

O&M Plan Assessment			Comments:
Introduction	Purpose of Manual, location of community, basic geographical information, maps or drawings of the community, location of sewage and solid waste sites and population projection	Complete ▼	Although location of sewage and solid waste sites are not shown in this section but are shown in Background section.
Background	Source of drinking water and method of its distribution, sewage and solid waste generation, collection, treatment and disposal; history of existing site	Incomplete ▼	No plan for solid waste generation, collection, treatment and disposal, no history of existing site
Operation and Maintenance of Sewage Disposal Facility	Site description showing specific location of the sewage treatment facility, drainage and distance to water bodies by means of maps and drawings	Complete ▼	
	Type of lagoon- engineered or natural	Complete ▼	
	Discharge method- continuous; intermittent; or zero	Complete ▼	
	List of people by positions and their phone numbers who are responsible for O&M of sewage lagoon	Complete ▼	
	Description of normal O&M procedure for the lagoon system	Complete ▼	
	Frequency of each O&M steps carried out	Complete ▼	
	Sampling procedure and an example of a completed sample sheet	Incomplete ▼	No completed sample sheet
	Site records showing volume of any effluent discharged to environment, sewage volume collected and details of any maintenance undertaken at site	Complete ▼	
	Weed and insect control	Incomplete ▼	Not mentioned
	Methods of controlling access to site such as signs and fencing	Complete ▼	
	List of chemicals used in the treatment process	Complete ▼	No use of chemical
	Sludge management	Incomplete ▼	Not mentioned
Operation and Maintenance of Solid Waste Disposal Facility	Site description including maps of the area showing location, dimension of the facility, distance to water bodies and drainage paths, distance and bearing to the airport runway, prevailing wind, segregation of solid waste		missing site description, distance and bearing to the airport runway; prevailing wind, segregation of solid waste
	List of people by positions and their phone numbers who are responsible for O&M of the solid waste site	Incomplete ▼	missing
	Classification of the solid waste including hazardous waste which are expected to be generated by the community	Incomplete ▼	missing
	Disposal procedures for all solid waste generated by the community	Incomplete ▼	missing
	Basic maintenance procedures of the solid waste site and frequency of maintenance activities including: waste compaction, waste collection, methods of preventing windblown debris, fencing and signs, odor control and burning	Incomplete ▼	missing
	Conditions that hinder the normal operations of the solid waste site such as premafrost and access to cover material	Incomplete ▼	missing
	Safety procedure for the operator	Incomplete ▼	missing
	Alternatives to burning wastes	Incomplete ▼	missing
	Site Records including:		

	Date, description, estimated volume and generator of waste placed in compound	Incomplete	▼	missing
	Any maintenance activities done at site	Incomplete	▼	missing
	Visits by regulatory authorities or other activities at site	Incomplete	▼	missing
	Sampling and analysis of run off and leachate	Incomplete	▼	missing
	Handling of hazardous waste	Incomplete	▼	missing
	Segregation	Incomplete	▼	missing
	Storage	Incomplete	▼	missing
	Classification of the different types of hazardous waste found in the community	Incomplete	▼	missing
	Collection	Incomplete	▼	missing
	Safety procedure for the operator	Incomplete	▼	missing
	Site Records including:	Incomplete	▼	missing
	Dates of hazardous waste collection	Incomplete	▼	missing
	Date, description, volume and generator of wastes placed in compound	Incomplete	▼	missing
	Method of storage	Incomplete	▼	missing
	Name of carrier removing wastes from the compound	Incomplete	▼	missing
	Copies of the forms for Transportation of Dangerous Goods from persons removing wastes from site	Incomplete	▼	missing
	Fire:	Complete	▼	
	Procedure to follow in case of this event	Complete	▼	
	Persons and departments to notify and their phone numbers	Complete	▼	
	Licence Spill Contingency Plan Assessment	Incomplete	▼	missing plan title page, table of contents introduction, description of the site, inventory of facilities including fuel and chemical storage;
	Plan title page, table of contents introduction, description of the site, inventory of facilities including fuel and chemical storage;	Incomplete	▼	missing address and telephone no
	Name, address and title of person in charge;	Incomplete	▼	missing
	Name, title and 24hr contact number of person responsible;	Complete	▼	missing
	Location, size and capacity of the facility;	Incomplete	▼	missing
	Types/amounts of products;	Incomplete	▼	missing
	Site map showing all components; of suitable scale (ie 1:1000 or 1:10,000);	Incomplete	▼	missing
	Steps outlined for reporting/containment/cleanup and response;	Incomplete	▼	missing
	How the plan is activated;	Incomplete	▼	missing
	Inventory and location of equipment and supplies	Incomplete	▼	missing
	Training provided;	Incomplete	▼	missing
	Copy of the NWT Spill Report Form	Incomplete	▼	missing
	Date Plan was prepared and the effective period;	Incomplete	▼	missing
	Material Safety Data Sheets provided, current of 3 years	Incomplete	▼	missing
	Spill kits on site;	Incomplete	▼	missing
	Fuel storage inventory; ie diesel, JetB, propane	Incomplete	▼	missing
	Emergency Contact List for assistance and information; to include DIAND, EC, DFO, GN-DOE, KIA's	Incomplete	▼	missing
Emergency Responses				