Attachment I: Incident Report Form
Non-Compliance and Potential /Threatened Non-Compliance

| Type of Incident: ☐ Emergency ☐ Field ☐ Administrative | Has State OES been notified? ☐ Yes ☐ No |

| Notifications Made to Other Agencies: |

<table>
<thead>
<tr>
<th>Regional Board</th>
<th>Regional Board Contact</th>
<th>Telephone</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name</td>
<td>Contract #</td>
<td>Project Location/Address</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Person Making Report</th>
<th>Title</th>
<th>District No.</th>
<th>Telephone</th>
<th>E-mail</th>
</tr>
</thead>
</table>

Date(s) and Time(s) of Incident:

Emergency Incident: (check all that apply)
☐ Structural Bank Failure ☐ Traffic Accident ☐ Spill ☐ Other (Specify):
____________________________________________________________________________________

Field Non-Compliance (check all that apply)
- Lack of BMP(s) or failure or ineffective implementation of existing BMP(s) in place that resulted in a discharge of pollutants to receiving water.
- Monitoring data indicates an exceedance of a defined standard. Defined standards include TMDL Waste Load Allocations, Regional Board numeric limits or objectives, and California Ocean Plan prohibitions.
- Discharge of prohibited non-stormwater.
- Failure to comply with facility pollution prevention plan (FPPP) requirements.
- Failure to comply with inspection, monitoring, and reporting requirements and protocols.
- Other, Specify (Use Comments Section below as needed.)

Administrative Non-Compliance (check all that apply)
- Failure to submit reports or documents required by the Permit and/or SWMP, failure of timely submittal, and/or failure to submit required information.
- Failure to develop and/or maintain a site-specific FPPP or to implement any other procedural requirement of the Permit.
- Other (Specify)

Description of Incident
Include a description of the activities or construction work in the area prior to the incident, an estimate of the volume discharged (in gallons), and identify what samples were collected and analyzed:
Initial assessment of any impact caused by the spill or discharge:

Steps Taken to Reduce and Mitigate Damage and Prevent Reoccurrence:

Current Status:

Schedule for Proposed Mitigation/Abatement:

Other Comments:
__________________________________________________________________________________________________
__________________________________________________________________________________________________
__________________________________________________________________________________________________
__________________________________________________________________________________________________
__________________________________________________________________________________________________

Non-Compliance Reporting Schedule

<table>
<thead>
<tr>
<th>Type of Incident</th>
<th>Within 24-Hrs (Verbal)</th>
<th>Within 5 Working Days (Written)</th>
<th>Within 5 Working Days (Written)</th>
<th>Within 10 Working Days (Written)</th>
<th>Within 30 Calendar Days (Written)</th>
<th>Annual Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Incidents¹</td>
<td>RB Exec. Officer Sends copies to SB Exec. Director and Dept. HQ</td>
<td>RB Exec. Officer Contact</td>
<td>RB Exec. Officer Contact</td>
<td>RB Exec. Officer and Copies to Dept. HQ</td>
<td>Chronological Summary and Status of All Incidents</td>
<td></td>
</tr>
<tr>
<td>Field²</td>
<td>RB Exec. Officer Contact</td>
<td>RB Exec. Officer and Copies to Dept. HQ</td>
<td>Chronological Summary and Status of All Incidents</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative³</td>
<td>RB Exec. Officer or SB Contact (see footnote 3)</td>
<td>RB Exec. Officer or SB Exec. Dir. and Copies to Dept. HQ</td>
<td>Chronological Summary and Status of All Incidents</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

¹Sudden, unexpected, unpreventable incidents that threaten public health, public safety, property, or the environment that pose a clear and imminent danger requiring immediate action to prevent or mitigate the damage or threat, and that result in a discharge or potential discharge.

²Failure to meet any non-administrative requirement of the SWMP or Permit or to meet any applicable water quality standard. This includes failure to install required BMPs or conduct required monitoring or maintenance. It also includes discharges or prohibited non-storm water that do not meet the definition of emergency incidents.

³Failure to meet any administrative or procedural requirement of the SWMP or Permit including submission of required reports, notifications and certifications. The report of non-compliance shall be submitted to the same organization (State or Regional Water Board) to which the required report was originally due.

Certification – I certify that under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, 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 for knowing violations.

Signature of Contractor (if applicable)  Title  Telephone  Date:

Signature of Department Representative  Title  Telephone  Date: