The Laboratory Supervisor Training course provides detailed information for lab supervisors based on the guidelines of Chapter 252. Students will learn common lab terms, the role and expectations of a lab supervisor, current Chapter 252 regulations, and typical calculations used to evaluate lab data.

The course will be presented in five sections: 1) background information and general provisions; 2) general standards; 3) QA/QC requirements; 4) proficiency study, onsite assessment requirements and miscellaneous provisions; and 5) basic math. Students will apply what they learn during discussion and question/answer sessions; and they will complete a math worksheet to demonstrate their understanding of the math section of the presentation.

This course may help students prepare to take the Laboratory Supervisor Exam.

**Target Audience**
This course is for students who already possess an understanding of basic lab practices, procedures, equipment and simple math.

**Learning Objectives**
- Define the responsibilities of the lab supervisor
- Study Chapter 252
- Determine if your lab is in compliance
- Understand basic lab math

**Instructor**
Larissa Hoover, Cranberry Township

**AGENDA**

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30 am</td>
<td>Registration – coffee &amp; pastries</td>
</tr>
<tr>
<td>8:00 am</td>
<td>Introduction &amp; background information</td>
</tr>
<tr>
<td>8:30 am</td>
<td>Chapter 252 Section A</td>
</tr>
<tr>
<td>9:30 am</td>
<td>Small group breakout / Q&amp;A session</td>
</tr>
<tr>
<td>9:45 am</td>
<td>Break</td>
</tr>
<tr>
<td>10:00 am</td>
<td>Chapter 252 Section C</td>
</tr>
<tr>
<td>11:15 am</td>
<td>Small group breakout / Q&amp;A session</td>
</tr>
<tr>
<td>11:30 am</td>
<td>Lunch</td>
</tr>
<tr>
<td>12:30 pm</td>
<td>Chapter 252 Section D</td>
</tr>
<tr>
<td>1:30 pm</td>
<td>Small group breakout / Q&amp;A session</td>
</tr>
<tr>
<td>1:45 pm</td>
<td>Break</td>
</tr>
<tr>
<td>2:00 pm</td>
<td>Chapter 252 Sections E, F and G</td>
</tr>
<tr>
<td>2:30 pm</td>
<td>Small group breakout / Q&amp;A session</td>
</tr>
<tr>
<td>2:45 pm</td>
<td>Math</td>
</tr>
<tr>
<td>3:30 pm</td>
<td>Adjourn</td>
</tr>
</tbody>
</table>

The concepts, ideas, procedures, and opinions offered at PWEA educational opportunities are those expressed by the various presenters. The PWEA assumes no responsibility for errors or omissions in the presentations.

Laboratory Supervisor Training

PA DEP approved
6.0 Water & Wastewater Contact Hours
Course ID 6759

Friday, April 22, 2016
7:30am - 3:30pm

Cranberry Township Municipal Bldg
2525 Rochester Rd
Council Chambers Room
Cranberry Twp, PA 16066

This course is presented by the PWEA Laboratory Practices Committee

Important Information for PA DEP-Licensed Wastewater Operators
This one day workshop is approved by the Pennsylvania Department of Environmental Protection (PA DEP) under the operator training program for a total of 6.0 contact hours. This workshop will count toward Pennsylvania pre-certification and continuing education requirements for water & wastewater operator licenses.

Each attendee must present a photo ID upon signing in at the workshop. All PA DEP licensed wastewater operators attending for PA DEP contact hours must provide a photocopy of their operator’s license (or their PA DEP Client ID pocket card). This information is needed in order to provide the PA DEP with an accurate roster of those earning contact hours. Photocopies of operator licenses or DEP client ID cards should be enclosed with the registration form.

Contact hours may only be awarded for a course once within your 3-year certification cycle. It is your responsibility to be sure you have not taken the same course more than once within your cycle.
REGISTRATION FORM

Laboratory Supervisor Training Workshop
Friday, April 22, 2016

PLEASE PRINT ALL INFORMATION CLEARLY

Name ___________________________________________ First Name for Badge ___________

Organization ____________________________________________

Address ____________________________________________

City __________________________ State ___________ Zip Code ____________

Email Address __________________________________________

Phone __________________________ Fax __________________________

PA DEP Client ID # ___________________________ PE License # ___________________________

(For PA DEP credit, attach photocopy of your operator license.)

Member Fee (PWEA ID # ___________________________) $85.00

Non-Member Fee ___________________________ $135.00

Registration can be completed online for both credit card and check payments; or complete the information below and fax/mail to PWEA.

☐ Check enclosed (payable to PWEA) ☐ MasterCard ☐ Visa ☐ American Express

Card # ___________________________ Expiration date ___________________ Security code ___________________________

(from back of card)

Signature ___________________________ Name (as it appears on card) ___________________________

Billing Address (if different than above)

City ___________________________ State ___________________________ Zip Code ___________________________

CANCELLATION & SUBSTITUTION POLICY

Cancellations received in writing 4 weeks prior to the date of the workshop will receive a full refund less a $30 administrative fee. No refunds will be made after that date. Substitutions may be made until the registration deadline and must be made in writing, accompanied by a registration form for the substitute.

OVERNIGHT ACCOMMODATIONS

Overnight accommodations are the responsibility of each individual. PWEA has not reserved rooms for this workshop.

DIRECTIONS TO THE WORKSHOP LOCATION

The location can be found by entering the street address in your GPS device, or by going to an online mapping website.

Questions? Contact Cindy Rock, PWEA Conference Manager: (570) 549-2204 or cindyrock@pwea.org

Questions? Contact Cindy Rock, PWEA Conference Manager: (570) 549-2204 or cindyrock@pwea.org

Registration Information

- Registration is limited to 40 people – please register early!
- On-site registrations cannot be accepted.
- Registration deadline is April 8, 2016.
- Registration fee includes lunch.
- Please arrive between 7:30 and 8:00 am to check in at the PWEA registration desk.
- The PWEA is a non-profit corporation with a Federal EIN of 23-7169337.

Mail registration form with payment to:
PWEA Registration
PO Box 61
Blossburg, PA 16917

Fax to: (570) 549-2221
Or Email to: cindyrock@pwea.org

Registration deadline is April 8, 2016. Registration is limited to 40 people.