

*Surface Water Tracking, Reporting, and Electronic
Application Management System (STREAMS)*

Non-Compliance Report

May 4, 2016



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Non-Compliance Report – Electronic Report Overview

The STREAMS service provides the capability to electronically submit the Non-Compliance Report. This report can be accessed via your personal dashboard (i.e., the opening screen in STREAMS which displays your permit list, application list, and reports list). Non-Compliance Reports that are created will be listed on the Report List where additional actions may be performed on them (ex. downloading report PDF, edit, delete, and delegate).

Working within your secure eBusiness Center account, the ease of use of the new innovative smart forms, one-click submittals without having to mail paper forms to the agency, and the ability to make fee payments online make the STREAMS service the go-to destination to submit your Non-Compliance Report – as well as applications for nearly 20 other permit types and dozens of additional reports (ex. annual sewage sludge, priority pollutant report, annual reports, etc.)

Detailed steps on how to fully complete the Non-Compliance Report has been graphically displayed below.

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Non-Compliance Report

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Service Activation

State of Ohio | Ohio EPA | Logout



eBusiness Center

eBusiness Home My Account ▾

jrobert1



Welcome to the Ohio EPA eBusiness Center



Available Services <small>(What is this?)</small>				
Service	Action	Status	Facilities	Delegations
Air Services	Request	Inactive	view/edit	
Conference and Events Registration	Request	Inactive	view/edit	
Division of Surface Water Credible Data	Deactivate	Active	view/edit	view/edit
Division of Surface Water NPDES Permit Applications		Active	view/edit	
DMWM Compliance	Request	Inactive	view/edit	
DMWM Compost/Scrap Tire Facility Registration	Request	Inactive	view/edit	
DMWM Infectious Waste Generator Registration	Request	Inactive		
DMWM Scrap Tire Transporter Registration	Request	Inactive		
DMWM Solid Waste/C&DD Disposal Fees (Submit Report)	Request	Inactive	view/edit	
DMWM Solid Waste/C&DD Facility Licensing	Request	Inactive	view/edit	
e-DMR	Deactivate	Active	view/edit	view/edit
e-Drinking Water Reports	Request	Inactive	view/edit	
E2 Administration	Deactivate	Active	view/edit	view/edit
Hazardous Waste Report (eDRUMS)	Request	Inactive	view/edit	
OEEF Grant Service (No PIN Required)	Request	Inactive		
Pay Ohio EPA Fees Online	Request	Inactive	view/edit	
Water/Wastewater Exam Providers: Apply for Approval and Upload Scores	Request	Inactive		
Water/Wastewater Operators: Apply for Exams, Renewal and Contact Hours	Request	Inactive		
Water/Wastewater Training Providers: Apply for Contact Hours and Upload Attendance	Deactivate	Active		

My Tasks (2)			
Name ▾	Status ▾	Created ▾	Action
PIN Activated	Active	03/30/2009 15:01:27	hide
View e-DMR Service Request (94296) for Clifton WWTP (17464) with regulatory program ID (1PA00023, OH0118567)	Pending	10/05/2015 09:02:49	hide

A service is a division within Ohio EPA that offers electronic services. To access STREAMS, click on *Division of Surface Water NPDES Permit Applications* (i.e., *STREAMS*) to select the service – you will be directed immediately.



eBusiness Center

Division of Surface Water NPDES Permit Applications Service Activation

Would like to activate this service for you account?

Yes

Cancel

The first time you select this service you will be prompted to activate it – simply click the **Yes** button. You will now be directed to your personal dashboard where you can add permits to your personal list/view, complete permit applications and various reports, and make fee payments using the ePayment Service.

Non-Compliance Report – Creating New Reports

State of Ohio | Ohio EPA | Logout



eBusiness Center

eBusiness Center Admin ▾

jrobert1

Permit List 0 [Add Permit](#) 

You do not have any permits associated with your account. If you have a permit and know the permit number please click the 'Add Permit' button above and enter your permit number. Once your permit has been added you can perform actions on that permit from the 'Actions' menu. For a detailed explanation click the 'Form Instructions' below.

[Form Instructions](#)

Application List 0 [Create New Permit Application](#)

Application ID ▾	Number ▾	Application Type ▾	Applicant Name ▾	Updated ▾	Status ▾	Actions
No items to display						

Report List 0 [Create Report](#)

Report ID ▾	Report Type ▾	Location Name ▾	Permit Number ▾	Updated ▾	Status ▾	Actions
<input type="text"/>						

To fill out and submit a Non-Compliance Report, first add the permit to your Permit List on your personal dashboard by clicking the **Add Permit** button. *You can manage all of your permits by adding them to your Permit List.*

Add Existing Permit

Use this page to associate an existing permit to your account. Simply enter your permit number below. If you do not know the permit number, you can search for it here.

Permit Number

Enter your permit number and click the *Search* button (with or without the *AG permit version extension).

Add Existing Permit

Use this page to associate an existing permit to your account. Simply enter your permit number below. If you do not know the permit number, you can search for it here.

Permit Number

Permit Search Results

Number	US EPA #	Type	Name	Issue Date	Expiration Date	Status	Properties
4PA00004*GD	OH0022519	MUNICIPAL	Williamsport WWTP	10/5/10	10/31/15	ACTIVE	<input type="button" value="properties"/> <input type="button" value="Add Permit"/>

If a valid permit number has been entered, the system will find the permit and display it in the Permit Search Results section. Click the **Add Permit** button to select the permit – it will now be added to your personal dashboard.

Permit List 11 Add Permit

Permit Number [▲]	Name [▼]	Type [▼]	Issued [▼]	Coverage [▼]	Status [▼]	Actions	Reporting
4IN00085*ED	Rickenbacker International Airport	NPDES Industrial	3/31/2011		Active	Actions [▼]	Reporting [▼] 

- Annual Sewage Sludge Report
- Compliance Schedule Update Report
- Non-Compliance Report 
- NPDES Biomonitoring Report Form Acute Toxicity Test
- NPDES Biomonitoring Report Form Chronic Toxicity Test
- Pretreatment Program - Priority Pollutant Reporting Form

Application List 18 Create New Permit Application

Application ID [▼]	Number [▼]	Application Type [▼]	Applicant Name [▼]	Updated [▼]	Status [▼]	Actions

From your personal dashboard, click the **Actions** dropdown to access management tools which will allow you to **Remove Permit from your List**, **Terminate Permit**, **Transfer Permit**, and **Renew Permit**. Select the **Reporting** dropdown to access any number of reporting forms that can be submitted electronically within minutes. Click the **Reporting** dropdown and select **Non-Compliance Report** to launch the report.

Non-Compliance Report – Completing the Report

NPDES Noncompliance Notification for Exceedance of a Daily Maximum Discharge Limit

Permit Information	
Facility Name Ohio Oil Gathering Corp	Effective Permit Number 0GS00065*AG

Contact Information	
First Name <input type="text"/>	Last Name <input type="text"/>
Phone Number <input type="text" value="(xxx) xxx-xxxx"/>	Email Address <input type="text" value="Email"/>

Once the report opens you will notice that it is prepopulated with a variety of information from the Agency database. Begin by filling in the contact information.

Exceedance Information

Date and Time of Event

03/24/2016

12 : 24 PM

Duration If Corrected (Hours)

Expected Duration If Uncorrected (Hours)

Exceeded Limits

Outfall #	Parameter		Permit Limit		Measured Exceedance	Comments	Actions
	Code	Name	Type	Value			
<input type="button" value="Add Exceeded Limit"/>							

Enter the date and time of the event, duration, and click the **Add Exceeded Limit** button.

Exceeded Limit

Outfall Number [select] ▼

Parameter Please select an outfall to see its associated parameters.

Permit Limit Please select a parameter to see its associated permit limits.

Measured Exceedance

Additional Comments Enter any additional comments here.

Save Cancel

Select the Outfall from the dropdown, parameter and parameter limit. Enter the Exceedance and any additional comments and click the *Save* or *Cancel* buttons to proceed with the report.

Cause of Exceedance

Describe the cause of the exceedance.

Steps Taken to Address Exceedance

List the steps taken to address the exceedance.

NPDES Noncompliance Notification for Exceedance of a Daily Maximum Discharge Limit EDIT

Validate Save Submit Exit

Describe the cause of the exceedance and steps take to address the exceedance. You now have the option to click the **Validate** button to see if all fields have been filled out correctly, **Save**, **Exit**, or click **Submit** to submit the report to the agency. A saved report will be housed in your Report List on your personal dashboard until submitted, deleted, or delegated to another individual to submit.

Submitting Reports

By transmitting this information using this Personal Identification Number (PIN), I certify that: (1) I have been authorized by Ohio EPA to use this PIN; (2) I am aware of and understand the requirements of my PIN Subscriber Agreement and it is my belief that I have complied with the terms of that agreement in all respects and am using this PIN in accordance with that Agreement; (3) I reviewed, or had the opportunity to review, the electronic version of the information, and I am transmitting the information knowingly; (4) I am without any reason to believe that the confidentiality of my PIN or security questions has or may have been compromised now or at any time prior to this submission; and (5) I understand that I may be subject to civil and criminal liability for falsely certifying.

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.

Security Question: What color is red?

...

PIN:

.....

Submit Cancel

When you click the **Submit** button, you will be prompted to answer a security question and enter your PIN (i.e., your personal electronic signature). Enter this information and click the **Submit** button.

By transmitting this information using this Personal Identification Number (PIN), I certify that: (1) I have been authorized by Ohio EPA to use this PIN; (2) I am aware of and understand the requirements of my PIN Subscriber Agreement and it is my belief that I have complied with the terms of that agreement in all respects and am using this PIN in accordance with that Agreement; (3) I reviewed, or had the opportunity to review, the electronic version of the information, and I am transmitting the information knowingly; (4) I am without any reason to believe that the confidentiality of my PIN or security questions has or may have been compromised now or at any time prior to this submission; and (5) I understand that I may be subject to civil and criminal liability for falsely certifying.

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.

 The PIN entered was incorrect. Please try again.

Security Question: What color is red?

Answer

PIN:

PIN

Entering in an incorrect security question answer or PIN will result in a red error message – simply just reenter this information and click the **Submit** button again.

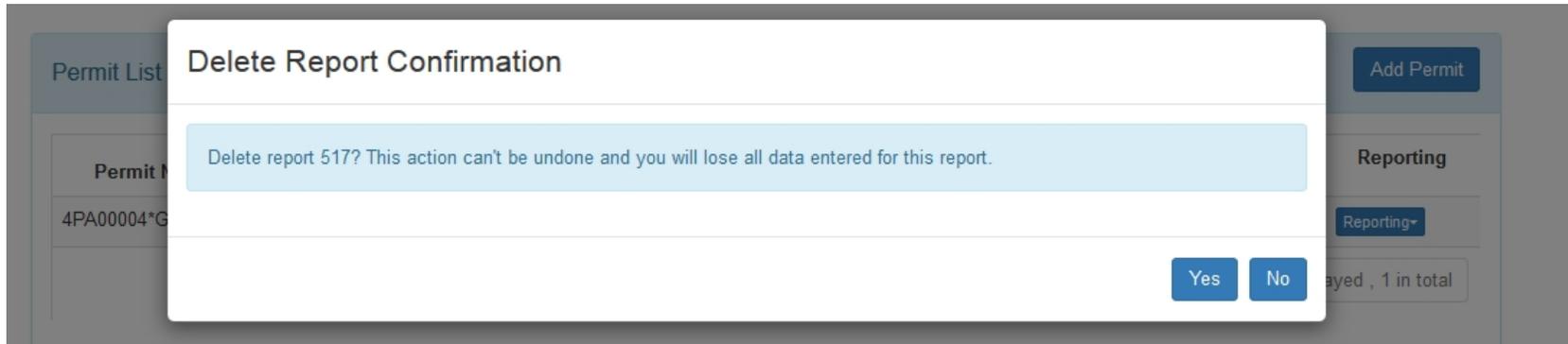
Editing, Deleting, and Delegation

Report List 7 Create Report

Report ID	Report Type	Location Name	Permit Number	Updated	Status	Actions
39972	Pretreatment Program - Priority Pollutant Reporting Form	Rickenbacker International Airport	4IN00085*ED	03/28/2016	Edit	Actions
39945	MS4 Annual Report	JERRY HINES	0GK00001*BG	03/28/2016	Edit	Actions
39944	NPDES Biomonitoring Report Form Acute Toxicity Test	Rickenbacker International Airport	4IN00085*ED	03/28/2016	Edit	Actions
39943	NPDES Biomonitoring Report Form Chronic Toxicity Test	Rickenbacker International Airport	4IN00085*ED	03/28/2016	Edit	Actions
39692	Non-Compliance Report	Ohio Oil Gathering Corp	0GS00065*AG	03/24/2016	Edit	Actions
39665	MS4 Annual Report	UTC Aerospace Sys Landing Gear Plating Ops	3GR01803*AG	03/24/2016	Edit	<ul style="list-style-type: none"> Download Report PDF Edit Report Delete Report Delegate Report
39664	Compliance Schedule Update Report	ODOT ASHTABULA FACILITY PID #92265 PID - 92265	3GC06271*AG	03/24/2016	Edit	

Search 1 - 7 displayed , 7 in total

If you saved the report and chose not to submit it immediately, it will now be housed on the Report List on your personal dashboard where you can now perform the tasks under the *Actions* dropdown. You have the ability to **Download a PDF copy** of the report, open the report back up in **Edit** mode, **Delete** it, or **Delegate** the report to another eBusiness Center account holder (ex. one person prepares the report, another person submits it).



If you decide to delete the report that you have created, simply click on the *Actions* dropdown and select *Delete Report*. A confirmation window will prompt you to confirm the deletion of the report. If confirmed, the report will no longer be present on your dashboard – you can now continue working in STREAMS or even create another application/report.

State of Ohio | Ohio EPA | Logout

Ohio
Ohio Environmental Protection Agency

eBusiness Center

Permit List

Permit Number

3GK00833*B

4PV00110*C

Application

Application Number

188228295

188228170

1 - 2 displayed . 2 in total

jobtest1 - Test Account

Add Permit

Reporting

Reporting+

Reporting+

ayed . 2 in total

Permit Application

Actions

Actions

Actions

1 - 2 displayed . 2 in total

Delegate Application to Another User

Current Application Associations

Application 188228295 Information
Haden Heights MHP
INDIVIDUAL - Individual NPDES Permit - New or Renew

User ID	Account	Delegator User ID	Action								
<p>You have chosen to delegate the application for Haden Heights MHP (188228295). Please select the eBusiness Center account you would like to assign this delegation.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 30%; border: none;">User ID</td> <td style="width: 30%; border: none;">First Name</td> <td style="width: 30%; border: none;">Last Name</td> <td style="border: none;"></td> </tr> <tr> <td style="border: 1px solid #ccc; height: 20px;"></td> <td style="border: 1px solid #ccc; height: 20px;"></td> <td style="border: 1px solid #ccc; height: 20px;"></td> <td style="border: none; text-align: right; vertical-align: bottom;"> <input type="button" value="Search"/> </td> </tr> </table>				User ID	First Name	Last Name					<input type="button" value="Search"/>
User ID	First Name	Last Name									
			<input type="button" value="Search"/>								
<input type="button" value="Done"/>											

If you choose to delegate a report, simply click on the **Actions** dropdown and select **Delegate Report**. The system will prompt you to search for the account holder that you want to delegate to. If you know their eBusiness Center account User ID, simply type it in and click **Search**. TIP: Do not fill in all search fields (for example, if you do not know the User ID, simply type in their last name and click **Search**.)

Delegate Application to Another User

Current Application Associations

Application 188228295 Information
Haden Heights MHP
INDIVIDUAL - Individual NPDES Permit - New or Renew

User ID	Account	Delegator User ID	Action
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You have chosen to delegate the application for Haden Heights MHP (188228295). Please select the eBusiness Center account you would like to assign this delegation.

User ID	First Name	Last Name
<input type="text"/>	<input type="text"/>	Roberts

Account Search Results **41** Filter:

User ID	Name
0857731524	John Roberts
1122324	stephen roberts
12049043	Lisa Roberts
6231741131	Craig Roberts

The example above is a search by the Last Name of “Roberts”. The system returns a list of all user names that match, simply click the User ID to the left to delegate access to the application/report that you have created and saved.

Delegate Application to Another User

Current Application Associations

Application 188228295 Information
Haden Heights MHP
INDIVIDUAL - Individual NPDES Permit - New or Renew

User ID	Account	Delegator User ID	Action
---------	---------	-------------------	--------

You have chosen to delegate the application for Haden Heights MHP (188228295). Please select the eBusiness Center account you would like to assign this delegation.

User ID	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text" value="Roberts"/>

You have selected the following account. If this is correct select the 'Delegate' button to associate this account with your application. If this is not the correct account please refine your search criteria and search again.

jrobert1
James Roberts
50 West Town Street
Columbus OH, 43215

A confirmation will be shown of the account holder that you selected, simply click the **Delegate** button to complete the delegation. At this point, the account holder you have delegated can log into their personal eBusiness Center account and will have the application/report listed on their dashboard.

Technical Support

For permit specific questions, contact the particular permit section at Ohio EPA or your Ohio EPA permit writer assigned to the particular permit. For technical assistance with STREAMS or any of the Division of Surface Water's Electronic Business Services, don't hesitate to contact the administrator. The administrator urges each account holder to develop a positive working relationship with DSW to remain current on relevant topics, obtain value-added tips, streamline efforts, and to always have a go-to contact when you need one.

The preferred method of communication is through email as the administrator can email you personalized click-by-click instructions. If you leave a voice mail or send an email, you will receive expert advice from the administrator -- nearly 95% of technical assistance requests are handled within minutes, but can take up to 24 hours if the administrator is out of the office or away from the desk.

BUSINESS HOURS: Mon-Fri: 8:15 a.m. – 4:45p.m

Jamie Roberts

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Appendix I

**Discharge Permit Non-compliance and Sanitary
Sewer Overflow Notification Requirements**



Discharge Permit Non-compliance and Sanitary Sewer Overflow Notification Requirements

National Pollutant Discharge Elimination System (NPDES) permit holders must submit 24-hour non-compliance notification and Sanitary Sewer Overflow (SSO) notification to Ohio EPA by email or phone within designated timeframes.

When is a 24-hour non-compliance notification required?

Two types of NPDES permit non-compliance must be reported to Ohio EPA within 24 hours of discovery:

- 1) any non-compliance that is the result of a violation of a daily maximum discharge limit for any of the pollutants listed in the NPDES permit.
- 2) any unanticipated bypass or any upset resulting in an exceedance of any effluent limit in the NPDES permit.

As described below, this requirement may apply to non-emergency SSOs not covered by other reporting requirements.

How can I submit a 24-hour non-compliance notification?

There are two ways to submit a 24-hour non-compliance notification:

- 1) by email using the non-compliance notification form;
- 2) by telephone to the appropriate Division of Surface Water (DSW) inspector (this option also requires a follow-up written report within five days of the event).

When is non-compliance an emergency requiring an immediate report to Ohio EPA's Emergency Hotline?

On rare occasions, NPDES permit non-compliance may constitute an emergency. An emergency is determined on a case-by-case basis, based on potential risks to the public or impacts to a receiving stream.

For example, a fish kill could be caused by elevated oxygen demand or toxicity, the relative volume of an unauthorized discharge could result in unacceptable bacteria levels where there is public access or exposure, the discharge may pose a risk to downstream users or the location may present a hazard to public safety.

Whether non-compliance is caused by an overflow, bypass, pass-through or effluent violation, an immediate or potentially substantial threat to public health, safety or the environment must be reported to Ohio EPA's Emergency Hotline as soon as reasonably possible (within 30 minutes of discovering an emergency situation). Any delay could potentially result in greater threats to human health and the environment.

What rules and laws apply?

- Title 40 of the Code of Federal Regulations, Part 122.41
- Chapter 6111 of the Ohio Revised Code
- Chapter 3745-33 of the Ohio Administrative Code

What is a 24-hour non-compliance notification?

A 24-hour non-compliance notification is an explanation of the events that lead to certain NPDES permit non-compliance. As the name implies, the non-compliance notification must be submitted to Ohio EPA within 24-hours of discovery of the non-compliance.

What if it's an emergency?

**Report a Spill, Release
or Environmental Crime**

800-282-9378

Call the Ohio EPA emergency number above as soon as reasonably possible if you determine an emergency exists. An emergency exists when there is an imminent or substantial threat to public health, safety or the environment.

Where can I get more information?

Contact the appropriate DSW inspector at your district office. To view a map of Ohio EPA's district office boundaries and mailing addresses, go to epa.ohio.gov/districts.aspx.

NPDES Permit Non-compliance and SSO Notification Requirements

The NPDES permit holder must take all reasonable actions to mitigate impacts from an unauthorized discharge. These actions should be detailed in the follow-up report. Ohio EPA staff will follow up on all emergency reports by phone or may respond to the scene to investigate, provide oversight and assist as appropriate.

How do I submit a 24-hour non-compliance notification using email?

The required non-compliance notification forms can be accessed through Monitoring and Reporting tab on the individual NPDES permits page at epa.ohio.gov/dsw/permits/individuals.aspx or click on the link below to choose the correct form for the type of non-compliance being reported:

Non-compliance Notification for Exceedance of a Daily Maximum Discharge Limit
Non-compliance Notification for Bypasses and Upsets

When submitting a non-compliance notification form using email, follow the procedure below:

- 1) save a copy of the form to your computer;
- 2) answer all questions and fill in all required information;
- 3) rename the completed form using the NPDES permitted facility name, date, county where the facility is located and the DSW inspector's name (if available). Example: *ACME_WWTP_110408_County_InspectorName.doc*; and,
- 4) attach the form to an email sent to the appropriate DSW inspector or district office. The subject line of the email should be the same as item 3 above. Example: *ACME_WWTP_110408_County_InspectorName.doc*.

How do I submit a 24-hour non-compliance notification by telephone?

The Non-compliance Notification Section of Part III of the NPDES permit includes instructions for submitting a 24-hour non-compliance notification by telephone. A toll-free number for each district office is provided. Ask for your DSW inspector by name or provide the county where the facility is located, and provide the required information as detailed in your permit. *Note: 24-hour non-compliance notification by telephone must be followed by a written report of the required information within five days of the event.*

How do I report an SSO?

An SSO is a discharge, spill, release or diversion of wastewater from a sanitary sewer system or any unpermitted discharge point in a collection system. All SSOs are prohibited. Typically, NPDES permits require all SSOs with the potential to reach surface waters of the state to be reported under Station 300 (if available) and included in an annual SSO report. If a discharge occurs from a combined sewer overflow (CSO) station during dry weather, that is considered an SSO. Discharges from CSO stations that result from wet weather events are not considered SSOs. Please reference your NPDES permit for a specific list of permitted CSO locations (if any) and reporting requirements.

Emergency SSOs

An SSO may cause an emergency if it imminently or substantially endangers human health, human safety or the environment and must be immediately reported to Ohio EPA by calling the Emergency Hotline and to the appropriate board of health. When calling the Ohio EPA Emergency Hotline, be prepared to provide critical information about the emergency, including the location, volume, receiving stream and actions taken to mitigate impacts (evacuation, containment, etc.). This information will be used to coordinate an emergency response, if necessary. *Note: an emergency SSO notification by telephone must be followed up by completing the Sanitary Sewer Overflow 5-day Follow-Up Report, available at epa.ohio.gov/Portals/35/permits/sso_5_day_report.pdf, and sending it to the DSW facility inspector.*

Examples of an emergency SSO include, but are not limited to:

- a fish kill (or observed environmental stress);
- unauthorized discharge resulting in unacceptable bacteria levels in a high-risk recreation or public exposure area;
- a discharge that poses a risk to downstream users, wildlife or aquatic biology (e.g. water intakes);
- overflow(s) at a location that may present a hazard to public safety (e.g. extensive street or surface flooding); and
- a high-volume dry weather overflow.

Non-Emergency SSOs

Non-emergency SSOs are generally categorized as SSOs that do not require outside assistance or emergency response aid. Typically, NPDES permits require all SSOs to be reported under Station 300 (if available) and included in an annual SSO report, but refer to your individual NPDES permit for specific reporting requirements. If no explanation is provided, follow the instructions given in this fact sheet for an unanticipated bypass.