FOR OFFICE USE ONLY

Received:

Verified:

**Toxic Organic Management Plan Application**

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| I. introductory information |
| In accordance with EPA 40 CFR 413, 433 and 469, all industrial users in the categories of electroplating, metal finishing, and electrical and electronic components must submit monitoring reports for Total Toxic Organics (TTO) **twice a year**. However, an industry may submit a Toxic Organic Management Plan (TOMP) for review and approval by the City of Fort Wayne Industrial Pretreatment Section as an alternative to TTO monitoring. Once approved, the industry will only be required to submit a TTO report each time an application for permit renewal is due. Please read the following TOMP instructions and application closely and answer the questions thoroughly. If a question does not apply, write “N/A”, do not leave blank. For your reference, a list of toxic organics is included in Appendix A. If additional information or assistance is needed, contact the Industrial Pretreatment Section at 260-427-1271. If a TOMP is approved, the industry will receive a certified letter in the mail. Until a letter is received, the industry is required to continue submitting TTO reports with their Compliance Monitoring Report (CMR). In addition, the plan must be reviewed by the Permittee annually and re-submitted to the Industrial Pretreatment Section, as revision is required as per section III. E. 2.0 of the industrial wastewater permit.**Unless stated otherwise, all items are to be filled out completely. Your Application will not be considered complete unless every question is answered on this form. If an item is not applicable, indicate by noting “NA” to show that you considered the question. The use of terms such as “previously submitted” or “already on file” will not be accepted. If there is a section that does not provide enough space you may attach additional pages.** |
| **II. IDENTIFYING INFORMATION** |
| Company Name: |       |
| Physical Address: |       | Zip code: |       |
| Mailing Address: |       | Zip code: |       |
| Primary Contact: |       | Title: |       |
| Phone: |       | Cell: |       |
| Email: |       | Fax: |       |
| Permit Number: |       | Permit Expiration: |       |
| **III. PROCESS ENGINEERING ANALYSIS** |
| A process engineering analysis should be conducted to determine the source and type of toxic organic compounds found in the facility’s wastewater discharge, including sources and compounds that could reasonably be expected to enter the wastewater in the event of spills, leaks, etc., based on the type of operations conducted at a particular plant. Such an analysis should be based on the results of one or more analyses of the plants wastewater for the toxic organic pollutants which are included in the definition of TTO for that industrial category and which can reasonably be expected to be present. This list can be found in Appendix A to this application. |
| 1. Briefly describe the product and/or service offered by your facility: |
|       |
| 2. Identify and list all toxic organic chemicals used at your facility. Estimate the average daily amount and the maximum daily amount stored at your facility. Please refer to the list of regulated toxic organics at the end of this application.\*Note: Trade names will not be accepted. Use the organic constituent name as would be used on the MSDS for that Chemical. |
| **Toxic Organic Chemical** | **Average Daily Amount Stored** | **Maximum Daily Amount Stored** |
|       |       |       |
|       |       |       |
|       |       |       |
| 3. Using the approved EPS method 40 CFR 136, all waste streams must be analyzed for all toxic organic compounds that are reasonably likely to be present in the waste stream. You must provide a copy of the reporting analysis from the laboratory with this application.  |
| 1. Describe the step(s) with in the process where the toxic organics are used.
2. Describe the sources where toxic organics may be introduced into the waste stream if not used during the process.
3. Provide a **flow diagram showing where any toxic organics may enter the waste stream**.
4. List the quantity of each toxic organic used at each step in the process. For example, gallons per day or gallons per gallon of waste.
5. If any TTO is found in the effluent that was not provided in the list in step 1, determine if it might be formed as a reaction product or by-product, a raw material impurity, equipment corrosion, or another source.
 |
| **Toxic Organic Chemical Found** | **Concentration in waste stream (mg/L)** | **Step(s) in process where used** | **Quantity used in each step** | **Other source(s) of entry into waste stream** |
|       |       |       |       |       |
|       |       |       |       |       |
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| **IV. POLLUTANT CONTROL EVALUATION** |
| An evaluation should be made of the control options that could be implemented to eliminate the toxic compound(s) or the source or potential source of toxic organic compound introduction to the treatment system. This may include in-plant modifications, solvent or chemical substitution, partial or complete recycle, reuse, neutralization, and operational changes. The analysis should be conducted on a case by case basis and will often result in one of more feasible options to control each source or potential source of toxic pollutant discharge. Finally, evaluation of the available control options, including the advantages and disadvantages of each, may lead to a decision of whether a TOMP is a feasible alternative to TTO Monitoring |
| **V. PRACTICES TO INSURE THAT SPILLS OR LEAKS DO NOT ROUTINELY OCCUR** |
| 1. Describe labeling and handling procedures for toxic organics: |
|       |
| 2. Describe storage of toxic organics, including the practice of storing minimal amounts (if applicable): |
|       |
| 3. Describe any floor drains in the facility (whether there are toxic organics or not) and where they are located in relation to the area where toxic organic compounds are used and stored (include a diagram showing location of floor drains and location of toxic organic compounds are stored): |
|       |
| 4. Describe procedures by which employees are informed of the health risks associated with exposure to the toxic organic chemicals they work with: |
|       |
| 5. Include a floor plan (even if already previously submitted). If there are toxic organics, be sure to show the storage location of toxic organics prior to use and toxic organics awaiting disposal. |
| 6. Describe the practices to be followed in the event of a spill or leak:  \*If a spill plan will be used to answer this question, please reference it here. |
|       |
| 7. Describe the equipment/supplies on site to contain a rupture in the largest container/tank: |
|       |
| 8. Describe employee training procedures to follow in the event of a spill of leak: |
|       |
| **I. SUBMISION OF TOXIC ORGANIC MANAGEMENT PLAN AND CERTIFICATION STATEMENT** |
| “I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted” “Based on my inquiry of the person or persons directly responsible for managing compliance with the total toxic organics (TTO) limitations, I certify that, to the best of my knowledge and belief, no dumping of concentrated toxic organics into the wastewaters has occurred since filing the last discharge monitoring report (Self-Monitoring Report). I further certify that this facility is implementing the current Toxic Organic Management Plan which is on file with the City of Fort Wayne Water Pollution Control Plant.” |

