



State of Hawaii, Department of Health
Wastewater Branch

Guidelines for the Individual Management
Permit Application

DO NOT SUBMIT THIS DOCUMENT

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SECTION A. GENERAL INFORMATION
All applicants must complete this section.

A1. Owner Information

The owner shall be the wastewater system owner. The acknowledgment of receipt of the permit application and the individual permit will be sent to the street or mailing address provided for this item.

A2. Owner Type

If "Other" is checked, indicate the category type or types of the owner.

A3. Operator Information

The operator is the organization or person(s) who manages and is responsible for the daily activities of the wastewater system.

A4. Wastewater System Information

Provide the street address or a description of where the wastewater system is located (i.e., 1234 15th Drive or northwest corner of 1st Street and X Avenue).

A5. General Description of Wastewater Treatment Process

Attach the general description of the wastewater treatment process train, including all major equipment used. For example, equalization basin, bar screens, number of primary clarifiers, number of aeration tanks, number of digesters, number of secondary clarifiers, type of disinfection used, premixing of wastewater sludge and greenwaste, aeration of compost piles for x amount of days, etc.

A6. Sludge Use or Disposal

a. Sludge total shall be converted into dry metric tons (dry weight) means with weight when the solids content is 100 percent.

b. Examples to calculate dry weight of sludge.

Example 1: Disposing of 3000 gallons at 1% solids.

$3000 \text{ gal} \times .01 \times 8.34 \text{ lbs/gal} \times 1 \text{ ton}/2000 \text{ lbs} \times 0.907 \text{ mt/ton} = 0.113 \text{ metric tons}$

Example 2: Disposing of 3000 gallons with a MLSS of 15000 mg/L

$3000 \text{ gal}/1000000 \times 15000 \text{ mg/L} \times 8.34 \text{ lbs}/2000 \text{ lbs/ton} \times 0.907 \text{ mt/ton} = 0.17 \text{ mt}$

Example 3: Disposing of 1 cubic yard at 15% solids

$1 \text{ cy} * 201.974 \text{ gal/cy} * 0.15 * 8.34 \text{ lb/gal} \times 1 \text{ ton}/2000 \text{ lbs} * 0.907 \text{ mt/ton} = 0.1146 \text{ mt}$

A7. Wastewater Effluent Use or Disposal.

a-c. Provide the volume of R-1, R-2, and R-3 Water produced in mgd.

d-e. If not producing recycled water, provide type of disposal system (i.e., leaching field, UIC well)

A8. Existing or Pending Permits, Licenses, or Approvals

a-d. Indicate any additional Wastewater approvals, NPDES Permit number and/or NGPC File number, any UIC permit number, and solid waste permit number which is associated with this facility,

e. Indicate any other permits associated with this facility (i.e., air permits).

A9. Additional Information

Any other site-specific information pertaining to the project may also be provided in this section. Additional sheets may be attached with reference to Item A9.

A10. Contractor Information

Submit the required information for each contractor for the wastewater system.

A11. Certification

Do not alter the statements in or format of this item. Alteration of this item will result in the invalidation of this WWB-NOI Form submittal.

a. Indicate which sections of the application you are completing.

b. The person certifying this WWB-NOI Form must meet one of the descriptions as indicated in this item and be employed by the owner listed in Item A1.

SECTION B. GENERATION OF WASTEWATER SLUDGE OR PREPARATION OF A MATERIAL DERIVED FROM WASTEWATER SLUDGE

Complete this section if your facility generates wastewater sludge or derives a material from wastewater sludge.

B1. Amount Generated On Site

Indicate the amount of wastewater sludge generated within a 365-day period in dry metric tons. See A6b for assistance with calculations.

B2. Amount Received from Off Site

Provide the requested information for each facility that you receive wastewater sludge from. See A6b for assistance with the calculations.

B3. Treatment Provided at Your Facility

- a. Indicate the Class of pathogen achieved at your facility.
- b. Indicate which alternative was used to achieve the class of pathogens.
- c. Describe in detail the process used to reduce pathogens at your facility.
- d. Indicate which option of vector attraction (if any) is achieved at your facility.
- e. Describe in detail the process used to reduce vector attraction at your facility.

B4. Pollutant Concentration

Provide the average of 3 or more samples taken at least one month apart and must be no more than four years old. Also, provide the maximum value of the three samples, the analytical method used, and the detection level for the analyses. Submit copies of laboratory reports.

Values must be given in mg/kg dry weight. If the laboratory runs the analyses with results given in mg/l then the solids content of the samples must also be indicated on the report sheet in order to convert the results into mg/kg dry weight.

B5. Exceptional Quality Sludge

Exceptional quality sludge means your sludge met one of Class A pathogen alternatives, met one of the vector attraction reduction options 1-8, and met the pollutant concentration limits.

If the wastewater sludge generated at your facility meets the above criteria, complete this section.

B6. Shipment Off Site for Treatment or Blending

Provide the requested information for each facility you send your wastewater sludge to for treatment or blending. If known, provide any treatment process used at the off site facility to further treat the wastewater sludge.

B7. Land Application of Bulk Wastewater Sludge.

Complete this section if you generate wastewater sludge that will be applied to the land and does not meet the criteria of exceptional quality sludge of Section B5.

B8. Surface Disposal

Complete this section if you generate wastewater sludge that is placed in a surface disposal site. Provide the information c - j for each surface disposal site which you place your wastewater sludge.

B9. Disposal in a Municipal Solid Waste Landfill

Complete this section if you generate wastewater sludge that is disposed into a municipal solid waste landfill (MSWLF). Provide the information a - k for each MSWLF you dispose your wastewater sludge. Submit the results from the three analyses from the paint filter and TCLP tests.

SECTION C. LAND APPLICATION OF BULK WASTEWATER SLUDGE

Complete this section for wastewater sludge that is applied to the land, unless any of the following conditions apply:

- **The wastewater sludge met the criteria for exceptional quality sludge and is applied at a rate of less than ten dry tons per acre (complete section B5 instead)**
- **The wastewater sludge is sold in a bag or other container (complete section B5 instead)**
- **You provide the wastewater sludge to another facility for treatment or blending (complete section B6 instead)**

Provide the information requested in Section C for every site on which wastewater sludge that was reported in Section B7 is applied.

C1. Identification of Land Application Sites

Provide the requested information for every land application site.

C2. Owner Information

For each site identified in C1, provide the requested information about the owner of the land application site.

C3. Applier Information

For each site identified in C1, provide the requested information about the person who applies the wastewater sludge to the land.

C4. Site Information

For each site identified in C1, provide the requested information about the application site. For nitrogen balance calculations, contact the Wastewater Branch at 586-4294 for further instructions and worksheets.

C5. Vector Attraction Reduction

For each site identified in C1, provide the requested information regarding vector attraction reduction for the land application site.

C6. Site Restrictions

For each site identified in C1, provide the requested information about site management for each land application site.

SECTION D. SURFACE DISPOSAL

Complete this section if you own or operate a surface disposal site.

Complete Sections D1-D5 for each active wastewater sludge unit.

D1. Information on Active Wastewater Sludge Units

Provide the requested information for each active wastewater sludge unit.

D2. Wastewater Sludge from Other Facilities

Provide the requested information for each wastewater facility that sends wastewater sludge to be placed in your surface disposal site.

D3. Vector Attraction Reduction

Indicate the vector attraction option met and describe any process used when wastewater sludge is placed in surface disposal site.

D4. Groundwater Monitoring

Provide the requested information regarding your groundwater monitoring program.

D5. Site Specific Limits

If you are seeking site specific limits, submit information to support your request.