



Enrollee's Guide to the SSO Database

Sanitary Sewer Overflow Reduction Program



State Water Resources Control Board



Last Updated August 2013

Cover and table of contents only. The full document is available on the SWRCB SSO Program website at:
http://www.swrcb.ca.gov/water_issues/programs/sso/docs/discharger_workbook.pdf.

TABLE OF CONTENTS

1.0	GENERAL GUIDANCE	3
1.1	CIWQS USER REGISTRATION	6
2.0	SSO DATABASE SCREENS AND REPORTS	7
2.1	LOGGING IN AND CHANGING PERSONAL INFORMATION	7
2.1.1	CIWQS LOG IN	8
2.1.2	MAIN MENU	8
2.1.3	CHANGING PERSONAL INFORMATION	8
2.2	SSO DATABASE MENU	10
2.2.1	COLLECTION SYSTEM QUESTIONNAIRE	10
2.2.2	QUESTIONS	11
2.3	SSO REPORTS	18
2.3.1	SCREEN 1 FOR BASIC SPILL DATA	20
2.3.2	SCREEN 2 FOR CATEGORY 3 SSO	21
2.3.3	SCREEN 2 FOR CATEGORY 2 SSO	25
2.3.4	SCREEN 2 FOR CATEGORY 1 SSO	30
2.4	PRIVATE LATERAL SEWER DISCHARGE (PLSD)	36
2.4.1	PLSD REPORT	36
2.5	NO SPILL CERTIFICATION	39
3.0	FREQUENTLY ASKED QUESTIONS	40
4.0	LIST OF ACRONYMS	47
5.0	GLOSSARY OF TERMS	49
6.0	SPILL FORMS AND QUESTIONNAIRE EXAMPLES	53
6.1	QUESTIONNAIRE	54
6.2	SSO CATEGORY 1	58

6.3	SSO CATEGORY 2	62
6.4	SSO CATEGORY 3	65
6.1	NO SPILL CERTIFICATION	68
7.0	RESOURCES.....	70
7.1	PRE-INSPECTION QUESTIONNAIRE	70
7.2	INTERNAL SELF-AUDITS	88
7.3	OTHER RESOURCES	103
7.3.1	California Water Environment Association.....	103
7.3.2	California Rural Water Association	103
7.3.3	Rural Community Assistance Corporation	103
7.3.4	Central Valley Clean Water Association.....	103
7.3.5	Bay Area Clean Water Agencies.....	103
7.3.6	Southern California Alliance of Publicly Owned Treatment Works	103
7.3.7	Cal Fog	103