

The County of Oxford Sewer Use Program

The completion of this form is required by all dischargers to the sewage works under **Bylaw # 6270-2020** addressing sewer use in Oxford County.

Assistance in completing this form is available by calling **519-539-9800 x3192 or 3139**.

The completed form is to be forwarded to:

**County of Oxford
Sewer Use,
21 Reeve St., P.O. Box 1614
Woodstock, Ontario
N4S 7Y3**

Please print clearly while completing the form.

The Discharger Information Report (short form)	
1	Name of Company:
2	Address of Company: Phone: _____ Fax: _____
3	Owner of property (if different from Company listed above): Phone: _____ Fax: _____
4	Brief description of Product or Service: Number of shifts _____ Shift Hours _____ Weekends Yes _____ No _____ As Required _____
5	Brief description of the process (es) used in the Manufacturing or Servicing

The Discharger Information Report (short form)

6	<p>'Are there' or 'will there be' any of the following wastewater discharges from the description as provided in #5?</p> <table style="width: 100%; border: none;"> <tr> <td style="padding: 2px 5px;">Process wastewater</td> <td style="text-align: right; padding: 2px 5px;">Yes / No</td> </tr> <tr> <td style="padding: 2px 5px;">Cooling water</td> <td style="text-align: right; padding: 2px 5px;">Yes / No</td> </tr> <tr> <td style="padding: 2px 5px;">Other sources of wastewater (other than sanitary) (if yes, brief description)</td> <td style="text-align: right; padding: 2px 5px;">Yes / No</td> </tr> <tr> <td style="padding: 2px 5px;">Floor Drains</td> <td style="text-align: right; padding: 2px 5px;">Yes/ No</td> </tr> </table>	Process wastewater	Yes / No	Cooling water	Yes / No	Other sources of wastewater (other than sanitary) (if yes, brief description)	Yes / No	Floor Drains	Yes/ No
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7	<p>Does the site have any existing connections to the following sewers?</p> <table style="width: 100%; border: none;"> <tr> <td style="padding: 2px 5px;">Sanitary</td> <td style="text-align: right; padding: 2px 5px;">Yes / No</td> </tr> <tr> <td style="padding: 2px 5px;">Combined</td> <td style="text-align: right; padding: 2px 5px;">Yes / No</td> </tr> <tr> <td style="padding: 2px 5px;">Storm</td> <td style="text-align: right; padding: 2px 5px;">Yes / No</td> </tr> </table>	Sanitary	Yes / No	Combined	Yes / No	Storm	Yes / No		
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8	<table style="width: 100%; border: none;"> <tr> <td style="padding: 2px 5px;">Location of process units?</td> <td style="padding: 2px 5px;">Inside / Outside / Outside but covered</td> </tr> <tr> <td style="padding: 2px 5px;">Storage of raw materials?</td> <td style="padding: 2px 5px;">Inside / Outside / Outside but covered</td> </tr> <tr> <td style="padding: 2px 5px;">Storage of intermediate products?</td> <td style="padding: 2px 5px;">Inside / Outside / Outside but covered</td> </tr> <tr> <td style="padding: 2px 5px;">Storage of final products?</td> <td style="padding: 2px 5px;">Inside / Outside / Outside but covered</td> </tr> </table>	Location of process units?	Inside / Outside / Outside but covered	Storage of raw materials?	Inside / Outside / Outside but covered	Storage of intermediate products?	Inside / Outside / Outside but covered	Storage of final products?	Inside / Outside / Outside but covered
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9	<p>Does the site have any of the following programs in place to address discharges to the sewer system?</p> <table style="width: 100%; border: none;"> <tr> <td style="padding: 2px 5px;">Pollution Prevention</td> <td style="text-align: right; padding: 2px 5px;">Yes / No</td> </tr> <tr> <td style="padding: 2px 5px;">Best Management Plan</td> <td style="text-align: right; padding: 2px 5px;">Yes / No</td> </tr> <tr> <td style="padding: 2px 5px;">Environmental Management System</td> <td style="text-align: right; padding: 2px 5px;">Yes / No</td> </tr> </table>	Pollution Prevention	Yes / No	Best Management Plan	Yes / No	Environmental Management System	Yes / No		
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<p>Date form completed:</p> <p>Name and Title of Company representative:</p> <p>Signature of Authorized Company Representative:</p>									
<p>Note: Completion of the "Complete Discharger Information Report" may be required based on this report and/or subsequent verification of the site by the Municipality.</p>									
<p>For Municipality use only – date completed form received:</p>									