



TRUCKED WASTE REQUIREMENTS AND PROCEDURES

This document establishes the location, schedule, procedures, fees, and other conditions under which trucked domestic and industrial wastes will be permitted for discharge into the San Diego public sewer. Discharges to public or private sewer connections not described in this document are prohibited, unless specifically authorized, in writing, by the Industrial Wastewater Control Program (IWCP) or other designee of the City Manager. The IWCP issues three types of trucked waste permits: Trucked Domestic Waste Hauler Permits, Trucked Industrial Waste Generator Permits, and Trucked Industrial Waste Hauler Permits. Definitions, policies, and limitations pertaining individually to these three types of permits are defined in sections A-C; general provisions are defined in sections D-J. All requirements set forth herein are incorporated into each trucked waste permit by reference. Failure on the part of the permittee to fulfill any of the requirements or conditions set forth herein shall be sufficient cause for immediate revocation of the applicable trucked waste permit. Any assignment or transfer of the permit shall automatically make it void. Compliance with these requirements does not relieve the permittee from an obligation to comply with all applicable pretreatment regulations, standards, or requirements under Federal, State, or local laws, including any such regulations, standards, or requirements that become effective during the term of a trucked waste permit. The industrial user shall comply with applicable provisions of the Municipal Code pertaining to the sewer department and to the discharge of industrial wastes to the sewerage system.

Discharge Permit applications and Waste Hauler Permit applications can be obtained from:

Industrial Wastewater Control Program
9192 Topaz Way, MS 901D
San Diego, CA 92123
Phone: **(858) 654-4100**

Section A: TRUCKED DOMESTIC WASTE HAULER PERMITS

- 1) **DEFINITION:** Domestic Wastewater shall mean the liquid and water borne wastes derived from the ordinary living processes in a dwelling unit.
- 2) **PERMIT REQUIRED:** All truckers planning to discharge septic tank wastes, portable toilet wastes, or other domestic wastes into the San Diego public sewer must obtain an active Trucked Domestic Waste Hauler Permit. Permits are issued to truckers for one year, and must be renewed annually by submitting an updated application. The Trucked Domestic Waste Hauler Permit application requires the following information:
 - a) Identifying information about the firm (name, address, etc.)
 - b) Name and phone number of contact person
 - c) Status of operations with regard to industrial waste hauling activities
 - d) A list of trucks which will be used to haul domestic waste, and associated identifying information including: make/model, year, tank capacity, license number, and submit a copy of the "Permit to Operate Septic Pumper Truck Operation", issued by the County of San Diego Department of Environmental Health, with a list of vehicles approved by the County, that will be used to discharge domestic wastewater. Each truck is required to have a California license plate.
 - e) A statement certifying knowledge of the application contents, familiarity with the requirements and procedures set forth in this document, and compliance with the applicable regulations including the prohibition against discharge of hazardous waste.
- 3) **WASTE VOUCHER REQUIRED:** The permitted waste hauling firm is required to complete a Trucked Domestic Waste Voucher for each domestic pump-out event. The vouchers establish a record of responsibility for the compositions of discharges entering the sewerage system, in accordance with federal EPA requirements. Each voucher must be completed and signed by the trucker and then signed by the pump station operator or other representative of the IWCP at the disposal site. Vouchers may not be altered once discharge has been initiated. The top copy of the form is left at the disposal site; the trucker retains the bottom copy. The voucher requires the following information:
 - a) Permittee Name
 - b) Permit Number
 - c) Truck/Trailer License Number and State
 - d) Estimated Pump-out volume, in gallons
 - e) Waste Type (septic tank, portable toilet, etc.)
 - f) Complete waste pickup address including City
 - g) Customer Name and Phone Number
 - h) Date of Pump-out and Date of Waste Disposal
 - i) Waste hauler certification that the information contained in the voucher is true and correct
- 4) **SCHEDULED ROUTES:** A single Trucked Domestic Waste Voucher may be used when the entire load to be discharged is composed solely of portable toilet and/or sewage holding tank waste, provided that a unique route number/name is written on the voucher, and the waste hauler can, upon request, provide records showing the address or location of each toilet or tank pumped for that load.
- 5) **MULTIPLE VOUCHER LOAD SUMMARY:** In the case where multiple Domestic Waste Pump-outs are combined and discharged as a single truck load, the waste hauler must also complete a Multiple Voucher Load Summary. The summary requires the following information:
 - a) Permittee Name
 - b) Permit Number

