



# Alaska Department of Environmental Conservation

## CGP Annual Reporting Form

Complete one set of tables for each storm event (rainfall or snowmelt) that resulted in a discharge from the site. At a minimum per part 7.3.2.2 of the CGP two samples per discharge point shall be collected and averaged. Attach additional tables as necessary. See instructions on the next page for more information.

### I. Project Information

Permit Tracking Number:	Project Name:	Project Location:						
Project Operator Name		<b>Nature of Discharge</b>						
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Rainfall Amount (inches)</td> <td style="width: 20%;">Rainfall</td> <td style="width: 20%;">Snowmelt</td> </tr> <tr> <td> </td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Rainfall Amount (inches)	Rainfall	Snowmelt		<input type="checkbox"/>	<input type="checkbox"/>
Rainfall Amount (inches)	Rainfall	Snowmelt						
	<input type="checkbox"/>	<input type="checkbox"/>						
Do you have substantially identical discharge points on a linear project as described in Part 7.3.4 of the ACGP? <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Measurement Method</b>						
List identical discharge point names or ID numbers which are identified in your SWPPP that are not sampled but visually monitored.		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">On Site Gauge:</td> <td style="width: 50%;">At Nearest National Weather Service Precipitation Gauge</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Date Samples Collected (mm/dd/yyyy):</td> <td> </td> </tr> </table>	On Site Gauge:	At Nearest National Weather Service Precipitation Gauge	<input type="checkbox"/>	<input type="checkbox"/>	Date Samples Collected (mm/dd/yyyy):	
On Site Gauge:	At Nearest National Weather Service Precipitation Gauge							
<input type="checkbox"/>	<input type="checkbox"/>							
Date Samples Collected (mm/dd/yyyy):								

### II. Monitoring Results

*All discharge points on your site subject to monitoring shall have two turbidity samples collected, averaged, and reported as average downstream turbidity. Compliance is determined based upon the difference between the individual upstream sample for that specific discharge point and the average downstream turbidity result.*

<b>Upstream location ID</b> <i>(used in the SWPPP)</i>							
Latitude/Longitude <i>(Decimal Degrees)</i>							
Time Sample collected:							
Turbidity (NTUs):							
<b>Downstream location ID</b>							
Latitude/Longitude <i>(Decimal Degrees)</i>							
Time Samples collected:							
Turbidity (NTUs):							
Average Downstream Turbidity (NTUs):							
<b>Difference</b>							
Difference in Turbidity (NTUs):							

### III. 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.

<b>Title</b>	<b>Printed Name</b>	<b>Signature</b>	<b>Date</b>

# Instructions for Completing the CGP Annual Report

## Who Must Submit an Annual Report to DEC?

The operator of a construction site must submit an Annual Report if their site meets the requirements of Section 3.2 (Discharge to Impaired Water Body) of the 2021 APDES Construction General Permit (CGP).

## Completing the Form

Obtain and read a copy of the CGP. Type or print in the appropriate areas only. "NA" can be entered in areas that are not applicable. If you have questions about how or when to use this form contact the DEC Storm Water Program at 907-269-6285 or online at <http://dec.alaska.gov/water/wastewater/stormwater/construction>.

For each storm event sampled, collect a minimum of two representative samples of each discharge point. To meet the requirements of Part 9.1 of the CGP, all completed forms must be submitted to DEC by December 31<sup>st</sup> of each year during construction and with the NOT upon submittal. The form must be submitted to the appropriate address in Appendix A, Part 1.1.2 of the CGP.

## Section I. Project Information

Provide the APDES permit tracking number assigned by DEC to the project. If you do not know the tracking number, you can find the tracking number assigned to your project on DEC's Water Permit Search

<http://dec.alaska.gov/Applications/Water/WaterPermitSearch/search.aspx?number=akr10>

Provide the project name, location and project operator. Use the same name provided on your NOI. Enter the outfall name or number identified in the SWPPP for all discharge points subject to monitoring. If no discharge occurs at some outfalls simply state "No Discharge". Also indicate any discharge points that are considered substantially identical and list on the form pursuant to Section 7.3.4 of the CGP.

Indicate if the discharge was a result of a rain event or snowmelt. If the discharge was the result of rainfall provide the total amount of rain for the storm event in inches. Indicate if the measurement of rainfall was taken using an onsite gauge or a National Weather Service precipitation gauge.

## Section II. Monitoring Results

Provide the date and time the samples were collected. Enter the measured turbidity for each sample in Nephelometric Turbidity Units (NTUs). Provide the average of the two samples collected from each discharge point.

Provide the difference between the upstream and average downstream sampling results from each discharge point sampled to determine compliance with Part 3.2 of the CGP.

Per Part 3.2.1 upstream monitoring must take place at a representative location (upgradient) from the point of discharge or outside the area of influence.

Downstream monitoring must take place at a representative location inside the area of influence or at the point the storm water discharge leaves the construction site.

## Section III. Certification Information:

The Annual Report must be signed as follows:

- (1) For a corporation, a responsible corporate officer shall sign the Annual Report, 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.
- (4) Include the name, title, and email address of the person signing the form and the date of signing. An unsigned or undated form will not be considered valid submittal.

## Where to File Annual Report form

Please submit the original form with a signature in ink. Remember to retain a copy for your records.

Annual Reports sent by mail:

State of Alaska  
Department of Environmental Conservation  
Division of Water  
Compliance and Enforcement Program  
555 Cordova Street  
Anchorage, Alaska 99501  
Telephone Nationwide (877) 569-4114  
Anchorage Area / International (907) 269-4114  
Fax (907) 269-4604  
Email: [dec-wgreporting@alaska.gov](mailto:dec-wgreporting@alaska.gov)