

Regulatory Compliance Roles Matrix - Drinking Water and Wastewater

8-Aug-13

Item	Task Description	Frequency	Submitted to:	Performed by:	Comments
Waste Water - NMSU Main Campus	NMSU self-monitoring sampling	Quarterly	City of Las Cruces	EH&S	This work is currently contracted out through a Utility index; NMSU sampling equipment is utilized.
	Reporting of flow data	Monthly	NMSU EH&S	City of Las Cruces	City of Las Cruces tracks, and sends data to NMSU (Accounting, for billing purposes; EH&S for volume tracking).
	Annual inspection by CLC	Once/year		Plumbing, Engineering, EH&S, and CLC	Continue to be coordinated by EH&S to include all players involved in compliance with the CLC agreement
	Responding to notices of non-compliance (or citizen complaints)	As needed	City of Las Cruces (typically)	EH&S	Inquiries or notices from regulatory agencies will be triaged and coordinated by EH&S; due dates for information will be included on EH&S email requests to various NMSU departments/entities.
Drinking Water System - NMSU Main Campus	Water Conservation Fee (related to volume)	Monthly	NM Taxation and Revenue	F&S Engineering and Admin	No change
	Consumer Confidence Report (CCR)	Annual (due to customers by July 1, every year)	EPA, NMED DWB, and all water system consumers	EH&S	All analytical data available on-line; EH&S to monitor.
	Well Reports (meter readings)	Monthly	State Engineers Office	F&S Engineering	
	NMED inspection	Annual	NA	NMED DWB, Plumbing Shop, Engineering, and EH&S	Plumbing Shop to include EH&S and Engineering in annual inspection.
	Chlorine residuals and bacteriological sampling	Daily	F&S records and 25/month to NMED Drinking Water Bureau (DWB) by the 10th	F&S Plumbing Shop	1.) Plumbing Shop to route future drinking water analytical data to EH&S as received. 2.) EH&S to learn and monitor full list of analytical requirements and adherence to list. 3.) EH&S to set up recurring meeting to review data.
	THM (trihalomethane) and HAA5 (haloacetic acids)	Quarterly	NMED DWB		
	Lead and Copper	Every three years			
Responding to notices of non-compliance (or citizen complaints)	As needed	Varies	EH&S	Inquiries or notices from regulatory agencies will be triaged and coordinated by EH&S; due dates for information will be included on EH&S email requests to various NMSU departments/entities.	