



# ANNUAL WASTEWATER REPORT INSTRUCTIONS

A completed Wastewater Report or Abbreviated Wastewater Report is required pursuant to the Wastewater Reporting Rules (R.299.9001 through 299.9008) promulgated under Part 31 of the Natural Resources and Environmental Protection Act (NREPA) of 1994, as amended. These instructions supplement and elaborate on the requirements in the reporting rule.

## GENERAL INFORMATION

The owner or operator, or the officially designated representative of the owner or operator, must certify that all information included in the Wastewater Report is true, accurate, and complete to the best of his or her knowledge. On the first page of the Wastewater Report the owner or operator, or the officially designated representative of the owner or operator, must enter their full name and official title, and then sign their name and enter the date signed. An original signature is required on the first page of the Wastewater Report.

### WHO MUST SUBMIT A WASTEWATER REPORT OR ABBREVIATED WASTEWATER REPORT?

Part 31 of the NREPA, Section 3111 requires that a report be filed by every person doing business within this state who either discharges wastewater to the waters of the state or to a sewer system. The term "person" as defined in the Rules excludes a municipal corporation, a government unit or an agency thereof, automotive service stations, laundromats, and car washes.

### WHAT IS THE WASTEWATER REPORT?

The Wastewater Report is an annual report. A person filing a Wastewater Report must provide the following information:

- Business contacts and affiliations.
- An estimate of the amount and type of wastewater discharges.
- An estimate of the amount of each critical material used in and incidental to the manufacturing processes for those critical materials that exceed the annual usage threshold.
- An estimate of the amount of each critical material discharged.
- An estimate of the amount of each critical material disposed of as waste product or by-product and transferred off-site for those critical materials that exceed the annual usage threshold.

### WHAT IS THE ABBREVIATED WASTEWATER REPORT?

The Abbreviated Wastewater Report is also designed as an annual report. However, at this time we are not requiring abbreviated filers to update their report every year, unless the abbreviated conditions have changed. A person may file an abbreviated report instead of the Wastewater Report under the following conditions:

- The person does not use critical materials in or incidental to the manufacturing processes in excess of the annual usage threshold; **and**
- The person does not discharge critical materials other than discharges exempted pursuant to Part 9, Administrative Rule R.299.9006(3) or (4).

A person filing an Abbreviated Wastewater Report must provide the following information:

- Business contacts and affiliations.
- An acknowledgement that the person has a discharge of wastewater to the waters of the state or to any sewer system.
- An acknowledgement that the person meets the conditions specified in R.299.9004(3).

### WHAT QUALIFIES AS WASTEWATER?

Wastewater means all liquid waste discharges resulting from industrial or commercial processes, including contact cooling and condensing waters, but excludes non-contact cooling water, sanitary sewage, and storm water runoff that does not come in contact with process materials, products, or by-products.

### WHAT IS A CRITICAL MATERIAL?

The critical materials on which persons report annual usage, discharge, waste product, and by-product information are the organic and inorganic substances listed in Table 1 of R.299.9003 (Critical Materials Register).

### WHAT ARE THE ANNUAL USAGE THRESHOLDS FOR CRITICAL MATERIALS?

Minimum thresholds have been established for reporting the annual amount of each critical material used in and incidental to the manufacturing processes at a location. These annual usage thresholds have been established at 10 pounds or 100 pounds, as given in Table 1 of R.299.9003 (Critical Materials Register). You must report the amount of each critical material used in or incidental to your manufacturing processes at levels that exceed these thresholds.

There are **NO** thresholds which apply for reporting the quantities of each critical material discharged to the waters of the state or to any sewer system.

### WHEN MUST THE REPORT BE SUBMITTED?

A person required to submit a Wastewater Report, or an Abbreviated Wastewater Report must do so by August 1.

### WHAT ARE THE PENALTIES FOR NOT SUBMITTING A REPORT?

A person who fails to file a Wastewater Report, an Abbreviated Wastewater Report, or amended Wastewater Report in a timely manner, or who falsifies or fails to provide any information required, is in violation of the act and is subject to enforcement provisions therein. Upon notice from the department, a person who fails to file a Wastewater Report, or an Abbreviated Wastewater Report, shall have **ten days** from the date of the notice to file the report, or submit an amended report. Failure to file a Wastewater Report, an Abbreviated Wastewater Report, or an amended Wastewater Report subjects the person to the enforcement remedies provided by law.

ANNUAL WASTEWATER REPORT INSTRUCTIONS (continued)

WHAT IS ELECTRONIC (e-AWR) REPORTING?

Electronic reporting is now available for the Annual Wastewater Report (AWR).

Both the instructions for filing and submitting the report can be found on the AWR Web page under INFORMATION.

[Note: The electronic reporting feature allows AWR filers to download the report, fill it out, save it, and print it. The newer version can be submitted right from the Web page.

HOW DOES THE ELECTRONIC REPORT FORM DIFFER FROM THE HARD COPY ANNUAL WASTEWATER REPORT?

The electronic report form is similar to, but not exactly the same as, the hard copy form. The major difference is the use of actual pounds instead of range code numbers.

Using the actual pound numbers for use is acceptable; however, reporting use below threshold is not required, so a "0" can be inserted for use when the pound number is below threshold.

A Certification Signature is not required for the electronic report form. When the electronic report is submitted a separate Certification Signature does not need to be mailed.

WHERE MUST THE REPORT BE SUBMITTED?

Electronic reports can now be submitted from an AWR Web page. The website to access electronic reporting is: www.deq.state.mi.us/awr.

A User Name and a temporary Password are required to complete the form. To obtain a User Name and a Password, the DEQ is requesting that all persons responsible for submitting the Wastewater Report e-mail the DEQ at: DEQ-EAD-AWR@michigan.gov

In the e-mail Subject Line the reporting person should indicate

ELECTRONIC REPORTING and the facility ID number(s) for the facilities they are submitting reports.

In the body of the note please indicate and confirm the information below:

- 1. Your first and last name.
2. Facility ID numbers (the AWR Facility ID number of the facility), facility name, and address.

You will receive your USER NAME and temporary PASSWORD in an e-mail reply. This USER NAME should not be changed, however, you'll need to establish your new password and your "hint question and answer" in completing your user profile. This is required to confirm your registration information and authorization to submit a Web-based electronic report for the reporting year.

Send hardcopies or disks of the completed Annual Wastewater Reports and Abbreviated Wastewater Reports to:

Annual Wastewater Report Program
MDEQ-ESSD
Constitution Hall, 1 North
525 West Allegan
PO Box 30457
Lansing, Michigan 48909-7973

LINE INSTRUCTIONS FOR THE WASTEWATER REPORT

GENERAL INSTRUCTIONS

- The three-page Wastewater Report form consists of two parts:
• Part I; General Information, Certification and Wastewater Discharge comprise page 1 of the form. You need only complete Part I of the Wastewater Report once for your location.
• Part II (A); Wastewater Discharge Information and Part II (B), Critical Materials Information, comprises pages 2 and 3 of the form. You must complete a separate Part II (B) for each critical material you are required to report. If you have more than one critical material to report, please photocopy Part II (B) (i.e. page three of the Wastewater Report form) before filling it out. Please be sure that the report year and your facility identification number are entered in the upper right corner of each Part II you submit.

Upon completing Part I, Part II (A), and the necessary number of Part II (B) staple the pages together in their upper left corner, with Part I as the top most page. The senior management official, owner, or operator must then review and certify that all information included in your Wastewater Report is true, accurate, and complete by signing the certification in Part I, Section 3.2.

[Note: Electronic forms do not require certification signatures.]

Part I. General Information and Wastewater Discharge

Section 1. Report Year

Enter the appropriate calendar year, beginning January 1, and ending December 31. This is the calendar year to which the reported information applies, not the year in which you are submitting the report.

If this report is being submitted as a revision to a previously submitted Wastewater Report, "X" the box where it states "If amended report, enter "X" here."

Section 2. Facility Identification

2.1 Enter your facility identification number. The facility identification number is the number above your mailing address at the top left corner of your mailing label. (In the example below, the facility identification number is 999999). If there is no number in the top left corner of your mailing label, or you have not previously reported and you do not know your facility identification number, then leave this section blank.

ANNUAL WASTEWATER REPORT INSTRUCTIONS (continued)

999999

XYZ Manufacturing, Inc.  
P.O. Box 9999  
Lansing, MI 48909-7957

- 2.2 Enter the full name and the physical location of your facility in the spaces provided. If a street address is not available, enter other appropriate identifiers that describe the physical location of your facility (e.g. longitude and latitude). Be sure to include the city, county, state, and zip code for the location address. Do not use a post office box number as the location address.
- 2.3 Enter the owner, operator, or senior management official's name and **mailing address for your facility** in the spaces provided.
- 2.4 Enter the name and telephone number (including area code) of a technical representative who may be contacted for clarification of the information reported on the forms. This person does not necessarily need to be the same individual that prepares the report; however, this person must be familiar with the details of the report so that he or she can answer questions about the information provided.
- 2.5 In the space provided, briefly describe the nature of your enterprise or operation. For example, a specialized electroplating company may describe their enterprise as "batch anodizing of manufactured aluminum fasteners".
- 2.6 Enter the primary (six-digit) North American Industry Classification System (NAICS) code/s for your facility [www.naics.com/search.htm](http://www.naics.com/search.htm)
- 2.7 If your facility is required to submit report forms under the SARA Title III, Section 313, Toxic Release Inventory (TRI) Program and has been assigned a 15-character TRI Identification Number, enter it in the space provided; otherwise enter "not applicable" or "NA."
- 2.8 If your facility has a National Pollutant Discharge Elimination System (NPDES) surface water discharge permit, enter the permit number; otherwise enter "not applicable" or "NA." Facilities discharging wastewater to surface waters (rivers, streams, lakes, etc.) are required to have a NPDES permit. Contact the Permits Section of the DEQ, Water Bureau (WB), at 517-373-4633, for information on NPDES permits.
- 2.9 If your facility has a state groundwater discharge permit, enter the permit number; otherwise enter "not applicable" or "NA." Facilities discharging wastewater to groundwater should have a groundwater permit. Contact the Groundwater Permit Section of the DEQ, WB, at 517-373-7262, for more information on groundwater permits.
- 2.10 If you know your seven-digit Hydrologic Unit Code (HUC), enter it as "4050002", as an example. If you do not know your facility's HUC, you can access the U.S. Environmental Protection Agency's (EPA) Surf Your Watershed Web site at: [http://cfpub.epa.gov/surf/locate/index.cfm\\_and\\_input\\_your\\_facility's\\_zip\\_code\\_to\\_determine\\_your\\_applicable\\_HUC](http://cfpub.epa.gov/surf/locate/index.cfm_and_input_your_facility's_zip_code_to_determine_your_applicable_HUC).

Section 3. Certification/Abbreviated Report Acknowledgement

- 3.1 To qualify for filing an "abbreviated" Wastewater Report, you must meet the following conditions:
  - Wastewater was discharged to a water of the state or to a sewer system;
  - Critical materials were not used in, or incidental to manufacturing processes in excess of their annual use thresholds (found on Table 1, Critical Materials Register); and
  - Critical materials were not discharged in wastewater, other than those discharges exempted pursuant to R299.9006 (3) and (4).

Check the box marked "YES" if you meet these conditions. Sign and date Section 3.2 and submit Part I as your Abbreviated Wastewater Report form.

Check the box marked "NO" if you do not meet these conditions. Then proceed with filling out the rest of the Wastewater Report form.

- 3.2 A senior management official, owner, or operator must certify that all information included in the Wastewater Report is true, accurate, and complete to the best of his or her knowledge. On the first page of the Wastewater Report, the senior management official, owner, or operator must print their full name and official title, then sign their name and enter the date signed. Each report must contain an original signature. The Certification Statement applies to all the information supplied on the forms and should be signed only after the forms have been completed.

**[Note:** Electronic filers need only complete the e-AWR report for certification.]

**Part II (A) - Wastewater Discharge Information**

- 4.1 Provide an estimate of the annual total number of gallons of wastewater discharged to the waters of the state or to any sewer system.

Wastewater means all liquid waste discharges resulting from industrial or commercial processes, including contact cooling and condensing waters, but excludes non-contact cooling water, sanitary sewage, and storm water/rainwater runoff that does not come in contact with process materials, products, or by-products. (Sanitary sewage includes wastewater from toilets, washrooms, drinking fountains, kitchens, and other sanitary facilities that may produce human waste.)

Note that if you purchase **all** your water from a utility, you may be able to determine your wastewater volume by referencing billings for the past year. Water utilities frequently meter consumption in units of cubic feet or hundreds of cubic feet. Convert cubic feet to gallons by multiplying by 7.5. Hundreds of cubic feet are converted by multiplying by 750. When using the amount of water purchased in estimating your wastewater volume, be sure not to include the amounts used exclusively for non-contact cooling, non-contact irrigation, sanitary sewage, and other purposes which do not meet the wastewater definition.

**ANNUAL WASTEWATER REPORT INSTRUCTIONS** (continued)

4.2 This subsection requires you to complete a table by providing data for items A (total days discharged), B (total discharge volume), and C (name of receiving water body or publicly owned treatment works [POTW]) for each wastewater discharge type given. Note that each wastewater discharge type given in the table represents the aggregate annual amount of wastewater discharged from your facility for all discharges qualifying for that discharge type. For further clarification on completing the table, please refer to the Annual Wastewater Report Guidance Document at: [www.michigan.gov/deqannualwastewater](http://www.michigan.gov/deqannualwastewater).

Wastewater Discharge Type	Item A Total Days Discharged	Item B Total Discharge Volume	Item C Name of Receiving Water Body or POTW
Lagoon or Seepage Pond (no outlets)			NA
Spray Irrigation			NA
Septic Tank – Tile Field			NA
Deep Well Disposal			NA
Surface of Ground			NA
Surface Waters (river, stream, swamp...)			
Surface Waters (river, stream, swamp...)			
Surface Waters (river, stream, swamp...)			
Surface Waters (river, stream, swamp...)			
Municipal Sanitary Sewer System			
Municipal Sanitary Sewer System			
Municipal Sanitary Sewer System			

Prior to completing the table, first assign a wastewater discharge type to each of your wastewater discharges using only those types given in the table. Note that each discharge can only qualify for one wastewater discharge type. Multiple drains emptying to a single wastewater treatment plant or septic system should be treated as a single discharge. A discharge to a storm sewer that directly enters the watercourse is a surface water discharge and must be reported as such. Lagoons with an outlet to surface waters must be reported as surface water discharges.

If your location discharges wastewater to separate or distinct surface waters or sewer systems, you must report these discharges separately. For example, if you discharge to "Sanitary Sewer System ABC" and also discharge to "Sanitary Sewer System XYZ," which are completely separate sewer systems, then you would report these discharges separately in the table.

**Item A.**

For each wastewater discharge type listed in the table, provide the corresponding number of days in the report year you discharged the given wastewater discharge type. If a given wastewater discharge type could not occur with the discharge equipment present at your location during the report year, leave *Total Days Discharged* blank. If such a given wastewater discharge type could have occurred with the discharge equipment present at your location during the report year, but did not, enter "0" for zero days discharged.

The maximum number of days that can be entered in Item A is 365. If you discharged a given wastewater discharge type every day during the report year, enter "365" in Item A for that discharge type. If you had multiple discharges for a given wastewater discharge type, be sure to enter only the number of days that the particular wastewater discharge type occurred, not the summation of the number of days each discharge occurred. For example, assume you discharged wastewater to a lagoon every day for the first 30 days of the report year, and you discharged wastewater to a second lagoon every day for the first

60 days of the report year. You would enter "60" under Item A for the lagoon or seepage pond wastewater discharge type.

**Item B.**

For each wastewater discharge type listed in the table, provide the corresponding annual discharge volume in gallons per year. If you had multiple discharges for a given wastewater discharge type, enter the summation of these annual discharge volumes. However, discharges to completely separate surface waters or sanitary sewer systems must be reported separately in the table.

As in Section 4.1 above, exclude from your estimate non-contact cooling water, sanitary sewage, and storm water/rainwater runoff that does not come in contact with process materials, products, or by-products. When no discharge is possible for a discharge type, then also leave the space blank for Item B. For a discharge that was possible, but no actual discharge occurred, enter "0" in the space provided for the corresponding Item B.

**Item C.**

For surface water discharges, provide the name of the receiving water body. If the discharge is to a sanitary sewer system, give the name of the receiving wastewater treatment facility.

**Part II (B) - Critical Materials Information**

You must submit a separate Part II (B) for each critical material you are required to report. If you have more than one critical material to report, please photocopy Part II (B) (i.e. page three of the Wastewater Report form) before filling it out. Please be sure that the report year and your facility identification number are entered in the upper right corner of each Part II you submit.

In the upper right corner, enter the report year and your facility identification number from Part I, Section 1, and Part I, Section 2.1, respectively. Indicate if the information in Part II revises a previously submitted Wastewater Report by checking either the "NO" or "YES" box.

Below the Part II (B) "Critical Materials Information" heading you will find two small lines with the word "OF" between them. On the line to the right of the word "OF," enter the total number of critical materials your location will submit with this Wastewater Report. On the line to the left of the word "OF," enter the number this critical material represents of the total number of critical materials you are submitting with this Wastewater Report. For example, if you are reporting on four critical materials in this Wastewater Report, and this is the second critical material you are reporting, enter "2" on the left line and enter "4" on the right line (i.e. 2 OF 4).

**Section 5. Critical Material Identification**

5.1 Enter the chemical name of the critical material. You must use the chemical name listed in Table 1 – Critical Materials Register, of these instructions. Do not use other recognized synonyms of the chemical names listed in Table 1.

5.2 Enter the parameter number of the critical material. Table 1 – Critical Materials Register provides the parameter number for each critical material. Include the word "CLASS" or prefix zeroes, when appropriate. Note

**ANNUAL WASTEWATER REPORT INSTRUCTIONS (continued)**

that for most critical materials listed in Table 1, the critical material parameter number is the Chemical Abstracts Service (CAS) registry number.

**Section 6. Critical Material Use Information**

6.1 Using the range codes given in the Range Code Table, indicate the amount of the critical material used in and incidental to the manufacturing processes at your location, cumulatively during the report year. If your annual usage did not exceed the critical materials annual usage threshold, then enter 01. (See Table 1 for a critical materials annual usage threshold.)

**[Note:** Electronic reporting is in actual pounds not range code numbers. Zero may be entered for any amount of pounds used under threshold.]

Your annual usage is the combination of amounts that are: (a) brought on-site and used in your operations; (b) taken from inventory or storage and used in your operations; (c) produced on-site with the intent of using in your operations or distributing in commerce; and (d) produced on-site as a by-product or impurity during the processing of raw materials or the preparation of process materials for their distribution in commerce. Note that bringing a critical material on-site or storing a critical material at your location is not considered part of your annual usage.

All uses of a critical material not otherwise exempt must be included in your annual usage calculation. This applies to both pure forms of the critical material, as well as process materials or trade name products where the critical material is only one component of the mixture. Uses exempt from reporting are given below in the Reporting Exemptions section of these instructions. Please review the reporting exemptions carefully prior to calculating your annual usage.

**RANGE CODE TABLE**

Range Code	Range in Pounds
01	Zero or Not Applicable
02	Greater than 0, less than 0.10
03	0.10 - 0.49
04	0.50 - 0.99
05	1.0 - 4.99
06	5.0 - 9.99
07	10 - 49.99
08	50 - 99.99
09	100 - 499.99
10	500 - 999.99
11	1,000 - 4,999.99
12	5,000 - 9,999.99
13	10,000 - 49,999.99
14	50,000 - 99,999.99
15	100,000 - 499,999.99
16	500,000 - 999,999.99
17	1,000,000 - 4,999,999.99
18	5,000,000 - 9,999,999.99
19	10,000,000 - 49,999,999.99
20	50,000,000 or more

**Section 7. Trade Secret Claim**

7.1 Check the box marked "YES" if confidentiality is desired for information in Section 5 and Section 6, as provided by

Section 3111 of Act No. 451 of the Public Acts of 1994, as amended, and Rule 299.9005(4). Confidentiality can be requested only if disclosure of the data would divulge trade secrets or proprietary processes. If confidentiality is being requested, answer the questions on the Confidentiality Request form to provide substantiation of this material's use as being a trade secret or the reported use information will divulge proprietary processes, and submit this form with your report. **No confidentiality is allowed for AWR discharge data.**

**Section 8. Emergency Planning and Community Right-To-Know Act (EPCRA), Section 313, Form R Reporting Exemption.**

8.1 Indicate "YES" or "NO" whether you reported the critical material on Form R under the federal TRI Program (Section 313 of the EPCRA of 1986) for the report year given in Part I, Section 1. For most critical materials listed in Table 1, the critical material parameter number is the Chemical Abstracts Service (CAS) registry number used to identify a reportable chemical under the federal TRI Program. This exemption **does not** apply to TRI Form A filers.

If you indicate that you did **not** report the critical material on Form R, you **must** continue with Sections 9 and 10 below. If you indicate that you did report the critical material on Form R, then you must report your 15 digit TRI Program Identification Number in Part I, Section 2.7. Do not continue with Sections 9 and 10 if you indicate that you reported the critical material on Form R for the report year given in Part I, Section 1.

**[Note:** If you file for either just a parent metal or a metal compound on your Form R under the TRI Program and hence, can only claim the Section 8 exemption for either the parent metal or metal compound, then you must file a separate Wastewater Report Part II (B) for each metal (or metal compound). One Part II (B) would be marked "YES" under Section 8 and the corresponding Part II (B) would indicate "NO" under Section 8; and therefore, would require data under Sections 9 and 10, if applicable. Persons who aggregate data for both parent metals and metal compounds using a single Form R should fill out only one Wastewater Report Part II for each metal reported under the AWR Program.]

**Section 9. Critical Material Discharge Information**

9.1 Using the range codes given in the Range Code Table, enter the total amount of the critical material you discharged to the waters of the state or to any sewer system during the report year. Exclude the quantity of critical material present in your intake water, and the quantity of critical material leaching from piping or equipment at your location when determining the critical material discharge amount.

**[Note:** Electronic reporting is in actual pounds not range code numbers.]

9.2 This subsection requires you to complete a table by providing an estimate on the amount of critical material discharged for each wastewater discharge type given. Note that each wastewater discharge type given in the table represents the aggregate annual amount of

**ANNUAL WASTEWATER REPORT INSTRUCTIONS** (continued)

wastewater discharged from your facility for all discharges qualifying for that discharge type.

Using the range codes given in the Range Code Table, provide an estimate of the total annual amount of the critical material discharged from your location for each wastewater discharge type listed. Refer to Part I, Section 4.2 for properly aggregating your discharges into the appropriate wastewater discharge type. As in Section 9.1, do not include the quantity of critical material present in the intake water, or leaching from piping or equipment at your location. If a given wastewater discharge type could not have occurred at your location during the report year, leave that discharge type blank. Enter "01" for potential discharge types that could have incurred a discharge, but did not.

**[Note:** Electronic reporting is in actual pounds not range code numbers.]

**Section 10. Critical Material Transfer Information**

10.1 Using the range codes given in the Range Code Table, enter the amount of critical material reported in Section 6.1 that was disposed of as waste product or by-product **and** transferred to **off-site** locations during the report year. Do not include the amounts you discharged to the waters of the state or to any sewer system.

If your waste products or by-products are mixtures, be sure to report only the amount of the critical material contained therein, not the total weight of your waste products or by-products. For more detailed guidance, see the Annual Wastewater Report Web Guidance at: [www.michigan.gov/deqannualwastewater](http://www.michigan.gov/deqannualwastewater), or contact the Annual Wastewater Report Program, at 800-662-9278.

**[Note:** Electronic reporting is in actual pounds not range code numbers.]

**Reporting Exemptions**

The quantity of critical material present in the intake water or resulting from normal leaching from piping or equipment is exempt from reporting under the Wastewater Reporting Rules.

*Discharge Exemptions*

Non-contact cooling water, sanitary sewage, and storm water runoff that does not come in contact with process materials, products, or by-products are not considered wastewater discharges under the Wastewater Reporting Rules. Sanitary sewage includes discharges from toilets, washrooms, drinking fountains, kitchens, and other sanitary facilities that may produce human waste.

*Usage Exemptions*

The following quantities are usage exemptions (i.e. exempt from reporting the amount of a critical material used in and incidental to the manufacturing processes at a location):

(A) The quantity of a critical material present in a process material (i.e. a material or combination of two or more chemicals that is used or produced at a location) provided that:

- (i) If the critical material is designated as a carcinogen in Table 1, the material is not present at a concentration of 0.1 percent or more by weight;
  - (ii) If the critical material is not designated as a carcinogen in Table 1, the material is not present at a concentration of 1 percent or more by weight; and
  - (iii) The person does not manufacture the process material.
- (B) The quantity of a critical material contained in a manufactured product provided that the quantity of the critical material used in and incidental to manufacturing the product is reported.
  - (C) The quantity of a critical material present in a structural component, or permanent equipment at the location.
  - (D) The quantity of a critical material present in materials used for routine janitorial work or for grounds maintenance, including janitorial cleaning supplies, fertilizers, and pesticides applied at rates and at concentrations similar to consumer products.
  - (E) The quantity of a critical material present in products used for purposes of maintaining, operating, or fueling motor vehicles operated at the location.
  - (F) The quantity of a critical material used by employees or other persons for personal use at the location, including foods, pharmaceuticals, cosmetics, or other personal items containing critical materials.
  - (G) The quantity of a critical material present in supplies or products used in a cafeteria, store, infirmary, or other non-business activity at the location.
  - (H) The quantity of a critical material designated as a pesticide in Table 1 used by a person who does not manufacture or formulate the pesticide.
  - (I) The quantity of a critical material present in a laboratory reagent originating from a single container which can hold 500 grams or less.
  - (J) The quantity of a critical material that is a fixed part of premanufactured assemblies or hardware obtained from another manufacturer and incorporated into a person's product.

For clarification and guidance on the reporting exemptions, see Annual Wastewater Report Web Guidance at: [www.michigan.gov/deqannualwastewater](http://www.michigan.gov/deqannualwastewater), or contact the Annual Wastewater Report Program, at 800-662-9278.



## ANNUAL WASTEWATER REPORT INSTRUCTIONS (continued)

TABLE 1. REGISTER OF CRITICAL MATERIALS

CHEMICAL NAME	NOTE	PARAMETER NUMBER	ANNUAL USAGE THRESHOLD (IN POUNDS)
TRIBUTYL TIN (AND SALTS AND ESTERS)	3	CLASS 06-3	10
POLYCHLORINATED NAPHTHALENES		CLASS 06-6	10
DDT (P,P', O,P' AND TECHNICAL GRADE)	2,3	00050-29-3	10
BENZO(A)PYRENE	2	00050-32-8	10
DIBENZ(A,H)ANTHRACENE	2	00053-70-3	10
BENZ(A)ANTHRACENE	2	00056-55-3	10
CHLORDANE	2,3	00057-74-9	10
DIELDRIN	2,3	00060-57-1	10
CHLOROFORM	2	00067-66-3	100
HEXACHLOROETHANE	2	00067-72-1	10
BENZENE	2	00071-43-2	100
ENDRIN	3	00072-20-8	10
METHOXYCHLOR	3	00072-43-5	10
P,P'-TDE (P,P'-DDD)	2,3	00072-54-8	10
P,P'-DDE	2,3	00072-55-9	10
VINYL CHLORIDE	2	00075-01-4	100
METHYLENE CHLORIDE	2	00075-09-2	10
1,1-DICHLOROETHYLENE		00075-35-4	100
HEPTACHLOR	2,3	00076-44-8	10
TRICHLOROETHYLENE	2	00079-01-6	100
1,2,3-TRICHLORO BENZENE		00087-61-6	10
HEXACHLOROBUTADIENE	2	00087-68-3	10
PENTACHLOROPHENOL (AND SALTS)	2	00087-86-5	10
3,3'-DICHLORO BENZIDINE <sup>1</sup>	2	00091-94-1	10
1,2,4,5-TETRACHLORO BENZENE		00095-94-3	10
2,4,5-TRICHLOROPHENOL		00095-95-4	10
STYRENE (MONOMER)	2	00100-42-5	100
4,4'-METHYLENEBIS (2-CHLOROANILINE)	2	00101-14-4	10
4-BROMOPHENYL PHENYL ETHER		00101-55-3	10
1,4-DICHLORO BENZENE	2	00106-46-7	100
1,2-DICHLOROETHANE	2	00107-06-2	100
TOLUENE		00108-88-3	100

CHEMICAL NAME	NOTE	PARAMETER NUMBER	ANNUAL USAGE THRESHOLD (IN POUNDS)
CHLORO BENZENE		00108-90-7	100
DI-N-OCTYL PHTHALATE		00117-84-0	10
HEXACHLORO BENZENE	2	00118-74-1	10
1,2,4-TRICHLORO BENZENE		00120-82-1	10
TETRACHLOROETHYLENE	2	00127-18-4	100
ALDRIN	2,3	00309-00-2	10
1,3-DICHLORO BENZENE <sup>2</sup>		00541-73-1	10
HEXACHLOROCYCLOHEXANE (ALL ISOMERS)	2,3	00608-73-1	10
1,2,3,4-TETRACHLORO BENZENE		00634-66-2	10
1,2,3,5-TETRACHLORO BENZENE		00634-90-2	10
HEPTACHLOR EPOXIDE	2,3	01024-57-3	10
XYLENE (ALL ISOMERS)		01330-20-7	100
POLYCHLORINATED BIPHENYLS (PCB)	2	01336-36-3	10
TRIFLURALIN	2,3	01582-09-8	10
2,3,7,8-TCDD (AND CONGENERS)	2	01746-01-6	10
MIREX	2,3	02385-85-5	10
2,4,5-TRICHLOROTOLUENE		06639-30-1	10
LEAD	1	07439-92-1	100
MERCURY	1	07439-97-6	10
NICKEL	1	07440-02-0	100
SILVER	1	07440-22-4	100
ARSENIC	1,2	07440-38-2	100
BERYLLIUM	1	07440-41-7	100
CADMIUM	1	07440-43-9	100
CHROMIUM	1	07440-47-3	100
COPPER	1	07440-50-8	100
ZINC	1	07440-66-6	100
SELENIUM	1	07782-49-2	100
TOXAPHENE	2,3	08001-35-2	10
OCTACHLOROSTYRENE		29082-74-4	10
2,3,7,8-TCDF (AND CONGENERS)	2	51207-31-9	10
POLYBROMINATED BIPHENYLS (PBB)	2	67774-32-7	10

1. All compounds containing the listed elements must also be reported.

2. Carcinogens.

3. Pesticides.