State of New Mexico
Energy Minerals and Natural Resources

Oil Conservation Division
1220 South St. Francis Dr.
Santa Fe, NM 87505

Revised
November 2021

GROUND WATER DISCHARGE APPLICATION/PLAN FORMAT GUIDELINES

The following is a general format for a Ground Water Discharge Plan. The Ground Water Discharge Plan must consist of a complete plan for addressing all intentional and potential discharges at a given site. The Ground Water Discharge Plan must include the information specified in WQCC 20.6.2.3106(D) NMAC, the applicable information required in 20.6.2.3107(A) NMAC, and the public notice requirements specified in 20.6.2.3108(A) NMAC. Additional site-specific information should be included where appropriate. **This FORM is meant to be used in conjunction with the Ground Water Discharge Plan Guidance Document, which includes discharge plan instructions.**

Facility Description*

- Provide addresses, emails, and phone numbers of operator, facility contact person, legally responsible party, and landowner. Also include Operator OGRID number.
- Describe type of facility (Refinery, gas processing plant, well pad tank battery, gas compressor station, crude oil pump station, oil field service company, etc.).
- Provide location of facility by Public Land Survey System Designation, latitude/longitude, address of facility, and by highway access description.
- Facility map(s) and diagram(s) indicating location of fences, pits, berms, tanks, loading areas, storage facilities, disposal facilities, processing facilities, wastewater treatment facilities, monitoring wells, and facility/property boundaries.

Site Characteristics*

- Provide the hydrologic/geologic information as specified in the Ground Water Discharge Plan Guidance Document. Include supporting attachments and/or reference materials.

Potential and Intentional Discharges*

For each area of storage and collection systems, including containerized material:

- Ensure that all materials used or stored at the facility are addressed. For each source, provide summary information including the general composition of the material or specific information (e.g., brand name), whether a solid or liquid, type of container (tank, drum, pit, sump, etc.), estimated volume stored, description of the primary and secondary containment, lined or unlined containment (if lined, describe lining material), and location (yard, shop, drum storage, etc.). See Ground Water Discharge Plan Guidance Document for further instructions.

For each present source of effluent and waste streams:

- Ensure that all intentional and potential discharges are addressed. For each source include types of major effluent/waste (e.g., produced water, spent gas treating fluids, heat media, hydrocarbons, sewage, etc.). Provide estimated quantities in barrels or gallons, volumetric flow rates (if applicable), location (yard, shop, drum storage, etc.), and types and volumes of major additives (e.g., acids, biocides, detergents from steam cleaner, degreasers, corrosion inhibitors etc.). See Ground Water Discharge Plan Guidance Document for further instructions.

Collection and Storage Systems*

- For collection and storage systems, provide sufficient information to determine what water contaminants may be discharged to the surface and subsurface within the facility. See Ground Water Discharge Plan Guidance Document for further instructions.

Inspection, Maintenance, and Reporting*

- Include a routine inspection and maintenance plan to ensure permit compliance. See Ground Water Discharge Plan Guidance Document for further instructions.

Proposed Modifications*

- Include a description of proposed modifications to existing collection/treatment/disposal systems. See Ground Water Discharge Plan Guidance Document for further instructions.

Contingency Plan for Releases*

- Include a contingency plan that anticipates where any leaks or spills might occur. The contingency plan must describe how the applicant proposes to guard against such accidents and detect them when they have occurred. See Ground Water Discharge Plan Guidance Document for further instructions.

Public Notice*

- Include all the information required by Paragraphs (1) through (5) of Subsection F of 20.6.2.3108 NMAC and indicate, for department approval, the proposed locations and newspaper for providing notice required by Paragraphs (1) and (4) of Subsection B or Paragraph (2) of Subsection C of 20.6.2.3108 NMAC. See Ground Water Discharge Plan Guidance Document for further instructions.

Additional Information*

- Additional site-specific information should be included where appropriate. See Ground Water Discharge Plan Guidance Document for further instructions.

Facility Closure Plan*

- Attach a facility closure plan and other necessary information to demonstrate compliance with 20.6.2.3107(A)(11) NMAC. See Ground Water Discharge Plan Guidance Document for further instructions.

