

CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD  
LOS ANGELES REGION

ATTACHMENT P

PRETREATMENT REPORTING REQUIREMENTS

I. ANNUAL REPORTING REQUIREMENTS

The annual report is due on April 1 of each year and shall contain, but not be limited to, the following information:

1. A summary of analytical results from representative, flow-proportioned, 24-hour composite sampling of the POTW'S influent and effluent for those pollutants USEPA has identified under Section 307(a) of the Clean Water Act which are known or suspected to be discharged by nondomestic users. This will consist of an annual full priority pollutant scan, with quarterly samples analyzed only for those pollutants detected in the full scan. The Discharger is not required to sample and analyze for asbestos.

Sludge shall be sampled and analyzed for the same pollutants as the influent and effluent sampling and analysis. The sludge analyzed shall be a composite sample of a minimum of 12 discrete samples. This sampling method is applicable to sludge that is dewatered on site and is immediately hauled off site for disposal. However, if the sludge is dried in drying beds prior to its final disposal, the sludge composite sample must be from 12 discrete samples collected from twelve representative locations of the drying beds. Sludge results shall be expressed in mg/kg dry sludge, 100% dry weight basis.

Wastewater and sludge sampling and analysis shall be performed at a minimum of once per quarter. The Discharger shall also provide any influent, effluent, or sludge monitoring data for nonpriority pollutants which the Discharger believes may be causing or contributing to Interference, Pass-Through, or adversely impacting sludge quality. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR Part 136 and amendments thereto.

2. A discussion of Upset, Interference, or Pass-Through incidents, if any, at the treatment plant which the Discharger knows or suspects was/were caused by nondomestic users of the POTW system. The discussion shall include the reason(s) why the incident(s) occurred, the corrective action(s) taken and, if known, the name and address of the industrial user(s) responsible. The discussion shall also include a review of the applicable local or federal discharge limitations to determine whether any additional limitations, or changes to existing

Attachment P  
Pretreatment Reporting Requirements

requirements, may be necessary to prevent Pass-Through, Interference, or noncompliance with sludge disposal requirements.

3. An updated list of the Discharger's significant industrial users (SIUs) including their names and addresses and a list of deletions, additions, and SIU name changes keyed to the previously submitted list. The Discharger shall provide a brief explanation for each deletion. The SIU list shall identify the SIUs subject to Federal Categorical Standards by specifying which set of standards are applicable to each SIU. The list shall also indicate which SIUs are subject to local limitations.
4. The Discharger shall characterize the compliance status of each industrial user, by providing a list or table which includes:
  - a. SIU name;
  - b. Industrial category;
  - c. The type (processes) of wastewater treatment in place;
  - d. Number of samples taken by the POTW during the year;
  - e. Number of samples taken by the SIU during the year;
  - f. Whether, for facilities which have limits for total toxic organic, all needed certificates (if allowed) were provided;
  - g. Standards violated during the year (Federal and local, reported separately);
  - h. Whether the facility was in Significant Noncompliance (SNC), as defined by 40 CFR Part 403.12 (f) (2) (vii), at any time in the year; and
  - i. A summary of enforcement or other actions taken during the year to return the SIU to compliance, including the type of action, final compliance date, and amount of fines assessed/collected (if any). Describe any proposed actions, for bringing the SIU into compliance.
5. A short description of any significant changes in operating the Pretreatment Program which differ from the previous year including, but not limited to changes concerning: the program's administrative structure; local industrial discharge limitation; monitoring program or monitoring frequencies; legal authority or enforcement policy; funding mechanisms, resource requirements; or staffing levels.

Attachment P  
Pretreatment Reporting Requirements

6. A summary of the annual pretreatment budget, including the cost of pretreatment program functions and equipment purchases.
7. A summary of public participation activities to involve and inform the public of the program including a copy of the newspaper notice, if any, required under 40 CFR 403.8 (f) (2) (vii).
8. A description of any changes in sludge disposal methods and a discussion of any concerns not described elsewhere in the report.
9. A brief description of any program the POTW implements to reduce pollutants from nondomestic users that are not classified as SIUs.

II. SEMI-ANNUAL REPORTING REQUIREMENTS

The Discharger shall submit a semi-annual compliance status report to the USEPA, the State Board, and the Regional Board. The report shall cover the periods January 1 - June 30. The report shall be submitted by August 31. The reports shall contain:

1. A list of SIUs which violated any standards or reporting requirements during January - June;
2. What the violations were (distinguish between categorical and local limits);
3. **What enforcement actions were taken; and**
4. The status of active enforcement actions from the annual report, including closeouts (facilities under previous enforcement actions which attained compliance during the two quarters).

III. REPORT SUBMITTAL AND SIGNATORY

The semi-annual and annual reports shall be duly signed pursuant to 40 CFR Part 403.12 (j) and shall be sent to the following addresses:

California Regional Water Quality Control Board, Los Angeles Region  
320 W. 4<sup>th</sup> Street, Suite 200  
Los Angeles, CA 90013

Pretreatment Program Manager  
Division of Water Quality  
State Water Resources Control Board  
P.O. Box 944213  
Sacramento, CA 94244-2130

Attachment P  
Pretreatment Reporting Requirements

Pretreatment Program Report  
CWA Compliance Office (WTR-7)  
Water Division  
U.S. Environmental Protection Agency, Region 9  
75 Hawthorne Street  
San Francisco, CA 94105-3901