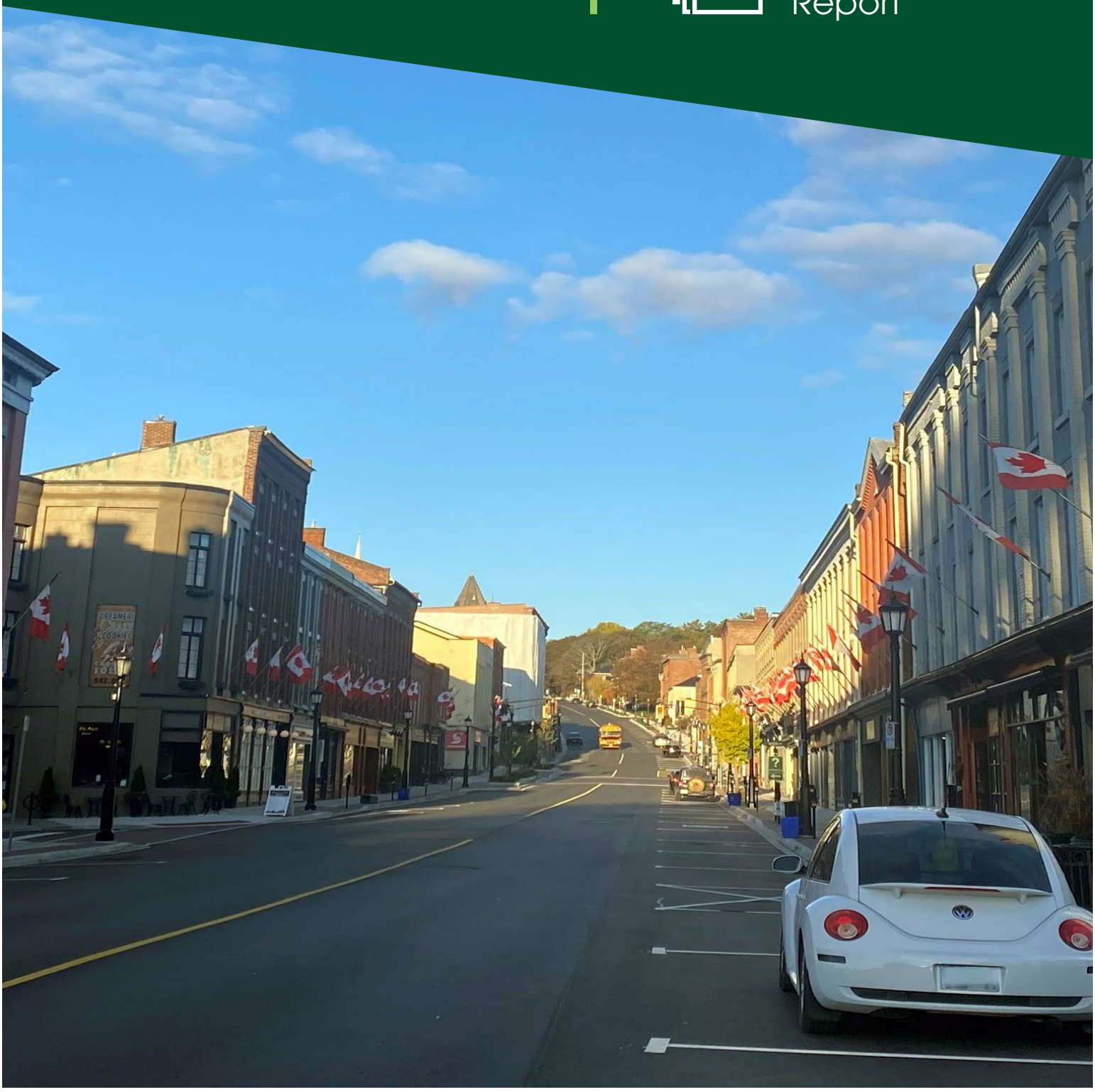
MUNICIPALITY OF
PORT HOPE
ENVIRONMENTAL SERVICES

Sewage Collection System

2025 Annual Performance Report



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April 7, 2026

Municipality of Port Hope
56 Queen Street
Port Hope, ON
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Re: 2025 Annual Performance Report - Port Hope Sewage Collection System

Dear Mr. Mike Melinyshyn:

We are pleased to provide the 2025 Annual Performance Report for the Municipality of Port Hope's **Sewage Collection System**, located across the Municipality of Port Hope, servicing the Port Hope Wastewater Treatment Plant. This report has been completed in accordance with the Consolidated Linear Infrastructure Environmental Compliance Approval #146-W601, Section 4.6, dated September 5, 2023, and issued to The Corporation of The Municipality of Port Hope.

