



**USD** TREAT  
 PROTECT  
 PRESERVE  
 est. 1918  
 TRI-CITY WASTEWATER

**CERTIFICATION STATEMENT  
 BASELINE MONITORING REPORT COVER SHEET**

**THIS COVER SHEET MUST ACCOMPANY THE REPORT**

Company Name: \_\_\_\_\_ Permit No. \_\_\_\_\_

Sewer Authority: UNION SANITARY DISTRICT

Report Date: \_\_\_\_\_

Person to contact concerning information contained in this report:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone No: \_\_\_\_\_

**CERTIFICATION STATEMENT:** (See Attachment A)

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 who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

\_\_\_\_\_  
 Name of Official

\_\_\_\_\_  
 Signature of Official

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Date

# BASELINE MONITORING REPORT CATEGORICAL INDUSTRIAL USER

Instructions: Complete this form in as much detail as possible. Additional instructions are included in attachments. Include supplemental information on attached sheets as necessary. Return this report to Union Sanitary District, Environmental Compliance Division, 5072 Benson Road, Union City, CA 94587.

## 1. COMPANY

- A. Facility Name: \_\_\_\_\_
- B. Facility Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- C. Mailing Address (if different): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- D. Name of Owner(s): \_\_\_\_\_  
Title: \_\_\_\_\_ Office Phone: \_\_\_\_\_
- E. Facility Operator Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_
- F. Facility Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_
- G. Number of Employees: \_\_\_\_\_ H. Days/Month of Operation: \_\_\_\_\_
- I. Shift Schedule(s): \_\_\_\_\_

## 2. NATURE OF OPERATION

- A. List Raw Materials Used:

- B. List Chemicals Used:

- C. Describe Manufacturing or Service Activities Conducted and the Final Products:

D. Summarize Each Regulated Process:

Process Description	Production Rate	Pretreatment Standard Category	Subpart	SIC Code

**3. WASTEWATER FLOW**

A. Treatment System Discharge: Average (gpd): \_\_\_\_\_ Maximum (gpd): \_\_\_\_\_

B. Individual Process Flows in Gallons Per Day (gpd)

Describe Water Use:	Average Flow (gpd)	Maximum Flow (gpd)	Discharge Type / Location
<b>Regulated Process:</b>			
<b>Unregulated Process:</b>			
<b>Sanitary Water (Domestic)</b>			

Note: Processes include DI/RO Reject, Scrubber Discharge, Equipment Cleaning, Boiler/Cooling Water, etc.

C. Method of Avg. Flow Calculations (i.e. average over a week, average including weekend and holidays):

D. Provide on a separate sheet:

- 1) A schematic flow diagram of each regulated process showing the generation and flow of wastewater. Refer to BMR Attachment D.
- 2) A building and plumbing drawing indicating the source of all wastewater flows (regulated and unregulated), location of any treatment system, and sampling locations.



**D. Analysis of Plant Flow using the combined wastestream formula.**

With approval of the District, an Industrial User may sample and analyze the total plant flow and calculate an equivalent concentration limit using the combined wastestream formula if regulated process flows are mixed with other flows prior to treatment and/or sampling. Record the analytical results for all required pollutants below. Record calculated concentration limits as well as actual measured concentrations.

mg/l	Cd	Cr	Cu	Pb	Ni	Ag	Zn	CN	pH	TTO		
<b>Analytical Method</b>												
<b>MEC*</b>												
<b>AEC*</b>												
<b>MMC*</b>												
<b>MAC*</b>												

- \***MEC** Maximum Equivalent Concentration Limit (derived through the combined wastestream formula)
- \***AEC** Average Equivalent Concentration Limit (derived through the combined wastestream formula)
- \***MMC** Measured Maximum Concentration
- \***MAC** Measured Average Concentration

Sample Location: \_\_\_\_\_

Sample Type: \_\_\_\_\_

Number of Samples and Frequency Collected: \_\_\_\_\_

**5. WASTEWATER TREATMENT**

Describe in detail all wastewater treatment utilized:

**6. OTHER WASTE DISPOSAL**

Does the facility generate any hazardous waste such as pretreatment sludges or spent process solutions??  **YES**  **NO**

If yes, briefly describe the disposal methods for these hazardous wastes:

**7. ENVIRONMENTAL CONTROL PERMITS**

List all environmental control permits held by or for the facility:

Descriptive Title of the Permit	Permit Number	Issuing Agency	Expiration Date

**8. SPILL CONTROL**

Has the facility developed a plan to prevent and control spills?       **YES**       **NO**

**9. COMPLIANCE CERTIFICATION**

- A. Is the facility meeting applicable pretreatment standards on a consistent basis?       **YES**       **NO**
  
- B. If no, do you require additional operation and maintenance (O&M) to achieve compliance?       **YES**       **NO**
  
- C. If additional O&M or new or additional pretreatment will be required to meet categorical pretreatment standards on a consistent basis, attach a schedule on a separate sheet projecting increments of progress. Include dates for the commencement and completion of major events leading to compliance with the standard.

**10. CERTIFICATION STATEMENT (To be filled out by the person preparing the report)**

I certify under penalty of law that I have personally examined and am familiar with the information in this application and all attachments and that, based on my inquiry of those persons immediately responsible for obtaining the information contained in the application, I believe that the information is true, accurate and complete. I further certify that the sampling and analyses performed for and submitted with this report are representative of normal work cycles and expected pollutant discharges.

\_\_\_\_\_  
Name-Authorized Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Official Title

\_\_\_\_\_  
Date

## **Attachment A Signatory Requirements**

Pursuant to EPA regulations as described in 40 CFR Section 403.12 (l), all applications, reports, report cover sheets, or information submitted to the District must be signed:

- a) By a responsible corporate officer, if the Industrial User submitting the reports is a corporation. For the purpose of this paragraph, a responsible corporate officer means:
  - (i) a president, secretary, treasurer, or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation, or;
  - (ii) the manager of one or more manufacturing, production, or operation facilities, provided, the manager is authorized to make management decisions which govern the operation of the regulated facility including having 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 Industrial User submitting the reports is a partnership or sole proprietorship respectively.
- c) By a duly authorized representative of the individual designated in paragraph (a) or (b);
  - (i) the authorization is made in writing by the individual described in paragraph (a) or (b);
  - (ii) the authorization specifies either an individual or a position having responsibility for the overall operation of the facility from which the Industrial Discharge originates, such as the position of plant manager, operator of well, or a well field superintendent, or a position of equivalent responsibility, or having overall responsibility for environmental matters for the company; and
  - (iii) the written authorization is submitted to the Sanitary District.
- d) If an authorization under paragraph (c) of the section is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, or overall responsibility for the environmental matters for the company, a new authorization satisfying the requirements of paragraph (c) of this section must be submitted to the Sanitary District prior to or together with any reports to be signed by an authorized representative.

**Attachment C**  
**Wastewater Sampling and Analysis Requirements**  
**BMR for Categorical Industrial Users**

New sources must provide estimates of the nature and concentration (or mass) of regulated pollutants. Actual sample results must be reported in the 90-day compliance report. Existing facilities must analyze each industrial process wastestream for all pollutants regulated by the applicable Federal point source category. Tables listing regulated pollutants are attached.

**Sampling Location**

- a) Include a site drawing clearly indicating the sampling location.
- b) Samples must be taken immediately downstream from pretreatment facilities or immediately downstream from the regulated process, if no pretreatment exists. In either case, samples must be taken before the process wastewater combines with sanitary or other diluting wastestreams. (boiler blowdown, non-contact cooling water, etc.).
- c) For facilities subject to metal finishing regulations, self-monitoring for cyanide must be performed immediately after cyanide treatment or immediately after the cyanide contributing process if there is no treatment, but before diluting with any other wastestreams including regulated or unregulated process wastestreams.

**Sampling Methods**

- a) All samples must be representative of the wastestream and taken under normal discharging conditions when pollutants are likely to be present.
- b) A minimum of one representative sample shall be taken to compile the necessary data to comply with the requirements of this report. A grab sample is a sample taken from a wastestream on a one-time basis representing conditions at that moment without regard to the flow in the wastestream and over a period not to exceed fifteen (15) minutes. A composite sample is a sample resulting from the combination of individual wastewater samples taken at selected intervals based on an increment of either flow or time. Samples may be taken manually or by using automatic equipment. Manual composite samples must be collected at least every two hours throughout the full operating day.
- c) New sources covered under categorical standards must submit one sample for the relevant Total Toxic Organics (TTO) or alternate monitoring parameter in that federal category.
- d) Samples must be collected using the appropriate type of clean bottle and must be delivered to the analyzing laboratory on the date collected or properly preserved until delivery.
- e) Dischargers will be allowed to submit certification statements (Solvent Management Plan) in lieu of periodic monitoring for TTO's only after consistent compliance has been demonstrated by sampling and analysis of the wastestream in the BMR, 90-day Report and POTW evaluation.

**Analysis of Samples**

All laboratory analyses must be performed by a State Certified Laboratory or a laboratory approved by the Union Sanitary District. Sampling and analysis procedures shall conform to EPA 40 CFR 136 requirements or those specified in Standard Methods for the Examination of Water and Wastewater.



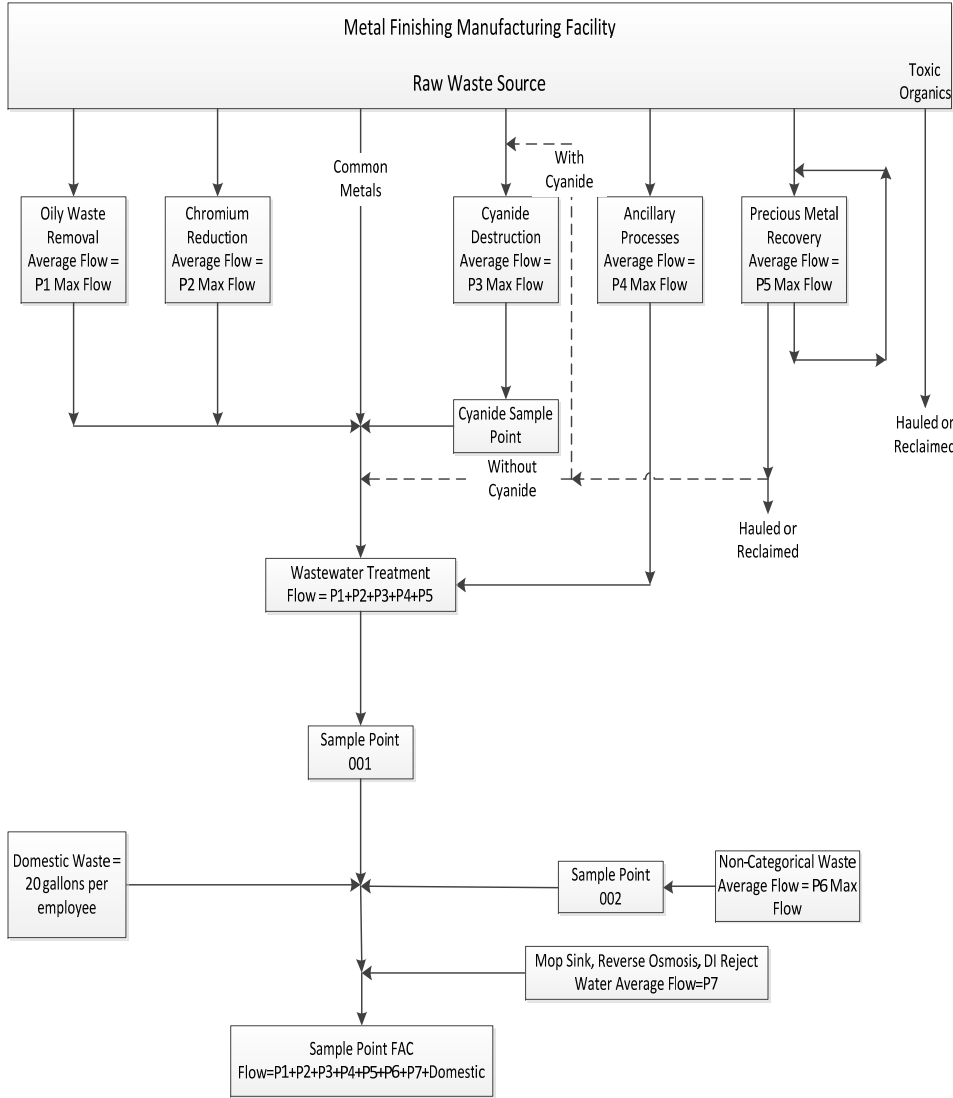
## **Attachment C - Wastewater Sampling and Analysis Requirements (Continued)**

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### **Reporting Results**

- a) For each sample, report the following:
  - 1. date and time of sample collection,
  - 2. sampling location,
  - 3. method of sampling (i.e. composite, grab, other),
  - 4. preservation method,
  - 5. name of person collecting the sample,
  - 6. date laboratory analysis performed,
  - 7. analytical method,
  - 8. results of each analysis.
  
- b) The report must include a statement certifying that the samples are representative of normal work cycles and expected pollutant discharge.
  
- c) If any pollutant is monitored more frequently than required by Federal regulation or USD, using EPA approved methods by a state certified in-house or contract laboratory, the results of this additional sampling must also be included in the report.
  
- d) If self-monitoring indicates a violation, the permittee must notify the District within 24 hours of becoming aware of the violation, and must resample and submit the results within 30 days.

# Attachment D - BMR



# Building Layout

