

MEMORANDUM

Date: March 15, 2010
To: Potential Sewage System Installers
From: Brad Sangston (867-2652)
Subject: Procedures for Certification as Sewage System Installer in Thurston County

Thurston County Environmental Health has developed a packet of information that is available to anyone interested in becoming a certified sewage system installer. The packet of information is available from the Permit Assistance Center at a cost of \$10.00. This packet of information is designed to provide a potential installer with the necessary information to successfully pass the department's examination and to be an informed installer.

The department administers the examination at least four times a year due to availability of conference rooms and staff work load. Space is limited on each exam date, so please call to schedule an appointment date as soon as you know you are ready to take the exam. On the date of your examination, you will need to provide the following:

- Completed application form. A copy is included in this information packet, but can also be obtained from the Permit Assistance Center.
- Copy of your current Labor and Industries Contractor's Registration.
- The Appropriate fee (Fee schedule attached).

It is also advisable to bring pens/pencils, a scale ruler and calculator for the examination. The minimum passing score on the examination is 80% for both Sections 1 and 2. If an applicant is successful, the firm and/or individual will be certified and observed in a probationary status for the first year. If an applicant fails the examination, the test may be retaken - with payment of an additional fee - at the department's convenience. If an applicant fails the second examination, another testing opportunity will not be offered until the applicant can demonstrate that the necessary experience has been gained.

If you have any additional questions, please feel free to contact Brad.