

WAC 173-219-240 Operations and maintenance. The generator must at all times properly operate and maintain any facilities or systems of control installed by the generator to achieve compliance with the terms and conditions of the permit. Where design criteria have been established, the generator must not allow flows or waste loadings to exceed approved design criteria, or approved revisions thereto.

(1) Operations and maintenance manual requirements. An operation and maintenance manual must be submitted to the lead agency for review and approval prior to operation of the facility and must be included together with any other relevant data required by the lead agency.

(2) Content of operations and maintenance manual. The following content with detail commensurate with the size and complexity of the generation facility must be included:

(a) Sufficient detail to describe the operation and maintenance and treatment reliability of the entire reclaimed water facility, storage, and as applicable, the distribution system.

(b) A copy of the reclaimed water permit.

(c) Manufacturer's information on the reclaimed water facility equipment.

(d) Technical guidance for both normal and emergency operating conditions.

(e) A section containing the generator's cross-connection control plan, in conformance with WAC 173-219-310.

(f) A communication plan outlining notification of any potable water purveyors identified in WAC 173-219-180 and any other affected agencies.

(g) Roles and responsibilities for managerial and operational staff.

(i) Include facility classification and the classification and certification requirements for treatment, distribution, and cross-connection control operators and personnel, if applicable.

(ii) A discussion of provisions to provide a sufficient number of qualified personnel to operate the facility, storage, and distribution system, if applicable.

(iii) List of persons to be alerted and their contact information in case of emergency.

(h) Principal design criteria including:

(i) A process description of each facility unit, including function, relationship to other facility units, and schematic diagrams.

(ii) Details of each unit operations and various controls, recommended settings, fail-safe features, and other elements that ensure proper operation of equipment.

(iii) Operation instructions for anticipated maintenance procedures, routine operations, less than design loading conditions, overload conditions, and if applicable, initial loading on a system designed for substantial growth.

(iv) Information on any maintenance procedures that contribute to the generation of wastewater or residual solids and the proper handling of the wastewater and solids generated.

(v) A maintenance log and schedule that incorporates manufacturer's recommendations, preventative maintenance, and housekeeping schedules, and special tools and equipment used to ensure that all unit processes and equipment are in reliable operating condition at all times.

(i) Laboratory procedures, including sampling techniques, monitoring requirements, sample analysis, and recordkeeping procedures, including sample and chain of custody forms.

- (j) Safety procedures.
- (k) Spare parts inventory, address of local suppliers, equipment warranties, and appropriate equipment catalogues.
- (l) Emergency plans and procedures including, but not limited to:
 - (i) Facility shutdown and cleanup of a treatment process upset or failure.
 - (ii) Response plan to ensure that no inadequately treated water is delivered to a reclaimed water user or use site.
- (m) If the generator is the distributor, include a section on the distribution system including, but not limited to:
 - (i) Responsibilities for operation and maintenance.
 - (ii) Operational controls, maintenance requirements, monitoring, and inspection.
- (n) If the generator is the user, include a section on the reclaimed water use areas including, but not limited to:
 - (i) Responsibilities for operation and maintenance.
 - (ii) Operational controls, maintenance requirements, monitoring, and inspection.

[Statutory Authority: RCW 90.46.015. WSR 18-03-166 (Order 06-12), § 173-219-240, filed 1/23/18, effective 2/23/18.]