

CENTRAL VALLEY REGIONAL WATER QUALITY CONTROL BOARD
ATTACHMENT A: MONITORING AND REPORTING PROGRAM TEMPLATE

ORDER NO. R5-2026-XXX

**FOR DOMESTIC WASTEWATER TREATMENT SYSTEMS WITH FLOWS GREATER
THAN 0.1 MILLION GALLONS PER DAY**

This Monitoring and Reporting Program (MRP) Template establishes guidance for developing site-specific monitoring and reporting requirements for facilities covered under General Waste Discharge Requirements for Domestic Wastewater Treatment Systems with Flows Greater Than 0.1 Million Gallons Per Day, Order No. R5-2026-XXXX (General Order).

When a facility is enrolled under the General Order through issuance of a Notice of Applicability (NOA), a site-specific MRP will also be issued pursuant to Water Code section 13267. This site-specific MRP will specify the monitoring and reporting requirements applicable to the discharger enrolled under the General Order

A. Facility Information (Fillable Form)

| Field | Fill Here |
|---|---|
| Facility Name | [Click or tap here to enter text.] |
| Facility Location (Address) | [Click or tap here to enter text.] |
| Notice of Applicability (NOA) Enrollee Number | [Click or tap here to enter text.] |
| Wastewater Treatment Technologies Used (Check all boxes that apply) | <input type="checkbox"/> Facultative Pond] <input type="checkbox"/> Aerobic Pond] <input type="checkbox"/> Surface Aerated Lagoon/Pond] <input type="checkbox"/> Constructed Wetland] <input type="checkbox"/> Fixed-Film Biological Reactor] <input type="checkbox"/> Rotating Biological Reactor] <input type="checkbox"/> Moving Bed Biofilm Reactor] <input type="checkbox"/> Membrane Biological Reactor] <input type="checkbox"/> Aerobic Granulation] <input type="checkbox"/> Rotating Biological Contactor] <input type="checkbox"/> Oxidation Ditch] <input type="checkbox"/> Sequencing Batch Reactor] <input type="checkbox"/> Anaerobic Digestions] <input type="checkbox"/> Trickling Filter] <input type="checkbox"/> Non-potable Recycled Water] <input type="checkbox"/> Other: _____] |
| Average Daily Design Flow (MGD) | [Click or tap here to enter text.] |

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I. INTRODUCTION

1. This monitoring and reporting program (MRP) describes the monitoring requirements for the {Enter Facility Name.} (Facility), which is owned and operated by (Discharger). The Facility is enrolled under the General Waste Discharge Requirements for Domestic Wastewater Treatment Systems with Flows Greater Than 0.1 Million Gallons Per Day, Order No. R5-2026-XXXX (General Order). This MRP is required pursuant to California Water Code (CWC) §13267. The Discharger shall not implement any changes to the MRP unless and until a revised MRP is issued or adopted by the Central Valley Regional Water Quality Control Board (Central Valley Water Board). The Discharger shall comply with this MRP.
2. The reports required by this MRP are necessary to ensure that the Discharger complies with the NOA and General Order, and the burden of producing the reports, including costs, bears a reasonable relationship to the need for the report and the benefits to be obtained from the reports. Pursuant to Wat. Code section 13267, the Discharger shall implement this MRP and shall submit the monitoring reports described herein. Pursuant to Wat. Code section 13268, failure to submit technical or monitoring program reports, including but not limited to, Compliance Letters as described herein, or falsifying information, is guilty of a misdemeanor and may be subject to enforcement action.
3. The Central Valley Water Board requires dischargers enrolled under the General Order to submit monitoring reports electronically using State Water Resources Control Board's GeoTracker database. Dischargers subject to the General Order shall submit reports (both technical and monitoring reports) and all data to the GeoTracker database via the Internet in portable document format (PDF) and electronic deliverable format (EDF), respectively. [GeoTracker database information related to the electronic submittal of information \(ESI\)](http://www.waterboards.ca.gov/ust/electronic_submittal/index.shtml) is available online. (http://www.waterboards.ca.gov/ust/electronic_submittal/index.shtml)

Additional information regarding the submittal of electronic reports and data is provided under the Reporting Requirements section of this MRP.

4. Dischargers shall comply with all monitoring and reporting requirements described in this MRP unless otherwise noted. Acronyms used within this MRP are defined in the Acronyms and Abbreviations section included in **Attachment B – Information Sheet** of the General Order.

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II. SAMPLING AND ANALYSIS

1. The discharger shall collect representative samples in accordance with the facility's most recent Sampling and Analysis Plan. Samples and measurements shall be obtained at the monitoring points specified in the table below and the Sampling and Analysis Plan. Dischargers must submit a new Sampling and Analysis plan to the Central Valley Water Board prior to implementation of any changes to the plan. All samples (e.g., wastewater, groundwater, soil, sludge, etc.) must be representative of the volume and nature of the discharge or matrix of materials sampled.

Table 1 – Monitoring Locations

| Monitoring Location | Monitoring Location Description |
|------------------------------------|--|
| INF-001, etc. | Location where a representative sample of the influent entering the Facility can be collected prior to any additives, treatment processes, or WWTF return flow |
| EFF-001, etc. | Location where a representative sample of the treated effluent can be taken prior to discharge. |
| PND-001, PND-002, etc. | Pond Monitoring |
| PWS-001, PWS-002, etc. | Public water supply for the area served by the WWTF. |
| BIO-001. etc. | Sludge/Biosolids monitoring |
| REC-001, etc. | Recycled Water Monitoring |
| DIS-001, LAA-002, etc. | Disposal Area Monitoring |
| {Insert Monitoring Location Name}. | {Insert Location Description} |

2. All samples must be collected by a qualified person, trained in proper procedures for collecting the samples. The name of the sampler, sample type (grab or composite), time, date, location, bottle/container type, and any preservative used for each sample must be recorded on the sample chain of custody form. The chain of custody forms must also contain all custody information, including date, time, and to whom the samples were relinquished. If composite samples are collected, the basis for sampling (time or flow weighted) must be included in the Sampling and Analysis Plan.

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3. Field test instruments (such as those used to measure pH, electrical conductivity, dissolved oxygen, wind speed, and precipitation) may be used provided that:
 - a. The operator is trained in the proper use and maintenance of the instruments;
 - b. The instruments are field calibrated at the frequency recommended by the manufacturer;
 - c. The instruments are serviced and/or calibrated at the manufacturer's recommended frequency; and
 - d. Field calibration reports are submitted as described in the "Reporting" section of the MRP.
4. Laboratory analytical procedures shall comply with the methods and holding times specified in the following (as applicable to the medium and constituent to be analyzed):
 - a. Methods for Organic Chemical Analysis of Municipal and Industrial Wastewater (EPA 600 Series),
 - b. Test Methods for Evaluating Solid Waste (SW 846-latest edition),
 - c. Methods for Chemical Analysis of Water and Wastes (EPA),
 - d. Methods for Determination of Inorganic Substances in Environmental Samples (EPA),
 - e. Standard Methods for the Examination of Water and Wastewater (APHA/AWWA/WEF),
 - f. Soil, Plant, and Water Reference Methods for the Western Region (WREP 125), and

[{Insert additional Analytical Laboratory Procedure requirements as appropriate}](#)

Approved editions shall be those that are approved for use by the U.S. Environmental Protection Agency (EPA) or the State Water Resources Control Board's (State Water Board) Environmental Laboratory Accreditation Program (ELAP). The test method may be modified subject to the application and approval of alternate test procedures under the Code of Federal Regulations (40 CFR 136). The Discharger may propose alternative methods for approval by the Executive Officer. Where technically feasible, laboratory reporting limits shall be lower than concentrations that implement applicable water quality objectives/limits for the constituents to be analyzed.
5. Chemical, bacteriological, and bioassay analyses shall be conducted at an ELAP-certified laboratory for such analyses. A manual containing the steps followed in this program must be kept in the laboratory and shall be available for inspection by Board staff. The Quality Assurance-Quality Control Program must conform to EPA guidelines or to procedures approved by the Board.

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6. The Discharger shall retain records of all monitoring information, including all calibration and maintenance records, all original strip chart recordings of continuous monitoring instrumentation, copies of all reports required by this Order, and records of all data used to complete the application for this Order. Records shall be maintained for a minimum of three years from the date of the sample, measurement, report, or application. This period may be extended during the course of any unresolved litigation regarding this discharge or when requested by the Central Valley Water Board Executive Officer. Records of monitoring information shall include:
 - a. The date, exact place, and time of sampling or measurements,
 - b. The individual(s) who performed the sampling of the measurements,
 - c. The date(s) analyses were performed,
 - d. The individual(s) who performed the analyses,
 - e. The laboratory which performed the analysis,
 - f. The analytical techniques or methods used, and
 - g. The results of such analyses.
7. Anyone performing sampling on behalf of the Discharger shall be familiar with the Sampling and Analysis Plan.
8. The Discharger shall construct all monitoring wells to meet or exceed the standards stated in the State Department of Water Resources Bulletin 74-81 and subsequent revisions, and shall comply with the reporting provisions for wells required by Water Code Sections 13750 through 13755.22

III. WATER SUPPLY MONITORING

If the Discharger does not manage the raw water supply (sampled before use or treatment), the Discharger shall consult with their water purveyor(s) to ensure the water supply is sampled consistent with Table 2. If the water purveyor(s) sample the raw water supply for a different sampling suite or at a different frequency than what is required in Table 2, the Central Valley Water Board Executive Officer, in coordination with the Discharger at the time of enrollment, may consider the development of a site-specific sampling plan (e.g., modifications to the sampling suite, sampling frequency, and/or sampling schedule, etc.).

1. Representative samples of each source of the Discharger's water supply must be collected and analyzed, at a minimum, for constituents specified in Table 2 below.
2. In lieu of the required water supply sampling, the Discharger may request Central Valley Water Board approval to submit the reporting year's Consumer Confidence Report (annual water quality report or drinking water quality report), as required by the State Water Board, Division of Drinking Water (DDW) and/or county, provided

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the public water system provides water for the entire area that discharges into the Facility's collection system.

Table 2 - Source Water Sampling

| Constituent | Units | Sample Type | Sampling Frequency |
|------------------------------|--------------|--------------------|---------------------------|
| Nitrate as N | mg/L | Grab | Annually |
| Total Dissolved Solids (TDS) | mg/L | Grab | Annually |
| Chloride | mg/L | Grab | Annually |
| Sodium | mg/L | Grab | Annually |
| Sulfate | mg/L | Grab | Annually |
| Boron | mg/L | Grab | Annually |
| Carbonate | mg/L | Grab | Annually |
| Bicarbonate | mg/L | Grab | Annually |
| Calcium | mg/L | Grab | Annually |
| Potassium | mg/L | Grab | Annually |
| Magnesium | mg/L | Grab | Annually |

IV. INFLUENT AND EFFLUENT MONITORING

All samples, including influent samples, effluent samples, water supply well samples, etc., must be collected at the location's representative of the source characteristics as described in the Central Valley Water Board Executive Officer-approved Sampling and Analysis Plan. Flow Monitoring

The Discharger must monitor and report flow in as described in Table 3.

Table 3 – Influent and Effluent Flow Monitoring (See 1 below)

| Parameter | Units (See 2 below) | INFLUENT | EFFLUENT | Frequency |
|------------------------|----------------------------|--------------------|--------------------|------------------|
| | | Sample Type | Sample Type | |
| Flow | MGD | Metered | Metered | Continuous/Daily |
| Cumulative Annual Flow | MG | Calculated | Calculated | Annually |

1. Not all Facilities require flow monitoring of both influent and effluent. Determination of whether influent and effluent flow monitoring is required will be made on a per-facility basis and will be included in the NOA and facility-specific MRP.
2. MGD = Million Gallons/Day; MG = Million Gallons

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A. Influent Monitoring

1. The Discharger shall monitor the Facility's influent at INF-001. Influent samples shall be collected at approximately the same time as effluent samples. At a minimum, the influent shall be monitored as specified in Table 4 below.

