

**Milwaukee Metropolitan Sewerage District**  
**260 W. Seeboth Street**  
**Milwaukee WI 53204-1446**

**Waste Strength Certification/Water Balance Form**

## **Instructions**

The purpose of this form is determine how discharges relate to water consumption. Determining the volume of each type of wastewater discharged to combined or sanitary sewers is critical for assessing sewer user charges. Careful completion of this form ensures that you receive all possible reductions in user charges for water losses.

### **Certification**

The person signing the certification must be the person identified in line A5.

### **Section A. General Information**

1. Provide the official corporate or business name.
2. Provide a division name, if applicable.
3. Identify the location of the facility.
4. Provide a mailing address, if different from the facility address.
5. Identify the highest ranking local facility representative, such as a corporate President, Vice-President or Secretary; Plant Manager or General Manager; General Partner; or Owner.
6. If different from the person in line 5, identify someone with technical knowledge of how water is used.
7. Briefly describe the type of business
8. Provide the facility's Standard Industrial Classification or North American Industrial Classification System Code. The United States Office of Management and Budget defines these codes. Classification manuals are available at public libraries. Various sites on the internet provide classification information. Various tax or census forms or U.S. Occupational Safety and Health Administration reports will show the code that your facility has used in the past.
9. Provide the number of full-time-equivalent employees. For example, count two employees each working half-time as one full time equivalent employee.
10. In brief and general terms, describe the operations that discharge process wastewater. Examples include parts washing, electroplating, and equipment cleaning.
11. In brief and general terms, describe wastewater treatment equipment. Examples include oil skimming, metals precipitation, de-ionization, and pH adjustment.
12. Identify the number of sewers that connect the facility to combined or sanitary sewer system. Sewers may combine on the facility's property before connecting to the public sewer. In this case, count the number of sewers at the point that they leave a building. Do not count sewers that connect to a storm sewer system.

### **Section B. Water Consumption**

1. List all of the sources that provide water.
2. List all municipal water account numbers. Water bills or the municipal water department can provide this information.
3. Provide information for total water consumption information for the most recent four consecutive quarters for which you have information. These four quarters do not need to be a calendar year. Include water provided by a municipality in lines a through d. If the municipality reports water consumption to you in hundreds of cubic feet, enter this value in the center column and then multiply it by 0.748 to obtain thousands of gallons and enter this value in the right column. Sum total purchases in line e. If you obtain water from wells, steam condensate, raw materials, or other sources, enter the total annual volume in line f. Add lines e and f to get the total annual consumption and enter this result in line g and in line E1.

### **Section C. Discharges to Sanitary or Combined Sewers**

For each connection, estimate the annual volume of each type of wastewater discharged. Only facilities in the combined sewer area should use line 2, which is for any wastewater that is neither a process nor a domestic wastewater. Domestic wastewater is from toilets, bathroom and lunch room sinks, and the cleaning of these areas. One option to calculate this flow is to use 2.3 gallons per employee-hour, 20 gallons per full-time-equivalent employee per day, or 5,120 gallons per full-time-equivalent employee per year. Process wastewater is water that contacts a raw material, intermediate product, final product, or waste product during manufacturing or processing. To obtain reasonable estimates, an iterative process

may be necessary. Various sources may provide information, including, but not limited to, water meters, equipment specifications, engineering calculations, production records, or extrapolations from short-term measurements.

**Section D. Losses**

Estimate the annual volume of water not discharged to a combined or sanitary sewer. As with the previous section, various sources may provide information, including, but not limited to, water meters, equipment specifications, engineering calculations, production records, waste disposal records, or extrapolations from short-term measurements.

**Section E. Water Balance**

Enter the value from line B3g into line E1. Enter the sum of lines C6 and D7 into line E2. Total consumption must equal the sum of total discharges and total losses.

Thank You for Your Cooperation