

Permit #: \_\_\_\_\_



## Form for Submitting Modifications to a Notice of Intent (NOI) For Storm Water Discharges Associated With Industrial Activity under the APDES Multi-Sector General Permit

**Current NOI Information (Please copy content exactly from your NOI. Indicate changes on the next pages.)**

**Permit Number:**

**Section I. Operator Information (as it appears on your NOI):**

Organization:

Contact Person:

Mailing Address:	Street (PO Box):		
	City:	State:	Zip:
	Phone:	Fax (optional):	Email:

**Section III. Facility Information (as it appears on your NOI):**

Facility Name:

Location Address:	Street:	Borough or similar government subdivision
	City:	State: Zip:

**Instructions for Completing a Modification to an APDES Notice of Intent (NOI)**

Use the form on the subsequent pages to indicate the items for which you are submitting this modification. Only enter information you wish to change. You may use this form to modify an NOI that you submitted to DEC for coverage under the 2014 Multi-Sector General Permit (MSGP) If you have any questions about modifying your NOI, call the DEC Storm Water Program at (907) 269-6285.

**When Should You Modify Your Notice of Intent (NOI)?**

You can use this form to update or correct information on your NOI, including:

- Owner/Operator address and contact information
- Changes to the SWPPP Contact
- Facility/Site information
- Acreage of industrial area exposed to storm water
- Changes in SIC code or industrial sector designation; or
- Changes to discharge information

**When must you Submit a Notice of Termination (NOT) Instead of a Modification Form?**

- The owner/operator has changed: You must submit an NOT when you transfer control of a site to a new owner/operator.
- The new owner/operator must then file a new NOI to obtain coverage under the MSGP. Coverage is not transferable.
- You have ceased operations at the facility and there are no longer discharges associated with industrial activity at the facility.
- You are a Sector G, H, or J facility and you have met the applicable termination requirements; or
- You have obtained coverage under an individual or alternative general permit for all discharges required to be covered by an APDES permit, unless ADEC has required that you obtain such coverage under authority of Part 2.8.1 of the MSGP, in which case coverage under this permit will terminate automatically.

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# Notice of Intent (NOI) For Storm Water Discharges Associated With Industrial Activity Under the APDES Multi-Sector General Permit

Submission of this completed Notice of Intent (NOI) constitutes notice that the operator identified in Section I of this form requests authorization to discharge pollutants to waters of the United States from the facility or site identified in Section III under Alaska's APDES Multi-Sector General Permit (MSGP) for industrial storm water. Submission of this NOI constitutes your notice to DEC that the facility identified in Section III of this form meets the eligibility conditions of Part 1.1 of the MSGP. Please read and make sure you comply with all eligibility requirements, including the requirement to prepare a storm water pollution prevention plan. Refer to the instructions at the end of this form to complete your NOI.

<b>Section I. Operator Information</b>	
Organization:	Contact Person:
Mailing Address:	Street (PO Box):
	City: State: Zip:
	Phone: Fax (optional): Email:
<b>Section II. Billing Contact Information</b>	
Organization:	Contact Person:
Mailing Address:	Street (PO Box):
<input type="checkbox"/> Check here if same as Operator Information	City: State: Zip:
	Phone: Fax (optional): Email:
<b>Section III. Facility Information</b>	
Facility Name:	
Have storm water discharges from your site been covered previously under an APDES or NPDES Permit? <input type="checkbox"/> Yes <input type="checkbox"/> No	
a. 1. If Yes, provide the Tracking Number if you have coverage under MSGP 2008 or the APDES permit number if you had coverage under a DEC individual permit.	
2. Have you paid a Multi-Sector General Permit (MSGP) authorization fee for this calendar year? <input type="checkbox"/> Yes <input type="checkbox"/> No	
b. If No, was your facility in operation and discharging storm water prior to September 29, 2013? <input type="checkbox"/> Yes <input type="checkbox"/> No	
c. If No to "b", did your facility commence discharging after September 29, 2013 and before the effective date of this permit <input type="checkbox"/> Yes <input type="checkbox"/> No	
Location Address:	Street: Borough or similar government subdivision
	City: State: Zip:
	Latitude: Longitude: Determined By:
	<input type="checkbox"/> GPS <input type="checkbox"/> USGS Topographic Map <input type="checkbox"/> Other
	If you used a USGS Topographic map, what was the scale?
Estimated area of industrial activity at your site exposed to storm water:	(acres) Is this a federal facility? <input type="checkbox"/> Yes <input type="checkbox"/> No

