

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD  
SAN FRANCISCO BAY REGION

**ATTACHMENT H**  
PRETREATMENT PROGRAM PROVISIONS

For

NPDES POTW WASTEWATER DISCHARGE PERMITS

March 2011

[Attachment H](#)  
[Pretreatment Program Provisions](#)

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**Attachment H: Pretreatment Program Provisions**

1. The Discharger shall be responsible and liable for the performance of all Control Authority pretreatment requirements contained in 40 CFR 403, including any regulatory revisions to Part 403. Where Part 403 or subsequent revision places mandatory actions upon the Discharger as Control Authority but does not specify a timetable for completion of the actions, the Discharger shall complete the required actions within six months from the issuance date of this permit or six months from the effective date of the Part 403 revisions, whichever comes later.

(If the Discharger cannot complete the required actions within the above six-month period due to sewer use ordinance modifications or other substantial pretreatment program modifications, the Discharger shall notify the Executive Officer in writing at least 60 days prior to the six-month deadline. The written notification shall include a summary of completed required actions, an explanation for why the six-month deadline cannot be met, and a proposed timeframe to complete the rest of the required actions as soon as practical but not later than within twelve months of the issuance date of this permit or twelve months of the effective date of the Part 403 revisions, whichever comes later. The Executive Officer will notify the Discharger in writing within 30 days of receiving the request if the extension is not approved.)

For violations of pretreatment requirements, the Discharger shall be subject to enforcement actions, penalties, fines and other remedies by the United States Environmental Protection Agency (USEPA) or other appropriate parties, as provided in the Clean Water Act (Act). The USEPA and/or the State may initiate enforcement action against an Industrial User (IU) for noncompliance with applicable standards and requirements as provided in the Act.
2. The Discharger shall enforce the requirements promulgated under Sections 307(b), 307(c), 307(d) and 402(b) of the Act. The Discharger shall cause IUs subject to Federal Categorical Standards to achieve compliance no later than the date specified in those requirements or, in the case of a new IU, upon commencement of the discharge.
3. The Discharger shall perform the pretreatment functions as required in 40 CFR 403 and amendments or modifications thereto including, but not limited to:
  - A) Implement the necessary legal authorities to fully implement the pretreatment regulations as provided in 40 CFR 403.8(f)(1);
  - B) Implement the programmatic functions as provided in 40 CFR 403.8(f)(2);
  - C) Publish an annual list of IUs in significant noncompliance as provided per 40 CFR 403.8(f)(2)(viii);
  - D) Provide for the requisite funding and personnel to implement the pretreatment program as provided in 40 CFR 403.8(f)(3); and
  - E) Enforce the national pretreatment standards for prohibited discharges and categorical standards as provided in 40 CFR 403.5 and 403.6, respectively.
4. The Discharger shall submit annually a report to USEPA Region 9, the State Water Board and the Regional Water Board describing its pretreatment program activities over the

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- Deleted: The Discharger shall be subject to enforcement actions, penalties, and fines as provided in the Clean Water Act (33 USC 1351 et seq.), as amended. The Discharger shall implement and enforce its Approved Pretreatment Program or modified Pretreatment Program as directed by the Regional Water Board's Executive Officer or the USEPA.
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previous calendar year. In the event that the Discharger is not in compliance with any conditions or requirements of the Pretreatment Program, the Discharger shall also include the reasons for noncompliance and a plan and schedule for achieving compliance. The report shall contain, but is not limited to, the information specified in Appendix H-1 entitled, "Requirements for Pretreatment Annual Reports." The annual report is due on the last day of February each year.

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5. The Discharger shall submit a pretreatment semiannual report to USEPA Region 9, the State Water Board and the Regional Water Board describing the status of its significant IUs (SIUs). The report shall contain, but not is limited to, information specified in Appendix H-2 entitled, "Requirements for Pretreatment Semiannual Reports." The semiannual report is due July 31<sup>st</sup> for the period January through June. The information for the period July through December of each year shall be included in the Annual Report identified in Appendix H-1. The Executive Officer may exempt a Discharger from the semiannual reporting requirements on a case by case basis subject to State Water Board and USEPA's comment and approval.

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The Discharger may combine the annual pretreatment report with the semiannual pretreatment report (for the July through December reporting period). The combined report shall contain all of the information requested in Appendices A and B and will be due on January 31<sup>st</sup> of each year.¶

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6. The Discharger shall conduct the monitoring of its treatment plant's influent, effluent, and sludge (biosolids) as described in Appendix H-4 entitled, "Requirements for Influent, Effluent and Sludge (Biosolids) Monitoring." (The term "biosolids," as used in this Attachment, shall have the same meaning as wastewater treatment plant "sludge" and will be used from this point forward.) The Discharger shall evaluate the results of the sampling and analysis during the preparation of the semiannual and annual reports to identify any trends. Signing the certification statement used to transmit the reports shall be deemed to certify the Discharger has completed this data evaluation. A tabulation of the data shall be included in the pretreatment annual report as specified in Appendix H-4. The Executive Officer may require more or less frequent monitoring on a case by case basis.

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REQUIREMENTS FOR PRETREATMENT ANNUAL REPORTS

The Pretreatment Annual Report is due each year on February 28 and shall contain activities conducted during the previous calendar year. The purpose of the Annual Report is to:

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- Describe the status of the Discharger's pretreatment program; and
Report on the effectiveness of the program, as determined by comparing the results of the preceding year's program implementation.

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The report shall contain, at a minimum, the following information:

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1) Cover Sheet

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The cover sheet shall include:

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- A) All the names and National Pollutant Discharge Elimination Discharge System (NPDES) permit numbers of all the Dischargers that are part of the Pretreatment Program;
B) The name, address and telephone number of a pretreatment contact person;
C) The period covered in the report;
D) A statement of truthfulness; and
E) The dated signature of a principal executive officer, ranking elected official, or other duly authorized employee who is responsible for overall operation of the Publicly Owned Treatment Works (POTW) (40 CFR 403.12(m)).

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This section shall include:

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- A) Any pertinent background information related to the Discharger and/or the JU base of the area;
B) List of applicable interagency agreements used to implement the Discharger's pretreatment program (e.g., Memoranda of Understanding (MOU) with satellite sanitary sewer collection systems); and
C) A status summary of the tasks required by a Pretreatment Compliance Inspection (PCI), Pretreatment Compliance Audit (PCA), Cleanup and Abatement Order (CAO), or other pretreatment-related enforcement actions required by the Regional Water Board or the USEPA. A more detailed discussion can be referenced and included in the section entitled, "Program Changes," if needed.

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### 3) Definitions

This section shall include a list of key terms and their definitions that the Discharger uses to describe or characterize elements of its pretreatment program, or the Discharger may provide a reference to its website if the applicable definitions are available on-line.

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### 4) Discussion of Upset, Interference and Pass Through

This section shall include a discussion of Upset, Interference or Pass Through incidents, if any, at the Discharger's treatment plant(s) that the Discharger knows of or suspects were caused by IU discharges. Each incident shall be described, at a minimum, consisting of the following information:

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- A) A description of what occurred;
- B) A description of what was done to identify the source;
- C) The name and address of the IU responsible;
- D) The reason(s) why the incident occurred;
- E) A description of the corrective actions taken; and
- F) An examination of the local and federal discharge limits and requirements for the purposes of determining whether any additional limits or changes to existing requirements may be necessary to prevent other Upset, Interference or Pass Through incidents.

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### 5) Influent, Effluent and Biosolids Monitoring Results

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The Discharger shall evaluate the influent, effluent and biosolids monitoring results as specified in Appendix H-4 in preparation of this report. The Discharger shall retain the analytical laboratory reports with the Quality Assurance and Quality Control (QA/QC) data validation and make these reports available upon request.

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This section shall include:

- A) Description of the sampling procedures and an analysis of the results (see Appendix H-4 for specific requirements);
- B) Tabular summary of the compounds detected (compounds measured above the detection limit for the analytical method used) for the monitoring data generated during the reporting year as specified in Appendix H-4;
- C) Discussion of the investigation findings into any contributing sources of the compounds that exceed NPDES limits; and
- D) Graphical representation of the influent and effluent metal monitoring data for the past five years with a discussion of any trends.

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Deleted: <#>This section shall provide a summary of the analytical results from the "Influent, Effluent and Sludge Monitoring" as specified in Appendix C. The results should be reported in a summary matrix that lists monthly influent and effluent metal results for the reporting year.¶  
¶  
A graphical representation of the influent and effluent metal monitoring data for the past five years shall also be provided with a discussion of any trends.

6) **Inspection, Sampling and Enforcement Programs**

This section shall include at a minimum the following information:

- A) Inspections: Summary of the inspection program (e.g., criteria for determining the frequency of inspections and inspection procedures);
- B) Sampling Events: Summary of the sampling program (e.g., criteria for determining the frequency of sampling and chain of custody procedures); and
- C) Enforcement: Summary of Enforcement Response Plan (ERP) implementation including dates for adoption, last revision and submission to the Regional Water Board.

7) **Updated List of Regulated SIUs**

This section shall contain a list of all of the federal categories that apply to IUs regulated by the Discharger. The specific categories shall be listed including the applicable 40 CFR subpart and section, and pretreatment standards (both maximum and average limits). Local limits developed by the Discharger shall be presented in a table including the applicability of the local limits to SIUs. If local limits do not apply uniformly to SIUs, specify the applicability in the tables listing the CIUs and SIUs. Tables developed in Sections 7A and 7B can be used to present or reference this information.

- A) CIUs - Include a table that alphabetically lists the CIUs regulated by the Discharger as of the end of the reporting period. This list shall include:
  - i. Name;
  - ii. Address;
  - iii. Applicable federal category(ies);
  - iv. Reference to the location where the applicable federal categorical standards are presented in the report;
  - v. Identify all deletions and additions keyed to the list submitted in the previous annual report. All deletions shall be briefly explained (e.g., closure, name change, ownership change, reclassification, declassification); and
  - vi. Information, calculations and data used to determine the limits for those CIUs for which a combined waste stream formula is applied.
- B) Non-categorical SIUs - Include a table that alphabetically lists the SIUs not subject to any federal categorical standards that were regulated by the Discharger as of the end of the reporting period. This list shall include:
  - i. Name;
  - ii. Address;

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Deleted: <#>Enforcement Procedures¶

¶ This section shall provide information as to when the approved Enforcement Response Plan (ERP) had been formally adopted or last revised. In addition, the date the finalized ERP was submitted to the Regional Water Board shall also be given.¶

¶ <#>Federal Categories ¶

¶ This section shall contain a list of all of the federal categories that apply to the Discharger. The specific category shall be listed including the subpart and 40 CFR section that applies. The maximum and average limits for the each category shall be provided. This list shall indicate the number of Categorical Industrial Users (CIUs) per category and the CIUs that are being regulated pursuant to the category. The information and data used to determine the limits for those CIUs for which a combined waste stream formula is applied shall also be provided. ¶

¶ <#>Local Standards¶

¶ This section shall include a table presenting the local limits.¶

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- iii. A brief description of the type of business;
- iv. Identify all deletions and additions keyed to the list submitted in the previous annual report. All deletions shall be briefly explained (e.g., closure, name change, ownership change, reclassification, declassification); and
- v. Indicate the applicable discharge limits (e.g., different from local limits) to which the SIUs are subject and reference to the location where the applicable limits (e.g., local discharge limits) are presented in the report.

8) **SIU (categorical and non-categorical) Compliance Activities**

The information required in this section may be combined in the table developed in Section 7 above.

A) **Inspection and Sampling Summary:** This section shall contain a summary of all the SIU inspections and sampling activities conducted by the Discharger and sampling activities conducted by the SIU over the reporting year to gather information and data regarding SIU compliance. The summary shall include:

- i. The number of inspections and sampling events conducted for each SIU by the Discharger;
- ii. The number of sampling events conducted by the SIU. Identify SIUs that are operating under an approved Total Toxic Organic (TTO) Management Plan;
- iii. The quarters in which the above activities were conducted; and
- iv. The compliance status of each SIU, delineated by quarter, and characterized using all applicable descriptions as given below:
  - a. Consistent compliance;
  - b. Inconsistent compliance;
  - c. Significant noncompliance;
  - d. On a compliance schedule to achieve compliance, (include the date final compliance is required);
  - e. Not in compliance and not on a compliance schedule; and
  - f. Compliance status unknown, and why not.

B) **Enforcement Summary:** This section shall contain a summary of SIU compliance and enforcement activities during the reporting year. The summary may be included in the summary table developed in section 8A and shall include the names and addresses of all SIUs affected by the actions identified below. For each notice specified in enforcement action "i" through "iv," indicate whether it was for an infraction of a federal or local standard/limit or requirement.

**Deleted:** This section shall contain a complete and updated list of the Discharger's Significant Industrial Users (SIUs), including their names, addresses, and a brief description of the individual SIU's type of business. The list shall include all deletions and additions keyed to the list as submitted in the previous annual report. All deletions shall be briefly explained. The list shall also indicate which SIUs are subject to local limitations

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- i. Warning letters or notices of violations regarding SIUs' apparent noncompliance with or violation of any federal pretreatment categorical standards and/or requirements, or local limits and/or requirements; Deleted: For each notice, indicate whether it was for an infraction of a federal or local standard/limit or requirement.
  - ii. Administrative Orders regarding the SIUs' apparent noncompliance with or violation of any federal pretreatment categorical standards and/or requirements, or local limits and/or requirements; Deleted: For each notice, indicate whether it was for an infraction of a federal or local standard/limit or requirement.
  - iii. Civil actions regarding the SIUs' apparent noncompliance with or violation of any federal pretreatment categorical standards and/or requirements, or local limits and/or requirements; Deleted: For each notice, indicate whether it was for an infraction of a federal or local standard/limit or requirement.
  - iv. Criminal actions regarding the SIUs' apparent noncompliance with or violation of any federal pretreatment categorical standards and/or requirements, or local limits and/or requirements; Deleted: For each notice, indicate whether it was for an infraction of a federal or local standard/limit or requirement.
  - v. Assessment of monetary penalties. Identify the amount of penalty in each case and reason for assessing the penalty; Deleted: POTW
  - vi. Order to restrict/suspend discharge to the Discharger; and Deleted: POTW
  - vii. Order to disconnect the discharge from entering the Discharger; Deleted: -A  
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- C) **July-December Semiannual Data:** For SIU violations/noncompliance during the semiannual reporting period from July 1 through December 31, provide the following information:
- i. Name and facility address of the SIU;
  - ii. Indicate if the SIU is subject to Federal categorical standards; if so, specify the category including the subpart that applies;
  - iii. For SIUs subject to Federal Categorical Standards, indicate if the violation is of a categorical or local standard; and
  - iv. Indicate the compliance status of the SIU for the two quarters of the reporting period.
  - v. For violations/noncompliance in the reporting period, provide: Deleted: occurring
    - a. The date(s) of violation(s);
    - b. The parameters and corresponding concentrations exceeding the limits and the discharge limits for these parameters; and
    - c. A brief summary of the noncompliant event(s) and the steps that are being taken to achieve compliance.

9) **Baseline Monitoring Report Update**

This section shall provide a list of CIUs added to the pretreatment program since the last annual report. This list of new CIUs shall summarize the status of the respective Baseline Monitoring Reports (BMR). The BMR must contain the information specified in 40 CFR 403.12(b). For each new CIU, the summary shall indicate when the BMR was due; when the CIU was notified by the Discharger of this requirement; when the CIU submitted the report; and/or when the report is due.

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10) **Pretreatment Program Changes**

This section shall contain a description of any significant changes in the Pretreatment Program during the past year including, but not limited to:

- A) Legal authority;
- B) Local limits;
- C) Monitoring/ inspection program and frequency;
- D) Enforcement protocol;
- E) Program's administrative structure;
- F) Staffing level;
- G) Resource requirements;
- H) Funding mechanism;
- I) If the manager of the Discharger's pretreatment program changed, a revised organizational chart shall be included; and
- J) If any element(s) of the program is in the process of being modified, this intention shall also be indicated.

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11) **Pretreatment Program Budget**

This section shall present the budget spent on the Pretreatment Program. The budget, either by the calendar or fiscal year, shall show the total expenses required to implement the pretreatment program. A brief discussion of the source(s) of funding shall be provided.

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12) **Public Participation Summary**

This section shall include a copy of the public notice as required in 40 CFR 403.8(f)(2)(viii). If a notice was not published, the reason shall be stated.

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13) **Biosolids Storage and Disposal Practice**

This section shall describe how treated biosolids are stored and ultimately disposed. If a biosolids storage area is used, it shall be described in detail including its location, containment features and biosolids handling procedures.

14) **Other Pollutant Reduction Activities**

This section shall include a brief description of any programs the Discharger implements to reduce pollutants from nondomestic users that are not classified as SIUs. If the Discharger submits any of this program information in an Annual Pollution Prevention Report, reference to this other report shall satisfy this reporting requirement.

15) **Other Subjects**

Other information related to the Pretreatment Program that does not fit into any of the above categories should be included in this section.

16) **Permit Compliance System (PCS) Data Entry Form**

The annual report shall include the PCS Data Entry Form. This form shall summarize the enforcement actions taken against SIUs in the past year. This form shall include the following information:

- A) Discharger's name,
- B) NPDES Permit number,
- C) Period covered by the report,
- D) Number of SIUs in significant noncompliance (SNC) that are on a pretreatment compliance schedule,
- E) Number of notices of violation and administrative orders issued against SIUs,
- F) Number of civil and criminal judicial actions against SIUs,
- G) Number of SIUs that have been published as a result of being in SNC, and
- H) Number of SIUs from which penalties have been collected.

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 The reports shall be signed by a principal executive officer, ranking elected official, or other duly authorized employee who is responsible for the overall operation of the Discharger [POTW – 40 CFR 403.12(m)]. Signed copies of the reports shall be submitted to the Regional Administrator at USEPA, the State Water Board and the Regional Water Board at the following addresses unless the Discharger is instructed by any of these agencies to submit electronic copies of the required reports:¶  
 ¶  
 Regional Administrator¶  
 United States Environmental Protection Agency¶  
 Region 9, Mail Code: WTR-7¶  
 Clean Water Act Compliance Office¶  
 Water Division¶  
 75 Hawthorne Street¶  
 San Francisco, CA 94105¶  
 ¶  
 Electronic copies only:¶  
 Pretreatment Program Manager¶  
 Regulatory Unit¶  
 State Water Resources Control Board¶  
 Division of Water Quality-15<sup>th</sup> Floor ¶  
 1001 I Street¶  
 Sacramento, CA 95814¶  
[DMR@waterboards.ca.gov](mailto:DMR@waterboards.ca.gov) ¶  
[NPDES\\_Wastewater@waterboards.ca.gov](mailto:NPDES_Wastewater@waterboards.ca.gov)¶  
 ¶  
 Pretreatment Coordinator¶  
 NPDES Permits Division¶  
 SF Bay Regional Water Quality Control Board¶  
 1515 Clay Street, Suite 1400¶  
 Oakland, CA 94612¶

APPENDIX ~~H-2~~

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REQUIREMENTS FOR ~~JANUARY-JUNE PRETREATMENT~~ SEMIANNUAL REPORT,

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The ~~pretreatment~~ semiannual report is due on July 31<sup>st</sup> for pretreatment program activities conducted from January through June ~~unless an exception has been granted by the Regional Water Board's Executive Officer (e.g., pretreatment programs without any SIUs may qualify for an exception to the pretreatment semiannual report).~~ Pretreatment activities conducted from July through December of each year shall be included in the Pretreatment Annual Report as specified in Appendix ~~H-1~~. The ~~pretreatment~~ semiannual report shall contain, at a minimum, the following information:

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¶ The Discharger has the option to submit all monitoring results via an electronic reporting format approved by the Executive Officer. The procedures for submitting the data will be similar to the electronic submittal of the NPDES self-monitoring reports as outlined in the December 17, 1999 Regional Water Board letter, Official Implementation of Electronic Reporting System (ERS). The Discharger shall contact the Regional Water Board's ERS Project Manager for specific details in submitting the monitoring data. ¶

¶ If the monitoring results are submitted electronically, the analytical laboratory reports (along with the QA/QC data validation) should be kept at the discharger's facility.

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1) Influent, Effluent and ~~Biosolids~~ Monitoring

The influent, effluent and ~~biosolids~~ monitoring results shall be ~~evaluated~~ in preparation of this report. The ~~Discharger shall retain~~ analytical laboratory reports with the QA/QC data validation ~~and make these reports available~~ upon request. ~~Violations of any parameter that exceed NPDES limits shall be identified and reported.~~ The contributing source(s) of the parameters that exceed NPDES limits shall be investigated and discussed.

2) Industrial User Compliance Status

This section shall contain a list of all Significant Industrial Users (SIUs) that were not in consistent compliance with all pretreatment standards/limits or requirements for the reporting period. ~~For the reported SIUs,~~ the compliance status for the previous reporting period shall be included. Once the SIU has determined to be out of compliance, the SIU shall be included in ~~subsequent~~ reports until consistent compliance has been achieved. A brief description detailing the actions that the SIU undertook to come back into compliance shall be provided.

For each SIU on the list, the following information shall be provided:

- A) ~~Name and facility address of the SIU~~
- B) Indicate if the SIU is subject to Federal categorical standards; if so, specify the category including the subpart that applies.
- C) For SIUs subject to Federal Categorical Standards, indicate if the violation is of a categorical or local standard.
- D) Indicate the compliance status of the SIU for the two quarters of the reporting period.
- E) For violations/noncompliance occurring in the reporting period, provide:
  - i. ~~The date(s) of violation(s);~~
  - ii. ~~The parameters and corresponding concentrations exceeding the limits and the discharge limits for these parameters; and~~

iii. A brief summary of the noncompliant event(s) and the steps that are being taken to achieve compliance.

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3) **Discharger's Compliance with Pretreatment Program Requirements**

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This section shall contain a discussion of the Discharger's compliance status with the Pretreatment Program Requirements as indicated in the latest Pretreatment Compliance Audit (PCA) Report or Pretreatment Compliance Inspection (PCI) Report. It shall contain a summary of the following information:

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A) Date of latest PCA or PCI report;

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B) Date of the Discharger's response;

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C) List of unresolved issues; and

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D) Plan(s) and schedule for resolving the remaining issues.

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### APPENDIX H-3

#### SIGNATURE REQUIREMENTS FOR PRETREATMENT ANNUAL AND SEMIANNUAL REPORTS

The pretreatment annual and semiannual reports shall be signed by a principal executive officer, ranking elected official, or other duly authorized employee who is responsible for the overall operation of the Discharger [POTW - 40 CFR 403.12(m)]. Signed copies of the reports shall be submitted to the Regional Administrator at USEPA, the State Water Board, and the Regional Water Board at the following addresses unless the Discharger is instructed by any of these agencies to submit electronic copies of the required reports:

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Regional Administrator  
United States Environmental Protection Agency  
Region 9, Mail Code: WTR-7  
Clean Water Act Compliance Office  
Water Division  
75 Hawthorne Street  
San Francisco, CA 94105

Submit electronic copies only to State and Regional Water Boards:

Pretreatment Program Manager  
Regulatory Unit  
State Water Resources Control Board  
Division of Water Quality-15<sup>th</sup> Floor  
1001 I Street  
Sacramento, CA 95814  
[DMR@waterboards.ca.gov](mailto:DMR@waterboards.ca.gov)  
[NPDES\\_Wastewater@waterboards.ca.gov](mailto:NPDES_Wastewater@waterboards.ca.gov)

Pretreatment Coordinator  
NPDES Wastewater Division  
SF Bay Regional Water Quality Control Board  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

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(Submit the report as a single Portable Document Format (PDF) file to the Pretreatment Coordinator's folder in the Regional Water Board's File Transfer Protocol (FTP) site. The instructions for using the FTP site can be found at the following internet address: [http://www.waterboards.ca.gov/sanfranciscobay/publications\\_forms/documents/FTP\\_Discharger\\_Guide-12-2010.pdf](http://www.waterboards.ca.gov/sanfranciscobay/publications_forms/documents/FTP_Discharger_Guide-12-2010.pdf).)

**APPENDIX H-4**

**REQUIREMENTS FOR INFLUENT, EFFLUENT AND BIOSOLIDS MONITORING**

The Discharger shall conduct sampling of its treatment plant's influent, effluent and biosolids at the frequency shown in the pretreatment requirements table of the Monitoring and Reporting Program (MRP, Attachment E). When sampling periods coincide, one set of test results, reported separately, may be used for those parameters that are required to be monitored by both the influent and effluent monitoring requirements of the MRP and the Pretreatment Program. The Pretreatment Program monitoring reports as required in Appendices H-1 and H-2 shall be transmitted to the Pretreatment Program Coordinator.

**1. Reduction of Monitoring Frequency**

The minimum frequency of Pretreatment Program influent, effluent, and biosolids monitoring shall be dependant on the number of significant industrial users (SIUs) identified in the Discharger's Pretreatment Program as indicated in Table H-1.

Number of SIUs	Minimum Frequency
< 5	Once every five years
> 5 and < 50	Once every year
> 50	Twice per year

If the Discharger's required monitoring frequency is greater than the minimum specified in Table H-1, the Discharger may request reduced monitoring frequency for that constituent(s) as part of its application for permit reissuance if it meets the following criteria:

The monitoring data for the constituent(s) consistently show non-detect (ND) levels for the effluent monitoring and very low (i.e., near ND) levels for influent and biosolids monitoring for a minimum of eight previous years' worth of data.

The Discharger's request shall include tabular summaries of the data and a description of the trends in the industrial, commercial, and residential customers in the Discharger's service area that demonstrate control over the sources of the constituent(s). The Regional Water Board may grant a reduced monitoring frequency in the reissued permit after considering the information provided by the Discharger and any other relevant information.

**2. Required Monitoring Test Methods**

The Discharger shall monitor for the parameters using the required sampling and test methods listed in the pretreatment table of the MRP. Any test method substitutions must have received prior written Executive Officer approval. Influent and Effluent sampling locations shall be the same as those sites specified in the MRP.

The influent and effluent sampled should be taken during the same 24-hour period. All samples must be representative of daily operations. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR 136 and amendments thereto. For effluent monitoring, the reporting limits for the individual parameters shall be at or below the minimum levels (MLs) as stated in the Policy for

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¶ The Discharger shall monitor for the parameters using the required test methods listed in Table E-X (the pretreatment table) of the MRP.

Any test method substitutions must have received prior written Regional Water Board approval. Influent and Effluent sampling locations shall be the same as those sites specified in the MRP.¶

¶ Deleted: Grab samples shall be used for volatile organic compounds, cyanide and phenol. In addition, any samples for oil and grease, polychlorinated biphenyls, dioxins/furans, and polynuclear aromatic hydrocarbons shall be grab samples. For all other pollutants, 24-hour composite samples must be obtained through flow-proportioned composite sampling.

Implementation of Toxics Standards for Inland Surface Waters, Enclosed Bays, and Estuaries of California (2000) [also known as the State Implementation Policy (SIP)]; any revisions to the MLs shall be adhered to. If a parameter does not have a stated minimum level, then the Discharger shall conduct the analysis using the lowest commercially available and reasonably achievable detection levels.

The following report elements should be used to submit the influent and effluent monitoring report. A similarly structured format may be used but will be subject to Regional Water Board approval. The monitoring reports shall be submitted with the Pretreatment Annual Report identified in Appendix H-1.

- A) Sampling Procedures, Sample Dechlorination, Sample Compositing, and Data Validation (applicable quality assurance/quality control) shall be performed in accordance with the techniques prescribed in 40 CFR 136 and amendments thereto.
- B) A tabulation of the test results for the detected parameters shall be provided.
- C) Discussion of Results – The report shall include a complete discussion of the test results for the detected parameters. If any pollutants are detected in sufficient concentration to upset, interfere or pass through plant operations, the type of pollutant(s) and potential source(s) shall be noted, along with a plan of action to control, eliminate, and/or monitor the pollutant(s). Any apparent generation and/or destruction of pollutants attributable to chlorination/dechlorination sampling and analysis practices shall be noted.

3. **Biosolids Monitoring**

Biosolids should be sampled in a manner that will be representative of the biosolids generated from the influent and effluent monitoring events except as noted in (C) below. The same parameters required for influent and effluent analysis shall be included in the biosolids analysis. The biosolids analyzed shall be a composite sample of the biosolids for final disposal consisting of:

- A) Biosolids lagoons – 20 grab samples collected at representative equidistant intervals (grid pattern) and composited as a single grab, or
- B) Dried stockpile – 20 grab samples collected at various representative locations and depths and composited as a single grab, or
- C) Dewatered biosolids- daily composite of 4 representative grab samples each day for 5 days taken at equal intervals during the daily operating shift taken from a) the dewatering units or b) from each truckload, and shall be combined into a single 5-day composite.

The USEPA manual, POTW Sludge Sampling and Analysis Guidance Document, August 1989, containing detailed sampling protocols specific to biosolids is recommended as a guidance for sampling procedures. The USEPA manual Analytical Methods of the National Sewage Sludge Survey, September 1990, containing detailed analytical protocols specific to biosolids, is recommended as a guidance for analytical methods.

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¶ <#>-Method of Sampling Dechlorination – A brief description of the sample dechlorination method prior to analysis shall be provided.¶

¶ <#>-Sample Compositing – The manner in which samples are composited shall be described. If the compositing procedure is different from the test method specifications, a reason for the variation shall be provided.¶

¶ <#>-Data Validation – All quality assurance/quality control (QA/QC) methods to be used shall be discussed and summarized. These methods include, but are not limited to, spike samples, split samples, blanks and standards. Ways in which the QA/QC data will be used to qualify the analytical test results shall be identified. A certification statement shall be submitted with this discussion stating that the laboratory QA/QC validation data has been reviewed and has met the laboratory acceptance criteria. The QA/QC validation data shall be submitted to the Regional Water Board upon request.¶

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In determining if the biosolids is a hazardous waste, the Discharger shall adhere to Article 2, "Criteria for Identifying the Characteristics of Hazardous Waste," and Article 3, "Characteristics of Hazardous Waste," of Title 22, California Code of Regulations, Sections 66261.10 to 66261.24 and all amendments thereto.

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The following report elements should be used to submit the biosolids monitoring report. A similarly structured form may be used but will be subject to Regional Water Board approval. The report shall be submitted with the Pretreatment Annual Report identified in Appendix H-1.

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A. Sampling Procedures and Data Validation (applicable quality assurance/quality control) shall be performed in accordance with the techniques prescribed in 40 CFR 136 and amendments thereto.

B. Test Results – Tabulate the test results for the detected parameters and include the percent solids.

C. Discussion of Results – Include a complete discussion of test results for the detected parameters. If the detected pollutant(s) is reasonably deemed to have an adverse effect on biosolids disposal, a plan of action to control, eliminate, and/or monitor the pollutant(s) and the known or potential source(s) shall be included. Any apparent generation and/or destruction of pollutants attributable to chlorination/dechlorination sampling and analysis practices shall be noted.

Deleted: Sampling procedures – Include sample locations, collection procedures, types of containers used, storage/refrigeration methods, compositing techniques and holding times. Enclose a map of sample locations if sludge lagoons or stockpiled sludge is sampled.¶  
¶  
Data Validation – All quality assurance/quality control (QA/QC) methods to be used shall be discussed and summarized. These methods include, but are not limited to, spike samples, split samples, blanks and standards. Ways in which the QA/QC data will be used to qualify the analytical test results shall be identified. A certification statement shall be submitted with this discussion stating that the laboratory QA/QC validation data has been reviewed and has met the laboratory acceptance criteria. The QA/QC validation data shall be submitted to the Regional Water Board upon request.

The Discharger shall also provide a summary table presenting any influent, effluent or biosolids monitoring data for non-priority pollutants that the Discharger believes may be causing or contributing to interference, pass through or adversely impacting biosolids quality.

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