Ground Water Discharge Plan Fee*

- WQCC 20.6.2.3114 NMAC requires every facility submitting a discharge permit application for approval, modification, or renewal to pay the permit fees specified in Table 1 of this section and pay a filing fee as specified in Table 2 of this section to the Water Quality Management Fund. See Ground Water Discharge Plan Guidance Document for further instructions.

Certification

- Include a certification statement: CERTIFICATION: I hereby certify that the information submitted with this application is true, accurate, and complete to the best of my knowledge and belief.

*** This FORM is meant to be used in conjunction with the Ground Water Discharge Plan Guidance Document, which includes discharge plan instructions; refer to this document for all required information.**

GUIDANCE DOCUMENT FOR GROUND WATER DISCHARGE PERMIT APPLICATIONS AT REFINERIES, NATURAL GAS PLANTS, WELL PAD TANK BATTERIES, GAS COMPRESSOR STATIONS, CRUDE OIL PUMP STATIONS, AND OIL AND GAS SERVICE COMPANIES (REVISED 11-2021)

OIL CONSERVATION DIVISION
1220 SOUTH ST. FRANCIS DR.
SANTA FE, NEW MEXICO 87505
PHONE: (505) 476-3441

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Purpose of a Ground Water Discharge Permit

The Water Quality Control Commission (WQCC) 20.6.2.1201.A(1) states, “Notices regarding discharges from facilities for the production, refinement, pipeline transmission of oil and gas or products thereof, the oil field service industry as related to oil and gas production activities, oil field brine production wells, and carbon dioxide facilities shall be filed with the oil conservation division of the energy, minerals and natural resources department.” WQCC Regulations 20.6.2.3104 and 20.6.2.3106 NMAC stipulate that, unless otherwise provided for by regulation, no person shall cause or allow effluent or leachate to discharge so that it may move directly or indirectly into the ground water unless such discharge is pursuant to a discharge permit approved by the director. The Oil and Gas Act (Section 70-2-12.B(22)) authorizes the New Mexico Oil Conservation Division (OCD) to regulate the disposition of non-domestic, non-hazardous wastes at oil field facilities to protect public health and the environment. The OCD has combined these requirements into one document, (a "discharge plan") that will provide protection to ground water, surface water, and the environment through proper regulation of the transfer and storage of fluids at the facility and disposal of waste liquids and solids.

The discharge permit takes into account intentional discharges as well as potential discharges from a facility. Therefore, a facility having no intentional discharges is still required to have a discharge plan. Inadvertent discharges of liquids (i.e., leaks and spills, or any type of accidental discharge of contaminants) or improper disposal of waste solids have a potential to cause ground water contamination or threaten public health and the environment. The discharge plan must address surface facility operations including all areas of containerized material, storage pits, tankage, product storage areas, loading areas, effluent/waste treatment, and known ongoing groundwater impacts, etc.

Applying for Ground Water Discharge Permits

The Ground Water Discharge Plan serves as an application for a Ground Water Discharge Permit. To assist permit applicants, Form Guidelines can be found on OCD’s forms page at https://www.emnrd.nm.gov/ocd/ocd-forms/. The outlined Form along with this guidance document should be followed to ensure an expedited review for Department approval.

The Ground Water Discharge Plan shall set forth in detail the methods or techniques the permit applicant proposes to use which will ensure compliance with WQCC regulations and the Oil and Gas Act. The permit applicant’s proposed Ground Water Discharge Plan must provide OCD’s technical staff and director with sufficient information about the operation to demonstrate that the discharger's activities will not cause a violation of state regulations or ground water standards (WQCC 20.6.2.3103 NMAC). The Ground Water Discharge Plan must include the information specified in WQCC 20.6.2.3106(D) NMAC, the applicable

information required in 20.6.2.3107(A) NMAC, and the public notice requirements specified in 20.6.2.3108(A) NMAC.

Facility Types Required to Obtain a Ground Water Discharge Permit

OCD regulates disposal of non-domestic, non-hazardous wastes resulting from the activities at refineries, natural gas plants, well pad tank batteries, gas compressor stations, crude oil pump stations, and oil field service industries pursuant to authority granted in the New Mexico Oil and Gas Act and the Water Quality Act. OCD administers, through delegation by WQCC, all Water Quality Act regulations pertaining to surface and ground water except sewage. However, if the sewage is in a combined waste stream, the OCD will have jurisdiction.

