



**Connecticut**  
**Department of Energy &  
Environmental Protection**

**Bureau of Materials Management and Compliance Assurance**  
**Water Permitting and Enforcement Division**

## **Instructions for Completing the General Permit Registration Form for the Discharge of Wastewaters from Significant Industrial Users (SIU)**

*Use these instructions to complete the [registration form](#) for the General Permit for the Discharge of Wastewaters from Significant Industrial Users ([SIU GP](#)) (DEEP-WPED-REG-029). These instructions are not a substitute for the requirements of any relevant statutes or regulations. You should review all applicable laws prior to completing the registration form. Remember, it is your responsibility to comply with all applicable laws.*

A completed registration form must be submitted for each site.

### **Introduction**

The Water Permitting, and Enforcement Division (WPED) of the Department of Energy and Environmental Protection (DEEP) regulates discharges to the waters of the state, including surface water, ground water and Publicly Owned Treatment Works (POTW) (which includes sanitary sewers), to prevent pollution of the waters of the state and to prevent adverse impacts upon the operation of POTWs.

DEEP uses both individual and general permits to regulate discharges of metal finishing wastewater and other industrial wastewater to POTWs. Individual permits are issued directly to an applicant, whereas general permits are permits issued to authorize similar activities by one or more registrants throughout a prescribed geographic area. Authorization of an activity under a general permit is governed by that general permit. A general permit sets terms and conditions for conducting an activity which, when complied with, are protective of the environment. General permits are a quicker and more cost effective way to permit specific activities for both the department and the registrant.

Any questions that you may have regarding the WPED general permit program should be directed to 860-424-3025.

### **Who May Apply for Authorization under the General Permit for the Discharge of Wastewaters from Significant Industrial Users (SIU GP)?**

Provided the eligibility requirements of Section 3(b) of the SIU GP are satisfied, any "Significant Industrial User", as defined in Appendix A of the SIU GP that discharges "Metal Finishing Wastewater", to a POTW, or any Significant Industrial User that discharges process or non-process wastewater that is not subject to Categorical Pretreatment Standards under 40 CFR 403.6 and 40 CFR Chapter I, subchapter N to a POTW may register to obtain authorization of their wastewater discharges under this general permit. "Metal Finishing Wastewater" means wastewater subject to the provisions of 40 CFR 413 (Electroplating Point Source Category) or 40 CFR 433 (Metal Finishing Point Source Category). Metal finishing wastewater shall not include noncontact cooling water, domestic sewage, blowdown from heating and

cooling equipment, stormwater, or wastewater(s) not subject to the provisions of 40 CFR 413 or 40 CFR 433.

*"Process wastewater"* means any wastewater which, during manufacturing, commercial, mining or silvicultural activities, comes into direct contact with, or results from the production, use or handling of any process, raw material or intermediate or final product, byproduct or waste product. This includes but is not limited to contact cooling and heating wastewater, cutting and grinding wastewater, non-destruct testing rinsewater, printing and photographic processing wastewater, tumbling or cleaning of parts wastewater, water treatment wastewater, commercial laundry wastewater, food processing wastewater, reverse osmosis reject water, building maintenance wastewater and other process wastewater. Process wastewater does not include air compressor condensate, noncontact cooling water, domestic sewage, blowdown from heating and cooling equipment, hydrostatic pressure testing wastewaters, stormwater, or wastewater from agricultural activities. Any wastewaters which comingle with process wastewaters prior to the monitoring location shall be deemed to be process wastewater.

*"Non-process wastewater"* means any indirect discharge which is not a process wastewater.

### **What is a Significant Industrial User?**

A "Significant Industrial User", as defined in Appendix A of the SIU GP means:

(1)(i) all Industrial Users subject to Categorical Pretreatment Standards under 40 CFR 403.6 and 40 CFR chapter I, subchapter N; and

(ii) any other Industrial User that: discharges a cumulative maximum of 25,000 gallons per day or more of process wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blowdown wastewater); contributes a process wastestream which makes up 5 percent or more of the average dry weather hydraulic or organic capacity of the POTW Treatment plant; or is designated as such by the commissioner on the basis that the Industrial User has a reasonable potential for adversely affecting the POTW's

operation or for violating any Pretreatment Standard or requirement (in accordance with 40 CFR 403.8(f)(6)).

(2) Upon a finding that an Industrial User meeting the criteria in paragraph (1)(ii) of this definition has no reasonable potential for adversely affecting the POTW's operation or for violating any Pretreatment Standards or requirement, the commissioner may at any time, on its own initiative or in response to a petition received from an Industrial User or POTW, and in accordance with 40 CFR 403.8(f)(6), determine that such Industrial User is not a Significant Industrial User.

### **What is an Industrial User?**

An "Industrial User", (combining the definitions of Industrial User and Indirect Discharge from Appendix A of the SIU GP) means:

a source for the introduction of pollutants into a POTW from any non-domestic source regulated under section 307(b), (c) or (d) of the Federal Water Pollution Control Act, also known as the Clean Water Act.

### **How To Apply**

Your general permit registration must include the following:

- an original [General Permit Registration Form for the Discharge of Wastewaters from Significant Industrial Users \(POTW\), \(DEEP-WPED-REG-029\)](#), and
- all necessary supporting documents attached (Attachments D-R), and
- the applicable fee.

### **You must submit the above materials together as a package to:**

CENTRAL PERMIT PROCESSING UNIT  
DEPARTMENT OF ENERGY AND  
ENVIRONMENTAL PROTECTION  
79 ELM STREET  
HARTFORD, CT 06106-5127

**Refer to the Available Resources Section at the end of these instructions to obtain all required documents related to the SIU GP.**

When submitting your general permit registration, label your supporting documents as directed on your registration form and always include, on each document, the registrant's name as indicated on the *Registration Form*. When additional space is necessary to answer a question stated in the registration, please insert additional sheets by the appropriate question. Label each sheet with the applicant's/ registrant's name as indicated on the *Registration Form*, along with the corresponding part number and question number indicated on the general permit registration form. You should retain a copy of all documents for your files.

