

Central Coast Regional Water Quality Control Board

Waste Discharge Requirements Self-Monitoring Report

Submit this Self-Monitoring Report according to Monitoring and Reporting Program requirements.

Document Date	
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Facility Information

Facility Name	
Facility Address	
City, State, ZIP	
Facility County	

Facility Contact

Name	
Job Title	
Email	
Phone Number	

Permit

WDR Order (Permit) Number	
Monitoring and Reporting Program Number	
Global ID (for Geotracker reporting facilities)	

Flow Over Monitoring Period

Type of Permitted Flow, gpd	<input type="checkbox"/> Maximum Daily <input type="checkbox"/> Average Monthly <input type="checkbox"/> Other
Permitted Flow, gpd	
Reported Flow, gpd	

Reporting Period

Select the Type of Report	<input type="checkbox"/> Annual <input type="checkbox"/> Semiannual <input type="checkbox"/> Quarterly <input type="checkbox"/> Monthly <input type="checkbox"/> Other
If you selected "Other", please specify the report type.	
Reporting Period Start Date	
Reporting Period End Date	

Monitoring Performed During This Period

Select the Type of Monitoring Performed During This Period	<input type="checkbox"/> Groundwater <input type="checkbox"/> Treatment System Effluent <input type="checkbox"/> Treatment System Influent <input type="checkbox"/> Source Water Monitoring <input type="checkbox"/> Solids Disposal <input type="checkbox"/> Recycled Water <input type="checkbox"/> Disposal Area <input type="checkbox"/> Recycled Water Use Area <input type="checkbox"/> Other
If you selected "Other", please specify the type of monitoring performed.	

Violations During This Monitoring Period

Were there permit violations during the monitoring period?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Parameters in Violation

Pursuant to Standard Provisions¹, reports must contain dates of violations, explanation of cause, and corrective actions planned or taken to prevent recurrence. Please include parameter(s) and date(s) of violation in the tables provided below.

Violation Reporting for Effluent, Disposal, Groundwater, Recycle Use, and Flow ^[1]

Parameter	Occurrence Date	Permit Limit	Reported Value
Example: Effluent BOD5	1/1/2020	35 mg/L 30-day avg	50 mg/L

^[1] If the number of violations exceeds the table rows, provide an expanded table as an attachment to include all violations during the monitoring period. If violations are significant or extensive, attach a discussion containing explanation of cause and corrective action.

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Permit and Monitoring Requirement	Occurrence Date	Explanation/Corrective Action
Example: Malfunctioning Flow Meter	1/1/2020 through 2/1/2020	Flow meter stopped working. New flow meter ordered and installed on 2/1/2020. Missing influent flow monitoring data during occurrence dates.

Self-Monitoring Report Requirements Checklist

- ☐ Laboratory Data Uploaded to Geotracker (EDF)
- ☐ Report is in a Searchable PDF Format
- ☐ Report is Uploaded to Geotracker²
- ☐ Cover Sheet is signed by the Legally Responsible Official (LRO) or Dually Authorized Representative³

Certification and Signature

In accordance with the Standard Provisions¹ and Reporting Requirements, I certify under penalty of law that this document and all attachments were prepared under my direction or supervision following a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my knowledge of the person(s) who manage the system, or those directly responsible for data gathering, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Print Name	
Title	

Signature: _____ **Date:** _____

¹ Electronic access to Standard Provisions: https://www.waterboards.ca.gov/centralcoast/board_decisions/docs/wdr_standard_provisions_2013.pdf

² Geotracker Electronic Submittal of Information (ESI) Page: [GeoTracker ESI Login \(ca.gov\)](#)

³ The Legally Responsible Official for a corporation is a principle executive officer of at least the level of vice president, for a partnership is a general partner, for a proprietorship is a proprietor, for a public agency is principle executive officer or ranking elected official, and for an LLC a member or manager given signing authority by the operating agreement of the LLC. For designation of signatory power to an authorized representative, access the Designation of Dily Authorized Representative Form here: [Designation of Duly Authorized Representative Form \(ca.gov\)](#)