

CHECKLIST

Material Compliance Reporting Checklist Major Water Retailers

PURPOSE

This document gives a summary of the information that must be provided by Major Water Retailers in a Material Compliance Report (**Report**).

Retailers should familiarise themselves with Water Industry Guideline No.1 – Compliance Systems & Reporting (**Guideline**), which contains detailed information on reporting and compliance obligations.

A major retailer means a retailer which provides retail services to more than 50,000 connections, with major licensee having the same meaning.

REGULATORY INSTRUMENT

- Water Industry Guideline No.1 – Compliance Systems & Reporting (WG1/2)

Available at: <http://www.escosa.sa.gov.au/water-overview/codes-guidelines/water-guidelines.aspx>

SUBMISSION CHECKLIST

- The Report must contain:
 - Annexure C – Responsibility Statement and sign-off (refer Guideline page 19) and
 - Schedule A – List of any non-compliances (refer Guideline page 20).
- The Report must be signed-off in accordance with clause 3.4.3 of the Guideline (refer Guideline page 6).
- The Report must clearly state the name and designation of the signatory.
- Report must be emailed to compliance@escosa.sa.gov.au (hardcopy report not required).

FURTHER INFORMATION

If you have any questions or would like to discuss any matter relating to regulatory reporting, please contact the Commission on 08 8463 4444 or at escosa@escosa.sa.gov.au