

## Training Requirements

The owner or operator of an underground storage tank system must have trained Class A, Class B, and Class C operators for each facility owned. Either a Class A, Class B, or Class C operator must be present onsite while the facility is occupied. Training of the system operators will be performed through the North Dakota UST Operator Training Program at <https://secure.apps.nd.gov/doh/operator/default.aspx>. Class A or Class B operators are responsible to train the Class C operators.

## Unattended Cardtrol Facility

Unattended cardtrol facilities are those where the operation of the tank, including dispensing of fuel, is done without the constant on-site presence of a Class A, Class B, or Class C operator. Examples include unattended service stations, some fleet fueling facilities, and facilities with tanks that serve emergency generators.

**A sign at an unattended cardtrol facility must be posted in a conspicuous place, giving the name and telephone number of the facility owner, operator, or local emergency responders in case of an emergency.**

## ***Operator Designations***

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### **Class A Operators**

The Class A operator has primary responsibility to operate and maintain the UST systems. The Class A operator's responsibilities include managing resources and personnel and focusing on the broader aspects of the rules and regulations necessary to operate and maintain the UST systems. The Class A operator typically ensures that appropriate individual(s) are trained to:

- Properly operate and maintain the UST system;
- Maintain appropriate records;
- Properly respond to emergencies caused by releases or spills from UST systems at the facility; and
- Make financial responsibility documents available to the department.

# Operator Designations

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## Class A Operators

The Class A operator ***must be trained*** with a general knowledge of UST system requirements so they can make informed decisions regarding compliance. At a minimum, the training must teach class A operators about the purpose, methods, and function of:

- Spill and overfill prevention;
- Release detection;
- Corrosion protection;
- Emergency response;
- Product and equipment compatibility and demonstration;
- Financial responsibility;
- Notification and storage tank registration;
- Temporary and permanent closure;
- Related reporting, recordkeeping, testing, and inspections;
- Environmental and regulatory consequences of releases; and
- Training requirements for class B and class C operators.

# ***Operator Designations***

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## **Class B Operators**

The Class B operator implements the day-to-day aspects of operating, maintaining, and recordkeeping for USTs at one or more facilities. The Class B operator typically monitors, maintains, and ensures:

- Leak detection methods, recordkeeping, and reporting requirements are met;
- All relevant equipment complies with performance standards; and
- Appropriate individuals are trained to properly respond to emergencies caused by releases or spills from UST systems at the facility.

# *Operator Designations*

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## **Class B Operators**

The Class B operator receives broader training regarding regulatory requirements that encompass components of the UST methods of leak detection and leak prevention. At a minimum, the training must teach class B operators about the purpose, methods, and function of:

- Operation and maintenance;
- Spill and overfill prevention;
- Release detection and related reporting;
- Corrosion protection;
- Emergency response;
- Product and equipment compatibility and demonstration;
- Reporting, recordkeeping, testing, and inspections;
- Environmental and regulatory consequences of releases; and
- Training requirements for class C operators.

## ***Operator Designations***

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### **Class C Operators**

The Class C operator is an employee that is the first line of response to events involving emergency conditions. They are present on-site daily, except at unattended cardtrol facilities - which must have a posted sign. They are responsible for responding to alarms and other indications of emergencies caused by spills or releases from UST systems. The Class C operator notifies the Class B or Class A operator and appropriate emergency responders when necessary.

Not all employees of the facility are necessarily Class C operators. This individual typically:

- Controls or monitors the dispensing or sale of regulated substances, or
- Is responsible for initial response to alarms or releases.

At a minimum, the Class C operator ***must be trained*** to take action in response to emergency situations posing an immediate danger or threat to the public or environment. They must know who to contact and how to respond to leak detection alarms caused by spills or releases from an UST system.

## ***Operator Designations***

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### **Class C Operators**

The Class C operator does **NOT** need to be trained as an emergency medical technician, firefighter, or hazardous material spill cleanup specialist. They **DO** need to know how to recognize problems, how to quickly shut down the fuel-dispensing system, and who to call (e.g., fire, police, ambulance, facility management personnel) in emergency situations.

The Class C operator must be trained by a Class A or Class B operator **BEFORE** assuming responsibility for the tank system. Proof of training must be kept at the facility and produced during North Dakota Department of Environmental Quality inspections.

# Operator Designations

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## Class C Operators

*At a minimum, the Class C operator should be trained on:*

- What is a reportable spill or release?
- Fuel Pump emergency Shut-offs: Location(s) and Usage
- Leak Detection Console: Warnings, Alarms and Response
- Responding to Spills: Who to Call
- Responding to Spills: Absorbents – Locations, Use and Disposal
- Recognizing potential problems with the UST system (e.g., nozzle not shutting off properly, leaky dispenser hose, strong gasoline smell from a dispenser, etc.)

A Class C Operator Training [checklist](#) and [handout](#) can be downloaded on the North Dakota Department of Environmental Quality's [website](#).



## Regulatory Requirements

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### What regulatory documentation is required for operator training?

Owners and operators of underground storage tank systems must maintain a list of designated class A, class B, and class C operators and maintain records verifying that training and retraining, as applicable, have been completed. The list must:

- Identify all class A, class B, and class C operators currently designated for the facility; and
- Include names, class of operator trained, date assumed duties, date each completed initial training, and any retraining.

Records verifying completion of training or retraining must be a paper or electronic record for class A, class B, and class C operators. The records, at a minimum, must identify the name of the trainee, date trained, operator training class completed, and list the name of the trainer or examiner and the training company name, address, and telephone number. Owners and operators must maintain these records for as long as class A, class B, and class C operators are designated. The following requirements also apply to the following types of training:

- Records from classroom or field training programs (including class C operator training provided by the class A or class B operator) or a comparable examination must, at a minimum, be signed by the trainer or examiner;
- Records from computer-based training must, at a minimum, indicate the name of the training program and web address, if Internet based; and
- Records of retraining must include those areas on which the class A or class B operator has been retrained.