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**Section IV. Discharge Information**

Does your facility discharge into a Municipal Separate Storm Sewer System (MS4)?  Yes  No

If yes, name of the MS4 Operator: \_\_\_\_\_

**Receiving Water and Wetlands Information:** (if additional space is needed for this question, fill out Attachment 1.)

a. What is the name(s) of your receiving water(s) that receive storm water directly and/or through a MS4?  If your receiving water is impaired, then identify the name of the impaired segment, if applicable, in parenthesis following the receiving water name.	b. Are any of your discharges directly into any segment of an "impaired" water?		c. If you answered yes to question b, then answer the following three questions:			
	Yes	No	i. What pollutant(s) are causing the impairment?	ii. Are the pollutant(s) causing the impairment present in your discharge?		iii. Has the TMDL been completed for the pollutant(s) causing the impairment?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Federal Effluent Limitation Guidelines and Sector-Specific Requirements**

a. Are you requesting permit coverage for any storm water discharges subject to effluent limitation guidelines?  Yes  No

b. If yes, which effluent limitation guidelines apply to your storm water discharge?

40 CFR Part/Subpart	Eligible Discharges	Affected MSGP Sector	Check if applicable
Part 411, Subpart C	Runoff from material storage piles at cement manufacturing facilities.	E	<input type="checkbox"/>
Part 418, Subpart A	Runoff from phosphate fertilizer manufacturing facilities that comes into contact with any raw materials, finished products, by-products, or waste products (SIC 2874).	C	<input type="checkbox"/>
Part 423	Coal pile runoff at steam electric generating facilities.	O	<input type="checkbox"/>
Part 429, Subpart I	Discharges resulting from spray down or intentional wetting of logs at wet deck storage areas.	A	<input type="checkbox"/>
Part 436, Subpart B, C, or D	Mine dewatering discharges at crushed stone mines, construction sand and gravel mines, or industrial sand mines.	J	<input type="checkbox"/>
Part 443, Subpart A	Runoff from asphalt emulsion facilities.	D	<input type="checkbox"/>
Part 445, Subparts A & B	Runoff from hazardous waste and non-hazardous waste landfills.	K, L	<input type="checkbox"/>
Part 449, Subpart A	Runoff from Air Transportation	S	<input type="checkbox"/>

If you are a Sector S (Air Transportation) facility, do you anticipate using more than 100,000 gallons of glycol-based deicing/anti-icing chemicals and/or 100 tons or more of urea on an average annual basis?  Yes  No

Identify the 4-digit Standard Industrial Classification (SIC) code or 2-letter Activity Code that best represents the products produced or services rendered for which your facility is primarily engaged, as defined in MSGP: \_\_\_\_\_ Primary SIC Code: \_\_\_\_\_ or Primary Activity Code: \_\_\_\_\_

Identify the applicable sector(s) and subsector(s) of industrial activity, including co-located industrial activity, for which you are requesting permit coverage:

Sector	Subsector	Sector	Subsector	Sector	Subsector

Is your site presently inactive or unstaffed?  Yes  No

a. If Yes, is your site expected to be inactive and unstaffed for the entire permit term?  Yes  No

b. If No to "a", then indicate the length of time that you expect your facility to be inactive and unstaffed. \_\_\_\_\_

**Section V. Storm Water Pollution Prevention Plan (SWPPP) Contact Information**

SWPPP Contact Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 URL of SWPPP (if applicable): \_\_\_\_\_

Permit #: \_\_\_\_\_

**Section VI. Certification Information**

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 gathered and evaluated 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\_\_\_\_\_  
Organization\_\_\_\_\_  
Email**Section VII. NOI Preparer (Complete if NOI was prepared by someone other than the certifier.)**\_\_\_\_\_  
Printed Name\_\_\_\_\_  
Title\_\_\_\_\_  
Organization\_\_\_\_\_  
Phone\_\_\_\_\_  
Email**Section VIII. Document Attachments**

Documents attached with this application:

Attachment 1. (Fill in as necessary if more space is required for Receiving water and Wetlands Information.)

a. What is the name(s) of your receiving water(s) that receive storm water directly and/or through a MS4?  If your receiving water is impaired, then identify the name of the impaired segment, if applicable, in parenthesis following the receiving water name.	b. Are any of your discharges directly into any segment of an "impaired" water?		c. If you answered yes to question b, then answer the following three questions:				
	Yes	No	i. What pollutant(s) are causing the impairment?	ii. Are the pollutant(s) causing the impairment present in your discharge?		iii. Has the TMDL been completed for the pollutant(s) causing the impairment?	
	Yes	No		Yes	No	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Instructions for Completing the Notice of Intent for Storm water Discharges Associated with INDUSTRIAL ACTIVITY under the Multi-Sector General Permit (MSGP)

**Table 2-1: NOI Submittal Deadlines/Discharge Authorization Dates**

Category	NOI Submission Deadline	Discharge Authorization Date <sup>1</sup>
<i>Existing Dischargers</i> – in operation as of September 29, 2013 and authorized for coverage under MSGP 2008.	Existing Dischargers must submit new NOI and SWPPP no later than one hundred twenty (120) calendar days after the effective date of this permit.	Seven (7) calendar days after DEC posts the NOI. The permittees authorization under the MSGP 2008 is automatically continued until they have been granted coverage under this permit or an alternative permit, or coverage is otherwise terminated.
<i>New Dischargers or New Sources</i> - who commence discharging between September 29, 2013 and one hundred twenty (120) days after the effective date of this permit.	As soon as possible but no later than one hundred twenty (120) calendar days after the effective date of this permit.	Seven (7) calendar days after DEC posts the NOI.
<i>New Dischargers or New Sources</i> - who commence discharging one hundred twenty (120) calendar days after the effective date of this permit.	A minimum of thirty (30) calendar days prior to commencing discharge.	Seven (7) calendar days after DEC posts the NOI.
<i>New Owner/Operator of Existing Discharger</i> - transfer of ownership and/or operation of a facility whose discharge is authorized under this permit	New Owner shall submit a new NOI no later than thirty (30) calendar days after the date that the transfer will take place to the new owner/operator.	Seven (7) calendar days after DEC posts the NOI.
<i>Other Eligible Dischargers</i> - in operation prior to September 29, 2013, but not covered under the MSGP 2008 or another APDES permit.	Immediately, to minimize the time discharges from the facility will continue to be unauthorized.	Seven (7) calendar days after DEC posts the NOI.
<p>Note:</p> <ol style="list-style-type: none"> <li>Based on a review of the permittees NOI or other information, DEC may delay their authorization for further review, notify the permittee that additional effluent limitations or control measures are necessary, or may deny coverage under this permit and require submission of an application for an individual APDES permit, as detailed in Part 2.8. In these instances, DEC will notify the permittee in writing of the delay, of the need for additional effluent limits or control measures, or of the request for submission of an individual APDES permit application.</li> <li>If the permittee has missed the deadline to submit the NOI, any and all discharges from the industrial activities will continue to be unauthorized under the CWA until they are covered by this or a different APDES permit. DEC may take enforcement action for any unpermitted discharges that occur between the commencement of discharging and discharge authorization.</li> </ol>		

under the MSGP by submitting a completed NOI if you operate a facility that:

- is located in a jurisdiction where DEC is the permitting authority, listed in Part 1.1 of the MSGP;
- discharges storm water associated with industrial activities, identified in Appendix D of the MSGP;
- meets the eligibility requirements in Part 1.2 of the permit;
- develops a storm water pollution prevention plan (SWPPP) in accordance with Part 5 of the MSGP; and
- installs and implements control measures in accordance with Part 4 to meet numeric and non-numeric effluent limits.

If you are unsure if you need an APDES storm water permit, contact your APDES storm water permit program. Contacts are listed at:

<http://dec.alaska.gov/water/wnpssc/stormwater/index.htm>

One NOI must be submitted for each facility or site for which you are seeking permit coverage. You do not need to submit separate NOIs for each type of industrial activity present at your facility, provided your SWPPP covers all activities.

### When to File the NOI Form

Do not file your NOI until you have obtained and thoroughly read a copy of the MSGP. A copy of the MSGP is located on the DEC website (<http://dec.alaska.gov/water/wnpssc/stormwater/MultiSector.htm>). The MSGP describes procedures to ensure your eligibility, prepare your SWPPP, install and implement appropriate storm water control measures, and complete the NOI form questions – all of which must be done before you sign the NOI certification statement attesting to the accuracy and completeness of your NOI. You will also need a copy of the MSGP once you have obtained coverage so that you can comply with the implementation requirements of the permit.

### Completing the NOI Form

To complete this form, type or print in the appropriate areas only. Please make sure you complete all questions. Make sure you make a photocopy for your records before you send the completed form to the address below. You may also use this paper form as a checklist for the information you will need when filing an NOI electronically via DEC's OASys system. <http://dec.alaska.gov/water/oasys/index.html>

### Section I. Operator Information

Provide the name of the contact person and the legal name of the firm, public organization, or any other public entity that operates the facility described in this application. An operator of a facility is a legal entity that controls the operation of the facility.

Provide the operator's mailing address, telephone number, fax number (optional), and email address. Correspondence will be sent to this address.

### Section II Billing Contact Information

Provide the name of the contact person and the legal name of the firm, public organization, or any other public entity that is responsible for accounts payable for this facility.

Provide the billing contact's mailing address, telephone number, fax number (optional), and email address. Correspondence for billing purposes will be sent to this address. If the billing contact address is the

### Who Must File a Notice of Intent with DEC?

Under section 402(p) of the Clean Water Act (CWA) and regulations at 40 CFR Part 122.26, adopted by reference at 18 AAC 83.010 (3) storm water discharges associated with industrial activity are prohibited to waters of the United States unless authorized under an Alaska Pollutant Discharge Elimination System (APDES) permit. You can obtain coverage

same as the operator, check the box and continue to Section III Facility Information. See 18 AAC 72.956 for applicable authorization fee to be paid with the submittal of the NOI.

### Section III. Facility Information

Enter the facility's official or legal name. Unless the name of your facility has changed, please use the same name provided on prior NOIs or permit applications.

Indicate if industrial storm water discharges from your facility were previously covered by an NPDES or APDES permit.

If your facility was covered by the MSGP-2008, please include the tracking number that you received in your confirmation letter or email from DEC's or EPA's Storm water Program. You can find the tracking number assigned to your previous NOI on DEC's Online Permit Search: <http://dec.alaska.gov/Applications/Water/WaterPermitSearch/Search.aspx>

Enter the street address, including city, state, zip code, borough or similar government subdivision of the actual physical location of the facility. Do NOT use a P.O. Box.

Provide the facility latitude and longitude in one of three formats: (1) degrees, minutes, seconds; (2) degrees, minutes, decimal; or (3) decimal degrees. You can obtain your facility's latitude and longitude through Global Positioning System (GPS) receivers, U.S. Geological Survey (USGS) quadrangle or topographic maps, or EPA's web-based siting-tools, among other methods. Refer to <http://www.epa.gov/npdes/stormwater/msgp> for guidance on the use of these methods. For consistency, DEC requests you take measurements from the location of your facility's storm water outfall. Outfalls are locations where the storm water exits the facility, including pipes, ditches, swales, and other structures that transport storm water. If there is more than one outfall present, measure at the primary outfall (i.e., the outfall with the largest volume of storm water discharge associated with industrial activity).

