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APPENDICES

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LIST OF ABBREVIATIONS AND ACRONYMS

ABS Pipe	Acrylonitrile-Butadiene-Styrene Pipe
ASTM	American Society for Testing and Materials
BMP	Best Management Practice
CIWQS	California Integrated Water Quality System
CIP	Capital Improvement Plan
City	City of Hemet
CCTV	Closed-circuit Television
DEH	Department of Environmental Health
EMWD	Eastern Municipal Water District
EPA	Environmental Protection Agency
FOG	Fats, oils, and grease
GIS	Geographic Information System
GWDR	General Waste Discharge Requirement
LRO	Legally Responsible Officer
MRP	Monitoring and Reporting Program
MS4	Municipal Pollutant Discharge Elimination System
NPDES	National Pollutant Discharge Elimination System
OES	Office of Emergency Services
O&M	Operations and Maintenance
PVC Pipe	Polyvinyl Chloride Pipe
PM	Preventative Maintenance
RWQCB	Regional Water Quality Control Board
SSMP	Sewer System Management Plan
SWRCB	State Water Resources Control Board

City of Hemet Sewer System Management Plan

INTRODUCTION

Regulatory Requirements

On May 2, 2006, the State Water Resources Control Board (SWRCB) adopted a “Statewide General Waste Discharge Requirements for Sanitary Sewer Systems” under Order No. 2006-0003-DWQ. SWRCB Order No. 2006-0003-DWQ established regulations meant to address water quality impacts from spills (referred to as Sanitary Sewer Overflows) particularly when raw untreated wastewater is discharged to areas with high public exposure, such as streets or surface waters used for drinking and recreation.

SWRCB Order No. 2006-0003-DWQ required local public sewer collection system agencies (including the City of Hemet), referred to as “Enrollees”, to develop a Sewer System Management Plan (SSMP). The SSMP is a document that describes the activities used to effectively manage the wastewater collection system. SSMPs were required to be self-audited at least every two (2) years and updated every five (5) years from the original adoption date by the Enrollee’s governing body (e.g. the City Council). The 5-year SSMP Update, as well as any significant updates, were required to be approved and certified by the Enrollee’s governing board at a public meeting. Enrollees, including the City of Hemet, did not need to send their SSMP to the State or Regional Water Quality Control Boards for review or approval, but were required to make the SSMP publicly available, and upload an electronic copy to the California Integrated Water Quality System (CIWQS) Online Sanitary Sewer System Database or provide a link to the Enrollee’s website where the SSMP was posted.

On September 9, 2013, SWRCB adopted Order No. WQO 2013-0058-EXEC which amended the Monitoring and Reporting Program issued under SWRCB Order No. 2006-0003-DWQ. The amendment included the addition of a spill Category 3 and revised the previous spill Category 1 and Category 2 reporting requirements.

On December 6, 2022, the State Water Resources Control Board adopted Statewide Waste Discharge Requirements General Order for Sanitary Sewer Systems (Order No. 2022-0103-DWQ) which amended the SWRCB General Order 2006-0003-DWQ and the Monitoring and Reporting Program from Order WQ 2013-0058-EXEC. A copy of Order No. 2022-0103-DWQ is provided in Appendix A. Order No. 2022-0103-DWQ applies to all public collection system agencies in California that own or operate collection systems comprised of more than one mile of pipe or sewer lines, which convey untreated wastewater to a publicly owned treatment facility. The current Order includes the addition of a spill Category 4 and revises the spill Category 3. Under this current Order, each agency is required to update its SSMP every six years and perform an audit at least every three years after the date of the last SSMP Update. The required elements of the SSMP include the following major sections:

1. Collection system management goals and introduction
2. Organization of personnel, including the chain of command and communications
3. Legal authority for permitting flows into the system, inflow/infiltration control as well as enforcement of proper design, installation, and testing standards, and inspection requirements for new and rehabilitated sewers
4. Operations and maintenance activities to maintain the wastewater collection system
5. Design and performance provisions
6. Spill emergency response plan (formerly Sanitary Sewer Overflow Response Plan)
7. Sewer Pipe Blockage control program (i.e. fats, oils, grease, trash)
8. System evaluation, capacity assurance, and capital improvements program
9. Monitoring, measurement, and modifications plan for SSMP program effectiveness
10. Periodic internal SSMP audits
11. SSMP communications program

The City's 2024 SSMP Update is an update to the City's 2016 SSMP (prepared March 2016). The 2024 SSMP Update, and all references included, as well as adoption documents by the City Council, will be available on the City's website or submitted to the CIWQS Online Sanitary Sewer System Database upon adoption or recertification.

ELEMENT 1 – SEWER SYSTEM MANAGEMENT PLAN GOAL AND INTRODUCTION

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements¹

1. SEWER SYSTEM MANAGEMENT PLAN GOAL AND INTRODUCTION:

The goal of the SSMP is to provide a plan and schedule to: (1) properly manage, operate, and maintain all parts of the Enrollee’s sanitary sewer system(s), (2) reduce and prevent spills, and (3) contain and mitigate spills that do occur.

1.1 Regulatory Context

The Plan Introduction section must provide a general description of the local sewer system management program and discuss Plan implementation and updates.

1.2 Sewer System Management Plan Update Schedule

The Plan Introduction section must include a schedule for the Enrollee to update the Plan, including the schedule for conducting internal audits. The schedule must include milestones for incorporation of activities addressing prevention of sewer spills.

1.3 Sewer System Asset Overview

The Plan Introduction section must provide a description of the Enrollee-owned assets and service area, including but not limited to:

- Location, including county(ies);
- Service area boundary;
- Population and community served;
- System size, including total length in miles, length of gravity mainlines, length of pressurized (force) mains, and number of pump stations and siphons;
- Structures diverting stormwater to the sewer system;
- Data management systems;
- Sewer system ownership and operation responsibilities between Enrollee and private entities for upper and lower sewer laterals;
- Estimated number or percent of residential, commercial, and industrial service connections; and
- Unique service boundary conditions and challenge(s).

Additionally, the Plan Introduction section must provide reference to the Enrollee’s up-to-date map of its sanitary sewer system, as required in Section 4.1 (Updated Map of Sanitary Sewer System) of this Attachment.

Initial SSMP Completion and Certification

The Hemet City Council originally approved the City of Hemet SSMP Development Plan and Schedule on January 29, 2008. As each of the required sections of the SSMP was completed, the Water/Wastewater Superintendent, who is designated as the Legally Responsible Official (LRO),

¹ Provided in Attachment D of the SWRCB’s Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

certified that section as complete. The Hemet City Council approved the completed SSMP on March 8, 2011. The 2016 SSMP was recertified by the Hemet City Council on April 12, 2016. The 2024 SSMP Update was recertified by the Hemet City Council on September 24, 2024. (See adoption documents in **Appendix B**.)

Audit Requirements

Pursuant to Attachment E Section 3.10 of the current Order No. 2022-0103-DWQ, the SSMP must be self-audited at least every three (3) years from the original date the plan was adopted by the Hemet City Council. The purpose of the audit is to assure that program performance is effectively implemented and in compliance with the requirements of each of the elements of the SSMP, and to identify and address any deficiencies.

There are no specific requirements for who should conduct an SSMP audit. Audits may be conducted internally by the management team overseeing the collection system, or by an outside consultant, contractor, or even personnel from another sewer agency in the local area. The City’s sewer system operators will be involved in completing the audit.

The SSMP Program Audit Checklist (**Appendix C**) is to be used as a guide for conducting the SSMP audit. The audit will result in a formal written report of the findings. SSMP audit reports do not require Council approval. The audit should be certified by the LRO upon completion.

SSMP Update & Recertification

Pursuant to Section 5.5 of the current Order No. 2022-0103-DWQ, the SSMP must be updated at least every six (6) years following the original adoption date, or whenever significant program changes are made for incorporation of activities addressing preventions of sewer spills. The City will continuously document any changes to its SSMP in a change log attached to the SSMP in **Appendix D**. The 6-year recertification process is required to be approved by the Council even if no changes to the SSMP are proposed. The Hemet City Council must re-certify the updated plan (by resolution).

2024 SSMP Update & Recertification

The Hemet City Council recertified and approved the City’s 2024 SSMP Update on September 24, 2024 by Resolution 2024-182 See documentation in **Appendix B**.

Sewer System Asset Overview

The City of Hemet is located within the San Jacinto Valley in Riverside County. The City of Hemet owns and operates the gravity portion of the wastewater collection system that serves 17.33 square miles, a portion of the Hemet City boundaries. A map of the City of Hemet’s sewer system, provided in **Appendix E**, illustrates the portions within the City which receive sewer service from the City’s Water and Wastewater Department. Wastewater is treated at the San Jacinto Valley Regional Water Reclamation Facility which is operated by Eastern Municipal Water District (EMWD). EMWD provides transmission and treatment service for sewage originating inside the City of Hemet’s service area through an “Inter-Agency Sewage Agreement and Regulations for Waste Discharge and Sewer Use” (discussed further in Section 3).

The City's sewer system contains 140 miles of sewer mains and 1,846 sewer manholes. The sewer system serves a total of 15,086 sewer service connections (including 13,577 that are residential and 1,509 that are commercial service connections). The City's sewer system also includes about 34 customers on septic systems. The City maintains and documents relevant information needed to establish and prioritize plan activities in a computerized maintenance management system (Cartegraph /OpenGov Asset Management). The City's population has mainly increased outside of the City's service area. Pursuant to the City's 2020 Urban Water Management Plan, the population within the City's service area is projected to increase at an estimated rate of only 0.37 percent per year.

ELEMENT 2 – ORGANIZATION

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

2. ORGANIZATION:

The Plan must identify organizational staffing responsible and integral for implementing the local Sewer System Management Plan through an organization chart or similar narrative documentation that includes:

- The name of the Legally Responsible Official as required in section 5.1 (Designation of a Legally Responsible Official) of this General Order;
- The position titles, telephone numbers, and email addresses for management, administrative, and maintenance positions responsible for implementing specific Sewer System Management Plan elements;
- Organizational lines of authority; and
- Chain of communication for reporting spills from receipt of a complaint or other information, including the person responsible for reporting spills to the State and Regional Water Board and other agencies, as applicable. (For example, county health officer, county environmental health agency, and State Office of Emergency Services.)

Legally Responsible Official

The City's Legally Responsible Official (LRO) is the Water/Wastewater Superintendent, who was formally authorized by the Hemet City Council to sign and submit the City's application for the State General Waste Discharge Requirement on January 22, 2008. The Water/Wastewater Superintendent has the ultimate responsibility for the preparation and implementation of this plan. Contact information for the City's LRO and alternative LROs are provided below.

- a) Legally Responsible Official (LRO):
Travis Holyoak
Water/Wastewater Superintendent
(951) 634-1001 or (951) 765-3710
Tholyoak@hemetca.gov
- b) Alternate Legally Responsible Official (LRO):
Tim Burke
Water/Wastewater Supervisor
(951)-765-3710 or (951)-634-1425
Tburke@hemetca.gov
- c) Alternate Legally Responsible Official (LRO):
Gregg Holyoak
Public Works Operations Manager
(951) 757-8089
Gholyoak@hemetca.gov

Position Titles, Phone Numbers, and Lines of Authority

The organization chart provided in Figure 1 shows the lines of authority in the City of Hemet Water / Wastewater Division and the position titles responsible for implementing the SSMP. Contact information and responsibilities for these positions are also provided on the following pages.

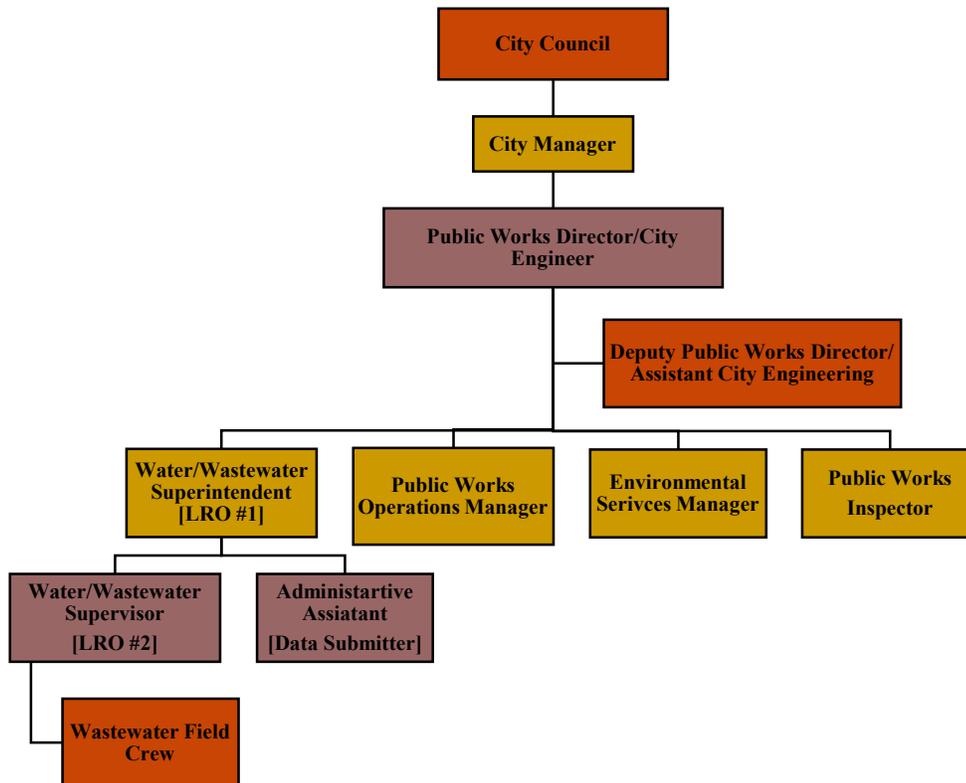


Figure 1 – SSMP Organization Chart

SSMP Roles for City of Hemet Staff

City Council

- Establishes policy; allocates resources

City Manager

- Plans strategy; delegates responsibility

Public Works Director / City Engineer

Noah Rau

(951) 765-3712

Nrau@hemetca.gov

- Leads staff; oversees water/wastewater division and capital improvement project delivery

Deputy Public Works Director / Assistant City Engineer

Jilleen Ferris,

(951) 765-2360

JFerris@hemetca.gov

- Leads staff; oversees water/wastewater division and capital improvement project delivery

Water/Wastewater Superintendent

Travis Holyoak

(951) 634-1001 or (951) 765-3710

Tholyoak@hemetca.gov

- Manages field operations and maintenance activities; prepares wastewater collection system planning documents; provides relevant information to public works director; prepares and implements contingency plans; leads emergency response; investigates and reports spills; acts as Legally Responsible Official (LRO).

Public Works Inspector

- Ensures new and rehabilitated assets meet City of Hemet standards; works with field crews to handle emergencies when contractors are involved; consults with public works director on enforcement actions.

Environmental Services Manager

Daniel Cortese,

(951) 306-8591 or (951) 765-3866

Dcortese@hemetca.gov

- Assists with preparation of wastewater collection system planning documents; works as needed on applicable permits, laws, and regulations; provides support to all parts of operation.

Water/Wastewater Supervisor

Tim Burke
(951) 765-3710 or (951) 634-1425
Tburke@hemetca.gov

- Manages field operations and maintenance activities; trains field crews; assists with emergency response; serves as alternate LRO.

Public Works Operations Manager

Gregg Holyoak
(951) 757-8089
Gholyoak@hemetca.gov

Administrative Assistant

Jennifer Gruber
(951) 765-3712
Jgruber@hemetca.gov

- Provides clerical support related to implementation of the SSMP; acts as Data Submitter for spills reporting through the California Integrated Water Quality System.

Wastewater Field Crew

Richard Castellano
(951) 765-3712 or (951) 757-0948
Rcastellano@hemetca.gov

Donald Kay
(951) 765-3712

Andres Ramirez
(951) 765-3712

Paul Martinez
(951) 765-3712

Oscar Lozoya
(951) 765-3712

- Conducts preventative and corrective maintenance activities; mobilizes and responds to blockages and spills.

Table 1 provides a list of the City of Hemet’s Contact information for those responsible for the SSMP.

TABLE 1 – City of Hemet Contacts Responsible for SSMP

SSMP Element	Responsible Party (Position)	Responsible Party	Phone Number	Email Address
Introduction	Environmental Services Manager	Daniel Cortese	(951)-765-3866	Dcortese@hemetca.gov
1 – Goals and Introduction	Water/Wastewater Superintendent	Travis Holyoak	(951)-634-1001 / (951) -765-3710	tholyoak@hemetca.gov
2 – Organization	Water/Wastewater Superintendent	Travis Holyoak	(951)-634-1001 / (951) -765-3710	tholyoak@hemetca.gov
3 – Legal Authority	Water/Wastewater Superintendent	Travis Holyoak	(951)-634-1001 / (951) -765-3710	tholyoak@hemetca.gov
4 – O&M Program	Water/Wastewater Superintendent	Travis Holyoak	(951)-634-1001 / (951) -765-3710	tholyoak@hemetca.gov
5 – Design & Performance Provisions	Water/Wastewater Superintendent	Travis Holyoak	(951)-634-1001 / (951) -765-3710	tholyoak@hemetca.gov
6 – Spill Emergency Response Program	Water/Wastewater Superintendent	Travis Holyoak	(951)-634-1001 / (951) -765-3710	tholyoak@hemetca.gov
7 – Sewer Pipe Blockage Control Program	Water/Wastewater Superintendent	Travis Holyoak	(951)-634-1001 / (951) -765-3710	tholyoak@hemetca.gov
8 – System Evaluation, Capacity Assurance and Capital Improvements	Water/Wastewater Superintendent	Travis Holyoak	(951)-634-1001 / (951) -765-3710	tholyoak@hemetca.gov
9 – Monitoring, Measurement, and Program Modifications	Water/Wastewater Superintendent	Travis Holyoak	(951)-634-1001 / (951) -765-3710	tholyoak@hemetca.gov
10 – Internal Audits	Water/Wastewater Superintendent	Travis Holyoak	(951)-634-1001 / (951) -765-3710	tholyoak@hemetca.gov
11 – Communication Program	Administrative Assistant	Jennifer Gruber	(951)-765-3712	Jgruber@hemetca.gov
Change Log	Environmental Services Manager	Daniel Cortese	(951)-765-3866	Dcortese@hemetca.gov

Chain of Communications for Reporting Spills

The City of Hemet Spill Response Flow Chart, which shows the chain of communication for receiving reports of and reporting spills, is located in Chapter 3 of the City’s *Spill Emergency Response Plan (Appendix F)*. As further discussed regarding the City’s *Spill Emergency Response Plan* is provided in Section 6 of this SSMP.

ELEMENT 3 – LEGAL AUTHORITY

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

3. LEGAL AUTHORITY:

The Plan must include copies or an electronic link to the Enrollee’s current sewer system use ordinances, service agreements and/or other legally binding procedures to demonstrate the Enrollee possesses the necessary legal authority to:

- Prevent illicit discharges into its sanitary sewer system from inflow and infiltration (I&I); unauthorized stormwater; chemical dumping; unauthorized debris; roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages;
- Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure;
- Require that sewers system components and connections be properly designed and constructed;
- Ensure access for maintenance, inspection, and/or repairs for portions of the service lateral owned and/or operated by the Enrollee;
- Enforce violations of its sewer ordinances, service agreements, or other legally binding procedures; and
- Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.

Documentation of Legal Authority

The City of Hemet possess the necessary legal authority to provide wastewater collection services to the public through the ordinances and agreements described in Table 2 below (including the City’s Municipal Code Chapter 82, Article II), each of which provides a portion of the authority required pursuant to the current provisions of SWRCB Order No. 2022-0103, Section 3.

TABLE 2 – Legal Authority Checklist

REQUIREMENT	CODE REFERENCE
Public Sewers	
- Ability to prevent illicit discharges into the wastewater collection system	Hemet CA Municipal Code
- Prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer	- Sec. 14-277. Standards for utilities - Sec. 90-1048. Performance standards. (8) Wastewater discharge.

Ability to require that sewers and connections be properly designed and constructed	Hemet CA Municipal Code, <ul style="list-style-type: none"> - Sec. 82-31. Adoption of additional regulations. - Sec. 82-32. Specification for connections. - Sec. 82.33. Contractor’s responsibilities in making connections. - Sec. 82-39. Engineering for extensions. - Sec. 82-173. Adoption of regulations for sewer construction and use.
Laterals	
Ensure access for maintenance, inspection, or repairs for portions of the service lateral owned or maintained by the City	<ul style="list-style-type: none"> - Resolution No. 2459 - Establishing a Policy for the Maintenance of Building Sewer Laterals (See Appendix A of Appendix F)
Ensure access to storm sewer systems during spill events	
Fat, Oil, and Grease (FOG) Source Control	
Ability to limit the discharge of fats, oils, grease and other debris that may cause blockages	<ul style="list-style-type: none"> - Inter-Agency Sewage Agreement (9-2-2001) between Eastern Municipal Water District and the City of Hemet (See below) - EMWD Ordinance No. 59.7 Regulations for Waste Discharge and Sewer Use (See below)
Enforcement	
Ability to enforce any violation of the City’s sewer ordinances	Hemet CA Municipal Code <ul style="list-style-type: none"> - Sec. 82-174. Compliance with sewer regulations - Sec. 82-175. Violation of article; penalty
Access and Collaboration	
Collaborate with storm sewer agencies to coordinate emergency spill responses	<ul style="list-style-type: none"> - Inter-Agency Sewage Agreement (9-2-2001) between Eastern Municipal Water District and the City of Hemet (See below)
Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.	<ul style="list-style-type: none"> - EMWD Ordinance No. 59.7 Regulations for Waste Discharge and Sewer Use (See below)

The City’s Municipal Codes referenced in the requirements above can be found in **Appendix G**.

EMWD provides transmission and treatment service for sewage originating inside the City of Hemet’s service area through an “Inter-Agency Sewage Agreement and Regulations for Waste Discharge and Sewer Use”. The Inter-Agency Sewage Agreement (**Appendix H**), dated September 2, 2001, by and between Eastern Municipal Water District and the City of Hemet, updates a 1963 agreement between EMWD and the City, and sets forth the terms under which the collection, transmission, and treatment of sewage originating in the City of Hemet shall be handled. Because the City’s boundaries and sphere of influence are located entirely within the boundaries of EMWD, this agreement establishes the rights and obligations of both the City and EMWD.

Pursuant to the agreement:

- a. EMWD has the exclusive right to provide treatment service for sewage originating in the City of Hemet’s service area. (Agreement Section 4.a. – Page 2)
- b. EMWD is the approved pretreatment program and implements programmatic functions as defined in Title 40 Code of Federal Regulations Part 403, including but not limited to (Agreement Section 10 – Page 4);
 - (i) update user survey; (ii) issue of permit to users; (iii) conduct inspections, sampling and analysis; (iv) take all appropriate enforcement actions; and (v) perform any other technical or administrative duties the parties deem appropriate.

In addition to the Inter-Agency Sewage Agreement, EMWD’s “Ordinance No. 59.7 Regulations for Waste Discharge and Sewer Use” (**Appendix I**), adopted June 15, 2022, is applicable to the sewer collection system within the City of Hemet service area. EMWD Ordinance No. 59.7 addresses the following provisions of the SWRCB’s Order No. 2022-0103-DWQ, Attachment D Section 3 (Legal Authority):

- a. Prevents illicit discharges to the sanitary sewer system (Article 3, 3.1, C Other Prohibitions, Page 18)
- b. Collaborate with storm sewer agencies (Article 1, 1.8, Information Required, Page 4)
- c. Requires proper design and construction of sewers and connections (Article 1, 1.6 Powers, Page 2-3)
- d. Ensures access to publicly owned laterals for maintenance, inspection and repairs (Article 1, 1.7 Access, Page 4)
- e. Allows for enforcement of violations of sewer ordinances (Article 6, Enforcement, Page 42-45)
- f. Obtain accessibility for locations requiring sewer system operations (Article 1, 1.9, Authority, Page 5)

ELEMENT 4 – OPERATIONS & MAINTENANCE PROGRAM

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

4. OPERATION AND MAINTENANCE PROGRAM:

The SSMP must include the items listed below that are appropriate and applicable to the Enrollee’s system:

4.1. Updated Map of Sanitary Sewer System

An up-to-date map(s) of the sanitary sewer system, and procedures for maintaining and providing State and Regional Water Board staff access to the map(s). The map(s) must show gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable storm water conveyance facilities within the sewer system service area boundaries.

4.2. Preventive Operation and Maintenance Activities

A scheduling system and a data collection system for preventive operation and maintenance activities conducted by staff and contractors.

The scheduling system must include:

- Inspection and maintenance activities;
- Higher-frequency inspections and maintenance of known problem areas, including areas with tree root problems;
- Regular visual and closed-circuit television (CCTV) inspections of manholes and sewer pipes.

The data collection system must document data from system inspection and maintenance activities, including system areas/components prone to root-intrusion potentially resulting in system backup and/or failure.

4.3. Training

In-house and external training provided on a regular basis for sanitary sewer system operations and maintenance staff and contractors. The training must cover:

- The requirements of this General Order;
- The Enrollee’s Spill Emergency Response Plan procedures and practice drills;
- Skilled estimation of spill volume for field operators; and
- Electronic CIWQS reporting procedures for staff submitting data.

4.4. Equipment Inventory

An inventory of sewer system equipment, including the identification of critical replacement and spare parts.

Collection System Maps

The City maintains current maps of its entire sanitary sewer system, including GIS map files, as shown in **Appendix E**. Field personnel record any updates to a master printed sewer system atlas on a regular basis as facilities are repaired, rehabilitated or replaced, or new facilities are added to the system. The recorded updates are annually submitted to the City’s GIS Specialist to update the electronic sanitary sewer system map, and for printing of an updated sewer system atlas. An up-to-date GIS map will be provided in any future SSMP updates.

Routine Preventative Operation and Maintenance Activities

The City of Hemet has an estimated 140 miles of sanitary sewer collection mains. The City sets a goal of cleaning all sewer mains every two years. More frequent cleaning of “high maintenance areas” is

scheduled as necessary (bi-weekly, weekly, and monthly) to maintain the reliability of the system and to prevent stoppages and spills. These areas may be treated with chemicals to prevent build-up of fats, oils and grease, trash, and/or receive more frequent jetting to clear debris and build-up. City personnel respond to service calls immediately and address problems including odor and blockages. Closed-circuit television (CCTV) is used to both routinely view and evaluate the City's cleaning efforts and to identify the nature of system problems (stoppages, structural damage).

Each worker maintains a daily work log documenting location and length of main line pipe cleaned and other maintenance activities performed. This information is entered into a computerized maintenance management system (Cartograph or OpenGov Asset Management). Maintenance workers also document their cleaning progress on maps to avoid duplicate coverage.

Training for Staff and Contractors

The City will follow the procedures and drills detailed in the City's *Spill Emergency Response Plan (Appendix F)* and ensure all training for staff includes the requirements of the SWRCB General Order No. 2022-0103-DWQ. The training will include electronic CIWQS reporting procedures for submitting data. The City budgets money specifically for training and education. Maintenance Operators regularly attend seminars, classes, and trade shows that focus on skills necessary to perform proper operations and maintenance work, safety, productivity/efficiency, and technology regarding the sewer system. All collection system staff members participate in bi-weekly safety meetings. Contractors are required to have appropriate training to ensure that work performed exceeds or is comparable to work performed by City staff members.

The City will estimate the total spill volume using updated volume estimation techniques, calculations, and documentation for electronic reporting. The City staff shall update its notification and reporting of estimated spill volume (which includes spill volume recovered) as further information is gathered during and after a spill event.

Equipment and Replacement Part Inventories

Critical spare parts are on inventory for replacement and/or repair of the City's sanitary sewer infrastructure and the equipment used in the maintenance and repair of the sanitary sewer infrastructure. Spare pipe and fittings of various sizes, high-pressure cleaning hoses are kept in stock. The City replaces these parts immediately after use to assure the inventory contains critical parts needed for uninterrupted service in the event of an emergency.

ELEMENT 5 – DESIGN & PERFORMANCE PROVISIONS

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

5. DESIGN AND PERFORMANCE PROVISIONS:

The Plan must include the following items as appropriate and applicable to the Enrollee's system:

5.1. Updated Design Criteria and Construction Standards and Specifications

Update design criteria, and construction standards and specifications, for the construction, installation, repair, and rehabilitation of existing and proposed system infrastructure components, including but not limited to pipelines, pump stations, and other system appurtenances. If existing design criteria and construction standards are deficient to address the necessary component component-specific hydraulic capacity as specified in section 8 (System Evaluation, Capacity Assurance and Capital Improvements) of this Attachment, the procedures must include component-specific evaluation of the design criteria

5.2. Procedures and Standards

Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

Standards for Construction, Installation, Rehabilitation and Repair

The City's design and construction standards and specifications for the installation of new sanitary sewer systems and for the rehabilitation and repair of existing sanitary sewer system are included in the following documents:

City of Hemet Public Works Department Standard Specifications (Latest Approved Revision)

Document available at: <https://www.hemetca.gov/565/Engineering-Standards-and-Manuals>

This document provides requirements for:

- Construction Materials (rock products, pipe, asphaltic concrete pavement, and untreated base materials);
- Construction Methods (Public safety, compaction testing, open trench operations, backfill and densification, water pressure testing, mandrel test of ABS and PVC pipe, disinfecting pipelines, landscaping and irrigation, and monuments);
- Design Criteria (General criteria, streets, water system, sewer system Section IV.4, pages 32-35, drainage, street lighting, parking lots, and traffic signals)

The following documents form a part of City's standard specifications:

- **Standard Specifications for Public Works Construction** (Greenbook), latest edition, authored by the American Public Works Association, Southern California Chapter, and the Associated General Contractors of California, Southern California Districts as a Joint Cooperative Committee

Available for purchase from: <http://www.bnibooks.com>

City of Hemet Public Works Department Standard Drawings (Latest Approved Revision)

Document available at: <https://www.hemetca.gov/565/Engineering-Standards-and-Manuals>

The 600 Series section (pages 1-21) provides drawings of (Sewer lateral connections, manholes, grease interceptors, sand interceptors, sample wye, pipe bedding, encasements, sewer/water facilities separation, standard cleanout, remodeling details for house sewer connection, and property line sewer cleanout.

Updated Design Criteria and Construction Standards and Specifications

The Public Works Director/City Engineer is authorized to make minor revisions to the Standard Specifications and Standard Drawings related to construction materials and construction methods without obtaining prior approval of the City Council. Any changes in policy or in design criteria must be approved by the City Council.

Procedures and Standards for Inspection and Testing

Procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects are found in the City of Hemet Public Works Department Standard Specifications as summarized below:

Construction Materials

- II.2 Sewer mains shall be Polyvinyl chloride (PVC) pipe SDR 35 and shall meet the minimum standard set forth in American Society for Testing and Materials (ASTM) 3034 and F-679. Unless otherwise specified, all pipe appurtenances shall comply with the appropriate City of Hemet Standard drawings.

Construction Methods

- Compaction tests on trench lines (Section III.2)
- Open trench operations (Section III.3)
- Backfill and densification (Section III.4)
- Mandrel test of ABS and PVC pipe (Section III.6)

Sewer System Specifications

Requirements are provided for:

- Mains (minimum size, material, joints, design calculations, and requirement to be inspected using an approved television inspection company; locations; minimum slopes; domestic demands) (Section IV.4)
- Manholes (Section IV.4)
- Clean Out Location (Section IV.4)
- Laterals (size, locations, depth, taps) (Section IV.4)

Document available at: <https://www.hemetca.gov/565/Engineering-Standards-and-Manuals>

ELEMENT 6 – SPILL EMERGENCY RESPONSE PLAN

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

6. SPILL EMERGENCY RESPONSE PLAN:

The Plan must include an up to date Spill Emergency Response Plan to ensure prompt detection and response to spills to reduce spill volumes and collect information for prevention of future spills. The Spill Emergency Response Plan must include procedures to:

- Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner;
- Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State;
- Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;
- Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained;
- Address emergency system operations, traffic control and other necessary response activities;
- Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;
- Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;
- Remove sewage from the drainage conveyance system;
- Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters;
- Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event;
- Conduct post-spill assessments of spill response activities;
- Document and report spill events as required in this General Order; and
- Annually, review and assess effectiveness of the Spill Emergency Response Plan, and update the Plan as needed.

Notification Procedures

The City of Hemet has a written *Spill Emergency Response Plan* (provided in **Appendix F**) which provides measures to ensure prompt detection and response to spills in order to reduce spill volumes and collect information for prevention of future spills. As described in the *Spill Emergency Response Plan*, the City of Hemet could be notified of a spill through a complaint from the public, a report from an outside agency, or a report from a contractor or city field crew. Initial notification may come in the form of a phone call, or through an online service request from the City’s website. During working hours the City of Hemet Wastewater Department would be contacted; the Hemet Police Department Dispatch takes after-hours calls and forwards to the “Stand-By” employee on duty. In either case, the Water/Wastewater Superintendent would also be notified. If the spill is located outside the City of Hemet sewer system service area, the responsible agency would be contacted immediately. If the spill is within the City of Hemet sewer system service area, City crew would be dispatched to the spill location. A spill notification and response flow chart is provided in Chapter 3 of the City’s *Spill Emergency Response Plan*.

Response to Spill and Procedures

Upon notification of a spill, the City's On-Call Supervisor will initiate the emergency response procedures, and call the employees and equipment that are deemed appropriate to stop the spill, prevent and/or mitigate the effects and restore the environment. Chapter 4 of the City's *Spill Emergency Response Plan* details the response procedures to contain a spill and prevent/minimize discharge, minimize and remediate impacts on beneficial uses of water of the State, remove sewage from the drainage conveyance system, clean up spill area and drainage conveyance system, and address emergency system operations and traffic control.

As discussed in Section 3, the City has an interagency agreement with EMWD which establishes interagency coordination in the event of a spill.

Reporting

The severity of the spill dictates the category and timeline of notification. Appropriate reporting and notification procedures are described in the City's *Spill Emergency Response Plan*. (See Appendix F). The City will follow the notification procedures as described in the SWRCB General Order 2022-0103-DWQ. Pursuant to the provisions of the SWRCB General Order 2022-0103-DWQ Attachment E1, the Regional Water Quality Control Board and the SWRCB are required to collect sanitary sewer spill information for each spill event, including but is not limited to:

- Enrollee contact information for each spill event,
- Spill cause,
- Estimated spill volume and factors used for estimation,
- Location, date, time, duration,
- Amount discharged to waters of the State,
- Response and corrective action(s) taken.

Pursuant to the provisions of the SWRCB Order 2022-0103-DWQ Section 5.13.1, Spill Categories are defined as follows:

- Category 1 Spill
A Category 1 spill is a spill of any volume of sewage from or caused by a sanitary sewer system regulated under this General Order that results in a discharge to:
 - A surface water, including a surface water body that contains no flow or volume of water; or
 - A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.

Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.
- Category 2 Spill

- A Category 2 spill is a spill of 1,000 gallons or greater, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.
- A spill of 1,000 gallons or greater that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system, is a Category 2 spill.
- Category 3 Spill
 - A Category 3 spill is a spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.
 - A spill of equal to or greater than 50 gallons and less than 1,000 gallons, that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 3 spill.
- Category 4 Spill
 - A Category 4 spill is a spill of less than 50 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.
 - A spill of less than 50 gallons that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 4 spill.

Compliance

The City will comply with the reporting requirement for each Spill Category pursuant to the SWRCB Order 2022-0103-DWQ Attachment E Section 3, including the following:

- Category 1 Spills
 - Draft Spill Report for Category 1 Spills
 - Within three (3) business days of the City’s knowledge of a Category 1 spill, the City shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.
 - Certified Spill Report for Category 1 Spills
 - Within 15 calendar days of the spill end date, the City shall submit a Certified Spill Report for Category 1 spills, to the online CIWQS Sanitary Sewer System Database. Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identification number.
 - Spill Technical Report for Individual Category 1 Spill in which 50,000 Gallons or Greater Discharged into a Surface Water
 - For any spill in which 50,000 gallons or greater discharged into a surface water, within 45 calendar days of the spill end date, the City shall submit a Spill Technical Report to the online CIWQS Sanitary Sewer System Database.
 - Amended Certified Spill Reports for Individual Category 1 Spills
 - The City shall update or add additional information to a Certified Spill Report within 90 calendar days of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The City shall certify the amended report.

- Category 2 Spills
 - Draft Spill Report for Category 2 Spills
 - Within three (3) business days of the City’s knowledge of a Category 2 spill, the City shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.
 - Certified Spill Report for Category 2 Spills
 - Within 15 calendar days of the spill end date, the City shall submit a Certified Spill Report for the Category 2 spill, to the online CIWQS Sanitary Sewer System Database (<https://ciwqs.waterboards.ca.gov>). Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identification number.
 - Amended Certified Spill Reports for Individual Category 2 Spills
 - The City shall update or add additional information to a Certified Spill Report within 90 calendar days of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The City shall certify the amended report.

- Category 3 Spills
 - Monthly Certified Spill Reporting for Category 3 Spills
 - The City shall report and certify all Category 3 spills to the online CIWQS Sanitary Sewer System Database within 30 calendar days after the end of the month in which the spills occurred. (For example, all Category 3 spills occurring in the month of February shall be reported and certified by March 30th). After the Legally Responsible Official certifies the spills, the online CIWQS Sanitary Sewer System Database will issue a spill event identification number for each spill.
 - Within 90 calendar days of the certified Spill Report due date, the City may update or add additional information to a certified Spill Report by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The City shall certify the amended report.

- Category 4 Spills and/or Lateral Spills
 - Monthly Certified Spill Reporting for Category 4 Spills
 - The City shall report and certify the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, within 30 calendar days after the end of the month in which the spills occurred.
 - Annual Certified Spill Reporting of Category 4 and/or Lateral Spills
 - For all Category 4 spills and spills from its owned and/or operated laterals that are caused by a failure or blockage in the lateral and that do not discharge to a surface water, the City shall:
 - Maintain records per section 4.4. of General Order;
 - The City shall provide records upon request by State Water Board or Regional Water Board staff.
 - Annually upload and certify a report, in an appropriate digital format, of all recordkeeping of spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in

which the spills occurred.

- Monthly Certification of “No-Spills” or “Category 4 Spills” and/or “Non-Category 1 Lateral Spills”
 - If either (1) no spills occur during a calendar month or (2) only Category 4, and/or City-owned and/or operated lateral spills (that do not discharge to a surface water) occur during a calendar month, the City shall certify, within 30 calendar days after the end of each calendar month, either a “No-Spill” certification statement, or a “Category 4 Spills” and/or “Non-Category 1 Lateral Spills” certification statement, in the online CIWQS Sanitary Sewer System Database, certifying that there were either no spills, or Category 4 and/or Non-Category 1 Lateral Spills that will be reported annually (per section 3.6 of this Attachment) for the designated month.

Water Quality Monitoring Requirements

The City has developed a Water Quality Monitoring Program Plan to assess impacts from spills to surface waters in which 50,000 gallons or greater are spilled. This plan is contained in Appendix D of the City’s *Spill Emergency Response Plan (Appendix F)*, which is reviewed and assessed annually and updated as needed.

In the event of a sanitary sewer spill of 50,000 gallons or greater, the City is required to submit a Spill Technical Report. The Spill Technical Report, which is described in the *Spill Emergency Response Plan*, must include the following:

1. Spill causes and circumstances
2. Enrollee’s response to the spill
3. Water Quality Monitoring, including:
 - Description of all water quality sampling activities conducted;
 - List of pollutant and parameters monitored, sampled and analyzed; as required in section 2.3 (Receiving Water Monitoring) of the SWRCB Order 2022-0103-DWQ ;
 - Laboratory results, including laboratory reports;
 - Detailed location map illustrating all water quality sampling points; and
 - Other regulatory agencies receiving sample results (if applicable).
4. Evaluation of spill impact(s), including a description of short-term and long-term impact(s) to beneficial uses of the surface water.

Training

Procedures are in place to ensure that appropriate staff and contract personnel are aware of and appropriately trained to follow the City’s *Spill Emergency Response Plan*. All employees who are involved in responding to, reporting, and/or mitigating a spill receive annual refresher training on the plan. New employees will receive training prior to responding to a spill.

City of Hemet sewer maintenance personnel participate in ongoing safety training related to implementing emergency response plans related to spills.

Emergency Operations Procedures

In preparation for responding to potential system failures and spills, the City of Hemet has developed a Sewer Response Flow Chart to guide sewer maintenance personnel in responding to spill situations. This flow chart is located in Chapter 3 of the City's *Spill Emergency Response Plan*.

Follow-up Activities

The City holds debriefing meetings for City field crews involved in the spill response after all spills to review procedures used. Improvements and a review of actions that worked are discussed to mitigate future spills. The debriefings are recorded and tracked. Spills are documented and reported pursuant to the SWRCB Order 2022-0103-DWQ.

Annual Report

The City shall complete and certify the Annual Report, previously known as the "Collection System Questionnaire", at least every 12 months (in April) pursuant to the requirements of Attachment E Section 3.9 of SWRCB Order No. 2022-0103-DWQ. The Annual Report will address, and update as applicable, the following items:

- Population served
- Updated sewer system service area boundary map
- Number of system operation and maintenance staff
- Number of operation and maintenance staff certified as a certified collection system operator by the California Water Environmental Association (CWEA)
- System information
- Name and location of the treatment plant(s) receiving sanitary sewer system's waste
- Name of satellite sewer system tributaries
- Number of system's gravity sewer above or underground crossings of water bodies throughout system
- Number of force main (pressurized pipe) above or underground crossings of water bodies throughout system
- Number of siphons used to convey waste throughout the sewer system
- Miles of sewer system cleaned
- Miles of sewer system video inspected, or comparable (i.e., video closed-circuit television or alternative inspection methods)
- System Performance Evaluation as specified in section 5.11 (System Performance Analysis) of the SWRCB Order 2022-0103-DWQ
- Major spill causes (for example, root intrusion, grease deposition)

Spill Emergency Response Plan Update

The City will annually review the effectiveness of the Spill Emergency Response Plan and shall update as needed.

ELEMENT 7 – SEWER PIPE BLOCKAGE CONTROL PROGRAM

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

7. SEWER PIPE BLOCKAGE CONTROL PROGRAM:

The Sewer System Management Plan must include procedures for the evaluation of the Enrollee's service area to determine whether a sewer pipe blockage control program is needed to control fats, oils, grease, rags and debris. If the Enrollee determines that a program is not needed, the Enrollee shall provide justification in its Plan for why a Program is not needed.

The procedures must include, at minimum:

- An implementation plan and schedule for a public education outreach program that promotes proper disposal of pipe-blocking substances;
- A plan and schedule for the disposal of pipe-blocking substances generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of substances generated within a sanitary sewer system service area;
- The legal authority to prohibit discharges to the system and identify measures to prevent spills and blockages;
- Requirements to install grease removal devices (such as traps or interceptors) design standards for the grease removal devices, maintenance requirements, best management practices requirements, record keeping and reporting requirements;
- Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the fats, oils, and grease ordinance;
- An identification of sewer system sections subject to fats, oils, and grease blockage and establishment of a cleaning maintenance schedule for each section; and
- Implementation of source control measures, for all sources of fats, oils, and grease reaching the sanitary sewer system for each section identified above.

Sewer Pipe Blockage Control Program

A Sewer Pipe Blockage Control Program is used to facilitate the maximum beneficial public use of a sanitary sewer system while preventing blockages of sewer lines resulting from discharges of fats, oils, grease, rags, and debris into the sewer system, and specifying appropriate discharge requirements for producing facilities (e.g. restaurants) that comply with the provisions of the SWRCB Order No. 2022-0103-DWQ.

As discussed previously, EMWD provides wastewater treatment services for the City of Hemet through an Inter-Agency Sewage Agreement. As a satellite agency of EMWD, the City relies on EMWD's Wastewater Source Control Department to regulate the discharges of industrial and commercial facilities and to monitor the fats, oils, grease, rags, and debris discharged to the sanitary sewer system.

The EMWD fats, oils, and grease (FOG) Control Program includes legal authority (EMWD Ordinance No. 59.7, see **Appendix I**) to prohibit discharges to the sewer system, requirements to

install grease removal devices, design standards for the removal of devices, maintenance requirements, and recordkeeping and reporting requirements. The EMWD Source Control Division has the authority to inspect grease producing facilities and to enforce program requirements. In addition, the EMWD FOG Control Program provides a public education outreach program to promote proper disposal of fats, oils, grease, rags, and debris.

Public Education

EMWD has implemented various educational enforcement programs. Educational enforcement programs are coordinated with EMWD's Public Affairs Department and staff at EMWD's satellite agencies. Public education programs are coordinated and scheduled to promote proper disposal of pipe-blocking substances between EMWD's Public Affairs Department and staff at EMWD's satellite agencies including the City.

Legal Authority

EMWD's FOG Control Program is supported by EMWD's Ordinance No. 59.7, Regulations for Waste Discharge and Sewer Use (as amended). Ordinance No. 59.7 gives EMWD the legal authority to prohibit discharges to the sewer system, legal authority to require installation of pretreatment (i.e. grease removal devices), legal authority to inspect grease producing facilities and legal authority to enforce these provisions. A copy of EMWD's Ordinance No. 59.7 is provided in **Appendix I**.

Survey/Plan and Grease Removal Devices

EMWD has a comprehensive survey/plan check program that is coordinated with Building and Safety Departments in cities within EMWD's jurisdiction including the City of Hemet. A Waste Discharge Application and blueprints from commercial and industrial businesses are submitted to EMWD's Source Control Department. The Source Control Department then evaluates these plans for the need of a grease interceptor, and if so, to ensure all grease bearing lines discharge to the grease interceptor. Also evaluated is if chemicals used will have an impact on the operation of the grease interceptor and ensuring the size of the grease interceptor will be adequate for the user. Grease interceptors are installed pursuant to EMWD's Standard. SB-70 (Grease Interceptor) provided in **Appendix J**.

Once a grease interceptor is installed, EMWD conducts an investigation to make sure that the interceptor and grease lines are installed as approved. Each user with a grease interceptor completes a Pretreatment Equipment Maintenance and Hazardous Waste Plan that describes maintenance of the grease interceptor, including waste hauler information and procedures in case a spill occurs. At that time, and as needed, users are provided with a list of Grease Interceptor Pumping and Restaurant Fry Oil Recycling Companies. Information regarding EMWD's Grease interceptor sizing, maintenance plans and hauler information, is also provided in **Appendix J**.

Enforcement/Inspection

EMWD's Source Control Department annually inspects all grease interceptors within EMWD's jurisdiction for compliance with EMWD's Pretreatment Equipment Maintenance and Hazardous Waste Plan and proper operation of interceptor, including piping. Enforcement timelines are set if the

user is found to be non-compliant during the time of inspection and/or found to be the cause of sewer pipe blockage related spills. All fats, oils, grease, rags, and debris dischargers, plan check information, inspections, and enforcements, are tracked in a database program called Cityview.

Maintenance

The City performs routine cleaning, CCTV videoing, and inspection of the sewer system. City operators look for evidence of fats, oils, grease, rags, and debris in the main lines. If/when evidence of fats, oils, grease, rags, and debris is encountered, City Wastewater operators clean and/or video the area attempting to pinpoint the source. City personnel notifies EMWD when these episodes occur and when new restaurants, which may not have operating grease interceptors, open for business.

Identification and Source Control Measures

EMWD coordinates its fats, oils, grease, rags, and debris activities with the City's Public Works Department.