Table 4 – Influent Monitoring

| Parameter/ Constituent | Units | Sample Type | Sampling Frequency (See 1 below) |
|---|----------|----------------|-------------------------------------|
| All Influent Sources | | | |
| pH | mg/L | Grab | Weekly |
| EC | µmhos/cm | Composite/Grab | Weekly |
| BOD ₅ | mg/L | Composite/Grab | Weekly |
| TSS | mg/L | Composite/Grab | Weekly |
| TDS | mg/L | Composite/Grab | Weekly |
| Total Nitrogen (See 2 below) | mg/L | Composite/Grab | Monthly |
| Industrial Influent Source (See 3 below) | | | |
| Standard Minerals (See 4 below) | mg/L | Composite/Grab | Quarterly |
| Metals (See 5 below) | mg/L | Composite/Grab | Annually |

1. Sampling frequencies apply to all time periods when influent flow occurs (i.e., seasonal discharges must be sampled in each quarter where present)
2. Total nitrogen is the sum of total inorganic nitrogen (nitrate + nitrite + ammonium + ammonia) and organic nitrogen.
3. Industrial Sources must be sampled for all influent source constituents, as well as the additional constituents listed below.
4. Analysis shall include boron, bromide, calcium, fluoride, iron, magnesium, manganese, total potassium, sodium, chloride, total phosphorus, sulfate, total alkalinity (including alkalinity series), and total hardness as CaCO₃, and include verification that the analysis is complete (i.e., cation/anion balance).
5. Analysis shall include at least the following: arsenic, cadmium, chromium, copper, lead, mercury, molybdenum, nickel, selenium, and zinc.

A. Effluent Monitoring

1. The Discharger shall monitor the Facility's treated effluent at EFF-001. At a minimum, the effluent shall be monitored as specified in Table 5 below.

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Table 5 - Effluent Monitoring

| Parameter/ Constituent | Units | Sample Type | Sampling Frequency |
|---|------------|-------------------------------|---------------------------------|
| All Effluent | | | |
| pH | mg/L | Grab | Weekly |
| TDS | mg/L | Composite/Grab | Monthly |
| FDS | mg/L | Composite/Grab | Monthly |
| EC | µmhos/cm | Composite/Grab | Weekly |
| BOD ₅ | mg/L | Composite/Grab | Monthly/Weekly(See 1 below) |
| TSS | mg/L | Composite/Grab | Monthly/Weekly (See 1 below) |
| Total Nitrogen (See 2 below) | mg/L | Composite/Grab/ Calculated | Quarterly/Monthly (See 1 below) |
| Nitrate (as N) | mg/L | Composite/Grab | Quarterly/Monthly (See 1 below) |
| Total Kjeldahl Nitrogen (as N) | mg/L | Composite/Grab | Quarterly/Monthly (See 1 below) |
| Ammonia (as N) | mg/L | Composite/Grab | Quarterly/Monthly (See 1 below) |
| Standard Minerals (See 3 below) | mg/L | Composite/Grab | Quarterly/Monthly (See 1 below) |
| Total Coliform (See 4 below) | MPN/100 mL | Grab | Weekly/Monthly (See 1 below) |
| Facilities with Industrial Sources | | | |
| Metals (See 5 and 6 below) | µg/L | Grab | Quarterly/Monthly (See 1 below) |
| Oil & Grease (See 6 below) | mg/L | Grab | Quarterly/Monthly (See 1 below) |
| Phenol (See 6 below) | µg/L | Grab | Quarterly/Monthly (See 1 below) |
| Formaldehyde (See 6 below) | mg/L | Grab | Quarterly/Monthly (See 1 below) |
| Zinc (See 6 below) | mg/L | Grab | Quarterly/Monthly (See 1 below) |

1. The Facility effluent shall be monitored for these constituents on a quarterly, monthly, or weekly basis, based on the type of treatment system and variability of the influent quality and susceptibility of the treatment process to disruption.
2. Total nitrogen is the sum of total inorganic nitrogen (nitrate + nitrite + ammonium + ammonia) and organic nitrogen.
3. Analysis shall include boron, bromide, calcium, fluoride, iron, magnesium, manganese, total potassium, sodium, chloride, total phosphorus, sulfate, total alkalinity (including alkalinity series), and total hardness as CaCO₃, and include verification that the analysis is complete (i.e., cation/anion balance).
4. Total coliform monitoring is required if the facility disinfects the effluent but does not recycle wastewater pursuant to Title 22 (i.e., otherwise not subject to Table 5 monitoring requirements).
5. Analysis shall include at least the following: arsenic, cadmium, chromium, copper, lead, mercury, molybdenum, nickel, selenium, and zinc.

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6. Effluent monitoring for select constituents is required if the Facility receives wastewater with a significant amount of metals, fats, oil, grease, phenol, formaldehyde, or zinc. Types of waste streams that could contribute fats, oil, grease, phenol, formaldehyde, or zinc include flows from oil pressing/bottling, meat processing, holding tanks (e.g., recreational vehicles, portable toilets, airplane wastewater), etc.

V. POND SYSTEM MONITORING

All wastewater treatment and treated wastewater storage/disposal ponds (lined and unlined) must be monitored as specified below:

Table 6 – Wastewater Treatment/Storage/Disposal Pond Monitoring

| Parameter/Constituent | Units | Sample Type | Sampling/Monitoring Frequency |
|------------------------------|----------------|--------------------|--------------------------------------|
| Freeboard | Feet | Measured | Weekly |
| Odors | Not Applicable | Observation | Weekly |
| Dissolved Oxygen | mg/L | Grab | Weekly (See 1 below) |
| pH | s.u. | Grab | Weekly (See 1 below) |
| Berm Condition | Not Applicable | Observation | Monthly |
| Solids/Sludge Thickness | Inches | Measured | Annually |

1. Samples for DO and pH shall be collected between 8:00 am and 10:00 a.m. when there is more than one foot of water in the pond. If there is insufficient water in the pond, no sample shall be collected, and the Discharger shall report that in the appropriate monitoring report. Anaerobic treatment ponds are exempt from the DO monitoring requirements.