Fees for a Ground Water Discharge Permit

A completed Ground Water Discharge Permit Application/Plan, including date and signature, must be submitted via OCD's E-Permitting System along with the filing fee described in WQCC 20.6.2.3114 NMAC, TABLE 2. The filing fee must be made payable to the Water Quality Management Fund and sent to the below address:

Water Quality Management Fund
Oil Conservation Division - Attn: Leigh Barr
1220 South St. Francis Dr.
Santa Fe, NM 87505.

Once OCD determines a discharge permit can be issued, the applicant must make payable to the Water Quality Management Fund the associated permit fee as indicated in WQCC 20.6.2.3114, TABLE 1 NMAC. Note, well pad tank batteries do not currently have a fee identified in TABLE 1 but must pay the fee associated with Gas Compressor Stations > 1001 Horsepower. All permit fees are to be sent to the above address.

Timelines for Permits

For new or proposed facilities, WQCC 20.6.2.3106(B) NMAC requires the submittal and approval of a discharge plan prior to the start of discharges. The regulation further specifies that "for good cause shown, the director may allow such a person to discharge without an approved discharge plan for a period not to exceed 120 days."

For existing facilities, WQCC 20.6.2.3106(A) NMAC provides for submittal of a ground water discharge plan within "120 days of receipt of written notice that a discharge plan is required, or such longer time as the director shall for good cause allow." Dischargers not having an approved discharge plan may continue discharging "without an approved discharge plan until 240 days after written notification by the director that a discharge plan is required or such longer time as the director shall for good cause allow."

Next Steps in the Permit Process

After a Ground Water Discharge Plan has been deemed administratively complete by the OCD, the applicant is required to conduct public notice. In addition, OCD must publish a public notice and allow 30 days for public comment before a discharge plan may be approved or otherwise resolved. If significant public interest is indicated, a public hearing will be held which will delay a decision on plan approval.

The review of a Ground Water Discharge Plan can require several months depending on complexity. This includes time for requests to the discharger for additional information and clarification, in-house information gathering and analysis, and field investigations of the discharge site, and a public notice and comment period. Review time will be dependent on the extent to which a facility has generally self-contained processes to prevent movement of fluids and leaching of solids from the work area into the environment.

For example, the review process will be expedited when effluent, process or other fluids are routed to tanks, or double lined pits with underdrains for leak detection, when accurate monitoring of fluid volumes and pressure and/or integrity testing is performed for leak detection in below grade or underground tanks, and when the possibility of accidental spills and leaks is addressed by adequate contingency plans (e.g., proper secondary containment and established response plans). Other examples allowing faster review include recycling of used lube oils, proper disposal of dried sludges to minimize potential ground water contamination, and closure of previously used ponds. The more rapid review of Ground Water Discharge Plans for such facilities is possible because much less geologic and hydrologic study of the site is required to delineate impact.

Similarly, longer review times will be required for operators seeking to continue to use unlined ponds or to utilize other procedures that have a high probability of allowing infiltration and movement of effluent and leachate to the subsurface. For these instances, large amounts of technical data generally will be required including: 1) detailed information on site hydrogeology, natural and current water quality, and movement of contaminants; 2) processes expected to occur in the vadose and saturated zones to attenuate constituents to meet WQCC standards at a place of present or reasonably foreseeable future use of ground water; and 3) monitoring of ground water (including post operational monitoring as necessary).

If an operator desires to change or modify effluent or solid waste disposal practices it is not necessary to have completed all such changes prior to plan approval. A commitment to make the changes together with submittal of proposed modification details and a timely completion schedule can be included in the plan. These become plan requirements after the plan is approved.

After Issuance of a Permit

Once a Ground Water Discharge Plan has been approved and an accompanying permit is issued, discharges must be consistent with the terms and conditions of the plan and permit. Similarly, if there is any facility expansion or process change that would result in any significant modification of the approved discharge of water contaminants, the discharger is required to notify this agency, and have the modification approved prior to implementation. Approval of a Ground Water Discharge Plan and issuance of a Ground Water Discharge Permit by OCD will not relieve the operator of the necessity to become familiar with other applicable state and federal regulations, especially EPA's Hazardous Waste Regulations.

