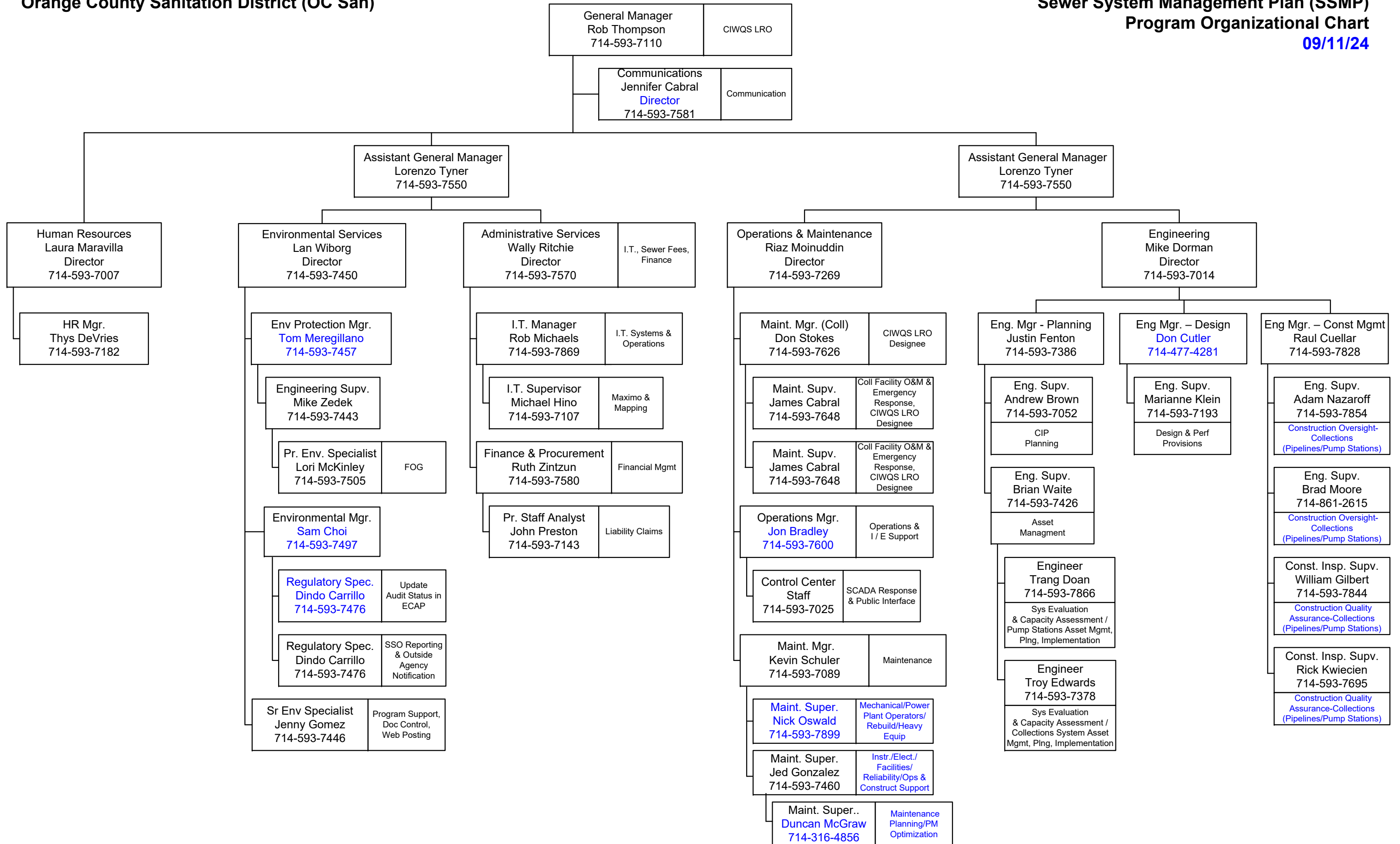


# APPENDIX C

## SSMP Organization

| Revision History |          |               |   |
|------------------|----------|---------------|---|
| Revision         | Date     | Approval      | Reason  |
| 0                | 09/30/05 |               | Original  |
| 1                | 06/25/08 |               | ▪   |
| 2                | 12/19/11 |               | ▪   |
| 3                | 09/12/12 |               | ▪   |
| 4                | 01/09/13 |               | ▪   |
| 5                | 11/27/13 |               | ▪ Updated org chart, Appendix list (App B, C, P1)   |
| 6                | 01/08/14 |               | ▪ Updated org chart and Appendix list (App C)   |
| 7                | 04/04/14 |               | ▪ Updated org chart; Appendix list (App C, H, U)  |
| 8                | 06/16/14 |               | ▪ Updated org chart, Appendix list (App C)  |
| 9                | 08/18/14 |               | ▪ Updated Appendix list (App I2)  |
| 10               | 12/16/14 |               | ▪ Updated Appendix list (App C)   |
| 11               | 03/12/15 |               | ▪ Updated Appendix list (App C)   |
| 12               | 08/11/15 |               | ▪ Updated Appendix list (App P2 & P3)   |
| 13               | 09/22/15 |               | ▪ Updated Appendix list (App G3)  |
| 14               | 12/02/15 |               | ▪ Updated Appendix list (App G3)  |
| 15               | 12/11/15 |               | ▪ Updated Appendix list (App G3)  |
| 16               | 03/23/16 |               | ▪ Updated org chart & Appendix (App P2 & P3)  |
| 17               | 06/09/16 | M. Esquer     | ▪ Updated narrative, org chart & appendix list  |
| 18               | 01/11/17 | P. Echavarria | ▪ Updated org chart, narrative and appendix list  |
| 19               | 01/20/17 | L. Frigo      | ▪ Updated narrative and appendix list; replaced M. Esquer with R. Coss for ES, Chapters 1, 2 and 10                                   |
| 20               | 05/09/17 | P. Echavarria | ▪ Updated Pr. PA Specialist to PA Supervisor  |
| 21               | 05/19/17 | P. Echavarria | ▪ Updated org chart - DREAM Team designation  |
| 22               | 09/26/17 | P. Echavarria | ▪ Updated org chart – removed Sr. IT Analyst, moved Mapping task to IT Supervisor; Updated Narrative and App R task owner.            |
| 23               | 02/28/18 | P. Echavarria | ▪ Updated org chart – replaced Eng. Mgr with O&M Ops Mgr. – I/E Support; Updated narrative; replaced Eng. Mgr.-I/E Div. with Ops Mgr. |
| 24               | 10/17/18 | P. Echavarria | ▪ Updated org chart & narrative – Updated: HR Mgr.; IT Supv (Maximo); updated Eng. Supervisors (pipelines & pump stations)            |
| 25               | 01/04/19 | P. Echavarria | ▪ Updated org chart to reflect vacant positions   |
| 26               | 03/04/19 | P. Echavarria | ▪ Updated org chart – Pr Staff Analyst (HR); Env Svcs Dir; Eng Dir; Eng Mgr (Pln); Maint Supv (O&M)                                   |
| 27               | 03/25/19 | P. Echavarria | ▪ Updated org chart – Eng Mgr (Collections); Appendix list (App P2 & P3)  |
| 28               | 05/14/19 | P. Echavarria | ▪ Updated org chart & narrative (Maint. Mgr- Collections)   |
| 29               | 07/16/19 | P. Echavarria | ▪ Updated org chart & narrative   |
| 30               | 07/22/19 | P. Echavarria | ▪ Updated org chart & narrative   |
| 31               | 09/09/19 | P. Echavarria | ▪ Updated org chart & narrative   |