VI. WASTEWATER DISPOSAL AREA MONITORING

1. The Discharger must monitor all disposal areas not covered under a Title 22 Engineering Report as specified in Table 7 below. If wastewater and/or supplemental irrigation water is not discharged to land during a reporting period, the monitoring report must still be submitted and indicate that there was no discharge during the reporting period. The Discharger must evaluate and summarize wastewater disposal management practices, loading rates, etc., in each monitoring report.

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Table 7 – Wastewater Disposal Monitoring

| Constituent | Units | Sample Type | Monitoring Frequency |
|--------------------------------------|-----------------|---------------------------------|-----------------------------|
| Acreage Applied (See 1 below) | Acres | Measured | Daily |
| Discharge Flow | Gallons per day | Metered/Estimated (See 2 below) | Daily |
| Supplemental Irrigation | Gallons per day | Metered/Estimated (See 2 below) | Daily |
| Local Precipitation | Inches/Day | Weather Station (See 2 below) | Each precipitation event |
| BOD ₅ (See 3 below) | lbs/acre/day | Calculated | Cycle Average |
| Total Nitrogen Loading (See 4 below) | lbs/acre/year | Calculated | Annually |
| Salts Loading (TDS) (See 4 below) | lbs/acre/year | Calculated | Annually |
| Soil Erosion Evidence | Not Applicable | Observation | Monthly |
| Containment Berm Condition | Not Applicable | Observation | Monthly |
| Nuisance Odors/Vectors | Not Applicable | Observation | Monthly |
| Discharge Offsite | Not Applicable | Observation | Monthly |

1. Acreage applied denotes the acreage to which wastewater is applied.
2. Requires meter reading, a pump run time meter, or other approved method. If the flow is estimated, the Discharger is required to provide an explanation (e.g., no meter- estimated using pump operations, including rate and time) with each monitoring report.
3. The Discharger must have a rain gauge or use a NOAA or USGS rain station.
4. The total nitrogen, salts, and BOD applied loading rates must be calculated from wastewater flow volumes, applied acreage, and concentrations reported in effluent analytical testing as outlined in the reporting section below.

VII. SLUDGE/SOLIDS/BIOSOLIDS DISPOSAL MONITORING

1. The Discharger must report the handling and disposal of all sludge/solids/biosolids generated at the Facility. Records must include the date removed from the Facility, name/contact information for the hauling company, the type and volume of waste transported, the disposal facility name and address, and copies of analytical data required by the entity accepting the waste. These records must be submitted as part of the annual monitoring report.
2. A composite sample of dewatered sludge/biosolids shall be collected at Monitoring Location BIO-001 in accordance with US EPA's POTW Sludge Sampling and Analysis Guidance Document (August 1989) and tested for the metals listed in Title 22 whenever sludge/biosolids is removed from the WWTF for disposal. Sampling

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records shall be retained for a minimum of five years. A log shall be kept of sludge qualities generated and handling, application, and disposal activities.

3. If sludge, solids, or biosolids are not removed during the year, the Discharger must explain this absence of monitoring in the annual report.

VIII. GROUNDWATER MONITORING

Facilities with existing groundwater monitoring well networks may be required to continue monitoring groundwater; facilities without existing groundwater monitoring wells may be required by the NOA to install a monitoring well network, which will be determined on a case-by-case basis. If the NOA specifies groundwater monitoring for a Facility without an existing groundwater monitoring network, the Discharger shall provide a **Groundwater Monitoring Work Plan in accordance with the schedule which will be specified in the facility specific NOA**. Additional information regarding the required contents of the work plan and groundwater monitoring requirements is provided in Section IX.A.5 below. Groundwater monitoring requirements will be included in the site-specific MRP if the NOA requires groundwater monitoring.

IX. REPORTING REQUIREMENTS

A. Technical Reports

1. The Discharger shall submit the following technical reports in accordance with the requirements and schedule specified above. The Discharger must implement each required plan in accordance with a Central Valley Water Board Executive Officer-approved schedule.

Table 8 – Technical Report Submittal Due Dates

| Report | Report Due Date |
|--|--|
| Pretreatment Program Plan (if required by the NOA) (see Section IX.A.3 below for more details) (See 1 below) | 12 Months (See 2 below) |
| Salinity Action Plan (see Section IX.A.4 below for more details) | 1 April following an exceedance of the Salinity Action Level |
| Groundwater Monitoring Workplan (if required by the NOA) (see Section IX.A.5 below for more details) | 120 Days (See 3 below) |
| Sampling and Analysis Plan (SAP) | 120 Days (See 4 below) |

1. If directed by the Central Valley Water Board
2. Report due within the time specified after significant changes in the discharge quality of an industrial user or the addition of a new industrial user to the Wastewater Treatment Facility Influent.
3. Reports are due within the time specified after issuance of the NOA to the Discharger if required by the NOA.

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4. 120 Days after NOA Issuance unless Groundwater Monitoring Workplan is required, in which case it is due 120 days after approval of the workplan.

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2. The Discharger shall submit the following technical reports in accordance with the requirements and schedule specified above. The Discharger must implement each required plan in accordance with a Central Valley Water Board Executive Officer-approved schedule.
3. **Pretreatment Program Plan (PPP)** – All Large WWTPs treating or designed to treat an average dry weather flow of 5 MGD or more of community wastewater, or if directed by the Central Valley Water Board Executive Officer, are required to have a Pretreatment Program. If directed in NOA, the Discharger shall submit a PPP to the Central Valley Water Board for Executive Officer review. The PPP shall meet the requirements of the Pretreatment Specifications contained in section II.F of the General Order.
4. **Salinity Action Plan** – The Salinity Action Plan shall, at a minimum, include the following:
 - a. An evaluation of the Facility's salinity effluent levels. This evaluation shall discuss any changes to the source water for the Facility, any increased water conservation efforts (with flow data demonstrating decreased flows), and any other changes to the Facility's collection or treatment system that could contribute to salinity concentrations.
 - b. If additional time is needed to investigate the source(s) of the salinity in the Facility's discharge, the Salinity Action Plan shall include a detailed work plan with milestones describing what actions the Discharger will conduct to investigate the source(s) of salinity in the discharge and report the findings to the Central Valley Water Board. The findings from the investigation shall be submitted to the Central Valley Water Board no later than October 1st of the year following the exceedance of the Salinity Action Level.

