



I Passed My A/B Operator Exam...Now What Do I Do Next?

1. Congratulations, you passed!
 - a. You received a form stating “**Examination Results: PASS**”
 - b. **Make sure you do not lose this form!**
 - c. We suggest you make copies of this form, keep one in your safe, scan and save to a file on your computer.
 - d. Start a file for: NJDEP Operator Training compliance: Class A/B and Class C
 - e. **Note:** On the bottom of the form, it lists your unique registration and validation numbers you will need these numbers later.
2. You have to update your UST Registration by completing a [UST Facility Certification Questionnaire](#)
 - a. **You must complete the form as follows:**
 - i. **Page 1:**
 1. Complete: Section A: General Facility Information
 2. Make sure you include your UST Facility ID number
 3. Complete: 1: Type of Submission – **Check box C.** (Change or Correction)
 4. Please also **check the box below: Class A or B Operator**
 5. Complete 2: Total number of regulated USTs
 6. Complete 3: Total capacity in gallons
 - ii. **Page 2:**
 1. Make sure you include the UST Facility ID number, which can be found in the upper right corner
 2. Complete section 4: Facility Type
 3. Complete section 5: Is this a retail service station?
 4. Complete section 6: Yes or No
 - iii. **Page 3:**

1. Make sure you include the UST Facility ID number, which can be found in the upper right corner
 2. Complete section 3: Class A. Operator information
 - a. Include your **Registration and Validation number** from your “Examination Results: Pass” paperwork
 3. Complete section 4
 - a. You may be able to click the box “Same as Class A Operator”
- iv. Page 6:**
1. Make sure you include the UST Facility ID number, which can be found in the upper right corner
 2. Complete Your Signature, Date, Name, Title, UST Facility #
- v. Page 7:**
1. Make sure you include the UST Facility ID number, which can be found in the upper right corner
 2. Complete Your Signature, Date, Name, Title, UST Facility #

Before you prepare to mail the form, please make copies of the entire form you just completed and keep it in your NJDEP Compliance file.

We suggest you mail the form to NJDEP – Certified Mail Return Receipt Requested

Where to mail it:

NJ Department of Environmental Protection
Site Remediation and Waste Management Program
Bureau of Case Assignment and Initial Notice
UST Registration & Billing Unit
401-05H
P.O. Box 420
Trenton, NJ 08625-0420

If I did not pass the A/B Operator test or will not be certified before the October 13th, 2018 compliance date – what happens?

1. You will need to hire another Class A/B Operator to act as your site Class A/B Operator in order to be in compliance and follow the steps listed above.
2. You can retake the training and test:
 - a. Register for the A/B exam at an ICC test center: www.iccsafe.org/certification-exam-catalog
 - b. Use code “NJ” to search for the correct exam

What happens if NJDEP comes in for a compliance check and I don't have a Class A/B Operator?

1. If NJDEP visits your site for a regulator compliance check, and you do NOT have the Class A/B Operator, you will receive a "Notice of Violation" and you will have 30 days to come in to compliance.
2. If after the 30 days you do not have a Class A/B Operator you will then receive a second Notice of Violation and Penalty up to \$7,000 **AND ...**
3. **You will be subject to a delivery ban.** Your UST registration will be deemed invalid without a Class A/B Operator listed on the registration. Deliveries are not permitted at any location without a valid UST registration. Any delivery made to a location without a valid UST registration will generate a \$15,000 penalty to both the delivery company and the UST Operator.