



Central Valley Water Reclamation Facility

Policy and Procedures for Septage Waste Dumping

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1 DISCHARGE PERMITTING AND APPROVAL

1.1 DISCHARGE PERMITS

All haulers are required to obtain coverage under a Septage Tank Waste Discharge Permit from Central Valley Water Reclamation Facilities' (CVWRF) Industrial Pretreatment Program prior to discharge. The discharge permit is \$100.00 and is valid for a period of 1-3 years from the time of issuance.

1.1.1 Renewal

A request to renew coverage under the Septage Tank Waste Discharge Permit must be received sixty (60) days prior to the expiration date on the permit. A renewal fee of \$50.00 will be due at the time of request.

1.2 SALT LAKE COUNTY HEALTH DEPARTMENT PERMIT

The hauler shall be permitted by the Salt Lake County Health Department. A copy of the license shall be submitted with the application for coverage under the Septage Tank Waste Discharge Permit.

1.3 VEHICLE INFORMATION

Information regarding each vehicle that will be entering CVWRF property is required to be submitted and includes:

- License Plate
- Vehicle ID or VIN
- Tank Capacity
- Estimated number of loads per day
- Proof of Insurance

1.4 SAFETY DATA SHEETS (SDS)

Safety Data Sheets (SDS) must be provided for any chemical additions to tanks.

2 DETERMINATION OF QUANTITY

CVWRF will utilize a system to confirm the quantity of material discharged to CVWRF and may use these determinations for septage charges. The system may be in a paper or electronic format and may be modified at any time. It is required that all permitted vehicles use their keycard to enter the site, even if the gate is open. Failure to properly log all visits to the site may result in the loss of discharge privileges.

3 DOMESTIC SEPTAGE WASTES – RESIDENTIAL

CVWRF will only accept domestic septage wastes. CVWRF reserves the right to refuse any septage load which does not meet septage waste policy requirements or if the contents of the septage load and/or location of pick-up are uncertain.

4 DOMESTIC SEPTAGE WASTES – NON-RESIDENTIAL

Prior approval is required for ALL septage loads originating from non-residential establishments. CVWRF may accept wastes from non-residential, industrial, or commercial establishments within CVWRF collection boundaries if they contain ONLY domestic wastes and no process or industrial wastewaters. Steps for approval of domestic waste loads from industrial or commercial sites are as follows:

- CVWRF must be notified at least two (2) weeks prior to the desired hauling date by contacting Industrial Pretreatment Staff at priestc@cvwrf.org or 801-973-9178 ext 156. The generator of the waste may be required to fill out an Industrial/Commercial Business Questionnaire which will provide information to CVWRF staff on the industrial or commercial processes occurring at the facility and waste generation and disposal methods.
- CVWRF staff shall review the information submitted with the questionnaire and determine if further information, which may include a facility inspection and septage samples, is required. If a sample and an inspection are considered necessary, a lab and administration fee will be added to the basic discharge fee to recover analytical costs incurred by CVWRF.
- CVWRF staff will notify the hauler of the decision prior to the desired hauling date.
- Sand Trap and Oil/Water separator wastes are prohibited.

5 DISCHARGE REQUIREMENTS AND PROCEDURES

Upon CVWRF approval to discharge, the hauler agrees to follow all requirements and procedures including, but not limited to:

- Sampling may be conducted on a periodic basis and haulers will collect a sample if requested.
- Discharging of septage will be allowed seven (7) days per week 24 hours a day. These days and times may be changed at any time.
- Haulers shall report all malfunctions of equipment or facility damage immediately to CVWRF.

- Haulers and their employees may not be under the influence of drugs or alcohol while on CVWRF property or otherwise be impaired.
- All haulers will be issued keycards and/or gate codes that are registered to each business to gain entry to the site. The keycard/code must be used upon entry even if the gate is open. No keycard/code is needed to exit the site. If the gate becomes non-responsive, there is a call button to call to gain assistance.
- Any hauler that misplaces, breaks, or loses a gate card must immediately contact the Industrial Pretreatment Manager in order to obtain a new one. Replacement cards cost \$5.00 each.

5.1 PROCEDURES FOR USE OF THE SEPTAGE RECEIVING STATION

The driver of a permitted vehicle will:

- Use a keycard to gain entry to the site.
- Inspect the receiving station and report any damage or messes to CVWRF.
- Carefully pull the vehicle into the receiving station ensuring that the truck is fully contained within the containment area.
- If requested, collect a sample.
- Verify hose end is inserted in the drain, and slowly open tank discharge valve.
- When discharge is complete, unhook hose, clean out hose inside with spray water, and hose any spills down the drain.
- Hosing dirt or mud off the hauler's truck while at the septage receiving station is prohibited. Any costs incurred by CVWRF for removal of sand and mud from the containment area or drain system may be charged to the hauler that is responsible for the dirt and mud accumulation.
- Carefully pull the vehicle out of the discharge station and confirm that the discharge hose is properly stowed and inspect for further clean up.
- Roll up the spray hose and return to the hose rack. In freezing weather, the hose will need to be disconnected from the hydrant, drained, and rolled up onto the hose rack.
- Completed manifest will be dropped off in the mail box at the east side door of the administration building. Any access to our receiving station without providing a complete manifest will be charged the maximum fleet truck capacity which may also include fines and permit revocation.

6 PAYMENT

CVWRF invoices on a calendar month basis. CVWRF shall bill the hauler for all discharges for any given month with payment due no later than 30 days following month end. If staff determines the hauler's account is delinquent, discharge privileges may be suspended until all balances (current and outstanding) have been paid. A reactivation fee of \$5.00 per card will also be assessed and included in the full payment. Check, cash, money order, and credit card are all acceptable forms of payment.

7 COMPLIANCE WITH CVWRF SEPTAGE WASTE

ACCEPTANCE POLICY

All septage haulers and their employees are expected to understand this policy and fulfill all requirements. All forms and records shall be completed accurately and legibly in full. Falsification of any records or log sheets or the discharge of any unacceptable wastes, e.g., industrial wastes, sand or grease trap wastes, septage, etc. will result in the immediate revocation of permit discharge privileges and may result in fines and assessed fees. Failure to comply with any section of this policy shall be grounds for revocation of permit discharge privileges as well. This policy may be revised by CVWRF as deemed necessary. Septage haulers shall be notified of policy revisions by the Industrial Pretreatment Supervisor and will be given sufficient time to comply any new requirements.

Company Authorized Official Printed Name

Title

Company Authorized Official Signature

Date