

Step 1: PWS determines need for pilot study and obtains services of PE

Step 2: PWS submits Pilot Study Application and Pilot Study Protocol for DEP approval. Pilot Study Application requires signature by PE.

- Reason for conducting study
- Basis for design
- Sizing of study
- Proposed operating procedures
- Schematic with flows
- Equipment and chemical specs
- Proposed monitoring parameters, locations, and frequency
- Proposed duration
- Proposed performance goals
- Analysis of impact on simultaneous compliance

Step 3: DEP reviews application and protocol to determine if the protocol 's methods will provide sufficient accurate data for use in making a permitting decision and to determine if the protocol is consistent with regulatory requirements and technical guidance. Pilot study protocols which meet these requirements will be approved by

Step 4: After protocol is approved in writing by DEP, PWS conducts pilot study consistent with protocol. Deviations which occur from the protocol should be

Step 5: At the completion of data collection for the pilot study, the PWS or contractor compiles information and prepares a report summarizing results of the study and justification for any recommendations based on the study.

Step 6: Within 2 months of completion of data collection for the pilot study, the PWS or contractor compiles information and prepares a report summarizing results of the study and providing recommended method of treatment based on the study. The report must include a summary of piloting events, results, water quality analyses (including simultaneous compliance), recommendations and conclusions. The report must be signed by a Professional Engineer.

Step 7: DEP will review the Final Pilot Study Report. If sufficient data is presented to support the conclusions and recommendations of the report, the report will be approved via letter and DEP will recommend next steps for submitting a permit application to incorporate any recommended treatment form the study.