



## To: Prospective Applicants for Short-Term and Emergency Discharge General Permit

Attached is a **Short-Term and Emergency Discharge General Permit Notice of Intent (NOI) STED-G**, for a Louisiana Pollutant Discharge Elimination System (LPDES) permit, authorized under EPA's delegated NPDES program under the Clean Water Act. To be considered complete, every item on the form must be addressed and the last page signed by an authorized company agent. If an item does not apply, please enter "NA" (for not applicable) to show that the question was considered.

Two copies (one original and one copy) of your **completed NOI**, each with an attached marked **U.S.G.S. Quadrangle map** or equivalent, and the **site/flow diagrams** listed in Section V of the NOI, should be submitted to:

**Mailing Address:**

Department of Environmental Quality  
Office of Environmental Services  
Post Office Box 4313  
Baton Rouge, LA 70821-4313  
Attention: Water Permits Division

**Physical Address:**

Department of Environmental Quality  
Office of Environmental Services  
602 N Fifth Street  
Baton Rouge, LA 70802  
Attention: Water Permits Division

**NOIs delivered to the Physical Address above MUST be placed in the drop box specifically for in-person deliveries. A LDEQ date stamp is provided at the drop box location if an additional copy/receipt is needed for your records.** If the permit applicability requirements are met, and unless notified otherwise by the Secretary or his designee, owners/operators are authorized to discharge wastewater and/or stormwater under the terms and conditions of the permit upon the receipt (via LDEQ's drop box), of a properly completed NOI to the Office of Environmental Services, Water Permits Division; 72 hours after the postmarked date stamped on the envelope that contains the properly completed NOI; or upon submission of an electronic NOI (e-NOI). The permittee is required to keep a copy of the NOI submitted to the Water Permits Division at the permitted facility. The copy of the NOI should be kept with other records related to the permit and permit compliance.

Please be advised that completion of this NOI may not fulfill all state, federal, or local requirements for facilities of this size and type.

According to La. R. S. 48:385, any discharge to a state highway ditch, cross ditch, or right-of-way shall require approval from:

Louisiana DOTD  
Office of Highways  
Post Office Box 94245  
Baton Rouge, LA 70804-9245  
(225) 379-1927

AND

Louisiana DHH  
Office of Public Health  
Center for Environmental Services  
Post Office Box 4489  
Baton Rouge, LA 70821-4489  
(225) 342-7499

In addition, the plans and specifications for sanitary treatment plants must be approved by the Louisiana DHH, Office of Public Health at the address above.

**A copy of the LPDES regulations may be obtained from the LDEQ web site at <http://www.deq.louisiana.gov/portal/tabid/1674/Default.aspx> or from the Office of Environmental Assessment, Regulations Development Section, Post Office Box 4314, Baton Rouge, Louisiana 70821-4314, phone (225) 219-3550.**

For questions regarding this NOI please contact the Water Permits Division at (225) 219-9371. For help regarding completion of this NOI please contact DEQ, Small Business/Small Community Assistance at 1-800-259-2890.

Date \_\_\_\_\_  
Agency Interest No. AI \_\_\_\_\_

Please check:  Initial Permit  
 Modified Coverage  
 Extended Coverage

**STATE OF LOUISIANA**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**  
*Office of Environmental Services, Water Permits Division*  
**Post Office Box 4313**  
**Baton Rouge, LA 70821-4313**  
**PHONE#: (225) 219-9371**

**LPDES NOTICE OF INTENT TO DISCHARGE**  
**WASTEWATER FROM SHORT-TERM and EMERGENCY ACTIVITIES**  
(Attach additional pages if needed.)

**SECTION I - FACILITY INFORMATION**

**A. Permit is to be issued to the following:** (must have operational control over the facility operations - see LAC 33:IX.2501.B and LAC 33:IX.2503.A and B).

1. Legal Name of Applicant/Owner (Company, Partnership, Corporation, etc.) \_\_\_\_\_

Facility Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Zip Code: \_\_\_\_\_

If applicant named above is not also the owner, state owner name, phone # and address.

\_\_\_\_\_

Please check status:  Federal  Parish  Municipal  
 State  Public  Private  Other:

Is this facility regulated by the Louisiana Public Service Commission?  Yes  No

If yes, under what name is this facility regulated? \_\_\_\_\_

2. Location of facility. Please provide a specific street, road, highway, interstate, and/or River Mile/Bank location of the facility for which the NOI is being submitted.

City \_\_\_\_\_ Zip Code: \_\_\_\_\_ Parish \_\_\_\_\_

Front Gate Coordinates:

Latitude- \_\_\_\_deg. \_\_\_\_min. \_\_\_\_sec. Longitude- \_\_\_\_deg. \_\_\_\_min. \_\_\_\_sec.

Method of Coordinate Determination: \_\_\_\_\_

(Quad Map, Previous Permit, website, GPS)

Is the facility located on Indian Lands?  Yes  No

## SECTION I - FACILITY INFORMATION (cont.)

3. Name & Title of Contact Person at Facility \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_

**B. Name and address of responsible representative who completed the NOI:**

Name & Title \_\_\_\_\_  
Company \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_  
Address \_\_\_\_\_

**C. Name and address of responsible water billing party:**

Name & Title \_\_\_\_\_  
Company \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_  
Address \_\_\_\_\_

**D. Discharges Requiring Approval from the Division of Historic Preservation:**

If this NOI is being completed for a facility that has not yet been constructed, you should contact the *Section 106 Review Coordinator in the Office of Cultural Development, Archaeology Division (P. O. Box 44247, Baton Rouge, LA 70804 or telephone (225) 342-8170)* to determine if construction activities or the proposed discharges will adversely affect properties listed or eligible for listing in the National Register of Historic Places.

This is an existing facility and no construction activities related to this NOI are proposed.

This is a new facility and construction activities were completed prior to the submission of this NOI form.

This is a proposed facility and construction activities are not yet complete but I have obtained approval from the State Historic Preservation Officer for the proposed construction activities. If a no objection was previously obtained from the State Historic Preservation Officer, attach this documentation to the NOI.

**E. Facility Information.**

1. Facility Type \_\_\_\_\_ (cannery, oil refinery, dairy, etc.)
2. SIC (Standard Industrial Classification) Code(s): \_\_\_\_\_  
*SIC codes can be obtained from the U. S. Department of Labor internet site at <http://www.osha.gov/oshstats/sicser.html>*
3. Other Permits. List all existing or pending LDEQ and other environmental permits and permit numbers for the facility (NPDES, PSD, UIC, RCRA, other).  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## SECTION I - FACILITY INFORMATION (cont.)

4. Source of water supply in gallons per day. List each source giving quality such as fresh, brackish, salt, hard, or soft; and give breakdown as to how each source is used.

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5. Water Discharge Permit Revision (if applicable): Describe the requested revision to the existing permit.

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**F. Facility Operations** (applicable to the discharges covered under the general permit)

1. Describe the processes used which produce industrial wastes discharged into waters of the State. Please explain the operations in your facility in a comprehensive fashion. Include a description of the composition of any cooling water additives. If you are a producer of a product, what steps are taken to produce that product, especially those that generate a waste stream? If you are provider of a service, be specific (give quantitative values where possible, i.e. a physical measure of the amount of business you do in an average day, week, or month) about what the service is, how it is provided, and how it generates wastewater. Attach extra sheets if space below is insufficient. If appropriate, make processes coincide with sources identified in Section II.

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2. Products/Services:

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3. Raw Materials:

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4. Disposal. List any solid or liquid waste disposal methods and facilities. Include a description of the ultimate disposal of any solid or fluid wastes that are disposed of other than by discharge.

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**G. Facility History**

1. Date operations began at this site: \_\_\_\_\_
2. If a proposed facility, provide the anticipated date of startup. \_\_\_\_\_

## SECTION I - FACILITY INFORMATION (cont.)

3. If this is a short term discharge, how long does the facility plan to discharge (e.g., 2 weeks, 2 months, etc.)
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4. Is the current operator the original operator?  Yes  No
5. If this is new construction, describe the site property prior to construction. For example, was it undisturbed or was there a previous structure on the site? What was the size of the site?
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6. Is this facility located in a designated industrial area?  Yes  No

## SECTION II – DISCHARGE INFORMATION

- A. Stormwater.** Complete the following for each existing stormwater discharge. (Make additional copies as necessary.)

