



Ohio Administrative Code Rule 3745-560-26 Operator certification.

Effective: December 1, 2025

(A) An individual who has successfully completed an Ohio EPA approved certification training course prior to initial certification in accordance with division (L) of section 3734.02 of the Revised Code may submit an application for certification as a certified operator. Upon issuance of a certification by the director, the individual is a certified operator and may renew the certification in accordance with paragraph (F) of this rule.

(B) Upon certification, a certified operator for a class I, class II, or class III composting facility shall obtain a minimum of twelve continuing education credit hours or a minimum of eight continuing education credit hours if the certified operator is the operator of a class IV composting facility. The certified operator shall complete the continuing education in accordance with paragraph (E) of this rule and ensure the continuing education consists of the following:

(1) A course approved by Ohio EPA that consists of a minimum of two credit hours on the laws governing composting facilities.

(2) A minimum of six credit hours on best management practices including but not limited to operation and maintenance of a composting facility.

(3) The remaining four credit hours consisting of a combination of credit hours specified in paragraphs (B)(1) and (B)(2) of this rule, as applicable.

(C) Application for certification.

(1) An applicant for certification shall submit to the director a complete application on forms prescribed by the director that at a minimum includes copies of records verifying that the applicant has met the requirements specified in paragraph (A) of this rule.

(2) An incomplete application shall not be considered. Not later than thirty days after the receipt of



an incomplete application, the applicant shall be notified of the nature of the deficiency and the refusal by the director to consider the application until the deficiency is rectified and the application completed.

(D) Issuance. The director may issue a certification to an applicant after the applicant has submitted a complete and accurate application in accordance with paragraph (C) of this rule.

(E) The director may consider the following when approving continuing education credit hours for certified operators:

(1) Sixty minutes of instruction or other approved activity constitutes one credit hour of education training.

(2) Collaboration on the core curriculum to be included in approved continuing education with one or more of the following:

(a) A representative of the director.

(b) A representative of a state-wide association of boards of health.

(c) A representative of a state-wide composting association.

(3) Pre-approval of a continuing education course submitted not later than sixty days prior to the commencement of the course on forms prescribed by the director and contains at a minimum the following information:

(a) The name, address, and telephone number of the person, entity, or organization providing the training.

(b) The title and educational objectives of the course.

(c) The content of the course including a course outline.



- (d) The number of education training credit hours awarded by the course.
 - (e) The names and qualifications of instructors teaching the course.
 - (f) The procedure used to verify attendance at the course.
 - (g) Verification that the person, entity, or organization conducting the course will submit a copy of the attendees list to the director not later than forty-five days after completion of the course.
 - (h) The name, address, and telephone number of the person submitting the course for approval.
- (4) Continuing education credit hours for training that has not been approved by the director not later than thirty days prior to the commencement of the course, submitted by the certified operator on forms prescribed by the director.
- (5) Continuing education credit hours for past attended training that was not approved by the director not later than sixty days after completion of the course, submitted by the certified operator on forms prescribed by the director.
- (6) Continuing education credit hours to certified operators who are course instructors or panel participants of approved education training courses in accordance with the following:
- (a) Course instructors. Up to three credit hours for each credit hour taught the first time the course is presented by the instructor, and one credit hour for each credit hour taught in subsequent presentations of the same course by the instructor. The director may grant a maximum of four credit hours during the certification period.
 - (b) Panel participants. Up to two credit hours for each credit hour for the initial panel presentation and one credit hour for each credit hour for subsequent panel presentations of the same material. The director may grant a maximum of three credit hours during the certification period.
 - (c) Requests for approval of the education training hours shall be submitted on forms prescribed by the director not later than sixty days after the course presentation or panel presentation.



(7) All course approvals are valid for one year from the date of issuance.

(8) Providing a list of the certified operator's documented education training hours upon request.

(F) Renewal of certification.

(1) Unless an extension has been granted in accordance with paragraph (H)(2) of this rule, a certification issued pursuant to this rule expires triennially on February first.

(2) A renewal application shall be submitted to the director by February first every three years from the previous certification issuance date and include copies of records verifying that the applicant has completed the continuing education credit hours as set forth in paragraph (B) of this rule prior to the submission of the renewal application.

(3) The director may renew a certification after the applicant has submitted a complete and accurate application in accordance with paragraph (F)(2) of this rule.

(G) Denial, suspension, and revocation of certification.

(1) If a certified operator violates any provision of Chapter 3734. of the Revised Code or the rules adopted thereunder, including a violation of any permit condition, license condition, or order, the director may take one of the following actions:

(a) Deny the application for certification in accordance with Chapters 119. and 3734. of the Revised Code.

(b) Suspend the certification in accordance with Chapter 119. of the Revised Code. If a certification issued under this rule is suspended, the certification shall not be renewed until the suspension period expires and the individual whose certificate is suspended has achieved compliance with Chapter 3734. of the Revised Code and the rules adopted thereunder.

(c) Revoke the certification after an investigation and hearing conducted in accordance with Chapter



119. of the Revised Code has been completed.

(2) The owner or operator with a certified operator whose certification has been denied, suspended, or revoked shall establish an interim operator in accordance with rule 3745-560-110, 3745-560-210, 3745-560-310, or rule 3745-560-410 of the Administrative Code, as applicable, not later than fourteen days after the denial, suspension, or revocation.

(3) A certification issued or renewed under this rule that has been revoked shall not be renewed and the person shall not be eligible to be a new applicant or designated as an interim operator.

(H) Veterans.

(1) A veteran may request an extension of the triennial continuing education requirement if the following conditions are met:

(a) The veteran has served on active duty inside or outside the United States for a period in excess of thirty-one days during the current triennial certification period.

(b) The veteran has submitted a renewal application in accordance with paragraph (F) of this rule and proper documentation certifying the active duty service and the length of the active duty service.

(2) Upon receipt of a complete application and documentation, the director shall extend the current certification period by an amount of time equal to the total number of months that the veteran spent on active duty during the current certification period. Any portion of a month served shall be considered one full month. The director shall consider relevant education, training, or service completed by the veteran while on active duty in determining whether the veteran has fulfilled the continuing education requirements identified in paragraph (B) of this rule.

(3) A veteran or a veteran's spouse, who meets the requirements of this paragraph and whose certification has expired due to the veteran's military service, shall be eligible for renewal of the expired certification without penalty in accordance with section 5903.10 of the Revised Code if the following conditions are met:



- (a) The veteran presents the director with satisfactory evidence that, not later than six months prior to the date the evidence is submitted to the director, the veteran was honorably discharged or separated from the military under honorable conditions.

- (b) The veteran is not disqualified because of a mental or physical disability which would preclude the veteran from meeting the certification requirements.

- (c) The veteran meets the requirements for certification renewal.