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**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM**

**WASTE DISCHARGE PERMIT**

Oregon Department of Environmental Quality

Region – City Office

Street Address

City, State, Zip

Telephone: Select Number

Issued pursuant to ORS 468B.050 and the federal Clean Water Act

|  |  |  |  |
| --- | --- | --- | --- |
| ISSUED TO: | SOURCES COVERED BY THIS PERMIT: | | |
| Permittee Legal Name  Permittee Street Address  City, State, Zip | Type of Waste | Outfall Number | Outfall Location |
| List all types by outfall | Insert | Lat/Long in decimal degrees (4 decimal minimum) |
| Recycled Water Reuse | Insert or N/A | Specified in Recycled Water Use Plan |
| Biosolids | N/A | Specified in Biosolids Management/Land Application Plan |

|  |  |
| --- | --- |
| FACILITY LOCATION: | RECEIVING STREAM INFORMATION: |
| Permittee Common Name | Receiving stream/NHD name: insert |
| Facility Address | USGS 12-Digit HUC: insert |
| City, State and Zip | OWRD Administrative Basin |
| County: insert | NHD Reach Code & % along reach: insert |
| EPA Permit Type: [Major or Minor] | ODEQ LLID & RM: insert LLID-RM  Integrated Report AU ID: insert |

Issued in response to Application No. insert received insert date. This permit is issued based on the land use findings in the permit record.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | DRAFT |  | DRAFT |
| Manager name, title  region |  | Issuance Date |  | Effective Date |

PERMITTED ACTIVITIES

Until this permit expires or is modified or revoked, the permittee is authorized to: 1) operate a wastewater collection, treatment, control and disposal system; and 2) discharge treated wastewater to waters of the state only from the authorized discharge point or points in [Schedule A](#ScheduleA) in conformance with the requirements, limits, and conditions set forth in this permit.

Unless specifically authorized by this permit, by another NPDES or Water Pollution Control Facility permit, or by Oregon statute or administrative rule, any other direct or indirect discharge of pollutants to waters of the state is prohibited.**TABLE OF CONTENTS**

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1. SCHEDULE A: WASTE DISCHARGE LIMITS
2. Outfall 001 – Permit Limits

During the term of this permit, the permittee must comply with the limits in the following table:

Consult with Direct Support to modify Table A1 for industrial permits.

Table A1: Permit Limits

| Parameter | Units | Average Monthly | Average Weekly | **Daily Maximum** |
| --- | --- | --- | --- | --- |
| Effluent Flow  (June 1 to Oct 31) | MGD | No discharge (Daily max limit = 0 MGD) | | |
| Effluent Flow  (Nov 1 to May 31) | MGD |  |  | 20 |
| BOD5 for CBOD5 See IMD (May 1 – October 31)  (See note a.) | mg/L | 30/25 | 45/40 |  |
| lb/day | # | # | # |
| % removal | 85 | - | - |
| TSS (May 1 – October 31)  (See note a.) | mg/L | 30/25 | 45/40 |  |
| lb/day | # | # | # |
| % removal | 85 |  |  |
| BOD5 for CBOD5 See IMD (November 1 – April 1)  (See note a.) | mg/L | 30/25 | 45/40 |  |
| lb/day | # | # | # |
| % removal | 85 | - | - |
| TSS (November 1 – April 1)  (See note a.) | mg/L | 30/25 | 45/40 |  |
| lb/day | # | # | # |
| % removal | 85 |  |  |
| Chlorine, Total Residual  (See note b.) | mg/L |  |  |  |
| Other limits  (See note ?.) | Units |  |  |  |
| pH  (See note c.) | SU | Instantaneous limit between a daily minimum of 6.0 and a daily maximum of 9.0 | | |
| *E. coli*  (See note d.) | #/100 mL | Must not exceed a monthly geometric mean of 126, no single sample may exceed 406 | | |
| Fecal Coliform Bacteria  (marine and estuarine shellfish growing waters) | #/100 mL | Must not exceed a monthly median of 14, not more than 10% of the samples may exceed 43 | | |
| Enterococcus Bacteria  (coastal areas with primary contact recreation uses) | #/100 mL | Must not exceed a monthly geometric mean of 35, not more than 10% of the samples may exceed 130 | | |
| Excess Thermal Load | million kcal/day | XX as a 7-day rolling average | | |
| Compliance Schedule Parameter (Final)  (See note e.) |  |  | | |
| Compliance Schedule Parameter (Interim)  (See note e.) |  |  | | |
| Other Limits  (See note ?.) |  |  | | |
| Notes:  Include the following with systems where preliminary treatment occurs in septic tanks, such as STEP systems: Due to preliminary treatment that occurs within the septic tanks, the influent BOD5 and TSS concentrations are assumed to be 200 mg/L for calculation of the percent removal efficiency. Regarding the 85% removal, this can be reduced for lagoons, trickling filters and when influent is less concentrated. See 40 CFR 133.103.  DEQ has established a Quantitation Limit of 0.05 mg/L for Total Residual Chlorine. Any analysis done for Total Residual Chlorine must have a quantitation limit that is either equal to or less than 0.05 mg/L. In cases where the average monthly or maximum daily limit for Total Residual Chlorine is lower than the Quantitation Limit, DEQ will use the reported Quantitation Limit as the compliance evaluation level.  If compliance is to be established with respect to continuous monitoring: May not be outside the range of XX to XX for more than a total of 7 hours and 26 minutes in any calendar month, and no individual excursion from this range may exceed 60 minutes.  If a single sample exceeds 406 organisms/100 mL, the permittee may take at least 5 consecutive re-samples at 4-hour intervals beginning within 28 hours after the original sample was taken. A geometric mean of the 5 re-samples that is less than or equal to 126 *E. coli* organisms/100 mL demonstrates compliance with the limit.  The interim [insert parameter name] limit is effective upon permit effective date. The final [insert parameter name] limit is effective after completion of the compliance schedule in Schedule C. | | | | |

1. Regulatory Mixing Zone

[Include if there is no mixing zone] There is no regulatory mixing zone for this discharge.

[Include if there is a mixing zone] Pursuant to OAR 340-041-0053, the permittee is granted a regulatory mixing zone as described below:

[Insert mixing zone description. Note: if current description contains the phrase “shall be defined as”, replace with “is”].

1. Use of Recycled Water

The permittee is authorized to distribute recycled water if it is:

* + 1. Treated and used according to the criteria listed in Table A?.
    2. Managed in accordance with its DEQ-approved Recycled Water Use Plan unless exempt as provided in [Schedule D](#ScheduleD).
    3. Used in a manner and applied at a rate that does not adversely affect groundwater quality.
    4. Applied at a rate and in accordance with site management practices that ensure continued agricultural, horticultural, or silvicultural production and does not reduce the productivity of the site.
    5. Irrigated using sound irrigation practices to prevent:
       - 1. Offsite surface runoff or subsurface drainage through drainage tile;
         2. Creation of odors, fly and mosquito breeding, or other nuisance conditions; and
         3. Overloading of land with nutrients, organics, or other pollutants.

Earlier versions of the permit template directed the permit writer to delete rows in the Table below pertaining to higher or lower classes of treated water than the permittee can achieve, on the grounds that failure to do so could make determining compliance on DMRs difficult. Permit writers are now advised to leave any type of treatment in the permit that has a reasonable likelihood of being employed during the permit cycle, so as to preclude the need for a permit modification if the permittee decides to change their level of treatment.

