

# Chapter 302 Three-Year Regulatory Fee and Program Cost Analysis Report

Environmental Quality Board

12/9/2025





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# Regulatory Requirements

- Chapter 302, Administration of the Water and Wastewater Systems Operators' Certification Program, was published as a final-form rulemaking on September 18, 2010
- 25 Pa. Code § 302.202: *"The Department will review the adequacy of the fees established in this section at least once **every 3 years** and provide a written report to the EQB..."*

# Fee-Related Program Activities and Costs

1. Delivery of Certification Exams
2. Initial Certification, Certification Upgrade, Reciprocity, Certificate Renewal
3. Technical Support
4. Training and Continuing Education
5. Course Development and Delivery



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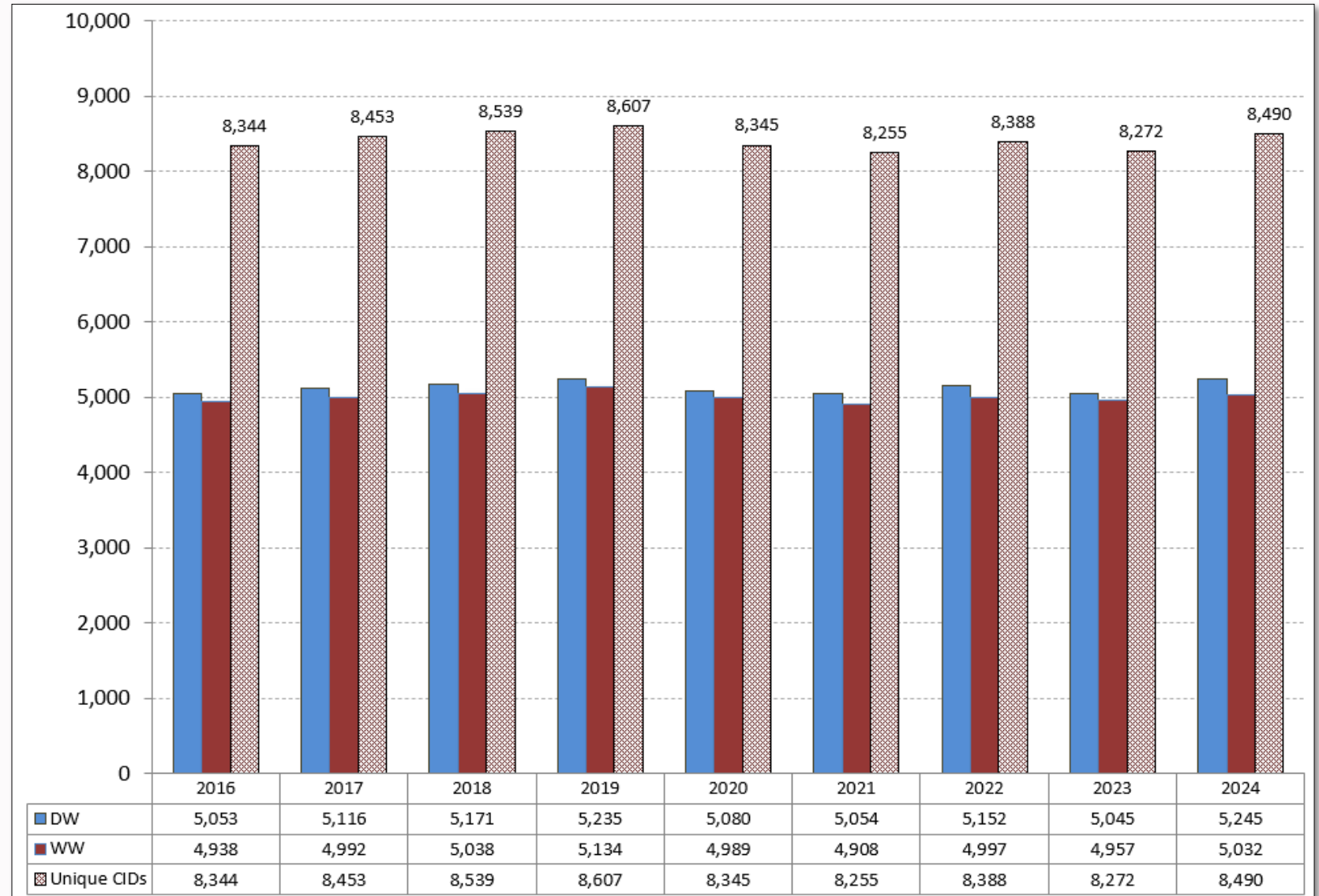
# Program Implementation: Personnel

- Administrative Staff
- Information Technology Staff
- Water Program Specialists and Group Manager
- Compliance Assistance Specialists
- DEP Proctors
- Water Professional Exam Proctors - wage payroll
- Public Services Institute Instructors - wage payroll



