Waste Water Discharge Permit Application Form # WWDPA-New Revision # 7 Revision Date: 10/12/2021

Broward County Water and Wastewater Services Water and Wastewater Operations Division

WASTEWATER DISCHARGE PERMIT APPLICATION FORM

In accordance with Broward County Code Chapter 34-142 (A) 2., this application must be completed, executed by an authorized representative, and submitted within ten (10) days of receipt, along with a **\$100.00 filing fee** (made payable to "Broward County Board of Commissioners") to:

Manager, Enforcement Section
Water and Wastewater Services /Water and Wastewater Operations Division
2401 N. Powerline Road
Pompano Beach, FL 33069

The Broward County Permitting staff is available to assist you. For industrial user permitting questions, please contact the Permitting section at (954) 831-3049.

Note: Please read all attached instructions (Appendix A) prior to completing this application. Requests for confidential treatment of information provided on this form shall be governed by procedures specified in Section 403.111, Florida Statutes. In accordance with Rule 62-625.800, Florida Administrative Code, and The Broward County Sewer Use Ordinance Sec 34-148, information and data provided in this questionnaire which identifies the content, volume and frequency of discharge shall be available to the public without restriction.

SECTION A - GENERAL INFORMATION

A.1	Facility Name:				
	a. Operator Name:				
	b. Is the operator identified	l in 1.a., the owner of the fac	cility?	∃Yes	□ No
	If no, provide the name and other documents indicating	•	•		
A.2	Facility Address:				
	Street:				
	City:	State:	Zip:		
A.3	Business Mailing Address:				
	Street or P.O. Box:				
A.4	City: Designated authorized sign	State: atory of the facility:	Zip:		

	[Attach similar information f	or each authorized representative]	
	See page 20 for the definition	on of authorized signatory	
	Name:		
	Title:		
	Address:		
	City:	State:	Zip:
	Phone #	e-mail address:	
A.5	Designated facility contact:		
	Name:		
	Title:		
	Phone #	e-mail address:	
SECTIO	N B – BUSINESS ACTIVIT	Υ	
B.1	or business activities listed by	ill be employing processes in any below (regardless of whether they g es), place a check beside the ca	enerate wastewater, waste
Indus	trial Categories		
	 □ Canned and Preserved S □ Carbon Black Manufacturing □ Cement Manufacturing □ Centralized Waste Treatr □ Coal Mining □ Coil Coating 	ring ment eding Operation and Feedlots nimal Production g or Manufacturing components Manufacturing	

	☐ Glass Manufacturing
	☐ Grain Mills
	☐ Gum and Wood Chemicals Manufacturing
	□ Hospital
	☐ Ink Formulation
	☐ Inorganic Chemicals
	☐ Iron and Steel
	□ Landfill
	☐ Leather Tanning and Finishing
	☐ Meat and Poultry Products
	☐ Metal Finishing
	☐ Metal Products and Machinery
	☐ Mineral Mining and Processing
	□ Nonferrous Metals Forming
	□ Nonferrous Metals Manufacturing
	□ Oil and Gas Extraction
	□ Ore Mining
	□ Organic Chemicals Manufacturing
	□ Paint and Ink Formulating
	□ Paving and Roofing Manufacturing
	☐ Pesticides Chemical Manufacturing, Formulating, and/or Packaging
	□ Petroleum Refining
	☐ Pharmaceutical Manufacturing
	□ Phosphate Manufacturing
	□ Photographic Processing
	☐ Plastic and Synthetic Materials Manufacturing
	□ Porcelain Enameling
	☐ Printed Circuit Board Manufacturing
	☐ Pulp, Paper, and Fiberboard Manufacturing
	□ Rubber Manufacturing
	☐ Soap and Detergent Manufacturing
	☐ Steam Electric Power Generating
	□ Sugar Processing
	☐ Textile Mills
	☐ Timber Products
	☐ Transportation Equipment Cleaning
	□ Waste Combustors
	☐ Other (Describe)
B.2	Give a detailed description of all manufacturing processes at this facility including primary
	products or services provided on the premises. (Attach additional sheets as necessary):

