

# Waste Water Discharge Licence - Site Visit Report



*This site visit is a random sample on a particular day of a facility's operation and environmental performance. Lack of reporting of an area or issue should not be construed to mean that this area is fully satisfactory.*

NAME OF AGGLOMERATION:		Date of Site Visit:		
LICENSEE/WATER SERVICES AUTHORITY: Irish Water		Name(s) of EPA Personnel:		
LICENSE REGISTER NUMBER:		Name(s) of Licensee Personnel:		
NAME OF RECEIVING WATER:		Job Title(s) of Licensee Personnel:		
WEATHER CONDITIONS:		Time In:		Time Out:
WEATHER CONDITIONS OVER 24HRS:				
	Yes	No	N/A	Comment
<b>1. Flow Meter</b>				
1.1	Is there a continuous flow meter in place at the primary discharge?			
1.2	Is a continuous flow recorder in place?			
1.3	Is the flow meter operating as per the WWD licence requirements?			
1.4	Is the flow meter calibrated and within the calibration date?			
1.5	Are the calibration records for the flow meter available for review?			
<b>2. Composite Sampler</b>				
2.1	Is there a 24hr composite sampler available for compliance monitoring at the primary discharge?			
2.2	Is the composite sampler operating as per the licence requirements?			
2.3	Is the composite sampler maintained?			
2.4	Are the maintenance records for the composite sampler available for review?			
2.5	Are all samples (used to determine compliance with the license), taken and analysed from a composite sampler?			
2.6	Are sample bottles in the composite sampler cleaned regularly?			

	Yes	No	N/A	Comment
<b>3.0 Control &amp; Monitoring</b>				
<b>3.1</b> Are sampling, analyses and measurements of the waste water discharges being undertaken in accordance with the requirements of the licence? (see <i>Schedule A or B</i> of licence, as appropriate)				
<b>3.2</b> Are the discharge monitoring records available for review?				
<b>3.3</b> Is monitoring of the influent stream being undertaken to measure mass loadings and removal efficiencies?				
<b>3.4</b> Are the influent monitoring records available for review?				
<b>3.5</b> Is there an established Data Management System in place?				
<b>3.6</b> Is there a <a href="#">maintenance programme</a> in place for plant and equipment?				
<b>3.7</b> Is there a process control monitoring programme in place for the waste water works to ensure that it is being operated to meet the WWDL criteria?				
<b>3.8</b> Are there records to confirm that this monitoring and testing is being undertaken regularly?				
<b>3.9</b> Have any modifications or changes to the operation, maintenance or management of the waste water treatment works been undertaken after evaluation of data, from the process control monitoring programme?				
<b>3.10</b> Has the frequency and volume of desludging for this plant been determined?				
<b>3.11</b> Are there records available to confirm that desludging is being carried out?				
<b>3.12</b> Do the records demonstrate that sludge was removed (in the last calendar year), as per the frequency and volume determined (in 3.11 above)?				
<b>3.13</b> Is there visual evidence of elevated sludge blanket or excessive floating scum/foam in the clarifiers (where appropriate)?				
<b>3.14</b> Is there any other input into the discharge line before the sampling point?				
<b>3.15</b> Is there any other input into the discharge line after the sampling point?				
<b>3.16</b> Is there by-passes of the plant outside adverse weather events?				
<b>3.17</b> Is there an electrical power supply at the plant?				
<b>4.0 Notifications, Records &amp; Reports</b>				
<b>4.1</b> Since the last site visit, have all discharges from the waste water works complied with the Emission Limit Values, as set out in Schedule A of the licence (subject to the requirements of Condition 2 of the licence)?				
<b>4.2</b> Have there been any notifiable <a href="#">incidents</a> since the last WWDL site visit, apart from those reported to the EPA?				
<b>4.3</b> Is there a record of incidents including all corrective actions taken to manage, minimise and avoid recurrence?				
<b>4.4</b> Have there been any complaints received of an environmental nature related to the discharge to water?				
<b>4.5</b> Are details of any such complaints received recorded?				
<b>4.6</b> Is there a documented emergency response procedure in place?				
<b>4.7</b> If there is an emergency response procedure in place, can Irish Water confirm that it covers the entire agglomeration (the WWTP and network)?				
<b>4.8</b> Is there a <a href="#">Public Awareness &amp; Communications Programme</a> in place?				
<b>4.9</b> Is there a contingency plan in place in the event of prolonged power failure with regard to operation of both the network and the WWTP?				

