ATTACHMENT D – SIGNATORY REQUIREMENTS

All documents submitted in compliance with this General Order shall meet the following signatory requirements:

1. All applications, reports, or information submitted to the Water Board must be signed and certified by the legally responsible party as follows:
    - **a.** For a corporation, by a responsible corporate officer of at least the level of vice-president.
    - **b.** For a partnership or sole proprietorship, by a general partner or proprietor, respectively.
    - **c.** For a municipality, or a state, federal, or other public agency, by either a principal executive officer or ranking elected official. This includes the chief executive officer of the agency or the senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrators of the U.S. EPA).
2. A duly authorized representative of the legally responsible party may sign documents if:
    - **a.** The authorization is made in writing by the legally responsible party.
    - **b.** The authorization specifies either an individual or position having responsibility for the overall operation of the regulated activity.
    - **c.** The written authorization is submitted to the Water Board Staff Contact prior to submitting any documents listed in item 1 above.
3. Any person signing a document under this section shall make the following certification:

    "I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment."