

Henderson Water Utility Slug Control Questionnaire

Company Name: _____ Permit Number: _____

Facility Name: _____ Phone: _____

Facility Contract: _____

(If explanatory notes are needed, attach additional sheets and refer to each explanation by question number)

	NO	YES	N/A
01) Are special provisions made for wastewater generated during predictive or preventative maintenance of PRODUCTION equipment?			
02) Are special provisions made for wastewater generated during predictive or preventative maintenance of PRETREATMENT equipment?			
03) Do waste minimization and treatment processes (equipment or procedures) exist prior to introduction of wastewater to the pretreatment system:			
04) Are concentrated process tank fluids discharged to POTW when contents are spent or otherwise unsatisfactory?			
05) Are concentrated process tank fluids discharged to pretreatment systems without notification to wastewater operators when contents are spent or otherwise unsatisfactory?			
06) Are tank "bottoms" (heels) cleaned out to POTW sewers on a regular basis?			
07) Are tank "bottoms" cleaned out to pretreatment systems without notification to wastewater operators on a regular basis?			
08) Are routine valve check (lock out) procedures followed before tanks are returned to services?			
09) Rank process chemicals that present greatest risk for POTW (include the mass handled at maximum during any 24 hour time frame): CHEMICAL <input type="checkbox"/> MASS <input type="checkbox"/> Batch/Continuous/No Discharge <input type="checkbox"/>			
10) Are sludges, contaminants, or solid wastes generated during production?			
11) Are sludges and solid wastes discharged to POTW?			
12) Is this a batch production facility?			
13) Are "off-spec" or non-routine batches discharged to POTW sewers?			
14) Are spill residues from production areas discharged to POTW sewers?			
15) Are production down times, change-overs, or retooling episodes preplanned from a wastewater perspective (If yes, specify pollutants that are targeted)?			
16) Are timetables and planning procedures communicated to production staff and pretreatment operators?			
17) Are systems which normally do not discharge to the sewer system included in wastewater planning?			
18) Are lab wastes discharged to POTW?			
19) Does the wastewater flow vary greatly during the day (i.e. 100 gpm to 1000 gpm in a matter of minutes)?			
20) Are bypass lines or practices present in either production or pretreatment areas?			

Signatures:

Company Contact: _____ Date: _____

Pretreatment Coordinator: _____

Date: _____

Send copy to:

If you have any questions please call Gina Preston at (270) 826-2824

INSTRUCTIONS

SLUG CONTROL QUESTIONNAIRE

Purpose:

The purpose of this form is to satisfy Federal pretreatment rules and provide an accountable instrument, which will allow a systematic evaluation of Industrial Users (IUs). Pretreatment Inspectors will complete this work sheet with the IUs on a periodic basis. This is a planning document to help avoid or preplan slugs.

EXPLANATION (each answer may require explanation on a separate sheet):

1. Some industries generate wastewater, which is radically different than normal production due to maintenance activities. Please specify flow, parameters of concern and strategy to reduce impact on wastewater.
2. Some pretreatment systems require routine maintenance and wastewater generated during maintenance activities can be different than normal. Please specify flow, parameters of concern, and strategy to reduce impact on wastewater.
3. Some facilities reclaim materials for reintroduction into product lines by recycling rinse waters from batches into the next batch. Describe any procedures used to segregate, reuse, and recycle waste from wastewater prior to wastewater introduction into pretreatment systems.
4. Some processes require reactions in the aqueous environment. Water from these reactions may have solubilized waste entrained in it even after separation of useful product (i.e. high levels of surfactant, chloride, starch, color etc.). These wastes may leave the industry mostly in the wastewater without pretreatment. Identify a\such processes if they exist.
5. Where wastewater is pretreated, internal communications can enhance/optimize pretreatment system performance by reducing negative effect of non-compatible wastes. What internal steps are followed, if applicable, to reduce impact on wastewater?
6. Drums, tanks, lines, or other vessels may have residual product or wastes in them. What steps are taken to reduce the impact on wastewater from cleaning or draining empty or near empty vessels?
7. As a follow-up to the above questions (6), what internal communications are in place to reduce impacts on wastewater?
8. Other stock tanks must be refilled. What steps are followed to prevent accidental loss of materials through open valves or unprotected tank overflows?

9. Some companies have many chemicals on site. Some chemicals due to their properties (explosives, corrosive, toxicity, volume, BOD strength, etc.) represent more risk in case of discharges than others. Identify and rank the material. List the top three or four feed chemicals, raw material products or wastes. This ranking is to assure that the highest attention is devoted to items representing the most risk.
10. Many processes generate little or no waste products. Wastes may be reclaimed or recycled and reincorporated into product or used in some other way. If a company generates contaminant sludge, identify this fact.
11. Sludge is a prohibited discharge to City sewers. The City seeks to confirm this is the case directly and openly. If sludges are discharged, please contact the Pretreatment Coordinator immediately. This does not include clear water recycle streams from functioning sludge control dewatering operations.
12. Batch production refers to the generation of discrete volumes of waste related to periodic production or waste generation. Batch processes are not prohibited, but may generate short-term variations in flow or wastewater quality. Please characterize risk from the batch operation in a separate note.
13. Due to various errors, sometimes unusable product is generated. What happens to failed product? What quantities are possible from such an error? Some raw materials can become “tainted” or fail to meet quality criterion. Describe how bad batches of raw materials or products are handled to reduce the impact on wastewater (i.e. returned to vendor, solidified and sent to landfill, recycled, neutralized after segregation, etc).
14. Spills are possible from some industrial activities and require preplanning for avoidance. Specifics of the plan may exclude spill residue discharge. The City allows a select group of discharges from spills or cleanup residue from emergencies. Discharge of spill residue without first obtaining permission from the City is prohibited. The City seeks to directly and openly confirm that spills are not released except with prior the City authorization. If any spill residues are planned for discharge to the City, mark “yes”.
15. Some industries have a periodic plant shutdown, which drastically changes normal wastewater characteristics. The company may drain, clean, and refill various vessels. Production equipment may be cleaned, serviced, or replaced. Does the facility include planning for wastewater compliance during these times?
16. This question is a follow-up to question #15, above, to insure plans are communicated. Please indicate planning process is complete by marking “yes” if meetings are routinely occurring on the subject of wastewater during plant shutdown.
17. These are various systems that normally do not discharge to sewers (refrigeration systems mostly), and often require recycling or special disposal. What contingencies exist to reduce risk of discharge form these?

18. Some lab wastes may be neutralized and discharged to the City, some lab wastes are otherwise subjected to permit requirements and discharged, or some wastes may require special handling. Hazardous waste is not allowed for discharge. If laboratory waste is being discharged to the City, indicate so by marking “yes”.
19. Significant flow variation may represent a risk to some City facilities. Highly variable flow needs to be noted.
20. A bypass is a diversion of wastewater around a pretreatment system. Bypasses may be intentional or accidental.

An accident, which may create a bypass, would include a flooded sump. The untreated overflow from such a flood (to City storm drains, sanitary sewer, or the environment) constitutes a bypass.

A prohibited bypass practice may be to intentionally mix separated solids in a clarifier in an effort to pass solids over the weir of the pretreatment system. This is “bulking” solids and is prohibited. If a bypass exists, indicate its existence by marking “yes”.