The report covers the period from January 1, 2025, to December 31, 2025.

Sincerely,

Kevin Yule
Manager, Wastewater
Municipality of Port Hope

Contents

Executive Summary 3
2025 Annual Performance Report - Sewage Collection System 3
Summary and Interpretation of All Monitoring Data 4
Operating Problems and Corrective Actions 5
Maintenance and Repair Activities 5
Calibration and Maintenance on Monitoring Equipment 5
Complaints 6
Alterations to the Authorized System 7
Environmental Incidents 7
Summary of efforts made to reduce Collection System Overflows, Spills, STP Overflows, and/or STP Bypasses 8
Pollution Prevention and Control Plan 8
Significant Drinking Water Threat Assessment Report 8
Signage 8

Tables

Table A - Summary of Operating Problem Encountered and Corrective Actions Taken . 5
Table B - Summary of Calibration and Maintenance of Monitoring Equipment 6
Table C - Summary of Complaints Received 6
Table D - Summary of Record of Future Alteration Authorized for Separate Sewers/Nominally Separate Sewers/Forcemains Submitted 7
Table E - Summary of Record of Future Alteration Authorized for Components of the Municipal Sewage Collection System Submitted 7
Table F - Summary of Environmental Incidents including Maximum Sampling Results During Event, if applicable 8

Appendices

Appendix A - Copy of Form SS1 - Record of Future Alteration Authorized for Separate Sewers/ Nominally Separate Sewers/ Forcemains or Copy of Notice of Modification to Sewage Works 10

Executive Summary

The Port Hope Sewage Collection System (SCS) is owned and operated by the Municipality of Port Hope in accordance with Consolidated Linear Infrastructure Environmental Compliance Approval #146-W601, Section 4.6, issued September 5, 2023. The wastewater sewage collection system consists of approximately 79 kilometers of sanitary sewers, 3.52 kilometers of sanitary forcemain, and three sewage pumping stations (SPS); Mill Street SPS, AON SPS, and Hope Street North SPS. The sewage collection system also includes all other controls, electrical equipment, instrumentation, piping, pumps, valves, and appurtenances that are essential for the operation of the Works. The Collection System is a Class I facility, and the Pumping Stations are a Class II facility.

Throughout the reporting period (January 1st – December 31st, 2025), no environmental incidents occurred, and seven (7) customer complaints were reported. Operations staff worked diligently completing several maintenance, rehabilitation, and renewal projects to ensure the adequacy of the Municipalities wastewater system infrastructure. In 2025, approximately 172 sanitary sewer services were closed-circuit television (CCTV) inspected, and 21.9 kilometers of sanitary sewer mains were flushed, with 18.7 kilometers of main CCTV inspected. Operations staff successfully repaired 2 sanitary sewer services, 10 sanitary sewer service property line clean-out inspection ports were installed, 13 sanitary sewer service cured-in-place pipe (CIPP) liners were installed, and 3 maintenance hole structure repairs were completed. Additionally, 180 maintenance hole condition assessments were conducted.

As part of our preventative maintenance program to be proactive and mitigate customer complaints, operational staff completed approximately 9 activated carbon odour reduction canister inspections and 23 sanitary sewer maintenance hole inspections.

No Ministry of the Environment, Conservation and Parks (Ministry) inspection occurred during the reporting period.

2025 Annual Performance Report - Sewage Collection System

In accordance with the Consolidated Linear Infrastructure Environmental Compliance Approval #146-W601, Section 4.6, The Municipality of Port Hope, as the Owner of the Municipal Sewage Collection System, shall prepare and submit a performance report to the Ministry on an annual basis, on or before March 31st of each year, covering a period from January 1st to December 31st of the proceeding calendar year.