EMWD's Source Control Department and Wastewater Collections Department have direct communication and coordination when identifying and tracking sections of the sewer system that are subject to fats, oils, grease, rags, and debris buildup. When trouble areas (i.e. "hot spots") are identified, EMWD's Wastewater Collections Department is responsible for establishing and/or increasing the frequency of a cleaning maintenance schedule for that area and coordinating with EMWD's Source Control Department to implement source control measures if fats, oils, grease, rags, and debris buildup persists.

ELEMENT 8 – SYSTEM EVALUATION, CAPACITY ASSURANCE AND CAPITAL IMPROVEMENTS

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

8. SYSTEM EVALUATION AND CAPACITY ASSURANCE AND CAPITAL IMPROVEMENTS:

The Plan must include procedures and activities for:

- Routine evaluation and assessment of system conditions;
- Capacity assessment and design criteria;
- Prioritization of corrective actions; and
- A capital improvement plan.

8.1 System Evaluation and Condition Assessment

The Plan must include procedures to:

- Evaluate the sanitary sewer system assets utilizing the best practices and technologies available;
- Identify and justify the amount (percentage) of its system for its condition to be assessed each year;
- Prioritize the condition assessment of system areas that:
 - Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;
 - Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;
 - Are within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;
- Assess the system conditions using visual observations, video surveillance and/or other comparable system inspection methods;
- Utilize observations/evidence of system conditions that may contribute to exiting of sewage from the system which can reasonably be expected to discharge into a water of the State;
- Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities; and
- Identify system assets vulnerable to direct and indirect impacts of climate change, including but not limited to: sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions.

8.2. Capacity Assessment and Design Criteria

The Plan must include procedures to identify system components that are experiencing or contributing to spills caused by hydraulic deficiency and/or limited capacity, including procedures to identify the appropriate hydraulic capacity of key system elements for:

- Dry-weather peak flow conditions that cause or contributes to spill events;
- The appropriate design storm(s) or wet weather events that causes or contributes to spill events;
- The capacity of key system components; and
- Identify the major sources that contribute to the peak flows associated with sewer spills.

The capacity assessment must consider:

- Data from existing system condition assessments, system inspections, system audits, spill history, and other available information;
- Capacity of flood-prone systems subject to increased infiltration and inflow, under normal local and regional storm conditions;
- Capacity of systems subject to increased infiltration and inflow due to larger and/or higher-intensity storm events as a result of climate change;

- Increases of erosive forces in canyons and streams near underground and above-ground system components due to larger and/or higher-intensity storm events;
- Capacity of major system elements to accommodate dry weather peak flow conditions, and updated design storm and wet weather events; and
- Necessary redundancy in pumping and storage capacities.

8.3. Prioritization of Corrective Action

The findings of the condition assessments and capacity assessments must be used to prioritize corrective actions. Prioritization must consider the severity of the consequences of potential spills.

8.4. Capital Improvement Plan

The capital improvement plan must include the following items:

- Project schedules including completion dates for all portions of the capital improvement program;
- Internal and external project funding sources for each project; and
- Joint coordination between operation and maintenance staff, and engineering staff/consultants during planning, design, and construction of capital improvement projects; and Interagency coordination with other impacted utility agencies.

System Evaluation and Condition Assessment

The City of Hemet’s Sewer Master Plan was originally completed in January 1991 and updated in March 2021 (as part of the City’s Water and Sewer Master Plan Update). The 2021 Sewer Master Plan Update contains five chapters, followed by appendices that provide supporting documentation for the information presented in the report. The chapters describe prioritization of rehabilitation and/or replacement projections based on condition assessments, population growth patterns, system capacity, and aging infrastructure within the City’s entire sewer system. In addition, the City maintains sewer system Atlas Maps, video inspection records, and in-field observation files. The City reports emergency repairs in the Cartegraph maintenance management system. All documented spills occurring since 2004 have been caused by blockage and/or stoppage. None were caused as the result of hydraulic deficiency. The City anticipates performing a condition assessment on approximately 33 percent of its system annually.

The City of Hemet’s Climate Action Plan, which is the adoption and implementation of the Subregional Climate Action Plan of Western Riverside Council of Governments, identifies areas vulnerable to impacts of climate change and ensures that climate change adaption considerations are integrated into public safety documents.

Capacity Assessment and Design Criteria

The City’s 2021 Sewer Master Plan Update indicates the City’s sewer system is nearing build-out conditions. There are no major or large-scale development projects on the planning horizon within the City’s sewer service area and the remaining future projects are predominantly in-fill or redevelopment projects. Although the population within the City of Hemet’s municipal boundaries is expected to increase substantially within the next 15 years, most of that growth will occur outside the service area of the City’s Water and Wastewater Department. The City expects population growth within the sewer service area to increase at a rate of only 0.37 percent per year. Accordingly, future growth within the sewer service area is not anticipated to have significant effect on sewer system

capacity. Regional trends indicate per capita wastewater contribution is declining. As a result, the City estimates the current wastewater conveyance capacity is estimated to be adequate for build out. However, some individual pipe segments are undersized and require replacement. Those projects are addressed in the City’s Capital Improvement Plan (CIP) discussed below.

Newly constructed facilities are required to be designed and built according to current design manuals and specifications utilizing modern materials and current technology. When existing components of the system are repaired or rehabilitated, they are also brought up to current design criteria.

Existing design criteria have been reviewed and deemed appropriate.

Prioritization of Corrective Action and Capital Improvement Plan

The City will utilize the findings from the condition assessments and capacity assessments in identifying projects as high priority. High priority projects typically represent facilities that are in an advanced state of despair, and have either failed or at near failure, and should receive urgent attention.

Pipe segments that are not included in the City’s CIP (identified in the City’s 2021 Sewer Master Plan Update) are individually assessed for replacement on an ongoing basis through normal operations and maintenance activities. Public Works and Engineering Department staff routinely evaluate segments of the sewer collection system in need of rehabilitation or replacement, and plan improvement projects to address significant deficiencies in the system.

The City’s 2021 Sewer Master Plan Update describes a priority rating system for classifying projects. Rehabilitation and replacement projects are prioritized based on the severity of the defect and/or the potential consequences of pipe failure.

The pipeline rating system includes the following categories:

Category No.	Category Name	Condition Description
1	Worst Case	Cracked, broken, collapsed, disintegrating; soil visible
2	Undersized	Existing pipe segment is overloaded due to new hook-ups or increased flows
3	Beginning signs of Deterioration	Pipe able to receive lining

The City’s 2021 Sewer Master Plan Update contains a summary of the high priority CIP projects identified by the City. The following CIP projects have been completed:

- Acacia – Gilbert to Harvard (1,642 feet of 8” pipe)
- Weston Park – Between Taylor (329 feet of 8” pipe)
- Devonshire – Between Palm and Western (327 feet of 8” pipe)
- Buena Vista – Between Central and Acacia (655 feet of 8” pipe)
- Vista del Monte (70 feet of 8" pipe)
- Juanita Between Acacia and Kimball (652 feet of 8” pipe)
- Harvard Between Acacia and Central (505 feet of 8” pipe)
- Elmond – Alessandro to State (563 feet of 8" pipe)

- Hamilton – Florida to Kimball (330 feet of 8" pipe)

The following CIP projects are currently in progress:

- Under residential homes between Thompson and Franklin on Central
- Devonshire/ Kirby/ Latham/Florida (8" pipe)

The following CIP projects are to be completed:

- Residential backyard between Central/Mayberry Harvard/State (599 feet)
- Carmarita between Acacia and Central (240 feet of 6" pipe)
- Residential easement from Central to Mayberry between Carmalita and Juanita (527 feet of 6" of pipe)
- Buena Vista From Mayberry 305' southerly (305 feet of 8" pipe)
- Taylor – Whittier 295' northerly (295 feet of 6" pipe)
- Griffith Way-330 feet of 6" pipe
- Santa Fe from Florida Ave. to Acacia 1291 8" pipe

In order to address the high priority CIP projects while also addressing more routine projects to prevent them from entering into an advance state of despair, the City's 2021 Sewer Master Plan Update recommends bifurcating the CIP into priority projects and routine rehabilitation projects. The City utilizes an established rate system to fund ongoing operation and maintenance of the sewer collection system and ongoing CIP for sewer rehabilitation/replacement. The City's CIP budget is projected to be \$1.5 million per year, with \$0.75 million per year towards high priority CIP projects, and \$0.75 million per year towards routine rehabilitation projects.

Joint coordination is conducted between City operation and maintenance staff, and engineering staff/consultants during planning, design, and construction of capital improvement projects. As previously mentioned, the City also has an interagency agreement with EMWD which establishes interagency coordination.

ELEMENT 9 –MONITORING, MEASUREMENT, & MODIFICATIONS

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

9. Monitoring, Measurement, and Program Modifications

The Plan must include an Adaptive Management section that addresses Plan Implementation effectiveness and the steps for necessary Plan improvement, including:

- Maintaining relevant information, including audit findings, to establish and prioritize appropriate Plan activities;
- Monitoring the implementation and measuring the effectiveness of each Plan Element;
- Assessing the success of the preventive operation and maintenance activities
- Updating Plan procedures and activities, as appropriate, based on results of monitoring or performance evaluations; and
- Identifying and illustrating spill trends, including spill frequency, locations, and estimated volumes.

Performance Indicators

The City of Hemet uses the following performance indicators to monitor the implementation of the SSMP elements:

The technical and monitoring reports submitted by the City through CIWQS are used to evaluate and ensure compliance with the SSMP. Pursuant to SWRCB Order No. 2022-0103-DWQ (Attachment E Section 3.7) Electronic reporting of Spill / No Spill reports to the CIWQS are done on a monthly basis. Data collected for these reports include:

- Number of spills over the past twelve months
- Volume distribution of spills
- Volume of spills that was contained in relation to total volume of the spills
- Spills by cause (e.g. roots, grease, debris, pipe failure, other).
- Number of blockages over the past 12 months
- Average time to respond to a spill
- List of repair, rehabilitation, and replacement projects
- Plans developed for, or implementation of, activities to target specific problems identified, such as roots, structural deficiencies, or fats, oil, grease, and trash

Performance Evaluations / Updating Program Elements

The following steps will be taken by the City to assure the SSMP remains current and useful over time:

- The Water/Wastewater Superintendent shall review the SSMP periodically to check effectiveness and timeliness.

- The Water/Wastewater Superintendent shall check in with collection systems staff at periodic intervals to review the effectiveness and identify potential areas for improvement, either individually or through meetings.
- Internal audits of the SSMP shall be completed every three years to document effectiveness, potential changes, and summarize program activities.
- City Council approval will be obtained to update the SSMP with specific revisions.
- The SSMP shall be updated at least every six years following the original adoption date

The City reviews its “No Spill” Reports on a regular basis in an ongoing effort to improve the performance of the City’s SSMP. The City reviews the performance of the sanitary sewer system on an annual basis taking into consideration the number of, category, location, and cause of all spills, and the sewer system cleaning/CCTV efforts in its evaluation to determine if any changes to the SSMP are needed.

Each element of the City’s SSMP was developed to complement and support the other elements. As part of the City’s CIP, the SSMP goals are reviewed and updated, as necessary. The deliverables required to meet the SSMP goals are defined and prioritized, lead and support staff and resources are assigned, and progress is measured and reported to ensure the City is meeting or exceeding the SSMP goals and achieving full compliance with the SSMP requirements. Overall SSMP performance is evaluated and reported to City management following the end of each fiscal year. Any updates necessary to enhance the SSMP performance are identified and integrated as part of the City’s CIP.

The City uses a variety of techniques to measure the effectiveness of its SSMP components. Data is recorded by each crew daily. Data recorded in the field is compiled into a database and extracted into weekly, monthly, and yearly reports. Spill data is an important measure of sewer system performance. The frequency, location, and volume of spills is often used to determine how resources will be allocated. Data will also be used to recalibrate the frequency of cleaning activities. Sewer system management is regularly evaluated for effectiveness and when needed, protocols are updated to produce more favorable outcomes. In addition, the City utilizes community outreach via the City’s website.

The City maintains and document relevant information needed to establish and prioritize plan activities. This information is entered into a computerized maintenance management system (Cartegraph /OpenGov Asset Management).

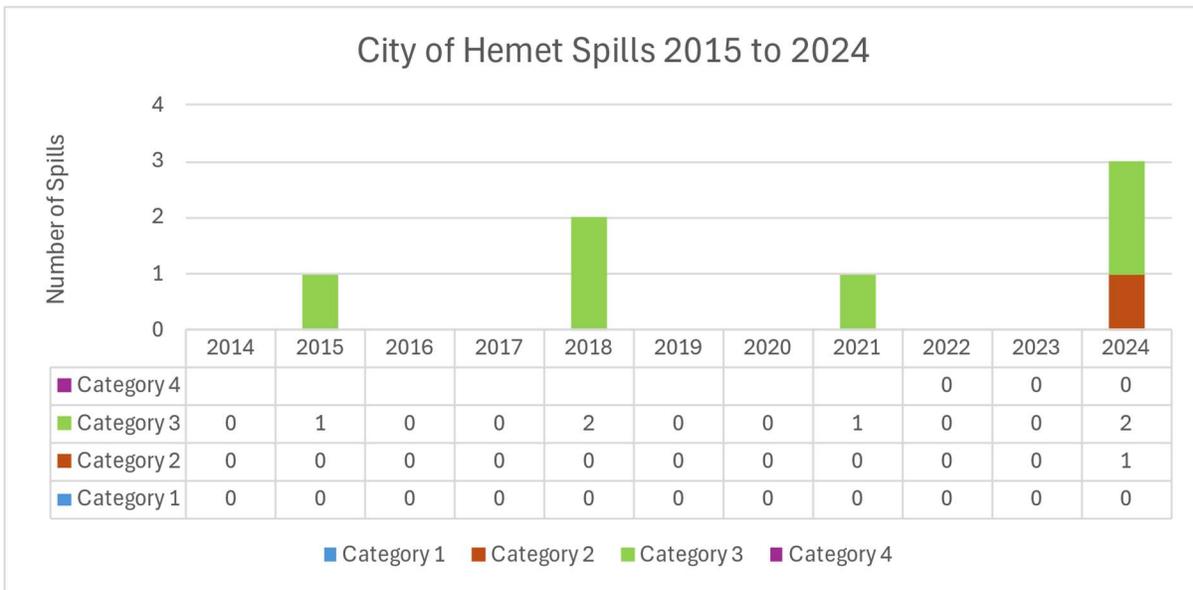
Table 3 provides a summary of the performance indicators for tracking effectiveness relative to each SSMP element.

TABLE 3 – PERFORMANCE INDICATORS

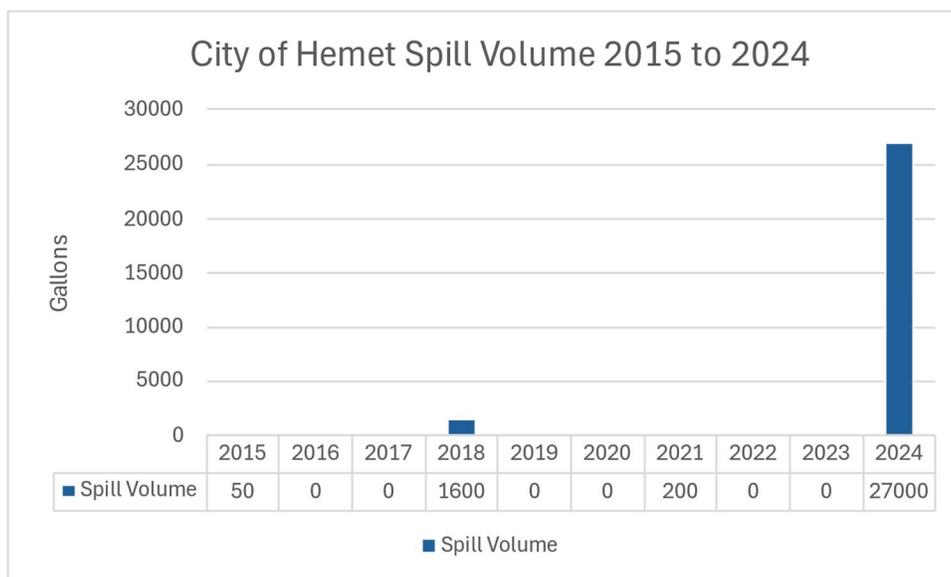
SSMP Element	Summary of Element Purpose	Performance Indicators for Tracking Effectiveness
Goals and Introduction	Establish priorities of Enrollee and provide focus for staff	Annual review of goals based upon results of performance evaluations
Organization	Document organization of Enrollee staff and chain of command/communication for spill response	Review of Organization Chart and all contact information, making any changes identified
Legal Authority	Ensure the Enrollee has sufficient legal authority to properly maintain and protect the integrity of the system	Annual review of codes/ordinances for revisions and schedule for identified updates
Operations & Maintenance Program	Minimize blockages and spills by properly operating and maintaining the system	<ul style="list-style-type: none"> ✓ Total number and volume of spills ✓ Number of repeat spills (from same location as any previous spill) ✓ Number of private lateral spills ✓ Number of main line spills ✓ Total volume spilled ✓ Total volume recovered ✓ Number of pipe failures ✓ Total length of pipe CCTV'ed ✓ Total length of pipe hydro-cleaned ✓ Total length of pipe repaired or replaced
Design & Construction Standards	Ensure new facilities are properly designed and constructed	Annual review of new technologies and materials for collection systems assets
Spill Emergency Response Plan	Provide timely and effective response to spill emergencies and comply with regulatory reporting requirements	<ul style="list-style-type: none"> ✓ Average response time from call to arrival ✓ Average response time from arrival to spill stoppage and cleanup ✓ Percent of total spill volume contained or returned to sewer
Fats, Oils, Grease, and Trash Control	Minimize blockages and spills due to Fats, Oils, Grease, and Trash	<ul style="list-style-type: none"> ✓ Number of blockages and spills due to Fats, Oils, Grease, and Trash
Monitoring, Measurement, & Program Modifications	Evaluate effectiveness of SSMP, keep SSMP up-to-date, and identify necessary changes to SSMP elements	<ul style="list-style-type: none"> ✓ Prepare and update performance results in Elements 4, 6, & 7 ✓ Review & update callout forms as needed ✓ Conduct annual review of CIWQS data
Program Audits	Formally identify SSMP effectiveness, limitations, and necessary changes annually	Date of completion of last annual audit
Communication Plan	Communicate with the public	Place audit on City webpage

Spill Trends 2015-2024

The following graphs illustrate the spill trends within the City’s serve area since 2015. The spill locations were from manholes, a structure, and a private lateral.



- Category 1 Any volume discharge that reaches surface water, drainage channel tributary or storm drain
- Category 2 Discharge of 1,000 gallons or greater not reaching surface water, not reaching drainage channel or reaching storm drain but entirely recovered
- Category 3 Discharge of equal to or greater than 50 gallons and less than 1,000 gallons, that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system
- Category 4 Discharge of less than 50 gallons that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system



ELEMENT 10 – INTERNAL AUDITS

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

10. INTERNAL AUDITS:

The Plan shall include internal audit procedures, appropriate to the size and performance of the system, for the Enrollee to comply with section 5.4 (Sewer System Management Plan Audits) of the General Order.

Internal Audit Program Description

The City of Hemet will conduct periodic audits focused on evaluating the effectiveness of the City's SSMP and the City's compliance with the provisions of the SWRCB Order No. 2022-0103-DWQ for each of the elements of an SSMP, including identification of any deficiencies in the SSMP and steps to correct them. New information regarding the daily operations of the sewer system, staff names and contact information, equipment and supply inventory can be inserted in the documents at this time. The City will audit the SSMP on intervals not to exceed three years. The SSMP will be modified to reflect any new or updated information. The City will have an audit team primarily consisting of City Staff from the Public Works Department and Water/Wastewater Division that will conduct the audit.

The scope of the audit will cover each of the major sections of the SSMP. An audit checklist, based on the requirements in the SWRCB Order No. 2022-0103-DWQ is included as **Appendix C**.

Within six months after the end of the required 3-year audit period, the Legally Responsible Official shall submit a complete audit report to the online CIWQS Sanitary Sewer System Database that address the following items:

- Evaluate the implementation and effectiveness of the City's SSMP in preventing spills;
- Evaluate the City's compliance with this General Order;
- Identify SSMP deficiencies in addressing ongoing spills and discharges to waters of the State; and
- Identify necessary modifications to the SSMP to correct deficiencies.

A complete audit report shall include:

- Audit findings and recommended corrective actions;
- A statement that sewer system operators' input on the audit findings has been considered; and
- A proposed schedule for the Enrollee to address the identified deficiencies.

ELEMENT 11 – COMMUNICATIONS PROGRAM

Order No. 2022-0103-DWQ Statewide General Waste Discharge Requirements

11. COMMUNICATION PROGRAM:

The Plan must include procedures for the Enrollee to communicate with:

- The public for:
 - Spills and discharge resulting in closures of public area, or that enter a source of drinking water, and
 - The development, implementation, and update of its Plan, including opportunities for public input to Plan implementation and updates.
- Owners/operators of systems that connect into the Enrollee’s system, including satellite systems, for:
 - System operation, maintenance and capital improvement-related activities.

The City’s *Spill Emergency Response Plan (Appendix F)* provides procedures on communication with the public on closures, resulting from spills and discharges.

After completing SSMP program audits discussed in Section 10 of this SSMP, the City’s Public Works and Engineering Departments will communicate the results and propose changes to the SSMP. The SSMP will be available to the public on the City’s website. The public is invited to comment on the SSMP at any time through the website or by calling the City’s Public Works Department.

The City’s website will be the primary source for public information and input on the SSMP. The website will provide the public the ability to review and comment on the SSMP and the SSMP performance reports, and any updates as needed. The City’s website will also provide a current Sewer Master Plan discussing the City’s CIP requirements.

The City is a subagency of EMWD. EMWD maintains all contact information with all affiliated sewer systems within EMWD’s service area informally through collection system field interactions and/or Source Control needs. Additionally, EMWD’s SSMP is available on EMWD’s website for satellite agencies to be able to download and review. While EMWD is contracted to maintain many of its subagencies’ collection systems, EMWD has an open communication with agencies who maintain and operate their own sewer system facilities within EMWD’s service area (e.g. the City).

The City has a good record when it comes to spills. The number of spills is within limits and zero spills have resulted in community health hazards. Therefore, the Communications Program has been designed with an appropriate level of community involvement.

APPENDIX A

State Water Resource Control Board Order WQ 2022-0103-DWQ

STATE WATER RESOURCES CONTROL BOARD
1001 I Street, Sacramento, California 95814
ORDER WQ 2022-0103-DWQ

STATEWIDE WASTE DISCHARGE REQUIREMENTS
GENERAL ORDER FOR SANITARY SEWER SYSTEMS

This Order was adopted by the State Water Resources Control Board on December 6, 2022.

This Order shall become effective **180 days after the Adoption Date of this General Order**, on June 5, 2023.

The Enrollee shall comply with the requirements of this Order upon the Effective Date of this General Order.

This General Order does not convey any property rights of any sort or any exclusive privileges. The requirements prescribed herein do not authorize the commission of any act causing injury to persons or property, protect the Enrollee from liability under federal, state, or local laws, nor create a vested right for the Enrollee to continue the discharge of waste.

CERTIFICATION

I, Jeanine Townsend, Clerk to the Board, do hereby certify that this Order with all attachments is a full, true, and correct copy of the Order adopted by the State Water Board on December 6, 2022.

AYE: Chair E. Joaquin Esquivel
 Vice Chair Dorene D'Adamo
 Board Member Sean Maguire
 Board Member Laurel Firestone
 Board Member Nichole Morgan

NAY: None

ABSENT: None

ABSTAIN: None

 for

Jeanine Townsend
Clerk to the Board

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

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STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

1. INTRODUCTION

This General Order regulates sanitary sewer systems designed to convey sewage. For the purpose of this Order, a sanitary sewer system includes, but is not limited to, pipes, valves, pump stations, manholes, siphons, wet wells, diversion structures and/or other pertinent infrastructure, upstream of a wastewater treatment plant headworks. A sanitary sewer system includes:

- Laterals owned and/or operated by the Enrollee;
- Satellite sewer systems; and/or
- Temporary conveyance and storage facilities, including but not limited to temporary piping, vaults, construction trenches, wet wells, impoundments, tanks and diversion structures.

Sewage is untreated or partially treated domestic, municipal, commercial and/or industrial waste (including sewage sludge), and any mixture of these wastes with inflow or infiltration of stormwater or groundwater, conveyed in a sanitary sewer system. Sewage contains high levels of suspended solids, non-digested organic waste, pathogenic bacteria, viruses, toxic pollutants, nutrients, oxygen-demanding organic compounds, oils, grease, pharmaceuticals, and other harmful pollutants.

For the purpose of this General Order, a spill is a discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure. Sewage and its associated wastewater spilled from a sanitary sewer system may threaten public health, beneficial uses of waters of the State, and the environment.

This General Order serves as statewide waste discharge requirements and supersedes the previous State Water Resources Control Board (State Water Board) Order 2006-0003-DWQ and amendments thereafter. All sections and attachments of this General Order are enforceable by the State Water Board and Regional Water Quality Control Boards (Regional Water Boards). Through this General Order, the State Water Board requires an Enrollee to:

- Comply with federal and state prohibitions of discharge of sewage to waters of the State, including federal waters of the United States;
- Comply with specifications, and notification, monitoring, reporting and recordkeeping requirements in this General Order that implement the federal Clean Water Act, the California Water Code (Water Code), water quality control plans (including Regional Water Board Basin Plans) and policies;
- Proactively operate and maintain resilient sanitary sewer systems to prevent spills;
- Eliminate discharges of sewage to waters of the State through effective implementation of a Sewer System Management Plan;
- Monitor, track, and analyze spills for ongoing system-specific performance improvements; and
- Report noncompliance with this General Order per reporting requirements.

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An Enrollee is a public, private, or other non-governmental entity that has obtained approval for regulatory coverage under this General Order, including:

- A state agency, municipality, special district, or other public entity that owns and/or operates one or more sanitary sewer systems:
 - greater than one (1) mile in length (each individual sanitary sewer system);
 - one (1) mile or less in length where the State Water Board or a Regional Water Board requires regulatory coverage under this Order; or
- A federal agency, private company, or other non-governmental entity that owns and/or operates a sanitary sewer system of any size where the State Water Board or a Regional Water Board requires regulatory coverage under this Order in response to a history of spills, proximity to surface water, or other factors supporting regulatory coverage.

For the purpose of this Order, a sanitary sewer system includes only systems owned and/or operated by the Enrollee.

2. REGULATORY COVERAGE AND APPLICATION REQUIREMENTS

2.1. Requirements for Continuation of Existing Regulatory Coverage

To continue regulatory coverage from previous Order 2006-0003-DWQ under this General Order, **within the 60-days-prior-to the Effective Date of this General Order**, the Legally Responsible Official of an existing Enrollee shall electronically certify the Continuation of Existing Regulatory Coverage form in the online California Integrated Water Quality System (CIWQS) Sanitary Sewer System Database. The Legally Responsible Official will receive an automated CIWQS-issued Notice of Applicability email, confirming continuation of regulatory coverage under this General Order. All regulatory coverage under previous Order 2006-0003-DWQ will cease on the Effective Date of this Order.

An Enrollee continuing existing regulatory coverage is not required to submit a new application package or pay an application fee for enrollment under this General Order. The annual fee due date for continued regulatory coverage from previous Order 2006-0003-DWQ to this General Order remains unchanged.

A previous Enrollee of Order 2006-0003-DWQ that fails to certify the Continuation of Existing Regulatory Coverage form in the online CIWQS database by the Effective Date of this Order is considered a New Applicant, and will not have regulatory coverage for its sanitary sewer system(s) until:

- A new application package for system(s) enrollment is submitted per section 2.2 (Requirements for New Regulatory Coverage) below; and
- The new application package is approved per section 2.2.2 (Approval of Application Package (For New Applicants Only)).

2.2. Requirements for New Regulatory Coverage

No later than 60 days prior to commencing and/or assuming operation and maintenance responsibilities of a sanitary sewer system, a duly authorized representative that

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

maintains legal authority over the public or private sanitary sewer system is required to enroll under this General Order by submitting a complete application package as specified below and as provided in Attachment B (Application for Enrollment Form) of this General Order.

Unless required by a Regional Water Board, a public agency that owns a combined sewer system subject to the Combined Sewer Overflow Control Policy (33 U.S. Code § 1342(q)), is not required to enroll, under this Order, the portions of its sanitary sewer system(s) that collects combined sanitary wastewater and stormwater.

2.2.1. Application Package Requirements

The Application for Enrollment package for new applicants must include the following items:

- **Application for Enrollment Form.** The form in Attachment B of this General Order must be completed, signed, and certified by a Legally Responsible Official, in accordance with section 5.1 (Designation of a Legally Responsible Official) of this General Order. If an electronic Application for Enrollment form is available at the time of application, a new applicant shall submit its application form electronically; and
- **Application Fee.** A fee payable to the “State Water Resources Control Board” in accordance with the Fee Schedule in the California Code of Regulations, Title 23, section 2200, or subsequent fee regulations updates.

The application fee for this General Order is based on the sanitary sewer system’s threat to water quality and complexity designations of category 2C or 3C, which is assigned based on the population served by the system. The current Fee Schedule for sanitary sewer systems is listed under subdivision (a)(2) at the following website: [Fee Schedule](https://www.waterboards.ca.gov/resources/fees/water_quality/) (https://www.waterboards.ca.gov/resources/fees/water_quality/).

2.2.2. Approval of Application Package (For New Applicants Only)

The Deputy Director of the State Water Board, Division of Water Quality (Deputy Director) will consider approval of each complete Application for Enrollment package. The Deputy Director will issue a Notice of Applicability letter which serves as approved regulatory coverage for the new Enrollee.

If the submitted application package is not complete in accordance with section 2.2.1 (Application Package Requirements) of this General Order, the Deputy Director will send a response letter to the applicant outlining the application deficiencies. The applicant will have 60 days from the date of the response letter to correct the application deficiencies and submit the identified items necessary to complete the application package to the State Water Board.

2.2.3. Electronic Reporting Account for New Enrollee

Within 30 days after the date of the Approval of Complete Application Package for System Enrollment, a duly authorized representative for the Enrollee shall obtain a CIWQS Sanitary Sewer System Database user account by clicking the “User Registration” button and following the directions on the [CIWQS Login Page](#)

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

(<https://ciwqs.waterboards.ca.gov>). If additional assistance is needed to establish an online CIWQS user account, contact State Water Board staff by email at CIWQS@waterboards.ca.gov. The online user account will provide the Enrollee secure access to the online CIWQS database for electronic reporting.

2.3. Regulatory Coverage Transfer

Regulatory coverage under this General Order is not transferable to any person or party except after an existing Enrollee submits a written request for a regulatory coverage transfer to the Deputy Director, at least 60 days in advance of any proposed system ownership transfer. The written request must include a written agreement between the existing Enrollee and the new Enrollee containing:

- Acknowledgement that the transfer of ownership is solely of an existing system with an existing waste discharge identification (WDID) number;
- The specific ownership transfer date in which the responsibility and regulatory coverage transfer between the existing Enrollee and the new Enrollee becomes effective; and
- Acknowledgement that the existing Enrollee is liable for violations occurring up to the ownership transfer date and that the new Enrollee is liable for violations occurring on and after the ownership transfer date.

The Deputy Director will consider approval of the written request. If approved, the Deputy Director will issue a Notice of Applicability letter which serves as an approved transfer of regulatory coverage to the new Enrollee.

3. FINDINGS

3.1. Legal Authorities

3.1.1. Federal and State Regulatory Authority

The objective of the Clean Water Act is to restore and maintain the chemical, physical, and biological integrity of the waters of the United States (33 U.S.C. 1251). The Water Code authorizes the State Water Board to implement the Clean Water Act in the State and to protect the quality of all waters of the State (Water Code sections 13000 and 13160).

3.1.2. Discharge of Sewage

A discharge of untreated or partially treated sewage is a discharge of waste as defined in Water Code section 13050(d) that could affect the quality of waters of the State and is subject to regulation by waste discharge requirements issued pursuant to Water Code section 13263 and Chapter 9, Division 3, Title 23 of the California Code of Regulations. A discharge of sewage may pollute and alter the quality of the waters of the State to a degree that unreasonably affects the beneficial uses of the receiving water body or facilities that serve those beneficial uses (Water Code section 13050(l)(1)).

3.1.3 Water Boards Authority to Require Technical Reports, Monitoring, and Reporting

Water Code sections 13267 and 13383 authorize the Regional Water Boards and the State Water Board to establish monitoring, inspection, entry, reporting, and recordkeeping requirements. Water Code section 13267(b), authorizes the Regional Water Boards to “require any person who has discharged, discharges, or is suspected of having discharged or discharging, or who proposes to discharge waste within its region... or is suspected of having discharged or discharging, or who proposes to discharge, waste outside of its region that could affect the quality of water within its region shall furnish, under penalty of perjury, technical or monitoring reports which the regional board requires...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.” Water Code section 13267(f) authorizes the State Water Board to require this information if it consults with the Regional Water Boards and determines that it will not duplicate the efforts of the Regional Water Boards. The State Water Board has consulted with the Regional Water Boards and made this determination.

The technical and monitoring reports required by this General Order and Attachment E (Notification, Monitoring, Reporting and Recordkeeping Requirements) are necessary to evaluate and ensure compliance with this General Order. The effort to develop required technical reports will vary depending on the system size and complexity and the needs of the specific technical report. The burden and cost of these reports are reasonable and consistent with the interest of the state in protecting water quality, which is the primary purpose of requiring the reports.

Water Code section 13383(a) authorizes the Water Boards to “establish monitoring, inspection, entry, reporting, and recordkeeping requirements... for any person who discharges, or proposes to discharge, to navigable waters, any person who introduces pollutants into a publicly owned treatment works, any person who owns or operates, or proposes to own or operate, a publicly owned treatment works or other treatment works treating domestic sewage, or any person who uses or disposes, or proposes to use or dispose, of sewage sludge.” Section 13383(b) continues, “the state board or the regional boards may require any person subject to this section to establish and maintain monitoring equipment or methods, including, where appropriate, biological monitoring methods, sample effluent as prescribed, and provide other information as may be reasonably required.”

Reporting of spills from privately owned sewer laterals and systems pursuant to section 5.15 (Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems) of this General Order is authorized by Water Code section 13225(c) and encouraged by the State Water Board, wherein a local agency may investigate and report on any technical factors involved in water quality control provided the burden including costs of such reports bears a reasonable relationship to the need for the report and the benefits to be obtained therefrom. The burden of reporting private spills under section 5.15 (Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems) is minimal and is outweighed by the benefit of providing Regional Water Boards an opportunity to respond to these spills

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

when an Enrollee, which in many cases has a contractual relationship with the owner of the private system, has knowledge of the spills.

3.1.4. Water Board Authority to Prescribe General Waste Discharge Requirements

Water Code section 13263(i) provides that the State Water Board may prescribe general waste discharge requirements for a category of discharges if the State Water Board finds or determines that:

- The discharges are produced by the same or similar operations;
- The discharges involve the same or similar types of waste;
- The discharges require the same or similar treatment standards; and
- The discharges are more appropriately regulated under general waste discharge requirements than individual waste discharge requirements.

Since 2006, the State Water Board has been regulating over 1,100 publicly owned sanitary sewer systems (See section 3.1.5 (Previous Statewide General Waste Discharge Requirements) of this General Order). California also has a large unknown number of unregulated privately owned sanitary sewer systems. All waste conveyed in publicly owned and privately owned sanitary sewer systems (as defined in this General Order) is comprised of untreated or partially treated domestic waste and/or industrial waste. Generally, sanitary sewer systems are designed and operated to convey waste by gravity or under pressure; system-specific design elements and system-specific operations do not change the common nature of the waste, the common threat to public health, or the common impacts on water quality. Spills of waste from a sanitary sewer system prior to reaching the ultimate downstream treatment facility are unauthorized and enforceable by the State Water Board and/or a Regional Water Board. Therefore, spills from sanitary sewer systems are more appropriately regulated under general waste discharge requirements.

As specified in Water Code sections 13263(a) and 13241, the implementation of requirements set forth in this Order is for the reasonable protection of past, present, and probable future beneficial uses of water and the prevention of nuisance. The requirements implement the water quality control plans (Basin Plans) for each Regional Water Board and take into account the environmental characteristics of sewer service areas and hydrographic units within the state. Additionally, the State Water Board has considered water quality conditions that could reasonably be achieved through the coordinated control of all factors that affect water quality, costs associated with compliance with these requirements, the need for developing housing within California, and the need to protect sources of drinking water and other water supplies.

3.1.5. Previous Statewide General Waste Discharge Requirements

On May 2, 2006, the State Water Board adopted Order 2006-0003-DWQ serving as Waste Discharge Requirements pursuant to Article 4, Chapter 4, Division 7 of the Water Code (commencing with section 13260) for inadvertent discharges to waters of the State. Order 2006-0003-DWQ prohibited discharges of untreated or partially treated sewage. Order 2006-0003-DWQ also required system-specific management, operation, and maintenance of publicly owned sewer systems greater than one mile in length.

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To decrease the impacts on human health and the environment caused by sewage spills, the previous Order required enrollees to develop a rehabilitation and replacement plan that identifies system deficiencies and prioritizes short-term and long-term rehabilitation actions. The previous Order also required enrollees to:

1. Maintain information that can be used to establish and prioritize appropriate Sewer System Management Plan activities; and
2. Implement a proactive approach to reduce spills.

The previous Order required Sewer System Management Plan elements for “the proper and efficient management, operation, and maintenance of sanitary sewer systems, while taking into consideration risk management.”

On July 30, 2013, the State Water Board amended General Order 2006-0003-DWQ with Order WQ 2013-0058-EXEC, Amending Monitoring and Reporting Program for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems.

Many enrollees of Order 2006-0003-DWQ have already implemented proactive measures to reduce sewage spills. Other enrollees, however, still need technical assistance and funding to improve sanitary sewer system operation and maintenance for the reduction of sewage spills.

3.1.6. Existing Memorandum of Agreement with California Water Environment Association

The California Water Environment Association is a nonprofit organization dedicated to providing water industry certifications, training, and networking opportunities. The Association’s Technical Certification Program provides accredited sanitary sewer system operator certification for collection system operators and maintenance workers.

On February 10, 2016, the State Water Board entered into a collaborative agreement with the Association titled *Memorandum of Agreement Between the California State Water Resources Control Board and the California Water Environment Association - Training Regarding Requirements Set Forth in Statewide General Waste Discharge Requirements for Sanitary Sewer Systems*. The Memorandum sets forth collaborative training necessary for regulated sanitary sewer system personnel to operate and maintain a well operating system and ensure full compliance with statewide sewer system regulations.

On March 15, 2018, the State Water Board and the California Water Environment Association amended the existing Memorandum of Agreement to include collaborative outreach and expand training needs associated with further updates to Water Board regulations for sanitary sewer systems. The State Water Board encourages further Agreement updates as necessary to support improved sewer system operations and the professionalism of collection system operators.

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3.2. General

3.2.1. Waters of the State

Waters of the State include any surface water or groundwater, including saline waters, within the boundaries of the state as defined in Water Code section 13050(e), and are inclusive of waters of the United States.

3.2.2. Sanitary Sewer System Spill Threats to Public Health and Beneficial Uses

Sewage contains high levels of suspended solids, pathogenic organisms, toxic pollutants, nutrients, oxygen-demanding organic compounds, oil and grease and other pollutants. Sewage spills may cause a public nuisance, particularly when sewage is discharged to areas with high public exposure such as streets and surface waters used for drinking, irrigation, fishing, recreation, or other public consumption or contact uses.

More specifically, sanitary sewer spills may:

- Adversely affect aquatic life and/or threaten water quality when reaching receiving waters;
- Inadvertently release trash, including plastics;
- Impair the recreational use and aesthetic enjoyment of surface waters by polluting surface water or groundwater;
- Threaten public health through direct public exposure to bacteria, viruses, intestinal parasites, and other microorganisms that can cause serious illness such as gastroenteritis, hepatitis, cryptosporidiosis, and giardiasis;
- Negatively impact ecological receptors and biota within surface waters; and
- Cause nuisance including odors, closure of beaches and recreational areas, and property damage.

Sanitary sewer system spills may pollute receiving waters and threaten beneficial uses of surface water and groundwater. Potentially threatened beneficial uses include, but are not limited to the following (with associated acronym representations as included in statewide water quality control plans and Regional Water Boards' Basin Plans):

- Municipal and Domestic Supply (MUN)
- Water Contact Recreation (REC-1) and Non-Contact Water Recreation (REC-2)
- Cold Freshwater Habitat (COLD)
- Warm Freshwater Habitat (WARM)
- Native American Culture (CUL)
- Wildlife Habitat (WILD)
- Rare, Threatened, or Endangered Species (RARE)
- Spawning, Reproduction, and/or Early Development (SPWN)
- Wetland Habitat (WET)
- Agricultural Supply (AGR)
- Estuarine Habitat (EST)

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- Commercial and Sport Fishing (COMM)
- Subsistence Fishing (SUB)
- Tribal Tradition and Culture (CUL)
- Tribal Subsistence Fishing (T-SUB)
- Aquaculture (AQUA)
- Marine Habitat (MAR)
- Preservation of Biological Habitats of Special Significance (BIOL)
- Migration of Aquatic Organisms (MIGR)
- Shellfish Harvesting (SHELL)
- Industrial Process Supply (PROC)
- Industrial Service Supply (IND)
- Hydropower Generation (POW)
- Navigation (NAV)
- Flood Peak Attenuation/Flood Water Storage (FLD)
- Water Quality Enhancement (WQE)
- Fresh Water Replenishment (FRSH)
- Groundwater Recharge (GWR)
- Inland Saline Water Habitat (SAL)

3.2.3. Proactive Sanitary Sewer System Management to Eliminate Spill Causes

Finding 3 of the previous Order, 2006-0003-DWQ, states: “Sanitary sewer systems experience periodic failures resulting in discharges that may affect waters of the state. There are many factors (including factors related to geology, design, construction methods and materials, age of the system, population growth, and system operation and maintenance), which affect the likelihood of an SSO [sanitary sewer overflow]. A proactive approach that requires Enrollees to ensure a system-wide operation, maintenance, and management plan is in place will reduce the number and frequency of SSOs within the state. This approach will in turn decrease the risk to human health and the environment caused by SSOs.”

Many spills are preventable through proactive attention on sanitary sewer system management using the best practices and technologies available to address major causes of spills, including but not limited to:

- Blockages from sources including but not limited to:
 - Fats, oils and grease;
 - Tree roots;
 - Rags, wipes and other paper, cloth and plastic products; and
 - Sediment and debris.
- Sewer system damage and exceedance of sewer system hydraulic capacity from identified system-specific environmental, and climate-change impacts, including but not limited to:

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- Sea level rise impacts including flooding, coastal erosion, seawater intrusion, tidal inundation and submerged lands;
- Increased surface water flows due to higher intensity rain events;
- Flooding;
- Wildfires and wildfire induced impacts;
- Earthquake induced damage;
- Landslides; and
- Subsidence.
- Infrastructure deficiencies and failures, including but not limited to:
 - Pump station mechanical failures;
 - System age;
 - Construction material failures;
 - Manhole cover failures;
 - Structural failures; and
 - Lack of proper operation and maintenance.
- Insufficient system capacity (temporary or sustained), due to factors including but not limited to:
 - Excessive and/or increased storm or groundwater inflow/infiltration;
 - Insufficient capacity due to population increase and/or new connections from industrial, commercial and other system users; and
 - Stormwater capture projects utilizing a sanitary sewer system to convey stormwater to treatment facilities for reuse.
- Community impacts, including but not limited to:
 - Power outages;
 - Vandalism; and
 - Contractor-caused or other third party-caused damages.

3.2.4. Underground Sanitary Sewer System Leakage

Portions of some sanitary sewer systems may leak, causing underground exfiltration (exiting) of sewage from the system. Exfiltrated sewage that remains in the underground infrastructure trench and/or the soil matrix, and that does not discharge into waters of the State (surface water or groundwater) may not threaten beneficial uses.

Underground exfiltrated sewage may threaten beneficial uses if discharged to waters of the State. Exfiltrated sewage that discharges to groundwater may impact beneficial uses of groundwater and pollute groundwater supply. Additionally, if in close proximity, exfiltrated sewage may enter into a compromised underground drainage conveyance system that discharges into a water of the United States, or into groundwater that is hydrologically connected to (feeds into) a water of the United States, thus potentially causing: (1) a Clean Water Act violation, (2) threat and impact to beneficial uses, and/or (3) surface water pollution.

3.2.5. Proactive Sanitary Sewer System Management to Reduce Inflow and Infiltration

Excessive inflow (stormwater entering) and infiltration (groundwater seepage entering) to sanitary sewer systems is preventable through proactive sewer system management using the best practices and technologies available. The efficiency of the downstream wastewater treatment processes is dependent on the performance of the sanitary sewer system. When the structural integrity of a sanitary sewer system deteriorates, high volumes of inflow and infiltration can enter the sewer system. High levels of inflow and infiltration increase the hydraulic load on the downstream treatment plant, which can reduce treatment efficiency, lead to bypassing a portion of the treatment process, cause illegal discharge of partially treated effluent, or in extreme situations make biological treatment facilities inoperable (e.g., wash out the biological organisms that treat the waste).

3.3. Water Quality Control Plans, Policies and Resolutions

The nine Regional Water Boards have adopted region-specific water quality control plans (commonly referred to as Basin Plans) that designate beneficial uses, establish water quality objectives, and contain implementation programs and policies to achieve those objectives. The State Water Board has adopted statewide water quality control plans, policies and resolutions establishing statewide water quality objectives, implementation programs and initiatives.

3.3.1. State Water Board Antidegradation Policy

On October 28, 1968, the State Water Board adopted Resolution 68-16, titled Statement of Policy with Respect to Maintaining High Quality of Waters in California, which incorporates the federal antidegradation policy. Resolution 68-16 requires that existing water quality be maintained unless degradation is justified based on specific findings.

The continued prohibition of sewage discharges from sanitary sewer systems into waters of the State aligns with Resolution 68-16. A sewage discharge from sanitary sewers to waters of the State is prohibited by this Order. Therefore, this Order does not allow degradation of waters of the State. In addition, this Order: (1) further expands the existing prohibition of sewage discharges to include waters of the State, in addition to waters of the United States as provided in previous Order 2006-0003-DWQ, and (2) enhances the ability for Water Board enforcement of violations of the established prohibitions.

3.3.2. State Water Board Sources of Drinking Water Policy

On May 19, 1988, the State Water Board adopted Resolution 88-63 (amended on February 1, 2006), titled Sources of Drinking Water, establishing state policy that all waters of the State, with certain exceptions, are suitable or potentially suitable for municipal or domestic supply.

3.3.3. State Water Board Cost of Compliance Resolution

On September 24, 2013, the State Water Board adopted Resolution 2013-0029, titled Directing Actions in Response to Efforts by Stakeholders on Reducing Costs of

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Compliance While Maintaining Water Quality Protection. Through this resolution, the State Water Board committed to continued stakeholder engagement in identifying and implementing measures to reduce costs of compliance with regulatory orders while maintaining water quality protection and improving regulatory program outcomes.

