

Delegation of Signatory Authority

Directions for Use:

1. This document may be used by a Responsible Official (as defined in 335-6-6-.09(1) or 335-6-5-.14(1)) to delegate signatory authority to an individual or position within an organization that has/have responsibility for the overall operation of the regulated facility or activity pursuant to the following regulations:

335-6-6-.09(2) [NPDES Permits]/335-6-5-.14(2) [State Indirect Discharge (SID) Permits]

All reports required by permits and other information requested by the Department shall be signed by a person described under paragraph 335-6-6-.09(1)/335-6-5-.14(1) or by a duly authorized representative of that person. **A person is a duly authorized representative only if:**

- (a) The authorization is made in writing by a person described in paragraph 335-6-6-.09(1)/335-6-5-.14(1);
- (b) The authorization specifies either an individual or a position **having responsibility for the overall operation of the regulated facility or activity** and;
- (c) The written authorization is submitted to the Department.

2. To sign this form as a Responsible Official, the person must be at a level of Vice President or higher, a Managing Member, a Partner, an Owner, or a Ranking Elected Official for the company/entity holding the permit or its parent company.
3. All information requested must be provided.

A. Responsible Official (i.e. person delegating signatory rights):

Name	Title/Position	Company/Organization	Phone	Email

B. Duly Authorized Representative (i.e. individual(s) or position (s) being delegated signatory authority):

Name	Title/Position	Company/Organization	Phone	Email

C. NPDES or SID Permit Number(s) for which the delegation will apply (Note: if permit not issued yet, site name and location will suffice):

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D. Certification:

I, the abovenamed Responsible Official, delegate the individual(s)/position(s) named above the authority to sign reports, notifications, and other information on my behalf for the permit(s)/site(s) listed above and certify that the individual(s)/position(s) named above has/have responsibility for the overall operation of the regulated facility or activity.

Responsible Official's Signature

Date Signed

Note: If an individual or position listed above does NOT have responsibility for the overall operation of the regulated facility or activity, the delegation for that individual or position will NOT be honored by the Department. In addition, if the person signing this delegation does not meet the definition of Responsible Official in 335-6-6-.09(1) or 335-6-5-.14(1), this delegation will not be honored by the Department.