# Accidental Discharge or Spill Monthly Summary Form

\*See back of form for guidance for completion\*

## GeneralInformation:

Permittee:

Subscriber:

Regulated Entity Name: Click here to enter text.

Regulated Entity No: Click here to enter text.

Permit No: Click here to enter text.

EPA ID No: Click here to enter text.

TCEQ Region: Choose an item.

County: Click here to enter text.

| Start Date  Start Time | End Date  End Time | Volume (gallons) | Location | Cause | Steps taken to reduce, eliminate, and prevent recurrence | Description/Content | Standard Method for Volume Calculation |
| --- | --- | --- | --- | --- | --- | --- | --- |
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| Information Reported by (Name/Title)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Date Reported\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |  |  |  |  |

When reporting an accidental or unauthorized discharge or spill, it is important to include all information that is requested on the notification form. If you have questions about the form, do not hesitate to call your TCEQ Regional Office and ask to speak to a wastewater investigator. All information should comply with reporting requirements noted in Texas Water Code Section 26.039, 30 Texas Administrative Code (TAC) Section 305.132, and, if applicable, 30 TAC Section 327.32.

This form may be used in lieu of 24-hour notification to the Regional Office when the accidental or unauthorized discharge or spill meets the requirements in 30 TAC 305.132 and 30 TAC 327.32. You must fax or mail a completed, signed copy within 20 days of the following month to the Water Section Manager at your TCEQ Regional Office. The original, signed copy should be mailed to the address located at the bottom of the form.

## General Information

Entity name - permitted name or owner name for subscriber systems.

Permit Number – Your TCEQ WQ permit number (i.e., WQ0012345001). If you are a subscriber, use the RN to which the collection system is associated. If the RN is unknown, please call the TCEQ Regional Office for assistance.

## Noncompliance Summary

Volume – volume must be estimated by the one of the four methods outlined in 30 TAC

Location – include address or latitude and longitude coordinates

Cause - grease, blockage, infiltration or inflow, equipment failure, power outage, other?

Steps taken reduce, eliminate or prevent recurrence – List all steps taken to ensure no further reoccurrences

Description/content – a description of the events that lead to the spill including the contents of the spill and actions taken to clean

Standard Method – name the method you used to estimate the volume