Table A2: Recycled Water Limits

| Class | Level of Treatment  (after disinfection unless otherwise specified) | Beneficial Uses |
| --- | --- | --- |
| **A***(delete this row if it does not apply)* | Class A recycled water must be oxidized, filtered and disinfected.  Before disinfection, unless otherwise approved in writing by DEQ *(include highlighted language only for legacy permittees with facilities in which the filtration process comes after the disinfection process. Delete from all other permits.)* turbidity may not exceed:   * An average of 2 NTUs within a 24-hour period. * 5 NTUs more than five percent of the time within a 24-hour period. * 10 NTUs at any time.   After disinfection, total coliform may not exceed:   * A median of 2.2 organisms per 100 mL based on daily sampling over the last 7 days that analyses have been completed. * 23 organisms per 100 mL in any single sample. | Class A recycled water may be used for:   * Class B, Class C, Class D, and non-disinfected uses. * Irrigation for any agricultural or horticultural use. * Landscape irrigation of parks, playgrounds, school yards, residential landscapes, or other landscapes accessible to the public. * Commercial car washing or fountains when the water is not intended for human consumption. * Water supply source for non-restricted recreational impoundments. * Artificial groundwater recharge by surface infiltration methods or by subsurface injection in accordance with OAR Chapter 340, Division 44. *This clause should not be included unless the application has specifically requested artificial groundwater recharge as a beneficial use. Artificial groundwater recharge requires a groundwater monitoring plan, working with WRD, and it may require a UIC permit. It is described in the Recycled Water IMD at https://www.oregon.gov/deq/Data-and-Reports/Pages/imd.aspx* |
| **B***(delete this row if it does not apply)* | Class B recycled water must be oxidized and disinfected. Total coliform may not exceed:   * A median of 2.2 organisms per 100 mL, based on the last 7 days that analyses have been completed. * 23 total coliform organisms per 100 mL in any single sample. | Class B recycled water may be used for:   * Class C, Class D, and non-disinfected uses. * Stand-alone fire suppression systems in commercial and residential building, non-residential toilet or urinal flushing, or floor drain trap priming. * Water supply source for restricted recreational impoundments. |
| **C***(delete this row if it does not apply)* | Class C recycled water must be oxidized and disinfected. Total coliform may not exceed:   * A median of 23 total coliform organisms per 100 mL, based on results of the last 7 days that analyses have been completed. * 240 total coliform organisms per 100 mL in any two consecutive samples. | Class C recycled water may be used for:   * Class D and non-disinfected uses. * Irrigation of processed food crops; irrigation of orchards or vineyards if an irrigation method is used to apply recycled water directly to the soil. * Landscape irrigation of golf courses, cemeteries, highway medians, or industrial or business campuses. * Industrial, commercial, or construction uses limited to: industrial cooling, rock crushing, aggregate washing, mixing concrete, dust control, nonstructural firefighting using aircraft, street sweeping, or sanitary sewer flushing. |
| **D***(delete this row if it does not apply)* | Class D recycled water must be oxidized and disinfected. *E. coli* may not exceed:   * A 30-day geometric mean of 126 organisms per 100 mL. * 406 organisms per 100 mL in any single sample. | Class D recycled water may be used for:   * Non-disinfected uses. * Irrigation of firewood, ornamental nursery stock, Christmas trees, sod, or pasture for animals. |
| **Non-disinfected** *(delete this row if it does not apply)* | Non-disinfected recycled water must be oxidized. | Non-disinfected water may be used for:   * Irrigation for growing commercial timber, fodder, fiber or seed crops not intended for human ingestion. |

Include the following in all permits where biosolids are or may be land applied during the term of the permit, including planned lagoon cleanouts. Include appropriate conditions in Schedules B and D.

1. Biosolids

The permittee may land apply biosolids or provide biosolids for sale or distribution, subject to the following conditions:

* + 1. The permittee must manage biosolids in accordance with its DEQ-approved Biosolids Management Plan and Land Application Plan.
    2. The permittee must apply biosolids at or below the agronomic rates approved by DEQ in order to minimize potential groundwater degradation.
    3. The permittee must obtain written site authorization from DEQ for each land application site prior to land application (see [Schedule D](#ScheduleD)) and follow the site-specific management conditions in DEQ-issued site authorization letter.
    4. Prior to application, the permittee must ensure that biosolids meet one of the pathogen reduction standards under 40 CFR 503.32 and one of the vector attraction reduction standards under 40 CFR 503.33.
    5. The permittee must not apply biosolidscontaining pollutants in excess of the ceiling concentrations shown in the table below. The permittee may apply biosolids containing pollutants in excess of the pollutant concentrations, but below the ceiling concentrations, however, the total quantity of biosolids applied cannot exceed the cumulative pollutant loading rates in the table below.

Table A3: Biosolids Limits

| Pollutant  (See note a.) | Ceiling concentrations  (mg/kg) | Pollutant concentrations  (mg/kg) | Cumulative pollutant loading rates (kg/ha) |
| --- | --- | --- | --- |
| Arsenic | 75 | 41 | 41 |
| Cadmium | 85 | 39 | 39 |
| Copper | 4300 | 1500 | 1500 |
| Lead | 840 | 300 | 300 |
| Mercury | 57 | 17 | 17 |
| Molybdenum | 75 | - | - |
| Nickel | 420 | 420 | 420 |
| Selenium | 100 | 100 | 100 |
| Zinc | 7500 | 2800 | 2800 |
| Note:  Biosolids pollutant limits are described in 40 CFR 503.13, which uses the terms *ceiling concentrations*, *pollutant concentrations*, and *cumulative pollutant loading rates*. | | | |

If facility uses UV disinfection, include the following:

1. Chlorine Usage

The permittee is prohibited from using chlorine or chlorine compounds for effluent disinfection purposes. Chlorine residual in effluent resulting from chlorine or chlorine-containing chemicals used for maintenance or other purposes is also prohibited. [The purpose of this condition is to avoid having to require the permittee to monitor for chlorine to prove they are not using it. If the permittee wishes to use chlorine, the permit must include a permit limit for chlorine as well as a monitoring requirement.]

If MMP is needed:

Include the following for facilities where an MMP is required. An MMP is required for all major domestic facilities *in the Willamette Basin*. For other facilities, mercury RPA is used to determine if a facility must have an MMP. RP must be evaluated for:

* All major domestic facilities *outside of the Willamette Basin*.
* Any facility *outside of the Willamette Basin* where total mercury is “known” to be present in their effluent (if there is no mercury effluent data, data collection is not required).
* Industrial facilities that discharge process wastewater in the timber products; paper products; chemical products; glass, clay, cement, concrete, gypsum products; primary metal industries; fabricated metal products; electronic instruments; and seafood processing categories. These categories correspond to SICs 24xx, 26xx, 28xx, 32xx, 33xx, 34xx, 36xx, 2091 and 2092. These facilities may not have mercury data. When there is no mercury data, include mercury sampling requirements in the permit **as alternate section 6 and MMP requirements are NOT required**.

2. SCHEDULE B: MINIMUM MONITORING AND REPORTING REQUIREMENTS
3. Reporting Requirements

[All dates for permit conditions, other than Schedule C dates, will reside in this table.]

The permittee must submit to DEQ monitoring results and reports as listed below.

Table B1: Reporting Requirements and Due Dates

| **Reporting Requirement** | **Frequency** | **Due Date**  (See note a.) | **Report Form**  (See note b.) | **Submit To:** |
| --- | --- | --- | --- | --- |
| Tables B?, B?, and B?  Influent Monitoring, Effluent Monitoring, and Receiving Stream Monitoring | Monthly | By the 15th of the following month | Specified in Schedule B. Section 2 of this permit | Electronic reporting as directed by DEQ |
| Include if the facility has a pretreatment program.  Pretreatment Report. | Annually | March 31 | 1 electronic copy and 1 hard copy in a DEQ approved format | * 1 Hard copy to DEQ Pretreatment Coordinator * 1 Electronic copy to Compliance Officer |
| If required in Schedule D:  Inflow Removal Program (see Schedule D) | One Time | Submit by XX/15/20XX (the 15th of the month following 180 days after permit effective date.) | Electronic copy in a DEQ-approved format | Attached via electronic reporting as directed by DEQ |
| If required in Schedule D:  Inflow and infiltration report (see Schedule D) | Annually | February 15 | Electronic copy in a DEQ-approved format | Attached via electronic reporting as directed by DEQ |
| If required in Schedule D: Mixing Zone Study (see Schedule D) | One time | Submit by XX/15/20XX | Electronic copy in a DEQ-approved format | Attached via electronic reporting as directed by DEQ |
| Include if the recycled water condition is included in schedule D  Recycled Water Annual Report (see Schedule D) - Only required if the permittee distributes recycled water under a recycled water use plan | Annually | January 15 | Electronic copy in a DEQ-approved format | Attached via electronic reporting as directed by DEQ  Electronic copy to DEQ Water Reuse Program Coordinator |
| Include if the facility does not have a biosolids program: Wastewater solids annual report (see Schedule D) | Annually | By February 19 of the following year | Electronic copy in a DEQ-approved format | Attached via electronic reporting as directed by DEQ    Electronic copy to DEQ Biosolids Program Coordinator |
| Include if the facility has a biosolids program.  Biosolids annual report (See Schedule D) | Annually | By February 19 of the following year | Electronic copy in a DEQ-approved form  Class I facilities only:  EPA NeT CDX web-based reporting tool | Attached via electronic reporting as directed by DEQ    DEQ Biosolids Program Coordinator  For Class I facilities only: Via electronic reporting as directed by DEQ |
| If the second option under “Hauled Waste Control Plan” is selected in Schedule D: Hauled Waste Control Plan (see Schedule D) | One time | Submit by XX/15/20XX (insert date two months after permit effective date) | Electronic copy in a DEQ-approved format | Attached via electronic reporting as directed by DEQ |
| Include if required in schedule D  Hauled Waste Annual Report (see Schedule D) - Only required if facility has a Hauled Waste Control Plan, or otherwise accepts hauled waste. | Annually | January 15 | Electronic copy in a DEQ-approved format | Attached via electronic reporting as directed by DEQ |
| If required in Schedule D:  Sludge Depth Survey Report (See Schedule D – Lagoon Solids) | One Time | Submit by XX/15/20XX (the 15th of the month following 24 months after permit effective date.) | Electronic copy in a DEQ-approved format | Attached via electronic reporting as directed by DEQ |
| If required in Schedule D:  Industrial User Survey (see Schedule D) | Once per permit cycle | Submit by no later than 24 months after permit effective date | 1 electronic copy and 1 hard copy in a DEQ approved format | * 1 Hard copy to DEQ Pretreatment Coordinator * 1 Electronic copy to Compliance Officer |
| If required in Schedule D:  Outfall Inspection Report  (see Schedule D) | Once per permit cycle | Submit by XX/15/20XX  In the 3rd year of the permit. | Electronic copy in a DEQ-approved format | Attached via electronic reporting as directed by DEQ |
| Notes:   1. For submittals that are provided to DEQ by mail, the postmarked date must not be later than the due date. 2. All reporting requirements are to be submitted in a DEQ approved format, unless otherwise specified in writing. | | | | |

1. Monitoring and Reporting Protocols
   * + 1. Electronic Submissions

The permittee must submit to DEQ the results of monitoring indicated in Schedule B in an electronic format as specified below.

