

Instructions for Using DEP's Permitted Facility Inspections Report

DEP has prepared the [Permitted Facility Inspections Report](#) for the public to search for and to retrieve water quality related DEP compliance and enforcement information recorded in the [eFACTS](#) data system.

This report identifies the inspections conducted, the violations noted, and the related enforcement actions executed by DEP's Clean Water Program for NPDES (National Pollutant Discharge Elimination System) and WQM (Water Quality Management) permitted wastewater facilities. These facilities include municipal and non-municipal sewage, industrial wastewater (IW), municipal and industrial stormwater, Concentrated Animal Feeding Operations (CAFOs), biosolids, and other permitted non-sewage wastewater facilities and activities. Also included in this report are inspections of permitted facilities' inhouse environmental laboratories conducted by DEP's Bureau of Laboratories.

Instructions

DEP recommends reading these instructions prior to using the report, which can be accessed at the following link:

http://cedatareporting.pa.gov/Reportserver/Pages/ReportViewer.aspx?/Public/DEP/CW/SSRS/WMS_Inspections_ext

Click on the link to open the main page containing the search selection parameters, as shown here:

INSPECTION BEGIN DATE (MM/DD/YYYY)	<input type="text"/>		INSPECTION END DATE (MM/DD/YYYY)	<input type="text"/>	
REGION	All	▼	COUNTY	All	▼
MUNICIPALITY	All	▼	FACILITY TYPE	NPDES Dischargers, Non-NPDES	▼
FACILITY KIND	AO - Agricultural Operation, CAFC	▼	FACILITY STATUS	ACTIV - Active	▼
			FEE CATEGORY	NO FEE CATEGORY, BIOS - Biosoli	▼
			PERMIT #	<input type="text"/>	<input checked="" type="checkbox"/> NULL

1. To generate a report, the user must enter or select values for the following criteria:

- **Inspection Begin Date** and the **Inspection End Date** – the dates when inspections were conducted as recorded in eFACTS; can be selected as a single date or as a range. Enter dates by using the calendar function  or by manually entering dates in number format, such as 01/01/2020 or 1/1/20.

All other parameters are set by default. Viewing a report after only entering the dates will return inspection, violation, and enforcement data within the date range for active facilities. For example, entering a 1-year date range of 1/1/2019 to 12/31/2019 will generate a report with more than 5,100 inspections listed.

To focus or refine a search for data, the other search selection parameters can be modified as described below. In general, only change one or two parameters at a time for the best results.

- **Region** – to search for inspection data on facilities regulated and inspected by a specific DEP office, select one of the Regional Offices (RO), or Central Office's Bureau of Clean Water (CO – Clean Water) or Bureau of Labs (CO – Labs). See [page 8](#) for the counties within each of the six regional offices.
- **County** and **Municipality** – to search for data on facilities located in a specific county or municipality, select the county or the municipality from the dropdown menus.

Instructions – Permitted Facility Inspections (Violations, and Enforcements) Report

Hint: Selecting a county will change the municipality menu to a list of only the municipalities in that county.

- **Facility Type** – to search for data for a specific type of facility, select one or more of the three types:

- NPDES Discharges – for facilities permitted for stream discharge
- Non-NPDES Discharges – for facilities permitted under a Water Quality Management (WQM) permit, such as collection systems and land application of wastewater

Note: Lab facilities are included in both, as applicable.

- **Facility Kind** – to search for data by DEP’s categorization of facility kinds, select one or more of the facility kinds listed. See [page 6](#) for a list and description of each facility kind.

For example, to search for municipal sewage facilities only, click the (Select All) checkbox to uncheck all, then click on the “SP - Sewage Publicly Owned (Muni)” checkbox.

- **Facility Status** – the default selection is set at “Active”. For facilities no longer active, check the status (Select All) box and uncheck the “active” box. Generally, this parameter will not need to be changed from this default setting.

Note: The facility status is the current status, not the status at the time of the inspection.

- **Fee Category** – refers to a facility’s designation for annual permit fees for individual NPDES permits required by [Chapter 92a.62](#), and for General Permit NOI (notice of intent) fees required by [Chapter 92a.26 \(g\)](#). Annual fees are collected for sewage facilities, industrial waste facilities including industry specific discharges such as CAFOs and groundwater cleanup facilities, and municipal and industrial stormwater permits. The Chapter 92a fee schedules categorize facilities by size (flow) and type for individual permits and by type for general permits.

Searching by Fee Category will return inspection data for facilities with the selected fee designations entered into the eFACTS database. The fee categories are listed in alphabetical order. See [page 7](#) for a description of each fee category.

This parameter can be used to search for inspection data by these designations of facilities:

Majors – IW & Sewage ≥1 MGD (million gallons per day)

Minors – IW & Sewage >2,000 gpd <1 MGD

Other Individual – stormwater, residential systems, land application, industry specific (all Minors)

General Permits (“PAG” for Pennsylvania General) – all Minors

- **Permit #** – to search for data for a specific facility by its permit number, start with all other parameters on their default settings, then uncheck the “NULL” box and enter the permit number in the search field, for example:

PERMIT #	pa8675309	<input type="checkbox"/> NULL
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Hint: If a permitted facility is not found, try either setting the Facility Status to (Select All) or expand the date range.

This parameter can also be used to narrow a search to a particular type of permits. For example, to find all facilities regulated under the general permit for industrial stormwater, enter the permit number prefix with wildcards (%) as shown:

PERMIT #	%PAG03%	<input type="checkbox"/> NULL
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Hint: Refresh the webpage to clear all changes made to the parameters.

2. To generate an Inspections report, click the “View Report” button.

Upon loading, the report will be displayed with the parameter selections listed at the top of the first page with a count of the number of inspection records found. For example:

Instructions – Permitted Facility Inspections (Violations, and Enforcements) Report

Inspection Date Range: 1/1/2017 To 12/31/2017
Region: All
County: All
Municipality: All
Facility Type: NPDES Dischargers, Non-NPDES Dischargers
Facility Kind: IW - Industrial Waste
Facility Status: ACTIV - Active
Fee Category: All

Total Inspections: 575

The report will return 18 columns of information sorted by facility name and then by inspection date from newest to oldest.

Hint: The data can be sorted using the arrows next to any of the column headers.

PERMIT # ▾

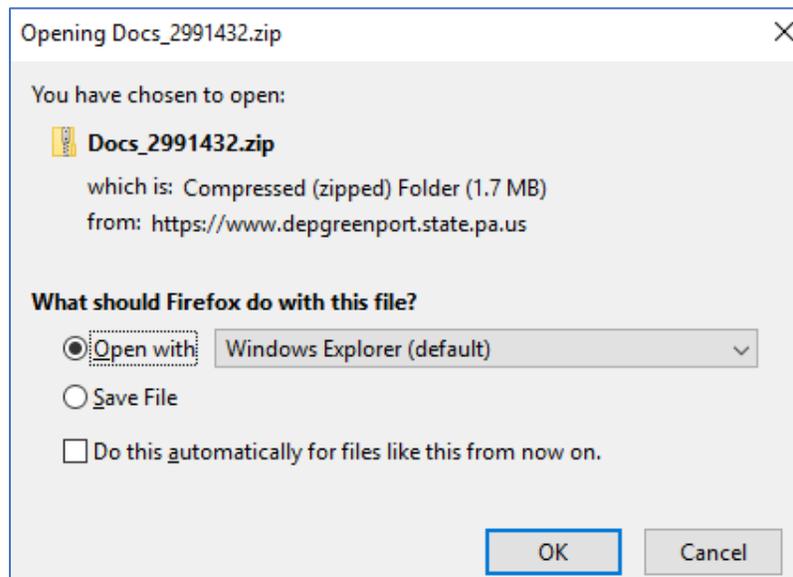
Note: Inspection data became more standardized in 2014. Information from prior years may not have been categorized or recorded in a similar way.

3. The following describes column headings and data that are not self-explanatory and not already described.

- **Inspection ID** – The number assigned to the inspection by the eFACTS system. Where available, a hyperlink to the inspection report is provided. For example:

Clicking on the hyperlink opens a popup window to select whether to open or save the inspection report document:

INSPECTION ID
2611465
2676310



Selecting either Open with or Save File opens a pop-up window that asks where to save the file.

Inspection reports, completed by DEP or other agency staff, contain general information about a facility and specific information about the conditions and observations noted during an inspection.

- **Facility Address** – The location address of the permitted facility or activity.
- **Major or Minor** – The discharge indicator for the facility; as designated by DEP and EPA based on flow, population and other criteria. All NPDES discharge facilities should be designated either Major or Minor. Facilities that do not discharge to a stream may be listed as “Non-NPDES”, “Minor” or left blank.

Instructions – Permitted Facility Inspections (Violations, and Enforcements) Report

- **Program** – The DEP program under which the inspection has been cataloged in eFACTS.
 - WPCNP indicates that a facility has a discharge to a surface water (i.e., an NPDES permit).
 - WPCWP indicates that a facility does not discharge to a stream (i.e. a WQM permit) or may be used for inspections of some general permits, and of incidents or complaints.
 - WP537 is the program for Act 537 Municipal Sewage Planning inspections.
- **Number of Violations** – The quantity of violations identified and recorded for the inspection.
- **Number of Enforcements** – The quantity of enforcement actions executed as a result of the violation.

Where violations have been recorded and if enforcements were executed, a hyperlink is provided that will open a Violations data report or an Enforcements data report in a new tab.

More than one enforcement action indicates escalating enforcement by DEP.

# OF VIOLATIONS	# OF ENFORCEMENTS
5	0
3	1

Violations Data Report from the Inspection Report

Clicking the violations hyperlink from the inspection report opens a Violations data report that includes a description of each violation recorded under the inspection ID, the date the violation was resolved, and the number of enforcements executed, if any. Each violation is recorded with a separate violation ID number. For example:

INSPECTION ID	VIOLATION ID	VIOLATION DATE	VIOLATION TYPE	VIOLATION TYPE DESCRIPTION	RESOLVED DATE	# OF ENFORCEMENTS
2668375	803490	08/21/2017	92A.47(C)	NPDES - Illegal discharge to waters of the Commonwealth from a sanitary sewer overflow (SSO)	09/21/2017	1
2668375	803491	08/21/2017	92A.44	NPDES - Violation of effluent limits in Part A of permit	09/21/2017	1
2668375	803492	08/21/2017	92A.41(A)12B	NPDES - Failure to submit monitoring report(s) or properly complete monitoring reports	09/21/2017	1

Enforcements Data Report from the Inspections report:

Clicking the Enforcements hyperlink from the Inspections report will open an Enforcement report with a summary of the enforcement action(s) issued against the violation(s), including any penalty amounts assessed and collected, and a listing of the violation(s) with other information. For example:

Inspection ID: 2668375

Total Violations: 3

Total Enforcements: 1

Total Penalty Amount: \$

INSPECTION ID	VIOLATION ID	ENFORCEMENT ID	ENFORCEMENT CODE	ENFORCEMENT DESCRIPTION	EXECUTED DATE	ENFORCEMENT FINAL DATE	FINAL STATUS
2668375	803490	360112	NOV	Notice of Violation	08/21/2017	09/12/2017	Administrative Close Out
2668375	803491	360112	NOV	Notice of Violation	08/21/2017	09/12/2017	Administrative Close Out
2668375	803492	360112	NOV	Notice of Violation	08/21/2017	09/12/2017	Administrative Close Out

IMPORTANT NOTE: As shown in this example, 3 violations were recorded during one inspection and one enforcement action (one Enforcement ID) was issued covering all 3 violations; DEP will often issue a single enforcement action to address multiple violations.

Do not add the number of enforcements together from either the Violations or the Enforcements reports.

Note: Following the Enforcements hyperlink from the Violations data report will open the Enforcements report for that violation only.

Instructions – Permitted Facility Inspections (Violations, and Enforcements) Report

Inspections with Multiple Enforcements and Penalty Amounts

One inspection with two violations resulted in two enforcements:

INSPECTION RESULT	# OF VIOLATIONS	# OF ENFORCEMENTS
Violation(s) Noted	2	2

Opening the Violations report shows the following:

VIOLATION ID	VIOLATION DATE	VIOLATION TYPE	VIOLATION TYPE DESCRIPTION	RESOLVED DATE	# OF ENFORCEMENTS
803503	09/27/2017	92A.75(A)	NPDES - Failure to submit NPDES renewal application at least 180 days prior to expiration or later approved date	01/16/2018	2
803504	09/27/2017	92A.44	NPDES - Violation of effluent limits in Part A of permit	01/16/2018	2

