



**NEW MEXICO  
ENVIRONMENT DEPARTMENT**

***Surface Water Quality Bureau***

**SUSANA MARTINEZ  
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**RYAN FLYNN  
Cabinet Secretary - Designate**

**BUTCH TONGATE  
Deputy Secretary**

**ERIKA SCHWENDER  
Director  
Resource Protection Division**

**Certified Mail – Return Receipt Requested**

August 12, 2013

Mr. Michael B. Sloane, Chief  
Fisheries Management Division  
New Mexico Department of Game and Fish  
Post Office Box 25112  
1 Wildlife Way  
Santa Fe, New Mexico 87507

**RE: Minor Non-Municipal, SIC 0921, NPDES Compliance Evaluation Inspection, New Mexico  
Department of Game and Fish, Glenwood Fish Hatchery, NM0030136, July 30, 2013**

Dear Mr. Sloane:

Enclosed, please find a copy of the report for the referenced inspection that the New Mexico Environment Department (NMED) Surface Water Quality Bureau (SWQB) conducted at your facility on behalf of the U.S. Environmental Protection Agency (USEPA). This inspection report will be sent to the USEPA in Dallas for their review. These inspections are used by USEPA to determine compliance with the National Pollutant Discharge Elimination System (NPDES) permitting program in accordance with requirements of the federal Clean Water Act.

Problems noted during this inspection are discussed in the further explanations section of the inspection report. You are encouraged to review the inspection report, required to correct any problems noted during the inspection, and modify your operational and/or administrative procedures, as appropriate. Further, you are encouraged to notify in writing, both the USEPA and NMED regarding modifications and compliance schedules at the addresses below:

Diana McDonald  
US Environmental Protection Agency  
Allied Bank Tower  
Region VI Enforcement Branch (6EN-  
WM)  
1445 Ross Avenue  
Dallas, Texas 75202-2733

Bruce Yurdin, Program Manager  
New Mexico Environment Department  
Surface Water Quality Bureau  
Point Source Regulation Section  
P.O. Box 5469  
Santa Fe, New Mexico 87502

New Mexico Department of Game and Fish  
Glenwood Fish Hatchery  
Page -2-  
August 12, 2013

I wish to thank your staff for their cooperation during this inspection. If you have any questions concerning this inspection report, please feel free to contact me at the above address or by telephone (505) 827-1041.

Sincerely,  
*/s/ Sandra Gabaldon*

Sandra Gabaldón  
Surface Water Quality Bureau

Cc: Rashida Bowlin, 6EN-WC, via email  
Darlene Whitten-Hill, 6EN-WC, via email  
Carol Peters-Wagnon, 6EN-WM, via email  
Jan Walker, 6EN-WC, via e-mail  
Larry Giglio, 6WQ-PP, via email  
Diana McDonald, 6EN-WM, via email  
District III, via e-mail



### NPDES Compliance Inspection Report

#### Section A: National Data System Coding

Transaction Code	NPDES	yr/mo/day	Inspec. Type	Inspector	Fac Type
1 <input type="text" value="N"/> 2 <input type="text" value="5"/> 3 <input type="text" value="N"/> <input type="text" value="M"/> <input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="3"/> <input type="text" value="0"/> <input type="text" value="1"/> <input type="text" value="3"/> <input type="text" value="6"/> 11 <input type="text" value="1"/> 12 <input type="text" value="1"/> <input type="text" value="3"/> <input type="text" value="0"/> <input type="text" value="7"/> <input type="text" value="3"/> <input type="text" value="0"/> 17			18 <input type="text" value="C"/>	19 <input type="text" value="S"/> 20 <input type="text" value="2"/>	
Remarks					
<input type="text" value="A"/> <input type="text" value="Q"/> <input type="text" value="U"/> <input type="text" value="A"/> <input type="text" value="C"/> <input type="text" value="U"/> <input type="text" value="L"/> <input type="text" value="T"/> <input type="text" value="U"/> <input type="text" value="R"/> <input type="text" value="E"/> <input type="text" value="G"/> <input type="text" value="L"/> <input type="text" value="E"/> <input type="text" value="N"/> <input type="text" value="W"/> <input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="D"/>					
Inspection Work Days		Facility Evaluation Rating		BI QA -----Reserved-----	
67 <input type="text" value="1"/> 69		70 <input type="text" value=""/>		71 <input type="text" value="N"/> 72 <input type="text" value="N"/> 73 <input type="text" value=""/> 74 <input type="text" value=""/> 75 <input type="text" value=""/> 80	

