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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Civil Service (Human Resources, Risk Management)	Federal Law			Vietnam Era Veterans' Readjustment Assistance Act (VEVRAA)	Requires covered federal government contractors and subcontractors to take affirmative action to employ and advance in employment specified categories of veterans protected by the Act and prohibits discrimination against such veterans.
Civil Service (Human Resources, Risk Management)	Federal Law			Walsh-Healey Public Contracts Act (PCA)	Requires contractors engaged in the manufacturing or furnishing of materials, supplies, articles, or equipment to the U.S. government or the District of Columbia to pay employees who produce, assemble, handle, or ship goods under contracts exceeding \$10,000, the federal minimum wage for all hours worked and time and one half their regular rate of pay for all hours worked over 40 in a workweek.
Civil Service (Human Resources, Risk Management)	Federal Law			Worker Adjustment and Retraining Notification Act (WARN)	Protects workers, their families, and communities by requiring most employers with 100 or more employees to provide notification 60 calendar days in advance of plant closings and mass layoffs.
Civil Service (Human Resources, Risk Management)	Federal Law			Whistleblower Protections	Protect workers against retaliation for complaining to their employers, unions, the Occupational Safety and Health Administration (OSHA), or other government agencies about unsafe or unhealthful conditions in the workplace, environmental problems, certain public safety hazards, and certain violations of federal provisions concerning securities fraud, as well as for engaging in other related protected activities.

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Civil Service (Human Resources, Risk Management)	Federal Law		Title VII	Civil Rights Act of 1964	Prohibits employment discrimination based on race, color, religion, sex, or national origin;
Civil Service (Human Resources, Risk Management)	Federal Law			Equal Pay Act of 1963 (EPA)	Protects men and women who perform substantially equal work in the same establishment from sex-based wage discrimination;
Civil Service (Human Resources, Risk Management)	Federal Law			Age Discrimination in Employment Act of 1967 (ADEA)	Protects individuals who are 40 years of age or older;
Civil Service (Human Resources, Risk Management)	Federal Law		Title I and Title V	Americans with Disabilities Act of 1990 (ADA)	Prohibits employment discrimination against qualified individuals with disabilities in the private sector, and in state and local governments;
Civil Service (Human Resources, Risk Management)	Federal Law		501 and 505	Rehabilitation Act of 1973	Prohibits discrimination against qualified individuals with disabilities who work in the federal government;
Civil Service (Human Resources, Risk Management)	Federal Law			Civil Rights Act of 1991	Provides monetary damages in cases of intentional employment discrimination.
Civil Service (Human Resources, Risk Management)	State of California			California Labor Code	http://www.leginfo.ca.gov/cgi-bin/calawquery?codesection=lab&codebody=
Civil Service (Human Resources, Risk Management)	State of California			California Family Rights Act (CFRA)	The California Family Rights Act (CFRA) was established to ensure secure leave rights.
Contracting	City Administrative Regulation	25.01		Advertising, Bidding and Award of Construction Under \$25,000 in Value	Procedure for minor contracts.
Contracting	City Administrative Regulation	25.2		Filing Procedure for Notices of Completion and Acceptance	Procedures to ensure consistency
Contracting	City Administrative Regulation	25.4		Alterations in Public Works Contracts	Procedure for change orders.

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Contracting	City Administrative Regulation	25.6		Selection of Consultants for Work Requiring Licensed Architect and Engineering Skills.	Procedures for selecting and hiring licensed A&E consultants.
Contracting	City Administrative Regulation	25.65		Job Order Contract (JOC) Administrative Procedure	Procedures for JOCs.
Contracting	City Administrative Regulation	25.7		Hiring of Consultants Other than Architects and Engineers	Policy for hiring consultants other than A&E.
Contracting	City Administrative Regulation	25.75		Consultant Performance Evaluation	Roles and Responsibilities for providing consultant performance evaluations.
Contracting	City Administrative Regulation	25.8		Official City Advertising Published by the Official city Newspaper and by Auxiliary Publications	Official advertising procedures.
Contracting	City of San Diego Municipal Code	Chapter 2, Article 2	22.3001	Administrative Code	Contract Definitions, Competitive Bidding Procedures and Contract Alterations
Contracting	City of San Diego Municipal Code	Chapter 2, Article 2	22.3101	Administrative Code	Public Works Contracts
Contracting	City of San Diego Municipal Code	Chapter 2, Article 2	22.3201	Administrative Code	Contracts for Personal Services, Goods and Consultants
Contracting	City of San Diego Municipal Code	Chapter 2, Article 2	22.3301	Administrative Code	Design-Build Contracts
Contracting	City of San Diego Municipal Code	Chapter 2, Article 2	22.3401	Administrative Code	Alternative Procurement of Design-Build Contracts for Qualifying Complex Public Facilities
Contracting	City of San Diego Municipal Code	Chapter 2, Article 2	22.3501	Administrative Code	Nondiscrimination in Contracting
Contracting	City of San Diego Municipal Code	Chapter 2, Article 2	22.3601	Administrative Code	Bidding and Award Requirements for Minor Public Works Contracts

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Ethics	City of San Diego Charter	VIII	132	Gifts or Payments by Applicants Forbidden	Policy against
Ethics	City of San Diego Charter	VIII	133	Fraud on Civil Service Provisions	Policy against
Ethics	City of San Diego Charter	VIII	134	Political Influence Prohibited	Policy against
Ethics	City of San Diego Charter	VIII	135	Certain Political Practices Forbidden	Policy against coercion
Ethics	City of San Diego Charter	XIV	217	No Payment for Office	Bribes are forbidden.
Ethics	City of San Diego Charter	XIV	218	No Contributions for Employment	Bribes are forbidden.
Ethics	City of San Diego Charter	XIV	225	Mandatory Disclosure of Business Interests	Standards and Rules to disclose business interests.
Ethics	City Administrative Regulation	80.5		Regulation of Lobbying Activities by City Personnel	Responsibilities and procedures concerning lobbying activities.
Ethics	City Administrative Regulation	95.6		Conflict of Interest and Employee Conduct	Establishes ethical standards of conduct for City employees.
Ethics	City Administrative Regulation	95.65		Product Endorsement	Establishes ethical standard of conduct for City employees.
Ethics	MWWD Department Instructions (DI)	10.15		Endorsement of Products or Companies by Department Employees	Sets ethical standard against endorsements of commercial products or services by Department Employees.
Ethics	MWWD Department Instructions (DI)	20.45		Lobbying Activities by City Personnel	Sets ethical standards, policy and procedure for lobbying activities.
Finance & Accounting	City Administrative Regulation	30.8		Requesting Departmental Budget Adjustments	Establishes standards and procedures for making budget adjustments (Form 292)
Finance & Accounting	City of San Diego Charter	VII	68	Budget and Accounting System	Establishment of the Budget and Accounting System

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Finance & Accounting	City of San Diego Charter	VII	69	Fiscal Year and Manager's Estimate	Fiscal Year defined
Finance & Accounting	City of San Diego Charter	VII	70	Power to Fix Salaries	Power of the Council to fix salaries of officers.
Finance & Accounting	City of San Diego Charter	VII	71	Preparation and Passage of Annual Appropriation Ordinance	Instructions
Finance & Accounting	City of San Diego Charter	VII	71a	Re-appropriations at Beginning of Fiscal Year for Salaries and Maintenance and Support Expenses	In the absence of any budgetary changes, last year's budget carries forward to the new budget year.
Finance & Accounting	City of San Diego Charter	VII	72	Appropriation Accounts	Instructions and responsibilities for accounts.
Finance & Accounting	City of San Diego Charter	VII	73	Transfer of Appropriations	Authority of the Manager and Council to transfer appropriations
Finance & Accounting	City of San Diego Charter	VII	74	Appropriation Required for City Debt	Policy of creating an appropriation for City debt.
Finance & Accounting	City of San Diego Charter	VII	75	Annual Tax Levy	Purpose and schedule for a tax levy on all property in the City.
Finance & Accounting	City of San Diego Charter	VII	76	Limit of Tax Levy	Terms and limits for tax levy on all property in the City.
Finance & Accounting	City of San Diego Charter	VII	76.1	Special Taxes	Authority and procedures for special tax levy
Finance & Accounting	City of San Diego Charter	VII	77	Capital Outlay Fund	Establishment and instructions for a Capital Outlay Fund
Finance & Accounting	City of San Diego Charter	VII	77a	Provisions for Zoological Exhibits	Property tax levy to support zoo
Finance & Accounting	City of San Diego Charter	VII	77b	Public Transportation	Property tax levy to support public transportation
Finance & Accounting	City of San Diego Charter	VII	78	Assessment and Collection of Taxes	This function will be performed by the County Assessor and County Tax Collector.
Finance & Accounting	City of San Diego Charter	VII	79	Special Assessments	Authority and specifications for special assessments.

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Finance & Accounting	City of San Diego Charter	VII	80	Money Required to be in Treasury	No contract, agreement, or other obligation will be entered into unless there is funding available to pay for it.
Finance & Accounting	City of San Diego Charter	VII	81	Allotments	City Manager responsibility
Finance & Accounting	City of San Diego Charter	VII	82	Examination and Investigation of Claims by the Auditor and Comptroller	Auditor and Comptroller duties and responsibilities.
Finance & Accounting	City of San Diego Charter	VII	83	Payment of Claims Against the City	Standards and procedures for payment of claims.
Finance & Accounting	City of San Diego Charter	VII	84	Money to be Drawn from Treasury in Accordance with Appropriation	Standards and procedures for payment against appropriations.
Finance & Accounting	City of San Diego Charter	VII	85	Daily Deposits of Money	Cash receipts are to be deposited with the City Treasurer daily.
Finance & Accounting	City of San Diego Charter	VII	86	Disposition of Public Moneys	If daily deposits pose hardship or increase costs, departments may make deposits weekly.
Finance & Accounting	City of San Diego Charter	VII	87	Uniform Accounts and Reports	
Finance & Accounting	City of San Diego Charter	VII	88	Monthly Reports of Officers	Department officers shall prepare monthly reports to the Auditor and Comptroller for revenues received.
Finance & Accounting	City of San Diego Charter	VII	89	Monthly Reports to Council	The Auditor and Comptroller is required to report revenues and expenses on a monthly basis and of appropriate detail to the City Council.
Finance & Accounting	City of San Diego Charter	VII	90	Contracting Bond Indebtedness	When and how to bond-fund projects.
Finance & Accounting	City of San Diego Charter	VII	90.1	Waterworks	The business and funding of the Water Department
Finance & Accounting	City of San Diego Charter	VII	90.2	Sewer	The business and funding of the Wastewater Department

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Finance & Accounting	City of San Diego Charter	VII	90.3	Voter Approval for Major Public Projects Conferring Significant Private Benefit	Major projects require voter approval.
Finance & Accounting	City of San Diego Charter	VII	91	General Reserve Fund	Create a Reserve Fund so that on-going City expenses are paid on a cash basis. Rules for spending from the Reserve.
Finance & Accounting	City of San Diego Charter	VII	92	Borrowing Money on Short-Term Notes	Rules for short-term borrowing
Finance & Accounting	City of San Diego Charter	VII	93	Loans and Advances	Rules for loans and advances
Finance & Accounting	City of San Diego Charter	VII	94	Contracts	Rules for contracting
Finance & Accounting	City of San Diego Charter	VII	94.1	Job Order Contracts	The City may contract labor on a unit-cost basis.
Finance & Accounting	City of San Diego Charter	VII	94.2	Design-Build Contracts	The City may contract for design and build projects
Finance & Accounting	City of San Diego Charter	VII	94.3	Bond Reimbursement Program	Rules for reimbursing contractors for surety bond premiums.
Finance & Accounting	City of San Diego Charter	VII	94.4	Construction Manager at Risk Contracts	Conditions for hiring Construction Manager at Risk Contracts.
<i>Finance & Accounting</i>	City of San Diego Charter	<i>VII</i>	<i>95</i>	<i>Preference in Accepting Bids</i>	<i>Repealed 02/10/1966</i>
<i>Finance & Accounting</i>	City of San Diego Charter	<i>VII</i>	<i>96</i>	<i>Progressive Payments</i>	<i>Repealed 02/11/1964</i>
Finance & Accounting	City of San Diego Charter	VII	97	Collusion in Bidding	Prohibition of Collusion
Finance & Accounting	City of San Diego Charter	VII	98	Alteration in Contracts	Conditions for Altering Contracts
Finance & Accounting	City of San Diego Charter	VII	99	Continuing Contracts	Rules for continuing a contract over more than one year.
Finance & Accounting	City of San Diego Charter	VII	99.1	Sports Stadium	Declaration of purpose for the Stadium
Finance & Accounting	City of San Diego Charter	VII	100	No Favoritism in Public Contracts	Rules prohibiting favoritism.

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Finance & Accounting	City of San Diego Charter	VII	101	When Contracts and Agreements are Invalid	Conditions for invalid agreements and contracts.
Finance & Accounting	City of San Diego Charter	VII	102	Continuance of Contracts	All contracts in place prior to the Charter are in full force and effect.
Finance & Accounting	City of San Diego Charter	VII	103	Franchises	Conditions and Policies for approving franchises.
Finance & Accounting	City of San Diego Charter	VII	103.1	Regulation of Public Utilities	Council must give consent to any provider of a public utility.
Finance & Accounting	City of San Diego Charter	VII	103.1a	Environmental Growth Fund	Establishment and governance process for using revenue from franchises for Parks and Recreation purposes.
Finance & Accounting	City of San Diego Charter	VII	104	Term and Plan Purchase	Governance for franchises
Finance & Accounting	City of San Diego Charter	VII	105	Right of Regulation	Rights and restrictions are granted from the City to franchises
Finance & Accounting	City of San Diego Charter	VII	106	Revocable Permits	The right of the City to revoke permits
Finance & Accounting	City of San Diego Charter	VII	107	Official Bonds	Requirement of officers to deliver to the City a surety bond.
Finance & Accounting	City of San Diego Charter	VII	108	Forfeiture of Office for Fraud	Officers who commit fraud are liable to the City and to their bond. They also forfeit their position.
<i>Finance & Accounting</i>	City of San Diego Charter	<i>VII</i>	<i>109</i>	<i>Accounts of Municipally Owned Utilities</i>	<i>Repealed 01/21/1965</i>
Finance & Accounting	City of San Diego Charter	VII	110	Claims Against the City	Rules for suing the City.
Finance & Accounting	City of San Diego Charter	VII	111	Audit of Accounts of Officers	Annual financial audits are required. Audits are also required after the death or resignation of an officer.

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Finance & Accounting	City of San Diego Charter	VII	112	Appraisal of City Assets	Departments must perform an annual inventory of assets, including: real estate, buildings, structures, furniture and fixtures, equipment, property of any kind. Assets will be properly depreciated. This appraisal will be a part of the annual budget submission.
Finance & Accounting	City of San Diego Charter	VII	113	Official Advertising	Procedure for advertising for Bids
Finance & Accounting	City of San Diego Charter	VII	114	Bureau of Information and Publicity	Establishment of public information functions in the City Manger's office.
Finance & Accounting	City Administrative Regulation	1.15		Financing Criteria and Process	Policy on Debt Financing.
Finance & Accounting	City Administrative Regulation	1.5		Engineering Project Administration	Establish uniform procedures for accounting and reporting costs.
Finance & Accounting	City Administrative Regulation	1.6		Capital Improvement Programing	Responsibility of the Financial Management Director; Guidelines and procedures for CIP.
Finance & Accounting	City Administrative Regulation	1.8		Grant Application Procedures	Procedures for grant application.
Finance & Accounting	City Administrative Regulation	5.1		Approval and Filing of Certain Surety Bonds and Public Liability Insurance Policies.	Policies and procedures on whether a surety bond and/or an insurance policy is required for certain permits/licensed that must be filled with the City of San Diego.
<i>Finance & Accounting</i>	City Administrative Regulation	5.3		<i>Review of Applications for Hospital Bonds</i>	<i>Repealed</i>
Finance & Accounting	City Administrative Regulation	35.25		Federal Electronic Data Interchange (FEDI) payment system	Procedures, roles and responsibilities for making electronic payments of city bills.
Finance & Accounting	City Administrative Regulation	35.7		Repair or Replacement of Employees' Personal Property	Policy and standards for reimbursing employees for damage to personal property

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Finance & Accounting	City Administrative Regulation	45.1		Employee Transportation Authorization	Policies for use of City vehicles, including procedures for mileage reimbursement.
Finance & Accounting	City Administrative Regulation	63.3		Accounts Receivable-Invoice Processing and Collection	Procedures and Roles and Responsibilities
Finance & Accounting	City Administrative Regulation	64		State Mandated Programs: Claims for Reimbursement and Evaluation of Unfunded Mandates	Procedures for submitting, appealing and evaluating claims for unfunded mandates.
Finance & Accounting	City Administrative Regulation	70.4		Special Outside Courses of Instruction	Policy and procedures for outside training
Finance & Accounting	City Administrative Regulation	80.2		Department Annual Reports	Policy to regulate the publishing of annual reports.
Finance & Accounting	City Administrative Regulation	90.3		Out of Town Travel Procedures	Policy and procedure for travel expense reimbursement.
Finance & Accounting	City Administrative Regulation	90.71		Management of City Fuel/Non-Emergency Fleet	Policies and procedures for obtaining fuel for City vehicles.
Finance & Accounting	City Administrative Regulation	95.01		Overtime Compensation	Policies and procedures for authorizing and tracking overtime.
Finance & Accounting	City Administrative Regulation	95.25		Processing New and Revised Fees and Charges for Current Services	To establish a uniform process for revising City Fees for services.
Finance & Accounting	City Administrative Regulation	95.3		Processing of Time Sheets and Associated Documents	Policies and standards for time sheet preparation and reporting.
Finance & Accounting	City Administrative Regulation	95.4		In-Town Reimbursable Expense	Policy and procedure for in-town expense reimbursement

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Finance & Accounting	City Administrative Regulation	95.7		Memberships	Policy for the payment for City employee memberships in professional organizations.
Finance & Accounting	City Administrative Regulation	95.8		Forecast of Major Cash Receipts and Payment	Policy and procedure for notifying City Treasurer of expected cash receipts and/or payments exceeding \$100,000.
Finance & Accounting	City Administrative Regulation	95.81		Wire Transfer of Funds Procedures	Policy and procedure for wiring City funds to outside entities.
Finance & Accounting	City Administrative Regulation	95.9		Unused Sick Leave and Accrued Annual Leave Reimbursement	Policy and procedure for handling unused sick leave and accrued annual leave reimbursement upon retirement.
Finance & Accounting	MWWD Department Instructions (DI)	10.08		Overtime Compensation and Reporting Policy	Policy on the use, approval and procedures for reporting overtime.
Finance & Accounting	MWWD Department Instructions (DI)	20.2		Employees Authorized to Drive on City Business	Policies and procedures governing the proper use of Department vehicles by department employees.
Finance & Accounting	MWWD Department Instructions (DI)	20.65		Petty Cash	Policy and procedure for using and securing petty cash.
Finance & Accounting	MWWD Department Instructions (DI)	20.9		Procurement Cards	Policy and procedure for using procurement cards.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	95.1		Identification of City Employees	City employees must be furnished City picture IDs. Provides standards for use.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	1.9		Business Improvement District Formation Procedures and Guidelines	Responsibilities and Procedures.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	3.2		Processing Requests for Council Action for Approval of a Resolution or Ordinance	Procedures for preparing Requests for Council Action.

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Governance (Administrative, Legislative, Executive)	City Administrative Regulation	15.2		City Contacts with Federal or State Legislative and Administrative Bodies	Responsibility of the Intergovernmental Relations Department.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	90.2		Office and Wireless Phones	Policy for telephone and cellular phone use.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	50.1		Notification of State, County and City Agencies of Annexations and Street Name Changes	Repealed
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	50.2		Annexation Procedures	Procedures for carrying out Council Policy 600-1.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	10.05		Policy Regarding Handling Appeals by Citizens from Regulatory Decisions made by City Personnel.	Procedures for handling appeals by Citizens for decisions made by City Personnel.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	I	1	Incorporation & Corporate Powers	Establishes San Diego as a municipal corporation.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	I	2	Powers under Constitution and General Laws	The authority to enforce the law.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	I	2.1	Prohibition on Construction, Operation or Maintenance of Facilities Related to Offshore Drilling	No offshore drilling (crude oil, natural gas, nor pumping operations) within 100 nautical miles of the coastline of the County of San Diego.

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Governance (Administrative, Legislative, Executive)	City of San Diego Charter	I	3	Extent of Municipal Jurisdiction	Jurisdiction extends over tidelands, bays and into the Pacific Ocean to the extent of one Marine League. Includes the right and power to prepare and adopt such rules and regulations as it may deem necessary for the regulation, use and government of the water system of the City of San Diego.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	II	4	Districts Established	Establishes eight (8) districts as nearly equal in population as practicable.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	II	5	Redistricting	The City shall be redistricted pursuant to Section 5.1 of this Charter at least once in every ten (10) years.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	II	5.1	Redistricting Commission	Rules and frequency of redistricting.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	II	6	Qualified Electors	The City Charter will follow state law for the qualification of electors.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	II	7	Elective Officers Residency Requirement	An elective officer of the City shall be a resident and elector of the City. Council members must live in the districts they represent.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	II	8	Election Code	The City Council has 90 days to establish an Election Code after this amendment is adopted by the State Legislature.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	II	9	Nomination	Nominations of candidates must adhere to the Election Code (from Section 8).
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	II	10	Elections	Establishes frequency for district elections, and elections of the mayor and city attorney.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	11	Legislative Power	All legislative powers of the City shall be vested, subject to the terms of this Charter and of the Constitution of the State of California,...
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	11.1	Legislative Power-Nondelegable	Members of the City of San Diego shall not delegate legislative power or responsibility...

