

Professional
Training
Association

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September 1, 2020

Dear Ms Grycko,

On August 31, 2020, Professional Training Association submitted applications for CEU approvals for the following Live Online classes.

- Introduction to Energy Assessments for Wastewater Operations
- Introduction to Pretreatment
- Overview to Regulatory Requirements for Small Group A Water Systems
- Principles of the Activated Sludge Process
- Introduction to Quality Assurance & Quality Control
- Introduction to Sanitary Surveys
- Standard Operating Procedures (SOPs) – Best Practices

Since all of these classes are offered as Live Online classes, we are taking the following measures to assure continued and active attendance in the workshop:

- Poll questions related to the subject matter are asked at least once per hour. Each participant's response will be documented.
- We strongly encourage the use of cameras to establish visual contact with workshop attendees.
- Throughout the training we engage students in discussions and Q&A activities and students either respond verbally or use the "Chat" tool to provide their answers or comments.
- Each student has a unique attendee ID and electronic sign-in and sign-out records are established for all participants.

I hope this answered your questions. Please let me know if you have additional questions or I can assist with anything else.

Best regards,



Erika Schwender