Additional Instructions for a Ground Water Discharge Plan

The following Ground Water Discharge Plan instructions have been prepared for use by the permit applicant to aid in fulfilling the requirements of WQCC 20.6.2.3106, 20.6.2.3107, and 20.6.2.3108 NMAC and to expedite the review process by minimizing OCD requests for additional information. The format of the Ground Water Discharge Plan should follow the Form Guidelines found on OCD's forms page at https://www.emnrd.nm.gov/ocd/ocd-forms/. The outlined form along with this guidance document should be followed to ensure an expedited review for Department approval.

OCD suggests you read the entire document before preparing your application. Not all information discussed may be applicable to your facility. If there are any questions on the preparation of a discharge plan, please contact OCD's Environmental Bureau, Administrative Permitting Section (1220 S. St. Francis Dr., Santa Fe, New Mexico 87505 or by telephone at (505) 476-3441).

DISCHARGE PLAN INSTRUCTIONS

Facility Description

The Ground Water Discharge Plan must indicate the operational purpose(s) of the facility (if a compressor station, include the total combined site rated horsepower) and include the operator, legally responsible party, facility contact, and landowner name(s) along with contact information (e.g., address, phone number, and email), and Operator OGRID number.

The Plan must provide a legal description of the location (e.g., 1/4, 1/4, Section, Township, Range) and county. For non-surveyed land, use state coordinates or latitude/longitude. The Plan needs to include a large-scale topographic map, facility site plan, or detailed aerial photograph for use in conjunction with the written material. If within an incorporated city, town or village also provide a street location and map.

The Plan must also include a facility description along with diagrams indicting location of fences, pits, berms, tanks, loading areas, storage facilities, disposal facilities, processing facilities, wastewater treatment facilities, monitoring wells, and facility/property boundaries.

Site Characteristics

The following hydrologic/geologic information is required to be submitted with all Ground Water Discharge Plan Applications along with supporting attachments and/or reference materials:

1. General description of topography, elevations, and vegetation types;
2. Soil type(s), (sand, clay, loam, caliche);
3. Name, description, and location of any bodies of water, streams (indicate perennial or intermittent), or other watercourses (arroyos, canals, drains, etc.) and ground water discharge sites (seeps, springs, marshes, swamps) within one mile of the outside perimeter of the facility;
4. Location of monitoring wells (existing and proposed) within and outside of the facility boundary;
5. Location of water wells within one-quarter mile of the outside perimeter of the facility, specify use of water (e.g., public supply, domestic, stock, etc.);
6. Name of aquifer(s), including composition of aquifer material (e.g., alluvium, sandstone, basalt, etc.);
7. Depth to and lithological description of rock at base of alluvium below the discharge site (if available);

8. Explain the flooding potential at the facility with respect to major precipitation and/or run-off events. Is any part of the facility in a flood plain or has there been any historical flooding at this location? Describe flood protection measures (berms, channels, etc.), if applicable; and
9. Provide the depth to groundwater, and total dissolved solids (TDS) concentration (in mg/l) of the groundwater most likely to affect each potential discharge point. Include the source of the TDS information and how it was determined. Provide a recent water quality analysis of the ground water, if available, including name of analyzing laboratory and sample date.

Potential and Intentional Discharges

For each area of storage and collection systems, including containerized material:

Ensure that all materials used or stored at the facility are addressed. For each source, provide summary information including the general composition of the material or specific information (e.g., brand name), whether a solid or liquid, type of container (tank, drum, pit, sump, etc.), estimated volume stored, description of the primary and secondary containment, lined or unlined containment (if lined, describe lining material), and location (yard, shop, drum storage, etc.). Examples of **Materials Stored or Used at the Facility** are as follows (but are not limited to):

Process specific chemicals, i.e., TEG, Amine, Lean Oil, etc.	Paraffin Treatment/Emulsion breakers
Acids/Caustics	Biocides
Detergents/soaps	Solvents, inhibitors, and degreasers
Diesel/used oil	Condensate/Produced Water

For each present source of effluent and waste streams:

Ensure that all intentional and potential discharges are addressed. For each source include types of major effluent/waste (e.g., produced water, spent gas treating fluids, heat media, hydrocarbons, sewage, etc.). Provide estimated quantities in barrels or gallons, volumetric flow rates (if applicable), and types and volumes of major additives (e.g., acids, biocides, detergents from steam cleaner, degreasers, corrosion inhibitors etc.), and location (yard, shop, drum storage, etc.). Some examples are (but are not limited to):

Separators, Scrubbers, and Slug Catchers	Used lube oil and process filters
Boilers, Waste Heat Recovery Units, cogeneration facilities, and cooling towers/fans	Sewage (Indicate if other wastes are mixed with sewage; if no commingling occurs then domestic sewage under jurisdiction of the NMED)
Wash down/Steam out effluent from process and storage equipment internals and externals	Other waste solids (e.g., used drums, molecular sieve materials, charcoal filter media, etc.)
Solvent/degreaser use	Painting wastes
Spent acids or caustics	Laboratory wastes
Used engine coolants (i.e., antifreeze)	Solids and sludges from tanks
Used lubrication and motor oils	Other waste liquids
Wastewater Treatment Plant Effluent	

Provide the following information for each identified source, *where applicable*, based on process knowledge and/or sampling results (e.g., for intentional/known discharges, etc.):

1. Provide concentration analysis for Total Dissolved Solids (TDS) and Major Cations/Anions (e.g., F, Br, Ca, K, Mg, Na, HCO3, CO3, Cl, SO4 in mg/l), pH, and Conductivity in umhos/cm.
2. Provide hydrocarbon analysis for benzene, ethyl benzene, toluene, and meta-, ortho-, and Para-xylene (i.e., BTEX).
3. Provide analyses for WQCC 2.6.2.3103 NMAC standards not included within above analyses. Exceptions can be approved upon request for certain constituents if not used in processing or not expected to be present in the wastewater effluent.
4. Discuss the presence of toxic pollutants in each process where a discharge/possible discharge effluent may be generated. Provide volumes and concentrations. Estimates may be used pending OCD Director evaluation of discharge plan submittal and proposed discharge methods.
5. Discuss sampling locations, methods, and procedures used to obtain values for #1, 2, and 3 above. Include information as to whether the sample was "grab" or "time-composite," and sample collection and preservation techniques, laboratory used for the analysis, etc. Sources for sampling and analytical techniques to be used are listed in WQCC 20.6.2.3107(B) NMAC.
6. Discuss any variations that could produce higher or lower values than those shown by the sampling procedures outlined above in #5 (e.g., flowrate variations, process upsets, etc.). If major variations are expected or inherent with a particular process, provide ranges and the expected average.

On-Site Disposal: Describe each existing on-site locations used for effluent/solids discharge disposal of water, sludges, waste oils, solvents, etc., including surface impoundments, disposal pits, leach fields, floor

drains, injection wells, and landfarms, etc. Locate all disposal areas on the facility site plan or topographic map.

Off-Site Disposal: If wastewater, sludges, solids etc. are pumped or shipped off-site, indicate general composition (e.g., waste oils), method of shipment (e.g., pipeline, trucked), and final disposition (e.g., recycling plant, OCD permitted Class II disposal well, or domestic landfill, etc.). Include name, address, and location of receiving facility. If receiving facility is a sanitary or modified landfill show operator approval for disposal of the shipped wastes.

Commingled Waste Streams: It is recommended that waste streams be segregated as much as possible- especially those wastes that are exempt from RCRA Subtitle C regulations and those that are non- exempt. If hazardous wastes are on-site, they should never be commingled with exempt wastes or non-exempt non-hazardous wastes. For guidance in dealing with hazardous waste(s) contact the NMED Hazardous Waste Bureau at 505-476-6000. If produced and process fluids are commingled within the facility, and if individual rates, volumes, and concentrations do not vary beyond a set range, and if process units are entirely self-contained to prevent intentional discharges and spills or inadvertent discharges, then chemical characterization of commingled effluent or process streams may be sufficient to satisfy discharge plan requirements. If the discharger wishes to submit information on commingled streams in lieu of submittal of individual stream characteristics, adequate information should be provided to justify the request.

Groundwater Contamination: Indicate if groundwater impacts have been found at the site, or if there is no current method for monitoring groundwater at the time of application. If groundwater impacts have been found, explain possible sources and briefly describe efforts to remediate the impacts. Reference remediation plans and reports if applicable.

Disposal methods: Provide technical data on the design elements of each disposal method. Some examples are:

1. Surface impoundment - Report the date built, use, type and volume of effluent stored, area, volume, depth, slope of pond sides, sub-grade description, liner type and thickness, compatibility of liner and effluent, installation methods, leak detection methods and frequency checked, freeboard, runoff/run on protection.
2. Leach fields - Type and volume of effluent, and leach field design layout. If non-sewage or mixed flow from any process unit or internal drains is, or has been, sent to the leach fields, include dates of use and disposition of septic tank sludges.
3. Injection wells - Describe effluent injected, volume, depth, formation, OCD order number and approval date. If the injection well has been issued a discharge permit, reference the permit number and the expiration date. The effluent must not be classified as a hazardous waste at the time of

injection. (Note - Any sump, floor drain or hole deeper than wide used for subsurface emplacement of fluids may be considered an injection well unless its integrity to contain fluids can be demonstrated. Class II injection wells are required to have an OCD permit and can only inject produced water or other waste fluids brought to the surface that are Exempt from RCRA Subtitle C Hazardous Waste regulations. A Part 5 WQCC Class I Non-Hazardous discharge plan approval will be required if the injection well is used to dispose of Non-Exempt, Non-Hazardous effluent. The effluent cannot be classified as a Hazardous Waste by characteristics or listing as spelled out in RCRA Subtitle C.

4. Drying beds or other pits - Types and volumes of waste, area, capacity, liner, clean-out interval and method, and ultimate disposal location.
5. Solid's disposal - Describe types of volumes frequency and location of on-site solids disposal. Types of solids include sands, sludges, filters, containers, cans, and drums, etc.
6. Landfarms - Describe the surface dimensions of the landfarm area and the operational and monitoring procedures, as well as soil types and containment. If the landfarm has been permitted, reference the permit number/registration and expiration date.
7. Leach fields, pits, and surface impoundments having single liners of any composition, clay liners or that are unlined and not proposed to be modified or closed as part of this discharge plan:
    a. Describe the existing and proposed measures to prevent or retard seepage such that ground water at any place of present or future use will meet WQCC 20.6.2.3103 NMAC, and not contain any toxic pollutants.
    b. Provide the location and design of site(s) and method(s) to be available for effluent sampling and for measurement or calculation of flow rates. Describe the monitoring system existing or proposed in the plan to detect leakage or failure of the discharge system.
    c. If ground water monitoring exists or is proposed, provide information on the number, location, design, and installation of monitoring wells.

Collection and Storage Systems

For collection and storage systems, provide sufficient information to determine what water contaminants may be discharged to the surface and subsurface within the facility. Water and wastewater flow schematics may be used provided they have sufficient detail to show individual treatment units. Information desired includes whether tanks, piping, and pipelines are pressurized, above ground or buried. If fluids are drained to surface impoundments, oil skimmer pits, emergency pits, shop floor drains, sumps, etc. for further transfer and processing, provide size and indicate if these collection units are lined or unlined. If lined describe lining material (e.g., concrete, steel tank, synthetic liner, etc.).

Tankage and Chemical Storage Areas: Storage tanks for fluids other than fresh water should be bermed to contain a volume one-third more than the largest tank. If tanks are interconnected, the berm should be designed to contain a volume one-third more than the total volume of the interconnected tanks. All new tank installations should be placed on an impermeable pad. Chemical and drum storage areas should be paved, curbed, and drained such than spills or leaks from drums are contained on the pads or in lined sumps.

Buried Piping: All facilities should demonstrate the integrity of buried piping. If the facility contains underground process or wastewater pipelines the age and specifications (i.e., wall thickness, fabrication material, etc.) of said pipelines should be submitted. A proposed hydrostatic test method and schedule for testing of piping should be included as part of the submittal. All lines should be tested to a pressure of 3 pounds per square inch above the normal operating pressure in the line, and a duration time for the test will also be proposed for OCD approval. If hydrostatic tests have already been conducted, details of the program and the results should be submitted.

Inspection, Maintenance, and Reporting:

Describe existing and proposed routine inspection procedures for facility operations to prevent potential releases, including surface impoundments and other process/disposal units having leak detection systems. Include frequency of inspection, how records are to be maintained, and repair process procedures in the event of a release and/or leak detection. If ground water monitoring is used to detect leakage on failure of the surface impoundments, leach fields, or other approved disposal systems provide:

1. The frequency of sampling and constituents to be analyzed.
2. The proposed periodic reporting of the results of the monitoring and sampling.
3. The proposed actions and procedures (including OCD notification) to be undertaken by the discharger in the event of detecting leaks or failure of the discharge system.

Discuss general procedures for containment of precipitation and runoff such that water in contact with process areas does not leave the facility or is released only after testing for hazardous constituents. Include information on curbing, drainage, disposition, notification, etc.

Proposed Modifications

If collection and storage systems do not meet the necessary criteria, or if protection of ground water cannot be demonstrated, describe what modification of that particular method (including closure), or what new facility, is proposed to meet the requirements of the Regulations. Describe in detail the proposed changes. Provide the proposed time schedule for construction and completion. (Note: OCD has developed specific

guidelines for lined surface impoundments, land farms, below grade tanks, and closure guidelines that are available upon request.)

For ponds, pits, leach fields, etc. where protection of ground water cannot be demonstrated, describe the proposed closure of such units so that existing fluids are removed, and emplacement of additional fluids and runoff/run on of precipitation are prevented. Provide a proposed time schedule for closure. (Note: The OCD has closure guidelines and are available upon request.)

Spill/Leak Prevention and Reporting Procedures (Contingency Plan for Releases)

The Ground Water Discharge Plan must include a contingency plan that anticipates where any leaks or spills might occur. The contingency plan must describe how the applicant proposes to guard against such accidents and detect them when they have occurred. The contingency plan must describe the steps proposed to contain and remove the spilled substance or mitigate the damage caused by the discharge such that ground water is protected, or movement into surface waters is prevented. The discharger will be required to notify the OCD of releases and this commitment must be included in the contingency plan. The notification requirements for any discharge subject to 20.6.2.1203 NMAC does not define a threshold limit for reporting purposes. Therefore, discharges and/or releases under five bbls should be reported to OCD's Administrative Permitting Section via phone and/or email. Discharges and/or releases meeting the definition of major or minor releases per 19.15.29 NMAC should be reported via OCD's E-Permitting System on Form C-141 within the required timeframe.

The contingency plan must describe proposed procedures addressing containment, cleanup, and reporting of spills that occur at the facility. Include information as to whether areas are curbed, paved, and drained to sumps; final disposition of spill material; proposed schedule for OCD notification of spills; etc. Also describe methods used to detect leaks and ensure integrity of above and below ground tanks and piping. Discuss frequency of inspection and procedures to be undertaken if leaks are detected.

If an injection well is used for on-site effluent disposal, describe the procedures to be followed to prevent unauthorized discharges to the surface or subsurface in the event the disposal well or disposal line is shut-in for work over or repairs (e.g., extra storage tanks, emergency pond, shipment offsite, etc.). Address actions to be taken in the event of disposal pipeline failure, extended disposal well downtime, etc.

Public Notice

For a Ground Water Discharge Plan to be deemed administratively complete, the application must include all of the information required by Paragraphs (1) through (5) of Subsection F of 20.6.2.3108 NMAC and

shall indicate, for department approval, the proposed locations and newspaper for providing notice required by Paragraphs (1) and (4) of Subsection B or Paragraph (2) of Subsection C of 20.6.2.3108 NMAC.

Additional Information

Provide any additional information necessary to demonstrate that approval of the discharge plan will not result in concentrations more than the standards of WQCC 20.6.2.3103 or the presence of any toxic pollutants at any place of withdrawal of water for present or reasonably foreseeable future use. Depending on the method and location of discharge, detailed technical information on site hydrologic and geologic conditions may be required to be submitted for discharge plan evaluation. This material is most likely to be required for unlined surface impoundments and pits, and leach fields. Check with OCD before providing this information. The below additional information may be required but is not limited to the following:

1. Generalized maps and cross-sections;
2. Potentiometric maps for aquifers potentially affected;
3. Porosity, hydraulic conductivity, storativity and other hydrologic parameters of the aquifer;
4. Stratigraphic information including formation and member names, thickness, lithologies, lateral extent, etc.;
5. Specific information on the water quality of the receiving aquifer; and
6. Information on expected alteration of contaminants due to sorption, precipitation, or chemical reaction in the unsaturated zone, and expected reactions and/or dilution in the aquifer;

Attach such other information as is necessary to demonstrate compliance with any other OCD rules, regulations and/or orders. Examples include previous Division orders or letters authorizing operation of the facility or any surface impoundments at the location.

Facility Closure Plan

The Closure Plan shall include all the information described in WQCC 20.6.2.3107(A)(11) NMAC and should reference OCD guidelines for accepted remediation techniques and other closure guidelines.