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Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	11.2	Legislative Power – Memorandum of Understanding	Memorandum of Understanding with City Employee Organizations permitted with affirmative approval by 2/3 vote by Council.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	12	The Council	Council member terms and conditions
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	12.1	Council Member Salaries	Salary-Setting Commission shall recommend Council salaries on or before February 15 of every even year.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	13	Meetings of the Council	Council meeting frequency and record-keeping.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	14	Council Rules	Rules of conduct.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	15	Quorum	Except as otherwise provided herein the affirmative vote of a majority of members elected to Council shall be necessary to adopt any ordinance, resolution, order to vote;...
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	16	Introduction and Passage of Ordinances and Resolutions	Rules for introducing and passing ordinances and resolutions.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	17	When Ordinances and Resolutions Take Effect. Emergency Measures	Standards
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	18	Authentication and Publication of Ordinances and Resolutions	Mayor and City Clerk procedures
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	19	Effect on Other Ordinances	All ordinances and resolutions in force at the time of this Charter takes effect, not inconsistent with its provisions, shall continue in force until amended or repealed.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	20	Codification of Ordinances	Council has power to codify ordinances (create Municipal Code)

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<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	<i>III</i>	<i>21</i>	<i>Courts</i>	<i>Repealed 04-20-1953</i>
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	22	Interference by Individual Member of Council with Administrative Service Prohibited	Standards of conduct between Council members and Administrative Service (City Manager)
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	III	23	Initiative, Referendum and Recall	Procedures
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	26	Administrative Code	Establishment of an administrative code.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	26.1	Public Service Required	Responsibility of the City to provide certain public services
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	27	The City Manager	Establishment and procedures for a City Manager form of government.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	28	Duties of the Manager	Duties of the City Manager
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	29	Responsibility of Manager- Powers of Appointment and Removal	Rights and duties of the City Manager
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	30	Removal of Unclassified Officers and Employees	Standards and rules
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	31	Political Activities	Duties and restrictions
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	32	Right of Manager and Other Officers in Council	The City Manager and other such officers may not vote on City Council matters.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	32.1	Responsibility of Manager and Non-managerial Officers to Report to Council	Duties and responsibility to inform and comply with lawful requests from City Council
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	<i>V</i>	<i>33</i>	<i>Manager's Control Department</i>	<i>Repealed 02/11/1964</i>

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<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	34	<i>Budget Officer</i>	<i>Repealed 02/11/1964</i>
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	35	Purchasing Agent	Duties and procedures for the Purchasing Agent.
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	36	<i>City Engineer</i>	<i>Repealed 02/11/1964</i>
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	37	Personnel Director	Duties and procedures for the Personnel Director
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	38	City Clerk	Duties and procedures for the City Clerk
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	38.1	<i>Microfilming of Records</i>	<i>Repealed 02/19/1959</i>
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	39	City Auditor and Comptroller	Duties and procedures for the City Auditor and Comptroller
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	40	City Attorney	Duties and procedures for the City Attorney
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	40.1	Concurrent Jurisdiction of City Attorney with District Attorney	The City Attorney shall have concurrent jurisdiction with the District Attorney of the County of San Diego to prosecute.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	41	Commissions	The Mayor, with confirmation of the Council may appoint members of commissions.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	41.1	Salary Setting Commission	Duties and procedures for the Salary Setting Commission.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	42	Membership Selection	Members of commissions must reflect the entire community in terms of sex, race, and geographical area.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	43	Advisory Boards and Committees	Rules and procedures for creating advisory boards and committees.
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	43.1	<i>Commissions, Boards, Committees-Appointments</i>	<i>Repealed 01/29/1970</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	44	<i>Directors of Departments</i>	<i>Repealed 02/11/1964</i>

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	45	City Treasurer	Duties and procedures for the City Treasurer
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	46	<i>Department of Public Works, Street Superintendent</i>	<i>Repealed 02/11/1964</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	47	<i>Division of Streets</i>	<i>Repealed 05/29/1953</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	48	<i>Division of Sewers</i>	<i>Repealed 05/29/1953</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	49	<i>Division of Refuse Collection and Disposal</i>	<i>Repealed 05/29/1953</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	50	<i>Division of Public Buildings</i>	<i>Repealed 05/29/1953</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	51	<i>Division of Shops</i>	<i>Repealed 05/29/1953</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	52	<i>Division of Pueblo Lands and Unimproved City Property</i>	<i>Repealed 05/29/1953</i>
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	53	Water Utility	Funding and Record-Keeping for the Water Department
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	54	<i>Harbor Department</i>	<i>Repealed 02/11/1964</i>
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	55	Park and Recreation	Duties and procedures for managing the Park and Recreation Department
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	55.1	Mission Bay Park-Restrictions upon Commercial Development	Restrictions on Commercial Development
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	56	<i>Bureau of Safety</i>	<i>Repealed 05/29/1953</i>
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	57	Police Department	Establishes a Police Chief and describes the reporting and appointing structure.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	58	Fire Department	Establishes a Fire Chief and describes the reporting and appointing structure

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	59	<i>Department of Inspection</i>	<i>Repealed 02/11/1964</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	60	<i>Department of Public Health</i>	<i>Repealed 02/11/1964</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	60.1	<i>Plumbing Permits and Inspections Regulated by Council</i>	<i>Repealed 02/11/1964</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	60.2	<i>Authority to Consolidate Department of Public Health with County of San Diego</i>	<i>Repealed 02/11/1964</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	61	<i>Social Service Department</i>	<i>Repealed 02/11/1964</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	62	<i>Playground and Recreation Department</i>	<i>Repealed 02/11/1964</i>
<i>Governance (Administrative, Legislative, Executive)</i>	City of San Diego Charter	V	63	<i>Library Department</i>	<i>Repealed 02/11/1964</i>
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	V	64	Support of Educational and Cultural Institutions	The Council will make annual appropriations for support of institutions of an educational, scientific, historical and cultural character.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	I		Administrative Regulation and Department Instruction Preparation Procedures	Guidelines and Standards for the creation of Administrative Regulations and Department Instructions.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	1.01		Disaster Operations Plan	Policy for maintaining a Disaster Plan
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	1.02		Use of Emergency Operations Center	Policy for using the Emergency Operations Center

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	1.03		Federal Surplus and Excess Property to Support Emergency Services Program	Policies and Procedures for handling Federal surplus and excess property to support the City's Emergency Services Program
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	10.01		Responses to Referrals From Mayor and Council	Procedures for handling referrals from Mayor and Council.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	10.1		Conduct of Hearings Involving Police-Regulated Businesses	Procedure for acting upon appeals from the decision of the Chief of Police.
<i>Governance (Administrative, Legislative, Executive)</i>	City Administrative Regulation	<i>10.2</i>		<i>Conduct of Hearings Involving Paratransit-Regulated Businesses.</i>	<i>Repealed.</i>
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	10.3		Public Meeting and Noticing Requirements for New or Increased General Taxes and New or Increased Assessments.	Procedure to ensure compliance with Sec. 54954.4 of the Government Code regarding public meeting requirements.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	70.01		City Training Policy and Establishment of Training Advisory Committee	Policy and purpose for formal training
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	80.4		City Manager Reports to the Mayor and Council and Council Standing Committees	Policy and procedure for City Manager Reports.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	85.2		Forms Control and Publishing Services' Document Printing Procedures	Procedures for creating official forms.
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	90.1		Office Copier Management and Procurement Procedures.	Policy for maintaining City's office copiers.

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Governance (Administrative, Legislative, Executive)	City Administrative Regulation	90.55		City Mail Service	Policy for City mail use.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	XIV	211	Oath of Office	Every officer, or member of a committee, board or commission is required to take an oath of office; to be filed with the City Clerk
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	XIV	212	Continuance of Present Officers	All persons holding office prior to this Charter shall continue in office.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	XIV	213	Continuing in Force Ordinances and Contract	All ordinances consistent with the provisions of this Charter remain in effect until amended or repealed.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	XIV	214	Reservation of Rights	The passage of this Act shall not affect any right accruing or accrued, or any suit, prosecution, or other legal proceedings pending at the time this Charter takes effect.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	XIV	222	Effect of Invalidity in Part	Any part of the Charter determined to be invalid by a competent jurisdiction will not invalidate the "remainder thereof."
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	XIV	223	Amendment of Charter	May be done according to California Law.
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	XIV	224	Gender	Charter language will be amended to be gender-neutral
Governance (Administrative, Legislative, Executive)	City of San Diego Charter	XIV	226	Super Majority Vote Requirements	Requirements
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 1	11.0101	General Provisions	
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 1	11.0201	Construction, Interpretation and Definitions	
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 1	11.0301	Notice	
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 1	11.0401	General Offenses	

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.0101	Code Enforcement Authority and Powers	Authority and Powers
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.0201	Code Enforcement	Judicial Remedies
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.0301	Code Enforcement	Administrative Remedies
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.0401	Code Enforcement	Administrative Enforcement Hearing Procedures
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.0501	Code Enforcement	Administrative Enforcement Appeals
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.0601	Code Enforcement	Administrative Abatement
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.0701	Code Enforcement	Summary Abatement
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.0801	Code Enforcement	Administrative Civil Penalties
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.0901	Code Enforcement	Administrative Citations
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.1001	Code Enforcement	Recordation of Notices of Violation
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 2	12.1101	Code Enforcement	Mediation
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 3	13.0101	Recovery of Code Enforcement Penalties and Costs	Reinspection Fees
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 3	13.0201	Recovery of Code Enforcement Penalties and Costs	Code Enforcement Liens
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 3	13.0301	Recovery of Code Enforcement Penalties and Costs	Recovery of Abatement Costs
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 1, Article 3	13.0401	Recovery of Code Enforcement Penalties and Costs	Recovery of Civil Penalties.

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 1	21.0101	Government	General Provisions
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.0101	Administrative Code	The Council
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.0201	Administrative Code	The City Manager
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.0301	Administrative Code	The City Attorney
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.0401	Administrative Code	Civil Service Commission- Personnel Director
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.0701	Administrative Code	City Auditor and Comptroller
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.0801	Administrative Code	Debarment
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.0901	Administrative Code	Contracts- Leases- Sales
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.1201	Administrative Code	Bonds
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.1301	Administrative Code	Police and Fire Relief Pension
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.1401	Administrative Code	Water Dept
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.1601	Administrative Code	Data Processing Dept
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	221901	Administrative Code	Department of Intergovernmental Relations
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.2001	Administrative Code	Department of Executive Services
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.2101	Administrative Code	Council Administration Division
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.2401	Administrative Code	Development Services Department

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.2501	Administrative Code	Risk Management
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.2601	Administrative Code	Procedures Governing the Management of City Records
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.2701	Administrative Code	Equal Employment Opportunity Outreach Program
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.2801	Administrative Code	Service Worker Retention
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 2	22.4001	Administrative Code	Special Events
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.0101	Administrative Code	General
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.0301	Administrative Code	Board of Library Commissioners
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.0401	Administrative Code	Ethics Commission
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.0501	Administrative Code	Community Forest Advisory Board
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.0601	Administrative Code	Civic Events and Promotional Programs Allocation Board
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.0701	Administrative Code	Commission for Arts and Culture
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.0801	Administrative Code	Citizens Advisory Board on Police/Community Relations
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.0901	Administrative Code	Human Relations Commission
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.1001	Administrative Code	Wetlands Advisory Board
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.1101	Administrative Code	City Public Utilities Advisory Commission
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.1301	Administrative Code	Qualcomm Stadium Advisory Board

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.1401	Administrative Code	Science and Technology Commission
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.1501	Administrative Code	Senior Affairs Advisory Board
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.1601	Administrative Code	City of San Diego Youth Commission
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 2, Article 6	26.3401	Administrative Code	Waste Management
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 3, Article 1	31.0101	Administrative Code	Business Taxes
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 3, Article 1	31.0201	Administrative Code	Business Taxes
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 3, Article 1	31.0301	Administrative Code	Business Taxes
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 3, Article 2	32.5	Administrative Code	Sales Tax
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 1	61.0101	Administrative Code	Public Works and Property; Public Improvement and Assessment Proceedings
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 2	62.01	Administrative Code	Public Rights of Way and Land Development
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 3	63.03	Administrative Code	Public Parks, Playgrounds, Beaches, Tidelands and Other Property
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 4	64.01	Administrative Code	Sewer: Purpose, Scope and Policy
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 4	64.02	Administrative Code	Sewer: Definitions
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 4	64.03	Administrative Code	Sewer: General Provisions
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 4	64.04	Administrative Code	Sewer: Construction, Maintenance, Funding and Use of Wastewater Facilities
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 4	64.05	Administrative Code	Sewer: Industrial Wastewater

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 4	64.06	Administrative Code	Sewer: Validity
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 4	64.07	Administrative Code	Sewer: Food Establishment Wastewater
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 4	64.0801	Administrative Code	Sewer: Water Reclamation and Ocean Monitoring
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 5	65.0201	Administrative Code	Street Lighting, Landscaping and Other Public Facility Procedures
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 6	66.01	Administrative Code	Collection, Transportation and Disposal of Refuse and Solid Waste
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 7	67	Administrative Code	Water System: General Provisions; Rates and Charges; Emergency Regulations
Governance (Administrative, Legislative, Executive)	City of San Diego Municipal Code	Chapter 6, Article 9	69.0101	Administrative Code	Environmental Quality
Governance (Administrative, Legislative, Executive)	State of California			California Government Code	http://www.leginfo.ca.gov/calaw.html
Information Technology	City Administrative Regulation	90.62		Electronic Mail and Internet Use	Policies for authorized use.
Information Technology	City Administrative Regulation	90.65		Broadcast Email and Voice Mail	Policy for Email and Voice mail use.
Information Technology	MWWD Department Instructions (DI)	40.1		Information Systems Security Policy	Policy standards and guidelines for securing Department Information Systems.
Information Technology	MWWD Department Instructions (DI)	40.15		Information Technology Contingency/Disaster Recovery Policy	Policy and procedures for the Department IT Disaster Recovery Plan
Organizational Development	City Administrative Regulation	80		Development , Submission and Reporting of Quarterly Performance and Productivity	Policy and procedure for developing and maintaining performance metrics.

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Public Information Management	City of San Diego Charter	XIV	215	Publicity of Records	Citizen rights to public records.
Public Information Management	City of San Diego Charter	XIV	216	Copies of Records	Rights and procedures for copies of records
Public Information Management	City of San Diego Charter	XIV	216.1	Access to Government Information	Citizen rights to public information.
Public Information Management	City Administrative Regulation	85.1		Records Retention and Destruction	Policy and Procedure for records retention and destruction.
Public Information Management	City Administrative Regulation	95.2		Public Records Act Requests and Civil Subpoenas; Procedures for Furnishing Documents and Recovery Costs	Policy and procedure for handling public records requests and subpoenas.
Public Information Management	City of San Diego Municipal Code	Chapter 2, Article 2	22.0601	Administrative Code	Police Department
Public Information Management & Communication	City Administrative Regulation	15.1		Audit Report Replies Required of Departments	Protocol and expectations for responding to reported deficiencies from audits.
Real Property	City of San Diego Charter	XIV	220	Eminent Domain	The City's power to obtain property for public use.
Real Property	City of San Diego Charter	XIV	221	Sale of Real Property	Restrictions on the sale of City-owned property.
Real Property	City Administrative Regulation	20.1		Recovery of City Costs in Processing Subdivisions	Procedure for recovering City costs in processing tentative and final subdivisions.
<i>Real Property</i>	City Administrative Regulation	<i>20.15</i>		<i>Administration of Park Acquisition and Development Ordinance</i>	<i>Repealed</i>
Real Property	City Administrative Regulation	20.2		Cabaret and Dance Hall Licenses	Responsibility for approving or denying applications and licenses is delegated to the Police Department, Fire Marshal and the City Treasurer.

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Real Property	City Administrative Regulation	20.7		Processing Encroachment Removal and Maintenance Agreement and Permit.	Procedure for issuing Engineering Permits for private facilities encroaching into the City right-of-way.
<i>Real Property</i>	City Administrative Regulation	20.8		<i>Heliport Licensing Procedures</i>	<i>Repealed</i>
<i>Real Property</i>	City Administrative Regulation	20.9		<i>Processing Requests to Use Community Concourse Plaza for Special Public Events.</i>	<i>Repealed</i>
Real Property	City Administrative Regulation	42		Abatement of Nuisances on Public Property	Procedures for Nuisance Abatement.
Retirement	City of San Diego Charter	IX	141	City Employees Retirement System	Establishment and purpose.
Retirement	City of San Diego Charter	IX	142	Employment of Actuary	Roles and Responsibility of Actuary.
Retirement	City of San Diego Charter	IX	143	Contributions	Contributions to retirement will be made jointly by the City and Employees based on actuarial tables; Rules for contributions.
Retirement	City of San Diego Charter	IX	143.1	Approval of Amendments by Members	Majority vote required
Retirement	City of San Diego Charter	IX	144	Board of Administration	Establishment of a Board; Rules and Procedures.
Retirement	City of San Diego Charter	IX	145	Retirement Fund	Establishment of a Retirement Fund
Retirement	City of San Diego Charter	IX	146	Additional Provisions	Powers of Council for Retirement Ordinances
Retirement	City of San Diego Charter	IX	147	Former Pensioners Entitles to Benefits of this Article	Rights of Former Pensioners

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Retirement	City of San Diego Charter	IX	148	Declaration of Intent	This article must not conflict with pre-existing City Employees' Retirement System
Retirement	City of San Diego Charter	IX	148.1	Authority to Consolidate City Employees' Retirement System with State of California Retirement System and/or US Government Social Security.	Rights of Council to consolidate.
Retirement	City of San Diego Charter	IX	149	Contracting Public Agencies	The Council can approve other public agencies participation in the Retirement Fund.
Retirement	City of San Diego Charter	X	150-192	Transfer of Police and Fire Dept Employees into the Retirement System	Terms and Conditions.
Retirement	City of San Diego Charter	XI	150-192	Fireman's Relief and Pension fund	Combined into Article X
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.01	Administrative Code	Creation of System and Definition
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.0201	Administrative Code	General Member Contributions
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.0301	Administrative Code	Safety Member Contributions
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.0401	Administrative Code	Retirement for Service of Members
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.0501	Administrative Code	Disability Retirements
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.0601	Administrative Code	Optional Settlements and Survivor Benefits
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.0701	Administrative Code	Death Benefits

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.0801	Administrative Code	City's Contribution
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.0901	Administrative Code	Powers and Duties of Board
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.1	Administrative Code	Miscellaneous Provisions
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.11	Administrative Code	Pension Act of 1981
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.1201	Administrative Code	Retiree Health Benefits
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.1301	Administrative Code	Purchase of Service Credit
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.1401	Administrative Code	Deferred Retirement Option Plan
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.1501	Administrative Code	Investment Earnings, Supplemental Benefits and Adjustments
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.1601	Administrative Code	Preservation of Benefit Plan
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.1701	Administrative Code	Elected Officers Retirement Plan
Retirement	City of San Diego Municipal Code	Chapter 2, Article 4	24.1801	Administrative Code	Contracting Public Agencies
Strong Mayor Trial Form of Governance	City of San Diego Charter	XV	250	Purpose and Intent	Stipulation that this governance model operates within a trial period.
Strong Mayor Trial Form of Governance	City of San Diego Charter	XV	255	Operative Date; Sunset of Article; Future Action by Voters	Schedule of trial period.
Strong Mayor Trial Form of Governance	City of San Diego Charter	XV	260	Integration of Article with Charter	Description of integration of the Article with existing Charter.
Strong Mayor Trial Form of Governance	City of San Diego Charter	XV	265	The Mayor	Authority, Roles and Responsibilities
Strong Mayor Trial Form of Governance	City of San Diego Charter	XV	270	The Council	Authority, Roles and Responsibilities

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Strong Mayor Trial Form of Governance	City of San Diego Charter	XV	275	Introduction and Passage of Ordinances.	Rules and Procedures
Strong Mayor Trial Form of Governance	City of San Diego Charter	XV	280	Approval or Veto of Council Actions by Mayor	Authority of Mayor
Strong Mayor Trial Form of Governance	City of San Diego Charter	XV	285	Enactment Over Veto	Procedures for Council
Strong Mayor Trial Form of Governance	City of San Diego Charter	XV	290	Council Consideration of Salary Ordinance and Budget; Special Veto Power	Procedures for Council
Strong Mayor Trial Form of Governance	City of San Diego Charter	XV	295	When Resolutions and Ordinances Take Effect; Emergency Measures	Rules and Procedures.
The Mayor	City of San Diego Charter	IV	24	Mayor	Roles and responsibility; salary; term
The Mayor	City of San Diego Charter	IV	24.1	Mayor's Salary	Salary Setting Commission will recommend Mayor's salary on or before February 15 of every even year.
The Mayor	City of San Diego Charter	IV	25	Deputy Mayor	Policy of designating a deputy mayor to act on behalf of the mayor when he/she is absent or unable to perform their usual duties
Utilities	City Administrative Regulation	55		Water and Sewer Service Order Procedure	Procedure for furnishing water services, meters and sewer services.
<i>Utilities</i>	City Administrative Regulation	<i>55.1</i>		<i>Reimbursement Financing of Water and Sewer Facilities in Undeveloped Areas</i>	<i>Repealed.</i>
<i>Utilities</i>	City Administrative Regulation	<i>55.3</i>		<i>Sewer Charge Variances</i>	<i>Repealed</i>

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Utilities	City Administrative Regulation	55.6		Water/Sewer Billing Adjustments	Policy and procedures for billing adjustments under the authority of Section 67.25.1 and Section 64.0407 of the Municipal Code.
Utilities	City Administrative Regulation	55.9		Request for Gas and Electric Service for City-Owned Facilities	Procedures for establishing and changing gas and electric services for City-owned facilities.
Utilities	City Administrative Regulation	55.91		Telephone Service Request	Policy and responsibility for the City telephone service.
Utilities	City Administrative Regulation	55.92		Request for Water and Sewer Service for City-owned facilities	Establish procedures for obtaining water and sewer services from the Water Department through the Building Inspection Department.
<i>Utilities</i>	City Administrative Regulation	55.93		<i>Cellular Radio Telephones</i>	<i>Repealed</i>
Utilities	City Administrative Regulation	56		Office Space Requests	Policy on the allocation of City office space.
Utilities	City Administrative Regulation	57		City Cabinet for Water Policy	Policy of the City to work with the San Diego County Water Authority.
Utilities	Council Policy	600-44		Placement of Wire Communications in Sewer and Storm water Pipes	Policy and procedures for the placement of wire communications in Sewer and Storm Water pipes.
Utilities	Council Policy	400-07		Reimbursement Financing of Water and Sewer Facilities in Undeveloped Areas	Policy for the reimbursement financing of water and sewer facilities in undeveloped areas.
Utilities	Council Policy	400-13		Planning for Management of Sewer Facilities located in Canyons and other environmentally sensitive lands.	Policy and guidelines for management of sewer facilities in canyons and other environmentally sensitive lands.

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Utilities	Council Policy	400-14		Planning for Redirection of Sewage Discharge away from canyons and other environmentally sensitive lands	Establish procedures for redirecting sewage discharge away from canyons and other environmentally sensitive lands.
Utilities	Council Policy	400-10		Claims related to Water Main Breaks and Sewer Backups	Policy and procedure to provide uniformity for investigating water main break and sewer claims.
Utilities	Council Policy	400-06		Replacement, Betterment and Expansion of Water and Sewer Facilities in previously Developed Areas	Establish procedures for replacing water and sewer facilities of previously developed areas.
Utilities	Council Policy	600-04		Standards for Rights-of-Way and Improvements Installed Therein	Policy and procedure to outline characteristics and provide general standards and improvements for rights-of-way.
Financing	Council Policy	800-03		Public Infrastructure Financing Assessment Districts and Community Facilities	Policy and procedures for funding public facilities projects.
Governance	Council Policy	900-11		Inclusion of Public Art in Selected Capital Improvements Program and Redevelopment Agency Projects	Policy and procedure to promote cultural heritage and artistic development of the City.
Governance	Council Policy	900-19		Public Tree Protection	Policy and procedures to protect designated trees.
Governance	Council Policy	900-12		Business and Industry Incentive Program	Policy and procedures for enticing and retaining businesses in the City.
Real Estate	Council Policy	700-06		Encroachments on City Property	Policy and procedures to protect City property.
Utilities	RWQCB	CA0107409		NPDES Permit	Pt. Loma Wastewater Treatment Plant
Utilities	RWQCB	CA0109045		NPDES Permit	South Bay Water Reclamation Plant

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Utilities	RWQCB	CA0108928		NPDES Permit	International Wastewater Treatment Plant (contract)
Utilities	State of California			ELAP Certifications	Environmental Laboratory Certifications
Utilities	Federal Alcohol, Tax , & Firearms				Tax free purchase and use of alcohol
Utilities	San Diego County				Health permits for storage of hazardous materials and wastes
Utilities	USEPA	CAL00009874 9			Disposal of hazardous waste
Utilities	California Dept Fish & Game			Scientific Collecting Permits	
Utilities	IBWC	IBM 02-15		Ocean Outfall Sampling & Monitoring	Contract to provide sampling, analytical, and reporting services
Utilities	Scripps Inst of Oceanography			PLOP	Review of ocean monitoring
Utilities	RWQCB			Consent Decree	South Bay monitoring
Utilities	RWQCB			Waste Discharge Requirements	Distribution of reclaimed water at NCWRP and SBWRP
Utilities	USEPA		301H	Clean Water Act	Waiver
Utilities	SWRCB			State Ocean Plan	
Utilities	San Diego County DEH	AB411		NPDES and IWTP shores monitoring	Notification of out of compliance values (overlimits)
Utilities	San Diego County DEH	California H&S Code	5411.5		Notification of wastewater spills
Utilities	San Diego County DEH			Pesticide Certification	For provision of vector management services
Utilities	California Dept of Industrial Relations	Title 8		Chemical Hygiene Plan	Annual training by Environmental Services Dept
Utilities	USEPA	40 CFR	403	Pretreatment Requirements	
Utilities	USEPA	40 CFR	Chap 1, Part 2	Confidentiality of Business Information	
Utilities	USEPA	40 CFR	Part 136		Sample preservation & analysis protocols

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Utilities	Various Local Jurisdictions			Interjurisdictional Pretreatment Agreements	
Utilities	USEPA			Enforcement Response Plan	
Utilities	SWRCB			Clean Water Programs, Revenue Program Guidelines	
Utilities	City of San Diego	MC 64.0500-64.0520		Sewer Ordinance	
Utilities	City of San Diego	MC	Chap 1, Art 2	Administrative Civil Penalties	
Utilities	City of San Diego		Resolution 260132	Trucker's Discharge Permit	
Utilities	City of San Diego		Resolution 260133	Industrial Waste Permit	
Utilities	City of San Diego	SLA		.Wastewater Interim Report No. 1 City Of San Diego Officials' Failure To Disclose Material Facts In Connection With The Offer And Sale Of Wastewater Bonds And Related Improper Activity	Between Storm Water Division & EM&TS Division
Utilities	City of San Diego			Cost of Service Study	Basis for wastewater charges
Utilities	City of San Diego			Development Permits	
Utilities	Ramona Municipal Water Dist			Agreement to Provide Lab & Prof Services	
Utilities	SWRCB	NPDES	CAS 000001	Industrial Storm Water Pollution Prevention Plans	For discharge of storm water associated with industrial activities
Utilities	Various Local Agencies			Encroachment Permits	

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Utilities	California Dept Fish & Game			Various Permits	
Utilities	RWQCB		401	401 Certifications	
Utilities	USACE			Various Permits	
Utilities	ABS Quality Evaluations	ISO	14001	Certification	
Utilities	USEPA			Clean Air Act	
Utilities	APCD			Permit to Operate & Authority to Construct	Many Permits to Operate and Authority to Construct Permits
Utilities	RWQCB			NPDES Permit	North City Water Reclamation Plant WDR
Utilities	RWQCB	CA0109045		NPDES Permit	South Bay Water Reclamation Plant NPDES Permit
Utilities	RWQCB	CA0109029		NPDES Permit	Convention Center Waste Discharge Requirements
Utilities	State of California	CA H&S Code	100825-100920	Calif. Health and Safety Code, Section 100825-100920.	Environmental Laboratory Certifications
Utilities	USEPA	40CFR503		Sludge Rules	Sewage sludge and biosolids reuse regulations.
Utilities	State of California			Storm Water Pollution Prevention Plans (SWPPP)	Storm Water Pollution Prevention Plans (SWPPP) for each facility in MWWD.
Utilities	State of Arizona	?		Biosolids reuse/land application rules; unknown title.	Biosolids reuse/land application regulations for Arizona, regulated by the AZ Dept of Environmental Quality (DEQ).
Utilities	City of SD / RMWD			City Manager's Action	Approves As-Needed contract between MWWD and RMWD (Ramona Municipal Water District).
Utilities	City of SD / RMWD			As-Needed Contract Between The City Of San Diego And The Ramona Municipal Water District For Laboratory Analysis	As-Needed contract between MWWD and RMWD (Ramona Municipal Water District).

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Utilities	APHA/AWWA/WEF	All	All	Standard Methods for the Examination of Water and Wastewater, 20th ed.	Approved laboratory practices and methods.
Utilities	APHA/AWWA/WEF	All	All	Standard Methods for the Examination of Water and Wastewater, 19th ed.	Approved laboratory practices and methods.
Utilities	APHA/AWWA/WEF	All	All	Standard Methods for the Examination of Water and Wastewater, 18th ed.	Approved laboratory practices and methods.
Utilities	USEPA	many	many	Test Methods for Evaluating Solid Waste, Physical/Chemical Methods (SW-846)	provides test procedures and guidance which are recommended for use in conducting the evaluations and measurements needed to comply with the Resource Conservation and Recovery Act (RCRA), Public Law 94-580,
Utilities	SDRWQCB/USEPA Region 9/ et. al.	all	all	Southern California Bight 2003 Regional Marine Monitoring Survey (Bight'03) - Field Operations Manual	Southern California Bight 2003 Regional Marine Monitoring Survey (Bight'03)
Utilities	SDRWQCB/USEPA Region 9/ et. al.	all	all	Southern California Bight 2003 Regional Marine Monitoring Survey (Bight'03) - Information Management Plan	
Utilities	SDRWQCB/USEPA Region 9/ et. al.	all	all	Southern California Bight 2003 Regional Marine Monitoring Survey (Bight'03) - Quality Assurance Plan	

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Utilities	City of SD	all	all	Storm Water Division SLA FY 2007 Appendix. June 2.doc	SLA between EMTS and Storm Water Program Division.
Utilities	State of California	all	all	Title 22 as it relates to Hazardous Waste Determinations in Calif.	Hazardous Waste Determinations in Calif. Applicable to biosolids, grit, and other WWT by-products, as well as other materials and wastes requiring disposal.
Utilities	Permits, etc? County DEH?	?	?		Source Control/Pretreatment requirements for laboratory and other wastes.
Utilities	State			?	Landfill regulations, re: disposal of biosolids and other treatment by-products to landfill. e.g. requires %Moisture determinations, etc.
Engineering	National Fire Protection Association	All	All	All	Fire safety and protection
Engineering	National Electric Code	All	All	All	Electrical safety and protection
Engineering	Instrumentation, Systems and Automation Society	All	All	All	Instrumentation and Control system safety and standards
Utilities	Federal Clean Water Act			Section 402	Waiver from secondary treatment
Utilities	Federal Clean Water Act			Section 301h	Guidelines for production of reclaimed water
Utilities	California Code of Regulations			Title 22	Hazardous Waste Regulations
Utilities	California Code of Regulations			Title 19	Air Pollution Control Regulations
Utilities	California Health and Safety Code			Division 26	CALOSHA Regulations
Utilities	California Code of Regulations			Title 8, Chapter 4	Treatment and disposal of wastewater

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Utilities	State Water Quality Control Board			California Ocean Plan	Treatment and disposal of wastewater
Utilities	Regional Water Quality Control Board			San Diego Basin Plan	Collection of wastewater
Utilities	US EPA			Consent Decree	Guidelines for inspection and repair/replacement of sewage infrastructure
Utilities	State Water Quality Control Board			State Waste Discharge Requirements	Statewide guidelines for inspection and repair/replacement of sewage infrastructure
Utilities - Rate Setting	State of California - Constitution	Article III	B & D		Rate Setting
Utilities - Rate Setting	SWRCB/Clean Water Grants/SFR Loans				Approve system user charges methodology
Utilities	Metro Agreement				
Utilities	Municipal Transportation Agreements				
Utilities	Bond Indentures				
Utilities	Grant and SRF Loan Agreements				
Utilities	Escrow Agreements				
Utilities	Mater Installment Agreement				
Utilities	PFFA				
Civil Service	City of San Diego: MWWD WWCD	Operations & Policy Manual	Section A:02, 03, 05, 14, 21, 22, 26	Employee Relations	Various WWCD Policies related to Employee Relations

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BUSINESS FUNCTION	SOURCE AGENCY	ARTICLE OR POLICY	SECTION	TITLE	SUMMARY
Asset Management	City of San Diego: MWWD WWCD	Operations & Policy Manual	Section C:07, 12,13, 14, 34,35,36,3 7,39,41,42, 43,45,46,4 7,48,49,50, 51,52,53,5 4,55,56,57, 58,59	Field Operations	Various WWCD Policies related to Asset Management
Utilities	City of San Diego: MWWD WWCD	Operations & Policy Manual	Section C:33, 38, 55	Field Operations	Various WWCD Policies related to Utilities
Governance	City of San Diego	Council Policy	400-10	Claims Related to Water Main Breaks and Sewer Backups	Council Policy related to efficient liability determination and processing of City Sewer Claims
Governance	City of San Diego MWWD WWCD	Environmental Management Plan	Chapters 1-7	ISO 14001 Environmental Management Plan	ISO 14001 Environmental Management System Documentation-Management Plan
Governance	City of San Diego MWWD WWCD	Standard Environmental Operating Procedures	Sections 3.1-6.1	Department/Division Standard Environmental Operating Procedures	ISO 14001 Environmental Management System Documentation-Standard Operating Procedures
Asset Management	City of San Diego MWWD	Engineering Design Manual	All	MWWD Engineering Design Guide	Various engineering design standards for municipal sewerage system infrastructure
Utilities	Environmental Appeals Board Settlement with the Bay Council				
Asset Management	City of San Diego MWWD	DI 50.10	All	Process to Propose and Approve Significant Projects	Life-cycle cost analysis and business case evaluation

Note: all permits referenced should include any addenda, TCOs, attachments, etc. to the regulatory agency's basic order.

Procurement Sensitive

APPENDIX C
Storm Water
Pollution Prevention Division
Core Functions

The Storm Water Pollution Prevention Division is not part of the MWWD BPR Team that will perform the functions described in the Statement of Work. However, the division will still be part of MWWD. The statement of work for this division is being developed as a separate document. For reference purposes, the core functions identified for the Storm Water Pollution Prevention Division have been included in this Appendix.

The Storm Water Pollution Prevention Division core functions are listed in the table below.

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
1	Upon a determination by either the Copermittee or the Regional Board that MS4 discharges are causing or contributing to an exceedance of an applicable water quality standard, the Copermittee shall promptly notify and thereafter submit a report to the Regional Board that describes best management practices (BMPs) that are currently being implemented and additional BMPs that will be implemented to prevent or reduce any pollutants that are causing or contributing to the exceedance of water quality standards.		1	T	SWPP-MUNI	
2	Each Copermittee shall effectively prohibit all types of non-storm water discharges into its MS4 unless such discharges are either authorized by a separate National Pollutant Discharge Elimination System (NPDES) permit; or not prohibited in accordance with sections B.2 and B.3 below.		1	T	SWPP-MUNI	
3	Each Copermittee shall develop a program to reduce pollutants from non-emergency fire fighting flows (i.e., flows from controlled or practice blazes and maintenance activities)		1	T	SWPP-MUNI	
4	Each Copermittee shall examine all dry weather field screening and analytical monitoring results collected in accordance with section D.4 of this Order and Receiving Waters Monitoring and Reporting Program No. R9-2006-11 to identify water quality problems which may be the result of any non-prohibited discharge category(ies) identified above in section B.2.		1	F	SWPP-MON	
5	Each Copermittee shall develop an updated Jurisdictional Urban Runoff Management Program for its jurisdiction.	1	1	F	SWPP-MUNI	
6	Each Copermittee shall implement an updated Jurisdictional Urban Runoff Management Program for its jurisdiction.	1	1	T	ALL	SWPP-MUNI
7	Development Planning Component: Each Copermittee shall develop a program		1		SWPP-MUNI	DSD
8	1. Development Planning Component: Each Copermittee shall implement a program which meets the requirements of this section and (1) reduces the discharge of pollutants from Development Projects to the MEP, (2) ensures urban runoff discharges from Development Projects do not cause or contribute to a violation of water quality standards, and (3) controls urban runoff discharges from Development Projects that have the potential to cause increased erosion of stream beds and banks, silt pollutant generation, or other impacts to beneficial uses and stream habitat due to increased erosive force.		1	T	DSD	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
9	Each Copermittee shall revise as needed its General Plan or equivalent plan (e.g., Comprehensive, Master, or Community Plan) for the purpose of providing effective water quality and watershed protection principles and policies that direct land-use decisions and require implementation of consistent water quality protection measures for Development Projects.		1	T	SWPP-MUNI	PLANNING
10	Each Copermittee shall revise as needed their current environmental review processes to accurately evaluate water quality impacts and cumulative impacts and identify appropriate measures to avoid, minimize and mitigate those impacts for all Development Projects.		1	T	SWPP-MUNI	DSD
11	Each Copermittee shall implement an updated local SUSMP which meets the requirements of section D.1.d of this Order and (1) reduces the discharge of pollutants from Development Projects to the MEP, (2) ensures urban runoff discharges from Development Projects do not cause or contribute to a violation of water quality standards, and (3) controls urban runoff discharges from Development Projects that have the potential to cause increased erosion of stream beds and banks, silt pollutant generation, or other impacts		1	T	DSD	SWPP-MUNI
12	As part of its local SUSMP, each Copermittee shall develop a procedure for pollutants of concern to be identified for each Priority Development Project.		1	F	SWPP-MUNI	
13	As part of its local SUSMP, each Copermittee shall implement a procedure for pollutants of concern to be identified for each Priority Development Project.		1	F	SWPP-MUNI	
14	A Copermittee may provide for a project to be waived from the requirement of implementing treatment BMPs (section D.1.d.(6)) if infeasibility can be established. A waiver of infeasibility shall only be granted by a Copermittee when all available treatment BMPs have been considered and rejected as infeasible. Copermittees shall notify the Regional Board within 5 days of each waiver issued		1	T	SWPP-MUNI	DSD
15	Each Copermittee shall require each Priority Development Project to meet the following site design BMP requirements:		1	T	DSD	
16	Each Copermittee shall require each Priority Development Project to implement source control BMPs.		1	T	DSD	
17	Each Copermittee shall require each Priority Development Project to implement treatment control BMPs which meet the following treatment control BMP requirements:		1	T	DSD	
18	As part of its local SUSMP, each Copermittee shall develop siting, design, and maintenance criteria for each treatment control BMP listed in its local SUSMP		1	F	SWPP-MUNI	
19	As part of its local SUSMP, each Copermittee shall require Priority Development Projects to implement siting, design, and maintenance criteria for each treatment control BMP listed in its local SUSMP		1	T	DSD	
20	each Copermittee shall implement a process to ensure compliance with SUSMP requirements.		1	T	DSD	
21	As part of its local SUSMP, each Copermittee shall develop criteria to Priority Development Projects to ensure that runoff discharge rates, durations, and velocities from Priority Development Projects are controlled to maintain or reduce downstream erosion conditions and protect stream habitat.		1	T	SWPP-MUNI	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
22	To protect groundwater quality, each Copermittee shall apply restrictions to the use of treatment control BMPs that are designed to primarily function as infiltration devices (such as infiltration trenches and infiltration basins).		1	T	SWPP-MUNI	DSD
23	Each Copermittee shall develop a watershed-based database to track and inventory approved treatment control BMPs and treatment control BMP maintenance within its jurisdiction.		1	F	SWPP-MUNI	DSD
24	Each Copermittee shall develop a program to ensure that approved treatment control BMPs are operating effectively and have been adequately maintained. At a minimum, the program shall include the following:		1	F	SWPP-MUNI	
25	Each Copermittee shall implement a program to ensure that approved treatment control BMPs are operating effectively and have been adequately maintained. At a minimum, the program shall include the following: At least 20% of the projects within a jurisdiction with approved treatment BMPs shall be inspected annually.	1	1	T	SWPP-MUNI	
26	Prior to occupancy of each Priority Development Project subject to SUSMP requirements, each Copermittee shall inspect the constructed site design, source control, and treatment control BMPs to verify that they have been constructed in compliance with all specifications, plans, permits, ordinances, and this Order.		1	F	DSD	
27	Each Copermittee shall collaborate with the other Copermittees to develop and implement a Hydromodification Management Plan (HMP)		1	F	SWPP-MUNI	
28	180 days after adoption of the HMP by the Regional Board, each Copermittee shall incorporate into its local SUSMP and fully implement the HMP for all applicable Priority Development Projects.		1	F	SWPP-MUNI	DSD
29	Starting July 1, 2007, Copermittees shall implement as part of its local SUSMP an updated review process which requires proponents of Priority Development Projects in this size category to complete a Hydromodification Analysis Study (HAS) which demonstrates that the project's post-development runoff rates and durations shall not exceed estimated pre-project discharge rates and durations where the increased discharge rates and durations will result in increased potential for erosion or other significant adverse impacts		1	T	DSD	
30	Each Copermittee shall enforce its storm water ordinance for all Development Projects and at all development sites as necessary to maintain compliance with this Order.		1	T	SWPP-CODES	
31	Each Copermittee shall implement a construction program which meets the requirements of this section, reduces the discharge of pollutants from construction sites to the MEP, and ensures that urban runoff discharges from construction sites do not cause or contribute to a violation of water quality standards.		1	T	DSD	
32	Within 365 days of adoption of this Order, each Copermittee shall review and update its grading ordinances and other ordinances as necessary to achieve full compliance with this Order,		1	T	SWPP-MUNI	DSD
33	Prior to approval and issuance of local construction and grading permits, each Copermittee shall:		1		DSD	
34	(a) Require all individual proposed construction sites to implement designated BMPs and other measures to ensure that pollutants discharged from the site will be reduced to the maximum extent practicable and will not cause or contribute to a violation of water quality standards.		1	T	DSD	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
35	(b) Prior to permit issuance, require and review the project proponent's storm water management plan to ensure compliance with their grading ordinance, other ordinances, and this Order.		1	F	DSD	
36	(c) Verify that project proponents subject to California's statewide General NPDES Permit for Storm Water Discharges Associated With Construction Activities, (hereinafter General Construction Permit), have existing coverage under the General Construction Permit.	6f	1	T	DSD	
37	Each Copermittee shall maintain and update monthly a watershed based inventory of all construction sites within its jurisdiction. The use of an automated database system, such as Geographical Information System (GIS) is highly recommended.		1	F	DSD	SWPP-MUNI
38	Each Copermittee shall designate a minimum set of effective BMPs and other effective measures to be implemented at construction sites.		1	T	SWPP-MUNI	
39	Each Copermittee shall implement, or require the implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order at each construction site within its jurisdiction year round.		1	T	DSD	
40	Each Copermittee shall implement, or require implementation of, additional controls for construction sites tributary to CWA section 303(d) water bodies impaired for sediment as necessary to comply with this Order.		1	T	DSD	
41	Each Copermittee shall conduct construction site inspections for compliance with its local ordinances (grading, storm water, etc.), permits (construction, grading, etc.), and this Order.	6f	1	F	DSD	
42	(1) During the wet season, each Copermittee shall inspect at least biweekly (every two weeks), all construction sites within its jurisdiction meeting the following criteria:	6f	1	F	DSD	
43	During the wet season, each Copermittee shall inspect at least monthly, all construction sites with one acre or more of soil disturbance not meeting the criteria specified above in section D.2.d.(1).	6f	1	F	DSD	
44	(3) During the wet season, each Copermittee shall inspect as needed, construction sites less than 1 acre in size.	6f	1	F	DSD	
45	(4) Each Copermittee shall inspect all construction sites as needed during the dry season.	6f	1	F	DSD	
46	(5) Based upon site inspection findings, each Copermittee shall implement all follow-up actions (i.e., reinspection, enforcement) necessary to comply with this Order.	1	1	T	DSD	
47	Each Copermittee shall develop and implement an escalating enforcement process that achieves prompt and effective corrective actions at construction sites for violations of the Copermittee's water quality protection permit requirements and ordinances.	1	1	T	DSD	SWPP-CODES
48	Each Copermittee shall notify the Regional Board when the Copermittee issues a stop work order or other high level enforcement to a non-compliant construction site in their jurisdiction	6b	1	T	DSD	
49	Each Copermittee shall implement a municipal program which meets the requirements of this section,		1	T	SWPP-MUNI	
50	Each Copermittee shall annually update a watershed based inventory of municipal areas and activities.		1	F	ALL	SWPP-MUNI
51	Each Copermittee shall implement effective pollution prevention methods in its municipal program and shall require their use by appropriate municipal departments and personnel, where appropriate.		1	T	ALL	SWPP-MUNI

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
52	2. BMP Implementation: (a) Each Copermittee shall implement effective pollution prevention methods in its municipal program and shall require their use by appropriate municipal departments and personnel, where appropriate.		1	T	ALL	SWPP-MUNI
53	(b) Each Copermittee shall designate a minimum set of effective BMPs for all municipal areas and activities. The designated minimum BMPs for municipal areas and activities shall be area or activity specific as appropriate.		1	T	ALL	SWPP-MUNI
54	(c) Each Copermittee shall implement, or require the implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order for each municipal area or activity within its jurisdiction.		1	T	ALL	
55	(d) Each Copermittee shall evaluate the feasibility of retrofitting existing structural flood control devices and retrofit where needed.		1	F	STREETS	SWPP-MUNI
56	(e) Each Copermittee shall implement, or require implementation of, any additional controls for municipal areas and activities tributary to CWA section 303(d) impaired water bodies (where an area or activity generates pollutants for which the water body is impaired) as necessary to comply with this Order.		1	T	ALL	SWPP-MUNI
57	Each Copermittee shall implement, or require implementation of, additional controls for municipal areas and activities within or directly adjacent to or discharging directly to coastal lagoons or other receiving waters within environmentally sensitive areas (as defined in Attachment C of this Order) as necessary to comply with this Order.		1	T	ALL	SWPP-MUNI
58	Each Copermittee shall implement a schedule of inspection and maintenance activities to ensure proper operation of all municipal structural treatment controls designed to reduce pollutant discharges to or from its MS4s and related drainage structures.	6f	1	F	STREETS	
59	(b) Each Copermittee shall implement a schedule of maintenance activities for the MS4. The maintenance activities shall, at a minimum, include:	6f	1	F	STREETS	
60	The Copermittees shall implement BMPs to reduce the contribution of pollutants associated with the application, storage, and disposal of pesticides, herbicides and fertilizers from municipal areas and activities to MS4s.		1	T	SWPP-EDU	SWPP-MUNI
61	Each Copermittee shall implement a program to sweep municipal roads, streets, highways, and parking facilities. The program shall include the following measures:	6f	1	F	STREETS	
62	Each Copermittee shall implement controls and measures to limit infiltration of seepage from municipal sanitary sewers to MS4s through thorough, routine preventive maintenance of the MS4.	6f	1	F	STREETS	WWC
63	At a minimum, each Copermittee shall inspect the following high priority municipal areas and activities annually:		1	F	STREETS	
64	Based upon site inspection findings, each Copermittee shall implement all follow-up actions necessary to comply with this Order		1	T	STREETS	
65	Each Copermittee shall enforce its storm water ordinance for all municipal areas and activities as necessary to maintain compliance with this Order.	1	1	T	SWPP-CODES	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
66	Each Copermittee shall implement an industrial and commercial program which meets the requirements of this section, reduces the discharge of pollutants from industrial and commercial sites/sources to the MEP. At a minimum, 40% of the sites inventoried as required in section D.3.b.(1) above (excluding mobile businesses) shall be inspected every year.		1		SWPP-CODES	
67	Each Copermittee shall annually update a watershed-based inventory of all industrial and commercial sites/sources within its jurisdiction (regardless of ownership) that could contribute a significant pollutant load to the MS4.	6c	1	F	SWPP-NEW	
68	Each Copermittee shall require the use of effective pollution prevention methods by industrial and commercial sites/sources, where appropriate.		1	T	SWPP-NEW	
69	Each Copermittee shall designate a minimum set of effective BMPs for all industrial and commercial sources.		1	T	SWPP-NEW	
70	each Copermittee shall notify the owner/operator of each inventoried industrial and commercial site/source of the BMP requirements applicable to the site/source.		1	F	SWPP-NEW	SWPP-EDU
71	Each Copermittee shall implement, or require the implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order at each industrial and commercial site/source within its jurisdiction.		1	T	SWPP-NEW	
72	Each Copermittee shall implement, or require implementation of, additional controls for industrial and commercial sites/sources tributary to CWA section 303(d) impaired water bodies (where a site/source generates pollutants for which the water body is impaired) as necessary to comply with this Order.		1	T	SWPP-NEW	
73	Each Copermittee shall implement, or require implementation of, additional controls for industrial and commercial sites/sources within or directly adjacent to or discharging directly to coastal lagoons or other receiving waters within environmentally sensitive areas (as defined in Attachment C of this Order) as necessary to comply with this Order.		1	T	SWPP-NEW	
74	Each Copermittee shall conduct industrial and commercial site inspections for compliance with its ordinances, permits, and this Order.		1	F	SWPP-NEW	
75	Each Copermittee shall annually inspect all sites determined to pose a high threat to water quality. In evaluating threat to water quality, each Copermittee shall address, at a minimum, the following:		1	F	SWPP-NEW	
76	In addition to conducting inspections, each Copermittee shall develop and implement a program for verifying industrial and commercial site/source compliance with its ordinances, permits, and this Order, if determined to be necessary by the Copermittee.		1	F	SWPP-NEW	
77	Based upon site inspection findings, each Copermittee shall implement all follow-up actions necessary to comply with this Order.		1	T	SWPP-NEW	
78	The Copermittees shall track the number of inspections for the inventoried industrial and commercial sites/sources throughout the reporting period to ensure that the sites/sources are inspected at the minimum frequencies listed in sections D.3.b.(3)(b) and D.3.b.(3)(c).		1	F	SWPP-NEW	
79	Each Copermittee shall develop and implement a program to reduce the discharge of pollutants from mobile businesses to the MEP.		1	T	SWPP-NEW	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
80	Each Copermittee shall keep as part of their inventory (section D.3.b.(1) above), a listing of mobile businesses known to operate within its jurisdiction.	6c	1	F	SWPP-NEW	
81	Each Copermittee shall enforce its storm water ordinance for all industrial and commercial sites/sources as necessary to maintain compliance with this Order.	1	1	T	SWPP-NEW	
82	As part of each Annual Report, each Copermittee shall report a list of industrial sites, including the name, address, and SIC code, that may require coverage under the General Industrial Permit for which a NOI has not been filed.	6c	1	F	SWPP-NEW	
83	Each Copermittee shall implement a residential program which meets the requirements of this section, reduces the discharge of pollutants from residential areas and activities to the MEP,		1	T	SWPP-MUNI	
84	Each Copermittee shall identify high threat to water quality residential areas and activities. At a minimum, these shall include:		1	F	SWPP-MUNI	
85	Each Copermittee shall designate minimum effective BMPs for high threat to water quality residential areas and activities.		1	T	SWPP-MUNI	
86	Each Copermittee shall encourage the use of effective pollution prevention methods by residents, where appropriate.		1	F	SWPP-MUNI	
87	(c) Each Copermittee shall facilitate the proper management and disposal of used oil, toxic materials, and other household hazardous wastes. Such facilitation shall include educational activities, public information activities, and establishment of collection sites operated by the Copermittee or a private entity. Curbside collection of household hazardous wastes is encouraged.	6f	1	F	ESD	
88	(d) Each Copermittee shall implement, or require implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order for high threat to water quality residential areas and activities.		1	T	SWPP-MUNI	
89	(e) Each Copermittee shall implement, or require implementation of, BMPs for residential areas and activities that have not been designated a high threat to water quality, as necessary.		1	T	SWPP-MUNI	
90	(f) Each Copermittee shall implement, or require implementation of, any additional controls for residential areas and activities tributary to CWA section 303(d) impaired water bodies (where a residential area or activity generates pollutants for which the water body is impaired) as necessary to comply with this Order. Each Copermittee shall implement, or require implementation of, additional controls for residential areas within or directly adjacent to or discharging directly to coastal lagoons or other receiving waters within environmentally sensitive areas (as defined in section Attachment C of this Order) as necessary to comply with this Order.		1	T	SWPP-SPEC	SWPP-EDU
91	(3) Enforcement of Residential Areas and Activities: Each Copermittee shall enforce its storm water ordinance for all residential areas and activities as necessary to maintain compliance with this Order.		1	T	SWPP-CODES	
92	(4) Regional Residential Education Program: Each Copermittee shall collaborate with the other Copermittees to develop and implement the Regional Residential Education Program required in section F.7 of this Order.		1	F	SWPP-EDU	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
93	a. ILLICIT DISCHARGES AND CONNECTIONS Each Copermittee shall implement a program to actively seek and eliminate illicit discharges and connections into its MS4. The program shall include utilization of appropriate municipal personnel to assist in identifying illicit discharges and connections during their daily activities. The program shall address all types of illicit discharges and connections excluding those non-storm water discharges not prohibited by the Copermittee in accordance with section B of this Order.		1	F	SWPP-MON	
94	b. DEVELOP/MAINTAIN MS4 MAP Each Copermittee shall develop and/or update its labeled map of its entire MS4 and the corresponding drainage areas within its jurisdiction. The use of a GIS is highly recommended. The accuracy of the MS4 map shall be confirmed during dry weather field screening and analytical monitoring and shall be updated at least annually.	6f	1	F	STREETS	
95	c. DRY WEATHER FIELD SCREENING AND ANALYTICAL MONITORING. Each Copermittee shall conduct dry weather field screening and analytical monitoring of MS4 outfalls and other portions of its MS4 within its jurisdiction to detect illicit discharges and connections in accordance with Receiving Waters Monitoring and Reporting Program No. R9-2006-0011.		1	F	SWPP-MON	
96	(1) Each Copermittee shall investigate and inspect any portion of the MS4 that, based on visual observations, dry weather field screening and analytical monitoring results, or other appropriate information, indicates a reasonable potential for illicit discharges, illicit connections, or other sources of non-storm water (including non-prohibited discharge(s) identified in section B of this Order).		1	F	SWPP-MON	
97	Each Copermittee shall develop/update and utilize numeric criteria action levels to determine when follow-up investigations will be performed. (2) Within 48 hours of receiving dry weather field screening or analytical laboratory results that exceed action levels, the Copermittees shall either conduct an investigation to identify the source of the discharge or provide the rationale for why the discharge does not pose a threat to water quality and does not need further investigation. Obvious illicit discharges (i.e. color, odor, or significant exceedances of action levels) shall be investigated immediately.		1	F	SWPP-MON	
98	e. ELIMINATION OF ILLICIT DISCHARGES AND CONNECTIONS. Each Copermittee shall eliminate all detected illicit discharges, discharge sources, and connections immediately.		1	T	SWPP-MON	
99	f. ENFORCE ORDINANCES. Each Copermittee shall implement and enforce its ordinances, orders, or other legal authority to prevent illicit discharges and connections to its MS4. Each Copermittee shall also implement and enforce its ordinance, orders, or other legal authority to eliminate detected illicit discharges and connections to it MS4.		1	T	SWPP-CODES	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
100	g. PREVENT AND RESPOND TO SEWAGE SPILLS (INCLUDING FROM PRIVATE LATERALS AND FAILING SEPTIC SYSTEMS) AND OTHER SPILLS Each Copermittee shall prevent, respond to, contain and clean up all sewage and other spills that may discharge into its MS4 from any source (including private laterals and failing septic systems). Spill response teams shall prevent entry of spills into the MS4 and contamination of surface water, ground water and soil to the maximum extent practicable. Each Copermittee shall coordinate spill prevention, containment and response activities throughout all appropriate departments, programs and agencies to ensure maximum water quality protection at all times. Each Copermittee shall develop and implement a mechanism whereby it is notified of all sewage spills from private laterals and failing septic systems into its MS4. Each Copermittee shall prevent, respond to, contain and clean up sewage from any such notification.	6d (by WWC)	1	T	WWC	SWPP-CODES
101	h. FACILITATE PUBLIC REPORTING OF ILLICIT DISCHARGES AND CONNECTIONS - PUBLIC HOTLINE Each Copermittee shall promote, publicize and facilitate public reporting of illicit discharges or water quality impacts associated with discharges into or from MS4s. Each Copermittee shall facilitate public reporting through development and operation of a public hotline. Public hotlines can be Copermittee-specific or shared by Copermittees. All storm water hotlines shall be capable of receiving reports in both English and Spanish 24 hours per day / seven days per week. Copermittees shall respond to and resolve each reported incident. All reported incidents, and how each was resolved, shall be summarized in each Copermittee's individual JURMP Annual Report.	6d (by Marcia Samuels)	1	T	SWPP-ADMIN	WWC
102	Each Copermittee shall implement an education program using all media as appropriate to (1) measurably increase the knowledge of the target communities regarding MS4s, impacts of urban runoff on receiving waters, and potential BMP solutions for the target audience; and (2) measurably change the behavior of target communities and thereby reduce pollutant releases to MS4s and the environment. At a minimum, the education program shall meet the requirements of this section and address the following target communities	1	1	F	SWPP-EDU	
103	Each Copermittee shall educate each target community on the following topics where appropriate:		1	F	SWPP-EDU	
104	Each Copermittee shall implement an education program to ensure that its planning and development review staffs (and Planning Boards and Elected Officials, if applicable) have an understanding of:		1	F	SWPP-EDU	
105	Each Copermittee shall implement an education program that includes annual training prior to the rainy season to ensure that its construction, building, code enforcement, and grading review staffs, inspectors, and other responsible construction staff have, at a minimum, an understanding of		1	F	SWPP-EDU	
106	Each Copermittee shall train staff responsible for conducting inspections and enforcement of industrial and commercial facilities at least once a year.	6c	1	F	SWPP-EDU	
107	Each Copermittee shall implement an education program to ensure that municipal personnel and contractors performing activities which generate pollutants have an understanding of the activity specific BMPs for each activity to be performed.	1	1	F	SWPP-EDU	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
108	each Copermittee shall implement a program to educate project applicants, developers, contractors, property owners, community planning groups, and other responsible parties.		1	F	SWPP-EDU	
109	Each Copermittee shall collaboratively conduct or participate in development and implementation of a plan to educate residential, general public, and school children target communities.		1	F	SWPP-EDU	
110	Each Copermittee shall incorporate a mechanism for public participation in the updating, development, and implementation of the Jurisdictional Urban Runoff Management Program.		1	T	SWPP-MUNI	
111	WATERSHED URBAN RUNOFF MANAGEMENT PROGRAM 1. Each Copermittee shall fully implement all requirements of section E of this Order no later than July 1, 2007, unless otherwise specified in this Order.		1	T	SWPP-MUNI	
112	Each Copermittee shall collaborate with other Copermittees within its watershed(s) as shown in Table 4 below to develop and update an updated Watershed Urban Runoff Management Program for each watershed.		1	T	SWPP-MUNI	
113	Each Copermittee shall collaborate with other Copermittees within its watershed(s) as shown in Table 4 below to implement an updated Watershed Urban Runoff Management Program for each watershed.		1		ALL	
114	At a minimum, each Copermittee shall implement two Watershed Water Quality Activities within its portion of each watershed annually.		1	T	SWPP-MUNI	
115	At a minimum, the watershed Copermittees shall collectively either implement or conduct the planning and studies necessary to implement at least one long-term Watershed Water Quality Activity which cannot be implemented on an annual basis.		1	T	SWPP-MUNI	
116	each Copermittee shall implement two source and pollutant discharge-based Watershed Education Activities within its portion of each watershed annually		1	T	SWPP-EDU	
117	Watershed Concept - At a minimum, the watershed Copermittees shall collectively conduct watershed concept-based Watershed Education Activities which inform appropriate target audiences of watershed concepts.		1	F	SWPP-EDU	
118	Each Copermittee shall collaborate with the other Copermittees to develop and update as necessary a Regional Urban Runoff Management Program.		1	T	SWPP-MUNI	
119	Each Copermittee shall collaborate with the other Copermittees to implement as necessary a Regional Urban Runoff Management Program.		1		ALL	
120	Each Copermittee shall secure the resources necessary to meet all requirements of this Order.	6f	1	T	MAYOR	
121	As part of the Regional Urban Runoff Management Program, the Copermittees shall collectively develop a standardized method and format for annually conducting and reporting fiscal analyses of their urban runoff management programs in their entirety (including jurisdictional, watershed, and regional activities).		1	T	SWPP-MON	
122	Each Copermittee shall conduct its annual fiscal analysis consistent with the standardized fiscal analysis method included in the RURMP.		1	T	SWPP-ADMIN	
123	The Copermittees shall implement BMPs capable of achieving the interim and final diazinon Waste Load Allocation (WLA) concentration in the storm water discharge in Chollas Creek listed in Table 5.		1	T	SWPP-SPEC	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
124	If the Interim TMDL Numeric Target is violated in Chollas Creek in more than one sample in any three consecutive years, the Copermittees shall submit a report that either 1) documents compliance with the WLA through additional sampling of the urban runoff discharge or 2) demonstrates, using modeling or other technical or scientific basis, the effectiveness of additional BMPs that will be implemented to achieve the WLA.		1	F	SWPP-SPEC	
125	As part of its Jurisdictional Urban Runoff Management Program, each Copermittee shall annually assess the effectiveness of its Jurisdictional Urban Runoff Management Program implementation. At a minimum, the annual effectiveness assessment shall:	1	1	F	SWPP-MUNI	
126	each Copermittee shall modify its jurisdictional activities or BMPs to maximize Jurisdictional Urban Runoff Management Program effectiveness.	1	1	T	SWPP-MUNI	ALL
127	As part of its Jurisdictional Urban Runoff Management Program Annual Reports, each Copermittee shall report on its Jurisdictional Urban Runoff Management Program effectiveness assessment as implemented under each of the requirements of sections I.1.a and I.1.b above.	1	1	F	SWPP-MUNI	
128	As part of its Watershed Urban Runoff Management Program, each watershed group of Copermittees (as identified in Table 4) shall annually assess the effectiveness of its Watershed Urban Runoff Management Program implementation.	1	1	F	SWPP-MUNI	
129	Based on the results of the effectiveness assessment, the watershed Copermittees shall modify their Watershed Water Quality Activities, Watershed Education Activities, and other aspects of the Watershed Urban Runoff Management Program in order to maximize Watershed Urban Runoff Management Program effectiveness.	1	1	T	SWPP-MUNI	
130	Each Copermittee shall collaborate with the other Copermittees to develop a Long term Effectiveness Assessment (LTEA), which shall build on the results of the Copermittees' August 2005 Baseline LTEA.		1	F	SWPP-MUNI	
131	Each Copermittee shall revise and update its JURMP so that it describes all activities the Copermittee has undertaken or is undertaking to implement the requirements of each component of Jurisdictional Urban Runoff Management Program section D of this Order	1	1	T	SWPP-MUNI	
132	As part of its Watershed Urban Runoff Management Program Annual Reports, each watershed group of Copermittees (as identified in Table 4) shall report on its Watershed Urban Runoff Management Program effectiveness assessment as implemented under each of the requirements of section I.2.a and I.2.b above.	6g	1	F	SWPP-MUNI	
133	Each Copermittee shall collaborate with the other Copermittees to develop the RURMP.	6g	1	T	SWPP-MUNI	
134	As part of the Regional Urban Runoff Management Program, the Copermittees shall annually assess the effectiveness of Regional Urban Runoff Management Program implementation.	6g	1	F	SWPP-MUNI	
135	Based on the results of the effectiveness assessment, the Copermittees shall modify their regional activities and other aspects of the Regional Urban Runoff Management Program in order to maximize Regional Urban Runoff Management Program effectiveness.	6g	1	T	SWPP-MUNI	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
136	Based on the results of the Copermittees' evaluation of their effectiveness assessments, the Copermittees shall modify their effectiveness assessment methods to improve their ability to accurately assess the effectiveness of their urban runoff management programs.	6g	1	T	SWPP-MUNI	
137	As part of its Regional Urban Runoff Management Program Annual Reports, the Copermittees shall report on its Regional Urban Runoff Management Program effectiveness assessment as implemented under each of the requirements of sections I.3.a, I.3.b, and I.3.c above.	6g	1	F	SWPP-MUNI	
138	Copermittees within the watershed shall annually assess the effectiveness of its TMDL BMP Implementation Plan or equivalent plan.	1	1	F	SWPP-SPEC	
139	Based on the results of the effectiveness assessment, the watershed Copermittees shall modify their BMPs and other aspects of the TMDL BMP Implementation Plan or equivalent plan in order to maximize TMDL BMP Implementation Plan or equivalent plan effectiveness.	1	1	T	SWPP-SPEC	SWPP-SPEC
140	Each Copermittee shall submit a signed certified statement covering its responsibilities for each applicable URMP or other submittal	6b	1	T	SWPP-MUNI	
141	Each Copermittee shall comply with Standard Provisions, Reporting Requirements, and Notifications contained in Attachment B of this Order. This includes 24 hour/5day reporting requirements for any instance of non-compliance with this Order as described in section 5.e of Attachment B.		1	F	SWPP-MON	
142	Management Structure - All Copermittees shall jointly execute and submit to the Regional Board no later than 180 days after adoption of this Order, a Memorandum of Understanding, Joint Powers Authority, or other instrument of formal agreement which at a minimum:	6g	1	T	SWPP-ADMIN	
143	Pursuant to CWC section 13267, the Copermittees shall comply with all the requirements contained in Receiving Waters Monitoring and Reporting Program No. R9-2006-0011.		1	F	SWPP-MON	
144	Each Copermittee shall collaborate with the other Copermittees to develop, conduct, and report on a year round watershed based Receiving Waters Monitoring Program.	6g	1	F	SWPP-MON	
145	As part of its Jurisdictional Urban Runoff Management Program, each Copermittee shall update as necessary its dry weather field screening and analytical monitoring program to meet or exceed the requirements of this section.		1	T	SWPP-MON	
146	Based upon a review of its past Dry Weather Monitoring Program, each Copermittee shall select dry weather analytical monitoring stations within its jurisdiction.		1	F	SWPP-MON	
147	Each Copermittee shall develop and/or update written procedures for dry weather field screening and analytical monitoring (consistent with 40 CFR part 136), including field observations, monitoring, and analyses to be conducted. At a minimum, the procedures must meet the following guidelines and criteria:		1	F	SWPP-MON	
148	Copermittees shall measure or estimate flow rates and volumes for each mass loading station sampling event in order to determine mass loadings of pollutants.	6b	1	F	SWPP-MON	
149	In the event that the required number of events are not sampled during one monitoring year at any given station, the Copermittees shall submit, with the subsequent Receiving Waters Monitoring Annual Report, a written explanation for a lack of sampling data, including streamflow data from the nearest USGS gauging station.	6b	1	T	SWPP-MON	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
150	Once the cause of toxicity has been identified by a TIE, the Copermittees shall implement the measures necessary to reduce the pollutant discharges and abate the sources causing the toxicity.		1	T	SWPP-MON	
151	The Copermittees shall collaborate to develop and implement a coastal storm drain monitoring program. The monitoring program shall include:		1	F	SWPP-MON	
152	The Copermittees shall notify the Regional Board of any coastal storm drains eligible for sampling frequency reduction prior to October 1 of each year.		1	T	SWPP-MON	
153	The Copermittees shall collaborate to develop and implement a monitoring program to assess the relative contribution of urban runoff on Toxic Hot Spots in San Diego Bay.	6g	1	F	SWPP-SPEC	
154	The Copermittees shall collaborate to develop and implement a monitoring program to effectively measure and assess the presence of pyrethroids in urban runoff and receiving waters, as well as assess the impacts of pyrethroids on beneficial uses.	6g	1	F	SWPP-SPEC	
155	The Copermittees shall collaborate to develop and implement a monitoring program to effectively measure and assess the presence of trash (anthropogenic litter) in urban runoff and receiving waters, as well as assess the impacts of trash on beneficial uses.	6g	1	F	SWPP-MON	
156	The Copermittees shall collaborate to develop and implement a monitoring program to characterize pollutant discharges from MS4 outfalls in each watershed during wet and dry weather.	6g	1	F	SWPP-MON	
157	The Copermittees shall collaborate to develop and implement a monitoring program to identify sources of discharges of pollutants causing the high priority water quality problems within each watershed.	6g	1	F	SWPP-MON	
158	The Copermittees shall participate and coordinate with federal, state, and local agencies and other dischargers in development and implementation of a regional watershed monitoring program as directed by the Executive Officer.	6g	1	F	SWPP-MON	
159	During the 2008-2009 monitoring year (Permit Year 3), the Copermittees may participate in the Bight '08 study. The Copermittees shall ensure that such participation results in collection and analysis of data useful in addressing the goals and management questions of the Receiving Waters Monitoring Program.		1	F	SWPP-MON	
160	The Copermittees shall conduct special studies as directed by the Executive Officer.	6b	1	F	SWPP	
161	The Copermittees shall commence implementation of dry weather field screening and analytical monitoring under the requirements of this Order by May 1, 2007.	6b	1	F	SWPP-MON	
162	The Copermittees shall retain records of all monitoring information, including all calibration and maintenance of monitoring instrumentation, copies of all reports required by this Order, and records of all data used to complete the Report of Waste Discharge and application for this Order, for a period of at least five (5) years from the date of the sample, measurement, report, or application.	6b	1	T	SWPP-MON	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
163	For priority toxic pollutants that are identified in the California Toxics Rule (CTR) (65 Fed. Reg. 31682), the Copermittees shall instruct its laboratories to establish calibration standards that are equivalent to or lower than the Minimum Levels (MLs) published in Appendix 4 of the Policy for Implementation of Toxics Standards for Inland Surface Waters, Enclosed Bays, and Estuaries of California (SIP)	6b	1	T	SWPP-MON	
164	Each Copermittee shall generate individual Jurisdictional Urban Runoff Management Plan Annual Reports which cover implementation of its jurisdictional activities during the past annual reporting period.	1	1	F	SWPP-MUNI	
165	Each Lead Watershed Copermittee shall submit to the Principal Permittee a Watershed Urban Runoff Management Program Annual Report by the date specified by the Principal Permittee.	6g	1	F	SWPP-MUNI	
166	Annual Reports. All Copermittees shall collaborate with the Principal Permittee to generate the Regional Urban Runoff Management Program Annual Reports.	6g	1	F	SWPP-MUNI	
167	Establish and Modify Development Regulations Related to Storm Water as directed by the San Diego Regional Water Quality Control Board		1	T	SWPP-MUNI	
168	Implement and, as needed, modify, Procedures for Collecting Citations and Civil Penalties for persons violating the City's storm water ordinance and State Permit requirements.	1	3	T	SWPP-CODES	
169	Make the Program more self-sufficient by advocating for an increase to the City's Storm Drain Fee in accordance with Proposition 218.		3	T	SWPP	
170	Implement and, as directed by the San Diego Regional Water Quality Control Board modify Storm Water Management and Discharge Controls Ordinances.		1	T	SWPP-MUNI	
171	Make the Program more self-sufficient by applying for and implementing at least 9 grants at a time (e.g., Chollas Creek Restoration Grant, IPM Grant, Common Ground Grant, San Diego River Grant, Mission Bay Irrigation Grant)	6b	5	T	SWPP-ADMIN	
172	Respond to Notices of Violation issued by the State and Regional Water Boards as needed to avoid paying fines (e.g., NOV for additional Dry Weather Monitoring Follow-up Investigations).	6b	1	F	SWPP-ADMIN	
173	Make the Program more self-sufficient by applying for and implementing at least 2 grants at the same time with watershed partners (e.g., ASBS Planning Grant, ASBS Construction Grant).	6b	5	T	SWPP-ADMIN	
174	Respond to Cleanup and Abatement Orders issued by the State and Regional Water Boards as needed to avoid fines (e.g., Arroyo Sorrento, TDY, Shipyards)	6b	1	F	SWPP-SPEC	
175	Respond to Letters written by the San Diego Regional Water Quality Control Board pursuant to Section 13267 of the Porter Cologne Water Quality Act as needed to avoid fines and coordinate with other partners as necessary (e.g., Chollas Trash, Chollas and Paleta Creeks, Regional Harbor Monitoring Program).	6b	3	F	SWPP-SPEC	
176	Respond to Letters written by the San Diego Regional Water Quality Control Board pursuant to Section 13383 of the Porter Cologne Water Quality Act as needed to avoid fines and coordinate with other partners as necessary (e.g., Chollas - Diazinon and Metals)	6b	1	F	SWPP-SPEC	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
177	Respond to Evolving Standards for Discharge of Storm Water into Areas of Special Biological Significance by testifying and presenting information in the interest of scientific decision making at State and Regional Water Board meetings. Plan for coming regulations, implement regulations in a timely fashion as needed to prevent fines.	1 (same as TMDL)	1	F	SWPP-SPEC	
178	Comply with the Basin Plan, Inland Waters/Lagoons/Estuaries Plan, and other water quality plans, regulations, and documents as directed by the State and Regional Water Quality Boards.		1	T	SWPP	
179	Make the Program more self-sufficient by applying for and implementing at least one federal appropriation at a time (e.g., Tecolote Watershed Appropriation)	6g	5	T	SWPP-ADMIN	
180	Respond to Evolving TMDLs by testifying and presenting information in the interest of scientific decision making at State and Regional Water Board meetings. Plan for coming regulations, implement regulations in a timely fashion as needed to prevent fines.	1	3	F	SWPP-SPEC	
181	Obtain Fish and Game 1601 Agreements as needed to implement water quality projects.	6a	1	F	SWPP-MUNI	
182	Comply with the California Environmental Quality Act as needed to implement water quality projects.	6a	1	F	SWPP-MUNI	
183	Obtain Site Development Permits as needed to implement water quality projects.	6c	4	F	SWPP-MUNI	
184	Obtain 401 Certifications as needed to implement water quality projects.	6b	1	F	SWPP-MUNI	
185	Implement Procedures, roles and responsibilities for Citywide and department Blanket Purchase Orders	6d	4	T	SWPP-ADMIN	
186	Implement Policy and procedures for making purchases from City storerooms.	6d	4	T	SWPP-ADMIN	
187	Implement Classification Compensation	6d	4	T	SWPP-ADMIN	
188	Recruit Applicants via Application Process	6d	4	T	SWPP-ADMIN	
189	Evaluate Job Applicants	6d	4	T	SWPP-ALL	
190	Utilize Eligible Lists	6d	4	T	SWPP-ALL	
191	Implement Layoff and Re-employment Procedures	6d	4	T	SWPP-ADMIN	
192	Implement Requisition and Certification Processes	6d	4	T	SWPP-ALL	
193	Implement City Procedures for Appointments	6d	4	T	SWPP-ALL	
194	Implement City Procedures for Promotions	6d	4	T	SWPP-ALL	
195	Implement City Procedures for Transfers	6d	4	T	SWPP-ALL	
196	Resignation, Removal, Suspension, and Reduction in Compensation	6d	4	T	SWPP-ALL	
197	Implement City Procedures for minor contracts.	6d	4	T	SWPP-ADMIN	
198	Implement City Procedures to ensure consistency	6d	4	T	SWPP-ADMIN	
199	Implement City Procedures for change orders.	6d	4	T	SWPP-ALL	
200	Procedures for selecting and hiring licensed A&E consultants.	6d	4	T	SWPP-ALL	
201	Implement City Procedures for hiring consultants other than A&E.	6d	4	T	SWPP-ALL	