Identify the data source that you used to determine the facility latitude and longitude. If you did not use a USGS quadrangle or topographic map or GPS receivers, then select "Other" and write the method used on the line provided. If you used a USGS quadrangle or topographic map, write the map scale on the line provided. Scale should be identified on the map.

Enter the estimated area of industrial activity at your site exposed to storm water, in acres.

Indicate if the facility is considered a "federal facility". Federal facilities include any buildings, installations, structures, land, public works, equipment, aircraft, vessels, and other vehicles and property, owned or leased by the federal government.

### Section IV. Discharge Information

#### Discharge to MS4

Indicate whether storm water from your site will be discharged into a municipal separate storm sewer system (MS4). An MS4 is a conveyance or system of conveyances, including roads with drainage systems, municipal streets, catch basins, storm drains, curbs and gutters, ditches and man-made channels owned or operated by a state, city, town, borough, district, association, or other public body used to collect or convey storm water. If you check "Yes" then identify the name of the MS4 operator on the line provided. If you are uncertain of the MS4 operator, contact your local government for that information. MS4s are different than combined sewers, which are designed to convey both storm water and sanitary wastewater. Discharges to combined sewers do not require an APDES permit but may be subject to other CWA requirements (contact the combined sewer operator for more information).

### Receiving Waters and Wetlands

Enter information regarding your discharge. If additional space is needed fill out Attachment 1, as follows.

- a. Indicate in column "a" of the table the name(s) of the receiving water(s) into which storm water from your facility will discharge. Also provide in parentheses the name of the impaired water (and segment, if applicable) into which your storm water is discharged. If you identified more than one receiving water for your facility, indicate the first receiving water and complete question b and c (if applicable), before entering the next receiving water. Your receiving water may be a lake, stream, river, ocean, wetland, or other water body, and may or may not be located adjacent to your facility. Your storm water may discharge directly to the receiving water or indirectly via a storm sewer system, an open drain or ditch, or other conveyance structure. Do NOT list a man-made conveyance, such as a storm sewer system, as your receiving water. Indicate the first receiving water your storm water discharge enters. For example, if your discharge enters a storm sewer system that empties into Trout Creek, which flows into Pine River, your receiving water is Trout Creek, because it is the first water body your discharge will reach. Similarly, a discharge into a ditch that feeds Spring Creek should be identified as "Spring Creek" since the ditch is a manmade conveyance. If you discharge into a MS4, you must identify the water body into which that portion of the storm sewer discharges. That information should be readily available from the operator of the MS4.
- b. Indicate in column "b" of the table whether you discharge directly to an impaired water (lake, stream segment, estuary, etc), listed as "impaired" under section 303(d) of the Clean Water Act. DEC maintains a list of waters that are impaired. You can view the DEC impaired water body list at: <http://dec.alaska.gov/water/wqsar/index.htm>  
  
If you discharge into a stream segment that is upstream of a listed impaired water but which is not itself on the state's impaired waters list, answer "no" to this question. In this case, requirements in the MSGP for discharges into impaired waters do not apply to you, unless notified otherwise by DEC.
- c. Answer the following three questions only if you answered "Yes" to b:
  - i. Provide the pollutant(s) listed as causing the impairment in the water identified in b. Enter each pollutant individually on a separate row in the table.
  - ii. Out of the pollutant(s) that you identified in c(i), indicate which pollutants you believe will be present in your discharge. If you do not expect the pollutant(s) to be in your discharge, then select "no".
  - iii. Indicate the pollutant(s) that have a Total Maximum Daily Load (TMDL) for the impaired stream segment that you identified in ii. Check DEC for lists of waters with approved or established TMDLs ([http://dec.alaska.gov/water/tmdl/tmdl\\_index.htm](http://dec.alaska.gov/water/tmdl/tmdl_index.htm)).

### Federal Effluent Limitation Guidelines and Sector-Specific Requirements

Depending on your industrial activities, your facility may be subject to effluent limitation guidelines which include additional effluent limits and monitoring requirements for your facility. Please review these requirements, described in Part 4.3 of the MSGP and check any appropriate boxes on the NOI form.

For Sector S facilities (Air Transportation), indicate whether you anticipate that the entire airport facility will use more than 100,000 gallons of glycol-based deicing/anti-icing chemicals and/or 100 tons or more of urea on an average annual basis. If so, additional effluent limits and monitoring conditions apply to your discharge (see Part 11 Sector S of the 2015 MSGP).

List the four-digit Standard Industrial Classification (SIC) code and/or two character activity code that best describes the primary industrial activities performed by your facility under which you are required to obtain permit coverage. Your primary industrial activity includes any activities performed on-site which are (1) identified by the facility's one SIC code for which the facility is primarily engaged; and (2) included in the narrative descriptions of 40 CFR 122.26(b)(14)(i), (iv), (v), or (vii), and (ix). See Appendix D of the MSGP for a complete list of SIC codes and activities codes.

If your site has co-located industrial activities that are not identified as your primary industrial activity, identify the sector and subsector codes that describe these other industrial activities. For a complete list of sector and subsector codes, see Appendix D of the MSGP.

Indicate whether your facility is currently inactive and unstaffed.

- If so then indicate whether your facility will be inactive and unstaffed for the entire permit term; or, if not, specify the specific length of time in units of days, weeks, months, or years (e.g. 3 months) that you expect the facility to be inactive and unstaffed.

## Section V. Storm Water Pollution Prevention Plan (SWPPP) Contact Information

Identify the name, telephone number, and email address of the person who will serve as a contact for DEC on issues related to storm water management at your facility. This person should be able to answer questions related to storm water discharges, the SWPPP, and other issues related to storm water permit coverage or have immediate access to individuals with that knowledge. This person does not have to be the facility operator but should have intimate knowledge of storm water management activities at the facility.

If you are making your SWPPP publicly available on a website, provide the appropriate Internet URL address.

## Section VI. Certification Information

The NOIs, must be signed as follows:

- (1) For a corporation, a responsible corporate officer shall sign the NOI, a 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, if
    - (i) 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 assure long term environmental compliance with environmental statutes and regulations;
    - (ii) the manager can ensure that the necessary systems are established or actions taken to gather complete and

accurate information for permit application requirements; and

- (iii) authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

- (2) For a partnership or sole proprietorship, the general partner or the proprietor, respectively; or
- (3) for a municipality, state, or other public agency, either a principal executive officer or ranking elected official shall sign the application; in this subsection, a principal executive officer of an agency means
  - (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 or division of the agency.

Include the name, title, organization and email address of the person signing the form and the date of signing. An unsigned or undated NOI form will not be considered valid application for permit coverage.

If the NOI was prepared by someone other than the certifier (for example, if the NOI was prepared by the facility SWPPP contact or a consultant for the certifier's signature), include the name, organization, telephone number, and email address of the NOI preparer.

## Where to File the NOI Form

DEC encourages you to complete the NOI form electronically via the Internet. DEC's Online Application System (OASys) can be found at <http://dec.alaska.gov/water/oasys/index.html>. Filing electronically is the fastest way to obtain permit coverage and help ensure that your NOI is complete. If you choose not to file electronically, you must send the NOI to the address listed below.

**If you file by mail, please submit the original form with a signature in ink. DEC will not accept a photocopied signature. Remember to retain a copy for your records.**

**NOIs sent by mail:**

**Alaska Dept. of Environmental Conservation**  
Wastewater Discharge Authorization Program  
Storm Water NOI  
555 Cordova Street  
Anchorage, AK 99501  
Phone: (907) 269-6285

**Your SWPPP needs to be submitted with the NOI as required in Part 5 of the MSGP. You must keep a copy of your SWPPP on-site or otherwise make it available to facility personnel responsible for implementing provisions of the permit.**