

Scottish Water – Trade Effluent Quality Trader Action Plan (TAP) Guidance & Checklist

Trader Action Plan – Guidance

A trader is required to complete a Trader Action Plans (TAP) when a discharge has been assessed as Non-Compliant, Seriously Non-Compliant or when routine analysis shows a serious parameter failure.

TAPs give dischargers the opportunity to take responsibility for investigating and resolving non-compliance within a defined period of time. In addition, a TAP offers reassurance of a trader's commitment and ability to manage effluent discharge and thus comply with the limits specified in Consent.

Where possible, SW will take no further action following failures occurring whilst an approved TAP is underway. However, in the event of serious fails which impact the waste water treatment works, further action such as cost recovery or the submission of a report to the Procurator Fiscal may be instigated.

Completing a Trader Action Plan

Please follow these general guidelines when completing a TAP:

- Detail the level of failure/non-compliance by determinand
- Identify actions which are likely to adequately investigate and pinpoint the causes of the failure or non-compliance within a defined period of time
- Identify action to resolve, within a defined period of time, the cause of the non-compliant effluent
- Identify how the effectiveness of the corrective action will be monitored
- Identify the steps which can be taken to improve the management and control of the discharge
- Identify the person responsible for each action
- If possible, please submit a typed version of the TAP. A blank form can be found on our website www.scottishwater.co.uk
- Sign the TAP and return it to Scottish Water within the specified time