

## Certification of Responsible Officer (RO)

This form is required

**Complete and return the original hard copy with wet signature to OC San**

**Please note - there can only be 1 RO assigned.**

1. \_\_\_\_\_ [name of Permittee/Certificate Holder]\* holds a wastewater discharge permit/certification from OC San or has applied for a wastewater discharge permit/certification from OC San. Permittee/Certificate Holder is a [municipality, State, Federal, or other public agency].
2. I, \_\_\_\_\_ [Responsible Officer], am the [responsible principal executive officer, ranking elected official or other duly authorized employee] of [Permittee/Certificate Holder] within the meaning of 40 C.F.R. Section 403.12(m). I am so designated on Permit/Certificate No. \_\_\_\_\_ issued to [Permittee/Certificate Holder]. Absent delegation of signature authority under 40 C.F.R. Section 403.12(l)(3), I would be responsible for signing the reports and documents required by 40 C.F.R. Sections 403.12(b), (d), (e), and (h) and in accordance with OC San's Wastewater Discharge Regulations Ordinance.
3. I, \_\_\_\_\_ [Responsible Officer] accept the responsibility for the overall operation of the facility and/or overall responsibility for compliance with all regulatory requirements for the facility from which the wastewater discharge originates.

I declare under penalty of perjury under the laws of the state of California that the foregoing is true and correct.

Executed this \_\_\_\_\_ [day] of \_\_\_\_\_ [month] in the year \_\_\_\_\_ at

\_\_\_\_\_  
[city & state, zip code]

Name of Responsible Officer (RO) \_\_\_\_\_

Wet Signature \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

RO's Phone Number: \_\_\_\_\_

RO Email  
Address \_\_\_\_\_

Company \_\_\_\_\_

Permit/Certificate  
No. \_\_\_\_\_

\* Name of Permittee/Certificate Holder should match the Applicant name in the Permit Application (Complete Legal **Company Name**). Do not use the name of an individual employee in the field for Permittee/Certificate

**NOTE: All correspondence including but not limited to permit, enforcement, and self-monitoring (e.g., Self-Monitoring Forms and Reminder Letters, Notices of Violations, Permit Application, etc.) shall be sent to the Responsible Officer. If the permittee seeks to change the Responsible Officer or designee on the Authorization to Sign Reports and Permit Applications, then new RO and DS forms must be submitted as appropriate.**

**Authorization to Sign Reports and Permit Applications Designated Signatory (DS)**

**Submit this form only if the Responsible Officer wants to designate a Signatory, otherwise mark the form N/A. Please note – there can only be 1 DS assigned. Complete and return the original hard copy with wet signature to OC San**

1. \_\_\_\_\_ [name of Permittee/Certificate Holder]\* holds a wastewater discharge permit/certification from OC San or has applied for an industrial discharge permit/certification from OC San. Permittee/Certificate Holder is a [municipality, State, Federal, or other public agency].

2. I, \_\_\_\_\_ [Responsible Officer], am the [principal executive officer, ranking elected official or other duly authorized employee] of [Permittee/Certificate Holder] within the meaning of 40 C.F.R. Section 403.12(m). I am so designated on Permit/Certificate No. \_\_\_\_\_ issued to [Permittee/Certificate Holder]. Absent delegation of signature authority under 40 C.F.R. Section 403.12(l)(3), I would be responsible for signing the reports required by 40 C.F.R. Sections 403.12(b), (d), (e), and (h) and in accordance with OC San's Wastewater Discharge Regulations Ordinance.

3. I have authorized, and hereby do authorize, \_\_\_\_\_ [individual, position title] to sign the reports and documents required by 40 C.F.R. Sections 403.12(b), (d), (e), (h) and in accordance with OC San's Wastewater Discharge Regulations Ordinance, and as my representative. I affirm that \_\_\_\_\_ [individual, position] has responsibility for overall operation of the permitted facility or has overall responsibility for environmental matters for the industrial discharger as required by 40 C.F.R. Section 403.12(l)(3).

4. I acknowledge that this Authorization does not in any way relieve me of my responsibilities or liabilities as the [responsible principal executive officer, ranking elected official or other duly authorized employee] of [Permittee/Certificate Holder] under the Clean Water Act, the Federal Pretreatment Regulations, the California Porter-Cologne Water Quality Act, or OC San's Wastewater Discharge Regulations Ordinance.

I declare under penalty of perjury under the laws of the state of California that the foregoing is true and correct.

Executed this \_\_\_\_\_ [day] of \_\_\_\_\_ [month] in the year \_\_\_\_\_ at

\_\_\_\_\_  
[city & state, zip code]

Name of Responsible Officer \_\_\_\_\_

Wet Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Company \_\_\_\_\_

Permit/Certificate No. \_\_\_\_\_

DS Email Address \_\_\_\_\_ DS Phone Number: \_\_\_\_\_

\* Name of Permittee/Certificate Holder should match the Applicant name in the Permit Application (Complete Legal **Company Name**). Do not use the name of an individual employee in the field for Permittee/Certificate Holder.