



VEHICLE MAINTENANCE OPERATIONS FORM INSTRUCTION SHEET

Metropolitan Sewer District Rules and Regulations provide that discharges associated with a point source to the Metropolitan Sewer District of Greater Cincinnati (MSD) are unlawful, unless authorized by a Wastewater Discharge Permit. Vehicle Maintenance Operations are defined as point sources and may be covered under a General Permit. Failure to comply with the registration process may be a violation of Article XV of the Metropolitan Sewer District Rules and Regulations and may subject the violator to enforcement action. Below you will find instructions for completing the registration form.

1. Please complete the Vehicle Maintenance Operations (VMO) form and other applicable forms.
2. All forms can be found online at www.msdc.org, “**Customer Care**”, under the “**Industrial User Resources**” page. You can use the QR code at the top of this page to navigate to the web page.
3. The Sewer Use Customer Application must be completed along with the Vehicle Maintenance Operations form. Answer all questions carefully. If there is doubt about the appropriate response to a question, write “unsure” or “information not available.” In some cases, the questions may be answered by a simple check mark. This form may also be found on the “**Industrial User Resources**” web page.
4. The Facility Description section of the form asks about the nature of business operations. Please check all types of service, the location, equipment, and fixtures that apply to your facility.
5. The Waste Management section of the form inquire about the waste management at your facility. Waste Management includes trash/solid waste, old tires, used/removed parts, oily waste, and other waste disposal. Please provide all applicable information.
6. Please refer to the FAQ (Frequently Asked Questions) at the top of the “**Industrial User Resources**” web page. You can use the QR code at the top of this page to navigate to the “**Industrial User Resources**” web page or contact the Compliance Services Division at (513) 557-7000 with questions.
7. Return the completed forms to the Metropolitan Sewer District of Greater Cincinnati (MSD). If you have questions concerning this application, please contact the Compliance Services Division at (513) 557-7000.

The completed application should be sent to: Compliance Services Division
Metropolitan Sewer District of Greater Cincinnati
1600 Gest Street
Cincinnati, Ohio 45204

DEFINITIONS

"Authorized" or "Duly Authorized Representative" of the User.

(1) If the User is a corporation:

- a. The president, secretary, treasurer, or a 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
- b. The manager of one or more manufacturing, production, or operating facilities, provided the manager is authorized to make management decisions that govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations, and initiate and direct other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established. or actions taken to gather complete and accurate information for individual wastewater or general discharge permit requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

(2) If the User is a partnership or sole proprietorship: a general partner or proprietor, respectively.

(3) If the User is a Federal, State, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.

(4) The individuals described in paragraphs 1 through 3, above, may designate a Duly Authorized Representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to the District.

Combined Sewer - shall mean a sewer that is intended to serve as a storm sewer and a sanitary sewer

Compatible Pollutant - shall mean: biochemical oxygen demand, suspended solids, pH, and fecal coliform bacteria plus additional pollutants identified by the Director if the treatment works, in fact, does remove such pollutants to a substantial degree. The term substantial degree is not subject to precise definition, but generally contemplates removals in the order of 80 percent or greater. Minor incidental removals in the order of 30 percent are not considered substantial. Examples of the additional pollutants that may be considered compatible include:

- Chemical oxygen demand
- Total organic carbon
- Phosphorus and phosphorus compounds
- Nitrogen and nitrogen compounds
- Fats, oils and greases of animal or vegetable origin (except as prohibited where these materials would interfere with the operation of the wastewater treatment works.)

Commercial User - shall mean any and all users of the wastewater treatment system not otherwise classified.

Industrial User - shall be any user that discharges industrial waste.

DEFINITIONS

Pollution - shall mean an alteration of the quality of the Water of the State by waste to a degree that affects such waters for beneficial use or facilities that serve such beneficial uses. Pollution may include contamination

Publicly Owned Treatment Works (POTW) - shall mean the same as "Wastewater Treatment System" ("WTS"). A treatment works, as defined by section 212 of the Act (33 U.S.C. section 1292), which is owned by the Control Authority. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature and any conveyances, which convey wastewater to a treatment plant.

Residential User - shall mean any single or two-family housing unit.

Sanitary Sewer - shall mean a sewer that carries sanitary sewage and industrial wastes and to which storm, surface and groundwater are not intentionally admitted.

Sewer - shall mean any pipe or conduit for conveying wastewater or drainage water.

Storm Sewer or Storm Drain - shall mean a sewer which carries storm waters, surface runoff, street wash waters and drainage, foundation drains, ground water, roof runoff, subsoil drains, subsurface drainage, swimming pool water, but which excludes sanitary sewage and industrial wastes, other than unpolluted cooling water and unpolluted industrial process water.

Stormwater - Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.

User - shall mean any person that discharges, causes, or permits the discharge of wastewater into a public sewer.

Wastewater - shall mean a combination of the liquid and water-carried wastes from premises together with any groundwater, surface water, or storm water that may be present.