



Maine Department of Environmental Protection

MUNICIPAL SATELLITE COLLECTION SYSTEM (MSCS)
UNAUTHORIZED DISCHARGE REPORT

Entity: \_\_\_\_\_

Date and Time of Discharge: \_\_\_\_\_

DEP Notification Date: \_\_\_\_\_ To Whom: \_\_\_\_\_

Person Making Notification: \_\_\_\_\_ Phone #: \_\_\_\_\_

Approximate Quantity of Discharge: \_\_\_\_\_

Specific Location and Duration of Discharge: \_\_\_\_\_

Observed Environmental Effects: \_\_\_\_\_

Describe specifically what happened, when, and why (include all details, and use additional pages if needed, including maps, diagrams as necessary):

\_\_\_\_\_

Please address the following questions:

Table with 2 columns: Did discharge reach surface water body (Yes/No)?, If so, what waterbody?

- How often pump station/sewer line checked (1/day, 1/week, 1/year, etc.):
-Are maintenance checks documented in an O&M Plan (Yes/No)?
-Maintenance checks include what assets (pumps, alarms, wetwell, etc.) by what means (visual, cctv, manual operation, etc)?

Table with 2 columns: When last checked: Date of last revised O&M Plan:

Remedial Actions Taken and Times When Taken:

\_\_\_\_\_

Specific Measures Needed to Prevent Recurrence:

\_\_\_\_\_

Implementation Schedule:

Table with 2 columns: Action Item(s) Description, Projected Completion Date

Prepared By: \_\_\_\_\_ Date: \_\_\_\_\_

I certify that this document and any attachments were prepared under my direction or supervision and are accurate and true to the best of my knowledge.

## **Unauthorized Discharge Report Form for Municipal Satellite Collection System (MSCS)**

In accordance with 38 MRS, Section 414-D.1.B, this Unauthorized Discharge Report Form must be used by MSCS personnel to notify the Department when an unauthorized discharge occurs.

An unauthorized discharge means a discharge of wastewater from a MSCS to any location other than the publicly owned treatment works identified by the owner of the system in the MSCS registration form submitted to the Department.

An initial report of the unauthorized discharge must be provided orally to the Department by the owner or operator of the system within 24 hours of the time the owner or operator becomes aware of the discharge. (A voice mail within 24 hours is sufficient).

A written report of the unauthorized discharge must be provided to the Department by the owner or operator of the system within 5 days of the time the owner or operator becomes aware of the discharge. The written report must be submitted on this form and must contain information on the unauthorized discharge including, but not limited to, the cause of the discharge, the date and time of the discharge, the location of the discharge, information on any water bodies that may be impacted by the discharge, the number of gallons of wastewater discharged and, if the discharge has not been corrected at the time of the written report, the anticipated amount of time that the discharge is expected to continue and the steps that the owner or operator plans to implement to reduce and eliminate the discharge and prevent a recurrence of the discharge.

This form (as an electronic fillable form) and DEP contacts for MSCS are available on the Department's web site at:

[http://www.maine.gov/dep/water/wd/municipal\\_industrial/index.html](http://www.maine.gov/dep/water/wd/municipal_industrial/index.html)