

# Spill Prevention and Cleanup

## Best Management Practices Fact Sheet

### Goal/Purpose:

Prevent discharge of contaminants and hazardous compounds into the storm water system.

Many spills can be cleaned by using absorbent material, which can then be scooped up and disposed of properly.

### Selection of Best Management Practice Activities

To comply with the city's Storm Water Pollution Prevention Program (SWPPP), specific best management practices (BMPs) must be implemented at municipal facilities and should be selected or developed on a case-by-case basis as required.

This BMP addresses only storm water protection requirements. Any group that uses, handles, or disposes of hazardous substances must follow the appropriate local, state, and federal regulations. Contact the North Dakota Department of Health (NDDH) or the Minnesota Pollution Control Agency (MPCA) for specific spill and cleanup-related questions at (701) XXX-XXXX.

### Activity

1. Always know what the spilled or released material is before trying to clean it up.
2. Refer to your facility-specific spill response plan or develop a reasonable procedure for identifying, reporting, and cleaning up liquids and solids. Spill response information can be found in your Hazardous Materials Business Plan, Hazardous Materials Management Plan, and/or Spill Prevention Countermeasure and Control Plan. Designate employees who are trained to respond for cleanup duty. The Wastewater Treatment Plant shall have a Spill Prevention Countermeasure and Control Plan.
3. Always have spill response equipment available near loading and storage areas for prompt cleanup. Different chemicals can require different cleanup methods; keep the appropriate equipment for the chemicals transferred, stored, and used on-site.
4. Promptly clean up any spill of liquid or solid waste. Do not hose down an area to clean or handle a spill, unless the liquid will be completely contained, cleaned up, and disposed of in the sanitary sewer or off-site (whichever is appropriate for the waste type). Do not discharge any liquid or solid to storm drains, landscape, or pavement.
5. Use a shop rag for cleaning up drips and small spills; do not saturate the rag. Do not use paper towels for hazardous wastes. Dirty rags used to clean up hazardous wastes must be handled in compliance with hazardous waste regulations and guidance procedures.
6. Use a dedicated shop vacuum, wet mop, or absorbent materials for larger spills; dispose of waste properly.

7. Do not use drains without knowing whether they connect to the sanitary sewer, storm system, or self-contained internal sump. Confirm before using drains to ensure proper disposal.

8. Prevention is the best spill control. Review the associated Material Safety Data Sheets for spill prevention procedures.

9. Use Spill Response Kits (Kits) for handling spills and leaks in the field. These Kits are sized according to the equipment in use—from large construction equipment (such as excavators) to small hand held tools (such as chain saws).

#### Contractors Requirements

1. Contracts should contain specific language to inform contractors that they must comply with federal, state, and local storm water rules and regulations as required by the Clean Water Act. Existing contracts will be amended to include this language, if not already included.

#### Employee Training

Staff training may include regular tailgate sessions at those facilities that load and unload significant amounts of chemicals or raw materials. Tailgate sessions should provide information on the selected storm water BMPs and methods for preventing discharge of pollutants into the storm drain system. Encourage employees to suggest modifications for existing BMPs and to create new BMPs; their suggestions will likely reduce labor and increase storm water runoff protection. If the above-suggested BMPs require some modification to work for you or do not cover some aspect of your operations or facility, call the city storm water representative at (XXX) XXX-XXXX for assistance.

Storm water BMP training may be incorporated with other training sessions such as safety training. Records of the training sessions should be kept for at least three years. These records should include who conducted the training, who attended, subjects discussed, and the date(s) of the training.

For additional information on this and other BMPs or the city's responsibilities under the National Pollutant Discharge Elimination System (NPDES) Phase II federal regulations for storm water discharges, see <http://www.XXXX.XXXX> or contact the city storm water representative at (XXX) XXX-XXXX for assistance.