DQM Project Workflow/Roles and Responsibilities Regulatory

Pre-App Meet
- Conduct a pre-app meeting, as necessary. (Permittee/Regulatory)

Permit Evaluation
- Evaluate the permit; determine the applicability of the DQM Program and special conditions. (Regulatory)

Project Setup
- Notify the DQM Center of the projected startup by submitting a New Project Request Form (available on the DQM website, https://dqm.usace.army.mil/Default.aspx). (Permittee)
- Create map layers specific to the project. (Contact the DQM Center for instructions on how to add geospatial layers.) (Permittee)

Certification Verification
- Schedule QA checks for the plant if it is not currently certified. (DQM Center/Permittee)
- Verify DQM certification status for the plant to be used on project. (DQM Center)

Quality Control (QC)
- Conduct QC prior to operations (*with possible Local District oversight). (Permittee)
- Conduct QC during operations. (Permittee)

Quality Assurance (QA)
- Monitor and review the incoming data daily and weekly. (Permittee/DQM Center)
- Administer permit compliance. (Local District)

Project Closeout
- Notify the DQM Center when the project is complete. (Permittee)
- Verify that all data has been received by the DQM Center. (Permittee/DQM Center)
- Verify compliance and data receipt. (Local District)

Local District/Regulatory   DQM Center   Permittee