



New Jersey Department of Environmental Protection  
 Mail Code 401-02B  
 Division of Water Quality  
 Bureau of Nonpoint Pollution Control  
 P.O. Box 420 - 401 E. State St.  
 Trenton, NJ 08625-0420  
 Tel: 609-633-7021 / Fax: 609-777-0432  
[http://www.state.nj.us/dep/dwq/bnpc\\_home.htm](http://www.state.nj.us/dep/dwq/bnpc_home.htm)



## CERTIFICATION FORM

### STORMWATER POLLUTION PREVENTION PLAN (SPPP) PREPARATION, IMPLEMENTATION AND ANNUAL CERTIFICATION FOR INDUSTRIAL STORMWATER PERMITS

#### A. NJPDES Permit and Facility Information

1. This form may be used to satisfy the certification requirements for the following permits:

- Basic Industrial Stormwater General Permit (NJ0088315)
- Concrete Products Manufacturing Stormwater General Permit (NJ0108456)
- Scrap Metal Processing/Auto Recycling General Permit (NJ0107671)
- Hot Mix Asphalt Producers Stormwater General Permit (NJ0132721)
- Newark Airport Complex Stormwater General Permit (NJ0134791)
- Concentrated Animal Feeding Operation General Permit (CAFO) (NJ0138631)
- Mining & Quarrying Activity Stormwater General Permit (NJ0141950)
- Wood Recyclers General Permit (NJ0138622)
- Individual Industrial Stormwater Permit

2. NAME OF FACILITY:	
3. NJPDES No.:	4. PI ID No.:
5. EFFECTIVE DATE OF PERMIT:	6. CERTIFICATION DUE DATE:

#### B. Applicable Certifications

1. Please check which certification you are submitting.

- SPPP\* Preparation Certification**  
 (Certifies that the SPPP was prepared in accordance with permit conditions)
- SPPP\* Implementation Certification**  
 (Certifies that the SPPP was implemented in accordance with permit conditions)
- Annual Certification**  
 (Certifies that an Annual Inspection was conducted on \_\_\_\_\_ and SPPP evaluated in accordance with permit conditions)

\* For CAFO Permits, Comprehensive Waste Management Plan (CWMP)

## C. Certification Statements

1. "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. "I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for purposely, knowingly, recklessly, or negligently submitting false information."

"I certify that the facility is in compliance with its Stormwater Pollution Prevention Plan (SPPP) or Comprehensive Waste Management Plan (CAFOs only), and the NJPDES Permit (checked in Section A. above) except for any incident(s) of noncompliance which are identified herein. For any incident(s) of noncompliance, the attached report identifies the steps being taken to remedy the noncompliance and to prevent such incident(s) from recurring.

2. Is a **Drainage Control Plan** attached? (if applicable)  YES  NO
3. Is an **Incident of Noncompliance Report** attached?  YES  NO
4. Is a **BMP Report** attached? (Newark Airport Operators only)  YES  NO

## D. Signatory Requirements

See attached Certification Form instructions for specific signatory requirements.

NAME (Please Print): \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## E. Where to Submit

Send the original signed Generic Certification Form to:

**New Jersey Department of Environmental Protection**  
**Mail Code 401-02B**  
**Division of Water Quality**  
**Bureau of Nonpoint Pollution Control**  
**PO Box 420 - 401 E. State St.**  
**Trenton NJ, 08625-0420**

Do not submit the actual SPPP with this Certification, unless otherwise specified in the permit. The SPPP and a **copy** of the Certification Form, and any Incident of Noncompliance Report(s) are to remain onsite, available for review. Additional information and forms can be obtained on the Bureau's website at [http://www.state.nj.us/dep/dwq/bnpc\\_home.htm](http://www.state.nj.us/dep/dwq/bnpc_home.htm) or by telephone at (609) 633-7021.

