SAMPLE
Storm Water Pollution Prevention Plan

Magerr's Ready Mix

September 15, 2000

The best management practices included in this sample SWPPP are just examples. Your plan may need to include other requirements.

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1.0 INTRODUCTION

1.1 Background

In 1972, Congress passed the Federal Water Pollution Control Act (FWPCA), also known as the Clean Water Act (CWA), to restore and maintain the quality of the nation's waterways. The ultimate goal was to make sure that rivers and streams were fishable, swimmable, and drinkable. In 1987, the Water Quality Act (WQA) added provisions to the CWA that allowed the EPA to govern storm water discharges from industrial activities. EPA published the final notice for Phase I of the Multi-Sector General Storm Water Permit program (Federal Register Volume 60 No. 189, September 20, 1995, page 50804) in 1995 which included provisions for the development of a Storm Water Pollution Prevention Plan (SWPPP) by each industrial facility discharging storm water, including ready mix concrete facilities.

Development, implementation, and maintenance of the SWPPP will provide Magerr's Ready Mix with the tools to reduce pollutants contained in storm water discharges and comply with the requirements of the General Storm Water Permit issued by the State of Maryland (Permit No. MD-S1234567-8). The primary goals of the SWPPP will be to:

Identify potential sources of pollutants that affect storm water discharges from the site;

Describe the practices that will be implemented to prevent or control the release of pollutants in storm water discharges; and

Create an implementation schedule to ensure that the practices described in this SWPPP are in fact implemented and to evaluate the plan's effectiveness in reducing the pollutant levels in storm water discharges.

1.2 SWPPP Content

This SWPPP includes all of the following:

Identification of the SWPPP coordinator with a description of this person's duties;

- Identification of the SWPPP implementation team members;

Description of the facility including information regarding the facility's location and activities as well as a site description, three maps, and a summary of the storm water drainage system;

Identification of potential storm water contaminants;

Description of storm water management controls and various Best Management Practices (BMPs) necessary to reduce pollutants in storm water discharge;

Description of the facility monitoring plan; and a

Description of the implementation schedule and provisions for amendment of the plan.

2.0 SWPPP COORDINATOR AND DUTIES

The SWPPP coordinator for the facility is Mrs. Mary Smith (phone number: (301) 555-6434). Mrs. Smith's duties include the following:

- Create a SWPPP team to aid in the implementation of the SWPPP plan;
- Implement the SWPPP plan;
- Oversee maintenance practices identified as BMPs in the SWPPP;
- Implement and oversee employee training;
- Conduct or provide for inspection or monitoring activities;
- Identify other potential pollutant sources and make sure they are added to the plan;
- Identify any deficiencies in the SWPPP and make sure they are corrected;
- Prepare and submit reports; and
- Ensure that any changes in facility operation are addressed in the SWPPP.

To aid in the implementation of the SWPPP plan, the members of the SWPPP team are Tom Johnson and Mike Carter. Tom Johnson will ensure that all housekeeping and monitoring procedures are implemented, while Mike Carter will ensure the integrity of the structural BMPs.

3.0 FACILITY DESCRIPTION

3.1 Facility Location

Magerr's Ready Mix plant is located at 6400 Addison Road in Capital Heights, Maryland. Figure 1 presents a map showing the location of the site. The facility is a 19.3-acre parcel located in Section 30, Township 7N, Range 21 East. The facility is bound to the north by Rolling Ridge Drive, to the west by Addison Road, to the south by residential property, and to the east by the Margarets Drive.