3.3.4. State Water Board Human Right to Water Resolution

On February 16, 2016, the State Water Board adopted Resolution 2016-0010, titled Adopting the Human Right to Water as a Core Value and Directing its Implementation in Water Board Programs and Activities, addressing the human right to water as a core value and directing Water Board programs to implement requirements to support safe drinking water for all Californians.

On November 16, 2021, the State Water Board adopted Resolution 2021-0050 titled Condemning Racism, Xenophobia, Bigotry, and Racial Injustice, and Strengthening Commitment to Racial Equity, Diversity, Inclusion, Access, and Anti-racism. Among other actions, through Resolution 2021-0050, the State Water Board, in summary as corresponding to this General Order, reaffirms its commitment to its Human Right to Water resolution, upholding that every human being in California deserves safe, clean, affordable, and accessible water for human consumption, cooking, and sanitation purposes. Resolution 2021-0050 provides the State Water Board commitment to:

- Protect public health and beneficial uses of waterbodies in all communities, including communities disproportionately burdened by wastes discharge of waste to land and surface water;
- Restore impaired surface waterbodies and degraded aquifers; and
- Promote multi-benefit water quality projects.

Through Resolution 2021-0050, the State Water Board also commits to expanding implementation of its Climate Change Resolution to address the disproportionate effects of extreme hydrologic conditions and sea-level rise on Black, Indigenous, and people of color communities, prioritizing:

- The right to safe, clean, affordable, and accessible drinking water and sanitation;
- Sustainable management and protection of local groundwater resources;
- Healthy watersheds; and
- Access to surface waterbodies that support subsistence fishing.

On June 7, 2022, the State Water Board adopted a Resolution, titled Authorizing the Executive Director or Designee to Enter into One or More Multi-Year Contracts Up to a Combined Sum of \$4,000,000 for a Statewide Wastewater Needs Assessment, supporting the equitable access to sanitation for all Californians and implementation of Resolutions 2016-0010 and 2021-0050.

This General Order supports the State Water Board priority in collecting a comprehensive set of data for California's wastewater systems, including sanitary sewer systems. Data reported per the requirements of this Order will be used with data from other Water Boards' programs, to further develop criteria and create a statewide risk

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framework to prioritize critical funding and infrastructure investments for California's most vulnerable populations, including disadvantaged or severely disadvantaged communities with inadequate or failing sanitation systems and threatened access to healthy drinking water supplies.

3.3.5. State Water Board Open Data Resolution

On July 10, 2018, the State Water Board adopted Resolution 2018-0032, titled Adopting Principles of Open Data as a Core Value and Directing Programs and Activities to Implement Strategic Actions to Improve Data Accessibility and Associated Innovation, directing regulatory programs to assure all monitoring and reporting requirements support the State Water Boards' Open Data Initiative.

3.3.6. State Water Board Response to Climate Change

On March 7, 2017, the State Water Board adopted Resolution 2017-0012, titled Comprehensive Response to Climate Change, requiring a proactive response to climate change in all California Water Board actions, with the intent to embed climate change consideration into all programs and activities.

3.4. California Environmental Quality Act

The adoption of this Order is an action to reissue general waste discharge requirements that is exempt from the California Environmental Quality Act (Public Resources Code section 21000 et seq.) because it is an action taken by a regulatory agency to assure the protection of the environment and the regulatory process involves procedures for protection of the environment (Cal. Code Regs., Title 14, section 15308). In addition, the action to adopt this Order is exempt from CEQA pursuant to Cal. Code Regs., Title 14, section 15301, to the extent that it applies to existing sanitary sewer collection systems that constitute "existing facilities" as that term is used in sections 15301 and 15302, to the extent that it results in the repair or replacement of existing systems involving negligible or no expansion of capacity.

3.5. State Water Board Funding Assistance for Compliance with Water Board Water Quality Orders

The State Water Board, Division of Financial Assistance administers the implementation of the State Water Board financial assistance programs, per Board-adopted funding policies. Among other funding areas, the Division administers loan and grant funding for the planning and construction of wastewater and water recycling facilities per funding program-specific policies and guidelines. Applicants may apply for Clean Water State Revolving Fund low-interest loan, Small Community Wastewater grant funding assistance, and other funding available at the time of application, for some of the costs associated with complying with this General Order.

Funding applicants may obtain further information regarding current funding opportunities, and Division of Financial Assistance staff contact information at the following website: [Financial Assistance Funding - Grants and Loans | California State Water Resources Control Board](https://www.waterboards.ca.gov/water_issues/programs/grants_loans/).

(https://www.waterboards.ca.gov/water_issues/programs/grants_loans/)

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Section 13477.6 of the Water Code authorizes the Small Community Grant Fund. The Small Community Grant Fund allows the State Water Board to provide grant funding assistance to small, disadvantaged communities and small severely disadvantaged communities that may not otherwise be able to afford a loan or similar financing for projects to comply with requirements of this General Order. The State Water Board also considers loan forgiveness on a disadvantaged community-specific basis.

For disadvantaged communities' wastewater needs, the State Water Board places priority on the funding of projects that address:

- Public health;
- Violations of waste discharge requirements and National Pollutant Discharge Elimination System (NPDES) permits;
- Providing sewer system service to existing septic tank owners; and
- High priority public health and water quality concerns identified by a Regional Water Board.

3.6. Notification to Interested Parties

On January 31, 2022, the State Water Board notified interested parties and persons of its intent to reissue Sanitary Sewer Systems General Order 2006-0003-DWQ by issuing a draft General Order for a 60-day public comment period. State Water Board staff conducted extensive stakeholder outreach and encouraged public participation in the adoption process for this General Order. On March 15, 2022, the State Water Board held a public meeting to hear and consider oral public comments. The State Water Board considered all public comments prior to adopting this General Order.

THEREFORE, IT IS HEREBY ORDERED, that pursuant to Water Code sections 13263, 13267, and 13383 this General Order supersedes Order 2006-0003-DWQ, Order WQ 2013-0058-EXEC, and any amendments made to these Orders thereafter, except for enforcement purposes and to meet the provisions contained in Division 7 of the Water Code (commencing with section 13000) and regulations adopted thereunder, and the provisions of the Clean Water Act and regulations and guidelines adopted thereunder, the Enrollee shall comply with the requirements in this Order.

4. PROHIBITIONS

4.1 Discharge of Sewage from a Sanitary Sewer System

Any discharge from a sanitary sewer system that has the potential to discharge to surface waters of the State is prohibited unless it is promptly cleaned up and reported as required in this General Order.

4.2 Discharge of Sewage to Waters of the State

Any discharge from a sanitary sewer system, discharged directly or indirectly through a drainage conveyance system or other route, to waters of the State is prohibited.

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4.3. Discharge of Sewage Creating a Nuisance

Any discharge from a sanitary sewer system that creates a nuisance or condition of pollution as defined in Water Code section 13050(m) is prohibited.

5. SPECIFICATIONS

5.1. Designation of a Legally Responsible Official

The Enrollee shall designate a Legally Responsible Official that has authority to ensure the enrolled sanitary sewer system(s) complies with this Order, and is authorized to serve as a duly authorized representative. The Legally Responsible Official must have responsibility over management of the Enrollee's entire sanitary sewer system, and must be authorized to make managerial decisions that govern the operation of the sanitary sewer system, including having the explicit or implicit duty of making major capital improvement recommendations to ensure long-term environmental compliance. The Legally Responsible Official must have or have direct authority over individuals that:

- Possess a recognized degree or certificate related to operations and maintenance of sanitary sewer systems, and/or
- Have professional training and experience related to the management of sanitary sewer systems, demonstrated through extensive knowledge, training and experience.

For example, a sewer system superintendent or manager, an operations manager, a public utilities manager or director, or a district engineer may be designated as a Legally Responsible Official.

The Legally Responsible Official shall complete the electronic [CIWQS "User Registration" form](https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp) (<https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp>). A Legally Responsible Official that represents multiple enrolled systems shall complete the electronic CIWQS "User Registration" form for each system.

The Enrollee shall submit any change to its Legally Responsible Official, and/or change in contact information, to the State Water Board within 30 calendar days of the change by emailing ciwqs@waterboards.ca.gov and copying the appropriate Regional Water Board as provided in Attachment F (Regional Water Quality Control Board Contact Information) of this General Order.

5.2. Sewer System Management Plan Development and Implementation

To facilitate adequate local funding and management of its sanitary sewer system(s), the Enrollee shall develop and implement an updated Sewer System Management Plan. The scale and complexity of the Sewer System Management Plan, and specific elements of the Plan, must match the size, scale and complexity of the Enrollee's sanitary sewer system(s). The Sewer System Management Plan must address, at minimum, the required Plan elements in Attachment D (Sewer System Management Plan – Required Elements) of this General Order. To be effective, the Sewer System Management Plan must include procedures for the management, operation, and maintenance of the sanitary sewer system(s). The procedures must: (1) incorporate the

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prioritization of system repairs and maintenance to proactively prevent spills, and (2) address the implementation of current standard industry practices through available equipment, technologies, and strategies.

For an existing Enrollee under Order 2006-0003-DWQ that has certified its Continuation of Existing Regulatory Coverage, per section 2.1 (Requirements for Continuation of Existing Regulatory Coverage) of this General Order:

Within six (6) months of the Adoption Date of this General Order:

- The Legally Responsible Official shall upload the Enrollee's existing Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database.

For a new Enrollee:

Within twelve (12) months of the Application for Enrollment approval date:

- The governing entity of the new Enrollee shall approve its Sewer System Management Plan; and
- The Legally Responsible Official shall certify and upload its Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database.

5.3. Certification of Sewer System Management Plan and Plan Updates

The Legally Responsible Official shall certify and upload its Sewer System Management Plan and all subsequent updates to the online CIWQS Sanitary Sewer System Database.

5.4. Sewer System Management Plan Audits

The Enrollee shall conduct an internal audit of its Sewer System Management Plan, and implementation of its Plan, at a minimum frequency of once every three years. The audit must be conducted for the period after the end of the Enrollee's last required audit period. **Within six months after the end of the required 3-year audit period**, the Legally Responsible Official shall submit an audit report into the online CIWQS Sanitary Sewer System Database per the requirements in section 3.10 (Sewer System Management Plan Audit Reporting Requirements) of Attachment E1 of this General Order.

Audit reports submitted to the CIWQS Sanitary Sewer System Database will be viewable only to Water Boards staff.

The internal audit shall be appropriately scaled to the size of the system(s) and the number of spills. The Enrollee's sewer system operators must be involved in completing the audit. At minimum, the audit must:

- Evaluate the implementation and effectiveness of the Enrollee's Sewer System Management Plan in preventing spills;
- Evaluate the Enrollee's compliance with this General Order;
- Identify Sewer System Management Plan deficiencies in addressing ongoing spills and discharges to waters of the State; and

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- Identify necessary modifications to the Sewer System Management Plan to correct deficiencies.

The Enrollee shall submit a complete audit report that includes:

- Audit findings and recommended corrective actions;
- A statement that sewer system operators’ input on the audit findings has been considered; and
- A proposed schedule for the Enrollee to address the identified deficiencies.

A new Enrollee of this General Order (that did not have a sanitary sewer system enrolled in the previous State Water Board Order 2006-0003-DWQ) shall conduct its first internal Sewer System Management Plan audit for the time period between the date of submittal of its certified Sewer System Management Plan and the third subsequent December 31st date. The audit report must be submitted into the online CIWQS Sanitary Sewer System Database **by July 1 of the following calendar year.**

See the following tables for clarification:

Initial Audit Period and Audit Due Date for New Enrollees

	Audit Period	Audit Due Date
New Enrollee	Certified Sewer System Management Plan Submittal Date through the third subsequent December 31 st date	July 1 st date after audit period
<i>Example</i>	<i>Certified Sewer System Management Plan Submittal Date of August 2, 2025 Audit Period of August 2, 2025 through December 31, 2027</i>	<i>July 1, 2028</i>

Initial Audit Period for Transition from 2-Year Audit Required in Previous Order 2006-0003-DWQ to 3-Year Audit Required in this General Order

	Audit Period	Audit Due Date
An Enrollee previously regulated by Order 2006-003-DWQ	A 3-year period starting from the end of last required 2-year Audit Period	Within six months after end of 3-year Audit Period
<i>Example</i>	<i>Last required Audit Period start date of August 2, 2021; Audit Period of August 2, 2021 through August 1, 2024</i>	<i>February 1, 2025</i>

Three-Year Ongoing Audit Period

	Audit Period	Audit Due Date
Each Enrollee	A 3-year period starting from the end of last required Audit Period	Within six months after end of 3-year Audit Period

5.5. Six-Year Sewer System Management Plan Update

At a minimum, the Enrollee shall update its Sewer System Management Plan every six (6) years after the date of its last Plan Update due date. (For an Enrollee previously regulated by Order 2006-0003-DWQ, the six-year period shall commence on the due date identified in section 3.11 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this Order. The Updated Sewer System Management Plan must include:

- Elements required in Attachment D (Sewer System Management Plan – Required Elements) of this Order;
- Summary of revisions included in the Plan update based on internal audit findings; and
- Other sewer system management-related changes.

The Enrollee’s governing entity shall approve the updated Plan. The Legally Responsible Official shall upload and certify the approved updated Plan in the online CIWQS Sanitary Sewer System Database in accordance with section 3.11 (Sewer System Management Plan Reporting Requirements) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order. During the time period in between Plan updates, the Enrollee shall continuously document changes to its Sewer System Management Plan in a change log attached to the Plan.

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5.6. System Resilience

The Enrollee shall include and implement system-specific procedures in its Sewer System Management Plan to proactively prioritize: (1) operation and maintenance, (2) condition assessments, and (3) repair and rehabilitation, to address ongoing system resilience, as specified in Attachment D (Sewer System Management Plan – Required Elements) of this General Order.

5.7. Allocation of Resources

The Enrollee shall:

- Establish and maintain a means to manage all necessary revenues and expenditures related to the sanitary sewer system; and
- Allocate the necessary resources to its sewer system management program for:
 - Compliance with this General Order,
 - Full implementation of its updated Sewer System Management Plan,
 - System operation, maintenance, and repair, and
 - Spill responses.

5.8. Designation of Data Submitters

The Legally Responsible Official may designate one or more individuals as a Data Submitter for reporting of spill data. The Legally Responsible Official shall authorize the designation of Data Submitter(s) through the online [CIWQS database](https://ciwqs.waterboards.ca.gov) (<https://ciwqs.waterboards.ca.gov>) prior to the individuals establishing a [CIWQS user account](https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp) (<https://ciwqs.waterboards.ca.gov/ciwqs/newUser.jsp>) and entering spill data into the online CIWQS Sanitary Sewer System Database.

The Legally Responsible Official shall submit any change to its Data Submitter(s), and/or change in Data Submitter contact information, to the State Water Board within 30 calendar days of the change, by emailing ciwqs@waterboards.ca.gov and copying the appropriate Regional Water Board as provided in Attachment F (Regional Water Quality Control Board Contact Information) of this General Order.

5.9. Reporting Certification

The Legally Responsible Official shall electronically certify, on the Enrollee's behalf, all applications, reports, the Sewer System Management Plan(s) and corresponding updates, and other information submitted electronically into the online CIWQS Sanitary Sewer System Database, as follows:

"I certify under penalty of perjury under the laws of the State of California that the electronically submitted information was prepared under my direction or supervision. Based on my inquiry of the person(s) directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete, and complies with the Statewide Sanitary Sewer Systems General Order. I am aware that there are significant penalties for submitting false information."

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Hardcopy submittals to the State Water Board must be accompanied by the above certification statement.

5.10. System Capacity

The Enrollee shall maintain the system capacity necessary to convey: (1) base flows during dry weather conditions, and (2) wet weather peak flows consistent with designated local historic storms. Design storms must take into account system-specific stormwater contributions via inflow and infiltration, and location-specific depth of groundwater and storm frequencies. The Enrollee shall implement capital improvements to provide adequate hydraulic capacity to:

- Meet or exceed the design criteria as defined in the Enrollee's System Evaluation and Capacity Assurance element of its Sewer System Management Plan; and
- Prevent system capacity-related spills, and adverse impacts to the treatment efficiency of downstream wastewater treatment facilities.

5.11. System Performance Analysis

The Enrollee shall include a running 10-year system performance analysis in its Annual Report. The analysis must include two CIWQS-generated graphs presenting the following information:

Graph 1 – Total Spill Volume per Year:

X axis: A 10-year period which includes the current calendar year and the nine previous calendar years;

Y axis: The total spill volume, per Spill Category, for each calendar year.

Graph 2 – Total Number of Spills per Year:

X axis: A 10-year period which includes the current calendar year and the nine previous calendar years;

Y axis: The total number of spills, per Spill Category, for each calendar year.

The current calendar year is the calendar year covered in the Annual Report.

The Enrollee shall generate the graphs in CIWQS, using the existing data in the online CIWQS Sanitary Sewer System Database at the following graph generation link: (https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/PublicReportSSOServlet?reportAction=criteria&reportId=sso_operation_report).

5.12. Spill Emergency Response Plan and Remedial Actions

For Existing Enrollees (with regulatory coverage under Order 2006-0003-DWQ):

Within six (6) months of the Adoption Date of this General Order, the Enrollee shall update and implement its Spill Emergency Response Plan, per Attachment D, section 6 (Spill Emergency Response Plan) of this General Order.

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For New Enrollees:

Within six (6) months of the Application for Enrollment approval date, the Enrollee shall develop and implement a Spill Emergency Response Plan, per Attachment D, section 6 (Spill Emergency Response Plan) of this General Order.

The Enrollee shall certify, in its Annual Report, that its Spill Emergency Response Plan is up to date.

The Spill Emergency Response Plan shall include measures to protect public health and the environment. The Enrollee shall respond to spills from its system(s) in a timely manner that minimizes water quality impacts and nuisance by:

- Immediately stopping the spill and preventing/minimizing a discharge to waters of the State;
- Intercepting sewage flows to prevent/minimize spill volume discharged into waters of the State;
- Thoroughly recovering, cleaning up and disposing of sewage and wash down water; and
- Cleaning publicly accessible areas while preventing toxic discharges to waters of the State.

5.13. Notification, Monitoring, Reporting and Recordkeeping Requirements

The Enrollee shall comply with notification, monitoring, reporting, and recordkeeping requirements in Attachment E1 of this General Order.

5.13.1. Spill Categories

Individual spill notification, monitoring and reporting must be in accordance with the following spill categories:

- **Category 1 Spill**

A Category 1 spill is a spill of any volume of sewage from or caused by a sanitary sewer system regulated under this General Order that results in a discharge to:

- A surface water, including a surface water body that contains no flow or volume of water; or
- A drainage conveyance system that discharges to surface waters when the sewage is not fully captured and returned to the sanitary sewer system or disposed of properly.

Any spill volume not recovered from a drainage conveyance system is considered a discharge to surface water, unless the drainage conveyance system discharges to a dedicated stormwater infiltration basin or facility.

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A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill; the Enrollee shall report all Category 1 spills per section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

- **Category 2 Spill**

A Category 2 spill is a spill of 1,000 gallons or greater, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

A spill of 1,000 gallons or greater that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system, is a Category 2 spill.

- **Category 3 Spill**

A Category 3 spill is a spill of equal to or greater than 50 gallons and less than 1,000 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

A spill of equal to or greater than 50 gallons and less than 1,000 gallons, that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 3 spill.

- **Category 4 Spill**

A Category 4 spill is a spill of less than 50 gallons, from or caused by a sanitary sewer system regulated under this General Order that does not discharge to a surface water.

A spill of less than 50 gallons that spills out of a lateral and is caused by a failure or blockage in the sanitary sewer system is a Category 4 spill.

5.13.2. Annual Report

The Enrollee shall submit an Annual Report (previously termed as Collection System Questionnaire in Order 2006-0003-DWQ) as specified in section 3.9 (Annual Report) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

For new Enrollees: Within 30 days of obtaining a CIWQS account, a new Enrollee shall submit its initial Annual Report, as specified in section 3.9 (Annual Report) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

5.14. Electronic Sanitary Sewer System Service Area Boundary Map

For continuing enrollees, starting on July 1, 2025, and no later than December 31, 2025:

For new enrollees – no earlier than July 1, 2025, or within 12 months of the Application for Enrollment approval date, whichever date is later:

The Legally Responsible Official shall submit, to the State Water Board, geospatial data detailing the locations of the Enrollee’s sanitary sewer system service area boundary, per the required content and specifications in section 3.8 (Electronic Sanitary Sewer System Service Area Boundary Map) of Attachment E1 of this General Order, for each system identified by a WDID number.

An Enrollee of a disadvantaged community that may need assistance developing an electronic map to comply with this requirement, may contact State Water Board staff for assistance at SanitarySewer@waterboards.ca.gov.

5.15. Voluntary Reporting of Spills from Privately-Owned Sewer Laterals and/or Private Sanitary Sewer Systems

Within 24 hours of becoming aware of a spill (as described below) from a private sewer lateral or private sanitary sewer system that is not owned/operated by the Enrollee, the Enrollee is encouraged to report the following observations to the online CIWQS Sanitary Sewer System Database at the following link:

<https://ciwqs.waterboards.ca.gov>:

- A spill equal or greater than 1,000 gallons that discharges (or has a potential to discharge) to a water of the State, or a drainage conveyance system that discharges to waters of the State; **or**
- Any volume of sewage that discharges (or has a potential to discharge) to surface waters.

In the CIWQS module, the Enrollee is encouraged to identify:

- Time of observation;
- Description of general spill location (for example, street name and cross street names);
- Estimated volume of spill;
- If known, general description of spill destination (for example, flowing into drainage channel, flowing directly into a creek, etc.); and
- If known, name of private system owner/operator.

The CIWQS database will make the name and contact information of the entity voluntarily reporting a private spill, accessible to State and Regional Water Board staff only. The CIWQS database will only make information regarding the actual spill, accessible to the public.

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5.16. Voluntary Notification of Spills from Privately-Owned Laterals and/or Systems to the California Office of Emergency Services

Upon observing or acquiring knowledge of any of the following from a private sewer lateral or private sanitary sewer system that is not owned/operated by the Enrollee, the Enrollee is encouraged to notify the California Office of Emergency Services (as provided by Health and Safety Code section 5410 et. seq. and Water Code section 13271), or inform the responsible party that State law requires such notification to the Office of Emergency Services by any person that causes or allows a sewage discharge to waters of the State:

- A spill equal to 1,000 gallons or more that discharges (or has a potential to discharge) to waters of the State, or a drainage conveyance system that discharges to waters of the State; or
- A spill of any volume to surface waters.

5.17. Unintended Failure to Report

If an Enrollee becomes aware that they unintentionally failed to submit relevant facts in any report required in this General Order, the Enrollee shall promptly notify Regional Water Board and State Water Board staff. Regional Water Board contact information is included in Attachment F of this Order. State Water Board staff shall be contacted by email at SanitarySewer@waterboards.ca.gov for assistance in formally amending the corresponding report(s) in the online CIWQS Sanitary Sewer System Database.

5.18. Duty to Report to Water Boards

In accordance with Water Code section 13267 and/or section 13383, upon request by the State Water Board Executive Director (or designee) or a Regional Water Board Executive Officer (or designee), the Enrollee shall provide the requested information which the State or Regional Water Board deems necessary to determine compliance with this General Order.

5.19. Operation and Maintenance

To prevent discharges to the environment, the Enrollee shall maintain in good working order, and operate as designed, any facility or treatment and control system designed to contain sewage and convey it to a treatment plant.

6. PROVISIONS

6.1. Enforcement Provisions

The following enforcement provisions are based on existing federal and state regulations, laws and policies, including the federal Clean Water Act, the state Water Code and the State Water Board Enforcement Policy.

6.1.1. Enforceability of Clean Water Act and Water Code Violations

Noncompliance with requirements of this General Order or discharging sewage without enrolling in this General Order constitutes a violation of the Water Code and a potential

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

violation of the Clean Water Act and is grounds for an enforcement action by the State Water Board or the applicable Regional Water Board. Failure to comply with the notification, monitoring, inspection, entry, reporting, and recordkeeping requirements may subject the Enrollee to administrative civil liabilities of up to \$10,000 a day per violation pursuant to Water Code section 13385; up to \$1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement. Discharging waste not in compliance with the requirements of this General Order or the Clean Water Act may subject the Enrollee to administrative civil liabilities up to \$10,000 a day per violation and additional liability up to \$10 per gallon of discharge not cleaned up after the first 1,000 gallons of discharge; up to \$5,000 a day per violation pursuant to Water Code section 13350 or up to \$20 per gallon of waste discharged; or referral to the Attorney General for judicial civil enforcement.

6.1.2. Monetary Penalties

The Water Code provides the State and Regional Water Boards the authority to pursue formal enforcement actions, including imposing administrative liability and civil monetary penalties, for non-compliance with the requirements of this General Order and violations of the Clean Water Act.

6.1.3. Falsifying or Failure to Report

The Water Code provides that any person failing or refusing to furnish technical or monitoring program reports, as required under this General Order, or falsifying any information provided in the technical or monitoring reports is subject to administrative liability and civil monetary penalties. Any person who knowingly fails or refuses to furnish technical or monitoring program reports or falsifies any information provided in reports required by this General Order is subject to criminal penalties.

6.1.4. Severability of General Order

The provisions of this General Order are severable; if any provision of this Order, or the application of any provision of this Order to any circumstance, is held invalid, the application of such provision to other circumstances and the remainder of this Order shall not be affected thereby.

6.1.5. Indirect Discharges

In the event that a spill enters into a drainage conveyance system, the Enrollee shall take all feasible steps to prevent discharge of sewage into waters of the State by blocking or redirecting the flow in the drainage conveyance system, removing the sewage from the drainage conveyance system, and cleaning the system in a manner that does not inadvertently impact beneficial uses of the receiving water body.

6.1.6. Water Boards' Considerations for Discretionary Enforcement

Consistent with the State Water Board Enforcement Policy, when considering Water Code section 13327 factors, the State Water Board or a Regional Water Board may consider the Enrollee's efforts to contain, control, clean up, and mitigate spills. In assessing the factors, the State Water Board or the applicable Regional Water Board will consider:

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

- The Enrollee's compliance with this General Order with a focus on compliance with reporting requirements;
- The Enrollee's provision of adequate funding to implement the requirements of this General Order;
- The Enrollee's compliance with providing a complete and updated Sewer System Management Plan;
- The Enrollee's compliance with implementing its Sewer System Management Plan;
- The overall effectiveness of the Enrollee's Sewer System Management Plan with respect to:
 - System management, operation, and maintenance,
 - Adequate treatment facilities, sanitary sewer system facilities, and/or components with an appropriate design capacity, to reasonably prevent spills (e.g. adequately enlarging treatment or collection facilities to accommodate growth, infiltration and inflow, etc.),
 - Preventive maintenance (including cleaning, root grinding, and fats, oils, and grease control) and source control measures,
 - Implementation of backup equipment,
 - Inflow and infiltration prevention and control,
 - Appropriate sanitary sewer system capacity to prevent spills, and
 - The Enrollee's responsiveness to stop and mitigate the impact of the discharge;
- The Enrollee's compliance with identifying the cause of the spill;
- The Enrollee's use of available information and observations to accurately estimate the spill volume and identify the affected or potentially affected receiving waters;
- The Enrollee's thoroughness of cleaning up sewage in drainage conveyance systems after the spill(s);
- The Enrollee's use of water quality and biological monitoring and assessment to determine the short-term and long-term impacts to beneficial uses and the environment;
- The Enrollee's follow up actions to improve system performance;
- The Enrollee's implementation of feasible alternatives to prevent spills, such as:
 - Use of temporary storage or waste retention,
 - Reduction of system inflow and infiltration,
 - Collection and hauling of waste to a treatment facility,
 - Prevention of and/ or containment of spills due to a design storm event identified in the Enrollee's Sewer System Management Plan,

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER

- Implementation of available equipment, technologies, strategies, and recommended industry practices for maintaining and managing sewer systems to prevent spills, and contain and eliminate discharges to waters of the State; and
- The spill duration and factors beyond the reasonable control of the Enrollee causing the event.

6.1.7. Enforcement Discretion Based on Reporting Compliance

Consistent with the State Water Board Enforcement Policy, the State Water Board or a Regional Water Board may consider the Enrollee's efforts to comply with spill reporting requirements when determining compliance with Water Code section 13267 and section 13383. When assessing Water Code section 13227 factors, the State Water Board or the applicable Regional Water Board will consider:

- The Enrollee's diligence to comply with all reporting requirements in this General Order;
- The use of best available information for the Enrollee's reporting of spill start date and start time in which the release of sewage from the sanitary sewer system initiated;
- The Enrollee's reporting of spill end date, and end time to be the date and time in which the release of sewage from the sanitary sewer system was stopped;
- The Enrollee's diligence to accurately estimate and report spill volumes;
- The Enrollee's subsequent verification and/or updates to initial Draft Spill Reports in accordance with this General Order; and
- The Enrollee's timely certification of required spill reports.

Consistent with Water Code section 13267 and section 13383, the State Water Board or a Regional Water Board may require an Enrollee to report the results of a condition assessment of a specified portion of the Enrollee's sanitary sewer system.

6.2. Other Regional Water Board Orders

It is the intent of the State Water Board that sanitary sewer systems be regulated in a manner consistent with federal and state regulations. This Order will not be interpreted or applied:

- In a manner inconsistent with the federal Clean Water Act;
- To authorize a spill or discharge that is illegal under either the Clean Water Act, the Water Code, and/or an applicable Basin Plan prohibition or water quality standard;
- To prohibit a Regional Water Board from issuing an individual National Pollutant Discharge Elimination System (NPDES) permit or individual waste discharge requirements superseding an Enrollee's regulatory coverage under this General Order for a sanitary sewer system authorized under the Clean Water Act or Water Code;

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- To supersede any more specific or more stringent waste discharge requirements or enforcement orders issued by a Regional Water Board; or
- To supersede any more specific or more stringent state or federal requirements in existing regulation, an administrative/judicial order, or Consent Decree.

6.3. Sewer System Management Plan Availability

The Enrollee's updated Sewer System Management Plan must be maintained for public inspection at the Enrollee's offices and facilities and must be available to the public through CIWQS and/or on the Enrollee's website, in accordance with section 3.8 (Sewer System Management Plan Reporting Requirements) of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

6.4. Entry and Inspection

6.4.1. Entry and Availability of Information

The Enrollee shall allow State and Regional Water Board staff, upon presentation of credentials and other documents as may be required by law, to:

- Enter upon the Enrollee's premises where a regulated facility or activity is located or conducted, or where records are kept under the requirements of this General Order;
- Have access to and reproduce any records required to be maintained by this General Order;
- Inspect any facility and/or equipment (including monitoring and control equipment), practices, or operations required in this General Order; and
- Sample or monitor substances or parameters for assuring compliance with this General Order, or as otherwise authorized by the Water Code.

6.4.2. Pre-Inspection Questionnaire

The Enrollee shall provide pre-inspection information to State and Regional Water Board staff through the completion of a Pre-Inspection Questionnaire provided by Water Board staff.

ATTACHMENT A - DEFINITIONS

Annual Report

An Annual Report (previously termed as Collection System Questionnaire in Order 2006-0003-DWQ) is a mandatory report in which the Enrollee provides a calendar-year update of its efforts to prevent spills.

Basin Plan

A Basin Plan is a water quality control plan specific to a Regional Water Quality Control Board (Regional Water Board), that serves as regulations to: (1) define and designate beneficial uses of surface and groundwaters, (2) establish water quality objectives for protection of beneficial uses, and (3) provide implementation measures.

Beneficial Uses

The term “Beneficial Uses” is a Water Code term, defined as the uses of the waters of the State that may be protected against water quality degradation. Examples of beneficial uses include but are not limited to, municipal, domestic, agricultural and industrial supply; power generation; recreation; aesthetic enjoyment; navigation; and preservation and enhancement of fish, wildlife, and other aquatic resources or preserves.

California Integrated Water Quality System (CIWQS)

CIWQS is the statewide database that provides for mandatory electronic reporting as required in State and Regional Water Board-issued waste discharge requirements.

Data Submitter

A Data Submitter is an individual designated and authorized by the Enrollee’s Legally Responsible Official to enter spill data into the online CIWQS Sanitary Sewer System Database. A Data Submitter does not have the authority of a Legally Responsible Official to certify reporting entered into the online CIWQS Sanitary Sewer System Database.

Disadvantaged Community

A disadvantaged community is a community with a median household income of less than eighty percent (80%) of the statewide annual median household income.

For the purpose of this General Order, there is no differentiation between a small and large disadvantaged community.

Drainage Conveyance System

A drainage conveyance system is a publicly- or privately-owned separate storm sewer system, including but not limited to drainage canals, channels, pipelines, pump stations, detention basins, infiltration basins/facilities, or other facilities constructed to transport stormwater and non-stormwater flows.

Enrollee

An Enrollee is a public, private, or other non-governmental entity that has obtained approval for regulatory coverage under this General Order, including:

- A state agency, municipality, special district, or other public entity that owns and/or operates one or more sanitary sewer systems:
 - greater than one (1) mile in length (each individual sanitary sewer system);
 - one mile or less in length where the State Water Resources Control Board or a Regional Water Quality Control Board requires regulatory coverage under this Order, or
- A federal agency, private company, or other non-governmental entity that owns and/or operates a sanitary sewer system of any size where the State Water Resources Control Board or a Regional Water Quality Control Board requires regulatory coverage under this Order in response to a history of spills, proximity to surface water, or other factors supporting regulatory coverage.

Environmentally Sensitive Area

An environmentally sensitive area is a designated agricultural and/or wildlife area identified to need special natural landscape protection due to its wildlife or historical value.

Exfiltration

Exfiltration is the underground exiting of sewage from a sanitary sewer system through cracks, offset or separated joints, or failed infrastructure due to corrosion or other factors.

Flood Control Channel

A flood control channel is a channel used to convey stormwater and non-stormwater flows through and from areas for flood management purposes.

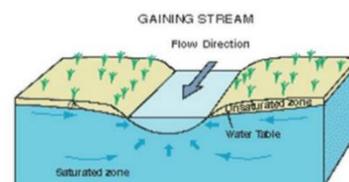
Governing Entity

A governing entity includes but is not limited to the following:

- A publicly elected governing board, council, or commission of a municipal agency;
- A Department or Division director of a federal or state agency that is not governed by a board;
- A governing board or commission of an organization or association; and
- A private system owner/manager that is not governed by a board.

Hydrologically Connected

Two waterbodies are hydrologically connected when one waterbody flows, or has the potential to flow, into the other waterbody. For the purpose of this General Order, groundwater is hydrologically connected to a surface water when the groundwater feeds into the surface water. (The surface waterbody in this example is termed a gaining stream as it gains flow from surrounding groundwater.)



Lateral (including Lower and Upper Lateral)

A lateral is an underground segment of smaller diameter pipe that transports sewage from a customer's building or property (residential, commercial, or industrial) to the Enrollee's main sewer line in a street or easement. Upper and lower lateral boundary definitions are subject to local jurisdictional codes and ordinances, or private system ownership.

A lower lateral is the portion of the lateral located between the sanitary sewer system main, and either the property line, sewer clean out, curb line, established utility easement boundary, or other jurisdictional locations.

An upper lateral is the portion of the lateral from the property line, sewer clean out, curb line, established utility easement boundary, or other jurisdictional locations, to the building or property.

Legally Responsible Official

A Legally Responsible Official is an official representative, designated by the Enrollee, with authority to sign and certify submitted information and documents required by this General Order.

Nuisance

For the purpose of this General Order, a nuisance, as defined in Water Code section 13050(m), is anything that meets all of the following requirements:

- Is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property;
- Affects at the same time an entire community or neighborhood, or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal; and
- Occurs during, or as a result of, the treatment or disposal of wastes.

Private Sewer Lateral

A private sewer lateral is the privately-owned lateral that transports sewage from private property(ies) into a sanitary sewer system.

Private Sanitary Sewer System

A private sanitary sewer system is a sanitary sewer system of any size that is owned and/or operated by a private individual, company, corporation, or organization. A private sanitary sewer system may or may not connect into a publicly owned sanitary sewer system.

Potential to Discharge, Potential Discharge

Potential to Discharge, or Potential Discharge, means any exiting of sewage from a sanitary sewer system which can reasonably be expected to discharge into a water of the State based on the size of the sewage spill, proximity to a drainage conveyance system, and the nature of the surrounding environment.

Receiving Water

A receiving water is a water of the State that receives a discharge of waste.

Resilience

Resilience is the ability to recover from or adjust to adversity or change, and grow from disruptions. Resilience can be built through planning, preparing for, mitigating, and adapting to changing conditions.

Sanitary Sewer System

A sanitary sewer system is a system that is designed to convey sewage, including but not limited to, pipes, manholes, pump stations, siphons, wet wells, diversion structures and/or other pertinent infrastructure, upstream of a wastewater treatment plant headworks, including:

- Laterals owned and/or operated by the Enrollee;
- Satellite sewer systems; and/or
- Temporary conveyance and storage facilities, including but not limited to temporary piping, vaults, construction trenches, wet wells, impoundments, tanks and diversion structures.

For purpose of this Order, sanitary sewer systems include only systems owned and/or operated by the Enrollee.

Satellite Sewer System

A satellite sewer system is a portion of a sanitary sewer system owned or operated by a different owner than the owner of the downstream wastewater treatment facility ultimately treating the sewage.

Sewer System Management Plan

A sewer system management plan is a living document an Enrollee develops and implements to effectively manage its sanitary sewer system(s) in accordance with this General Order.

Sewage

Sewage, and its associated wastewater, is untreated or partially treated domestic, municipal, commercial and/or industrial waste (including sewage sludge), and any mixture of these wastes with inflow or infiltration of stormwater or groundwater, conveyed in a sanitary sewer system.

Spill

A spill is a discharge of sewage from any portion of a sanitary sewer system due to a sanitary sewer system overflow, operational failure, and/or infrastructure failure. Exfiltration of sewage is not considered to be a spill under this General Order if the exfiltrated sewage remains in the subsurface and does not reach a surface water of the State.

Training

Training is in-house or external education and guidance needed that provides the knowledge, skills, and abilities to comply with this General Order.

Wash Down Water

Wash down water is water used to clean a spill area.

Waste

Waste, as defined in Water Code section 13050(d), includes sewage and any and all other waste substances, liquid, solid, gaseous, or radioactive, associated with human habitation, or of human or animal origin, or from any producing, manufacturing, or processing operation, including waste placed within containers of whatever nature prior to, and for purposes of, disposal.

Waste Discharge Identification Number (WDID)

A waste discharge identification number (WDID) identifies each individual sanitary sewer system enrolled under this General Order. A WDID number is assigned to each enrolled system upon an Enrollee's approved regulatory coverage.

Waters of the State

Waters of the State are surface waters or groundwater within boundaries of the state as defined in Water Code section 13050(e), in which the State and Regional Water Boards have authority to protect beneficial uses. Waters of the State include, but are not limited to, groundwater aquifers, surface waters, saline waters, natural washes and pools, wetlands, sloughs, and estuaries, regardless of flow or whether water exists during dry conditions. Waters of the State include waters of the United States.

Waters of the United States

Waters of the United States are surface waters or waterbodies that are subject to federal jurisdiction in accordance with the Clean Water Act.

Water Quality Objective

A water quality objective is the limit or maximum amount of pollutant, waste constituent or characteristic, or parameter level established in statewide water quality control plans and Regional Water Boards' Basin Plans, for the reasonable protection of beneficial uses of surface waters and groundwater and the prevention of nuisance.

ATTACHMENT B – APPLICATION FOR ENROLLMENT

1. Enrollment Status: (Mark only one item)

New Enrollee

New Enrollee with previous regulatory coverage under Order 2006-0003-DWQ
(that failed to certify continuation of coverage in CIWQS per Order 2022-XXXX-DWQ)

Existing WDID Number: _____

2. Applicant Information:

Legally Responsible Official Submitting Application

First and Last Name: _____

Title: _____

Phone: _____

Email: _____

System Owner/Operator Name: _____

Mailing Address: _____

City, State, Zip: _____

County: _____

Sanitary Sewer System Name: _____

Regional Water Quality Control Board(s): _____

Signature and Date: _____

3. Applicant Type (Check one):

City County State Federal Special District

Government Combination Private Other Non-governmental Entity

4. Wastewater Treatment Plant Receiving Sanitary Sewer System Waste:

Wastewater Treatment Plant Permittee: _____

WDID No.: _____

5. Billing Information

Billing Address: _____

City, State, Zip: _____

Billing Contact Person and Title: _____

Phone and Email Address: _____

6. Application Fee:

The application fee, as required by Water Code section 13260, is based on the daily population served by the sanitary sewer system. See updated [Fee Schedule](https://www.waterboards.ca.gov/resources/fees/water_quality/).
(https://www.waterboards.ca.gov/resources/fees/water_quality/)

Check one of the following and enter fee amount:

Population Served < 50,000 – Total Fee submitted: \$ _____

Population Served ≥ 50,000 – Total Fee submitted: \$ _____

Make the fee payment payable to the State Water Resources Control Board and mail the complete application package to:

State Water Resources Control Board, Accounting Office
P. O. Box 1888
Sacramento, CA 95812-1888

Attention: Statewide Sanitary Sewer System Program

7. Application Submittal Certification

I certify under penalty of perjury under the laws of the State of California that to the best of my knowledge and belief, the information in the submitted application package is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment.

Print Name: _____

Title: _____

Signature: _____ Date: _____

ATTACHMENT C - NOTICE OF TERMINATION

1. Enrollee Information

Enrollee Name: _____

WDID No: _____

Legally Responsible Official Requesting Termination of Coverage: _____

First and Last Name: _____

Title: _____

Phone: _____

Email: _____

Mailing Address: _____

City, State, Zip: _____

County: _____

Sanitary Sewer System Name(s) or Unique Identifier(s): _____

Regional Water Quality Control Board(s): _____

Signature and Date: _____

2. Basis of Termination

Explanation of termination, including subsequent regulatory coverage and subsequent owner/operator of enrolled sanitary sewer system, as applicable:

3. Regulatory Coverage Termination Certification

I certify under penalty of perjury under the laws of the State of California that to the best of my knowledge: 1) the sanitary sewer system I officially represent is not required to be regulated under the Statewide Waste Discharge Requirements for Sanitary Sewer Systems Order 2022-XXXX-DWQ, and 2) the information submitted in this Notice of Termination is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine or imprisonment. Additionally, I understand that the submittal of this Notice of Termination does not release sanitary sewer system agencies from liability for any violations of the Clean Water Act.

Print Name: _____

Title: _____

Signature: _____ Date: _____

For State Water Board Use Only

Approved for Termination

Denied and Returned to Enrollee

Deputy Director of Water Quality Signature: _____

Date: _____ Notice of Termination Effective Date: _____

ATTACHMENT D – SEWER SYSTEM MANAGEMENT PLAN – REQUIRED ELEMENTS

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ATTACHMENT D – SEWER SYSTEM MANAGEMENT PLAN – REQUIRED ELEMENTS

A Sewer System Management Plan (Plan) is a living planning document that documents ongoing local sewer system management program activities, procedures, and decision-making – at the scale necessary to address the size and complexity of the subject sanitary sewer system(s). This Plan may incorporate other programs and other plans by reference, to address short-term and long-term system resilience through:

- Proactive planning and decision-making;
- Local government ordinances;
- Updated operations and maintenance activities and procedures;
- Implementation of capital improvements;
- Sufficient local budget to support staff resources, contractors, equipment, and training; and
- Updated training of staff and contractors.

The Enrollee’s development, update, and implementation of a Sewer System Management Plan addressing the requirements of this Attachment is an enforceable component of this General Order. As specified in Provision 6.1 (Enforcement Provisions) of this General Order, consistent with the Water Code and the State Water Board Enforcement Policy, the State Water Board or a Regional Water Board may consider the Enrollee’s efforts in implementing an effective Sewer System Management Plan to prevent, contain, control, and mitigate spills when considering Water Code section 13327 factors to determine necessary enforcement of this General Order.

This Attachment includes the following required elements that the Enrollee shall address in its Plan and subsequent updates. The Enrollee shall identify any requirement in this Attachment that is not applicable to the Enrollee’s sewer system and shall explain in its Plan why the requirement is not applicable.

1. SEWER SYSTEM MANAGEMENT PLAN GOAL AND INTRODUCTION

The goal of the Sewer System Management Plan (Plan) is to provide a plan and schedule to: (1) properly manage, operate, and maintain all parts of the Enrollee’s sanitary sewer system(s), (2) reduce and prevent spills, and (3) contain and mitigate spills that do occur.

The Plan must include a narrative Introduction section that discusses the following items:

1.1. Regulatory Context

The Plan Introduction section must provide a general description of the local sewer system management program and discuss Plan implementation and updates.

1.2. Sewer System Management Plan Update Schedule

The Plan Introduction section must include a schedule for the Enrollee to update the Plan, including the schedule for conducting internal audits. The schedule must include milestones for incorporation of activities addressing prevention of sewer spills.

1.3. Sewer System Asset Overview

The Plan Introduction section must provide a description of the Enrollee-owned assets and service area, including but not limited to:

- Location, including county(ies);
- Service area boundary;
- Population and community served;
- System size, including total length in miles, length of gravity mainlines, length of pressurized (force) mains, and number of pump stations and siphons;
- Structures diverting stormwater to the sewer system;
- Data management systems;
- Sewer system ownership and operation responsibilities between Enrollee and private entities for upper and lower sewer laterals;
- Estimated number or percent of residential, commercial, and industrial service connections; and
- Unique service boundary conditions and challenge(s).

Additionally, the Plan Introduction section must provide reference to the Enrollee’s up-to-date map of its sanitary sewer system, as required in section 4.1 (Updated Map of Sanitary Sewer System) of this Attachment.

2. ORGANIZATION

The Plan must identify organizational staffing responsible and integral for implementing the local Sewer System Management Plan through an organization chart or similar narrative documentation that includes:

- The name of the Legally Responsible Official as required in section 5.1 (Designation of a Legally Responsible Official) of this General Order;
- The position titles, telephone numbers, and email addresses for management, administrative, and maintenance positions responsible for implementing specific Sewer System Management Plan elements;
- Organizational lines of authority; and
- Chain of communication for reporting spills from receipt of complaint or other information, including the person responsible for reporting spills to the State and Regional Water Boards and other agencies, as applicable. (For example, county

health officer, county environmental health agency, and State Office of Emergency Services.)

3. LEGAL AUTHORITY

The Plan must include copies or an electronic link to the Enrollee's current sewer system use ordinances, service agreements and/or other legally binding procedures to demonstrate the Enrollee possesses the necessary legal authority to:

- Prevent illicit discharges into its sanitary sewer system from inflow and infiltration (I&I); unauthorized stormwater; chemical dumping; unauthorized debris; roots; fats, oils, and grease; and trash, including rags and other debris that may cause blockages;
- Collaborate with storm sewer agencies to coordinate emergency spill responses, ensure access to storm sewer systems during spill events, and prevent unintentional cross connections of sanitary sewer infrastructure to storm sewer infrastructure;
- Require that sewer system components and connections be properly designed and constructed;
- Ensure access for maintenance, inspection, and/or repairs for portions of the service lateral owned and/or operated by the Enrollee;
- Enforce any violation of its sewer ordinances, service agreements, or other legally binding procedures; and
- Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance, as applicable.

4. OPERATION AND MAINTENANCE PROGRAM

The Plan must include the items listed below that are appropriate and applicable to the Enrollee's system.

4.1. Updated Map of Sanitary Sewer System

An up-to-date map(s) of the sanitary sewer system, and procedures for maintaining and providing State and Regional Water Board staff access to the map(s). The map(s) must show gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater conveyance facilities within the sewer system service area boundaries.

4.2. Preventive Operation and Maintenance Activities

A scheduling system and a data collection system for preventive operation and maintenance activities conducted by staff and contractors.

The scheduling system must include:

- Inspection and maintenance activities;

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- Higher-frequency inspections and maintenance of known problem areas, including areas with tree root problems;
- Regular visual and closed-circuit television (CCTV) inspections of manholes and sewer pipes.

The data collection system must document data from system inspection and maintenance activities, including system areas/components prone to root-intrusion potentially resulting in system backup and/or failure.

4.3. Training

In-house and external training provided on a regular basis for sanitary sewer system operations and maintenance staff and contractors. The training must cover:

- The requirements of this General Order;
- The Enrollee's Spill Emergency Response Plan procedures and practice drills;
- Skilled estimation of spill volume for field operators; and
- Electronic CIWQS reporting procedures for staff submitting data.

4.4. Equipment Inventory

An inventory of sewer system equipment, including the identification of critical replacement and spare parts.

5. DESIGN AND PERFORMANCE PROVISIONS

The Plan must include the following items as appropriate and applicable to the Enrollee's system:

5.1. Updated Design Criteria and Construction Standards and Specifications

Updated design criteria, and construction standards and specifications, for the construction, installation, repair, and rehabilitation of existing and proposed system infrastructure components, including but not limited to pipelines, pump stations, and other system appurtenances. If existing design criteria and construction standards are deficient to address the necessary component-specific hydraulic capacity as specified in section 8 (System Evaluation, Capacity Assurance and Capital Improvements) of this Attachment, the procedures must include component-specific evaluation of the design criteria.

5.2. Procedures and Standards

Procedures, and standards for the inspection and testing of newly constructed, newly installed, repaired, and rehabilitated system pipelines, pumps, and other equipment and appurtenances.

6. SPILL EMERGENCY RESPONSE PLAN

The Plan must include an up to date Spill Emergency Response Plan to ensure prompt detection and response to spills to reduce spill volumes and collect information for prevention of future spills. The Spill Emergency Response Plan must include procedures to:

- Notify primary responders, appropriate local officials, and appropriate regulatory agencies of a spill in a timely manner;
- Notify other potentially affected entities (for example, health agencies, water suppliers, etc.) of spills that potentially affect public health or reach waters of the State;
- Comply with the notification, monitoring and reporting requirements of this General Order, State law and regulations, and applicable Regional Water Board Orders;
- Ensure that appropriate staff and contractors implement the Spill Emergency Response Plan and are appropriately trained;
- Address emergency system operations, traffic control and other necessary response activities;
- Contain a spill and prevent/minimize discharge to waters of the State or any drainage conveyance system;
- Minimize and remediate public health impacts and adverse impacts on beneficial uses of waters of the State;
- Remove sewage from the drainage conveyance system;
- Clean the spill area and drainage conveyance system in a manner that does not inadvertently impact beneficial uses in the receiving waters;
- Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;
- Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event;
- Conduct post-spill assessments of spill response activities;
- Document and report spill events as required in this General Order; and
- Annually, review and assess effectiveness of the Spill Emergency Response Plan, and update the Plan as needed.

7. SEWER PIPE BLOCKAGE CONTROL PROGRAM

The Sewer System Management Plan must include procedures for the evaluation of the Enrollee's service area to determine whether a sewer pipe blockage control program is needed to control fats, oils, grease, rags and debris. If the Enrollee determines that a program is not needed, the Enrollee shall provide justification in its Plan for why a program is not needed.

The procedures must include, at minimum:

- An implementation plan and schedule for a public education and outreach program that promotes proper disposal of pipe-blocking substances;
- A plan and schedule for the disposal of pipe-blocking substances generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of substances generated within a sanitary sewer system service area;
- The legal authority to prohibit discharges to the system and identify measures to prevent spills and blockages;
- Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, best management practices requirements, recordkeeping and reporting requirements;
- Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the fats, oils, and grease ordinance;
- An identification of sanitary sewer system sections subject to fats, oils, and grease blockages and establishment of a cleaning schedule for each section; and
- Implementation of source control measures for all sources of fats, oils, and grease reaching the sanitary sewer system for each section identified above.

8. SYSTEM EVALUATION, CAPACITY ASSURANCE AND CAPITAL IMPROVEMENTS

The Plan must include procedures and activities for:

- Routine evaluation and assessment of system conditions;
- Capacity assessment and design criteria;
- Prioritization of corrective actions; and
- A capital improvement plan.

8.1 System Evaluation and Condition Assessment

The Plan must include procedures to:

- Evaluate the sanitary sewer system assets utilizing the best practices and technologies available;

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- Identify and justify the amount (percentage) of its system for its condition to be assessed each year;
- Prioritize the condition assessment of system areas that:
 - Hold a high level of environmental consequences if vulnerable to collapse, failure, blockage, capacity issues, or other system deficiencies;
 - Are located in or within the vicinity of surface waters, steep terrain, high groundwater elevations, and environmentally sensitive areas;
 - Are within the vicinity of a receiving water with a bacterial-related impairment on the most current Clean Water Act section 303(d) List;
- Assess the system conditions using visual observations, video surveillance and/or other comparable system inspection methods;
- Utilize observations/evidence of system conditions that may contribute to exiting of sewage from the system which can reasonably be expected to discharge into a water of the State;
- Maintain documents and recordkeeping of system evaluation and condition assessment inspections and activities; and
- Identify system assets vulnerable to direct and indirect impacts of climate change, including but not limited to: sea level rise; flooding and/or erosion due to increased storm volumes, frequency, and/or intensity; wildfires; and increased power disruptions.

8.2. Capacity Assessment and Design Criteria

The Plan must include procedures to identify system components that are experiencing or contributing to spills caused by hydraulic deficiency and/or limited capacity, including procedures to identify the appropriate hydraulic capacity of key system elements for:

- Dry-weather peak flow conditions that cause or contributes to spill events;
- The appropriate design storm(s) or wet weather events that causes or contributes to spill events;
- The capacity of key system components; and
- Identify the major sources that contribute to the peak flows associated with sewer spills.

The capacity assessment must consider:

- Data from existing system condition assessments, system inspections, system audits, spill history, and other available information;
- Capacity of flood-prone systems subject to increased infiltration and inflow, under normal local and regional storm conditions;

- Capacity of systems subject to increased infiltration and inflow due to larger and/or higher-intensity storm events as a result of climate change;
- Increases of erosive forces in canyons and streams near underground and above-ground system components due to larger and/or higher-intensity storm events;
- Capacity of major system elements to accommodate dry weather peak flow conditions, and updated design storm and wet weather events; and
- Necessary redundancy in pumping and storage capacities.

8.3. Prioritization of Corrective Action

The findings of the condition assessments and capacity assessments must be used to prioritize corrective actions. Prioritization must consider the severity of the consequences of potential spills.

8.4. Capital Improvement Plan

The capital improvement plan must include the following items:

- Project schedules including completion dates for all portions of the capital improvement program;
- Internal and external project funding sources for each project; and
- Joint coordination between operation and maintenance staff, and engineering staff/consultants during planning, design, and construction of capital improvement projects; and Interagency coordination with other impacted utility agencies.

9. MONITORING, MEASUREMENT AND PROGRAM MODIFICATIONS

The Plan must include an Adaptive Management section that addresses Plan-implementation effectiveness and the steps for necessary Plan improvement, including:

- Maintaining relevant information, including audit findings, to establish and prioritize appropriate Plan activities;
- Monitoring the implementation and measuring the effectiveness of each Plan Element;
- Assessing the success of the preventive operation and maintenance activities;
- Updating Plan procedures and activities, as appropriate, based on results of monitoring and performance evaluations; and
- Identifying and illustrating spill trends, including spill frequency, locations and estimated volumes.

10. INTERNAL AUDITS

The Plan shall include internal audit procedures, appropriate to the size and performance of the system, for the Enrollee to comply with section 5.4 (Sewer System Management Plan Audits) of this General Order.

11. COMMUNICATION PROGRAM

The Plan must include procedures for the Enrollee to communicate with:

- The public for:
 - Spills and discharges resulting in closures of public areas, or that enter a source of drinking water, and
 - The development, implementation, and update of its Plan, including opportunities for public input to Plan implementation and updates.
- Owners/operators of systems that connect into the Enrollee’s system, including satellite systems, for:
 - System operation, maintenance, and capital improvement-related activities.

ATTACHMENT E1 – NOTIFICATION, MONITORING, REPORTING AND RECORDKEEPING REQUIREMENTS

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ATTACHMENT E1– NOTIFICATION, MONITORING, REPORTING AND RECORDKEEPING REQUIREMENTS

The Notification Requirements (section 1), Spill-specific Monitoring Requirements (section 2), Reporting Requirements (section 3) and Recordkeeping Requirements (section 4) in this Attachment are pursuant to Water Code section 13267 and section 13383, and are an enforceable component of this General Order. For the purpose of this General Order, the term:

- Notification means the notifying of appropriate parties of a spill event or other activity.
- Spill-specific Monitoring means the gathering of information and data for a specific spill event to be reported or kept as records.
- Reporting means the reporting of information and data into the online California Integrated Water Quality System (CIWQS) Sanitary Sewer System Database.
- Recordkeeping means the maintaining of information and data in an official records storage system.

Failure to comply with the notification, monitoring, reporting and recordkeeping requirements in this General Order may subject the Enrollee to civil liabilities of up to \$10,000 a day per violation pursuant to Water Code section 13385; up to \$1,000 a day per violation pursuant to Water Code section 13268; or referral to the Attorney General for judicial civil enforcement.

Water Code section 13193 et seq. requires the Regional Water Quality Control Boards (Regional Water Boards) and the State Water Resources Control Board (State Water Board) to collect sanitary sewer spill information for each spill event and make this information available to the public. Sanitary sewer spill information for each spill event includes but is not limited to: Enrollee contact information for each spill event, spill cause, estimated spill volume and factors used for estimation, location, date, time, duration, amount discharged to waters of the State, response and corrective action(s) taken.

1. NOTIFICATION REQUIREMENTS

1.1. Notification of Spills of 1,000 Gallons or Greater to the California Office of Emergency Services

Per Water Code section 13271, for a spill that discharges in or on any waters of the State, or discharges or is deposited where it is, or probably will be, discharged in or on any waters of the State, the Enrollee shall notify the California Office of Emergency Services and obtain a California Office of Emergency Services Control Number as soon as possible **but no later than two (2) hours** after:

- The Enrollee has knowledge of the spill; and
- Notification can be provided without substantially impeding cleanup or other emergency measures.

The notification requirements in this section apply to individual spills of 1,000 gallons or greater, from an Enrollee-owned and/or operated laterals, to a water of the State.

1.2. Spill Notification Information

The Enrollee shall provide the following spill information to the California Office of Emergency Services before receiving a Control Number, as applicable:

- Name and phone number of the person notifying the California Office of Emergency Services;
- Estimated spill volume (gallons);
- Estimated spill rate from the system (gallons per minute);
- Estimated discharge rate (gallons per minute) directly into waters of the State or indirectly into a drainage conveyance system;
- Spill incident description:
 - Brief narrative of the spill event, and
 - Spill incident location (address, city, and zip code) and closest cross streets and/or landmarks;
- Name and phone number of contact person on-scene;
- Date and time the Enrollee was informed of the spill event;
- Name of sanitary sewer system causing the spill;
- Spill cause or suspected cause (if known);
- Amount of spill contained;
- Name of receiving water body receiving or potentially receiving discharge; and
- Description of water body impact and/ or potential impact to beneficial uses.

1.3. Notification of Spill Report Updates

Following the initial notification to the California Office of Emergency Services and until such time that the Enrollee certifies the spill report in the online CIWQS Sanitary Sewer System Database, the Enrollee shall provide updates to the California Office of Emergency Services regarding substantial changes to:

- Estimated spill volume (increase or decrease in gallons initially estimated);
- Estimated discharge volume discharged directly into waters of the State or indirectly into a drainage conveyance system (increase or decrease in gallons initially estimated); and
- Additional impact(s) to the receiving water(s) and beneficial uses.

2. SPILL-SPECIFIC MONITORING REQUIREMENTS

2.1 Spill Location and Spread

The Enrollee shall visually assess the spill location(s) and spread using photography, global positioning system (GPS), and other best available tools. The Enrollee shall document the critical spill locations, including:

- Photography and GPS coordinates for:
 - The system location where spill originated.
For multiple appearance points of a single spill event, the points closest to the spill origin.
- Photography for:
 - Drainage conveyance system entry locations,
 - The location(s) of discharge into surface waters, as applicable,
 - Extent of spill spread, and
 - The location(s) of clean up.

2.2 Spill Volume Estimation

To assess the approximate spill magnitude and spread, the Enrollee shall estimate the total spill volume using updated volume estimation techniques, calculations, and documentation for electronic reporting. The Enrollee shall update its notification and reporting of estimated spill volume (which includes spill volume recovered) as further information is gathered during and after a spill event.

2.3. Receiving Water Monitoring

2.3.1. Receiving Water Visual Observations

Through visual observations and use of best available spill volume-estimating techniques and field calculation techniques, the Enrollee shall gather and document the following information for spills discharging to surface waters:

- Estimated spill travel time to the receiving water;
- For spills entering a drainage conveyance system, estimated spill travel time from the point of entry into the drainage conveyance system to the point of discharge into the receiving water;
- Estimated spill volume entering the receiving water; and
- Photography of:
 - Waterbody bank erosion,
 - Floating matter,
 - Water surface sheen (potentially from oil and grease),

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- Discoloration of receiving water, and
- Impact to the receiving water.

2.3.2. Receiving Water – Water Quality Sampling and Analysis

For sewage spills in which an estimated 50,000 gallons or greater are discharged into a surface water, the Enrollee shall conduct the following water quality sampling no later than **18 hours** after the Enrollee's knowledge of a potential discharge to a surface water:

- Collect one water sample, each day of the duration of the spill, at:
 - The DCS-001 location as described in section 2.3.4 (Receiving Water Sampling Locations) of this Attachment, if sewage discharges to a surface water via a drainage conveyance system; and/or
 - Each of the three receiving water sampling locations in section 2.3.4 (Receiving Water Sampling Locations) of this Attachment;

If the receiving water has no flow during the duration of the spill, the Enrollee must report "No Sampling Due To No Flow" for its receiving water sampling locations.

The Enrollee shall analyze the collected receiving water samples for the following constituents per section 2.3.3 (Water Quality Analysis Specifications) of this Attachment:

- Ammonia, and
- Appropriate bacterial indicator(s) per the applicable Basin Plan water quality objectives, including one or more of the following, unless directed otherwise by the Regional Water Board:
 - Total Coliform Bacteria
 - Fecal Coliform Bacteria
 - *E-coli*
 - Enterococcus

Dependent on the receiving water(s), sampling of bacterial indicators shall be sufficient to determine post-spill (after the spill) compliance with the water quality objectives and bacterial standards of the California Ocean Plan or the California Inland Surface Water Enclosed Bays, and Estuaries Plan, including the frequency and/or number of post-spill receiving water samples as may be specified in the applicable plans.

The Enrollee shall collect and analyze additional samples as required by the applicable Regional Water Board Executive Officer or designee.

2.3.3. Water Quality Analysis Specifications

Spill monitoring must be representative of the monitored activity (40 Code of Federal Regulations section 122.41(j)(1)).

Sufficiently Sensitive Methods

Sample analysis must be conducted according to sufficiently sensitive test methods approved under 40 Code of Federal Regulations Part 136 for the sample analysis of pollutants. For the purposes of this General Order, a method is sufficiently sensitive when the minimum level of the analytical method approved under 40 Code of Federal Regulations Part 136 is at or below the receiving water pollutant criteria.

Environmental Laboratory Accreditation Program-Accredited Laboratories

The analysis of water quality samples required per this General Order must be performed by a laboratory that has accreditation pursuant to Article 3 (commencing with section 100825) of Chapter 4 of Part 1 of Division 101 of the Health and Safety Code. (Water Code section 13176(a).) The State Water Board accredits laboratories through its Environmental Laboratory Accreditation Program (ELAP).

2.3.4. Receiving Water Sampling Locations

The Enrollee shall collect receiving water samples at the following locations.

Sampling of Flow in Drainage Conveyance System (DCS) Prior to Discharge

Sampling Location	Sampling Location Description
DCS-001	A point in a drainage conveyance system before the drainage conveyance system flow discharges into a receiving water.

Receiving Surface Water Sampling (RSW)¹

Sampling Location	Sampling Location Description
RSW-001 Point of Discharge	A point in the receiving water where sewage initially enters the receiving water.
RSW-001U: Upstream of Point of Discharge	A point in the receiving water, upstream of the point of sewage discharge, to capture ambient conditions absent of sewage discharge impacts.

Sampling Location	Sampling Location Description
RSW-001D: Downstream of Point of Discharge	A point in the receiving water, downstream of the point of sewage discharge, where the spill material is fully mixed with the receiving water.

¹ The Enrollee must use its best professional judgment to determine the upstream and downstream distances based on receiving water flow, accessibility to upstream/downstream waterbody banks, and size of visible sewage plume.

2.4. Safety and Access Exceptions

If the Enrollee encounters access restrictions or unsafe conditions that prevents its compliance with spill response requirements or monitoring requirements in this General Order, the Enrollee shall provide documentation of access restrictions and/or safety hazards in the corresponding required report.

3. REPORTING REQUIREMENTS

All reporting required in this General Order must be submitted electronically to the online [CIWQS Sanitary Sewer System Database](https://ciwqs.waterboards.ca.gov) (https://ciwqs.waterboards.ca.gov), unless specified otherwise in this General Order. Electronic reporting may solely be conducted by a Legally Responsible Official or Data Submitter(s) previously designated by the Legally Responsible Official, as required in section 5.8 (Designation of Data Submitters) of this General Order.

The Enrollee shall report any information that is protected by the Homeland Security Act, by email to SanitarySewer@waterboards.ca.gov, with a brief explanation of the protection provided by the Homeland Security Act for the subject report to be protected from unauthorized disclosure and/or public access, and for official Water Board regulatory purposes only.

3.1. Reporting Requirements for Individual Category 1 Spill Reporting

3.1.1. Draft Spill Report for Category 1 Spills

Within three (3) business days of the Enrollee’s knowledge of a Category 1 spill, the Enrollee shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.

The Draft Spill Report must, at minimum, include the following items:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;

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5. Estimated spill start date and time;
6. Date and time the Enrollee notified the California Office of Emergency Services, and the assigned control number;
7. Description, photographs, and GPS coordinates of the system location where the spill originated;
 - o If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
8. Estimated total spill volume exiting the system;
9. Description and photographs of the extent of the spill and spill boundaries;
10. Did the spill reach a drainage conveyance system? If Yes:
 - o Description of the drainage conveyance system transporting the spill;
 - o Photographs of the drainage conveyance system entry location(s);
 - o Estimated spill volume fully recovered from the drainage conveyance system;
 - o Estimated spill volume remaining within the drainage conveyance system;
11. Description and photographs of all discharge point(s) into the surface water;
12. Estimated spill volume that discharged to surface waters; and
13. Estimated total spill volume recovered.

3.1.2. Certified Spill Report for Category 1 Spills

Within 15 calendar days of the spill end date, the Enrollee shall submit a Certified Spill Report for Category 1 spills, to the online CIWQS Sanitary Sewer System Database. Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identification number.

The Certified Spill Report must, at minimum, include the following mandatory information in addition to all information in the Draft Spill Report per section 3.1.1 (Draft Spill Report for Category 1 Spills) above:

1. Description of the spill event destination(s), including GPS coordinates if available, that represent the full spread and reach of the spill;
2. Spill end date and time;
3. Description of how the spill volume estimations were calculated, including at a minimum:
 - o The methodology, assumptions and type of data relied upon, such as supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
 - o The methodology(ies), assumptions and type of data relied upon for estimations of the spill start time and the spill end time;

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4. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
5. System failure location (for example, main, lateral, pump station, etc.);
6. Description of the pipe material, and estimated age of the pipe material, at the failure location;
7. Description of the impact of the spill;
8. Whether or not the spill was associated with a storm event;
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps;
11. Spill response completion date;
12. Detailed narrative of investigation and investigation findings of cause of spill;
13. Reasons for an ongoing investigation (as applicable) and the expected date of completion;
14. Name and type of receiving water body(s);
15. Description of the water body(s), including but not limited to:
 - Observed impacts on aquatic life,
 - Public closure, restricted public access, temporary restricted use, and/or posted health warnings due to spill,
 - Responsible entity for closing/restricting use of water body, and
 - Number of days closed/restricted as a result of the spill.
16. Whether or not the spill was located within 1,000 feet of a municipal surface water intake; and
17. If water quality samples were collected, identify sample locations and the parameters the water quality samples were analyzed for. If no samples were taken, Not Applicable shall be selected.

3.1.3. Spill Technical Report for Individual Category 1 Spill in which 50,000 Gallons or Greater Discharged into a Surface Water

For any spill in which 50,000 gallons or greater discharged into a surface water, **within 45 calendar days** of the spill end date, the Enrollee shall submit a Spill Technical Report to the online CIWQS Sanitary Sewer System Database. The Spill Technical Report, at minimum, must include the following information:

1. Spill causes and circumstances, including at minimum:
 - Complete and detailed explanation of how and when the spill was discovered;

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- Photographs illustrating the spill origin, the extent and reach of the spill, drainage conveyance system entrance and exit, receiving water, and post-cleanup site conditions;
 - Diagram showing the spill failure point, appearance point(s), the spill flow path, and ultimate destinations;
 - Detailed description of the methodology employed, and available data used to calculate the discharge volume and, if applicable, the recovered spill volume;
 - Detailed description of the spill cause(s);
 - Description of the pipe material, and estimated age of the pipe material, at the failure location;
 - Description of the impact of the spill;
 - Copy of original field crew records used to document the spill; and
 - Historical maintenance records for the failure location.
2. Enrollee's response to the spill:
- Chronological narrative description of all actions taken by the Enrollee to terminate the spill;
 - Explanation of how the Sewer System Management Plan Spill Emergency Response Plan was implemented to respond to and mitigate the spill; and
 - Final corrective action(s) completed and a schedule for planned corrective actions, including:
 - Local regulatory enforcement action taken against an illicit discharge in response to this spill, as applicable,
 - Identifiable system modifications, and operation and maintenance program modifications needed to prevent repeated spill occurrences, and
 - Necessary modifications to the Emergency Spill Response Plan to incorporate lessons learned in responding to and mitigating the spill.
3. Water Quality Monitoring, including at minimum:
- Description of all water quality sampling activities conducted;
 - List of pollutant and parameters monitored, sampled and analyzed; as required in section 2.3 (Receiving Water Monitoring) of this Attachment;
 - Laboratory results, including laboratory reports;
 - Detailed location map illustrating all water quality sampling points; and
 - Other regulatory agencies receiving sample results (if applicable).
4. Evaluation of spill impact(s), including a description of short-term and long-term impact(s) to beneficial uses of the surface water.

3.1.4. Amended Certified Spill Reports for Individual Category 1 Spills

The Enrollee shall update or add additional information to a Certified Spill Report within **90 calendar days** of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After **90 calendar days**, the Enrollee shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the Amended Spill Report due date.

3.2. Reporting Requirements for Individual Category 2 Spill Reporting

3.2.1. Draft Spill Report for Category 2 Spills

Within three (3) business days of the Enrollee's knowledge of a Category 2 spill, the Enrollee shall submit a Draft Spill Report to the online CIWQS Sanitary Sewer System Database.

The Draft Spill Report must, at minimum, include the following items:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;
5. Estimated spill start date and time;
6. Date and time the Enrollee notified the California Office of Emergency Services, and the assigned control number;
7. Description, photographs, and GPS coordinates of the system location where the spill originated;

If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;

8. Estimated total spill volume exiting the system;
9. Description and photographs of the extent of the spill and spill boundaries;
10. Did the spill reach a drainage conveyance system? If Yes:
 - Description of the drainage conveyance system transporting the spill;
 - Photographs of the drainage conveyance system entry location(s);
 - Estimated spill volume fully recovered from the drainage conveyance system;
 - Estimated spill volume remaining within the drainage conveyance system;

- Estimated spill volume discharged to a groundwater infiltration basin or facility, if applicable; and

11. Estimated total spill volume recovered.

3.2.2. Certified Spill Report for Category 2 Spills

Within 15 calendar days of the spill end date, the Enrollee shall submit a Certified Spill Report for the Category 2 spill, to the online [CIWQS Sanitary Sewer System Database](https://ciwqs.waterboards.ca.gov) (<https://ciwqs.waterboards.ca.gov>). Upon completion of the Certified Spill Report, the online CIWQS Sanitary Sewer System Database will issue a final spill event identification number.

The Certified Spill Report must, at minimum, include the following mandatory information in addition to all information in the Draft Spill Report per section 3.2.1 (Draft Spill Report for Category 2 Spills) above:

1. Description of the spill event destination(s), including GPS coordinates if available, that represent the full spread and reach of the spill;
2. Spill end date and time;
3. Description of how the spill volume estimations were calculated, including at a minimum:
 - The methodology, assumptions and type of data relied upon, such as supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
 - The methodology(ies), assumptions and type of data relied upon for estimations of the spill start time and the spill end time;
4. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
5. System failure location (for example, main, pump station, etc.);
6. Description of the pipe/infrastructure material, and estimated age of the pipe material, at the failure location;
7. Description of the impact of the spill;
8. Whether or not the spill was associated with a storm event;
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of spill corrective action, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of major milestones for those steps;
11. Spill response completion date;
12. Detailed narrative of investigation and investigation findings of cause of spill;
13. Reasons for an ongoing investigation (as applicable) and the expected date of completion; and

14. Whether or not the spill was located within 1,000 feet of a municipal surface water intake.

3.2.3. Amended Certified Spill Reports for Individual Category 2 Spills

The Enrollee shall update or add additional information to a Certified Spill Report within **90 calendar days** of the spill end date by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After **90 calendar days**, the Enrollee shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the Amended Spill Report due date.

3.3. Monthly Certified Spill Reporting for Category 3 Spills

The Enrollee shall report and certify all Category 3 spills to the online CIWQS Sanitary Sewer System Database within 30 calendar days after the end of the month in which the spills occurred. (For example, all Category 3 spills occurring in the month of February shall be reported and certified by March 30th). After the Legally Responsible Official certifies the spills, the online CIWQS Sanitary Sewer System Database will issue a spill event identification number for each spill.

The monthly reporting of all Category 3 spills must include the following items for each spill:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Date and time the Enrollee was notified of, or self-discovered, the spill;
4. Operator arrival time;
5. Estimated spill start date and time;
6. Description, photographs, and GPS coordinates where the spill originated:
 - If a single spill event results in multiple appearance points, provide GPS coordinates for the appearance point closest to the failure point and describe each additional appearance point in the spill appearance point explanation field;
7. Estimated total spill volume exiting the system;
8. Description and photographs of the extent of the spill and spill boundaries;
9. Did the spill reach a drainage conveyance system? If Yes:
 - Description of the drainage conveyance system transporting the spill;
 - Photographs of the drainage conveyance system entry locations(s);
 - Estimated spill volume fully recovered from the drainage conveyance system; and

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- Estimated spill volume discharged to a groundwater infiltration basis or facility, if applicable.
- 10. Estimated total spill volume recovered;
- 11. Description of the spill event destination(s), including GPS coordinates, if available, that represent the full spread and reaches of the spill;
- 12. Spill end date and time;
- 13. Description of how the spill volume estimations were calculated, including, at minimum:
 - The methodology and type of data relied upon, including supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
 - The methodology and type of data relied upon to estimate the spill start time, on-going spill rate at time of arrival (if applicable), and the spill end time;
- 14. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
- 15. System failure location (for example, main, pump station, etc.);
- 16. Description of the pipe/infrastructure material, and estimated age of the pipe/infrastructure material, at the failure location;
- 17. Description of the impact of the spill;
- 18. Whether or not the spill was associated with a storm event;
- 19. Description of spill response activities including description of immediate spill containment and cleanup efforts;
- 20. Description of spill corrective actions, including steps planned or taken to reduce, eliminate, and prevent reoccurrence of the spill, and a schedule of the major milestones for those steps; including, at minimum:
 - Local regulatory enforcement action taken against an illicit discharge in response to this spill, as applicable, and
 - Identifiable system modifications, and operation and maintenance program modifications needed to prevent repeated spill occurrences at the same spill event location, including:
 - Adjusted schedule/method of preventive maintenance,
 - Planned rehabilitation or replacement of sanitary sewer asset,
 - Inspected, repaired asset(s), or replaced defective asset(s),
 - Capital improvements,
 - Documentation verifying immediately implemented system modifications and operating/maintenance modifications,
 - Description of spill response activities,

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- Spill response completion date, and
- Ongoing investigation efforts, and expected completion date of investigation to determine the full cause of spill;

21. Detailed narrative of investigation and investigation findings of cause of spill.

3.4. Monthly Certified Spill Reporting for Category 4 Spills

The Enrollee shall report and certify the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, within 30 calendar days after the end of the month in which the spills occurred.

3.5. Amended Certified Spill Reports for Category 3 Spills

Within 90 calendar days of the certified Spill Report due date, the Enrollee may update or add additional information to a certified Spill Report by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

After 90 calendar days, the Legally Responsible Official shall contact the State Water Board at SanitarySewer@waterboards.ca.gov to request to amend a certified Spill Report. The Legally Responsible Official shall submit justification for why the additional information was not reported within the 90-day timeframe for amending the certified Spill Report, as provided above.

3.6. Annual Certified Spill Reporting of Category 4 and/or Lateral Spills

For all Category 4 spills and spills from its owned and/or operated laterals that are caused by a failure or blockage in the lateral and that do not discharge to a surface water, the Enrollee shall:

- Maintain records per section 4.4. of this Attachment;
The Enrollee shall provide records upon request by State Water Board or Regional Water Board staff.
- Annually upload and certify a report, in an appropriate digital format, of all recordkeeping of spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occurred.

A spill from an Enrollee-owned and/or operated lateral that discharges to a surface water is a Category 1 spill; the Enrollee shall report all Category 1 spills per section 3.1 of Attachment E1 (Notification, Monitoring, Reporting and Recordkeeping Requirements) of this General Order.

3.7. Monthly Certification of “No-Spills” or “Category 4 Spills” and/or “Non-Category 1 Lateral Spills”

If either (1) no spills occur during a calendar month or (2) only Category 4, and/or Enrollee-owned and/or operated lateral spills (that do not discharge to a surface water) occur during a calendar month, the Enrollee shall certify, within 30 calendar days after

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the end of each calendar month, either a “No-Spill” certification statement, or a “Category 4 Spills” and/or “Non-Category 1 Lateral Spills” certification statement, in the online CIWQS Sanitary Sewer System Database, certifying that there were either no spills, or Category 4 and/or Non-Category 1 Lateral Spills that will be reported annually (per section 3.6 of this Attachment) for the designated month.

If a spill starts in one calendar month and ends in a subsequent calendar month, and the Enrollee has no further spills of any category, in the subsequent calendar month, the Enrollee shall certify “no-spills” for the subsequent calendar month.

If the Enrollee has no spills from its systems during a calendar month, but the Enrollee voluntarily reported a spill from a private lateral or a private system, the Enrollee shall certify “no-spills” for that calendar month.

If the Enrollee has spills from its owned and/or operated laterals during a calendar month, the Enrollee shall not certify “no spills” for that calendar month.

3.8. Electronic Sanitary Sewer System Service Area Boundary Map

The Legally Responsible Official shall submit, to the State Water Board, an up-to-date electronic spatial map of its sewer system service area boundaries. The map must be in accordance with section 5.14 (Electronic Sanitary Sewer System Service Area Boundary Map) of this General Order and the specification provided on the statewide Sanitary Sewer Systems program website. The map must include the location of wastewater treatment facility(ies) that treats the sewer system waste, if in the same sewer service boundary.

By the Effective Date of this General Order, specifications for the electronic sanitary sewer service area boundary map format will be provided on the statewide Sanitary Sewer Systems Order program website.

3.9. Annual Report (Previously termed as Collection System Questionnaire in General Order 2006-0003-DWQ)

A new Enrollee shall complete and submit its first certified Annual Report into the online CIWQS Sanitary Sewer System Database, **within 30 days of obtaining a CIWQS account**; Subsequent Annual Reports are due by April 1 of each year.

All enrollees shall update their previous year’s Annual Report, **by April 1 of each year after the Effective Date of this General Order**, for each calendar year (January 1 through December 31).

The Annual Report must be entered directly into the online CIWQS Sanitary Sewer System Database. The Enrollee’s Legally Responsible Official shall certify the Annual Report as instructed in CIWQS;

The Annual Report must address, and update as applicable, the following items:

- Population served;

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- Updated sewer system service area boundary map, if service area boundary has changed from original map submitted per section 5.14 (Electronic Sanitary Sewer System Service Area Boundary Map) of this General Order;
- Number of system operation and maintenance staff:
 - Entry level (less than two years of experience),
 - Journey level (greater than two years of experience),
 - Supervisory level, and
 - Managerial level;
- Number of operation and maintenance staff certified as a certified collection system operator by the California Water Environmental Association (CWEA), with:
 - Corresponding number of certified collection system operator grade levels (Grade I, II, III, IV, and V);
- System information:
 - Miles of system gravity and force mains,
 - Number of upper and lower service laterals connected to system,
 - Estimated number of upper and lower laterals owned and/or operated by the Enrollee,
 - Portion of laterals that is Enrollee's responsibility,
 - Average age the major components of system infrastructure,
 - Number and age of pump stations, and
 - Estimated total miles of the system pipeline not accessible for maintenance;
- Name and location of the treatment plant(s) receiving sanitary sewer system's waste;
- Name of satellite sewer system tributaries;
- Number of system's gravity sewer above or underground crossings of water bodies throughout system;
- Number of force main (pressurized pipe) above or underground crossings of water bodies throughout system;
- Number of siphons used to convey waste throughout the sewer system;
- Miles of sewer system cleaned;
- Miles of sewer system video inspected, or comparable (i.e., video closed-circuit television or alternative inspection methods);
- System Performance Evaluation as specified in section 5.11 (System Performance Analysis) of this General Order;
- Major spill causes (for example, root intrusion, grease deposition);

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- System infrastructure failure points (for example, main, pump station, lateral, etc.);
- Ongoing spill investigations; and
- Actions taken to address system deficiencies.

3.10. Sewer System Management Plan Audit Reporting Requirements

The Enrollee shall submit its Sewer System Management Plan Audit and other pertinent audit information, in accordance with section 5.4 (Sewer System Management Plan Audits) of this General Order, to the online CIWQS Sanitary Sewer System Database **by six (6) months after the end of the 3-year audit period.**

If a Sewer System Management Plan Audit is not conducted as required: the Enrollee shall:

- Update the online CIWQS Sanitary Sewer System Database and select the justification for not conducting the Audit; and
- Notify its corresponding Regional Water Board (see Attachment F (Regional Water Quality Control Board Contact Information)) of the justification for the lapsed requirements.

The Enrollee's reporting of a justification for not conducting a timely Audit does not justify non-compliance with this General Order. The Enrollee shall:

- Submit the late Audit as required in this General Order; and
- Comply with subsequent Audit requirements and due dates corresponding with the original audit cycle.

3.11. Sewer System Management Plan Reporting Requirements

For an Existing Enrollee previously regulated by Order 2006-0003-DWQ: **Within every six (6) years after the required due date of its last Plan Update**, the Legally Responsible Official shall upload and certify a local governing entity-approved Sewer System Management Plan Update to the online CIWQS Sanitary Sewer System Database. If the electronic document format or size capacity prevents the electronic upload of the Plan, the Legally Responsible Official shall report an electronic link to its updated Sewer System Management Plan posted on its own website.

Order 2006-0003-DWQ required each enrollee to develop its initial Sewer System Management Plan per the following schedule, with required Plan updates at a frequency of 5-years thereafter:

Systems serving populations: Greater than 100,000: May 2, 2009

Between 100,000 and 10,000: August 2, 2009

Between 10,000 and 2,500: May 2, 2010

Less than 2,500: August 2, 2010

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This Order carries forth the previously-required Plan Update schedule per Order 2006-0003-DWQ. Per the six-year Plan Update frequency required in this Order, the Enrollee shall upload and certify its first Plan Update, to the online CIWQS Sanitary Sewer System Database by the following due dates, with subsequent Plan Updates at the frequency of six years thereafter:

Systems serving populations: Greater than 100,000: May 2, 2025

Between 100,000 and 10,000: August 2, 2025

Between 10,000 and 2,500: May 2, 2026

Less than 2,500: August 2, 2026

For a New Enrollee: **Within twelve (12) months of its Application for Enrollment Approval date**, the Legally Responsible Official of a new Enrollee shall upload and certify a local governing entity-approved Sewer System Management Plan to the online CIWQS Sanitary Sewer System Database. If electronic document format or size capacity prevents the electronic upload of the Plan, the Legally Responsible Official shall report an electronic link to its Sewer System Management Plan posted on its own website. The due date for subsequent 6-year Plan updates, is six (6) years from the submittal due date of the new Enrollee's first Sewer System Management Plan.

4. RECORDKEEPING REQUIREMENTS

The Enrollee shall maintain records to document compliance with the provisions of this General Order, and previous General Order 2006-0003-DWQ as applicable, for each sanitary sewer system owned, including any required records generated by an Enrollee's contractor(s).

4.1. Recordkeeping Time Period

The Enrollee shall maintain records of documents required in this Attachment, including records collected for compliance with this General Order, and records collected in accordance with previous General Order 2006-0003-DWQ, for five (5) years.

4.2. Availability of Documents

The Enrollee shall make the records required in this General Order readily available, either electronic or hard copies, for review by Water Board staff during onsite inspections or through an information request.

4.3. Spill Reports

The Enrollee shall maintain records for each of the following spill-related events and activities:

- Spill event complaint, including but not limited to records documenting how the Enrollee responded to notifications of spills. Each complaint record must, at a minimum, include the following information:
 - Date, time, and method of notification,

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- Date and time the complainant first noticed the spill, if available,
- Narrative description of the complaint, including any information the caller provided regarding whether the spill has reached surface waters or a drainage conveyance system, if available,
- Complainant's contact information, if available, and
- Final resolution of the complaint;
- Records documenting the steps and/or remedial action(s) undertaken by the Enrollee, using all available information, to comply with this General Order, and previous General Order 2006-0003-DWQ as applicable;
- Records documenting how estimate(s) of volume(s) and, if applicable, volume(s) of spill recovered were calculated;
- All California Office of Emergency Services notification records, as applicable; and
- Records, in accordance with the Monitoring Requirements in this Attachment.

4.4. Recordkeeping of Category 4 Spills and Non-Category 1 Lateral Spills

An Enrollee must maintain the following records for each individual Category 4 spill and for each individual non-Category 1 Enrollee-owned and/or operated lateral spill, and report in accordance to section 3.6 (Annual Certified Spill Reporting of Category 4 and/or Lateral Spills) of this Attachment.

Recordkeeping of Individual Category 4 Spill Information:

1. Contact information: Name and telephone number of Enrollee contact person to respond to spill-specific questions;
2. Spill location name;
3. Description and GPS coordinates for the system location where the spill originated;
4. Did the spill reach a drainage conveyance system? If Yes:
 - Description of drainage conveyance system location,
 - Estimated spill volume fully recovered within the drainage conveyance system, and
 - Estimated spill volume remaining within the drainage conveyance system;
5. Estimated total spill volume exiting the sanitary sewer system;
6. Spill date and start time;
7. Spill cause(s) (for example, root intrusion, grease deposition, etc.);
8. System failure location (for example, main, pump station, etc.);
9. Description of spill response activities including description of immediate spill containment and cleanup efforts;
10. Description of how the volume estimation was calculated, including, at minimum:

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- The methodology and type of data relied upon, including supervisory control and data acquisition (SCADA) records, flow monitoring or other telemetry information used to estimate the volume of the spill discharged, and the volume of the spill recovered (if any volume of the spill was recovered), and
- The methodology and type of data relied upon to estimate the spill start time, on-going spill rate at time of arrival (if applicable), and the spill end time;

11. Description of implemented system modifications and operating/maintenance modifications.

Recordkeeping of Individual Lateral Spill Information:

1. Date and time the Enrollee was notified of, or self-discovered, the spill;
2. Location of individual spill;
3. Estimated individual spill volume;
4. Spill cause(s) (for example, root intrusion, grease deposition, etc.); and
5. Description of how the volume estimations were calculated.

Total Annual Spill Information:

1. Estimated total annual spill volume;
2. Description of spill corrective actions, including at minimum:
 - Local regulatory enforcement action taken against the sewer lateral owner in response to a spill, as applicable, and
 - System operation, maintenance and program modifications implemented to prevent repeated spill occurrences at the same spill location.

4.5. Sewer System Telemetry Records

The Enrollee shall maintain the following sewer system telemetry records if used to document compliance with this General Order, and previous General Order 2006-0003-DWQ as applicable, including spill volume estimates:

- Supervisory control and data acquisition (SCADA) system(s);
- Alarm system(s);
- Flow monitoring device(s) or other instrument(s) used to estimate sewage flow rates, and/or volumes;
- Computerized maintenance management system records; and
- Asset management-related records.

4.6. Sewer System Management Plan Implementation Records

The Enrollee shall maintain records documenting the Enrollee's implementation of its Sewer System Management Plan, including documents supporting its Sewer System Management Plan audits, corrections, modifications, and updates to the Sewer System Management Plan.

4.7. Audit Records

The Enrollee shall maintain, at minimum, the following records pertaining to its Sewer System Management Plan audits, and other internal audits:

- Completed audit documents and findings;
- Name and contact information of staff and/or consultants that conducted or involved in the audit; and
- Follow-up actions based on audit findings.

4.8. Equipment Records

The Enrollee shall maintain a log of all owned and leased sewer system cleaning, operational, maintenance, construction, and rehabilitation equipment.

4.9. Work Orders

The Enrollee shall maintain record of work orders for operations and maintenance projects.

ATTACHMENT E2 – SUMMARY OF NOTIFICATION, MONITORING AND REPORTING REQUIREMENTS

This Attachment provides a summary of notification, monitoring and reporting requirements, by spill category, and for Enrollee-owned and/or operated laterals as required in Attachment E1 of this General Order, for quick reference purposes only.

Table E2-1

Spill Category 1: Spills to Surface Waters

Spill Requirement	Due	Method
Notification	<p>Within two (2) hours of the Enrollee’s knowledge of a Category 1 spill of 1,000 gallons or greater, discharging or threatening to discharge to surface waters:</p> <p>Notify the California Office of Emergency Services and obtain a notification control number.</p>	<p>California Office of Emergency Services at: (800) 852-7550 (Section 1 of Attachment E1)</p>
Monitoring	<ul style="list-style-type: none"> • Conduct spill-specific monitoring; • Conduct water quality sampling of the receiving water within 18 hours of initial knowledge of spill of 50,000 gallons or greater to surface waters. 	<p>(Section 2 of Attachment E1)</p>
Reporting	<ul style="list-style-type: none"> • Submit Draft Spill Report within three (3) business days of the Enrollee’s knowledge of the spill; • Submit Certified Spill Report within 15 calendar days of the spill end date; • Submit Technical Report within 45 calendar days after the spill end date for a Category 1 spill in which 50,000 gallons or greater discharged to surface waters; and • Submit Amended Spill Report within 90 calendar days after the spill end date. 	<p>(Section 3.1 of Attachment E1)</p>

Table E2-2

Spill Category 2: Spills of 1,000 Gallons or Greater That Do Not Discharge to Surface Waters

Spill Requirements	Due	Method
Notification	<p>Within two (2) hours of the Enrollee’s knowledge of a Category 2 spill of 1,000 gallons or greater, discharging or threatening to discharge to waters of the State:</p> <p>Notify California Office of Emergency Services and obtain a notification control number.</p>	<p>California Office of Emergency Services at: (800) 852-7550</p> <p>(Section 1 of Attachment E1)</p>
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	<ul style="list-style-type: none"> • Submit Draft Spill Report within three (3) business days of the Enrollee’s knowledge of the spill; • Submit Certified Spill Report within 15 calendar days of the spill end date; and • Submit Amended Spill Report within 90 calendar days after the spill end date. 	(Section 3.2 of Attachment E1)

Table E2-3

Spill Category 3: Spills of Equal or Greater than 50 Gallons and Less than 1,000 Gallons That Does Not Discharge to Surface Waters

Spill Requirements	Due	Method
Notification	Not Applicable	Not Applicable
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	<ul style="list-style-type: none"> Submit monthly Certified Spill Report to the online CIWQS Sanitary Sewer System Database within 30 calendars days after the end of the month in which the spills occur; and Submit Amended Spill Reports within 90 calendar days after the Certified Spill Report due date. 	(Section 3.3 and 3.5 of Attachment E1)

Table E2-4

Spill Category 4: Spills Less Than 50 Gallons That Do Not Discharge to Surface Waters

Spill Requirements	Due	Method
Notification	Not Applicable	Not Applicable
Monitoring	Conduct spill-specific monitoring.	(Section 2 of Attachment E1)
Reporting	<ul style="list-style-type: none"> If, during any calendar month, Category 4 spills occur, certify monthly, the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills into the online CIWQS Sanitary Sewer System Database, within 30 days after the end of the calendar month in which the spills occurred. Upload and certify a report, in an acceptable digital format, of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occur. 	(Section 3.4, 3.6, 3.7 and 4.4 of Attachment E1)

Table E2-5

Enrollee Owned and/or Operated Lateral Spills That Do Not Discharge to Surface Waters

Spill Requirements	Due	Method
Notification	<p>Within two (2) hours of the Enrollee’s knowledge of a spill of 1,000 gallons or greater, from an enrollee-owned and/or operated lateral, discharging or threatening to discharge to waters of the State:</p> <p>Notify California Office of Emergency Services and obtain a notification control number.</p> <p>Not applicable to a spill of less than 1,000 gallons.</p>	<p>California Office of Emergency Services at: (800) 852-7550</p> <p>(Section 1 of Attachment E1)</p>
Monitoring	<p>Conduct visual monitoring.</p>	<p>(Section 2 of Attachment E1)</p>
Reporting	<ul style="list-style-type: none"> • Upload and certify a report, in an acceptable digital format, of all lateral spills (that do not discharge to a surface water) to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occur. • Report a lateral spill of any volume that discharges to a surface water as a Category 1 spill. 	<p>(Sections 3.6, 3.7 and 4.4 of Attachment E1)</p>

ATTACHMENT F – REGIONAL WATER QUALITY CONTROL BOARD CONTACT INFORMATION

This Attachment provides a map, list of counties, and contact information to assist the Enrollee in identifying the corresponding Regional Water Quality Control Board office, for all Regional Water Board notification requirements in this General Order.



Region 1 -- North Coast Regional Water Quality Control Board:

Del Norte, Glenn, Humboldt, Lake, Marin, Mendocino, Modoc, Siskiyou, Sonoma, and Trinity counties.

RB1SpillReporting@waterboards.ca.gov or (707) 576-2220

Region 2 -- San Francisco Bay Regional Water Quality Control Board:

Alameda, Contra Costa, San Francisco, Santa Clara (Northern most part of Morgan Hill), San Mateo, Marin, Sonoma, Napa, Solano counties.

RB2SpillReports@waterboards.ca.gov or (510) 622-2369

Region 3 -- Central Coast Regional Water Quality Control Board:

Santa Clara (most of Morgan Hill), San Mateo (Southern portion), Santa Cruz, San Benito, Monterey, Kern (small portions), San Luis Obispo, Santa Barbara, Ventura (Northern portion) counties.

CentralCoast@waterboards.ca.gov or (805) 549-3147

Region 4 -- Los Angeles Regional Water Quality Control Board:

Los Angeles, Ventura counties (small portions of Kern and Santa Barbara counties).

rb4-ssswdr@waterboards.ca.gov or (213) 576-6600

STATEWIDE SANITARY SEWER SYSTEMS GENERAL ORDER 2022-0103-DWQ

Region 5 -- Central Valley Regional Water Quality Control Board:

Rancho Cordova (Sacramento) Office: Colusa, Lake, Sutter, Yuba, Sierra, Nevada, Placer, Yolo, Napa, (North East), Solano (West), Sacramento, El Dorado, Amador, Calaveras, San Joaquin, Contra Costa (East), Stanislaus, Tuolumne counties.

RB5sSpillReporting@waterboards.ca.gov or (916) 464-3291

Fresno Office: Fresno, Kern, Kings, Madera, Mariposa, Merced, and Tulare counties, and small portions of San Benito and San Luis Obispo counties.

RB5fSpillReporting@waterboards.ca.gov or (559) 445-5116

Redding Office: Butte, Glen, Lassen, Modoc, Plumas, Shasta, Siskiyou, and Tehama counties.

RB5rSpillReporting@waterboards.ca.gov or (530) 224-4845

Region 6 -- Lahontan Regional Water Quality Control Board:

Lake Tahoe Office: Alpine, Modoc (East), Lassen (East side and Eagle Lake), Sierra, Nevada, Placer, El Dorado counties.

RB6sSpillReporting@waterboards.ca.gov or (530) 542-5400

Victorville Office: Mono, Inyo, Kern (East), San Bernardino, Los Angeles (North East corner) counties.

RB6vSpillReporting@waterboards.ca.gov or (760) 241-6583

Region 7 -- Colorado River Basin Regional Water Quality Control Board:

Imperial county and portions of San Bernardino, Riverside, San Diego counties.

RB7SpillReporting@waterboards.ca.gov or (760) 346-7491

Region 8 -- Santa Ana Regional Water Quality Control Board:

Orange, Riverside, San Bernardino counties.

RB8SpillReporting@waterboards.ca.gov or (951) 782-4130

Region 9 -- San Diego Regional Water Quality Control Board:

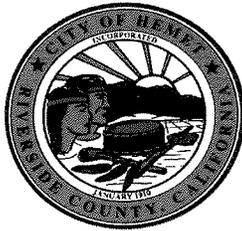
San Diego county and portions of Orange and Riverside counties.

RB9Spill_Report@waterboards.ca.gov or (619) 516-1990

End of Order 2022-0103-DWQ

APPENDIX B

SSMP Adoption and Re-certification Documents



CITY OF HEMET
HEMET, CALIFORNIA
RESOLUTION NO. 2024-182

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
HEMET, CALIFORNIA, ADOPTING AND RECERTIFYING
THE CITY OF HEMET SEWER SYSTEM MANAGEMENT
PLAN (SSMP) IN ACCORDANCE WITH THE CALIFORNIA
STATE WATER RESOURCES CONTROL BOARD
STATEWIDE WASTE DISCHARGE REQUIREMENTS FOR
SANITARY SEWER SYSTEMS

The City Council of the City of Hemet, California (hereafter referred to as the "City Council") does resolve as follows:

WHEREAS, the City of Hemet owns and operates a wastewater collection system covering 6.75 square miles with 140 miles of sewer mains and over 1,800 sewer manholes; and

WHEREAS, On December 6, 2022, the State Water Resources Control Board adopted the Statewide Waste Discharge Requirements General Order for Sanitary Sewer Systems (Order No. 2022-0103-DWQ), which amended the SWRCB General Order 2006-0003-DWQ and the Monitoring and Reporting Program from Order WQ 2013-0058-EXEC; and

WHEREAS, Order No. 2022-0103-DWQ applies to all public collection system agencies in California that own or operate collection systems comprised of more than one mile of pipe or sewer lines, which convey untreated wastewater to a publicly owned treatment facility; and

WHEREAS, the current Order includes the addition of a spill Category 4 and revises the spill Category 3. Under this current Order, each agency is required to update

1 its SSMP every six years and perform an audit at least every three years after the date
2 of the last SSMP; and

3 **WHEREAS**, the Public Works Wastewater Division has caused this 2024 update
4 to the City of Hemet’s SSMP and recommends it for adoption by the City Council.

5 **NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HEMET FINDS,**
6 **DETERMINES, ORDERS AND RESOLVES AS FOLLOWS:**

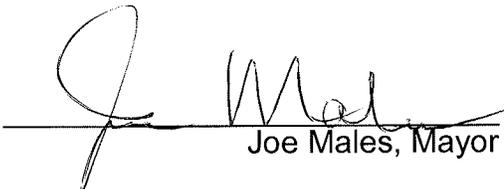
7 **SECTION 1.** The above recitals are all true and correct.

8 **SECTION 2.** Adopts and recertifies the City of Hemet Sewer System
9 Management Plan.

10 **SECTION 3.** This Resolution shall become effective upon adoption.
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PASSED, APPROVED AND ADOPTED this 24th day of September, 2024.



Joe Males, Mayor

ATTEST:



John Paul Maier, City Clerk

1 State of California)
2 County of Riverside)
3 City of Hemet)

4 I, John Paul Maier, City Clerk of the City of Hemet, do hereby certify that the
5 foregoing resolution was adopted by the Hemet City Council on the 24th day of
6 September 2024, and was passed by the following vote:
7

8 AYES: Council Members: Kendrick, Lilienthal, Mayor Pro Tem Peterson,
9 Mayor Males.
10 NOES: Council Members: None.
11 ABSTAIN: Council Members: None.
12 ABSENT: Council Members: Krupa.

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14 _____
15 John Paul Maier, City Clerk
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APPENDIX C

SSMP Program Audit Checklist

II. SSMP Program Audit Checklist

ELEMENT	REQUIREMENT	COMPLIANT	IMPLEMENTED	COMMENTS
1. Goals and Introduction	#1 Maintain a schedule to update the SSMP, including scheduling for internal audits			
	#2 Maintain schedule for milestones for incorporating activities addressing prevention of sewer spills			
	The Plan shall include a description of the owned assets and service area.			
2. Organization	Designate LRO			
	Names and phone numbers for key management personnel			
	Names and phone numbers for key administrative personnel			
	Names and phone numbers for key maintenance personnel			

	Chain of communication for reporting spills			
3. Legal Authority	Prevent illicit discharges to sanitary sewer system			
	Require sewers and connections be properly designed and constructed			
	Ensure access for inspection, maintenance, and repairs (includes public portion of lateral)			
	Collaborate with storm sewer agencies			
	Obtain easement accessibility agreements for locations requiring sewer system operations and maintenance			
	Enforce violations of the City's sewer ordinances			
4. Operations & Maintenance Program	Maintain up-to-date maps of the sanitary sewer system			
	Describe routine preventative operation and maintenance program			

	Document completed preventive maintenance using system such as work orders			
	Provide regular technical training for City sewer system staff			
	Require contractors to provide training for their workers who work in the City's sewer system facilities			
	Maintain equipment inventory			
	Maintain critical spare part inventory			
5. Design & Performance Provisions	Up-to-date design and construction standards for new sewer system facilities			
	Up-to-date design and construction standards for repair and rehabilitation of existing sewer system facilities			
	Procedures for the inspection and acceptance of new sewer system facilities			
	Procedures for the inspection and acceptance of repaired and rehabilitated sewer system facilities			
6. Spill Emergency Response Plan	Procedures for the notification of primary responders,			

	Procedures for the notification of appropriate local officials,			
	Procedures for the notification of regulatory agencies.			
	Procedures for the notification of other potentially affected entities,			
	Program to ensure appropriate response to all spills			
	Proper documentation and reporting of all spills			
	Procedure to ensure city staff are trained in the Spill Emergency Response Plan procedures			
	Procedure to ensure contractor personnel are trained in the Spill Emergency Response Plan procedures			
	Procedures to address emergency operations such as traffic and crowd control			
	Program to contain and prevent the discharge of sewage to surface waters			

	Program to minimize or correct the impacts of spills that occur			
	Remove sewage from the drainage conveyance system			
	Clean the spill area and drainage conveyance system			
	Implement technologies, practices, equipment, and interagency coordination to expedite spill containment and recovery;			
	Implement pre-planned coordination and collaboration with storm drain agencies and other utility agencies/departments prior, during, and after a spill event;			
	Conduct post-spill assessments of spill response activities			
	Annually, review and assess effectiveness of the Spill Emergency Response Plan			
7. Sewer Pipe Blockage Control Program	EMWD Fats, Oil, and Grease (FOG) Procedures used to control the amount of FOG discharged to the sewer system			
8. System Evaluation, Capacity Assurance and Capital Improvement	Conduct routine evaluation and assessment of system conditions			
	Identification of elements of the sewer system that experience or contribute to spill caused by hydraulic deficiencies and/or limited capacity			

	Establish prioritization of corrective actions			
	Capital Improvement Plan to address deteriorating sewer system pipe.			
9. Monitoring, Measurement, & Program Modifications	Maintain relevant information to establish, evaluate, and prioritize SSMP activities			
	Monitor implementation of SSMP			
	Measure, where appropriate, performance of the elements of the SSMP			
	Assess success of the preventive maintenance program			
	Update SSMP program elements based on monitoring or performance			
	Identify and illustrate spill trends			
10. SSMP Program Audits	Conduct program audit every three years			

	Record the results of the audit in a report			
	Record the changes made and/or corrective actions taken			
11. Communications Program	Communicate with the public regarding the performance of the SSMP			

APPENDIX D

Change Log

City of Hemet
Sewer System Management Plan
CHANGE LOG

Date	SSMP Element	Description of Change/Revision Made	Change Authorized By:
2024	1	Update Attachment D reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	1	Added Audit Requirement section and incorporated new requirement pursuant to new guidelines	Travis Holyoak
2024	1	Update SSMP Update and Recertification language pursuant to new guidelines	Travis Holyoak
2024	2	Update Attachment D (Section 2) reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	2	Updated names/contact information for staff	Travis Holyoak
2024	3	Update Attachment D (Section 3) reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	3	Update Legal Authority Checklist	Travis Holyoak
2024	3	Update text to reference EMWD's updated regulations for waste discharge and sewer use	Travis Holyoak
2024	3	Updated website links	Travis Holyoak
2024	4	Update Attachment D (Section 4) reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	4	Update text with current information	Travis Holyoak
2024	4	Moved rehabilitation and replacement program to Element 8	Travis Holyoak
2024	5	Update Attachment D (Section 5) reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	5	Updated website links	Travis Holyoak
2024	6	Update Attachment D (Section 6) reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	6	Added reference to new notification and reporting requirement	Travis Holyoak
2024	6	Added section on compliance	Travis Holyoak
2024	6	Added reference to new discharge category and update language on Category 3	Travis Holyoak
2024	6	Added reference to updated water quality monitoring information	Travis Holyoak
2024	6	Added language on follow-up activities	Travis Holyoak
2024	6	Added reference to new Annual Report requirement, previously known as Collection System Questionnaire. Moved from Element 10	Travis Holyoak

2024	7	Update Attachment D (Section 7) reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	7	Update FOG to Sewer Pipe Blockage Control Program	Travis Holyoak
2024	7	Reference EMMWD's updated Regulations for Waste Discharge and Sewer Use Ordinance	Travis Holyoak
2024	7	Added information on EMWD FOG Control Program including adding sections on public education, legal authority, Survey/Plan and Grease removal Devices, enforcement/inspection, and identification and source control measures	Travis Holyoak
2024	8	Update Attachment D (Section 8) reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	8	Update system evaluation and condition assessment text	Travis Holyoak
2024	8	Incorporate the City's 2021 Sewer Master Plan Update in the Capacity Assessment and Design Criteria section	Travis Holyoak
2024	8	Added section on Prioritization of Corrective Action	Travis Holyoak
2024	9	Update Attachment D (Section 9) reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	9	Added additional language to the performance evaluation section	Travis Holyoak
2024	9	Updated Table 3	Travis Holyoak
2024	9	Updated Spill Trends	Travis Holyoak
2024	10	Update Attachment D (Section 10) reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	10	Updated the internal audit program description	Travis Holyoak
2024	10	Moved Annual Report/Collection System Question to Element 6	Travis Holyoak
2024	11	Update Attachment D (Section 9) reference in SSMP to be consistent with language in current Order 2022-0103-DWQ	Travis Holyoak
2024	11	Added additional language on the City's communication plans	Travis Holyoak
2024	11	Added language on communication with operators of systems that connect into the City's system	Travis Holyoak
2024	Appendix A	Added 2024 re-certification documents	Travis Holyoak
2024	Appendix B	Updated SSMP Program Audit Checklist	Travis Holyoak
2024	Appendix D	Completed Change Log	Travis Holyoak
2024	Appendix E	Added updated map of the City's Sewer System	Travis Holyoak
2024	Appendix F	Updated the Sanitary Sewer Overflow Response Plan	Travis Holyoak
2024	Appendix G	Added Municipal Code related to Element 3	Travis Holyoak
2024	Appendix H	Added Inter-Agency Sewage Agreement	Travis Holyoak

APPENDIX E

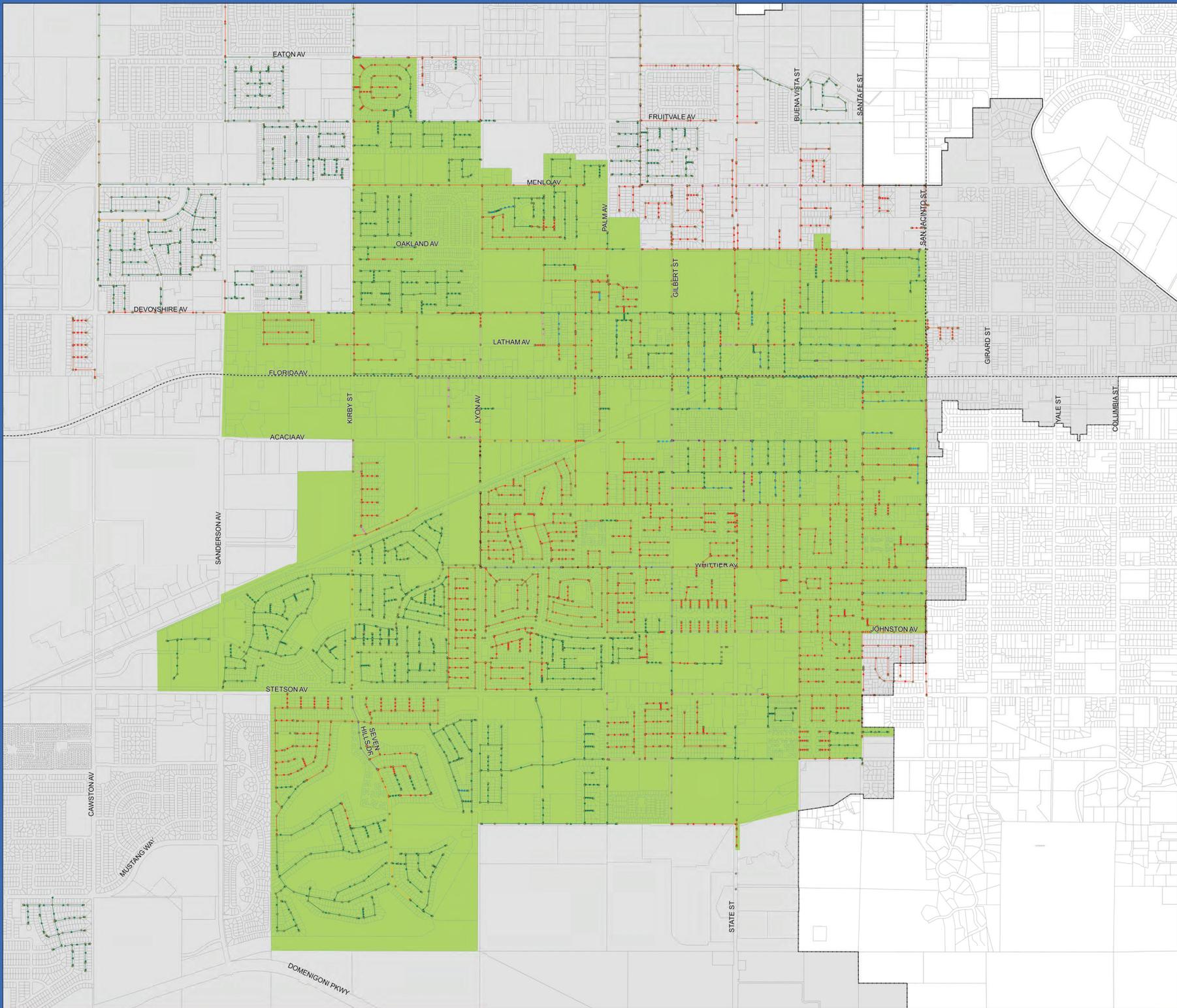
City of Hemet Sewer System Map

City of Hemet Sewer



Sewer Lines

-  4" VCP
-  6" Concrete
-  6" PVC
-  6" VCP
-  8" Concrete
-  8" PVC
-  8" VCP
-  10" PVC
-  10" VCP
-  12" PVC
-  12" VCP
-  14" PVC
-  14" VCP
-  15" PVC
-  15" VCP
-  18" VCP
-  24" VCP
-  Manholes
-  Parcels
-  Sewer Boundary
-  City Boundary
-  Highways



Every reasonable effort has been made to ensure the information presented on this map and data is current, accurate and complete. However, the GIS database and the maps themselves are subject to constant change and the accuracy and completeness cannot be and is not guaranteed.

The data presented on these pages is not legally binding to the City of Hemet or any of its departments. These maps and the associated data are NOT TO BE USED FOR ANY AND ALL legal purposes and should not be considered to be legally binding. The City of Hemet shall not be liable for any loss, damages or claims that arise out of the user's access to, or use of the maps, documents and data provided.

Source: County of Riverside, City of Hemet
 V:\Task\02_Sewer\Info_Export_20240211\Map\Sewer_Boundary.aprx
 2/20/2024

APPENDIX F

City of Hemet Spill Emergency Response Plan

CITY OF HEMET WASTEWATER DIVISION

**SPILL
EMERGENCY
RESPONSE
PLAN**



**Attachment F
of the City of Hemet
Sewer System Management Plan**

**Updated
September 2024**

City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

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City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

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APPENDIX A

City of Hemet Resolution 2459 Policy for Maintenance of Building Sewer Laterals

APPENDIX B

Sewer Blockage and/or Spill Report

APPENDIX C

Spill Sample Warning Sign

APPENDIX D

Spill Water Quality Monitoring Program Plan

APPENDIX E

Method for Estimating Spill Volume

Chapter 1 Introduction

The purpose of the Spill Emergency Response Plan is to minimize the impact of sewer sanitary sewer spills on the public and on the environment. Spill containment and protection of public health shall be the highest priority.

This plan shall be reviewed on a regular basis (at least annually) and shall be updated as needed.

1.1 Regulatory Requirements

1.1.1 Statewide General Waste Discharge Requirements (GWDR)

The Statewide GWDR for Sanitary Sewer Systems was adopted by the State Water Resources Control Board of California (SWRCB) on May 2, 2006. On September 9, 2013, SWRCB adopted Order No. WQO 2013-0058-EXEC which amended the Monitoring and Reporting Program issued under SWRCB Order No. 2006-0003-DWQ. The amendment included the addition of a spill Category 3 and revised the spill Category 1 and Category 2 reporting requirements. On December 6, 2022, the State Water Resources Control Board adopted Statewide Waste Discharge Requirements General Order for Sanitary Sewer Systems (Order No. 2022-0103-DWQ), which amended the SWRCB General Order 2006-0003-DWQ and 2013-0058-EXEC. The amendment became effective June 5, 2023 and included the addition of a spill Category 4 and revised the spill Category 3.

The goal of the GWDR is to provide a consistent statewide approach for reducing spills. The GWDR requires all publicly owned sanitary sewer collection systems in California with more than one mile of sewer pipe to develop and implement a system-specific Sewer System Management Plan (SSMP).

The SSMP must contain a **Spill Emergency Response Plan (SERP)** that establishes standard procedures for immediate response to a spill in a manner designed to minimize water quality impacts and potential nuisance conditions. The SERP must include procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Plan and are appropriately trained.

City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

Chapter 2 Spill Categories and Requirements

The Statewide GWDR for Sanitary Sewer Systems also establishes monitoring, record keeping, reporting and public notification requirements. The current requirements are contained in SWRCB Order 2022-0103-DWQ , which updated the “Amended Monitoring and Reporting Program (MRP)” for Order WQ 2013-0058-EXEC. This order became effective on June 5, 2023.

2.1 Summary of MRP Requirements

2.1.1 Spill Category 1 Discharges

CATEGORY 1	Discharges of untreated or partially untreated wastewater of ANY VOLUME resulting from a sanitary sewer overflow that: <ul style="list-style-type: none"> · Reaches surface water, · Reaches a drainage channel tributary to a surface water, or · Reaches the municipal stormwater system and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly 		
Notification Requirements <i>Section 1 of Attachment E1</i>	Reporting Requirements <i>Section 3.1 of Attachment E1</i>	Water Quality Monitoring Requirements <i>Section 2 of Attachment E1</i>	Record Keeping Requirements <i>Section 4 of Attachment E1</i>
Within two (2) hours of becoming aware of any Category 1 spill, of 1,000 gallons or more , notify the California Office of Emergency Services (Cal OES) at (800) 852-7550 and obtain a notification control number	Submit Draft Spill Report within three (3) business days of becoming aware of the spill into CIWQS Online Sanitary Sewer System Database Certify within 15 calendar days of the spill end date Spills of 50,000 gallons or more: Submit Spill Technical Report within 45 days after end date of spill Submit Amended Spill Report within 90 calendar days after the spill end date.	For a Category 1 spill in which 50,000 gallons or greater are spilled to surface waters, conduct water quality sampling within 18 hours after initial spill notification Gather and document the specified information for spills discharging to surface waters (spill location and spread, spill volume estimation, visual observation, and water quality sampling analysis)	Spill records (maintain for a minimum of five (5) years): <ul style="list-style-type: none"> · complaint records, · steps/remedial actions undertaken, · documentation of calculations of discharge volume /volume recovered · electronic monitoring records (SCADA, alarm system, flow monitoring devices) · Notification records Make records available for review by the Water Boards during an inspection or through an information request

City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

2.1.2 Spill Category 2 Discharges

CATEGORY 2	Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from a sanitary sewer system failure or overflow that: <ul style="list-style-type: none"> • Do not reach surface water, • Do not reach a drainage channel, • Reach the storm drain system, but the entire spill is fully recovered and disposed of properly. 		
Notification Requirements <i>Section 1 of Attachment E1</i>	Reporting Requirements <i>Section 3.2 of Attachment E1</i>	Water Monitoring Requirements <i>Section 2 of Attachment E1</i>	Record Keeping Requirements <i>Section 4 of Attachment E1</i>
Within two (2) hours of becoming aware of any Category 2 spill of 1,000 gallons or more , notify the California Office of Emergency Services (Cal OES) at (800) 852-7550 and obtain a notification control number	Submit Draft Spill Report within three (3) business days of becoming aware of the spill Certify within 15 calendar days of the spill end date Submit Amended Spill Report within 90 calendar days after the spill end date.	Gather and document the specified information for spills discharging to surface waters (spill location and spread, spill volume estimation, and visual observation)	Spill records: (complaint records, steps/remedial actions undertaken, documentation of calculations of discharge volume /volume recovered, notification records) for a minimum of five (5) years Make available for review by the Water Boards during an inspection or through an information request

2.1.3 Spill Category 3 Discharges

CATEGORY 3	Discharges of untreated or partially treated wastewater of equal to or greater than 50 gallons and less than 1,000 gallons resulting from a sanitary sewer system failure or overflow		
Notification Requirements <i>Section 1 of Attachment E1</i>	Reporting Requirements <i>Section 3.3 and 3.5 of Attachment E1</i>	Water Monitoring Requirements <i>Section 2 of Attachment E1</i>	Record Keeping Requirements <i>Section 4 of Attachment E1</i>
N/A	Submit Certified Spill Report within 30 calendar days after the end of month in which the spill occurred. Submit Amended Spill Reports within 90 calendar days after the Certified Spill Report due date.	Gather and document the specified information for spills discharging to surface waters (spill location and spread, spill volume estimation, and visual observation)	Spill records: (complaint records, steps/remedial actions undertaken, documentation of calculations of discharge volume /volume recovered) for a minimum of five (5) years Make available for review by the Water Boards during an inspection or through an information request

City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

2.1.4 Spill Category 4 Discharges

CATEGORY 4			
Discharges of untreated or partially treated wastewater of less than 50 gallons resulting from a sanitary sewer system failure or overflow			
Notification Requirements <i>Section 1 of Attachment E1</i>	Reporting Requirements <i>Section 3.1 of Attachment E1</i>	Water Monitoring Requirements <i>Section 2 of Attachment E1</i>	Record Keeping Requirements <i>Section 4 of Attachment E1</i>
N/A	<p>If, during any calendar month, Category 4 spills occur, certify monthly, the estimated total spill volume exiting the sanitary sewer system, and the total number of all Category 4 spills into the online CIWQS Sanitary Sewer System Database, within 30 days after the end of the calendar month in which the spills occurred.</p> <p>Annually upload and certify a report, in an acceptable digital format, of all Category 4 spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occur.</p>	Gather and document the specified information for spills discharging to surface waters (spill location and spread, spill volume estimation, and visual observation)	<p>In addition to the requirements for Spill Categories 1,2, and 3, include records on implemented system modifications, and operating maintenance modifications) for a minimum of five (5) years</p> <p>Make available for review by the Water Boards during an inspection or through an information request</p>

2.1.5 No Spill Certification

NO SPILL CERTIFICATION			
No spills during the calendar month.			
Notification Requirements <i>Section 1 of Attachment E1</i>	Reporting Requirements <i>Section 3.1 of Attachment E1</i>	Water Monitoring Requirements <i>Section 2 of Attachment E1</i>	Record Keeping Requirements <i>Section 4 of Attachment E1</i>
N/A	Certify that no spills occurred within 30 calendar days after the end of each calendar month	Gather and document the specified information for spills discharging to surface waters (spill location and spread, spill volume estimation, and visual observation)	<p>Keep for a minimum of five (5) years</p> <p>Make available for review by the Water Boards during an inspection or through an information request</p>

City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

2.1.6 Private Lateral Sewage Discharge

PRIVATE LATERAL SEWAGE DISCHARGE	Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the City's sanitary sewer system or from other private sewer assets.		
Notification Requirements <i>Section 1 of Attachment E1</i>	Reporting Requirements <i>Section 3.1 of Attachment E1</i>	Water Monitoring Requirements <i>Section 2 of Attachment E1</i>	Record Keeping Requirements <i>Section 4 of Attachment E1</i>
Within two (2) hours of becoming aware of any Category 2 spill, of 1,000 gallons or more , notify the California Office of Emergency Services (Cal OES) at (800) 852-7550 and obtain a notification control number	May be voluntarily reported to the CIWQS Online Sanitary Sewer System Database	Gather and document the following information for spills discharging to surface waters: (spill location and spread, spill volume estimation, and visual observation)	Spill records: (complaint records, spill location information, steps/remedial actions undertaken, documentation of calculations of discharge volume /volume recovered, implemented system modifications, and operating maintenance modifications) for a minimum of five (5) years Make available for review by the Water Boards during an inspection or through an information request

Chapter 3 Response to Notification of Spill

3.1 Public Report of Spills

Public observation is the most common way the City is notified of sewer blockages and spills. There are several ways the public can report spills:

- The local phone book and the City of Hemet website (www.hemetca.gov) have contact information for reporting spills. Telephone the City of Hemet Public Works Department at (951) 765-3712.
- An online service request can also be made through <https://www.hemetca.gov/1112/How-to-Submit-a-Request> . (Link on City of Hemet website)

3.1.1 During Normal Working Hours

The regular working hours for the City of Hemet Wastewater Division are Monday through Thursday, from 6:00 AM to 4:30 PM. When a report of a sewer spill or backup is made, staff in the Public Works administration office determines if the spill is in the City service area. If it is, the call is immediately routed to the Wastewater Superintendent or Wastewater Water Supervisor, who takes information from the caller and dispatches a maintenance crew to the spill/overflow site.

3.1.2 After Normal Working Hours

After working hours, a recorded phone message provides callers with an after-hours emergency response number which connects them to the Hemet Police Dispatch (951) 765-2400. Police dispatch obtains information about the incident and notifies the Public Works On-Call Supervisor. The On-Call Supervisor dispatches a maintenance crew to the site. In the case of a major spill, the On-Call Supervisor may contact the Wastewater Superintendent and/or Wastewater Supervisor, to assist in responding to the incident.

3.2 Staff Observation

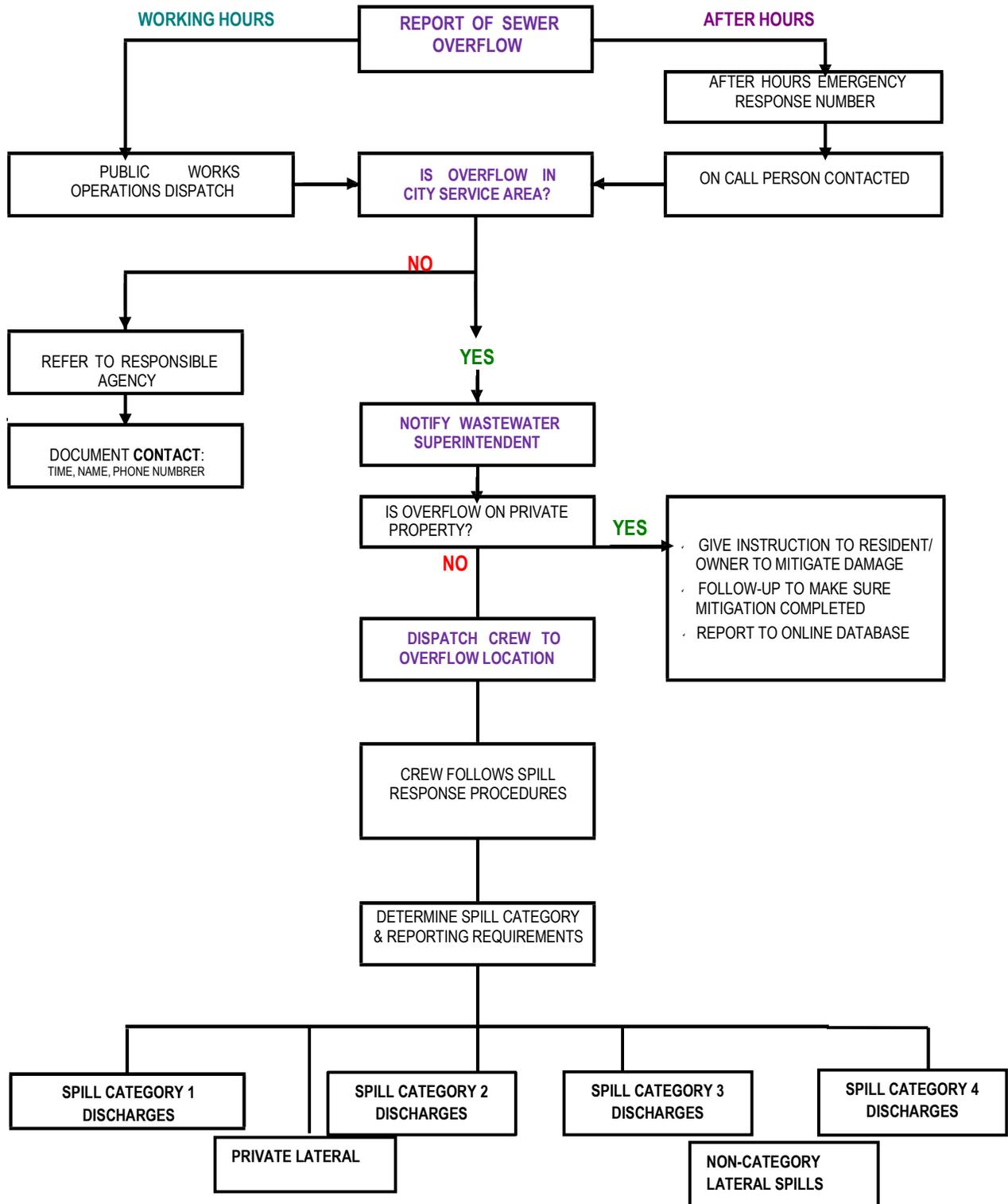
City field crews perform periodic work on the sewer collection system. Any problems noticed are reported to the Wastewater Superintendent and/or Wastewater Water Supervisor, who will determine the response if the problem is an emergency situation. Corrections for non-emergency conditions are noted and placed on the maintenance work schedule.

3.3 Response Flow Chart

City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

SEWER OVERFLOW NOTIFICATION & RESPONSE FLOW CHART



Chapter 4 Spill Response Procedures

This section describes the procedures for responding to a spill from the time that the responders are dispatched through containment of the spill.

4.1 Responder Priorities

- 1) **Respond promptly with appropriate equipment.**
 - a. Determine appropriate equipment / response measures based on reported circumstances
- 2) **Follow safe work practices.**
 - a. The responder is responsible for following safety procedures at all times. Special safety precautions must be observed when performing sewer work. Special consideration should also be given to safe traffic control and confined space entry.
- 3) **Contain the overflow.** Prevent the overflow from reaching or entering the storm drain by using blankets or sandbags at storm drain openings and/or diverting the flow with soil/sand. If reasonable, keep the flow contained on the street.
- 4) **Evaluate the cause of the spill and determine responsibility.**
 - a. Back up in City main line
 - b. Back up in private lateral
 - i. Notify resident that it is not the City's responsibility to work on a private lateral. Provide resident with copy of City of Hemet Resolution 2459. See **Appendix A.**
 - ii. Recommend that the property owner or tenant contact a qualified plumbing contractor to remove the blockage
 - iii. Advise property owner or tenant of when blockage must be mitigated.
- 5) **Request emergency support, if needed.** Contact approved emergency contractors or request traffic control assistance. (See 7.1 Approved Emergency Contractors)
- 6) **Stop the overflow/restore flow.** Clear the blockage and vactor and decant to the nearest manhole.
- 7) **Recover spilled sewage and return to the sewer system.** Vactor up all liquids and solids after containment and return to sewer system. Clear surrounding area of toilet paper, solids, and any other signs of the spill.
- 8) **Restore affected area to its original condition.** Clean affected area with water and vactor wash water for disposal in the sewer system. Do not release water to the storm

City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

drain system. Remove and replace contaminated soil. Replace vegetation, grass, concrete or fencing damaged by repair crew.

- 9) **Keep good records.** (See Sewer Blockage and/or Spill Report in **Appendix B**) Documentation shall include the following information:

- Date and time call received
- Date and time the complainant first noticed the spill, if available
- Narrative description of the complaint
- Complainant's contact information
- Time crew arrived at site
- Beginning and ending time of spill
- GPS location of original site of the spill
- Location of overflow and final destination of spill
- Estimated flow rate (gpm)
- Amount of spill (gallons)
- Amount of spill recovered (gallons)
- How estimate(s) of volume(s) and, if applicable, volume(s) of spill recovered were calculated;
- Did the spill reach the storm drain or surface water?
- Amount of spill released to storm drain (gallons)
- Condition(s) causing spill
- Damage caused and repaired
- Photographs of the overflowing structure and effected area(s)
- Final resolution of the complaint
- Records documenting the steps and/or remedial action(s) undertaken
- Notification Records
- Records, in accordance with the Monitoring Requirements

4.2 Safety

The responder is responsible for following safety procedures at all times. Special safety precautions must be observed when performing sewer work. Special consideration should be given to following all local traffic, confined space, and safety procedures.

4.3 Contain the Spill

- Responder should attempt to contain as much of the spilled sewage as possible using the following steps:
 - 1) Plug storm drains using available equipment and materials to contain the spill, whenever appropriate. If spilled sewage has made contact with the storm drain system, attempt to contain the spilled sewage by plugging downstream storm drainage facilities.
 - 2) Contain/direct the spilled sewage using dike/dam, sandbags, or other containment materials on hand. Keep the flow contained on the street, if possible.

4.4 Restore Flow

- If a **blockage is found in a property owner's lateral**, it should be communicated that it is not the City's responsibility to work on a private lateral. Recommend that the property owner or tenant contact a qualified plumbing contractor to remove the blockage.

4.5 Spill Notification Signage & Restricting Public Access

- If needed, install barriers to prevent the public from having contact with the spilled sewage
- Signs should be posted to keep vehicles and pedestrians away from contact with spilled sewage. **See Appendix C.**

Chapter 5 Recovery and Clean Up

The recovery and clean up phase begins when the flow has been restored and the spilled sewage has been contained to the extent possible.

5.1 Recovery of Spilled Sewage

Vacuum up or pump the spilled sewage and discharge it back into the sanitary sewer system.

5.2 Clean Up and Disinfection

5.2.1 Private Properties

Spills inside houses or buildings caused by blockage of a city sewer main should be cleaned up by a professional cleaning company. Property owner and/or resident should be advised to contact a cleaning company. Information about filing a claim for property damage is available on the City of Hemet website <Departments> <Administration><City Clerk> <Filing a Claim> or at <https://www.hemetca.gov/152/Filing-a-Claim>.

5.2.2 Storm Drain System

If sewage has reached the storm drain system, the sewer jet/vacuum truck should be used to vacuum/pump out the catch basin and any other portion of the storm drain that may contain sewage.

5.2.3 Landscaped and Unimproved Natural Vegetation

- Vector all contaminated soil and replace with clean soil.

5.2.4 Natural Waterways

- Clean up should proceed quickly in order to minimize spill impacts to any creeks, gullies or natural waterways.

5.3 Water Quality Sampling

Water quality sampling and testing is required when sewage spills of 50,000 gallons or greater are spilled to surface waters. The procedure for water quality sampling, Spill Water Quality Monitoring Program Plan, is included in the Spill Emergency Response Plan included as **Appendix D**.

5.4 Estimating the Volume of Spilled Sewage

Use the method outlined in **Appendix E** to estimate the volume of spilled sewage. Wherever possible, document the estimate using photos of the spill site before and during the recovery operation.

5.5 Follow-up Activities

5.5.1 Overflow at Night

If an overflow occurs at night, the location should be re-inspected first thing the following day. The operator should look for any signs of sewage solids and sewage-related material that may warrant additional cleanup activities.

5.5.2 Debriefing After Spill

Hold debriefing meeting for city staff involved in spill response after all spills to review procedures used and to discuss what worked and where improvements could be made in responding to and mitigating future spill events. The results of the spill event debriefings will be recorded and tracked to ensure the action items are completed.

Chapter 6 Spill Documentation and Reporting

6.1 Internal Spill Documentation

The responder will enter task in Opengov to generate a work order and complete the Sewer Blockage and/or Spill Report (Appendix B).

The Water/Wastewater Superintendent, or their designee, will prepare a file for each individual spill. The file should include the following information:

- 1) Initial service call information
- 2) Sewer Blockage and/or Spill Report (Appendix B)
- 3) Volume estimation, including method and calculations
- 4) Photographs
- 5) Water quality sampling and test results, if applicable

6.2 External Spill Documentation Requirements

The SWRCB Order No. 2022-0103-DWQ requires that individual spill records be maintained by the City of a minimum of five years and shall be made available for review by the SWRCB or Regional Water Quality Board (RWQCB) during an onsite inspection. Records shall be retained for all spills, including but not limited to the following when applicable:

- 1) General records to document compliance with the SWRCB Order No. 2022-0103-DWQ, including all required records generated by sanitary sewer system contractors and work orders, work completed, and any other maintenance records from the previous five years which are associated with responses and investigations of system problems related to spills;
- 2) Records for each spill event, including but not limited to:
 - a. Compliance records documenting how the City responded to all notifications of possible or actual spills, both during and after business hours, including complaints that do not result in spills.
- 3) Records documenting steps and/or remedial actions undertaken by the City, using all available information, to comply with Section 5.12 of the SWRCB Order No. 2022-0103-DWQ;
- 4) Records documenting how all estimate(s) of volume(s) discharged and, if applicable, volume(s) recovered were calculated; and

Spill records are kept in the Public Works administration office at the City of Hemet Corporation Yard.

6.3 Internal Spill Reporting Procedure

6.3.1 Category 1 and Category 2 Spills

The responder will immediately notify the Water/Wastewater Superintendent. If the Superintendent cannot be reached, contact the Water/Wastewater Supervisor.

The responder will fill out the Sewer Blockage and/or Spill Report (Appendix B), which is given to the Water/Wastewater Superintendent and/or Water/Wastewater Supervisor.

If necessary, the Water/Wastewater Superintendent or their designee will meet with field crew at the site of the spill event to assess the situation and to document conditions with photos. In the event of a very large overflow or an overflow in a sensitive area, the Water/Wastewater Superintendent may notify the Public Works Director.

6.3.2 Category 3 and Category 4 Spills

The responder will fill out the Sewer Blockage and/or Spill Report (Appendix B) which is given to the Water/Wastewater Superintendent and/or Water/Wastewater Supervisor.

6.4 External Spill Reporting Procedure

The CIWQS electronic reporting system should be used for reporting spill information to the SWRCB. A flow chart showing the external reporting response requirements based on type of spill is included on the following page. A summary of the associated reporting requirements is provided below and is also included in Chapter 2 *Spill Categories and Requirements*.

6.4.1 Category 1 Spills

For Category 1 spills greater than or equal to 1,000 gallons within two hours of being aware of the spill, the Water/Wastewater Superintendent, or their designee, will:

- 1) Notify the Office of Emergency Services (OES) at (800) 852-7550 and obtain a spill number for use in other reports; and
- 2) **Within 3 business days** of being aware of the spill, the Water/Wastewater Superintendent, or their designee, will submit a Draft Spill Report using CIWQS.
- 3) **Within 15 calendar days** of the conclusion of the spill response and remediation, the Water/Wastewater Superintendent, or their designee, will certify the final report using CIWQS.

City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

- 4) **Within 45 calendar days** of the conclusion of the spill end date, the Water/Wastewater Superintendent, or their designee, will submit a Technical Report.
- 5) **Within 90 calendar days** after the spill end date, the Water/Wastewater Superintendent, or their designee, will submit an Amended Spill Report.

6.4.2 Category 2 Spills

For Category 2 Spills, the Water/Wastewater Superintendent, or their designee, will:

- 1) Submit a draft spill report using CIWQS **within 3 business days** of being aware of the spill.
- 2) Certify the final report using CIWQS **within 15 calendar days** of the conclusion of the spill response and remediation.
- 3) Submit the Amended Spill Report using CIWQS **within 90 calendar days** of the conclusion of the spill response and remediation.

6.4.3 Category 3 Spills

For Category 3 Spills, the Water/Wastewater Superintendent, or their designee, will:

- 1) **Within 30 calendar days** after the end of the calendar month in which the spill occurs, the Water/Wastewater Superintendent, or their designee, will submit an electronic report using CIWQS. The Water/Wastewater Superintendent will certify the report. The report will include information to meet the GWDR requirements.
- 2) **Within 90 calendar days** of the certified Spill Report due date, the Enrollee may update or add additional information to a certified Spill Report by amending the report or by adding an attachment to the Spill Report in the online CIWQS Sanitary Sewer System Database. The Enrollee shall certify the amended report.

6.4.4 Category 4 Spills

For Category 4 Spills, the Water/Wastewater Superintendent, or their designee, will:

- 1) **Within 30 calendar days** after the end of the calendar month in which the spill occurs, the Water/Wastewater Superintendent, or their designee, will submit an electronic report using CIWQS. The Water/Wastewater Superintendent will certify the report. The report will include information to meet the GWDR requirements.
- 2) **Annually** upload and certify a report, in an appropriate digital format, of all recordkeeping of spills to the online CIWQS Sanitary Sewer System Database, by February 1st after the end of the calendar year in which the spills occurred

City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

6.4.5 Monthly No Spill Certification

If there are no spills during the calendar month, the Water/Wastewater Superintendent, or their designee, will submit a report that the City did not have any spills. The report shall be submitted using CIWQS **within 30 calendar days** after the end of each calendar month. The Water/Wastewater Superintendent will certify the report.

6.4.6 Amended Spill Reports

The Water/Wastewater Superintendent, or their designee, may update the certified report as new or changed information becomes available. Reports can only be amended within 90 calendar days after spill end date for Categories 1, 2, and 3. The Water/Wastewater Superintendent will certify the amended report.

6.4.7 Spill Technical Report (spills of 50,000 gallons or more)

The City will submit a Spill Technical Report in the CIWQS online Sanitary Sewer System Database within 45 calendar days of the spill end date for any spill in which 50,000 gallons or greater are spilled to surface waters. This report will include the following:

Causes and Circumstances of the spill:

- 1) Complete and detailed explanation of how and when the spill was discovered.
- 2) Diagram showing the spill failure point, appearance point(s), and final destination(s).
- 3) Detailed description of the methodology employed and available data used to calculate the volume of the spill, and, if applicable, the spill volume recovered.
- 4) Detailed description of the cause(s) of the spill.
- 5) Copies of original field crew records used to document the spill.
- 6) Historical maintenance records for the failure location.

City's Response to spills:

- 1) Chronological narrative description of all actions taken by City to terminate the spill.
- 2) Explanation of how the City's SERP was implemented to respond to and mitigate the spill.
- 3) Final corrective action(s) completed and/or planned to be completed, including a schedule for actions not yet completed.

Water Quality Monitoring:

- 1) Description of all water quality sampling activities conducted including analytical results and evaluation of the results.
- 2) Detailed location map illustrating all water quality sampling points.

6.4.8 Private Lateral Sewage Discharges

Reporting of private lateral sewage discharges is voluntary. The City of Hemet has chosen to report private lateral spills to CIWQs within 30 days after the end of calendar month in which the spill occurs.

City of Hemet Wastewater Department

SPILL EMERGENCY RESPONSE PLAN

6.4.9 CIWQS Not Available

In the event that CIWQS is not available, the Water/Wastewater Superintendent, or their designee, will fax or email all required information to the Santa Ana Regional Water Quality Control Board. RWQCB office in accordance with the time schedules identified above. In such event, the City will submit the appropriate reports using CIWQS as soon as practical when the database becomes available. The Santa Ana RWQCB Riverside Office fax number is (951) 781-6288.

Chapter 7 Equipment Inventory

The City maintains a stock of emergency response equipment which is available if needed for spill response.

The City has the ability through emergency contracting procedures and informal agreements to partner with outside contractors and/or other local water agencies for assistance with large bypass and/or repair emergencies.

7.1 Approved Emergency Contractors

In the event emergency contractor support is needed to repair the sewer system, the following approved contractors may be contacted:

- **Hirsch Pipe & Supply, San Jacinto** [pipe and plumbing parts] – (951) 654-9358
- **Roto Rooter, Hemet** [pumping services] – Gary Ramos – (951) 658-8541
- **Wright Septic, San Jacinto** [pumping services] – (951) 654-4840
- **Rain for Rent, Riverside** [pumping and storage] – Art Hunter – (951) 653-2171
- **Houston and Harris, San Bernardino** [video/mainline work] – Larry Houston – (909) 422-8990

7.2 Emergency Traffic Control Assistance

In the event traffic control assistance is needed the following contacts shall be made:

City of Hemet

- Travis Holyoak – Water/Wastewater Superintendent – (951) 765-3710 or (951) 634-1001
- Gregg Holyoak – Public Works Operations Manager – (951) 757-8089
- Public Works Department After Hours – (951) 765-3712
- Hemet Police Department – (951) 765-2400

City of San Jacinto

- Mathew Osborn – Water/Wastewater Supervisor – Office: (951) 487-7330

Eastern Municipal Water District

- Integrated Operations Center 24/7 Emergency Service Calls: 1 (800) 698-0400 or (951) 928-3777 Ext. 6265

Chapter 8 Spill Response Training

8.1 Employees and Contractor Employees

8.1.1 Initial and Annual Refresher Training

All City personnel and contractor employees who may have a role in responding to, reporting, and/or mitigating a sewer system overflow shall receive training on the contents of this SERP. All **new employees** should receive training before they are placed in a position where they have to respond to a spill. **Current employees** should receive annual refresher training on this plan and the procedures to be followed.

8.1.2 Spill Training Record Keeping

Records shall be kept of all training that is provided in support of this plan. The records for all scheduled training courses and for each overflow emergency response training event should include date, time, place, contact, name of trainer(s) and names of attendees. Spill training records shall be kept on file at the Public Works administration office located at the City of Hemet Corporation Yard.

Appendices

APPENDIX A – Resolution 2459 – Maintenance of Building Sewer Laterals

APPENDIX B – Sewer Blockage and/or Overflow Report

APPENDIX C – Spill Sample Warning Sign

APPENDIX D – Spill Water Quality Monitoring Program Plan

APPENDIX E – Method for Estimating Spill Volume

APPENDIX A

**City of Hemet Resolution 2459
Policy for Maintenance of
Building Sewer Laterals**

RESOLUTION NO. 2459

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF HEMET, CALIFORNIA
ESTABLISHING A POLICY FOR THE
MAINTENANCE OF BUILDING SEWER LATERALS**

WHEREAS, the city presently maintains a system of sewer mains which is hereinafter referred to as "system," and

WHEREAS, property owners throughout the system dispose of their sewage by means of building sewer laterals which connect private building sewers to the system and are hereinafter referred to as "laterals," and

WHEREAS, the laterals lie partly within private property and partly within various street right-of-ways throughout the city, and

WHEREAS, laterals from time to time require service, cleaning, and on occasion, replacement;

WHEREAS, the portion of the laterals which lie in the public right-of-way gives rise to an issue of whether the City should maintain such portion, and

WHEREAS, upon careful consideration the City Council finds the primary benefit of the laterals is for the service of private property interests and not the system;

NOW, THEREFORE, BE IT RESOLVED as follows:

The City Council hereby establishes the policy that the maintenance, service, or repair of building sewer laterals shall be the sole responsibility of the property owner.

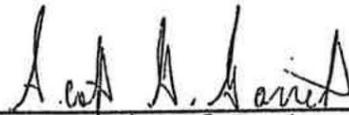
MOVED, PASSED and ADOPTED this 12th day of November, 1985, at a regular meeting of the Hemet City Council by the following vote:

AYES: Council Members Baskett, Herron, Ringel, Garrett.

NOES: None.

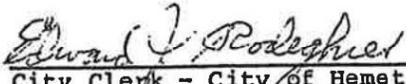
ABSTAIN: None.

ABSENT: Nishino.



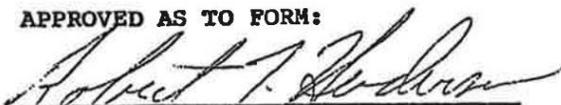
Mayor - City of Hemet

ATTEST:



City Clerk - City of Hemet

APPROVED AS TO FORM:



City Attorney

APPENDIX B

Spill Report Form

SEWER BLOCKAGE AND/OR SPILL REPORT

INSTRUCTIONS: Fill out **CHECKLIST FOR BLOCKED SEWER LINE** (Page 1-2).
If an overflow has occurred, fill out the **SPILL REPORT FORM** (Page 3-5).

BLOCKED SEWER LINE REPORT

Date: _____

Time Notified: _____

Caller's Name: _____ Caller's Phone #: _____

Caller's Address: _____

Time Crew Dispatched: _____

Names of Crew Members: _____

After Hours Callout: Y N

Work Day: Y N

Call In: Y N

Problem Location (address & cross-street): _____

Description of Complaint: _____

RESPONSE CHECKLIST

1. **PROBLEM LOCATION OR ADDRESS (INCLUDING CROSS-STREET):**

2. **CITY MAIN LINE CHECKED:**

a. Property Owner's Responsibility: Y N

3. **CITY LINE BLOCKED:** Y N

a. Set up at Manhole – Location: _____

b. Footage to Obstruction: _____

c. Cause of block: Grease Roots Broken Pipe Rags

Other: _____

4. **CLEARED LINE. REPORTING PARTY ADVISED.** Y N

5. **PROPERTY DAMAGE REPORTED BY RESIDENT:** Y** N

6. **SANITARY SEWER OVERFLOW OR SPILL:**

Y** N

** Sanitary Sewer Overflow: Contact Water/Wastewater Supervisor or designee

** Property damage reported: Refer resident to

<https://www.hemetca.gov/152/Filing-a-Claim>

for information on filing a Claim for Damage

7. **VERIFY THAT UPSTREAM MAINTENANCE HOLE IS CLEAR BEFORE LEAVING SITE** Y N

8. **HOSE DOWN UPSTREAM MAINTENANCE HOLES AND/OR AREAS OF OVERFLOW WITH FRESH WATER, CONTAIN AND VACUUM SPILLAGE** Y N

9. **CLEAN AREAS OF SPILLAGE/OVERFLOW WITH WATER WHICH IS CONTAINED AND VACUUMED BEFORE LEAVING SITE** Y N

NOTE: If reporting party is not at home, fill out door hanger information card and leave on reporting party's front door.

COMMENTS:

Report completed by: _____

SPILL REPORT FORM

Form Completed By: _____ Report Date: _____

Maintenance Hole Location: _____

Size of Line: _____ Length of Line: _____

GPS Coordinates _____

Easement: Y N

Date Spill Started _____ Date Spill Stopped _____

Time Spill Started _____ Time Spill Stopped _____

Estimated City Staff Arrival Date and Time: _____

Duration of Spill: _____ Est. Total Volume (gallons) _____

DESCRIBE HOW OVERFLOW QUANTITY WAS CALCULATED (Appendix E of SERP):

Eyeball Estimate Duration/Flow Rate Measured Volume

Other: _____

DISCHARGE RECOVERED / NOT RECOVERED

Returned to **Vacuumed** **Total Recovered**
Sewer System (gallons): _____ (gallons) _____ (gallons) _____

Did spill reach Receiving Waters? Y N

If YES, Volume to Receiving Waters (surface water, drainage channel)
or volume not able to be recovered from storm drain (gallons): _____

RECEIVING WATER LOCATION:

- Category 1** – Any volume discharge that reaches surface water, drainage channel tributary or storm drain
- Category 2** – Discharge of 1,000 gallons or greater that does not reach surface water, drainage channel tributary or storm drain
- Category 3** – Discharge of 50 gallons or greater and less than 1,000 gallons that does not reach surface water, drainage channel tributary or storm drain
- Category 4** – Discharge of less than 50 gallons that does not reach surface water, drainage channel tributary or storm drain
- Private Lateral Sewer Discharge (PLSD)** – Discharges within a privately owned sewer lateral

WEATHER: Sunny Cloudy Dry Rainy Rain for several days

Approximate Temperature: _____

PRIMARY CAUSE:

- Roots Grease Debris Vandalism Pipe Failure
 Construction Damage Power Failure Capacity (Heavy Rain)
 Other: _____
-

ADDITIONAL INFORMATION:

SOURCE OF SPILL:

- Maintenance Hole Gravity Main Force Main Cleanout
 Private Lateral Other: _____
-

BLOCKAGE LOCATION (STREET ADDRESS):

Upstream Manhole: _____ Downstream Manhole: _____ Overflow Manhole: _____

SPILL APPEARANCE POINT(S):

Number of Point(s): _____ Location of Point(s): _____
Description of Point(s): _____

WATER QUALITY MONITORING: (Mandatory **ONLY** for spills $\geq 50,000$ gallons that entered surface waters)

SAMPLES COLLECTED?

Yes No By who? _____ Sample Date: _____ Sample Time: _____
Sample Location(s): _____ ft upstream _____ ft downstream at discharge

CONDITIONS THAT MAY INFLUENCE SAMPLE RESULTS:

Storm Drain Discharges Stream Discharges Other: _____

PARAMETERS FOR ANALYSIS: (Attach sample results or record in "Additional Notes" page 5)

Ammonia Fecal Coliform Other: _____

FINAL SPILL DESTINATION(S):

Storm Drain Building Yard/Land Surface Water: Name: _____

DESCRIBE CLEANUP METHOD:

Spill Response Completion Date: _____

Pictures/Video Taken: Yes No Files Saved Location: _____

Affected Area: _____

Describe Property Damage, if applicable:

Signs Posted: Yes No Neighbors Notified: Yes No

Barricaded: Yes No

REGULATORY AGENCY NOTIFIED (OES) [for Category 1 Spills \geq 1,000 gallons]: Yes No

Date: _____ Time: _____ OES Spill#: _____

Contacts/Details:

(800) 852-7550

CALLER/CUSTOMER NOTIFIED RE: STATUS: Yes No

If not, why: _____

Follow-Up Measures:

SKETCH OF AREA: *(include maintenance holes, intersections, stoppage location, etc.)*

ADDITIONAL NOTES:

APPENDIX C

Spill Sample Warning Sign

WARNING
CONTAMINATED
WATER

PELIGRO
AGUA
CONTAMINADA

For More Information Call:
CITY OF HEMET PUBLIC WORKS DEPARTMENT (951) 765-3712

APPENDIX D

Spill Water Quality Monitoring Program Plan

APPENDIX D OF SPILL EMERGENCY RESPONSE PLAN

City of Hemet SPILL WATER QUALITY MONITORING PROGRAM

Last Revision May 2024

WATER QUALITY MONITORING – KEY ELEMENTS

Trigger for Water Quality Sampling

- State Water Resources Control Board(SWRCB)
Sampling must be performed for spills that are 50,000 gallons or greater and reach surface water.
- Riverside County Department of Environmental Health(DEH)
Sampling must be performed for spills that reach surface water if County DEH staff indicates that sampling is necessary.

Safety and Access

1. Water quality sampling should only be performed if it is safe to do so and access to the surface water is not restricted. Unsafe conditions include, but are not limited to, heavy rains, slippery and/or steep riverbanks, and visibility issues.
2. When sampling is not possible, details of the situation should be recorded in the certified Category 1 Spill Report and the Spill Technical Report submitted to the CIWQS Online Sanitary Sewer System Database.

When to Sample

1. Sampling must be performed (when and if it is safe to do so) within 18 hours after initial spill notification.
2. Water quality sampling should not interfere with stopping the spill.

Optional Follow-Up Monitoring

It may be appropriate to conduct additional monitoring by sampling and/or visual inspection, depending on the original monitoring results. For example, follow-up monitoring could be conducted until the water body has reverted to an estimated baseline condition if an impact from the spill is observed or if directed by County DEH.

WATER QUALITY SAMPLING PROTOCOLS (SWRCB REQUIREMENTS)

Sampling Parameters required for Analyses:

- Ammonia (labeled “A” on sample bottles)
- Fecal coliform bacteria (labeled “B” on sample bottles)

Spill Sample Collection Kit Inventory:

- 3 sterile sample bottles labeled A
- 3 sterile sample bottles labeled B
- Ice Pack (stored in freezer)
- Cooler
- Velocity probe
- Sampling Probe
- Safety glasses
- Safety gloves
- Lab requisition form
- Pen

Sampling Locations:

1. “Upstream” of spill
2. Immediate vicinity where spill enters water body (“source”)
3. “Downstream” of spill

Sample Collection Procedure

1. Retrieve Spill Sample Collection Kit (cooler) from Water Department office.
2. Determine which analyses are required and retrieve the necessary sample bottles (see *Spill Sample Collection Kit Inventory*).
3. Obtain ice from freezer & place in cooler.
4. Determine the point where spill entered waterway and, if possible, photograph this location. Try to include a reference point in the photo.
5. If sampling is performed after the spill has stopped, estimate spill travel time.
 - a. This may be done by observing or dropping floatable debris in the surface water and timing how long it takes to travel over a measured distance (e.g., 100 feet). Include sections in the surface water where there are bends, bottlenecks, or other characteristics that may slow down the flow. If the first measurement is uncertain, this time estimate may be performed three to five times, and the values averaged to determine the estimated travel time. The velocity in the upper portion of the water body can then be calculated by dividing the measured distance by the average time.
 - b. An alternative way to measure the spill travel time is to use a velocity probe to determine the rate of flow in the water body.
6. Determine the “source” location for water quality sampling by accounting for spill travel time.
 - a. If the spill is occurring, the “source” location is the point where the spill is entering the waterway.
 - b. If the spill has stopped, calculate the approximate downstream distance from the original spill location by dividing the time since the spill occurred by the estimated velocity. This is the approximate downstream distance from the spill discharge point to the “source” sampling location.
7. Put on safety gloves and safety glasses from the Spill Sample Collection Kit.
8. For each parameter, label the sample bottles with the location names (e.g., “Upstream”, “Source”, and “Downstream”).

Upstream Sample Collection

1. Collect the upstream samples first.
2. Move approximately one hundred feet (100’) upstream of Source location.
3. Label each of the sample bottles marked “Upstream” with the date and time.
4. (If possible) take a photo of the sample location, including a reference point in the photo.
5. Fill the labeled bottles against the direction of the water flow just below the surface in knee deep water, approximately 3 feet deep (full arm’s length), without rinsing. Fill bottle leaving about 1” of air to allow for mixing. If needed, extend the sampling pole to the fullest length to reach deeper water depth. Avoid sampling debris or surface scum and minimize contact with bank or beach bed as water fouling may occur.
6. Immediately place cap securely on bottle to avoid leaks and contamination. Dry bottle.
7. Place each sample bottle in the cooler after collection.

Source Sample Collection

1. Collect the “source” samples next.
2. Move approximately ten feet (10’) downstream of the Source location.
3. Label each of the sample bottles marked “Source” with the date and time.
4. (If possible) take a photo of the sample location, including a reference point in the photo.
5. Fill the labeled bottles against the direction of the water flow just below the surface in knee deep water, approximately 3 feet deep (full arm’s length), without rinsing. Fill bottle leaving about 1” of air to allow for mixing. If needed, extend the sampling pole to the fullest length to reach deeper water depth. Avoid sampling debris or surface scum and minimize contact with bank or beach bed as water fouling may occur.
6. Immediately place cap securely on bottle to avoid leaks and contamination. Dry bottle.
7. Place each sample bottle in the cooler after collection.

Downstream Sample Collection

1. Lastly, collect the downstream sample.
2. Move one hundred feet (100’) downstream of the source location.
3. Label each of the sample bottles marked “Downstream” with the date and time.
4. (If possible) take a photo of the sample location, including a reference point in the photo.
5. Fill the labeled bottles against the direction of the water flow just below the surface in knee deep water, approximately 3 feet deep (full arm’s length), without rinsing. Fill bottle leaving about 1” of air to allow for mixing. If needed, extend the sampling pole to the fullest length to reach deeper water depth. Avoid sampling debris or surface scum and minimize contact with bank or beach bed as water fouling may occur.
6. Immediately place cap securely on bottle to avoid leaks and contamination. Dry bottle.
7. Place each sample bottle in the cooler after collection.
8. If additional sites are required and specified by County EHD, continue to perform sampling at these additional sites according to sampling procedures in the previous step.

SAMPLE COLLECTION BEST PRACTICES

Avoid Contamination—

Make every effort not to touch the inside of the collection bottle or the inner surface of the lid or bottle rim.

Deliver Samples to Lab Immediately—

All samples need to be delivered to the laboratory expeditiously due to the limited hold time required for maintaining sample integrity.

Transporting Samples to Laboratory

1. Complete the laboratory requisition slip with requested information: site, bottle number, collector, date and time of collection, type of sample, analyses requested, name and phone number of responsible person for reporting purposes, and deliverer name.
2. Transport the cooler containing the samples for bacterial analyses & the completed laboratory requisition slip to the laboratory as soon as possible after sample collection. The parameter with the shortest holding time is **8 hours** (from sample collection to beginning of analysis), but sample analyses should begin as soon as possible after sample collection because that will achieve the most accurate result. Also, the laboratory needs time to process the samples, before beginning the analyses.

WATER QUALITY ANALYSES PROTOCOLS

Laboratory:

Samples will be sent to an accredited or certified laboratory. The laboratory methods will be performed according to the laboratory's Standard Operating Procedures (SOPs).

Maintenance and Calibration of Monitoring Instruments and Devices:

All laboratory monitoring instruments and devices used for water quality analyses are maintained and calibrated according to the SOPs to ensure their continued accuracy, including field measuring devices like the velocity probe.

Spill Sample Collection Kit:

1. The Spill Sample Collection Kit is restocked with the items listed on page 1 after each use.
2. The Kit is checked by the City staff annually to verify its contents. Chemical preservatives are replaced in the sample bottles at that time.

REPORTING REQUIREMENTS

1. The *Water/Wastewater Superintendent or Water/Wastewater Supervisor* is responsible for submitting water quality monitoring information with the certified Category 1 Spill report in the CIWQS Online Sanitary Sewer System Database, which must be submitted within 15 calendar days of the spill end date.
2. The *Water/Wastewater Superintendent or Water/Wastewater Supervisor* is responsible for submitting information related to the Technical Report in the CIWQS Online Sanitary Sewer System Database, which must be done within 45 calendar days of the spill end date. The Spill Technical Report must include the following water quality monitoring information:
 - Description of all water quality sampling activities conducted
 - List of pollutant and parameters monitored, sampled and analyzed;
 - Analytical results and evaluation of the results
 - Detailed location map showing all water quality sampling points
 - Other regulatory agencies receiving sample results (if applicable).

APPENDIX E

Method for Estimating Spill Volume

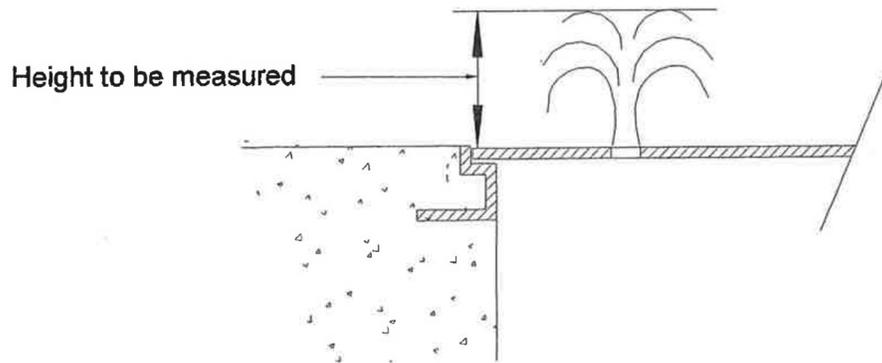
Collection System Collaborative Benchmarking Group
Best Practices for Sanitary Sewer Overflow (SSO) Prevention and
Response Plan

The formula used to develop Table C is $Q=C_cVA$, where Q is equal to the quantity of the flow in gallons per minute, C_c is equal to the coefficient of contraction (.63), V is equal to the velocity of the overflow, and A is equal to the area of the pick hole.² If all units are in feet, the quantity will be calculated in cubic feet per second, which when multiplied by 448.8 will give the answer in gallons per minute. (One cubic foot per second is equal to 448.8 gallons per minute, hence this conversion method).

Example Overflow Estimation:

The maintenance hole cover is in place and the height of water coming out of the pick hole seven-eighths of an inch in diameter (7/8") is 3 inches (3n). This will produce an SSO flow of approximately 4.7 gallons per minute.

FLOW OUT OF VENT OR PICK HOLE (TABLE "C")



This sanitary sewer overflow drawing was developed by Debbie Myers, Principal Engineering Technician, for Ed Euyen, Civil Engineer, P.E. No. 33955, California, of County Sanitation District 1.

² Velocity for the purposes of this formula is calculated by using the formula $h = v^2 / 2G$, where h is equal to the height of the overflow, v is equal to velocity, and G is equal to the acceleration of gravity.

Collection System Collaborative Benchmarking Group
 Best Practices for Sanitary Sewer Overflow (SSO) Prevention and
 Response Plan

TABLE 'C'
ESTIMATED SSO FLOW OUT OF M/H PICK HOLE

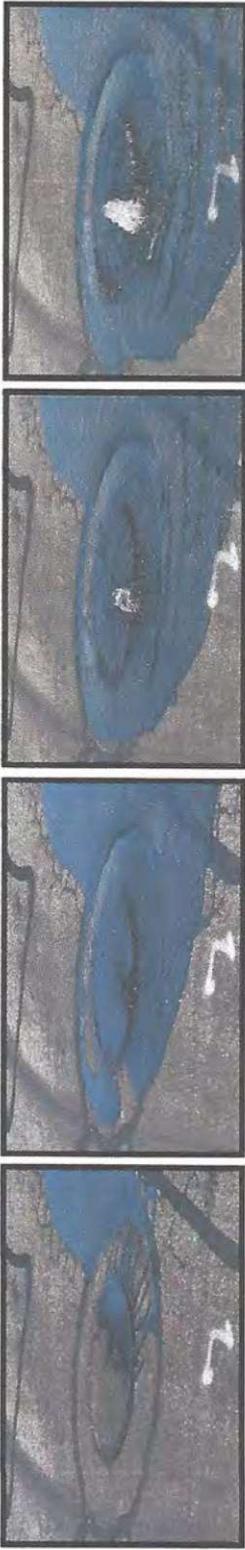
Height of spout above M/H cover H in inches	SSO FLOW Q In gpm	Height of spout above M/H cover H in inches	SSO FLOW Q In gpm
1/8	1.0	5 1/8	6.2
1/4	1.4	5 1/4	6.3
3/8	1.7	5 3/8	6.3
1/2	1.9	5 1/2	6.4
5/8	2.2	5 5/8	6.5
3/4	2.4	5 3/4	6.6
7/8	2.6	5 7/8	6.6
1	2.7	6	6.7
1 1/8	2.9	6 1/8	6.8
1 1/4	3.1	6 1/4	6.8
1 3/8	3.2	6 3/8	6.9
1 1/2	3.4	6 1/2	7.0
1 5/8	3.5	6 5/8	7.0
1 3/4	3.6	6 3/4	7.1
1 7/8	3.7	6 7/8	7.2
2	3.9	7	7.2
2 1/8	4.0	7 1/8	7.3
2 1/4	4.1	7 1/4	7.4
2 3/8	4.2	7 3/8	7.4
2 1/2	4.3	7 1/2	7.5
2 5/8	4.4	7 5/8	7.6
2 3/4	4.5	7 3/4	7.6
2 7/8	4.6	7 7/8	7.7
3	4.7	8	7.7
3 1/8	4.8	8 1/8	7.8
3 1/4	4.9	8 1/4	7.9
3 3/8	5.0	8 3/8	7.9
3 1/2	5.1	8 1/2	8.0
3 5/8	5.2	8 5/8	8.0
3 3/4	5.3	8 3/4	8.1
3 7/8	5.4	8 7/8	8.1
4	5.5	9	8.2
4 1/8	5.6	9 1/8	8.3
4 1/4	5.6	9 1/4	8.3
4 3/8	5.7	9 3/8	8.4
4 1/2	5.8	9 1/2	8.4
4 5/8	5.9	9 5/8	8.5
4 3/4	6.0	9 3/4	8.5
4 7/8	6.0	9 7/8	8.6
5	6.1	10	8.7

Unrestrained
M/H cover will
start to lift

Note: This chart is based on a 7/8 inch diameter pick hole

Disclaimer: This sanitary sewer overflow table was developed by Ed Euyen, Civil Engineer, P.E. No. 33955, California, for County Sanitation District 1. This table is provided as an example. Other Agencies may want to develop their own estimating tables.

DISCLAIMER: This overflow simulation may appear differently from those in other systems because of the manhole lid pick hole configuration. Manhole lids with single or multiple pick holes may appear differently during overflow conditions. However, the volume of exfiltration and the footprint of the wet area should appear relatively the same under similar slope conditions.



5 gpm

25 gpm

50 gpm

100 gpm

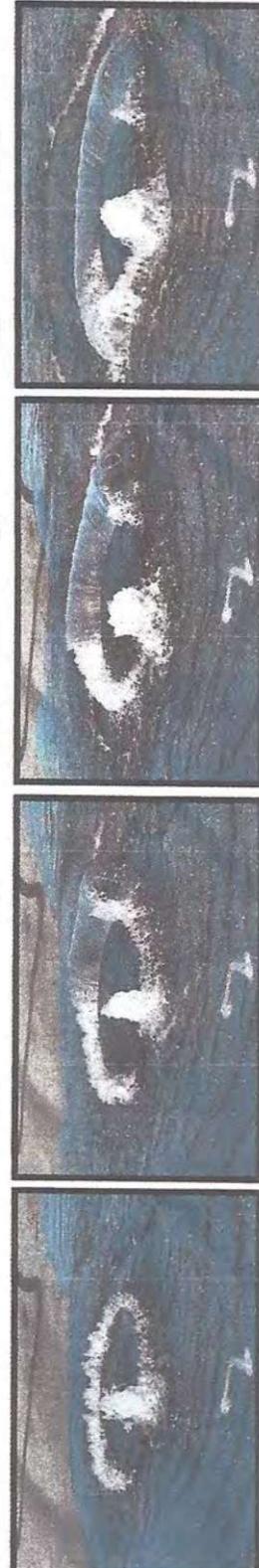


150 gpm

200 gpm

300 gpm

400 gpm



150 gpm

200 gpm

300 gpm

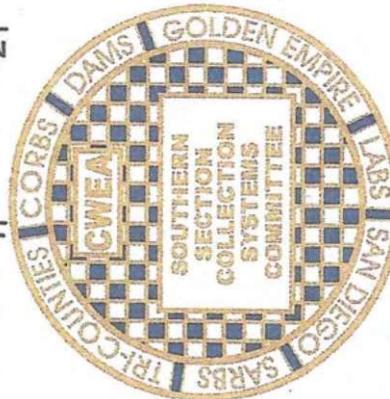
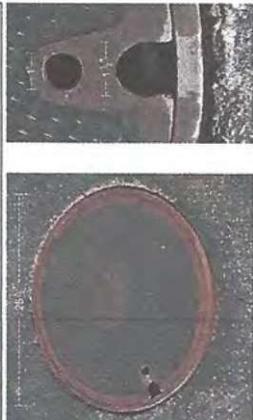
400 gpm

DISCLAIMER: This overflow simulation may appear differently from those in other systems because of the manhole lid pick hole configuration. Manhole lids with single or multiple pick holes may appear differently during similar overflow conditions. However, the volume of exfiltration and the footprint of the wet area should appear relatively the same under similar slope conditions.



SSCSC MANHOLE OVERFLOW GAUGE

Overflow Simulation courtesy of Eastern Municipal Water District



PROVIDING QUALITY TRAINING FOR COLLECTION SYSTEM PERSONNEL SINCE 1991

Mission Statement: To continuously increase the level of professionalism of Collection Systems personnel involved in the operation, maintenance, design and construction of Wastewater Collection Systems, by providing education and training, taking an active role in promoting certification, and recognizing proficiency in our field.

APPENDIX G

City of Hemet Municipal Code Sections

Sec. 14-277. - Standards for utilities.

- (a) All new and replacement water supply and sanitary sewage systems shall be designed to minimize or eliminate:
 - (1) Infiltration of flood waters into the systems; and
 - (2) Discharge from the systems into flood waters.
- (b) On-site waste disposal systems shall be located to avoid impairment to them, or contamination from them during flooding.

(Ord. No. 1495, § 1(Exh. A), 6-28-94)

Sec. 82-31. - Adoption of additional regulations.

The city council may, by resolution, adopt reasonable rules and regulations relating to sewer construction, use, maintenance, discharges, and deposit or disposal of all wastewater, both directly and indirectly, within the city. Such resolution may adopt rules and regulations by reference. The building official for the city is hereby authorized to enforce such rules and regulations when adopted.

(Ord. No. 884; Code 1984, § 14000)

Sec. 82-32. - Specifications for connections.

All connections to the sewer system of the city shall be made in accordance with the provisions thereto appertaining in the plumbing and building codes and engineering department specifications of the city.

(Ord. No. 404; Code 1984, § 14001)

Sec. 82-33. - Contractor's responsibilities in making connections.

- (a) The person making sewer connections shall be responsible for the procuring of all necessary permits, lighting and barricading of excavations, notification of the city for inspection of completed connections, backfill, compaction, and cleanup of the job. Compaction, backfill and repairing of pavement shall be performed to the specifications of the city engineer.
- (b) If such compaction, backfill and repaving does not meet the specifications of the city engineer, and is not corrected within ten days of service of notice by the city of such defects on the person making such connection by registered mail to his last known address, the city shall thereupon proceed to do any work necessary to bring such repair to city specifications, and the person responsible therefor shall reimburse the city for any and all expense incurred therein. Failure to correct any such deficiencies upon receipt of such notice shall be grounds for the revocation of the business license issued by the city to any general or plumbing contractor responsible therefor.

emit dangerous radioactivity or produce electric or magnetic fields that adversely affect public health, safety, and welfare including interference with normal radio, telephone, or television reception off-site.

- (6) *Dust, heat, cold, glare and electrical disturbance.* No use, except a temporary construction operation, shall be permitted which creates dust, changes in temperature or direct or sky-reflecting glare detectable by the human senses without the aid of instruments beyond the boundaries of the site. No use shall be permitted which creates electrical disturbances that affect the operation of any equipment beyond the boundaries of the site.
- (7) *Vibration.* No use, except a temporary construction operation, shall be permitted which creates vibration sufficient to cause a displacement of 0.003 inch beyond the boundaries of the site.
- (8) *Wastewater discharge.* No liquids of any kind shall be discharged into a public or private sewage or drainage system, water course, body of water, or into ground except in compliance with federal, state, regional, and local laws, rules and regulations.
- (9) *Sustainable design.* All new development proposals shall demonstrate best management practices in project design and implementation to maximum the efficient use of resources and reduce deleterious environmental impacts on the community.

(Ord. No. 1553, § 2, 1-28-97; Ord. No. 1875, § 1(Exh. 1A), 1-14-14)

(Ord. No. 404; Code 1984, § 14002)

Sec. 82-39. - Engineering for extensions.

All engineering for sewer extensions shall be provided by the city, at the cost of the developer.

(Ord. No. 404; Code 1984, § 14008)

Sec. 82-173. - Adoption of regulations for sewer construction and use.

The city council may, by resolution, adopt reasonable rules and regulations relating to sewer construction, use and maintenance, and discharge, deposit or disposal of all wastewater, both directly and indirectly, within the city. Such resolution may adopt rules and regulations by reference.

(Ord. No. 884; Code 1984, § 14112)

Sec. 90-1048. - Performance standards.

All uses established or placed into operation shall comply at all times with the performance standards set out in this section. The director may require submission of evidence of ability to comply with the required conditions.

- (1) *Noise*. No use, except a temporary construction operation, shall be permitted which creates noise of a maximum sound pressure level greater than the value established in the public safety element of the general plan, and adopted building codes, or as may be further determined by project specific mitigation measures. The general plan specifies land use compatibility standards to ensure that stationary noise sources (e.g., industrial uses) do not adversely affect noise-sensitive land uses and that community noise environments do not negatively affect land uses.
- (2) *Fire, toxic materials, and explosion hazards*. The storage and handling of hazardous materials including flammable liquids, liquid petroleum gases and explosives shall comply with the state rules and regulations and with the ordinances of the city.
- (3) *Air contaminants*. No use shall emit any air contaminant except in compliance with the rules and regulations of the south coast air management district and local regulations.
- (4) *Odor*. No use shall be permitted which creates annoying odor in such quantities as to be readily detectable beyond the boundaries of the site.
- (5) *Radioactivity and electrical disturbances*. The use of radioactive materials shall be limited to measuring, gauging and calibration devices such as tracer elements, use in X-ray and like apparatus, and use in connection with the processing and preservation of food. No use shall

Sec. 82-174. - Compliance with sewer regulations.

The building official for the city is hereby authorized to enforce the rules and regulations referred to in section 82-173 when adopted.

(Ord. No. 884; Code 1984, § 14113)

Sec. 82-175. - Violation of article; penalty.

It is unlawful for any person to violate any provision or to fail to comply with any of the requirements of this article. Any person violating any provision of this article or failing to comply with any of its requirements shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be punished in accordance with section 1-8.

(Ord. No. 579; Code 1984, § 14114)

APPENDIX H

Inter-agency Sewage Agreement

INTER-AGENCY SEWAGE AGREEMENT

This Inter-Agency Sewage Agreement ("Agreement") is entered into as of September 1, 2001, by and between Eastern Municipal Water District ("EMWD") and the City of Hemet ("CITY").

RECITALS

A. EMWD is a municipal water district, organized and existing under the Municipal Water District Act of 1911, as amended.

B. CITY is a municipal corporation, organized and existing under the general laws of the State of California. CITY's boundaries and sphere of influence, as may be amended from time to time, are currently located entirely within the boundaries of EMWD, and are depicted in Exhibit "A" attached hereto and incorporated herein by reference.

C. EMWD and CITY both have the power to acquire, construct, and operate facilities for the collection, treatment, and disposal of sewage of their respective areas and inhabitants.

D. On or about June 14, 1963, EMWD and CITY entered into an Inter-Agency Sewage Agreement ("1963 Agreement") to set forth the terms under which the collection, transmission, treatment, disposal, and reclamation of sewage originating within the CITY was to be handled. By its terms, the 1963 Agreement expires in 2003.

E. EMWD currently provides sewer collection service for approximately 6,050 equivalent dwelling units ("EDU's") within the CITY's boundaries and sphere of influence.

F. CITY currently provides sewer collection service for approximately 17,405 EDU's within its boundaries and sphere of influence.

G. A dispute has arisen between the parties regarding interpretation of the 1963 Agreement with respect to sewer collection service in areas annexed by CITY after 1963, and on or about November 19, 1998, CITY initiated an action entitled City of Hemet v. Eastern Municipal Water District, Riverside Superior Court Case No. RIC 320617 ("Lawsuit").

H. The parties now wish to resolve their differences regarding interpretation of the 1963 Agreement and to set forth new terms under which the collection, transmission, and treatment of sewage originating within the CITY shall be handled currently and beyond the expiration of the 1963 Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the terms and conditions set forth in this Agreement, the parties agree as follows:

1. **INCORPORATION OF RECITALS.** The Recitals set forth above are incorporated into and are a part of this Agreement.

2. **TERM.** This Agreement shall be effective as of the date first written above, and shall remain in effect for thirty (30) years thereafter.

3. **CITY'S RIGHTS AND OBLIGATIONS.**

a. CITY shall have the exclusive right to provide sewer collection service within the area depicted in Exhibit "B-1" and described in Exhibit "B-2" attached hereto and incorporated herein by reference ("CITY Service Area").

b. Notwithstanding Section 3.a above, EMWD may install and operate collection systems or individual sewer connections for locations within the CITY Service Area if CITY refuses to provide collection service to such locations pursuant to its generally applicable rules and regulations.

c. CITY shall transfer to EMWD all sewer collection accounts, and title to any related collection facilities, located within the areas described in Exhibit "C" and depicted in Exhibit "B-1" attached hereto and incorporated herein by reference.

4. **EMWD'S RIGHTS AND OBLIGATIONS.**

a. EMWD shall have the exclusive right to provide sewer collection service outside the CITY Service Area.

b. EMWD shall have the exclusive right to provide transmission and treatment service for sewage originating both inside and outside the CITY Service Area.

c. Notwithstanding Sections 4.a and 4.b above, CITY may install and operate collection systems or individual sewer connections for locations outside the CITY Service Area, and may provide for the transmission and/or treatment of sewage collected from such collection systems or individual sewer connections, if EMWD refuses to provide collection, transmission, or treatment service to such locations pursuant to its generally applicable rules and regulations.

d. EMWD shall transfer to CITY all sewer collection accounts, and title to any related collection facilities, located within the areas described in Exhibit "D" and depicted in Exhibit "B-1" attached hereto and incorporated herein by reference.

5. **IMPACT FEE.**

a. The parties recognize that there is currently a disparity in the sewer service charges imposed upon customers receiving sewer collection service from EMWD within CITY's boundaries and sphere of influence and customers receiving sewer collection service from CITY. This disparity includes charges for impacts on CITY's infrastructure.

b. In order to address this disparity and attempt to equalize sewer service charges for all EMWD and CITY customers, CITY may adopt and impose an impact fee ("Impact

Fee") upon all EMWD sewer collection customers located within the CITY boundaries and sphere of influence. Upon any future annexations by CITY, the Impact Fee would apply to EMWD sewer collection customers located in the newly annexed areas.

c. The amount of the Impact Fee shall not at any time exceed twenty percent (20%) of the collection, transmission, and treatment charges imposed by EMWD upon customers located within the CITY boundaries and sphere of influence.

d. EMWD shall collect the Impact Fee as part of its regular billing and collection procedures, and shall remit the Impact Fees collected to CITY on a monthly basis.

6. **1963 AGREEMENT SUPERCEDED.** This Agreement is intended to supercede the 1963 Agreement, including any and all amendments thereto, in its entirety. Upon execution of this Agreement, the 1963 Agreement, including any and all amendments thereto, shall terminate and be of no further force or effect.

7. **MUTUAL RELEASE AND DISMISSAL OF LAWSUIT.**

a. Each party agrees to and does hereby forever release, acquit, and discharge each other party from any and all actions, causes of action, claims, demands, damages, costs, expenses, and compensation of any kind whatsoever arising out of or related to the 1963 Agreement and any matters which were raised, or could have been raised, in the Lawsuit. The parties further agree that all rights under California Civil Code section 1542 and any similar law of any state or territory of the United States are hereby expressly waived. Section 1542 reads as follows:

A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor.

b. Notwithstanding Section 7.a above, if the Impact Fee is declared by a court of competent jurisdiction to be in violation of article XIII D of the California Constitution, added by the 1996 initiative measure Proposition 218, or if this Agreement is declared by a court of competent jurisdiction to be null and void for any reason, then this Agreement shall immediately terminate and each party shall be restored to its legal position existing as of the day before the effective date of this Agreement, including all rights, claims, and defenses existing as of that date.

c. CITY shall promptly dismiss the Lawsuit, and each party shall bear its own costs and attorneys' fees.

8. **COORDINATION OF EFFORTS.** The parties agree to coordinate and jointly approve all public relations efforts, including press releases, in connection with the implementation of this Agreement and the adoption of the Impact Fee.

9. **INSPECTION OF RECORDS.** Each party shall have the right, at reasonable times and upon reasonable notice, to inspect the records and books maintained by the other insofar as the same are relevant to operations under this Agreement.

10. **PRETREATMENT PROGRAM.** EMWD is the approved pretreatment program and implements programmatic functions as defined in Title 40 Code of Federal Regulations Part 403, including but not limited to: (i) update user survey; (ii) issue permit to users; (iii) conduct inspections, sampling, and analysis; (iv) take all appropriate enforcement actions; and (v) perform any other technical or administrative duties the parties deem appropriate. CITY agrees to receive approval from EMWD before allowing any new connection to CITY's sewer collection system. CITY may impose stricter requirements or undertake additional programmatic functions upon executing a reasonable document between the parties to this Agreement.

11. **GENERAL PROVISIONS.**

a. The parties hereby agree to take such other actions and execute such other reasonable documents as are consistent with this Agreement and as are reasonably necessary to effectuate this Agreement.

b. Neither party's failure to insist on strict performance of any of the terms or conditions of this Agreement, or to exercise any right, remedy, or privilege, or any waiver of any breach hereunder, shall thereafter be deemed a subsequent waiver of any other terms, conditions, or rights, remedies, or privileges, whether of the same or similar type. No party will be deemed to have waived any rights under this Agreement unless the waiver is made in writing and signed by the waiving party or that party's duly authorized representative. All rights and remedies provided for under this Agreement are cumulative.

c. This Agreement contains the final and complete agreement between the parties with respect to the matters herein discussed and supersedes all previous communications and agreements between them, either oral or written, to the extent such prior communications and agreements are not consistent with this Agreement.

d. Any notice to be given or to be served upon either party hereto in connection with this Agreement must be in writing and shall be deemed to have been given and received: (i) when delivered in person to the recipient named below; (ii) three (3) days after it is sent by certified or registered mail, return receipt requested, or two (2) days after it is sent by Federal Express or similar overnight courier, postage prepaid and addressed to the party for whom it is intended, at that party's address specified below; or (iii) on the date of delivery by facsimile transmission to the recipient named below. All notices shall be addressed as follows:

If to EMWD:

General Manager
Eastern Municipal Water District
P.O. Box 8300
Perris, CA 92572-8300
facsimile: 909/929-0257

With a copy to:

Redwine and Sherrill
1950 Market Street
Riverside, CA 92501
facsimile: 909/684-9583

If to CITY:

City Manager
City of Hemet
445 East Florida Avenue
Hemet, CA 92543
facsimile: 909/765-3785

With a copy to:

Burke, Williams & Sorensen, LLP
3403 Tenth Street, Suite 300
Riverside, CA 92501
facsimile: 909/788-5785

Either party may, by notice given at any time, require subsequent notices to be given to another person or entity, whether a party or an officer or representative of a party, or to a different address, or both. Notices given before actual receipt of notice of change shall not be invalidated by the change.

e. This Agreement and its provisions shall in all respects be interpreted, construed, enforced, and governed by and under the laws of the State of California, without regard to its conflict of laws principles.

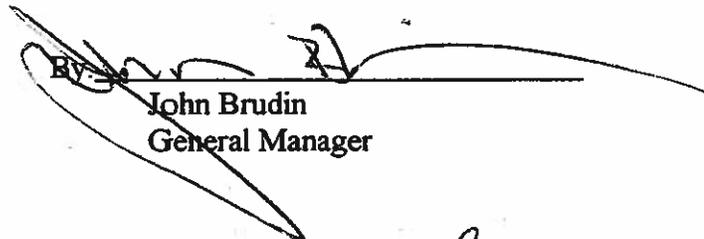
f. This Agreement may be modified only by another written instrument duly authorized and executed by both parties.

g. The language in all parts of this Agreement shall in all respects be construed as a whole according to its fair meaning, and not strictly for or against either party. This Agreement is the product of mutual negotiation and drafting efforts. Accordingly, the judicial rule of construction that ambiguities in a document are to be construed against the drafter of that document shall have no application to the interpretation or enforcement of this Agreement.

h. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which when taken together shall constitute one and the same instrument. The signature page of any counterpart may be detached without impairing the legal effect of the signatures thereon, provided such signature page is attached to any other counterpart identical to the first counterpart except having signature pages executed by other parties to this Agreement attached thereto.

i. Each individual executing this Agreement hereby represents and warrants that he or she has the full power and authority to execute this Agreement on behalf of the named parties.

EASTERN MUNICIPAL WATER DISTRICT

By: 
John Brudin
General Manager

By: 
Mary C. White
Secretary

CITY OF HEMET

By: 
Steve Temple
City Manager

ATTEST:

By: 
Liana Keltner
Deputy
Clerk

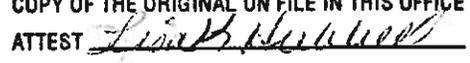
THE FOREGOING INSTRUMENT IS A CORRECT
COPY OF THE ORIGINAL ON FILE IN THIS OFFICE
ATTEST 
CITY CLERK, CITY OF HEMET, CALIFORNIA
Sept 28 20 01

EXHIBIT "A"
City of Hemet Boundaries and Sphere of Influence

APPENDIX I

EMWD Ordinance NO. 59.7



Regulations
for
Waste Discharge
and
Sewer Use

Ordinance 59.7

**ADOPTED BY THE BOARD OF DIRECTORS
OF EASTERN MUNICIPAL WATER DISTRICT**

June 15, 2022

ORDINANCE NO. 59.7

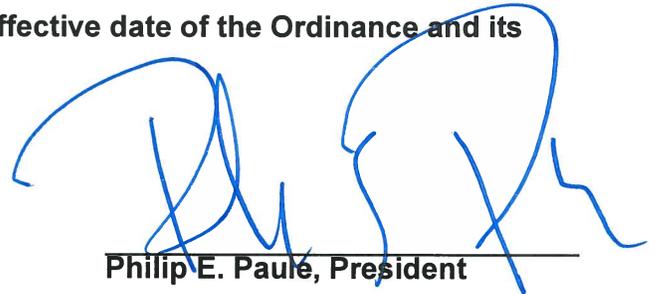
“REGULATIONS FOR WASTE DISCHARGE AND SEWER USE”

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE EASTERN MUNICIPAL WATER DISTRICT RESCINDING THE PROVISIONS OF ORDINANCE 59, “REGULATIONS FOR WASTE DISCHARGE AND SEWER USE”, AS AMENDED BY ORDINANCE 59.7 OF SAID BOARD OF DIRECTORS

BE IT ORDAINED by the Board of Directors of the Eastern Municipal Water District in an adjourned Regular Session, assembled this 15th day of June, 2022, a majority of Directors being present and concurring, that the “Regulations for Waste Discharge and Sewer Use’ Ordinance No. 59.7, which is attached hereto and made part of this Ordinance, be and the same are hereby approved and adopted.

BE IT FINALLY ORDAINED that the effective date of the Ordinance and its provisions is June 15, 2022.

ADOPTED this 15th day of June, 2022.



Philip E. Paule, President

ATTEST:



Sheila Zelaya, Secretary

(SEAL)



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ARTICLE 1

GENERAL PROVISIONS

1.1 INTENT

It is the intent of this Ordinance to protect from any actual or threatened discharge which reasonably appears to present an imminent or substantial danger to the health or welfare of any Person or to the environment, or which reasonably appears to present imminent or substantial interference with the Public Owned Treatment Works (POTW), or which reasonably may cause Eastern Municipal Water District (District) to violate any condition of its regulatory permits.

1.2 PURPOSE

- A. The purpose of this Ordinance is to set forth:
1. Conditions and limitations on the use of the POTW;
 2. Specific enforcement provisions to resolve noncompliance with the District's Ordinance, thereby allowing the District to:
 - a. Comply with the laws, regulations, and rules imposed upon it by Regulatory Agencies; and
 - b. Ensure that the POTW is protected from pass-through and/or interference and is able to operate with the highest degree of efficiency; and
 - c. Protect the beneficial use of recycled water and municipal sludge; and
 - d. Protect the public health and environment.

1.3 POLICY

- A. This Ordinance shall be interpreted in accordance with the definitions set forth in Article 2. The provisions of this Ordinance shall apply to the direct and indirect discharge of all wastes to the POTW.
- B. The District shall seek the cooperation of the Users of the POTW to ensure compliance with this Ordinance. Reasonable approaches shall be utilized when applying applicable regulations without compromising the intent, purpose, and policies of this Ordinance.

- C. The District shall adopt more stringent quality requirements on wastewater discharges regulated by 40 Code of Federal Regulations (CFR), Chapter I, Subchapter N, Parts 405-471, in the event that more stringent quality requirements are necessary to protect beneficial use of recycled water and municipal sludge or meet additional requirements set in permits issued to the District.
- D. The District shall encourage conservation and pollution prevention through source control strategies, which reduce the amount of pollutants entering the environment, prior to recycling, Pretreatment, or disposal.
- E. The District shall use the revenues derived from the application of this Ordinance to defray the cost of regulating sewer usage to include, but not be limited to, administration, monitoring, permitting, reporting, and enforcement.
- F. All costs and expenses incurred by the plan check procedures of the District's Source Control Division shall be paid by the applicant. Plan check fees shall be in an amount adopted in Resolution No. 2963, and any amendments thereto.
- G. The District shall ensure that all parties are afforded due process of law. An applicant or User shall be given written notice of rejection of an application, or Violation of this Ordinance, or any enforcement action. Such notice shall include a statement of reasons in support thereof and proposed actions to be taken, if any. Affected applicants or Users shall have the right to a hearing. Decisions/determinations may be appealed as set forth in Article 6.
- H. The District, at its discretion, may utilize any one, combination, or all enforcement remedies provided in Section 1.6 in response to any Violation.

1.4 SCOPE

The provisions of these Regulations shall apply, but are not limited to sewer construction, use, maintenance, discharge, deposit, or disposal of Wastewater, both directly and indirectly, into the POTW.

1.5 APPLICABILITY

This "Regulations for Waste Discharge and Sewer Use" Ordinance applies to all Users who discharge or have the potential to discharge Non-Domestic Wastewater to the POTW and are subject to regulation and enforcement.

1.6 POWERS

- A. The General Manager is authorized to:
 - 1. Issue, modify, and reissue Waste Discharge Permits, Authorizations, and Special Agreements;
 - 2. Suspend, terminate and revoke Waste Discharge Permits, Authorizations, and Special Agreements;

3. Require the installation and maintenance of Pretreatment Facilities and/or monitoring facilities and equipment;
 4. Require installation of equipment necessary to protect the POTW from possible discharges (*i.e.*, spill, rain);
 5. Conduct inspections of facilities, including, but not limited to, inspecting and copying records;
 6. Require monitoring and reporting of discharges to the POTW;
 7. Monitor the quality of Wastewater entering the sewer system;
 8. Require the development of Spill Containment Plans and reporting of accidental discharges;
 9. Require the development of a Slug Control Plan (per 40 CFR 403.8);
 10. Deny, approve, or approve with conditions, new or increased discharges or change in the quantity or characteristics of discharges, when such discharges do not meet applicable pretreatment requirements as specified in 40 CFR 403.8.
 11. Take enforcement actions against those who violate or cause violation of this Ordinance or discharge permit conditions. These actions may include, but are not limited to the following:
 - a. Issuing letters;
 - b. Issuing Notices of Violation;
 - c. Issuing Administrative Orders;
 - d. Issuing Emergency Suspensions;
 - e. Initiating and conducting non-compliance meetings;
 - f. Initiating and conducting administrative hearings;
 - g. Petitioning the courts for injunctions or civil penalties;
 - h. Signing criminal complaints;
 - i. Terminating services;
 - j. Requiring payment of violation charges;
 - k. Revoking and/or suspending the Waste Discharge Permit, Authorization, or Special Agreement.
 - l. To hear and rule on appeals.
 12. Establish Policies and Standards applicable for discharges or potential discharges of Non-Domestic Wastewater.
 13. Establish Best Management Practices applicable as Local Limits.
- B. The General Manager is authorized to delegate authority to a designated representative any power granted to or the carrying out of any duty imposed upon the General Manager pursuant to this Ordinance.

1.7 ACCESS

The District shall be permitted to enter all properties from which wastes or wastewaters are being or are capable of being discharged into a POTW for purposes of inspecting, observing, measuring, sampling, and testing pertinent to the discharge of wastes or wastewaters to ascertain whether the intent of this Ordinance is being met and the User is complying with all requirements. The District shall have access at reasonable times to all parts of the wastewater generating and disposal facilities for the purposes of inspection and sampling. The District shall have the right to set up on the User's property such devices as are necessary to conduct sampling or metering operations. Where a User has security measures in force, the User shall make necessary arrangements so that personnel from the District will be permitted to enter without delay for the purpose of performing their specific responsibilities.

1.8 INFORMATION REQUIRED

- A. To provide for fair and equitable use of POTW, the District shall have the unqualified right to require a User to provide information necessary to insure compliance with all rules, regulations, and provisions of this Ordinance.
- B. All District information and data on a User shall be available to the public in accordance with Resolution No. 2846 of the Board unless the User specifically requests and is able to demonstrate to the satisfaction of the District that the release of such information would divulge information, processes, or methods which would be detrimental to the User's competitive position. The demonstration of the need for confidentiality made by the User must meet the burden necessary for holding such information from the general public under applicable State and Federal law.
- C. In any event, the District shall not limit Environmental Protection Agency (EPA) or the Regional Water Quality Control Board's (RWQCB) access to any information provided by the User.
- D. In any event, information concerning Wastewater quality and quantity will not be deemed confidential. Such information may include, but is not limited to:
 - 1. Wastewater discharge peak flow rates and volume over a specified time period;
 - 2. Physical, chemical, bacteriological, or radiological analysis of Wastewater;
 - 3. Site and process flow diagrams and information on raw materials, processes, and products;
 - 4. Quantity and disposition of specific liquid, sludge, oil, solvent, or other materials;
 - 5. Details of Wastewater Pretreatment Facilities and their operation and maintenance;

6. Details of systems to prevent and control the losses of materials through spills to the POTW;
7. Detailed plumbing plans indicating all sources discharging to on and off-site Sewer Laterals;
8. A Slug control program, per 40 CFR 403.8;
9. Notification of discharges of a listed hazardous waste (Section 3001 of Resource Conservation Recovery Act (RCRA)) to the sewer system per 40 CFR 403.12;
10. Baseline monitoring reports per 40 CFR 403.12;
11. Compliance progress reports in accordance with all provisions listed in 40 CFR 403.12;
12. Notification of potential problems, including Slugs in accordance with all provisions listed in 40 CFR 403.12;
13. Prompt notification of substantial changes in volume or character of Pollutants discharged in accordance with all provisions listed in 40 CFR 403.12;
14. Monitoring and analysis reports demonstrating continued compliance in accordance with all provisions listed in 40 CFR 403.12.

1.9 AUTHORITY

The District is regulated by several agencies of the United States Government and the State of California, pursuant to the provisions of applicable Federal and State Law. Federal and State Laws (including, but not limited to: 1) Federal Water Pollution Control Act, commonly known as the Clean Water Act (33 U.S.C. § 1251 *et seq.*); 2) California Porter Cologne Water Quality Act (California Water Code § 13000 *et seq.*); 3) California Health & Safety Code sections 25100-25250; 4) Resource Conservation and Recovery Act of 1976 (42 U.S.C. § 6901 *et seq.*); and 5) California Government Code sections 54739-54740) grant to the District the authority to regulate and/or prohibit, by the adoption of an ordinance, and by issuance of permits, authorizations, and special agreements, the discharge of any waste, directly or indirectly, to the POTW. Said authority includes the right to establish limits, conditions, and prohibitions; to establish flow rates or prohibit flows discharged to the POTW; to require the development of compliance schedules for the installation of equipment systems and materials by all Users; and to take all actions necessary to enforce District's authority, whether within or outside the District boundaries, including those Users that are tributary to the District or within areas for which the District has contracted to provide sewerage services.

ARTICLE 2

DEFINITIONS

2.1 DEFINITIONS

- A. Where definitions contained within this document, conflict with definitions found in other documents or regulations, the definitions found herein shall take precedence and apply to discharges to EMWD POTWs.
- B. The following abbreviations, when used in this Ordinance, shall have the designated meanings:
1. BMP - Best Management Practice
 2. BMR - Baseline Monitoring Report
 3. BOD - Biological Oxygen Demand
 4. CFR - Code of Federal Regulations
 5. EMWD - Eastern Municipal Water District
 6. EPA - Environmental Protection Agency
 7. GPD – Gallons Per Day
 8. LWH - Liquid Waste Hauler
 9. mg/L - Milligram Per Liter
 10. NAICS - North American Industry Classification System
 11. NPDES - National Pollutant Discharge Elimination System
 12. NSCIU – Non-significant Categorical Industrial User
 13. POTW - Public Owned Treatment Works
 14. RCRA – Resource Conservation Recovery Act
 15. RV - Recreational Vehicle
 16. RWRf - Regional Water Reclamation Facility
 17. SIC - Standard Industrial Classification
 18. SIU – Significant Industrial User
 19. SNC – Significant Non-Compliance
 20. TDS – Total Dissolved Solids
 21. TSS – Total Suspended Solids
- C. Unless a provision explicitly states otherwise, the following terms and phrases, as used in this Ordinance, shall have the meanings designated.
1. Act - The term Act means Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33U.S.C 1251, et seq.
 2. Applicant - Any Person(s) who has applied for permission to discharge to the POTW.
 3. Authorization - See Waste Discharge Authorization.
 4. Authorized Representative:
 - a. Responsible officer, if the User is a corporation or limited liability company, where that officer is the manager of one or more

manufacturing, production, or operating facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including have the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for Control Mechanism requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

- b. By a general partner or proprietor if the User is a partnership or sole proprietorship respectively.
 - c. If the User is a Federal, State, or local governmental entity or their agents, the principal executive officer or director having responsibility for the overall operation of the discharging facility.
 - d. By a duly authorized representative of the individual designated in paragraph (a), (b), or (c) of this definition if:
 - 1.) The authorization is made in writing by the individual described in paragraph (a), (b), or (c);
 - 2.) The authorization specifies either an individual or a position having responsibility for the overall operation of the facility from which the discharge originates, such as the position of plant manager, operator of a well, or well field superintendent, or a position of equivalent responsibility or having overall responsibility for environmental matters for the company.
5. Batch Discharge - EMWD approved intermittent discharge of Pollutants from sources such as, but not limited to, process tanks, holding tanks, rinse tanks, or treatment systems.
6. Best Management Practices (BMPs) - Schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions in Article 3. BMPs include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.
7. Biochemical Oxygen Demand (BOD) - Quantity of oxygen, expressed in mg/L, required to biologically oxidize material in a waste or wastewater sample measured under approved laboratory methods for 5 days at 20°C.
8. Board - The Board of Directors of Eastern Municipal Water District.

9. Categorical Pretreatment Standards - The final regulations promulgated and adopted by EPA (as outlined in 40 CFR 403, and 40 CFR, Chapter I, Subchapter N, 405-471) for each standard industrial classification (SIC) or subcategory containing pollutant discharge limits.
10. Categorical User - Any User whose process(es) are subject to Categorical Pretreatment Standards.
11. Categorical Wastewater – Wastewater subject to Categorical Pretreatment Standards.
12. Cesspool - A lined excavation in the ground which receives the discharge of a sewage drainage system, or part thereof, so designed as to retain the solids and organic matter but permitting liquids to seep out.
13. Code of Federal Regulations (CFR) - The codification of the general and permanent rules published in the United States Federal Register by the Executive departments and agencies of the Federal Government to include but not limited to the Environmental Protection Agency.
14. Collection System - The combined pipes, conduits, manholes, pumping stations and other structures, above and below ground, whose purpose is to convey wastewater to a District RWRf.
15. Combined Wastestream Formula - Formula as outlined in the General Pretreatment Regulations of the Clean Water Act, Title 40 Code of Federal Regulations for determining wastewater discharge limitations for Categorical Users and Significant Industrial Users whose effluent is a mixture of regulated, unregulated and dilution wastewater as defined in the formula.
16. Compatible or Conventional Pollutant - A combination of BOD, Total Suspended Solids, pH, fecal coliform bacteria, plus other Pollutants that the District's RWRfs are designed to accept, treat, and/or remove. Some compatible pollutants may be considered incompatible when discharged in quantities that have an adverse effect on the collection, treatment, disposal systems and/or discharge permit regulating the RWRfs causing Interference or Pass Through.
17. Compliance Schedule – An enforceable time schedule containing increments of progress called milestones or deadlines. These milestones shall be for the commencement and/or completion of major actions leading to the construction and operation of additional pretreatment facilities or the implementation of policies, procedures, or operational management techniques required for the User to comply with all applicable Federal, State or local environmental regulations which may directly or indirectly affect the quality of the User's Wastewater effluent.
18. Composite Sample - A sample that is collected over time, either by continuous sampling or by mixing a minimum of four (4) discreet sample aliquots representative of the discharge during a twenty-four (24) hour

period. The composite sample may be either as a time composite sample, composed of discreet sample aliquots collected in one (1) containment at constant time intervals, providing representative samples irrespective of stream flow; or as a flow proportional composite sample collected as a constant sample volume at timed intervals proportional to stream flow.

19. Control Mechanism - Waste Discharge Permit, Water Discharge Authorization or Special Agreement.
20. Department Director - Person duly designated by the General Manager to direct the Source Control Division and perform the duties as specified in this Ordinance.
21. Dilution - Increase in use of process water, potable water or any other means to dilute a discharge as a partial or complete substitute for adequate treatment to achieve discharge requirements.
22. Direct User - Any User who discharges, causes a discharge, or has a potential to discharge a Non-Domestic Wastewater to the Collection System.
23. Discharge - The term Discharge or Indirect Discharge means the introduction of pollutants into a POTW from any non-domestic source regulated under section 307(b), (c) or (d) of the Act.
24. Discharge Requirements - The requirements of Federal (as listed in 40 CFR 403), State, or local public agencies having jurisdiction over the effluent discharges from District RWRFS.
25. District - Eastern Municipal Water District (EMWD).
26. Domestic Wastewater - The liquid and solid waterborne wastes derived from the ordinary living processes of humans of such character as to permit satisfactory disposal, without special treatment, into the public sewer or by means of a private disposal system.
27. Effluent - Treated wastewater flowing from a POTW or a User's Pretreatment Facilities.
28. General Manager - The General Manager of the Eastern Municipal Water District.
29. Grab Sample - A sample taken from a waste stream without regard to the flow of the waste stream and over a period of time not to exceed fifteen (15) minutes.
30. Hearing Officer - The Person designated by the General Manager to conduct an administrative hearing.
31. Hydrolysate - The resultant liquid from the hydrolysis of animal or human remains.

32. Hydrolysis - The process by which the body of a deceased animal or person is chemically reduced to its essential organic components and bone fragments either before or after processing of the remains after removal from the hydrolysis chamber.
33. Incompatible or Non-Conventional Pollutant - Any Pollutant which is not a Compatible Pollutant as defined herein.
34. Indirect User - Any User who discharges or has a potential to discharge Wastewater to a Septic Tank, Cesspool, chemical toilet, or private sewer system which, from time to time, is serviced by a Liquid Waste Hauler permitted by the District to discharge to a designated POTW.
35. Infectious Agent – A type of microorganism, bacteria, mold, parasite, or virus, including, but not limited to, organisms managed as Biosafety Level II, III, or IV by the Federal Centers for Disease Control and Prevention, that normally cause, or significantly contributes to the cause of, increased morbidity or mortality of human being. (California Health and Safety Code, Section 117675)
36. Inspector – Any representative of the District authorized by the General Manager to inspect any establishment directly or indirectly discharging or anticipating discharge to the POTW.
37. Interceptor - EMWD approved equipment to remove floatable and settleable material from Wastewater prior to discharge.
38. Interference - A discharge by a User which, alone or in conjunction with discharges by other sources, inhibits or disrupts the POTW, its treatment processes or operations, or its sludge processes, use or disposal; and which is a cause of a violation of any requirement of the RWRF's discharge order and/or NPDES Permit (including an increase in the magnitude or duration of a violation), or of the prevention of sewage sludge use or disposal in compliance with applicable Federal, State, and local regulations (per 40 CFR 403.3 (I)).
39. Liquid Waste Hauler (LWH) - Any pumper that is permitted by the County of Riverside as a Non-Hazardous Liquid Waste Hauler, discharging domestic and sanitary wastewater only. This may also mean septic tank pumper.
40. Local Limits - A set of technically based, enforceable, discharge limits implemented by the District for Pollutants that may cause Interference, Pass Through, sludge contamination, or worker health and public safety problems if discharged in excess to a POTW.

41. Mass Emission Rate - The weight of material discharged to the sewer system during a given time interval. Unless otherwise specified, the mass emission rate shall mean pounds per day of particular constituent or combination of constituents.
42. Milestone – Deadline established in a Compliance Schedule for specified increments. No increment shall exceed nine (9) months.
43. Monitoring Facilities - Structure(s) and equipment approved by EMWD and provided at the User's expense for EMWD or the User to measure and record Wastewater Pollutant levels, flow and collect representative Wastewater samples.
44. NAICS - North American Industry Classification System published by the Executive Office of the President of the United States, Office of Management and Budget.
45. New Source - Any building, structure, facility, or installation from which there is or may be a discharge of Pollutants, the construction of which commenced after the publication of proposed Categorical Pretreatment Standards under section 307c of the Act. (40 CFR 403.3 m(1) Definitions)
46. Non-Domestic Wastewater - All Wastewater other than Domestic Wastewater.
47. Non-Significant Categorical Industrial User (NSCIU) – Categorical Users who discharge less than 100 gallons day (gpd) of total categorical wastewater (excluding sanitary, non-contact cooling and boiler blowdown wastewater, unless specifically included in the Categorical Pretreatment Standard), including zero discharging Categorical Users.
48. Oil and Grease - Any petroleum derived products (e.g., oils, fuels, lubricants, solvents, cutting oils, mineral oils), any vegetable derived products (e.g., oils, shortenings, water soluble cutting oils, etc.) or any animal derived products (e.g., fats, greases, oils, etc.) in part or in combination.
49. Pass Through - The discharge of pollutants through the RWRf in quantities or concentrations which are a cause in whole or in part of a violation of any requirement of the RWRf's discharge order including an increase in the magnitude or duration of a violation (40 CFR 403.3).
50. Permitted User - User regulated by a permit.
51. Permittee - A User who has applied for and received a permit to discharge into a POTW and is subject to the requirements and conditions established by the District.

52. Person - Any individual, partnership, firm, association, corporation, tribe, or public agency, including the State of California and the United States of America.
53. Pollutant - Any constituent or characteristic of Wastewater on which a discharge limitation or prohibition may be imposed either by the District or the regulatory agencies empowered to regulate the District.
54. Publicly Owned Treatment Works (POTW) - Means the treatment works owned by EMWD and all pumping stations, sewers, pipes, and other conveyances owned by public entities, including but not limited to cities, other agencies, and tribes connected to the treatment works.
55. Pretreatment - The reduction of the amount of Pollutants, the elimination of Pollutants, or the alteration of the nature of Pollutant properties in Wastewater prior to, or in lieu of, introducing such Pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means, except by diluting the concentration of the Pollutants unless allowed by an applicable Categorical Pretreatment Standard.
56. Pretreatment Facilities – Any works or devices for the treatment or flow control of Wastewater prior to discharge.
57. Pretreatment Requirements - Any requirement related to Pretreatment imposed on a User, other than a Pretreatment Standard.
58. Pretreatment Standard or Standards - Prohibited discharge standards, Categorical Pretreatment Standards, and local limits.
59. Priority Pollutants - The listing of toxic pollutants as identified in 40 CFR 401.15.
60. Public Agency – Any Federal, State or local authority.
61. Public Nuisance - Anything which: (1) is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property, and (2) affects at the same time an entire community or neighborhood, or any number of Persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal, and (3) occurs during or as a result of the treatment or disposal of waste to the POTW.
62. Qualified Professional - Any Person who by virtue of education, training, or experience is qualified to evaluate and assess Pollutant discharges and violations of this Ordinance.
63. RCRA - Resource Conservation and Recovery Act of 1976, and its regulations as found in 40 CFR Parts 260-266 and Part 270 as amended.

64. Recreational Vehicle (RV) – Recreational Vehicle as defined in Health and Safety Code section 18010.
65. Regional Water Quality Control Boards (RWQCBs) – State Agency that Develops and enforces water quality objectives and implementation plans that will best protect the beneficial uses of the State’s waters. The RWQCB issued EMWD a Reclamation Master Permit which includes pretreatment program requirements. The Santa Ana RWQCB and San Diego RWQCB regulate the pretreatment program administered by EMWD.
66. Regional Water Reclamation Facility (RWRF) - The District sewage treatment plant designed to serve a specific area of the District.
67. Regeneration Cycle - Liquid used to exchange the chemistry in an ion exchange unit.
68. Regulatory Agencies - Those agencies having oversight of the operation of the District, including but not limited to the following:
 - a. United States Environmental Protection Agency (EPA);
 - b. California Environmental Protection Agency (Cal-EPA);
 - c. California State Water Resources Control Board (SWRCB);
 - d. California Regional Water Quality Control Board, Santa Ana Region (CRWQCB,SAR);
 - e. California Regional Water Quality Control Board, San Diego Region (CRWQCB,SDR);
 - f. California Department of Public Health (CDPH)
 - g. Division of Drinking Water (DDW)
 - h. Riverside County Department of Environmental Health
69. RV Holding Tank - A RV tank designed to hold Domestic Wastewater.
70. Sample Aliquot – A portion of a total amount of a solution or media used for analytical testing.
71. Sanitary Wastewater - Domestic Wastewater from other than a dwelling unit.
72. Self Monitoring - Wastewater sampling performed by a User or User’s contracted laboratory, consultant, engineer, or similar entity.
73. Septic Tank - A watertight receptacle which receives the discharge from a sewer system and is designed and constructed to retain solids, digest organic matter through a period of detention, and allows the liquids to discharge for disposal.
74. Sewer Lateral - POTW owned piping and appurtenances extending from the sewer pipeline to the private sewer system at the boundary line of the User’s property or POTW’s easement.

75. Significant Industrial User (SIU):
- a. A User subject to Categorical Pretreatment Standards; or;
 - b. A User that:
 - 1.) Discharges an average of twenty-five thousand (25,000) gpd or more of process wastewater to the POTW (excluding sanitary, non-contact cooling, and boiler blowdown wastewater);
 - 2.) Contributes a process wastewater which makes up five (5) percent or more of the average dry weather hydraulic or organic capacity of the RWRf; or
 - 3.) Is designated as such by the District on the basis that it has a reasonable potential for adversely affecting the RWRf's operation or for violating any Pretreatment Standard or Pretreatment Requirement (in accordance with 40 CFR 403.8(f)(6)).
 - c. Upon a finding that a User meeting the criteria in subsection b.3. has no reasonable potential for adversely affecting the RWRfs operation or for violating any Pretreatment Standard or Pretreatment Requirement, the District may at any time, on its own initiative or in response to a petition received from a User, and in accordance with procedures in 40 CFR 403.8, determine that such User should not be considered a Significant Industrial User.
76. Significant Non-Compliance (SNC) - Any pattern of compliance violations by SIU which meet one or more of the following criteria:
- a. Chronic violations of wastewater discharge limits, defined here as those in which sixty-six percent (66%) or more of all of the measurements taken for the same pollutant parameter during a six-month (6) period exceed (by any magnitude) a numeric Pretreatment Standard or Pretreatment Requirement, including instantaneous limits, as defined by 40 CFR 403.3;
 - b. Technical review criteria (TRC) violations, defined here as those in which thirty-three percent (33%) or more of all of the measurements taken for the same pollutant parameter during a six-month (6) period equal or exceed the product of the numeric Pretreatment Standard or Pretreatment Requirement, including instantaneous limits, as defined by 40 CFR 403.3, multiplied by the applicable TRC (TRC=1.4 for BOD, TSS, fats, oil and grease, and 1.2 for all other pollutants except pH);
 - c. Any other violation of a Pretreatment Standard or Pretreatment Requirement as defined by 40 CFR 403.3 (daily maximum, long-

term average, instantaneous limit, or narrative Standard) that the General Manager, or his designee, determines has caused, alone or in combination with other discharges, Interference or Pass Through (including endangering the health of District personnel or the general public);

- d. Any discharge of a Pollutant that has caused imminent endangerment to human health or welfare or to the environment or has resulted in the District's exercise of its emergency authority to halt or prevent such a discharge;
 - e. Failure to meet, by ninety (90) days or more after the schedule date, a Milestone contained in a local Control Mechanism or enforcement order, for starting construction, completing construction, or attaining final compliance;
 - f. Failure to provide, within forty-five (45) days after the due date, required reports such as baseline monitoring reports, 90-day compliance reports, periodic self-monitoring reports, and reports on compliance with Compliance Schedules;
 - g. Failure to accurately report non-compliance;
 - h. Any other Violation or group of Violations, which may include violation of BMPs, which the General Manager determines will adversely affect the operation or implementation of the local Pretreatment program.
77. Single Pass Cooling Water - Water that is used solely for the purpose of cooling and is used only once before being discharged.
78. Slug - Any discharge of a non-routine, episodic nature, including but not limited to an accidental spill or a non-customary batch discharge, which has a reasonable potential to cause Interference or Pass Through, or in any other way contribute to the POTW violating any requirements.
79. Source Control Manager – The Person duly designated by the General Manager to develop and implement the District's Source Control Program and performs the duties as specified in this Ordinance and the Enforcement Response Plan for this Ordinance.
80. Special Agreement(s) - A short term revocable permission to discharge Wastewater to the POTW, subject to Ordinance 59 and policies and standards established by the Source Control Division.
81. Spill Containment - A protection system installed by the User to prohibit the accidental discharge of Pollutants to the sewer.
82. Standard Industrial Classification (SIC) - The system of classifying industries issued by the U.S. Office of Management and Budget.

83. Total Dissolved Solids (TDS) - The unfilterable residue of the combined content of all inorganic and organic substances contained in a liquid.
84. Total Inorganic Nitrogen (TIN) – The summation of inorganic nitrogen including ammonia nitrogen, nitrate nitrogen, and nitrite nitrogen.
85. Total Suspended Solids (TSS) - The total amount of residue retained by laboratory filtration and dried at 103-105° C.
86. Toxic Pollutants - Those Pollutants, or combinations of Pollutants, including disease-causing agents, which after discharge and upon exposure, ingestion, inhalation, or assimilation into any organism, either directly from the environment or indirectly by ingestion through food chains, will, on the basis of information available to the General Manager, cause death, disease, behavioral abnormalities, cancer, genetic mutations, physiological malfunctions (including malfunctions in reproduction), or physical deformations, in such organisms or their offspring.
87. User - Any Person who discharges or has a potential to discharge Non-Domestic Wastewater directly or indirectly to a POTW.
88. Violation - Failure by a User to comply with this Ordinance or any Waste Discharge Permit, Waste Discharge Authorization, Special Agreement, and/or policies and standards established by the Source Control Division.
89. Waste(s) - Any discarded solid, semi-solid, liquid or gaseous material.
90. Waste Discharge Authorization (WDA) - The revocable permission to discharge Wastewater to the POTW, subject to this Ordinance and policies and standards established by the Source Control Division.
91. Waste Discharge Permit (WDP) - The periodically renewable, revocable permission to discharge Wastewater to the POTW, subject to technically based limits on wastewater constituents and characteristics.
92. Wastewater - Liquid and water-carried wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW.

2.2 OTHER MEANINGS

Words used in this Ordinance in the singular shall include the plural and the plural the singular. Use of masculine shall also mean feminine and use of feminine shall also mean masculine. Shall is mandatory; may is permissive or discretionary.

ARTICLE 3

GENERAL SEWER USE REQUIREMENTS

3.1 PROHIBITED DISCHARGE STANDARDS

A. General Prohibitions

No User shall introduce or cause to be introduced into the POTW any Pollutant or Wastewater, which, alone or in conjunction with other substances, causes Interference or Pass Through. These general prohibitions apply to all Users whether or not they are subject to Categorical Pretreatment Standards or any other Federal, State or local Pretreatment Standards or Pretreatment Requirements.

B. Specific Prohibitions

No User shall introduce or cause to be introduced into the POTW the following Pollutants, substances or Wastewater:

1. Pollutants which create a fire or explosive hazard in the POTW including, but not limited to Wastewater with a closed-cup flashpoint of less than 140° F (60° C) using the test methods specified in 40 CFR 261.21;
2. Wastewater having a pH less than 5.0 or more than 11.0 or otherwise causing corrosive structural damage to the POTW;
3. Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in blockage or Interference, but in no case solids greater than 3/8 inches in any dimension; (e.g. construction debris, corn meal, dirt, sand, gravel, oil, grease, etc.)
4. Pollutants, including oxygen-demanding Pollutants (BOD, etc.), released in a discharge at a flow rate and/or Pollutant concentration which, either singly or by interaction with other Pollutants, will cause Interference with the POTW;
5. Wastewater having a temperature greater than 140° F (60° C), or which will inhibit biological activity in the RWRF resulting in Interference, but in no case Wastewater which causes the temperature at the introduction into the RWRF to exceed 104° F (40° C);
6. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that will cause Interference or Pass Through;
7. Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;

8. Noxious or malodorous liquids, gases, solids, or other Wastewater which, either singly or by interaction with other wastes, are sufficient to create a Public Nuisance or a hazard to life or to prevent entry into the sewers for maintenance or repair;
9. Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the RWRF's effluent;
10. Wastewater containing any radioactive wastes or isotopes except in compliance with applicable State or Federal regulations;
11. Sludge's, screening, or other residues from the Pretreatment of industrial wastes;
12. Detergents, surface-active agents, or other substances which may cause excessive foaming in the POTW;
13. Wastewater required to be manifested under RCRA.
14. Infectious agents as defined in the California Health and Safety Code.

C. Other Prohibitions

1. Storm water, surface water, ground water, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, deionized water, Single Pass Cooling Water and Wastewater free of Pollutants, unless specifically authorized by the General Manager.
2. Pollutants, substances, or Wastewater prohibited by this section shall not be processed or stored in such a manner that they could be discharged to the POTW.
3. Trucked or hauled Pollutants except at discharge points designated by the General Manager; provided, however, RV wastes may be discharged to User-owned sewer facilities.
4. Any procedure, chemical addition, or physical modification that will result in bypass or pass-through of required pretreatment equipment.
5. No person shall discharge Hydrolysate, Wastes, or Wastewater resulting from Hydrolysis either directly or indirectly to the Sewerage System.

3.2 CATEGORICAL PRETREATMENT STANDARDS

- A. The Categorical Pretreatment Standards found at 40 CFR Chapter I, Subchapter N, Parts 405-471 are hereby incorporated.
- B. Where a Categorical Pretreatment Standard is expressed only in terms of either the mass or the concentration of a Pollutant in Wastewater, the General

Manager, or his designee, may impose equivalent concentration or mass limits in accordance with 40 CFR 403.6.

- C. When Wastewater subject to a Categorical Pretreatment Standard is mixed with Wastewater not regulated by the same standard, the General Manager, or his designee, shall impose an alternate limit using the combined waste stream formula, and requirements in 40 CFR 403.6.
- D. A User may obtain a variance from a Categorical Pretreatment Standard if the User can prove, pursuant to the procedural and substantive provisions in 40 CFR 403.13, that factors relating to its discharge are fundamentally different from the factors considered by EPA when developing the Categorical Pretreatment Standard.
- E. A User may obtain a net gross adjustment to a Categorical Pretreatment Standard in accordance with 40 CFR 403.15.

3.3 LOCAL LIMITS

- A. No Permitted User shall discharge or cause to be introduced directly or indirectly into the District's or contributing agency's collection system, a quantity or quality of Wastewater which exceeds the Local Limits on discharges to the POTW established by the District. The Local Limits are set forth in Resolution No. 3003 as amended.
- B. Local Limits apply at the point where the Wastewater is discharged to the POTW, except for BMPs, which are applied at the end of the process and any subsequent treatment. The General Manager, or his designee, may impose limitations based on concentrations of Pollutants in milligrams per liter (concentration) or as an amount of Pollutants in pounds per day (mass).

3.4 BEST MANAGEMENT PRACTICES

No User shall discharge wastewater to the POTW contrary to the BMPs established by the District.

3.5 POLICIES AND STANDARDS

No User shall discharge Wastewater to the POTW contrary to the policies and standards established by the District.

3.6 LIMITATIONS OF TOTAL DISSOLVED SOLIDS (TDS)

- A. The General Manager, or his designee, may limit the total loading of TDS to preserve the beneficial use of recycled water or to comply with environmental or regulatory requirements issued to the District by:
 - 1. Prohibiting Users from discharging the regeneration cycle from any water-conditioning appliance, including but not limited to water softeners or conditioners, to the POTW;

2. Regulating the residential use of water softeners or water conditioners in accordance with California law, including California Health and Safety Code sections 116775-116795; and
3. Issuing permits, applying BMPs, or implementing policies and standards for any Wastewater discharges regulated by this Ordinance.

3.7 RIGHT OF REVISION

The District reserves the right to establish, by ordinance or in Waste Discharge Permits, Waste Discharge Authorizations, and Special Agreements, more stringent requirements on discharges to the POTW.

3.8 DILUTION

No User shall ever increase the use of process water or, in any way attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation unless expressly authorized by an applicable Pretreatment Standard or Pretreatment Requirement. The General Manager, or his designee, may impose mass limitations on the amount, in pounds per day, of pollutants discharged by Users who are using dilution to meet applicable Pretreatment Standards or Pretreatment Requirements, or in other cases when the imposition of mass limitations is appropriate.

3.9 CESSPOOL, SEPTIC TANK, HOLDING TANK AND, HAULED WASTES

- A. Hauled waste from Cesspools, Septic Tanks, portable toilets, and holding tanks (excluding RV's containing only domestic and/or sanitary wastes) will be accepted only at District-designated locations.
- B. The General Manager, or his designee, may accept other hauled waste at District-designated locations.
- C. No Liquid Waste Hauler discharging septic waste or sanitary waste shall discharge constituents in excess of the limits specified in the respective Waste Discharge Permit based on the limits for Liquid Waste Haulers discharging domestic waste as set forth in Resolution No. 3003 as amended.

3.10 ACCESS TO DISTRICT FACILITIES

No Person shall access, enter, break, damage, destroy, uncover, deface, tamper with, or discharge to any temporary or permanent structure, equipment, or appurtenance, which is part of the POTW without prior approval by the General Manager, or his designee.

ARTICLE 4

WASTE DISCHARGE PERMIT AND PERMIT REPORTING REQUIREMENTS

4.1 GENERAL REQUIREMENTS

A. Wastewater Analysis

When requested by the General Manager, or his designee,, a User shall submit information on the nature and characteristics of its Wastewater and other associated and pertinent information within sixty (60) days of the request. The General Manager, or his designee, is authorized to require Users to update this information periodically.

B. Waste Discharge Permit Requirements

1. No Significant Industrial User shall discharge Wastewater into the POTW without first obtaining a Waste Discharge Permit.
2. A Significant Industrial User that has filed a timely application pursuant to Section 4.1.D of this Ordinance may continue to discharge for the time period specified therein.
3. The General Manager, or his designee, may require other Users to obtain a Waste Discharge Permit as necessary to carry out the purposes of this Ordinance.
4. Any violation of the terms and conditions of a Waste Discharge Permit shall be deemed a violation of this Ordinance and subject the User to the sanctions set out in Article 6 of this Ordinance. Obtaining a Waste Discharge Permit does not relieve the User of its obligation to comply with all Federal and State Pretreatment Standards or Pretreatment Requirements or with any other requirements of Federal, State and local law.
5. The District may determine that a User subject to Categorical Pretreatment Standards is a Non-Significant Categorical Industrial User (NSCIU) rather than a Significant Industrial User on a finding that the User never discharges more than 100 gpd of total Categorical Wastewater (excluding sanitary, non-contact cooling and boiler blow down, unless specifically included in the Pretreatment Standards) and the following conditions are met:
 - a. The User, prior to POTW finding, has consistently complied with all applicable Categorical Pretreatment Standards and Pretreatment Requirements; and
 - b. The User annually submits the certification statement required in Section 4.3.J together with any additional information necessary to support the certification statement; and

c. The User never discharges any untreated categorical concentrated Wastewater.

6. Upon a finding that a User meeting the criteria above has no reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standard or Pretreatment Requirement, the District may at any time, on its own initiative or in response to a petition received from a User, and in accordance with procedures in 40 CFR 403.8, determine that such User should not be considered a Significant Industrial User.

C. Issuing Waste Discharge Permits: New Connections

Users who propose to begin or restart a discharge to the POTW must apply for a Waste Discharge Permit at least sixty (60) days prior to any discharge.

D. Issuing Waste Discharge Permits: Existing Connections

Any User required to obtain a Waste Discharge Permit due to requirements in this Ordinance who was discharging Wastewater into the POTW prior to the effective date of the requirements and who wishes to continue such discharges in the future, shall, within ninety (90) days after said date, apply for a Waste Discharge Permit in accordance with Section 4.1.E of this Ordinance, and shall not cause or allow discharges to the POTW to continue after one hundred twenty (120) days of the effective date of the Ordinance except in accordance with a Waste Discharge Permit issued by the General Manager, or his designee.

E. Waste Discharge Application Contents

1. All Users required to obtain a Waste Discharge Permit must submit a Waste Discharge Application. The General Manager, or his designee, may require any User to submit as a part of an application the following information:
 - a. All information required in Section 4.3.A.2 of this Ordinance;
 - b. Physical, chemical, bacteriological, radiological analysis of Wastewater;
 - c. Description of activities, facilities, and plant processes on the premises, including a list of all raw materials and chemicals used or stored at the facility which are or could accidentally or intentionally be discharged to the POTW;
 - d. Number and type of employees, hours of operation, and proposed or actual hours of operation;
 - e. Each product produced by type, amount, process or processes, and rate of production;

- f. (1) Type and amount of raw materials processed (average and maximum per day); (2) quantity, disposition, and method of disposal of specific liquid, sludge, oil, solvent, or other material;
 - g. (1) Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge; (2) details of Wastewater; (3) details of Pretreatment Facilities and their operation and maintenance; (4) details of systems to prevent and control the losses of materials through spills to the POTW;
 - h. (1) Time and duration of discharges; (2) detailed plumbing plans indicating all sources discharging to the on or off-site Sewer Lateral;
 - i. Any other information as may be deemed necessary by the General Manager, or his designee, to evaluate the Waste Discharge Application.
2. Incomplete or inaccurate applications will not be processed and will be returned to the User for revision.

F. Signatories and Certification

All Waste Discharge Applications, BMRs, NSCIU Reports, and Categorical Standard Compliance Deadline Reports must be signed by an Authorized Representative of the User and contain the following certification statement:

“I certify 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 directly responsible for gathering the information, the information submitted is, to the best of 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.”

G. Waste Discharge Permit Decisions

The General Manager, or his designee, will evaluate the data furnished by the User and may require additional information. Within thirty (30) days of receipt of a complete Waste Discharge Application, the General Manager, or his designee, will determine whether or not to issue a Waste Discharge Permit. The General Manager, or his designee, may deny any application for a Waste Discharge Permit.

4.2 WASTE DISCHARGE PERMIT ISSUANCE PROCESS

A. Waste Discharge Permit Duration

A Waste Discharge Permit shall be issued for a specified time period, not to exceed five (5) years from the effective date of the Waste Discharge Permit. A Waste Discharge Permit may be issued for a period less than five (5) years, at the discretion of the General Manager, or his designee. Each Waste Discharge Permit will indicate a specific date upon which it will expire.

B. Waste Discharge Permit Contents

1. Waste Discharge Permits shall contain:
 - a. A statement that indicates Waste Discharge Permit duration, which in no event shall exceed five (5) years;
 - b. A statement that the Waste Discharge Permit is non-transferable without prior notification to the District in accordance with Section 4.2.E of this Ordinance, and provisions for furnishing the new owner or operator with a copy of the existing Waste Discharge Permit;
 - c. Effluent limits, including BMPs, based on applicable general Pretreatment Standards in 40 CFR 403, Categorical Pretreatment Standards, Local Limits, and State and local law;
 - d. Self-monitoring, sampling, reporting, notification, record keeping requirements, an identification of the Pollutants to be monitored (including the process for seeking a waiver for a Pollutant neither present nor expected to be present in the discharge in accordance with 40 CFR 403.12, or a specified waived Pollutant in the case of an individual Waste Discharge Permit), sampling location, sampling frequency, and sample type, based on the applicable general Pretreatment Standards in 40 CFR 403, Categorical Pretreatment Standards, Local Limits, and State and local law;
 - e. A statement of applicable civil and criminal penalties for Violations of Pretreatment Standards and Pretreatment Requirements, and any applicable Compliance Schedule. Such Compliance Schedule may not extend the time for compliance beyond that required by applicable Federal, State, or local law;
 - f. Requirements to control slug discharges, if determined by the POTW to be necessary.

2. Waste Discharge Permits may contain, but need not be limited to, the following conditions:
 - a. Limits on the average and/or maximum rate of discharge, time of discharge, and /or requirements for flow regulation and equalization;
 - b. Requirements for the installation and maintenance of pretreatment technology, pollution control, or construction of appropriate containment devices designed to reduce, eliminate or prevent the introduction of Pollutants into the POTW;
 - c. Requirements for the development and implementation of spill control plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or routine discharges;
 - d. Development and implementation of waste minimization plans to reduce the amount of Pollutants discharged to the POTW;
 - e. Requirements for installation and maintenance of inspection and monitoring facilities and equipment;
 - f. A statement that compliance with the Waste Discharge Permit does not relieve the permittee of responsibility for compliance with all applicable Federal and State Pretreatment Standards, including those which become effective during the term of the Waste Discharge Permit; and
 - g. Other conditions as deemed appropriate by the General Manager, or his designee, to ensure compliance with this Ordinance and Federal, State, and local laws, rules and regulations.

C. Waste Discharge Permit Appeals

1. Any Person, including the User, may petition the General Manager to reconsider the provisions of a Waste Discharge Permit within thirty (30) days of notice of its issuance.
 - a. In its petition, the appealing party shall indicate the Waste Discharge Permit provisions objected to, the reasons for objection, and the alternative provisions, if any, it seeks to place in the Waste Discharge Permit.
 - b. The requirement of compliance with the Waste Discharge Permit shall not be stayed pending the appeal.
2. Failure to submit timely a petition for reconsideration shall be deemed to be a waiver of the administrative appeal.

3. If the General Manager fails to act within thirty (30) days of the filing of a petition for reconsideration, the petition for reconsideration shall be deemed denied.
4. Any person, including the User, may petition the Board of Directors to reconsider the decision of the General Manager, including denial by non-action in Section 3 above.
5. If the Board of Directors fails to act within thirty (30) days of the filing of a petition for reconsideration, the petition for reconsideration shall be deemed denied. Decisions not to issue a Waste Discharge Permit, not to reconsider the provisions of a Waste Discharge Permit, or not to modify the provisions of a Waste Discharge Permit shall be considered final administrative actions for the purposes of judicial review.
6. Any party aggrieved by a final Waste Discharge Permit action may obtain review of the action by filing in court a petition for writ of mandate within ninety (90) days following the effective date of the action. If no aggrieved party petitions for writ of mandate within the time provided by this section, a final Waste Discharge Permit administrative action shall not be subject to review by any court or agency. The evidence before the court shall consist of the record before the General Manager, and any other relevant evidence, which in the judgment of the court, should be considered to effectuate and implement the policies of this Ordinance. Except as otherwise provided in this section, subdivisions (e) and (f) of Code of Civil Procedure section 1094.5 shall govern proceedings pursuant to this section.

D. Waste Discharge Permit Modification

1. The General Manager, or his designee, may modify a Waste Discharge Permit for good cause including, but not limited to, the following reasons:
 - a. To incorporate any new or revised Federal, State or local Pretreatment Standards or Pretreatment Requirements;
 - b. To address significant alterations or additions to the User's operation processes, or Wastewater volume or character since the time of Waste Discharge Permit issuance;
 - c. A change in the POTW that requires either a temporary or permanent reduction or elimination of the permitted discharge;
 - d. Information indicating that the permitted discharge poses a threat to the POTW, POTW personnel, the receiving water, or the public;
 - e. Violation of any terms or conditions of the Waste Discharge Permit;
 - f. Misrepresentation or failure to fully disclose all relevant facts in the Waste Discharge Application or in any required reporting;

- g. Revision of or a grant of variance from such Categorical Pretreatment Standards pursuant to 40 CFR 403.13;
- h. Correction of typographical or other errors in the Waste Discharge Permit; or
- i. To reflect a transfer of the facility ownership or operation to a new owner or operator.

E. Waste Discharge Permit Transfer

- 1. Waste Discharge Permits may be transferred to a new owner or operator only if the permittee gives at least thirty (30) days advance notice to the General Manager and the General Manager, or his designee, approves the Waste Discharge Permit transfer. The notice to the General Manager must include a written certification by the new owner or operator which:
 - a. States that the new owner and/or operator has no immediate intent to change the facility's operations and processes;
 - b. Identifies the specific date on which the transfer is to occur;
 - c. Acknowledges full responsibility for complying with the existing Waste Discharge Permit; and
 - d. States that the new owner and/or operator has obtained a copy of the existing Waste Discharge Permit.
- 2. Failure to provide advance notice of a transfer renders the Waste Discharge Permit void as of the date of facility transfer.

F. Waste Discharge Permit Revocation

- 1. A Waste Discharge Permit may be revoked for good cause including, but not limited to the following reasons:
 - a. Failure to notify the General Manager of significant changes to the Wastewater prior to the changed discharge;
 - b. Failure to provide prior notification to the General Manager of changed conditions pursuant to Section 4.3.E of this Ordinance;
 - c. Misrepresentation or failure to fully disclose all relevant facts in the Waste Discharge Application;
 - d. Falsifying self-monitoring reports;
 - e. Tampering with monitoring equipment;

- f. Refusing to allow the General Manager, or his designee, timely access to the facility premises and records;
 - g. Failure to meet effluent limitations;
 - h. Failure to pay penalties;
 - i. Failure to pay sewer charges;
 - j. Failure to meet Compliance Schedules;
 - k. Failure to complete a Wastewater survey or the Waste Discharge Application;
 - l. Failure to provide advance notice of the transfer of business ownership of a permitted facility; or
 - m. Violation of any Pretreatment Standard or Pretreatment Requirement, or any terms of the Waste Discharge Permit or this Ordinance.
2. Waste Discharge Permits shall be voidable upon cessation of operations.
 3. A Waste Discharge Permit issued to a particular User is void when the new Waste Discharge Permit to that User becomes effective.
 4. Waste Discharge Permit revocation is subject to appeal as set forth in Section 6.4.

G. Waste Discharge Permit Reissuance

A User with an expiring Waste Discharge Permit shall apply for Waste Discharge Permit re-issuance by submitting a complete Waste Discharge Application (or a statement signed by the Authorized Representative that there are no changes to the application previously submitted), in accordance with Section 4.1.E of this Ordinance, at least sixty (60) days prior to the expiration of the User's existing Waste Discharge Permit.

4.3 REPORTING REQUIREMENTS

A. Baseline Monitoring Reports

1. Baseline Monitoring Requirements

Within the later of (1) one hundred eighty (180) days after the effective date of a Categorical Pretreatment Standard, or (2) the final administrative decision on a category determination under 40 CFR 403.6, existing Categorical Users currently discharging to or scheduled to discharge to the POTW shall submit to the District a report which contains the information listed in Section 4.3.A.2. At least ninety (90) days prior to commencement of their discharge, New

Sources, and sources that become Categorical Users subsequent to the promulgation of an applicable Categorical Pretreatment Standard, shall submit to the District a report, which contains the information listed in Section 4.3.A.2. A New Source shall report the method of Pretreatment it intends to use to meet applicable Categorical Pretreatment Standards. A New Source shall also give estimates of its anticipated flow and quantity of Pollutants to be discharged.

2. Users described above shall submit the information set forth below.
 - a. Identifying information - The name and address of the facility, including the name of the operator and owner.
 - b. Environmental Permits - A list of any environmental control permits held by or for the facility.
 - c. Description of Operations - A brief description of the nature, average rate of production, and SIC numbers or NAICS numbers of the operation(s) carried out by such User. This description should include a schematic process diagram which indicates points of discharge to the POTW from the regulated processes.
 - d. Flow Measurement - Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and other streams, as necessary, to allow use of the combined waste stream formula set out in 40 CFR 403.6
 - e. Measurement of Pollutants
 1. The user shall identify the Pretreatment Standards applicable to each regulated process.
 2. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the Categorical Pretreatment Standard or by the General Manager, of the regulated Pollutants in the discharge from each regulated process. Instantaneous, daily maximum, and long-term average concentrations, or mass, where required, shall be reported. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in Section 4.3.D of this Ordinance. In cases where the Standard requires compliance with a Best Management Practice or pollution prevention alternative, the User shall submit documentation as required by the Control Authority or the applicable Standards to determine compliance with the Standard.

3. The User shall take a minimum of one representative sample to compile that data necessary to comply with the requirements of this paragraph.
 4. Samples should be taken immediately downstream from pretreatment facilities if such exist or immediately downstream from the regulated process if no pretreatment exists. If other wastewaters are mixed with the regulated wastewater prior to pretreatment the User should measure the flows and concentrations necessary to allow use of the combined wastestream formula of § 403.6(e) in order to evaluate compliance with the Pretreatment Standards. Where an alternate concentration or mass limit has been calculated in accordance with § 403.6(e) this adjusted limit along with supporting data shall be submitted to the Control Authority.
 5. Sampling and analysis shall be performed in accordance with the techniques prescribed in 40 CFR part 136 and amendments thereto. Where 40 CFR part 136 does not contain sampling or analytical techniques for the pollutant in question, or where the Administrator determines that the part 136 sampling and analytical techniques are inappropriate for the pollutant in question, sampling and analysis shall be performed by using validated analytical methods or any other applicable sampling and analytical procedures, including procedures suggested by the POTW or other parties, approved by the Administrator.
 6. The Control Authority may allow the submission of a baseline report which utilizes only historical data so long as the data provides information sufficient to determine the need for industrial pretreatment measures.
 7. The baseline report shall indicate the time, date and place, of sampling, and methods of analysis, and shall certify that such sampling and analysis is representative of normal work cycles and expected pollutant Discharges to the POTW.
- f. Certification - A statement, reviewed by the User's Authorized Representative and certified by a qualified professional, indicating whether Categorical Pretreatment Standards are being met on a consistent basis, and, if not, whether additional operation and maintenance (O&M) and/or additional Pretreatment is required to meet the Pretreatment Standards and Pretreatment Requirements.
 - g. Compliance Schedule - If additional Pretreatment and/or O&M will be required to meet the Pretreatment Standards, the Compliance Schedule is the shortest schedule by which the User will provide

such additional Pretreatment and/or O&M. The completion date in this schedule shall not be later than the compliance date established for the applicable Pretreatment Standard. A Compliance Schedule pursuant to this section must meet the requirements set out in Section 4.3.B of this Ordinance.

- h. Signature and Certification - All Baseline Monitoring Reports must be signed and certified in accordance with Section 4.1.F of this Ordinance.

B. Compliance Schedule Progress Reports

The following conditions shall apply to the Compliance Schedule required by Section 4.3.A.2.g of this Ordinance:

1. The Compliance Schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional Pretreatment required for the User to meet the applicable Pretreatment Standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation);
2. No increment referred to above shall exceed nine (9) months;
3. The User shall submit a progress report to the General Manager no later than fourteen (14) days following each date in the Compliance Schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the User to return to the established Compliance Schedule; and in no event shall more than nine (9) months elapse between such progress reports to the General Manager.

C. Reports on Compliance with Categorical Pretreatment Standard Deadline

Within ninety (90) days following the date for final compliance with applicable Categorical Pretreatment Standards, or in case of a New Source following commencement of the introduction of Wastewater into the POTW, any User subject to such Pretreatment Standards and Pretreatment Requirements shall submit to the General Manager a report containing the information described in Section 4.3.A.2 of this Ordinance. For Users subject to equivalent mass or concentration limits established in accordance with the procedures in 40 CFR 403.6, this report shall contain a reasonable measure of the User's long-term production rate. For all other Users subject to Categorical Pretreatment Standards expressed in terms of allowable pollutant discharge per unit of production (or other measure of operation), this report shall include the User's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with Section 4.1.F of this Ordinance.

D. Periodic Compliance Reports

1. If a Permitted User monitors any Pollutant using the procedures prescribed in Sections B and C of this Section, the results of this monitoring shall, at a frequency determined by the General Manager, or his designee, but in no case less than every six-months (6), be reported. The report shall indicate the nature and concentration of Pollutants in the discharge, which are limited, by Pretreatment Standards and the measured or estimated average and maximum daily flows for the reporting period. All such reports must be signed and certified in accordance with Section 4.1.F of this Ordinance.
2. All Pollutant analyses, including sampling techniques, to be submitted as part of a Waste Discharge Application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136, unless otherwise specified in an applicable Categorical Pretreatment Standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, an analysis must be performed in accordance with procedures approved by the US EPA.
3. Users must show compliance with Federal, State, and local regulations using appropriate sampling methods, in which data coming from the collection methods are representative of conditions occurring during the reporting period. The User is required to monitor at a frequency allowing for assessment and assurance of full compliance with applicable Pretreatment Standards and Pretreatment Requirements. Twenty-four (24) hour composite samples must be obtained through flow-proportional composite sampling techniques, unless time-proportional composite sampling or grab sampling is authorized by the General Manager, or his designee. Where time-proportional composite sampling or grab sampling is authorized by the General Manger, or his designee, the samples must be representative of the discharge. Using protocols (including appropriate preservation) specified in 40 CFR Part 136 and appropriate EPA guidance, multiple grab samples collected during a 24 hour period may be composited prior to the analysis as follows: for cyanide, total phenols, and sulfides the samples may be composited in the laboratory or in the field; for volatile organics and oil & grease the samples may be composites in the laboratory. Composite samples for other parameters unaffected by the compositing procedures as documented in approved EPA methodologies may be authorized by the General Manager, or his designee.

E. Reports of Changed Conditions

1. SIUs are required to notify the POTW immediately for any unplanned changes at its facility affecting the potential for a Slug Discharge, or 30 days in advance of any planned changes at its facility affecting the potential for a Slug Discharge.
2. The General Manager, or his designee, may require the User to submit such information as may be deemed necessary to evaluate the changed

condition, including the submission of a Waste Discharge Application under Section 4.1.E of this Ordinance.

3. The General Manager, or his designee, may issue a Waste Discharge Permit under Section 4.2.B of this Ordinance or modify an existing Waste Discharge Permit under Section 4.2.D of this Ordinance in response to changed conditions or anticipated changed conditions.
4. For purposes of this section, significant changes include, but are not limited to, flow increases of twenty percent (20%) or greater, and the discharge of any previously unreported Pollutants.

F. Reports of Potential Problems

1. In the case of any discharge, including, but not limited to, accidental discharges, discharges of a non-routine, episodic nature, a non-customary batch discharge, or a Slug, that may cause potential problems for the POTW, the User shall immediately notify the District of the incident. This notification shall include the location of the discharge, type of waste, concentration, and volume, if known, and corrective actions taken by the User.
2. Within five (5) days following such discharge, the User shall, unless waived by the General Manger, or his designee, submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by the User to prevent similar future occurrences. Such notification shall not relieve the User of any expense, loss, damage, or other liability, which may be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the User of any penalties, or other liabilities, which may be imposed pursuant to this Ordinance.

G. Reports from Unpermitted Users

All Users not required to obtain a Waste Discharge Permit shall upon request from the District provide reports containing any information deemed appropriate by the District to insure the compliance of this Ordinance.

H. Maintenance Plan

Any User with an Interceptor discharging to the sewer shall complete an approved maintenance plan, which includes but is not limited to:

1. Procedures to adequately maintain the Interceptor using a licensed and permitted waste hauler.
2. Determination of User staff responsible for maintenance of the Interceptor.
3. Procedures for spill response.

I. Reports of Sampling Violations/Repeat Sampling

If sampling performed by a User indicates a Violation, the User shall notify the General Manager within twenty-four (24) hours of becoming aware of the Violation. The User shall also repeat the sampling and analysis and submit the results of the repeat analysis to the General Manager within thirty (30) days after becoming aware of the Violation. The User is not required to resample if the District monitors at the User's facility at least once a month, or if the District samples between the User's initial sampling and when the User receives the results of this sampling.

J. Certification for Non-Significant Categorical Industrial Users

A facility determined to be a Non-Significant Categorical Industrial User by POTW must submit the following certification statement signed and certified in accordance with the signatory requirements in Section 4.1.F as required by 40 CFR 403;

"Based on my inquiry of the person or persons directly responsible for managing compliance with the Categorical Pretreatment Standards under 40 CFR _____, I certify that, to the best of my knowledge and belief that during the period from _____, _____ to _____, _____ [months, days, year]:

1. The facility described as _____ [facility name] met the definition of a Non-Significant Categorical Industrial User as described in Section 2.1.C.46
2. The facility complied with all applicable Pretreatment Standards and requirements during this reporting period; and
3. The facility never discharged more than 100 gallons of total categorical wastewater on any given day during this reporting period.

This compliance certification is based on the following information:

" _____ "

K. Timing

Written reports will be deemed to have been submitted on the date postmarked. For reports, which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.

L. Record Keeping

Users subject to the reporting requirements of this Ordinance shall retain, and make available for inspection and copying, all records of information obtained pursuant to monitoring activities undertaken by the User independent of such requirements. Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation concerning the User or the District, or where the User has been specifically notified of a longer retention period by the General Manager.

ARTICLE 5

WASTE DISCHARGE AUTHORIZATIONS and SPECIAL AGREEMENTS

5.1 GENERAL REQUIREMENTS

A. Wastewater Information

When requested by the General Manager, or his designee, a User shall submit information on the nature and characteristics of its Wastewater and other associated and pertinent information within sixty (60) days of the request. The General Manager, or his designee, is authorized to require Users to update this information periodically.

B. Authorization/Special Agreement Requirement

1. No User shall discharge Wastewater into the POTW without first obtaining a determination of need for an Authorization and/or Special Agreement except that a User that has filed a timely application pursuant to Section 5.1.C of this Ordinance may continue to discharge for the time period specified therein.
2. Any violation of the terms and conditions of an Authorization/Special Agreement shall be deemed a Violation of this Ordinance and subject the User to the sanctions set out in Article 6 of this Ordinance. Obtaining an Authorization and/or Special Agreement does not relieve the User of its obligation to comply with all Federal and State Pretreatment Standards or Pretreatment Requirements or with any other requirements of Federal, State, and local law.

C. Issuing Authorizations/Special Agreement: New Connections

Users who propose to begin or restart a discharge to the POTW must apply for an Authorization and/or Special Agreement at least sixty (60) days prior to any discharge.

D. Issuing Authorizations/Special Agreements: Existing Connections that must meet New Requirements

Any User required to obtain an Authorization and/or Special Agreement due to requirements in this Ordinance who was discharging Wastewater into the POTW prior to the effective date of the requirements and who wishes to continue such discharges in the future, shall, within ninety (90) days after said date, apply for an Authorization and/or Special Agreement in accordance with Section 5.1.E of this Ordinance, and shall not cause or allow discharges to the POTW to continue after one hundred twenty (120) days of the effective date of this Ordinance except in accordance with an Authorization and/or Special Agreement issued by the General Manager, or his designee.

E. Waste Discharge Application Contents

1. All Users required to obtain an Authorization and/or Special Agreement shall submit a Waste Discharge Application. The General Manager, or his designee, may require all Users to submit as part of an application the following information:
 - a. Description of activities, facilities, and plant processes on the premises, including a list of all raw materials and chemicals used or stored at the facility which are or could accidentally or intentionally be discharged to the POTW;
 - b. Number and type of employees, hours of operation, and proposed or actual hours of operation;
 - c. Each product produced by type, amount, process or processes, and rate of production;
 - d. Type and amount of raw materials processed (average and maximum per day); quantity, disposition, and method of disposal of specific liquid, sludge, oil, solvent, or other material;
 - e. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge; details of Pretreatment Facilities and their operation and maintenance; details of systems to prevent and control the losses of materials through spills to the POTW;
 - f. Time and duration of discharges; detailed plumbing plans indicating all sources discharging to the on-site or off-site Sewer Lateral;
 - g. Any other information as may be deemed necessary by the General Manager, or his designee, to evaluate the Waste Discharge Application.
2. Incomplete or inaccurate applications will not be processed and will be returned to the User for revision.

F. Signatories and Certification

All Waste Discharge Applications and Reports must be signed by an Authorized Representative of the User and contain the following certification statement:

"I certify 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 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."

G. Authorization/Special Agreement Decisions

The General Manager, or his designee, will evaluate the data furnished by the User and may require additional information. Within thirty (30) days of receipt of a complete Waste Discharge Application, the General Manager will determine whether or not to issue an Authorization and/or Special Agreement. The General Manager may deny any application for an Authorization and/or Special Agreement.

5.2 AUTHORIZATION/SPECIAL AGREEMENT ISSUANCE PROCESS

A. Authorization/Special Agreement Duration

1. A Waste Discharge Authorization shall be issued for an indefinite time period, subject to review and reconsideration at the discretion of the General Manager.
2. A Special Agreement shall be issued for a specified time period, set forth in the terms of the Special Agreement.

B. Authorization/Special Agreement Contents

1. Waste Discharge Authorizations/Special Agreements shall include such conditions as are deemed reasonably necessary by the General Manager, or his designee, to prevent Pass Through or Interference or damage to the POTW, protect the quality of the water body receiving the POTW's effluent, protect public and worker health and safety, facilitate sludge management and disposal as required in 40 CFR 403.8, and protect against damage to the POTW.

Waste Discharge Authorizations/Special Agreements may contain:

- a. Notification and record-keeping requirements;
- b. Requirements for the development and implementation of plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or routine discharges;
- c. Requirements for the development and implementation of waste minimization plans to reduce the amount of Pollutants discharged to the POTW;

- d. A statement that compliance with the Waste Discharge Authorization/Special Agreement does not relieve the User of responsibility for compliance with all applicable Federal and State Pretreatment Standards.
- e. Other conditions as deemed appropriate by the General Manager, or his designee, to ensure compliance with this Ordinance, and State and Federal laws, rules, and regulations;

C. Waste Discharge Authorization/Special Agreement Appeals

- 1. Any Person, including the User, may petition the General Manager to reconsider the provisions of a Waste Discharge Authorization/Special Agreement within thirty (30) days of notice of its issuance.
 - a. In its petition, the appealing party shall indicate the Waste Discharge Authorization/Special Agreement provisions objected to, the reasons for objection, and the alternative provisions, if any, it seeks to place in the Waste Discharge Authorization/Special Agreement.
 - b. The requirement of compliance with the Waste Discharge Authorization/Special Agreement shall not be stayed pending the appeal.
- 2. Failure to submit timely a petition for reconsideration shall be deemed to be a waiver of the administrative appeal.
- 3. If the General Manager fails to act within thirty (30) days of the filing of a petition for reconsideration, the petition for reconsideration shall be deemed denied.
- 4. Any person, including the User, may petition the Board of Directors to reconsider the decision of the General Manager, including denial under Section 3 above.
- 5. If the Board of Directors fails to act within thirty (30) days of the filing of a petition for reconsideration, the petition for reconsideration shall be deemed denied. Decisions not to issue a Waste Discharge Authorization/Special Agreements, not to reconsider the provisions of a Waste Discharge Authorization/Special Agreements, or not to modify the provisions of a Waste Discharge Authorization/Special Agreements shall be considered final administrative actions for the purposes of judicial review.
- 6. Any party aggrieved by a final Waste Discharge Authorization/Special Agreement administrative action may obtain review of the action in the superior court by filing in the court a petition for writ of mandate within ninety (90) days following the effective date of the action. If no aggrieved party petitions for writ of mandate within the time provided by this section,

a final Waste Discharge Authorization/Special Agreement administrative action shall not be subject to review by any court or agency. The evidence before the court shall consist of the record before the General Manager, and any other relevant evidence which, in the judgment of the court, should be considered to effectuate and implement the policies of this Ordinance. Except as otherwise provided in this section, subdivisions (e) and (f) of Code of Civil Procedure section 1094.5 shall govern proceedings pursuant to this section.

D. Waste Discharge Authorization/Special Agreement Revocation

1. A Waste Discharge Authorization/Special Agreement may be revoked for good cause including, but not limited to the following reasons:
 - a. Failure to notify the General Manager of significant changes to the Wastewater prior to the changed discharge;
 - b. Misrepresentation or failure to fully disclose all relevant facts in the Waste Discharge Application;
 - c. Refusing to allow the General Manager, or his designee, timely access to the facility premises and records;
 - d. Failure to pay penalties;
 - e. Failure to pay sewer charges;
 - f. Failure to comply with EMWD's policies and standards.
 - g. Violation of any terms of the Waste Discharge Authorization/Special Agreement or this Ordinance.
2. Waste Discharge Authorizations and Special Agreements shall be voidable upon cessation of operations.
3. A determination may be made to issue a Waste Discharge Permit in the event the Waste Discharge Authorization or Special Agreement is revoked for good cause, including but not limited to all of the above.
4. A Waste Discharge Authorization or Special Agreement is void when a new Waste Discharge Permit, Waste Discharge Authorization, or Special Agreement to that User becomes effective.
5. Waste Discharge Authorization or Special Agreement revocation is subject to appeal as set forth in Section 6.4.

5.3 REPORTING REQUIREMENTS

A. Plan Requirements

1. Any User with an Interceptor discharging to the sewer shall have on file an approved maintenance plan which includes but is not limited to:
 - a. Procedures to adequately maintain the Gravity Interceptor using a licensed and permitted waste hauler;
 - b. Determination of User staff responsible for maintenance of the Gravity Interceptor;
 - c. Procedures for spill response.
2. Users with potential impact to the POTW shall have on file an approved management plan.

B. Timing

Written reports will be deemed to have been submitted on the date postmarked. For reports, which are not mailed, postage prepaid, into a mail facility serviced by the United States Postal Service, the date of receipt of the report shall govern.

C. Record Keeping

Users subject to the reporting requirements of this Ordinance shall retain, and make available for inspection and copying, all records of information obtained pursuant to monitoring activities undertaken by the User independent of such requirements. Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation concerning the User or the District, or where the User has been specifically notified of a longer retention period by the General Manager or his designee.

ARTICLE 6
ENFORCEMENT

6.1 ENFORCEMENT ACTIONS

Notice of Violations shall be issued by the Source Control Manager or his designee. All other enforcement actions shall be issued by the Source Control Manager or management at a higher level (e.g., Environmental and Regulatory Compliance Department Director). The District, at its discretion, may utilize any one, combination of, or all enforcement remedies provided in Article 6 in response to any Violation.

A. Notice of Violation

When a User has violated, or continues to violate, any provision of this Ordinance, any Waste Discharge Permit, any Waste Discharge Authorization, or Special Agreement, any order issued under this Ordinance, or any other Pretreatment Standard or Pretreatment Requirement, the Source Control Manager or his designee may issue a written Notice of Violation.

B. Administrative Orders

1. CONSENT ORDERS

The Source Control Manager may enter into Consent Orders, assurances of compliance, or other documents establishing an agreement with any User responsible for noncompliance. Such documents shall include specific action(s) to be taken by the User to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as Compliance Orders and shall be judicially enforceable.

2. COMPLIANCE ORDERS

When the Source Control Manager finds that a User has violated, or continues to violate, any provision of this Ordinance, any Waste Discharge Permit, any Waste Discharge Authorization or Special Agreement, any order issued under this Ordinance, or any other Pretreatment Standard or Pretreatment Requirement, the Source Control Manager may issue a Compliance Order to the User responsible for the discharge directing that the User come into compliance within a specified time. A Compliance Order shall include specific action(s) to be taken by the User to correct the noncompliance within a time period specified by the Compliance Order. A Compliance Order shall be judicially enforceable. If the User does not come into compliance within the time provided, sewer service may be discontinued unless required Pretreatment Facilities, devices, or other related appurtenances are installed and properly operated. A Compliance Order also may contain other requirements to address the noncompliance, including additional self-monitoring and management practices designed to minimize the

amount of Pollutants discharged to the sewer. A Compliance Order may not extend the deadline for compliance established for a Pretreatment Standard or Pretreatment Requirement, nor does a Compliance Order relieve the User of liability for any Violation, including any continuing Violation.

3. SHOW CAUSE ORDERS

The Source Control Manager may issue a Show Cause Order directing a User which has violated, or continues to violate, any provision of this Ordinance, any Waste Discharge Permit, any Waste Discharge Authorization or Special Agreement, any order issued under this Ordinance, or any other Pretreatment Standard or Pretreatment Requirement to appear before the General Manager or his designee and show cause why the proposed enforcement action(s) should not be taken. Notice shall be served on the User specifying the time and place for the hearing, the proposed enforcement action(s), the reasons for the action(s) and an order that the User show cause why the proposed enforcement should not be taken. The notice of the hearing shall be served personally or by registered or certified mail (return receipt requested) at least fifteen (15) days prior to the hearing. Such notice may be served on any Authorized Representative of the User.

C. Emergency Suspensions

The Source Control Manager may suspend immediately a User's discharge, without prior notice to the User, whenever such suspension is necessary to stop an actual or threatened discharge which reasonably appears to present an imminent or substantial danger to the health or welfare of Persons or to the environment, or which reasonably appears to present an imminent or substantial interference with the POTW, or which reasonably may cause the District to violate any condition of its NPDES permit.

Any User notified of an emergency suspension of its discharge shall immediately stop or eliminate its discharge. In the event of a User's failure to immediately comply voluntarily with the emergency suspension order, the Source Control Manager may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW or its collection system, or endangerment to any Persons or to the environment. The Source Control Manager may allow the User to recommence its discharge when the User has demonstrated that the period of endangerment has passed, unless the termination proceedings in Sections 6.1.E or Section 6.1.F of this Ordinance are initiated against the User.

Nothing in this Section shall be interpreted as requiring a hearing prior to any Emergency Suspension under this Section.

D. Permit/Authorization/Special Agreement Termination

When the Source Control Manager finds that a User has violated, or continues to violate, any provision of this Ordinance, any Waste Discharge Permit, any Waste

Discharge Authorization or Special Agreement, any order issued under this Ordinance, or any other Pretreatment Standard or Pretreatment Requirement, the Source Control Manager may terminate the Waste Discharge Permit, Waste Discharge Authorization, or Special Agreement of said User.

E. Termination of Wastewater Service

In addition to the provisions for Emergency Suspensions, the Source Control Manager may order any User who has violated, or continues to violate, any provision of this Ordinance, any Waste Discharge Permit, any Waste Discharge Authorization or Special Agreement, any order issued under this Ordinance, or any other Pretreatment Standard or Pretreatment Requirement to cease immediately discharge of wastewater to the POTW, and may suspend Wastewater disposal and treatment service for such User in order to stop an actual or threatened discharge which presents or may present an imminent or substantial danger to the health or welfare of Persons or to the environment, or which presents or may present an imminent or substantial interference with the POTW, or which causes or may cause the District to violate any condition of its NPDES permit, or if the User has failed to obtain a valid Waste Discharge Permit. If the User fails to comply voluntarily with the termination order, the District will take such steps as deemed necessary, including immediate severance of the Sewer Lateral connection, to give effect to the termination order. All costs for terminating service shall be paid by the User. All costs for reestablishing service shall be paid by the User.

Such User shall be notified of the proposed termination of its discharge service and offered an opportunity to show cause under Section 6.1.B.3 of this Ordinance why the proposed action(s) should not be taken.

F. Termination of Water Service

When a User has violated, or continues to violate, any provision of this Ordinance, any Waste Discharge Permit, any Waste Discharge Authorization or Special Agreement, any order issued under this Ordinance, or any other Pretreatment Standard or Pretreatment Requirement, water service to the User may be terminated. Water service shall only recommence after the User has demonstrated satisfactorily its ability to comply. All costs for terminating water service shall be paid by the User. All costs for reestablishing water service shall be paid by the User.

Such User shall be notified of the proposed termination of its water service and offered an opportunity to show cause under Section 6.1.B.3 of this Ordinance why the proposed action(s) should not be taken.

G. Administrative Penalties

When the Source Control Manager finds that a User has violated, or continues to violate, any provision of this Ordinance, any Waste Discharge Permit, any Waste Discharge Authorization or Special Agreement, any order issued under this Ordinance, or any other Pretreatment Standard or Pretreatment Requirement, the Source Control Manager may impose an administrative penalty on such

User, as provided in Section 54740.5 of the Government Code, in an amount determined in accordance with Resolution 2963 as amended. Administrative penalties shall be assessed on a per-Violation, per-day basis. In the case of monthly or other long-term average discharge limits, administrative penalties shall be assessed for each day during the period of Violation. Unpaid charges and administrative penalties shall, after 30 calendar days, be assessed an additional penalty in accordance with Resolution 2963 as amended, and interest shall accrue thereafter in accordance with Resolution 1643 as amended. A lien against the User's property may be sought by the District for unpaid charges and administrative penalties.

H. Injunctive Relief

When the Source Control Manager finds that a User has violated, or continues to violate, any provision of this Ordinance, any Waste Discharge Permit, any Waste Discharge Authorization or Special Agreement, any order issued under this Ordinance, or any other Pretreatment Standard or Requirement, the District may petition the Superior Court of the County of Riverside for the issuance of a temporary restraining order, preliminary injunction, and/or permanent injunction, as appropriate, to enjoin or compel the specific performance of the activities of the User causing such violation. The District may also seek such other action as appropriate for legal and/or equitable relief, including a requirement for the User to conduct environmental remediation.

I. Civil Liability

The Source Control Manager may utilize the procedures and seek civil penalties, payment of excess costs, and imposition of a lien upon User's real property, as provided in Sections 54739, 54740, 54740.5, and 54740.6 of the Government Code, as may be amended from time to time, for violations of any provision of this Ordinance, any Waste Discharge Permit, any Waste Discharge Authorization or Special Agreement, any order issued under this Ordinance, or any other Pretreatment Standard or Pretreatment Requirement.

J. Criminal Penalties and Prosecution

District Legal Counsel may submit a request to the Local, State, or Federal Attorney for filing a criminal case against the user.

6.2 PUBLISHED NOTICES FOR SIGNIFICANT NON-COMPLIANCE

In accordance with 40 CFR 403.8, the District shall at least annually cause to be published the names of all Users which, at any time during the previous twelve (12) months, were in Significant Non-Compliance. Publication shall be made in a newspaper of general circulation that provides meaningful public notice in the District's service area.

6.3 REMEDIES NON-EXCLUSIVE

The enforcement remedies for this Ordinance are nonexclusive. The Source Control Manager may take any, all, or any combination of these remedies against a noncompliant User. The Source Control Manager may take more than one (1)

enforcement action against any noncompliant User, and no enforcement action shall be deemed a prohibition or a prerequisite for taking any other enforcement action(s) against the User. Enforcement of violations will generally be in accordance with the District's Enforcement Response Plan, however, the Source Control Manager may take alternative actions against a User when the circumstances warrant.

6.4 APPEALS

- A. Either the District or any User affected by and dissatisfied with any decision, order, or enforcement action made by the Source Control Manager or a Hearing Officer interpreting or implementing the provisions of this Ordinance or any Waste Discharge Permit, Waste Discharge Authorization, or Special Agreement may file with the Source Control Manager or Hearing Officer a written appeal requesting reconsideration of such decision, order, or enforcement action within thirty (30) calendar days from the receipt of the notice of such decision, order, or enforcement action. The party requesting reconsideration shall state in detail the facts supporting the request for reconsideration. The Source Control Manager or Hearing Officer shall render a ruling on the request for reconsideration, in writing, within ten (10) calendar days from receipt of the request. Submission of such a request for reconsideration in no way relieves the User of liability for any Violations occurring before or after receipt of the decision, order, or enforcement action, nor stays the requirements of achieving or maintaining compliance.
- B. If the ruling on the request for reconsideration made by the Source Control Manager or Hearing Officer is unsatisfactory to the District or to the User, either party may, within thirty (30) calendar days after receipt of notice of the Source Control Manager's or Hearing Officer's ruling, file a written appeal with the General Manager. The written appeal shall be heard by the General Manager within thirty (30) calendar days from the date of filing. The General Manager shall make a ruling on the appeal within thirty (30) calendar days from the date of the hearing.
- C. If the ruling on the appeal made by the General Manager is unsatisfactory to the District or to the User, either party may, within thirty (30) calendar days after receipt of notice of the General Manager's ruling, file a written appeal with the District's Board, lodging such appeal with the Secretary of the Board. The written appeal shall be heard by the Board within thirty (30) calendar days from the date of filing. The Board shall make a ruling on the appeal within thirty (30) calendar days from the date of the hearing, and shall give notice to the User that the time within which judicial review must be sought is governed by Code of Civil Procedure section 1094.6.
- D. The Board's final ruling shall be deemed a final decision, order, or enforcement action by the District which any Person adversely affected by such decision, order, or enforcement action may appeal to the appropriate court in the County of Riverside. No Person may obtain judicial review of any decision, order, or enforcement action by the District under this Ordinance without first having exhausted all administrative remedies set forth in this Section.

ARTICLE 7

SEVERABILITY

7.1 SEVERABILITY

If any provision of this Ordinance or the application to any person or circumstances is held invalid, the remainder of the Ordinance or the application of such provision to other persons or other circumstances shall not be affected.

ARTICLE 8

REPEAL

8.1 REPEAL

The Ordinance No. 59.6 is hereby repealed on the effective date hereof and all Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with the provisions of this Ordinance.

ARTICLE 9
EFFECTIVE DATE

9.1 EFFECTIVE DATE

The effective date of this Ordinance shall be June 15, 2022.

RESOLUTION NO. 3003.3

RESOLUTION OF THE BOARD OF DIRECTORS OF EASTERN MUNICIPAL WATER DISTRICT OF RIVERSIDE COUNTY, ESTABLISHING LOCAL LIMITS APPLICABLE TO PERMITTED USERS, CESSPOOL, SEPTIC TANK & HOLDING TANK, AND PERMITTED HAULED LIQUID WASTES IN ACCORDANCE WITH ORDINANCE 59 AS AMENDED, "REGULATIONS FOR WASTE DISCHARGE AND SEWER USE"

WHEREAS, the Waste Discharge Requirements issued to Eastern Municipal Water District (EMWD) requires that EMWD adopt an ordinance regulating the discharge of wastewater to each EMWD Regional Water Reclamation Facility (RWRF) in accordance with all provisions of 40CFR403.8(f)(1); and

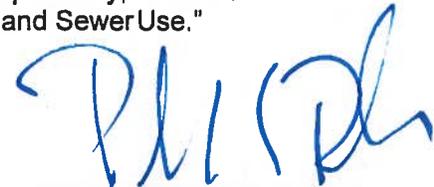
WHEREAS, the Waste Discharge Requirements issued to EMWD requires that EMWD adopt specific discharge limitations designed to prevent pass through and/or interference in accordance with all provisions of 40CFR403.5 and 403.6; and

WHEREAS, EMWD has adopted an ordinance which regulates the discharge of wastewater to EMWD's RWRF; and

WHEREAS, it is necessary to periodically reevaluate the maximum allowable concentration levels of conventional pollutants, industrial wastewater pollutants and hauled domestic liquid wastes and to make adjustments in those levels

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of EMWD do hereby establish the following local limits applicable to cesspool, septic tank, and holding tank permitted hauled liquid wastes listed in the attached Tables I & II, respectively, in accordance with Ordinance 59 as amended, "Regulations for Waste Discharge and Sewer Use."

ADOPTED this 16th day of January, 2013.



Philip E. Paule, President

ATTEST:


Rosemarie V. Howard, Secretary

(SEAL)



TABLE I
Eastern Municipal Water District
Local Limits Applicable to Permitted Users¹

Constituent	Maximum Concentration (mg/L)	Condition
Arsenic (As)	0.38	
Biochemical Oxygen Demand (BOD)	250 lbs/day or 300 mg/l	If discharge meets domestic waste quality at 300 mg/L then no flow restriction.
Boron (B) ²	5.8	
Cadmium (Cd)	0.32	
Chloride (Cl) ²	700 mg/L for less than 275 lbs/day or 250 mg/l	If discharge meets domestic waste quality at 250 mg/L then no flow restriction.
Chromium Total (Cr)	5.0	
Copper (Cu)	5.1	
Cyanide, Total (CN)	0.54	
Iron (Fe) ²	125	
Lead (Pb)	1.7	
Manganese (Mn) ²	2.3	
Mercury (Hg)	0.2	
Molybdenum (Mo)	1.47	
Nickel (Ni)	4.2	
Selenium (Se)	0.37	
Silver (Ag)	4.2	
Sulfate (SO ₄) ²	450 mg/L for less than 275 lbs/day or 250 mg/l	If discharge meets domestic waste quality at 250 mg/L then no flow restriction.
Total Dissolved Solids (TDS)	2200 mg/L for less than 250 lbs/day or 250mg/l over source water	If discharge meets domestic waste quality at 250 mg/L plus source water quality then no flow restriction.
Total Inorganic Nitrogen (TIN)	30 lbs/day or 60 mg/l	If discharge meets domestic waste quality at 60 mg/L then no flow restriction.
Total Suspended Solids (TSS)	Narrative ³	
Zinc (Zn)	4.23	

¹ Not applicable to permitted Liquid Waste Haulers, refer to Table II

² Only Applies to the Temecula Valley Regional Water Reclamation Facility

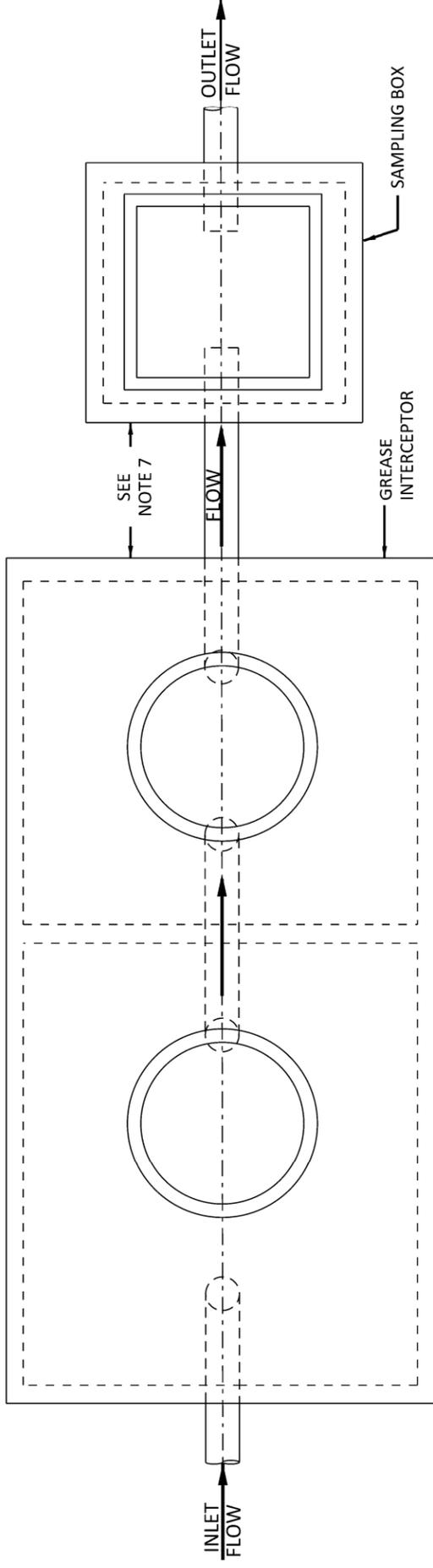
³ Wastewater containing TSS in such quantities to cause or to contribute significantly to (1) disruptions of treatment plant operations; or (2) exceedances of discharge limitations for TSS is prohibited. Significant dischargers, as identified by EMWD, of TSS must implement best practicable technologies for reducing the TSS content of their discharges.

TABLE II
Eastern Municipal Water District
Local Limits Applicable to Cesspool, Septic Tank, and Holding Tank,
and Permitted Hauled Liquid Wastes

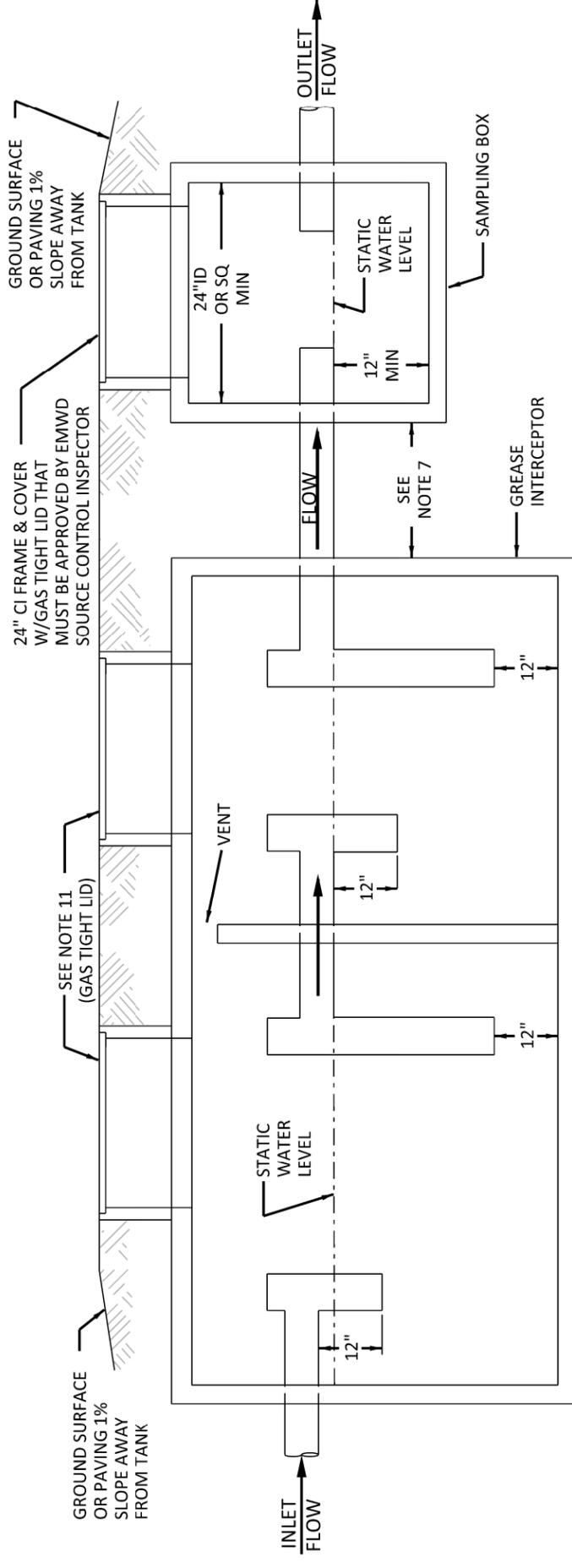
Constituent	Maximum Concentration (mg/L)
Arsenic	1.2
Cadmium	0.65
Chromium	3.3
Cobalt	3.4
Copper	23.0
Cyanide	0.9
Iron	416.0
Lead	5.0
Nickel	4.7
Total Toxic Organics (TTO)	2.13
Zinc	60.0

APPENDIX J

EMWD's Grease Interceptor Sizing, Maintenance Plans & Hauler Information



PLAN VIEW



PROFILE VIEW

NOTES

1. STRUCTURES SHALL BE INSTALLED TO ALLOW ACCESS FOR MAINTENANCE OR INSPECTION AT ALL TIMES.
2. WHERE SUBJECT TO VEHICLE LOADING, DESIGN ADEQUACY SHALL BE SUBSTANTIATED AND STRUCTURE SHALL BE PLACED ON SUITABLE BASE OF COMPACTED SOIL OR UNDISTURBED EARTH.
3. ALL SURFACE WATER MUST DRAIN AWAY FROM THE SAMPLING BOX AND INTERCEPTOR TO EXCLUDE RAIN WATER FROM THE SEWER SYSTEM.
4. FLOW TO THE SAMPLING BOX AND/OR INTERCEPTOR SHALL EXCLUDE ALL SANITARY SEWAGE AND SURFACE DRAINAGE.
5. EACH INSTALLATION IS SUBJECT TO REVIEW BY EMWD FOR ADEQUATE CAPACITY PRIOR TO CONSTRUCTION.
6. INSPECTION COVERS SHALL BE BROUGHT TO GRADE TO PERMIT VISUAL INSPECTION OF INTERNAL FITTINGS, WITH RISERS AS REQUIRED.
7. SAMPLING BOX SHALL BE A MINIMUM OF 24" ID OR 24" SQUARE AND MUST RETAIN A STATIC WATER LEVEL OF 12". SAMPLING BOX MAY BE ATTACHED OR AT A VARIABLE DISTANCE FROM THE INTERCEPTOR AND MUST BE APPROVED BY EMWD SOURCE CONTROL INSPECTOR.
8. EACH CHAMBER SHALL HAVE A GAS TIGHT, TRAFFIC RATED, PICKABLE METAL INSPECTION COVER WITH A MINIMUM DIMENSION OF 24" ID OR 24" SQUARE AND MUST BE APPROVED BY EMWD SOURCE CONTROL INSPECTOR.
9. MINIMUM CAPACITY OF INTERCEPTOR IS 750 GALLONS.
10. TWO (2) CHAMBER INTERCEPTOR IS ACCEPTABLE.
11. INTERCEPTORS REQUIRING MORE THAN 8 FEET OF GRADE RINGS MUST HAVE APPROVAL OF EMWD BEFORE INSTALLATION.

REVISIONS

NO.	DATE	INITIAL	DESCRIPTION	APP'D	DATE	DESIGN	CONSTRUCTION	INSPECTION	OPERATIONS	SUBMITTED
3	3/27/18	GS	REVISED NOTES 7, 8, & 10; REMOVED NOTE 11, UPDATED LOGO	AGA	3/27/18					
2	2/13/15	GS	REVISED PLAN & PROFILE, NOTE 11 AND UPDATED CALLOUTS	AGA	2/13/15				JAG	1/10/91
1	2/19/99	GR	REDRAWN W/CADD & COMBINED W/SB-156	UJB	5/6/99					

REFERENCES: SUPERCEDES SB-156

FILE I.D.: \kawaii\eng\std dwgs\SB-70.dgn

SCALE: NONE

DRAWN BY: GS

APPROVALS

DESIGN	CONSTRUCTION	INSPECTION	OPERATIONS	SUBMITTED
UJB			JAG	

RECOMMENDED

DIRECTOR OF ENGINEERING

DATE

**EASTERN MUNICIPAL WATER DISTRICT
STANDARD DRAWING**



**GREASE INTERCEPTOR
WITH 24" SAMPLE BOX**

APPROVED *Joseph D. Sickle* 1/16/91 DATE
ASSISTANT GENERAL MANAGER

SB-70



**SOURCE CONTROL DIVISION
PRETREATMENT EQUIPMENT MAINTENANCE & HAZARDOUS WASTE PLAN
GREASE INTERCEPTOR - SAND/OIL CLARIFIER**

Section A: Required for Grease Interceptor or Sand/Oil Clarifier

Business Name: _____

Site Address: _____

Person Completing Outline: _____

Location of interceptor or clarifier: _____

Sketch of building and interceptor or clarifier location:

Company providing pumping service or servicing hazardous waste: _____

Frequency of pumping or hazardous waste pick up - circle one:

Monthly Bi-Monthly Quarterly Semi-Annually Annually

***All pumping and/or hauling records must be kept on site to be viewed at the discretion of EMWD inspectors.**

Section B: Required for Grease Interceptor ONLY

List Company that supplies any grease rendering receptacle (bin or drum): _____

Section B: Required for Sand/Oil Clarifier ONLY

List all employee training programs concerning hazardous chemicals/wastes:

Describe storage procedures for all hazardous materials/wastes (separation of non-compatible chemicals, etc.):

Describe secondary containment and spill prevention practices (include how materials/wastes generated in an accidental spill will be disposed of):

1. Grease interceptors must be serviced immediately when any of the following conditions occur:
 - a. Floating grease and oil in final chamber reaches 12" depth
 - b. Sediment in the final chamber reaches 10" in depth
 - c. Any condition exists in the interceptor that causes interference to the collection system or Regional Wastewater Reclamation Facility

***The use of additives to emulsify grease is not allowed, as it may cause the interceptor to violate EMWD's grease discharge limits.**

2. If Sanitary Sewer Overflow occurs, in accordance with California Health and Safety Code, Section 5411.5 and California Water Code, Section 13271, you must report the SSO to:
 - a. State Office of Emergency Services 800-852-7550 or 916-845-8911
 - b. Santa Ana Regional Water Quality Control Board 951-782-4130
 - c. San Diego Regional Water Quality Control Board 619-516-1990
(Temecula area only)
 - d. Riverside Department of Environmental Health 888-722-4234 or 951-782-2968
3. In the case of an emergency caused by a slug discharge, or a blockage or overflow, certain actions must take place immediately:
 - a. Immediately stop all flow to the sewer
 - b. Remedy condition by notifying plumber, pumper, and/or equipment Maintenance Company to clear blockage and clean up the spill
 - c. Notify EMWD at (951) 928-3777 ext. 6265, and notify EMWD staff of date, time, duration, and quantity of spill
 - d. Within five (5) working days, provide written notification to EMWD listing events causing the slug discharge, and what clean up procedures were utilized

For EMWD use only:

Inspector _____

Date _____ Interceptor or clarifier size, if known _____



Grease Interceptor Pumping & Restaurant Fry Oil Recycling Companies

This list is furnished as a service to our customers. Eastern Municipal Water District does not endorse any of the listed companies, nor does this list contain all companies that perform these services. Please look online for more pumping service companies.

Baker Commodities

4020 Bandini Blvd
Vernon, California – 90058
Toll Free: (800) 427.0696
Phone: (323) 268-2801
Fax (323) 268-0598

Dar Pro

2626 E. 25th St
Los Angeles, CA, 90058
Toll Free: (800) 4GR-EASE
Phone: (323) 583-6311
Fax: (323) 583-8613

Imperial Western

Biotane Pumping Division

86-600 Ave. 54
Coachella, CA 92236
Phone: (760) 398-0815
Fax (760) 398-3476
24 hr (877) 424-6826

J.C.'S Grease Buyers

P.O. Box 3399
Riverside, CA 92519
Phone: (951) 736-1198
(951) 781-4557

JN Grease Service

25685 Sherman Rd.
Menifee, CA 92585
Phone: (951) 343-1221
Fax: (951) 352-1503
24 Hr. (909) 772-5243

SMC Grease

P.O. Box 1343
Corona, CA 92878
Phone: (951) 788-6042
Fax (951) 788-6044

Rotoco Inc.

7960 North State Street
Hemet, Ca. 92543
Phone (951) 658-8541

Wright Septic

511 N. Dillon
San Jacinto, CA 92583
Phone: (951) 654-4840
Fax: (951) 654-3575