* + - * 1. The permittee must submit monitoring results required by this permit via DEQ-approved web-based Discharge Monitoring Report (DMR) forms to DEQ via electronic reporting. Any data used to calculate summary statistics must be submitted as a separate attachment approved by DEQ via electronic reporting.
        2. The reporting period is the calendar month.
        3. The permittee must submit monitoring data and other information required by this permit for all compliance points by the 15th day of the month following the reporting period unless specified otherwise in this permit or as specified in writing by DEQ.
      1. Test Methods

The permittee must conduct monitoring according to test procedures in 40 CFR 136 and 40 CFR 503 for biosolids or other approved procedures as per Schedule F.

* + - 1. Detection and Quantitation Limits
         1. Detection Level (DL) – The DL is defined as the minimum measured concentration of a substance that can be distinguished from method blank results with 99% confidence. The DL is derived using the procedure in 40 CFR 136 Appendix B and evaluated for reasonableness relative to method blank concentrations to ensure results reported above the DL are not a result of routine background contamination. The DL is also known as the Method Detection Limit (MDL) or Limit of Detection (LOD).
         2. Quantitation Limits (QLs) – The QL is the minimum level, concentration or quantity of a target analyte that can be reported with a specified degree of confidence. It is the lowest level at which the entire analytical system gives a recognizable signal and acceptable calibration for the analyte. It is normally equivalent to the concentration of the lowest calibration standard adjusted for sample weights, volumes, preparation and cleanup procedures employed. The QL as reported by a laboratory is also sometimes referred to as the Method Reporting Limit (MRL) or Limit of Quantitation (LOQ).
      2. Sufficient Sensitivity of Quantitation Limits
         1. The Laboratory QLs (adjusted for any dilutions) for analyses performed to demonstrate compliance with permit limits or as part of effluent characterization, must meet at least one of the requirements below:

The QL is at or below the level of the water quality criterion for the measured parameter.

The QL is above the water quality criterion but the amount of the pollutant in a facility's discharge is high enough that the method detects and quantifies the level of the parameter in the discharge.

The QL has the lowest sensitivity of the analytical methods procedure specified in 40 CFR 136.

The QL is at or below those defined in Oregon DEQ list of quantitation limits posted online at [DEQ permitting website](http://www.oregon.gov/deq).

* + - * 1. Matrix effects are present that prevent the attainment of QLs and these matrix effects are demonstrated according to procedures described in EPA’s “*Solutions to Analytical Chemistry Problems with Clean Water Act Methods*”, March 2007. If using alternative methods and taking appropriate steps to eliminate matrix effects does not eliminate the matrix problems, DEQ may authorize in writing re-sampling or allow a higher QL to be reported.
      1. Quality Assurance and Quality Control
         1. Quality Assurance Plan – The permittee must develop and implement a written Quality Assurance Plan that details the facility sampling procedures, equipment calibration and maintenance, analytical methods, quality control activities and laboratory data handling and reporting. The QA/QC program must conform to the requirements of 40 CFR 136.7.
         2. If QA/QC requirements are not met for any analysis, the permittee must re-analyze the sample. If the sample cannot be re-analyzed, the permittee must re-sample and analyze at the earliest opportunity. If the permittee is unable to collect a sample that meets QA/QC requirements, then the permittee must include the result in the discharge monitoring report (DMR) along with a notation (data qualifier). In addition, the permittee must explain how the sample does not meet QA/QC requirements. The permittee may not use the result that failed the QA/QC requirements in any calculation required by the permit unless authorized in writing by DEQ. If these method criteria are not met for BOD5, the permittee must: 1) report the daily BOD5 values with data qualifiers; 2) include these BOD5 values in the summary statistic calculations (e.g., weekly averages, monthly averages, % removal); and 3) report the BOD5 summary statistics with data qualifiers.
         3. Flow measurement, field measurement, and continuous monitoring devices - The permittee must:

Establish verification and calibration frequency for each device or instrument in the quality assurance plan that conforms to the frequencies recommended by the manufacturer.

Verify at least once per year that flow-monitoring devices are functioning properly according to manufacturer’s recommendation. Calibrate as needed according to manufacturer’s recommendations.

Verify at least weekly that the continuous monitoring instruments are functioning properly according to manufacturer’s recommendation unless the permittee demonstrates a longer period is sufficient and such longer period is approved by DEQ in writing.

* + - * 1. [INSTRUCTIONS TO PERMIT WRITER: DELETE IF NO REQUIRED RECEIVING WATER MONITORING] The permittee must develop a receiving water sampling and analysis plan that incorporates QA/QC prior to sampling. This plan must be kept at the facility and made available to DEQ upon request.
      1. Reporting Sample Results
         1. The permittee must report the laboratory DL and QL as defined above for each analyte, with the following exceptions: pH, temperature, BOD, CBOD, TSS, Oil & Grease, hardness, alkalinity, bacteriological analytes and nitrate-nitrite. For temperature and pH, neither the QL nor the DL need to be reported. For the other parameters listed above, the permittee is only required to report the QL and only when the result is ND.
         2. The permittee must report the same number of significant digits as the permit limit for a given parameter.
         3. (For Discharge Monitoring Reports) If a sample result is above the DL but below the QL, the permittee must report the result as the DL preceded by DEQ’s data code “e”. For example, if the DL is 1.0 µg/l, the QL is 3.0 µg/L and the result is estimated to be between the DL and QL, the permittee must report “e1.0 µg/L” on the DMR. This requirement does not apply in the case of parameters for which the DL does not have to be reported.
         4. (For Discharge Monitoring Reports) If the sample result is below the DL, the permittee must report the result as less than the specified DL. For example, if the DL is 1.0 µg/L and the result is ND, report “<1.0” on the discharge monitoring report (DMR). This requirement does not apply in the case of parameters for which the DL does not have to be reported.
      2. Calculating and Reporting Mass Loads

The permittee must calculate mass loads on each day the parameter is monitored using the following equation:

Example calculation: Flow (in MGD) X Concentration (in mg/L) X 8.34 = Pounds per day

1. Mass load limits all have two significant figures unless otherwise noted.
2. When concentration data are below the DL: To calculate the mass load from this result, use the DL. Report the mass load as less than the calculated mass load. For example, if flow is 2 MGD and the reported sample result is <1.0 µg/L, report “<0.017 lb/day” for mass load on the DMR (1.0 µg/L x 2 MGD x conversion factor = 0.017 lb/day). [This last sentence may be deleted from permit if it is included in the Permit Evaluation Report.]

1. Monitoring and Reporting Requirements
   * + 1. The permittee must monitor influent at specify monitoring location, such as between the bar screen and the aerated grit chamber and report results in accordance with Table B1 the table below.

Table B2: Influent Monitoring Requirements

| **Item or Parameter** | **Units** | **Time Period** | **Minimum Frequency** | **Sample Type / Required Action** (See note a.) | **Report Statistic** (See note b.) |
| --- | --- | --- | --- | --- | --- |
| BOD5 (00310) | mg/L | Year-round or seasonal (Example: Nov – May) | Monitoring Matrix | 24-hour composite | Monthly Average |
| CBOD5 (80082) | mg/L | Year-round or seasonal (Example: Nov – May) | Monitoring Matrix | 24-hour composite | Monthly Average |
| TSS (00530) | mg/L | Year-round or seasonal (Example: Nov – May) | Monitoring Matrix | 24-hour composite | Monthly Average |
| pH  (00400) | SU | Year-round | Monitoring Matrix | Grab | 1. Monthly Maximum 2. Monthly Minimum |
| Additional Parameters as needed |  |  |  |  |  |
| Notes:  In the event of equipment failure or loss, the permittee must notify DEQ and deploy new equipment to minimize interruption of data collection. If new equipment cannot be immediately deployed, the permittee must perform grab measurements.  When submitting DMRs electronically, the permittee must submit all data used to determine summary statistics in a DEQ-approved format as a spreadsheet via electronic reporting unless otherwise directed by DEQ. | | | | | |

1. The permittee must monitor effluent at Outfall 001 specify location, such as the end of the active chlorine contact channel and report results in accordance with Table B1 and the table below:

Table B3: Effluent Monitoring Requirements

[Note to permit writer: group effluent monitoring so that compliance monitoring is at the top of the table.]

| Item or Parameter | Units | Time Period | Minimum Frequency | Sample Type/ Required Action (See note a.) | Report Statistic (See note b.) |
| --- | --- | --- | --- | --- | --- |
| Flow (50050) | MGD | Year-round | Monitoring Matrix | Metered | 1. Monthly Average 2. Daily Maximum |
| BOD5 (00310) | mg/L | Year-round | Monitoring Matrix | 24-hour composite | 1. Monthly Average 2. Maximum Weekly Average |
| BOD5 (00310) | lbs/day | Year-round | Monitoring Matrix | Calculation | 1. Daily Maximum 2. Monthly Average 3. Maximum Weekly Average |
| BOD5 percent removal  (See note c & d.)  (81010) | % | Year-round | Monitoring Matrix | Calculation based on monthly average BOD5 concentration values | Monthly Average |
| CBOD5 (80082) | mg/L | Year-round | Monitoring Matrix | 24-hour composite | 1. Monthly Average 2. Maximum Weekly Average |
| CBOD5  (80082) | lbs/day | Year-round | Monitoring Matrix | Calculation | 1. Daily Maximum 2. Monthly Average 3. Maximum Weekly Average |
| CBOD5 percent removal  (See note c & d.)  (81383) | % | Year-round | Monitoring Matrix | Calculation based on monthly average CBOD5 concentration values | Monthly Average |
| TSS  (00530) | mg/L | Year-round | Monitoring Matrix | 24-hour composite | 1. Monthly Average 2. Maximum Weekly Average |
| TSS  (00530) | lb/day | Year-round | Monitoring Matrix | Calculation | 1. Daily Maximum 2. Monthly Average 3. Maximum Weekly Average |
| TSS  percent removal  (81011)  (See note c & d.) | % | Year-round | Monitoring Matrix | Calculation based on monthly average TSS concentration values | Monthly Average |
| pH  (00400) | SU | Year-round | Monitoring Matrix | Continuous (See note g.)/Grab | 1. Daily Maximum 2. Daily Minimum |
| Chlorine, Total Residual  (50060) | mg/L | *Example:*  Nov – May | Monitoring Matrix | Grab | 1. Daily Maximum 2. Monthly Average |
| Temperature  (00010) | ºC | *Example:*  Nov – May | Monitoring Matrix | Continuous (See note i.)/Grab (See note i.) | 1. Daily Maximum 2. Monthly Average 3. 7-day Rolling Average of Daily Maximum |
| Excess Thermal Load  (51405) | millionkcal/day | *Example:* Year-round | Monitoring Matrix | Calculation (See note e.) | Maximum 7-day Rolling Average |
| *E. coli*  (51040) | #/100 mL | *Example:*  Year-round | Monitoring Matrix | Grab | 1. Daily Maximum 2. Monthly Geometric Mean |
| Fecal coliform  (74055) | #/100 mL | *Example:*  Nov – May | Monitoring Matrix | Grab | 1. Daily Maximum 2. Monthly Median |
| Fecal coliform (30500) | % | *Example: Year-round* | Monitoring Matrix | Calculation | Monthly percent over 43 |
| Enterococci  (61211) | #/100 mL | *Example:*  Nov – May | Monitoring Matrix | Grab | 1. Daily Maximum 2. Monthly Geometric Mean |
| Enterococci % samples exceeding limit (51937) | % | *Example: Year-round* | Monitoring Matrix | Calculation | Monthly percent over 130 |
| Total ammonia (as N)  (00610) | mg/L | *Example:*  Nov – May | Monitoring Matrix | 24-hour composite | Monthly Maximum |
| Alkalinity as CaCO3  (00410) (Include if no BLM monitoring) | mg/L | *Year-round or seasonal (Example: Nov – May)* | See Monitoring Matrix | 24-hour composite | Monthly Maximum |
| Chlorine used  (81400) | lbs/day | Year-round or seasonal (Example: Nov – May) | Monitoring Matrix | Scale reading | See eReporting Guidelines for WQ Permits |
| Chlorine, Total Residual prior to dechlorination | mg/L | Year-round or seasonal (Example: Nov – May) | Daily | Grab | Maintain records on-site |
| UV intensity | mW/cm2 | Year-round or seasonal (Example: Nov – May) | Daily | Continuous | Maintain records on-site |
| UV dose | mJ/cm2 | Year-round or seasonal (Example: Nov – May) | Daily | Calculation OR from manufacturer’s table | Maintain records on-site |
| UV transmittance | % | Year-round or seasonal (Example: Nov – May) | Daily | Continuous | Maintain records on-site |
| Salinity [for marine discharges]  (00480) | psu | Third year of permit cycle [year] | Quarterly | Grab | Quarterly Maximum |
| Dissolved Oxygen  (00300) | mg/L | Third year of permit cycle [year] | Quarterly | 24-hour composite (see note h.) | Quarterly Minimum |
| Total Kjeldahl Nitrogen (TKN)  (00625) | mg/L | Third year of permit cycle [year] | Quarterly, [see Monitoring Matrix for increased frequency based on facility type] | 24-hour composite | Quarterly Maximum |
| Nitrate (NO3) Plus Nitrite (NO2) Nitrogen (00630) | mg/L | Third year of permit cycle [year] | Quarterly[see Monitoring Matrix for increased frequency based on facility type] | 24-hour composite | Quarterly Maximum |
| Oil and Grease  (00556) | mg/L | Third year of permit cycle [year] | Quarterly | Grab | Quarterly Maximum |
| Total Phosphorus  (00665) | mg/L | Third year of permit cycle [year] | Quarterly | 24-hour composite | Quarterly Maximum |
| Total Dissolved Solids  (70295) | mg/L | Third year of permit cycle [year] | Quarterly | 24-hour composite | Quarterly Maximum |
| Notes:   1. In the event of equipment failure or loss, the permittee must notify DEQ and deploy new equipment to minimize interruption of data collection. If new equipment cannot be immediately deployed, the permittee must perform grab measurements. If the failure or loss is for continuous temperature monitoring equipment, the permittee must perform grab measurements daily between 12 PM and 5 PM until continuous monitoring equipment is redeployed. 2. When submitting DMRs electronically, all data used to determine summary statistics must be submitted in a DEQ-approved format as a spreadsheet via electronic reporting unless otherwise directed by DEQ. 3. Percent Removal must be calculated on a monthly basis using the following formula: Where:   Influent Concentration = Corresponding Monthly- average influent concentration based on the analytical results of the reporting period.  Effluent Concentration = Corresponding Monthly average effluent concentration based on the analytical results of the reporting period.   1. *Insert for systems where preliminary treatment occurs in septic tanks and influent sampling occurs after this preliminary treatment, such as STEP systems:* The influent BOD5 *or* CBOD5 and TSS concentrations are assumed to be 200 mg/l for calculation of the percent removal efficiency. 2. The daily excess thermal load (ETL) discharged must be calculated using the daily maximum effluent temperature and the corresponding daily effluent flow using the formula below.   The 7-day rolling average is then calculated from the daily ETLs.  The daily ETL is calculated as follows: ETL= 3.785 \* Qe \*ΔT  Where:   |  |  | | --- | --- | | ETL = | Excess Thermal Load (million kcal/day) | | Qe = | Daily effluent flow (MGD) | | ΔT = | Daily maximum effluent temperature (°C) minus ambient criterion (X °C) |  1. Example: If permit effective date is March 1, 2021; Monitoring is required quarterly from April 1, 2021 to March 31, 2022; and quarterly from April 1, 2025 to March 31, 2026; and continuing every three years until permit renewal. 2. The permittee must keep on file either daily calibration logs or an instrument manual showing that less than daily calibration is required along with calibration logs that comply with manufacturer instructions and any Proficiency (PT) or Water Pollution (WP) tests must be done using the continuous pH monitor 3. For Dissolved Oxygen, the permittee must collect and analyze at least four discrete grab samples over the operating day with samples collected no less than one hour apart. The analytical results for all samples in a day must be averaged for reporting purposes. 4. The permittee must perform temperature grab measurements daily between 12 PM and 5 PM. 5. When determining the daily maximum temperature, the permittee may report the hourly average maximum temperature if continuous monitoring of temperature is performed at less than hourly intervals. | | | | | |

[If no monitoring stations are upstream of the facility, include the following. Discuss with Direct Support if needed]

1. The permittee must monitor (waterbody name) and report the results in accordance with Table B1 and the table below. The permittee must collect samples such that the effluent does not impact the samples (e.g., upstream for riverine discharges).

