



STATE OF DELAWARE  
**DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL**

DIVISION OF WATER  
 RICHARDSON & ROBBINS BUILDING  
 89 KINGS HIGHWAY  
 DOVER, DELAWARE 19901

LICENSING

PHONE  
 (302) 739-9116

**SECTION 4.04 REPORT**

WASTEWATER TREATMENT FACILITY			
Provide the requested information below as it pertains to the Wastewater Treatment Facility			
FACILITY NAME	_____		
PHYSICAL ADDRESS	_____		
CITY	STATE	_____	ZIP _____
OWNER INFORMATION			
Provide the requested information below as it pertains to the owner of the Wastewater Treatment Facility			
OWNER NAME	_____		
MAILING ADDRESS	_____		
CITY	STATE	_____	ZIP _____
RESPONSIBLE OFFICIAL	_____	TITLE	_____
EMAIL ADDRESS	_____	TELEPHONE	_____
This is the owner or designated representative assigned by the owner of the Wastewater Treatment Facility to answer inquiries and will be carbon copied on all pertinent correspondence with the licensed wastewater operator(s) assigned to this facility.			
TYPE OF PLANT OR TYPE OF UNIT PROCESSES OPERATED			
PLANT SIZE AND CLASSIFICATION			
DESIGN FLOW	_____ MGD	AVERAGE DAILY FLOW	_____ MGD
PLANT CLASSIFICATION (CIRCLE ONE) 1 2 3 4			
* OPERATOR(S) IN DIRECT RESPONSIBLE CHARGE (DRC)			
Means on-location accountability for, and on-location performance of, active daily operation (including Technical Supervision, Administrative Supervision, or Maintenance Supervision) for a Wastewater Facility, an operating shift of a system or a facility, or a major segment of a system or facility.			
NAME	LIC. #	LIC. LEVEL	AREA(S) OF RESPONSIBILITY
* OTHER OPERATOR(S)			
Means an individual, who at a given time, through observation, interpretation, or decision, operates a Wastewater Facility or a segment of a system or facility.			
NAME	LIC. #	LIC. LEVEL	AREA(S) OF RESPONSIBILITY
VERIFICATION			
DATE	SIGNATURE OF RESPONSIBLE OFFICIAL		

\* Attach additional sheet(s) if necessary

RETURN COMPLETED REPORTS TO: DNREC, Attn: Licensing, 89 Kings Highway, Dover, DE 19901