#### Section B: Facility Data

Name and Location of Facility Inspected <i>(For industrial users discharging to POTW, also include POTW name and NPDES permit number)</i> State of New Mexico, Department of Game and Fish / Glenwood Fish Hatchery From US 180 in Glenwood, 1/10 mile east on NM 174, located on the right.  <p style="text-align:center;"><b>CATRON COUNTY</b></p>	Entry Time /Date 0915 Hours / July 30, 2013  Exit Time/Date 1125 Hours / July 30, 2013	Permit Effective Date May 1, 2013  Permit Expiration Date April 30, 2018
Name(s) of On-Site Representative(s)/Title(s)/Phone and Fax Number(s) Leonard Rice, Glenwood Hatchery Manager (575) 539-24621 / leonard.rice@state.nm.us	Other Facility Data SIC: 0921  Name, Address of Responsible Official/Title/Phone and Fax Number Michael Sloan, Chief, Fisheries Management Division / (505) 476-8055 Post Office Box 25112 1 Wildlife Way Santa Fe, NM 87507	
		Contacted Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> *  OUTFALL 001 / 01B: N. 33.32027° W. -108.88106°  OUTFALL 002: N. 33.32029° W. -108.88023°

#### Section C: Areas Evaluated During Inspection

(S = Satisfactory, M = Marginal, U = Unsatisfactory, N = Not Evaluated)

<b>S</b>	Permit	<b>M</b>	Flow Measurement	<b>M</b>	Operations & Maintenance	<b>N</b>	CSO/SSO
<b>U</b>	Records/Reports	<b>S</b>	Self-Monitoring Program	<b>N</b>	Sludge Handling/Disposal	<b>N</b>	Pollution Prevention
<b>S</b>	Facility Site Review	<b>N</b>	Compliance Schedules	<b>N</b>	Pretreatment	<b>N</b>	Multimedia
<b>N</b>	Effluent/Receiving Waters	<b>S</b>	Laboratory	<b>N</b>	Storm Water	<b>N</b>	Other:

#### Section D: Summary of Findings/Comments (Attach additional sheets if necessary)

Name(s) and Signature(s) of Inspector(s) <i>/s/ Sandra Gabaldon</i>  <b>SANDRA GABALDON, ENVIRONMENTAL SCIENTIST</b>	Agency/Office/Telephone/Fax  <b>NMED/SWQB/505-827-1041/827-0610</b>	Date  <b>August 12, 2013</b>
Signature of Management QA Reviewer <i>/s/ Bruce Yurdin</i>  <b>BRUCE YURDIN, PROGRAM MANAGER</b>	Agency/Office/Phone and Fax Numbers  <b>NMED/SWQB/505-827-2795/827-0610</b>	Date  <b>AUGUST 12, 2013</b>

SECTION A - PERMIT VERIFICATION

PERMIT SATISFACTORILY ADDRESSES OBSERVATIONS  S  M  U  NA (FURTHER EXPLANATION ATTACHED NO)

DETAILS:

1. CORRECT NAME AND MAILING ADDRESS OF PERMITTEE  Y  N  NA

2. NOTIFICATION GIVEN TO EPA/STATE OF NEW DIFFERENT OR INCREASED DISCHARGES  Y  N  NA

3. NUMBER AND LOCATION OF DISCHARGE POINTS AS DESCRIBED IN PERMIT  Y  N  NA

4. ALL DISCHARGES ARE PERMITTED  Y  N  NA

SECTION B - RECORDKEEPING AND REPORTING EVALUATION

RECORDS AND REPORTS MAINTAINED AS REQUIRED BY PERMIT.  S  M  U  NA (FURTHER EXPLANATION ATTACHED YES)

