



**Scottish
Water**
Trusted to serve Scotland

Scottish Water

Sewerage (Scotland) Act 1968

Action Plan to Address a Non-Compliant Trade Effluent Discharge

Notice No: 15/12345A/TAP/01

To: **N E Business Ltd**

Address: Letsby Avenue
Kilmarnock
KA1 2BC

In accordance with Scottish Water's Enforcement Policy, please complete the attached Action Plan to address the Non-Compliant Trade Effluent Discharge at the above address.

The nature of the non-compliance is detailed in the Action Plan. Please specify the steps to be taken and the timescale in which you propose to complete these in order to resolve this matter.

Joe Bloggs

Date: 30/04/2015

Authorised to sign on behalf of **N E Business Ltd**

Date Effluent expected to be compliant

Date: 30/09/2015

Date: _____

Authorised to sign on behalf of Scottish Water

Where you fail to comply with the terms of this notice and the Trade Effluent is Non-Compliant, Scottish Water will commence taking formal samples with a view to preparing a report to the Procurator Fiscal.

Scottish Water



Sewerage (Scotland) Act 1968

Action Plan to Address a Non-Compliant Trade Effluent Discharge

Notice No: 15/12345A/TAP/01
 Name: N E Business Ltd

Details of Non-Compliance Issue(s) (to be completed by Scottish Water)	Steps taken/to be taken to resolve non-compliance (to be completed by company representative)	Proposed Completion Date	Action Owner – designated individual responsible for ensuring action is completed on time
<p>Discharge Seriously Non-Compliant for settled COD and settled BOD.</p> <p>Serious Parameter Failure for settled COD, 2 April 2015.</p> <p>Parameter failure for settled BOD, 2 April 2015.</p> <p>Parameter failures for settled COD and settled BOD, 5 May 2015.</p>	<ol style="list-style-type: none"> 1. Equipment for measurement of COD, BOD and Total Suspended Solids ordered 21 April 2015. 2. Set-up calibration and evaluation of equipment. 3. Gather sufficient valid data for statistical analysis. 4. Identify peaks in analysis, trace root causes and implement controls where required. 5. Demonstrate validity of controls, measured over sustained period. 6. Undertake programme of staff training to raise awareness of effluent management and promote best practice. 	<ol style="list-style-type: none"> 1. Expected w/c 12 May 2015 2. 6 June 2015 3. 18 July 2015 4. 8 Aug 2015 5. 19 Sept 2015 6. Start 1 June 2015 	<p>J Bloggs</p> <p>J Bloggs</p> <p>J Bloggs</p> <p>J Bloggs</p> <p>J Bloggs</p> <p>J Bloggs</p>