

Illicit Discharge Detection and Elimination (IDDE)

Date of Current Revision: February 2016

Responsible Departments: NAU Grounds, EH&S, Police

1. PURPOSE

Establish methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process, as implemented through the NAU's Stormwater Management Program (SWMP) for the mountain campus.

2. AUTHORITY

The Arizona Board of Regents has delegated the President of NAU and various departments the authority to manage and enforce stormwater compliance issues campus-wide.

3. DEFINITIONS

Affiliate: An individual who has a formal affiliation with the university and receives some services from the university, but is not a student or employee of the university and receives no remuneration from the university (Formal affiliation means that a necessary relationship exists between the university and the individual to provide a service of value to the university). This also includes employees of contractors.

Best Management Practices (BMPs): Schedules of activities, prohibitions of practices, maintenance procedures, and other management practices, including both structural and nonstructural practices, to prevent or reduce the pollution of surface waters and groundwater systems.

Contractor: An individual or company, including a subcontractor, hired to perform services on university property.

Illicit Discharge: means any discharge to a municipal separate storm sewer that is not composed entirely of stormwater except discharges pursuant to a NPDES or AZPDES permit (other than the NPDES or AZPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from fire fighting activities.

Municipal Separate Storm Sewer: A conveyance or system of conveyances otherwise known as a municipal separate storm sewer system, including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains:

- a. Owned or operated by a federal, state, city, town, county, district, association, or other public body, created by or pursuant to state law, having jurisdiction or delegated authority for erosion and sediment control and stormwater management, or a designated and approved management agency under § 208 of the Clean Water Act (CWA) that discharges to surface waters;
- b. Designed or used for collecting or conveying stormwater;
- c. That is not a combined sewer; and
- d. That is not part of a publicly owned treatment works.

Municipal Separate Storm Sewer System (MS4): means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, and storm drains)

Visitor: A person who is not enrolled at, compensated by or an affiliate of the university.

4. APPLICABILITY

This policy is applicable to all students, faculty, staff, contractors, affiliates and visitors of Northern Arizona University.

5. POLICY

No university employee, student, visitor, contractor or department shall cause or allow discharges into the university's storm sewer system which are not composed entirely of stormwater, except for the allowed discharges provided in the NAU Stormwater Management Program (SWMP). Prohibited discharges include, but are not limited to: oil, anti-freeze, grease, chemicals, wash water, paint, animal waste, garbage, and litter. The spilling, dumping, or disposal of materials other than stormwater to the storm drainage system is prohibited.

6. PROCEDURES

a. Field Screening

Field observations of MS4 outfalls shall be conducted at least once per year during dry weather conditions. Observations shall be recorded with subsequent corrective action implemented to resolve any discrepancies.

If flow is observed, or evidence suggests that illicit discharges may exist, further investigation shall be administered by any of the following methods:

- i. Tracing discharge up storm sewer system;
- ii. Taking a sample of discharge for analysis in order to determine if a pollutant is present and identify the pollutant;
- iii. Implement best management practices to eliminate illicit discharges;
- iv. Scheduling follow up observations; and
- v. Any other appropriate measures deemed necessary.

b. Notification of Spills and Illicit Discharges

If a spill or illicit discharge has been observed, the incident shall be reported to NAU Grounds, EH&S, or Police. Failure to provide notification of the incident shall be a violation of this policy.

An initial investigation shall be performed within one business day of receiving notification and appropriate measures taken in order to prevent further discharge and begin remediation of pollution.

c. Tracking

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Field observations shall be tracked and recorded. Data fields to be included shall

be:

- i. Date discharge observed/reported

- ii. Location of discharge
- iii. Summary
 - 1. Results of investigation
 - 2. Any follow-up to investigation
 - 3. Resolution of investigation
- iv. Date investigation closed

d. Enforcement

When a violation of this policy has been detected, NAU may order compliance, by either verbal notice or written notice, to the responsible party. Such notice may require without limitation:

- i. The performance of monitoring, analyses, and reporting;
- ii. The elimination of prohibited discharges or connections;
- iii. Cessation of any violating discharges, practices, or operations;
- iv. The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;
- v. Payment of any fee, penalty, or fine assessed against NAU to cover remediation cost;
- vi. The implementation of new stormwater management practices; and
- vii. Disciplinary action up to and including dismissal, where appropriate.

The listed requirements will be at the expense of the responsible party.

In the event that adequate measures are not initiated, NAU may issue work orders to correct the violation and bill the responsible party for expenses incurred.

If additional measures are required for enforcement, the president will be notified.

e. Training/Education

A training program for Stormwater Pollution Prevention/Good Housekeeping and Illicit Discharge Detection & Elimination (IDDE) will be presented for Facilities employees on an annual basis, and during new employee orientation for Facilities staff.

Educational materials for Stormwater Pollution Prevention and Illicit Discharge Detection & Elimination will be distributed through various forms of media to the members of the NAU community.

7. RESPONSIBILITIES

NAU EH&S: Responsible for administration, implementation and enforcement of this policy.

All students, faculty, staff, contractors, affiliates and visitors of NAU are responsible for abiding by this policy and reporting illicit discharges to the proper authority.

8. SANCTIONS

Regarding employees of NAU and affiliates, sanctions will be commensurate with the severity and/or frequency of the offense and may include termination of employment.

Regarding students, sanctions will be commensurate with the severity and/or frequency of the offense and may include suspension or expulsion.

9. EXCLUSIONS

The following discharges to the municipal storm sewer system are allowed as they are considered not to be significant contributors of pollutants to the MS4:

- a. Discharges that are covered under a separate individual or general Arizona Pollutant Discharge Elimination System (AZPDES) permit for non-stormwater discharges.
- b. Discharges or flows which are not significant contributors of pollutants to the municipal separate storm sewer system
 - Water line flushing
 - Landscape irrigation
 - Diverted stream flows
 - Rising ground waters
 - Potable water sources
 - Foundation drains
 - Air conditioning condensation
 - Irrigation water
 - Springs
 - Water from crawl space pumps
 - Footing drains
 - Flows from riparian habitats and wetlands
 - Dechlorinated swimming pool discharges
 - Street wash water

10. INTERPRETATION

Authority to interpret this policy rests with the President and is generally delegated to the Vice President for Research.