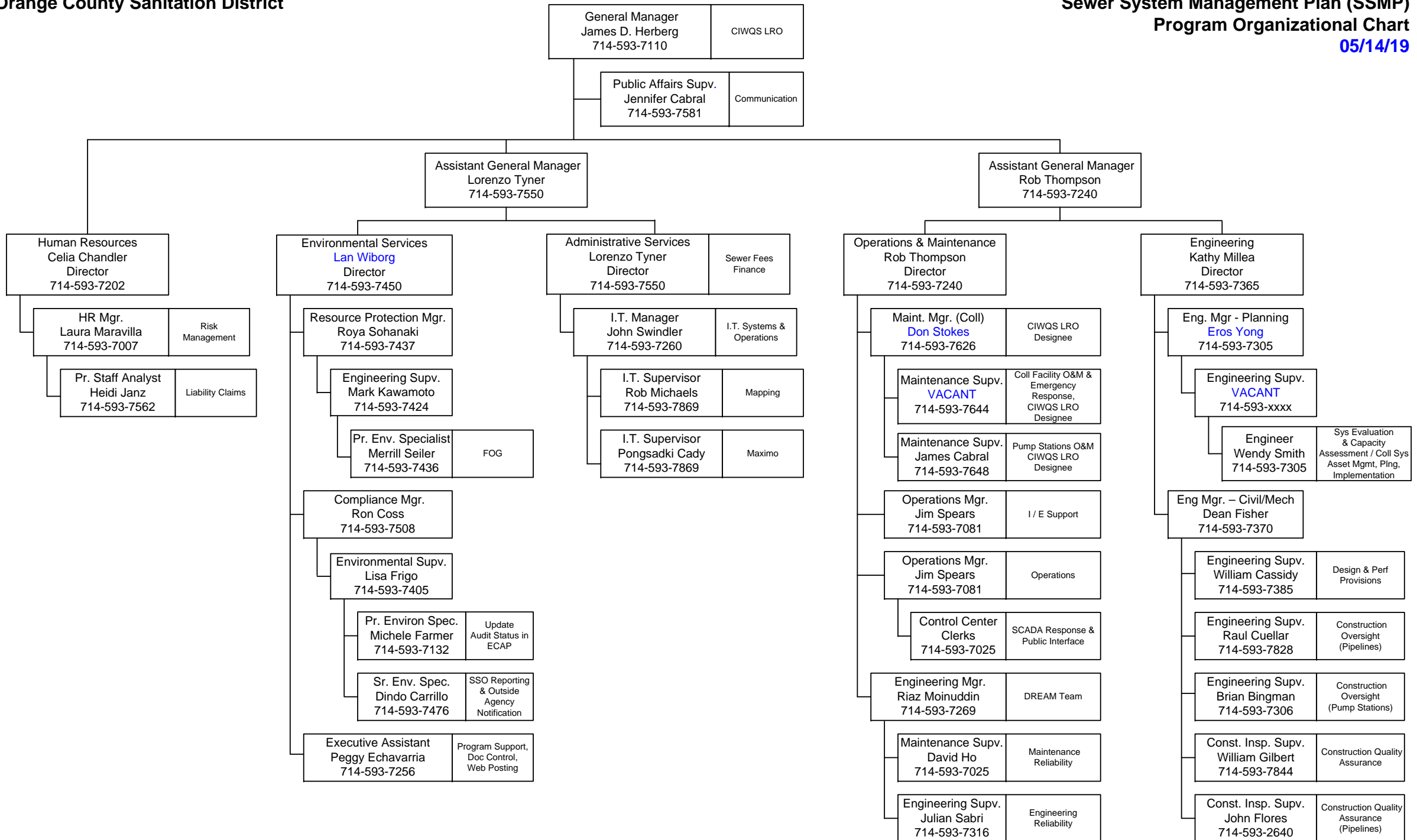


APPENDIX C

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 Vol II Appendix list (App I2)
10	12/16/14		▪ Updated Vol II Appendix list (App C)
11	03/12/15		▪ Updated Vol II Appendix list (App C)
12	08/11/15		▪ Updated Vol II Appendix list (App P2 & P3)
13	09/22/15		▪ Updated Vol II Appendix list (App G3)
14	12/02/15		▪ Updated Vol II Appendix list (App G3)
15	12/11/15		▪ Updated Vol II 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); Vol II Appendix list (App P2 & P3)
28	05/14/19	P. Echavarria	▪ Updated org chart & Narrative (Maint. Mgr- Collections)

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Organizational Narrative

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:

OCSD Position	SSMP Responsibility
General Manager	CIWQS Legally Responsible Official (LRO)
Public Affairs Supervisor – Public Affairs Office	Ensures OCSD's SSMP is available to the public and the public has input
Maintenance Manager – Collection Facilities Division	Legally Responsible Official (LRO) Designee – certify SSOs
Maintenance Supervisor – Collection Facilities Division	Collection Facilities Operations and Maintenance, Emergency Response, CIWQS LRO Designee to certify SSOs
Maintenance Supervisor, Collection Facilities Division	Pump Stations Operation and Maintenance
Operations Manager – O&M Dept., Instrumentation and Electrical Division	Designate resources for maintenance and repairs of electrical systems throughout the OCSD Collection System
Operations Manager – Operations Divisions	Designate resources for Plants 1 & 2 operations
Control Center Clerks – Operations Division	SCADA Response, Public interface
Engineering Manager – District Reliability Engineering and Maintenance (DREAM) Team Division	Overall responsibility for O&M Dept. DREAM Teams
Maint, Supv – DREAM Team Division	Designate resources for maintenance activities
Engineering Supv – DREAM Team Division	Designate resources for engineering activities
Manager - Laboratory, Monitoring, and Compliance Division (LMC)	Overall responsibility for the SSMP; SSMP budgeting and staffing to comply with the Order; Lead OCSD stakeholder meetings, Audit Closure
Pr. Environmental Specialist – Resource Protection Division	FOG Program
Pr. Environmental Specialist – Laboratory, Monitoring, and Compliance Division	Responsible for updating the status of the SSMP audit in ECAP, Approves third-party invoices for audits.
Sr. Environmental Specialist - Laboratory, Monitoring, and Compliance Division	SSO reporting and outside agency notification, Legislative tracking
Executive Assistant – 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	OCSD Mapping Tools to support the SSMP
I.T. Supervisor	Maximo
Human Resources Manager	Risk Management for Claims
Principal Staff Analyst – HR	Claims
Engineering Manager – Engineering Dept., Civil/Mechanical Division	Overall responsibility for Design & Perf; Construction Oversight; and Construction QA
Engineering Supervisor – Engineering Dept., Planning Division	Capital Replacement & Improvement Program: Rehabilitation, Replacement, Design & Capacity. System Evaluation, Capacity Assessment, Budgeting and Planning
Engineering Supervisor – Engineering Dept., Civil/Mech Division	Quality Assurance (Pipelines)
Engineering Supervisor – Engineering Dept., Civil/Mech Division	Quality Assurance (Pump Stations)
Construction Insp. Supv – Engineering Dept., Civil/Mech Division	Construction Quality Assurance (Pump Stations)
Construction Insp. Supv – Engineering Dept., Civil/Mech Division	Construction Quality Assurance (Pipelines)

CHAPTER LIST & APPENDICES – 05/14/19

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