Table B4: Receiving Stream Monitoring (waterbody name)

| **Item or Parameter** | **Units** | **Time Period** | **Minimum Frequency** | **Sample Type /**  **Required Action**  (See note a.) | Report Statistic  (See note b.) |
| --- | --- | --- | --- | --- | --- |
| Flow, stream  (00056) | cfs | Year-round or seasonal (Example: Nov – May) | 1/month | Grab | Monthly Maximum |
| pH  (00400) | SU | Year-round or seasonal (Example: Nov – May) | 1/month | Grab | Monthly Maximum |
| Temperature  (00010) | ºC | Year-round or seasonal (Example: Nov – May) | 1/month | Grab | Monthly Maximum |
| Alkalinity as CaCO3  (00410) | mg/L | Year-round or seasonal (Example: Nov – May) | 1/month | Grab | Monthly Maximum |
| Add parameters as needed |  | Year-round or seasonal (Example: Nov – May) | 1/month | Grab | Monthly Maximum |
| Notes:   1. In the event of equipment failure or loss, the permittee must notify DEQ and deploy new equipment to minimize interruption of data collection. If new equipment cannot be immediately deployed, the permittee must perform grab measurements. If the failure or loss is for continuous temperature monitoring equipment, the permittee must perform grab measurements daily between 2 PM and 4 PM until continuous monitoring equipment is redeployed. 2. When submitting DMRs electronically, all data used to determine summary statistics must be submitted in a DEQ-approved format as a spreadsheet via electronic reporting unless otherwise directed by DEQ. | | | | | |

Include the following for facilities that have pretreatment programs:

1. Pretreatment Monitoring

The permittee must monitor influent, effluent, and biosolids according to the table below and report the results as specified in Schedule E-8.a. Note: the following table must be modified to include any pollutant for which a local limit has been established or a MAHL (Maximum Allowable Headworks Loading) has been calculated or that has been identified as a pollutant of concern.

Table B?: Pretreatment Monitoring

| Pollutant  (See notes b. & c.) | CAS  (See note a.) | Minimum Frequency | Sample Type | Report |
| --- | --- | --- | --- | --- |
| Arsenic | 7440382 | Quarterly (frequency will vary with size of facility, refer to Monitoring Matrix), on 3 consecutive days between Monday and Friday, inclusive. | 24-hour composite for influent and effluent samples (See note e.) | Daily values |
| Cadmium | 7440439 |
| Chromium | 7440473 |
| Copper | 7440508 |
| Lead | 7439921 |
| Mercury | 7439976 |
| Molybdenum | 7439987 |
| Nickel | 7440020 |
| Selenium | 7782492 |
| Silver | 7440224 |
| Zinc | 7440666 |
| Cyanide (Total and Free) | 57125 |
| Insert other parameters as applicable. | Insert if applicable. |
| Biosolids (See note d.) | N/A | Quarterly | Grab | Daily values |
| Notes:   1. Chemical Abstract Service. 2. The permittee must analyze all metals for total concentration unless otherwise specified by DEQ in writing. 3. Cyanide (free and total) must be collected as a grab sample according to 40 CFR 122. Twenty-four-hour composite samples are not required for this analyte. 4. Biosolids sampling and analysis must be performed per 40 CFR 503. 5. Permittee must sample effluent after dechlorination and prior to discharge to receiving waters. Biosolids sampling must occur after dewatering and be representative of the facility’s biosolids that are delivered to customers. | | | | |

1. Recycled Water Monitoring Requirements: Outfall 00?

The permittee must monitor recycled water for Outfall (insert outfall number) as listed below. The samples must be representative of the recycled water delivered for beneficial reuse at a location identified in the Recycled Water Use Plan. [Communicate with the Recycled Water Program Coordinator to determine reporting requirements. Remove highlighted text and shading before finalizing.]

Table B?: Recycled Water Monitoring

| Item or Parameter | Units | Time Period | Minimum Frequency | Sample Type/ Required Action | Report  (See note a.) |
| --- | --- | --- | --- | --- | --- |
| Total flow (50050) | MGD |  | Daily | Measure | Monthly Total |
| *[Only include if irrigating]* | | | | | |
| Quantity irrigated (51789) | in/ac |  | Daily | Calculate | Monthly Total |
| pH (00400) | SU |  | 2/Week | Grab | Monthly Minimum  Monthly Maximum |
| *[Only include when using UV]* | | | | | |
| UV dosage (61938) | mJ/cm2 |  | Daily | Calculate based on UVI grab and average daily flow | Monthly Minimum |
| *[Delete those that do not apply]* | | | | | |
| Turbidity (00070) | NTU |  | Hourly (Class A) | Measure | Daily Average  Daily Maximum |
| Turbidity, time above limit (61736) | % |  | Daily (Class A) | Calculate | Daily Maximum |
| Total coliform (74056) | #/100 mL |  | Daily (Class A)  3/Week (Class B)  Weekly (Class C) | Grab (see note b.) | 7-Day Median  Maximum Single Sample |
| E. coli (51040) | #/100 mL |  | Weekly (Class D) | Grab | Monthly Geometric Mean  Maximum Single Sample |
| *[Only include if land applying]* | | | | | |
| Total Kjeldahl, Nitrogen (00625) | mg/L |  | Quarterly | Grab | Value |
| Nitrite + Nitrate (NO2+NO3) (00630) | mg/L |  | Quarterly | Grab | Value |
| Total Ammonia [as N] (00610) | mg/L |  | Quarterly | Grab | Value |
| Total Phosphorus (00665) | mg/L |  | Quarterly | Grab | Value |
| Nitrogen Loading Rate | lb/acre-year |  | Annually | Calculate | Value for each field |
| Note:   * 1. All data collected should be included in the Recycled Water Annual Report in addition to monthly and quarterly reporting as indicated.   2. [*only include for Class A, B or C water*] Calculations of the median total coliform levels in Classes A – C are based on the results of the last seven days that analyses have been completed. | | | | | |

1. Biosolids Monitoring Requirements

The permittee must monitor biosolids land applied or produced for sale or distribution as listed below. The samples must be representative of the quality and quantity of biosolids generated and undergo the same treatment process used to prepare the biosolids. Results must be reported as required in the biosolids management plan described in Schedule D.

Table B?: Biosolids Monitoring

[Note: the language in the following table has been written so that it requires no modification by the permit writer. It also captures the situation where a facility’s monitoring may change on a yearly basis, depending on the quantity of biosolids produced, and ensures that a facility isn’t required to monitor more or less frequently than required by rule or federal regulation.]

| **Item or Parameter** | **Minimum Frequency** | **Sample Type** |
| --- | --- | --- |
| Nutrient and conventional parameters (% dry weight unless otherwise specified):  Total Kjeldahl Nitrogen (TKN)  Nitrate-Nitrogen (NO3-N)  Total Ammoniacal Nitrogen (NH3-N)  Total Phosphorus (P)  Potassium (K)  pH (S.U.)  Total Solids  Volatile Solids | As described in DEQ-approved Biosolids Management Plan, but not less than the frequency in Table B?. | As described in DEQ-approved Biosolids Management Plan |
| Pollutants: As, Cd, Cu, Hg, Pb, Mo, Ni, Se, Zn, mg/kg dry weight | As described in DEQ-approved Biosolids Management Plan, but not less than the frequency in Table B? | As described in DEQ-approved Biosolids Management Plan |
| Pathogen reduction | As described in DEQ-approved Biosolids Management Plan, but not less than the frequency in Table B?. | As described in DEQ-approved Biosolids Management Plan |
| Vector attraction reduction | As described in DEQ-approved Biosolids Management Plan, but not less than the frequency in Table B?. | As described in DEQ-approved Biosolids Management Plan |
| Record of biosolids land application: date, quantity, location. | Each event | Record the date, quantity, and location of biosolids land applied on site location map or equivalent electronic system, such as GIS. |

Table B?: Biosolids Minimum Monitoring Frequency

| Quantity of biosolids land applied or produced  for sale or distribution per calendar year | | Minimum Sampling Frequency |
| --- | --- | --- |
| (dry metric tons) | (dry U.S. tons) |
| Less than 290 | Less than 320 | Once per year |
| 290 to 1,500 | 320 to 1,653 | Once per quarter (4x/year) |
| 1,500 to 15,000 | 1,653 to 16,535 | Once per 60 days (6x/year) |
| 15,000 or more | 16,535 or more | Once per month (12x/year) |

1. SCHEDULE C: COMPLIANCE SCHEDULE

Note to permit writer: The following is only included if a compliance schedule is required in the permit (contact subject matter expert for more information) If no compliance schedule in the permit, maintain Schedule C header and include the following language “A compliance schedule is not part of this permit”.

1. Compliance Schedule to Meet Final Effluent Limits

The permittee must comply with the following schedule:

|  |  |
| --- | --- |
| Compliance Date: | Requirement: |
| By XX/XX/XXXX  Within X months of permit effective date | The permittee must [insert interim requirement as necessary] |
| By XX/XX/XXXX  Within X months of permit effective date | The permittee must [insert interim requirement as necessary] |
| By XX/XX/XXXX  Within X months of permit effective date | The permittee must [insert interim requirement as necessary] |
| By XX/XX/XXXX  Within X months of permit effective date | The permittee must [insert interim requirement as necessary] |
| By XX/XX/XXXX  Within X months of permit effective date | The permittee must achieve compliance with the final effluent limits for [enter parameter] in Schedule A of this permit. |

1. Responsibility to Meet Compliance Dates

No later than 14 days following each compliance date listed in the table above, the permittee must notify DEQ in writing of its compliance or noncompliance with the requirements. Any reports of noncompliance must include the cause of noncompliance, any remedial actions taken, and a discussion of the likelihood of meeting the next scheduled requirement(s).

1. SCHEDULE D: SPECIAL CONDITIONS

.[Include only with the first permit renewal that includes wet weather mass limits based on Design Average Wet Weather Flow (DAWWF). (Do not include Condition 1 if the prior permit approved wet weather mass limits based on DAWWF-based mass limits.)]

1. Inflow Removal
   * + 1. By the date listed in Table B1, the permittee must submit to DEQ for approval an/an updated Inflow Removal Program. The program must consist of the following:
          1. Identification of all overflow points.
          2. Verification that sewer system overflows are not occurring up to a 24-hour, 5-year storm event or equivalent.
          3. Monitoring of all pump station overflow points.
          4. A process for identifying and removing all inflow sources into the permittee’s sewer system over which the permittee has legal control, including a time schedule for identifying and reducing inflow.
          5. If the permittee does not have the necessary legal authority for all portions of the sewer system or treatment facility, a strategy and schedule for gaining legal authority to require inflow reduction and a process and schedule for identifying and removing inflow sources once legal authority has been obtained.
       2. Within 60 days of receiving written DEQ comments, the permittee must submit a final approvable program and time schedule.
       3. A copy of the program must be kept at the wastewater treatment facility for review upon request by DEQ.
       4. An annual inflow and infiltration report must be submitted to DEQ as directed in Schedule B. The report must include the following:
          1. Details of activities performed in the previous year to identify and reduce inflow and infiltration.
          2. Details of activities planned for the following year to identify and reduce inflow and infiltration.
          3. A summary of sanitary sewer overflows that occurred during the previous year.
          4. Information that demonstrates compliance with DEQ-approved Inflow Removal Plan required by condition 1.a? above.

[Include the following for all municipal permits that do not have the permit condition regarding Inflow Removal above]

1. Inflow and Infiltration

The permittee must submit to DEQ an annual inflow and infiltration report on a DEQ-approved form as directed in Table B1. The report must include the following:

* + 1. An assessment of the facility’s I/I issues based on a comparison of summer and winter flows to the plant.
    2. Details of activities performed in the previous year to identify and reduce inflow and infiltration.
    3. Details of activities planned for the following year to identify and reduce inflow and infiltration.
    4. A summary of sanitary sewer overflows that occurred during the previous year. This should include the following: date of the SSO, location, estimated volume, cause, follow-up actions and if performed, the results of receiving stream monitoring.

Include the following condition if a mixing zone study or update is needed:

1. Mixing Zone Study

[Mixing Zone subject matter expert will provided language if a new/revised study is needed.]

Include the following condition in all municipal permits:

1. Emergency Response and Public Notification Plan

Include for all municipal permits:

The permittee must develop an Emergency Response and Public Notification Plan (“plan”), or ensure the facility’s existing plan is current and accurate, per [Schedule F](#ScheduleF), Section B, and Condition 8 within 6 months of permit effective date. The permittee must update the plan annually to ensure all information contained in the plan, including telephone and email contact information for applicable public agencies, is current and accurate. An updated copy of the plan must be kept on file at the facility for DEQ review. The latest plan revision date must be listed on the plan cover along with the reviewer’s initials or signature.

Include for all industrial permits:

The permittee must develop an Emergency Response and Public Notification Plan (“plan”), or ensure the facility’s existing plan is current and accurate, per [Schedule F](#ScheduleF), Section B, and Condition 7 within 6 months of permit effective date. The permittee must update the plan annually to ensure all information contained in the plan, including telephone and email contact information for applicable public agencies, is current and accurate. An updated copy of the plan must be kept on file at the facility for DEQ review. The latest plan revision date must be listed on the plan cover along with the reviewer’s initials or signature.

Insert language below for sources that have or will have an active recycled water program. Note: Do NOT include mention of third party contracts. DEQ does not have the authority to enforce these contracts.

1. Recycled Water Use Plan

Include for facilities without a Recycled water use plan. OR delete entire section “Recycled Water Use Plan” if permittee indicates that they do not intend to recycle water during the next permit cycle.

In order to distribute recycled water, the permittee must develop and maintain a DEQ-approved Recycled Water Use Plan meeting the requirements in OAR 340-055-0025. The permittee must submit this plan or any significant modifications to DEQ for review and approval with sufficient time to clear DEQ review and a public notice period prior to distribution of recycled water. The permittee is prohibited from distributing recycled water prior to receipt of written approval of its Recycled Water Use Plan from DEQ. The permittee must keep the plan updated. All plan revisions require written authorization from DEQ and are effective upon permittee’s receipt of DEQ written approval. No significant modifications can be made to a plan for an administratively extended permit (after the permit expiration date). Conditions in the plan are enforceable requirements under this permit. DEQ will provide an opportunity for public review and comment on any significant plan modifications prior to approving or denying. Public review is not required for minor modifications, changes to utilization dates or changes in use within the recycled water class.

* + 1. Recycled Water Annual Report – If the permittee distributes recycled water under a recycled water use plan, the permittee must submit a recycled water annual report by the date specified in Table B1: Reporting Requirements and Due Dates. The permittee must use DEQ approved recycled water annual report form. This report must include the monitoring data and analytical laboratory reports for the previous year’s monitoring required under Schedule B.

Include for facilities with a recycled water use plan. Include the highlighted text below if the facility needs to update their RWUP.

The permittee must update and maintain a DEQ-approved Recycled Water Use Plan meeting the requirements in OAR 340-055-0025. The permittee must submit this plan or any significant modifications to DEQ for review and approval with sufficient time to clear DEQ review and a public notice period prior to implementing changes to the recycled water program. The permittee must keep the plan updated. All plan revisions require written authorization from DEQ and are effective upon permittee’s receipt of DEQ written approval. No significant modifications can be made to a plan for an administratively extended permit (after the permit expiration date). Conditions in the plan are enforceable requirements under this permit. DEQ will provide an opportunity for public review and comment on any significant plan modifications prior to approving or denying. Public review is not required for minor modifications, changes to utilization dates or changes in use within the recycled water class.

* + 1. Recycled Water Annual Report – The permittee must submit a recycled water annual report by the date specified in Table B1: Reporting Requirements and Due Dates. The permittee must use DEQ approved recycled water annual report form. This report must include the monitoring data and analytical laboratory reports for the previous year’s monitoring required under Schedule B.

Include the following condition for all domestic facilities:

1. Exempt Wastewater Reuse at the Treatment System

Recycled water used for landscape irrigation within the property boundary or in-plant processes at the wastewater treatment system is exempt from the requirements of OAR 340-055 if all of the following conditions are met:

* + 1. The recycled water is an oxidized and disinfected wastewater.
    2. The recycled water is used at the wastewater treatment system site where it is generated or at an auxiliary wastewater or sludge treatment facility that is subject to the same NPDES or WPCF permit as the wastewater treatment system.
    3. Spray and/or drift from the use does not migrate off the site.
    4. Public access to the site is restricted.

Include the following conditions pertaining to Wastewater Solids only if the facility does **not** have a biosolids program: (Wastewater solids are untreated sludge, or the solids that accumulate at wastewater treatment facilities that do not meet the specifications of biosolids. This does not include solids extracted from screening at the headworks.)

1. Wastewater Solids Annual Report

The permittee must submit a Wastewater Solids Annual Report by February 19 each year documenting removal of wastewater solids from the facility during the previous calendar year. The permittee must use DEQ-approved wastewater solids annual report form. This report must include the volume of material removed and the name of the permitted facility that received the solids.