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
202	Implement City Procedures for providing consultant performance evaluations.	6d	4	T	SWPP-ALL	
203	Implement City Procedures for Official advertising.	6d	4	T	SWPP-ALL	
204	Implement City Procedures for Contract Definitions, Competitive Bidding Procedures and Contract Alterations	6d	4	T	SWPP-MUNI	
205	Implement City Procedures for Public Works Contracts	6d	4	T	SWPP-MUNI	
206	Implement City Procedures for grant applications.	6d	4	T	SWPP-ADMIN	
207	Procedures for preparing Requests for Council Action.	6d	4	T	SWPP-ALL	
208	Take items before Council in a timely manner, considering Council meeting frequency	6d	4	T	SWPP-ALL	
209	Procedures for handling referrals from Mayor and Council.	6d	4	T	SWPP-ALL	
210	Administrative Enforcement Hearing Procedures	6d	4	T	SWPP-CODES	
211	Implement City Procedures for Administrative Enforcement Appeals	6d	4	T	SWPP-CODES	
212	Implement City Procedures for Administrative Abatement	6d	4	T	SWPP-CODES	
213	Implement City Procedures for Administrative Civil Penalties	6d	4	T	SWPP-CODES	
214	Implement City Procedures for Administrative Citations	6d	4	T	SWPP-CODES	
215	Reinspection Fees	6d	4	T	SWPP-CODES	
216	Recovery of Abatement Costs	6d	4	T	SWPP-CODES	
217	Recovery of Civil Penalties.	6d	4		SWPP-CODES	
218	Use Business Tax Information for Educational Material Distribution and to find Parties Responsible for illegal discharges.	6c	3	T?	SWPP-CODES	
219	Sewer: Construction, Maintenance, Funding and Use of Wastewater Facilities	1	4	T	SWPP-MUNI	SWPP-SPEC
220	Maximize program self-reliance by coordinating distribution of educational materials and inspections with other City divisions (e.g., FEWD)	6d (by WWC)	3	T	SWPP-EDU	
221	Implement City Procedures for Email and Voice mail use.	6d	4	T	SWPP-ALL	
222	Policy and procedure for developing and maintaining performance metrics.	6d	4	T	SWPP-ALL	
223	Facilitate Citizen rights to public records.	6d	4	T	SWPP-ALL	
224	Implement City Procedures for Rights and procedures for copies of records	6d	4	T	SWPP-ALL	
225	Policy and procedure for handling public records requests and subpoenas.	6d	4	T	SWPP-ALL	
226	Implement City Procedures for Authority of Mayor	6d	4	T	SWPP-ALL	
227	Implement City Procedures for Establishment of the Budget and Accounting System	6d	4	T	SWPP-ALL	
228	Establishes standards and procedures for making budget adjustments (Form 292)	6d	4	T	SWPP-ADMIN	
229	Implement City Procedures for Fiscal Year-driven activities	6d	4	T	SWPP-ADMIN	

Notes:

IGS = Inherently Governmental Service

TASK	FUNCTION/PROCESS	REASON FOR DECISION WHETHER TO PROCESS MAP*	SERVICE DRIVER	IGS	PRIMARY RESP.	SECONDARY RESP.
*6f" is a storm water permit requirement that is not in SWPPD's scope "6g" is a storm water permit requirement, the process for which the City does not control.						

The core functions are grouped by section in the table below.

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECONDARY RESP.	NEW OR EXPANDED REQ'TS FROM PENDING PERMIT	IGS
50	Each Copermittee shall annually update a watershed based inventory of municipal areas and activities.	Annually	CITYWIDE	SWPP-MUNI	EXPANDED	F
51	Each Copermittee shall implement effective pollution prevention methods in its municipal program and shall require their use by appropriate municipal departments and personnel, where appropriate.	Daily	CITYWIDE	SWPP-MUNI		T
52	2. BMP Implementation: (a) Each Copermittee shall implement effective pollution prevention methods in its municipal program and shall require their use by appropriate municipal departments and personnel, where appropriate.	Daily	CITYWIDE	SWPP-MUNI		T
53	(b) Each Copermittee shall designate a minimum set of effective BMPs for all municipal areas and activities. The designated minimum BMPs for municipal areas and activities shall be area or activity specific as appropriate.	Once every 5 years	CITYWIDE	SWPP-MUNI		T
54	(c) Each Copermittee shall implement, or require the implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order for each municipal area or activity within its jurisdiction.	As needed	CITYWIDE	SWPP-MUNI		T
56	(e) Each Copermittee shall implement, or require implementation of, any additional controls for municipal areas and activities tributary to CWA section 303(d) impaired water bodies (where an area or activity generates pollutants for which the water body is impaired) as necessary to comply with this Order.	As needed	CITYWIDE	SWPP-MUNI		T
57	Each Copermittee shall implement, or require implementation of, additional controls for municipal areas and activities within or directly adjacent to or discharging directly to coastal lagoons or other receiving waters within environmentally sensitive areas (as defined in Attachment C of this Order) as necessary to comply with this Order.	As needed	CITYWIDE	SWPP-MUNI	EXPANDED	T
63	At a minimum, each Copermittee shall inspect the following high priority municipal areas and activities annually:		CITYWIDE	SWPP-MUNI		F
64	Based upon site inspection findings, each Copermittee shall implement all follow-up actions necessary to comply with this Order		CITYWIDE	SWPP-MUNI		T

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
38	Each Copermitee shall designate a minimum set of effective BMPs and other effective measures to be implemented at construction sites.		DSD	FIELD ENG	EXPANDED	T
37	Each Copermitee shall maintain and update monthly a watershed based inventory of all construction sites within its jurisdiction. The use of an automated database system, such as Geographical Information System (GIS) is highly recommended.		DSD	SWPP-MUNI		F
8	1. Development Planning Component: Each Copermitee shall implement a program which meets the requirements of this section and (1) reduces the discharge of pollutants from Development Projects to the MEP, (2) ensures urban runoff discharges from Development Projects do not cause or contribute to a violation of water quality standards, and (3) controls urban runoff discharges from Development Projects that have the potential to cause increased erosion of stream beds and banks, silt pollutant generation, or other impacts to beneficial uses and stream habitat due to increased erosive force.		DSD, CIP DEPTS	SWPP-MUNI	EXPANDED	T
15	Each Copermitee shall require each Priority Development Project to meet the following site design BMP requirements:		DSD, CIP DEPTS	SWPP-MUNI	EXPANDED	T
16	Each Copermitee shall require each Priority Development Project to implement source control BMPs.		DSD, CIP DEPTS	SWPP-MUNI	EXPANDED	T
17	Each Copermitee shall require each Priority Development Project to implement treatment control BMPs which meet the following treatment control BMP requirements:		DSD, CIP DEPTS	SWPP-MUNI	EXPANDED	T
19	As part of its local SUSMP, each Copermitee shall require Priority Development Projects to implement siting, design, and maintenance criteria for each treatment control BMP listed in its local SUSMP		DSD, CIP DEPTS	SWPP-MUNI	EXPANDED	T
20	each Copermitee shall implement a process to ensure compliance with SUSMP requirements.		DSD, CIP DEPTS	SWPP-MUNI	EXPANDED	T
26	Prior to occupancy of each Priority Development Project subject to SUSMP requirements, each Copermitee shall inspect the constructed site design, source control, and treatment control BMPs to verify that they have been constructed in compliance with all specifications, plans, permits, ordinances, and this Order.		DSD, CIP DEPTS	SWPP-MUNI	EXPANDED	F

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'TS FROM PENDING PERMIT	IGS
29	Starting July 1, 2007, Copermittees shall implement as part of its local SUSMP an updated review process which requires proponents of Priority Development Projects in this size category to complete a Hydromodification Analysis Study (HAS) which demonstrates that the project's post-development runoff rates and durations shall not exceed estimated pre-project discharge rates and durations where the increased discharge rates and durations will result in increased potential for erosion or other significant adverse impacts		DSD, CIP DEPTS	SWPP-MUNI	NEW	T
31	Each Copermittee shall implement a construction program which meets the requirements of this section, reduces the discharge of pollutants from construction sites to the MEP, and ensures that urban runoff discharges from construction sites do not cause or contribute to a violation of water quality standards.		DSD, FIELD, ENG, CIP DEPTS	SWPP-ENG		T
33	Prior to approval and issuance of local construction and grading permits, each Copermittee shall:		DSD, FIELD, ENG, CIP DEPTS	SWPP-ENG		
34	(a) Require all individual proposed construction sites to implement designated BMPs and other measures to ensure that pollutants discharged from the site will be reduced to the maximum extent practicable and will not cause or contribute to a violation of water quality standards.		DSD, FIELD, ENG, CIP DEPTS	SWPP-ENG		T
35	(b) Prior to permit issuance, require and review the project proponent's storm water management plan to ensure compliance with their grading ordinance, other ordinances, and this Order.		DSD, FIELD, ENG, CIP DEPTS	SWPP-ENG		F
36	(c) Verify that project proponents subject to California's statewide General NPDES Permit for Storm Water Discharges Associated With Construction Activities, (hereinafter General Construction Permit), have existing coverage under the General Construction Permit.		DSD, FIELD, ENG, CIP DEPTS			T
39	Each Copermittee shall implement, or require the implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order at each construction site within its jurisdiction year round.		DSD, FIELD, ENG, CIP DEPTS	SWPP-MUNI		T
40	Each Copermittee shall implement, or require implementation of, additional controls for construction sites tributary to CWA section 303(d) water bodies impaired for sediment as necessary to comply with this Order.		DSD, FIELD, ENG, CIP DEPTS	SWPP-MUNI		T
41	Each Copermittee shall conduct construction site inspections for compliance with its local ordinances (grading, storm water, etc.), permits (construction, grading, etc.), and this Order.		DSD, FIELD, ENG, CIP DEPTS			F

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
42	(1) During the wet season, each Copermitttee shall inspect at least biweekly (every two weeks), all construction sites within its jurisdiction meeting the following criteria:		DSD, FIELD, ENG, CIP DEPTS			F
43	During the wet season, each Copermitttee shall inspect at least monthly, all construction sites with one acre or more of soil disturbance not meeting the criteria specified above in section D.2.d.(1).		DSD, FIELD, ENG, CIP DEPTS			F
44	(3) During the wet season, each Copermitttee shall inspect as needed, construction sites less than 1 acre in size.		DSD, FIELD, ENG, CIP DEPTS			F
45	(4) Each Copermitttee shall inspect all construction sites as needed during the dry season.		DSD, FIELD, ENG, CIP DEPTS			F
46	(5) Based upon site inspection findings, each Copermitttee shall implement all follow-up actions (i.e., reinspection, enforcement) necessary to comply with this Order.		DSD, FIELD, ENG, CIP DEPTS	SWPP-CODES		T
47	Each Copermitttee shall develop and implement an escalating enforcement process that achieves prompt and effective corrective actions at construction sites for violations of the Copermitttee's water quality protection permit requirements and ordinances.		DSD, FIELD, ENG, CIP DEPTS	SWPP-CODES		T
87	(c) Each Copermitttee shall facilitate the proper management and disposal of used oil, toxic materials, and other household hazardous wastes. Such facilitation shall include educational activities, public information activities, and establishment of collection sites operated by the Copermitttee or a private entity. Curbside collection of household hazardous wastes is encouraged.		ESD			F
120	Each Copermitttee shall secure the resources necessary to meet all requirements of this Order.		MAYOR			T
55	(d) Each Copermitttee shall evaluate the feasibility of retrofitting existing structural flood control devices and retrofit where needed.		STREETS	SWPP-MUNI		F
58	Each Copermitttee shall implement a schedule of maintenance activities to ensure proper operation of all municipal structural treatment controls designed to reduce pollutant discharges to or from its MS4s and related drainage structures.		STREETS	CITYWIDE		F
59	(b) Each Copermitttee shall implement a schedule of maintenance activities for the MS4. The maintenance activities shall, at a minimum, include:		STREETS	CITYWIDE		F
61	Each Copermitttee shall implement a program to sweep municipal roads, streets, highways, and parking facilities. The program shall include the following measures:		STREETS	CITYWIDE		F

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
62	Each Copermittee shall implement controls and measures to limit infiltration of seepage from municipal sanitary sewers to MS4s through thorough, routine preventive maintenance of the MS4.		STREETS	WWC		F
94	b. DEVELOP/MAINTAIN MS4 MAP Each Copermittee shall develop and/or update its labeled map of its entire MS4 and the corresponding drainage areas within its jurisdiction. The use of a GIS is highly recommended. The accuracy of the MS4 map shall be confirmed during dry weather field screening and analytical monitoring and shall be updated at least annually.		STREETS	CITYWIDE		F
101	h. FACILITATE PUBLIC REPORTING OF ILLICIT DISCHARGES AND CONNECTIONS - PUBLIC HOTLINE Each Copermittee shall promote, publicize and facilitate public reporting of illicit discharges or water quality impacts associated with discharges into or from MS4s. Each Copermittee shall facilitate public reporting through development and operation of a public hotline. Public hotlines can be Copermittee-specific or shared by Copermittees. All storm water hotlines shall be capable of receiving reports in both English and Spanish 24 hours per day / seven days per week. Copermittees shall respond to and resolve each reported incident. All reported incidents, and how each was resolved, shall be summarized in each Copermittee's individual JURMP Annual Report.		SWPP-ADMIN	WWC, Streets		T
122	Each Copermittee shall conduct its annual fiscal analysis consistent with the standardized fiscal analysis method included in the RURMP.		SWPP-ADMIN			T
185	Implement Procedures, roles and responsibilities for Citywide and department Blanket Purchase Orders		SWPP-ADMIN			T
186	Implement Policy and procedures for making purchases from City storerooms.		SWPP-ADMIN			T
187	Implement Classification Compensation		SWPP-ADMIN			T
191	Implement Layoff and Re-employment Procedures		SWPP-ADMIN			T
197	Implement City Procedures for minor contracts.		SWPP-ADMIN			T
198	Implement City Procedures to ensure consistency		SWPP-ADMIN			T
206	Implement City Procedures for grant applications.		SWPP-ADMIN			T
228	Establishes standards and procedures for making budget adjustments (Form 292)		SWPP-ADMIN			T
229	Implement City Procedures for Fiscal Year-driven activities		SWPP-ADMIN			T
169	Make the Program more self-sufficient by advocating for an increase to the City's Storm Drain Fee in accordance with Proposition 218.		SWPP-ALL			T

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
178	Comply with the Basin Plan, Inland Waters/Lagoons/Estuaries Plan, and other water quality plans, regulations, and documents as directed by the State and Regional Water Quality Boards.		SWPP-ALL			T
188	Recruit Applicants via Application Process		SWPP-ALL			T
189	Evaluate Job Applicants		SWPP-ALL			T
190	Utilize Eligible Lists		SWPP-ALL			T
192	Implement Requisition and Certification Processes		SWPP-ALL			T
193	Implement City Procedures for Appointments		SWPP-ALL			T
194	Implement City Procedures for Promotions		SWPP-ALL			T
195	Implement City Procedures for Transfers		SWPP-ALL			T
196	Resignation, Removal, Suspension, and Reduction in Compensation		SWPP-ALL			T
199	Implement City Procedures for change orders.		SWPP-ALL			T
200	Procedures for selecting and hiring licensed A&E consultants.		SWPP-ALL			T
201	Implement City Procedures for hiring consultants other than A&E.		SWPP-ALL			T
202	Implement City Procedures for providing consultant performance evaluations.		SWPP-ALL			T
203	Implement City Procedures for Official advertising.		SWPP-ALL			T
207	Procedures for preparing Requests for Council Action.		SWPP-ALL			T
208	Take items before Council in a timely manner, considering Council meeting frequency		SWPP-ALL			T
209	Procedures for handling referrals from Mayor and Council.		SWPP-ALL			T
221	Implement City Procedures for Email and Voice mail use.		SWPP-ALL			T
222	Policy and procedure for developing and maintaining performance metrics.		SWPP-ALL			T
223	Facilitate Citizen rights to public records.		SWPP-ALL			T
224	Implement City Procedures for Rights and procedures for copies of records		SWPP-ALL			T
225	Policy and procedure for handling public records requests and subpoenas.		SWPP-ALL			T
226	Implement City Procedures for Authority of Mayor		SWPP-ALL			T
227	Implement City Procedures for Establishment of the Budget and Accounting System		SWPP-ALL			T
160	The Copermittees shall conduct special studies as directed by the Executive Officer.		SWPP--ALL			F
30	Each Copermittee shall enforce its storm water ordinance for all Development Projects and at all development sites as necessary to maintain compliance with this Order.		SWPP-CODES	DSD		T
65	Each Copermittee shall enforce its storm water ordinance for all municipal areas and activities as necessary to maintain compliance with this Order.		SWPP-CODES	CITYWIDE		T

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
66	Each Copermitttee shall implement an industrial and commercial program which meets the requirements of this section, reduces the discharge of pollutants from industrial and commercial sites/sources to the MEP. At a minimum, 40% of the sites inventoried as required in section D.3.b.(1) above (excluding mobile businesses) shall be inspected every year.		SWPP-CODES		EXPANDED	F
91	(3) Enforcement of Residential Areas and Activities: Each Copermitttee shall enforce its storm water ordinance for all residential areas and activities as necessary to maintain compliance with this Order.		SWPP-CODES			T
99	f. ENFORCE ORDINANCES Each Copermitttee shall implement and enforce its ordinances, orders, or other legal authority to prevent illicit discharges and connections to its MS4. Each Copermitttee shall also implement and enforce its ordinance, orders, or other legal authority to eliminate detected illicit discharges and connections to it MS4.	SWPP-ADMIN	SWPP-CODES			T
168	Implement and, as needed, modify, Procedures for Collecting Citations and Civil Penalties for persons violating the City's storm water ordinance and State Permit requirements.	SWPP-ADMIN	SWPP-CODES			T
210	Administrative Enforcement Hearing Procedures	SWPP-ADMIN	SWPP-CODES			T
211	Implement City Procedures for Administrative Enforcement Appeals	SWPP-ADMIN	SWPP-CODES			T
212	Implement City Procedures for Administrative Abatement	SWPP-ADMIN	SWPP-CODES			T
213	Implement City Procedures for Administrative Civil Penalties	SWPP-ADMIN	SWPP-CODES			T
214	Implement City Procedures for Administrative Citations	SWPP-ADMIN	SWPP-CODES			T
215	Reinspection Fees	SWPP-ADMIN	SWPP-CODES			T
216	Recovery of Abatement Costs	SWPP-ADMIN	SWPP-CODES			T
217	Recovery of Civil Penalties.	SWPP-ADMIN	SWPP-CODES			
218	Use Business Tax Information for Educational Material Distribution and to find Parties Responsible for illegal discharges.		SWPP-CODES	TREASURER		T?
3	each Copermitttee shall develop a program to reduce pollutants from non-emergency fire fighting flows (i.e., flows from controlled or practice blazes and maintenance activities)		SWPP-CODES	SWPP-MUNI		T
60	The Copermitttees shall implement BMPs to reduce the contribution of pollutants associated with the application, storage, and disposal of pesticides, herbicides and fertilizers from municipal areas and activities to MS4s.		SWPP-EDU	SWPP-MUNI		T
92	(4) Regional Residential Education Program: Each Copermitttee shall collaborate with the other Copermitttees to develop and implement the Regional Residential Education Program required in section F.7 of this Order.		SWPP-EDU		NEW	F

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
102	Each Copermittee shall implement an education program using all media as appropriate to (1) measurably increase the knowledge of the target communities regarding MS4s, impacts of urban runoff on receiving waters, and potential BMP solutions for the target audience; and (2) to measurably change the behavior of target communities and thereby reduce pollutant releases to MS4s and the environment. At a minimum, the education program shall meet the requirements of this section and address the following target communities		SWPP-EDU	SWPP-MUNI	EXPANDED	F
103	Each Copermittee shall educate each target community on the following topics where appropriate:		SWPP-EDU		EXPANDED	F
104	Each Copermittee shall implement an education program to ensure that its planning and development review staffs (and Planning Boards and Elected Officials, if applicable) have an understanding of:		SWPP-EDU			F
105	Each Copermittee shall implement an education program that includes annual training prior to the rainy season to ensure that its construction, building, code enforcement, and grading review staffs, inspectors, and other responsible construction staff have, at a minimum, an understanding of		SWPP-EDU		NEW	F
106	Each Copermittee shall train staff responsible for conducting inspections and enforcement of industrial and commercial facilities at least once a year.		SWPP-EDU		NEW	F
107	Each Copermittee shall implement an education program to ensure that municipal personnel and contractors performing activities which generate pollutants have an understanding of the activity specific BMPs for each activity to be performed.		SWPP-EDU		EXPANDED	F
108	each Copermittee shall implement a program to educate project applicants, developers, contractors, property owners, community planning groups, and other responsible parties.		SWPP-EDU		EXPANDED	F
109	Each Copermittee shall collaboratively conduct or participate in development and implementation of a plan to educate residential, general public, and school children target communities.		SWPP-EDU		EXPANDED	F
116	each Copermittee shall implement two source and pollutant discharge-based Watershed Education Activities within its portion of each watershed annually		SWPP-EDU	SWPP-MUNI	NEW	T
117	Watershed Concept - At a minimum, the watershed Copermittees shall collectively conduct watershed concept-based Watershed Education Activities which inform appropriate target audiences of watershed concepts.		SWPP-EDU	SWPP-MUNI	NEW	F
220	Maximize program self-reliance by coordinating distribution of educational materials and inspections with other City divisions (e.g., FEWD)		SWPP-EDU		EXPANDED	T

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
172	Respond to Notices of Violation issued by the State and Regional Water Boards as needed to avoid paying fines (e.g., NOV for additional Dry Weather Monitoring Follow-up Investigations).		SWPP-MON	SWPP-MUNI	EXPANDED	F
4	Each Copermittee shall examine all dry weather field screening and analytical monitoring results collected in accordance with section D.4 of this Order and Receiving Waters Monitoring and Reporting Program No. R9-2006-11 to identify water quality problems which may be the result of any non-prohibited discharge category(ies) identified above in section B.2.		SWPP-MON			F
93	a. ILLICIT DISCHARGES AND CONNECTIONS Each Copermittee shall implement a program to actively seek and eliminate illicit discharges and connections into its MS4. The program shall include utilization of appropriate municipal personnel to assist in identifying illicit discharges and connections during their daily activities. The program shall address all types of illicit discharges and connections excluding those non-storm water discharges not prohibited by the Copermittee in accordance with section B of this Order.		SWPP-MON		EXPANDED	F
95	c. DRY WEATHER FIELD SCREENING AND ANALYTICAL MONITORING Each Copermittee shall conduct dry weather field screening and analytical monitoring of MS4 outfalls and other portions of its MS4 within its jurisdiction to detect illicit discharges and connections in accordance with Receiving Waters Monitoring and Reporting Program No. R9-2006-0011.		SWPP-MON		EXPANDED	F
96	(1) Each Copermittee shall investigate and inspect any portion of the MS4 that, based on visual observations, dry weather field screening and analytical monitoring results, or other appropriate information, indicates a reasonable potential for illicit discharges, illicit connections, or other sources of non-storm water (including non-prohibited discharge(s) identified in section B of this Order).		SWPP-MON			F
97	Each Copermittee shall develop/update and utilize numeric criteria action levels to determine when follow-up investigations will be performed. (2) Within 48 hours of receiving dry weather field screening or analytical laboratory results that exceed action levels, the Copermittees shall either conduct an investigation to identify the source of the discharge or provide the rationale for why the discharge does not pose a threat to water quality and does not need further investigation. Obvious illicit discharges (i.e. color, odor, or significant exceedances of action levels) shall be investigated immediately.		SWPP-MON		NEW	F

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
98	e. ELIMINATION OF ILLICIT DISCHARGES AND CONNECTIONS Each Copermittee shall eliminate all detected illicit discharges, discharge sources, and connections immediately.		SWPP-MON			T
143	Pursuant to CWC section 13267, the Copermittees shall comply with all the requirements contained in Receiving Waters Monitoring and Reporting Program No. R9-2006-0011.		SWPP-MON		NEW	F
144	Each Copermittee shall collaborate with the other Copermittees to develop, conduct, and report on a year round watershed based Receiving Waters Monitoring Program.		SWPP-MON			F
145	As part of its Jurisdictional Urban Runoff Management Program, each Copermittee shall update as necessary its dry weather field screening and analytical monitoring program to meet or exceed the requirements of this section.		SWPP-MON			T
146	Based upon a review of its past Dry Weather Monitoring Program, each Copermittee shall select dry weather analytical monitoring stations within its jurisdiction.		SWPP-MON			F
147	Each Copermittee shall develop and/or update written procedures for dry weather field screening and analytical monitoring (consistent with 40 CFR part 136), including field observations, monitoring, and analyses to be conducted. At a minimum, the procedures must meet the following guidelines and criteria:		SWPP-MON		NEW	F
148	Copermittees shall measure or estimate flow rates and volumes for each mass loading station sampling event in order to determine mass loadings of pollutants.		SWPP-MON			F
149	In the event that the required number of events are not sampled during one monitoring year at any given station, the Copermittees shall submit, with the subsequent Receiving Waters Monitoring Annual Report, a written explanation for a lack of sampling data, including streamflow data from the nearest USGS gauging station.		SWPP-MON			T
150	Once the cause of toxicity has been identified by a TIE, the Copermittees shall implement the measures necessary to reduce the pollutant discharges and abate the sources causing the toxicity.		SWPP-MON			T
151	The Copermittees shall collaborate to develop and implement a coastal storm drain monitoring program. The monitoring program shall include:		SWPP-MON		EXPANDED	F
152	The Copermittees shall notify the Regional Board of any coastal storm drains eligible for sampling frequency reduction prior to October 1 of each year.		SWPP-MON			T

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
155	The Copermittees shall collaborate to develop and implement a monitoring program to effectively measure and assess the presence of trash (anthropogenic litter) in urban runoff and receiving waters, as well as assess the impacts of trash on beneficial uses.		SWPP-MON		EXPANDED	F
156	The Copermittees shall collaborate to develop and implement a monitoring program to characterize pollutant discharges from MS4 outfalls in each watershed during wet and dry weather.		SWPP-MON		NEW	F
157	The Copermittees shall collaborate to develop and implement a monitoring program to identify sources of discharges of pollutants causing the high priority water quality problems within each watershed.		SWPP-MON	SWPP-MUNI	EXPANDED	F
158	The Copermittees shall participate and coordinate with federal, state, and local agencies and other dischargers in development and implementation of a regional watershed monitoring program as directed by the Executive Officer.		SWPP-MON		NEW	F
159	During the 2008-2009 monitoring year (Permit Year 3), the Copermittees may participate in the Bight '08 study. The Copermittees shall ensure that such participation results in collection and analysis of data useful in addressing the goals and management questions of the Receiving Waters Monitoring Program.		SWPP-MON		NEW	F
161	The Copermittees shall commence implementation of dry weather field screening and analytical monitoring under the requirements of this Order by May 1, 2007.		SWPP-MON		EXPANDED	F
162	The Copermittees shall retain records of all monitoring information, including all calibration and maintenance of monitoring instrumentation, copies of all reports required by this Order, and records of all data used to complete the Report of Waste Discharge and application for this Order, for a period of at least five (5) years from the date of the sample, measurement, report, or application.		SWPP-MON			T
163	For priority toxic pollutants that are identified in the California Toxics Rule (CTR) (65 Fed. Reg. 31682), the Copermittees shall instruct its laboratories to establish calibration standards that are equivalent to or lower than the Minimum Levels (MLs) published in Appendix 4 of the Policy for Implementation of Toxics Standards for Inland Surface Waters, Enclosed Bays, and Estuaries of California (SIP)		SWPP-MON		NEW	T
67	Each Copermittee shall annually update a watershed-based inventory of all industrial and commercial sites/sources within its jurisdiction (regardless of ownership) that could contribute a significant pollutant load to the MS4.		SWPP-MON		EXPANDED	F
74	Each Copermittee shall conduct industrial and commercial site inspections for compliance with its ordinances, permits, and this Order.		SWPP-MON		EXPANDED	F

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
75	Each Copermittee shall annually inspect all sites determined to pose a high threat to water quality. In evaluating threat to water quality, each Copermittee shall address, at a minimum, the following:		SWPP-MON		NEW	F
76	In addition to conducting inspections, each Copermittee shall develop and implement a program for verifying industrial and commercial site/source compliance with its ordinances, permits, and this Order, if determined to be necessary by the Copermittee.		SWPP-MON		NEW	F
77	Based upon site inspection findings, each Copermittee shall implement all follow-up actions necessary to comply with this Order.		SWPP-MON	SWPP-CODES	EXPANDED	T
78	The Copermittees shall track the number of inspections for the inventoried industrial and commercial sites/sources throughout the reporting period to ensure that the sites/sources are inspected at the minimum frequencies listed in sections D.3.b.(3)(b) and D.3.b.(3)(c).		SWPP-MON		EXPANDED	F
81	Each Copermittee shall enforce its storm water ordinance for all industrial and commercial sites/sources as necessary to maintain compliance with this Order.		SWPP-MON			T
82	As part of each Annual Report, each Copermittee shall report a list of industrial sites, including the name, address, and SIC code, that may require coverage under the General Industrial Permit for which a NOI has not been filed.		SWPP-MON			F
90	(f) Each Copermittee shall implement, or require implementation of, any additional controls for residential areas and activities tributary to CWA section 303(d) impaired water bodies (where a residential area or activity generates pollutants for which the water body is impaired) as necessary to comply with this Order. Each Copermittee shall implement, or require implementation of, additional controls for residential areas within or directly adjacent to or discharging directly to coastal lagoons or other receiving waters within environmentally sensitive areas (as defined in section Attachment C of this Order) as necessary to comply with this Order.		SWPP-MON	SWPP-EDU		T
123	The Copermittees shall implement BMPs capable of achieving the interim and final diazinon Waste Load Allocation (WLA) concentration in the storm water discharge in Chollas Creek listed in Table 5.		SWPP-MON			T
124	If the Interim TMDL Numeric Target is violated in Chollas Creek in more than one sample in any three consecutive years, the Copermittees shall submit a report that either 1) documents compliance with the WLA through additional sampling of the urban runoff discharge or 2) demonstrates, using modeling or other technical or scientific basis, the effectiveness of additional BMPs that will be implemented to achieve the WLA.		SWPP-MON		NEW	F

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
138	Copermittees within the watershed shall annually assess the effectiveness of its TMDL BMP Implementation Plan or equivalent plan.		SWPP-MON		NEW	F
139	Based on the results of the effectiveness assessment, the watershed Copermittees shall modify their BMPs and other aspects of the TMDL BMP Implementation Plan or equivalent plan in order to maximize TMDL BMP Implementation Plan or equivalent plan effectiveness.		SWPP-MON	SWPP-SPEC	NEW	T
153	The Copermittees shall collaborate to develop and implement a monitoring program to assess the relative contribution of urban runoff on Toxic Hot Spots in San Diego Bay.		SWPP-MON		NEW	F
154	The Copermittees shall collaborate to develop and implement a monitoring program to effectively measure and assess the presence of pyrethroids in urban runoff and receiving waters, as well as assess the impacts of pyrethroids on beneficial uses.		SWPP-MON		NEW	F
174	Respond to Cleanup and Abatement Orders issued by the State and Regional Water Boards as needed to avoid fines (e.g., Arroyo Sorrento, TDY, Shipyards)		SWPP-MON			F
175	Respond to Letters written by the San Diego Regional Water Quality Control Board pursuant to Section 13267 of the Porter Cologne Water Quality Act as needed to avoid fines and coordinate with other partners as necessary (e.g., Chollas Trash, Chollas and Paleta Creeks, Regional Harbor Monitoring Program).		SWPP-MON			F
176	Respond to Letters written by the San Diego Regional Water Quality Control Board pursuant to Section 13383 of the Porter Cologne Water Quality Act as needed to avoid fines and coordinate with other partners as necessary (e.g., Chollas - Diazinon and Metals)		SWPP-MON			F
177	Respond to Evolving Standards for Discharge of Storm Water into Areas of Special Biological Significance by testifying and presenting information in the interest of scientific decision making at State and Regional Water Board meetings. Plan for coming regulations, implement regulations in a timely fashion as needed to prevent fines.		SWPP-MON		EXPANDED	F
180	Respond to Evolving TMDLs by testifying and presenting information in the interest of scientific decision making at State and Regional Water Board meetings. Plan for coming regulations, implement regulations in a timely fashion as needed to prevent fines.		SWPP-MON		EXPANDED	F
6	Each Copermittee shall implement an updated Jurisdictional Urban Runoff Management Program for its jurisdiction.	Daily	SWPP-MUNI	CITYWIDE		T

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
142	Management Structure - All Copermittees shall jointly execute and submit to the Regional Board no later than 180 days after adoption of this Order, a Memorandum of Understanding, Joint Powers Authority, or other instrument of formal agreement which at a minimum:		SWPP-MUNI	SWPP-MON		T
171	Make the Program more self-sufficient by applying for and implementing at least 9 grants at a time (e.g., Chollas Creek Restoration Grant, IPM Grant, Common Ground Grant, San Diego River Grant, Mission Bay Irrigation Grant)		SWPP-MUNI	SWPP-ENG		T
173	Make the Program more self-sufficient by applying for and implementing at least 2 grants at the same time with watershed partners (e.g., ASBS Planning Grant, ASBS Construction Grant).		SWPP-MUNI		EXPANDED	T
179	Make the Program more self-sufficient by applying for and implementing at least one federal appropriation at a time (e.g., Tecolote Watershed Appropriation)		SWPP-MUNI		EXPANDED	T
121	As part of the Regional Urban Runoff Management Program, the Copermittees shall collectively develop a standardized method and format for annually conducting and reporting fiscal analyses of their urban runoff management programs in their entirety (including jurisdictional, watershed, and regional activities).		SWPP-MUNI		NEW	T
141	Each Copermittee shall comply with Standard Provisions, Reporting Requirements, and Notifications contained in Attachment B of this Order. This includes 24 hour/5day reporting requirements for any instance of non-compliance with this Order as described in section 5.e of Attachment B.		SWPP-MUNI	CITYWIDE	NEW	F
1	Upon a determination by either the Copermittee or the Regional Board that MS4 discharges are causing or contributing to an exceedance of an applicable water quality standard, the Copermittee shall promptly notify and thereafter submit a report to the Regional Board that describes best management practices (BMPs) that are currently being implemented and additional BMPs that will be implemented to prevent or reduce any pollutants that are causing or contributing to the exceedance of water quality standards.		SWPP-MUNI			T
2	Each Copermittee shall effectively prohibit all types of non-storm water discharges into its MS4 unless such discharges are either authorized by a separate National Pollutant Discharge Elimination System (NPDES) permit; or not prohibited in accordance with sections B.2 and B.3 below.		SWPP-MUNI			T
5	Each Copermittee shall develop an updated Jurisdictional Urban Runoff Management Program for its jurisdiction.		SWPP-MUNI	CITYWIDE	EXPANDED	F

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
7	Development Planning Component: Each Copermitttee shall develop a program		SWPP-MUNI	DSD		
9	Each Copermitttee shall revise as needed its General Plan or equivalent plan (e.g., Comprehensive, Master, or Community Plan) for the purpose of providing effective water quality and watershed protection principles and policies that direct land-use decisions and require implementation of consistent water quality protection measures for Development Projects.		SWPP-MUNI	PLANNING		T
10	Each Copermitttee shall revise as needed their current environmental review processes to accurately evaluate water quality impacts and cumulative impacts and identify appropriate measures to avoid, minimize and mitigate those impacts for all Development Projects.		SWPP-MUNI	DSD		T
12	As part of its local SUSMP, each Copermitttee shall develop a procedure for pollutants of concern to be identified for each Priority Development Project.		SWPP-MUNI		EXPANDED	F
13	As part of its local SUSMP, each Copermitttee shall implement a procedure for pollutants of concern to be identified for each Priority Development Project.		SWPP-MUNI			F
18	As part of its local SUSMP, each Copermitttee shall develop siting, design, and maintenance criteria for each treatment control BMP listed in its local SUSMP		SWPP-MUNI		EXPANDED	F
21	As part of its local SUSMP, each Copermitttee shall develop criteria to Priority Development Projects to ensure that runoff discharge rates, durations, and velocities from Priority Development Projects are controlled to maintain or reduce downstream erosion conditions and protect stream habitat.		SWPP-MUNI		EXPANDED	T
22	To protect groundwater quality, each Copermitttee shall apply restrictions to the use of treatment control BMPs that are designed to primarily function as infiltration devices (such as infiltration trenches and infiltration basins).		SWPP-MUNI	DSD		T
23	Each Copermitttee shall develop a watershed-based database to track and inventory approved treatment control BMPs and treatment control BMP maintenance within its jurisdiction.		SWPP-MUNI	DSD, CIP DEPTS	NEW	F
24	Each Copermitttee shall develop a program to ensure that approved treatment control BMPs are operating effectively and have been adequately maintained. At a minimum, the program shall include the following:		SWPP-MUNI	DSD, CIP DEPTS	NEW	F
25	Each Copermitttee shall implement a program to ensure that approved treatment control BMPs are operating effectively and have been adequately maintained. At a minimum, the program shall include the following: At least 20% of the projects within a jurisdiction with approved treatment BMPs shall be inspected annually.	SWPP-NEW			NEW	T

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
27	Each Copermittee shall collaborate with the other Copermittees to develop and implement a Hydromodification Management Plan (HMP)		SWPP-MUNI		NEW	F
28	180 days after adoption of the HMP by the Regional Board, each Copermittee shall incorporate into its local SUSMP and fully implement the HMP for all applicable Priority Development Projects.		SWPP-MUNI	DSD	NEW	F
32	Within 365 days of adoption of this Order, each Copermittee shall review and update its grading ordinances and other ordinances as necessary to achieve full compliance with this Order,		SWPP-MUNI	DSD	NEW	T
49	Each Copermittee shall implement a municipal program which meets the requirements of this section,		SWPP-MUNI			T
83	Each Copermittee shall implement a residential program which meets the requirements of this section, reduces the discharge of pollutants from residential areas and activities to the MEP,		SWPP-MUNI			T
84	Each Copermittee shall identify high threat to water quality residential areas and activities. At a minimum, these shall include:		SWPP-MUNI			F
85	Each Copermittee shall designate minimum effective BMPs for high threat to water quality residential areas and activities.		SWPP-MUNI			T
86	Each Copermittee shall encourage the use of effective pollution prevention methods by residents, where appropriate.		SWPP-MUNI			F
88	(d) Each Copermittee shall implement, or require implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order for high threat to water quality residential areas and activities.		SWPP-MUNI			T
89	(e) Each Copermittee shall implement, or require implementation of, BMPs for residential areas and activities that have not been designated a high threat to water quality, as necessary.		SWPP-MUNI			T
110	Each Copermittee shall incorporate a mechanism for public participation in the updating, development, and implementation of the Jurisdictional Urban Runoff Management Program.		SWPP-MUNI	SWPP-EDU	EXPANDED	T
111	WATERSHED URBAN RUNOFF MANAGEMENT PROGRAM 1. Each Copermittee shall fully implement all requirements of section E of this Order no later than July 1, 2007, unless otherwise specified in this Order.		SWPP-MUNI		EXPANDED	T
112	Each Copermittee shall collaborate with other Copermittees within its watershed(s) as shown in Table 4 below to develop and update an updated Watershed Urban Runoff Management Program for each watershed.		SWPP-MUNI			T
114	At a minimum, each Copermittee shall implement two Watershed Water Quality Activities within its portion of each watershed annually.		SWPP-MUNI		NEW	T

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
115	At a minimum, the watershed Copermittees shall collectively either implement or conduct the planning and studies necessary to implement at least one long-term Watershed Water Quality Activity which cannot be implemented on an annual basis.		SWPP-MUNI		NEW	T
118	Each Copermittee shall collaborate with the other Copermittees to develop and update as necessary a Regional Urban Runoff Management Program.		SWPP-MUNI		NEW	T
125	As part of its Jurisdictional Urban Runoff Management Program, each Copermittee shall annually assess the effectiveness of its Jurisdictional Urban Runoff Management Program implementation. At a minimum, the annual effectiveness assessment shall:		SWPP-MUNI	SWPP-ALL	EXPANDED	F
126	each Copermittee shall modify its jurisdictional activities or BMPs to maximize Jurisdictional Urban Runoff Management Program effectiveness.		SWPP-MUNI	SWPP-ALL	EXPANDED	T
127	As part of its Jurisdictional Urban Runoff Management Program Annual Reports, each Copermittee shall report on its Jurisdictional Urban Runoff Management Program effectiveness assessment as implemented under each of the requirements of sections I.1.a and I.1.b above.		SWPP-MUNI		EXPANDED	F
128	As part of its Watershed Urban Runoff Management Program, each watershed group of Copermittees (as identified in Table 4) shall annually assess the effectiveness of its Watershed Urban Runoff Management Program implementation.		SWPP-MUNI		EXPANDED	F
129	Based on the results of the effectiveness assessment, the watershed Copermittees shall modify their Watershed Water Quality Activities, Watershed Education Activities, and other aspects of the Watershed Urban Runoff Management Program in order to maximize Watershed Urban Runoff Management Program effectiveness.		SWPP-MUNI		EXPANDED	T
130	Each Copermittee shall collaborate with the other Copermittees to develop a Long term Effectiveness Assessment (LTEA), which shall build on the results of the Copermittees' August 2005 Baseline LTEA.		SWPP-MUNI		EXPANDED	F
131	Each Copermittee shall revise and update its JURMP so that it describes all activities the Copermittee has undertaken or is undertaking to implement the requirements of each component of Jurisdictional Urban Runoff Management Program section D of this Order		SWPP-MUNI		EXPANDED	T
132	As part of its Watershed Urban Runoff Management Program Annual Reports, each watershed group of Copermittees (as identified in Table 4) shall report on its Watershed Urban Runoff Management Program effectiveness assessment as implemented under each of the requirements of section I.2.a and I.2.b above.		SWPP-MUNI		EXPANDED	F
133	Each Copermittee shall collaborate with the other Copermittees to develop the RURMP.		SWPP-MUNI		NEW	T

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
134	As part of the Regional Urban Runoff Management Program, the Copermittees shall annually assess the effectiveness of Regional Urban Runoff Management Program implementation.		SWPP-MUNI		NEW	F
135	Based on the results of the effectiveness assessment, the Copermittees shall modify their regional activities and other aspects of the Regional Urban Runoff Management Program in order to maximize Regional Urban Runoff Management Program effectiveness.		SWPP-MUNI		NEW	T
136	Based on the results of the Copermittees' evaluation of their effectiveness assessments, the Copermittees shall modify their effectiveness assessment methods to improve their ability to accurately assess the effectiveness of their urban runoff management programs.		SWPP-MUNI		EXPANDED	T
137	As part of its Regional Urban Runoff Management Program Annual Reports, the Copermittees shall report on its Regional Urban Runoff Management Program effectiveness assessment as implemented under each of the requirements of sections I.3.a, I.3.b, and I.3.c above.		SWPP-MUNI		NEW	F
140	Each Copermittee shall submit a signed certified statement covering its responsibilities for each applicable URMP or other submittal		SWPP-MUNI			T
164	Each Copermittee shall generate individual Jurisdictional Urban Runoff Management Plan Annual Reports which cover implementation of its jurisdictional activities during the past annual reporting period.		SWPP-MUNI		EXPANDED	F
165	Each Lead Watershed Copermittee shall submit to the Principal Permittee a Watershed Urban Runoff Management Program Annual Report by the date specified by the Principal Permittee.		SWPP-MUNI			F
166	Annual Reports. All Copermittees shall collaborate with the Principal Permittee to generate the Regional Urban Runoff Management Program Annual Reports.		SWPP-MUNI		NEW	F
167	Establish and Modify Development Regulations Related to Storm Water as directed by the San Diego Regional Water Quality Control Board		SWPP-MUNI		EXPANDED	T
170	Implement and, as directed by the San Diego Regional Water Quality Control Board modify Storm Water Management and Discharge Controls Ordinances.		SWPP-MUNI		NEW	T
181	Obtain Fish and Game 1601 Agreements as needed to implement water quality projects.		SWPP-MUNI		EXPANDED	F
182	Comply with the California Environmental Quality Act as needed to implement water quality projects.		SWPP-MUNI		EXPANDED	F
183	Obtain Site Development Permits as needed to implement water quality projects.		SWPP-MUNI		EXPANDED	F
184	Obtain 401 Certifications as needed to implement water quality projects.		SWPP-MUNI			F

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
204	Implement City Procedures for Contract Definitions, Competitive Bidding Procedures and Contract Alterations		SWPP-MUNI		EXPANDED	T
205	Implement City Procedures for Public Works Contracts		SWPP-MUNI		EXPANDED	T
219	Sewer: Construction, Maintenance, Funding and Use of Wastewater Facilities		SWPP-MUNI			T
11	Each Copermittee shall implement an updated local SUSMP which meets the requirements of section D.1.d of this Order and (1) reduces the discharge of pollutants from Development Projects to the MEP, (2) ensures urban runoff discharges from Development Projects do not cause or contribute to a violation of water quality standards, and (3) controls urban runoff discharges from Development Projects that have the potential to cause increased erosion of stream beds and banks, silt pollutant generation, or other impacts		SWPP-MUNI	DSD	EXPANDED	T
113	Each Copermittee shall collaborate with other Copermittees within its watershed(s) as shown in Table 4 below to implement an updated Watershed Urban Runoff Management Program for each watershed.		SWPP-MUNI			T
119	Each Copermittee shall collaborate with the other Copermittees to implement as necessary a Regional Urban Runoff Management Program.		SWPP-MUNI			T
	Develop HMP for SUSMP by July 1, 2007		SWPP-MUNI	DSD, CIP DEPTS	NEW	
48	Each Copermittee shall notify the Regional Board when the Copermittee issues a stop work order or other high level enforcement to a non-compliant construction site in their jurisdiction		SWPP-MUNI	DSD, FIELD, ENG, CIP DEPTS		T
68	Each Copermittee shall require the use of effective pollution prevention methods by industrial and commercial sites/sources, where appropriate.		SWPP-NEW		NEW	T
69	Each Copermittee shall designate a minimum set of effective BMPs for all industrial and commercial sources.		SWPP-NEW		NEW	T
70	each Copermittee shall notify the owner/operator of each inventoried industrial and commercial site/source of the BMP requirements applicable to the site/source.		SWPP-NEW	SWPP-EDU	NEW	F
71	Each Copermittee shall implement, or require the implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order at each industrial and commercial site/source within its jurisdiction.		SWPP-NEW		NEW	T
72	Each Copermittee shall implement, or require implementation of, additional controls for industrial and commercial sites/sources tributary to CWA section 303(d) impaired water bodies (where a site/source generates pollutants for which the water body is impaired) as necessary to comply with this Order.		SWPP-NEW		NEW	T

TASK	FUNCTION/PROCESS	FREQUENCY	PRIMARY RESP.	SECON-DARY RESP.	NEW OR EXPANDED REQ'TS FROM PENDING PERMIT	IGS
73	Each Copermitee shall implement, or require implementation of, additional controls for industrial and commercial sites/sources within or directly adjacent to or discharging directly to coastal lagoons or other receiving waters within environmentally sensitive areas (as defined in Attachment C of this Order) as necessary to comply with this Order.		SWPP-NEW		NEW	T
79	Each Copermitee shall develop and implement a program to reduce the discharge of pollutants from mobile businesses to the MEP.		SWPP-NEW		NEW	T
80	Each Copermitee shall keep as part of their inventory (section D.3.b.(1) above), a listing of mobile businesses known to operate within its jurisdiction.		SWPP-NEW		NEW	F
	Each Copermitee shall implement a schedule of inspection to ensure proper operation of all municipal structural treatment controls designed to reduce pollutant discharges to or from its MS4s and related drainage structures.		TBD			
100	g. PREVENT AND RESPOND TO SEWAGE SPILLS (INCLUDING FROM PRIVATE LATERALS AND FAILING SEPTIC SYSTEMS) AND OTHER SPILLS Each Copermitee shall prevent, respond to, contain and clean up all sewage and other spills that may discharge into its MS4 from any source (including private laterals and failing septic systems). Spill response teams shall prevent entry of spills into the MS4 and contamination of surface water, ground water and soil to the maximum extent practicable. Each Copermitee shall coordinate spill prevention, containment and response activities throughout all appropriate departments, programs and agencies to ensure maximum water quality protection at all times. Each Copermitee shall develop and implement a mechanism whereby it is notified of all sewage spills from private laterals and failing septic systems into its MS4. Each Copermitee shall prevent, respond to, contain and clean up sewage from any such notification.		WWC	SWPP-CODES	CLEANUP REQUIREMENTS FOR WWC ARE NEW	T

The core functions identified by the Storm Water Pollution Prevention Division as being not in scope (NIS) are shown in the table below.

