# Chapter 8

# Monitoring, Record Keeping and Reporting

## A. MS4 Permit Requirements

### 5.1 Monitoring

**5.1.A** The MS4 Operator shall retain records of any monitoring information used to complete the application for this operating permit, implementation of any part of this operating permit, and implementation for any part of the permittee's Stormwater Management Program for a period of at least three (3) years from the date of the sample, measurement, or analysis. This period may be extended by official request by the Department at any time. These records may be maintained electronically.

> Monitoring data shall include, if applicable, the below information:
> 1. All calibrations and maintenance records;
> 2. All original strip chart recordings for continuous monitoring instrumentation;
> 3. The date, location, and time of sampling or measurement;
> 4. The individual(s) who performed the sampling or measurements;
> 5. The date(s) analyses were performed;
> 6. The individual(s) who performed the analyses;
> 7. The analytical techniques or methods used; and
> 8. The results of such analyses.

**5.1.B** Any monitoring conducted for the purpose of implementation of any part of this permit shall be conducted in accordance to test procedures approved under 40 CFR Part 136 unless another method is required under 40 CFR subchapters N or O.

### 5.2 Recordkeeping
These records may be maintained electronically.

**5.2.A** The permittee shall retain records of all activities requiring recordkeeping by the Stormwater Management Program, a copy of the NPDES permit, a copy of all ordinances, policies, and formal procedures for all six (6) MCMs and records of all data used to complete the application for this permit, for a period of at least three (3) years from the date of the report or application. This period may be extended by official request of the Department at any time.

**5.2.B** The permittee shall retain the most recent version of their Stormwater Management Plan at a reasonable location accessible to the Department, this may be done as a publicly available website.

**5.2.C**  The permittee shall submit the items required under Part 5 of this permit, including a copy of the permit, Stormwater Management Plan, or application upon written request by the public.

**5.2.D**  The permittee shall submit the items contained in Part 5 of this permit upon request to the Department.

### 5.3    MS4 Annual Report

**5.3.A**  A report to the Department on the status of the MS4's program is due annually on or before February 28th. This report shall cover the previous year from January 1$^{st}$ to December 31$^{st}$. The MS4 Operator shall submit the MS4 Stormwater Management Program Report containing, at a minimum:

1. Information regarding progress toward achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.
2. The status of the MS4's compliance with permit conditions.
3. Assessment(s) of the appropriateness of identified BMPs and corresponding measurable goals for each MCM.
4. A summary of results of information collected and analyzed during the reporting period, including monitoring data or quantifiable values per the MS4's measurable goals.
5. A summary of the TMDL Assumptions and Requirement Attainment Plan (ARAP), if applicable, containing the implementation status of BMPs and measurable goals specific to the TMDL ARAP or progress toward implementing the schedule for implementation of the TMDL ARAP. The summary shall also include any changes to BMPs and corresponding measurable goals.
6. If the permittee is utilizing a Department approved integrated planning process, the permittee shall provide a summary of the status of the integrated plan.
7. A statement if the permittee is relying on another government entity to satisfy some of the permittee's permit obligations. If applicable, the permittee shall supply the name of the entity, the name of the entity's primary contact person, and other relevant contact information.
8. If approved by the Department, permittees may submit the MS4 Stormwater Management Program Report using an alternative report format.

**5.3.B**  Permittees shall submit the MS4 Stormwater Management Program Report via the Department's Electronic Discharge Monitoring Report (eDMR) Submission System.

1. Per 40 CFR 122.34(c)(3) reports must be submitted electronically by the owner, operator, or the duly authorized representative of the small MS4 to the NPDES permitting authority or initial recipient, as defined in 40 CFR 127.2(b).

All general permit covered facilities under this master general permit shall comply with the Department's requirements for electronic reporting.

a) Registration to participate in the Department's eDMR system is required as part of the application for general permit coverage in order to constitute a complete permit application and may be accessed at dnr.mo.gov/env/wpp/edmr.htm.

b) Electronic Submissions. Access the eDMR system. This is accessible through the Missouri Gateway for Environmental Management (MoGEM): https://dnr.mo.gov/mogem/. If you experience difficulties with using the eDMR system you may contact edmr@dnr.mo.gov or call 855-789-3889 or 573-526-2082 for assistance.

c) Waivers from Electronic Reporting. The permittee must electronically submit compliance monitoring data and reports unless a waiver is granted by the Department in compliance with 40 CFR Part 127.

| Who has access to the eDMR system? | |
|---|---|
| NAME | Role in the eDMR system |
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2. The permittee may obtain a temporary or permanent electronic reporting waiver by first submitting an eDMR Waiver Request Form (Form 780-2692): http://dnr.mo.gov/forms/780-2692-f.pdf, by contacting the appropriate permitting office or emailing Electronic Discharge Monitoring Report (eDMR) Submission System. Per 40 CFR Part 127 National Pollutant Discharge Elimination System (NPDES) Electronic Reporting Rule, reporting of effluent limits and monitoring shall be submitted by the permittee via an electronic system to ensure timely, complete, accurate, and nationally consistent set of data about the NPDES program.