

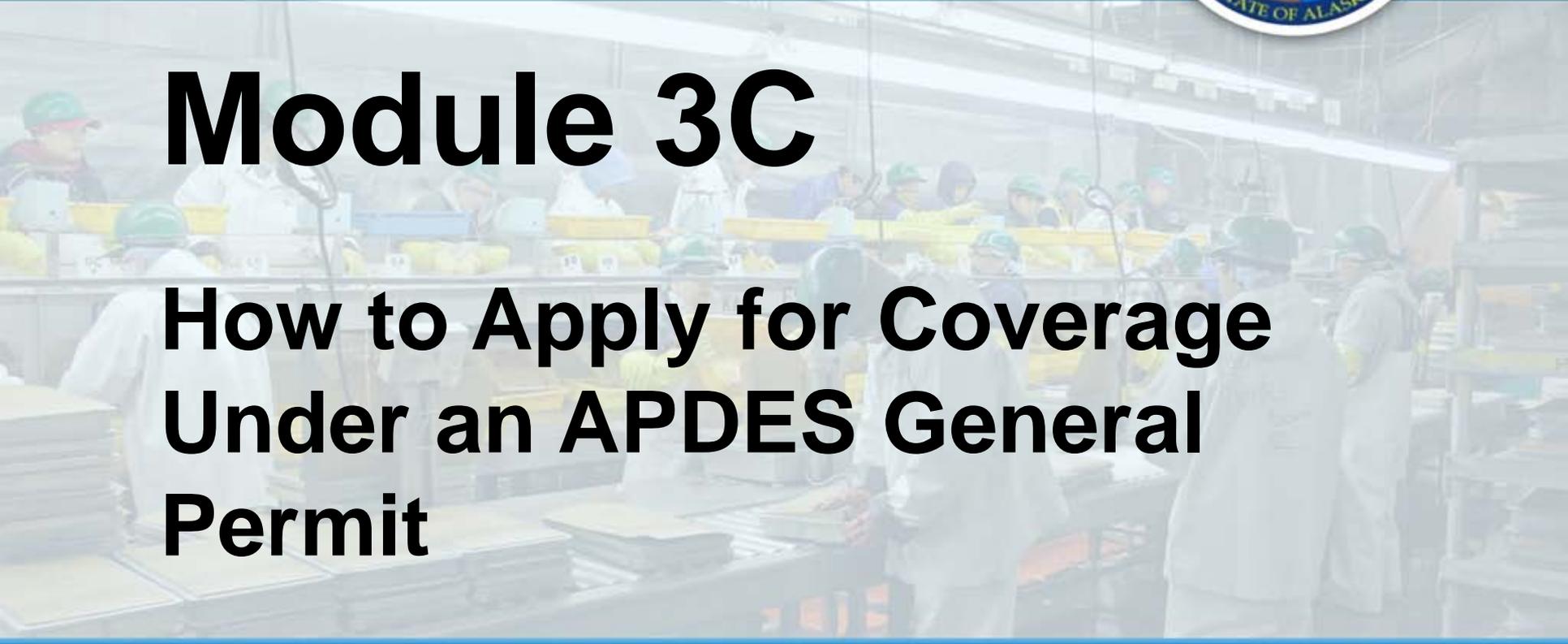


Alaska Department of Environmental Conservation
Division of Water



Module 3C

How to Apply for Coverage Under an APDES General Permit



2012 SEAFOOD PROCESSING WASTE PERMITTING & COMPLIANCE WORKSHOP

Seattle, Washington April 24-25, 2012 ¹

Module 3C – Applying for Coverage Under APDES General Permit

MODULE 3C



Shawn Stokes
Environmental Program Manager

Module 3C – OBJECTIVES

MODULE 3C



- Introduce DEC APDES General Permit Portal Web page.
- Walk through the process of submitting an eNOI APDES application.
- Discuss permit modification requests.

Module 3C – What Will You Learn

MODULE 3C



- How to create a myAlaska account, navigate to the DEC Seafood Processing website and Permitting Portal.
- Establish a basic understanding of OASys.
- Learn how to successfully submit an eNOI.
- Required specifics for permit modifications.

DEC Seafood Processing Waste Permit Application Portal

MODULE 3C



Seafood Processing Application Portal

Notice of Intent Form Location

DEC Seafood Processing Waste Permit Application Portal

MODULE 3C

A screenshot of a web browser displaying the DEC Seafood Processing Waste Permit Application Portal. The browser address bar shows "dec.alaska.gov/water/wwdp/seafood/seafoodww.html". The website header includes the Alaska Department of Environmental Conservation logo and navigation links. The main content area is titled "SEAFOOD PROCESSING WASTE PERMIT APPLICATION PORTAL" and contains information about "SEAFOOD PROCESSING WASTE DISCHARGE APPLICATIONS".

State of Alaska > DEC > Division of Water > Wastewater Discharge Authorization > Seafood Processing > Seafood Processing Wastewater

SEAFOOD PROCESSING WASTE PERMIT APPLICATION PORTAL

SEAFOOD PROCESSING WASTE DISCHARGE APPLICATIONS

General Permits (Seafood Processors)

A number of Alaskan seafood processors are authorized to discharge wastewater under general permit AKG520000 which expired in 2006. Since AKG520000 expired, DEC has issued a new general permit for offshore processors, AKG523000, and is developing a new shorebased GP, AKG521000, to replace the old permit. During this transitional period, permittees covered by administrative extension of expired permit AKG520000 should be aware of the following:

1. Shorebased processors discharging between shore at mean lower low water (MLLW) and 0.5 nautical miles (nm) may continue permit coverage under AKG520000 until the new permit, AKG521000, is in effect. Continued authorization to discharge under AKG520000 is contingent upon compliance with permit requirements. Permittees must submit monitoring data reports and updated NOIs for material changes to facilities in a timely manner.
2. Near shore and offshore processors discharging seafood wastewater between, 0.5 to 3.0 nm from shore at MLLW or baseline, must seek authorization under the new general permit, AKG523000. Currently permitted operators must submit an NOI before December 1, 2011 to ensure coverage under AKG523000. New processors must submit an NOI at least 90 days prior to their intended start of discharge date.
3. Offshore processors discharging seafood wastewater more than 3.0 nm from shore at MLLW or baseline must seek coverage under EPA permit AKG524000.

Use Table 1 to navigate to the appropriate permit or application/NOI information.

Individual Permits (Seafood Processors)

Use Table 2 to navigate to the appropriate individual permit or application information.

All applicants requesting an individual permit must complete APDES Form 1 listed in Table 2 along with any category specific applications, such as existing source, new source, or mixing zone. Individual permits are issued to large facilities and those processors discharging to restricted waters that are not covered by a general permit.

<http://dec.alaska.gov/water/wwdp/seafood/seafoodww.html>

Electronic Notice of Intent (eNOI)

MODULE 3C



Electronic vs. Paper

The website specifically allows for eNOI submittal and modifications of an eNOI.

Electronic Application

eNOI- Electronic Notice of Intent

DEC Seafood Processing Waste Permit Application Portal

MODULE 3C



Electronic Notice of Intent (eNOI)

State of Alaska - Department of Environmental Conservation
 dec.alaska.gov/water/wwdp/seafood/seafoodww.html

TABLE 1 GENERAL PERMIT APPLICATION/NOTICE OF INTENT (NOI)			
PERMIT NUMBER	PERMIT NAME	RESOURCES	DESCRIPTION
AKG520000	Seafood Processors in Alaska	Notice of Intent	NOI must be completed for modifications to administratively continued facilities. DEC cannot authorize new discharges under this expired general permit.
AKG523000	Alaska Offshore Seafood Processor	Online Application System	Seafood processors discharging in State waters between 0.5 and 3.0 nm from shore at MLLW or baseline must submit an electronic (eNOI) by December 1, 2011 or 90 days prior to start of a new discharge.
AKG524000	NPDES Offshore Seafood Processors in Alaska	Notice of Intent	Current EPA General Permit for Offshore processors discharging more than 3.0 nm from shore at MLLW or baseline in U.S. water off Alaska.

TABLE 2 INDIVIDUAL PERMIT APPLICATIONS (SEAFOOD PROCESSORS)		
FORM NUMBER	FORM NAME	FORM LINK
APDES Form 1	General Application Form Must be completed by all applicants required to obtain an individual APDES permit.	
APDES Form 2C	Existing Industrial Facilities Includes Seafood Processors Contact DEC: Shawn.Stokes@alaska.gov or (907) 269-7504	
APDES Form 2D	New Sources and New Dischargers Application for Permit to Discharge Seafood Process Wastewater for facilities without prior permits. Contact DEC: Shawn.Stokes@alaska.gov or (907) 269-7504	
APDES Form 2M	Request for a Mixing Zone Must be completed by an applicant requesting a mixing zone for a discharge.	

[Return to Seafood Processing Waste Home Page](#)

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[Divisions/Contacts](#) [Employee Email](#)

Department of Environmental Conservation
 410 Willoughby Ave., Ste. 303, P.O. Box 111800, Juneau, AK 99811-1800
 Phone: (907) 465-5180 || Fax: (907) 465-5177 || TDD: Alaska Relay: 1 (800) 770-8973

Electronic Notice of Intent (eNOI)

MODULE 3C



Electronic vs. Paper

The State is currently using the eNOI system for Stormwater Construction GP and successfully processes 400 to 500 eNOI per year using the State Online Application System (OASys.)

Electronic Notice of Intent (eNOI)

MODULE 3C



Electronic vs. Paper

Although, eNOIs are the preferred method of submittal; paper NOIs can still be submitted but will require additional processing time by DEC.

Electronic Notice of Intent (eNOI)

MODULE 3C



At this point, only the Alaska Offshore Seafood Processor (AKG523000) eNOI is available on OASys, but in the future additional eNOIs for upcoming Alaska General Permits will be available:

- Coastal Fish Waste GP
- Freshwater Fish Waste GP
- Hatchery GP

Electronic Notice of Intent (eNOI)

MODULE 3C



Future OASys upgrades will include auto-filled eNOI information supplied from DEC databases and/or previous application submittals.

How to Complete an eNOI

MODULE 3C



The next several slides will walk you through submitting an eNOI using the DEC's Online Application System – OASys.

How to Complete an eNOI

MODULE 3C



Under Program Links –
Select Seafood Processing

To begin the process of submitting an eNOI, navigate to the DEC Water website.

A screenshot of the Alaska Department of Environmental Conservation (DEC) website, specifically the 'Division of Water' section. The page title is 'WASTEWATER DISCHARGE AUTHORIZATION'. The 'PROGRAM LINKS' section is highlighted with a red circle, and a red arrow points to the 'Seafood Processing' link. The 'HIGHLIGHTS' section includes links for 'Permittee Self-Reporting Tools', 'Alaska Storm Water Guide', 'Submit Your MSGP Annual Report Form Online', 'Authority for Phase III Facilities Transferred to DEC, October 31, 2010', and 'APDES Report to the Legislature 2011'. The 'RESOURCES' section includes links for 'Permit Issuance Plan 2011-2012', 'DEC Permits in Effect', 'EPA NPDES Permits in Alaska', 'Permit Fees', 'Permit Application Portal', 'Approved Certified Installers', 'Online Payment Center', 'Obtain Coverage Under the EPA Vessel Permit', 'EPA Permit Notices', and 'Sign up to receive wastewater public notices'. The 'PROGRAM LINKS' section includes links for 'Alaska Pollutant Discharge Elimination System Program', 'Domestic/Municipal Wastewater Permits', 'Engineering/Mining', 'Industrial Wastewater', 'Seafood Processing', 'Wastewater Treatment Systems Onsite', 'Storm Water', 'Wetlands', and 'Staff Contacts'. The 'Seafood Processing' link is circled in red, and a red arrow points to it from the text above. The 'Alaska Pollutant Discharge Elimination System Program' link is also circled in red, and a red arrow points to it from the text above.

<http://www.dec.alaska.gov/water/wwdp/index.htm>

How to Complete an eNOI

MODULE 3C



The screenshot shows the Alaska Department of Environmental Conservation (DEC) website. The header includes the Alaska DEC logo, the text "Alaska Department of Environmental Conservation Division of Water", a search bar, and radio buttons for "DEC" and "State of Alaska". The breadcrumb trail reads: "State of Alaska > DEC > Division of Water > Wastewater Discharge Authorization > Seafood Processing".

SEAFOOD PROCESSING

SEAFOOD PROCESSING WASTE DISCHARGES IN ALASKA

APDES Permits

An operator of a seafood processing facility seeking authorization to discharge wastewater to surface waters must apply for an Alaska Pollutant Discharge Elimination System (APDES) permit.

Two types of permits are available for seafood processors.

A general permit (GP) is issued on a state-wide, regional, or geographical basis for a category of disposal activities that are similar in nature and will comply with applicable water quality standards. A General Permit Application, aka Notice of Intent (NOI) form, shall be submitted by permittees that wish to obtain discharge authorization under a general permit.

An individual permit is issued to a specific facility that is not eligible for coverage under a general permit.

Click the permit number or header to follow links.

HIGHLIGHTS

- ★ Offshore Seafood Webinar - Instructions for Electronic Notice of Intent (e-NOI) Preparation
- ★ AKG523000 Online Application Guidance
- ★ Seafood Permit Application Portal
- ★ Alaskan Protected Waters Map

QUICK LINKS

- ★ **Online Application**
- ★ Sign Up to Receive wastewater Permit Public Notice

You will be directed to the Seafood Processing webpage. To start the eNOI, select **Online Application** located under **Quick Links**.

How to Complete an eNOI

MODULE 3C



A screenshot of a web browser displaying the Alaska Department of Environmental Conservation (DEC) website. The browser address bar shows "dec.alaska.gov/water/wwdp/seafood/seafoodww.html". The website header includes the "State of Alaska" logo and navigation links for "myAlaska", "My Government", "Resident", "Business in Alaska", "Visiting Alaska", and "State Employees". The main content area is titled "SEAFOOD PROCESSING WASTE PERMIT APPLICATION PORTAL" and "SEAFOOD PROCESSING WASTE DISCHARGE APPLICATIONS". Under the "General Permits (Seafood Processors)" section, there is a paragraph of text and a numbered list of three items. A large blue arrow on the right side of the screenshot points downwards, indicating the direction to scroll.

This is the DEC Permit Portal website. Scroll down to the Notice of Intent section, and click on the Online Application System link.

How to Complete an eNOI



State of Alaska - Department of Environmental Conservation
 dec.alaska.gov/water/wwdp/seafood/seafoodww.html

PERMIT NUMBER	PERMIT NAME	RESOURCES	DESCRIPTION
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FORM NUMBER	FORM NAME	FORM LINK
APDES Form 1	General Application Form Must be completed by all applicants required to obtain an individual APDES permit.	
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APDES Form 2D	New Sources and New Dischargers Application for Permit to Discharge Seafood Process Wastewater for facilities without prior permits. Contact DEC: Shawn.Stokes@alaska.gov or (907) 269-7504	
APDES Form 2M	Request for a Mixing Zone Must be completed by an applicant requesting a mixing zone for a discharge.	

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[Divisions/Contacts](#) [Employee Email](#)

How to Complete an eNOI

MODULE 3C



This will send you to the DEC Water – Online Application System or OASys.

Each applicant will need to have a myAlaska account in order to submit an eNOI. A link is provided for enrolling in myAlaska.

How to Complete an eNOI

MODULE 3C



The screenshot shows a web browser window with the URL www.dec.alaska.gov/water/oasys/index.html. The page header includes the State of Alaska logo and navigation links: myAlaska, My Government, Resident, Business in Alaska, Visiting Alaska, and State Employees. The main content area is titled "Water Online Application System" and includes a search bar and a breadcrumb trail: State of Alaska > DEC > Division of Water.

Department of Environmental Conservation
Water Online Application System

Welcome to DEC's Water Online Application System (OASys)!

This system may be used to:

- ★ Apply for ADEC state general permit coverage for contained water and excavation dewatering
- ★ Apply for APDES general permit coverage for construction stormwater, industrial stormwater and
- ★ Submit the Alaska Drinking Water Fund, the Alaska Clean Water Fund, or Municipal Matching Grant
- ★ Apply for Municipal Matching Grant, Alaska Clean Water Actions Grant and Village Safe Water
- ★ Register a Commercial Passenger Vessel

To view other applications, please go to the Permit Application Portal.

If this is your first time visiting this page and you do not have a myAlaska account, [enroll at myAlaska.](#)

To enter the Water Online Application System, select "Continue to myAlaska" and login using your myAlaska user account.

Continue to MyAlaska

Please direct questions to DEC.Water.OPAHelp@Alaska.Gov.
For storm water permit applications call 907-269-8117 and for all other applications call John Randolph at 907-465-5307.

OASys Help

Use this link to create a myAlaska account



Enrolling in myAlaska

MODULE 3C



You will arrive at the myAlaska new account page.

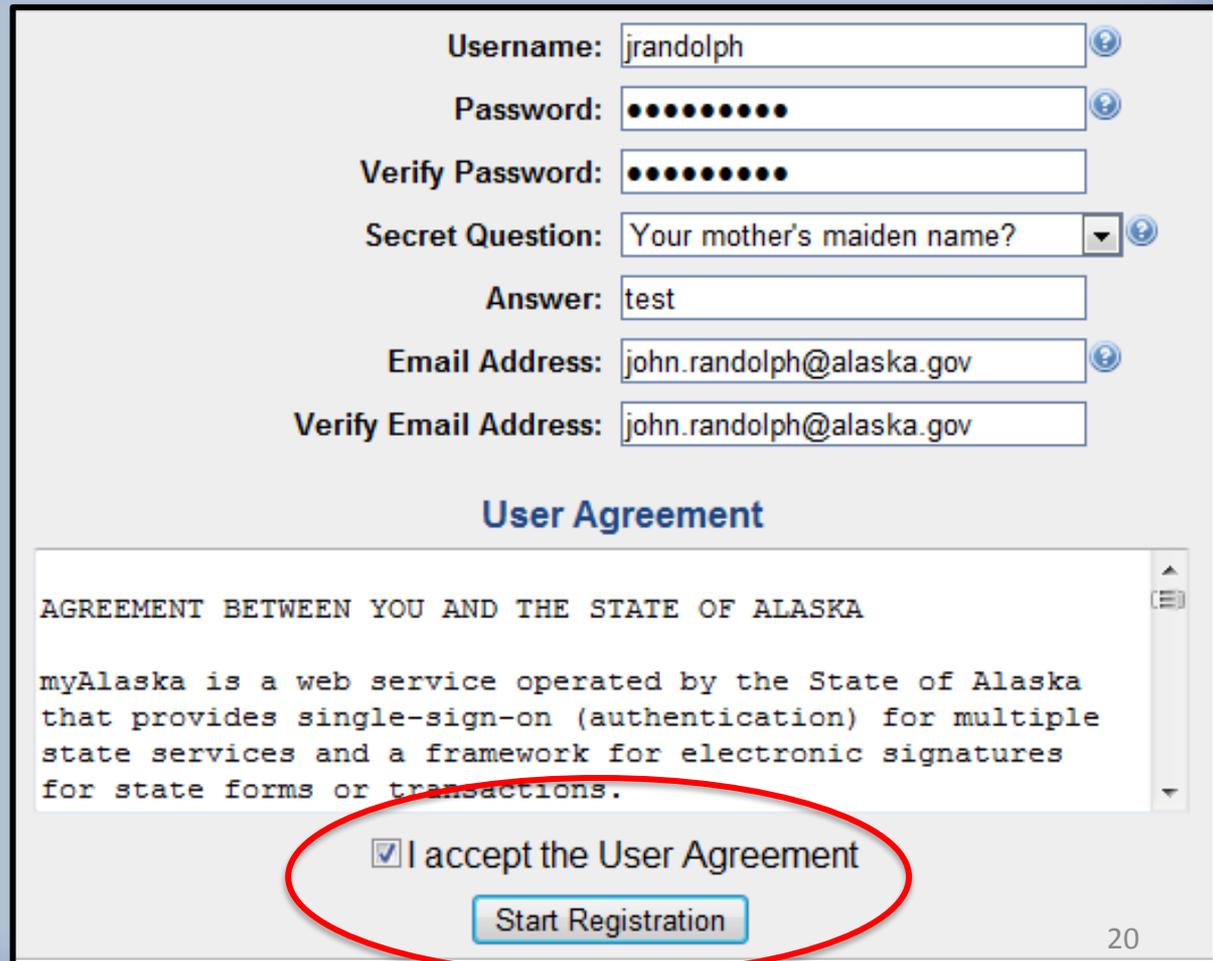
Enter your

- Username
- Password
- Secret Question
- Email Address

Read the User Agreement and Accept

Then –

Start Registration

A screenshot of the myAlaska registration form. The form includes fields for Username (jrandolph), Password (masked with dots), Verify Password (masked with dots), Secret Question (Your mother's maiden name?), Answer (test), Email Address (john.randolph@alaska.gov), and Verify Email Address (john.randolph@alaska.gov). Below the form is a section titled "User Agreement" with a scrollable text area containing the agreement text. At the bottom of the agreement section, there is a checkbox labeled "I accept the User Agreement" which is checked, and a "Start Registration" button. A red oval highlights the checkbox and the button.

Username:

Password:

Verify Password:

Secret Question:

Answer:

Email Address:

Verify Email Address:

User Agreement

AGREEMENT BETWEEN YOU AND THE STATE OF ALASKA

myAlaska is a web service operated by the State of Alaska that provides single-sign-on (authentication) for multiple state services and a framework for electronic signatures for state forms or transactions.

I accept the User Agreement

Enrolling in myAlaska



To verify your myAlaska account, close the browser window and open the email used to enroll.

<input type="checkbox"/>	<input type="checkbox"/>	FROM	SUBJECT	DATE ▾
<input type="checkbox"/>	<input checked="" type="checkbox"/>	myAlaska	myAlaska - Account Verification	8:13 AM

myAlaska - Account Verification

Open the Account Verification email and select the hyperlink listed in the message.

This message was sent to you by a computer program, DO NOT REPLY to this message.

To continue with the registration process of your new myAlaska account, please verify your email address by visiting the following URL WITHIN 24 HOURS of registration:

<https://my.alaska.gov/Confirm?type=NewAccount&ticketid=358931d5-6fa7-499c-9904-6e07f31cbf25>

*If you cannot locate the myAlaska verification email, be sure to check your **junk mail** folder.*

Enrolling in myAlaska

MODULE 3C



The Account Confirmation page appears.

- Enter your Username and Password.
- Then **Click Here to Continue.**

ACCOUNT CONFIRMATION

Your arrival at this page has confirmed your email address.
Please enter your username and password again to continue the myAlaska registration process.

Username:

Password:

Completing your registration will establish your myAlaska identity. After you have done that, you will be able to conduct your business with the State of Alaska electronically!

[Click Here to Continue](#)

Enrolling in myAlaska

MODULE 3C



Your account has been confirmed successfully.

Welcome **watertest32**. The myAlaska Registered User Portal is your dashboard for viewing information specific to your myAlaska account, managing your information and gaining access to a wide array of services designed for registered users of myAlaska. Select an option to begin.



Services

Use myAlaska to do business with the State of Alaska. There is a wide selection of services available for both individuals and businesses. For example, Permanent Fund Dividend services for individuals and Employment Security Tax services for businesses.

[View Your Services](#)



MyProfile

Manage, update, or change your myAlaska account and user information.

[Manage Your Profile](#)



Help

Get help using myAlaska or one of the myAlaska applications.

[Get Help](#)

You will be taken to the myAlaska Registered User Portal; to proceed select **View Your Services**.

Enrolling in myAlaska

MODULE 3C



Services for Businesses

[DBP – EGrAMS Grant Management](#)

EGrAMS - Grants Management System

[DEC - Pay Invoices Online](#)

Department of Environmental Conservation Online Payment Center

[DEC Online Services](#)

Access Department of Environmental Conservation online services

Then, click on **DEC Online Services**, listed under Services for Businesses.

Enrolling in myAlaska

MODULE 3C



- Read the Privacy Agreement
- Check the I Accept box
- Select **Continue**

Privacy Agreement: DEC

By checking the 'I Accept the Privacy Agreement' box below, you are authorizing myAlaska to share your profile information with the Alaska Department of Environmental Conservation.

I Accept the Privacy Agreement

[Continue ->](#)

Enrolling in myAlaska

MODULE 3C



You will be directed to DEC myAlaska Online Services Page
Then navigate to OASys - Water Application System

WELCOME TO DEC MYALASKA ONLINE SERVICES



Commissioner
Larry Hartig

Deputy Commissioner
Dan Easton
(907) 465-5066



- ADMINISTRATIVE SERVICES**
 - ▶ Online Payment Center
 - ▶ Public Databases
- AIR QUALITY**
 - ▶ Air Alerts and Information Signup
 - ▶ Air Permits, Approvals & Public Notices
 - ▶ Air Quality Advisories
 - ▶ Air Quality Complaints
 - ▶ Point Source Emission Inventory
- ENVIRONMENTAL HEALTH**
 - ▶ Food Worker Card Payments
 - ▶ Drinking Water - Electronic Data Reporting
- WATER QUALITY**
 - ▶ **Water Application System (OASys)**
 - ▶ Water and Wastewater Operator Certification

How to Complete an eNOI

MODULE 3C



You will arrive at the DEC Water OASys login page.

A screenshot of a web browser displaying the myAlaska login page. The browser's address bar shows the URL: https://my.alaska.gov/adfs/ls/?wa=wsignin1.0&wtrealm=https%3a%2f%2fmy.alaska.gov%2f&wctx=rm%3d0%26id%3dpassive%26ru%3dhttps%253a%252f%252fmy.ala... The page has a blue header with the State of Alaska logo and navigation links: myAlaska, My Government, Resident, Business in Alaska, Visiting Alaska, and State Employees. Below the header is a dark blue navigation bar with links: HOME, SERVICES, MYPROFILE, and HELP. The main content area features a green-bordered box with the message: "DEC Water Online Application System (OASys) has sent you here to sign in." Below this is a "myAlaska Login" form with fields for "Username:" and "Password:". A "Sign-In" button is positioned below the password field. There are also links for "Forgot my Username", "Forgot my Password", and "New User: Register for a myAlaska Account". At the bottom of the page, there is a footer with links for "Help", "Privacy Policy", "User Agreement", and "Browser Compatibility". On the right side of the footer, contact information for the Department of Administration Enterprise Technology Services (ETS) is provided, including an email address (myalaska_help@alaska.gov) and phone numbers for Anchorage, Fairbanks, and Juneau. The footer also includes the text "State of Alaska | © 2012" and a decorative graphic of stars and an Alaskan map.

How to Complete an eNOI

MODULE 3C



Logging in will bring you to the DEC OASys page.

The screenshot shows the Alaska Department of Environmental Conservation (DEC) OASys website. The browser address bar displays <https://myalaska.state.ak.us/dec/water/oasys/>. The page header includes the State of Alaska logo and navigation links: myAlaska, My Government, Resident, Business in Alaska, Visiting Alaska, and State Employees. The main header identifies the Alaska Department of Environmental Conservation Division of Water, with a search bar and radio buttons for DEC and State of Alaska. The breadcrumb trail reads: State of Alaska > DEC > Online Services > Water Online Application System. The main heading is "Water Online Application System". Below this, a "Welcome" message is followed by the instruction: "The following categories are available online. To start the process, select from the tabs below." A row of tabs includes "Your 'In Process' Applications", "Cruise Ship", "Grants", "Loans", "Permits", "Questionnaires", "Reports", and "Storm Water". A red arrow points to the "Permits" tab. Below the tabs, a message states: "The following 'In Process' applications are those from the last month which you have not yet submitted:". A table lists the application details:

Tracking #	Type	Facility	Status
OFSH-0035	Open	Offshore Seafood General Permit	Incomplete and Not Signed, Not Paid - In Process

Below the table, a message reads: "To start a new application, click on the appropriate tab above, and then select the desired application from the list." At the bottom, there are instructions: "If you do not see the category that you need, or to view a general permit, please go to the Permit Application Portal. If you are not sure which application you need, please go to the OASys Help Page. If you received an email inviting you to sign or pay for an application, go to the Associate to Application page. To copy previously submitted information, open your original submittal and select the 'Copy' option at the bottom of the Overview page. If you need to void an application that was entered in error, please send an email to DEC.Water.OPAHelp@alaska.gov. Include the tracking number for the application needing to be voided."

Select the Permits tab.

How to Complete an eNOI

MODULE 3C



Logging in will bring you to the DEC OASys page.

The screenshot shows a web browser window displaying the Alaska Department of Environmental Conservation (DEC) Water Online Application System (OASys) page. The page title is "Water Online Application System" and it welcomes user "AMY GILSON". The page lists several application categories: "Contained Water Permit(2009DB0004)", "Excavation Dewatering Permit(2009DB0003)", and "Offshore Seafood General Permit(AKG523000)". A red oval highlights the "Offshore Seafood General Permit(AKG523000)" link, with a red arrow pointing to it. A white callout box with black text says "Select to begin the GP application process". Below the application categories, there is a table showing "AMY GILSON's Applications" with columns for Tracking #, Type, Facility, and Status. The table contains one entry: Tracking # OFSH-0035, Type Open, Offshore Seafood General Permit, and Status Incomplete and Not Signed, Not Paid - In Process. The page also includes a footer with contact information and navigation links.

State of Alaska > DEC > Online Services > Water Online Application System

Water Online Application System

Welcome **AMY GILSON**

The following categories are available online. To start the process, select from the tabs below.

Your "In Process" Applications | Cruise Ship | Grants | Loans | Permits | Questionnaires | Reports | Storm Water

- ▶ Contained Water Permit(2009DB0004)
- ▶ Excavation Dewatering Permit(2009DB0003)
- ▶ Offshore Seafood General Permit(AKG523000)

If you do not see the category that you need, or to view a general permit, please go to the Permit Help Page.
If you are not sure which application you need, please go to the OASys Help Page.
If you received an email inviting you to sign or pay for an application, go to the Associate to Application page.
To copy previously submitted information, open your original submittal and select the "Copy" option at the bottom of the Overview page.

If you need to void an application that was entered in error, please send an email to DEC.Water.OPAHelp@alaska.gov. Include the tracking number for the application needing to be voided.

AMY GILSON's Applications: Show applications modified within the last:

Tracking #	Type	Facility	Status
OSFH-0035	Open	Offshore Seafood General Permit	Incomplete and Not Signed, Not Paid - In Process

(help?) Home Logout

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Commissioner Public Notices Regulations Statutes Press Releases Divisions/Contacts Employee Email

State of Alaska myAlaska My Government Resident Business in Alaska Visiting Alaska State Employees

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How to Complete an eNOI

MODULE 3C



You are now on the GP Application Page.

The screenshot shows a web browser window with the URL <https://myalaska.state.ak.us/dec/water/oasys/Wizard.aspx>. The page header includes the State of Alaska logo and navigation links. The main content area is titled "Offshore Seafood General Permit Application" and features a progress bar with 8 steps, where step 1 is highlighted. Below the progress bar, there is a "Permit Information" link. The "Purpose" section states: "Permit Information: This step will collect information about your facility, permit and vessel." Below this, there is a table with the following information:

Tracking #:	OFSH-0038	Facility:	Type:	Offshore Seafood General Permit
-------------	-----------	-----------	-------	---------------------------------

Below the table, there is a section titled "Notice of Intent (NOI) to be covered under APDES General Permit AKG523000 Alaska Offshore Seafood Processors". The text reads: "Submission of this completed Notice of Intent (NOI) constitutes notice that the party identified as the operator in the contact section of this form intends to be covered by the APDES permit authorizing discharges from seafood processing activities in Alaska occurring between 0.5 and 3.0 nautical miles from shore or baseline and obligates permittee to comply with the terms and conditions of the permit. Refer to the link below for instructions on completing this form:"

Two links are highlighted with red circles and arrows pointing to a callout box:

- [Instructions for Completing this Form](#)
- [Application Step-by-Step Guidance](#)

The callout box contains the text: "This link will take you to the Application Step-by-Step Guidance document."

Offshore Seafood General Permit Application

MODULE 3C



A series eight of steps will take you through the Offshore Seafood General Permit Application, requiring information pertinent to your vessel.

Offshore Seafood General Permit Application

Application Submission Process

Step **1** 2 3 4 5 6 7 8

[Permit Information](#)

Purpose
Permit Information: This step will collect information about your facility, permit and vessel. * indicates required field.

Tracking #: OFSH-0057 Facility: Type: Offshore Seafood General Permit

Notice of Intent (NOI) to be covered under APDES General Permit AKG523000 Alaska Offshore Seafood Processors

Submission of this completed Notice of Intent (NOI) constitutes notice that the party identified as the operator in the contact section of this form intends to be covered by the APDES permit authorizing discharges from seafood processing activities in Alaska occurring between 0.5 and 3.0 nautical miles from shore or baseline and obligates permittee to comply with the terms and conditions of the permit. Refer to the link below for instructions on completing this form:

Instructions for Completing this Form
Application Step-by-Step Guidance

Permit Information

Current APDES Permit No.(s):

ADEC Environmental Health processor permit No.:

Seafood Processor Facility Information

Current Facility Name: *

Previous Name of Facility Over the Last Five Years:

1. Previous Facility

Facility Name:

Date of Name Change:

Offshore Seafood General Permit Application – eNOI Required Information

MODULE 3C



Fill out the information as completely and thoroughly as possible.

Questions with a star (*) indicate required information.

Offshore Seafood General Permit Application

Application Submission Process

Step 1 2 3 4 5 6 7 8

[Permit Information](#)

Purpose
Permit Information: This step will collect information about your facility, permit and vessel. * indicates required field.

Tracking #: OFSH-0057 **Facility:** **Type:** Offshore Seafood General Permit

Notice of Intent (NOI) to be covered under APDES General Permit AKG523000 Alaska Offshore Seafood Processors

Submission of this completed Notice of Intent (NOI) constitutes notice that the party identified as the operator in the contact section of this form intends to be covered by the APDES permit authorizing discharges from seafood processing activities in Alaska occurring between 0.5 and 3.0 nautical miles from shore or baseline and obligates permittee to comply with the terms and conditions of the permit. Refer to the link below for instructions on completing this form:

Instructions for Completing this Form
Application Step-by-Step Guidance

Permit Information

Current APDES Permit No.(s):

ADEC Environmental Health processor permit No.:

Seafood Processor Facility Information

Current Facility Name: *

Previous Name of Facility Over the Last Five Years:

1. Previous Facility

Facility Name:

Date of Name Change: ...

Offshore Seafood General Permit Application

MODULE 3C



When finished with a step, go the next page by selecting the **Next** button located at the bottom.

Processor Classification

Indicate the classification that describes the type of operations for this vessel (check each that applies):

- * Stationary offshore, discharging in waters between 0.5 and 1.0 nm from shore at MLLW.
- Mobile offshore, discharging while in transit in waters between 0.5 and 1.0 nm from shore at MLLW.
- Stationary offshore, discharging in waters between 1.0 and 3.0 nm from shore at MLLW or baseline.
- Mobile offshore, discharging while in transit in waters between 1.0 and 3.0 nm from shore at MLLW or baseline.

Fee Information

Have you paid your annual fee for the current calendar year? * Yes No

If yes, provide the DEC invoice number:

Offshore Seafood General Permit Application

MODULE 3C



Use the **Overview** button at the bottom of the page to review and edit the previous step.

Processor Classification

Indicate the classification that describes the type of operations for this vessel (check each that applies):

- * Stationary offshore, discharging in waters between 0.5 and 1.0 nm from shore at MLLW.
- Mobile offshore, discharging while in transit in waters between 0.5 and 1.0 nm from shore at MLLW.
- Stationary offshore, discharging in waters between 1.0 and 3.0 nm from shore at MLLW or baseline.
- Mobile offshore, discharging while in transit in waters between 1.0 and 3.0 nm from shore at MLLW or baseline.

Fee Information

Have you paid your annual fee for the current calendar year? * Yes No

If yes, provide the DEC invoice number:

Overview **Next**

Offshore Seafood General Permit Application

MODULE 3C



Helpful Tips

- At any time, you can logout and your application information will be saved for completion at a later time.
- Changes to the current page are not saved until you use the **Next** button.

Offshore Seafood General Permit Application – Step 1

MODULE 3C



Application Submission Process

Step

1 2 3 4 5 6 7 8

Permit Information

Purpose

Permit Information: This step will collect information about your facility, permit and vessel.

* indicates required field.

Tracking #: AKG523029 Facility: Type: Offshore Seafood General Permit

Notice of Intent (NOI) to be covered under APDES General Permit AKG523000 Alaska Offshore Seafood Processors

Submission of this completed Notice of Intent (NOI) constitutes notice that the party identified as the operator in the contact section of this form intends to be covered by the APDES permit authorizing discharges from seafood processing activities in Alaska occurring between 0.5 and 3.0 nautical miles from shore or baseline and obligates permittee to comply with the terms and conditions of the permit. Refer to the link below for instructions on completing this form:

[Instructions for Completing this Form](#)

[Application Step-by-Step Guidance](#)

Permit Information

Current APDES Permit No.(s): *
ADEC Environmental Health processor permit No.:

Seafood Processor Facility Information

Current Facility Name: *

Previous Name of Facility Over the Last Five Years:

1. Previous Facility

Facility Name:

Date of Name Change: ...

Step 1 Enter:

- APDES Permit
- Facility Name
- Vessel Information

Select **Next** when all information is entered.

Offshore Seafood General Permit Application – Step 1

MODULE 3C



IMPORTANT:

Only answer **No** to the Fee Information question, at the end of step 1 if you have already paid.

baseline.

Mobile offshore, discharging while in transit in waters between 1.0 and 3.0 nm from shore at MLLW or baseline.

Fee Information

Have you paid an AKG523000 general permit authorization fee for this calendar year? Yes No

If yes, provide the DEC invoice number:

[Overview](#) [Next](#)

All New Applicants Are Required to Pay the Fee. ³⁷

Offshore Seafood General Permit Application – Step 2

MODULE 3C



Application Submission Process



[Contacts](#)

Purpose

Contacts: For explanation of contact types (Operator, Billing Contact, Owner, NOI Certifier) refer to sections II, III, IV, and XII of the instructions page for the NOI form.

IMPORTANT CERTIFICATION INFORMATION

The NOI Certifier is the individual who will be signing and certifying this eNOI. In accordance with 18 AAC 83.385, this eNOI 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, 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.

* indicates required field.

Tracking #:	OFSH-0057	Facility:	123	Type:	Offshore Seafood General Permit
-------------	-----------	-----------	-----	-------	---------------------------------

Your Application Contacts

To add a new contact, click the add button to the right.

Step 2:
Enter contact information for all required persons.
Use the **Add** button to add a new contact.

Offshore Seafood General Permit Application – Step 3

MODULE 3C



Step 3 – Production Information

Department of Environmental Conservation
Offshore Seafood General Permit Application

State of Alaska > DEC > Online Services > Water Online Application System

Application Submission Process

1 2 **3** 4 5 6 7 8

Production Information

Purpose

Projected Production Information: Provide a description of each product line, the type of raw product processed on each product line, the process applied to the raw product, and the 24 hour design capacity of each product line of the processing vessel.

* indicates required field.

Tracking #: AKG523035 Facility: 123 Type: Offshore Seafood General Permit

Projected Production Information

Product Line Description: *

Type of Raw Product: *

Type of Finished Product: *

24 hour design processing capacity of product line: * lbs.

24 hour maximum seafood processing wastewater discharge flow: * gallons

test, test

A. For each product, enter appropriate information into each * field.

B. Use **Add/Update** button to save box A information.

C. Saved product information is displayed in box C.

Offshore Seafood General Permit Application – Step 4

MODULE 3C



Step 4 – Discharge Information

Enter all required and applicable information.

Offshore Seafood General Permit Application

Application Submission Process

1 2 3 **4** 5 6 7 8

[Description of Discharges](#)

Purpose
Description of Discharges: This step will collect information about your discharges. For guidance on completing the questions in this step, refer to section VIII of the instructions page for the NOI form.

* indicates required field.

Tracking #:	OFSH-0057	Facility:	123	Type:	Offshore Seafood General Permit
--------------------	-----------	------------------	-----	--------------	---------------------------------

Seafood Processing Wastes

Name/type of grinder(s): *

Grind size and design capacity per manufacturer specifications: *

Depth from the sea surface to outfall terminus (in feet): *

Sanitary Wastes

Type of Marine Sanitation Device (MSD): *

EPA Marine Sanitation Device website

Offshore Seafood General Permit Application – Step 5

MODULE 3C



Step 5 – Notice of Intent Attachment
An NOI Attachment must be completed and submitted along with eNOI in [Step 7](#).

Offshore Seafood General Permit Application

Application Submission Process

1 2 3 4 **5** 6 7 8

[AKG523000 NOI Attachment](#)

Purpose
AKG523000 NOI Attachment: Use the link below to obtain the AKG523000 NOI Attachment in Microsoft Excel file format. Complete one line for each proposed discharge location for a stationary processor or area of operation for an in transit processor. Attach your completed AKG523000 NOI Attachment (in Microsoft Excel file format) to this electronic Notice of Intent along with all other required attachments in Step 7.

* indicates required field.

Tracking #:	OFSH-0057	Facility:	123	Type:	Offshore Seafood General Permit
--------------------	-----------	------------------	-----	--------------	---------------------------------

Complete the NOI Attachment according to these instructions

[AKG523000 NOI Attachment](#)

[Previous](#) [Overview](#) [Next](#)

Offshore Seafood General Permit Application – Step 5

MODULE 3C



Step 5 – Notice of Intent Attachment
Open the instructions and AKG523000 NOI Attachment and complete the excel form with all discharge and receiving water information.

Offshore Seafood General Permit Application

Application Submission Process

1 2 3 4 **5** 6 7 8

[AKG523000 NOI Attachment](#)

Purpose
AKG523000 NOI Attachment: Use the link below to obtain the AKG523000 NOI Attachment in Microsoft Excel file format. Complete one line for each proposed discharge location for a stationary processor or area of operation for an in transit processor. Attach your completed AKG523000 NOI Attachment (in Microsoft Excel file format) to this electronic Notice of Intent along with all other required attachments in Step 7.

* indicates required field.

Tracking #:	OFSH-0057	Facility:	123	Type:	Offshore Seafood General Permit
--------------------	-----------	------------------	-----	--------------	---------------------------------

Complete the NOI Attachment according to these instructions

AKG523000 NOI Attachment

Previous Overview Next

Offshore Seafood General Permit Application – Step 5

MODULE 3C



Step 5 – Notice of Intent Attachment
 Save completed excel file to your computer and attach it to your eNOI in **Step 7** (must be in excel.)

	A	B	C	D	E	F	G	H	I	J	K
	Stationary or In-Transit	Seafood processing waste discharge location name (Receiving Water Name or Operational Area Designation)	Name(s) of any larger, adjacent waterbodies within 3 miles	Name(s) of any Protected/Excluded Waters within 3 miles	Latitude	Longitude	Distance from Shore or Baseline	Depth of the receiving water	Estimated dates of discharge at location or operational area	Seafloor survey anticipated	Average Current within 300 feet Outfall
1											
2											
3											
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9											
10											
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31											

Offshore Seafood General Permit Application – Step 6

MODULE 3C



Step 6 – Refueling Information

Enter all refueling information for your facility/vessel.

State of Alaska myAlaska My Government Resident Business in Alaska Visiting Alaska State Employees

Alaska DEC Alaska Department of Environmental Conservation
Division of Water

State of Alaska > DEC > Online Services > Water Online Application System

Offshore Seafood General Permit Application

Application Submission Process

1 2 3 4 5 **6** 7 8

[Refueling Information](#)

Purpose
Refueling Information: Indicate whether the processors refuels fishing vessels.

* indicates required field.

Tracking #:	OFSH-0057	Facility:	123	Type:	Offshore Seafood General Permit
--------------------	-----------	------------------	-----	--------------	---------------------------------

Refueling Capability and Proximity to Fueling Stations

Does your vessel refuel fishing vessels? * Yes No

What is the capacity of your refueling tanks?
(report units in gallons)

Offshore Seafood General Permit Application – Step 7

MODULE 3C



Step 7 – Submit Required eNOI Attachments

IMPORTANT: This is where you submit the discharge and receiving water excel file from [Step 5](#).

Application Submission Process



[Attachments](#)

Purpose

The following documents are required to be attached to the NOI:

1. **Area Map.** A legible area map of the location of the processor and all outfalls.
 2. **Bathymetric Map.** A bathymetric map of the receiving water within one nautical mile of the discharge.
 3. **Line Drawing.** The owner or operator shall submit a line drawing of the water flow through the facility.
 4. **Outfall Narrative.** A narrative identifying each type of process, operation, or production area that contributes wastewater to the effluent for each outfall.
 5. **AKG523000 NOI Attachment.** A table containing seafood processing waste discharge and receiving water required information.
- BMP Certification.** A previously permitted owner or operator under AKG523000 shall submit certification that the BMP Plan has been reviewed and revised, as needed.

Attach the required attachments in a digital format (Word Doc, PDF, GIF, JPG, etc.) to your application using the form below. There is a file size limit of 20 MB. Contact DEC.Water.OPAHelp@alaska.gov for assistance with submitting your attachments.

Offshore Seafood General Permit Application – Step 7

MODULE 3C



Step 7 – Submit Required eNOI Attachments.

To attach a file, follow steps A to D. **A.** Click **Browse**

B. A new window appears. Select your file, then click **Open**. Your file will appear to the left of the **Browse** button.

The screenshot shows a web-based application interface for submitting attachments. At the top, it displays 'Tracking #: AKG523035' and 'Facility: 123'. The permit type is 'Offshore Seafood General Permit'. A red asterisk indicates required fields. The main form area has three numbered steps:

- 1. Choose a file to attach:** A text box contains the file path 'C:\Documents and Settings\benax\My Document'. A red box highlights the 'Browse...' button, with a red arrow labeled 'A' pointing to it. A blue arrow labeled 'B' points to the text box.
- 2. Add the file to the list:** A form with fields for 'As Type:' (set to 'Area Map'), 'Title:', and 'Description:'. A green box highlights this entire section, with a green arrow labeled 'C' pointing to it. An 'Attach' button is highlighted with an orange box and an orange arrow labeled 'D'.
- 3. Your file attachments:** An empty list area.

On the right side, there is a 'Usage Tips' section and a 'Required Attachments*' list:

- Usage Tips:** First, use the browse button to select a file from your local system. To see what kinds of files may be uploaded, [click here](#). Then, complete the attachment type, title and description fields before clicking the attach button to add the file to your application attachment list. While the upload is in progress, clicking on any button will cancel the upload. If you would like to remove the file from your application, select it in the list and click the "Remove" button. File size limit is 20MB for each attachment.
- Required Attachments*:**
 1. Area Map
 2. Bathymetric Map
 3. Line Drawing
 4. Outfall Narrative
 5. AKG523000 NOI Attachment

A red note at the bottom states: '*Please note that the above list of attachments are required, but may also be submitted via email, fax, traditional mail, or hand delivered to the appropriate DEC office.'

Navigation buttons at the bottom include 'Previous', 'Overview', and 'Next'.

Offshore Seafood General Permit Application – Step 8

MODULE 3C



Step 8 – Application Overview

Offshore Seafood General Permit Application



[Application Overview](#)

Purpose

Please review the information you have entered. If any information is incorrect, click the appropriate section header 'Edit' button to return to that section and edit your data. If the information is correct, click the "Continue" button below to proceed to the Signature and Payment Options page.

NOTE: Your information has been saved; you may also exit the system and return later to finalize it.

Tasks:

[Print For Your Records](#)

- 1. Complete Application Form
- 2. Sign This Application
- 3. Pay Application Fees (\$410)

Usage Tips:

Red items to the left indicate steps that have yet to be completed. You must complete every item from the task list before DEC will process your submittal.

Your Current Application:

Tracking #: OFSH-0057 Facility: 123 Type: Offshore Seafood General Permit

Permit Information

Details

[Edit](#)

Current APDES Permit No.(s):

ADEC Environmental Health processor permit No.:

Current Facility Name: 123

Facility Name:

Date of Name Change:

Facility Name:

Date of Name Change:

Facility Name:

Date of Name Change:

Facility Name:

To change any information, select the edit button that corresponds to the eNOI step.

Offshore Seafood General Permit Application – Step 8

MODULE 3C



Step 8 – Application Overview

After all information is entered and you have finished adding all online attachments, you will need to sign and pay for your eNOI.

Offshore Seafood General Permit Application – Step 8

MODULE 3C



Step 8 – Application Overview

1. Complete Application Form
2. Select **Sign this Application** or **Pay Application Fees** or **Continue** (at bottom of page.)

NOTE: A check will appear next to tasks if application is complete and ready for signature and payment.

Department of Environmental Conservation
Offshore Seafood General Permit Application

[State of Alaska](#) > [DEC](#) > [Online Services](#) > [Water Online Application System](#)

1 2 3 4 5 6 7 **Step 8**

[Application Overview](#)

Purpose

Please review the information you have entered. If any information is incorrect, click the appropriate section header 'Edit' button to return to that section and edit your data. If the information is correct, click the "Continue" button below to proceed to the Signature and Payment Options page.

NOTE: Your information has been saved; you may also exit the system and return later to finalize it.

Tasks:  [Print For Your Records](#)

- 1. Complete Application Form
- [2. Sign This Application](#)
- [3. Pay Application Fees \(\\$430\)](#)

Usage Tips:
Red items to the left indicate steps that have yet to be completed. You must complete every item from the task list before DEC will process your submittal.

Your Current Application:

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Final Steps

This page gives you the signature options available for signing your eNOI application.

- Sign this Application Using e-Signature: [slide 52](#).
- Print, Sign and Submit a Hard-Copy Signature Page: [slide 54](#).
- Invite another party to Sign for this Application: [slide 58](#).

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Final Steps

Purpose

Congratulations! You have completed the form completion phase of this process. However, **two important steps** remain before your application can be processed: **Signature Submission and Fee Payment**. On this page you will find several options for signing and paying for your application. To make further changes before submitting, select the 'Overview' button. If you have any questions or concerns, please contact DEC at DEC.Water.OPAHelp@alaska.gov or call John Randolph at 907-465-5307.

Current Status: Completed and Not Signed, Not Paid

Please Note: Your application will not be processed unless it has been signed and all fees have been paid!

Tracking #: Facility: Type:

I would like to...



[Sign this Application Using e-Signature](#)

This signature option allows you to e-sign and submit your application in a matter of minutes. If you are already validated, select this option to begin the e-signature process. If you have not been validated, visit [MyAlaska](#) to complete the validation process.



[Print, Sign and Submit a Hard-Copy Signature Page](#)

Use this signature option to print a hard-copy version of the application signature page which can then be submitted to DEC via traditional mail, fax, or hand delivered to the appropriate DEC office. No electronic validation is required to sign using this option, but your application will not be processed until the signature page (and fee payment) has been received by DEC. Many of the hard-copy signature pages require Adobe Acrobat Reader to view and print. Click on the following image to download and install Adobe Acrobat Reader:



[Pay for this Application](#)

Use this option to pay your application fee(s) through the Department of Environmental Conservation's Online Payment Center. It's fast, easy and secure.



[Invite another party to Sign and/or Pay for this Application](#)

This option will allow you to extend the signing and/or paying privilege to anyone with an Internet-connected computer. Upon completion of this process, an instructional e-mail containing a link to this application will be sent to anyone invited. You retain the right to sign and/or pay at any time, but with additional parties invited, they too may complete these required final steps in the application process.

Cancel

Overview

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Sign this Application Using e-Signature

This signature option allows you to e-sign and submit your application in a matter of minutes. If you are already validated, select this option to begin the e-signature process. If you have not been validated, visit [MyAlaska](#) to complete the validation process.

Who Signs the Application?

18 AAC 83.385. Signature requirements for permit applications and reports

- (a) A permit application must be signed as follows:
- (1) for a corporation, a responsible corporate officer shall sign the application; in this subsection, 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, shall sign the application; and
 - (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.

Signing Agreement

By selecting the "I agree with the above statement" box, entering my myAlaska password, and clicking on E-Sign, I:

- 1) 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.
- 2) certify that I am Brin Marx as identified by the myAlaska identity verification system;
- 3) agree that I am signing this notice of intent under the Offshore Seafood general permit, AKG523 and
- 4) agree that I intend to be bound by the electronic record of this notice of intent under the Offshore Seafood general permit and the electronic record of this signature.

I agree with the above statement

MyAlaska Password

Back

E-Sign

Select **Sign this Application Using e-Signature** if you are already validated to e-sign an application (i.e. account used for PFD.) Check the box indicating you agree with the Signing Agreement and enter your myAlaska password. Select **E-Sign**.



[Back](#)

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Print, Sign and Submit a Hard-Copy Signature Page



Use this signature option to print a hard-copy version of the application signature page which can then be submitted to DEC via traditional mail, fax, or hand delivered to the appropriate DEC office. No electronic validation is required to sign using this option, but your application will not be processed until the signature page (and fee payment) has been received by DEC. Many of the hard-copy signature pages require Adobe Acrobat Reader to view and print. Click on the following image to download and install Adobe Acrobat Reader:



Select **Print, Sign and Submit a Hard-Copy Signature Page** to print a hard-copy version of the application signature page.

Click on **Print the Official Signature Page** link.
(This will lock your application. Changes may be made through eNOI modification process .)

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Print and Submit a Hard-Copy Signature Page

Purpose

As part of the application process, each applicant (or agent of the applicant) must submit a validated signature. Alternatively, you may return to the [Signing and Paying Options](#) Page to select a different option for submitting a signature. If you have any questions about this process, contact your local DEC office or send an e-mail to DEC.Water.OPAHelp@alaska.gov

Please Note: Your application will not be processed unless it has been signed and all fees have been paid!

Tracking #: AKG523025 Facility: 123 Type: Offshore Seafood General Permit

1. Review Your Application

To review your application before submitting, visit the [Overview Page](#).

2. **Print the Official Signature Page**

Click the link above to display the Official Signature Page (printer friendly). Once the page has completely loaded, print the signature page. **Warning: Clicking on the link above will lock your application and you will not be able to make any additional changes.**

3. Sign the Printed Page

Once you have a printed copy of the Signature Page, locate the appropriate line on the page and enter your signature and today's date.

4. Mail, Fax, E-mail or Electronically Submit the page to the DEC Office

Use the following mailing address to submit your signature page and complete the hard-copy submission process. Fax and e-mail are also valid methods for submitting this page to DEC.

Alaska Department of Environmental Conservation
410 Willoughby Avenue, Suite 303
P.O. Box 111800
Juneau, AK 99811-1800
Fax Number: 907-465-5177
Phone Number: 907-465-5307
Email Address: DEC.Water.OPAHelp@alaska.gov

5. Await notification that your page has been received by DEC

DEC will contact you when your Signature Page arrives. Please allow 2-3 weeks for the page to arrive at the DEC office in Juneau.

Back

Continue

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



[Print, Sign and Submit a Hard-Copy Signature Page](#)



Use this signature option to print a hard-copy version of the application signature page which can then be submitted to DEC via traditional mail, fax, or hand delivered to the appropriate DEC office. No electronic validation is required to sign using this option, but your application will not be processed until the signature page (and fee payment) has been received by DEC. Many of the hard-copy signature pages require Adobe Acrobat Reader to view and print. Click on the following image to download and install Adobe Acrobat Reader:



Once printed, sign at the bottom of the page.

Then mail, fax or email **all pages** of the **Signature Page** to address information shown at the top of the page.

Your signature page will typically be processed within a few days of being received and your eNOI will then be 'signed.'

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



OPA Signature Page

Page 1 of 4

Alaska Department of Environmental Conservation Offshore Seafood General Permit Signature Page

Thank you for using the DEC Water Online Application System. In order to sign your application and validate your myAlaska account, you must send this signed form to the following address:

Attn: Water Information Management
Division of Water
Alaska Department of Environmental Conservation
410 Willoughby Avenue, Suite 303
P.O. Box 111800
Juneau, AK 99811-1800
Fax Number: 907-465-5177
Phone Number: 907-465-5307
Email Address: DEC.Water.OPAHelp@alaska.gov

myAlaska User ID: bmtest

Name: Brin Marx

Project Name: test

Tracking Number: AKG523037

Address: _____

Phone No: _____

Email: brin.marx@alaska.gov

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.

Signature

Printed Signature

Date

[Back](#)

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Select **Invite another party to Sign/Pay for this Application** if you need to assign an alternate signer for your Application.

Assign Alternate Signer and/or Payer for your Application

Purpose

This page allows you to assign one (or many) alternate signer(s) and/or alternate payer(s) for your application. By assigning an alternate, you are extending that right to the individual indicated. You still retain the right to either sign or pay for the application, you are simply indicating that other individuals also have that right. Please note that any individual indicated below will be required to apply for (and receive) an un-validated MyAlaska user id prior to signing or paying.

Please be aware that any e-mail addresses entered using this form will result in an e-mail being sent to that individual.

Tracking #: CGPNOI-0010 Facility: test Type: Storm Water Construction General Permit eNOI

I would like to assign an alternate...

Payer
e-mail Address:

Signer
e-mail Address:

Signer and Payer
e-mail Address:

Your Alternates:

E-mail Comment (optional) *This comment will be sent to all alternates

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Enter the email address for the signer and press the highlighted button below.

Assign Alternate Signer and/or Payer for your Application

Purpose

This page allows you to assign one (or many) alternate signer(s) and/or alternate payer(s) for your application. By assigning an alternate, you are extending that right to the individual indicated. You still retain the right to either sign or pay for the application, you are simply indicating that other individuals also have that right. Please note that any individual indicated below will be required to apply for (and receive) an un-validated MyAlaska user id prior to signing or paying.

Please be aware that any e-mail addresses entered using this form will result in an e-mail being sent to that individual.

Tracking #: CGPNOI-0010 Facility: test Type: Storm Water Construction General Permit eNOI

I would like to assign an alternate...

Payer
e-mail Address:

Signer
e-mail Address: **>>>**

Signer and Payer
e-mail Address:

Your Alternates:

E-mail Comment (optional) *This comment will be sent to all alternates

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



You must press this button to add the alternate signer. The email will be displayed in the 'Your Alternates' box to the right.

An instructional email with a link to this application will be sent to the alternate signer allowing them to complete the final steps in the application process.

Your Alternates:

Email	Sign	Pay	Sent	
joe@email.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Delete

>>>

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Department of Environmental Conservation

Water Online Application System



Brin Marx (brin.marx@alaska.gov) has identified you as the person responsible to sign for application number 'AKG523043' for the facility: '123'. This application is for a discharge under the Offshore Seafood General Permit AKG523.

In order to access this application, you will need the following Tracking Number and PIN:

Tracking Number: AKG523043

Pin: 9167

To continue, please visit the [Water Online Application \(https://mydev.state.ak.us/login/login.aspx?pubid=opa&returnto=https://mydev.state.ak.us/dec/water/opa/Associate.aspx\)](https://mydev.state.ak.us/login/login.aspx?pubid=opa&returnto=https://mydev.state.ak.us/dec/water/opa/Associate.aspx) site.

Please direct questions to DEC.Water.OPAHelp@alaska.gov.

For storm water applications call 907-269-8117 and for all other applications call John Randolph at 907-465-5307.

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



The alternate signer will need a myAlaska account to sign the application.

After clicking on the the link in the email, the alternate signer will login to OASys with their myAlaska account and enter the **Tracking Number** and **PIN** (also provided in the email.)

The alternate signer has the option of e-signing or hard-copy signature page for the eNOI application.

Offshore Seafood General Permit Application – Step 8

MODULE 3C



Step 8 – Application Overview

1. Complete Application Form (check)
2. Sign This Application (check)
3. **Pay Application Fees (\$430)**

Offshore Seafood General Permit Application

1 2 3 4 5 6 7 **8**

[Application Overview](#)

Purpose
Please review the information you have entered. If any information is incorrect, click the appropriate section header 'Edit' button to return to that section and edit your data. If the information is correct, click the "Continue" button below to proceed to the Signature and Payment Options page.

NOTE: Your information has been saved; you may also exit the system and return later to finalize it.

Tasks: [Print For Your Records](#)

- ✓ 1. Complete Application Form
- ✓ 2. Sign This Application
- ✓ 3. Pay Application Fees (\$410) - Paid

Usage Tips:
Red items to the left indicate steps that have yet to be completed. You must complete every item from the task list before DEC will process your submittal.

Your Current Application:

Tracking #:	OFSH-0044	Facility:	JRR Testing Pay & Adminsign	Type:	Offshore Seafood General Permit
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Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Final Steps

This page gives you the options available for paying the fee for your eNOI application.

- Pay for this Application.
- Invite another party to Pay for this Application.

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Final Steps

Purpose

Congratulations! You have completed the form completion phase of this process. However, **two important steps** remain before your application can be processed: **Signature Submission and Fee Payment**. On this page you will find several options for signing and paying for your application. To make further changes before submitting, select the 'Overview' button. If you have any questions or concerns, please contact DEC at DEC.Water.OPAHelp@alaska.gov or call John Randolph at 907-465-5307.

Current Status: Completed and Signed, but Not Paid

Please Note: Your application will not be processed unless it has been signed and all fees have been paid!

Tracking #:	AKR10DA77	Facility:	Test Project	Type:	Storm Water Construction General Permit eNOI
-------------	-----------	-----------	--------------	-------	---

I would like to...



Sign this Application Using e-Signature (Complete)

This signature option allows you to e-sign and submit your application in a matter of minutes. If you are already validated, select this option to begin the e-signature process. If you have not been validated, visit [MyAlaska](#) to complete the validation process.



Print, Sign and Submit a Hard-Copy Signature Page (Complete)

Use this signature option to print a hard-copy version of the application signature page which can then be submitted to DEC via traditional mail, fax, or hand delivered to the appropriate DEC office. No electronic validation is required to sign using this option, but your application will not be processed until the signature page (and fee payment) has been received by DEC.



Pay for this Application

Use this option to pay your application fee(s) through the Department of Environmental Conservation's Online Payment Center. It's fast, easy and secure.



Invite another party to Sign and/or Pay for this Application

This option will allow you to extend the signing and/or paying privilege to anyone with an Internet-connected computer. Upon completion of this process, an instructional e-mail containing a link to this application will be sent to anyone invited. You retain the right to sign and/or pay at any time, but with additional parties invited, they too may complete these required final steps in the application process.

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



When you select **Pay for this Application** you can pay the application fees using Online Payment Services.

Alaska DEC

Online Payment Center **Test Mode**

Payment Summary

Description	Permit #	Invoice #	Quantity	Cost Each
DEC Permit - Tracking Number OFSH-0014	OFSH-0014		1	\$430.00
Total				\$430.00

POWERED BY
Internet  Secure

[Pay with Credit Card](#)

[Pay with Checking/Savings Account](#)

Offshore Seafood General Permit Application – Final Steps

MODULE 3C



Assign Alternate Signer and/or Payer for your Application

Purpose

This page allows you to assign one (or many) alternate signer(s) and/or alternate payer(s) for your application. By assigning an alternate, you are extending that right to the individual indicated. You still retain the right to either sign or pay for the application, you are simply indicating that other individuals also have that right. Please note that any individual indicated below will be required to apply for (and receive) an un-validated MyAlaska user id prior to signing or paying.

Please be aware that any e-mail addresses entered using this form will result in an e-mail being sent to that individual.

Tracking #:	AKR10DA77	Facility:	Test Project	Type:	Storm Water Construction General Permit eNOI
-------------	-----------	-----------	--------------	-------	---

I would like to assign an alternate...

Payer
e-mail Address:

Signer
e-mail Address: >>>

Signer and Payer
e-mail Address:

Your Alternates:

E-mail Comment (optional) *This comment will be sent to all alternates

Offshore Seafood General Permit – Final Steps

MODULE 3C



Select **Invite another party to Pay for this Application** if you need to assign an alternate payer for your Application.

Assign Alternate Signer and/or Payer for your Application

Purpose

This page allows you to assign one (or many) alternate signer(s) and/or alternate payer(s) for your application. By assigning an alternate, you are extending that right to the individual indicated. You still retain the right to either sign or pay for the application, you are simply indicating that other individuals also have that right. Please note that any individual indicated below will be required to apply for (and receive) an un-validated MyAlaska user id prior to signing or paying.

Please be aware that any e-mail addresses entered using this form will result in an e-mail being sent to that individual.

Tracking #: CGPNOI-0010 Facility: test Type: Storm Water Construction General Permit eNOI

I would like to assign an alternate...

Payer
e-mail Address:

Signer
e-mail Address:

Signer and Payer
e-mail Address:

Your Alternates:

E-mail Comment (optional) *This comment will be sent to all alternates

Offshore Seafood General Permit eNOI – Final Steps



Enter the email address for the payer and press the highlighted button below.

