



# EOCP 50 YEARS

# ANNUAL REPORT 2015

NUMBER OF  
CLASSIFIED  
FACILITIES

**2,177**

RECOGNIZED  
COURSES ON THE EOCP  
TRAINING REGISTRY

**508**

TIME TAKEN  
FROM COMPLETION  
OF WEB-BASED EXAM  
TO RECEIVING MARK

**2 Min**

NUMBER OF  
PEOPLE PROVIDED  
WITH SAFE DRINKING  
WATER AND WASTE  
WATER MANAGEMENT

**4.2  
MILLION**

ACTIVE  
CERTIFIED  
OPERATORS  
IN 2016

**4,500**

**8,311**

CERTIFIED OPERATORS  
SINCE 1966

NUMBER OF  
EXAM  
LOCATIONS

**36**

NUMBER OF  
WEB-BASED EXAMS  
WRITTEN SINCE 2014

**575**

PERCENT OF  
WEB-BASED EXAMS  
IN 2015-2016

**66%**

50 YEARS OF IMPACT



## MESSAGE FROM THE DIRECTORS AND STAFF

Dear Friends

Every year there is change and growth at the Environmental Operators Certification Program. In 2015 there was more change than usual, with several new initiatives.

Our web-based exams have really taken off, with more than 60% of all exams now being taken online. This is great for our Operators, as exam results are almost instantaneous!

In partnership with the BCWWA, we completed the BC Water and Wastewater Sector Workforce Profile which confirmed what we had suspected: that the sector faces a labour shortage, and more needs to be done in the area of recruitment and succession planning.

Another major initiative was to provide support for the Water Smart Peer to Peer pilot study. The study was unequivocal in its findings that P2P training complements in-class training effectively, and the EOCP is working with organizations, Operators, and trainers to support the widespread implementation of P2P training, and recognition of this training via Continuing Education Unit (CEU) credits.

Working with the Ministry of Health, a change has been made to the definition of a water treatment facility such that: "A facility that includes treatment using physical, chemical or biological processes, including any method of primary disinfection, to produce potable water is to be classified as a water treatment facility."

Changes have also been made to Direct Responsible Charge (DRC) which will enable more than one Operator at a time to earn DRC work experience, and encourage facilities/systems to make these opportunities available. It will also enable Level 1 Operators to begin accumulating DRC work experience (currently restricted to Levels II, III and IV); and require Operators of water distribution or wastewater collection systems to have DRC work experience to apply for Level III and IV operator certification.

At the core of the revised DRC model is a mandatory DRC Plan. This is a form to be completed and approved by both the Chief Operator and the owner/manager. It sets out the current EOCP facility/system number and classification, the normal working hours in a year for that facility, a list of the roles that are identified as being in Direct Responsible Charge for each role, a calculation of the expected number of DRC hours

available in that role annually, and how DRC experience will be recognized for on-call or standby assignments.

2016 is the 50<sup>th</sup> Anniversary of the EOCP, and significant changes are expected in this landmark year. Some of our goals are: to build on our strengths to increase recruitment and training of Operators, to develop a three year strategic plan for the organization, to undertake an IT systems upgrade, and to increase collaboration with stakeholders to ensure an improved focus on public health and the environment.

We are honoured to serve the water and wastewater sectors of British Columbia and Yukon - providing more than 4.2 million people with safe drinking water and wastewater management - and we would like to thank all of you who have worked so hard to further the work of Operators working in the water and wastewater sectors.

Mike Gosselin, President

Kalpna Solanki, Executive Director





## MESSAGE FROM THE BC MINISTER OF HEALTH

On behalf of the Ministry of Health and the Honourable Christy Clark, Premier, I would like to commend the members of the Environmental Operators Certification Program (EOCP), who celebrate their 50th anniversary this year.

Congratulations to the EOCP on this great achievement.

Over the past fifty years, the EOCP has contributed significantly to the protection of human health and the environment. The EOCP ensures that water systems are classified appropriately, and that their certified operators have the necessary knowledge, skills, experience and proficiency to maximize the performance of wastewater and water systems, minimizing health and environmental risk. The continued success of the EOCP has resulted in improved access to safe drinking water across the province.

