



EOCP

Environmental Operators
Certification Program

201-3833 Henning Drive
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Direct Responsible Charge (DRC) Plan

The purpose of this form is to document a facility or system's Direct Responsible Charge (DRC) plan. It is required where a facility or system wants to recognize DRC experience for more than one operator concurrently. It should be updated for each change in operations or technical configuration that affects the availability of DRC experience.

* Required

Effective date of this plan *

Please enter the earliest date on which these roles were available for DRC experience. DRC hours for the roles in this plan can be claimed retroactively to the date entered here.

Jan 10, 2021

Facility/System Name *

[Redacted]

Facility/System Number *

[Redacted]

Facility/System Classification - Type *

- Water Treatment
- Water Distribution
- Wastewater Collection
- Wastewater Treatment
- Industrial Wastewater Treatment

Facility/System Classification - Class *

Note that Direct Responsible Charge experience cannot be earned in a facility/system classified as Level I

- II
- III
- IV

Normal working hours per year *

8760

On-call Policy *

Please outline the policy for recognizing DRC hours for Operators who are on call

No on-call, 24 hr/ 7days a week operation

Normal working hours per year calculated based on 3 tiers of responsibility.

1. Managers, Supervisors, Team-Leads, Control Room Operator Coverage - EOCP Level 3 & 4 Equivalent (Occasional Control Room Relief Operation EOCP Level 1 or 2 - 14,640 Total Hours)
2. CRD UO2/UO3/UO4 Job Titles - EOCP Level 2 Equivalent
3. CRD UO2/UO3/UO4 Job Titles - EOCP Level 1 Equivalent

[Redacted] Titles are based on combination of years of service & EOCP Certification Level



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Direct Responsible Charge (DRC) Plan

DRC Role 1

Name or Title of Role

Operator III/IV- [redacted] Managers, Supervisors, Team-Leads, Control Room Operator Coverage

List of processes within the span of control

Supervisory of Entire Plant - Primary, Secondary, Tertiary Treatment

Auxiliary Process' - Odour Control, Sludge Wasting & Handling

Characteristics of this role:

(check all that apply)

- In active control of the facility/system or the segment described above
- Has responsibility for technical direction of the facility/system or the segment described above
- Works on-site or includes substantial on-site duties (sufficient to have the necessary familiarity w ith the operation of the facility/system)
- Has the mandate to make meaningful operating decisions w ithout consultation, and is accountable for those decisions

Key responsibilities of the role

Managers, Supervisors, Team-Leads - EOCP Level 3 & 4 Equivalent

*See Attached Job Descriptions for [redacted] Field Supervisor & Team-Lead Occasional Control Room Relief Operation EOCP Level 1 or 2

*See Attached Job Descriptions for [redacted] UO2/UO3/UO4 (Based on combination of years of service in waterworks system(s) and EOCP Certification Level)

Operating records maintained

An operator in Direct Responsible Charge would normally ensure that records are maintained of all adjustments made to the processes within his or her responsibility, and ensure that all equipment used in the processes within his or her responsibility is properly monitored, inspected and evaluated and that records of equipment operating status are prepared and available at the end of every operating shift.

Reviews all logbook entries, rounds and check sheets and lab data analysis

Creates/Issues/Completes Workorders within [redacted] Maintenance System

Calls Environmental Monitoring Authorities when Facility is Out-of-Compliance

The operator in this role:

- primarily carries out the responsibilities personally
- primarily provides on-site supervision to those w ho carry out the responsibilities

Potential Impact of Operator decisions in this role

(check all that apply)

- water or effluent quality
- safety of personnel
- spills or leaks
- integrity of the network
- public health and/or the environment

Other: _____



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Direct Responsible Charge (DRC) Plan

Expected annual DRC hours available in this role

1960

Available hours calculations

Please show the calculations supporting the annual DRC hours available in this role

Shift Team-Lead & Relief Control Room Operators

12 hr per shift x 365 x 2 (dayshift & nightshift) = 8760 hrs

Plant Manager, Operations Supervisor, Team-Lead Coordinator 40 hrs per week x 49 weeks = 1960

Combined Total = 10,720

*DRC to a Maximum of 1500 hr per year / per position





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Direct Responsible Charge (DRC) Plan

DRC Role 2

Name or Title of Role

Operator II - [redacted] U02/U03/U04 Job Titles - EOCP Level 2 Equivalent

List of processes within the span of control

Entire Plant - Primary, Secondary, Tertiary Treatment

Auxiliary Process' - Odour Control, Sludge Wasting & Handling

Lab Duties

Characteristics of this role:

(check all that apply)

- In active control of the facility/system or the segment described above
- Has responsibility for technical direction of the facility/system or the segment described above
- Works on-site or includes substantial on-site duties (sufficient to have the necessary familiarity w ith the operation of the facility/system)
- Has the mandate to make meaningful operating decisions w ithout consultation, and is accountable for those decisions

Key responsibilities of the role

Field and Control Room Monitoring of Facility - EOCP Level 2

*See Attached Job Descriptions for [redacted] U02/U03/U04 (Based on combination of years of service in waterworks system(s) and EOCP Certification Level)

Operating records maintained

An operator in Direct Responsible Charge would normally ensure that records are maintained of all adjustments made to the processes within his or her responsibility, and ensure that all equipment used in the processes within his or her responsibility is properly monitored, inspected and evaluated and that records of equipment operating status are prepared and available at the end of every operating shift.

Maintains logbook entries, rounds and check sheets and lab data

Completes Workorders within [redacted] Maintenance System

Maintains Facility Records & Documentation

The operator in this role:

- primarily carries out the responsibilities personally
- primarily provides on-site supervision to those w ho carry out the responsibilities

Potential Impact of Operator decisions in this role

(check all that apply)

- water or effluent quality
- safety of personnel
- spills or leaks
- integrity of the network
- public health and/or the environment

Other: _____



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Direct Responsible Charge (DRC) Plan

Expected annual DRC hours available in this role

3285

Available hours calculations

Please show the calculations supporting the annual DRC hours available in this role

EOCP Level 2 Operator/ [redacted] = UO2/UO3/UO4 Full-Time at 75% DRC

12 hr per shift x 365 (dayshift & nightshift) x 0.75 = 3285

*DRC to a Maximum of 1500 hr per year / per position [redacted]



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Direct Responsible Charge (DRC) Plan

Approval for plan

I hereby approve this plan, and attest that

1. it is complete and accurate to the best of my knowledge,
2. the roles described herein are in Direct Responsible Charge of the facility/system as defined by EOCP policy , and
3. experience earned in these roles would constitute DRC experience of substance that would contribute to the development of the Operator.

[Redacted Signature]

Signature

[Redacted Date]

Date

[Redacted Signature]

Chief Operator

[Redacted Signature]

[Redacted Date]

Date

[Redacted Signature]

Facility/system owner or authorized representative