



Audit Action Plan Table Instructions

If you have any questions about your MS4's audit action plan or requirements of specific permit parts, please reach out to the Utah DWQ's - MS4 Coordinator. You may use your own form as long as it contains all of required contents of the below table, requirements listed in the below instructions, and is in table format. You can add rows to this document if deficiencies exceed 35. The DWQ must approve the audit action plan.

I. Permit Part

Under the permit part section of the table list the permit part for each deficiency identified in the audit deficiency table found in the appendices of the audit report. This can be pulled directly from the audit deficiency table.

II. Deficiency

Under the deficiency section please include the deficiency identified in the audit deficiency table in the appendices of the audit report next to each of the permit parts identified above. This can be pulled directly from the audit deficiency table.

III. Proposed Action

Under the proposed action column please identify what action the MS4 will take to remediate their deficiency and come into compliance with the permit part. Be detailed and specific and do not include descriptions such as "see above"; "see response to permit part xxx"; "will address"; etc. Each deficiency shall have its own response. If the response is duplicative of another deficiency, please just repeat it. **All deficiencies require a proposed action.**

IV. Proposed Documentation

Under the proposed documentation section please identify the supporting documentation the MS4 will submit on the deadline date to demonstrate that the proposed action was completed. Each proposed action **must** have some form of documentation to provide. The documentation must be directly related to the proposed action above.

V. Proposed Deadline

Under the proposed deadline section please identify a specific date in MM/DD/YYYY format. The proposed documentation must be submitted to the DWQ electronic portal: <https://deq.utah.gov/water-quality/water-quality-electronic-submissions> by this date. This date must be within 6 months from your proposed audit action plan due date. All response dates should not be for the last possible date, but rather spread out over the 6-month time period (or immediately resolved). Be mindful of the dates provided. Once the audit action plan is approved, the MS4 will be held to the deadlines.

City/County/Entity Audit Action Plan

| Item No. | Permit Part | Deficiency | Proposed Action | Proposed Documentation | Proposed Deadline |
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