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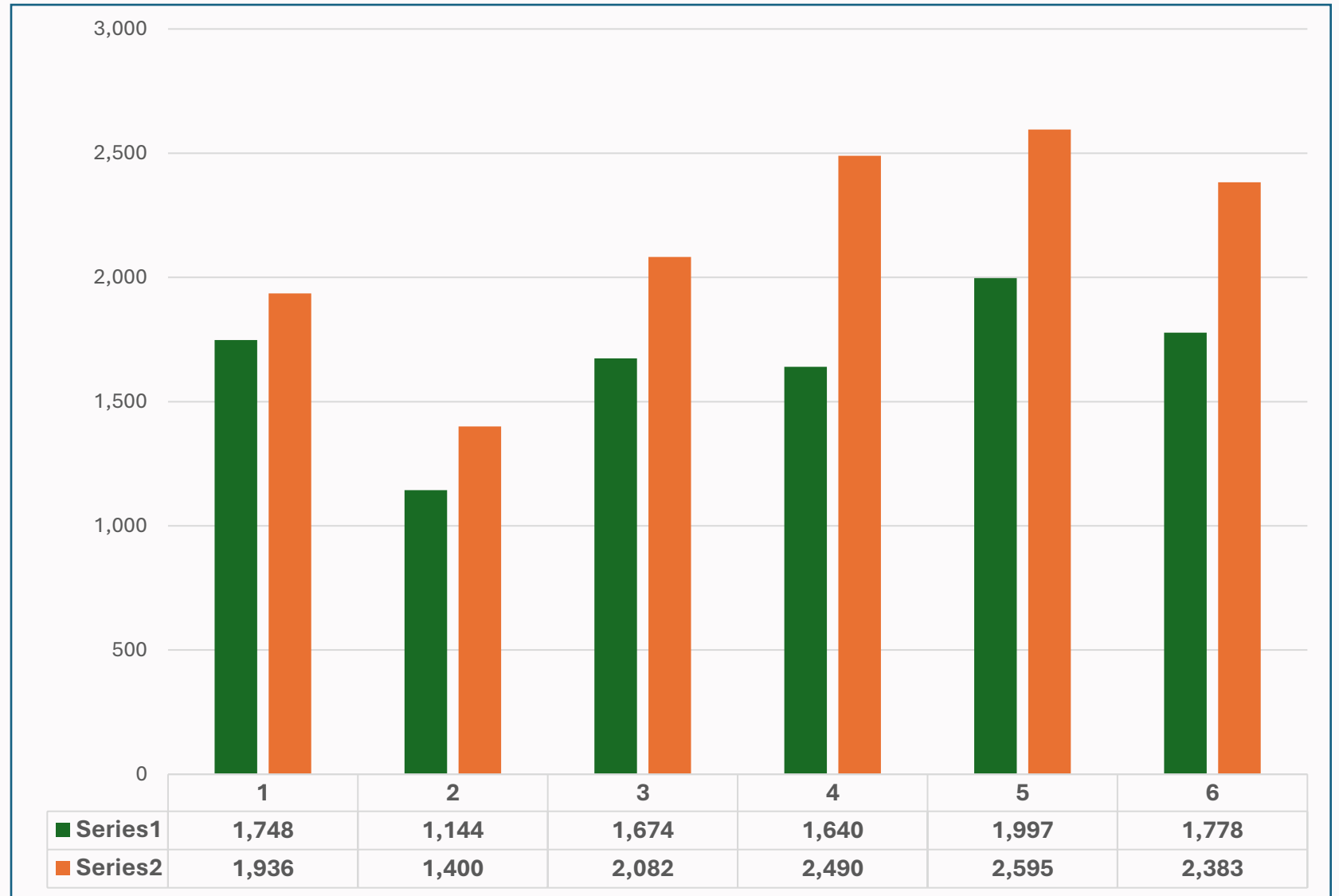
# Licensed Operator Data 2016-2024





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# Examinees (Seats Filled and Offered) 2019 to 2024

