

## **1.5 Installer's Registration Permit**

An installer is considered any person, corporation, or firm engaged in the business of excavation for, or the construction of subsurface sewage disposal systems (IDAPA 58.01.03.003.19). Per IDAPA 58.01.03.006.01 all installers must obtain either a standard/basic or complex installer's registration permit. These permits may be obtained from any health district in the state and may be used for the installation of subsurface sewage disposal systems throughout the entire state regardless of the health district that the registration permit was obtained through. Standard/basic installer's registration permit holders are limited in the type of subsurface sewage disposal systems that may be installed. Complex alternative installer's registration permit holders may install all systems that are allowed by the standard/basic registration permit and all of the following complex alternative systems:

- Drip distribution systems
- Evapotranspiration and Evapotranspiration/Infiltrative systems
- Experimental systems
- Extended treatment package systems
- Pressurized grey water systems
- Individual lagoons
- Pressure distribution or transport systems
- Recirculating gravel filters
- Intermittent sand filters
- Enveloped in-trench sand filters
- Pressurized in-trench sand filters
- Sand mound
- Two-cell infiltrative systems
- Drainfield remediation components
- Large soil absorption systems

### **1.5.1 Initial Installer's Registration Permit Issuance**

To obtain an initial installer's registration permit the prospective installer shall:

1. Submit an installer registration permit application to one of the health districts (IDAPA 58.01.03.006.04).
2. Submit a bond to the health district in a form approved by DEQ and in the sum applicable to the permit type sought as specified in IDAPA 58.01.03.006.05.
3. Pay the applicable permit application fee as set by the individual health district's Board of Health (fees may vary from district to district based on program costs).

4. The applicant shall view the statewide installer video prior to taking the required installer examination.
5. Pass the installer examination administered by the health district with a score of 70% or higher (IDAPA 58.01.03.006.02).

### **1.5.2 Installer's Registration Permit Renewal**

All installer registration permits shall be renewed annually (IDAPA 58.01.03.006.03). In order to renew an installer registration permit the following items must be met:

1. The health district issuing the registration permit must receive items 1 through 3 as described in section 1.5.1.
  - a. A bond continuation form may be substituted in lieu of a new bond upon registration permit renewal.
  - b. If the installer registration permit is to be upgraded from a basic/standard registration permit to a complex alternative system registration permit at the time of renewal then the complex installer examination shall also be taken.
2. The applicant must attend a refresher course at least every third year meeting the requirements as described in section 1.5.2.1.

#### **1.5.2.1 Refresher Course Requirements**

Installer refresher (continuing education) courses must be attended every three years in order to renew an installer registration permit per IDAPA 58.01.03.006.03. All refresher courses used to fulfill the refresher course requirements for an installer's registration permit must be approved by DEQ. Installer refresher courses delivered by the health districts or DEQ are approved courses. All other courses proposed to be held by non-DEQ or health district organizations to fulfill the refresher course requirements must submit an agenda and curriculum to DEQ's On-Site Wastewater Coordinator for review prior to holding the course. Courses held for the purpose of fulfilling the refresher course requirements of IDAPA 58.01.03.006.03 must:

- Be based on the most recent version of IDAPA 58.01.03 and the TGM.
- Contain information on recent updates to the TGM as approved by the TGC.
- Not contain manufacturer specific information.
- Have an agenda capable of filling a minimum of a four hour course.

Refresher courses may also contain:

- Health district information specific to the subsurface sewage disposal program.
- Discussion on issues related to the subsurface sewage disposal program identified by the health districts that need to be addressed with the installers.
- Presentations by non-health district or DEQ personnel as long as the presentations are not manufacturer specific.
- Other information as approved by DEQ.

Sign-in sheets should be maintained for all courses and should be filled out at the start and near the end of the course. Upon completion of the course the course provider should provide the installer a certificate of completion that includes the course date, time attended, and course holder. Health districts should maintain a copy of the most current certificate in each installer's file. For courses attended by an installer, that are not held by the district which they are licensed through, it is the installer's responsibility to provide the health district a copy of their course completion certificate. If an installer is not able to attend a refresher course they may meet this requirement of permit issuance by completing the process described in section 1.5.2.2.

### **1.5.2.2 Refresher Course Substitution**

If an installer is not able to attend an approved refresher course in order to renew their registration permit they may:

1. Schedule a time with their permitting health district to watch a health district approved video that meets the requirements of section 1.5.2.1.
2. If the installer is not able to attend an in-person class for three straight years then to renew their installer registration permit the installer must watch the video referred to above and retake the installer exam that is applicable to the permit type sought for renewal.

### **1.5.3 Installer's Registration Permit Exemption**

An installer's registration permit is not required for (IDAPA 58.01.03.006.06):

1. Any person, corporation, or firm constructing a central or municipal subsurface sewage disposal system if that person, corporation, or firm is a licensed public works contractor, is experienced in the type of system to be installed, and is under the direction of a professional engineer licensed in the state of Idaho.
2. Any property owner installing their own standard or basic alternative system.
  - a. Property owners installing a subsurface sewage disposal system on their property under the property owner exemption must perform all work related to the excavation and must help and supervise all aspects of construction for the system.
  - b. Commercial and industrial property owners and government entities are also allowed the exemption from an installer's registration permit for work performed on standard or basic alternative systems installed on land owned by the entity. The entity may utilize their staff and must own or rent the equipment to install the system.

The installer's registration permit exemption does not apply under the following scenarios:

1. The excavation and construction of the system are performed by an outside contractor or individual that is not the property owner.
2. The installer is installing a complex alternative system and is not a licensed public works contractor under the direction of a professional engineer.

### **1.5.4 Installer's Registration Permit Revocation**

All permitted subsurface sewage disposal installers must comply with IDAPA 58.01.03 (IDAPA 58.01.03.002.04). Failure to comply with these rules may result in the revocation of an installer's

registration permit. Permit revocation may be initiated by any health district regardless of where an installer obtained their registration permit.