### **Part I: Registration Type**

Select the appropriate box to specify if the registration is for a:

- *New* registration under the SIU GP. Because the SIU GP is a new general permit in 2020, all initial registrations under the SIU GP will be “new”. Also indicate if it is a *replacement* of an existing individual or general permit or an authorization;
- *Renewal* of an existing SIU GP registration;
- *New ownership*, or
- *Modification* of an existing SIU GP registration.

For New SIU GP registrations, if your discharge has been formerly licensed by a general permit, individual permit, or other authorization (e.g. CTCIUxxxx, CTMIUxxxx, or SPxxxxxxx, etc.), please identify the previous general permit or individual permit number and its expiration date.

For renewals, new ownership or modifications of an existing SIU GP registration, please identify the SIU GP registration number.

Provide the town location and a brief description of the activity.

### **Part II: Fee**

***For modifications to an existing SIU GP registration, there is no fee (\$0).***

***For new or renewal registrations:*** Check the applicable box identifying the proper discharge and flow to determine the registration fee. In effect, the boxes represent combinations of fees of:

- \$6,250.00 for Metal Finishing wastewater discharges with a maximum daily flow greater than or equal to 10,000 gallons per day or
- \$3,125.00 for Metal Finishing wastewater discharges with a maximum daily flow less than 10,000 gallons per day and
- \$1000.00 for process and non-process wastewater discharges not subject to Categorical Pretreatment Standards at any flow that must be registered under the SIU GP. The registration of solely process or non-process wastewater will occur if 1) the facility is not subject to Categorical Pretreatment Standards but has cumulative maximum daily flows of process wastewater to the POTW greater than or equal to 25,000 gallons per day or 2) the facility has a discharge subject to a Categorical Pretreatment Standard that is or will be authorized by an individual permit, and the facility has process or non-process wastewater discharges that are not currently or expected to be authorized by the individual permit.

Each site requires a separate registration and fee. The registration will not be processed without the fee. The payment should be in the form of a check or money order made payable to “Department of Energy and Environmental Protection”. For municipalities, the 50% discount applies.

### **Part III: Registrant Information**

If there are any changes or corrections to your company/facility or individual mailing or billing address or contact information, please complete and submit the [Request to Change Company/Individual Information](#) to the address indicated on the form. If there is a change in name of the entity holding a DEEP license or a change in ownership, contact the Office of Planning and Program Development

(OPPD) at [DEEP@OPPD.ct.gov](mailto:DEEP@OPPD.ct.gov). For any other changes you must contact the specific program from which you hold a current DEEP license.

When completing this part, please use the following standards:

- *Registrant Name* - Provide the full, legal *company/firm* name. (If identifying an entity registered with the Secretary of the State, fill in the name exactly as it is shown on such registration. Please note, for those entities registered with the Secretary of State, the registered name will be the name used by DEEP. This information can be accessed at [onlineBusinessSearch](#). If identifying an *individual*, provide the legal name (include suffix) in the following format: First Name; Middle Initial; Last Name; Suffix (Jr, Sr., II, III, etc.). If the registrant is a governmental body, identify the city or town of such body followed by the relevant department, board or division.
  - *Phone* - Unless otherwise indicated, the phone number provided should be the number where the corresponding individual can be contacted during daytime business hours.
  - *Contact Person* - Provide the name of the specific individual within the company whom DEEP may contact.
  - *E-Mail* – Registrants must provide an accurate email address when completing their registration form. The email address may be used for future correspondence from the DEEP to your business.
1. *Registrant* - Complete the information concerning the registrant.
  2. *Billing Contact* – If the registrant is not the billing contact, complete this section.
  3. *Primary Contact* - If you have authorized a consultant, engineer, attorney or other individual to act for you during the processing of this approval of registration, complete this section. DEEP will direct copies of all

correspondence and inquiries to this primary contact. Please be aware that for legal reasons there will be circumstances when DEEP will notify the registrant instead of the primary contact.

4. *Facility Operator* - If the registrant is not the operator of the affected facility, complete this section.
5. *Equipment Operator* - If the registrant is not the operator of the affected equipment, complete this section.
6. *Facility Owner* - If the registrant is not the owner of the affected facility, complete this section.
7. *Equipment Owner* - If the registrant is not the owner of the affected equipment, complete this section.
8. *Engineers or Consultants* - List any engineers or other consultants employed or retained to assist in preparing the registration or to design, construct or operate the proposed activity. Be sure to identify the service that is being provided by each.
9. Check the appropriate box(es) indicating why the registrant is completing the SIU GP registration form.
10. List up to three Standard Industrial Classification (SIC) codes applicable to the facility or type of business conducted by the registrant. The first code given should be the primary SIC code, i.e., the code which identifies the type of activity the facility engages in at least 50% of the time.  
SIC codes can be determined from the [Standard Industrial Classification System Search](#) produced by the Executive Office of the President, Office of Management and Budget. A copy of the SIC Manual is available at most local public libraries.



## Part IV: Site Information

### 1. Site Name and Location

The site name, if applicable, should be the name by which the site is commonly known and/or uniquely identified.

The information given as the street address should be the address of the property at which the proposed activity will take place. Include the street address and city/town. If the property does not have a street number, describe the location in terms of the distance and direction from an obvious landmark such as an intersection with another roadway, a bridge, or a river. For example, "... on River Street, approximately 1000 feet north of its intersection with Bear Swamp Road."

### 2. Indian Lands

Check the appropriate box to specify if the premise is or will be located on federally recognized Indian lands.

***DEEP requires all registrants to conduct a review of the following Coastal, Natural Diversity Data Base and Aquifer Protection information as soon as possible and to resolve any outstanding issues, where feasible, before submitting their general permit registration to DEEP to ensure a more timely and efficient review of their general permit registration.***

### 3. Coastal Boundary

***If the general permit registration is for a new activity or a modification of an existing registration where the physical footprint of the subject activity is modified you must further evaluate your activity as detailed below.***

Activities within the state's coastal area must be consistent with the Connecticut Coastal Management Act (CGS sections 22a-90 through 22a-112). You may be required to complete a Coastal Consistency Review Form (DEEP-APP-004) to demonstrate that the activity is consistent with the standards and policies of the Connecticut Coastal Management Act. To determine whether this

requirement pertains to you, you must first decide if your activity is, or is proposed to be, located in either the coastal area or the coastal boundary.

The coastal area, as defined in CGS section 22a-94 (a), includes the land and water within the following towns:

Branford	Guilford	Old Saybrook
Bridgeport	Hamden	Orange
Chester	Ledyard	Preston
Clinton	Lyme	Shelton
Darien	Madison	Stamford
Deep River (Borough)	Milford	Stonington
East Haven	Montville	and Town of
East Lyme	New London	Stratford
Essex	New Haven	Waterford
Fairfield	North Haven	West Haven
Greenwich	Norwalk	Westbrook
Groton (City and Town of)	Norwich	Westport
	Old Lyme	

The *coastal boundary*, as defined in CGS section 22a-94(b), is a designated region within the coastal area. It is delineated on DEEP-approved coastal boundary maps which are available for review at the DEEP Land and Water Resources Division (LWRD), the DEEP File Room, and municipal offices of towns located in the coastal area. Copies of these maps may also be purchased from the [DEEP Store](#). The map can also be viewed at: [www.cteco.uconn.edu/map\\_catalog.asp](http://www.cteco.uconn.edu/map_catalog.asp) (Select the town and then select coastal boundary. If the town is not within the coastal boundary you will not be able to select the coastal boundary map.)

#### ***Activities within the coastal boundary:***

If your activity is, or is proposed to be, located in the coastal boundary, and you are applying for a new permit or a modification of an existing permit where the physical footprint of the subject activity changes, you must complete a [Coastal Consistency Review Form](#) (DEEP-APP-004) and submit it with your registration as Attachment A.

For renewals or other modifications of existing registrations for activities located within the coastal boundary, you are not required to submit a Coastal Consistency

Review Form with your initial registration materials. However, DEEP may notify you that submission of this form is required to process your registration depending upon the specific activities to be conducted and their potential impact on coastal resources.

***Activities outside the coastal boundary but within the coastal area:***

For registrations [(new registrations, modifications, or renewals)] for activities located outside of the coastal boundary, but within a town in the coastal area, you are not required to submit a Coastal Consistency Review Form with your initial registration materials. However, DEEP may notify you that submission of this form is required to process your registration depending upon the specific activities to be conducted and their potential impact on coastal resources.

For assistance in completing the form, or if you have questions on this process, call LWRD at 860-424-3034.

**4. *Natural Diversity Data Base (NDDB) - Endangered And Threatened Species***

*For a renewal or modification of a general permit registration where there are no expansions to the external physical footprint of the facility including any collection, storage or treatment facilities referenced in the previous registration, skip this requirement and move to Question #5.*

Section 26-310 (a) of the Connecticut General Statutes states that each state agency, in consultation with the DEEP commissioner, shall conserve endangered and threatened species and their essential habitats, and shall ensure that any activity authorized, funded or performed by such agency does not threaten the continued existence of any endangered or threatened species or result in the destruction or adverse modification of habitat designated as essential to such species.

Please refer to “Requests for Natural Diversity Data Base State Listed Species Reviews” located on the DEEP website at:

<https://portal.ct.gov/DEEP/Endangered-Species/Endangered-Species-ReviewData-Requests> to determine if your activity, including any areas beyond the immediate footprint of the project and beyond the property line that will be either directly or indirectly affected, is located within an area identified as, or otherwise known to be, a habitat for endangered, threatened or special concern species. Include areas such as equipment and materials staging areas, areas receiving discharge and dredge material disposal areas. If applicable, prior to submitting the subject registration, you must submit a [Request for NDDB State Listed Species Review Form](#) (DEEP-APP-007) to NDDB. Please note that NDDB review generally takes 4 to 6 weeks and may require the registrant to produce additional documentation, such as ecological surveys, which must be completed prior to submitting the subject permit registration. A copy of the NDDB Determination response letter that has not expired **must** be submitted with the completed subject registration as Attachment B. Include a copy of any mitigation measures developed for this activity and approved by NDDB. Do *not* submit any NDDB Preliminary Site Assessments with your registration. Be aware that you must renew your NDDB Determination if it expires before project work commences.

**5. *Aquifer Protection Areas***

Aquifer Protection Areas are defined in CGS section 22a-354a through 22a-354bb and are the areas that contribute water to public water supply wells. Many towns within the state are required to establish Aquifer Protection Areas. Level A areas are final, regulated areas under the aquifer protection program. Level B areas are preliminary approximations of aquifer protection areas that have not yet been mapped to final standards, so the shape of the area may change when final mapping is completed. Level B maps provide an approximation of the Aquifer Protection

Areas.

Review the [Aquifer Protection Area](#) maps to determine if your site is located in a Level A or Level B mapped aquifer protection area and check the appropriate box.

If your site is within a Level A aquifer protection area and your business is registered with either the local aquifer protection agency or DEEP, then no action is required.

If your site is within a Level A aquifer protection area and your business is not already registered, check the [Table of Regulated Land Uses](#) to determine if your activity is required to be registered under the Aquifer Protection Area Program. If you determine your activity is required to be registered, then contact the [local aquifer protection agent](#) or DEEP to take appropriate actions.

If your site is within a Level B aquifer protection area, then no action is required at this time. However, you may be required to register under the Aquifer Protection Area Program in the future when the area is delineated as Level A.

For more information on the Aquifer Protection Area Program visit the DEEP website at [DEEP-Aquifer Protection](#) or contact the program at [DEEP.AquiferProtection@ct.gov](mailto:DEEP.AquiferProtection@ct.gov).

## 6. *Conservation or Preservation Restriction*

If the subject site has a conservation or preservation restriction, proof of written notice of this registration to the holder of such restriction or a letter from the holder of such restriction verifying that this registration is in compliance with the terms of the restriction, must be submitted as Attachment C. The municipality where the site is located may have information concerning such restrictions.

## **Part V: Additional Information and Supporting Documents**

Check the appropriate box(es) for each attachment being submitted as verification that all applicable

attachments have been submitted. Please label all attachments as referenced in the registration form and these instructions and be sure to include the name of the registrant as indicated on the *registration form*.

### **Attachment A: Coastal Consistency Review Form**

Activities within the state's coastal area which includes the coastal boundary must be consistent with the Connecticut Coastal Management Act (CGS sections 22a-90 through 22a-112). You may be required to complete a [Coastal Consistency Review Form](#) (DEEP-APP-004) to demonstrate that the activity is consistent with the standards and policies of the Connecticut Coastal Management Act. Please refer to the instructions in Part IV, item 3, to determine if this requirement pertains to you.

### **Attachment B: Natural Diversity Data Base (NDDB) -Endangered or Threatened Species Information**

Submit a copy of the NDDB Determination response letter that has not expired, and include a copy of any mitigation measures developed for this activity and approved by NDDB, as Attachment B, as explained in Part IV, item 4 of these instructions.

### **Attachment C: Conservation or Preservation Restriction**

If the property is subject to a conservation or preservation restriction, submit proof of written notice of this registration to the holder of such restriction or a letter from the holder of such restriction verifying that this registration is in compliance with the terms of the restriction, as Attachment C.

### **Attachment D: Approval for Connection/Transport to a POTW**

**Part 1:** The registrant must complete and sign Part 1.

**Part 2** The form with a completed copy of the SIU GP registration form must

then be submitted to the Publicly Owned Treatment Works (POTW, or sewage treatment plant) receiving the discharge for approval. Part 2 must be completed and signed by a responsible official of the POTW Authority.

**Part 3** Where a local Water Pollution Control Authority (WPCA) acts independently of the receiving POTW (i.e. facilities that receive sewage from more than one town), the registrant *must also* have the local WPCA approve the discharge. In this case, Part 3 must be completed and signed by a responsible official of the local WPCA.

### Attachment E: Site Plan

Submit, as Attachment E, a legible drawing of the location of the property where the activity will occur. The plan must be drawn to scale, with the scale shown as either a numerical ratio (e.g., 1:200) or as a bar scale (e.g., 1" = 40'). The plan must show, at a minimum:

- the north meridian;
- the boundaries of the site, and all buildings;
- water bodies adjacent to the site and their names;
- roads adjacent to the site and their names; and
- the location of discharges included in this registration and all monitoring points.

### Attachment F: Discharge Information Form

Please complete "Attachment F: Discharge Information" for each location where metal finishing wastewater or process or non-process wastewater not subject to Categorical Pretreatment Standards will discharge to a sanitary sewer lateral and/or for which monitoring samples will be taken. Multiple copies of Attachment F may be necessary.

**1. Discharge Serial Number:** Please number each discharge consecutively starting with discharge serial number (DSN) 201 for discharges to a POTW and identify each page of Attachment

F with the appropriate serial number in the space provided. For discharges previously authorized by DEEP, use the same serial number assigned in the previous permit for each discharge.

For metal finishing wastewaters that have hexavalent chromium or cyanide pretreatment sub-discharges, please complete a separate Attachment F for each. For the DSN number for the sub-discharge, use the same DSN as the primary discharge, but add letters consecutively. For example, a hexavalent chromium sub-discharge could be 201-A, and a cyanide sub-discharge could be 201-B.

**2.** Please provide the date the discharge was or will be initiated.

**3. Discharge Location:** Please indicate the approximate location of the discharge on the site where it enters a sanitary sewer lateral and/or sampling will take place. A site map can also be used for this.

**4. Monitoring Location:** Please indicate the location where monitoring samples for this discharge will be taken (e.g. sampling port after junction of noncontact cooling water and contact cooling water in southeast corner of building 5).

**5. Name of receiving POTW:** Please provide the name of the Publicly Owned Treatment Works (POTW, a.k.a. sewage treatment plant) that will be receiving the discharge.

**5.a.** Please answer 'yes' or 'no' regarding whether additional POTWs besides the receiving POTW are conveying the wastewater through their area.

**5.b.** If the answer was 'yes' to 5.a., please list the additional applicable POTWs that are conveying the wastewater through their sanitary sewer in addition to the receiving POTW. Each of these applicable POTW Authorities must receive a copy of the completed SIU GP registration and sign the bottom third of Attachment D. If the



registrant is seeking a variance or a monitoring waiver, the additional applicable POTW Authorities must approve the Request for Variance and/or the Monitoring Waiver Request Form.

**6. Method by which POTW will receive discharge:** Please check the box next to the method by which the POTW will receive the discharge. "Sanitary sewer" is by way of underground pipes that connect to the sewage treatment plant. "Transported by truck" means the discharge will be transported by a properly licensed transporter to a sewage treatment plant that accepts "over the road" wastewater.

**7. Discharge Category(ies):**

- a. If this Attachment F will provide information on metal finishing wastewater, please check the box and then list all metal finishing subcategories as defined by 40 CFR 413 and 433 which contribute to the discharge.
- b. If this Attachment F will provide information on process and/or non-process wastewater not subject to Categorical Pretreatment Standards, check the box(es) next to the category or categories of process or non-process wastewater not subject to Categorical Pretreatment Standards that comprise the discharge at this location.

**8. Flow Information:** In the spaces provided enter the:

- a. Average Daily Flow in gallons per day (gpd).  
The average daily flow means an average of all total daily flows measured during any calendar month. The total daily flow means the total flow of wastewater over an operating day.
- b. Maximum Daily Flow in gallons per day (gpd).  
The maximum daily flow means the greatest volume of wastewater to be discharged over any one operating day, not to exceed the design flow.
- c. Design Flow in gallons per day (gpd). The design flow means the maximum flow rate for which any wastewater collection or treatment

system(s) were designed to handle and still function properly.

- d. Design Flow in gallons per minute (gpm).  
The design flow means the maximum flow rate for which any wastewater collection or treatment system(s) were designed to handle and still function properly.
- e. Check yes or no to indicate whether the discharge is continuous. A continuous discharge means a discharge, which occurs without interruption throughout the operating day, except for infrequent shut downs for maintenance, process changes, or other similar activities.

If the discharge is continuous enter in the space provided:

- the average number of hours per day the wastewater is discharged.
- the maximum number of hours per day the wastewater is discharged.

If the discharge is not continuous, then enter in the space provided:

- the average number of hours per discharge event,
- the maximum number of hours per discharge event, and
- the average number of discharge events per day.

**9. Method of Flow Measurement--**Describe the method of flow measurement. The permittee shall monitor the amount of the daily flow of each authorized discharge of metal finishing wastewater in accordance with the requirements specified in subsection 5A(b)(4) of the SIU GP.

The permittee shall monitor the amount of the daily flow of each authorized discharge of process and non-process wastewater in accordance with the requirements specified in subsection 5B(b)(3) of the SIU GP.

Estimates of flow may be used to satisfy this requirement for discharges of process and/or non-process wastewater not subject to Categorical Pretreatment Standards of less than or equal to 5,000 gpd or discharges that meet an exception in Section 5B(b)(3)(B) of the SIU GP provided that such estimates are based on information derived from a dedicated incoming water meter, an accurately timed filling of a container of known volume, or determined from rated pump capacity or other generally acceptable engineering practice.

The permittee shall monitor each discharge pipe having a maximum daily flow of process and/or non-process wastewater not subject to Categorical Pretreatment Standards of greater than 5,000 gpd with a flow meter capable of measuring, visually indicating, and recording instantaneous and total daily flow.

#### **10. Processes Generating the Discharge:**

Provide a detailed description of the authorized discharge which must include a detailed description of the process or activities generating the discharge(s). When different processes or activities produce different discharges, please be specific about each (e.g. “stainless steel, titanium, and cast iron parts are washed in vibratory washing basin using a mild surfactant to produce the tumbling or cleaning wastewater” or “Boiler #5 discharges its blowdown here”).

#### **11. Substances used or added to the**

**wastewater:** List the substances used or added to the wastewater, including but not limited to those substances for which effluent limitations are specified in Sections 5A(a) or 5B(a) of the SIU GP and those substances listed in Appendix B Table II, III and V or Appendix D of Section 22a-430-4 of the Regulations of Connecticut State Agencies. Any such substances *must* be identified by their generic chemical names and Chemical Abstract System (CAS) number. Refer to Safety Data Sheets (SDS) provided by the vendor of the substances and the vendors themselves to determine the presence of toxic and hazardous substances, their concentration

and whether they are in the manufacture of the substance.

#### **12. Analytical Data**

**a. Analytical Data for *New, Previously Unpermitted* Discharges** (if the discharge is an *existing* discharge, skip to 12.b.):

Permit registrants for new, previously unpermitted discharges must provide any supporting calculations or information from similar discharges to project expected discharge characteristics including all pollutants and their concentrations expected to be present in the discharge.

Following the issuance of the Approval of Registration under the SIU GP, the Permittee will be required to sample the discharge(s) authorized under the Approval of Registration within 30 days of initiating the discharge, conduct wastewater analyses as indicated in the Approval of Registration, and submit for the commissioner’s review a completed discharge analysis from the application for registration under this general permit.

**b. Metal Finishing Wastewater Discharge Analysis**—To demonstrate compliance with the effluent limitations in Section 5A(a), all registrants discharging metal finishing wastewater must complete a Discharge Analysis for each discharge and sub-discharge (e.g., cyanide or hexavalent chromium pretreatment). The Discharge Analysis must use analytical data from at least one sample taken within the last six months prior to registration submission that is representative of typical daily operations and one sample representative of anticipated maximum effluent pollutant concentration(s).

Analytical data from both samples shall be provided for all pollutants listed in Table 1, as well as, all pollutants listed in Tables 2 through 10 that are known or suspected to be present in the discharge. All analyses must be performed in accordance with 40CFR 136.

When conducting the discharge analysis for a hexavalent chromium or amenable cyanide sub-discharge, only Table A is necessary. Check the box in Table A to indicate if the discharge analysis is for hexavalent chromium (sampled immediately following chromium reduction pretreatment) or amenable cyanide (sampled immediately following the cyanide destruction pretreatment.)

All samples collected for testing purposes must be taken at the proper monitoring location(s) - after the last treatment unit(s) and before mixing and dilution with other waste streams.

When providing analytical results for a substance that was not detected by the analytical method used, indicate that it was not detected and the minimum detection level of the method used by employing the following format: "ND< X ppb", where "X" is the minimum detection level of the method used.

Complete Table A and Tables 1 - 10 by providing the following information for each respective column.

*Known or Suspected Present:*

If the registrant knows or has reason to believe or can reasonably ascertain that a substance is or will be present in the discharge, place an "X" in this column by that substance and provide analytical data for that substance in the appropriate column.

*Believed Absent:*

If the registrant knows or has reason to believe or can reasonably ascertain that a substance is **not** or will **not** be present in the discharge, place an "X" in this column by that substance.

Note: Be sure to review your inventory of toxic or hazardous substances, raw materials used and treatment substances used, prepared for this registration, when completing the "Known or Suspected to be Present" column or the "Believed Absent" column.

*Average:*

The mathematical average concentration of all samples analyzed for a pollutant.

*Maximum:*

The maximum concentration of all samples analyzed for a pollutant.

*Number of Analyses:*

Provide the number of analyses performed for the particular substance in this column.

For discharges previously authorized by the *General Permit for the Discharge of Wastewaters from Categorical Industrial Users to a Publicly Owned Treatment Works*, include analytical data from the previous two years as Attachment O.

**c. Process and Non-process Wastewater Discharge Analysis or Screening--** To

demonstrate compliance with the effluent limitations in Section 5B(a), all registrants discharging process and non-process wastewater not subject to Categorical Pretreatment Standards must complete a Discharge Analysis for each discharge using analytical data from at least one sample taken within the last six months prior to registration submission that is representative of typical daily operations and one sample representative of anticipated maximum effluent pollutant concentration(s).

Analytical data from both samples shall be provided for all pollutants listed in the table at 12.c. in the registration form per discharge category, as well as, all pollutants that are known or suspected to be present in the discharge and are listed in section 22a-430-4 Appendix B or D of the Regulations of Connecticut State Agencies. Add additional pages as necessary. (The table at 12.c is the same table as Table 5B-2 from the SIU GP.) All analyses must be performed in accordance with 40 CFR 136.

All screening samples must be representative in all respects, including without limitation chemically and thermally, of the wastewater during routine operating conditions. Where multiple sources of a specific category of process or non-process wastewater not subject to Categorical Pretreatment Standards are

generated at a site, only one set of screening samples from a single representative source is required. **If various categories of process or non-process wastewater that are not subject to Categorical Pretreatment Standards comingle at a compliance point, the registrant or their consultant will need to isolate each wastewater category for screening.**

Keep in mind that each wastewater category (e.g. water treatment wastewater or food processing wastewater) can have different types of wastewater within that category for the purposes of screening. For example, water treatment wastewater resulting from filter backwash is a different type of water treatment wastewater compared to that which results from ion exchange regeneration.

[For discharges previously authorized by the *General Permit for Miscellaneous Discharges of Sewer Compatible Wastewater*, also include analytical data from the previous two years as Attachment O.]

### 13. Contract Laboratories

Identify any contract laboratory or consulting firm that performed analyses for substances listed in the tables. Be sure to keep copies of all lab results for five years (pursuant to Section 5A(b)(6) and Section 5B(b)(8) of the SIU GP) in case they are required for review at a later date.

#### Attachment G: Water Conservation

Attach a description of the best management practices, such as conservation and reuse of water, minimization, substitution and reuse of chemicals, and other pollution prevention measures, implemented or to be implemented by the registrant to prevent or minimize any adverse environmental effects of the subject discharge.

#### Attachment H: Wastewater Treatment

Attach an accurate description of any wastewater treatment processes, such as neutralization, oil/water or oil/water/grit separation, and precipitation of solids or metals, which the registrant utilizes or will utilize to achieve compliance with any of the effluent limitations

specified in Section 5A(a) or 5B(a) of the SIU GP. This description must include a diagram which clearly shows all treatment units, monitoring equipment, and sampling locations.

#### Attachment I: Line Diagram

Attach a line diagram of the water flow through the facility which clearly shows:

- the intake source (e.g. well, city water, river);
- all points of chemical addition into any treatment units;
- sampling and flow meter locations;
- all separate production operations with intake and discharge points of each operation;
- treatment units with intake and discharge points of each unit; and
- a water balance that indicates approximate average and maximum flows at intake and discharge points of all separate production operations, treatment units and between processes.

#### Attachment J: Process Flow Diagram

Attach a diagram showing those processes generating wastewater at the facility. The process flow diagram should identify:

- each process step or tank, its work flow position, size, contents, ultimate disposal location and the discharge rate of its contents;
- any treatment units integrated with a process; and
- countercurrent rinsing and the direction of the countercurrent rinsing.

#### Attachment K: Monitoring Waiver Request Form (Appendix E of the SIU GP)

The commissioner may authorize a permittee subject to this general permit to forego sampling of a pollutant (except for total toxic organics) if the permittee requests it and has demonstrated through sampling and other technical factors that the respective pollutant is neither present nor expected to be present in the discharge above background levels from intake water and without any increase in the pollutant due to activities of the permittee.

A monitoring waiver will not be granted for any pollutant that is added to the authorized discharge, in any quantities. Where monitoring and/or other data shows that the pollutant is present at levels above the background intake water level, the commissioner shall deny the request for the monitoring waiver.

The permittee's demonstration must be made at the time of registration on forms provided by the commissioner and shall include, but not be limited to, the following:

- 1) A list of each of pollutant associated with the monitoring waiver request.
- 2) Analytical data for each pollutant from at least one sample of the facility's authorized discharge(s), after treatment. This sample shall be representative of all metal finishing wastewaters capable of being discharged from the facility through the respective authorized discharge location(s) and shall be obtained and analyzed consistent with 40 CFR 136.
- 3) Analytical data for each pollutant from at least one sample of the facility's authorized discharge(s), prior to any treatment. This sample shall be representative of all metal finishing wastewaters capable of being discharged from the facility through the respective authorized discharge location(s) and shall be obtained and analyzed consistent with 40 CFR 136.
- 4) For those parameters detected in either the treated or untreated wastewater, analytical data for the influent water.

- 5) A request for monitoring waiver and certification statement signed by a "responsible corporate officer", if the permittee is a corporation, or by a general partner or proprietor if the permittee is a partnership or sole proprietorship. For purposes of the monitoring waiver requirements, "responsible corporate officer" means: 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.
- 6) Similar to Attachment D: Approval for Connection/Transport to a POTW, the Monitoring Waiver Request Form must also be signed by each applicable POTW Authority.

Non-detectable sample results may only be used as a demonstration that a pollutant is not present, if the EPA approved method from 40CFR136 with the lowest minimum detection level for that pollutant is utilized.

Granting of the monitoring waiver will be identified within the Approval of Registration.

#### **Attachment L: Plan Checklist**

Use the following instructions to complete Attachment L:

#### ***Operation and Maintenance Plan Checklist*** (Appendix B of the SIU GP)

Prepare an Operation and Maintenance Plan in accordance with Appendix B of the SIU GP for the wastewater collection, storage, treatment and control systems. The plan should consider effective performance of the collection and treatment systems, adequate funding, operator training, laboratory and process controls and quality assurance procedures. Based on the Operation and Maintenance Plan, complete the Operation and Maintenance Plan Checklist. Do not submit the Operation and Maintenance Plan



itself; instead submit the completed and signed Operation and Maintenance Plan Checklist verifying that the Operation and Maintenance Plan contains all applicable items listed on the checklist. Include on the form the name and qualifications of the preparer of the Operation and Maintenance Plan. DEEP suggests that the Operation and Maintenance Plan be prepared by the same person who designed the treatment system. Remember that you must maintain the Operation and Maintenance Plan on site once the discharge(s) has begun.

### ***Spill Prevention and Control Plan Checklist*** (Appendix C of the SIU GP)

Prepare a Spill Prevention and Control Plan in accordance with Appendix C of the SIU GP. The Spill Control Plan must describe all measures taken to prevent and control unplanned releases during the storage, collection, transfer, transport, treatment, loading and unloading of all toxic or hazardous substances, oils, process wastewaters, solvents, and any other chemicals, consistent with section 22a-430-4(c)(10) of the Regulations of Connecticut State Agencies. Based on the Spill Prevention and Control Plan, complete the Spill Prevention and Control Plan Checklist. Do not submit the plan itself; instead submit the completed and signed Spill Prevention and Control Plan Checklist verifying that the Spill Prevention and Control Plan contains all applicable items listed on the checklist. Include on the form the name and qualifications of the preparer of the Spill Prevention and Control Plan.

Remember that you must maintain the Spill Prevention and Control Plan on site once the discharge(s) has begun.

### **Attachment M: Solvent Management Plan and Plan Checklist** (Appendix D of the SIU GP)

If the registrant does **not** use, generate or introduce any toxic organic compounds into their wastewaters, then the registrant needs only to certify to this fact by checking the appropriate box in Part V: Additional Information and Supporting Documents of the main registration form.

If the registrant does use, generate or introduce any toxic organic compounds into their wastewaters, and seeks to apply for an exemption from TTO(s) monitoring, a Solvent Management Plan must be prepared and submitted in accordance with Appendix D of the SIU GP, along with the completed and signed checklist verifying that the submitted Solvent Management Plan contains all applicable items listed on the checklist. Include on the form the name and qualifications of the preparer of the Solvent Management Plan. Registrants currently maintaining a DEEP approved Solvent Management Plan must resubmit the plan and checklist for approval. Permittees with an approved Solvent Management Plan shall, in lieu of monitoring for TTO(s), include a statement on the DMR certifying compliance with its Solvent Management Plan.

The Solvent Management Plan must demonstrate that the registrant will manage its toxic organic compound containing wastes in a manner which:

1. Minimizes or eliminates the discharge of these compounds to the waters of the state;
2. Does not have any adverse impact on the waters of the state; and
3. Does not result in violations of the appropriate categorical TTO compound specific limits.

### **Attachment N: Subscriber Agreement**

Complete and submit this agreement to request use of electronic reporting for discharge monitoring reports (DMRs). The subscriber agreement is available at [NetDMR](#). The person that is authorized to sign DMRs as described in section 22a-430-3(b)(2) of the Regulations of Connecticut State Agencies must sign this document as the Signatory Authority in Section E. Note that Subscribers must be employees of the Registrant. Consultants may not sign or submit DMRs.

Attachment O: A summary of analytical data from the previous two years for the renewal of an existing registration for a discharge previously authorized by the ***General Permit for the Discharge of Wastewaters from Categorical Industrial Users to a Publicly Owned Treatment Works*** or the ***General Permit for Miscellaneous Discharges of Sewer Compatible Wastewater***.

Please provide this summary in tabular format. Do not attach multiple pages of lab reports.

Attachment P: If any pollutant identified as an 'emerging contaminant' (see definition and link in Appendix A of SIU GP) is currently or reasonably known to have been handled, stored, released or disposed of at the site where the subject wastewater originates, the subject wastewater shall also be analyzed to determine the concentration of such emerging contaminants(s) if an analytical method for such pollutant has been approved pursuant to 40 CFR 136. Some examples include but are not limited to [Perfluorooctane Sulfonate \(PFOS\)](#); [Perfluorooctanoic Acid \(PFOA\)](#); [1,4-Dioxane](#); etc.

Attachment Q: **For Water Treatment Facilities Discharging Water Treatment Wastewater with Total Suspended Solids Concentrations in Excess of 600 mg/l**, the Water Treatment Wastewater and Residuals Management Plan required by Section 4(c)(2)(T) of the SIU GP. The registration will be considered 'insufficient' if the plan does not address all requirements of Section 4(c)(2)(T) of the SIU GP.

#### **Attachment R: Request for Variance**

Complete and submit this attachment if requesting a variance from effluent limits in the SIU GP. Section 7(a) of the SIU GP allows the Commissioner to grant certain minor variances from the effluent limits specified in Sections 5A(a) or 5B(a) of the SIU GP. For metal finishing wastewater discharges, requests for variances from the effluent limits in Section 5A(a) will only be considered for nitrogen, oil and grease, or total suspended solids.

Similar to Attachment D: Approval for Connection/Transport to a POTW, the Request for Variance must be signed by each applicable POTW Authority.

#### **Part VI: QPE or QCHMM Certification**

A written certification, signed by a Qualified Professional Engineer or Qualified Certified Hazardous Materials Manager as defined in the SIU GP, which complies with the requirements of Section 3(b)(8) of the SIU GP.

#### **Part VII: Registrant Certification**

A written certification, signed by the registrant which complies with the requirements of Section 3(b)(9) of the SIU GP.

The certification of the registration package shall be signed as follows:

1. For an individual(s) or sole proprietorship: by the individual(s) or proprietor, respectively;
2. For a corporation: by a principal executive officer of at least the level of vice president, or his agent;
3. For a limited liability company (LLC): by a manager, if management of the LLC is vested in a manager(s) in accordance with the company's "Articles of Organization", or by a member of the LLC if no authority is vested in a manager(s);
4. For a partnership: by a general partner;
5. For a municipal, state, or federal agency or department: by either a principal executive officer, a ranking elected official, or by other representatives of such registrant authorized by law.

## Part VIII: Preparer Certification

A written certification, signed by any other individual or individuals responsible for preparing the registration, which complies with the requirements of Section 3(b)(9) of this general permit. If the registrant is the preparer, please mark N/A in the spaces provided for the preparer.

This includes consultants, professional engineers, surveyors, soil scientists, etc. By their signature, they certify that, to the best of their knowledge and belief, the information contained in the registration, including all attachments, is true, accurate and complete.

### Available Resources:

Below is a list of possible resources for specific information required for this registration. Be sure to also check the DEEP website, <https://portal.ct.gov/deep> and your local town hall or library for maps and other reference materials.

The DEEP File Room 860-424-4180 is located on the store level at 79 Elm Street, Hartford, CT. Please call in advance for hours of operation.

The [DEEP Store](https://portal.ct.gov/deep) 860-424-3555 is only available on line or by phone..

For general assistance regarding completing the registration for the SIU GP, contact the Water Permitting and Enforcement Division at 860-424-3025.

For the SIU GP, registration form, instructions and other required documents visit the DEEP website at: [Water Discharge Permits and General Permits \(ct.gov\)](https://portal.ct.gov/deep)

- Coastal Boundary Areas: Town Hall and/or [DEEP Store](https://portal.ct.gov/deep), [deep.store@ct.gov](mailto:deep.store@ct.gov), 860-424-3555; "Coastal Boundary Map". Additional information: LWRD: 860-424-3034
  - [www.cteco.uconn.edu/map\\_catalog.asp](http://www.cteco.uconn.edu/map_catalog.asp)
  - [magic.lib.uconn.edu/connecticut\\_data.html#water](http://magic.lib.uconn.edu/connecticut_data.html#water)
- [Coastal Consistency Review Form](#)
- Coastal Resource Maps: Town Hall and/or

[DEEP Store](https://portal.ct.gov/deep), [deep.store@ct.gov](mailto:deep.store@ct.gov), 860-424-3555

- USGS Topographic Quadrangle Map: [Geographic Information Systems \(ct.gov\)](https://www.fgdl.gov/); [DEEP Store](https://portal.ct.gov/deep), 860-424-3555, or USGS Office, 303-202-4700, or US Geological Survey, Western Distribution Branch, Box 25286, Denver Federal Center, Denver, CO 80225 (sells USGS maps and publications) [www.usgs.gov](http://www.usgs.gov)
- Endangered or Threatened Species Areas: [DEEP.RecordsCenter@ct.gov](mailto:DEEP.RecordsCenter@ct.gov); "State and Federal Listed Species and Natural Communities"; [Endangered Species \(ct.gov\)](https://portal.ct.gov/deep)
- Aquifer Protection Area Maps: [Aquifer Protection Program](#), [DEEP Store](https://portal.ct.gov/deep), 860-424-3555
- Pollution Prevention: A variety of pollution prevention publications are available from DEEP's Office of Pollution Prevention, [DEEP.pollutionprevention@ct.gov](mailto:DEEP.pollutionprevention@ct.gov) ; 860-424-3297
- State and federal statutes and regulations are available for review at various locations:  
On the web:
  - State Statutes: [Legislative Commissioners' Office of the Connecticut General Assembly](#)
  - DEEP website for Statutes and Regulations: [Laws and Regulations \(ct.gov\)](#)

US EPA website for Federal Laws, Regulations (Code of Federal Regulations; CFR), Policy, Guidance and Legislation: [Laws & Regulations | US EPA](#)

Book Format:

- State Library (Hartford)
- University Law Schools (UConn-Hartford, Yale)
- Superior Courthouse Libraries (located throughout the state)
- Town Halls and Libraries (statutes)

**Affirmative Action, Equal Employment Opportunity and Americans with Disabilities**

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action/Equal Opportunity Employer that is committed to complying with the requirements of the Americans with Disabilities Act. Please contact the DEEP Office of Diversity and Equity at (860) 418-5910 or by email @ [deep.accommodations@ct.gov](mailto:deep.accommodations@ct.gov) if you are requesting a communication aid or service, have limited proficiency in English, need some other type of accommodation, or if you wish to file an ADA or Title VI discrimination complaint. In order to facilitate efforts to provide an accommodation, please request all accommodations as soon as possible following notice of any agency hearing, meeting, program or event.