The Salinity Action Plan shall evaluate the potential impact increased salinity concentrations in the discharge could have on underlying groundwater and down-gradient users and identify additional control measures to control the salinity in the discharge. If additional time is needed for this evaluation, the Salinity Action Plan shall propose a submittal date no later than October 1st of the year following exceedance of the Salinity Action Level.

5. Groundwater Monitoring Workplan

- a. The Groundwater Monitoring Workplan should include a preliminary hydrogeologic conceptual site model, and the results of a survey of sensitive receptors within 1 mile of the treatment system and land disposal area/s. At a minimum, the workplan must propose a monitoring well network comprised of three shallow groundwater monitoring wells to establish groundwater gradient, groundwater flow velocity and direction, and evaluate groundwater quality influenced by the wastewater disposal. The number and location of the proposed groundwater monitoring well network must be

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sufficient to determine potential impacts and be sufficiently representative of groundwater conditions upgradient and downgradient of the permitted disposal/dispersal area. The groundwater monitoring wells should not be installed prior to the Central Valley Water Board approval of the groundwater monitoring workplan.

- b. Groundwater monitoring reports, workplans, etc., must be prepared and stamped by a California-licensed civil engineer or professional geologist.
- c. Well installation must be supervised by a California-licensed Civil Engineer or Professional Geologist.

6. Sampling and Analysis Plan (SAP)

- a. The SAP shall describe how the discharger will carry out its operations in compliance with the applicable WDRs and meet the following requirements. Anyone performing sampling on behalf of the discharger must be familiar with the SAP. At a minimum, the SAP shall include the following:
 - i. A wastewater treatment process flow schematic with the monitoring locations labeled and scaled facility maps with treatment components, discharge locations (both treated wastewater and non-potable recycled water), monitoring locations, groundwater wells, storage locations (e.g., chemical, sludge, emergency overflow ponds, etc.), buildings, etc.
 - ii. Sample chain-of-custody procedures and documentation.
 - iii. Sample containers, chemical preservatives, and holding times.
 - iv. Sample collection and field preservation procedures.
 - v. A description of the analytical methods.
 - vi. Analytical schedule.
 - vii. For water supply monitoring, a description of the location and method of data collection (e.g., onsite well sampling, use of consumer confidence report, etc.).
 - viii. Monitoring well purging procedures and field methods (if applicable).

B. Quarterly and Annual Reporting Requirements

Quarterly and annual monitoring reports are due as described in Table 9 below.

Table 9 - Quarterly and Annual Monitoring Reporting

| Report | Monitoring Period | Report Due Date |
|---|-----------------------|-----------------|
| 1 st Quarter Monitoring Report | January 1 to March 31 | May 1 |

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| Report | Monitoring Period | Report Due Date |
|--|--------------------------|-----------------|
| 2 nd Quarter Monitoring Report | April 1 to June 30 | August 1 |
| 3 rd Quarter Monitoring Report | July 1 to September 30 | November 1 |
| 4 th Quarter Monitoring Report | October 1 to December 31 | February 1 |
| Annual Monitoring Report (may be submitted as part of the 4 th Quarter Monitoring Report) | January 1 to December 31 | February 1 |
| 1 st Quarter Industrial User Pretreatment Compliance Report | January 1 to March 31 | May 1 |
| 2 nd Quarter Industrial User Pretreatment Compliance Report | April 1 to June 30 | August 1 |
| 3 rd Quarter Industrial User Pretreatment Compliance Report | July 1 to September 30 | November 1 |
| 4 th Quarter Industrial User Pretreatment Compliance Report | October 1 to December 31 | February 1 |
| <u>Annual Pretreatment Report</u> | January 1 to December 31 | February 1 |

1. **Quarterly Reporting** – At a minimum, the quarterly reports must include:
 - a. Results of all required monitoring in tabular format.
 - a. The results of any pollutant or parameter monitored more frequently than is required by this monitoring program. Values obtained through additional monitoring must be used in calculations as appropriate.
 - b. A comparison of monitoring data to the discharge specifications, and applicable effluent limits established in the General Order, disclosure of any

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violations of the NOA and/or General Order, and an explanation of any violations of those requirements. Data must be presented in tabular format.

- c. Copies of laboratory analytical report(s) and chain of custody form(s).
- d. Copies of groundwater monitoring well field sheets with purge methods and logs.
- e. Calculated cycle-average BOD₅ loading rates for any disposal fields. The loading rates shall be calculated as described below:

Cycle average BOD₅ loading rates for each disposal field shall be calculated using the total volume applied on the day of application, the number of days between applications, the total application period, the irrigation application area, and a running average of the three most recent results for BOD₅ for the applicable source wastewater. Cycle average BOD₅ for each field shall be calculated using the equation below:

$$M = \sum_{i=1}^{12} \frac{(8.345(C \times V))}{AT}$$

Where:

- M = Mass of BOD₅ applied to each discrete field in lb/ac/day
- C = Concentration of BOD₅ in mg/L based on the rolling average concentration using the most recent three sampling event results (i.e., current and previous month sampling results)
- V = Total volume of wastewater applied to each discrete field during the irrigation cycle, in millions of gallons
- A = Area of the field irrigated in acres
- T = Irrigation cycle length in days (from the first day wastewater was applied to the last day of the drying time)
- 8.345 = Unit conversion factor

2. **Annual Reporting** - The Annual Monitoring Report, which may be included with the 4th Quarter Monitoring Report, shall include, at a minimum, the following additional information:

- a. Names, title, and contact information for persons to contact regarding the Facility for emergency and routine situations.
- b. The names, certificate grades, and general responsibilities of all persons in charge of wastewater treatment and disposal.
- c. If required to conduct groundwater monitoring, an updated hydrogeologic conceptual site model, including estimation of hydraulic gradient and groundwater flow direction, and groundwater monitoring reporting requirements based on new information generated from the monitoring well

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boring logs, groundwater elevation data, water quality data, etc. A qualified professional must complete the hydraulic gradient and groundwater flow direction estimates.

- d. An evaluation of the Facility's annual average effluent salinity as TDS/FDS/EC (monitored at EFF-001) to the Salinity Action Level. If the facility's discharge exceeds the Salinity Action Level, the Discharger shall submit a Salinity Action Level Report by 1 March of the year following the exceedance of the Salinity Action Level as described in the General Order.
- e. For all disposal fields, the mass of total nitrogen and TDS applied to each field on annual basis shall be calculated using the following formula:

$$M = \sum_{i=1}^{12} \frac{8.345(C_i V_i)}{A}$$

Where:

M = Mass of total nitrogen/TDS applied to each discrete field in lbs/ac/day

C_i = Flow-weighted average effluent concentration of total nitrogen/TDS for the month in mg/L

V_i = Total volume of wastewater applied to each discrete field during the month, in millions of gallons

A = Area of the field irrigated in acres

i = The number of the month (e.g., January = 1, February = 2, etc.)

8.345 = Unit conversion factor

- f. Statement certifying when the flow meter and other monitoring instruments and devices were last calibrated, including identification of who performed the calibrations.
- g. For facilities with increasing flows, the results of an annual flow evaluation with an estimate of when flows will reach hydraulic and treatment capacities of the Facility's treatment, collection, and disposal facilities. The projections shall be made in January, based on the average dry weather flows, peak wet weather flows, and total annual flows of the last three years, as appropriate. When any projection indicates that the capacity of any part of the facilities may be exceeded within four years, the discharger shall notify the Board in a separate letter to the Central Valley Water Board.
- h. A summary and discussion of the compliance record for the reporting period. If violations have occurred, the report shall also discuss the corrective actions taken and planned to bring the discharge into full compliance with this Order.

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- i. Copy of the Public Water System's most recent Consumer Confidence Report.
- j. An evaluation of the Facility's major industrial dischargers, including permitted flows and loading limits, as well as any water quality monitoring data collected.
- k. A statement whether the current Operations and Maintenance Manual reflects the Facility as currently constructed and operated, and the dates when these documents were last reviewed for adequacy.
- l. A discussion of compliance with the General Order and corrective actions taken, as well as any planned or proposed actions needed to bring the discharge into compliance with the General Order.
- m. An evaluation of the Facility's performance, including discussion of capacity issues, infiltration and inflow rates, nuisance conditions, and forecast of flows anticipated in the following year.
- n. Annual production of total sludge/biosolids in dry tons or cubic yards (if applicable).
- o. A description of the sludge/biosolids disposal methods, including the following information related to the disposal methods used. If more than one method is used, the percentage disposed of by each method is included.
 - i. For landfill disposal, include: the name and location of the landfill, and the Order number of WDRs that regulate it.
 - ii. For land application, include: the location of the site, and the Order number of any WDRs that regulate it.
 - iii. For incineration, include: the name and locations of the site where incineration occurs, the Order number of WDRs that regulate the site, the disposal method of ash, and the name and location of the facility receiving as (if applicable).
 - iv. For composting, include: the location of the site, and the Order number of any WDRs that regulate it.
 - v. A description of any changes in sludge disposal methods and a discussion of any concerns not described elsewhere in the report.

Annual Pretreatment Report

Applies to Dischargers required to have a Pretreatment Program as stated in the applicable NOA. The annual report shall be submitted **by February 1** and include, but not be limited to, the following items:

- 3. A summary of analytical results from representative, flow-proportioned, 24-hour composite sampling of the influent and effluent for those pollutants EPA has identified under Section 307(a) of the Clean Water Act, which are known or suspected to be discharged by industrial users.

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Sludge shall be sampled during the same 24-hour period and analyzed for the same pollutants as the influent and effluent sampling analysis. The sludge analyzed shall be a composite sample of a minimum of 12 discrete samples taken at equal time intervals over the 24-hour period. Wastewater and sludge sampling and analysis shall be performed at least annually. The discharger shall also provide any influent, effluent or sludge monitoring data for nonpriority pollutants which 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.

4. A discussion of Upset, Interference, or Pass Through incidents, if any, at the treatment plant which the discharger knows or suspects were caused by industrial users of the system. The discussion shall include the reasons why the incidents occurred, the corrective actions taken and, if known, the name and address of the industrial user(s) responsible. The discussion shall also include a review of the applicable pollutant limitations to determine whether any additional limitations or changes to existing requirements may be necessary to prevent pass-through, Interference, or noncompliance with sludge disposal requirements.
5. The cumulative number of industrial users that the discharger has notified regarding Baseline Monitoring Reports and the cumulative number of industrial user responses.
6. An updated list of the Discharger's industrial users, including their names and addresses, or a list of deletions and additions keyed to a previously submitted list. The discharger shall provide a brief explanation for each deletion. The list shall identify the industrial users subject to federal categorical standards by specifying which set(s) of standards are applicable. The list shall indicate which categorical industries, or specific pollutants from each industry, are subject to local limitations that are more stringent than the federal categorical standards. The discharger shall also list significant industrial users and the non-categorical industrial users that are subject only to local discharge limitations. The discharger shall characterize the compliance status through the year of record of each industrial user by employing the following descriptions:
 - a. Complied with baseline monitoring report requirements (where applicable);
 - b. Consistently achieved compliance;
 - c. Inconsistently achieved compliance;
 - d. Significantly violated applicable pretreatment requirements as defined by 40 CFR 403.8(f)(2)(vii);
 - e. Complied with the schedule to achieve compliance (include the date final compliance is required);
 - f. Did not achieve compliance and is not on a compliance schedule;
 - g. Compliance status unknown.

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7. A quarterly industrial user pretreatment compliance report describing the compliance status of any industrial user characterized by the descriptions in items (6)(a) through (6)(g) above shall be **submitted quarterly** to the EPA and the Board. The report shall identify the specific compliance status of each such industrial user. This quarterly reporting requirement shall commence upon issuance of this Order.
8. A summary of the inspection and sampling activities conducted by the discharger during the past year to gather information and data regarding the industrial users. The summary shall include but not be limited to, a tabulation of categories of dischargers that were inspected and sampled; how many and how often; and incidents of noncompliance detected.
9. A summary of the compliance and enforcement activities during the past year. The summary shall include the names and addresses of the industrial users affected by the following actions:
 - a. Warning letters or notices of violation regarding the industrial user's apparent noncompliance with federal categorical standards or local discharge limitations. For each industrial user, identify whether the apparent violation concerned the federal categorical standards or local discharge limitations;
 - b. Administrative Orders regarding the industrial user's noncompliance with federal categorical standards or local discharge limitations. For each industrial user, identify whether the violation concerned the federal categorical standards or local discharge limitations;
 - c. Civil actions regarding the industrial user's noncompliance with federal categorical standards or local discharge limitations. For each industrial user, identify whether the violation concerned the federal categorical standards or local discharge limitations;
 - d. Criminal actions regarding the industrial user's noncompliance with federal categorical standards or local discharge limitations. For each industrial user, identify whether the violation concerned the federal categorical standards or local discharge limitations.
 - e. Assessment of monetary penalties. For each industrial user identify the amount of the penalties;
 - f. Restriction of flow to the treatment plant; or
 - g. Disconnection from discharge to the treatment plant.
10. A description of any significant changes in operating the pretreatment program which differ from the discharger's approved Pretreatment Program, including, but not limited to, changes concerning: the program's administrative structure; local industrial discharge limitations; monitoring program or monitoring frequencies; legal authority of enforcement policy; funding mechanisms; resource requirements; and staffing levels.

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11. A summary of the annual pretreatment budget, including the cost of pretreatment program functions and equipment purchases.
12. A summary of public participation activities to involve and inform the public.
13. A duplicate signed copy of these reports shall be submitted electronically via E-mail to the following:

State Water Resource Control Board
Division of Water Quality
DWQ-CAPreTreatment@Waterboards.ca.gov

C. State Water Board Volumetric Annual Reporting

State Water Resources Control Board's Water Quality Control Policy (https://www.waterboards.ca.gov/water_issues/programs/water_recycling_policy/), amended in December 2018, states that dischargers of treated wastewater and recycled water are required to report annually monthly volumes of influent, wastewater produced, and effluent, including treatment level and discharge type. The Discharger shall submit an annual report to the State Water Board by April 30 of each calendar year furnished with the information detailed below. The Discharger must submit this annual report containing monthly data in electronic format via the [State Water Board's Internet GeoTracker system](http://geotracker.waterboards.ca.gov/) (<http://geotracker.waterboards.ca.gov/>). Required data shall be submitted to the GeoTracker database under a site-specific global identification number. Any data will be made publicly accessible as machine readable datasets. The Discharger must report all applicable items listed below:

1. Influent. Monthly volume of wastewater collected and treated by the wastewater treatment plant.
2. Production. Monthly volume of wastewater treated, specifying level of treatment.
3. Discharge. Monthly volume of treated wastewater discharged to land, where beneficial use is not taking place, including evaporation or percolation ponds, overland flow, or spray irrigation disposal, excluding pasture of fields with harvested grounds.
4. Reuse. Monthly volume of recycled water distributed.
5. Reuse Categories. Annual volume of treated wastewater distributed for beneficial use in compliance with California Code of Regulations, Title 22 in each of the use categories listed below:
 - a. Agricultural irrigation: pasture or crop irrigation.
 - b. Landscape irrigation: irrigation of parks, greenbelts, and playgrounds; school yards; athletic fields; cemeteries; residential landscaping, common

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areas; commercial landscaping; industrial landscaping; and freeway, highway, and street landscaping.

- c. Golf course irrigation: irrigation of golf courses, including water used to maintain aesthetic impoundments within golf courses.
- d. Commercial application: commercial facilities, business use (such as laundries and office buildings), car washes, retail nurseries, and appurtenant landscaping that is not separately metered.
- e. Industrial application: manufacturing facilities, cooling towers, process water, and appurtenant landscaping that is not separately metered.
- f. Geothermal energy production: augmentation of geothermal fields.
- g. Other non-potable uses: including but not limited to dust control, flushing sewers, fire protection, fill stations, snow making, and recreational impoundments.
- h. Groundwater recharge: the planned use of recycled water for replenishment of a groundwater basin or an aquifer that has been designated as a source of water supply for a public water system. Includes surface or subsurface application, except for seawater intrusion barrier use.
- i. Reservoir water augmentation: the planned placement of recycled water into a raw surface water reservoir used as a source of domestic drinking water supply for a public water system, as defined in section 116275 of the Health and Safety Code, or into a constructed system conveying water to such a reservoir (Water Code § 13561).
- j. Raw water augmentation: the planned placement of recycled water into a system of pipelines or aqueducts that deliver raw water to a drinking water treatment plant that provides water to a public water system as defined in section 116275 of the Health and Safety Code (Water Code § 13561).
- k. Other potable uses: both indirect and direct potable reuse other than for groundwater recharge, seawater intrusion barrier, reservoir water augmentation, or raw water augmentation.

D. Non-Compliance Reporting

The Discharger must notify and report non-compliance with the prohibitions, specifications, or limitations of the General Order or of limits related to the conditionally accepted Title 22 Engineering Report requirements, pursuant to General Order section IV.B.3 - 7.

E. Electronic Submittals

All technical and monitoring reports must be provided electronically in a searchable PDF format.

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1. **GeoTracker** – The Discharger must submit all reports/documents and laboratory analytical data to the State Water Resources Control Board's GeoTracker^{1,2} database consistent with applicable Electronic Submittal of Information (ESI) requirements under a Facility-specific global identification number over the internet.

(http://www.waterboards.ca.gov/ust/electronic_submittal/index.shtml)

For general questions, please contact the GeoTracker Help Desk at:

GeoTracker@waterboards.ca.gov

Table 10 below summarizes all of the GeoTracker electronic reporting requirements. Central Valley Water Board staff may request submittal of some documents on paper, particularly drawings or maps that require a large size to be readable, or in other electronic formats where evaluation of data is required.

2. The Discharger must upload the GeoTracker field point information for each sampling location in the GeoTracker database (see Table 100).