DETAILS:

1. ANALYTICAL RESULTS CONSISTENT WITH DATA REPORTED ON DMRs.  Y  N  NA

2. SAMPLING AND ANALYSES DATA ADEQUATE AND INCLUDE.  S  M  U  NA

a) DATES, TIME(S) AND LOCATION(S) OF SAMPLING  Y  N  NA

b) NAME OF INDIVIDUAL PERFORMING SAMPLING  Y  N  NA

c) ANALYTICAL METHODS AND TECHNIQUES.  Y  N  NA

d) RESULTS OF ANALYSES AND CALIBRATIONS.  Y  N  NA

e) DATES AND TIMES OF ANALYSES.  Y  N  NA

f) NAME OF PERSON(S) PERFORMING ANALYSES.  Y  X  N  NA

3. LABORATORY EQUIPMENT CALIBRATION AND MAINTENANCE RECORDS ADEQUATE.  S  M  U  NA

4. PLANT RECORDS INCLUDE SCHEDULES, DATES OF EQUIPMENT MAINTENANCE AND REPAIR.  S  M  U  NA

5. EFFLUENT LOADINGS CALCULATED USING DAILY EFFLUENT FLOW AND DAILY ANALYTICAL DATA.  Y  N  NA

SECTION C - OPERATIONS AND MAINTENANCE

TREATMENT FACILITY PROPERLY OPERATED AND MAINTAINED.  S  M  U  NA (FURTHER EXPLANATION ATTACHED YES)

DETAILS:

1. TREATMENT UNITS PROPERLY OPERATED.  S  M  U  NA

2. TREATMENT UNITS PROPERLY MAINTAINED.  S  M  U  NA

3. STANDBY POWER OR OTHER EQUIVALENT PROVIDED.  S  M  U  NA

4. ADEQUATE ALARM SYSTEM FOR POWER OR EQUIPMENT FAILURES AVAILABLE.  S  M  U  NA

5. ALL NEEDED TREATMENT UNITS IN SERVICE  S  M  U  NA

6. ADEQUATE NUMBER OF QUALIFIED OPERATORS PROVIDED.  S  M  U  NA

7. SPARE PARTS AND SUPPLIES INVENTORY MAINTAINED.  S  M  U  NA

8. OPERATION AND MAINTENANCE MANUAL AVAILABLE. Part of BMP  Y  X  N  NA

STANDARD OPERATING PROCEDURES AND SCHEDULES ESTABLISHED.  Y  X  N  NA

PROCEDURES FOR EMERGENCY TREATMENT CONTROL ESTABLISHED.  Y  X  N  NA

SECTION C - OPERATIONS AND MAINTENANCE (CONT'D)

9. HAVE BYPASSES/OVERFLOWS OCCURRED AT THE PLANT OR IN THE COLLECTION SYSTEM IN THE LAST YEAR?  Y  N  NA  
 IF SO, HAS THE REGULATORY AGENCY BEEN NOTIFIED?  Y  N  NA  
 HAS CORRECTIVE ACTION BEEN TAKEN TO PREVENT ADDITIONAL BYPASSES/OVERFLOWS?  Y  N  NA
10. HAVE ANY HYDRAULIC OVERLOADS OCCURRED AT THE TREATMENT PLANT?  Y  N  NA  
 IF SO, DID PERMIT VIOLATIONS OCCUR AS A RESULT?  Y  N  NA

SECTION D - SELF-MONITORING

PERMITTEE SELF-MONITORING MEETS PERMIT REQUIREMENTS.  S  M  U  NA (FURTHER EXPLANATION ATTACHED NO).  
 DETAILS:

1. SAMPLES TAKEN AT SITE(S) SPECIFIED IN PERMIT.  Y  N  NA
2. LOCATIONS ADEQUATE FOR REPRESENTATIVE SAMPLES.  Y  N  NA
3. FLOW PROPORTIONED SAMPLES OBTAINED WHEN REQUIRED BY PERMIT.  Y  N  NA
4. SAMPLING AND ANALYSES COMPLETED ON PARAMETERS SPECIFIED IN PERMIT.  Y  N  NA
5. SAMPLING AND ANALYSES PERFORMED AT FREQUENCY SPECIFIED IN PERMIT.  Y  N  NA
6. SAMPLE COLLECTION PROCEDURES ADEQUATE  Y  N  NA
- a) SAMPLES REFRIGERATED DURING COMPOSITING.  Y  N  NA
- b) PROPER PRESERVATION TECHNIQUES USED. No refrigeration documentation for TSS provided.  Y  N  NA
- c) CONTAINERS AND SAMPLE HOLDING TIMES CONFORM TO 40 CFR 136.3.  Y  N  NA
7. IF MONITORING AND ANALYSES ARE PERFORMED MORE OFTEN THAN REQUIRED BY PERMIT, ARE THE RESULTS REPORTED IN PERMITTEE'S SELF-MONITORING REPORT?  Y  N  NA

SECTION E - FLOW MEASUREMENT

PERMITTEE FLOW MEASUREMENT MEETS PERMIT REQUIREMENTS.  S  M  U  NA (FURTHER EXPLANATION ATTACHED NO).  
 DETAILS:

1. PRIMARY FLOW MEASUREMENT DEVICE PROPERLY INSTALLED AND MAINTAINED.  Y  N  NA  
 TYPE OF DEVICE 36-Inch broad crested weir Weir is spalling and is in need of maintenance/repair. Staff gauge appears very close to the exit of the weir, which may give false discharge readings. (please see pictures attached)
2. FLOW MEASURED AT EACH OUTFALL AS REQUIRED.  Y  N  NA
3. SECONDARY INSTRUMENTS (TOTALIZERS, RECORDERS, ETC.) PROPERLY OPERATED AND MAINTAINED.  Y  N  NA
4. CALIBRATION FREQUENCY ADEQUATE. No calibrations have been performed.  Y  N  NA  
 RECORDS MAINTAINED OF CALIBRATION PROCEDURES.  Y  N  NA  
 CALIBRATION CHECKS DONE TO ASSURE CONTINUED COMPLIANCE. Level settling of weir has not been checked  Y  N  NA
5. FLOW ENTERING DEVICE WELL DISTRIBUTED ACROSS THE CHANNEL AND FREE OF TURBULENCE.  Y  N  NA
6. HEAD MEASURED AT PROPER LOCATION. Please see pictures of staff gauge in relation to weir at outfall.  Y  N  NA
7. FLOW MEASUREMENT EQUIPMENT ADEQUATE TO HANDLE EXPECTED RANGE OF FLOW RATES.  Y  N  NA

SECTION F - LABORATORY

PERMITTEE LABORATORY PROCEDURES MEET PERMIT REQUIREMENTS.  S  M  U  NA (FURTHER EXPLANATION ATTACHED NO).  
 DETAILS: pH and SS are conducted on site.

1. EPA APPROVED ANALYTICAL PROCEDURES USED (40 CFR 136.3 FOR LIQUIDS, 503.8(b) FOR SLUDGES) Please see recordkeeping and Reporting Section  Y  N  NA

**SECTION F - LABORATORY (CONT'D)**

2. IF ALTERNATIVE ANALYTICAL PROCEDURES ARE USED, PROPER APPROVAL HAS BEEN OBTAINED  Y  N  NA

3. SATISFACTORY CALIBRATION AND MAINTENANCE OF INSTRUMENTS AND EQUIPMENT.  S  M  U  NA

4. QUALITY CONTROL PROCEDURES ADEQUATE.  S  M  U  NA

5. DUPLICATE SAMPLES ARE ANALYZED. 10 % OF THE TIME. New permit went into effect in May. The permittee will perform required duplicates  Y  N  NA

6. SPIKED SAMPLES ARE ANALYZED.     % OF THE TIME. Sample for aluminum was performed in May. Future samples will be performed and will include Spiked samples as required.  Y  N  NA

7. COMMERCIAL LABORATORY USED.  Y  N  NA

LAB NAME State of New Mexico Scientific Laboratory Division Huthur and Associates  
 LAB ADDRESS 1101 Camino de Salud, Northeast ; Albuquerque, NM 87102 1156 Bonnie Brae; Denton, TX 76201  
 PARAMETERS PERFORMED TSS, Aluminum Biomonitoring (Required once per permit term)

**SECTION G - EFFLUENT/RECEIVING WATERS OBSERVATIONS.**  S  M  U  NA (FURTHER EXPLANATION ATTACHED NO).

OUTFALL NO.	OIL SHEEN	GREASE	TURBIDITY	VISIBLE FOAM	FLOAT SOL.	COLOR	OTHER
001	NO DISCHARGE						
002	NO DISCHARGE						
01B	NO DISCHARGE						

RECEIVING WATER OBSERVATIONS No discharge to surface water. Discharge is made to a series of holding ponds used for irrigation.

**SECTION H - SLUDGE DISPOSAL**

SLUDGE DISPOSAL MEETS PERMIT REQUIREMENTS.  S  M  U  NA (FURTHER EXPLANATION ATTACHED NO).  
 DETAILS: The permittee has ponds in which feces and unused feed are captured. These ponds do need to be dredged and this should be addressed in their BMP. The permittee states mortalities are placed on the ground when removed from the raceways (a few mortalities may occur in one day) and the local cat population eat the mortalities. This should also be addressed in the BMP.

1. SLUDGE MANAGEMENT ADEQUATE TO MAINTAIN EFFLUENT QUALITY.  S  M  U  NA

2. SLUDGE RECORDS MAINTAINED AS REQUIRED BY 40 CFR 503.  S  M  U  
 NA

3. FOR LAND APPLIED SLUDGE, TYPE OF LAND APPLIED TO:                      (e.g., FOREST, AGRICULTURAL, PUBLIC CONTACT SITE)

**SECTION I - SAMPLING INSPECTION PROCEDURES** (FURTHER EXPLANATION ATTACHED    ).

1. SAMPLES OBTAINED THIS INSPECTION.  Y  N  NA

2. TYPE OF SAMPLE OBTAINED  
 GRAB                      COMPOSITE SAMPLE     METHOD                      FREQUENCY                     

3. SAMPLES PRESERVED.  Y  N  NA

4. FLOW PROPORTIONED SAMPLES OBTAINED.  Y  N  NA

5. SAMPLE OBTAINED FROM FACILITY'S SAMPLING DEVICE.  Y  N  NA

6. SAMPLE REPRESENTATIVE OF VOLUME AND MATURE OF DISCHARGE.  Y  N  NA

7. SAMPLE SPLIT WITH PERMITTEE.  Y  N  NA

8. CHAIN-OF-CUSTODY PROCEDURES EMPLOYED.  Y  N  NA

9. SAMPLES COLLECTED IN ACCORDANCE WITH PERMIT.  Y  N  NA



**COMPLIANCE EVALUATION INSPECTION  
NEW MEXICO GAME AND FISH – GLENWOOD FISH HATCHERY  
NPDES PERMIT NO.: NM0030163  
DATE OF INSPECTION: July 30, 2013**

**Introduction:**

On July 30, 2013, a Compliance Evaluation Inspection (CEI) was conducted at the New Mexico Game and Fish – Glenwood Fish Hatchery located in Glenwood, New Mexico by Sandra Gabaldon of the New Mexico Environment Department (NMED), Surface Water Quality Bureau (SWQB). The Glenwood Fish Hatchery (GFH) has a design flow of .4 million gallons a day (MGD) and is classified as a minor industrial discharger under the federal Clean Water Act, Section 402 National Pollutant Discharge Elimination System (NPDES) permit program. Glenwood Fish Hatchery is assigned permit number NM0030163. The permit allows for discharges to the Glenwood Pond, thence to the Los Olmos Pond, thence to White Water Creek, thence to the San Francisco River in Segment 20.6.4.603 NMAC of the San Francisco River Basin.

The NMED performs a certain number of CEI's for the U. S. Environmental Protection Agency (USEPA) each year. The purpose of this inspection is to provide USEPA with information regarding the permittee's compliance with the NPDES permit. This report is based on review of files maintained by the permittee, NMED and USEPA. It is also based on on-site observations made by the NMED inspector, and verbal information provided by the permittee's representative, Mr. Leonard Rice, Glenwood Hatchery Manager.

An entrance interview was conducted with Mr. Leonard Rice, Glenwood Hatchery Manager, at approximately 0855 Hours on July 30, 2013. The inspector made introductions, presented her credentials and discussed the purpose of the inspection. An exit conference was held at the hatchery with Mr. Rice to discuss preliminary findings of the inspection at approximately 1125 hours.

**Treatment Scheme:**

The hatchery uses flow through raceway technology to rear triploid rainbow trout to be released into the nearby rivers. The source water comes from three ground water wells and at times from the White Water Creek. All raceways are connected in series and are capable of returning water to the beginning of the process. There is a bypass channel which flows to the Glenwood pond and then discharges to Los Olmos Pond. The Los Olmos Pond discharges to nearby farm lands when irrigation is required. If no irrigation requirements are needed, the effluent can be directed to White Water Creek, which rarely occurs because of the demands for irrigation water.

COMPLIANCE EVALUATION INSPECTION  
NEW MEXICO GAME AND FISH – GLENWOOD FISH HATCHERY  
NPDES PERMIT NO.: NM0030163  
DATE OF INSPECTION: July 30, 2013

Further Explanations

Note: The sections are arranged according to the format of the enclosed EPA Inspection Checklist (Form 3560-3), rather than being ranked in order of importance.

Section B – Recordkeeping and Reporting – Overall Rating of “Unsatisfactory”

The permit requires, in Part III, Section D.4, Record Contents:

*Records of monitoring information shall include:*

- a. The date, exact place, and time of sampling or measurements;*
- b. The individual(s) who performed the sampling or measurements;*
- c. The date(s) and time(s) analyses were performed;*
- d. The individual(s) who performed the analyses;*
- e. The analytical techniques or methods used; and*
- f. The results of such analyses.*

The permit requires in Part II.E. Best Management Practices:

The permittee shall continue to maintain and update its Best Management Practices (BMP) Plan that achieves the objectives and the specific requirements listed:

Requirements:

- a. Name and location of the facility*
- b. Statement of BMP policy*
- c. The location of all monitoring (sampling) stations*
- d. Summary of all data required to the monitoring and sampled for as a permit condition.*

*Specific management practices and standard operating procedures to achieve objective, including, but not limited to the following:*

- i. Modification of equipment, facilities, technology, procedures.*
- ii. Improvement in management or general operational phases of the facility.*
- iii. Inspections and records.*
- iv. Reporting of BMPs incidents*

*Minimum Practices Required and Implementation of the BMP:*

- a. Solids Control*
- b. Materials Storage*
- c. Structural Maintenance*
- d. Recordkeeping*
- e. Training*

The permit requires in Part I.C, Monitoring and Reporting:

*Monitoring results must be reported to EPA on either the electronic or paper discharge monitoring report (DMR) approved formats.*

*Part of DMR reporting is the quantity or loading portion of TSS. This requires that the permittee use the flow on the day the sample was taken to do the appropriate calculation:*

$$\text{Mg/L (concentration)} \times \text{Instantaneous flow} \times 8.34 = \text{Loading}$$

**Findings** for Recordkeeping and Reporting:

The bench sheet provided for pH and settleable solids does not provide the name of the person doing the analysis. It does provide the individual taking the sample. Although, this may be the same individual taking the sample and doing the analysis, it is required that both the name of the sampler and the name of the analyzer be provided.

