

PAG-10
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
GENERAL PERMIT FOR DISCHARGES FROM
HYDROSTATIC TESTING OF TANKS AND PIPELINES
NOTICE OF INTENT (NOI) INSTRUCTIONS

Applicants discharging to High Quality (HQ) or Exceptional Value (EV) waters are not eligible for coverage under the PAG-10 General Permit.

GENERAL INSTRUCTIONS

NOTE: FAILURE TO COMPLY WITH THESE INSTRUCTIONS AND SUBMIT ALL REQUIRED INFORMATION MAY RESULT IN DENIAL OF THE NOI.

The Department of Environmental Protection (DEP) requests that applicants use the most recent versions of NOIs as posted on DEP's website. The most recent version of the PAG-10 General Permit NOI can be obtained through DEP's website as noted below. A complete NOI package includes the NOI form, the General Information Form (GIF) (for new projects only), and all other attachments identified on the checklist for the NOI. Applicants can download the appropriate form to a computer, complete the form electronically and print the document for submission to DEP. The NOI and checklist can be obtained as follows:

Go to DEP's website: www.dep.pa.gov
Select: Businesses
Select: Water
Select: The Bureau of Clean Water
Select: Wastewater Management
Select: NPDES and WQM Permitting Programs

The GIF form can be obtained as follows:

Go to DEP's website: www.dep.pa.gov
Select: Businesses
Select: Other Programs
Select: Licensing, Permits and Certification
Select: Department-Wide Permit/Authorization Packages
Select: General Information Form (GIF)

FOLLOWING SUBMISSION OF YOUR APPLICATION, CHECK DEP'S WEBSITE TO MONITOR THE STATUS OF YOUR NOI. In general, DEP will not notify you if the NOI is considered complete and technically adequate. You may view the status of your application as follows:

Go to DEP's website: www.dep.pa.gov
Select: Tools
Select: eFACTS
Select: Authorization Search and search for the record using the permit number. If unknown, you will need to search using other criteria. If necessary, contact DEP's Help Desk for assistance at 717.705.3768.

General Instructions. These instructions are intended to assist the applicant in completing the NOI form identified above. Type or print clearly when completing the form. If information required is more than the space provided, attach additional sheets as necessary. If a question is not applicable, write N/A in the appropriate box.

Scope. The PAG-10 General Permit is intended to provide NPDES permit coverage only for the discharge of water used for the hydrostatic testing of existing or proposed tanks or pipelines, regardless of the contents of such tanks or pipelines. The General Permit may not be used to cover other types of discharges.

Hydrostatic test water discharges from any existing or new tank or pipeline (facilities) may be covered by the PAG-10 General Permit if eligibility requirements are met; such facilities may include, but are not limited to, pipelines and storage tanks used for the transportation or storage of natural gas, crude oil, and other liquid products, and boilers.

Deadlines for NOI. Persons seeking coverage under this PAG-10 General Permit must submit an administratively complete and acceptable NOI at least 60 days prior to commencing any discharge. Persons authorized to discharge under an individual NPDES permit who are seeking coverage under this General Permit may continue to discharge in accordance with the individual permit while their NOI and associated documents are being reviewed by DEP.

Where to Submit the NOI.

Discharges from Pipelines

If a pipeline will cross DEP regional office boundaries and discharges may occur in areas covered by multiple DEP regional offices (visit www.dep.pa.gov and select "Regional Resources"), the discharger must submit one (1) original and two (2) copies of the NOI to DEP's Bureau of Clean Water (BCW) at least 60 days prior to commencing any discharge. In addition, the discharger shall submit at least one (1) copy of the NOI to all DEP regional offices that cover the areas where discharges are expected to occur.

DEP BCW's address is as follows:

DEP Bureau of Clean Water
PO Box 8774
Harrisburg, PA 17105-8774

If discharges are expected in areas covered by only one DEP regional office, the NOI shall be submitted to the DEP regional office that has jurisdiction over the county(ies) where the facility is located.

Discharges from Tanks

DEP's preferred approval mechanism for discharges from hydrostatic testing of tanks is to include authorization for the discharge in an existing individual NPDES permit for the site. If the site has no individual NPDES permit, the discharger shall submit one (1) original and two (2) copies of the NOI to DEP's appropriate regional office at least 60 days prior to commencing any discharge.

The addresses and territories for DEP's regional offices are available on DEP's website (visit www.dep.pa.gov, select "Regional Resources").

In addition, if the facility discharges to a stream in the Delaware River Basin or Susquehanna River Basin (i.e., directly to the Delaware/Susquehanna River or its tributaries), send one complete copy of the NOI to the Delaware River Basin Commission (DRBC) and/or Susquehanna River Basin Commission (SRBC) at:

Delaware River Basin Commission
25 State Police Drive
P.O. Box 7360
West Trenton, NJ 08628-0360
Phone: 609.883.9500

Susquehanna River Basin Commission
4423 North Front Street
Harrisburg, PA 17110-1788
Phone: 717.238.0423

Discharges Not Authorized by the PAG-10 General Permit. The following discharges are not authorized under this General Permit, and DEP may deny coverage under this General Permit when one or more of the following conditions exist:

1. A discharge(s), individually or in combination with other similar discharges, is or has the potential to be a contributor of pollution, as defined in the Pennsylvania Clean Streams Law, which is more appropriately controlled under an individual permit. (25 Pa. Code § 92a.54(e)(1))
2. A discharge(s) that is not, or will not be, in compliance with any one or more of the conditions of the General Permit. (25 Pa. Code § 92a.54(e)(2))
3. A discharge(s) proposed by a person responsible for other activities regulated by DEP who has failed and continues to fail to comply or has shown a lack of ability or intention to comply with a regulation, permit, schedule of compliance or order issued by DEP. (25 Pa. Code § 92a.54(e)(3))
4. A discharge(s) that contains pollutants for which a change has occurred in the availability of demonstrated technology or practices for the control or abatement of the pollutants. (25 Pa. Code § 92a.54(e)(4))
5. A discharge(s) for which categorical point source effluent limitations are promulgated by the U.S. Environmental Protection Agency (EPA). (25 Pa. Code § 92a.54(e)(5))
6. A discharge(s) that is not, or will not, result in compliance with an applicable effluent limitation or water quality standard. (25 Pa. Code § 92a.54(e)(6))
7. A discharge(s) from a facility for which an individual permit is required for other point source discharges, and issuance of both an individual permit and authorization for coverage under a General Permit for the facility would constitute an undue administrative burden on DEP. (25 Pa. Code § 92a.54(e)(7))
8. A discharge(s) that DEP determines requires an individual NPDES permit to ensure compliance with the Federal Clean Water Act, the Pennsylvania Clean Streams Law or DEP regulations. (25 Pa. Code § 92a.54(e)(8))
9. A discharge(s) to a surface water classified as a High Quality (HQ) or an Exceptional Value (EV) water under 25 Pa. Code Chapter 93 (relating to Water Quality Standards). (25 Pa. Code § 92a.54(e)(9))
10. A discharge(s) containing toxic or hazardous pollutants as defined in sections 307 and 311 of the Clean Water Act (33 U.S.C. §§ 1317 and 1321), or any other substance which, because of its quantity, concentration or physical, chemical or infectious characteristics, may cause or contribute to an increase in mortality or morbidity in either an individual or the total population, or pose a substantial present or future hazard to human health or the environment when discharged into surface waters. (25 Pa. Code § 92a.54(a)(5))
11. A discharge(s) that individually or cumulatively has the potential to cause or contribute to a violation of an applicable water quality standard established under 25 Pa. Code Chapter 93 (relating to water quality standards) or cause significant adverse environmental impact. (25 Pa. Code § 92a.54(a)(7))
12. A discharge(s) would adversely affect a listed endangered or threatened species or its critical habitat. (25 Pa. Code § 92a.12(c))
13. A discharge(s) from a facility covered by an individual permit when coverage under this General Permit would result in less stringent effluent limitations or terms and conditions.
14. A discharge(s) that would be commingled with other wastewater or stormwater, or would include pollutants introduced by the permittee or its agents.
15. A discharge(s) to a receiving water with an approved Total Maximum Daily Load (TMDL) for a parameter contained in the discharge, unless DEP has determined that the discharge will be consistent with the assumptions and conditions of the TMDL. (25 Pa. Code § 92a.54(a)(7))

NOI Filing Fee. A check or money order in the amount of \$500.00 must be included with the NOI for new or amended coverage. NOIs for renewed coverage do not require a filing fee with NOI submittal. Checks should be

made payable to the “Commonwealth of Pennsylvania” and must be dated within 10 days of the NOI submittal date. Facilities that are exempt in accordance with 25 Pa. Code § 92a.26(i) are not required to submit the fee. When available, the NOI fee may be paid electronically.

In addition to the filing fee, a fee of \$500, which is an annual installment of the NOI fee, must be submitted to DEP’s Bureau of Clean Water by March 1 each year beginning after the first full year of general permit coverage. If discharges of hydrostatic test water have been or will be terminated by the annual NOI installment fee due date and a Notice of Termination (NOT) has been submitted to DEP, the installment payment is not required.

Annual Report. Annual Reports must be submitted to the DEP office that approved coverage under the General Permit by March 1 each year to address activities that occurred in the previous calendar year.

NOI - GENERAL INFORMATION

Related ID#s. If known, record the ID numbers of any of the parameters listed at the top of the form. These are numbers used by DEP’s eFACTS database system. In general, these ID numbers will be known only if the applicant or facility has been issued approvals or permits from DEP previously. If unknown, leave the fields blank.

NOI Type. Check the box corresponding to “New” (seeking coverage under PAG-10 for the first time), “Renewal” or “Amendment” to specify the type of NOI submitted. If the boxes for “Renewal” or “Amendment” are checked, indicate the existing NPDES permit number. If the permittee is seeking “New” coverage under PAG-10, but holds an individual permit indicate the individual permit number.

Facility Status. Check the box corresponding to “New Facility” or “Existing Facility” to indicate whether the facility undergoing hydrostatic testing is proposed (New) or currently exists (Existing).

NOTE – it is possible to receive General Permit coverage for hydrostatic test water discharges for a combination of new and existing facilities.

Type of Facility. Check the box corresponding to “Tank” or “Pipeline” to indicate the type of facility that will undergo hydrostatic testing. If “Tank” is selected, report the number of tank(s) that will be tested under the General Permit and the total volume of the tank(s). If “Pipeline” is selected, report the diameter of pipe, in inches, and the length of pipeline in feet that the permittee anticipates will undergo hydrostatic testing under the General Permit. If multiple facilities with different volumes, diameters or lengths will undergo testing, these fields may remain blank if the applicant attaches a more detailed description.

NOTE – Coverage is only provided for discharges of hydrostatic test water from portions of pipeline that are reported on the NOI. An amendment NOI will be required to receive coverage for discharges from additional portions of pipeline not previously reported.

Contents. Identify the existing or proposed contents of the tank(s) or pipeline(s); use additional sheets as necessary.

NOI - CLIENT/OPERATOR INFORMATION

DEP Client ID#. DEP-wide unique identification number assigned by DEP to the client after client information is entered into DEP’s computer system. This one number identifies the client regardless of the program with which the client is working. If known, enter the Client ID#. Otherwise, skip to the next request for information.

Client Type/Code. Enter the code that represents the type of client acting as the responsible authority for the permitted activity. The list of Client Codes is included below.

Government		Non-Government		Individual	
AUTH	Authority	ASSOR	Association/Organization	INDIV	Individual
CNTY	County	LLC	Ltd. Liability Company		
FED	Federal Agency	LLP	Ltd. Liability Partnership		
MUNI	Municipality	NPACO	Non-Pennsylvania Corporation		
NONPG	Non-PAG Govt	OTHER	Other (Non-Govt)		

OTHG	Other (Govt)	PACOR	Pennsylvania Corporation
SCHDI	School District	PARTG	Partnership-General
STATE	State Agency	PARTL	Partnership-Limited
		SOLEP	Sole Proprietorship

NOTE – If two individuals’ names are listed as the clients on the application, the Client Type/Code of “Partnership/General” should be used.

Organization Name or Registered Fictitious Name. Clients other than individuals must provide the name under which they conduct the activity or business for which the permit or other authorization will be issued.

Individuals should complete the “Organization Name” if they conduct their business or activity under a name other than their own (for example, “Jones Construction Company,” rather than “Mary Jones”).

For partnerships, list the business name of the partnership as it appears on legal partnership papers.

If the applicant is an individual(s) or partnership, also provide the appropriate information on the individual name lines.

Registered Fictitious Names should list the owner of the fictitious name, as well as the fictitious name in the following format: Owner of the fictitious name d/b/a Registered Fictitious Name.

Employer ID#. Also referred to as “Federal Tax ID#.” The Employer ID# (EIN) aids DEP in identifying the organization and prevents duplicate data entry from occurring. This information is required.

Dun & Bradstreet ID#. If known, supply the applicant’s Dun & Bradstreet Identification Number. This information is optional.

Individual Last Name, First Name, MI, Suffix. This information must be provided for applicants who are individuals or partnerships.

Additional Individual Last Name, First Name, MI, Suffix. This information must be provided for additional applicants who are individuals or partnerships.

Mailing Address. The mailing address of the client identified above (this should *not* include locational data that is not appropriate for a mail piece). In addition to the street number and name, PO Box#, RR#, Box# or Highway Contract# designations, use any appropriate designation and number to further define the mailing address of the applicant.

e.g., APT (Apartment) DEPT (Department) RM (Room)
 BLDG (Building) FL (Floor) STE (Suite)

City, State, ZIP+4, Country. Enter an appropriate city, borough or town designation (do not enter a township designation in this area). Do *not* use abbreviations for the city name. Use the two-character abbreviation for the state. Include the four-digit extension to the ZIP code. If other than USA, provide country.

Client Contact Information. Clients that are organizations must provide the name of a person representing the client (organization). This client contact must be an employee of the organization and must be located at the mailing address of the client and may receive correspondence on behalf of the client. Include the individual’s name, title, daytime phone number and e-mail address. DEP will use this contact information for maintaining client data. This individual should be a high-level employee such as CEO, VP, Operations Manager, etc., or someone capable of answering questions regarding the organization such as EIN, fictitious name ownership, address data, related organizations, corporate changes, etc. Project contact information should be entered in the Site Contact found in the Site Information section.

NOI - SITE INFORMATION

DEP Site ID#. DEP-wide unique identification number assigned to the site after site information is entered into DEP's computer system. This one number identifies the site regardless of the program with which the applicant is working. If known, enter the Site ID#. Otherwise, skip to the next request for information.

Site Name. The name of the site at the specific physical location. Do not use abbreviations, acronyms, etc.

Number of Employees Present at Site. Identify the actual number of employees present at the site.

Description of Site. Provide a written description of the proposed site.

County, Municipality, State. Indicate the county(ies) and municipality(ies) in which the site is located. Check the appropriate box to identify the type of municipality entered (city, borough, township). Include the two-character abbreviation for the state. For pipelines, list all counties the pipeline will cross through in Pennsylvania. Attach additional sheets as necessary.

Site Location. Provide the physical address of the location where the permitted activities will occur. No PO Box Numbers will be accepted for site location information. Provide the city (or municipality), state and the ZIP+4, if known.

Detailed Written Directions to Site. When providing written directions, do not use PO Box addresses. Include landmarks and approximate distances from the nearest highway. Use additional sheets as necessary.

Site Contact Information. Provide the name of the person who is responsible for environmental matters at the site. Include the individual's name, title, firm, mailing address, daytime phone number and email address (optional).

SIC and NAICS Codes. Clients applying for an authorization from DEP need to provide the appropriate Standard Industrial Classification (SIC) and North American Industry Classification System (NAICS) code(s) at the Sector level (at a minimum). Enter all SIC and NAICS codes that pertain to the activity for which the application is being completed. More than one code may be entered in the boxes provided.

Site-to-Client Relationship. Enter the relationship code that best describes how the client is related to the activity or operation at the site for which the permit or other authorization is being sought. The list of Site-to-Client Relationship Codes is included below.

Code	Type
OWN	Owner
AGENT	Agent for the Owner or Operator
OWNOP	Owner/Operator
LESSE	Lessee

Code	Type
LESOP	Lessee/Operator
CONTR	Contractor for the Owner or Operator
OPR	Operator
OTHER	Other (Explain)

NOI - FACILITY AND DISCHARGE INFORMATION

Topographic Maps. Attach topographic map(s) with the facility (tank(s) and pipeline(s)) and discharge locations identified, if known. For pipelines, the map(s) should identify the existing or proposed route of any section of pipe that will be tested. Coverage under the PAG-10 will only be provided for pipelines identified on the map submitted with the NOI. An amendment NOI will be required for discharges from pipelines not already identified in an NOI.

NOTE – All discharge locations must be reported on the NOI or on the 15-Day Notification Form (3800-PM-BCW0173e) before a discharge occurs.

Facility Latitude and Longitude. Provide the latitude and longitude coordinates at the center of the facility. For multiple tanks and pipelines (or sections of pipe), use the geographic center. For a single section of pipe, use the mid-point of the section to be tested.

Outfall Details. Check the appropriate box to indicate whether all discharge points are or are not known for the permit term at the time of NOI submission. All known outfall locations must be reported. For hydrostatic testing of tanks, discharge locations are generally expected to be known in advance. In accordance with the PAG-10 General Permit, if discharge locations are not available at the time of NOI submission, or if those locations will change, the PAG-10 15-

Day Notification Form (3800-PM-BCW0173e) must be submitted to the DEP office that issued permit coverage at least 15 days prior to discharging. 15-Day Notification Forms may only be used for the pipeline as reported in the NOI.

- For all discharge points (outfalls) that are known in advance, provide the latitude and longitude coordinates (end of pipe, channel or other conveyance, after the last point where wastes are introduced and/or treated, and prior to mixing with receiving waters) in the appropriate table. Provide an identification number for each outfall, starting with 001 and continuing with 002, 003, etc. If there are more outfalls than space allows, attach an additional sheet.

NOTE – Every discharge point is considered an outfall. For example, if the PAG-10 General Permit is used to authorize discharges from the hydrostatic testing of one tank, and the same discharge location is used for each discharge, one outfall (e.g., “Outfall 001”) should be specified in the NOI. For discharges from the hydrostatic testing of pipelines, discharge locations may vary along the length of the pipeline, and each location is a unique outfall.

- Report the maximum anticipated flow rate, in gallons per minute (GPM), and the maximum duration, in hours for the proposed hydrostatic test water discharge(s).
- Report the anticipated volume of water, in gallons, to be discharged per discharge event.
- Estimate the number of discharges per year in the “No./Year” column.
- Specify the name of the receiving waters for each outfall, as specified in 25 Pa. Code Chapter 93 or as otherwise known locally.
- Enter the existing use under Chapter 93. Existing uses (e.g., HQ-CWF) may differ from designated uses (e.g., CWF). The applicant should consult DEP’s existing use website and if an existing use is listed for the receiving waters, it should be reported on the NOI (visit www.dep.pa.gov, select “Businesses”, “Water”, “Bureau of Clean Water”, “Water Quality”, “Stream Redesignations” and “Statewide Existing Use Classifications”). If no existing use is available on DEP’s website, the designated use under Chapter 93 is the existing use. Designated uses can be searched on-line by visiting www.pacodeandbulletin.gov (Title 25, Chapter 93) or <https://gis.dep.pa.gov/emappa>.
- Report the Harmonic Mean Stream Flow (Q_h) of the each receiving stream at the proposed outfall. The Q_h can be calculated using gage data or estimated using USGS StreamStats (<https://streamstats.usgs.gov/ss/>). Note that the General Permit requires the discharge flow to be less than 25% of the Harmonic Mean Stream Flow.

NOTE – If the facility discharges to HQ or EV waters, the PAG-10 General Permit cannot be used. Please apply for an Individual Permit.

NOTE – If the discharge will be to surface waters via a municipal separate storm sewer system (MS4), specify this in the “Receiving Water Name” column and include, as an attachment to the NOI, evidence that the owner of the MS4 has received notification of the applicant’s intent to discharge into the MS4.

PPC Plan. Attach a copy of the Preparedness, Prevention and Contingency (PPC) Plan that follows the guidance in DEP’s “Guidelines for the Development and Implementation of Environmental Emergency Response Plans” ([400-2200-001](http://www.dep.pa.gov/400-2200-001)) and its NPDES-specific addendum. Check the box to indicate that the PPC Plan is attached and record the date of the latest update to the PPC Plan.

Cleaning Prior to Testing. Existing tanks and pipelines must be cleaned prior to conducting hydrostatic tests. Describe the anticipated methods for cleaning and how cleaning wastewater will be disposed. Use additional sheets as necessary.