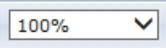
Opening the Enforcements report by following the hyperlink on the Inspections report shows that each enforcement is recorded with a separate enforcement ID and description, and that the Consent Order and Agreement (Enforcement ID 307068) included a penalty amount:

INSPECTION ID	VIOLATION ID	ENFORCEMENT ID	ENFORCEMENT CODE	ENFORCEMENT DESCRIPTION	PENALTY AMOUNT
2668416	803503	360122	NOV	Notice of Violation	
2668416	803503	362290	COA	Consent Order and Agreement	\$9,250.00
2668416	803504	360122	NOV	Notice of Violation	
2668416	803504	362290	COA	Consent Order and Agreement	\$9,250.00

IMPORTANT NOTE: As shown in this example, two violations were recorded during one inspection and two enforcement actions (two Enforcement IDs) were issued. A single penalty of \$9,250 was assessed as part of the second enforcement action to further address the two violations. The penalty amount is listed twice because it applies to both Violation IDs. **Do not add the penalty amounts together on the Enforcements reports.**

4. Report Controls:

The following controls are available in the browser that allow the user to manage the report in the browser:

- Page Bar:**  to navigate through the pages of a report, to a specific page number, to the last page, or back to the first page.
- Zoom:**  to change the display size of the report within the browser.
- Find | Next:**  to search for specific terms within the report data.
- Export:**  to export (open and save) the report as a file document to the location of choice. Click on the Export button for a list of file formats.

	
Word	
Excel	
PowerPoint	
PDF	
TIFF file	
MHTML (web archive)	
CSV (comma delimited)	

Hint: If the column data were sorted in the browser, the report will export in the sort order selected.

If the user intends to sort or filter the data, DEP recommends exporting as a CSV document.

Clicking on any file format generates a popup that asks whether the user wants to open or save the file. Select “Open” or “Save As”.

Instructions – Permitted Facility Inspections (Violations, and Enforcements) Report

Hint: CSV documents open in Excel, however, to save a CSV file, the “Save as type” must be changed from the default “Unicode Text” to “Excel Workbook” so that the file will be saved as an Excel document.

File name:

Save as type:

- **Refresh:**  If the report has been sorted, refresh returns the report to the original sort order. As a disclaimer, DEP does not guarantee that all inspections, violations or enforcement actions will be represented in the report.

For a list of individual NPDES permits with links to an electronic PDF file of the permit documents, use DEP’s [Individual NPDES Permit Documents Report](#).

Facility Kind	Description
AO – Agricultural Operation	No agricultural operations facilities are recorded in eFACTS
CAFO – Concentrated Animal Feed Operation	An agricultural operation that meets certain criteria based on animal population. See CAFOs webpage
CS – Collection System	A sewerage system, usually municipally owned, that connects to a treatment facility owned by others
GWCU – Groundwater Cleanup	Facility for the treatment of petroleum contaminated groundwater
IW – Industrial Waste	Facilities that discharge wastewaters other than sewage, including water treatment plants
OSBP – Out-of-State Biosolids Processing	Facilities located in other states that dispose of or sell biosolids in Pennsylvania
PC – Private Composter	Facilities that compost biosolids generated by sewage facilities
PEST – Pesticides	Users approved to apply pesticides , herbicides, algicides, or fish control chemicals to or near surface waters
SH – Septage Hauler	Hauling and land application of residential septage
SN – Sewage Non-Publicly Owned (Non-Muni)	Privately owned sewage treatment facilities
SP – Sewage Publicly Owned (Muni)	Municipal or other publicly owned sewage treatment facilities
SWI – Stormwater-Industrial	Stormwater associated with industrial activities
SWM – Stormwater-Municipal	Stormwater from <u>municipal</u> <u>separate</u> <u>storm</u> <u>sewer</u> <u>systems</u> MS4s

Instructions – Permitted Facility Inspections (Violations, and Enforcements) Report

Code*	Fee Category	Description
	NO FEE CATEGORY	No category selected in eFACTS, usually indicates an exempt facility
BIOS	Biosolids	Beneficial use of treated sewage sludge by land application – individual & general permits
24	CAAP Individual Permit	<u>C</u> oncentrated <u>A</u> quatic <u>A</u> nimal <u>P</u> roduction aka aquaculture
20	CAFO Individual Permit	<u>C</u> oncentrated <u>A</u> nimal <u>F</u> eeding <u>O</u> peration
13	IW Stormwater Individual Permit	Industrial activities exposed to stormwater
25	Individual Pesticides Permit	
JT91	Joint Chapter 91 Permit	a joint DEP / PA Fish & Boat Commission permit for algaeicides, herbicides & fish control chemical use
22	MS4 Individual Permit	<u>M</u> unicipal <u>S</u> eparate <u>S</u> torm <u>S</u> ewer system
11	Major IW Facility <250 MGD	IW = Industrial Waste
12	Major IW Facility ≥250 MGD	
6	Major Sewage Facility ≥1 and <5 MGD	
7	Major Sewage Facility ≥5 MGD	
8	Major Sewage Facility with CSO	<u>C</u> ombined <u>S</u> ewer <u>O</u> verflow (sewage & stormwater)
10	Minor IW Facility with ELG	<u>E</u> ffluent <u>L</u> imit <u>G</u> uidelines for industrial discharges, established by EPA under 40 CFR Subchapter N
9	Minor IW Facility without ELG	
3	Minor Sewage Facility <0.05 MGD	
4	Minor Sewage Facility ≥0.05 and <1 MGD	
5	Minor Sewage Facility with CSO	
27	No Exposure Certification	Industrial activities not exposed to stormwater
14	PAG-03 Stormwater Assoc with IW	SW
16	PAG-04 SFTF	Sewage, <u>S</u> mall <u>F</u> low <u>T</u> reatment <u>F</u> acility <2,000 gpd
15	PAG-04 SRSTP	Sewage, <u>S</u> ingle <u>R</u> esidence <u>S</u> ewage <u>T</u> reatment <u>P</u> lant
17	PAG-05 Groundwater Remediation	IW
18	PAG-06 CSOs	Sewage
19	PAG-10 Hydrostatic Testing	IW – discharge from tank and pipeline testing
30	PAG-11 Aquaculture Permit	IW
21	PAG-12 CAFO Permit	IW
23	PAG-13 General Permit	SW – MS4
26	PAG-15 Pesticides Permit	IW
2	SFTF Individual Permit	Sewage, <2,000 gpd
1	SRSTP Individual Permit	Sewage, single residence
LAND	WQM Land Application	Sewage or IW, no stream discharge

*The codes are used by the eFACTS system to identify the fee category.

Instructions – Permitted Facility Inspections (Violations, and Enforcements) Report

For questions about the data in this report, contact the Clean Water Program at the applicable regional office.

Regional Offices

Southeast Regional Office
2 East Main St.
Norristown, PA 19401-4915

Telephone: 484-250-5900
24-Hour Emergency: 484-250-5900

Counties: *Bucks, Chester, Delaware, Montgomery and Philadelphia*

Northeast Regional Office
2 Public Square
Wilkes-Barre, PA 18701-1915

Telephone: 570-826-2511
24-Hour Emergency: 570-826-2511

Counties: *Carbon, Lackawanna, Lehigh, Luzerne, Monroe, Northampton, Pike, Schuylkill, Susquehanna, Wayne and Wyoming*

South-central Regional Office
909 Elmerton Ave.
Harrisburg, PA 17110-8200

Telephone: 717-705-4700
24-Hour Emergency: 866-825-0208

Counties: *Adams, Bedford, Berks, Blair, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lancaster, Lebanon, Mifflin, Perry and York*

North-central Regional Office
208 W. Third St., Suite 101
Williamsport, PA 17701-6448

Telephone: 570-327-3636
24-Hour Emergency: 570-327-3636

Counties: *Bradford, Cameron, Clearfield, Centre, Clinton, Columbia, Lycoming, Montour, Northumberland, Potter, Snyder, Sullivan, Tioga and Union*

Southwest Regional Office
400 Waterfront Drive
Pittsburgh, PA 15222-4745

Telephone: 412-442-4000
24-Hour Emergency: 412-442-4000

Counties: *Allegheny, Beaver, Cambria, Fayette, Greene, Somerset, Washington and Westmoreland*

Northwest Regional Office
230 Chestnut St.
Meadville, PA 16335-3481

Telephone: 814-332-6945
24-Hour Emergency: 800-373-3398

Counties: *Armstrong, Butler, Clarion, Crawford, Elk, Erie, Forest, Indiana, Jefferson, Lawrence, McKean, Mercer, Venango and Warren*