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| --- | --- | --- | --- |
| Printed Name: |       | Title: |       |
| Signature: |  | Date: |       |

Mail completed form to: Fort Wayne City Utilities

 Industrial Pretreatment Section

 2601 Dwenger Avenue

 Fort Wayne, IN 46803

E-mailed submissions will not be accepted.

Should you have any questions, please contact the Industrial Pretreatment Section at (260) 427-1271.

**Appendix A: Toxic Organic Compounds**

Acenaphthene Bis (2-ethylhexyl) phthalate

Acrolein Butyl benzyl phthalate

Acrylonitrile Di-n-butyl phthalate

Benzene Di-n-octyl phthalate

Benzidine Diethyl phthalate

Carbon tetrachloride(tet- Dimethyl phthalate

 rachloromethane) 1,2-Benzanthracene

Chlorobenzene (benzo(a)anthracene)

1,2,4-Trichlorobenzene Benzo(a)pyrene(3,4-benzopyrene)

Hexachlorobenzene 3,4-Benzofluoranthene

1,2-Dichloroethane (benzo(b)fluoranthene)

1,1,1-Trichloroethane 11,12-Benzofluoranthene

Hexachloroethane (benzo(k)fluoranthene)

1,1-Dichloroethane Chrysene

1,1,2-Trichloroethane Acenaphthylene

1,1,2,2-Tetrachloroethane Anthracene

Chloroethane 1,12-Benzoperylene

Bis (2-chloroethyl)ether (benzo(ghi) perylene)

2-Chloroethyl vinyl ether(mixed) Fluorine

2-Chloronaphthalene Phenanthrene

2,4,6-Trichlorophenol 1,2,5,6-Dibenzanthracene

Parachlorometa cresol (dibenzo(a,h)anthracene)

Chloroform(trichloromethane) Indeno(1,2,3-cd) pyrene

2-Chlorophenol (2,3-o-phenlene pyrene)

1,2-Dichlorobenzene Pyrene

1,3-Dichlorobenzene Tetrachloroethylene

1,4-Dichlorobenzene Toluene

3,3-Dichlorobenzidine Trichloroethylene

1,1-Dichloroethylene Vinyl chloride(chloroethylene)

1,2-Trans-dichloroethylene Aldrin

2,4-Dichlorophenol Dieldrin

1,2-Dichloropropane Chlordane (technical mixture

1,3-Dichloropropylene(1,3-dichloropropene) and metabolites)

2,4-Dimethylphenol 4,4-DDT

2,4-Dinitrotoluene 4,4-DDE(p,p-DDX)

2,6-Dinitrotoluene 4,4-DDD(p,p-TDE)

1,2-Diphenylhydrazine Alpha-endosulfan

Ethylbenzene Beta-endosulfan

Fluoranthene Endosulfan sulfate

4-Chlorophenyl phenyl ether Endrin

4-Bromophenyl phenyl ether Endrin aldehyde

Bis(2-chloroisopropyl)ether Heptachlor

Bis(2-chloroethoxy)methane Heptachlor epoxide

Methylene chloride(dichloromethane) BHC-hexachlorocyclohexane

Methyl chloride(chloromethane) Alpha-BHC

Methyl bromide(bromomethane) Beta-BHC

Bromoform(tribromomethane) Gamma-BHC

Dichlorobromomethane Delta-BHC

ChlorodibromomethanePCB-polychlorinated biphenyls

HexachlorobutadienePCB-1242(Arochlor 1242)

Hexachlorocyclopentadiene PCB-1254(Arochlor 1254)

Isophorone PCB-1221(Arochlor 1221)

NaphthalenePCB-1232(Arochlor 1232)

Nitrobenzene PCB-1248(Arochlor 1248)

2-Nitrophenol PCB-1260(Arochlor 1260)

5-Nitrophenol PCB-1016(Arochlor 1016)

2,4-Dinitrophenol Toxaphene

4,6-Dinitro-o-cresol2,3,7,8-Tetrachlorodibenzo-p-dioxin

N-nitrosodimethylamine (TCDD)

N-nitrosodiphenylamine

N-nitrosodi-n-propylamine

Pentachlorophenol

Phenol

**Appendix B: TOMP application checklist**

* **Toxic Organic Management Plan (TOMP) Application, completely filled out**
* **Current TTO Analysis results**
* **Flow diagram showing where any toxic organics may enter the waste stream**
* **Diagram showing floor and trench drains**
* **Include floor plan diagram showing storage location of toxic organics prior to use and toxics organics awaiting disposal**
* **Emergency Contact List for Spills/Leaks**
* **Spill Plan (if applicable)**
* **Signed and dated certification Statement**

 **Mail completed TOMP to: Fort Wayne City Utilities**

 **Industrial Pretreatment Section**

 **2601 Dwenger Section**

 **Fort Wayne, IN 46803**