NAME OF AGGLOMERATION:				
NAME OF RECEIVING WATER:				GIS CO-ORDINATES OF DISCHARGE:
PRIMARY DISCHARGE POINT CODE:				PHOTOGRAPHS TAKEN: VIDEO TAKEN:
<b>5.0 DISCHARGE</b>				
	Yes	No	COMMENTS	
5.1 Is the primary discharge monitoring point clearly labeled?				
5.2 Is there safe and permanent access to the sampling point?				
5.3 Was there evidence of gross solids or litter in the discharge?				
5.4 Was a grab sample taken?				
5.5 Was a split sample offered to the licensee?				
5.6 Time that sample was taken:				
5.7 What is the colour of the discharge sample?				
5.8 Is there floc present in the discharge sample?				
<b>6.0 RECEIVING WATER</b>				
	Yes	No	N/A	COMMENTS
6.1 Was there evidence of gross solids or litter in the receiving water associated with the discharge resulting in an impairment of, or an interference with, amenities or the environment?				
<b>7.0 Primary Discharge Observations</b>				
7.1 Has the licensee's representative been informed of the observations made while on site? (Yes/No)				
<b>8.0 Site Visit Observations and Comments</b>				

NAME OF AGGLOMERATION:							
NAME OF RECEIVING WATER:					GIS CO-ORDINATES OF DISCHARGE:		
SECONDARY DISCHARGE POINT CODE:					PHOTOGRAPHS TAKEN: VIDEO TAKEN:		
TIME IN: TIME OUT:					WEATHER:		
					WEATHER CONDITIONS OVER 24HRS:		
<b>9.0 CONTROL &amp; MONITORING OF WASTE WATER DISCHARGES</b>							
<b>9.1 Flow Meter</b>				<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>COMMENTS</b>
9.1.1 Is there a continuous flow meter in place at the secondary discharge?							
9.1.2 Is there a continuous flow recorder in place?							
9.1.3 Is the flow meter operating normally?							
9.1.4 Is the flow meter calibrated and within the calibration date?							
9.1.5 Are the calibration records for the flow meter available for review?							
<b>9.2 Composite Sampler</b>							
9.2.1 Is there a 24hr composite sampler available for compliance monitoring at the secondary							
9.2.2 Is the composite sampler operating as per the licence requirements?							
9.2.3 Is the composite sampler maintained?							
9.2.4 Are the maintenance records for the composite sampler available for review?							
<b>9.3 DISCHARGE</b>							
				<b>Yes</b>	<b>No</b>	<b>COMMENTS</b>	
9.3.1 Is the discharge monitoring point clearly labeled?							
9.3.2 Is there safe and permanent access to the sampling point?							
9.3.3 Was there evidence of gross solids or litter in the discharge?							
9.3.4 Was a grab sample taken?							
9.3.5 Was a split sample offered to the licensee?							
9.3.6 Time that sample was taken:							
9.3.7 What is the colour of the discharge sample?							
9.3.8 Is there floc present in the discharge sample?							

10.0 RECEIVING WATER				
	Yes	No	N/A	COMMENTS
10.1 Was there evidence of gross solids or litter in the receiving water associated with the discharge resulting in an impairment of, or an interference with, amenities or the environment?				
11.0 Secondary Discharge Observations				
11.1 Has the Irish Water representative been informed of the observations made while on site? (Yes / No)				
11.2 Other Observations / Comments?				