1. Are existing stormwater discharges covered by a stormwater General Permit?  Yes  No
2. If yes, please list the stormwater discharge authorization number(s): \_\_\_\_\_

- B. Miscellaneous Discharges** intended to be covered by the general permit.

1. Are there any bridge washing activities at the facility?  Yes  No
2. Are there any hydroblasting activities at the facility?  Yes  No
3. Are there any bridge maintenance or hydrocleaning activities at the facility?  Yes  No
4. Are there any deicing / anti-icing activities at the facility?  Yes  No
5. Is gray water being discharged?  Yes  No
6. Is chlorinated dewatering wastewater being discharged?  Yes  No
7. Does the facility wash equipment and/or vehicles?  Yes  No
8. Are equipment repair areas, shop floors or docks being washed?  Yes  No
9. Are there any pressure washing activities at the facility?  Yes  No
10. Is water well flushing water being discharged at the facility?  Yes  No

## SECTION II - DISCHARGE INFORMATION (cont.)

**C. Outfall Identification.**

**Complete this section for each discharge outfall.** Outfalls are discharge points. An external outfall is a discrete discharge point beyond which the waste stream receives no further mixing with other waste streams prior to discharging into a receiving waterbody. An internal outfall is an outfall for a waste stream that combines with other waste stream(s) before discharging into an “external” outfall. Please provide your after-treatment test results in the units asked for on the application. You should read Section B – Effluent Limitations of the permit before completing this section of the NOI. You should place an “X” in the column next to any of the types of discharges that occur at your facility. The schedules listed below correspond to the schedules listed in the permit, which are the only types of discharges that are permissible under the general permit.

Facility Discharges	Outfall No.	Operation Contributing Flow	Treatment Method	Average Flow (gpd)
		Schedule A - Treated Sanitary Wastewater and / or Dewatering of Oxidation Ponds less than 5000 GPD		
		Schedule B – Uncontaminated Stormwater Discharges and Utility Wash Water without soaps and / or detergents		
		Schedule C – Utility Wash Waters with soaps and / or detergents		
		Schedule D – Hydrostatic Testing and Vessel Testing Wastewaters		
		Schedule E – Potable Water Treatment Plant Filter Backwash, Clarifier Blowdown, Water Softening, Iron and Manganese Removal, and Disinfection of Source Water		
		Schedule F – Landfill Wastewater from a Construction / Demolition Debris and Woodwaste Landfill		
		Schedule G – Non-Contact Stormwater Discharges from a Construction / Demolition Debris Woodwaste Landfill		
		Schedule H – Other Wastewater Discharges		

## SECTION II - DISCHARGE INFORMATION (cont.)

Outfall Location. Provide a description of the physical location for each outfall. **Make additional copies for each outfall.**

1.

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2. Latitude/Longitude of Discharge:

Latitude- \_\_\_ deg. \_\_\_ min. \_\_\_ sec. Longitude- \_\_\_ deg. \_\_\_ min. \_\_\_ sec.

Method of Coordinate Determination:

\_\_\_\_\_  
(Quad Map, Previous Permit, website, GPS)

3. If a new discharge, when do you expect to begin discharging? \_\_\_\_\_

4. Indicate how the wastewater reaches state waters (named water bodies). This will usually be either *directly*, by *open ditch* (if it is a highway ditch, indicate the highway), or by *pipe*. Please specifically name all of the minor water bodies that your wastewater will travel through on the way to a major water body. This information can be obtained from U.S.G.S. Quadrangle Maps. Include river mile of discharge point if available.

By \_\_\_\_\_ (effluent pipe, ditch, etc.);

thence into \_\_\_\_\_ (parish drainage ditch, canal, etc.);

thence into \_\_\_\_\_ (named bayou, creek, stream, etc.);

thence into \_\_\_\_\_ (lake, river, etc.).

5. Treatment Method applied to wastewaters. Please be specific.

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6. Disposal. List any solid or liquid waste disposal methods and facilities. Include a description of the ultimate disposition of any solid or fluid wastes that are disposed of other than by discharge.

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## SECTION II – DISCHARGE INFORMATION (cont.)

- D. Schedule H – Other Wastewater Discharges. Place an X by any of the following pollutants that you believe will be present in the discharge

Complete this section for each outfall to be covered by Schedule H.

The permittee shall notify the appropriate Regional Office 24 hours prior to the commencement of discharge for wastewater covered by Schedule H. Current regional office address and telephone numbers are available on the LDEQ website at <http://www.deq.louisiana.gov/portal/tabid/62/Default.aspx>. The permittee that will discharge into sensitive hydrological subsegments shall notify the USFWS 24 hours prior to the commencement of discharge for wastewater covered by Schedule H.

1. Outfall Number: \_\_\_\_\_ Discharge Description: \_\_\_\_\_

ID	POLLUTANT (SEE PERMIT FOR LIMITATIONS)	BELIEVED TO BE PRESENT	NOTES
1	Flow (GPD)		
2 - 4	BOD <sub>5</sub> / CBOD <sub>5</sub> <sup>1</sup>		
5	Enterococci Colonies/100 mL		
6 - 7	Ammonia-Nitrogen (NH <sub>3</sub> -N)		
8	Dissolved Oxygen		
9 - 10	COD <sup>1</sup>		
11 - 15	TSS <sup>1</sup>		
16	Oil & Grease		
17 - 18	Fecal Coliform Colonies/100 mL		
19	TOC		
20	Total BTEX		
21	Total Dissolved Solids		
22	Chlorides		
23	Sulfates		
24	Total Nitrogen		
25	Total Phosphorous		
26	Total Residual Chlorine		
27	Temperature (Freshwater)		
28	Temperature (Estuarine & Coastal Waters)		
29	pH - Allowable Range (Standard Units)		
30	Total Antimony		
31	Total Arsenic		
32	Total Beryllium		
33	Total Cadmium		
34	Total Chromium		



ID	POLLUTANT (SEE PERMIT FOR LIMITATIONS)	BELIEVED TO BE PRESENT	NOTES
35	Total Copper		
36	Total Lead		
37	Total Mercury		
38	Total Nickel (Fresh water)		
39	Total Selenium		
40	Total Silver		
41	Total Thallium		
42	Total Zinc		
43	Total Cyanide		
44	Acrolein		
45	Acrylonitrile		
46	Benzene		
47	Bromoform		
48	Carbon Tetrachloride		
49	Chlorobenzene		
50	Chlorodibromomethane		
51	Chloroethane		
52	2-Chloroethyl vinyl ether		
53	Chloroform		
54	Dibromochloromethane		
55	1,2-Dichlorobenzene		
56	1,3-Dichlorobenzene		
57	1,4-Dichlorobenzene { <i>p</i> -Dichlorobenzene}		
58	1,1-Dichloroethane		
59	1,2-Dichloroethane (EDC)		
60	1,1-Dichloroethylene {1,1-dichloroethene}		
61	1,2- <i>trans</i> -Dichloroethylene {1,2-dichloroethene}		
62	1,2-Dichloropropane		
63	1,3-Dichloropropene {1,3-Dichloropropylene}		
64	Ethylbenzene		
65	Methyl Bromide {Bromomethane}		
66	Methyl Chloride {Chloromethane}		
67	Methylene Chloride		
68	1,1,2,2-Tetrachloroethane		
69	Tetrachloroethylene		

ID	POLLUTANT (SEE PERMIT FOR LIMITATIONS)	BELIEVED TO BE PRESENT	NOTES
70	Toluene		
71	1,1,1-Trichloroethane		
72	1,1,2-Trichloroethane		
73	Trichloroethylene {Trichloroethene}		
74	Vinyl Chloride		
75	2-Chlorophenol {o-Chlorophenol}		
76	2,4-Dichlorophenol		
77	2,4-Dimethylphenol		
78	4,6-Dinitro-o-cresol {4,6-Dinitro-o-phenol} {4,6-Dinitro-2-methyl phenol}		
79	2,4-Dinitrophenol		
80	2-Nitrophenol		
81	4-Nitrophenol		
82	p-Chloro-m-cresol {Parachlorometacresol}		
83	Pentachlorophenol		
84	Phenol		
85	2,4,6-Trichlorophenol		
86	Acenaphthene		
87	Acenaphthylene		
88	Anthracene		
89	Benzidine		
90	Benzo(a)anthracene		
91	Benzo(a)pyrene		
92	3,4-Benzofluoranthene {Benzo(b)fluoranthene}		
93	Benzo(ghi)perylene		
94	Benzo(k)fluoranthene		
95	Bis(2-chloroethyl)ether		
96	Bis(2-chloroethoxy)methane		
97	Bis(2-chloroisopropyl)ether		
98	Bis(2-ethylhexyl)phthalate		
99	4-Bromophenyl phenyl ether		
100	Benzyl butyl phthalate {Butyl benzyl phthalate}		
101	2-Chloronaphthalene		
102	4-Chlorophenyl phenyl ether		
103	Chrysene		
104	Dibenzo(a,h)anthracene		

ID	POLLUTANT (SEE PERMIT FOR LIMITATIONS)	BELIEVED TO BE PRESENT	NOTES
105	3,3-Dichlorobenzidine		
106	Diethyl phthalate		
107	Dimethyl phthalate		
108	Di-n-butyl phthalate		
109	2,4-Dinitrotoluene		
110	2,6-Dinitrotoluene		
111	Di-n-octyl phthalate		
112	1,2-Diphenylhydrazine		
113	Fluoranthene		
114	Fluorene		
115	Hexachlorobenzene		
116	Hexachlorobutadiene		
117	Hexachlorocyclopentadiene		
118	Hexachloroethane		
119	Ideno(1,2,3-cd)pyrene		
120	Isophorone		
121	Naphthalene		
122	Nitrobenzene		
123	N-nitrosodimethylamine		
124	N-nitrosodi-n-propylamine		
125	N-nitrosodiphenylamine		
126	Phenanthrene		
127	Pyrene		
128	1,2,4-Trichlorobenzene		
129	Aldrin		
130	Alpha-BHC		
131	Beta-BHC		
132	Delta-BHC		
133	Gamma-BHC (Lindane)		
134	Chlordane		
135	4,4'-DDT		
136	4,4'-DDE		
137	4,4'-DDD		
138	Dieldrin		
139	Endosulfan- $\alpha$		
140	Endosulfan- $\beta$		

ID	POLLUTANT (SEE PERMIT FOR LIMITATIONS)	BELIEVED TO BE PRESENT	NOTES
141	Endosulfansulfate		
142	Endrin		
143	Endrin aldehyde		
144	Heptachlor		
145	Heptachlor Epoxide		
146	Total PCBs		
147	PCB-1016		
148	PCB-1221		
149	PCB-1232		
150	PCB-1242		
151	PCB-1248		
152	PCB-1254		
153	PCB-1260		
154	Toxaphene		
155	2,3,7,8-Tetrachloro-dibenzo-p-dioxin (TCDD)		
156	Total Phenols		

<sup>1</sup> LDEQ will determine the most appropriate BOD<sub>5</sub> / CBOD<sub>5</sub>, NH<sub>3</sub>-N, COD, fecal coliform, and TSS limitations upon receipt of the NOI.

**F. Additional Information**

1. List any toxic materials that the applicant currently uses or manufactures as an intermediate, feedstock, final product, or by-product.

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2. If any toxic or hazardous materials are present onsite, do you have an SPC plan? If "no", explain

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3. List pertinent physical and chemical properties (e.g., toxic components, taste and odor compounds, heavy metals, etc.) that may be associated with the discharge.

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4. Toxicity Data. List any bioassay tests conducted on the effluent from the facility. Provide a summary of the test results.