- c) A list of individual pump-out volumes and corresponding voucher numbers for each source of waste combined in the truck.
 - d) The total volume of waste, in gallons, to be discharged as one truckload
 - e) The truck license number and state
 - f) Waste hauler certification that the information contained in the summary is true and correct and that no waste, other than those indicated, are contained within the load
- 6) **AUTHORIZED DISCHARGES:** The Trucked Domestic Waste Hauler Permit authorizes discharge of wastewater from:
- a) Wastewater associated with sewer spill cleanups and sewer line maintenance including public lift stations.
 - b) Wastewater associated with water main break clean-up activities.
 - c) Pumping and cleaning of septic tanks and associated private leach lines, sewer lines, and sewage pumping equipment.
 - d) Pumping of sewage collection, holding, and transfer tanks (including marine vessel CHTs containing only sanitary wastes). In the case of CHT servicing, wastewater drained from the pipes and tanks, water used to flush the pipes and tanks, bleach disinfection wastewater, and wastewater generated by low pressure washing (<4,000 psi) is considered domestic waste.
 - e) Portable Toilets.
 - f) Swimming Pools where direct sewer discharge is unfeasible.
- 7) The wastes to be discharged must have originated within San Diego County and must be of such character as to permit satisfactory disposal, without special treatment, into the public sewer.
- 8) **RESTRICTIONS:** The following Wastestreams may not be discharged to sewer under a Trucked Domestic Waste Hauler Permit:
- a) Industrial wastes as defined in Section B (1).
 - b) Wastewater generated from the chemical, mechanical, or high pressure (>9,999 psi) hydroblast cleaning of CHTs, including wastewater from the post hydroblast flush. Wastewater generated by these operations are classified as Industrial Waste, see Section B (1) for information pertaining to hauling and disposal of Industrial Wastewater.
 - c) Wastewater generated outside San Diego County
 - d) Wastewater which is of such character as to interfere with normal sewage treatment operations, cause pass through of pollutants, or otherwise adversely affect the Publicly Owned Treatment Works (POTW) or sewage collection system.
 - e) Wastewater which violates the general and specific prohibitions listed in Section B (6) and (7).
 - f) Wastewater/Sludge generated from domestic treatment plants, aeration basins, settling ponds, etc. These types of wastewater require a Trucked Industrial Waste Generator Permit and are approved on a case by case basis.

Section B: TRUCKED INDUSTRIAL WASTE GENERATOR PERMITS

- 1) **DEFINITION:** Industrial Wastewater shall mean all wastewater, excluding domestic wastewater, and shall include all wastewater from any manufacturing, processing, cleaning, institutional, commercial, service, agricultural, or other operation. Also specifically included in the industrial category is wastewater from the mechanical cleaning, high pressure hydroblasting (>9,999 psi), or chemical cleaning of domestic waste holding tanks (like CHTs on a ship), stormwater with trace contaminants not acceptable for discharge in the storm conveyance system, and wastewater generated by the centralized treatment of grease trap wastes or other pre-authorized centralized treatment operations.

- 2) **PERMIT REQUIRED:** Anyone planning to discharge industrial wastes into the San Diego public sewer via a waste hauler must obtain an active Trucked Industrial Waste Generator Permit. Trucked Industrial Waste Generator Permits are issued to the party responsible for arranging for legal disposal of the specific wastes (i.e., bilge water from a designated ship) and last only as long as the job requires, but in no case longer than one year. The permit application requires the following information:
 - a) Identifying information about the firm (name, address, etc.)
 - b) Name and phone number of the contact person
 - c) Dates the waste will be discharged and an estimate of the volume of wastewater to be discharged
 - d) Name of the firm contracted to haul the industrial waste (this firm must have a Trucked Industrial Waste Hauler Permit)
 - e) Description of the waste to be discharged and any treatment methods employed
 - f) Identification of applicable Federal Categorical Pretreatment Standards
 - g) Identification of the laboratory performing the required initial analysis (see self monitoring requirements below)
 - h) Permittee statement certifying accuracy of application contents, familiarity with the requirements and procedures, and compliance with applicable discharge standards including the prohibition against the discharge of hazardous waste
- 3) **WASTE HAULER:** The firm that provides trucks and hauls the waste must have a Trucked Industrial Waste Hauler Permit (see Section C). The designated waste hauler is required to carry a copy of the generator's permit on each truck that discharges at the pump station, therefore the generator must provide a copy of the job specific Trucked Industrial Waste Generator Permit to their contracted waste hauler. Discharge fees will be billed to the Waste Hauler.
- 4) **MANIFEST REQUIRED:** A properly completed Trucked Industrial Waste Manifest is required with each truckload of waste. The manifest establishes a record of responsibility for the composition of discharges entering the sewerage system, in accordance with federal EPA requirements. The holder of the Trucked Industrial Waste Generator Permit must review the Industrial Waste Hauler section of the manifest for accuracy, and complete the top section of the manifest at the time and place the waste load is picked up; the manifest must be signed in accordance with the signatory requirements established in Section H. Upon or before waste pick up, the contracted Industrial Waste Hauler is responsible for completion of the Industrial Waste Hauler section of the manifest. The pump station operator or other representative of the IWCP at the disposal site must then sign the completed manifest form. The top copy of the form is left at the pump station; the trucker retains the middle copy, and the permittee retains the bottom copy. Manifests may not be altered once discharge has been initiated.
- 5) **DISCHARGE LIMITATIONS:** Unless the permit specifically states otherwise, all Industrial Wastewater to be discharged must have originated from the Metropolitan Sewerage System's service area. The waste discharged under the permit must not be mixed with any other permitted or un-permitted wastestream. Discharge of wastes not specifically authorized by the permit is strictly prohibited. Waste discharges must be made in compliance with all applicable local, state, and federal regulations including the following:
- 6) **GENERAL PROHIBITION (from 40 CFR 403):** A User may not introduce into a Publicly Owned Treatment Works (POTW) any pollutant(s) which cause Pass Through or Interference. These general prohibitions and the specific prohibitions in Section B (7) apply to each User introducing pollutants into a POTW whether or not the User is subject to other National Pretreatment Standards or any National, State, or local Pretreatment Requirements.
- 7) **SPECIFIC PROHIBITIONS:** In addition, a User may not introduce the following discharges into the Metropolitan Sewerage System:

- a) Flammable or Explosive Substances: Pollutants which create a fire or explosion hazard in the wastewater collection system or treatment plant, including but not limited to, wastestreams with a closed cup flashpoint of less than 140 degrees Fahrenheit (60 degrees Centigrade) using the test methods specified in 40 CFR 261.21;
 - b) Corrosives: Pollutants which will cause corrosive structural damage to the POTW, but in no case discharges with pH lower than 5.0 or greater than 12.5 unless a specific variance is granted;
 - c) Hazardous Wastes: Hazardous wastes, as defined in California Administrative Code, Title 22, Section 66261.3 or under the Federal Resource Conservation and Recovery Act (RCRA). RCRA and related state laws are administered by the County of San Diego Department of Health Services, Hazardous Materials Management Division (HMMD). Questions about whether a waste is considered "hazardous" may be referred to HMMD at (619 338-2222);
 - d) Toxic and Poisonous Substances: Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in an quantity that may cause acute worker health and safety problems;
 - e) Substances which may obstruct flow: Solid or viscous substances in amounts which will cause obstruction to flow in the sewer resulting in Interference;
 - f) Odorous Wastes: Strongly odorous wastes or wastes tending to evolve strong odors;
 - g) Uncontaminated Water: Uncontaminated ground, storm, and surface waters, and roof runoff;
 - h) Pretreatment Sludges: Sludges or deposited solids resulting from an industrial or pretreatment process;
 - i) Heat: Heated wastestreams having a temperature that is equal to or greater than one hundred and fifty (150) degrees Fahrenheit or sixty-five (65) degrees Centigrade;
 - j) Radioactive Wastes: Radioactive wastes or isotopes of such half-life or concentrations as may exceed limits established in the Code of Federal Regulation at 10 CFR 20, Subpart K;
 - k) Greases and Oils: Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin in amounts that will cause interference or pass through.
- 8) Specific Limitations, Local: Each permit will specify which of the local limits, listed below, apply. The determination is based upon the nature of the operation generating the waste. The discharge of non-federally regulated wastes containing pollutants in excess of applicable local limits is prohibited. Some permits may establish additional limits based upon the nature of the waste (e.g. contaminated groundwater). Applicants should call the IWCP for initial analysis requirements prior to applying for a permit. Dilution as a full or partial substitute for adequate pretreatment is prohibited.

Constituent	Units	Limit
Acids and Alkalis	pH	range 5-12.5
Oil and Grease	mg/L	500
Cadmium	mg/L	1
Chromium	mg/L	5
Copper	mg/L	11
Lead	mg/L	5
Nickel	mg/L	13
Zinc	mg/L	24

The IWCP may also require that wastes be analyzed for Total Suspended Solids (TSS) and Chemical Oxygen Demand (COD) in order to determine if the wastes are subject to additional treatment fees (surcharge).

- 9) Specific Limitations, Categorical: Wastes originating from federally regulated processes must comply with the applicable categorical standards; see 40 CFR Parts 403 through 471. Dilution as a full or partial substitute for adequate pretreatment is prohibited. Industrial users proposing to discharge federally regulated wastestreams will be required to provide process and flow information necessary to apply the Combined Wastestream Formula, as established in 40 CFR Part 403.6.

