
State Water Resources Control Board

Division of Water Quality

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(<http://www.waterboards.ca.gov>)

OFFICE OF TANK TESTER LICENSING

INFORMATION ABOUT THE TANK TESTER LICENSING PROGRAM

(Rev. 12/19)

INTRODUCTION

State Water Resources Control Board (State Water Board) Office of Tank Tester Licensing (OTTL), licenses and regulates California tank testers under the provisions of Health and Safety Code, chapter 6.7, section 25284.4 and the California Code of Regulations, title 23, division 3, chapter 17, Sections 2730 through 2802.

Effective January 1, 1990, any persons conducting tank or pipe integrity testing on underground storage tanks (USTs) is required to obtain a California Tank Tester License from OTTL. Conducting a tank or pipe integrity test without a California Tank Tester License is a misdemeanor.

QUALIFICATIONS FOR LICENSURE

An applicant for a California Tank Tester License shall have successfully completed training from the manufacture of the tank and pipe test equipment to be used (as documented by a certificate or letter from the manufacture) and shall:

- Have completed a minimum of either one (1) year of verifiable qualifying experience testing at least 50 underground storage tanks while under the direct and personal supervision of a licensed tank tester or have successfully completed both six (6) months of qualifying experience during which at least 50 underground storage tanks were tested while under the direct and personal supervision of a licensed tank tester **and** have completed a course of study as defined in section 2731 of the California Code of Regulations Chapter 17.

APPLICATION INFORMATION

A complete *Application for California Tank Tester License* includes the following five (5) items:

1. **Application for Tank Tester License** – The *Application for Tank Tester License* (application) must be filled out completely. The address and telephone number given as the home address and home telephone number will be considered the “address and telephone number of record” and will be public information unless OTTL is advised to use alternate information. The applicant must sign and date the application under penalty of perjury.
2. **Certificate in Support Experience** – The *Certificate in Support of Experience* (Certificate) must be filled out completely. One (1) or more certificate form(s) must be completed and signed by qualified persons (declarants) who are willing to verify the applicant’s work experience as a tank tester. A declarant is someone who has personal knowledge of the applicant’s testing experience and who is willing to attest to it in writing, under penalty of perjury.
3. **Photographs** – Two (2) 1-inch by 1-inch full-face color photographs taken within the previous year must be included with the application. Passport photographs are too large, and Polaroid’s do not laminate well. Photographs from home are okay, but they must be clear – no hats or sunglasses. Photographs should not be stapled, taped, or in any way attached to the application. To protect photographs and to ensure they are not misplaced, they may be put into an envelope enclosed with the application. One (1) photograph will be kept on file and the other will be laminated to the California Tank Tester License.
4. **Proof of tank and/or pipe manufacturer training** – Current manufacturer training certificate(s) from the tank and/or pipe testing equipment the applicant intends to use, must be enclosed with the application. OTTL may verify training by contacting the manufacturer.

The equipment utilized by the applicant must be third-party certified and must be listed in Local Guidance (LG) 113. This document contains specifications for all tank and pipe testing equipment approved for use in California. A copy of LG 113 is available on the [State Water Boards web page](https://www.waterboards.ca.gov/water_issues/programs/ust/leak_prevention/lg113/index.html) .

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5. **Application and Examination Fees** – The application fee of \$100 (non-refundable) and the examination fee of \$200 must be included with the application. Both fees may be included in one (1) check or money order made payable to the State Water

Resources Control Board. If the fees are not included, the application will not be processed.

EXAMINATION

After the application is processed and tank and pipe testing experience are verified, the applicant will be scheduled to take the California Tank Tester License examination. OTTL will send a *Notice of Examination* letter, which includes the date, time, and location of the exam to the applicant. This notice will serve as verification that the application is approved **and will be the applicant's admission to the examination room**. A study guide is available upon request. Further, all reference material for the examination is available on the [State Water Board Office of Tank Tester Licensing](https://www.waterboards.ca.gov/ust/publications/#ttl) web page (<https://www.waterboards.ca.gov/ust/publications/#ttl>).

Examinations are designed to determine knowledge about tank and pipe integrity testing. There are 90 multiple-choice questions and a score of 70% is passing. Examinees are given three (3) hours to complete the examination.

ADMISSION TO EXAMINATION

The *Notice of Examination* letter, identification, and a calculator must be brought to the examination. Cheating is not tolerated and those found cheating or attempting to remove any exam materials from the testing room, will be disqualified immediately.