Section 4.6 requires the Performance Report to contain the following:

(a) a summary of all required monitoring data along with an interpretation of the data and any conclusion drawn from the data evaluation about the need for future modifications to the Authorized System or operations,

(b) a summary of any operating problems encountered, and corrective actions taken,
(c) a summary of all calibrations, maintenance, and repairs carried out on any major structure, equipment, apparatus, mechanism, or thing forming part of the Municipal Sewage Collection System,
(d) a summary of any complaints related to the Sewage Works received during the reporting period and any steps taken to address the complaints,
(e) a summary of all Alterations to the Authorized System within the reporting period that are authorized by this Approval including a list of Alterations that pose a Significant Drinking Water Threat,
(f) a summary of all Collection System Overflow(s) and Spill(s) of Sewage, including, dates, volumes and durations, if applicable, loadings for suspended solids, BOD, total phosphorus, and total kjeldahl nitrogen, and sampling results for E. coli, disinfection and any adverse impact(s) and any corrective actions, if applicable, and
(g) a summary of efforts made to reduce Collection System Overflows, Spills, STP Overflows, and/or STP Bypasses, including the following items, as applicable: a description of projects undertaken and completed in the Authorized System that result in overall overflow reduction or elimination including expenditures and proposed projects to eliminate overflows with estimated budget forecast for the year following that for which the report is submitted, details of the establishment and maintenance of a Pollution Prevention and Control Plan (PPCP), including a summary of project progresses compared to the PPCP's timelines, an assessment of the effectiveness of each action taken, an assessment of the ability to meet Procedure F-5-1 or Procedure F-5-5 objectives (as applicable) and if able to meet the objectives, an overview of next steps and estimated timelines to meet the objectives, and public reporting approach including proactive efforts.

The following report was generated from the records maintained by the Municipality of Port Hope for the Port Hope Sewage Collection System (SCS) for the calendar year 2025:

Summary and Interpretation of All Monitoring Data

Licensed operators observe and monitor the sewage pumping stations regularly, during station checks/inspections and while performing scheduled preventative maintenance activities. Operators exercise due diligence in ensuring the Works and the related equipment are properly operated, maintained, and any observations are being recorded in the facility logbooks. All major equipment, including pumps, flow meters, gas detectors, etc., are inspected on a regular basis, as per manufacturers recommendations, by qualified contract service providers.

Monitoring and inspection of the sewage collection system includes annual programs consisting of; sanitary main flushing and camera work, manhole grouting/ repair/replacement, and inflow and infiltration analysis during storm events. All programs help to sustain an effective Capital Works program that coordinates with the

Municipalities Water and Wastewater Rate Study and Asset Management Plan on all assets associated with the sewage collection system.

Flow rates during the reporting period are consistent with previous year's data. No major development occurred in the reporting period that posed any concerns for the SCS. In 2026, sanitary sewer hydraulic modelling is expected to be completed, which will assist with determining the need for future modifications as a result of flow data.

Operating Problems and Corrective Actions
The number of operating problems occurring during the reporting period equals zero (0). If applicable, operating problems are itemized below with corresponding steps taken to address them.

Table A - Summary of Operating Problem Encountered and Corrective Actions Taken

Date	Operating Problem	Corrective Action Taken

Maintenance and Repair Activities
The Municipality maintains an active maintenance management program, for general maintenance and repair, to ensure that the facilities are maintained in a fit state of repair. In addition to this program, major works were upgraded or replaced as follows:

1. Repaired 3 maintenance hole structures.
2. Conducted 180 maintenance hole condition assessments.
3. Repaired 2 sanitary sewer services.
4. Installed 10 sanitary sewer service property line clean-out inspection ports.
5. Installed 13 sanitary sewer service CIPP liners.
6. CCTV inspected approximately 172 sanitary sewer services.
7. Flushed 21.9 km and CCTV inspected approximately 18.7 km of sanitary sewer main during corrective and preventative maintenance activities.

All maintenance was performed on behalf of the Owner, by licenced Operators, or qualified contracted services providers who exercise due diligence in ensuring the Works and the related equipment are properly operated and maintained to achieve compliance with the Approval. Sewage pumping station inspections and rounds are conducted by the Operators and any observations are being recorded.

