



Pacific Northwest Clean Water Association
P.O. Box 13158
Portland, OR 97213

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Oregon Environmental Services Advisory Council (OESAC)
P.O. Box 577
Canby, OR 97013

To Whom it May Concern:

In response to the high demand for continuing education units (CEUs) among water and wastewater professionals, the Pacific Northwest Clean Water Association (PNCWA) is hosting a virtual Continuing Education Series. The goal of this temporary program is to provide opportunities for licensed professionals to earn CEUs during a time when in-person gatherings are not an option. This series will provide ten 1-hour webinar style presentations where attendees can earn 0.1 CEUs per presentation.

PNCWA will only submit CEU applications for individuals who attend the full 1-hour presentations. PNCWA is taking the following steps to maintain this standard:

- The presentations will be hosted on a virtual platform where attendees must clearly post their name to show they are logged into the presentation.
- A PNCWA moderator will be present during the entire presentation.
- The moderator will cross check individuals registered for the presentations with individuals who attend the presentations.
- PNCWA will review the Zoom attendee login information in order to determine which attendees were present for an hour or more.
- At the end of the presentation, the moderator will voice a 'keyword' and ask attendees to email the keyword to the moderator. Only attendees who attended the entire presentation and email the moderator the keyword will receive credit for attendance.

PNCWA is committed to upholding the integrity of OESAC's CEU process and is open to any recommendations the OESAC CEU Committee has for improving this attendance tracking procedure. Please do not hesitate to reach out to Casey Gish with any questions, comments, or recommendations.

Thank you,

A handwritten signature in black ink that reads "Casey Gish".

Casey Gish
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