



Application Review Checklist for Manufacturing, Commercial, Mining, and Silvicultural Facilities Which Discharge Only Nonprocess Wastewater Submitting Forms 1 and 2E



Is the facility a new or existing manufacturing, commercial, mining, or silvicultural facility that discharges only nonprocess wastewater? If yes, complete Form 1 (General Information) and Form 2E (Manufacturing, Commercial, Mining, and Silvicultural Facilities Which Discharge Only Nonprocess Wastewater).

This checklist is a tool designed for NPDES permit applicants to aid in the submission of a complete NPDES permit application. The items in the checklist reflect elements that applicants often fail to complete or complete incorrectly. Applicants are encouraged to review the contents of the checklist prior to completing the form(s) and submittal of the application package. Note that “[a]n application for a permit is complete when the Director receives an application form and any supplemental information which are completed to his or her satisfaction.” (40 CFR 122.21(e))

INSTRUCTIONS

- Did you review the Forms 1 and 2E General Instructions?
- Did you review the Forms 1 and 2E Line-by-Line Instructions?
- Did you review the Form 2E General Instructions for Reporting, Sampling and Analysis?

ATTACHMENTS

- Did you attach a topographic map? (Form 1, Item 7.1)
Note: *This is required for all applicants submitting Form 2E. Refer to the line-by-line instructions for Form 1, Item 7.1 for the map requirements.*
Resource: <http://nationalmap.gov/>
- Do your additional attachments (if any) provide the required information? Did you provide the information in a format consistent with the form?

EFFLUENT TESTING DATA (FORM 2E, SECTION 4)

- Did you use sufficiently sensitive methods approved under 40 CFR 136 for all quantitative data reported in Form 2E, Section 4?
Note: *The application will not be deemed complete unless all required quantitative data are collected in accordance with sufficiently sensitive, EPA-approved analytical methods. Refer to the General Instructions for Reporting, Sampling, and Analysis for more information.*
Resources: [40 CFR 136](#), www.nemi.gov, applicable water quality standards
- For an existing facility, did you report effluent testing data in Form 2E, Section 4 based on at least one analysis taken within 365 days prior to the date of the permit application?
Resources: Your facility’s laboratory reports and Discharge Monitoring Reports from the previous 365 days
- For a new facility, did you provide estimated data for the pollutants listed in Form 2E, Section 4?
Resources: Your facility’s engineering reports, actual data from pilot plants, estimates from other engineering reports, data from other similar plants, best professional estimates

- Do the values you reported in Form 2E, Section 4 seem consistent with your facility type (i.e., do the values appear to be the correct magnitude)?
- Did you review your data tables for the following common mistakes?
 - Incorrect maximum daily and average daily discharge values
 - Quantified values below known detection limits (see definition at [40 CFR 136.2\(f\)](#))
 - Misplaced decimal points
 - Incorrect or inconsistent concentration units

REVIEWING YOUR RESPONSES

- Did you account for all outfalls and wastewaters that you are requesting to be permitted as a result of this application?
- Did you enter the EPA identification number and NPDES permit number (if you have them) and facility name at the top of the first page of the form and on all attachments?
Resource: <https://www.epa.gov/frs>
- Did you review the form to ensure that you have provided a response to every item (except those for which the form allows you to skip)?
- Did you complete the application checklists in Form 1, Item 11.1 and Form 2E, Item 8.1 and indicate any attachments you are enclosing?

CERTIFICATION STATEMENT

- Did the appropriate person, as specified at 40 CFR 122.22(a), sign the certification statements? (Form 1, Item 11.2 and Form 2E, Item 8.2)
Note: Refer to the line-by-line instructions for Form 1, Item 11.2 and Form 2E, Item 8.2 for the signatory requirements.
Resource: [40 CFR 122.22](#)