Calibration and Maintenance on Monitoring Equipment
Calibration of the flow meters and gas detectors were conducted as per regular annual maintenance by a third-party qualified contractor.

Table B - Summary of Calibration and Maintenance of Monitoring Equipment

Analyzer	Location	Date Calibrated	Calibrated by Whom
Flow Meter	Mill Street SPS	October 15, 2025	Franklin Empire, Mitch Manley
Gas Detector	Mill Street SPS	October 15, 2025	Franklin Empire, Mitch Manley
Flow Meter	AON SPS	October 17, 2025	Franklin Empire, Mitch Manley
Gas Detector	AON SPS	October 17, 2025	Franklin Empire, Mitch Manley

Complaints
The number of complaints received during the reporting period, regarding the Sewage Collection System, was seven (7). If applicable, complaints are itemized below with corresponding steps taken to address the complaints.

Table C - Summary of Complaints Received

Date of Complaint	Address	Complaint	Steps Taken to Address Complaint
April 28, 2025	86 John Street	Odour	Operator responded to site and checked maintenance holes upstream and downstream and checked carbon inserts on Augusta Street. No gases present during inspection. No issues were found with Municipal infrastructure. The resident was advised of findings.
May 28, 2025	86 John Street	Odour	Re-occurring issue due to high priority sewer on Augusta Street. Owner was contacted via phone. Manager met onsite with owner. No odours or gases were present at time of site meeting.
June 26, 2025 June 27, 2025 August 18, 2025	64 Augusta Street	Odour	Operator responded to site and checked maintenance holes upstream and downstream and catch basins along property. No gases or odour present during inspection. No issues were found with Municipal infrastructure. The resident was advised of findings and advised to contact a plumber if odour persists.
September 21, 2025	69 Strachan Street	Odour	Operator responded to site. No gases present during inspection. Replaced carbon inserts.

Date of Complaint	Address	Complaint	Steps Taken to Address Complaint
October 24, 2025	112 Cavan Street	Odour	Operator responded to site and checked maintenance holes upstream and downstream. No odour present during inspection. No issues were found with Municipal infrastructure. The resident was advised of findings.

Alterations to the Authorized System
The number of Alterations to the Authorized System within the reporting period, including a list of Alterations that pose a Significant Drinking Water Threat (SDWT), where applicable, totals two (2). If applicable, copies of the Notice(s) are attached, in Appendix A and Appendix B, with each Notice itemized below with a corresponding status report on the implementation of each alteration.

Table D - Summary of Record of Future Alteration Authorized for Separate Sewers/Nominally Separate Sewers/Forcemains Submitted

Notice Issuance Date	Description of Alteration(s)	Status	Date Completed /Expected Completed	Pose a SDWT?
April 8, 2024	Walton Street Phase 2 – Queen Street to Cavan Street	Completed	2025	No
April 3, 2025	Walton Street Phase 3 – Cavan Street to Pine Street	Completed	2025	No

Table E - Summary of Record of Future Alteration Authorized for Components of the Municipal Sewage Collection System Submitted

Notice Issuance Date	Description of Alteration(s)	Status	Date Completed /Expected Completed	Pose a SDWT?

Environmental Incidents
There were zero (0) environmental incidents such as by-passes, spills, or abnormal discharges to be reported for 2025.

Table F - Summary of Environmental Incidents including Maximum Sampling Results During Event, if applicable

Date	Approx. Duration (minutes)	Type of Bypass/Overflow/ Spill, Abnormal Discharge Event	Volume (L)	BOD^5	TSS	TP	E. coli (cfu/100 mL)	pH (no unit)

Note: BOD^5 is Biochemical Oxygen Demand for a 5-day period; TSS is Total Suspended Solids; TP is Total Phosphorus; NDOGEC is No data, Overgrown with E. coli. All values expressed in mg/L unless otherwise specified.

Summary of efforts made to reduce Collection System Overflows, Spills, STP Overflows, and/or STP Bypasses

During the 2025 reporting period, there were no incidents of a spill or overflow in the Port Hope Sewage Collection System and therefore no new proposed projects, to eliminate overflows, are forecasted for the 2026 reporting period.

Pollution Prevention and Control Plan

The Port Hope Sewage Collection System does not include combined sewers or partially separated sewers, and the system did not experience a collection system overflow, a WWTP bypass, or a WWTP overflow within the ten (10) year period starting January 2012 and continue through to December 31, 2025.

A Pollution Prevention and Control Plan is currently not required.

An assessment of wet weather flows compared to dry weather flows is currently not required.

Significant Drinking Water Threat Assessment Report

No updates to the Significant Drinking Water Threat Assessment Report were required during the reporting period. One (1) proposed alteration was assessed to identify drinking water threats under the Clean Water Act, 2006 with no significant drinking water threats identified. The Assessment Report has been updated to include this assessment.

Signage

The Port Hope Sewage Collection System does not have any combined sewer overflow points (CSO) and only one (1) sanitary sewer overflow points (SSO). Signage has been

established at the SSO, located at the Hope Street North Sewage Pumping Station overflow conduit, to notify the public of the outlet point.

APPENDIX A –
Copy of Form SS1 - Record of Future Alteration Authorized for Separate Sewers/Nominally Separate Sewers/Forcemains or Copy of Notice of Modification to Sewage Works.

Ontario

Ministry of the Environment, Conservation and Parks

Form SS1 - Record of Future Alteration Authorized for Separate Sewers/ Nominally Separate Sewers/Forcemains

Retain Completed Form - Do Not Send to the Ministry

Part 1 - Environmental Compliance Approval Number

(Insert the Environmental Compliance Approval number authorizing the alteration of Separate Sewers/Nominally Separate Sewers/Forcemains)

146-W601

Part 2 - Description of separate sewer/nominally separate sewer/forcemain alteration (Use attachments if required)

The description shall include:

1) A brief description above of the undertaking (e.g. street name(s); subdivision name; project name); and
2) An attachment including a plan view drawing identifying at a minimum:
   a) location(s) of the undertaking (e.g. showing street names, easements, discharge points, slope (sewer only) etc.);
   b) nominal diameter of the sewers/forcemain(s), associated with the alteration.

The proposed sanitary sewer works include for removal and replacement of approximately 205m of existing, oversized 525mm dia. concrete sanitary sewer between ~~Pine~~ Cavan Street and Queen Street on Walton Street to be replaced with 112m of 375mm PVC SDR35 sanitary sewer and 94m of 525mm PCV SDR35. In addition to this, a section of 37m of 250mm VC sanitary from 35m east of Queen Street to Queen Street shall be removed and replaced with 200mm PVC SDR35 sanitary sewer. All modifications to the sanitary sewer shall be made via open-cut installation. Side street and easement connections at Queen Street and 35m east of Queen Street will be replaced with 26.5m of 200mm PVC SDR-35 sanitary sewer. Side street connection at Ontario Street will be replaced with 14m of 525mm PVC sewer including connection with PVC to VC coupler. Existing property services will be replaced with 100-150mm PVC SDR-28 sanitary sewer all supplied with clean-outs. Replacement works include for localized deepening of sanitary sewer between Pine Street and Mill Street to simplify existing sewer network and servicing arrangement (approx. 0.5m). The proposed sanitary sewer will connect back into the existing sewer system on Walton Street at Cavan Street. Proposed works do not change the discharge location or ultimate wastewater servicing route and will have negligible environmental effects.

Part 3 - Verification by Licensed Engineering Practitioner

I hereby verify that I am a Licensed Engineering Practitioner who is licensed to practice in the Province of Ontario and the design of the separate sewer/nominally separate sewer/forcemain alteration:

1) Has been prepared by a Licensed Engineering Practitioner who is licensed to practice in the Province of Ontario;
2) Has been documented in a design report and any other applicable design forms;
3) Has been designed only to collect and transmit sewage and has not been designed to treat sewage;
4) Satisfies the design criteria set out in the Ministry of the Environment, Conservation and Parks publication "Design Criteria for Sanitary Sewers, Storm Sewers, and Forcemains for Alterations Authorized under Environmental Compliance Approval", as amended, and have documented the reasons for this opinion; and

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5) Is consistent with, or otherwise addresses, the design objectives contained within the Ministry of the Environment, Conservation and Parks publication "Design Guidelines for Sewage Works", as amended.