10) SELF MONITORING REQUIREMENTS

- a) Initial Self-Monitoring Event: Before obtaining a Trucked Industrial Waste Generator Permit, the applicant is required to have a representative sample of the wastewater analyzed for specific constituents. Check with the IWCP to find out which constituents are required. A copy of the laboratory analysis and a completed "Industrial Trucked Waste Lab Analysis Report Certification" must be submitted with the permit application.
- b) Monthly Self-Monitoring Required: Trucked Industrial Waste Generator permittees must submit monthly (or, at the discretion of the program, more or less frequent) chemical analyses of the wastewater they are hauling for every permit lasting more than 45 days. Results for the monitoring period are due the 15th of the following month.
- c) Self-Monitoring Form: Self-monitoring analysis results must be submitted on the self-monitoring form (SMF). Transfer analysis results to the reporting form, converting units, if necessary, to match those on the form, and return it to this office no later than the due date, together with a copy of the original laboratory analysis report. A SMF due on the 15th of one month must contain analysis results from a discharge that occurred during the monitoring period, typically the previous month. The sampling and analysis may be done at any time within the monitoring period. After the permitted job is completed, you will receive a final SMF, due the 15th of the month after completion. You are required to submit analysis results for a discharge that occurred during the last monitoring period of the job, so plan ahead. If you receive an SMF and you had NO DISCHARGES during the month, RETURN THE SMF with a signed statement saying that there were no discharges for the month in question. If you do not receive a SMF by the 1st of the month, call the Compliance Section, at 858-654-4100, for instructions on how to proceed. The SMF should be completed as follows:

- i) **1st DISCHARGE DATE OF SAMPLED WASTEWATER:** the permittee is required to provide the first date of discharge representative of the lab data provided with the SMF. Although every attempt should be made to discharge on the same day the sample is collected, it is recognized this isn't always feasible. To ensure the lab data is representative of the load discharged, the date of discharge should be as soon as feasible after the sample is collected. Please note if an excessive length of time occurs between the sample date and discharge date the samples may be deemed unrepresentative.
- ii) **SAMPLING LOCATION:** samples collected for the purposes of this permit shall be representative of the volume and nature of the normal discharge. In the case of hauled wastewater, representative samples can usually be obtained by either collecting a sample of the wastewater being loaded into the clean hauling vehicle or from the hauling vehicle itself, via the top hatch.
- iii) **SAMPLE TYPE:** listed on the SMF as GRABX1. GRABX1 requires that an individual sample be collected over a period of time not exceeding 15 minutes. This is most often accomplished by dipping a sample out of the waste stream with a bailer. All samples collected for the purposes of this permit shall be representative of the volume and nature of the normal discharge.
- iv) **OTHER:** Enter all information requested in the blanks provided including:
- v) Sampler: Name of the person(s) who collect the sample
- vi) Sample Date: The date(s) over which the sample is collected
- vii) Sample Time(s): The time at which the sample is collected
- viii) Sample Description: The appearance of the sample. Indicate color, clarity, layering (if present), etc. Example: clear and colorless.
- ix) Laboratory Name: The name of the lab that performed the analysis; a copy of the laboratory's report must accompany the ISMF.
- x) The attached Self Monitoring Report Certification must be signed and dated by the person with the authority to assure its validity. See section H for signatory requirements.

11) ANALYTICAL METHODS TO DEMONSTRATE CONTINUED COMPLIANCE: All handling, preservation, and laboratory analyses of samples shall be performed in accordance with 40 CFR Part 136 and amendments thereto, unless specified otherwise in the monitoring conditions of the permit, and all analyses must be conducted by an ELAP certified laboratory.

- 12) **RECORD CONTENTS:** The industrial user shall maintain accurate records of all monitoring activities, including: a) the date, exact location, method, and time of sampling, and the names of the person or persons taking such samples; b) the date analyses were performed; c) name of person(s) performing such analyses; d) the analytical techniques/ methods used; e) the results of those analyses; and f) the actual date(s) of discharge, when different from the sampling date.
- 13) **ADDITIONAL MONITORING BY THE PERMITTEE:** If the permittee monitors any pollutant more frequently than required by this permit, using test procedures prescribed in 40 CFR Part 136 or amendments thereto, or otherwise approved by EPA or as specified in this permit, the analyses results of such monitoring shall be submitted with the next scheduled self-monitoring report and included in any calculations of monthly average pollutant discharge.
- 14) **SPLIT SAMPLES:** The permittee has the option of requesting a split sample every time the IWCP performs sampling. Should the permittee desire split samples, the following protocol must be observed:
- Permittees must request split samples at the time they are informed that their waste will be sampled. Alternatively, the permittee may write "Split Sample Requested" along the top margin of the manifest before submitting it to the technician for review.
 - Permittees must provide their own sampling bottles and must have their sampling bottles ready to accept samples at the time the Technician performs the sampling for the IWCP. Should the permittee request a split sample, but fail to provide sample bottles, the technician will proceed with sampling without providing the requested split.
 - The waste hauler is responsible for ensuring that the correct sample bottles and sample preservation methods are employed.
- 15) **AUTOMATIC RESAMPLING: If sampling performed by an Industrial User indicates a violation, the User shall:**
- Notify the IWCP Compliance Supervisor (phone (858) 654-4100/ FAX (858) 654-4110) of the violation within 24 hours of becoming aware of the violation; and,
 - Repeat the sampling and analysis for all characteristics or pollutants required by this permit at the sample point in violation, and submit the results of to the IWCP Compliance Supervisor within 30 days of becoming aware of the violation. This requirement is in addition to routine self-monitoring and therefore the results can not be used for the next report.
- 16) **REPORTING OF RESULTS:** The results of analyses shall be submitted on Industrial Self-Monitoring report forms, which will be provided, to:

Compliance Supervisor
 Industrial Wastewater Control Program
 9192 Topaz Way
 San Diego, CA 92123

Section C: TRUCKED INDUSTRIAL WASTE HAULER PERMITS

- DEFINITION:** Industrial Waste Hauler shall mean the owner or operator of any truck hauling industrial wastewater, as defined in section B.1, for disposal into the Metropolitan Sewerage System.
- PERMIT REQUIRED:** Industrial Waste Haulers must apply for and obtain a Trucked Industrial Waste Hauler Permit annually. The hauler permit application requires the following information:
 - Identifying information about the hauling firm
 - Name of contact person and phone number

- c) A list of trucks that will be used to haul industrial wastes including make/model, year, tank capacity, and license number. Each truck is required to have a California license plate.
 - d) Permittee statement certifying the accuracy of application contents, familiarity with the requirements and procedures, and that a clean truck has been provided and that no waste mixing of wastes has been performed.
- 3) **COPY OF THE CLIENT'S JOB SPECIFIC TRUCKED INDUSTRIAL WASTE GENERATOR PERMIT REQUIRED:** The waste hauler must have a copy of the generator's Trucked Industrial Waste Generator Permit in their vehicle when discharging. To obtain access to the trucked liquid waste disposal point, both the hauler permit and the discharge permit must be made available to the pump station attendant upon request.
- 4) **MANIFEST REQUIRED:** A completed manifest is required for each load of wastewater to be discharged. For each waste load, the holder of the Trucked Industrial Waste Generator Permit is responsible for filling out the top section of the manifest and the waste hauler is responsible for filling out the second section of the manifest. Manifests may not be altered once discharge has been initiated.
- 5) **RESTRICTIONS:** The following restrictions pertain to permitted Industrial Waste Haulers:
- a) The hauler must provide a clean truck for each job
 - b) The hauler shall not mix the waste covered under one permit with any other permitted or unpermitted waste
 - c) The hauler may not treat, dilute, or in any other way alter the characteristics of the waste

GENERAL PROVISIONS

Section D: DISCHARGE LOCATION AND SCHEDULE

The Trucked Waste Permit allows for Discharges at the following location and times only:

Pump Station #1	(619) 533-4647 (Trucked Waste Trailer)
3350 East Harbor Drive	(619) 533-4635 (Pump Station)
San Diego, CA	

Monday-Saturday, 5:00 am-5:00 pm

CLOSED CITY HOLIDAYS: Memorial Day, Thanksgiving Day, Independence Day, Christmas Day, Labor Day, and New Years Day

Holders of Trucked Waste Permits are not guaranteed access to the City's dumping facility. Failure to comply with any of the provision listed in this document is cause to restrict or deny access to the dump station.

The permit does not authorize the discharge of wastewater to any other public or privately owned manhole. Further, the discharge of any treated or untreated wastewater from waste hauling trucks into sewer cleanouts, sinks, grease traps, interceptors, clarifiers, sumps, or other connection to the City sewer is strictly prohibited unless specifically authorized, in writing, by the City Manager or his designee.

- 1) The use of the above disposal location shall be limited to the specified times. If the entrance gate to the location is closed, the trucker must press the intercom button located near the gate. This will call the operator to open the gate. The City may, at any time, restrict or deny access to the discharge point for maintenance and repair and safety reasons.
- 2) **Prearranged After Hours Discharges:** Subject to approval, waste hauler firms may arrange to dispose of permitted wastes outside of the regular waste acceptance hours. Firms desiring to discharge outside of the above listed waste acceptance hours must submit a "Prearranged After Hours Pump Station Access Request" to

the Industrial Waste Permits Office at least 24 hours prior to the intended time of discharge and no later than noon on Thursdays for requests to discharge outside of regular hours from Saturday evening through 6:00 am Tuesday morning. The IWCP will return the request marked "Approved" or "Denied". Firms discharging outside of normal waste acceptance hours must complete the "After Hours Discharge Log" located in the Pump Station Operator's Office, and must provide a completed manifest/voucher for each load of waste discharged. The discharge of wastes outside of normal waste acceptance hours is subject to additional fees; see Section F.

- 3) Emergency Access (Applies to domestic wastes or wastes already authorized under a current Trucked Industrial Waste Generator Permit): An emergency is defined as a threat to public health and welfare, or any instance where environmental harm or significant property damage is threatened. In such instances, the waste hauler firm may gain access to the discharge point by calling the Station Operator, as much in advance as possible, at the above numbers. Prior to discharging, the waste hauler will be required to complete an "Emergency After Hours Pump Station Access Information" form which provides the IWCP information about the nature of the emergency and the origin of the load. The waste hauler is required to complete the "After Hours Discharge Log" located in the Pump Station Operator's Office and to provide a completed manifest/voucher for each load. The discharge of wastes outside of normal waste acceptance hours is subject to additional fees; see Section F.
- 4) Emergency Unpermitted Industrial Discharges: When there is an "emergency" as defined above, AND the office is closed such that a permit cannot be issued; then a hauler may use its Domestic Permit to discharge an Industrial load provided:
 - a) The wastewater originated within the Metropolitan Sewerage System's service area and does NOT require pretreatment to meet discharge standards.
 - b) The discharge does not meet any of the criteria under Section B: 6) GENERAL PROHIBITIONS; or 7) SPECIFIC PROHIBITIONS.
 - c) The wastestream meets the pollutant limits listed under Section B: 8) Specific Limitations.
 - d) A "Trucked Waste Non-Routine Discharge Authorization Request Form" is filled out and submitted as soon as the office reopens.
 - e) A new Trucked Industrial Waste Generator Permit is filled out and submitted by the Generator on the first subsequent business day the office is open. This will be used to validate the hauler's claim and permit any potential discharges moving forward.
 - f) The hauler assumes all liability for its Emergency Unpermitted Industrial Discharges.

Section E: DISCHARGE PROCEDURE

The following procedure must be followed when disposing of wastes at the discharge location:

- 1) A copy of the appropriate discharge permit must be carried on each vehicle proposing to discharge into the public sewer. This copy must be shown to the Station Operator or Industrial Waste personnel, if requested. **NO DISCHARGE WILL BE ALLOWED WITHOUT A VALID TRUCKED WASTE HAULER PERMIT.** Additionally, Industrial Trucked Waste Haulers must keep a copy of the Trucked Industrial Generator's Permit on board their vehicle. Permits are not available at the pump station.
- 2) **BEFORE** connecting the discharge hose and before discharging any wastes into the dumping manhole, all truckers must obtain the signature of the Station Operator or an IWCP Lab Sampler on the manifest/voucher. The top copy of the signed manifest/voucher must be left in the Industrial Waste Trailer or Pump Station office. If both the Industrial Waste Laboratory Technician and Pump Station Operator are unavailable, the waste hauler must follow the posted "Unattended Log-In Procedure".
- 3) Generally, all discharges made during open hours will be logged into a computer database by the technician on duty. Should the waste discharge occur during unattended periods, or during a period when the computer system is non-functional, or at the direction of the technician, the waste hauler must complete the Trucked

Waste Disposal Log found in the station office. The log must be filled out completely and legibly. Incomplete or illegible entries will result in a violation. The following information is required:

- a) Date
- b) Company or Ship Generating the Waste
- c) Permit Number
- d) Manifest/Voucher Number
- e) Vehicle or Trailer License Number
- f) Permitted Trucking Firm
- g) License State
- h) Driver's Full Name
- i) Time

During unattended events, the waste hauler must stamp the date and time of discharge on the voucher or manifest. It is the program's intent to provide a date/time stamp for use during unattended discharges. If the time stamp is not available or inoperable, the driver should LEGIBLY print the date and time of discharge on the top portion of the manifest or voucher.

- 4) The waste hauler must allow IWCP personnel to take a sample of the wastewater and must provide any assistance necessary. IWCP personnel may require that a trucker wait to discharge a load of wastewater until an analysis or screening is completed. The Industrial Waste Laboratory regularly obtains samples of trucked wastes in order to confirm compliance with discharge standards.
- 5) The discharge must be made through a hose inserted into one of the two manholes designated for hauled waste disposal or any other location as directed by the Station Operator. Trucks must be parked in such a manner as to allow other truckers full access to the adjacent manhole at all times. To ensure access for other customers, truckers shall leave the pump station facility immediately after discharge (and washout, if applicable) is complete.
- 6) The trucker is responsible for cleaning up any spilled waste on Pump Station property and for keeping the area around the disposal manhole clean. A hose is provided for cleaning the area around the dumping manhole; however, truckers are responsible for providing spill clean up equipment needed for spills made elsewhere on the property. The waste hauler must replace any manhole lids removed and leave the area as it was found.
- 7) As a courtesy, trucked waste haulers may use the Pump Station area wash down hose for tank wash out; the time allowed for tank wash out is limited to a maximum of ten minutes. The City expects that all dischargers will use the least amount of time possible, as a courtesy to fellow haulers, therefore this policy should not be interpreted to mean that for all waste loads, a full ten-minute wash out is authorized. This privilege may be suspended for reasonable cause, either generally, or for a particular waste hauling firm, at the will of the City, with twenty-four hour written notification.
- 8) The transfer and consolidation of domestic sewage between vehicles at Pump Station #1 is prohibited. Furthermore, conducting such activities outside of Pump Station #1 is discouraged since any spill or release of wastewater into the Storm Water Conveyance System (such as roads with drainage systems, municipal streets, catch basins, canyons, curbs, gutters, ditches, or storm drains) is a violation of the San Diego Municipal Code (Chapter 4 Article 3 Division 3 Section 43.0304) and may result in cleanup fees and penalties.
- 9) Disorderly or offensive conduct, including but not limited to verbal abuse or threats to City employees, is prohibited.

- 10) Trucked waste haulers must not park their vehicles in such a manner as to block or restrict access to the entry gate. Trucks may not park in the pump station driveway or on any of the stripe-painted areas within the pump station grounds.
- 11) The trucker must oversee the entire discharge event. Should the manhole become clogged or overflow, the discharge must be stopped immediately and the pump station attendant notified.
- 12) To prevent discharge hoses from falling into the discharge manhole, hoses smaller than 6" in diameter must be securely tethered to the dumping vehicle for the entire duration of the discharge event and during the connection and disconnection of the discharge hose from the dumping vehicle. Alternatively, waste haulers may utilize another method of preventing the hose from falling into the discharge manhole, as long as they have received prior written authorization for use of the alternative method from the IWCP. Failure to use a tethered hose, or an approved alternative prevention method, will result in the issuance of a discharge denial and a notice of violation. Should the discharge hose fall into the manhole, the hauler is required to notify the pump station attendant immediately. The responsible company is liable for costs associated with repair of equipment damaged by dropped hoses.
- 13) To prevent damage or injury caused by rolling vehicles, parking brakes, and as applicable, air brakes must be engaged any time the driver exits their truck. Drivers of vehicles not equipped with fail-safe air brakes (e.g. Maxi Brakes) are required to use chock blocks anytime the driver leaves the vehicle parked or stopped on Pump Station property. At the dumping manhole, the chock block should be placed firmly against the tire tread the side facing the trailers; at all other times, the chock block must be placed firmly against the tire on the downhill side. Waste hauler firms are responsible for making sure that each vehicle needing a chock block is equipped with one, and that drivers are properly trained in its use.
- 14) Truckers whose loads cannot be authorized for discharge due to failure to comply with these procedures or whose waste fails IWL screening criteria and/or truckers who are issued a discharge denial, must leave the pump station facility immediately.

To ensure the safety and security of customers, employees, and City property and to allow maintenance or repair activities, the City reserves the right to alter the discharge procedure at any time. In addition to these policies and procedures, trucked waste haulers are required to comply with posted signs and City employee instructions while within the Pump Station Facility.

Section F: FEES

- 1) **Permit Fee:** A permit fee is charged for each permit or permit renewal. Permit fees are billed separately, by mail, to the permittee.
- 2) **Discharge Fee:** A disposal and treatment fee based on discharge category and hauler truck capacity is billed monthly, by job. While fees are billed per 1,000 gallons of capacity, they have been calculated and adjusted downward to reflect the program's assumption that the majority of trucks are only 90% full. Discharge fees are billed to the waste hauler. In addition to the load discharge fee a special waste fee may apply for high strength wastes that exceed the concentrations used to develop the fees, such as wastes containing high levels of suspended solids or chemical oxygen demand. These are subject to additional strength-based sewer charges. The waste generator will be notified that an additional charge is applicable prior to issuance of a permit.
- 3) **After Hours Access Fees:** Prearranged after hours discharges are subject to a fee per truckload. Emergency after hours discharges are subject to a fee per truckload.

