



Discharge Permit Application for Wastewater Generated by Utility System Piping Projects

This application is required for the proposed discharge of industrial wastewater to the City of Austin's (City) sanitary sewer collection system generated from the chemical cleaning, conditioning, descaling and/or passivation of existing closed loops or new process piping for utility systems, such as: chilled water loops, chillers and condensers, cooling towers, boilers, etc. All sections of this application must be completed before it will be accepted by the City. Unauthorized revisions to or modifications of this form may invalidate the application.

For assistance, call the Office of Industrial Waste Monday-Friday between 7:30 AM and 4:00 PM at (512) 972-1060. This application is available on the Austin Water Utility (AWU) Website at: <http://austintexas.gov/department/pretreatment-forms-applications-and-reports>

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Submit completed application to: City of Austin / Austin Water Utility
Special Services Division / Office of Industrial Waste
3907 S. Industrial Drive, Suite 100
Austin, TX 78744-1070

A. Identifying Information

Permittee Information			
Name (legal name of company or entity)		Authorized Representative Name / Title	
Authorized Representative E-mail Address		Authorized Representative Telephone No. () - ext.	
Mailing Address		24-Hour Emergency Phone Number () - ext.	
City, State	Zip Code	Fax Number () -	
City of Austin Utility Account Number (if applicable)		Federal Tax Identification No. or Federal Employer Identification No.	
Billing Address, if different than mailing address above.		City, State	Zip Code
Billing E-mail Address if e-billing is preferred.			

Identify an **authorized representative** and, if applicable, a **duly authorized representative** as the designated signatory authority for the chemical company.

1. The authorized representative may be:
 - a. A responsible corporate officer, if the industrial user submitting the reports required by this permit is a corporation. For the purposes of this section, a responsible corporate officer means:
 - 1.) 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
 - 2.) The manager of one or more manufacturing, production, or operation facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned to the manager in accordance with corporate procedures.
 - b. A general partner or proprietor, if the industrial user submitting reports required by this permit is a partnership or sole proprietorship, respectively.
 - c. By the director or highest official appointed or designated to oversee the operations of the facility, if the industrial user submitting reports required by this permit is a federal, state or local government entity or other institutional organization (e.g. churches, schools, non-profit agencies...etc.).
2. The **duly authorized representative** may be a person specified by the authorized representative identified below if the specified person holds a position with responsibility for the overall operation of the utility system project and associated discharge activities.

Authorized Representative for Permittee		
Printed Name		Signature
Title		Telephone No. () - ext.
Mailing Address		24-Hour Emergency Phone Number () - ext.
City, State ,	Zip Code	Fax Number () -

Duly Authorized Representative for Permittee		
Printed Name		Signature
Title		Telephone No. () - ext.
Mailing Address		24-Hour Emergency Phone Number () - ext.
City, State ,		Fax Number () -

B. Operations & Chemical Use Overview

Describe the typical methods of operation used for the chemical cleaning, conditioning, descaling, and/or passivation of the utility piping including the chemical(s) used (identity, use, and quantity); type of wastes to be generated; and measures planned to ensure that all applicable City of Austin effluent limitations are met (attach additional sheets as necessary). **NOTE:** If a company document, such as a Standard Operating Procedure, already exists which meets these requirements, the document may be submitted as a Supporting Exhibit in lieu of filling out the information below.

C. Non-Discharged Wastes

In the event that analytical results for any project indicate non-compliance with City of Austin effluent limitations, describe the procedures planned for the storage, treatment, and/or disposal of the wastewater generated (attach additional sheets as necessary). **NOTE:** If a company document, such as a Standard Operating Procedure, already exists which meets these requirements, the document may be submitted as a Supporting Exhibit in lieu of filling out the information below.

D. Spill Response and Accidental Discharge Procedures

Describe the procedures planned for response to spills and accidental discharges of pollutants occurring during projects conducted under this permit. The procedures must include the structural means (spill containment devices) employed to ensure that the sanitary sewer, the potable water system, and the watershed will be protected from harmful exposures, spills, and accidental discharges of pollutants. Additionally, the procedures must also include the process for immediate notification of internal parties (building/facilities manager or operator, internal spill response team) and external parties (Special Services Division, Watershed Protection, Fire Department, etc.) in the event of a spill or accidental discharge. The notification process must include names, telephone numbers, and a procedure for follow-up written notification to the Special Services Division within five days (attach additional sheets if necessary). **NOTE:** If a company document, such as a Standard Operating Procedure, already exists which meets these requirements, the document may be submitted as a Supporting Exhibit in lieu of filling out the information below.

E. Supporting Exhibits

Material Safety Data Sheets (MSDS): A MSDS must be submitted with this application for each chemical planned for use by the Chemical Provider during the utility piping cleaning, conditioning, descaling and/or passivation operations.

Optional or Additional Documents: If a document, such as a company Standard Operating Procedure exists which encompasses the information requested in Sections B - D above, the document may be submitted as a Supporting Exhibit in lieu of providing the information in the permit application.

F. Compliance Certification

Certification Statement:

The Authorized Representative, as identified in Section A., must sign this statement.

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.

Printed Name

Title

Signature

Date