The Inland Empire Utilities Agency’s requirements for recycled water users contain specific provisions for reporting spills or unauthorized discharges. **Timely notification must be made to IEUA even if all the information is not available.**

**For any unauthorized discharge of more than 50,000 gallons of tertiary recycled water or for any spills or other release of recycled water from a use site other than minor runoff, once you know this has occurred, the Contracting Agency or Site Supervisor must:**

- Immediately (but not later than two (2) hours after the discharge) notify IEUA by telephone and provide the information below.
- Within 24 hours after notification, complete reporting form and submit to IEUA.

**Provide the following information when you notify IEUA:**

- Date and time the unauthorized discharge began and ended
- Location of the unauthorized discharge
- If the unauthorized discharge entered a storm drain or receiving water
- Estimated volume of the unauthorized discharge or flow rate, if it is ongoing
- Estimated time of repair
- Cause of the unauthorized discharge
- Agencies involved with repair and clean-up
- Corrective actions taken or plans for corrective actions

IEUA will notify the Santa Ana Regional Water Quality Control Board (Regional Board) if the unauthorized discharge is determined to be a reportable event. Additional information may be requested from the Contracting Agency if it is deemed necessary for IEUA to submit a written report to the Regional Board (i.e. discharge of more than 50,000 gallon of tertiary recycled water into waters of the State). The Contracting Agency will receive a copy of the written report for their records.

**IEUA Primary Contact for Unauthorized Discharge Notification:**

Name & Title: Steve Smith, Recycled Water Service Coordinator  
Phone Number: 951.295.7736  
Email: ssmith@ieua.org

**IEUA Secondary Contact for Unauthorized Discharge Notification:**

Name & Title: Randy Lee, Manager of Operations  
Phone Number: 909.472.1722  
Email: rlee@ieua.org

**IEUA Contact for Unauthorized Discharge Reporting Form Submittal:**

Name & Title: Bonita Fan, Sr. Environmental Compliance Officer  
Phone Number: 909.993.1716  
Email: bfan@ieua.org
**Inland Empire Utilities Agency**  
**Recycled Water Unauthorized Discharge Reporting Form**

| Name: | 
| Phone: | 
| City/Agency: | 
| Contact for Follow-Up (Name/Phone): | 
| Date/time IEUA was notified: | 
| Date form was submitted to IEUA: | 

### Information on Unauthorized Discharge

| Recycled water user site name: | 
| Type of recycled water use: | 
| Location of discharge: | 
| Date/time discharge began: | 
| Date/time discharge ended: | 
| Estimated/Actual volume discharged (gallons): | 
| Estimated/Actual time of repair: | 
| If still ongoing, estimate flow rate (gpm): | 

Did the recycled water enter/will it enter storm drains/receiving waters (e.g. rivers, creeks, or lakes); if so, identify:

Agencies/entities involved with repair and/or clean-up:

Cause of the unauthorized discharge:

Corrective actions taken to correct discharge and preventative measures implemented to prevent recurrence: