

**ATTACHMENT C- MONITORING AND REPORTING PROGRAM (REVISED JUNE 10, 2016)**

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**ATTACHMENT C – MONITORING AND REPORTING PROGRAM (MRP) NO. R1-2012-0033 (REVISED JUNE 10, 2016)**

California Water Code sections 13267 and 13383 authorize the Regional Water Quality Control Board (Regional Water Board) to require technical and monitoring reports. This MRP establishes monitoring and reporting requirements, which implement California regulations.

**I. GENERAL MONITORING PROVISIONS**

- A. Composite samples may be taken by a proportional sampling device approved by the Executive Officer or by grab samples composited in proportion to flow. In compositing grab samples, the sampling interval shall not exceed 1 hour.
- B. Laboratories analyzing monitoring samples shall be certified by the State Water Resources Control Board, Division of Drinking Water (DDW), in accordance with the provision of Water Code section 13176, and must include quality assurance/quality control data with their reports.
- C. Compliance and reasonable potential monitoring analyses shall be conducted using commercially available and reasonably achievable detection limits that are lower than the applicable effluent limitation. If no minimum level (ML) value is below the effluent limitation, the lowest ML shall be selected as the reporting level (RL).

**II. MONITORING LOCATIONS**

The Discharger shall establish the following monitoring locations to demonstrate compliance with the effluent limitations, discharge specifications, and other requirements in this Order:

**Table C-1. Monitoring Station Locations**

Discharge Point Name	Monitoring Location Name	Monitoring Location Description
---	INF-001	Untreated influent wastewater collected at the Facility headworks at a representative point preceding primary treatment
--	INT-001	Internal monitoring location for purposes of monitoring effluent turbidity following the tertiary filters
---	INT-002	Internal monitoring location for purposes of monitoring disinfected tertiary recycled water to demonstrate compliance with ultraviolet light discharge specifications.
001	EFF-001	Disinfected secondary treated recycled water from the Facility following the chlorination disinfection system prior to discharge to secondary recycled water storage ponds.
002	EFF-002	Disinfected, tertiary treated recycled water from the Facility following the ultraviolet light disinfection system prior to discharge to tertiary effluent storage tank (referred to in Order as tertiary holding tank).
003	REC-003	Secondary treated recycled water discharged to the agricultural reclamation system.
004	REC-004	Disinfected, tertiary recycled water discharged to urban irrigation areas

**Table C-1. Monitoring Station Locations**

Discharge Point Name	Monitoring Location Name	Monitoring Location Description
--	MW-1, MW-2, MW-3	Groundwater Monitoring Wells

**III. MONITORING REQUIREMENTS**

**A. Monitoring Location INF-001**

The Permittee shall monitor influent to the Facility at Monitoring Location INF-001, as follows:

**Table C-2. Influent Monitoring – Monitoring Location INF-001**

Parameter	Units	Sample Type	Minimum Sampling Frequency
Flow (Average Daily)	mgd	Meter	Continuous
Biochemical Oxygen Demand (5-day @ 20°C)	mg/L	24-hr Composite	Weekly
Total Suspended Solids	mg/L	24-hr Composite	Weekly
pH	std units	Grab	Weekly

**B. Monitoring Secondary Effluent – Monitoring Location EFF-001**

When discharging to effluent storage ponds at Discharge Point 001, the Discharger shall monitor treated effluent at Monitoring Location EFF-001 as follows:

**Table C-3. Effluent Monitoring – Monitoring Location EFF-001**

Parameter	Units	Sample Type	Minimum Sampling Frequency
Flow (Average Daily) <sup>1</sup>	mgd	Meter	Continuous
Biochemical Oxygen Demand (5-day @ 20°C)	mg/L	Grab	Weekly
Total Suspended Solids	mg/L	Grab	Weekly
Total Coliform Organisms	MPN/100 mL	Grab	Daily
pH	std units	Grab	Weekly
Total Chlorine Residual	mg/L	Meter	Continuous <sup>2</sup>

**C. Monitoring Tertiary Effluent – Monitoring Locations EFF-002, INT-001, and INT-002**

1. During operation of the tertiary treatment system, monitoring shall demonstrate compliance with Effluent Limitations in section IV.B (Final Reclamation Limits) of the Order. The following tertiary treatment system monitoring, reporting, and compliance requirements shall apply.