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## Organizational Narrative – 12/21/22

Job descriptions for the positions listed in the organizational chart are available from the Human Resources Division. Primary responsibility for the day-to-day management and operations & maintenance of the collection facility assets resides within the O&M Department, and the daily field activities are managed by the Collection Facilities Division. Specific roles are described below:

| <b>OCSD Position</b>  | <b>SSMP Responsibility</b>   |
|---|--|
| General Manager   | CIWQS Legally Responsible Official (LRO)   |
| Administration Manager – Communication  | Ensures OC San's SSMP is available to the public and the public has input  |
| Maint. Manager – Collection Facilities Div.                                     | Legally Responsible Official (LRO) Designee – certify SSOs   |
| Eng. Supv. – Collection Facilities Div.   | Collection Facilities Operations and Maintenance, Emergency Response, CIWQS LRO Designee to certify SSOs                                   |
| Maint. Supv., Collection Facilities Div.  | Collection Facilities Operations and Maintenance, Emergency Response, CIWQS LRO Designee to certify SSOs                                   |
| Operations Manager – Ops Division   | Designate resources for Plants 1 & 2 operations  |
| Control Center Staff – Ops Division   | SCADA Response, Public interface   |
| Eng. Manager –Maintenance & Instrumentation and Electrical Div.                 | Designate resources for maintenance, and repairs of electrical systems throughout the OCSD Collection System                               |
| Maint. Super. – Maintenance Division  | Designate resources for maintenance reliability and PM optimization activities   |
| Maint. Super. – Maintenance Division  | Electrical/Instrumentation/Mechanical  |
| Maint. Supv – Maintenance Division  | Designate resources for maintenance planning activities  |
| Director of Environmental Services  | Overall responsibility for the SSMP; SSMP budgeting and staffing to comply with the Order; Lead OC San stakeholder meetings, Audit Closure |
| Env. Protection Manager – Resource Protection Division (RPD)                    | Overall responsibility for the FOG Program   |
| Eng. Supervisor – Non-Industrial Source Control (NISC)                          | FOG Program  |
| Pr. Environmental Specialist – Resource Protection Division                     | FOG Program  |
| Supervisor – Regulatory Compliance  | SSS WDR Order and audits.  |
| Pr. Environmental Specialist – Regulatory Compliance                            | Responsible for updating the status of the SSMP audit in ECAP, Approves third-party invoices for audits.                                   |
| Regulatory Specialist - Regulatory Compliance                                   | SSO reporting and outside agency notification, Legislative tracking  |
| <a href="#">Sr Environmental Specialist</a> – Environmental Services Department | Program support, Update SSMP documents and implement document control, SSMP web posting  |
| Director of Administrative Services   | Sewer Fees and Finance   |
| I.T. Manager  | I.T. Systems & Operations  |
| I.T. Supervisor   | OC San Mapping Tools to support the SSMP; Maximo   |
| Controller  | Financial Management   |
| Principal Staff Analyst – Finance   | Liability Claims   |
| Eng. Mgr. – Eng. Dept., Planning Div.   | Overall responsibility for Planning  |
| Eng. Supv. – Eng. Dept., Planning Div.  | CIP Planning   |