Thank you for your ongoing contribution to the protection of drinking water in BC and congratulations, once more, on this momentous anniversary.

Terry Lake, Minister



## MESSAGE FROM THE BC MINISTER OF ENVIRONMENT

On behalf of the Ministry of Environment and the Honourable Christy Clark, Premier, I would like to offer my sincere congratulations to the Environmental Operators Certification Program (EOCP) as we celebrate its 50th anniversary.

Fifty years is a significant milestone, and I congratulate the EOCP for its ongoing success.

Programs, such as the EOCP, that strive to ensure the protection of human health and the environment are an essential part of water and wastewater management in the province. The certification provided by the EOCP has resulted in improved compliance with water and pollution control legislation and regulations, which, in turn, benefits all British Columbians.

Congratulations again, and thank you for making such a positive contribution to the province of British Columbia.

Mary Polak, Minister





## MESSAGE FROM THE PRIME MINISTER

I am pleased to offer my sincere congratulations to the members of the Environmental Operators Certification Program on the occasion of its 50th anniversary.

This special milestone offers a wonderful chance to reflect on your many accomplishments over the past five decades. Since 1966, your organization has been training and certifying water and wastewater operators to handle the task of protecting the water supplies of British Columbia and Yukon. You may take pride in your important role in ensuring the health and safety of millions of Canadians.

I would like to commend you for your dedication to ensuring the highest standards of excellence in water and wastewater management.

Please accept my best wishes for a memorable anniversary and for every future success.

The Rt. Hon. Justin P.J. Trudeau, P.C.,  
M.P. Prime Minister of Canada



## MESSAGE FROM THE PREMIER OF YUKON

The Government of Yukon would like to recognize the Environmental Operators Certification Program on the occasion of its 50th anniversary.

Maintaining and improving access to safe drinking water is a priority for the Yukon government and EOC certification of the Yukon Water and Wastewater Operator Program at Yukon College is critical.

This program trains students who are seeking a career in the water industry and enables experienced industry workers to maintain certification, expand skills and keep up with changing technology.

Congratulations to the EOC on 50 years of valuable work in the management of water and wastewater in British Columbia and Yukon.

Darrell Pasloski  
Premier of Yukon



# ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM SOCIETY

## Statement of Operations

Year Ended December 31, 2015

	2015	2014	2013
<b>RECEIPTS</b>			
Member dues	\$ 299,792	\$ 238,707	\$ 243,008
Services	218,058	215,851	217,862
Investment income, Grants, dividends and other	254,058	154,467	153,146
	<b>771,908</b>	<b>609,025</b>	<b>614,016</b>
<b>EXPENDITURES</b>			
Advertising and promotion	1,318	-	-
Bad debts	22,500	-	-
Business taxes, licences and memberships	479	306	-
Personnel costs	32,201	38,771	24,482
Legal fees	5,225	-	-
Miscellaneous	5,387	-	60
Office and computer supplies	27,070	34,359	32,794
Conference expenses	1,099	-	877
Meetings and travel	48,676	51,718	76,644
Printing	-	-	1,972
Mailing	7,236	6,912	4,042
Professional services	260,289	180,320	176,523
Salaries and wages	220,119	254,379	215,043
Rent, utilities and repair	37,229	43,149	50,801
Professional growth	7,765	2,872	613
	<b>676,593</b>	<b>612,786</b>	<b>583,851</b>
<b>EXCESS (DEFICIENCY) OF RECEIPTS OVER EXPENSES FROM OPERATIONS</b>	<b>95,315</b>	<b>(3,761)</b>	<b>30,165</b>
<b>OTHER INCOME (EXPENSES)</b>			
Foreign exchange gain/loss unrealized	(1,883)	-	-
<b>EXCESS (DEFICIENCY) OF RECEIPTS OVER EXPENSES</b>	<b>\$ 93,432</b>	<b>\$ (3,761)</b>	<b>\$ 30,165</b>

# ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM SOCIETY

## Statement of Financial Position

December 31, 2015

	2015	2014	2013
<b>ASSETS</b>			
CURRENT			
Cash	\$ 271,147	\$ 150,424	\$ 452,752
Term deposits (Note 5)	505,396	528,894	203,647
Accounts receivable (Note 6.)	45,743	44,370	43,700
Interest receivable	-	990	650
Prepaid expenses	2,700	1,944	1,807
	<b>\$ 824,986</b>	<b>\$ 726,622</b>	<b>\$ 702,556</b>
<b>LIABILITIES</b>			
CURRENT			
Accounts payable	\$ 17,951	\$ 21,332	\$ 26,576
Due to government agencies	7,806	4,466	3,592
Deferred income (Note 7)	339,169	334,196	301,999
	<b>364,926</b>	<b>359,994</b>	<b>332,167</b>
<b>UNRESTRICTED NET ASSETS</b> - Page 4	<b>460,060</b>	<b>366,628</b>	<b>370,389</b>
	<b>\$ 824,986</b>	<b>\$ 726,622</b>	<b>\$ 702,556</b>
CONTRACTUAL OBLIGATIONS (Note 8)			

# Notes to Financial Statements

## Year Ended December 31, 2015

### 1. PURPOSE OF THE SOCIETY

Environmental Operators Certification Program Society (the "society") is a not-for-profit organization incorporated under the Societies Act of British Columbia. Management has determined that they are exempt from payment of income tax under Section 149(1) of the Income Tax Act.

The society's mandate is to protect human health, the environment and the investment in facilities through increased knowledge, skill and proficiencies of the members of the program in all matters relating to water treatment and distribution and wastewater collection, treatment and disposal.

### 2. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations (ASNFO).

### 3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Comparative figures

Certain comparative amounts have been reclassified to conform to the current year's presentation. The cash flow has been presented to more closely match current year requirements.

#### Revenue recognition

Environmental Operators Certification Program Society follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions, if and when applicable, are recognized as direct increases in net assets.

Membership fees are accrued in the year to which they are applicable.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Seminar fees are recognized as revenue when the seminars are held.

#### Measurement uncertainty

When preparing financial statements according to ASNFO, management makes estimates and assumptions relating to:

- reported amounts of revenues and expenses
- reported amounts of assets and liabilities
- disclosure of contingent assets and liabilities.

Estimates are based on a number of factors including historical experience, current events and actions that the society may undertake in the future, and other assumptions that management believes are reasonable under the circumstances. By their nature, these estimates are subject to measurement uncertainty and actual results could differ. In particular, estimates are used in accounting for certain items such as revenues, allowance for doubtful accounts, useful lives of capital assets, asset impairments, legal and tax contingencies, employee compensation plans, employee benefit plans, retained interest in securitized receivables, income taxes, and goodwill impairment.

#### Government grants

Government grants are recorded when there is a reasonable assurance that the society had complied with and will continue to comply with, all the necessary conditions to obtain the grants.

#### Fund accounting

Environmental Operators Certification Program Society follows the deferral method of accounting for contributions.

Revenues and expenses related to program delivery and administrative activities are reported in the Operating Fund.

The Capital Fund reports the assets, liabilities, revenues, and expenses related to Environmental Operators Certification Program Society's capital assets and building improvements campaign.

### 4. FINANCIAL INSTRUMENTS

The society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the society's risk exposure and concentration as of December 31, 2015.

#### Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The society is exposed to credit risk from members. In order to reduce its credit risk, the society encourages use of credit cards for payment and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information.

(continues)

### 4. FINANCIAL INSTRUMENTS (continued)

#### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the society manages exposure through its normal operating and financing activities. The society is exposed to interest rate risk primarily through its banking and credit facilities.

### 5. SHORT TERM INVESTMENTS

	2015	2014
Guaranteed Investment Certificate Matures March 3 2016 at 1.30%	\$ 50,540	\$ -
Guaranteed Investment Certificate Matures March 3 2016 at 1.30%	50,540	-
Guaranteed Investment Certificate Matures March 3 2016 at 1.30%	101,079	-
Guaranteed Investment Certificate Matures March 3 2016 at 1.30%	101,079	-
Guaranteed Investment Certificate Matures March 3 2016 at 1.30%	101,079	-
Guaranteed Investment Certificate Matures March 3 2016 at 1.30%	50,540	-
Guaranteed Investment Certificate Matures March 3 2016 at 1.30%	50,539	-
Guaranteed Investment Certificate Matures February 2015 at 1.25%^	-	528,894
	<b>\$ 505,396</b>	<b>\$ 528,894</b>

### 6. ACCOUNTS RECEIVABLE

There was a change of application in 2013 and the Membership dues have been accrued and applied appropriately to the year applicable. The accrual for dues was not applied retroactively as the information was not available. There is no way to determine the effect on prior years' income

	2015	2014
Accrued dues receivable	\$ 61,766	\$ 29,933
Accrued receivable - invoices	6,476	14,437
Subtotal	68,242	44,370
Allowance for doubtful accounts	(22,500)	-
	<b>\$ 45,742</b>	<b>\$ 44,370</b>

With a more thorough review of membership dues, it has now been determined that a certain percentage of members will not renew. The allowance for doubtful accounts has been set up based on this information.

### 7. DEFERRED INCOME

a) A Grant was received from the British Columbia Government prior to the current year. A portion of the Grant was received in 2011 and terms include improving premises and services. At this point, no reporting has been done so it is unclear as to whether this Grant would have other conditions attached to it. The conditions of the Grant appear to be outstanding.

b) During the year, the Society received a Grant from the Province of British Columbia in the amount of \$150,000 (2014 - \$150,000; 2013 - \$150,000)

c) An additional \$98,000 grant was received as payment for being involved in a joint consultant project.

### 8. CONTRACTUAL OBLIGATIONS

The Society entered into a lease agreement for premises with the Salvation Army expiring June 30, 2019 with a five year option for renewal on terms to be negotiated. Rent is calculated at 6% of gross receipts with a minimum monthly rental of \$1,400 or \$16,800 per annum. In addition, the lease requires payment for strata fees and property taxes of \$938 per month.

#### Contractual obligation repayment schedule:

2016	\$ 16,800
2017	16,800
2018	16,800
2019	8,400
	<b>\$ 58,800</b>



## STATISTICS

From June 18, 2015 to June 2, 2016

### Exams

- 1,127 exams were written
- 792 exams were web based
- 335 exams were paper based

### Continuing Education Units (CEUs)

- 8,395 CEU submissions
- 13,688.08 CEUs earned
- 136,680.8 hours spent in training by Operators

### Facilities

- 109 facilities were added or upgraded during this time period

### Definitions

WD	Water Distribution
WT	Water Treatment
WWC	Wastewater Collection
WWT	Wastewater Treatment
IWWT	Industrial Wastewater Treatment
BWD	Bulk Water Delivery
SWS	Small Water System
SWWS	Small Wastewater System

### FACILITY CLASSIFICATION to June 2, 2016

Classification	IV	III	II	I	Other	Total
WD	33	53	169	160		<b>415</b>
WT	19	39	124	40		<b>222</b>
WWC	14	20	78	98		<b>210</b>
WWT	25	30	106	92		<b>253</b>
IWWT	2	1	5	1		<b>9</b>
SWS					858	<b>858</b>
SWWS					219	<b>219</b>
Total	93	143	482	381	1,077	<b>2,186</b>

### OPERATOR CERTIFICATION to June 2, 2016

Classification	IV	III	II	MUII	I	MUI	OIT	Total
WD	83	198	830	7	871	16	67	<b>2,072</b>
WT	45	62	188	3	348	10	56	<b>712</b>
WWC	12	70	497	8	701	17	42	<b>1,347</b>
WWT	114	146	237	7	291	16	62	<b>873</b>
IWWT		4	13		16			<b>33</b>
BWD								<b>50</b>
SWS								<b>896</b>
SWWS								<b>299</b>
Total								<b>6,282</b>