Include the following conditions pertaining to Biosolids Management Plans if biosolids conditions have been included in [*Schedule A*](#ScheduleA):

1. Biosolids Management Plan

Include for facilities without a Biosolids Management plan.

Prior to distributing biosolids to the public, the permittee must develop and maintain a Biosolids Management Plan and Land Application Plan meeting the requirements in OAR 340-050-0031. The permittee must submit these plans and any significant modification of these plans to DEQ for review and approval with sufficient time to clear DEQ review and a public notice period prior to removing biosolids from the facility. The permittee must keep the plans updated. All plan revisions require written authorization from DEQ and are effective upon permittee’s receipt of DEQ written approval. No significant modifications can be made to a plan for an administratively extended permit (after the permit expiration date). Conditions in the plans are enforceable requirements under this permit.

Include for facilities with a Biosolids Management Plan. Include the highlighted text if the facility needs to update their BMP.

The permittee must update and maintain a Biosolids Management Plan and Land Application Plan meeting the requirements in OAR 340-050-0031. The permittee must submit these plans and any significant modification of these plans to DEQ for review and approval with sufficient time to clear DEQ review and a public notice period prior to implementing any significant changes to the biosolids program. The permittee must keep the plans updated. All plan revisions require written authorization from DEQ and are effective upon permittee’s receipt of DEQ written approval. No significant modifications can be made to a plan for an administratively extended permit (after the permit expiration date). Conditions in the plans are enforceable requirements under this permit.

Include the following conditions if biosolids conditions have been included in [*Schedule A*](#ScheduleA):

* + 1. **Annual Report**

The permittee must submit a Biosolids Annual Report by February 19 each year documenting biosolids management activities of the previous calendar year as described in OAR 340-050-0035(6). The permittee must use DEQ approved Biosolids Annual report form. This report must include the monitoring data and analytical laboratory reports for the previous year’s monitoring specified under Schedule B.

* + 1. **Site Authorization**

The permittee must obtain written authorization from DEQ for each land application site prior to its use. Conditions in site authorizations are enforceable requirements under this permit. The permittee is prohibited from land applying biosolids to a DEQ-approved site except in accordance with the site authorization, while this permit is effective and with the written approval of the property owner. DEQ may modify or revoke a site authorization following the procedures for a permit modification described in OAR 340-045-0055.

* + 1. **Public Participation**
       - 1. DEQ will provide an opportunity for public review and comment on any significant plan modifications prior to approving or denying. Public review is not required for minor modifications or changes to utilization dates.
         2. No DEQ-initiated public notice is required for continued use of sites identified in DEQ-approved biosolids management plan.
         3. For new sites that fail to meet the site selection criteria in the biosolids management plan or that are deemed by DEQ to be sensitive with respect to residential housing, runoff potential, or threat to groundwater, DEQ will provide an opportunity for public comment as directed by OAR 340-050-0030(2).
         4. For all other new sites, the permittee must provide for public participation following procedures in its DEQ-approved land application plan.

Include the following for sources that produce Class A biosolids only. Alternatively, this language may be included for all facilities with biosolids programs so as to allow them to upgrade to Class A biosolids without obtaining a permit modification.

* + 1. **Exceptional Quality Biosolids**

The permittee is exempt from the requirements in condition ?.b above, if:

* + - * 1. Pollutant concentrations of biosolids are less than the pollutant concentration limits in Schedule A, Table A?;
        2. Biosolids meet one of the Class A pathogen reduction alternatives in 40 CFR 503.32(a); and
        3. Biosolids meet one of the vector attraction reduction options in 40 CFR 503.33(b)(1) through (8).

Insert the following conditions for all facilities.

1. Wastewater Solids Transfers
   * + 1. *Within state.* The permittee may transfer wastewater solids including Class A and Class B biosolids, to another facility permitted to process or dispose of wastewater solids, including but not limited to: another wastewater treatment facility, landfill, or incinerator. The permittee must satisfy the requirements of the receiving facility. The permittee must report the name of the receiving facility and the quantity of material transferred in the wastewater solids or biosolids annual report identified in Schedule B.
       2. *Out of state.* If wastewater solids, including Class A and Class B biosolids, are transferred out of state for use or disposal, the permittee must obtain written authorization from DEQ, meet Oregon requirements for the use or disposal of wastewater solids, notify in writing the receiving state of the proposed use or disposal of wastewater solids, and satisfy the requirements of the receiving state.
2. Hauled Waste Control Plan

[Remove this condition if the facility has a formal pretreatment program. Consult with the pretreatment coordinator if you are not sure. If there is not a pretreatment program one of the two paragraphs below must be in the permit.]

For domestic facilities that do not have a formal pretreatment program and either have a DEQ approved hauled waste plan or do not currently accept hauled waste:

The permittee may accept hauled wastes at discharge points designated by the POTW after receiving written DEQ approval of a Hauled Waste Control Plan. Hauled wastes may include wastewater solids from another wastewater treatment facility, septage, grease trap wastes, portable and chemical toilet wastes, landfill leachate, groundwater remediation wastewaters and commercial/industrial wastewaters. A Hauled Waste Control Plan is not required in the event biological seed must be added to the process at the POTW to facilitate effective wastewater treatment.

For domestic facilities that do not have a formal pretreatment program and currently accept hauled waste but do not have a DEQ approved hauled waste plan:

The permittee may accept hauled wastes at discharge points designated by the POTW. The permittee must submit a written Hauled Waste Control Plan by the date listed in Table B1. Within 60 days of receiving DEQ comments, the permittee must submit hauled waste control plan revised to be consistent with DEQ’s comments. Hauled wastes may include wastewater solids from another wastewater treatment facility, septage, grease trap wastes, portable and chemical toilet wastes, landfill leachate, groundwater remediation wastewaters and commercial/industrial wastewaters. The permittee must keep the plan updated and submit substantial modifications to an existing plan to DEQ for approval at least 60 days prior to making the proposed changes. Plan modifications are effective upon receipt of written DEQ approval. A Hauled Waste Control Plan is not required in the event biological seed must be added to the process at the POTW to facilitate effective wastewater treatment.

Insert the follow if Hauled Waste Control Plan condition is included.

1. Hauled Waste Annual Report

If the permittee has a Hauled Waste Control Plan, or otherwise accepts hauled waste, the permittee must submit an annual report of hauled waste received by the POTW. This report, if required, must be submitted as described in Table B1. This report must include the date, time, type, and amount received each time the POTW accepts hauled waste. Hauled waste must be described in the permittee’s Hauled Waste Control Plan.

Insert the following if the permittee has a lagoon.

1. Lagoon Solids

By the date listed in Table B1, the permittee must submit to DEQ a sludge depth survey and report. The report must include the sludge depths throughout the lagoons and an evaluation of the impact of sludge on treatment efficiency and odors. If the evaluation finds that the sludge is impacting the treatment efficiency and causing odors, the permittee must submit a plan to reduce or remove the sludge. See Schedule D, conditions 7?, 8? and 9?, for sludge removal requirements.

Operator Certification language to be inserted in all DOMESTIC AND CERTAIN INDUSTRIAL permits:

1. Operator Certification
   * + 1. Definitions
          1. “Supervise” means to have full and active responsibility for the daily on site technical operation of a wastewater treatment system or wastewater collection system.
          2. “Supervisor” or “designated operator”, means the operator delegated authority by the permittee for establishing and executing the specific practice and procedures for operating the wastewater treatment system or wastewater collection system in accordance with the policies of the owner of the system and any permit requirements.
          3. “Shift Supervisor” means the operator delegated authority by the permittee for executing the specific practice and procedures for operating the wastewater treatment system or wastewater collection system when the system is operated on more than one daily shift.
          4. “System” includes both the collection system and the treatment systems.
       2. The permittee must comply with OAR Chapter 340, Division 49, “Regulations Pertaining to Certification of Wastewater System Operator Personnel" and designate a supervisor whose certification corresponds with the classification of the collection and/or treatment system as specified in DEQ Supervisory Wastewater Operator Status Report. DEQ may revise the permittee’s classification in writing at any time to reflect changes in the collection or treatment system. This reclassification is not considered a permit modification and may be made after the permit expiration date provided the permit has been administratively extended by DEQ. If a facility is re-classified, a certified letter will be mailed to the system owner from DEQ Operator Certification Program. Current system classifications are publicized on DEQ Supervisory Wastewater Operator Status Report found on [DEQ Wastewater Operator Certification Homepage](https://www.oregon.gov/deq/wq/wqpermits/Pages/Wastewater-Operator-Certification.aspx).

Include the following for wastewater systems with a Design Average Dry Weather Flow (DADWF) of 0.075 MGD or greater:

* + - 1. The permittee must have its system supervised full-time by one or more operators who hold a valid certificate for the type of wastewater treatment or wastewater collection system, and at a grade equal to or greater than the wastewater system’s classification.

