

**CITY OF SIDNEY
INDUSTRIAL PRETREATMENT PROGRAM
ENFORCEMENT RESPONSE GUIDE**

Unauthorized Discharge – No Discharge Permit

<u>Non Compliance</u>	<u>Nature of Violation</u>	<u>Enforcement Exhibit Reference</u>
1. Unauthorized Discharge	– IU unaware of requirement: no harm to POTW or Environment	Exhibit A Page 5
	– IU unaware of requirement: harm to POTW or Environment	Exhibit A Page 5
	– Failure to Comply	Exhibit A Page 5
2. Failure to Renew Permit	– Failure to submit Data Disclosure Forms within 90 days of permit expiration	Exhibit B Page 6
	– Failure to submit permit renewal application	Exhibit B Page 6

Discharge Permit Limit Violation

<u>Non-Compliance</u>	<u>Nature of the Violation</u>	<u>Enforcement Exhibit Reference</u>
1. Exceeding Permit Limit Or Categorical Standard	– Isolated (exceeds limit by <25%)-No Harm to POTW	Exhibit C Page 7
	– Isolated (exceeds limit by >25%)-No Harm to POTW	Exhibit C Page 7
	– Isolated (exceeds limit by >75%)-No Harm to POTW	Exhibit C Page 7
	– Isolated (exceeds limit by >25%)-Harm to POTW	Exhibit D Page 8
	– Recurring – Harm to POTW	Exhibit D Page 8

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Monitoring and Reporting Violations

<u>Non-Compliance</u>	<u>Nature of Violation</u>	<u>Enforcement Exhibit Reference</u>
1. Reporting Violations	- Falsifications of reports	Exhibit E Page 9
	- Report is improperly signed or certified	Exhibit E Page 9
	- Report is > 10 days late	Exhibit E Page 9
	- Failure to report spill or change in discharge (no harm to POTW)	Exhibit E Page 9
2. Failure to Monitor Correctly	- Failure to monitor all pollutants as required by discharge permit	Exhibit E Page 9
	- Failure to install monitoring equipment	Exhibit E Page 9
3. Improper Sampling	- Evidence of intent	Exhibit E Page 9

Permit Issued Compliance Schedules

<u>Non-Compliance</u>	<u>Nature of Violation</u>	<u>Enforcement Exhibit Reference</u>
1. Permit Issued Compliance Schedules	- Missed milestone date by < 30 days and will affect final date (documented good cause)	Exhibit F Page 10
	- Missed milestone date by <30 days and will not affect final milestone date	Exhibit F Page 10
	- Missed milestone date by >30 days and will affect final milestone date (no good cause for delay)	Exhibit F Page 10
	- Recurring violation of violation of schedule in Administrative Order	Exhibit F Page 10

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Other Permit And/Or Ordinance Violations

<u>Non-Compliance</u>	<u>Nature of the Violation</u>	<u>Enforcement Exhibit Reference</u>
1. Wastewater Streams are Diluted in Lieu of Treatment	- Initial	Exhibit G Page 11
	- Recurring	Exhibit G Page 11
2. Failure to Mitigate Non-Compliance or Halt Production	- Does not result in harm	Exhibit G Page 11
	- Results in harm	Exhibit G Page 11
3. Failure to Operate and Maintain Pretreatment Facilities Properly	- Initial	Exhibit G Page 11
	- Recurring	Exhibit G Page 11
4. Violations of Administrative Orders	- Recurring	Exhibit G Page 11

Violations Detected During Site Visit Or Inspection

<u>Non-Compliance</u>	<u>Nature of the Violation</u>	<u>Enforcement Exhibit Reference</u>
1. Industrial User Denies Entry	- Denied entry onto facility	Exhibit H Page12
	- Denied copy of records	Exhibit H Page12
2. Illegal Discharge	- No harm to POTW or Environment	Exhibit H Page12
	- Discharge causes harm	Exhibit H Page12
	- Evidence of intent or negligence	Exhibit H Page12
	- Recurring violations	Exhibit H Page12

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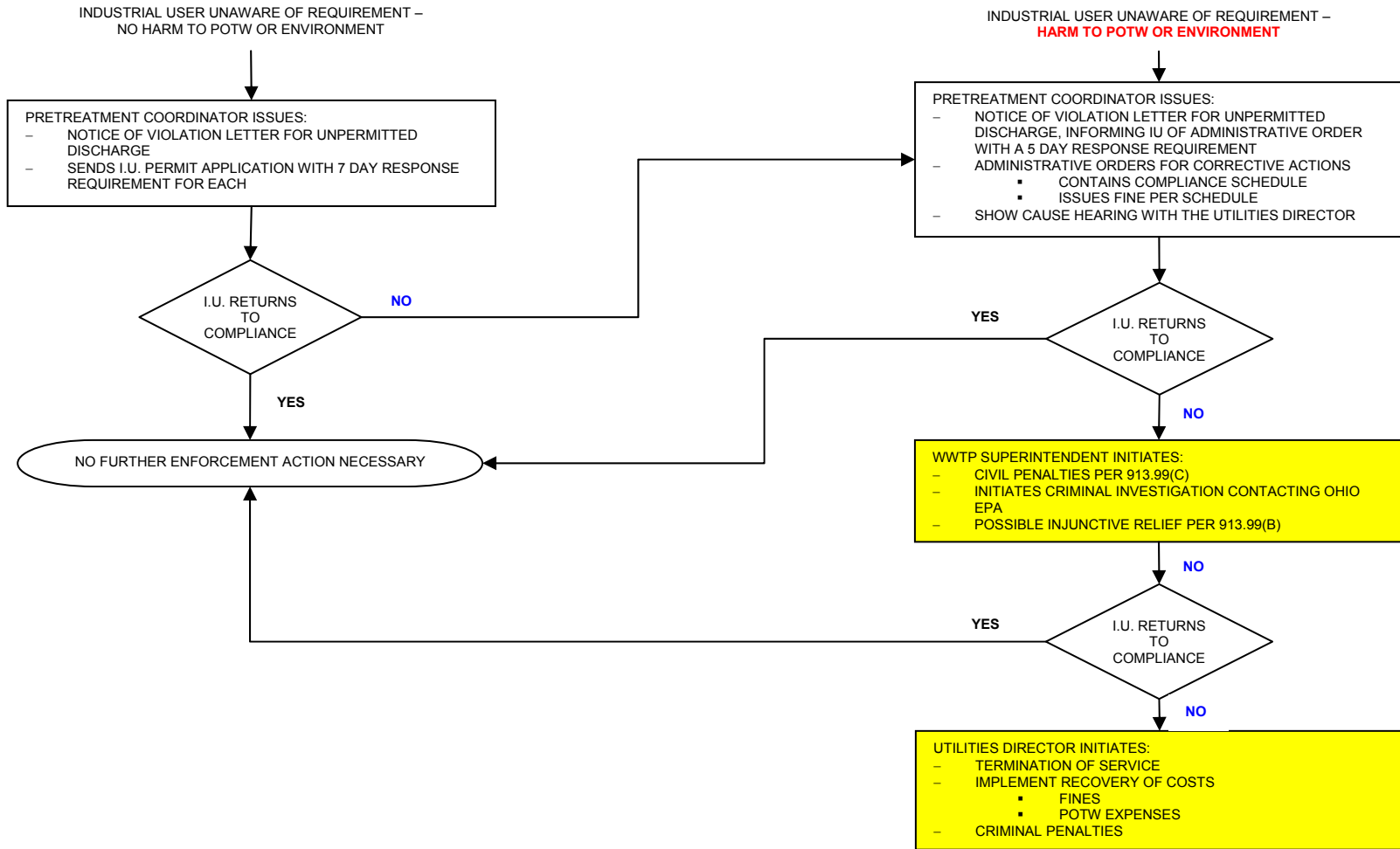
Significant Non-Compliance (SNC)

<u>Non-Compliance</u>	<u>Nature of the Violation</u>	<u>Enforcement Exhibit Reference</u>
1. Industrial User (IU) Determined to be in Significant Non-Compliance for a rolling 6 month period as determined on a quarterly basis	– Initial	Exhibit I Page 13
	– Recurring	Exhibit I Page 13

SPECIAL INSTRUCTIONS

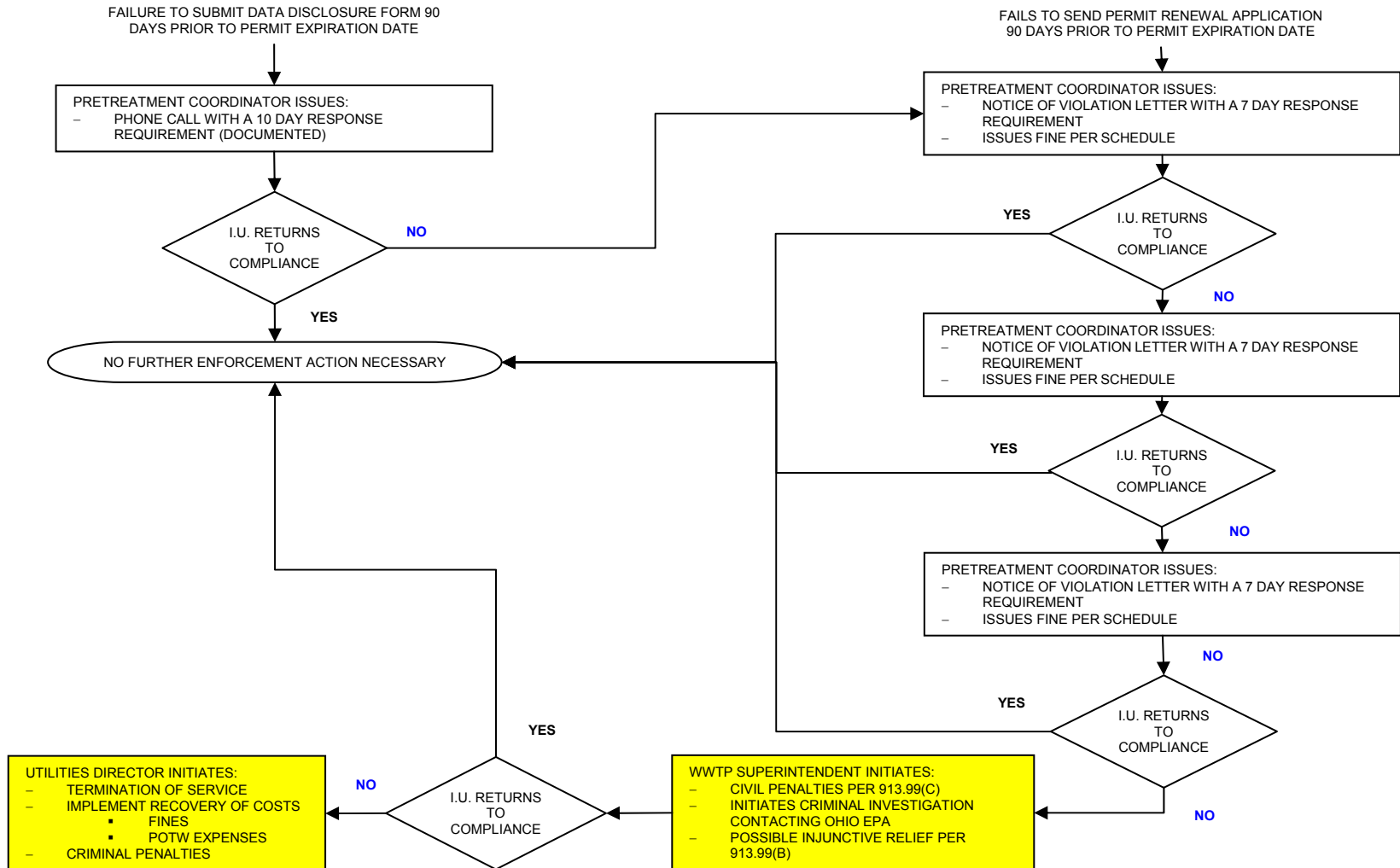
1. THE PRETREATMENT COORDINATOR SHALL REVIEW ALL ENFORCEMENT ACTIONS WITH THE WASTEWATER SUPERINTENDENT
 2. THE PRETREATMENT COORDINATOR SHALL IMMEDIATELY NOTIFY THE WASTEWATER SUPERINTENDENT OF ANY INDUSTRIAL USER PERMIT VIOLATION USING THE ADMINISTRATION NOTIFICATION FORM
 3. ALL NOV'S AND ADMINISTRATIVE ORDERS ARE TO BE ADMINISTERED BY THE PRETREATMENT COORDINATOR
 4. COPIES OF ALL ENFORCEMENT ACTIONS WILL BE FORWARDED TO THE WASTEWATER SUPERINTENDENT AND THE UTILITIES DIRECTOR
 5. PER ORDINANCE 913.33 (a): INDUSTRIAL USERS SHALL HAVE 15 DAYS TO APPEAL ON NOTICE OF VIOLATION LETTERS AND ADMINISTRATIVE ORDERS
 6. BOTH NOTICE OF VIOLATIONS AND ADMINISTRATIVE ORDERS MAY BE APPEALED WITH A SHOW CAUSE HEARING
 7. UTILITIES DIRECTOR WILL SCHEDULE SHOW CAUSE HEARING WITHIN 7 DAYS FOLLOWING RECEIPT OF WRITTEN NOTICE FROM THE INDUSTRIAL USER
 8. QUARTERS SHALL BE AS FOLLOWS: JANUARY - MARCH, APRIL – JUNE, JULY – SEPTEMBER, OCTOBER – DECEMBER.
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NON COMPLIANCE EXHIBIT – A
UNAUTHORIZED DISCHARGE NO INDUSTRIAL DISCHARGE PERMIT**



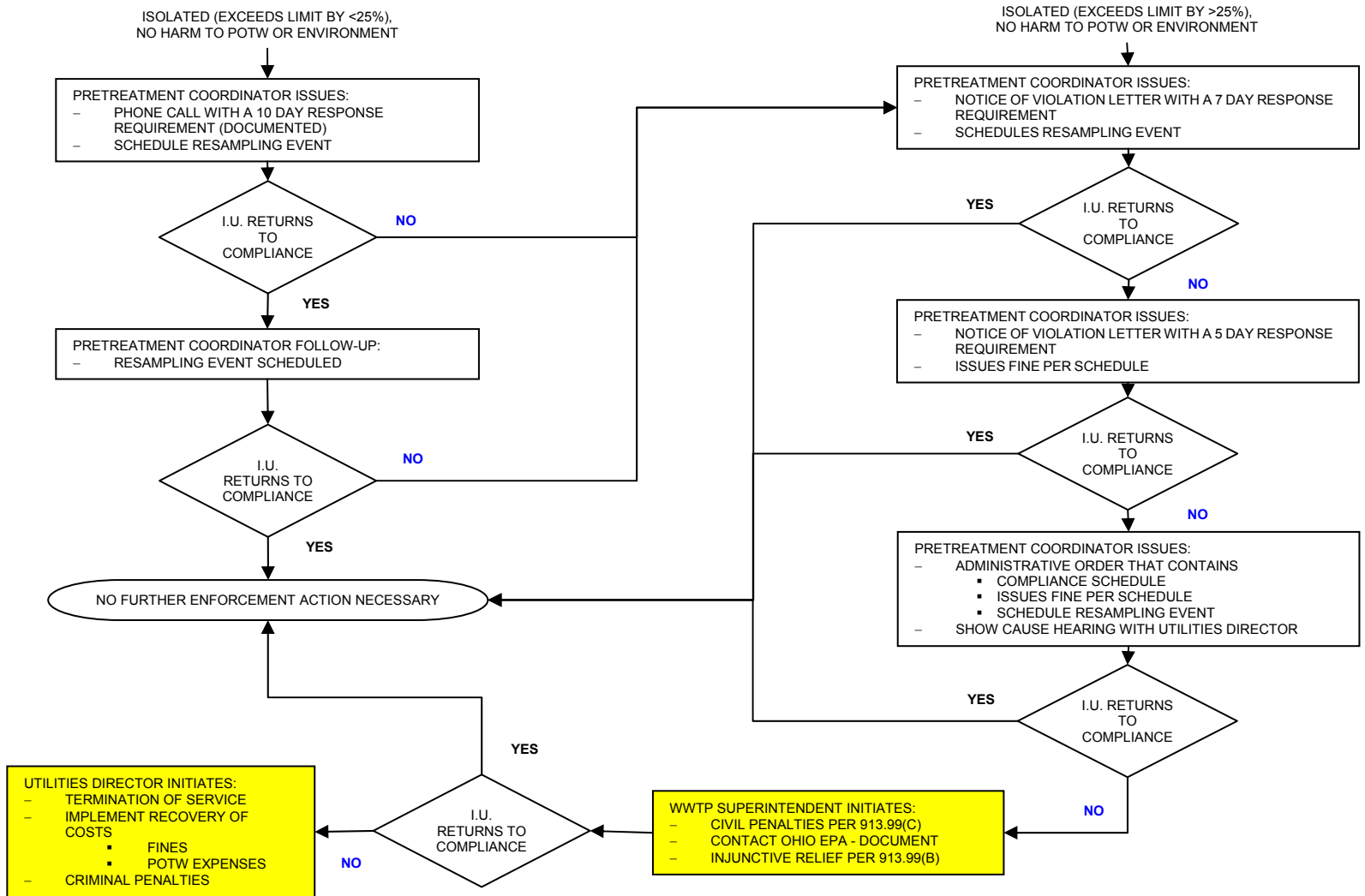
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NON COMPLIANCE EXHIBIT – B**

UNAUTHORIZED DISCHARGE – FAILURE TO RENEW INDUSTRIAL DISCHARGE PERMIT



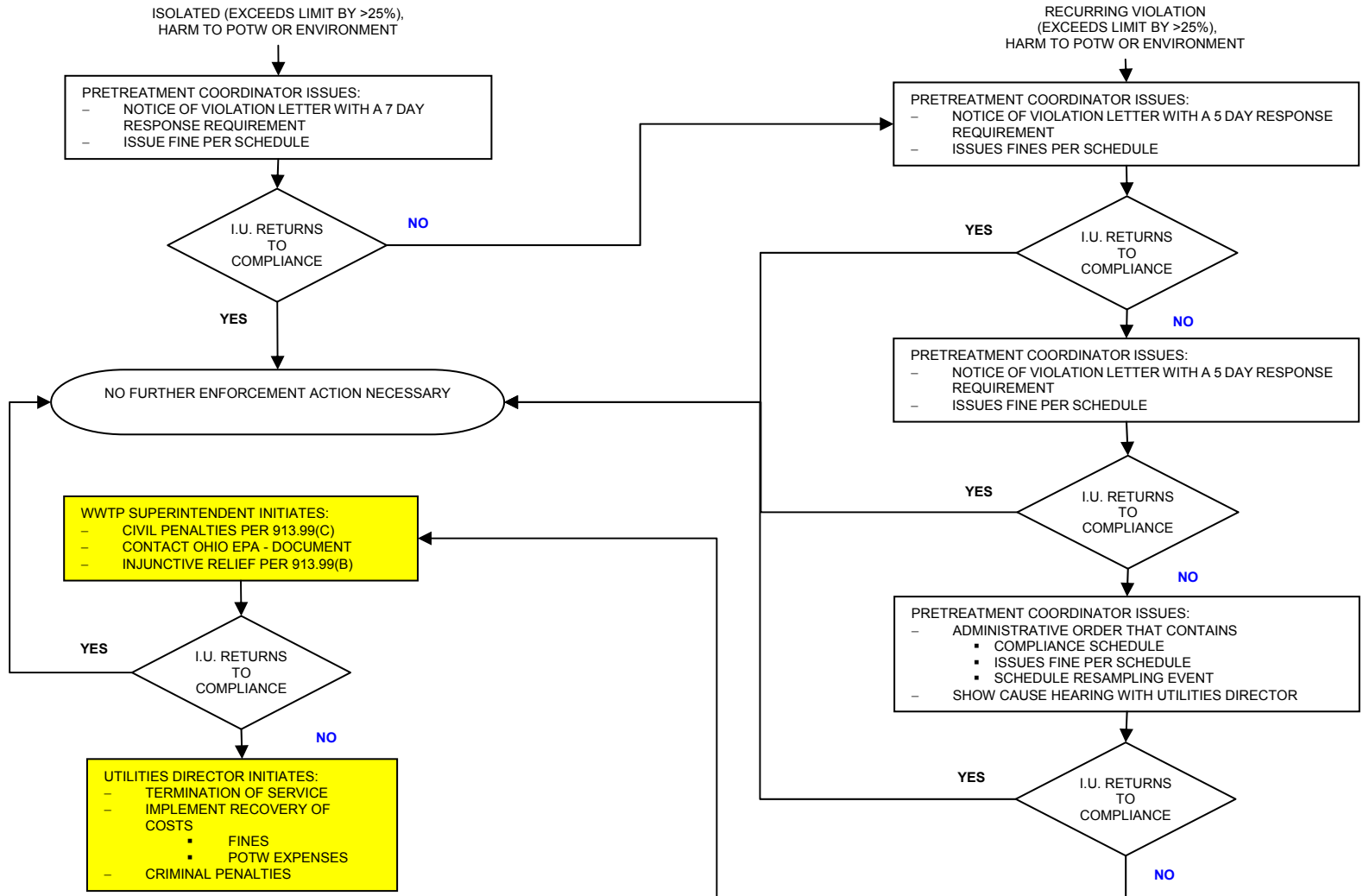
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NON COMPLIANCE EXHIBIT – C**

DISCHARGE PERMIT VIOLATION – EXCEEDS LOCAL PERMIT LIMIT OR CATEGORICAL STANDARDS NO HARM TO POTW OR ENVIRONMENT

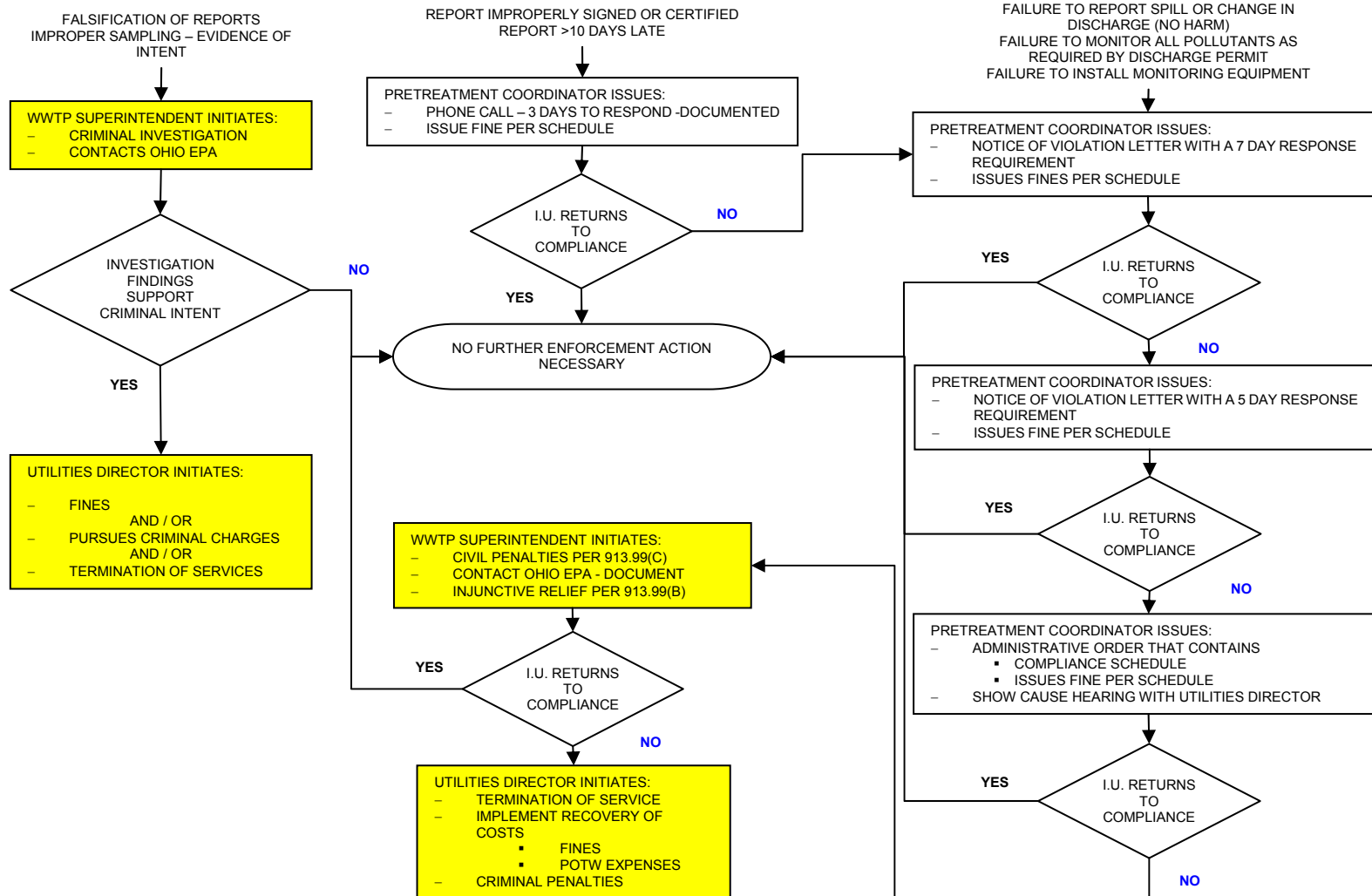


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NON COMPLIANCE EXHIBIT – D**

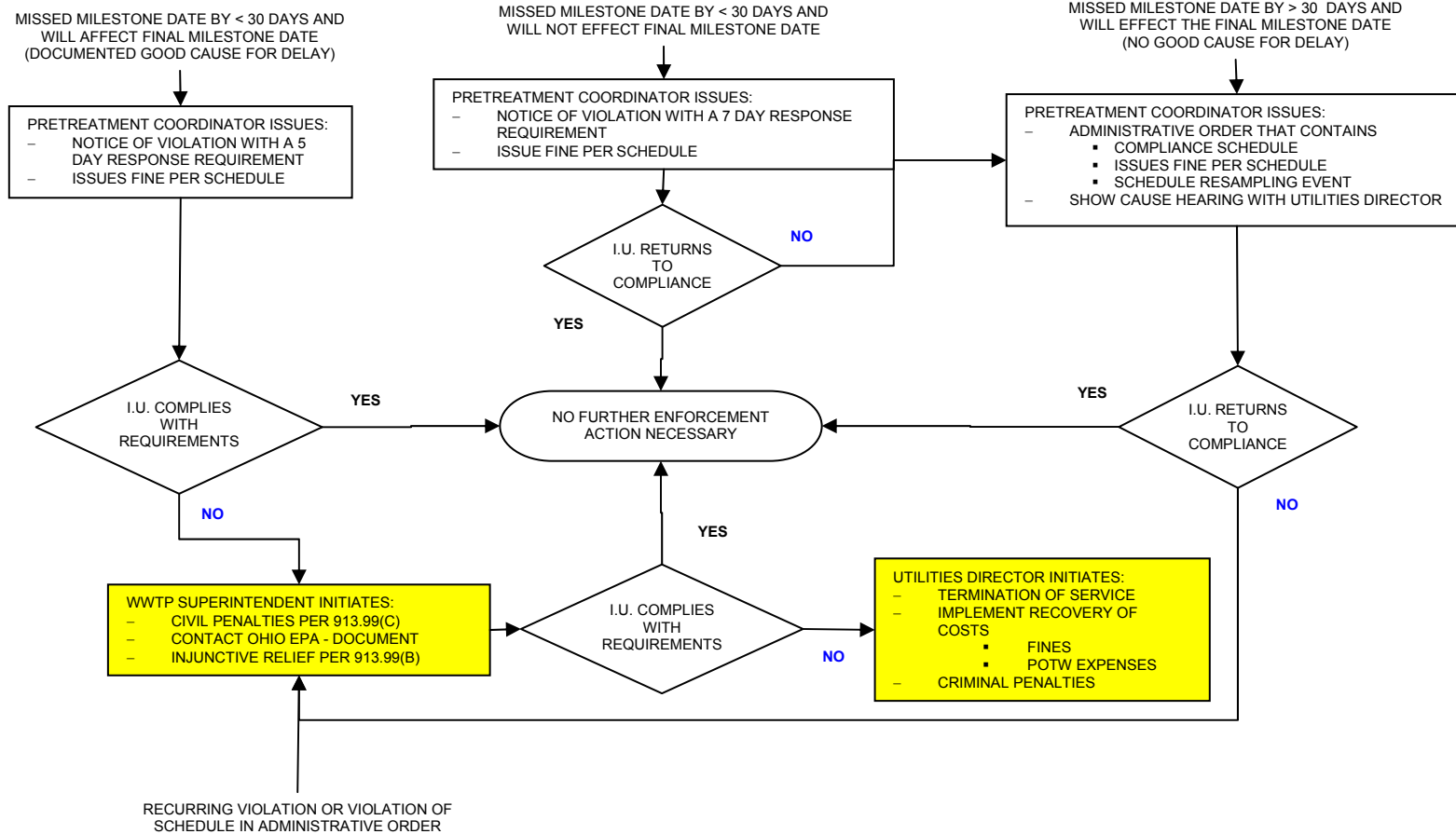
**DISCHARGE PERMIT VIOLATIONS – VIOLATES LOCAL PERMIT LIMIT OR CATEGORICAL STANDARD
HARM TO POTW OR ENVIRONMENT**



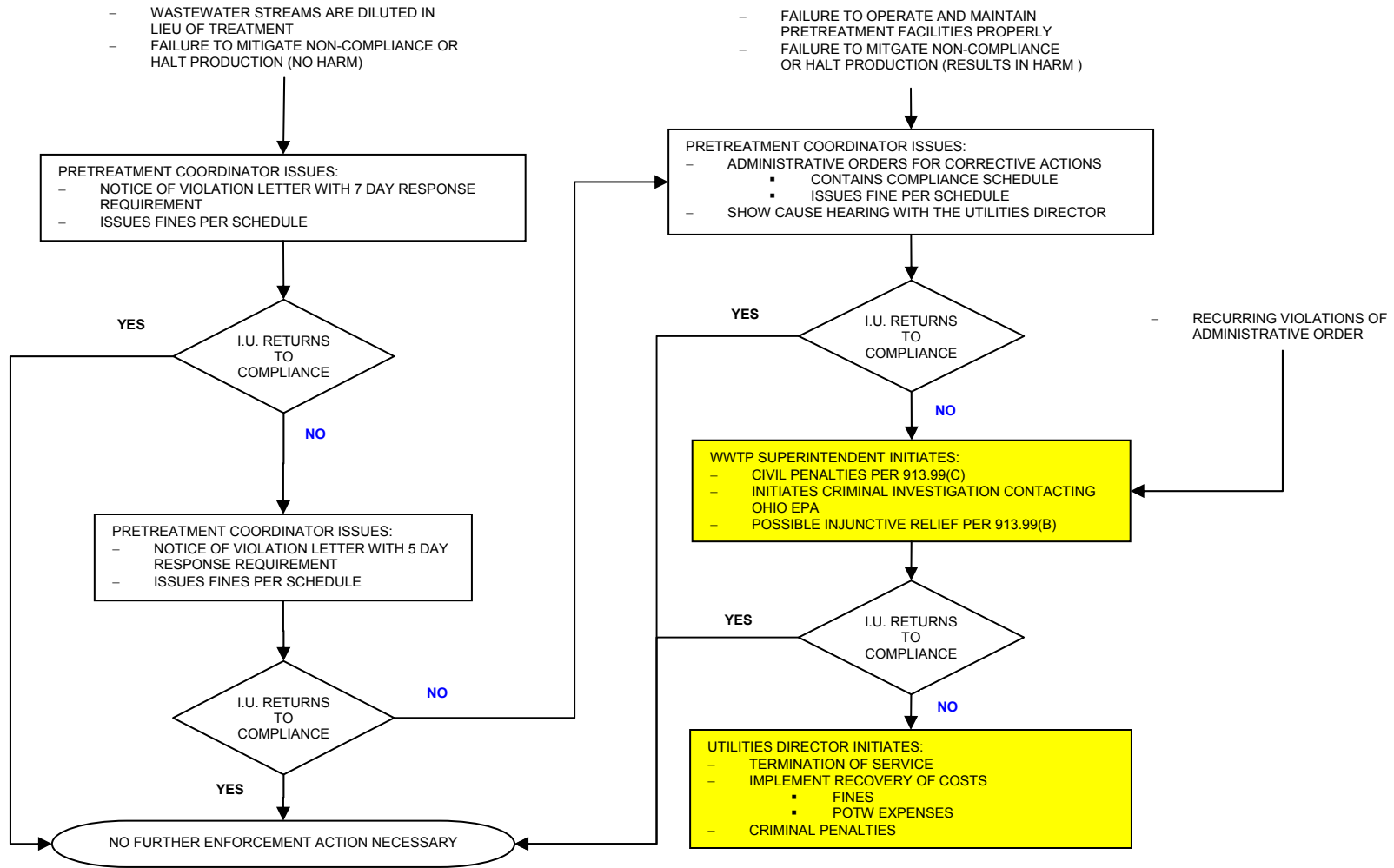
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NON COMPLIANCE EXHIBIT – E
MONITORING AND REPORTING VIOLATIONS**



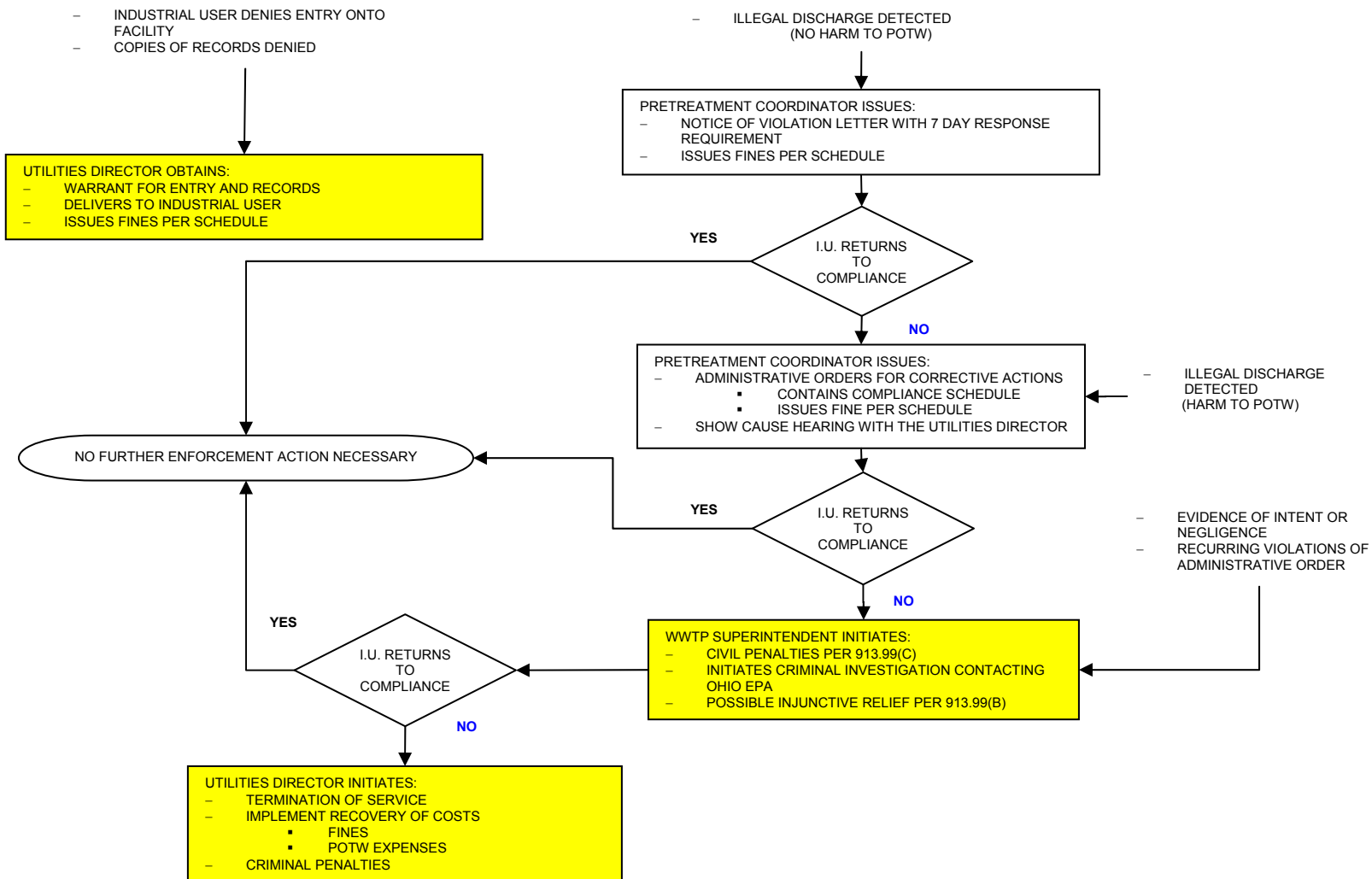
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NON COMPLIANCE EXHIBIT – F
PERMIT ISSUED COMPLIANCE SCHEDULES**



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NON COMPLIANCE EXHIBIT – G
OTHER PERMIT AND/OR ORDINANCE VIOLATIONS**



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NON COMPLIANCE EXHIBIT – H
VIOLATIONS DETECTED DURING SITE VISIT OR INSPECTION**



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NON COMPLIANCE EXHIBIT – I
SIGNIFICANT NON-COMPLIANCE (SNC)**

