



# Industrial General Permit Guide: Roadmap to Compliance

Businesses conducting industrial-related activities must comply with Federal, State, and Regional requirements that protect the health of our communities by preventing water pollution. **The State of California** regulates these activities through the **Industrial General Permit (IGP)**, which the San Diego Water Board enforces. The County of San Diego has created this guide, containing steps and web links, to support businesses in complying with the State of California's IGP.



Water pollution can occur through a variety of sources, including uncontained trash, manufacturing byproducts, irrigation runoff, and vehicle washing. **All sources of pollution are prohibited from leaving your site; only rainwater is allowed in the streets and storm drains.** Implementing Best Management Practices will help keep pollutants out of our waterways and help your business comply with both the State of California's IGP and other local ordinances.



## STEP 1 DETERMINE IF YOUR BUSINESS IS SUBJECT TO THE IGP:

### ► Find your **SIC code**: your SIC code (Standard Industrial Classification) is based on your business' primary activity.

- Use the [SIC lookup tool](#) and search your primary activity by keyword (e.g., wine, stone cutting, metal working) in the "Enter the search keyword(s)" bar. Main categories of business types can be found in this [SIC Code Catalogue](#).

#### Standard Industrial Classification (SIC) System Search

STATISTICS & DATA | SIC MANUAL

This page allows the user to search the 1987 version SIC manual by keyword, to access descriptive information

Enter a SIC CODE:

Enter the search keyword(s):

Submit

Clear

Search Help and Examples

### ► Compare your SIC code to **IGP Attachment A** to check if your business' primary activity is listed.

- The IGP regulates a wide variety of activities, including some that are not often thought of as "industrial."
- Examples of regulated business activities (and their SIC codes) include manufacturing (SICs 2000-3999), machining and metal working (3300-3799), stone cutting (3281), wine making (2084), some feedlots (0211-0272), and transportation services with vehicle maintenance or washing (4000-4220, 4226-4599).

### ► If you are unsure of your SIC code or if your business needs to comply with IGP requirements, contact the San Diego Water Board at (619) 516-1990 or [r9\\_stormwater@waterboards.ca.gov](mailto:r9_stormwater@waterboards.ca.gov)

### ► If it is determined your business is not subject to the IGP, stop here. Otherwise, continue to Step 2.



## STEP 2 SUBMIT YOUR IGP APPLICATION:

### ► Determine if you need to file a **No Exposure Certification (NEC)** or a **Notice of Intent (NOI)** application.

- **NEC:** You qualify to submit a NEC if there is **NO** outdoor exposure of industrial-related activities, materials, and wastes (i.e. ZERO exposure to stormwater 100% of the time). The NEC has fewer, less costly annual requirements and a lower annual fee than the NOI.
- **NOI:** If there is **ANY** outdoor exposure of industrial-related activities, materials, or wastes, then you will need to submit a NOI. Contact the San Diego Water Board to confirm the appropriate application for your business.

### ► Visit [smarts.waterboards.ca.gov](https://smarts.waterboards.ca.gov) (SMARTS) to create an account and submit your application.



## STEP 3 IMPLEMENT IGP REQUIREMENTS:

### ► **Become familiar with the IGP to understand its requirements.**

- The IGP reporting year begins July 1 and ends June 30.

### ► **To complete NEC requirements:**

- Complete the NEC form and an NEC checklist in SMARTS and prepare a site map.
- Annually pay fees to the State, re-evaluate your site, and re-certify the NEC.

### ► **To complete NOI requirements:**

- Prepare and maintain a Storm Water Pollution Prevention Plan (SWPPP).
  - SWPPPs include information about your business' activities and characteristics, including potential pollutants and pollutant prevention activities, routine stormwater monitoring and training, and a site map.
- Perform monthly site inspections and an annual comprehensive site inspection.
- Take samples of storm water runoff at appropriate discharge points.
  - Obtain the materials and identify the parameters needed to sample (as determined by your business' activities, its location, and other permit requirements) and contact a qualified lab.
  - Sampling is required four times per reporting year (July 1 to June 30). Take two samples between July 1 – Dec 31 and two more between Jan 1 – Jun 30 during business hours and under specific conditions.
  - Sample results need to be entered and certified through your SMARTS account within 30 days after they are received.
  - High pollutant levels in samples may cause your business to be required to implement additional actions, such as consulting a Qualified Industrial Stormwater Practitioner and building storm water treatment systems.
- Annually submit fees to the State and submit an annual report in SMARTS by July 15th.



**Note that the IGP is periodically updated, and recent amendments may change requirements at your facility.**

For additional information and resources, please visit the State Water Resources Control Board's webpage: [https://www.waterboards.ca.gov/water\\_issues/programs/stoarmwater/industrial.html](https://www.waterboards.ca.gov/water_issues/programs/stoarmwater/industrial.html)

! To access a digital copy of this flyer and the hyperlinks (underlined text) within it, visit the County's Industrial & Commercial resource page: <https://www.sandiegocounty.gov/content/sdc/dpw/watersheds/IndustrialCommercial.html>