

Loan Recipient's Letterhead

*Please remove these notes prior to transmittal.*

*The Plan of Operation must be approved prior to approval of the facilities plan.*

*A certification letter may be submitted in lieu of a Plan of Operation when the project does not involve treatment, i.e., collection system extension/rehabilitation, etc.*

Date

Technical Reviewer

State Revolving Fund Loan Program  
William R. Snodgrass Tennessee Tower  
312 Rosa L. Parks Avenue, 12<sup>th</sup> Floor  
Nashville, TN 37243

RE: Certification of Plan of Operations  
City/UD/Authority (County County), Tennessee  
Loan No. SRF CW? CG? abcd-efg, Project Description

Dear Mr./Ms. Technical Reviewer:

In lieu of a Plan of Operation, the City/UD/Authority certifies the following:

1. The City/UD/Authority has trained operation and maintenance personnel, including a chief operator, that are currently on staff, and that the personnel will receive training on an as-needed basis.
2. The City/UD/Authority has adequate equipment and supplies, and personnel are trained concerning necessary records and record keeping.
3. The City/UD/Authority has a written Operation and Maintenance Manual that describes their process control procedures, safety program, emergency operating plan, and maintenance management program.
4. The City/UD/Authority has sufficient funding for operation and maintenance activities over the life of the loan for this project.
5. The City/UD/Authority has evaluated their wastewater treatment facilities for improved water and energy efficiency and will be implementing these conservation efforts within their treatment works to the maximum extent practicable for this project.

Sincerely,

Signature of Authorized Representative (usually the Mayor—may be designee by resolution—Please call Bagher Sami at 615-532-0501 if you are unsure), Title

cc: Consulting Engineer