Assign Alternate Signer and/or Payer for your Application

Purpose

This page allows you to assign one (or many) alternate signer(s) and/or alternate payer(s) for your application. By assigning an alternate, you are extending that right to the individual indicated. You still retain the right to either sign or pay for the application, you are simply indicating that other individuals also have that right. Please note that any individual indicated below will be required to apply for (and receive) an un-validated MyAlaska user id prior to signing or paying.

Please be aware that any e-mail addresses entered using this form will result in an e-mail being sent to that individual.

Tracking #:	AKR10DA77	Facility:	Test Project	Type:	Storm Water Construction General Permit eNOI
-------------	-----------	-----------	--------------	-------	---

I would like to assign an alternate...

Payer
e-mail Address:

Signer
e-mail Address:

Signer and Payer
e-mail Address:

Your Alternates:

>>>

E-mail Comment (optional) *This comment will be sent to all alternates

Offshore Seafood General Permit eNOI – Final Steps

MODULE 3C



You must press this button to add the alternate payer. The email will be displayed in the 'Your Alternates' box to the right.

An instructional email with a link to this application will be sent to the alternate payer allowing them to complete the final steps in the application process.

Your Alternates:

Email	Sign	Pay	Sent	
joe@email.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Delete

>>>

Offshore Seafood General Permit eNOI – Final Steps

MODULE 3C



Department of Environmental Conservation

Water Online Application System



Brin Marx (brin.marx@alaska.gov) has identified you as the person responsible to pay for application number 'AKG523043' for the facility: '123'. This application is for a discharge under the Offshore Seafood General Permit AKG523.

In order to access this application, you will need the following Tracking Number and PIN:

Tracking Number: AKG523043

Pin: 6644

To continue, please visit the [Water Online Application \(https://mydev.state.ak.us/login/login.aspx?pubid=opa&returnto=https://mydev.state.ak.us/dec/water/opa/Associate.aspx\)](https://mydev.state.ak.us/login/login.aspx?pubid=opa&returnto=https://mydev.state.ak.us/dec/water/opa/Associate.aspx) site.

Please direct questions to DEC.Water.OPAHelp@alaska.gov.

For storm water applications call 907-269-8117 and for all other applications call John Randolph at 907-465-5307.



Offshore Seafood General Permit eNOI – Final Steps

MODULE 3C



The alternate signer will need a myAlaska account to pay for the application.

After clicking on the the link in the email, the alternate payer will login to OASys with their myAlaska account and enter the **Tracking Number** and **PIN** (also provided in the email.)

Offshore Seafood General Permit eNOI – Final Steps

MODULE 3C



Offshore Seafood General Permit Application

The electronic submission process for application number AKG523025 for Facility '123' is complete.

Once the signature and payment steps are complete, an acknowledgement email will be sent to the eNOI Preparer's myAlaska account email address.

IMPORTANT: Attached to this email are PDFs of the completed application and eNOI form and acknowledgment letter.

Offshore Seafood General Permit eNOI – Final Steps

MODULE 3C



When you return to the eNOI, the Application Overview will display all tasks as completed.

The screenshot shows the 'Application Overview' page. At the top, a progress bar consists of seven numbered steps. Step 7 is highlighted in blue and labeled 'Step'. Below the progress bar, the page title 'Application Overview' is displayed. Under the heading 'Purpose', there is a paragraph of instructions: 'Please review the information you have entered. If any information is incorrect, click the appropriate section header 'Edit' button to return to that section and edit your data. If the information is correct, click the "Continue" button below to proceed to the Signature and Payment Options page.' Below this is a 'NOTE: Your information has been saved; you may also exit the system and return later to finalize it.' To the right of the note is a 'Print For Your Records' button with a printer icon. On the left, under the heading 'Tasks:', there is a list of three items, each with a checked checkbox: '1. Complete Application Form', '2. Sign This Application', and '3. Pay Application Fees (\$490) - Paid'. A red rounded rectangle highlights this task list. On the right side of the task list, there is a 'Usage Tips' box with a yellow background, containing the text: 'Usage Tips: Red items to the left indicate steps that have yet to be completed. You must complete every item from the task list before DEC will process your submittal.'

Offshore Seafood General Permit eNOI

MODULE 3C



eNOI Required Information

Fill out responses with reasonable expected responses to questions.

If necessary, refer to an attached document to clarify the response, but only when *necessary*.

Offshore Seafood General Permit Application

MODULE 3C



eNOI Important Terms

- Estimate- there should be a basis for the estimate such as a pump curve, amount of water treated, number of times per day a tank is filled.
- Flow meters not currently required- IP requirement due to specific concerns, impaired waters, sensitive environments, site specific mixing zones.

Offshore Seafood General Permit Application

MODULE 3C



Outfall / Facility Location Requirements

Locations coordinates from a GPS or from GIS
(Geographic Information System)

- Shorebased facilities need to provide:
 - All outfall locations
 - Seafood processing waste outfall
 - Non-contact cooling water outfalls
 - Stormwater outfalls or areas.

Offshore Seafood General Permit Application

MODULE 3C



Outfall / Facility Location Requirements

- Shorebased facility coordinates:
 - Facility Location – indicate if
 - Facility Front Door
 - Center of Facility
 - Specific location needing to be identified.

Offshore Seafood General Permit Application

MODULE 3C



Outfall / Facility Location Requirements

- Vessel facility coordinates:
 - Facility Location
 - Single point for a stationary
 - Boundary points of an area of operation for an in transit processor
 - Center point
 - 4 corners of a square or rectangle

Offshore Seafood General Permit Application

MODULE 3C



Accuracy

- Decimal Degrees are preferred and should be to at least the 5th decimal (if not 6th.)
 - Providing coordinate in Degrees Minutes Seconds or Degrees Decimal Minutes is less efficient for DEC processing.
- + or – 100 meters is the goal for accuracy.

Offshore Seafood General Permit Application

MODULE 3C



Vessels

- Projected Locations (+ or – 100 meters) but will need updating once vessel is at anchor.
- Provide all reasonable and potential locations within a specific body of water.
- Excluded water concerns, be sure to include anchor swing when considering location in proximity to an excluded area.

Offshore Seafood General Permit Application

MODULE 3C



ADPES & eNOI: Trainings and Webinars

In the future, DEC will provide additional opportunities for training on all of the new electronic permitting requirements.

Waivers & Modification Requests

MODULE 3C



Future APDES Seafood Processing Permits will not include waiver provisions.

- Fresh Water Discharge
- Depth Waivers
- Excluded Areas
- Maximum Discharge Amount (10 million lb limit)
- Seafloor Survey

Waivers & Modification Requests

MODULE 3C



Future APDES Seafood Processing Permits will not include waiver provisions.

Site specific conditions that warranted waivers previously under AKG52000 now will be:

- evaluated during reissuance of the GP
- evaluated after issuance of the GP and if appropriate result in a modification to the GP
- result in issuance of an individual permit

Waivers & Modification Requests

MODULE 3C



General Permit Modifications

BIG DEAL

- Require the full public notice process
- Ten day potential permittee review
- Thirty day public comment period
- Five day potential permittee review, prior to DEC final decision.

Waivers & Modification Requests

MODULE 3C



General Permit Modifications

- Only the modification is subject to public comment
- Expiration date of the permit does not change

Waivers & Modification Requests

MODULE 3C



General Permit Modifications

- Alternative
 - Issuance of an individual permit
 - If a vessel, the permit would likely be for all facility discharge locations.

Waivers & Modification Requests

MODULE 3C



Modification Submittal Requirements

- Case by case basis depending on the requested reason for modification.

Waivers & Modification Requests

MODULE 3C



Modification Submittal Requirements

- A detailed description of the circumstances requiring discharge to the excluded area.
- A detailed description of any historic processing activity in the area.
- A detailed description of the alternatives to discharging in the

Waivers & Modification Requests

MODULE 3C



Modification Submittal Requirements

- A detailed description of the estimated amount of discharge and duration of seafood processing operations in the excluded area.

Waivers & Modification Requests

MODULE 3C



Modification Submittal Requirements

- A detailed map showing the proposed location(s) of seafood processing operations.
- The map shall show the boundary of the excluded water, any baselines or closure lines (for determination of whether the discharge is to an inland water or to the ocean or territorial seas)
- areas of special interest, such as a critical habitat area or special aquatic site, within 3 nm of the proposed discharge.

Waivers & Modification Requests

MODULE 3C



Modification Submittal Requirements

- A description of how and why the seafood processing waste discharge and other associated discharges will not cause a significant degradation of the physical, chemical, or biological integrity of the receiving water.
- Examples of significant degradation might include;
 - persistent seafood processing waste seafloor deposits
 - increased contact with threatened or endangered species
 - increased mortality in communities of marine life.

Waivers & Modification Requests

MODULE 3C



Modification Submittal Requirements

- A description of how and why the discharge will not harm or impair the reproduction and growth of any threatened or endangered species located within 3 nm of the operation and discharge.
- Copies of correspondence between the operator and the managing agency of the excluded area regarding the acceptability of a seafood processing waste discharge in the excluded area.

Waivers & Modification Requests

MODULE 3C



Modification of Permit

- Public Notice is required
- Modification Request with Justification
- Sufficient data to back up request
- Permanent, but
 - subject to specific conditions
 - degradation/impacts not anticipated at the time of modification.
- Complete eNOI

Module Review

MODULE 3C



What we learned

- How to apply for permit coverage using the eNOI system
- Key terms and issues when completing an eNOI
- What is required now if your discharge previously required a waiver

End of Module 3C

MODULE 3C

