|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Program: |  | Reporting Time Period: |  | Date Annual Report Received: |  |
| Reviewer: |  | Review Date:  |  |
| **Item** | **In Annual Report: Y/N?** | **Comments** |
| 1. An updated list of the POTW’s Industrial Users by category as set forth in 40 C.F.R. 403.8(f)(2)(i), to include:
 |  |
| 1. Names and addresses, or a list of deletions and additions keyed to a previously submitted list. The POTW shall provide a brief explanation of each deletion. This list shall identify which Industrial Users are subject to categorical Pretreatment Standards and specify which Standards are applicable to each Industrial User. The list shall indicate which Industrial Users are subject to local standards that are more stringent than the categorical Pretreatment Standards. The POTW shall also list the Industrial Users that are subject only to local Requirements. The list must also identify Industrial Users subject to categorical Pretreatment Standards that are subject to reduced reporting requirements under paragraph (e)(3) and identify which industrial Users are Non-Significant Categorical Industrial Users.
 |  |   |
| 1. Permit status. Whether each SIU has a unexpired control mechanism and an explanation as to why any SIUs are operating without a current, unexpired control mechanism (e.g. permit).
 |  |  |
| 1. Baseline monitoring reporting requirements for newly promulgated industries
 |  |  |
| 1. In addition, a brief description of the industry and general activities
 |  |  |
| 1. A summary of compliance and enforcement activities during the preceding year, including the number of:
 |  |
| 1. Significant industrial users inspected by POTW (include inspection dates for each industrial user)
 |  |  |
| 1. Significant industrial users sampled by POTW (include sampling dates for each industrial user)
 |  |  |
| 1. Compliance schedules issued (include list of subject users)
 |  |  |
| 1. Written notices of violations issued (include list of subject users)
 |  |  |
| 1. Administrative orders issued (include list of subject users)
 |  |  |
| 1. Criminal or civil suits filed (include list of subject users)
 |  |  |
| 1. Penalties obtained (include list of subject users and penalty amounts)
 |  |  |
| 1. A narrative description of program effectiveness including present and proposed changes to the program, such as funding, staffing, ordinances, regulations, rules and/or statutory authority
 |  |  |
| 1. The Permittee shall prepare annually a list of industrial users, which during the preceding twelve (12) months have significantly violated Pretreatment Standards or requirements 40 C.F.R. 403.8(f)(2)(vii). This list is to be published annually in a newspaper of general circulation in the Permittee’s service area
 |  |  |
| 1. A summary of all monitoring activities performed within the previous twelve (12) months. The following information shall be reported: Total number of SIUs inspected and Total number of SIU sampled
 |  |  |
| 1. For all industrial users that were in Significant Non-Compliance during the previous twelve (12) months, provide the name of the violating industrial users; indicate the nature of the violations, the type and number of actions taken (administrative order, criminal or civil suit, fines or penalties collected, etc.) and current compliance status. Indicated if the company returned to compliance and the date compliance was attained. Determination of Significant Non-Compliance shall be performed.
 |  |  |
| 1. A summary of all enforcement actions not covered by the paragraph above conducted in accordance with the approved Enforcement Response Plan.
 |  |  |
| 1. A description of actions being taken to reduce the incidence of significant violations by significant industrial users.
 |  |  |
| 1. A detailed description of all interference and pass-through that occurred during the past year.
 |  |  |
| 1. A thorough description of all investigations into interference and pass-through during the past year.
 |  |  |
| 1. A description of monitoring, sewer inspections and evaluations which were done during the past year to detect interference and pass-through, specifying parameters and frequencies
 |  |   |
| 1. The Permittee shall analyze the treatment facility influent and effluent at least Annually for the presence of the toxic pollutants listed in 40 CFR Part 122 Appendix D (NPDES Application Testing Requirements) Table III as follows:
* Antimony
* Arsenic
* Beryllium
* Cadmium
* Chromium
* Cooper
* Lead
* Mercury
* Nickel
* Selenium
* Silver
* Thallium
* Zinc
* Cyanide
* Phenols
 |  |  |
| 1. The sampling program shall consist of one 24-hour flow-proportioned composite and at least one grab sample that is representative of the flows received by the POTW. The composite shall consist of hourly flow-proportioned grab samples taken over a 24-hour period if the sample is collected manually or shall consist of a minimum of 48 samples collected at 30-minute intervals if an automated sampler is used. Cyanide shall be taken as a grab sample during the same period as the composite sample. Sampling and preservation shall be consistent with 40 CFR Part 136. All analytical procedures and method detection limits must be specified when reporting the results of such analyses.
 |  |  |
| 1. The Permittee shall analyze the treatment facility sludge (biosolids) prior to disposal, for the presence of toxic pollutants listed above in 40 CFR Part 122 Appendix D (NPDES Application Testing Requirements) Table III at least once per year. If the Permittee does not dispose of biosolids during the calendar year, the Permittee shall certify to that in the Pretreatment Annual Report the monitoring requirements in this paragraph shall be suspended for that calendar year
 |  |  |
| 1. The Permittee shall use sample collection and analysis procedures as approved for use under 40 CFR Part 503 or specified in the EPA Region 8 General Permit for biosolids
 |  |  |
| 1. The summary shall include an evaluation of influent sampling results versus threshold inhibitory concentrations for the Wastewater Treatment System and effluent sampling results versus water quality standards. Such a comparison shall be based on the sampling program described in the paragraphs above or any similar sampling program described in this Permit.
 |  |  |
| 1. Identification of the specific locations, if any, designated by the Permittee for receipt (discharge) or trucked or hauled waste, if modified.
 |  |  |
| 1. Identification of the specific locations, if any, designated by the Permittee for receipt (discharge) of trucked or hauled waste, if modified:
* Ground water clean-up from underground storage tanks;
* Trucked or hauled waste; and
* Groundwater clean-up from RCRA or Superfund sites
 |  |  |
| 1. A description of all changes made during the previous calendar year to the Permittee’s pretreatment program that were not submitted as substantial or non-substantial modifications to EPA.
 |  |  |
| 1. The date of the latest adoption of local limits and an indication as to whether or not the Town is under a State or Federal compliance schedule that includes steps to be taken to revise local limits.
 |  |  |
| 1. Any other information that may be deemed necessary by the Approval Authority
 |  |  |