NOTE – Cleaning wastewater may not be discharged to waters of the Commonwealth (including storm sewers), combined sewer systems or separate sewer systems with overflows.

Source Water(s). Describe known or anticipated source(s) of water that will be used for hydrostatic testing. In addition, be aware that river basin commissions may require notification for water withdrawals above certain thresholds. Use additional sheets as necessary.

BMPs. Identify all anticipated best management practices (BMPs) that will be used to prevent stream bank erosion and stream bed scouring. At a minimum, the BMPs required by the PAG-10 General Permit must be used. Alternate discharge structures than those in Part C.II.B.1 may only be used when approved by DEP. Attach diagrams as necessary.

Chemical Results for Hydrostatic Test Water. Provide a summary of all chemical results for hydrostatic test water obtained as a result of sampling discharges over the past five (5) years, in the table provided. If the results apply to an outfall that has been previously listed in the NOI, identify the outfall number in the first column, otherwise outfall number may remain blank. Enter the name of the parameter followed by the units of measurement (e.g., "pH (S.U.)"), the average and maximum values of all sample results at the discharge point, the number of samples collected, the number of those samples in which parameter concentrations were detected at or above the laboratory's quantitation limit, and the quantitation limit used, with units of measurement. If there is more than one quantitation limit for the same parameter, report the median quantitation limit.

A separate, attached summary may be used in lieu of the table in the NOI.

For new facilities that will be tested for the first time under the PAG-10 General Permit, the applicant should report data for samples collected by the applicant from a similar facility's hydrostatic test water discharges. If no similar facilities and data exist, please note this in the NOI or in an attachment.

To calculate statistics for reporting results on the table, use DEP's publication, "Discharge Monitoring Reports: A Guide to Electronic and Paper DMR Reporting" ([3800-BK-DEP3047](#)).

Check the appropriate box to indicate if the applicant knows or has reason to believe that any priority pollutants may be discharged in detectable quantities. If the answer is "Yes," attach analytical results or an explanation of rationale.

Check the appropriate box to indicate if the applicant will use chemical additives, biocides, dyes, etc. or add other chemicals to the hydrostatic test water. If the answer is "Yes," attach a detailed description of usage and an SDS sheet with aquatic toxicity data.

Existing Permits. List all permits that have been issued for this facility by DEP or EPA. Include any NPDES and Water Quality Management (WQM) permits, Earth Disturbance permits and any other environmental permits. Provide the issued permit number, the issue date and the name of the agency which issued the permit.

NOI - COMPLIANCE HISTORY

Check the appropriate box to indicate if the facility owner or operator was/is in violation of any DEP regulation, permit, order or schedule of compliance at this or ANY OTHER facility. If the answer is "No," no further information is needed in this area. If the answer is "Yes," list each permit program and permit. Provide a brief description of the non-compliance and the steps taken to achieve compliance, including any orders or schedules of compliance. If applicable, list the date compliance was achieved. Provide compliance status of the permitted facility or operation. If needed, use additional sheets to provide ALL information.

NOI - CERTIFICATION

The applicant must certify that the information contained in the NOI is true, accurate and complete and agree to abide by the terms and conditions of the General Permit. In addition, the responsible official's signature also verifies that the facility is eligible for the General Permit and BMPs are, or will be implemented, to ensure that water quality standards and effluent limits are attained.

The NOI shall be signed as follows:

For individually owned operations - the owner of the facility must sign the NOI.

For a Corporation - by a responsible corporate officer. For purposes of this section, a responsible corporate officer means a principal executive officer of at least the level of vice president or an authorized representative, if the representative is responsible for the overall operation of the facility from which the discharge described in the NOI originates.

For a Partnership or Sole Proprietorship - by a general partner or the proprietor, respectively.

For a Municipality - state, federal or other public agency - by either a principal executive officer, ranking elected official or other authorized employee. For purposes of the NOI, a principal executive officer of a federal agency includes:

1. The chief executive officer of the agency, or
2. A senior executive officer who has responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator of EPA).

APPLICANT'S CHECKLIST

To ensure your NOI is complete, DEP provides a checklist (3800-PM-BCW0173c). This checklist should be returned with the completed NOI.

PRE-DRAFT