**Section 371.120 Introduction**

a) A PO identifies specific actions, related start and completion dates, and other supportive information necessary to assure that the wastewater treatment facility and all associated personnel are properly prepared for start-up and continued operation. Actions identified will fulfill technical and administrative requirements for efficient and reliable performance.

b) A PO is required for all federal grant projects which started construction after November 29, 1976. A PO is required for all state grant projects which started construction after August 18, 1978.

c) Plans of Operation shall be submitted as follows:

1) One copy of the preliminary PO must be submitted with the plans and specifications for the project during Step 2 of the construction grants process.

2) Two copies of the final PO must be submitted with the draft O&M Manual for the project before 50% of the grant payment of a Step 3 grant can be made. One copy of the approved final PO will be retained by the Agency.

3) All POs must be submitted for review to:

Illinois Environmental Protection Agency

Division of Water Pollution Control

Grant Administration Section

2200 Churchill Road

Springfield, Illinois 62706

d) In preparing the PO, grantees are encouraged to use their own operations staff, with input as necessary from consulting engineers and other appropriate sources. The PO is as important to facility operation as construction scheduling is for construction. Grantees will be expected to keep the PO current.