

STORMWATER BMPS: GOOD HOUSEKEEPING & SPILL PREVENTION

AFFECTED FACILITIES

These BMPs apply at all municipal and county operations.

BACKGROUND

Most storm water pollution occurs as a result of a spill, leak or release or when materials or wastes exposed to storm water. Spills and releases often occur when a container is punctured or broken in an accident. Good housekeeping is simply the practice of keeping all materials, supplies and containers well organized, storing materials securely when not in use, and only having materials that are needed for the current work activity in the work area. Good housekeeping also helps prevent storm water pollution if an accident or release does occur. A small accident in an area with lots of other materials (some of which may be hazardous) can quickly escalate into a major accident.

BEST MANAGEMENT PRACTICES

- Keep all work areas neat and well organized. Sweep or pick-up all trash and debris daily or as needed.
- Recycle or dispose of all wastes properly and promptly. Do not let waste accumulate at or around the work place. See *BMP: Waste Management & Disposal* for details on proper waste management.
- Do not handle, use, pour, dispose or transfer materials outdoors near storm drain inlets or drainage ditches.
- Do not try to handle a container alone if it is awkward or requires over-exertion. Get help or use powered equipment.
- Do not wash down or hose down any outdoor work areas or trash/waste container storage areas except where wash water will only enter the sanitary sewer (if approved).
- Use only dry clean-up methods to clean up spills.
- Clean-up all spills or releases promptly and use the practices described in the "*Spill Clean-Up BMP*".

REQUIRED STRUCTURES AND EQUIPMENT

- Make sure an adequate spill kit or locker is available near each work area where spills or leaks are possible.
- Identify and stencil any storm drain inlets at or near the facility to notify employees and contractors not to dispose of any materials or wastes here.

INSTALLATIONS REQUIRED FOR NEW CONSTRUCTION OR RENOVATIONS

- Design new or remodeled facilities so that all work involving industrial materials or wastes is conducted indoors or under a roof or inside of containment.

REQUIRED EMPLOYEE AND CONTRACTOR TRAINING

- Train all current employees and contractors who work outdoors on this BMP.
- Train all new hires and job transferees who work outdoors on this BMP.

- Conduct refresher training on this BMP for all employees as needed.
- Contracts should stipulate that all contracted employees have been trained in proper stormwater management BMPs.

REQUIRED MAINTENANCE

- Sweep all outdoor work areas daily or as needed. Dispose of dust and debris collected at an approved disposal facility.

RECORDS

- Keep records of employee and contractor trainings.

REFERENCES

1. Colorado's Phase II Municipal Guidance, October 2001
2. *California Stormwater BMP Handbook*, January 2003
3. *Knoxville (TN) BMP Manual, Activities & Methods*, January 2001
4. *City of Tacoma: Surface Water Management Manual (Vol. IV Source Control BMPs)*, January 2003
5. *Municipal Facility Runoff Control Plan* (City of Lakewood, CO)
6. *Best Management Practices for Industrial Storm Water Pollution Control* (Santa Clara Valley, CA)