

## State Water Resources Control Board

### EX PARTE DISCLOSURE REQUIREMENTS FOR PENDING GENERAL ORDERS

The prohibition against ex parte communications no longer applies to general waste discharge requirements (including NPDES permits), general waivers and general Clean Water Act section 401 water quality certifications. A “general order” does not name specific dischargers, but instead allows eligible dischargers to enroll. The following information will help the public comply with the requirement to meet statutory disclosure requirements. For more information, see Water Code section 13287 and [http://www.waterboards.ca.gov/laws\\_regulations/docs/exparte.pdf](http://www.waterboards.ca.gov/laws_regulations/docs/exparte.pdf).

#### ***Must I disclose ex parte communications with board members regarding pending general orders?***

You must provide written disclosure if you are in one of these categories:

- Potential enrollees (including their representatives or employees)
- Persons with a financial interest (including their representatives or employees). For a definition of “financial interest,” consult the Political Reform Act (Gov. Code, § 87100 et seq.) and implementing regulations (Cal. Code of Regs., tit. 2, § 18700 et seq.), or the Fair Political Practices Commission website (<http://www.fppc.ca.gov/index.php?id=51>)
- Representatives acting on behalf of any formally organized civic, environmental, neighborhood, business, labor, trade, or similar association

#### ***What must I disclose?***

The attached form lists the information that must be disclosed to document a meeting, telephone call or other conversation. For written communications, a complete copy of the letter or email with all attachments is adequate.

#### ***When is the disclosure due?***

Water Board staff must receive the disclosure within seven (7) working days after the board member receives the communication (generally, the date of a phone call or meeting with a board member).

#### ***Who must receive my disclosure documents?***

Unless the board member(s) provided you with a different contact person, please send your materials to: [commentletters@waterboards.ca.gov](mailto:commentletters@waterboards.ca.gov)

#### ***What will the Water Board do with my disclosure?***

The Water Board is required to post the disclosure on its website and to distribute it via any electronic distribution list for the proposed order. There is no requirement to distribute the disclosure to board members or to prepare responses. If you want to submit written comments or evidence on a proposed general order, you must provide the comments or evidence following the procedure and timelines provided in the notice for the board’s proceeding.

#### ***May other interested persons respond to a disclosure notice?***

The Water Code does not require that interested persons be allowed to respond to disclosure notices. Any such responses should be included in formal comments submitted during the order’s written comment period, included in oral comments at the hearing, or both.

**STATE WATER RESOURCES CONTROL BOARD  
EX PARTE COMMUNICATIONS REGARDING PENDING GENERAL ORDERS  
DISCLOSURE FORM**

*Note: This form is intended to assist the public in providing the disclosure required by law. It is designed to document meetings and phone calls. Written communications may be disclosed by providing a complete copy of the written document, with attachments. Unless the board member(s) provided you with a different contact person, please send your materials to: [commentletters@waterboards.ca.gov](mailto:commentletters@waterboards.ca.gov)*

***Use of this form is not mandatory.***

1. Pending General Order that the communication concerned:
  
2. Name, title and contact information of person completing this form:  
*Note: Contact information is not mandatory, but will allow the Water Board to assist you if additional information is required. If your contact information includes your personal residence address, personal telephone number or personal email address, please use a separate sheet of paper if you do not want that information posted on our website. However, this information may be provided to members of the public under the Public Records Act.*
  
3. Date of meeting, phone call or other communication:  
  
Time:  
  
Location:
  
4. Type of communication (written, oral or both):
  
5. Names of all participants in the communication, including all board members who participated:
  
  
6. Name of person(s) who initiated the communication:
  
  
7. Describe the communication and the content of the communication. *Include a brief list or summary of topics discussed at the meeting, any legal or policy positions advocated at the meeting, any factual matters discussed, and any other disclosure you believe relevant. The Office of Chief Counsel recommends that any persons requesting an ex parte meeting prepare an agenda to make it easier to document the discussion properly. Attach additional pages, if necessary.*
  
8. **Attach a copy of handouts, PowerPoint presentations and other materials any person used or distributed at the meeting. If you have electronic copies, please email them to facilitate web posting.**

ESJ Order Impacts on Rice Coalition

Requirement	Submittal Frequency	Estimated Cost	Assumptions
<b>Individual Grower Costs</b>			
Submission of the Farm Evaluation	Annual	\$ 71,500.00	1 hr per web-template (or Permit Number) 1,300 permit numbers
Participation in outreach event	Annual	\$ 286,000.00	1/2 day (4 hours) per operation (or Permit Number)
Development of a certified irrigation nitrogen management plan (INMP) for each operation (or farm)	Annual	\$ 4,400,000.00	8 hr of grower work by field to prepare INMP, plus \$200 advisor fee for certification per field
Submission of a certified Sediment Erosion Control Plan	Annual	\$ 403,000.00	2 hr per web-template (or Permit Number) assume 1,300 permit numbers; \$200 advisor fee
<b>Total Cost to Individual Growers</b>	<b>Annual</b>	<b>\$ 5,160,500.00</b>	
<b>CRC Costs</b>			
Development of a MPEP (worplan)	Once	\$150,000	Initial estimate (doesn't include implementation)
Grower outreach events	Annual	\$17,000	Assume each meeting will cost \$5,000 for mailings and meeting execution; \$12,000 for CRC prep time and give-aways
Development of a Ground Water Quality Management Plan	Once	\$20,000	Online web-tool development
Reporting and maintenance of field level data and the addition of A/R ratios	Once	\$50,000	Based generally on consultant work for the Trend Monitoring Workplan
Submission of NMP summary data	Annual	\$60,000	Revise the current NMP web-template to include new INMP requirements
Develop Sediment Erosion Control Plan Template	Annual	\$12,000	loosely based on N removed assumptions from John Dickey Based on consultant work for FE data summary
<b>Total Cost to CRC</b>	<b>Annual</b>	<b>\$350,000</b>	Add a section to the existing FE/NMP online database for the Sediment Erosion Control Plan requirements.
<b>Fees</b>	<b>Annual</b>	<b>\$89,000</b>	<b>Cost related to developing templates and initial reports</b> <b>Cost associated with annual reporting</b>
Increase in fees as a result of RWB's estimated increased staff levels.	Annual, per acre	\$ 3.38	Compared to the current fee based on 18 PV's (\$0.75/acre). RB estimates need increase to 99 PV's - or 81 additional PV's.
	<b>Annual, for all rice fields</b>	<b>\$ 1,856,350</b>	<b>Assume 550,000 acres harvested; with additional \$100 fee.</b>
	<b>Total startup</b>	<b>\$ 350,000</b>	
	<b>Total annual</b>	<b>\$ 7,105,850</b>	

Assumptions	
Labor (\$/hr):	55
Size of field (acres):	80
Acres of rice harvested (full crop):	550,000
Fee for 18 PV's (\$/ac):	0.75
Fee for 81 PV's (\$/ac):	3.38
Number of permits	1,300