TASK	PRIMARY RESP.	SECON-DARY RESP.	EFFORT LEVEL DUE TO NEW PERMIT	IGS
36	(c) Verify that project proponents subject to California's statewide General NPDES Permit for Storm Water Discharges Associated With Construction Activities, (hereinafter General Construction Permit), have existing coverage under the General Construction Permit.	DSD, FIELD, ENG, CIP DEPTS	NO INCREASE	T

	TASK	PRIMARY RESP.	SECONDARY RESP.	EFFORT LEVEL DUE TO NEW PERMIT	IGS
41	Each Copermittee shall conduct construction site inspections for compliance with its local ordinances (grading, storm water, etc.), permits (construction, grading, etc.), and this Order.	DSD, FIELD, ENG, CIP DEPTS		EXPANDED - EXPECT DSD TO ADD NEW FEE	F
42	(1) During the wet season, each Copermittee shall inspect at least biweekly (every two weeks), all construction sites within its jurisdiction meeting the following criteria:	DSD, FIELD, ENG, CIP DEPTS		EXPANDED - EXPECT DSD TO ADD NEW FEE	F
43	During the wet season, each Copermittee shall inspect at least monthly, all construction sites with one acre or more of soil disturbance not meeting the criteria specified above in section D.2.d.(1).	DSD, FIELD, ENG, CIP DEPTS		EXPANDED - EXPECT DSD TO ADD NEW FEE	F
44	(3) During the wet season, each Copermittee shall inspect as needed, construction sites less than 1 acre in size.	DSD, FIELD, ENG, CIP DEPTS		NO INCREASE	F
45	(4) Each Copermittee shall inspect all construction sites as needed during the dry season.	DSD, FIELD, ENG, CIP DEPTS		NO INCREASE	F
87	(c) Each Copermittee shall facilitate the proper management and disposal of used oil, toxic materials, and other household hazardous wastes. Such facilitation shall include educational activities, public information activities, and establishment of collection sites operated by the Copermittee or a private entity. Curbside collection of household hazardous wastes is encouraged.	ESD		NO INCREASE	F
120	Each Copermittee shall secure the resources necessary to meet all requirements of this Order.	MAYOR		NO INCREASE	T
58	Each Copermittee shall implement a schedule of maintenance activities to ensure proper operation of all municipal structural treatment controls designed to reduce pollutant discharges to or from its MS4s and related drainage structures.	STREETS	CITYWIDE	EXPANDED - EXPECT \$10 MILLION INCREASE TO STREETS DIVISION BUDGET NEEDS	F
59	(b) Each Copermittee shall implement a schedule of maintenance activities for the MS4. The maintenance activities shall, at a minimum, include:	STREETS	CITYWIDE	EXPANDED	F
61	Each Copermittee shall implement a program to sweep municipal roads, streets, highways, and parking facilities. The program shall include the following measures:	STREETS	CITYWIDE	EXPANDED	F
62	Each Copermittee shall implement controls and measures to limit infiltration of seepage from municipal sanitary sewers to MS4s through thorough, routine preventive maintenance of the MS4.	STREETS	WWC		F
94	b. DEVELOP/MAINTAIN MS4 MAP Each Copermittee shall develop and/or update its labeled map of its entire MS4 and the corresponding drainage areas within its jurisdiction. The use of a GIS is highly recommended. The accuracy of the MS4 map shall be confirmed during dry weather field screening and analytical monitoring and shall be updated at least annually.	STREETS	CITYWIDE	EXPANDED	F

The core functions without the NIS functions are shown in the table below.

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
101	h. FACILITATE PUBLIC REPORTING OF ILLICIT DISCHARGES AND CONNECTIONS - PUBLIC HOTLINE Each Copermittee shall promote, publicize and facilitate public reporting of illicit discharges or water quality impacts associated with discharges into or from MS4s. Each Copermittee shall facilitate public reporting through development and operation of a public hotline. Public hotlines can be Copermittee-specific or shared by Copermittees. All storm water hotlines shall be capable of receiving reports in both English and Spanish 24 hours per day / seven days per week. Copermittees shall respond to and resolve each reported incident. All reported incidents, and how each was resolved, shall be summarized in each Copermittee's individual JURMP Annual Report.	SWPP-ADMIN			T
122	Each Copermittee shall conduct its annual fiscal analysis consistent with the standardized fiscal analysis method included in the RURMP.	SWPP-ADMIN			T
185	Implement Procedures, roles and responsibilities for Citywide and department Blanket Purchase Orders	SWPP-ADMIN			T
186	Implement Policy and procedures for making purchases from City storerooms.	SWPP-ADMIN			T
187	Implement Classification Compensation	SWPP-ADMIN			T
191	Implement Layoff and Re-employment Procedures	SWPP-ADMIN			T
197	Implement City Procedures for minor contracts.	SWPP-ADMIN			T
198	Implement City Procedures to ensure consistency	SWPP-ADMIN			T
206	Implement City Procedures for grant applications.	SWPP-ADMIN			T
228	Establishes standards and procedures for making budget adjustments (Form 292)	SWPP-ADMIN			T
229	Implement City Procedures for Fiscal Year-driven activities	SWPP-ADMIN			T
172	Respond to Notices of Violation issued by the State and Regional Water Boards as needed to avoid paying fines (e.g., NOV for additional Dry Weather Monitoring Follow-up Investigations).	SWPP-ALL		EXPANDED	F
160	The Copermittees shall conduct special studies as directed by the Executive Officer.	SWPP-ALL			F
169	Make the Program more self-sufficient by advocating for an increase to the City's Storm Drain Fee in accordance with Proposition 218.	SWPP-ALL			T
178	Comply with the Basin Plan, Inland Waters/Lagoons/Estuaries Plan, and other water quality plans, regulations, and documents as directed by the State and Regional Water Quality Boards.	SWPP-ALL			T
171	Make the Program more self-sufficient by applying for and implementing at least 9 grants at a time (e.g., Chollas Creek Restoration Grant, IPM Grant, Common Ground Grant, San Diego River Grant, Mission Bay Irrigation Grant)	SWPP-ALL			T
188	Recruit Applicants via Application Process	SWPP-ALL			T
189	Evaluate Job Applicants	SWPP-ALL			T
190	Utilize Eligible Lists	SWPP-ALL			T
192	Implement Requisition and Certification Processes	SWPP-ALL			T
193	Implement City Procedures for Appointments	SWPP-ALL			T
194	Implement City Procedures for Promotions	SWPP-ALL			T
195	Implement City Procedures for Transfers	SWPP-ALL			T
196	Resignation, Removal, Suspension, and Reduction in Compensation	SWPP-ALL			T
199	Implement City Procedures for change orders.	SWPP-ALL			T
200	Procedures for selecting and hiring licensed A&E consultants.	SWPP-ALL			T
201	Implement City Procedures for hiring consultants other than A&E.	SWPP-ALL			T
202	Implement City Procedures for providing consultant performance evaluations.	SWPP-ALL			T

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
203	Implement City Procedures for Official advertising.	SWPP-ALL			T
207	Procedures for preparing Requests for Council Action.	SWPP-ALL			T
208	Take items before Council in a timely manner, considering Council meeting frequency	SWPP-ALL			T
209	Procedures for handling referrals from Mayor and Council.	SWPP-ALL			T
221	Implement City Procedures for Email and Voice mail use.	SWPP-ALL			T
222	Policy and procedure for developing and maintaining performance metrics.	SWPP-ALL			T
223	Facilitate Citizen rights to public records.	SWPP-ALL			T
224	Implement City Procedures for Rights and procedures for copies of records	SWPP-ALL			T
225	Policy and procedure for handling public records requests and subpoenas.	SWPP-ALL			T
226	Implement City Procedures for Authority of Mayor	SWPP-ALL			T
227	Implement City Procedures for Establishment of the Budget and Accounting System	SWPP-ALL			T
3	each Copermittee shall develop a program to reduce pollutants from non-emergency fire fighting flows (i.e., flows from controlled or practice blazes and maintenance activities)	SWPP-CODES	SWPP-ENG		T
2	Each Copermittee shall effectively prohibit all types of non-storm water discharges into its MS4 unless such discharges are either authorized by a separate National Pollutant Discharge Elimination System (NPDES) permit; or not prohibited in accordance with sections B.2 and B.3 below.	SWPP-CODES	SWPP-MUNI		T
30	Each Copermittee shall enforce its storm water ordinance for all Development Projects and at all development sites as necessary to maintain compliance with this Order.	SWPP-CODES			T
65	Each Copermittee shall enforce its storm water ordinance for all municipal areas and activities as necessary to maintain compliance with this Order.	SWPP-CODES			T
91	(3) Enforcement of Residential Areas and Activities: Each Copermittee shall enforce its storm water ordinance for all residential areas and activities as necessary to maintain compliance with this Order.	SWPP-CODES			T
99	f. ENFORCE ORDINANCES Each Copermittee shall implement and enforce its ordinances, orders, or other legal authority to prevent illicit discharges and connections to its MS4. Each Copermittee shall also implement and enforce its ordinance, orders, or other legal authority to eliminate detected illicit discharges and connections to it MS4.	SWPP-CODES			T
168	Implement and, as needed, modify, Procedures for Collecting Citations and Civil Penalties for persons violating the City's storm water ordinance and State Permit requirements.	SWPP-CODES			T
210	Administrative Enforcement Hearing Procedures	SWPP-CODES			T
211	Implement City Procedures for Administrative Enforcement Appeals	SWPP-CODES			T
212	Implement City Procedures for Administrative Abatement	SWPP-CODES			T
213	Implement City Procedures for Administrative Civil Penalties	SWPP-CODES			T
214	Implement City Procedures for Administrative Citations	SWPP-CODES			T
215	Reinspection Fees	SWPP-CODES			T
216	Recovery of Abatement Costs	SWPP-CODES			T
217	Recovery of Civil Penalties.	SWPP-CODES			
218	Use Business Tax Information for Educational Material Distribution and to find Parties Responsible for illegal discharges.	SWPP-CODES			T?

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
100	g. PREVENT AND RESPOND TO SEWAGE SPILLS (INCLUDING FROM PRIVATE LATERALS AND FAILING SEPTIC SYSTEMS) AND OTHER SPILLS Each Copermittee shall prevent, respond to, contain and clean up all sewage and other spills that may discharge into its MS4 from any source (including private laterals and failing septic systems). Spill response teams shall prevent entry of spills into the MS4 and contamination of surface water, ground water and soil to the maximum extent practicable. Each Copermittee shall coordinate spill prevention, containment and response activities throughout all appropriate departments, programs and agencies to ensure maximum water quality protection at all times. Each Copermittee shall develop and implement a mechanism whereby it is notified of all sewage spills from private laterals and failing septic systems into its MS4. Each Copermittee shall prevent, respond to, contain and clean up sewage from any such notification.	SWPP-CODES			T
46	(5) Based upon site inspection findings, each Copermittee shall implement all follow-up actions (i.e., reinspection, enforcement) necessary to comply with this Order.	SWPP-CODES			T
47	Each Copermittee shall develop and implement an escalating enforcement process that achieves prompt and effective corrective actions at construction sites for violations of the Copermittee's water quality protection permit requirements and ordinances.	SWPP-CODES			T
102	Each Copermittee shall implement an education program using all media as appropriate to (1) measurably increase the knowledge of the target communities regarding MS4s, impacts of urban runoff on receiving waters, and potential BMP solutions for the target audience; and (2) measurably change the behavior of target communities and thereby reduce pollutant releases to MS4s and the environment. At a minimum, the education program shall meet the requirements of this section and address the following target communities	SWPP-EDU	SWPP-MUNI	EXPANDED	F
103	Each Copermittee shall educate each target community on the following topics where appropriate:	SWPP-EDU		EXPANDED	F
107	Each Copermittee shall implement an education program to ensure that municipal personnel and contractors performing activities which generate pollutants have an understanding of the activity specific BMPs for each activity to be performed.	SWPP-EDU		EXPANDED	F
108	each Copermittee shall implement a program to educate project applicants, developers, contractors, property owners, community planning groups, and other responsible parties.	SWPP-EDU		EXPANDED	F
109	Each Copermittee shall collaboratively conduct or participate in development and implementation of a plan to educate residential, general public, and school children target communities.	SWPP-EDU		EXPANDED	F
220	Maximize program self-reliance by coordinating distribution of educational materials and inspections with other City divisions (e.g., FEWD)	SWPP-EDU		EXPANDED	T
116	each Copermittee shall implement two source and pollutant discharge-based Watershed Education Activities within its portion of each watershed annually	SWPP-EDU	SWPP-MUNI	NEW	T
117	Watershed Concept - At a minimum, the watershed Copermittees shall collectively conduct watershed concept-based Watershed Education Activities which inform appropriate target audiences of watershed concepts.	SWPP-EDU	SWPP-MUNI	NEW	F
92	(4) Regional Residential Education Program: Each Copermittee shall collaborate with the other Copermittees to develop and implement the Regional Residential Education Program required in section F.7 of this Order.	SWPP-EDU		NEW	F

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON-DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
105	Each Copermittee shall implement an education program that includes annual training prior to the rainy season to ensure that its construction, building, code enforcement, and grading review staffs, inspectors, and other responsible construction staff have, at a minimum, an understanding of	SWPP-EDU		NEW	F
106	Each Copermittee shall train staff responsible for conducting inspections and enforcement of industrial and commercial facilities at least once a year.	SWPP-EDU		NEW	F
60	The Copermittees shall implement BMPs to reduce the contribution of pollutants associated with the application, storage, and disposal of pesticides, herbicides and fertilizers from municipal areas and activities to MS4s.	SWPP-EDU	SWPP-MUNI		T
104	Each Copermittee shall implement an education program to ensure that its planning and development review staffs (and Planning Boards and Elected Officials, if applicable) have an understanding of:	SWPP-EDU			F
8	1. Development Planning Component: Each Copermittee shall implement a program which meets the requirements of this section and (1) reduces the discharge of pollutants from Development Projects to the MEP, (2) ensures urban runoff discharges from Development Projects do not cause or contribute to a violation of water quality standards, and (3) controls urban runoff discharges from Development Projects that have the potential to cause increased erosion of stream beds and banks, silt pollutant generation, or other impacts to beneficial uses and stream habitat due to increased erosive force.	SWPP-ENG	SWPP-MUNI	EXPANDED	T
15	Each Copermittee shall require each Priority Development Project to meet the following site design BMP requirements:	SWPP-ENG	SWPP-MUNI	EXPANDED	T
16	Each Copermittee shall require each Priority Development Project to implement source control BMPs.	SWPP-ENG	SWPP-MUNI	EXPANDED	T
17	Each Copermittee shall require each Priority Development Project to implement treatment control BMPs which meet the following treatment control BMP requirements:	SWPP-ENG	SWPP-MUNI	EXPANDED	T
19	As part of its local SUSMP, each Copermittee shall require Priority Development Projects to implement siting, design, and maintenance criteria for each treatment control BMP listed in its local SUSMP	SWPP-ENG	SWPP-MUNI	EXPANDED	T
20	each Copermittee shall implement a process to ensure compliance with SUSMP requirements.	SWPP-ENG	SWPP-MUNI	EXPANDED	T
26	Prior to occupancy of each Priority Development Project subject to SUSMP requirements, each Copermittee shall inspect the constructed site design, source control, and treatment control BMPs to verify that they have been constructed in compliance with all specifications, plans, permits, ordinances, and this Order.	SWPP-ENG	SWPP-MUNI	EXPANDED	F
53	(b) Each Copermittee shall designate a minimum set of effective BMPs for all municipal areas and activities. The designated minimum BMPs for municipal areas and activities shall be area or activity specific as appropriate.	SWPP-ENG	SWPP-MUNI		T
31	Each Copermittee shall implement a construction program which meets the requirements of this section, reduces the discharge of pollutants from construction sites to the MEP, and ensures that urban runoff discharges from construction sites do not cause or contribute to a violation of water quality standards.	SWPP-ENG	SWPP-MUNI		T
33	Prior to approval and issuance of local construction and grading permits, each Copermittee shall:	SWPP-ENG	SWPP-MUNI		

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQ'TS FROM PENDING PERMIT	IGS
34	(a) Require all individual proposed construction sites to implement designated BMPs and other measures to ensure that pollutants discharged from the site will be reduced to the maximum extent practicable and will not cause or contribute to a violation of water quality standards.	SWPP-ENG	SWPP-MUNI		T
35	(b) Prior to permit issuance, require and review the project proponent's storm water management plan to ensure compliance with their grading ordinance, other ordinances, and this Order.	SWPP-ENG	SWPP-MUNI		F
55	(d) Each Copermittee shall evaluate the feasibility of retrofitting existing structural flood control devices and retrofit where needed.	SWPP-ENG			F
66	Each Copermittee shall implement an industrial and commercial program which meets the requirements of this section, reduces the discharge of pollutants from industrial and commercial sites/sources to the MEP,	SWPP-MON		EXPANDED	F
77	Based upon site inspection findings, each Copermittee shall implement all follow-up actions necessary to comply with this Order.	SWPP-MON	SWPP-CODES	EXPANDED	T
157	The Copermittees shall collaborate to develop and implement a monitoring program to identify sources of discharges of pollutants causing the high priority water quality problems within each watershed.	SWPP-MON	SWPP-MUNI	EXPANDED	F
177	Respond to Evolving Standards for Discharge of Storm Water into Areas of Special Biological Significance by testifying and presenting information in the interest of scientific decision making at State and Regional Water Board meetings. Plan for coming regulations, implement regulations in a timely fashion as needed to prevent fines.	SWPP-MON	SWPP-MUNI	EXPANDED	F
180	Respond to Evolving TMDLs by testifying and presenting information in the interest of scientific decision making at State and Regional Water Board meetings. Plan for coming regulations, implement regulations in a timely fashion as needed to prevent fines.	SWPP-MON	SWPP-MUNI	EXPANDED	F
93	a. ILLICIT DISCHARGES AND CONNECTIONS Each Copermittee shall implement a program to actively seek and eliminate illicit discharges and connections into its MS4. The program shall include utilization of appropriate municipal personnel to assist in identifying illicit discharges and connections during their daily activities. The program shall address all types of illicit discharges and connections excluding those non-storm water discharges not prohibited by the Copermittee in accordance with section B of this Order.	SWPP-MON		EXPANDED	F
95	c. DRY WEATHER FIELD SCREENING AND ANALYTICAL MONITORING Each Copermittee shall conduct dry weather field screening and analytical monitoring of MS4 outfalls and other portions of its MS4 within its jurisdiction to detect illicit discharges and connections in accordance with Receiving Waters Monitoring and Reporting Program No. R9-2006-0011.	SWPP-MON		EXPANDED	F
151	The Copermittees shall collaborate to develop and implement a coastal storm drain monitoring program. The monitoring program shall include:	SWPP-MON		EXPANDED	F
155	The Copermittees shall collaborate to develop and implement a monitoring program to effectively measure and assess the presence of trash (anthropogenic litter) in urban runoff and receiving waters, as well as assess the impacts of trash on beneficial uses.	SWPP-MON		EXPANDED	F
161	The Copermittees shall commence implementation of dry weather field screening and analytical monitoring under the requirements of this Order by May 1, 2007.	SWPP-MON		EXPANDED	F

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
67	Each Copermitttee shall annually update a watershed-based inventory of all industrial and commercial sites/sources within its jurisdiction (regardless of ownership) that could contribute a significant pollutant load to the MS4.	SWPP-MON		EXPANDED	F
74	Each Copermitttee shall conduct industrial and commercial site inspections for compliance with its ordinances, permits, and this Order.	SWPP-MON		EXPANDED	F
78	The Copermitttees shall track the number of inspections for the inventoried industrial and commercial sites/sources throughout the reporting period to ensure that the sites/sources are inspected at the minimum frequencies listed in sections D.3.b.(3)(b) and D.3.b.(3)(c).	SWPP-MON		EXPANDED	F
138	Copermitttees within the watershed shall annually assess the effectiveness of its TMDL BMP Implementation Plan or equivalent plan.	SWPP-MON	SWPP- MUNI	NEW	F
139	Based on the results of the effectiveness assessment, the watershed Copermitttees shall modify their BMPs and other aspects of the TMDL BMP Implementation Plan or equivalent plan in order to maximize TMDL BMP Implementation Plan or equivalent plan effectiveness.	SWPP-MON	SWPP- MUNI	NEW	T
97	Each Copermitttee shall develop/update and utilize numeric criteria action levels to determine when follow-up investigations will be performed. (2) Within 48 hours of receiving dry weather field screening or analytical laboratory results that exceed action levels, the Copermitttees shall either conduct an investigation to identify the source of the discharge or provide the rationale for why the discharge does not pose a threat to water quality and does not need further investigation. Obvious illicit discharges (i.e. color, odor, or significant exceedances of action levels) shall be investigated immediately.	SWPP-MON		NEW	F
143	Pursuant to CWC section 13267, the Copermitttees shall comply with all the requirements contained in Receiving Waters Monitoring and Reporting Program No. R9-2006-0011.	SWPP-MON		NEW	F
147	Each Copermitttee shall develop and/or update written procedures for dry weather field screening and analytical monitoring (consistent with 40 CFR part 136), including field observations, monitoring, and analyses to be conducted. At a minimum, the procedures must meet the following guidelines and criteria:	SWPP-MON		NEW	F
156	The Copermitttees shall collaborate to develop and implement a monitoring program to characterize pollutant discharges from MS4 outfalls in each watershed during wet and dry weather.	SWPP-MON		NEW	F
158	The Copermitttees shall participate and coordinate with federal, state, and local agencies and other dischargers in development and implementation of a regional watershed monitoring program as directed by the Executive Officer.	SWPP-MON		NEW	F
159	During the 2008-2009 monitoring year (Permit Year 3), the Copermitttees may participate in the Bight '08 study. The Copermitttees shall ensure that such participation results in collection and analysis of data useful in addressing the goals and management questions of the Receiving Waters Monitoring Program.	SWPP-MON		NEW	F

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
163	For priority toxic pollutants that are identified in the California Toxics Rule (CTR) (65 Fed. Reg. 31682), the Copermittees shall instruct its laboratories to establish calibration standards that are equivalent to or lower than the Minimum Levels (MLs) published in Appendix 4 of the Policy for Implementation of Toxics Standards for Inland Surface Waters, Enclosed Bays, and Estuaries of California (SIP)	SWPP-MON		NEW	T
75	Each Copermittee shall annually inspect all sites determined to pose a high threat to water quality. In evaluating threat to water quality, each Copermittee shall address, at a minimum, the following:	SWPP-MON		NEW	F
76	In addition to conducting inspections, each Copermittee shall develop and implement a program for verifying industrial and commercial site/source compliance with its ordinances, permits, and this Order, if determined to be necessary by the Copermittee.	SWPP-MON		NEW	F
124	If the Interim TMDL Numeric Target is violated in Chollas Creek in more than one sample in any three consecutive years, the Copermittees shall submit a report that either 1) documents compliance with the WLA through additional sampling of the urban runoff discharge or 2) demonstrates, using modeling or other technical or scientific basis, the effectiveness of additional BMPs that will be implemented to achieve the WLA.	SWPP-MON		NEW	F
153	The Copermittees shall collaborate to develop and implement a monitoring program to assess the relative contribution of urban runoff on Toxic Hot Spots in San Diego Bay.	SWPP-MON		NEW	F
154	The Copermittees shall collaborate to develop and implement a monitoring program to effectively measure and assess the presence of pyrethroids in urban runoff and receiving waters, as well as assess the impacts of pyrethroids on beneficial uses.	SWPP-MON		NEW	F
90	(f) Each Copermittee shall implement, or require implementation of, any additional controls for residential areas and activities tributary to CWA section 303(d) impaired water bodies (where a residential area or activity generates pollutants for which the water body is impaired) as necessary to comply with this Order. Each Copermittee shall implement, or require implementation of, additional controls for residential areas within or directly adjacent to or discharging directly to coastal lagoons or other receiving waters within environmentally sensitive areas (as defined in section Attachment C of this Order) as necessary to comply with this Order.	SWPP-MON	SWPP- EDU		T
4	Each Copermittee shall examine all dry weather field screening and analytical monitoring results collected in accordance with section D.4 of this Order and Receiving Waters Monitoring and Reporting Program No. R9-2006-11 to identify water quality problems which may be the result of any non-prohibited discharge category(ies) identified above in section B.2.	SWPP-MON			F
96	(1) Each Copermittee shall investigate and inspect any portion of the MS4 that, based on visual observations, dry weather field screening and analytical monitoring results, or other appropriate information, indicates a reasonable potential for illicit discharges, illicit connections, or other sources of non-storm water (including non-prohibited discharge(s) identified in section B of this Order).	SWPP-MON			F
98	e. ELIMINATION OF ILLICIT DISCHARGES AND CONNECTIONS Each Copermittee shall eliminate all detected illicit discharges, discharge sources, and connections immediately.	SWPP-MON			T

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
144	Each Copermittee shall collaborate with the other Copermittees to develop, conduct, and report on a year round watershed based Receiving Waters Monitoring Program.	SWPP-MON			F
145	As part of its Jurisdictional Urban Runoff Management Program, each Copermittee shall update as necessary its dry weather field screening and analytical monitoring program to meet or exceed the requirements of this section.	SWPP-MON			T
146	Based upon a review of its past Dry Weather Monitoring Program, each Copermittee shall select dry weather analytical monitoring stations within its jurisdiction.	SWPP-MON			F
148	Copermittees shall measure or estimate flow rates and volumes for each mass loading station sampling event in order to determine mass loadings of pollutants.	SWPP-MON			F
149	In the event that the required number of events are not sampled during one monitoring year at any given station, the Copermittees shall submit, with the subsequent Receiving Waters Monitoring Annual Report, a written explanation for a lack of sampling data, including streamflow data from the nearest USGS gauging station.	SWPP-MON			T
150	Once the cause of toxicity has been identified by a TIE, the Copermittees shall implement the measures necessary to reduce the pollutant discharges and abate the sources causing the toxicity.	SWPP-MON			T
152	The Copermittees shall notify the Regional Board of any coastal storm drains eligible for sampling frequency reduction prior to October 1 of each year.	SWPP-MON			T
162	The Copermittees shall retain records of all monitoring information, including all calibration and maintenance of monitoring instrumentation, copies of all reports required by this Order, and records of all data used to complete the Report of Waste Discharge and application for this Order, for a period of at least five (5) years from the date of the sample, measurement, report, or application.	SWPP-MON			T
81	Each Copermittee shall enforce its storm water ordinance for all industrial and commercial sites/sources as necessary to maintain compliance with this Order.	SWPP-MON			T
82	As part of each Annual Report, each Copermittee shall report a list of industrial sites, including the name, address, and SIC code, that may require coverage under the General Industrial Permit for which a NOI has not been filed.	SWPP-MON			F
123	The Copermittees shall implement BMPs capable of achieving the interim and final diazinon Waste Load Allocation (WLA) concentration in the storm water discharge in Chollas Creek listed in Table 5.	SWPP-MON			T
174	Respond to Cleanup and Abatement Orders issued by the State and Regional Water Boards as needed to avoid fines (e.g., Arroyo Sorrento, TDY, Shipyards)	SWPP-MON			F
175	Respond to Letters written by the San Diego Regional Water Quality Control Board pursuant to Section 13267 of the Porter Cologne Water Quality Act as needed to avoid fines and coordinate with other partners as necessary (e.g., Chollas Trash, Chollas and Paleta Creeks, Regional Harbor Monitoring Program).	SWPP-MON			F
176	Respond to Letters written by the San Diego Regional Water Quality Control Board pursuant to Section 13383 of the Porter Cologne Water Quality Act as needed to avoid fines and coordinate with other partners as necessary (e.g., Chollas - Diazinon and Metals)	SWPP-MON			F

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECONDARY RESP.	NEW OR EXPANDED REQ'T'S FROM PENDING PERMIT	IGS
125	As part of its Jurisdictional Urban Runoff Management Program, each Copermittee shall annually assess the effectiveness of its Jurisdictional Urban Runoff Management Program implementation. At a minimum, the annual effectiveness assessment shall:	SWPP-MUNI	SWPP-ALL	EXPANDED	F
126	each Copermittee shall modify its jurisdictional activities or BMPs to maximize Jurisdictional Urban Runoff Management Program effectiveness.	SWPP-MUNI	SWPP-ALL	EXPANDED	T
83	Each Copermittee shall implement a residential program which meets the requirements of this section, reduces the discharge of pollutants from residential areas and activities to the MEP.	SWPP-MUNI	SWPP-EDU	EXPANDED	T
84	Each Copermittee shall identify high threat to water quality residential areas and activities. At a minimum, these shall include:	SWPP-MUNI	SWPP-EDU	EXPANDED	F
85	Each Copermittee shall designate minimum effective BMPs for high threat to water quality residential areas and activities.	SWPP-MUNI	SWPP-EDU	EXPANDED	T
86	Each Copermittee shall encourage the use of effective pollution prevention methods by residents, where appropriate.	SWPP-MUNI	SWPP-EDU	EXPANDED	F
88	(d) Each Copermittee shall implement, or require implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order for high threat to water quality residential areas and activities.	SWPP-MUNI	SWPP-EDU	EXPANDED	T
89	(e) Each Copermittee shall implement, or require implementation of, BMPs for residential areas and activities that have not been designated a high threat to water quality, as necessary.	SWPP-MUNI	SWPP-EDU	EXPANDED	T
110	Each Copermittee shall incorporate a mechanism for public participation in the updating, development, and implementation of the Jurisdictional Urban Runoff Management Program.	SWPP-MUNI	SWPP-EDU	EXPANDED	T
111	WATERSHED URBAN RUNOFF MANAGEMENT PROGRAM 1. Each Copermittee shall fully implement all requirements of section E of this Order no later than July 1, 2007, unless otherwise specified in this Order.	SWPP-MUNI	SWPP-EDU	EXPANDED	T
57	Each Copermittee shall implement, or require implementation of, additional controls for municipal areas and activities within or directly adjacent to or discharging directly to coastal lagoons or other receiving waters within environmentally sensitive areas (as defined in Attachment C of this Order) as necessary to comply with this Order.	SWPP-MUNI	SWPP-ENG	EXPANDED	T
12	As part of its local SUSMP, each Copermittee shall develop a procedure for pollutants of concern to be identified for each Priority Development Project.	SWPP-MUNI	SWPP-ENG	EXPANDED	F
18	As part of its local SUSMP, each Copermittee shall develop siting, design, and maintenance criteria for each treatment control BMP listed in its local SUSMP	SWPP-MUNI	SWPP-ENG	EXPANDED	F
21	As part of its local SUSMP, each Copermittee shall develop criteria to Priority Development Projects to ensure that runoff discharge rates, durations, and velocities from Priority Development Projects are controlled to maintain or reduce downstream erosion conditions and protect stream habitat.	SWPP-MUNI	SWPP-ENG	EXPANDED	T
38	Each Copermittee shall designate a minimum set of effective BMPs and other effective measures to be implemented at construction sites.	SWPP-MUNI	SWPP-ENG	EXPANDED	T
181	Obtain Fish and Game 1601 Agreements as needed to implement water quality projects.	SWPP-MUNI	SWPP-ENG	EXPANDED	F
182	Comply with the California Environmental Quality Act as needed to implement water quality projects.	SWPP-MUNI	SWPP-ENG	EXPANDED	F
183	Obtain Site Development Permits as needed to implement water quality projects.	SWPP-MUNI	SWPP-ENG	EXPANDED	F

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
204	Implement City Procedures for Contract Definitions, Competitive Bidding Procedures and Contract Alterations	SWPP-MUNI	SWPP-ENG	EXPANDED	T
11	Each Copermittee shall implement an updated local SUSMP which meets the requirements of section D.1.d of this Order and (1) reduces the discharge of pollutants from Development Projects to the MEP, (2) ensures urban runoff discharges from Development Projects do not cause or contribute to a violation of water quality standards, and (3) controls urban runoff discharges from Development Projects that have the potential to cause increased erosion of stream beds and banks, silt pollutant generation, or other impacts	SWPP-MUNI	SWPP-ENG	EXPANDED	T
173	Make the Program more self-sufficient by applying for and implementing at least 2 grants at the same time with watershed partners (e.g., ASBS Planning Grant, ASBS Construction Grant).	SWPP-MUNI	SWPP-MON	EXPANDED	T
179	Make the Program more self-sufficient by applying for and implementing at least one federal appropriation at a time (e.g., Tecolote Watershed Appropriation)	SWPP-MUNI	SWPP-MON	EXPANDED	T
50	Each Copermittee shall annually update a watershed based inventory of municipal areas and activities.	SWPP-MUNI		EXPANDED	F
5	Each Copermittee shall develop an updated Jurisdictional Urban Runoff Management Program for its jurisdiction.	SWPP-MUNI		EXPANDED	F
112	Each Copermittee shall collaborate with other Copermittees within its watershed(s) as shown in Table 4 below to develop and update an updated Watershed Urban Runoff Management Program for each watershed.	SWPP-MUNI		EXPANDED	T
127	As part of its Jurisdictional Urban Runoff Management Program Annual Reports, each Copermittee shall report on its Jurisdictional Urban Runoff Management Program effectiveness assessment as implemented under each of the requirements of sections I.1.a and I.1.b above.	SWPP-MUNI		EXPANDED	F
128	As part of its Watershed Urban Runoff Management Program, each watershed group of Copermittees (as identified in Table 4) shall annually assess the effectiveness of its Watershed Urban Runoff Management Program implementation.	SWPP-MUNI		EXPANDED	F
129	Based on the results of the effectiveness assessment, the watershed Copermittees shall modify their Watershed Water Quality Activities, Watershed Education Activities, and other aspects of the Watershed Urban Runoff Management Program in order to maximize Watershed Urban Runoff Management Program effectiveness.	SWPP-MUNI		EXPANDED	T
130	Each Copermittee shall collaborate with the other Copermittees to develop a Long term Effectiveness Assessment (LTEA), which shall build on the results of the Copermittees' August 2005 Baseline LTEA.	SWPP-MUNI		EXPANDED	F
131	Each Copermittee shall revise and update its JURMP so that it describes all activities the Copermittee has undertaken or is undertaking to implement the requirements of each component of Jurisdictional Urban Runoff Management Program section D of this Order	SWPP-MUNI		EXPANDED	T
132	As part of its Watershed Urban Runoff Management Program Annual Reports, each watershed group of Copermittees (as identified in Table 4) shall report on its Watershed Urban Runoff Management Program effectiveness assessment as implemented under each of the requirements of section I.2.a and I.2.b above.	SWPP-MUNI		EXPANDED	F
136	Based on the results of the Copermittees' evaluation of their effectiveness assessments, the Copermittees shall modify their effectiveness assessment methods to improve their ability to accurately assess the effectiveness of their urban runoff management programs.	SWPP-MUNI		EXPANDED	T

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
164	Each Copermittee shall generate individual Jurisdictional Urban Runoff Management Plan Annual Reports which cover implementation of its jurisdictional activities during the past annual reporting period.	SWPP-MUNI		EXPANDED	F
167	Establish and Modify Development Regulations Related to Storm Water as directed by the San Diego Regional Water Quality Control Board	SWPP-MUNI		EXPANDED	T
205	Implement City Procedures for Public Works Contracts	SWPP-MUNI		EXPANDED	T
121	As part of the Regional Urban Runoff Management Program, the Copermittees shall collectively develop a standardized method and format for annually conducting and reporting fiscal analyses of their urban runoff management programs in their entirety (including jurisdictional, watershed, and regional activities).	SWPP-MUNI	SWPP-ADMIN	NEW	T
118	Each Copermittee shall collaborate with the other Copermittees to develop and update as necessary a Regional Urban Runoff Management Program.	SWPP-MUNI	SWPP-EDU	NEW	T
133	Each Copermittee shall collaborate with the other Copermittees to develop the RURMP.	SWPP-MUNI	SWPP-EDU	NEW	T
134	As part of the Regional Urban Runoff Management Program, the Copermittees shall annually assess the effectiveness of Regional Urban Runoff Management Program implementation.	SWPP-MUNI	SWPP-EDU	NEW	F
135	Based on the results of the effectiveness assessment, the Copermittees shall modify their regional activities and other aspects of the Regional Urban Runoff Management Program in order to maximize Regional Urban Runoff Management Program effectiveness.	SWPP-MUNI	SWPP-EDU	NEW	T
27	Each Copermittee shall collaborate with the other Copermittees to develop and implement a Hydromodification Management Plan (HMP)	SWPP-MUNI	SWPP-ENG	NEW	F
115	At a minimum, the watershed Copermittees shall collectively either implement or conduct the planning and studies necessary to implement at least one long-term Watershed Water Quality Activity which cannot be implemented on an annual basis.	SWPP-MUNI	SWPP-ENG	NEW	T
	Develop HMP for SUSMP by July 1, 2007	SWPP-MUNI	SWPP-ENG	NEW	
29	Starting July 1, 2007, Copermittees shall implement as part of its local SUSMP an updated review process which requires proponents of Priority Development Projects in this size category to complete a Hydromodification Analysis Study (HAS) which demonstrates that the project's post-development runoff rates and durations shall not exceed estimated pre-project discharge rates and durations where the increased discharge rates and durations will result in increased potential for erosion or other significant adverse impacts	SWPP-MUNI	SWPP-ENG	NEW	T
141	Each Copermittee shall comply with Standard Provisions, Reporting Requirements, and Notifications contained in Attachment B of this Order. This includes 24 hour/5day reporting requirements for any instance of non-compliance with this Order as described in section 5.e of Attachment B.	SWPP-MUNI		NEW	F
23	Each Copermittee shall develop a watershed-based database to track and inventory approved treatment control BMPs and treatment control BMP maintenance within its jurisdiction.	SWPP-MUNI		NEW	F
24	Each Copermittee shall develop a program to ensure that approved treatment control BMPs are operating effectively and have been adequately maintained. At a minimum, the program shall include the following:	SWPP-MUNI		NEW	F

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQ'TS FROM PENDING PERMIT	IGS
28	180 days after adoption of the HMP by the Regional Board, each Copermittee shall incorporate into its local SUSMP and fully implement the HMP for all applicable Priority Development Projects.	SWPP-MUNI		NEW	F
32	Within 365 days of adoption of this Order, each Copermittee shall review and update its grading ordinances and other ordinances as necessary to achieve full compliance with this Order.	SWPP-MUNI		NEW	T
114	At a minimum, each Copermittee shall implement two Watershed Water Quality Activities within its portion of each watershed annually.	SWPP-MUNI		NEW	T
137	As part of its Regional Urban Runoff Management Program Annual Reports, the Copermittees shall report on its Regional Urban Runoff Management Program effectiveness assessment as implemented under each of the requirements of sections I.3.a, I.3.b, and I.3.c above.	SWPP-MUNI		NEW	F
166	Annual Reports. All Copermittees shall collaborate with the Principal Permittee to generate the Regional Urban Runoff Management Program Annual Reports.	SWPP-MUNI		NEW	F
170	Implement and, as directed by the San Diego Regional Water Quality Control Board modify Storm Water Management and Discharge Controls Ordinances.	SWPP-MUNI		NEW	T
119	Each Copermittee shall collaborate with the other Copermittees to implement as necessary a Regional Urban Runoff Management Program.	SWPP-MUNI	SWPP- EDU		T
52	2. BMP Implementation: (a) Each Copermittee shall implement effective pollution prevention methods in its municipal program and shall require their use by appropriate municipal departments and personnel, where appropriate.	SWPP-MUNI	SWPP- ENG		T
54	(c) Each Copermittee shall implement, or require the implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order for each municipal area or activity within its jurisdiction.	SWPP-MUNI	SWPP- ENG		T
56	(e) Each Copermittee shall implement, or require implementation of, any additional controls for municipal areas and activities tributary to CWA section 303(d) impaired water bodies (where an area or activity generates pollutants for which the water body is impaired) as necessary to comply with this Order.	SWPP-MUNI	SWPP- ENG		T
184	Obtain 401 Certifications as needed to implement water quality projects.	SWPP-MUNI	SWPP- ENG		F
113	Each Copermittee shall collaborate with other Copermittees within its watershed(s) as shown in Table 4 below to implement an updated Watershed Urban Runoff Management Program for each watershed.	SWPP-MUNI	SWPP- ENG		T
142	Management Structure - All Copermittees shall jointly execute and submit to the Regional Board no later than 180 days after adoption of this Order, a Memorandum of Understanding, Joint Powers Authority, or other instrument of formal agreement which at a minimum:	SWPP-MUNI	SWPP- MON		T
6	Each Copermittee shall implement an updated Jurisdictional Urban Runoff Management Program for its jurisdiction.	SWPP-MUNI			T
51	Each Copermittee shall implement effective pollution prevention methods in its municipal program and shall require their use by appropriate municipal departments and personnel, where appropriate.	SWPP-MUNI			T

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQ'TS FROM PENDING PERMIT	IGS
1	Upon a determination by either the Copermittee or the Regional Board that MS4 discharges are causing or contributing to an exceedance of an applicable water quality standard, the Copermittee shall promptly notify and thereafter submit a report to the Regional Board that describes best management practices (BMPs) that are currently being implemented and additional BMPs that will be implemented to prevent or reduce any pollutants that are causing or contributing to the exceedance of water quality standards.	SWPP-MUNI			T
7	Development Planning Component: Each Copermittee shall develop a program	SWPP-MUNI			
9	Each Copermittee shall revise as needed its General Plan or equivalent plan (e.g., Comprehensive, Master, or Community Plan) for the purpose of providing effective water quality and watershed protection principles and policies that direct land-use decisions and require implementation of consistent water quality protection measures for Development Projects.	SWPP-MUNI			T
10	Each Copermittee shall revise as needed their current environmental review processes to accurately evaluate water quality impacts and cumulative impacts and identify appropriate measures to avoid, minimize and mitigate those impacts for all Development Projects.	SWPP-MUNI			T
13	As part of its local SUSMP, each Copermittee shall implement a procedure for pollutants of concern to be identified for each Priority Development Project.	SWPP-MUNI			F
22	To protect groundwater quality, each Copermittee shall apply restrictions to the use of treatment control BMPs that are designed to primarily function as infiltration devices (such as infiltration trenches and infiltration basins).	SWPP-MUNI			T
49	Each Copermittee shall implement a municipal program which meets the requirements of this section,	SWPP-MUNI			T
140	Each Copermittee shall submit a signed certified statement covering its responsibilities for each applicable URMP or other submittal	SWPP-MUNI			T
165	Each Lead Watershed Copermittee shall submit to the Principal Permittee a Watershed Urban Runoff Management Program Annual Report by the date specified by the Principal Permittee.	SWPP-MUNI			F
219	Sewer: Construction, Maintenance, Funding and Use of Wastewater Facilities	SWPP-MUNI			T
37	Each Copermittee shall maintain and update monthly a watershed based inventory of all construction sites within its jurisdiction. The use of an automated database system, such as Geographical Information System (GIS) is highly recommended.	SWPP-MUNI			F
39	Each Copermittee shall implement, or require the implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order at each construction site within its jurisdiction year round.	SWPP-MUNI			T
40	Each Copermittee shall implement, or require implementation of, additional controls for construction sites tributary to CWA section 303(d) water bodies impaired for sediment as necessary to comply with this Order.	SWPP-MUNI			T
48	Each Copermittee shall notify the Regional Board when the Copermittee issues a stop work order or other high level enforcement to a non-compliant construction site in their jurisdiction	SWPP-MUNI			T
63	At a minimum, each Copermittee shall inspect the following high priority municipal areas and activities annually:	SWPP-MUNI			F
64	Based upon site inspection findings, each Copermittee shall implement all follow-up actions necessary to comply with this Order	SWPP-MUNI			T

	FUNCTION/PROCESS	SWPP PRIMARY RESP.	SWPP SECON- DARY RESP.	NEW OR EXPANDED REQT'S FROM PENDING PERMIT	IGS
70	each Copermittee shall notify the owner/operator of each inventoried industrial and commercial site/source of the BMP requirements applicable to the site/source.	SWPP-NEW	SWPP- EDU	NEW	F
68	Each Copermittee shall require the use of effective pollution prevention methods by industrial and commercial sites/sources, where appropriate.	SWPP-NEW		NEW	T
69	Each Copermittee shall designate a minimum set of effective BMPs for all industrial and commercial sources.	SWPP-NEW		NEW	T
71	Each Copermittee shall implement, or require the implementation of, the designated minimum BMPs and any additional measures necessary to comply with this Order at each industrial and commercial site/source within its jurisdiction.	SWPP-NEW		NEW	T
72	Each Copermittee shall implement, or require implementation of, additional controls for industrial and commercial sites/sources tributary to CWA section 303(d) impaired water bodies (where a site/source generates pollutants for which the water body is impaired) as necessary to comply with this Order.	SWPP-NEW		NEW	T
73	Each Copermittee shall implement, or require implementation of, additional controls for industrial and commercial sites/sources within or directly adjacent to or discharging directly to coastal lagoons or other receiving waters within environmentally sensitive areas (as defined in Attachment C of this Order) as necessary to comply with this Order.	SWPP-NEW		NEW	T
79	Each Copermittee shall develop and implement a program to reduce the discharge of pollutants from mobile businesses to the MEP.	SWPP-NEW		NEW	T
80	Each Copermittee shall keep as part of their inventory (section D.3.b.(1) above), a listing of mobile businesses known to operate within its jurisdiction.	SWPP-NEW		NEW	F
	Each Copermittee shall implement a schedule of inspection to ensure proper operation of all municipal structural treatment controls designed to reduce pollutant discharges to or from its MS4s and related drainage structures.	TBD			