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### SECTION III – COMPLIANCE HISTORY

Report the history of all violations and enforcement actions for the facility, a summary of all permit excursions including effluent violations reported on the facility's Discharge Monitoring Reports (DMRs) and bypasses for the last three years. Using a brief summary, report on the current status of all administrative orders, compliance orders, notices of violation, cease and desist orders, and any other enforcement actions either already resolved within the past 3 years or currently pending. The state administrative authority may choose, at its discretion, to require a more in-depth report of violations and compliance actions for the applicant covering any law, permit, or order concerning pollution at this or any other facility owned or operated by the applicant.

### SECTION IV – LAC 33:I.1701 REQUIREMENTS

- A.** Does the company or owner have federal or state environmental permits in other states that are either identical to or similar in nature to, the permit for which you are applying? (This requirement applies to all individuals, partnerships, corporations, or other entities who own a controlling interest of 50% or more in your company, or who participate in the environmental management of the facility for an entity applying for the permit or an ownership interest in the permit.)

Permits in Louisiana. List Permit Numbers: \_\_\_\_\_

Permits in other states (list states): \_\_\_\_\_

No other environmental permits.

- B.** Do you owe any outstanding fees or final penalties to the Department?  Yes  No

If yes, please explain. \_\_\_\_\_

- C.** Is your company a corporation or limited liability company?  Yes  No

If yes, is the corporation or LLC registered with the Secretary of State?  Yes  No

If yes, attach a copy of your company's Certificate of Registration and/or Certificate of Good Standing from the Secretary of State.

## SECTION V – MAPS/DIAGRAMS

- A. Site Diagram.** Attach to this NOI a complete site diagram of your facility showing the boundaries of your facility, the location of all buildings and/or storage areas, the location of treatment units (such as settling basins, wash racks, sewage treatment plants), and demonstrate how the wastewater flows through your facility into each clearly labeled discharge point. Indicate stormwater flow pattern with arrows on this diagram or provide additional diagrams if needed. Please indicate the location of the front gate or entrance to the facility on the site diagram. The diagram need not be to scale.
- B. Topographic Map.** Attach to this NOI a map or a copy of a section of the map which has been **highlighted to show the path of your wastewater from your facility to the first named water body**. **The highlighted map must be attached to BOTH NOIs that are submitted to LDEQ (i.e., the original NOI and the copy of the NOI).** Include on the map the area extending at least one mile beyond your property boundaries. Indicate the outline of the facility, the location of each of its existing and proposed discharge structures, and any existing hazardous waste treatment storage or disposal facilities. Waterways and streets/highways must be clearly identified by name on the map.

A U.S.G.S. 1:24,000 scale map (7.5' Quadrangle) would be appropriate for this item. Appropriate maps can be obtained from local government agencies such as DOTD or the Office of Public Works. Maps can also be obtained online at <http://map.deq.louisiana.gov/index2.htm>. Private map companies can also supply you with these maps. If you cannot locate a map through these sources you can contact the Louisiana Department of Transportation and Development at:

1201 Capitol Access Road  
Baton Rouge, LA 70802  
(225) 379-1107  
[maps@dotd.louisiana.gov](mailto:maps@dotd.louisiana.gov)

- C. Flow Diagram** for the applicable discharges covered under the general permit. Attach a line drawing of the water flow through the facility with a water balance showing operations contributing wastewater to the effluent and treatment units. The water balance must show average and maximum flows at intake and discharge points and between units, including treatment units. If a water balance cannot be determined, the applicant may provide instead a pictorial description of the nature and amount of any sources of water and any collection and treatment measures. Hand drawn maps are acceptable.

According to the Louisiana Water Quality Regulations, LAC 33:IX.2503, the following requirements shall apply to the signatory page in this application:

## Chapter 25. Permit Application and Special LPDES Program Requirements

### 2503. Signatories to permit applications and reports

- A. All permit applications shall be signed as follows:
1. For a corporation - by a responsible corporate officer. For the purpose of this Section responsible corporate officer means:
    - (a) A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or
    - (b) The manager of one or more manufacturing, production, or operating facilities provided: the manager is authorized to make management decisions that govern the operation of the regulated facility, including having the explicit or implicit duty of making major capital investment recommendations and initiating and directing other comprehensive measures to ensure long term environmental compliance with environmental laws and regulations; the manager can ensure that the necessary systems are established or actions taken together complete and accurate information for permit application requirements; and the authority to sign documents has been assigned or delegated to the manager in accordance with corporation procedures.
  2. For a partnership or sole proprietorship - by a general partner or the proprietor, respectively; or
  3. For a municipality, state, federal or other public agency – by either a principal executive officer or ranking elected official. For the purposes of this section a principal executive officer of a federal agency includes:
    - (a) The chief executive officer of the agency, or
    - (b) A senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrators of EPA).
- NOTE:** LDEQ does not require specific assignments or delegations of authority to responsible corporate officers identified in the Permit **Standard Conditions, Section D.10.a.(1)(a)**. The agency will presume that these responsible corporate officers have the requisite authority to sign permit applications unless the corporation has notified the state administrative authority to the contrary. Corporate procedures governing authority to sign permit applications may provide for assignment or delegation to applicable corporate positions under Permit **Standard Conditions, Section D.10.a.(1)(b)** rather than to specific individuals.
- B. All reports required by permits and other information requested by the state administrative authority shall be signed by a person described in Permit Standard Conditions, Section D.10.a., or by a duly authorized representative of that person. A person is a duly authorized representative only if:
1. The authorization is made in writing by a person described in Permit **Standard Conditions, Section D.10.a.**
  1. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for

environmental matters for the company, (a duly authorized representative may thus be either a named individual or any individual occupying a named position); and

3. The written authorization is submitted to the state administrative authority.
- C. Changes to authorization. If an authorization under Permit **Standard Conditions, Section D.10.b** is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, a new authorization satisfying the requirements of **Section D.10.b** must be submitted to the state administrative authority prior to or together with any reports, information, or applications to be signed by an authorized representative.
- D. Any person signing any document under Permit **Standard Conditions, Section D.10.a. or b** shall make the following certification:

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations."



## SIGNATORY AND AUTHORIZATION

Pursuant to the Water Quality Regulations (specifically LAC 33:IX.2503) promulgated September 1995, the state NOI must be signed by a responsible individual as described in LAC 33:IX.2503 and that person shall make the following certification:

"I certify under penalty of law that I have read and understand the Section A "Applicability" requirements for coverage under the general permit for short-term and emergency discharges. To the best of my knowledge, my facility is eligible for coverage under this general permit and its operation will not result in a discharge of pollutants from sources not covered by the general permit, or otherwise authorized by another individual or general permit."

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations."

**Signature** \_\_\_\_\_  
**Printed Name** \_\_\_\_\_  
**Title** \_\_\_\_\_  
**Company** \_\_\_\_\_  
**Date** \_\_\_\_\_  
**Telephone** \_\_\_\_\_  
**Email Address** \_\_\_\_\_  
**Federal Tax ID** \_\_\_\_\_

### CHECKLIST

To prevent any unnecessary delay in the processing of your notice of intent to be covered under the general permit, please take a moment and check to be certain that the following items have been addressed and enclosed:

1. ALL questions and requested information have been answered (N/A if the question or information was not applicable).
2. ALL required maps, drawings, lab analysis, and other reports are enclosed.
3. The appropriate person has signed the signatory page.
4. Please forward the original and one copy of this NOI and all attachments.

**ANY NOI THAT DOES NOT CONTAIN ALL OF THE REQUESTED INFORMATION WILL BE CONSIDERED INCOMPLETE. NOI PROCESSING WILL NOT PROCEED UNTIL ALL REQUESTED INFORMATION HAS BEEN SUBMITTED.**

**NOTE: UPON RECEIPT AND SUBSEQUENT REVIEW OF THE NOI BY THE WATER PERMITS DIVISION, YOU MAY BE REQUESTED TO FURNISH ADDITIONAL INFORMATION IN ORDER TO COMPLETE THE PROCESSING OF THE PERMIT.**