PQR Advance Questionnaire

These questions gather information to help EPA understand the scope, organizational structure, and function of the state’s NPDES permitting program. This information will be included in the PQR report only as necessary to provide background and context.

Please feel free to provide additional documentation or attach additional pages as necessary.

1. State’s Individual NPDES permit universe (*Should equal total of 1a, 1b, 1c)?
   a. POTWs
      i. Major
      ii. Non-major
   b. Non-municipal
      i. Major
      ii. Non-major
   c. Individual Stormwater (number of permittees)
   d. Data accurate as of (date)

2. What are the significant industries in the state?

3. a. List the General Permits administered by the State (continue list on additional pages as necessary)

<table>
<thead>
<tr>
<th>NPDES Permit No.</th>
<th>Permit Name/Category</th>
<th>Number of Permittees</th>
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   b. How are NOIs tracked?
   c. Are the permits available online?

4. How many State permits are administratively continued?
   a. Major permits
b. Non-major permits

c. General permits

5. State NPDES permitting authority structure:
   a. What is the location of the main office?
   b. What are the responsibilities of the main office?
   c. Are there regional or field offices? Locations?
   d. What are the responsibilities of the regional or field offices?
   e. If the regional office drafts and issues permits, which types of permits are drafted and issued at the regional offices?
   f. Are any categories of NPDES permits administered by other agencies within the state? Please specify.

6. Staff available for NPDES permit development:
   a. How many NPDES permit writers does the state have?
   b. On average, how many permits are drafted per year by each permit writer?
   c. Describe other staff that support NPDES permitting (e.g., water quality modeling, administrative support).

7. What training programs and tools are available for new or inexperienced permit writers (e.g., internal mentoring, EPA NPDES Permit Writers’ course)?

8. How are permit writing responsibilities assigned to staff (e.g., geographical, by facility type)?

9. Does the state have written procedures or guidance for developing NPDES permits (e.g., RPA procedures, TMDL implementation, mixing zones, etc.)? Describe. *(Please provide any such documents to the EPA reviewers)*

10. Data systems used to support NPDES permit development and implementation
    a. Does the state have in-house data systems to support permit development (e.g., ambient data, assessment and listing data, TMDL status)? Please describe.
b. Does the state primarily use an in-house permit and compliance data system or ICIS?

11. Permitting tools and systems
   a. Does the state use templates for permits, fact sheets, public notices, correspondence, etc.? Describe.

   b. Does the state use a database or information system to generate draft permits? Describe.

   c. Does the state use standard spreadsheets or programs to calculate reasonable potential? Describe.

   d. Does the state use models to calculate mixing zones? Describe.

12. QA/QC process for permit development
   a. Are there peer and/or management QA/QC processes? Describe.

   b. Are checklists used in the QA/QC process? Describe.

   c. Do all permits undergo the same QA/QC process? If not, describe differences.

13. How and where are NPDES permit administrative record and related files maintained? Consider both paper and electronic files.
   a. Permit development documentation.

   b. Correspondence.
c. Monitoring and reporting.

d. Compliance records.

e. Other.

14. If there any areas/concerns the state would like to discuss, please provide a description.