Please refer to the current Trucked Waste fees:

<https://www.sandiego.gov/public-utilities/permits-construction/industrial-user-permits>

- 4) Administrative Notice of Violation Fees: Fees are assessed to cover the cost of responding to permit violations. All requirements and policies described in the "Trucked Waste Requirements and Procedures" are incorporated in the permit by reference; failure to comply with any one of the requirements set forth herein constitutes a permit violation.

Section G: RETENTION OF RECORDS

- 1) The permittee shall retain records of all monitoring information, copies of all reports required by this permit, all manifests or vouchers, and records of all data used to complete the application for this permit, for a period of no less than three years after the permit is inactivated or, in the case of job-specific Industrial Permits, from the date the job is finished. This period may be extended by request of the IWCP at any time.
- 2) All records that pertain to matters that are the subject of special orders or any other enforcement or litigation activities brought by the IWCP shall be retained and preserved by the permittee until all enforcement activities have concluded and all periods of limitation with respect to any and all appeals have expired.

Section H: SIGNATORY REQUIREMENTS

Permit applications and self-monitoring forms must be signed and dated as required in Sections (1), (2), (3), or (4) below:

- 1) 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:
 - a) 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;
 - b) 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 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.
- 2) By a general partner or proprietor if the Industrial User submitting the reports is a partnership or sole proprietorship, respectively.
- 3) By the principal executive officer or director having responsibility for the overall operation of the discharging facility if the Industrial User submitting the reports is a Federal, State, or local governmental entity, or their agents.
- 4) By a duly authorized representative of the individual designated in paragraph (1), (2), or (3) of this section if:
 - a) the authorization is made in writing by the individual described in paragraph (1), (2), or (3);
 - b) 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 a well, or a well field superintendent, or a position of equivalent responsibility, or having overall responsibility for environmental matters for the company; and
 - c) the written authorization is submitted to the City.

Section I: Penalties

As provided in Sections 64.0301 and 64.0518 of the San Diego Municipal Code, the violation of Truckers Discharge Permit regulations may result in Penalties and Civil Liabilities including the suspension or revocation of the Discharge Permit and the right to discharge wastes into the Public Sewer. Any person who violates any permit condition, or who discharges wastewater which causes interference with the treatment process or pass through of pollutants, or who violates any cease and desist order, prohibition, effluent limitation or national pretreatment standard shall be liable civilly for a penalty not to exceed \$2,500 for each day in which such violation occurs. Additionally, any person intentionally causing such violations shall be liable, upon conviction, for a sum not to exceed \$25,000 for each day in which such violation occurs, or for imprisonment for not more than one year, or both.

Section J: Changes

The Trucked Industrial Waste Generator permittee shall give written notice to the IWCP prior to any facility expansion, production increase, or process modification which results in new discharges or a change in the nature of the discharge or an increase in the daily maximum discharge volume by more than fifteen percent (15%). Prior to changing their designated waste hauler, a Trucked Industrial Waste Generator Permittee must obtain a permit amendment reflecting the change. Trucked Domestic and Industrial Waste Haulers must provide written notification of license plate and tank volume changes to permitted waste hauling vehicles prior to dumping from that vehicle.

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TRUCKED WASTE REQUIREMENTS CERTIFICATION

City of San Diego Public Utilities Dept
Industrial Wastewater Control Program
9192 Topaz Way, San Diego, CA 92123-1119
Tel (858) 654-4100 Fax (858) 654-4110

Applicability: Any industry seeking a Trucked Domestic Waste Hauler Permit, Trucked Industrial Waste Hauler Permit, or a Trucked Industrial Waste Generator Permit must certify in writing that they are familiar with the current Trucked Waste Requirements and Procedures and the Department of Toxic Substances Control Hazardous Waste Generator Requirements documents provided at the time of permit application. To report compliance with this requirement, the following statement must be submitted, signed as required in the **Trucked Waste Requirements and Procedures Section H: Signatory Requirements**.

KNOWLEDGE OF TRUCKED WASTE REQUIREMENTS CERTIFICATION STATEMENT

Based on my management of operations at the permitted facility, or my inquiry of the person or persons so managing, I certify we have received and are familiar with the requirements detailed in the following Trucked Waste Permit Documents:

- Trucked Waste Requirements and Procedures (The most current revision)
- Hazardous Waste Generator Requirements California Environmental Protection Agency (CAL/EPA), Department of Toxic Substances Control (DTSC)

I am aware of the potential for significant penalties for submission of false information, including the possibility of fines and imprisonment for knowing violations.

FAC-
Facility Number

Facility Name

Print Name

Title

Signature

Date