It is OTTL policy to ensure that reasonable accommodations are available for those whose limitations may prevent them from participating in scheduled examinations. If an applicant has a disability, which requires special testing arrangements; a note should be included in the application. OTTL staff will call to discuss specific needs. If, for religious or other reasons, the applicant is unable to take an examination on a specific day of the week, this information should also be submitted with the application.

NOTIFICATION OF RESULTS

Although the regulations allow OTTL 30 days to notify applicants of their test results, OTTL will generally have the *Notification of Examination Results* letter mailed within two (2) weeks.

Once an applicant has passed the examination, verification of address will be requested along with the license fee of \$600 made payable to State Water Resources Control Board. Once OTTL receives this information and fee, a wallet- sized California Tank Tester License will be issued. It will contain the tester's name, address of record, license number, expiration date, and photograph.

RE-EXAMINATION

If an applicant fails the examination, a subsequent examination may be taken. The *Notice of Examination Results* letter will include a breakdown of scores in each subject matter. Examinations are scheduled on an as-needed basis. Therefore, to schedule an examination, please contact OTTL at OTTL@waterboards.ca.gov. Applicants who require a re-examination will be requested to submit a re-examination fee of \$200 made payable to the State Water Resources Control Board.

If an applicant is rescheduled for an examination within one (1) year of the date of the original exam, a new application fee of \$100 will not be required. However, the re-examination fee of \$200 is required.

FAILURE TO APPEAR AT EXAMINATION

If an applicant fails to appear for a scheduled examination without two (2) weeks prior notification to OTTL, the examination fee will be forfeited. In order to take a future exam, the applicant will be required to submit a written request for scheduling and pay an additional exam fee of \$200. The applicant must be rescheduled for an examination within one (1) year of filing the application or the application will be considered abandoned.

ABANDONMENT OF APPLICATIONS

If an applicant does not pass the examination within one (1) year of filing, the application will be considered abandoned. If the application is abandoned and the applicant later decides to become licensed, the application process must be started again by filing a new application and paying the application and examination fees.

LICENSE RENEWAL

OTTTL will send a renewal notice to licensees at least 60 days before their California Tank Tester Licenses expires. However, if licensees do not receive their renewal notification, they are obligated to renew their licenses if they plan to continue testing tanks or pipes in California. To renew a California Tank Tester License, an *Application for Renewal*, photographs, manufacturer training certifications, and a fee of \$600 must be sent to OTTL 30 days before the California Tank Tester License expires. No examination is required to renew a California Tank Tester License.

CALIFORNIA TANK TESTER REPORTING REQUIREMENTS

Licensed California Tank Testers must comply with California Code of Regulations, title 23, division 3, chapter 17, including, but not limited to, the following reporting requirements:

- All integrity testing must be conducted in accordance with the manufacturer's testing procedures and within the limitations of the third-party evaluation. All licensed California Tank Testers must maintain current manufacturer certification

for all testing methods conducted by the tester. Current certifications must be on file with OTTL.

OTTL requires licensed California Tank Testers to provide copies of test schedules and tank and pipe test reports on a continuous basis. At a minimum, test schedules should include the following:

- a. Date, time, and type of testing or certification being conducted;
- b. Facility name, address, telephone number, and contact person;
- c. Local agency and contact name; and
- d. Tester's name and license number.

OTTL requires testing schedules to be submitted to OTTL@waterboards.ca.gov at least 48 hours prior to the date the work is scheduled. If there are changes to the test schedule after it has been submitted, OTTL must be notified of those changes immediately.

OTTL requires licensed tank testers to provide copies of all tests results to OTTL@waterboards.ca.gov on a continuous basis. This includes all information and data collected in the course of performing tank and pipe integrity tests, including but not limited to, raw data, calculations, and reports. OTTL recommends the following signature block be included on all test reports:

I declare under penalty of perjury that I am a licensed tank tester in the State of California and that the information contained in this report is true and correct to the best of my knowledge.

(Print or Type Name)

(Date)

(Signature)

(License Number)

QUESTIONS

Questions about the California Tank Tester Licensing process or about completion of an applications may be addressed to:

State Water Resources Control Board
Division of Water Quality
Office of Tank Tester Licensing
P.O. Box. 2231
Sacramento, CA 95812
Phone: (916) 324-7493
E-mail: OTTL@waterboards.ca.gov

NOTE: Although every effort has been made to ensure the accuracy of this information, it does not have the force and effect of law, rule, or regulation. Should any difference or error occur, the law would take precedence.