B.3 Indicate applicable North American Industry Classification System (NAICS) codes for all

	a. b.				
	Б. С.				
	d.				
	e.				
B.4	Production Rate				
	Product P		ar Year Amounts (Daily Units)		Calendar Year Day (Daily Units
		Average	Maximum	Average	Maximum
				 	
					<u>l</u>
SECTI	ON C – WATER SUPPLY				
C.1	Water Sources: (Check as r □ Private Well □ Surface Water □ Municipal Water Utility (Sp □ Other (Specify):	•	applicable.)		
	□ Other (Opcony).				
C.2	Name (as listed on the water Street:	bill)			
	City:	State:		Zip:	
C.3	Water service account number	er:			
C.4	List average water usage on Please attach copies of 1 yea			stimate]	
	Туре	Ave	rage Water Usage		stimated (E) or
	Contact acalian water		(GPD)	Meas	sured (M)
a.	Contact cooling water				
b.	Non-contact cooling water				
C.	Boiler feeding				
d.	Process			 	
	Sanitary				
f.	Air pollution control				
g.	Contained in product				_
	Plant and equipment wash dov	vn			
i.	Irrigation and lawn watering				
<u>j.</u>	Other Total of a through j				
k.					

List average volume of discharge or water loss:

C.5

processes:

	c. E	vaporation		(GPD		
	d. C	ontained in I	Product	C	GPD		
SECTIO	N D -	SEWER IN	FORMATIO	N			
D.1a.	. For a	n existing bu	ısiness:				
	Is the	building pre	sently conne	cted to the	public sanita	ry sewer system?	
	Yes No	•	y sewer accor ou applied for			p?	□Yes □No
D.1b.	For a	new busines	ss:				
	(i) W	/ill you be oc	ccupying an e	existing vac	ant building?		□Yes □No
	(ii) Ha	ave you appl	lied for a build	ding permit	if a new facil	ity will be construct	ed? □Yes □ No
	(iii) V	Vill you be co	onnected to t	he public sa	anitary sewer	system?	□Yes □No
D.2		•			each dischar	ge pipe or discharg	e point which
	sheet		ewer system.	(If more t	han three, at	ach additional infor	mation on another
Des	sheet	t.) e Location o	ewer system. of Sewer Corrge Point	`		ach additional infor	
Des	sheet	t.) e Location o	of Sewer Cor	`			
Des	sheet	t.) e Location o	of Sewer Cor	`			
	sheet	t.) e Location o Dischar	of Sewer Cor	nnection o	r	Average Flow	
	sheet scriptive ON E -	e Location of Dischar	of Sewer Corge Point ATER DISC	nnection o	NFORMATIO	Average Flow	(GPD)
SECTION	sheet scriptive ON E -	wastew (or will) this ary sewer?	of Sewer Corge Point ATER DISC	HARGE II	NFORMATION astewater other "yes," comple	Average Flow ON her than from restro	(GPD) oms to the
SECTION	Sheet SCRIPTIVE ON E — Does sanita Yes No	e Location of Dischar WASTEW (or will) this ary sewer? If the an	ATER DISC facility discharswer to this onswer to this	HARGE II	NFORMATION astewater other "yes," complete "no," skip to	Average Flow ON her than from restro	oms to the
SECTION E.1	Sheet Scriptive ON E - Does sanita Yes No Provi	e Location of Dischar WASTEW (or will) this eary sewer? If the and If the If t	ATER DISC facility discharswer to this onswer to this	HARGE II arge any war	NFORMATION "yes," complete "no," skip to be ewater flow received.	Average Flow ON her than from restro ete the remainder of Section I.	oms to the
SECTION E.1	Sheet Scriptive ON E - Does sanita Yes No Provi	e Location of Dischar WASTEW (or will) this ary sewer? If the and If the and If the added the follow ours/day discontinuous d	ATER DISC facility discharswer to this conswer to this wing information	HARGE II arge any war	NFORMATION "yes," complete "no," skip to be ewater flow received.	Average Flow ON her than from restro ete the remainder of Section I.	oms to the

GPD GPD

a. City Sewer System

b. Waste Hauler

M T W TH F SAT SUN

c. Peak hourly flow rate (GPD)

d. Maximum daily flow rate (GPD)

e. Annual daily average (GPD)

E.3 If batch discharge occurs or will occur, indicate: [New facilities may estimate.]

a. Number of batch discharges (per day)

b. Average discharge per batch (GPD)

c. Time of batch discharges (days of week) (hours of day)

d. Flow rate (gallons per day)

E.4 Schematic Flow Diagram – For each major activity in which wastewater is, or will be generated, draw a diagram of the **flow of materials, products, water, and wastewater** from the start of the activity to its completion, showing all unit processes, pretreatment systems and sampling locations. Indicate which processes use water and which generate waste streams. Include the average daily volume and maximum daily volume of each waste stream [new facilities may estimate]. If estimates are used for flow data this **must** be indicated.

Number each unit process having wastewater discharges to the sewer. Use these numbers when showing this unit process in the building layout in Section H. (*include as an attachment*)

E.5 List average wastewater discharge, maximum discharge, and type of discharge (batch, continuous, or both), for **each** plant process. Include the reference number from the **process** schematic that corresponds to each process. [New facilities should provide estimates for each discharge]

No.	Process Description	Average Flow (GPD)	Maximum Flow (GPD)	Type of Discharge (batch, continuous,

E.6 List the average wastewater discharge, maximum discharge, and type of discharge (batch, continuous, or both) for each of the *nonprocess* wastewater flows (i.e., cooling tower blowdown, boiler blowdown)

No.	Process Description	Average Flow (GPD)	Maximum Flow (GPD)	Type of Discharge (batch, continuous,
				,

E.7	Do you have facility?	e, or plan to have, co	ntinuous wastewate	er flow monitoring equ	ipment at this
		Flow Metering Flow Metering		o	
		e indicate the present e the equipment belo		f this equipment on th	ne sewer schematic
E.8	wastewater		ristics? Consider p	ring the next three ye production processes the discharge.	
	□Yes □No	o (skip to Question	10)		
E.9	•	ribe these changes a ics: (attach additiona		he wastewater volum	e and
E.10	Are any rec	ycling or reclamation	systems in use or p	planned?	
	□Yes □No	o (skip to Question	12)		
E.11	concentration			covered, percent reco	

SECTION F - CHARACTERISTICS OF DISCHARGE

SECTION G - TREATMENT

G.1	Is any form of wastewater treatment (see list below) practiced at this facility? □Yes □No
G.2	Is any form of wastewater treatment (or changes to an existing wastewater treatment) planned for this facility within the next three years?
	□No □Yes, Describe:
G.3	Treatment devices or processes used or proposed for treating wastewater or sludge (check as many as appropriate). Air flotation Centrifuge Chemical precipitation Chlorination Cyclone Filtration Flow equalization Grease or oil separation, type: Grease trap Grinding filter Grit removal lon exchange Neutralization, pH correction Ozonation Reverse osmosis Screen Sedimentation Septic tank Solvent separation Spill protection Sump Rainwater diversion or storage Biological treatment, type: Other chemical treatment, type: Other, type:

Is process wastewater mixed with nonprocess wastewater prior to the sampling point?

G.4

G.5	Describe the pollutant loadings, flow rates, design capacity, physical size, and operating procedures of each treatment facility checked in G.3.
G.6	Attach a process flow diagram for each existing treatment system. Include process equipment, by- products, by-product disposal method, waste and by-product volumes, and design and operating conditions,

G.7	Describe any changes in treatment or disposal methods planned or under construction for the wastewater discharge to the sanitary sewer. Please include estimated completion dates.
G.8	Do you have a treatment operator? □Yes □No
	(If Yes, please provide the following information)
	Name:
	Title:
	Phone: e-mail address:
	Full time (specify hours):
	Part time (specify hours):
G.9	Do you have a manual on the correct operation of your treatment equipment? □Yes □No
G.10	Do you have written maintenance schedule for your treatment equipment? ☐Yes ☐No

SECTION H – FACILITY OPERATIONAL CHARACTERISTICS

H.1 Shift Information

Work Days		Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.
Work Days								
Shifts per work da	у							
Compleyees ner	1st							
Employees per shift	2nd							
Snitt	3rd							
Shift:	1st							
Start and End	2nd							
times	3rd							

times			3rd								
H.2	Indic	ate who	ether th	e busine	ss activi	ty is:					
				ugh the ye the montl		year dur	ring \	which the b	usiness oc	curs):	
	J	F	М	Α	M	J	J	Α	S	O N	D
	Com	ments:									
H.3	Indic	ate who	ether th	e facility	discharç	ge is:					
				ugh the ye the month		year dur	ring \	which the b	ousiness oc	curs):	
	J	F	М	Α	M	J	J	Α	S	O N	D
	Com	ments:									
H.4	Does	s opera	tion shu	ut down fo	or vacatio	n, maint	enar	nce, or othe	er reasons?	,	
	□Nc	□Ye	s, indic	ate reaso	ns and pe	eriod wh	en sl	hutdown od	ccurs:		

H.5 List types and amounts (mass or volume per day) of raw materials used or planned for use (attach additional sheets if needed):

Material Name	Utilized for	Disposal Method	Quantity Utilized per month

H.6 List types and quantity of chemicals used or planned for use (attach list if needed). Include copies of Safety Data Sheets (if available) for all chemicals identified.

Chemical Name	Utilized for	Disposal Method	Quantity Utilized per month

H.7 Building Layout – Draw to scale the location of each building on the premises. Show map orientation and location of all water meters, storm drains, numbered unit processes (from schematic flow diagram), public sewers, and each facility sewer line connected to the public sewers.

Number each sewer and show existing and proposed sampling locations.

A blueprint or drawing of the facilities showing the above items may be attached in lieu of submitting a drawing on this sheet.

SECTION I – SPILL PREVENTION

l.1	Do you have chemical storage containers, bins, or ponds at your facility?
	\Box No \Box If yes, please give a description of their location, contents, size, type, and frequency and method of cleaning.
	Also indicate in a diagram or comment on the proximity of these containers to a sewer or storm drain. Indicate if buried metal containers have any protection:
I.2	Do you have floor drains in your manufacturing or chemical storage area(s)?
	□ No
	□ Yes
	If yes, are these floor drains sealed or unsealed?
	If the floor drains are unsealed, where do they discharge to?
1.3	If you have chemical storage containers, bins, or ponds in manufacturing area, could an accidental spill lead to a discharge to (check all that apply):
	□ an onsite disposal system
	 □ public sanitary sewer system (e.g., through a floor drain) □ storm drain
	☐ the ground
	□ other, specify:□ not applicable, no possible discharge to any of the above routes
1.4	Do you have an accidental spill prevention plan (ASPP) to prevent spills of chemicals or slug discharges from entering the Control Authority's collection systems?
	☐ Yes – [Please enclose a copy with the application.]
	□ No
	□ N/A, since there are no floor drains and/or the facility discharge(s) only domestic wastes.

	se describe below ent their reoccurre	any previous spill events and remedia ence.	al measures taken to
I.6 Plea	se identify from th	e following List, the Type and Approxi	mate Volume of Chemicals Stored
	our facility.	io tollowing flot, the Type and Approxi	mate verame er enemeale eteret
СН	IEMICALS	VOLUME STORED AT YOUR FACILITY	CONTAINER SIZE
Acids			
Alcohol, X	ylene		
Anti-Freez	е		
Bases/Cau	ustic Chemicals		
Batteries			
Benzene,	Toluene		
Bio Hazaro	dous Waste		

SECTION J – BEST MANAGEMENT PRACTICES

J.1	from entering a facility's waste stream or from reaching a discharge point.
	BMPs are management and operational procedures such as schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the general and specific prohibitions listed in 40 CFR 403.5(a)(1) and (b). BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.
J.2	Do you have the potential for a slug discharge to the sewer system? A slug discharge is any
J.2	discharge of a non-routine episodic nature, including but not limited to an accidental spill or a non-customary batch discharge, which has a reasonable potential to cause interference or pass through, or in any other way violate the POTW's regulations, local limits or permit conditions [40 CFR 403.8(f)(2)(v).] \square Yes \square No
	Please describe the type of the potential slug discharge, including quality and content.
	Please describe current mechanisms for prevention of slug discharges.
	Please describe where and how raw materials are stored.

SECTION K - NON-DISCHARGED WASTES

K.1	Are any waste liquids	or sludges generate	d and not dispos	sed of in the sanitary sewer system?
	□Yes, please describer □No, skip the remain			
Waste	Generated	Quantity (per ye	ear)	Disposal Method
K.2	Indicate which waste and which are dispos		e disposed of at	an off-site treatment facility
K.3	If any of your wastes waste and the facility		e centralized was	ste treatment facility, identify the
K.4	If an outside firm remaddress(es) of all wa		re checked wast	es, state the name(s) and
	a		Permit # (if app	licable)
	b		Permit # (if app	elicable)
K.5	Have you been issue	d any Federal, State	, or local environ	mental permits?
	□ Yes □ No			
	If yes, please list the	permit(s):		
K.6	Describe where and	now waste liquids an	d sludge are sto	red.

SECTION L - AUTHORIZED SIGNATURES

Compliance certification:

L.1	Are all applicable Federal, State, or local pretreatment standards being met on a consistent basis? ☐ Yes ☐ No ☐ Not yet discharging	s and requirements
L.2	 If No: a. What additional operations and maintenance procedures are the facility into compliance? Also, list additional treatment to considered in order to bring the facility into compliance. b. Provide a schedule for bringing the facility into compliance. planned along with reasonable completion dates. Note that issues a permit to the applicant, it may establish a schedule f the one submitted by the facility. 	Specify major events if the Control Authority
	Milestone Activity	Completion Date

Authorized Representative Statement

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name(s)	-	Title(s)	
Signature(s)*	_	Date	Phone

^{*} To be signed by an authorized representative, as defined in [34-138(c) (3)], after completion of this form.

Appendix A

INSTRUCTIONS TO FILL OUT WASTEWATER DISCHARGE PERMIT APPLICATION

The permit application must be completed through question E.1. If you answer "no" to question E.1., you may skip to Section I. Otherwise, if a question is not applicable, indicate so on the form. Instructions to some questions on the permit application are given below.

SECTION A – INSTRUCTIONS (GENERAL INFORMATION)

- A.1 Enter the facility's official or legal name. Do not use a colloquial name.
 - a. Operator Name: Give the name, as it is legally referred to, of the person, firm, public organization, or any other entity which operates the facility described in this application. This may or may not be the same name as the facility.
 - b. Indicate whether the entity which operates the facility also owns it by marking the appropriate box:
 - (i) If the response is "No," clearly indicate the operator's name and address and submit a copy of the contract and/or other documents indicating the operator's scope of responsibility for the facility.
- A.2 Provide the physical location of the facility that is applying for a discharge permit.
- A.3 Provide the mailing address where correspondence from the Control Authority may be sent.
- A.4 Provide all the names of the authorized signatories for this facility for the purposes of signing all reports. All applications, reports, or information submitted to the BCWWS must contain an <u>original signature as required in sections</u> a), b), c) or d) below
 - a. By a <u>responsible corporate officer</u>, if the Industrial User submitting the reports is a corporation. For the purpose of this paragraph, a responsible corporate officer means:
 - (i) A President, Secretary, Treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy - or decision-making functions for the corporation; or
 - (ii) The Manager of one or more manufacturing, production, or operation facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter, 1980 dollars), if authority to sign documents has been assigned or delegated to the Manager in accordance with corporate procedures.
 - b. By a **general partner or proprietor** if the Industrial User submitting the reports is a partnership or sole proprietorship, respectively.

c. The <u>principal Executive Officer or Director</u> having responsibility for the overall operation of the discharging facility if the Industrial User submitting the reports is a Federal, State, or local governmental entity, or their agents.

d. By a <u>duly authorized representative of the individual designated in paragraph</u> A.4 a, b or c of this section if:

- (i) The authorization is made in writing by the individual described in paragraph (a), (b) or (c);
- (ii) The authorization specifies either an individual or a position having responsibility for the overall operation of the facility from which the Industrial discharge originates, such as the position of Plant Manager, operator of a well, or a Well Field Superintendent, or a position of equivalent responsibility, or having overall responsibility for environmental matters for the company; and
- (iii) The written authorization is submitted to the BCWWS.
- e. If an authorization under paragraph (d) of this Section is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, or overall responsibility for the environmental matters for the company, a new authorization satisfying the requirements of paragraph (d) of this section must be submitted to the BCWWS prior to or together with any reports to be signed by an authorized representative.

SECTION B - INSTRUCTIONS (BUSINESS OPERATIONS)

- B.1 Check off all operations that occur or will occur at your facility.
- B.2 Provide a brief narrative description of all operations at this facility.
- B.3 For all processes found on the premises, indicate the NAICS (North America Industry Classification System) code which replaces the Standard Industrial Classification (SIC) system. To determine the NAICS code for a facility see *North American Industry Classification System--United States*, 2002 which includes definitions for each industry, tables showing correspondence between 2002 NAICS and 1997 NAICS for codes that changed, and a comprehensive index--features also available on this web site.
- B.4 List the types of products, giving the common or brand name and the proper or scientific name. Enter from your records the average and maximum amounts produced daily for each operation for the previous calendar year, and the estimated total daily production for this calendar year. Be sure to specify the daily units of production. Attach additional pages as necessary.

SECTION C – INSTRUCTION (WATER SUPPLY)

C.1 Provide daily average water usage within the facility. Contact cooling water is cooling water that during the process comes into contact with process materials, thereby becoming contaminated. Non-contact cooling water does not come into contact with process materials. Sanitary water includes only water used in restrooms. Plant and equipment wash-down includes floor wash-down. If sanitary flow is not metered, provide an estimate based on 25 gallons per day (gpd) for each employee.

SECTION E - INSTRUCTION (WASTEWATER DISCHARGE INFORMATION)

- E.1 If you answer "no" to this question, skip to Section I, otherwise complete the remainder of the application.
- E.2 A schematic flow diagram is required to be completed and certified for accuracy by a State Registered Professional Engineer. Assign a sequential reference number to each process starting with No. 1. An example of a drawing is shown below in Figure 1. To determine your average daily volume and maximum daily volume of wastewater flow, you may have to read water meters, sewer meters, or make estimates of volumes that are not directly measurable.

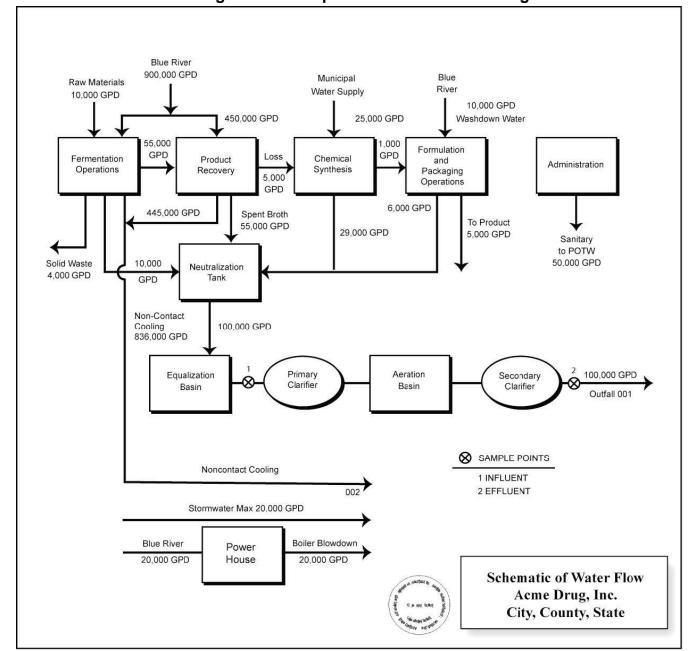


Figure 1. Example of Schematic Flow Diagram

E.3 Users should report average daily and daily maximum wastewater flows from each process, operation, or activity present at the facility. Categorical users should report average daily and maximum daily wastewater flows from every regulated, unregulated, and dilution process. A regulated waste stream is defined as wastewater from an industrial process that is regulated for a particular pollutant by a categorical pretreatment standard. Unregulated waste streams are waste streams from an industrial process that are not regulated by a categorical pretreatment standard and are not defined as a dilution waste stream. Dilution waste streams include sanitary wastewater, boiler blowdown, noncontact cooling water or blowdown, storm water streams, demineralized backwash streams and process waste streams from certain industrial subcategories exempted by EPA from categorical pretreatment standards. [For further details see 40 CFR 403.6 (e).]

