

**COMPLIANCE PROGRAM**

The Compliance Program is an undertaking by you to complete the necessary steps to bring your discharge to sanitary sewer into compliance with the terms and conditions of your Permit. A Compliance Program is carried out in three phases which are discussed further below:

1. COMPLIANCE PLAN
2. TECHNICAL EVALUATION
3. IMPLEMENTATION

**1.0 COMPLIANCE PLAN**

The Compliance Plan is a document which includes a statement of objectives, a problem statement, a description of the approach that will be taken to meet the objectives, and a schedule. The Compliance Plan must be submitted to GVRD within sixty days of the date you are issued an Order to commit to a Compliance Program.

The statement of objectives must define what is to be achieved by the Compliance Program and must include a Compliance Date. The statement of objectives must clearly indicate your commitment to resolve the compliance issue by the Compliance Date. The Compliance Date is the date following implementation of all measures to deliver full compliance with the terms and conditions of your Permit.

The problem statement outlines your current understanding of operations issues which may be contributing to non-compliance and which may require further investigation. The compliance plan must outline your approach to resolving the compliance issue, which may include technical study or engineering, and may involve the use of your in-house resources or the services of a qualified consultant. The compliance plan must include a schedule with milestone dates for completion of each of the following:

- GVRD REVIEW AND APPROVAL-IN-PRINCIPLE OF COMPLIANCE PLAN  
(30 days after receipt of Plan)
- TECHNICAL EVALUATION AND REPORT
- GVRD REVIEW AND APPROVAL-IN-PRINCIPLE OF REPORT RECOMMENDATIONS  
(30 days after receipt of Report)
- IMPLEMENTATION
- COMPLIANCE VERIFICATION

GVRD will review the compliance plan and respond with approval-in-principle or comments within thirty days. In reviewing the compliance plan, GVRD will evaluate the statement of objectives, problem statement, the commitment of resources, and the proposed schedule.

## **2.0 TECHNICAL EVALUATION AND REPORT**

The solution to a non-compliance issue may be immediately evident or may require further study and evaluation of alternatives. Alternatives may include a modification to the process generating wastewater, a modification to procedures, repair of defective equipment, or installation of new treatment works.

The results of the technical evaluation must be presented in a Technical Report which includes the objectives, problem statement and analysis, supporting data, alternatives, recommendations, and an implementation proposal. The implementation proposal must include, where applicable, a schedule for completion of detailed engineering, procurement, construction, and system commissioning.

The Technical Report must be submitted to GVRD for review. GVRD will review the report and respond with approval-in-principle or comments within thirty days. GVRD evaluation of the report and recommendations will consider the appropriateness of the alternatives, data quality, soundness of the recommendations, and the implementation schedule.

## **3.0 IMPLEMENTATION**

During the implementation phase, you are required to submit regular progress reports to GVRD presenting the status of detailed engineering, procurement, construction, and commissioning activities. Report frequency will be determined following completion of the technical evaluation.

The Compliance Date must be consistent with the date identified in your statement of objectives submitted with the Compliance Plan at the start of the Compliance Program. Changes to the Compliance Date will only be considered for significant changes in scope or difficulties with implementation that could not reasonably have been foreseen.

The Compliance Program is complete when you have successfully demonstrated compliance with the terms and conditions of your Permit. A letter of confirmation of compliance will be issued to you following GVRD assessment and verification of discharge compliance.