Table 10 - GeoTracker Electronic Submittal Information Data Requirements

| Electronic Submittal | Description of Action | Action | Frequency |
|-----------------------|--|--|--|
| Reports and Documents | Complete copy of all documents, including monitoring reports and technical reports (in searchable PDF format) and any other associated documents related to the Wastewater Treatment System. | Upload directly to GeoTracker all monitoring and technical reports and any other associated documents. | On or before the due dates required by the General Order and this MRP, and for other documents when requested by Central Valley Water Board staff. |

¹ [Information for first-time GeoTracker users](https://www.waterboards.ca.gov/ust/electronic_submittal/docs/beginnerguid2.pdf) is available online (https://www.waterboards.ca.gov/ust/electronic_submittal/docs/beginnerguid2.pdf)

² Additional information [available on GeoTracker](https://geotracker.waterboards.ca.gov/) (<https://geotracker.waterboards.ca.gov/>)

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| Electronic Submittal | Description of Action | Action | Frequency |
|--|--|---|---|
| Laboratory Data | All analytical data (including geochemical data) in electronic deliverable format (EDF). This includes all water, soil, and vapor samples collected when monitoring a discharge. | Direct your California ELAP-accredited laboratory staff to upload all laboratory data directly to GeoTracker. | On or before the due date of the required report. |
| Depth to Groundwater Data | Monitoring wells must have the depth-to-water information reported. Report data only for wells defined as permanent sampling points. | Upload depth-to-water information to the GeoTracker GEO_WELL file. | On or before the due date of the required report. |
| Boring Logs and Well Screen Intervals | Boring logs must be prepared by a registered professional and submitted in PDF format separately (not only as attachments to reports) | Upload boring logs (in searchable PDF format) to GeoTracker GEO_BORE file whenever a new boring is drilled. | Every time a new boring is drilled. |
| Field Points, Location Data (Geo XY) (See 1 below) | Name, classify, and identify the location (latitude and longitude) of all sampling points. Monitoring wells must be surveyed, influent and effluent sample locations must be identified in the GeoTracker mapping tool under "non-surveyed data". These data points are required prior to laboratory data uploads. | Upload the location data (surveyed and non-surveyed) to the GeoTracker GEO_XY file. | Every time a permanent monitoring point is established. |

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| Electronic Submittal | Description of Action | Action | Frequency |
|--------------------------------------|---|--|---|
| Elevation Data (Geo Z) (See 2 below) | Survey and mark the elevation at the top of groundwater well casings for all permanent groundwater wells. These points are required prior to depth-to-water data uploads. | Upload the survey data to the GeoTracker GEO_Z file. | One-time, for all groundwater monitoring wells. |
| Geo Map | Site layout, map of facilities, Wastewater Treatment System, including treatment and disposal area(s). | Upload the Site Layout PDF to the GeoTracker site plan file. | Year one and every five years thereafter, and when the facilities are modified. |

1. Geo XY required for all wells. New wells must be surveyed. For existing wells, use original well installation survey data, if available. The Discharger must also upload sample locations (e.g., influent and effluent samples) that are not defined as a permanent monitoring well and have not been surveyed by a licensed professional.
2. Geo Z is required for all wells. New wells must be surveyed. For existing wells, use the original well installation survey data, if available.

X. LEGAL REQUIREMENTS

1. All technical and monitoring reports submitted pursuant to this MRP are required pursuant to section 13267 of the California Water Code. Failure to submit reports in accordance with schedules established by this General Permit or attachments to this General Order, or failure to submit a report of sufficient technical quality to be acceptable to the Central Valley Water Board Executive Officer, may subject the Discharger to enforcement action pursuant to section 13268 of the California Water Code.

California Water Code section 13267 states, in part:

“In conducting an investigation specified in subdivision (a), the regional board may require that any person who has discharged, discharges, or is suspected of having discharged or discharging, or who proposes to discharge waste within its region, or any citizen or domiciliary, or political agency or entity of this state who has discharged, discharges, or is suspected of having discharged or discharging, or who proposes to discharge, waste outside of its region that could affect the quality of waters within its region shall furnish, under penalty of perjury, technical or monitoring

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TEMPLATE FOR DOMESTIC WASTEWATER TREATMENT SYSTEMS
WITH FLOWS GREATER THAN 0.1 MGD**

program reports which the regional board requires. The burden, including costs, of these reports, shall bear a reasonable relationship to the need for the report and the benefits to be obtained from the reports. In requiring those reports, the regional board shall provide the person with a written explanation with regard to the need for the reports and shall identify the evidence that supports requiring that person to provide the reports.”

California Water Code section 13268 states, in part:

“(a) Any person failing or refusing to furnish technical or monitoring program reports as required by subdivision (b) of section 13267, or failing or refusing to furnish a statement of compliance as required by subdivision (b) of section 13399.2, or falsifying any information provided therein, is guilty of a misdemeanor and may be liable civilly in accordance with subdivision (b).

(b)(1) Civil liability may be administratively imposed by a regional board in accordance with article 2.5 (commencing with section 13323) of chapter 5 for a violation of subdivision (a) in an amount which shall not exceed one thousand dollars (\$1,000) for each day in which the violation occurs.”

2. The technical and monitoring reports required by the General Order, the NOA, and this MRP are necessary to ensure compliance with this General Order. The evidence supporting the need for the reports is contained in the information provided by the dischargers subject to this General Order and in the files of the Central Valley Water Board. The burden and cost of preparing the monitoring and technical reports is reasonable and consistent with the interest of the state in maintaining water quality. The reports are necessary to ensure that the Discharger complies with the NOA and General Order. Pursuant to California Water Code section 13267, the Discharger must implement this MRP and must submit the monitoring and technical reports described herein.
3. The Discharger must implement the above monitoring program as of the effective date of enrollment in this General Order. The Central Valley Water Board Executive Officer may rescind or modify this MRP at any time.

The Discharger shall implement the above monitoring program on the first day of the month following its issuance.

Ordered by: _____

PATRICK PULUPA, Executive Officer

(Date)

GLOSSARY OF TERMS

1. **mg/L**: denotes milligrams per liter
2. **µg/L**: denotes microgram per liter
3. **s.u.**: denotes Standard Units
4. **µmhos/cm**: denotes micromhos per centimeter
5. **MPN/100 mL**: denotes most probable number per 100 milliliters
6. **µS/cm**: denotes microSieverts per centimeter
7. **mV**: denotes millivolts