

# TRAINING

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**SPILL**

**PREVENTION,**

**CONTROL, AND**

**COUNTERMEASURE**

**PLAN**

**STORM**

**WATER**

**POLLUTION**

**PREVENTION**

**PLAN**

## Goals of SPCC/SWPP Training

- Introduce facility personnel to the written SPCC/SWPP Plan and describe its:
  - Purpose and Scope
  - Location and Availability
  - Certification and Amendment Processes

## Goals of SPCC/SWPP Training

- Identify oil storage locations and spill pathways
- Explain oil transfer procedures
- Discuss spill prevention measures
- Discuss good housekeeping practices
- Familiarize campus personnel with appropriate spill response procedures and use of response equipment

## The SPCC/SWPP Plan

### Spill Prevention, Control & Countermeasures Rule

- Code of Federal Regulations 40 CFR 112 details requirements of the SPCC Plan
- Establishes procedures, methods, and equipment requirements to help prevent oil spills reaching navigable waters<sup>1</sup>

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<sup>1</sup>*Oil can reach navigable waters via stormwater drains, floor drains, creeks, ditches, etc.*

## The SPCC/SWPP Plan

### Spill Prevention, Control & Countermeasures Rule

- SPCC rules apply to facilities that have total ABOVEGROUND oil storage of more than 1,320 gallons and there is the potential for oil to reach streams or other water bodies
- Containers with  $\geq 55$  gallon capacity count

## The SPCC/SWPP Plan

### What kind of oils are covered?

- Oils and greases, including petroleum oil, crude oil, refined oil, fuel oil, sludge, synthetic oils, mineral oils, oil refuse, or oil mixed with wastes
- Fats, oils, or greases of animal, fish, and marine mammal origin
- Vegetable oils, including oils from seeds, nuts, fruits, or kernels

## The SPCC/SWPP Plan

### Permit for Stormwater Discharges Associated with Industrial Activity

- 2012 NPDES<sup>2</sup> General Permit GAR 050000
- Purpose – to minimize the impact of stormwater discharges from industrial facilities
- Authorizes stormwater discharges associated with industrial activity to the waters of Georgia

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<sup>2</sup>*The Clean Water Act established the National Pollution Discharge Elimination System (NPDES) to reduce pollution in U.S. waterways through permit regulations*

## The SPCC/SWPP Plan

### Permit for Stormwater Discharges Associated with Industrial Activity

- Requirements
  - Develop and Stormwater Prevention Plan (SWPP)
  - Submit a Notice of Intent (NOI) and Annual Report to the GA EPD.



## The SPCC/SWPP Plan

**Oil stored at the Automotive Center and Campus Transit includes:**

- Fuel oil in aboveground tanks used for vehicle fueling



## The SPCC/SWPP Plan

- New and used oil for vehicle maintenance



## The SPCC/SWPP Plan

### Oil Storage:

	AUTOMOTIVE CENTER		CAMPUS TRANSIT	
	Number	Capacity	Number	Capacity
<b>ASTs</b>				
Fueling	1	1,000		
Maintenance	3	1,280	4	1,050
<b>Total Tanks</b>	<b>4</b>	<b>2,280</b>	<b>4</b>	<b>1,050</b>
<b>Containers*</b>				
Maintenance	8	440	5	275
<b>Total Containers</b>	<b>8</b>	<b>440</b>	<b>5</b>	<b>275</b>
<b>Total Aboveground Oil Storage</b>		<b>2,270</b>		<b>1,325</b>

*\*Number of containers (drums) may vary*

## The SPCC/SWPP Plan

### Oil Storage:

- Refer to tables and diagrams in SPCC/SWPP Plan for list of oil stored, potential discharge volumes, flow pathways, etc.

## The SPCC/SWPP Plan

Spill Prevention, Control and Countermeasure Plan  
Stormwater Pollution Prevention Plan  
July 2012



Table 2-2: Potential Discharge Volumes, Direction of Flow, and Control Measures

POTENTIAL EVENT	MAXIMUM RELEASED (GALLONS)	MAXIMUM DISCHARGE RATE	DIRECTION OF FLOW	CONTROL MEASURES	
				SECONDARY CONTAINMENT	BEST MANAGEMENT PRACTICES
1,000-Gallon E-85 Aboveground Tank					1. Spot clean leaks and drips routinely to prevent runoff of spillage.
Failure of Tank	900	Gradual to immediate	E to storm drain	Doublewalled tank	
Tank Overfill	1-100	20 gal/min	E to storm drain	Spill response material	
Hose Failure or Leak	900	20 gal/hr	E to storm drain	Spill response material	
Transfer Vehicle Leak	1,500 est.	20 gal/min	E to storm drain	Spill response material	
Fueling Station Spill	40 est.	20 gal/min	E to storm drain	Spill response material	2. Use drip pans to collect leaks.
500-Gallon Used Motor Oil Tank					3. Use dry clean-up methods rather than hosing down area.
Failure of Tank	450	Gradual to immediate	E to floor drain	Doublewalled tank	
Pipe Failure or Leak	450	20 gal/hr	E to floor drain	Spill response material	
Transfer Vehicle Leak	1,500 est.	20 gal/min	E to storm drain	Spill response material	4. Discourage “topping off” when refueling.
500-Gallon New Motor Oil Tank					
Failure of Tank	450	Gradual to immediate	E to floor drain	Doublewalled tank	
Tank Overfill	1-100	5 gal/min	E to storm drain	Spill response material	
Pipe Failure or Leak	450	20 gal/hr	E to floor drain	Spill response material	
Transfer Vehicle Leak	1,500 est.	20 gal/min	E to storm drain	Spill response material	5. Confine vehicle/equipment washing to designated area(s).
280-Gallon New Motor Oil Tank					6. Avoid loading/unloading materials in the rain.
Failure of Tank	250	Gradual to immediate	E to floor drain	Doublewalled tank	
Tank Overfill	1-100	5 gal/min	E to storm drain	Spill response material	
Transfer Vehicle Leak	1,500 est.	20 gal/min	E to storm drain	Spill response material	7. Inspect area regularly to detect problems before they occur.
55-Gallon Drums					
Failure of a drum	50	Gradual to immediate	W to floor drain	Containment pallet	8. Train employees on proper handling, cleanup, and spill response techniques.
10,000-Gallon Gasoline Underground Tank					
Tank Overfill	1-100	200 gal/min	NE or NW to storm drain	Spill response material	
Transfer Vehicle Leak	4,000 est.	Gradual to immediate	NE or NW to storm drain	Spill response material	
Fueling Station Spill	40 est.	20 gal/min	E to storm drain	Spill response material	
4,000-Gallon Diesel Underground Tank					
Tank Overfill	1-100	200 gal/min	NE or NW to storm drain	Spill response material	
Transfer Vehicle Leak	4,000 est.	Gradual to immediate	NE or NW to storm drain	Spill response material	
Fueling Station Spill	40 est.	20 gal/min	E to storm drain	Spill response material	

## The SPCC/SWPP Plan

Spill Prevention, Control and Countermeasure Plan  
Stormwater Pollution Prevention Plan  
July 2012



**Table 2-2: Potential Discharge Volumes, Direction of Flow, and Control Measures**

POTENTIAL EVENT	MAXIMUM RELEASED (GALLONS)	MAXIMUM DISCHARGE RATE	DIRECTION OF FLOW	CONTROL MEASURES		
				SECONDARY CONTAINMENT	BEST MANAGEMENT PRACTICES	
250-Gallon New Motor Oil Tank, and 250-Gallon Transmission Fluid						
Failure of Tank	225	Gradual to immediate	S to storm drain	Rupture Basin	1. Spot clean leaks and drips routinely to prevent runoff of spillage.  2. Use drip pans to collect leaks.  3. Use dry clean-up methods rather than hosing down area.  4. Discourage “topping off” when refueling.	
Tank Overfill	1-100	20 gal/min	S to storm drain	Active containment using spill response material		
Pipe Failure or Leak	225	20 gal/hr	S to storm drain	Oil/water separator (inside maintenance shop) Active containment using spill response material (inside lube room)		
Transfer Vehicle Leak	1,500 est.	20 gal/min	S to storm drain	Active containment using spill response material		
385-Gallon Used Motor Oil Tank						
Failure of Tank	350	Gradual to immediate	S to detention pond	Doublewalled	5. Confine vehicle/equipment washing to designated area(s).  6. Avoid loading/unloading materials in the rain.  7. Inspect area regularly to detect problems before they occur.	
Tank Filling	1-20	Gradual to immediate	S to detention pond	Doublewalled		
Pipe Failure	1-20	10 gal./min.	S to detention pond	Active containment using spill response material		
Transfer Vehicle Leak	1,500 est.	20 gal/min	S to detention pond	Active containment using spill response material		
55-Gallon Drum						
Failure of a drum	50	Gradual to immediate	S to detention pond	Containment pallet	8. Train employees on proper handling, cleanup, and spill response techniques.	
10,000 Gallon Diesel Underground Tank						
Tank Overfill	1-100	200 gal/min	S to detention pond	Active containment using spill response material		
Transfer Vehicle Leak	4,000 est.	Gradual to immediate	S to detention pond	Active containment using spill response material		
Fueling Station Spill	180 est.	36 gal/min	N to detention pond	Active containment using spill response material		



## The SPCC/SWPP Plan

**Other pollutants stored at the Automotive Center and Campus Transit include:**

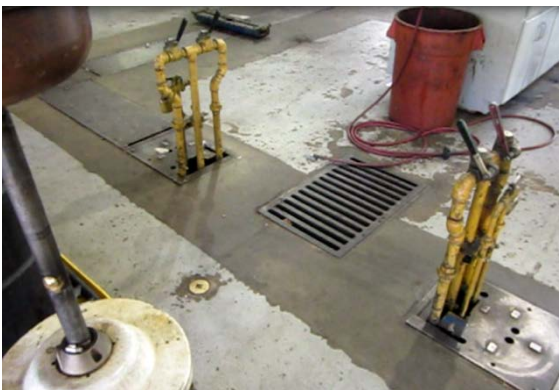
- Detergent for vehicle cleaning
- Antifreeze



## The SPCC/SWPP Plan

**Industrial activities at the Automotive Center and Campus Transit includes:**

- Vehicle maintenance
- Vehicle/equipment cleaning operations





## The SPCC/SWPP Plan

### Facility Drainage – Automotive Center

- All inlets flow to outfalls on south side of facility
- Empty to drainage path leading to the North Oconee River



**LEGEND**

● Outfalls

— Distance to N Oconee River (400 ft)

— North Oconee River

## The SPCC/SWPP Plan

### Facility Drainage – Campus Transit

- All inlets flow to stormwater detention ponds
- Overflow from ponds flow in direction of N Oconee River



## The SPCC/SWPP Plan

### What is an SPCC/SWPP Plan?

- A facility-specific, written document that describes how a facility's operations comply with regulation requirements

## The SPCC/SWPP Plan

### What is an SPCC/SWPP Plan?

- Spill Prevention – preventing discharges of oil products, such as inspection, testing, security, and personnel training
- Spill Control – describes control measures in place to prevent a spill from reaching the environment
- Spill Countermeasures – procedures for recovery, response, clean up, and disposal of oil spills

## The SPCC/SWPP Plan

### What is an SPCC/SWPP Plan?

- Stormwater Pollution Prevention – describes best management practices to minimize potential for release of harmful materials to stormwater.

## The SPCC/SWPP Plan

### Who needs SPCC/SWPP training?

- Employees that are involved in oil handling, transfer, storage, and maintenance of oil equipment or spill response
- Training must be completed:
  - every year for existing employees or immediately for new hires or
  - if there is a significant change in the SPCC/SWPP Plan

## Responsibilities

### SPCC Coordinators

- Conduct quarterly and annual inspections
- Conduct quarterly visual observations of stormwater discharge
- Conduct annual site evaluation
- Conduct annual training
- Provide Annual Report information to Environmental Safety Division

## Responsibilities

### SPCC Coordinators

- Maintain and keep current all SPCC/SWPP Plan documentation
- Maintain spill kit materials adequate for oil storage
- Initial response to a spill
- Notify Environmental Safety of spill



## SPCC Coordinators

SPCC COORDINATORS	
AUTOMOTIVE CENTER	CAMPUS TRANSIT
<p><b>Cris Taylor</b> FLEET MANAGER</p> <p><b>Brent Canup</b> SHOP FOREMAN</p>	<p><b>Ron Hamlin</b> MANAGER</p> <p><b>Paul Shadowens</b> MAINTENANCE MANAGER</p> <p><b>Bryan Fuller</b> TRANSIT MAINTENANCE MANAGER</p>

## Responsibilities

### Environmental Safety Division

- Review annually and provide inventory changes from each SPCC Coordinator
- Review and provide updates/changes for SPCC/SWPP Plan every five years and have certified by Professional Engineer
- Provide training assistance for SPCC Coordinator(s) and perform quality assurance audits

## Responsibilities

### Environmental Safety Division

- Notify Regulatory Agencies
- File reports with Regulatory Agencies
- Submit Annual Report for NPDES General Permit GAR050000 to Georgia Department of Natural Resources

## Spill Prevention and Control

### Oil Transfer

- A release is most likely to occur during oil/fuel transfer – always use good handling practices
- Use commercial firms experienced in transportation and handling of oil products
- Facility personnel must be present during oil transfer

## Spill Prevention and Control

### Oil Transfer

- Level of product in tank/container is to be continuously monitored during the transfer process
- Inspect vehicle before departure to ensure all lines have been disconnected and valves are closed
- Immediately report any spill to Environmental Safety

## Spill Prevention and Control

### Best Management Practices

- Good Housekeeping
  - Maintain clean and orderly work environment
  - Prompt cleanup/removal of spillage
  - Regular disposal of waste material
  - Use of drip pans under leaking vehicles/equipment

## Spill Prevention and Control

### Best Management Practices

- Material Storage
  - Containers clearly labeled
  - Proper storage of containers and drums (i.e., out of traffic routes, walkways, etc.)

## Spill Prevention and Control

### Secondary Containment

- All oil storage tanks/containers/drums must be located in properly sized<sup>3</sup> containment, sufficiently impervious to contain oil.



DOUBLEWALLED TANK



CONTAINMENT WALL/CURB



RUPTURE BASIN



CONTAINMENT PALLET

<sup>3</sup>Sufficient for the entire capacity of the largest container and have sufficient freeboard to contain an additional 10% volume.



## Spill Prevention and Control


### Secondary Containment

- Water accumulated within secondary containment areas is inspected for the presence of a sheen or petroleum odor
- If contaminated, use oil sorbent materials for small accumulations or contact Environmental Safety

# Spill Prevention and Control

## Secondary Containment

- Document removal using the **Fluid Removal Record**  
[Appendix B]

  
 The University of Georgia

Spill Prevention, Control and Countermeasure Plan  
October 2011

### FLUID REMOVAL RECORD

REMOVAL OF FLUID MUST BE IN ACCORDANCE WITH SECTION 3.2 OF THIS SPCC PLAN		
Operator _____	Date _____	Time _____
Telephone Number _____	Accumulated Fluid	
Approximate Volume of Fluid _____	<input type="checkbox"/> Oil <input type="checkbox"/> Water <input type="checkbox"/> Other (Specify) _____	
Source of Accumulated Fluid _____		
Appearance of Fluid Prior to Removal (Color, Sheen, Etc.) _____		
Action Taken Prior to Removal of Oil _____		
Describe Any Wastes Generated (Volume, Disposal, Etc.) _____		
Comments _____		

## Spill Prevention and Control

### Inspections

- Inspections Forms [Appendix B]:
  - **Record of Quarterly Inspection**
  - **Record of Annual Inspection**
- Inspection forms must be retained for at least three years

## Spill Prevention and Control

### Inspections

- Inspections consist of a complete walk through of the tank/container/equipment area to identify:
  - Damage or leakage
  - Stained or discolored ground surfaces
  - Security problems

## Spill Prevention and Control

### Integrity Testing

- Performed by a certified tank inspector when:
  - Repairs or alterations are made to a tank
  - Evidence of a leak is detected
  - Results of a formal tank inspection reveals evidence of leakage or deterioration

## Spill Countermeasures

### What if there is a spill?

- SAFETY COMES FIRST! - Call 911 immediately if anyone is injured or if there is a potential for fire
- Extinguish any source of ignition
- Warn others and isolate the area
- Determine the source of the release
- If the quantity exceeds your abilities for containment, please call the Environmental Safety Division

## Spill Countermeasures

### Procedures for Handling Incidental and Emergency Spills

#### What if there is an INCIDENTAL spill?

- Incidental Spill - Defined
  - Manageable spill that poses low risk to safety
  - Not likely to adversely impact the environment
  - Typically 5 gallons or less (within the scope of the UGA Response Team)

## Spill Countermeasures

### What if there is an **INCIDENTAL** spill?

- Incidental Spill – Actions
  1. First, ensure your own personal safety!
  2. Attempt to stop the release at its source (i.e., close valves, upright drums, etc.)
  3. Prevent the spill from spreading using spill response materials located on site

*Continued...*



## Spill Countermeasures

### What if there is an INCIDENTAL spill?

- Incidental Spill – Actions *(continued)*
  4. Document Spill using Oil Spill Report [Appendix B]
  5. Notify Environmental Safety

## Spill Countermeasures

### Oil Spill Report – Incidental Spill

OIL SPILL REPORT			
REPORT MUST BE COMPLETED IN ITS ENTIRETY			
Name of Person Reporting Spill <i>Joe Bloggs</i>		Telephone Number <i>706-555-1234</i>	
Date of Spill <i>5/2/12</i>	Time of Spill <i>10:15 am</i>	Date of Report <i>5/2/12</i>	Time of Report <i>2:30 pm</i>
Location of Spill <i>Engine Room</i>		Type of Oil Spilled <i>Diesel</i>	
Estimated Volume <i>2 gallons</i>			
Has Spill Breached Secondary Containment Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Has Oil Entered A Storm Sewer? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Source of Spill <input type="checkbox"/> Storage Tank <input type="checkbox"/> Tank Truck in Product Transfer Area <input checked="" type="checkbox"/> Ancillary Equipment (specify) <i>Fuel piping</i>		Affected Medium <input type="checkbox"/> Soil <input type="checkbox"/> Water <input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Other (specify) _____	
Cause of Spill <i>Leak at FOS connection at generator</i>			
Damages or Injuries Caused by Spill <i>None</i>			
Actions Being Used to Stop, Remove, and Mitigate the Effects of the Spill <i>(1) Valve closed to stop flow; (2) absorbent material and pads used to clean up spill; (3) connection tightened</i>			
Is an Evacuation of the Local Area Warranted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Individual(s) and Organizations Contacted (Note Date and Time of Notification) <i>None required</i>			
Other Pertinent Information			

## Spill Countermeasures

### What if there is an **EMERGENCY** spill?

- Emergency Spill – Defined
  - Quantity spilled > 5 gallons (outside scope of the UGA Response Team)
  - Has entered sanitary/storm drain or ground/surface water

*Continued...*

## Spill Countermeasures

### What if there is an **EMERGENCY** spill?

- Emergency Spill – Defined *(continued)*
  - Cannot be stopped
  - Poses a fire/explosion hazard
  - Additional spill equipment is needed

## Spill Countermeasures

### What if there is an **EMERGENCY** spill?

- Emergency Spill – Actions
  1. First, ensure your own personal safety!
  2. If it is safe to do so, attempt to stop the release at its source (i.e., close valves, upright drums, etc.)

*Continued...*

## Spill Countermeasures

### What if there is an **EMERGENCY** spill?

- Emergency Spill – Actions *(continued)*
  3. Take action to prevent the spill from entering storm drains or streams and to minimize the area affected by using the spill materials located on campus
  4. Contact Spill Cleanup Contractor to remediate, and/or dispose of oil impacted soils, absorbent material, and tools contaminated with oil

*Continued...*

## Spill Countermeasures

### What if there is an **EMERGENCY** spill?

- Emergency Spill – Actions *(continued)*
  5. Document spill using Oil Spill Report [Appendix B]
  6. Notify Environmental Safety

## Spill Countermeasures

### Oil Spill Clean-up Contractors

The following Contractors have the necessary equipment to respond to a discharge of oil the event of a spill:

#### Emergency Response Contractor(s) – ORSO Coastguard Certified

Name	24/7 Contact Numbers
<u>PIER NOW Hotline</u>	1-877-743-7669
HEPACO	1-800-888-7689
SWS Environmental Services	1-877-742-4215
Environmental Quality Co.	1-800-839-3975
Environmental Restoration, LLC	1-888-814-7477



## Spill Countermeasures

### Spill Response Materials

- Materials include absorbent pads, absorbent material, and personal safety equipment
- Contact Environmental Safety for removal of spent absorbent materials

## Spill Countermeasures

### Oil Spill Report – Emergency Spill

OIL SPILL REPORT			
REPORT MUST BE COMPLETED IN ITS ENTIRETY			
Name of Person Reporting Spill <i>Sammy Soe</i>		Telephone Number <i>706-555-5678</i>	
Date of Spill <i>5/2/12</i>	Time of Spill <i>10:15 am</i>	Date of Report <i>5/2/12</i>	Time of Report <i>2:30 pm</i>
Location of Spill <i>North Parking Area</i>		Type of Oil Spilled <i>Gasoline</i>	
Estimated Volume <i>30 gallons</i>			
Has Spill Breached Secondary Containment Area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Has Oil Entered A Storm Sewer? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Source of Spill <input type="checkbox"/> Storage Tank <input checked="" type="checkbox"/> Tank Truck in Product Transfer Area <input type="checkbox"/> Ancillary Equipment (specify) _____		Affected Medium <input checked="" type="checkbox"/> Soil <input type="checkbox"/> Water <input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Other (specify) _____	
Cause of Spill <i>Product release from tank vent during delivery. Problem with overfill valve suspected.</i>			
Damages or Injuries Caused by Spill <i>Contaminated soil</i>			
Actions Being Used to Stop, Remove, and Mitigate the Effects of the Spill <i>Fuel loading terminated, spill in parking area cleaned up using on site spill kit materials.</i>			
Is an Evacuation of the Local Area Warranted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Individual(s) and Organizations Contacted (Note Date and Time of Notification) <i>5/2 3:00 pm ABC Environmental Co.; 5/2 4:00 pm ESD</i>			
Other Pertinent Information  <i>5/3 ABC Environmental remediated contaminated soil 5/10 Repair of tank overfill valve</i>			

## Spill Countermeasures

### Typical Spill Response Material



**LOOSE ABSORBENT**



**ABSORBENT PADS**



**OIL ONLY ABSORBENT BOOMS**

## Spill Countermeasures

### Typical Spill Response Material



NON SPARKING SHOVEL



DISPOSAL BAGS



SAFETY GEAR

## Spill Countermeasures

### Notification Procedures in the Event of a Spill

- Environmental Safety Division (8 AM – 5 PM)

**706-583-0449 or 706-542-5801**

- University Police (8 AM – 5 PM and after hours)

**706-542-2200**

## Spill Countermeasures

### Notification Procedures in the Event of a Spill

Environmental Safety Division will notify the following  
Regulatory Agencies:

- GA Dept of Natural Resources                      404-656-4863
- National Response Center                              800-424-8802
- US EPA, Region IV                                      404-562-8357

## Spill Countermeasures

### What spills need to be reported?

- Discharges that cause a film, sheen or discoloration of the water or adjoining shoreline
- Discharges that cause a sludge or an emulsion to be deposited beneath the surface of the water or upon the adjoining shorelines
- Discharges that violate applicable water quality standards

## Stormwater Monitoring

### Monitoring of Stormwater

- Quarterly visual observations of stormwater discharge from each outfall:
  - Collect samples within the first 30 minutes of when stormwater runoff begins (no sooner than 72 hours from previous stormwater event)
  - Collect samples during daylight hours
- Use **Record of Quarterly Visual Assessment of Stormwater Quality** [Appendix B]



## Stormwater Monitoring

### Non-Stormwater Discharges

- Annual visual evaluations for the presence of non-stormwater discharges
- Use **Certificate of Annual Comprehensive Site Evaluation** [Appendix B]

## Stormwater Monitoring

### Annual Report

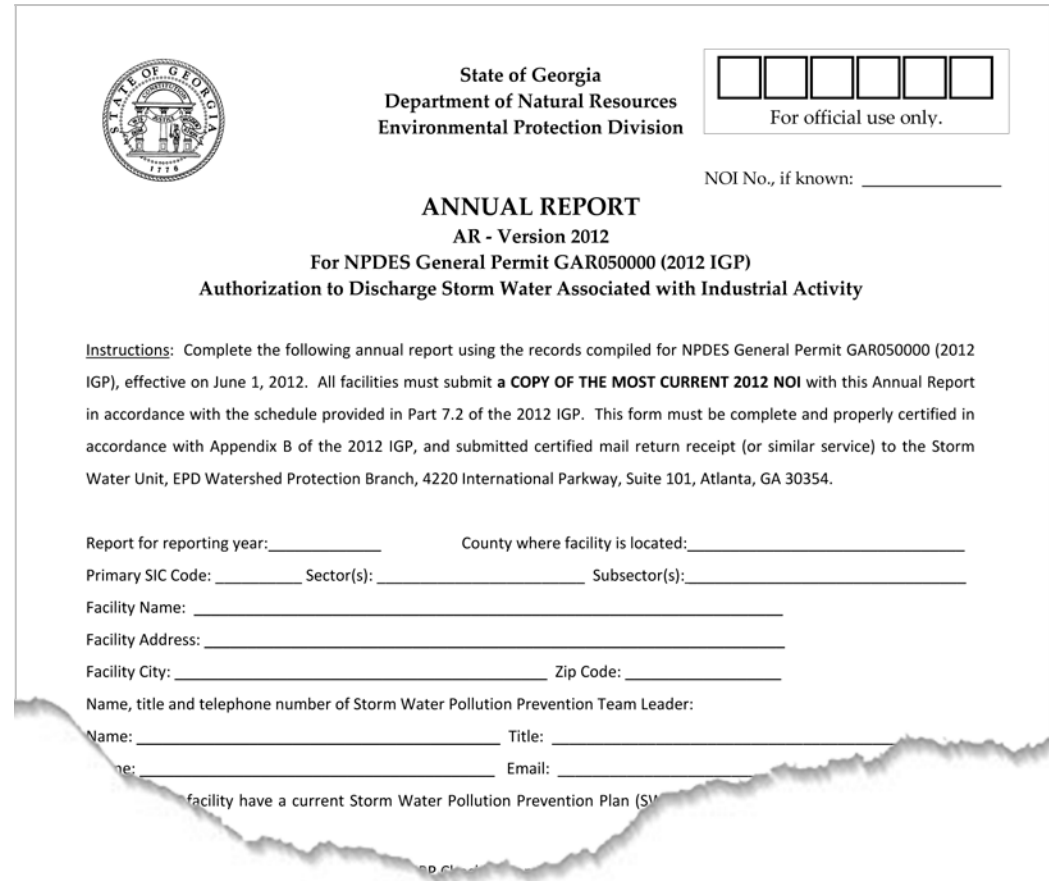
- Submit Annual Report to GA EPD Watershed Protection Stormwater Unit:

REPORT	DUE	PERIOD
1	1/31/2013	Date last annual report submitted through 12/31/2012
2	1/31/2014	Calendar year 2013
3	1/31/2015	Calendar year 2014
4	1/31/2016	Calendar year 2015
5	1/31/2017	Calendar year 2016

## Stormwater Monitoring

### Annual Report

- Use **Annual Report** form [Appendix E]
- Submit by return receipt certified or similar service



State of Georgia  
Department of Natural Resources  
Environmental Protection Division

For official use only.

NOI No., if known: \_\_\_\_\_

**ANNUAL REPORT**  
AR - Version 2012  
For NPDES General Permit GAR050000 (2012 IGP)  
Authorization to Discharge Storm Water Associated with Industrial Activity

Instructions: Complete the following annual report using the records compiled for NPDES General Permit GAR050000 (2012 IGP), effective on June 1, 2012. All facilities must submit a **COPY OF THE MOST CURRENT 2012 NOI** with this Annual Report in accordance with the schedule provided in Part 7.2 of the 2012 IGP. This form must be complete and properly certified in accordance with Appendix B of the 2012 IGP, and submitted certified mail return receipt (or similar service) to the Storm Water Unit, EPD Watershed Protection Branch, 4220 International Parkway, Suite 101, Atlanta, GA 30354.

Report for reporting year: \_\_\_\_\_ County where facility is located: \_\_\_\_\_  
Primary SIC Code: \_\_\_\_\_ Sector(s): \_\_\_\_\_ Subsector(s): \_\_\_\_\_  
Facility Name: \_\_\_\_\_  
Facility Address: \_\_\_\_\_  
Facility City: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Name, title and telephone number of Storm Water Pollution Prevention Team Leader:  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_ facility have a current Storm Water Pollution Prevention Plan (SWPPP).

## Maintaining the SPCC/SWPP Plan

### Recordkeeping Requirements

- Records related to the SPCC/SWPP Plan must be maintained for no less than three years
- Records must be available for EPA and GA EPD inspection
- All records of inspections, spills, training must be kept with your SPCC/SWPP Plan

## Maintaining the SPCC/SWPP Plan

### Environmental Safety personnel will:

- Issue departmental request for inventory changes
- Review and evaluate the facility and SPCC/SWPP Plan at least once every five years
- Amend SPCC/SWPP Plan if there is a change in design, operation or maintenance that affects the facility's potential to discharge petroleum

*Note: Changes made to the emergency contact list and other administrative changes need not be reviewed and certified by a Professional Engineer*



# Questions and Comments