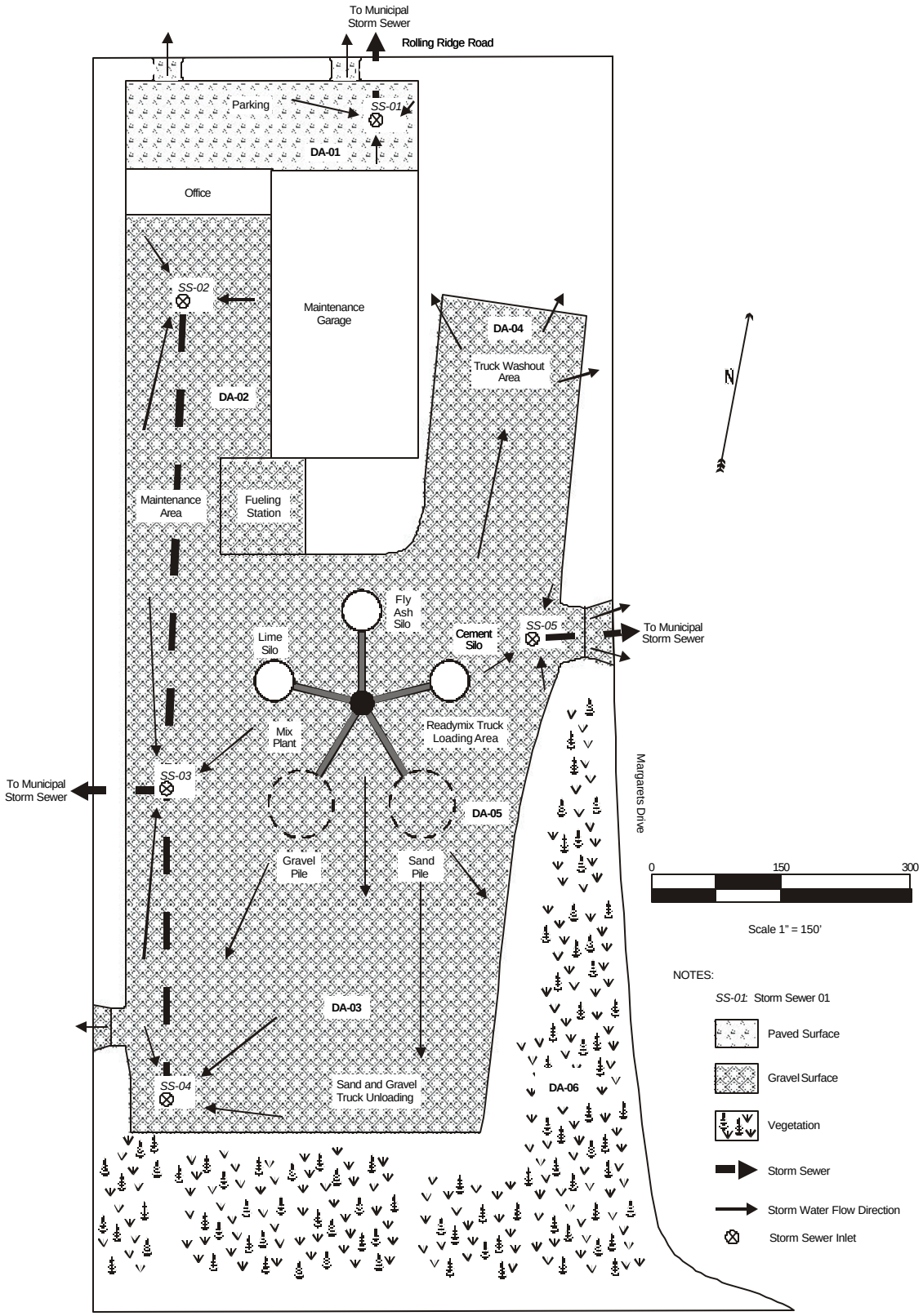
3.2 Site Activities

Magerr's Ready Mix plant consists of a maintenance area where maintenance activities are performed on ready mix trucks, an office, a maintenance garage, a fueling station, a sand and gravel truck unloading area, a truck washout area, a ready mix truck loading area, and a mix plant. Based on site activities, Magerr's Ready Mix falls under the Standard Industrial Classification code of 3273. Typically, the facility operates 10 hours per day, 6 days per week, and maintains a staff of approximately 18 people.

3.3 Site Description

The total area of the site is approximately 19.3 acres and approximately 2.1 acres, or 11 percent, is impervious (i.e., pavement, buildings). The remainder of the site consists of a 1.5-acre compacted gravel maintenance area, a 4.3-acre compacted sand and gravel truck unloading area, a 1.9-acre compacted gravel ready mix truck loading area, a 1.0-acre compacted gravel truck washout area, a 4.3-acre undeveloped wooded area, plus approximately 4.2 acres of miscellaneous unpaved roadways and undeveloped areas. Five storm drains are currently located throughout the property. Figure 2 is a facility layout map showing the major site features and the locations of the storm drains.

Figure 1. Facility Location



I:/lwi/OECA/Sitemaps/Readymix.cdr Readymix Figure 2

Figure 2. Site Map with Drainage Areas and Storm Water Flow (Prior to BMP Implementation)

3.4 Storm Water Drainage System

The site can be divided into six major drainage areas. Table 1 describes the significant characteristics of each drainage area. Figure 2 shows the locations of the drainage areas and the apparent storm water drainage patterns. Drainage area DA-06 located along the south one-third of the property is undeveloped wooded area and generally covered by vegetation. Because of the high permeability of the soils and the absence of site activities in this area, this drainage area is not significant and will not be addressed further in this SWPPP. Paved parking areas are affected by industrial activities and therefore are included in this SWPPP. Drainage areas DA-01 (parking lot and roof drains from the office and maintenance garage), DA-02 (maintenance area, fueling station, and roof drains from the office and maintenance garage), DA-03 (sand and gravel truck unloading area), DA-04 (truck washout area), and DA-05 (ready mix manufacturing area) ultimately discharge to Cabin Branch Creek through a municipal storm sewer. Cabin Branch Creek empties into the Anacostia River approximately 8 miles downstream. The Anacostia River is a major tributary to Chesapeake Bay.

Table 1

Characteristics of Storm Water Drainage

Drainage Area[1]	Storm water Flow Description	Total Size (sq. feet)	Impervious Surface Area (sq. feet)	Runoff Coefficient[2]	Drainage Discharge Point
DA-01	**Parking Area:** Sheet flow across the paved area to storm inlet SS-01. Roof drains from the north side of the office and maintenance garage discharge to storm inlet SS-01.	31,600	31,600	High	Cabin Branch Creek
DA-02	**Maintenance Area:** Overland flow across the compacted gravel area and fueling station to storm inlet SS-02. Roof drains from the south side of the office and maintenance garage discharge to storm inlet SS-02.	64,300	58,800	High	Cabin Branch Creek
DA-03	**Sand and Gravel Truck Unloading Area:** Overland flow across the compacted gravel area to storm inlets SS-03 and SS-04.	186,000	0	Medium	Cabin Branch Creek
DA-04	**Truck Washout Area:** Overland flow across the compacted gravel area.	44,300	0	Medium	Cabin Branch Creek
DA-05	**Ready Mix Manufacturing Area:** Overland flow across the compacted gravel area to storm inlet SS-05.	84,400	0	Medium	Cabin Branch Creek
DA-06	**Grass-covered Area:** All grass-covered areas located in the southern portion of the property. Flow from this area does not leave the site as storm water run off.	186,000	0	Low	None

(1) See Figure 2 for drainage areas
(2) Runoff Coefficient:
High: 70-100% impervious (example: asphalt, buildings, paved surfaces)

Medium: 40-70% impervious (example: packed soils)
Low: 0-40% impervious (example: grassy areas)

4.0 IDENTIFICATION OF POTENTIAL STORM WATER CONTAMINANTS

This section identifies significant materials located at the facility that may potentially contaminate storm water. Additionally, the section presents a record of past spills and leaks, identifies potential areas for storm water contamination, and summarizes available storm water sampling data.

4.1 Significant Material Inventory

Materials used by the facility that have the potential to be present in storm water runoff are listed in Table 2. This table includes information regarding material type, chemical and physical description, and the specific regulated storm water pollutants associated with each material.

4.2 Historic Spill and Leak Record

According to the facility records, there have not been any spills in uncovered areas of the facility in the past three years.

4.3 Potential Areas for Storm Water Contamination

The following potential source areas of storm water contamination were identified and evaluated:

Parking area: Employees park their vehicles in the parking lot area. Storm water from this area can be potentially contaminated by leaking fluids from the parked vehicles. These contaminants may contain mineral oil, petroleum distillates, benzene, ethyl benzene, toluene, xylene, and MTBE.

- Maintenance area: Maintenance and fueling activities are performed on ready mix concrete trucks in the maintenance area. Storm water from this area can be potentially contaminated by fluids leaking from the trucks during the maintenance activities and spills and leaks at the fueling station. These contaminants may contain mineral oil, petroleum distillates, benzene, ethyl benzene, toluene, xylene, and MTBE.

