

---

## ELEMENT 5 Goals & Objectives

## Summary

File Name:	Revision	Approved by:	Rev. Date	Page 1 of 1
EMS_05_Summary.doc	02		04/22/05	

---

As part of the EMS program, the Encina Wastewater Authority (EWA) has established a process for setting goals and objectives for the biosolids program. In the context of the EMS program, goals are long-term performance improvement targets that are strategic in nature, while objectives are short-term, interim steps that help achieve a specific goal. The intent of setting goals and objectives is that they be specific, measurable, and have designated timeframes. Once the goals and objectives have been determined by the EWA management, an Action Plan is developed that describes the intended actions to be taken to meet the goals and objectives. The plan includes an implementation schedule, identifies who is responsible for a given action, what resources will be required, and how the success in carrying out the actions will be measured.

The EWA's present long-term goals and supporting objectives for biosolids management are contained in the EWA's *Biosolids Strategic Plan*. The *Biosolids Strategic Plan* is in accordance with the EWA's Biosolids Management Policy (see [Element 2](#)) and provides the approach for the EWA's present long-term goal of producing Class A biosolids.

In addition, the EWA has developed a more broad-based *Strategic Plan* that includes the EMS for biosolids management. The *Strategic Plan* provides the objectives in support of the *Biosolids Strategic Plan* and contains the departmental Work Plans for the year. Action Plan Status Reports are provided to each department manager on a regular basis.

The EWA General Manager and Department Managers meet on an annual basis and together they set the Action Plan for the Biosolids Management Program for the following year. The Action Plan is based upon the *Biosolids Strategic Plan's* goals and objectives, financial resources, regulatory requirements, and the commitment to the continual success of the EWA's biosolids program. The Action Plan for the Biosolids Management Program for the year is distributed through internal memoranda to each Department Manager who may influence the success of the Biosolids Management Program.