<sup>1</sup> Flow monitoring may occur immediately upstream of the chlorine contact basin.

<sup>2</sup> Report lowest daily chlorine residual.

- a. During operation of the tertiary treatment system, the Discharger shall monitor treated effluent transferred to the tertiary effluent storage tank at EFF-002 as follows:

**Table C-4. Effluent Monitoring – Monitoring Location EFF-002**

Parameter	Units	Sample Type	Minimum Sampling Frequency
Flow (Mean Daily)	mgd	Meter	Continuous
Biochemical Oxygen Demand (5-day @ 20°C) (BOD <sub>5</sub> )	mg/L	Grab	Monthly
Total Suspended Solids (TSS)	mg/L	Grab	Monthly
Total Coliform Organisms	MPN/100 mL	Grab	Daily

**b. Compliance.**

- i. Monitoring results from the tertiary treatment system shall demonstrate compliance with requirements specified in the California Code of Regulations Water Recycling Criteria (title 22), as referenced in Reclamation Specification VII.A.1.a of the Order.
- ii. Compliance with total coliform limits specified in Effluent Limitation IV. C of the Order shall be determined as specified in section XI.F of the Order.

**c. Reporting.**

- i. The Discharger shall report the results of daily total coliform bacteria monitoring, running 7-day median calculation, and maximum daily coliform reading.
- ii. If effluent total coliform exceeds 240 MPN/100 mL, the event shall initiate a plant shut down, diversion of inadequately treated wastewater to temporary storage or an upstream treatment process, and the incident shall be reported to the DDW and the Regional Water Board by telephone within 24 hours in accordance with General Provision IX.A.12 of the Order. A written report describing the incident and the actions undertaken in response shall be included in the monthly self-monitoring report.

**2. Filtration Process Monitoring.** Filtration process monitoring shall demonstrate compliance with Reclamation Specification VI.A (Filtration Process Requirements) of the Order. The following filtration process monitoring, reporting, and compliance requirements shall apply.

- b. Monitoring.** The Discharger shall monitor effluent following the tertiary filters at Monitoring Location INT-001 and prior to disinfection as follows:

**Table C-5 Effluent Monitoring – Monitoring Location INT-001**

Parameter	Units	Sample Type	Minimum Sampling Frequency
Turbidity	NTU	Meter	Continuous

The turbidity of the filter effluent shall be continuously measured and recorded. Should the turbidity meter and recorder fail, grab sampling at a minimum frequency of 1.2 hours may be substituted for a period of up to 24 hours. The recorded data shall be maintained by the Discharger for at least 3 years. The daily maximum, daily average, and 95<sup>th</sup> percentile turbidity results shall be reported for monitoring location INT-001 on the monthly monitoring reports.

- c. Compliance.** Compliance with the turbidity limitations specified in the California Code of Regulations Water Recycling Criteria (title 22), as referenced in Reclamation Specification VI.A of the Order shall be determined as follows:
- i.** Compliance with the daily average turbidity reclamation specification shall be determined by averaging all turbidity readings collected in a calendar day, using the levels of recorded turbidity taken at intervals of no more than 1.2 hours over a 24-hour period.
  - ii.** Compliance with the 95<sup>th</sup> percentile effluent turbidity reclamation specification shall be determined using the levels of recorded turbidity taken at intervals of no more than 1.2 hours over a 24-hour period.
  - iii.** Exceedances of the maximum turbidity requirement shall not be considered a violation of these waste discharge requirements if such exceedance does not exceed one minute.
- d. Reporting.**
- i.** The Discharger shall report the daily maximum and 95<sup>th</sup> percentile (24-hour period) result for each day that effluent is processed through the tertiary filters.
  - ii.** If the filter turbidity exceeds 2 NTU based on a daily average or 5 NTU for more than 15 minutes, the incident shall be reported in the monthly self-monitoring report.
  - iii.** If the filter effluent turbidity exceeds 10 NTU at any time, the event shall initiate a plant shut down, diversion of inadequately treated wastewater to temporary storage or an upstream treatment process, and the incident shall be reported to the DDW and the Regional Water Board by telephone within 24 hours in accordance with General Provision IX.A.12 of the Order. A written report describing the incident and the actions undertaken in response shall be included in the monthly self-monitoring report.
- 3. UV Disinfection Process Monitoring.** UV disinfection process monitoring shall demonstrate compliance with section VI.B.2 (Ultraviolet Light Disinfection System) of the Order. The following process monitoring, reporting and compliance requirements shall apply.
- a. Monitoring.** The Discharger shall monitor effluent following the UV disinfection process at Monitoring Location INT-002 and prior to transfer to the tertiary effluent storage tank as follows:

**Table C-6 Effluent Monitoring – Monitoring Location INT-002**

Parameter	Units	Sample Type	Minimum Sampling Frequency
Operational UV Dose	mJ/cm <sup>2</sup>	Calculation	30-minute intervals
UV Transmittance	percent	meter	continuous

The UV transmittance of the effluent from the UV disinfection system shall be monitored continuously and recorded. The operational UV dose shall be calculated from the UV transmittance and exposure time, using lamp age and sleeve fouling factors.

**b. Compliance.** Compliance with the UV disinfection process requirements specified in the California Code of Regulations Water Recycling Criteria (title 22), as referenced in Reclamation Specification VI.B.2 of the Order shall be determined as follows:

- i.** The UV transmittance shall not fall below 55 percent of maximum at any time, unless otherwise approved by DDW.
- ii.** The operational UV dose shall not fall below 100 millijoules per square centimeter (mJ/cm<sup>2</sup>) at any time, unless otherwise approved by DDW.

**c. Reporting.**

- i.** The Discharger shall report daily average and lowest daily transmittance and operational UV dose on its monthly monitoring reports.
- ii.** If the UV disinfection equipment fails, the UV transmittance falls below 55 percent, or the UV dose falls below 100 mJ/cm<sup>2</sup> at any time, the event shall initiate a plant shut down, diversion of inadequately treated wastewater to temporary storage or an upstream treatment process, and the event shall be reported to the Regional Water Board and DDW by telephone within 24 hours in accordance with General Provision IX.A.12 of the Order. A written report describing the incident and the actions undertaken in response shall be included in the monthly self-monitoring report.

**D. Monitoring Reclamation (Discharge Monitoring Points 003 and 004)**

**1. Reclamation Water Quality Monitoring**

When discharging at Discharge Point 003 (agricultural irrigation area) or 004 (urban landscape irrigation areas), the Discharger shall monitor treated effluent at Monitoring Location REC-003 and/or REC-004 as follows:

**Table C-7. Effluent Monitoring – Monitoring Location REC-003/REC-004**

Parameter	Units	Sample Type	Minimum Sampling Frequency
Flow (Mean Daily)	mgd	Meter	Continuous
Total Nitrogen <sup>3</sup> (as N)	mg/L	Grab	Monthly
Total Dissolved Solids	mg/L	Grab	Monthly
Chloride	mg/L	Grab	Monthly
Boron	mg/L	Grab	Annually
Sodium	mg/L	Grab	Monthly
Priority Pollutants <sup>4, 5</sup>	µg/L	Grab	Annually
Visual Observations <sup>6</sup>	---	---	Weekly

**2. Reclamation Water Production and Use**

Recycled water quality characteristics and precipitation data shall be used to ascertain nitrogen loading rates to the agricultural and urban recycled water use sites. The following information shall be reported during periods that recycled water is being delivered to agricultural or urban recycled water use sites:

**Table C-8. Recycled Water Production and Use<sup>7</sup>**

Parameter	Units	Sample Type	Minimum Sampling Frequency
Volume of recycled water <sup>8</sup>	Acre-feet	Meter	Monthly
Total area of application	Acres	Observation	Monthly
Total Nitrogen application rate <sup>9,10</sup>	Lbs/Acre-Month	Calculation	Monthly

