

# Application To Upgrade a Machine Operator's Licence

under the *Agricultural Tile Drainage Installation Act*

## Note:

During this application process, you will be required to:

- Attach a daily log demonstrating your experience.
- Certify that you have operated a licensed tile drainage machine for the required minimum time period in accordance with the *Agricultural Tile Drainage Installation Act*.
- Provide your supervisor's First and Last Name, Operator Licence Number, Licence Class and Telephone Number.

As specified by the Regulations under the *Agricultural Tile Drainage Installation Act*, to upgrade from a Class "C" to a Class "B" operator's licence, the applicant must have a minimum of 250 hours experience operating a tile drainage machine and must have successfully completed the Primary Drainage Course. To upgrade from a Class "B" to a Class "A" operator's licence, the applicant must have a minimum total of 500 hours experience operating a tile drainage machine and must have successfully completed both the Primary and the Advanced Drainage Courses.

Fields marked with an asterisk (\*) are mandatory.

## 1. Applicant Information

Last Name *		First Name *
Operator Licence Number (zz-9999) *	Telephone Number *	Email Address

## Mailing Address

Unit Number	Street Number *	Street Name *	PO Box
Lot		Concession	
Geographic Township			
Municipality		County/Region/District	
City/Town *		Province *	Postal Code *

- I am currently employed by:  
(Name of tile drainage business)
- My tile drainage machine operation has been supervised by:  
(Name of individual)
- I currently hold a Class \* ☐ C or ☐ B licence and am applying to upgrade to a Class \* ☐ B or ☐ A licence.
- I have successfully completed the:  
 Primary Drainage Course: \* ☐ Yes ☐ No Year \_\_\_\_\_  
 Advanced Drainage Course: \* ☐ Yes ☐ No Year \_\_\_\_\_
- I have acquired the necessary operating experience and a daily log demonstrating my experience is attached.

## 2. Certification

☐ I hereby certify that I have operated a licensed tile drainage machine under supervision for the required minimum time period in accordance with the *Agricultural Tile Drainage Installation Act*.\*

### Supervisor Information

Name (First and Last Name) \*

Operator Licence Number (zz-9999) \*

Licence Class (A or B or C) \*

Supervisor Telephone Number \*

Supervisor Email

Date (yyyy/mm/dd) \*

## 3. Declaration

### Notice of Collection of Personal Information

The personal information of individuals who are not working for an agricultural tile drainage business at the time of application is collected as it is necessary for the proper administration of R.R.O. 1990, Reg. 18: General under the *Agricultural Tile Drainage ATDIA-005E (2021/11) Installation Act*, R.S.O. 1990, c. A.14 ('Act'). It will be used to issue an upgraded Machine Operator's license as a requirement under the Act. Questions about the collection should be directed to: Drainage Coordinator, Environmental Management Branch, Ontario Ministry of Agriculture, Food and Rural Affairs 1 Stone Road West, Guelph ON N1G 4Y2, 519-766-3651.

☐ I certify that the information submitted in this application is true and correct to the best of my knowledge.\*

Name (First and Last Name) \*

Date (yyyy/mm/dd) \*

**For mail submission, send completed form and supporting documents to:** Ministry of Agriculture, Food and Rural Affairs, Drainage Licensing, Environmental Management Branch, 1 Stone Road West, 3rd Floor, Guelph ON N1G 4Y2.