OR Include the following for wastewater systems with a Design Average Dry Weather Flow (DADWF) of less than 0.075 MGD:

* + - 1. The permittee must have its system supervised on a part-time or full-time basis by one or more operators who hold a valid certificate for the type of wastewater treatment or wastewater collection system the operator is supervising and at a grade equal to or greater than the wastewater system’s classification.

Include the following for all wastewater systems:

* + - 1. The permittee's wastewater system may be without the designated supervisor for up to 30 consecutive days if another person supervises the system, who is certified at no more than one grade lower than the classification of the wastewater system. The permittee must delegate authority to this operator to supervise the operation of the system.
      2. If the wastewater system has more than one daily shift, the permittee must have another properly certified operator available to supervise operation of the system. Each shift supervisor must be certified at no more than one grade lower than the system classification.
      3. The permittee is not required to have a supervisor on site at all times; however, the supervisor must be available to the permittee and operator at all times.
      4. The permittee must notify DEQ in writing of the name of the system supervisor by completing and submitting the Supervisory Wastewater System Operator Designation Form. The most recent version of this form may be found on [DEQ Wastewater Operator Certification homepage](https://www.oregon.gov/deq/wq/wqpermits/Pages/Wastewater-Operator-Certification.aspx) \*NOTE: This form is different from the Delegated Authority form. The permittee may replace or re-designate the system supervisor with another properly certified operator at any time and must notify DEQ in writing within 30 days of replacement or re-designation of the operator in charge. As of this writing, the notice of replacement or re-designation must be sent to Water Quality Division, Operator Certification Program, 700 NE Multnomah St, Suite 600, Portland, OR 97232-4100. This address may be updated in writing by DEQ during the term of this permit.
      5. When compliance with item (d) of this section is not possible or practicable because the system supervisor is not available or the position is vacated unexpectedly, and another certified operator is not qualified to assume supervisory responsibility, the Director may grant a time extension for compliance with the requirements in response to a written request from the system owner. The Director will not grant an extension longer than 120 days unless the system owner documents the existence of extraordinary circumstances.

Include if needed (for industrial permits):

1. Spill/Emergency Response Plan

The permittee must have an up-to-date spill response plan for prevention and handling of spills and unplanned discharges. This plan must be available for review during a DEQ inspection. The spill response plan must include all of the following:

* + 1. A description of the reporting system that will be used to alert responsible managers and legal authorities in the event of a spill.
    2. A description of preventive measures and facilities (including an overall facility plot showing drainage patterns) to prevent, contain, or treat spills.
    3. A description of the permittee’s training program to ensure that employees are properly trained at all times to respond to unplanned and emergency incidents.
    4. A description of the applicable reporting requirements. These must be consistent with the reporting requirements found in [Schedule F](#ScheduleF), condition D.5.

The next section must be included in all POTW permits that don’t already have a pretreatment program:

1. Industrial User Survey

If a facility has a pretreatement program (i.e., Schedule E is included in the permit), this condition is not required and should be deleted.

If a facility does not have a pretreatment program, a survey or report is required in the following cases:

1. If the permittee **does not** have a pretreatment program, and **no** industrial waste survey has been completed, a survey must be completed and the following language should be included:

**Industrial User Survey**

a. By the date listed in Table B1, the permittee must conduct an industrial user survey as described in 40CFR 403.8(f)(2)(i-iii) to determine the presence of any industrial users discharging wastewaters subject to pretreatment and submit a report on the findings to DEQ. The purpose of the survey is to identify whether there are any industrial users discharging to the POTW, and ensure regulatory oversight of these discharges to state waters.

b. Should DEQ determine that a pretreatment program is required, the permit must be reopened and modified in accordance with 40 CFR 403.8(e)(1) to incorporate a compliance schedule for development of a pretreatment program. The compliance schedule must be developed in accordance with the provisions of 40 CFR 403.12(k), and must not exceed twelve (12) months.

2. If a permittee does not have a pretreatment program, and an industrial waste survey has been completed, an update to the original industrial waste survey must be completed and following language should be included:

**Industrial User Survey Update**

1. By the date listed in Table B1, the permittee must submit to DEQ an update to the industrial user survey that was completed **[insert date that survey was most recently completed]**. The update must be completed in accordance with 40 CFR 403.8(f)(2)(i-iii) and provide DEQ with sufficient information to determine the need for development of a pretreatment program.
2. Should DEQ determine that a pretreatment program is required, the permit must be reopened and modified in accordance with 40 CFR 403.8(e)(1) to incorporate a compliance schedule to require development of a pretreatment program. The compliance schedule must be developed in accordance with the provisions of 40 CFR 403.12(k), and must not exceed twelve (12) months.
3. Outfall Inspection

The permittee must inspect Outfall 001 including the submerged portion of the outfall line and diffuser to document its integrity and to determine whether it is functioning as designed. The inspection must determine whether diffuser ports are intact, clear and fully functional. The inspection must verify the latitude and longitude of the diffuser. The permittee must submit a written report to DEQ regarding the results of the outfall inspection by the date in Table B1. The report must include a description of the outfall as originally constructed, the condition of the current outfall and identify any repairs needed to return the outfall to satisfactory condition.

1. Water Quality Trading [for basin]
   1. Water Quality Trading Plan

The permittee’s water quality trading plan is incorporated into this permit by reference as enforceable conditions of this permit provided the plan is approved by DEQ. Prior to approval, DEQ must provide an opportunity for public notice and comment on the trading plan for a minimum of 35 days as a Category III permitting action pursuant to OAR 340-045-0027. Once DEQ approves of the plan, the permittee is authorized to use water quality trading to comply with the Excess Thermal Load waste discharge limitations in Schedule A provided its trading activities comply with the requirements of this section, OAR 340-039, and its trading plan.

* 1. Water Quality Trading Plan Modifications

Any changes to the plan must be submitted to DEQ for review and approval according to OAR 340-039-0025(7). Prior to approval, DEQ must provide an opportunity for public notice and comment on the trading plan for a minimum of 35 days as a Category III permitting action pursuant to OAR 340-045-0027. DEQ cannot approve of any modifications to the plan if this permit is administratively extended beyond its expiration date.

* + - * 1. TMDLs are revised periodically. Development of new or revised TMDLs can change implementation requirements. Any new TMDL requirements must be incorporated into subsequent baseline determinations at project initiation per OAR 340-039-0030.
  1. Individual Trading Projects

All individual trading projects and modifications to these projects must be consistent with DEQ-approved plan; they are not subject to public notice and comment and may be modified if this permit is administratively extended beyond its expiration date.

* 1. Events Beyond the Permittee’s Reasonable Control
     + - 1. Damage to a project due to an event beyond the permittee’s reasonable control (for example, wildfire, flood, vandalism) is not in and of itself considered a violation of this permit.
         2. The permittee must report these events as required in Schedule F, Section D whenever applicable. Ther permittee must also report the following to DEQ within 90 days of the damage:

A description of the event, including an assessment of the damage.

A plan for addressing the damage. Natural restoration and/or active replanting of the site is allowed if continued maintenance is expected to provide a reasonable potential for the long term restoration of the shading function in an ecologically appropriate manner. Replacement with an alternate site or sites is also allowed.

Schedule for implementation of the permittee’s plan.

* + - * 1. Credits from projects that are damaged due to events beyond the reasonable control of the permittee remain valid provided the permittee demonstrates to DEQ that the sites will be restored or alternative solutions implemented within a reasonable timeframe.
  1. Recordkeeping

The permittee must keep the following records for each project site for as long as credits generated at the site is being used. These records must be made available to DEQ within 14 days of request.

* + - * 1. Project name and address.
        2. General description of the project, including land ownership information, a description with latitudes and longitudes delineating the project boundary and, if applicable, the georeferenced GIS shapefile of the project boundary.
        3. Site-specific design or, for riparian restoration, a planting plan if developed.
        4. Monitoring documentation including photos.
        5. Name and contact information of party or parties responsible for conducting the planting and monitoring.
  1. Annual Report
     + - 1. By February May 1 of each year, the permittee must submit an annual report to DEQ. The report must describe trading plan implementation and performance over the past year. The annual report must include information specific to each trading project implemented including:
         2. The location of each trading project and best management practices implemented in the preceding year.
         3. The trading project baseline.
         4. The trading ratios used.
         5. Trading project monitoring results.
         6. Verification of trading plan performance including the quantity of credits acquired from each trading project and the total quantity of credits generated under the trading plan to date.
         7. Funding source for each trading project.
         8. If applicable, adaptive management measures implemented under the trading plan.

1. SCHEDULE F: NPDES GENERAL CONDITIONS

For this Schedule to appear in the Table of Contents, do not delete the above.

Insert the appropriate version of the General conditions. These may be found on SharePoint: