STATE WATER RESOURCES CONTROL BOARD
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
WASTEWATER PROGRAM
WORKPLAN TO UPDATE THE ADMINISTRATIVE PROCEDURES MANUAL
JULY 2018

Project Statement

This workplan outlines the tasks involved in updating the existing National Pollutant Discharge Elimination System (NPDES) Wastewater Program Administrative Procedures Manual (APM). The existing 2016 NPDES APM describes the program activities carried out by staff working in the NPDES Wastewater Program at the State Water Board and nine Regional Water Boards (Collectively Water Boards). The applicable regulations and policies, procedures, processes, and responsibilities are described for each facet of the program. Continuous update of the existing NPDES APM, and other NPDES Program tools:

(1) Provides a transparent and clearer understanding of the program for Water Boards staff, management, and the legislature.
(2) Continuously improves program efficiency, consistency, responsibility, and accountability at the Water Boards.

The NPDES Wastewater Program intranet webpage contains the existing APM, tools, and NPDES program training material (i.e.: videos, templates, and guidance documents) to assist NPDES Wastewater Program staff at the State and Regional Water Boards. The APM and program training and tools are critical to train new staff, to maintain statewide consistent guidance for existing staff, and to assist work planning tasks.

Official updates to the NPDES Wastewater Program APM will be vetted internally through the State Water Board management and will be provided to the Regional Water Board Program managers and staff for commenting and feedback. State Water Board staff maintains continued draft updates to the existing APM as input, comments and new information are received through routine coordination and collaboration among the State and Regional Water Board staff.

The most current final APM is posted on the State Water Board's intranet web site under the NPDES Program (http://wiki/dwq/doku.php?id=npdes_administrative_procedures_manual_apm) and housed in the State Water Board's shared NPDES Wastewater Program file folder system in the subfolder named S:\DWQ\DIV\regs\NPDES\APM\NPDES Prog APM.

Program Description

The NPDES Wastewater Program controls water pollution by regulating point sources that discharge pollutants into waters of the United States as authorized by the Clean Water Act. Point sources are discrete conveyances such as channels, ditches, or pipes. Since its introduction in 1972, implementation of the NPDES Program has been responsible for significant improvements to our nation's water quality.

WORKPLAN TO UPDATE EXISTING APM FOR NPDES WASTEWATER PROGRAM
JULY 2018

The NPDES Program is a federal program which has been delegated by the United States Environmental Protection Agency (U.S.EPA) to the State of California for implementation through the Water Boards. The Water Boards issue NPDES permits in accordance with a Memorandum of Agreement (MOA) between the U.S. EPA and the State Water Board.

The State Water Board issues statewide general NPDES permits for discharges that are of a consistent nature statewide. The State Water Board also oversees the overall coordination of the NDPES Program throughout the state by collaborating with Regional Water Board staff, and supporting the Regional Water Board efforts. The Regional Water Boards issue individual NPDES permits regulating dischargers in their region, and ensure compliance with their permits through compliance inspections, monitoring report reviews, and enforcement actions, as necessary. Each Regional Water Board makes critical water quality decisions for its region per its corresponding Basin Plan(s) and regional priorities.

Current Workplan Timeline For Next APM Update

Activity	Timeline	Outcome
Step 1: Distribute individual chapters to NPDES Wastewater Roundtable ○ SB to solicit RB input and comments. ○ RBs conduct review of the APM.	**August - February 2019**	• NPDES Wastewater Roundtable staff review the APM for discussion at Roundtable meetings. • RBs to provide input/comments to the updated APM
Step 2: SB to review RB input, complete revisions, and include updates as necessary or requested by RBs.	**March 2018 – April 2019**	SB NPDES Program Manager incorporates updates and finalizes the APM.
Step 3: DWQ Management review updates to the existing APM	**May - July 2019**	DWQ management approve.
Step 4: NPDES Wastewater Intranet updated with updated NPDES Wastewater APM.	**August 2019**	SB NPDES Wastewater Unit and RB NPDES program managers to implementation of new current APM, and discuss ongoing routine APM updates at NPDES roundtables as a standing agenda item, or during separate meetings, as needed, at a frequency suitable for adequate discussion of any needed revisions

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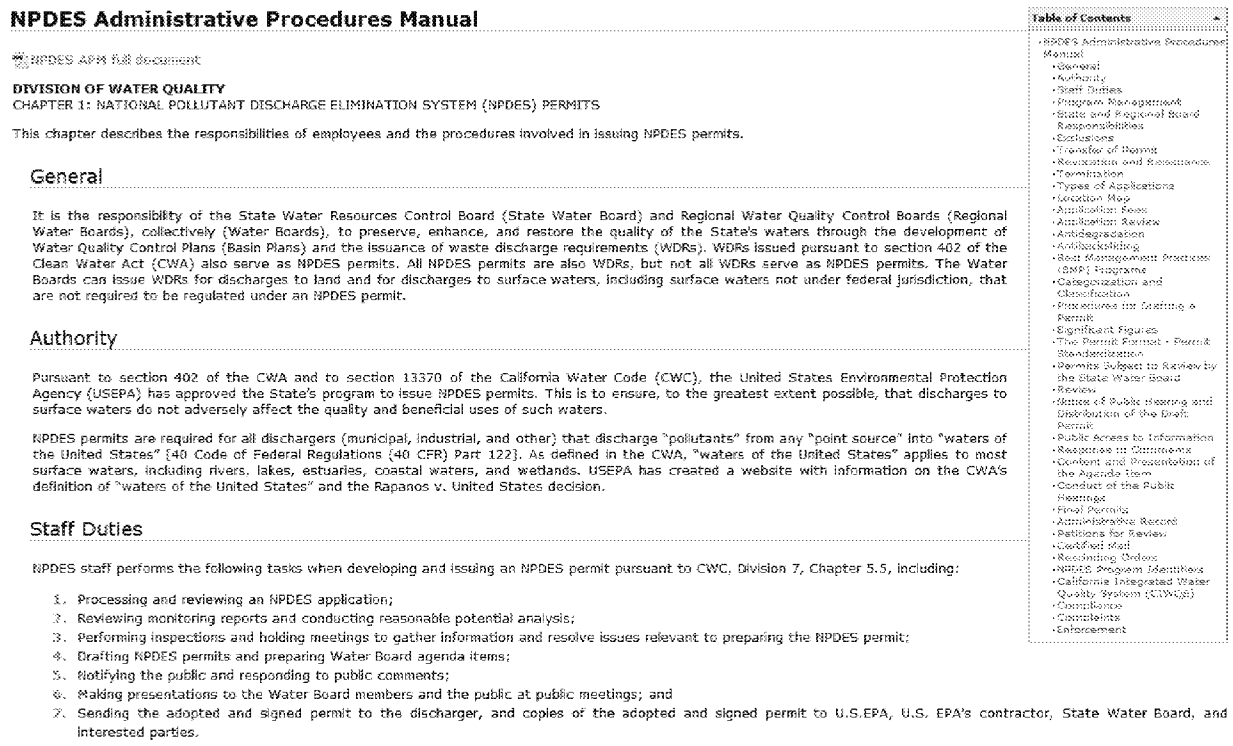
NPDES Wastewater APM

The existing NPDES Wastewater Program APM is on the NPDES Program intranet webpage and the DWQ Wiki page (image below). The existing NPDES Program APM includes input from all nine Regional Board Program Managers:
http://wiki/dwq/doku.php?id=npdes_administrative_procedures_manual_apm



NPDES Administrative Procedures Manual

NPDES APM full document

DIVISION OF WATER QUALITY
CHAPTER 1: NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMITS

This chapter describes the responsibilities of employees and the procedures involved in issuing NPDES permits.

General

It is the responsibility of the State Water Resources Control Board (State Water Board) and Regional Water Quality Control Boards (Regional Water Boards), collectively (Water Boards), to preserve, enhance, and restore the quality of the State's waters through the development of Water Quality Control Plans (Basin Plans) and the issuance of waste discharge requirements (WDRs). WDRs issued pursuant to section 402 of the Clean Water Act (CWA) also serve as NPDES permits. All NPDES permits are also WDRs, but not all WDRs serve as NPDES permits. The Water Boards can issue WDRs for discharges to land and for discharges to surface waters, including surface waters not under federal jurisdiction, that are not required to be regulated under an NPDES permit.

Authority

Pursuant to section 402 of the CWA and to section 13370 of the California Water Code (CWC), the United States Environmental Protection Agency (USEPA) has approved the State's program to issue NPDES permits. This is to ensure, to the greatest extent possible, that discharges to surface waters do not adversely affect the quality and beneficial uses of such waters.

NPDES permits are required for all dischargers (municipal, industrial, and other) that discharge "pollutants" from any "point source" into "waters of the United States" (40 Code of Federal Regulations (40 CFR) Part 122). As defined in the CWA, "waters of the United States" applies to most surface waters, including rivers, lakes, estuaries, coastal waters, and wetlands. USEPA has created a website with information on the CWA's definition of "waters of the United States" and the Rapanos v. United States decision.

Staff Duties

NPDES staff performs the following tasks when developing and issuing an NPDES permit pursuant to CWC, Division 7, Chapter 5.5, including:

1. Processing and reviewing an NPDES application;
2. Reviewing monitoring reports and conducting reasonable potential analysis;
3. Performing inspections and holding meetings to gather information and resolve issues relevant to preparing the NPDES permit;
4. Drafting NPDES permits and preparing Water Board agenda items;
5. Notifying the public and responding to public comments;
6. Making presentations to the Water Board members and the public at public meetings; and
7. Sending the adopted and signed permit to the discharger, and copies of the adopted and signed permit to U.S.EPA, U.S. EPA's contractor, State Water Board, and interested parties.

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The contents of the existing NPDES APM is as follows:

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