

3. Checklist

Does your validation program cover each of the below?

Note: The checklist below is provided for your assistance only and is not definitive. It is suggested that you refer to the relevant guidelines, if any.

	Yes	No
<p>A - COMPLETED and DOCUMENTED Pre-commissioning validation process</p> <p>A report or feasibility study conducted during the design stage that determines the treatment processes used to meet the desired water quality. These processes may include:</p> <ul style="list-style-type: none"> - Baseline data gathering of the source water - Risk assessment and - Plant design 	<input type="checkbox"/>	<input type="checkbox"/>
<p>B - PLAN for proposed commissioning validation</p> <p>This process is used to confirm that the treatment barriers have adequately removed and can control hazards to the expected level, when used in conjunction with the other components in the treatment process.</p> <p>The parameters chosen for validation at each individual barrier should include target parameters that are meant to be removed and/or inactivated by each barrier. It should include real hazards (such as pathogens or specific chemicals) as well as indicators or surrogates. Frequency of monitoring should be sufficient to prove effectiveness of the process against target parameters in a statistically valid manner.</p> <p>The elements listed below must be validated according to the risks specific to the scheme and the water quality criteria as determined via <i>Public Health Regulation 2005</i> and/or <i>guidelines, if any, however this is not a comprehensive list and other aspects of the system may also need to be validated:</i></p> <ul style="list-style-type: none"> - All control measures must be validated prior to commencement of supply and this information should be referenced back to the critical limits i.e. validation must prove that performance below critical limits can be consistently achieved. A critical limit is a prescribed tolerance that must be met to ensure that critical control points effectively control a potential hazard. - Surrogates and indicators used for monitoring must be validated, to prove that they accurately predict the level of hazard(s) they represent. - All Critical Control Points (CCPs) must be validated to prove their effectiveness against the hazard they control. A CCP is defined as a point, step or procedure at which control can be applied and which is essential to prevent or eliminate a hazard or reduce it to an acceptable level. - Critical limits must be validated, to prove that operating within critical limits ensures that recycled water quality criteria are met at the verification step. - Evidence demonstrating that the environment buffer is an effective barrier. 	<input type="checkbox"/>	<input type="checkbox"/>
<p>C - PLAN for proposed commissioning verification</p> <p>This documented process will confirm that the final water quality consistently complies with the required water quality criteria. Sampling frequency during the commissioning verification period should be sufficient to give statistical confidence that the final water quality consistently achieves the required water quality criteria. Demonstration of a minimum 13 weeks, of twice weekly testing (recycled water providers may choose at their own discretion to go beyond this).</p> <p>Note: The regulator has the discretion to alter the duration of the verification period on a case by case basis.</p>	<input type="checkbox"/>	<input type="checkbox"/>

Note: The results of the validation program must be submitted with the application for approval of the recycled water management plan. The outcomes of the validation program must also be reflected within the recycled water management plan.

4. Relevant Documents

Attach all relevant documents supporting your application and list each below.

	Document Name
1.	
2.	
3.	
4.	
5.	
6.	

5. Declaration

I am the relevant entity / a duly authorised officer/s of the relevant entity of the scheme. I/We hereby declare the information provided to be true and accurate to the best of my/our knowledge.

Family name	Given name/s
<input type="text"/>	<input type="text"/>

Position

Signature	Date
<input type="text"/>	<input type="text" value="/ /"/>

Family name	Given name/s
<input type="text"/>	<input type="text"/>

Position

Signature	Date
<input type="text"/>	<input type="text" value="/ /"/>

6. Submission

Complete and sign this form, attach all relevant materials and **send** to:

Office of the Water Supply Regulator
Recycled and Drinking Water Quality
GPO Box 2454
Brisbane Qld 4001

Office Use Only	
Customer Service Centre	Date Received Stamp
<input type="text"/>	<input type="text"/>

Please complete this portion

Date Received Stamp	Relevant entity
<input type="text"/>	<input type="text"/>
	Address
	<input type="text"/>

This application will not be received until the completed form (including required documentation) is received by the Office of the Water Supply Regulator. You will receive an acknowledgement letter advising receipt of the application.