The permittee has failed to update and retain a Best Management Plan as required by the permit. Mr. Rice will speak with management to obtain documents needed for the BMP as soon as possible and implement the plan for the hatchery.

No chain of custody records were kept by the permittee when submitting samples to the contract laboratory. It is important to verify that the sample arrives intact and within the required temperature. This is checked by the contract laboratory upon arrival. A copy of the chain of custody should be maintained by the permittee.

For pH monitoring, the 20<sup>th</sup> Edition of Standard Methods (SM) was recorded on bench sheets. Effective June 18, 2012, the method's approval or revision date is listed in 40 CFR 136.3. Approved methods in 40 CFR 136.3 for Hydrogen ion (pH) testing include SM 4500-H+ B-2000 which was first published in SM 21st edition.

### **Section C – Operation and Maintenance – Overall Rating of “Unsatisfactory”**

Please see Section B – Recordkeeping and Reporting regarding the Best Management Plan.

#### **Findings** for Operation and Maintenance:

The permittee did not have available a Best Management Plan as required by the permit. Many of these requirements are part of operation and maintenance including emergency control (spill response, etc.) along with standard operating procedures.

Elements required by the Best Management Plan (BPM) include, but are not limited to:

- a. *Solids Control:*
  - i. *Employ efficient feed management and feeding strategies that limit feed input to the minimum amount reasonably necessary to achieve production goals and sustain targeted rates of aquatic animal growth in order to minimize potential discharges of uneaten feed and waste products to waters of the U.S.*
  - ii. *In order to minimize the discharge of accumulated solids from settling ponds and basin and production systems, identify and implement procedures for routine cleaning of rearing units and off-line settling basins and procedures to minimize any discharge of accumulated solids during the inventorying, grading and harvesting of aquatic animals in the production system.*
  - iii. *Remove and dispose of aquatic animal mortalities properly on a regular basis to prevent discharge to waters of the U.S., except in cases where the permitting authority authorizes such discharge in order to benefit the aquatic environment.*
- b. *Materials storage*
  - i. *Ensure proper storage of drugs, pesticides, and feed in a manner designed to prevent spills that may result in the discharge of drugs pesticides or feed to waters of the U.S.*
  - ii. *Implement procedures for properly containing, cleaning, and disposing of any spilled materials.*
- c. *Structural Maintenance*
  - i. *Inspect the production system and the wastewater treatment system on a routine basis in order to identify and promptly repair any damage.*
  - ii. *Conduct regular maintenance of the production system and the wastewater treatment system in order to ensure that they are properly functioning.*
- d. *Recordkeeping*

- i. In order to calculate representative feed conversion ratios, maintain records for aquatic animal rearing units documenting the feed amounts and estimates of the numbers and weight of aquatic animals.*
- ii. Keep records documenting the frequency of cleaning, inspections, maintenance and repairs.*
- iii.*
- e. Training*
  - i. In order to ensure the proper clean up and disposal of spilled material adequately train all relevant facility personnel in spill prevention and how to respond in the event of a spill.*
  - ii. Train staff on the proper operation and cleaning of production and wastewater treatment systems including training in feeding procedures and proper use of equipment.*

NMED/SWQB  
Official Photograph Log  
Photo # 1

Photographer: Sandra Gabaldon	Date: July 30, 2013	Time: 0948 hours
City/County: Glenwood / Catron		State: New Mexico
Location: Glenwood Fish Hatchery		
Subject: Staff gauge and broad crested weir at Outfall 001		



**NMED/SWQB**  
**Official Photograph Log**  
**Photo # 2**

Photographer: Sandra Gabaldon	Date: July 30, 2013	Time: 1046 hours
City/County: Glenwood / Catron		State: New Mexico
Location: Glenwood Fish Hatchery		
Subject: Benchsheet of raw data – June 2012		

