

3. Checklist

These checklists are provided to assist you in ensuring all components that are required to be submitted with your RWMP are included with this application.

Your RWMP must describe and document each of the components outlined below

| Requirements from the <i>Water Supply (Safety and Reliability) Act 2008</i> | |
|---|--------------------------|
| Full description of the scheme the plan relates to | <input type="checkbox"/> |
| Details of the infrastructure for production or supply of recycled water..... | <input type="checkbox"/> |
| Identification of hazards and hazardous events which may affect the quality of the recycled water..... | <input type="checkbox"/> |
| An assessment of the risks posed by the hazards and hazardous events..... | <input type="checkbox"/> |
| Demonstration of how the risks posed by the hazards and hazardous events are proposed to be managed..... | <input type="checkbox"/> |
| System validation..... | <input type="checkbox"/> |
| Scheme verification programs..... | <input type="checkbox"/> |
| Details of how the infrastructure is to be maintained | <input type="checkbox"/> |
| Details of the operational and monitoring programs, including the parameters to be used for indicating compliance with water quality criteria for recycled water..... | <input type="checkbox"/> |

| Additional Requirements | |
|---|--------------------------|
| Administrative requirements - Nominee contact details and endorsement | <input type="checkbox"/> |
| Administrative requirements - Recycled water policy statement..... | <input type="checkbox"/> |
| Risk management methodology..... | <input type="checkbox"/> |
| Non-conformance and corrective / preventative actions..... | <input type="checkbox"/> |
| Management of incident and emergency..... | <input type="checkbox"/> |
| Management procedures..... | <input type="checkbox"/> |
| Documentation, record keeping and internal reporting..... | <input type="checkbox"/> |
| Supporting programs..... | <input type="checkbox"/> |
| Management review and continuous improvement procedures..... | <input type="checkbox"/> |
| Internal Auditing..... | <input type="checkbox"/> |

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

4. Relevant Documents

List all relevant documents attached including RWMP below.

| Example: (Scheme Name) Recycled Water Management Plan |
|---|
| 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"/> |

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

Position

| | |
|----------------------|----------------------|
| Signature | Date |
| <input type="text"/> | <input type="text"/> |

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.