## CERTIFICATION FORM INSTRUCTIONS

This Certification Form replaces the certification forms required by the NJPDES stormwater permits listed in Section A.

Additional copies of the Certification Form and Instructions can be downloaded from [http://www.state.nj.us/dep/dwq/bnpc\\_home.htm](http://www.state.nj.us/dep/dwq/bnpc_home.htm) or obtained by contacting the Bureau of Nonpoint Pollution Control (BNPC) at (609) 633-7021.

### SECTION A - NJPDES Permit and Facility Information

1. Place a checkmark in the box corresponding to the appropriate stormwater permit that your facility is authorized under. The name of the permit can be found on the permit authorization page. If you cannot locate your facility's permit authorization page, you may obtain a copy by contacting the BNPC at (609) 633-7021.
2. Provide the name of the facility. If the name of the facility has changed, submit an Administrative Update Form along with the Certification Form.
3. Provide the facility's NJPDES Permit Number as it appears on the permit authorization page. All NJPDES permit numbers for facilities authorized under a general permit will begin with **NJG** and is different from the NJPDES Permit Number assigned to the master general permit.
4. Provide the PI ID No. as it appears on the permit authorization page.
5. Provide the effective date of permit, as it appears on the permit authorization page.
6. Provide the certification due date. The certification due date is the date or calendar quarter and year, that the certification is due. The due date is based on either the Effective Date of Permit Authorization (EDPA), the Effective Date of Permit (EDP), or may be a specific date specified in the permit.

**TABLE 1 – Certification Due Dates**  
(Unless otherwise specified in the permit)

	<b>SPPP Preparation Certification Due Date</b>	<b>SPPP Implementation Certification Due Date</b>	<b>Annual Certification Due Date</b>
Basic Industrial Stormwater General Permit (NJ0088315)	Within six 6 months from EDPA	Within 18 months from EDPA	Due by the end of the calendar quarter assigned in the authorization page and annually thereafter
Concrete Products Manufacturing Stormwater General Permit (NJ0108456)	Within 6 months from EDPA	Within 24 months from EDPA	Due 36 months from EDPA and annually thereafter
Scrap Metal Processing/Auto Recycling General Permit (NJ0107671)	Within six 6 months from EDPA	Within 18 months from the EDPA	Within 30 months from the EDPA, and annually thereafter
Wood Recyclers General Permit (NJ0138622)	Within six 6 months from EDPA	Within 24 months from EDPA	Due 36 months from EDPA and annually thereafter
Hot Mix Asphalt Producers Stormwater General Permit (NJ0132721)	Within six 6 months from the EDPA	Within 24 months from EDPA	Due 36 months from EDPA and annually thereafter
Newark Airport Complex Stormwater General Permit (NJ0134791)	New Operators - Within 6 months from EDPA	New Operators - Within 18 months from EDPA Otherwise, 12 months from the effective date of renewal authorization	New Operators - Within 12 months from EDPA and annually thereafter, Otherwise 24 months from the effective date of renewal authorization and annually thereafter
Concentrated Animal Feeding Operation General Permit (NJ0138631)	March 1, 2004	March 1, 2006	February 1st of each year, beginning 48 months from EDP
Mining & Quarrying Activity Stormwater General Permit (NJ0141950)	Within 6 months from EDPA	Within 18 months from EDPA	Due 30 months from the EDPA
Individual Industrial Stormwater Permit	Permit specific – see permit for details	Permit specific – see permit for details	Permit specific – see permit for details

## SECTION B – Applicable Certifications

1. Check the appropriate box to indicate which certification is being submitted. A facility may check multiple boxes if they are indicating that a SPPP has been both prepared and implemented concurrently.

Newly constructed facilities may be required to certify that a SPPP has been prepared and implemented at the time the Request for Authorization is submitted to the Department. A facility may use this Certification Form and check multiple boxes to satisfy this certification requirement.

## SECTION C – Certification Statements

1. Please carefully read the certification to ensure that you fully understand what you are certifying and that it is a true and accurate statement.

2. Certain permits require the submission of a Drainage Control Plan (DCP) along with the SPPP preparation certification. Please check the box if a Drainage Control Plan is attached to this Certification Form.

**TABLE 2 – Drainage Control Plan Due Dates** (unless otherwise specified in the permit)

	<b>Drainage Control Plan (DCP) Due Date</b>
<b>Concrete Products Manufacturing Stormwater General Permit (NJ0108456)</b>	Within 6 months from EDPA, submitted with the Certification Form
<b>Hot Mix Asphalt Producers Stormwater General Permit (NJ0132721)</b>	Within 6 months from EDPA, submitted with the Certification Form
<b>Wood Recyclers General Permit (NJ0138622)</b>	Within 6 months from EDPA, submitted with the Certification Form
<b>Mining &amp; Quarrying Activity Stormwater General Permit (NJ0141950)</b>	Within 6 months from EDPA, submitted with the Certification Form

### Notes and Abbreviations

(EDPA) means the effective date of permit authorization

3. Please check the box if an Incident of Noncompliance Report is attached to this Certification Form. The Incident of Noncompliance Report must identify the steps being taken to remedy the noncompliance and to prevent such incident(s) from recurring. An Incident of Noncompliance Report form may be downloaded at [http://www.state.nj.us/dep/dwq/forms\\_storm.htm](http://www.state.nj.us/dep/dwq/forms_storm.htm).
4. For operators authorized under the Newark Airport General Permit (NJ0134791) a BMP Report must be submitted along with the Stormwater Pollution Prevention Plan Preparation Certification and the Stormwater Pollution Prevention Implementation Certification. Please check the box if a BMP Report is attached.

## SECTION D – Signatory Requirements

A Responsible Official is defined in N.J.A.C. 7:14A – 4.9 as follows:

For a corporation: A president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation; or the manager of one or more manufacturing, production, or operating facilities, provided:

- (1) The manager is authorized to make management decisions that govern the operation of the regulated facility, including having the explicit or implicit duty of recommending major capital investment, initiating and directing comprehensive measures to assure long term compliance with environmental laws and regulations, and ensuring that the necessary systems are established or actions taken to gather complete and accurate information for permit application requirements; or
- (2) The authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

For a partnership or sole proprietorship: A general partner or the proprietor.

For a government agency: A ranking elected official; or the chief executive officer of the agency; or a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator).

A duly authorized representative as defined in N.J.A.C. 7:14A – 4.9(b).

## **Incident of Noncompliance Report Form**

This form may be completed and submitted for any incidents of noncompliance identified in a facility's annual report and certification. A separate form must be completed for each incident.

### **A. NJPDES Permit and Facility Information**

1. Indicate which NJPDES permit your facility currently has:

- Basic Industrial Stormwater General Permit (NJ0088315)
- Concrete Products Manufacturing Stormwater General Permit (NJ0108456)
- Scrap Metal Processing/Auto Recycling General Permit (NJ0107671)
- Hot Mix Asphalt Producers Stormwater General Permit (NJ0132721)
- Newark Airport Complex Stormwater General Permit (NJ0134791)
- Concentrated Animal Feeding Operation (CAFO) General Permit (NJ0138631)
- Mining & Quarrying Activity Stormwater General Permit (NJ0141950)
- Wood Recyclers General Permit (NJ0138622)
- Individual Industrial Stormwater Permit

2. NAME OF FACILITY:	
3. NJPDES No.:	4. PI ID No.:
5. CONTACT	6. TELEPHONE NUMBER

### **B. Incident of Noncompliance**

1. Describe Incident of Noncompliance (include date of incident occurrence)

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2. Steps taken to remedy noncompliance and to prevent incidents from reoccurring

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### **C. Signature of Person Responsible for this Report**

NAME (Please Print): \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_