<sup>3</sup> Total Nitrogen is comprised of nitrate, nitrite, ammonia and organic nitrogen.  
<sup>4</sup> The Discharger shall monitor for pollutants identified in the California Toxics Rule (CTR) at 40 CFR 131.38.  
<sup>5</sup> Priority pollutant monitoring is required at REC-004 only in accordance with the Recycled Water Policy requirement for annual priority pollutant monitoring at landscape irrigation sites. Monitoring shall occur during the normal landscape irrigation season (between May and October). The first two monitoring events shall be for the complete list of CTR pollutants. Monitoring may be reduced to those pollutants that are present at, or near, the applicable water quality objectives.  
<sup>6</sup> During periods of discharge to the reclamation distribution system, visual observations shall be conducted at least weekly to verify compliance with recycled water requirements in the Order and shall confirm proper operation of the recycled water system and associated best management practices, and include a record of any malfunctions or findings of improper operation, including, but not limited to odors, evidence of surface run-off, or ponding that exceeds 24-hours. The monthly monitoring report shall include the daily volume of treated wastewater discharged to the irrigation system and any observations indicating non-compliance with the provisions of the waste discharge requirements.  
<sup>7</sup> To be reported by type of use (e.g., urban irrigation, pasture irrigation, etc.)  
<sup>8</sup> Estimation of the volume of recycled water shall not include other potable or non-potable “make-up” water used in conjunction with recycled water.  
<sup>9</sup> Nitrogen application rate shall consider nitrogen content of the recycled water, based on effluent monitoring data.

Parameter	Units	Sample Type	Minimum Sampling Frequency
Rainfall	Inches	Gage	Daily

**3. Reclamation Compliance Reporting**

The Discharger shall submit the following records regarding the reclamation system with its monitoring reports:

- a. A summary of any operational problems, equipment or process malfunctions, and any diversion of recycled water that does not meet the requirements specified in this Order; and
- b. A detailed description of any corrective or preventative actions taken.

**IV. RECEIVING WATER MONITORING REQUIREMENTS**

**A. Monitoring Groundwater**

- 1. The Discharger shall monitor groundwater at groundwater approved monitoring well locations as follows:

**Table C-9. Groundwater Monitoring – Monitoring Wells**

Parameter	Units	Sample Type	Minimum Sampling Frequency
Depth to Groundwater	0.01 feet	Grab	2x / Year
Nitrogen, Total (as N)	mg/L	Grab	2x / Year
Total Dissolved Solids	mg/L	Grab	2x / Year
Chloride	mg/L	Grab	2x / Year
Boron	mg/L	Grab	2x / Year
Sodium	mg/L	Grab	2x / Year

- 2. The Discharger shall submit a written plan to demonstrate compliance with Receiving Water Limitation IX.A.5 of the Order.

**V. REPORTING REQUIREMENTS**

**A. Self-Monitoring Reports (SMRs)**

- 1. At any time during the term of this permit, the State or Regional Water Board may notify the Discharger to electronically submit Self-Monitoring Reports (SMRs) using the State Water Board’s California Integrated Water Quality System (CIWQS) Program Web site (<http://www.waterboards.ca.gov/ciwqs/index.html>). Until such notification is given, the

<sup>10</sup> Nitrogen concentrations shall be calculated and reported “as N”. For example, nitrate-nitrogen = 27 mg/L as NO<sub>3</sub> shall be converted and reported as nitrate-nitrogen = 6.1 mg/L as N using a conversion factor of 14.067 (N)/62.0049 (NO<sub>3</sub>)

Discharger shall submit hard copy SMRs to the Regional Water Board. The CIWQS Web site will provide additional directions for SMR submittal in the event of a service interruption for electronic submittal.

2. The Discharger shall submit monthly SMRs including the results for all monitoring specified in this MRP. If the Discharger monitors any pollutant more frequently than required by this Order, the results of this monitoring shall be included in the calculations and reporting of the data submitted in the SMR.
3. All monitoring results shall include complete laboratory data sheets for each analysis and be submitted in conjunction with the monthly SMR.
4. Monitoring periods for all required monitoring shall be completed according to the following schedule:

**Table C-10. Monitoring Periods and Reporting Schedule**

Sampling Frequency	Monitoring Period Begins On	Monitoring Period	SMR Due Date
Continuous	May 1, 2012	All	First day of second calendar month following month of sampling
Daily	May 1, 2012	(Midnight through 11:59 PM) or any 24-hour period that reasonably represents a calendar day for purposes of sampling.	-----
Monthly	May 1, 2012	1 <sup>st</sup> day of calendar month through last day of calendar month	First day of second calendar month following month of sampling
Quarterly	May 1, 2012	January-March April-June July-September October-December	First day of second calendar month following the quarter of sampling
2X / Year	June 1, 2012	June and November	First day of second calendar month following month of sampling (August and January)
Annually	May 1, 2012	January 1 through December 31	March 1 each year

5. **Reporting Protocols.** The Discharger shall report with each sample result the applicable ML, the RL and the current MDL, as determined by the procedure in Standard Methods.

