

GENERAL INSTRUCTIONS FOR COMPLETING THE DISCHARGE MONITORING REPORT
(OMB NO. 2040- 0004)

1. If the Discharge Monitoring Report (DMR) has been partially completed by preprinting, disregard instructions directed at entry or that information already preprinted.
2. Enter "Permittee Name/Mailing Address (and facility name/location, if different)", "Permit Number", and "Discharge Number" where indicated. (A separate form is required for each discharge).
3. Enter dates beginning and ending "Monitoring Period" covered by form where indicated.
4. Enter each "Parameter" as specified in monitoring requirements of permit. (Generally Page 2)
5. Enter "Sample Measurement" data for each parameter under "Quantity" and "Quality" in units specified in permit. "Average" is normally arithmetic average (geometric average for bacterial parameters) of all sample measurements for each parameter obtained during "Monitoring Period"; "Maximum" and "Minimum" are normally extreme high and low measurements obtained during "Monitoring Period". (Note to municipals with secondary treatment requirements; Enter 30-day average of sample measurements under "Average" and enter maximum 7-day average of sample measurements obtained during monitoring period under "Maximum").
6. Enter "Permit Requirement" for each parameter under "Quantity" and "Quality" as specified in permit.
7. Under "No Ex" enter number of sample measurements during monitoring period that exceed maximum (and/or minimum or 7-day average as appropriate) permit requirement for each parameter. If none, enter "0".
8. Enter "Frequency of Analysis" both as "Sample Measurement" (actual frequency of sampling and analysis used during monitoring period) and as "Permit Requirement" specified in permit. (e.g., Enter "Cont", for continuous monitoring, "1/7" for one day per week, "1/30" for one day per month, "1/90" for one day per quarter, etc.).
9. Enter "Sample Type" both as "Sample Measurement" (actual sample type used during monitoring period) and as "Permit Requirement". (e.g., Enter "Grab" for individual sample, "24HC" for 24-hour composite, "N/A" for continuous

monitoring, etc.).

10. Where violations of permit requirements are reported, attach a brief explanation to describe cause and corrective actions taken, and reference each violation by date. This is to be submitted with the DMR.
11. If "No Discharge" occurs during monitoring period, write "NO DISCHARGE" across the entire form in place of data entry.
12. Enter "Name/Title of Principal Executive Officer" with "Signature of Principal Executive Officer of Authorized Agent", "Telephone Number", and "Date" at bottom of form.
13. Mail one (1) original signed DMR to the NDEP, one (1) copy to EPA in S.F. (if applicable) and retain one (1) copy for your records. The DMR must be received by the date(s) specified in the permit.
14. More detailed instructions for use of this DMR form may be obtained from the Compliance Coordinator of the Bureau of Water Pollution Control at (775) 687-9418.

PAPERWORK REDUCTION ACT NOTICE

Public reporting burden for this collection of information is estimated to vary from a range of 10 hours as an average per response for some minor facilities, to 110 hours as an average per response for some major facilities, with a weighted average for major and minor facilities of 18 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Chief, Information Policy Branch, PM-223, U.S. Environmental Protection Agency, 401 M Street, SW, Washington, DC 20460; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

LEGAL NOTICE

This report is required by law (33 U.S.C. 1318; 40 C.F.R. 125.27). Failure to report or failure to report truthfully can result in civil penalties not to exceed \$10,000 per day of violation; or in criminal penalties not to exceed \$25,000 per day of violation or by imprisonment for not more than one (1) year, or by both.