



## Multi-Sector General Permit Requirements at a Glance for 20\_\_ Reporting Year (June 1-May 31)

Permit Requirement	Quarter 1 June 1-Aug 31	Quarter 2 Sept 1-Nov 30	Quarter 3 Dec 1-Feb 28	Quarter 4 Mar 1-May 31
<b>Annual Report</b> (Part 7.2)	Complete Annual Report. Submit a copy no later than July 15th if required. <b>Complete</b>			Review activities and documentation from the reporting year. Prepare Annual Report.
<b>Inspections</b> (Part 4.1 and 4.3)	Conduct Routine Inspection of the Facility. <b>Complete 1 of 4</b>	Conduct Routine Inspection of the Facility. <b>Complete 2 of 4</b>	Conduct Routine Inspection of the Facility. <b>Complete 3 of 4</b>	Conduct Routine Inspection of the Facility. <b>Complete 4 of 4</b>
	<i>Conduct one quarterly Routine Inspection during a rain event.</i> The intent of this requirement is to observe potential outfalls for discharges and to observe control measures for proper operation and efficacy. <b>Complete</b>			
	Conduct Comprehensive Facility Inspection (CFI). <i>The CFI may take place of one quarterly Routine Inspection,</i> and the CFI will not be performed within six months of the previous CFI. <b>Complete</b>			
<b>SWPPP Documentation and Revision</b> (Part 5.4)	Record explanations for missed inspections or visual assessments. <b>Complete</b>	Record explanations for missed inspections or visual assessments. <b>Complete</b>	Record explanations for missed inspections or visual assessments. <b>Complete</b>	Record explanations for missed inspections or visual assessments. <b>Complete</b>
	Revise SWPPP as necessary following completion of Annual Report, following changes to control measures, or other tasks to keep the Stormwater Program up-to-date, track changes on SWPPP Revision Log. <b>Complete</b>			
<b>Training</b> (Part 2.1.1.9)	Conduct training (at least annually) for all members of the stormwater team and all employees who work in areas where industrial materials or activities are exposed to stormwater, or who are responsible for implementing activities necessary to meet the conditions of the permit. Include specific control measures and monitoring and inspection procedures. <i>Have every attendee sign a training log and include in the SWPPP.</i> <i>Provide training for each new employee hired throughout the year and maintain a record in the SWPPP.</i> <b>Complete</b>			
<b>Reporting</b> (Part 7.1.1)	Submit Discharge Monitoring Reports (DMR) for all outfalls no later than July 15 <sup>th</sup> . Certify “No Discharge” if appropriate, but DMR(s) must be submitted. <b>Complete</b>			Prepare DMR(s) to be submitted no later than July 15 <sup>th</sup> .  <b>Complete</b>
<b>Other Reporting</b> (Part 7.0)	Other Reporting may consist of Annual Reports being submitted for discharges to Impaired Waters or OAWs (7.2); having an exceedance from routine monitoring (7.3); or due to other discharges (7.4).			

Permit Requirement	Summer Wet Season June 1-Oct 31	Summer Wet Season June 1-Oct 31	Winter Wet Season Nov 1-May 31	Winter Wet Season Nov 1-May 31
<b>Visual Assessments</b> (Part 4.2)	Perform Visual Assessment of stormwater discharge from the facility.  Record “No Discharge” if no stormwater discharges from the facility <i>during the rain event.</i> <b>Complete</b>	Perform Visual Assessment of stormwater discharge from the facility.  Record “No Discharge” if no stormwater discharges from the facility <i>during the rain event.</i> <b>Complete</b>	Perform Visual Assessment of stormwater discharge from the facility.  Record “No Discharge” if no stormwater discharges from the facility <i>during the rain event.</i> <b>Complete</b>	Perform Visual Assessment of stormwater discharge from the facility.  Record “No Discharge” if no stormwater discharges from the facility <i>during the rain event.</i> <b>Complete</b>
<b>Analytical Monitoring</b> (Part 6.0)	<b>If required by Sector:</b> Benchmark, Effluent Limitation Guideline (ELG), or other monitoring. <b>Complete</b>	<b>If required by Sector:</b> Benchmark, Effluent Limitation Guideline (ELG), or other monitoring. <b>Complete</b>	<b>If required by Sector:</b> Benchmark, Effluent Limitation Guideline (ELG), or other monitoring. <b>Complete</b>	<b>If required by Sector:</b> Benchmark, Effluent Limitation Guideline (ELG), or other monitoring. <b>Complete</b>

**Note:** This form is not required for use. This form is not to be considered comprehensive of all possible permit requirements to be complied with by each permitted facility.