E.4 Users should report the average daily and daily maximum wastewater flows for each nonprocess wastewater flows. Nonprocess wastewater flows include, but are not limited to, cooling tower blowdown and boiler blowdown.

SECTION F – INSTRUCTION (CHARACTERISTICS OF DISCHARGE)

The industrial user will be required to provide the results of sampling and analysis identifying the nature and concentration of regulated pollutants in the discharge from each regulated process. Both daily maximum and average concentration values must be reported. The sample must be representative of daily operations.

If the User is subject to categorical effluent limits, the user must take a minimum of one representative sample to compile the necessary data. Samples should be taken immediately downstream from pretreatment facilities if such exists or immediately downstream from the regulated process if no pretreatment exists. If other wastewaters are mixed with the regulated wastewater prior to pretreatment, the user should measure the flows and concentrations. Sampling and analysis must be performed in accordance with the techniques prescribed in 40 CFR part 136 and amendments thereto. Furthermore, the date and place, and the methods of analysis must be submitted with the application. Historical data may be used if the data provides sufficient information to determine the need for industrial pretreatment measures.

SECTION H - INSTRUCTION (FACILITY OPERATIONAL CHARACTERISTICS)

- H.1 Indicate whether the business activity is continuous throughout the year or if it is seasonal. If the activity is seasonal, circle the months of the year during which the discharge occurs. Make any comments you feel are required to describe the variation in operation of your business activity.
- H.2 Indicate any shut downs in operation which may occur during the year and indicate the reasons for shutdown.
- H.3 Provide a listing of all primary raw materials used (or planned) in the facility's operations. Indicate amount of raw material used in daily units.
- H.4 Provide a listing of all chemicals used (or planned) in the facility's operations. Indicate the amount use of planned in daily units. Avoid the use of trade names of chemicals. If trade names are used, also provide chemical compounds. Provide copies of all available material safety data sheets for all chemical identified.
- H.5 A building layout or plant site plan of the premises is required to be completed and certified for accuracy by a State registered professional engineer. Approved building plans may be submitted.

An arrow showing North as well as the map scale must be shown. The location of each existing and proposed sampling location and facility sewer line must be clearly identified as well as all sanitary and wastewater drainage plumbing. Number each unit process discharging wastewater to the public sewer. Use the same number system shown in Figure 2, the schematic flow diagram. An example of the drawing required is shown below.

Anybody's Meat Co. (Scale: 1" = 100') PROPERTY LINE ~ SAMPLING MANHOLE NO. 1 6" Side Sewer No. 1 3" WATER METER 2 4 12" PUBLIC SEWER 5 Side Sewer No. 2 3 (sanitary waste only) OFFICE PARKING 2" WATER METER TO STORM SEVENTH AVE SEWER PROCESS NUMBER SIDE SEWER MAN HOLE PUBLIC SEWER WATER LINE WATER METER

Figure 2. Example of Building Layout

SECTION I - INSTRUCTION (SPILL PREVENTION)

I.1 Describe how the spill occurred, what was spilled, when the spill happened, where it occurred, how much was spilled, and whether or not the spill reached the sewer. Also explain what measures have been taken to prevent a reoccurrence or what measures have been taken to limit damage if another spill occurs.

SECTION K – INSTRUCTIONS (NON-DISCHARGED WASTES)

- K.1 For wastes not discharged to the Control Authority's sewer, indicate types of waste generated, amount generated, the way in which the waste is disposed (e.g., incinerated, hauled, etc.), and the location of disposal.
- K.2 Onsite disposal system could be a septic system, lagoon, holding pond (evaporative-type), etc.
- K.3 Types of permits could be: air, hazardous waste, underground injection, solid waste, NPDES (for discharges to surface water), etc.

SECTION L – INSTRUCTIONS (AUTHORIZED SIGNATURES)

See instructions for question 4 in Section A, for a definition of an authorized representative.