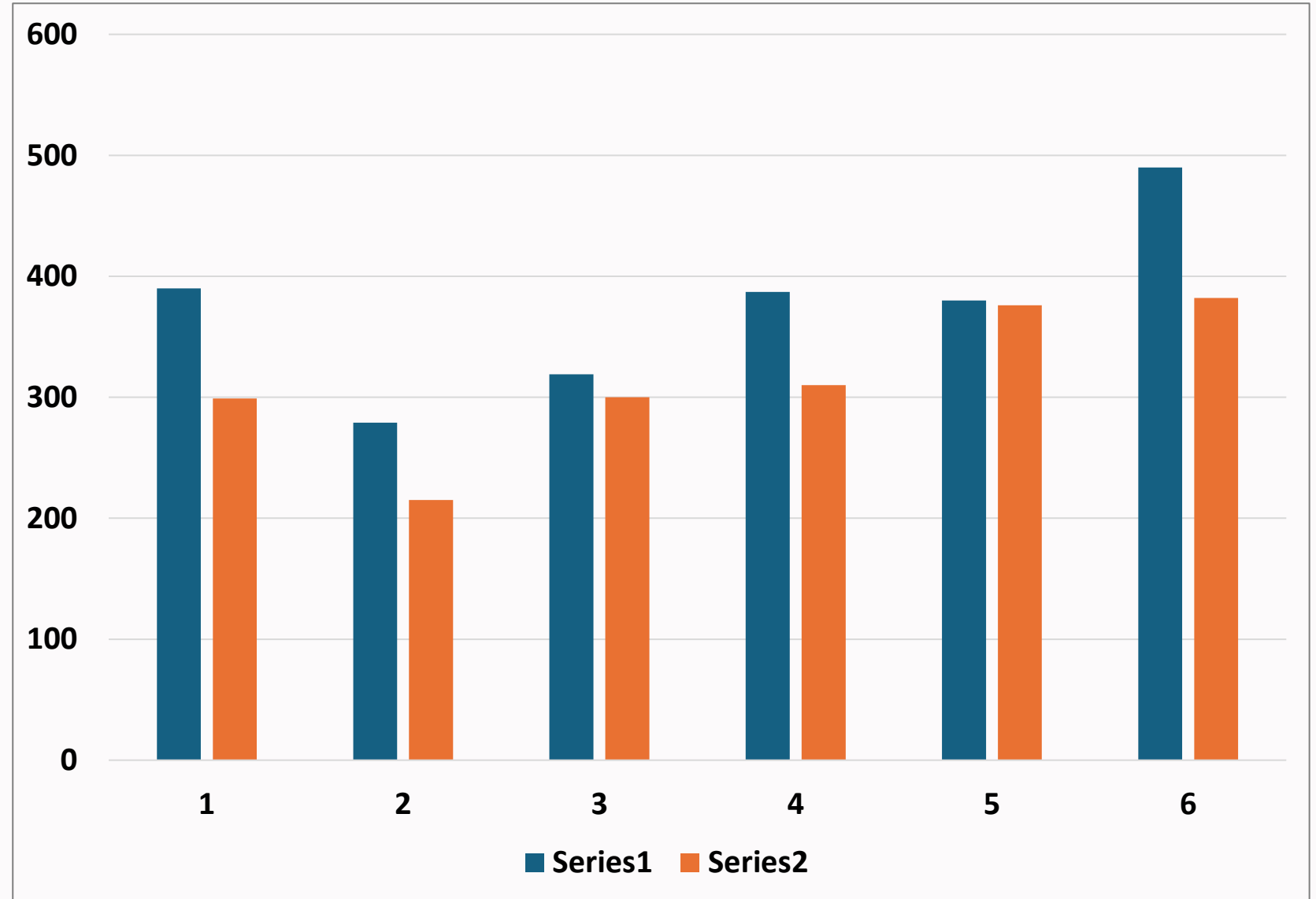






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# New Certifications 2019-2024





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# Revenues

## Revenue Sub-funds:

- Certification fees
- Training fees
- System annual fees





# Revenues

Table 3. Summary of Chapter 302 Revenues

	Actual			Projected		
Revenue Source	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Certification Fees	\$307,480	\$297,217	\$328,116	\$310,938	\$310,938	\$310,938
Training Fees	\$62,770	\$51,358	\$58,863	\$57,664	\$57,664	\$57,664
System Annual Service Fees	\$496,387	\$501,084	\$492,474	\$496,648	\$496,648	\$496,648
Total	\$866,637	\$849,659	\$879,453	\$865,250	\$865,250	\$865,250



# Expenses

Table 6. Summary of Chapter 302 Expenses

	Actual			Projected		
Expense	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Personnel	\$704,334	\$682,490	\$767,379	\$748,909	\$782,989	\$816,618
Operating	\$19,295	\$18,221	\$27,137	\$22,198	\$22,863	\$23,549
IT	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Total	\$753,629	\$730,711	\$824,516	\$801,106	\$835,852	\$870,167



# Revenue/Expense Ratios

Table 7. Revenue/Expense Ratios

	Actual			Projected		
	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Total Revenues	\$866,637	\$849,659	\$879,453	\$865,250	\$865,250	\$865,250
Total Expenses	\$753,629	\$730,711	\$824,516	\$801,106	\$835,852	\$870,167
Revenue/ Expense Ratio	1.15	1.16	1.07	1.08	1.04	0.99



## Certification Board Review and Comment

- DEP presented its draft Chapter 302 Fee report at the August 13, 2025, meeting of the State Board for Certification of Water and Wastewater Systems Operators
- The Board voted unanimously to support DEP's recommendation to retain the current fee schedule with no regulatory amendments to modify the program fees



# DEP Recommendation

- After careful consideration of available information, DEP recommends to retain the current fees in Chapter 302
- The next fee review and cost analysis report is planned for the fourth quarter of 2027, with results and recommendations anticipated to be presented to the EQB in 2028



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# Questions?

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The Department of Environmental Protection's mission is to protect Pennsylvania's air, land and water resources and to provide for the health and safety of its residents and visitors, consistent with the rights and duties established under the Environmental Rights Amendment (Article 1, Section 27 of the Pennsylvania Constitution).