and Environment (KDHE) acknowledges that travel plans may be altered due to the precautions to prevent the spread of the coronavirus (COVID-19). In the event a trainee or Operator is hesitant about traveling to an Operator Training venue or the classroom training event is canceled, the trainee or Operator may request an extension of the Class A/B Operator Training for up to 6 months past their initial due date, certificate expiration date, or re-training date. An Operator Training Request for Extension Form must be completed, signed and submitted to KDHE for review and approval prior to the trainee's or Operator's required certification due date or expiration date.

Upon approval of the 6-month extension, the trainee or Operator must maintain compliance and proper operations of each designated facility. Any trainee or Operator granted a 6-month certification extension must attend a classroom training venue as soon as possible in order to maintain compliance with regulatory requirements. The Operator Training is offered and scheduled through KDHE's contracted vendor Tank Management Services (TMS). Extension requests will be tracked per Operator and per facility.

This extension effort is specific to the impact of COVID-19 and coincides with health concerns exhibited in Governor Kelly's March 12, 2020, State of Emergency declaration.

Storage Tank Section  
Preventive Unit  
3/18/2020



**KDHE OPERATOR TRAINING REQUEST FOR EXTENSION**

The Kansas Storage Tank Act requires Operators of underground storage tanks (USTs) to complete a training program commensurate with their responsibility for the operation of the UST. In Kansas, the trainee is required to attend a classroom venue to obtain their certification which can include travel.

The purpose of this form is to provide for a 6-month extension of Operator Training Certification. This extension is the result of the spread of the coronavirus (COVID-19) and impact on travel, including areas where the COVID-19 has been identified.

The trainee (either new trainee or current Class A/B Operator) can request an extension of the Class A/B Operator Training certification for 6 months past their due date or expiration, as applicable. This extension is applicable to designated Class A/B Operators assigned to a Kansas UST facility or facilities. KDHE reserves the right to deny any requests received for any reason. Operators granted an extension remain subject to all applicable laws and regulations governing storage tanks.

Please check the category applicable to you:

New Class A/B Operator Training needed. My due date is: \_\_\_\_\_

Provide Facility ID's: \_\_\_\_\_

Renewal of Class A/B/ Operator certification needed. My expiration date is: \_\_\_\_\_

Provide Facility ID's (or attach a copy of current certificate) \_\_\_\_\_

\_\_\_\_\_

Typed or Printed Name: \_\_\_\_\_

Name of Company: \_\_\_\_\_

**Your Email Address:** \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SUBMIT PRIOR TO DUE DATE OR PRIOR TO EXPIRATION DATE in order to receive extension approval.**

**Fax # (785) 559-4260 Email: [marcus.meerian@ks.gov](mailto:marcus.meerian@ks.gov) Phone: (785) 296-1678**

**KDHE USE ONLY BELOW THIS LINE**

Request Reviewed By: \_\_\_\_\_ DATE: \_\_\_\_\_

KDHE REQUEST APPROVED?  YES  NO **KDHE will inform you via your email address above.**

Training expected to be completed by: (Date) \_\_\_\_\_

KDHE REQUEST DENIED due to (state reasons):

\_\_\_\_\_