

# Instructions

## Well Driller Certificate

---



1. A completed Application for a Well Driller Certification must be submitted to Nova Scotia Environment and Climate Change (NSECC) by mail or by dropping it off to any NSECC office. The fee required must be submitted along with the application and can be paid at any NSECC office. You can also **apply and pay on-line** at:  
<https://www.novascotia.ca/nse/cmsapp/>
2. If you do not have a valid certificate, you are required to successfully complete both a written exam and a field test. You can arrange for both of these requirements by contacting the Nova Scotia Groundwater Association (NSGWA).
3. You must successfully pass the exam with a mark of 70 % or greater, and successfully complete a field test, as noted above. After a positive recommendation is received by this department from the NSGWA, this application for certification and fee will be processed and certificate issued. Certifications must be renewed annually to be valid.
4. The application fee is for processing the application. All certifications will expire at the end of the year regardless of when certification was awarded.
5. Continuing Education Points (CEP) are based on a 4 year schedule during which you can accumulate a minimum of 100 points to facilitate renewal of certification at the end of the 4 year period.
6. Applicants are required to report the number of wells constructed for the current calendar year. For example, if a certified well driller is applying to renew their certification for 2022, the number of wells constructed in 2021 should reported on this form. If no wells were constructed or if you are a new applicant, indicate not applicable (N/A).
7. Applicants are required to certify that all well construction records have been submitted to the Department as required by the regulations. For example, all well records for 2020 are required to be submitted by January 31, 2021. Records for the current calendar year are expected to be submitted by the following January. Indicate if submission of well construction records are up to date. If you are a new applicant, select not applicable (N/A).

# Application

## Well Driller Certificate



Choose type of application:  New Applicant  Reciprocity  Renewal  Replacement Card

Application year: \_\_\_\_\_ Certificate# (if applicable): \_\_\_\_\_

First name: \_\_\_\_\_ Last name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City/Town: \_\_\_\_\_ County: \_\_\_\_\_ Postal code: \_\_\_\_\_

Date of birth\* (yyyy/mm/dd): \_\_\_\_\_ \* Must be 18 years of age to apply.

Telephone: work: \_\_\_\_\_ home: \_\_\_\_\_

Email: \_\_\_\_\_

Name of employer: \_\_\_\_\_ Phone #: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Number of Machines Used: \_\_\_\_\_ Number of wells constructed for calendar year: \_\_\_\_\_

I certify that for each well I have constructed a well record was submitted as per section 49(b) of the Well Construction Regulations.  Yes  No  N/A

### Fees (Check the appropriate box)

Cheques made payable to Minister of Finance

One Well Driller and one machine—\$350.00 Annually

Each additional machine—\$145.75 Annually

The non-refundable application fee is for processing the application. Receipt of the fee will not imply approval nor guarantee an approval will be given.

### New Applicants:

You are required to submit documentation that demonstrates you have acquired 4,000 hours of work experience operating a well drilling machine while under the supervision of a well driller as per Section 4(4)(a) of the Well Construction Regulations.

### New and Renewals:

Section 9(1)(b) of the Well Construction Regulations requires proof of commercial general liability insurance. Ensure a copy of this insurance is enclosed with your application form. Also, if you work for a particular company but are not listed on their policy, a letter from your employer confirming your employment is required.

I certify that the information given on this form is complete and accurate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_