The Discharger shall report the results of analytical determinations for the presence of chemical constituents in a sample using the following reporting protocols:

- a. Sample results greater than or equal to the reported ML shall be reported as measured by the laboratory (i.e., the measured chemical concentration in the sample).

- b. Sample results less than the RL, but greater than or equal to the laboratory's MDL, shall be reported as "Detected, but Not Quantified," or DNQ. The estimated chemical concentration of the sample shall also be reported.

For the purposes of data collection, the laboratory shall write the estimated chemical concentration next to DNQ as well as the words "Estimated Concentration" (may be shortened to "Est. Conc."). The laboratory may, if such information is available, include numerical estimates of the data quality for the reported result. Numerical estimates of data quality may be percent accuracy (+ a percentage of the reported value), numerical ranges (low to high), or any other means considered appropriate by the laboratory.

- c. Sample results less than the laboratory's MDL shall be reported as "Not Detected," or ND.
- d. Dischargers are to instruct laboratories to establish calibration standards so that the ML value (or its equivalent if there is differential treatment of samples relative to calibration standards) is the lowest calibration standard. At no time is the Discharger to use analytical data derived from extrapolation beyond the lowest point of the calibration curve.

**6. Self-Monitoring Reports.** The Discharger shall submit self-monitoring reports (SMRs) in accordance with the following requirements:

- a. The Discharger shall arrange all reported data in a tabular format. The data shall be summarized to clearly illustrate whether the Facility is operating in compliance with interim and/or final effluent limitations. The Discharger is not required to duplicate the submittal of data that is entered in a tabular format within CIWQS. When electronic submittal of data is required and CIWQS does not provide for entry into a tabular format within the system, the Discharger shall electronically submit the data in a tabular format as an attachment.
- b. The Discharger shall attach a cover letter to the SMR. The information contained in the cover letter shall clearly identify:
  - i. Facility name and address;
  - ii. WDID number;
  - iii. Applicable period of monitoring and reporting;
  - iv. Violations of the WDRs (identified violations must include a description of the requirement that was violated and a description of the violation);
  - v. Corrective actions taken or planned; and
  - vi. The proposed time schedule for corrective actions.
- c. SMRs must be submitted to the Regional Water Board, signed and certified as required by the General Provisions, to [NorthCoast@waterboards.ca.gov](mailto:NorthCoast@waterboards.ca.gov) or on disk (CD or DVD) in a Portable Document Format (PDF) file in lieu of paper-sourced documents. The guidelines

for electronic submittal of documents can be found on the Regional Water Board website at:  
<http://www.waterboards.ca.gov/northcoast>.

## B. Other Reports

1. **Annual Report.** The Discharger shall submit an annual report to the Regional Water Board for each calendar year. The report shall be submitted by March 1<sup>st</sup> of the following year. The report shall, at a minimum, include the following:
  - a. **Monitoring Data Summaries.** Both tabular and, where appropriate, graphical summaries of the monitoring data and disposal records from the previous year. If the Discharger monitors any pollutant more frequently than required by this Order, using test procedures approved under section Part 136 or as specified in this Order, the results of this monitoring shall be included in the calculation and report of the data submitted in the SMR.
  - b. **Annual Recycled Water Report.** The Discharger shall submit an annual recycled water report that shall include:
    - i. A compliance summary and discussion of the compliance record for the prior calendar year, including:
      - (a) If violations occurred during the monitoring period, the report shall discuss the corrective actions taken and planned to bring the reclamation system into full compliance with this Order.
      - (b) An evaluation verifying that the application of recycled water occurred at reasonable agronomic rates as identified in the Irrigation Management Plan for the Facility and utilizing the data required by Table C-8 of the MRP. If the agronomic rate evaluation determines that exceedances of the agronomic rate may be occurring, the Discharger shall identify and implement corrective actions to ensure recycled water use occurs at reasonable agronomic rates.
      - (c) Certification that all reasonable best management practices were implemented to ensure efficient and compliant operation of the recycled water system.
      - (d) Identification of any other problems that occurred in the recycled water system during the prior year and plans to rectify those problems in the coming year.
    - ii. A summary of scheduled and unanticipated maintenance of the reclamation system appurtenances and irrigation areas;
    - iii. Copies of any approval letter(s) prepared by DDW regarding any amendments to the title 22 Recycled Water Engineering Report and a description of approved changes to the reclamation system; and

- iv.** Documentation of compliance with California Health and Safety Code section 116815 (regarding the installation and marking of recycled water piping) identified in Reclamation Requirement VII.B.15.
- c. Compliance Reporting.** A comprehensive discussion of the Facility's compliance (or lack thereof) with all effluent limitations and other WDRs, and the corrective actions taken or planned, which may be needed to bring the discharge into full compliance with the Order.
- d. Contact Information.** The names and telephone numbers of persons to contact regarding the Facility for routine and emergency situations.
- e. Calibration Records.** A statement certifying when monitoring instruments and devices were last calibrated, including identification of who performed the calibration.
- f. Operation and Maintenance (O&M) Manual and Spill Contingency Plan Review.** A statement certifying whether the current O&M manual and spill contingency plan reflect the wastewater treatment facility as currently constructed and operated, and the dates when those documents were last reviewed and last revised for adequacy.
- g. Source Control Activity Reporting.** The Discharger shall submit a description of the Discharger's source control activities performed during the calendar year, as required by Provision X.B.2.c in the Order, including:

  - i.** A copy of any source control standards.
  - ii.** A summary of any inspections or monitoring conducted during the previous year of TRACEN departments or activities that may contribute pollutants that should not be discharged to the wastewater treatment facility.
  - iii.** A summary of public education and public participation activities to involve and inform the TRACEN population regarding pollutants that should not be discharged to the wastewater treatment facility.
- h. Biosolids Handling and Disposal Activity Reporting.** The Discharger shall submit a description of the solids handling, disposal and reuse activities over the previous twelve months. At a minimum, the report shall contain:

  - i.** Annual sludge production, in dry tons and percent solids.
  - ii.** A schematic diagram showing sludge handling facilities (e.g., digesters, thickeners, drying beds, etc.), if any, and a solids flow diagram.
  - iii.** Methods of final disposal of sludge:

    - (a)** For any portion of sludge discharged to a sanitary landfill, the Discharger shall provide the volume of sludge transported to the land fill, the names and locations of the facilities receiving sludge, the Regional Water Board's WDRs order number for the regulated landfill, and the landfill classification.

- (b) For any portion of sludge discharged through land application, the Discharger shall provide the volume of biosolids applied, the date and locations where biosolids were applied, the Regional Water Board's WDRs order number for the regulated discharge, a demonstration that the discharge was conducted in compliance with applicable permits and regulations, and, if applicable, corrective actions taken or planned to bring the discharge into compliance with WDRs.
- (c) For any portion of sludge further treated through composting, the Discharger shall provide a summary of the composting process, the volume of sludge composted, and a demonstration and signed certification statement that the composting process and final product met all requirements for Class A biosolids.

### C. Spill Notification

1. **Spills and Unauthorized Discharges.** Information regarding all spills and unauthorized discharges (except sanitary sewer overflows) that may endanger health or the environment shall be provided verbally to the Regional Water Board.<sup>11</sup> Within 24 hours from the time the Discharger becomes aware of the circumstances, and a written report shall also be provided within five (5) days of the time of the discharge.

Information to be provided verbally to the Regional Water Board includes:

- i. Name and contact information of caller;
- ii. Date, time and location of spill occurrence;
- iii. Estimates of spill volume, rate of flow, and spill duration, if available and reasonably accurate;
- iv. Surface water bodies impacted, if any;
- v. Cause of spill, if known at the time of the notification;
- vi. Cleanup actions taken or repairs made at the time of the notification; and
- vii. Responding agencies.

Ordered by: \_\_\_\_\_  
Matthias St. John  
Executive Officer

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<sup>11</sup> The contact number of the Regional Water Board during normal business hours is (707) 576-2220. After normal business hours, spill reporting to the California Governor's Office of Emergency Services Warning Center (CalOES) will satisfy the 24 hour notification requirement for the Regional Water Board. The contact number for spill reporting for CalOES is (800) 852-7550.