Name	PEO Licence Number
Ron Albright	90420050
Signature	Date (yyyy/mm/dd)
Ron Albright	2024/04/08

Part 4 - Verification by Owner

I hereby verify that:

1) The maximum wastewater discharge by users who will be serviced by the addition, modification, replacement or extension of the separate sewer/nominally separate sewer/forcemain will not result in:
   a) An excedance of the municipal sewage collection system hydraulic capacity, sewage treatment plant uncommitted reserve hydraulic capacity, or the downstream pumping station capacity;
   b) Adverse effects;
   c) Any increase in collection system overflows that is not offset by measures, and have documented any offset measures used; or,
   d) Any increase in the frequency and/or volume of Sewage Treatment Plan (STP) bypasses or STP overflows that is not offset by measures, and have documented any offset measures used. (Alternatively, if the wastewater flows to a STP not owned by the Owner, then the wastewater volume or flow rate is as agreed to with the Owner of the STP.)
2) The separate sewer, nominally separate sewer or forcemain alteration will:
   a) Not cause overflows or backups, nor increase surcharging at any maintenance holes or privately owned infrastructure (e.g. basements) within the municipal sewage collection system or any municipal sewage collection system connected to it; and
   b) Provide smooth flow transition to existing gravity sewers.
3) An assessment of the proposed works has been completed to determine if the works pose a significant drinking water threat. The proposed works do not pose any threats to sources of drinking water or design includes features that mitigate the threat to sources of drinking water, such as those included in: Ministry's Standard Operating Policy for Sewage Works, as amended from time to time; and Source Protection Plan policies pertaining to the works;
4) The separate sewer/nominally separate sewer/forcemain alteration is wholly located within the municipal boundary over which the owner has jurisdiction except where there is an agreement existed between municipalities;
5) The owner consents to the separate sewer/nominally separate sewer/forcemain alteration; and
6) I am an authorized representative of the owner to complete this verification.

Name of Owner	Name of Owner Representative
The Corporation of the Municipality of Port Hope	Jeanette Davidson
Signature	Date (yyyy/mm/dd)
Jeanette Davidson	2024/04/08

Part 5 - Post Construction Verification by Owner for Inspection and Testing

I hereby verify that:

1) The separate sewer, nominally separate sewer or forcemain alteration has complied with inspection and testing requirements set out in the Ministry of the Environment, Conservation and Parks publication "Design Criteria for Sanitary Sewers, Storm Sewers and Forcemains for Alterations Authorized under Environmental Compliance Approval", as amended, and have documentation of the inspection and testing results.

Name of Owner	Name of Owner Representative
The Corporation of the Municipality of Port Hope	Jeanette Davidson
Signature	Date (yyyy/mm/dd)
Jeanette Davidson	2026/02/02

Note: Parts 1 to 4 above shall be completed before construction.
Part 5 is to be completed after the inspection and testing have been undertaken.

ON00448E (2022/09) Page 2 of 2

Ontario

Ministry of the Environment, Conservation and Parks

Form SS1 - Record of Future Alteration Authorized for Separate Sewers/ Nominally Separate Sewers/Forcemains

Retain Completed Form - Do Not Send to the Ministry

Part 1 - Environmental Compliance Approval Number

(Insert the Environmental Compliance Approval number authorizing the alteration of Separate Sewers/Nominally Separate Sewers/Forcemains)

146-W601

Part 2 - Description of separate sewer/nominally separate sewer/forcemain alteration
(Use attachments if required)

The description shall include:

1) A brief description above of the undertaking (e.g. street name(s); subdivision name; project name); and
2) An attachment including a plan view drawing identifying at a minimum:
   a) location(s) of the undertaking (e.g. showing street names, easements, discharge points, slope (sewer only) etc.);
   b) nominal diameter of the sewers/forcemain(s), associated with the alteration.

The proposed sanitary sewer works include for removal and replacement of approximately 240m of existing, oversized concrete sanitary sewer ranging from 250mm to 525mm dia. between Pine Street to Cavan Street on Walton Street to be replaced with 240m 200mm PVC SDR35. All modifications to the sanitary sewer shall be made via open-cut installation. Side street connections at Pine Street will be replaced with 26.5m of 200mm PVC SDR-35 sanitary sewer to the South Leg and 19.5m of 200mm PVC SDR-35 sanitary sewer to the North Leg. Existing property services will be replaced with 100-150mm PVC SDR-28 sanitary sewer all supplied with clean-outs. The proposed sanitary sewer will connect back into the existing sewer system on Walton Street at Cavan Street. Proposed works do not change the discharge location or ultimate wastewater servicing route and will have negligible environmental effects

Part 3 - Verification by Licensed Engineering Practitioner

I hereby verify that I am a Licensed Engineering Practitioner who is licensed to practice in the Province of Ontario and the design of the separate sewer/nominally separate sewer/forcemain alteration:

1) Has been prepared by a Licensed Engineering Practitioner who is licensed to practice in the Province of Ontario;
2) Has been documented in a design report and any other applicable design forms;
3) Has been designed only to collect and transmit sewage and has not been designed to treat sewage;
4) Satisfies the design criteria set out in the Ministry of the Environment, Conservation and Parks publication "Design Criteria for Sanitary Sewers, Storm Sewers, and Forcemains for Alterations Authorized under Environmental Compliance Approval", as amended, and have documented the reasons for this opinion; and

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5) Is consistent with, or otherwise addresses, the design objectives contained within the Ministry of the Environment, Conservation and Parks publication "Design Guidelines for Sewage Works", as amended.

Name	PEO Licence Number
Ron Albright	90420050
Signature	**Date (yyyy/mm/dd)**
Ron Albright	2025/04/03

Part 4 - Verification by Owner

I hereby verify that:

1) The maximum wastewater discharge by users who will be serviced by the addition, modification, replacement or extension of the separate sewer/nominally separate sewer/forcemain will not result in:
   a) An excedance of the municipal sewage collection system hydraulic capacity, sewage treatment plant uncommitted reserve hydraulic capacity, or the downstream pumping station capacity;
   b) Adverse effects;
   c) Any increase in collection system overflows that is not offset by measures, and have documented any offset measures used; or,
   d) Any increase in the frequency and/or volume of Sewage Treatment Plan (STP) bypasses or STP overflows that is not offset by measures, and have documented any offset measures used. (Alternatively, if the wastewater flows to a STP not owned by the Owner, then the wastewater volume or flow rate is as agreed to with the Owner of the STP.)
2) The separate sewer, nominally separate sewer or forcemain alteration will:
   a) Not cause overflows or backups, nor increase surcharging at any maintenance holes or privately owned infrastructure (e.g. basements) within the municipal sewage collection system or any municipal sewage collection system connected to it; and
   b) Provide smooth flow transition to existing gravity sewers.
3) An assessment of the proposed works has been completed to determine if the works pose a significant drinking water threat. The proposed works do not pose any threats to sources of drinking water or design includes features that mitigate the threat to sources of drinking water, such as those included in: Ministry's Standard Operating Policy for Sewage Works, as amended from time to time; and Source Protection Plan policies pertaining to the works;
4) The separate sewer/nominally separate sewer/forcemain alteration is wholly located within the municipal boundary over which the owner has jurisdiction except where there is an agreement existed between municipalities;
5) The owner consents to the separate sewer/nominally separate sewer/forcemain alteration; and
6) I am an authorized representative of the owner to complete this verification.

Name of Owner	Name of Owner Representative
The Corporation of the Municipality of Port Hope	Kyle Beacock
Signature	**Date (yyyy/mm/dd)**
	2025/04/03

Part 5 - Post Construction Verification by Owner for Inspection and Testing

I hereby verify that:

1) The separate sewer, nominally separate sewer or forcemain alteration has complied with inspection and testing requirements set out in the Ministry of the Environment, Conservation and Parks publication "Design Criteria for Sanitary Sewers, Storm Sewers and Forcemains for Alterations Authorized under Environmental Compliance Approval", as amended, and have documentation of the inspection and testing results.

Name of Owner	Name of Owner Representative
The Corporation of the Municipality of Port Hope	Jeanette Davidson
Signature	**Date (yyyy/mm/dd)**
Jeanette Davidson	2026/02/02

Note: Parts 1 to 4 above shall be completed before construction.
Part 5 is to be completed after the inspection and testing have been undertaken.