



**Terry Tamminen**  
Secretary for  
Environmental  
Protection

# California Regional Water Quality Control Board

## Lahontan Region



**Arnold Schwarzenegger**  
Governor

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<http://www.swrcb.ca.gov/rwqcb6>

# NOTICE

## NEW FORM FOR REPORTING

The Regional Board requires monitoring reports as part of a permit, order, or request made pursuant to Section 13267 of the California Water Code. As part of evaluating monitoring reports, Regional Board staff has observed that the reports frequently do not contain the required elements. In an effort to improve your ability to comply with our requirements, we have developed the enclosed transmittal form for your immediate use. A copy of the form can be found also on our website at:

<http://www.swrcb.ca.gov/rwqcb6/AvailDocs.htm>

The form contains required elements for most monitoring reports. Completion of the form will ensure the Regional Board has the most recent contact information, details about violations or instances of non-compliance and descriptions of corrective actions taken. I encourage you to use this form when transmitting your monitoring report to this office. Alternately, use the form as a checklist to be sure your reports contain all the listed/required information.

As a reminder, failure to submit monitoring reports or submittal of incomplete information is a violation of state law and may result in enforcement actions by the Regional Board. Recent changes in legislation have required mandatory enforcement actions for certain types of violations.

Thank you for your assistance. If you have questions, please contact Alan Miller at (530) 542-5430 for the North Lahontan Region, or Jehiel Cass at (760) 241-2434 for the South Lahontan Region.

Sincerely,

Harold J. Singer  
Executive Officer

April 5, 2004

Enclosure

MLK/dcc T:\M&R Program Notice-lk-3-04  
[READ File]

**California Environmental Protection Agency**

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