



Registered Environmental Technician Credential Examination Program Candidate Information Brochure

Rev. 07/2006

For as long as NEHA has existed, NEHA has strived to elevate the standing and respect accord to those who practice environmental health. One of the mechanisms used by professional societies like NEHA to achieve such a goal is the one of credentialing. Through a professional credential, one evidences to both their employer and to the public they serve that they are competent to carry out the duties and tasks expected of them. Such a mark of distinction also serves the practitioner inasmuch as the effort expended to gain such a credential often leads to higher levels of individual compensation and regard, as it should. NEHA's mission is to advance you — pure and simple. Few professional fields are growing and changing as rapidly as environmental health. Attainment of the RET credential proves a standard knowledge base which allows technically qualified personnel to be recognized for their proven expertise.

A Registered Environmental Technician is an individual who, in support of and under the direction of Registered Hazardous Substances Professionals, environmental professionals and scientists, carries out in a responsible manner proven techniques of a technical nature in a particular hazardous materials/waste management field. Performance as a Registered Environmental Technician requires the application of appropriate principles, methods and techniques combined with practice and knowledge. Under professional direction, the hazardous substances specialist functions in positions that involve testing, sampling, routine inspecting, and providing information on hazardous materials/waste practices, techniques and methods for the purpose of identifying, preventing, and eliminating environmental health hazards.

Eligibility and Exam Registration

Eligibility to sit for this credentialing exam is determined by the National Environmental Health Association (NEHA). Applications and fees must be submitted to NEHA for review. For applications and additional information about eligibility requirements, please contact: National Environmental Health Association, 720 S. Colorado Blvd., Suite 1000-N, Denver, CO 80246, Phone: 303-756-9090, ext. 337, E-mail: Credentialing@neha.org.

Eligibility Requirements

Candidates must meet either the education requirement under Track One or Track Two:

Track One: Requires successful completion of a two-year A.A., A.A.S., or Certificate program in hazardous materials/waste management. With this level of education, there is no experience requirement.

Track Two: Requires successful graduation from a standard four-year high school or acceptable equivalency certification, and, a minimum of two years work experience in the hazardous materials/waste field.

Exam/Application Fees

<i>Application Fees:</i>	NEHA Members \$35.00	<i>Exam Fees:</i>	NEHA Members \$75.00
	Non-Members \$60.00		Non-Members \$155.00

Exam Scheduling and Locations

Examinations will be scheduled at times and locations convenient to candidates. **THE NAME AND ADDRESS OF A QUALIFIED PROCTOR MUST BE INCLUDED ON THE APPLICATION.** Individual candidates or should contact NEHA for further details.

Admission To The Exam

NEHA will send each approved candidate an admission letter. The admission letter shows the date the exam will be given, the address of the exam location and the time for reporting to the exam. Those not appearing on the date and at the time shown on the admittance letter will forfeit all fees. Persons arriving after the exam supervisor has started may not be admitted. If you lose your admission letter, or have not received an admission letter at least two days before the exam date, contact NEHA immediately. Please notify NEHA of any change of address. Only approved candidates will be admitted to the exam. No walk-in applicants will be admitted.

Scores

Passing score is 70%. Your score will be based on the number of questions you answer correctly. If you are unsure of the answer, it is better to guess because you will not be given credit for any answer that has been answered incorrectly, left blank or marked with more than one answer. There is no penalty for guessing. A score letter will be mailed to you approximately two weeks after the exam date. To insure confidentiality, exam scores will not be given by telephone or fax.

Special Needs Candidates

If a physical or mental impairment prevents you from taking the exam under normal conditions, you may request special arrangements. Please submit documentation of your impairment with your registration form and a letter describing the special arrangements that are necessary.

What to Bring to the Exam

You must bring your admission letter and photo identification (such as a driver's license). Please bring two #2 pencils for marking your answer sheet.

Credential Maintenance

In order to keep your credential current you must: 1) earn 12 hours of continuing education every two years and provide documentation to NEHA with a Continuing Education Submission Form; and 2) pay a renewal fee of \$95 NEHA Members/\$175 Non-Members every two years.

Exam Description/Content Areas

The RET exam is an objective, 150 question multiple-choice test designed to measure knowledge expected of two-year technical program graduates. You will have three (3) hours to complete the exam, which is broken down into the following content areas:

- Determination and Characterization of Hazardous Wastes
- Mixed Wastes
- Sampling and Analysis Procedures and Interpretations
- Proper Handling, Packaging, Storage
- Waste Reduction and Recycling
- Waste Treatment Technologies
- Disposal Options and Restrictions
- Transportation and Manifesting
- Permitting and Record Keeping Requirements
- Personal Protection
- Short/Long Term Hazardous Waste Management Responsibilities
- Federal Laws and Regulations

References

NEHA's *RET Study Guide* has been carefully developed to help prepare the candidate for the Registered Environmental Technician exam. This reference contains valuable information on hazardous waste management; environmental laws and regulations; basic chemistry; basic toxicology principles; personal protection – sampling, risk assessment and communication; emergency response; transportation of hazardous materials and wastes – treatment, storage and disposal of hazardous materials; site assessments; waste minimization; environmental audits and inspections; and project management.

The Registered Environmental Technician Study Guide– **available through NEHA's on-line bookstore:** www.neha.org
click on Bookstore link.