## Organizational Narrative – 12/21/22

| OCSD Position  | SSMP Responsibility  |
|--|--|
| Eng. Supv. – Eng. Dept., Planning Div.                             | Asset Management   |
| Eng. – Eng. Dept. Planning Div.                                    | Sys Evaluation & Capacity Assessment / Collections System Asset Mgmt, Plng, Implementation |
| Eng. – Eng. Dept. Planning Div.                                    | Sys Evaluation & Capacity Assessment / Pump Stations Asset Mgmt, Plng, Implementation      |
| Eng. Mgr. – Eng. Dept., Design Division                            | Overall responsibility for Design & Perf; Construction Oversight; and Construction QA      |
| Eng. Supv. – Eng. Dept., Design Division                           | Design & Perf Provisions   |
| Eng Mgr. – Eng Dept., Construction Mgmt. Division                  | Overall responsibility for Construction Management   |
| Eng. Supv. – Eng. Dept., Construction Mgmt. Division               | Construction Oversight (Pump Stations)   |
| Eng. Supv. – Eng. Dept., Construction Mgmt. Div.                   | Construction Oversight (Pipelines)   |
| Construction Insp. Supv. – Eng. Dept., Construction Mgmt. Division | Construction Quality Assurance (Pump Stations)   |
| Construction Insp. Supv. – Eng. Dept., Construction Mgmt. Division | Construction Quality Assurance (Pipelines)   |

## CHAPTER LIST & APPENDICES 09/11/24

| Chapter/Section & Stakeholder |             | Title  | Referenced Appendix & Stakeholder |             |
|-------------------------------|-------------|--|-----------------------------------|-------------|
| Front matter                  | J. Gomez    | Table of Contents, Acronyms                        | ----                              | ----        |
| ES                            | S. Choi     | Executive Summary                                  | Y                                 | S. Choi     |
| 1                             | S. Choi     | Prohibitions and Provisions                        | ----                              | ----        |
| 2                             | S. Choi     | Goal   | A & B                             | D. Carrillo |
| 3                             | D. Carrillo | Description of Organization                        | P1                                | D. Carrillo |
|                               |             |  | C                                 | D. Carrillo |
|                               |             |  | Q1                                | Jms Cabral  |
| 4                             | L. McKinley | Legal Authority                                    | E1, E2, E3                        | L. McKinley |
| 5.1                           | M. Mendez   | Mapping  | K1, K2, K3                        | M. Mendez   |
|                               |             |  | H                                 | T. Edwards  |
| 5.2                           | D. Stokes   | Preventive Maintenance                             | I1-I2                             | Jms Cabral  |
| 5.3                           | J. Fenton   | Rehabilitation and Replacement                     | J                                 | T. Edwards  |
| 5.4                           | Jms Cabral  | Training   | ----                              | ----        |
| 6                             | M. Klein    | Design and Performance                             | ----                              | ----        |
| 7                             | Jms Cabral  | Overflow Emergency Response Plan                   | R                                 | D. Stokes   |
|                               |             |  | P1, P2, P3                        | D. Carrillo |
|                               |             |  | Q1 & Q2                           | Jms Cabral  |
|                               |             |  | S                                 | Finance     |
|                               |             |  | C                                 | D. Carrillo |
| 8                             | L. McKinley | Fats, Oils, and Grease Control Program             | E1,E2,E3, F, G1,G2,G3             | L. McKinley |
| 9                             | J. Fenton   | System Evaluation and Capacity Assurance Plan      | M, U                              | T. Edwards  |
| 10                            | S. Choi     | Monitoring, Measurement, and Program Modifications | ----                              | ----        |
| 11                            | S. Choi     | Program Audits                                     | X1                                | D. Carrillo |
|                               |             |  | X2                                | D. Carrillo |
| 12                            | J. Cabral   | Communication Plan                                 | V                                 | K. Newell   |

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