

REPORTING RELEASES PER PART 5 RULES

Revised May 1, 2014

Facilities with reportable releases as defined in Rule 324.2002(b) and (g) and [Section 3111b](#) of Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, must notify specific agencies. Oil storage facilities subject to [federal SPCC regulations](#) must notify the DEQ if they have reportable releases of oil (see [WRD Policy No. WRD-036](#)). Due to the reorganization of the DEQ, submittal of written reports about releases as required in R 324.2007 now go to the Water Resources Division instead of the Waste Management Division as noted in the rules.

If a release occurs and is reportable, the facility needs to meet the following requirements:

1. Call to report releases exceeding threshold reporting quantities:
 - PEAS at 800-292-4706 or from out of state call 517-373-7660, and
 - 911 (or their primary public safety answering point) per Section 3111b of Part 31 of Act 451, effective June 15, 2004
2. Submit written report within 10 days after the release to:
 - DEQ, Water Resources Division, District Supervisor (mailing addresses are the same as [Part 5 Staff Contacts](#))
 - [Local health department](#), environmental health section per Section 3111b of Part 31 of Act 451, effective June 15, 2004

You may use the form EQP 3465 "Spill or Release Report" available on the Internet in [Word](#) or [PDF format](#), or submit a written report containing the information identified in Rule 7(2).
Include

- a. Cause of release
 - b. Discovery of release
 - c. Response measures taken or schedule for completion of measures to be taken, or both
 - d. Measures taken to prevent recurrence of similar releases
3. Report releases as required under [other regulations](#).

If you are required to submit a written release report to a DEQ division (for example a permit may require reporting of releases) and are subject to the Part 5 Rules reporting requirements, if the other required report contains the information listed, it is not necessary to also submit a separate report to the Water Resources Division.

Releases that go into a public wastewater treatment plant and meet Part 5 Rules conditions are also reportable to the Water Resources Division.

[Section 3115 of Part 31](#) was revised to include penalties for failing to report a release as required or having discharges in violation of Part 31. Effective June 15, 2004.