APPENDIX B. ALASKA DEC SEAFOOD PROCESSOR PERMIT APPLICATION FORM AND INSTRUCTIONS

Instructions for Alaska Department of Environmental Conservation Seafood Processor Permit Application Form

Note: these pages are part of a larger form that is used to apply at the same time for permits from the Alaska Department of Environmental Conservation, the Alaska Department of Fish and Game and the Alaska Department of Revenue. www.state.ak.us/dec/deh

Alaska Department of Environmental Conservation (ADEC) Contacts
Joe Donohue 907.269.7637
Fax 907.269.7510
Mike Ostasz 907.269.7638  Fax 907.269.7510
www.envircon.state.ak.us

Up to 60 days may be required to process the DEC Permit application. Therefore, we suggest that you submit your application at least 2 months before your anticipated startup.

Seafood Processor Information
Processing or preparing seafood for human consumption and commerce requires an ADEC seafood-processing permit. Live shipments of Shellfish (molluscan bivalves) and Snails also require a permit due to the hazard of marine toxins. A complete application (pages 1, 2, 5, 7, & 8) must be submitted for all new and for those renewing permits that are required to do so for the given year indicated on top of page 7 (once every 3 years). Renewing permit numbers not required to submit a full application may submit a short application consisting of pages 1 and 2.

Identify the species utilized, the type of processing to be performed, and the end user. This will enable ADEC to determine which, if any, approvals and permits are necessary for a specific operation. In addition, the following ADEC permits may be required depending on the specific type and volume of operation.

Other Permits
- Plan Review and Approval of Sewage or Sewage Treatment Works
- Air Quality Control Permit to Operate
- Wastewater Disposal Permit
- Solid Waste Management Permit
- Plan Review and Approval of Public Water Systems
- US EPA NPDES Permit
- Food Service Permit

In most cases, these permits and approvals can be issued on the basis of information provided in a complete application. The Department will contact an applicant if additional information is needed.

The permit issued by ADEC authorizes the process activity described in the completed application only. Changes in ownership, additional products or processing operations, or facility modifications require amended pages 1 and 7 or additional application and facility drawings to be submitted.

Required Submittals
Applications for new or recently modified operations must furnish the following plans and specifications for their facility.

Shore-based Facility Plans
Submit profile and floor plan drawings that meet the requirements of 18 AAC 34.055 and are drawn to a reasonable scale (1" = 8 feet or larger) and applicable plot plan information including a North point of the compass as it relates to each drawing.

Vessel Facility Plans
Submit profile and deck drawings which meet the requirements of 18 AAC 34.055 in a reasonable scale (1" = 4 feet or larger) showing overall dimensions of the vessel.
Plumbing Plans
Submit plumbing plans in accordance with 18 AAC 34.055 which meet the requirements of 18 AAC 34.075 and toilet and handwash requirements given in 18 AAC 34.085 or incorporate them into the facility plans if the information can be shown clearly using color coded lines.

Water Supply and Ice Sample Results
For all facilities except direct market fishing vessels, sampling must be performed and results submitted as required in 18 AAC 34.080. Contact your local ADEC office or website for a list of approved laboratories and sample procedures.

Equipment and Utensils
Submit plans in accordance with 18 AAC 34.055 showing placements and specifications which meet the requirements of 18 AAC 34.070, 18 AAC 34.090, and 18 AAC 34.400.

Processing Waste Disposal
Submit waste disposal plans in accordance with 18 AAC 34.055 which meet the requirements of 18 AAC 34.075 and 18 AAC 34.095.

Ingredients
If you use two or more ingredients in processing or seafood formulation (dips, Salmon hams, etc.), you must submit a list of all ingredients and specify the formulation that makes up the final seafood product. You may attach a copy of the label that you use for the final product.

Thermal Processing
If you are thermal processing, provide a copy of the following: FDA Canning Establishment Registration form; the schedule process from the processing authority; the establishment code; and equipment specifications indicating compliance to 21 CFR Part 113 or an approval letter detailing exceptions. A schedule process must be submitted for each new process.

NPDES Permit Requirement
If you discharge more than 1,000 lbs./day and more than 30,000 lbs./year of seafood processing wastes in U.S. waters, you must have an U.S. EPA NPDES permit

NPDES Permit Questions?
Call EPA at 907.271.5079 in Anchorage or 206.553.1761 in Seattle.

Submittal address for new:
U.S. EPA
NPDES Permit Unit (OW-130)
200 Sixth Avenue
Seattle, WA 98101

Do not send copies of this application to EPA if you already have an NPDES permit.

Electronic Funds Transfer
The Department of Revenue offers electronic funds transfer through the Alaska State Automated Payment System (ASAP). Information and forms are available on our website at the address given on schedule A of the application. Make all checks payable to the State of Alaska. All applications and license and permit fees must be submitted to:

Department of Revenue
Tax Division
PO Box 110420
Juneau, AK 99811-0420

Failure to send forms and payments to this address will result in a serious delay in the issuance of your license.
2001 Alaska Seafood Processor and Exporter  
DOR License and DEC Permit Application  
ADF&G Intent to Operate

SCHEDULE D - ADEC INFORMATION  
ADEC Contact: Joe Donohue  Email: Joe_Donohue@envircon.state.ak.us  Phone: 907.269.7637  Fax: 907.269.7510  
Mike Ostasz  Email: Mike_Ostasz@envircon.state.ak.us  Phone: 907.269.7638  Fax: 907.269.7510  

This page must be completed by all new applicants, applicants that add or change processes, and those processors required to update their information as indicated by the last three numbers in their permit (AK number) for the year shown below:

- AK #s from 000-300 submit complete application in years ending in 0, 3, and 6  
- AK #s from 301-600 submit complete application in years ending in 1, 4 and 7  
- AK #s from 601-999 submit complete application in years ending in 2, 5, and 8  
- AK #s over 1000 use the last 3 digits to determine which year to submit a complete application  

Renewals do not need to complete this form except during the above years  
(approximately every 3 years)

PRODUCT AND PACKAGING DETAIL (Complete the following for new, changed, and to update information as required)

<table>
<thead>
<tr>
<th>Product/Species (See Page 1)</th>
<th>List Processes (See Page 1)</th>
<th>Max. Pounds of Fishes Used in Production</th>
<th>Product Storage: frozen/stable</th>
<th>Packaging Material used for Finished Product</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUN</th>
<th>JUL</th>
<th>AUG</th>
<th>SEP</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
</tr>
</thead>
</table>

INGREDIENTS AND ADDITIVE INFORMATION (List all ingredients and additives used for any product listed above)

<table>
<thead>
<tr>
<th>Ingredient Type</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brining ingredients</td>
<td></td>
</tr>
<tr>
<td>Formulation ingredients</td>
<td></td>
</tr>
<tr>
<td>Additives</td>
<td></td>
</tr>
<tr>
<td>Source of ice (list if produced on premise or bought)</td>
<td>Permitted Source? [Yes or No]</td>
</tr>
</tbody>
</table>

FOOD SERVICE - Answer all questions

<table>
<thead>
<tr>
<th>Question</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact: Cory Willis 907.269.7631 or Mike Gentry 907.269.7596</td>
<td></td>
</tr>
<tr>
<td>Number of employees</td>
<td>Food service provided? [Yes or No]</td>
</tr>
<tr>
<td>Permit Number (if issued):</td>
<td>Check if: [Previously issued, New, Less than 10 people]</td>
</tr>
</tbody>
</table>

WATER (Complete information below that is applicable to each drinking, processing, or cooling system)

<p>| Contact: Sherri Trask 907.269.7618 | |</p>
<table>
<thead>
<tr>
<th>Water Type</th>
<th>ID# or Source</th>
<th>Gallons/Day</th>
<th>Disinfectant Used</th>
<th>PPM</th>
<th>Method (circle one)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Water System</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Injection</td>
</tr>
<tr>
<td>Processing/other Fresh Water</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Injection</td>
</tr>
<tr>
<td>Processing using Salt Water</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Injection</td>
</tr>
</tbody>
</table>
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SCHEDULE D
Continued

SEWAGE DISPOSAL (For disposal of toilet, shower, kitchen, and bathroom sink waste)

Contact: Bill Rhoad 907.269.7510

Check if discharged at: □ Shore-based facility (Within 1/2 mile of shore)  □ At sea  Indicate distance from shore:____________________
Shore-based Facility Location: Latitude:____________________  Longitude:____________________

<table>
<thead>
<tr>
<th>Treatment Type</th>
<th>Disposal Method</th>
<th>Description of Permit #</th>
<th>Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal system</td>
<td>Direct connection to:</td>
<td>NPDES #</td>
<td>Gallons/day (gpd)</td>
</tr>
<tr>
<td>City of: ______________________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Municipality of:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Village: ______________________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Package treatment plant</td>
<td>Marine Discharge:</td>
<td>Permit #</td>
<td>Gallons/day (gpd)</td>
</tr>
<tr>
<td>ADEC Plan Review #:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water body: __________________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other: ________________________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Septic system</td>
<td>Prior to subsurface:</td>
<td>Permit #</td>
<td>Gallons/day (gpd)</td>
</tr>
<tr>
<td>ADEC Plan Review #:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bed: _________________________</td>
<td>SF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trench: ______________________</td>
<td>SF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other: ________________________</td>
<td>SF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (Describe)</td>
<td>Other (Describe)</td>
<td>Authorization (Describe)</td>
<td>Gallons/day (gpd)</td>
</tr>
</tbody>
</table>

Vessels

<table>
<thead>
<tr>
<th>USCG Approved System</th>
<th>Discharge Depth</th>
<th>Holding Tank Volume</th>
<th>System Capacity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type 1:</td>
<td>Gallons</td>
<td>Gallons/day (gpd)</td>
<td></td>
</tr>
<tr>
<td>Type 2:</td>
<td>Gallons</td>
<td>Gallons/day (gpd)</td>
<td></td>
</tr>
<tr>
<td>Other:</td>
<td>Gallons</td>
<td>Gallons/day (gpd)</td>
<td></td>
</tr>
</tbody>
</table>

WASTE DISPOSAL IN WATER (Disposal of fish heads, carcasses, fish gurry, shells, etc.) in water for shorebase facilities and vessels:

Contact: EPA in Seattle 1.800.414.4373

Land burial (See Other Sold Waste below)  Fishing grounds?  Daily Amount ( )  lbs.
Grinder (type)  Size of waste particle ( inch)  Yearly Amount ( )  lbs.

Water depth of discharge below Mean Lower Low Water (MLLW): ( )
Discharge distance in nautical miles from shore at MLLW: □ less than 0.5 □ between 0.5 and 1 □ 1 nautical mile and more

Name of water body(ies) to which facility discharges

Name of adjacent larger water body(ies)

If discharges occur within 1 nautical mile from shore at MLLW, attach:
1. Area map of facility and outfall(s) based upon NOAA or USGS chart of scale resolution from 1:20,000 to 1:65,000
2. Bathymetric chart of receiving water within 1 nautical mile of discharge and showing discharge points

If discharges occur within 3 nautical miles of national parks, preserves, wildlife refuges, state game sanctuaries, refuges, critical habitat areas or impaired water bodies, list specific areas:

SOLID WASTE DISPOSAL ON LAND (Circle waste types and predisposal methods)

Contact: Tracy Mitchell 907.269.1099

<table>
<thead>
<tr>
<th>Identify waste type (circle applicable types)</th>
<th>Animal/fish</th>
<th>Wood/plastic</th>
<th>Scrap metal</th>
<th>Used oil/antifreeze</th>
<th>Kitchen waste</th>
<th>Ash</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Predisposal method (circle applicable types)</td>
<td>Incineration</td>
<td>Baling</td>
<td>Recycle</td>
<td>Shredding</td>
<td>Dewatering</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weekly quantity of waste disposed:</td>
<td>Pounds</td>
<td>Kilograms</td>
<td>Cubic yards</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Names of Ports/Communities where solid waste disposal occurs.

AIR QUALITY (Permits to construct and operate may be required for any of the following. Check all that apply)

Contact: Bill MacClarence 907.269.7575
□ Diesel generators rated cumulative of over 500 hp or over 375 kw
□ Fish meal plant
□ Fuel tanks with capacity of over 10,600 gallons
□ Boilers rated over 10mmBtu/hr

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