

**TABLE 1**

**OPERATION AND MAINTENANCE PERFORMANCE REPORT OUTLINE**

- A. Title Page
- B. Certifications
- C. Table of Contents
- D. Chapter 1 - Introduction
- E. Chapter 2 - Physical Condition
- F. Chapter 3 - Treatment Efficiency
  - 1. Each Treatment Unit
  - 2. Overall
- G. Chapter 4 - Performance Trends
  - 1. Influent
  - 2. Effluent and Reclaimed Water
  - 3. Three-month Average Daily Flows
  - 4. Ground Water Quality
  - 5. Surface Water Quality
  - 6. General
- H. Chapter 5 - Operation and Maintenance Program
  - 1. Record Drawings
  - 2. Operation and Maintenance Manual
  - 3. Operation and Maintenance Log
  - 4. General
- I. Chapter 6 - Collection System Evaluation
  - 1. Excessive Infiltration or Inflow
  - 2. Septic Wastewater
  - 3. Industrial Contributions
- J. Chapter 7 - Problems, Deficiencies, and Corrective Actions