- Sand and Gravel Truck Unloading area: Trucks unload sand and gravel in the sand and gravel truck unloading area. Storm water from this area can be potentially contaminated by fluids leaking on to the gravel surface from the trucks and by sand and gravel spills. These contaminants may contain mineral oil, benzene, toluene, xylene, MTBE, silicon, dissolved solids, suspended solids, calcium sulfate, tricalcium aluminate, and tetracalcium aluminoferrite.

- Truck Washout area: Truck drums and the exterior of trucks are cleaned in the truck washout area. Storm water from this area can be potentially contaminated by waste water from truck cleaning operations and by leaking fluids from trucks. These contaminants may contain mineral oil, benzene, MTBE, silicon, suspended solids, calcium sulfate, calcium oxide sulfonated melamine-formaldehyde, alkyl benzene sulfonates, methyl-ester-derived cocamide diethanolamine, and hydrochloric acid.

- Ready Mix Manufacturing area: Cement is loaded into the ready mix trucks at the ready mix truck loading area. Storm water from this area can be potentially contaminated by leaking fluids from trucks and cement spills or leaks during loading activities. These contaminants may contain benzene, MTBE, calcium oxide, sulfonated melamine-formaldehyde, calcium chloride, ethanol amine, fungicides, and insecticides

Table 3 presents site specific information regarding storm water pollution potential from each of these areas.

4.4 A Summary of Available Storm Water Sampling Data

Magerr's Ready Mix has no available sampling data because sampling has not been conducted at the site to date.

Table 2

Significant Materials Used at Magerr's Ready Mix Concrete Plant

Trade Name Material	Chemical/Physical Description[1]	Storm Water Pollutants[1]
Limestone, marl, chalk	White solid	Calcium carbonate, turbidity
Lime	White to slightly yellowish solid	Calcium Oxide
Clay, sand, shale	Solid	Silicon, suspended solids, turbidity
Bauxite, iron ore, recycled metals	Solid	Aluminum, iron, tricalcium aluminate, tetracalcium aluminoferrite
Silicates	Fine powder	Dicalcium and tricalcium silicates
Gypsum (calcium and sulfur based mineral)	White solid	Calcium sulfate
Waste fuel (motor oil, spent solvents, printing inks, paint residues, cleaning fluids, scrap tires)	Various colored liquids, pastes, and solids, petroleum hydrocarbons	Mineral oil, petroleum distillates
Workability agents, superplasticizers	Solid or aqueous solutions	Sulfonated melamine-formaldehyde, sulfonated naphthalene formaldehyde
Air-entraining admixtures	Liquid	Alkyl benzene sulfonates, methyl-ester-derived cocamide diethanolamine
Admixtures	Free flowing granules, gases, solids, liquids	Calcium chloride, ethanol amine, diethanolamine, fungicides, germicides, insecticides
Wastewater recovered from truck cleaning	Water	Oil & grease, solids, hydrochloric acid
Gasoline	Colorless, pale brown or pink petroleum hydrocarbon	Benzene, ethyl benzene, toluene, xylene, MTBE

(1) Data obtained from MSDSs when available

Table 3

Locations of Potential Sources of Storm Water Contamination

Drainage Area[1]	Potential Storm Water Contamination Point	Potential Pollutant	Potential Problem
DA-01	Parking Lot	Gasoline, waste fuel	Leaking fluids from parked vehicles in the parking lot.
DA-02	Maintenance Area	Gasoline, waste fuel	Fluid spills during maintenance activities and fuel leaks during fueling.
DA-03	Sand and Gravel Truck Unloading Area	All materials in Table 2	Leaking fluids from trucks and sand and gravel spills during loading operations.
DA-04	Truck Washout Area	All materials in Table 2	Leaking fluids from trucks and wastewater from cleaning and washout activities.
DA-05	Ready Mix Manufacturing Area	All materials in Table 2	Leaking fluids from trucks and cement spills and leaks during loading operations.

(1) See Figure 2 for drainage areas

5.0 STORM WATER MANAGEMENT CONTROLS

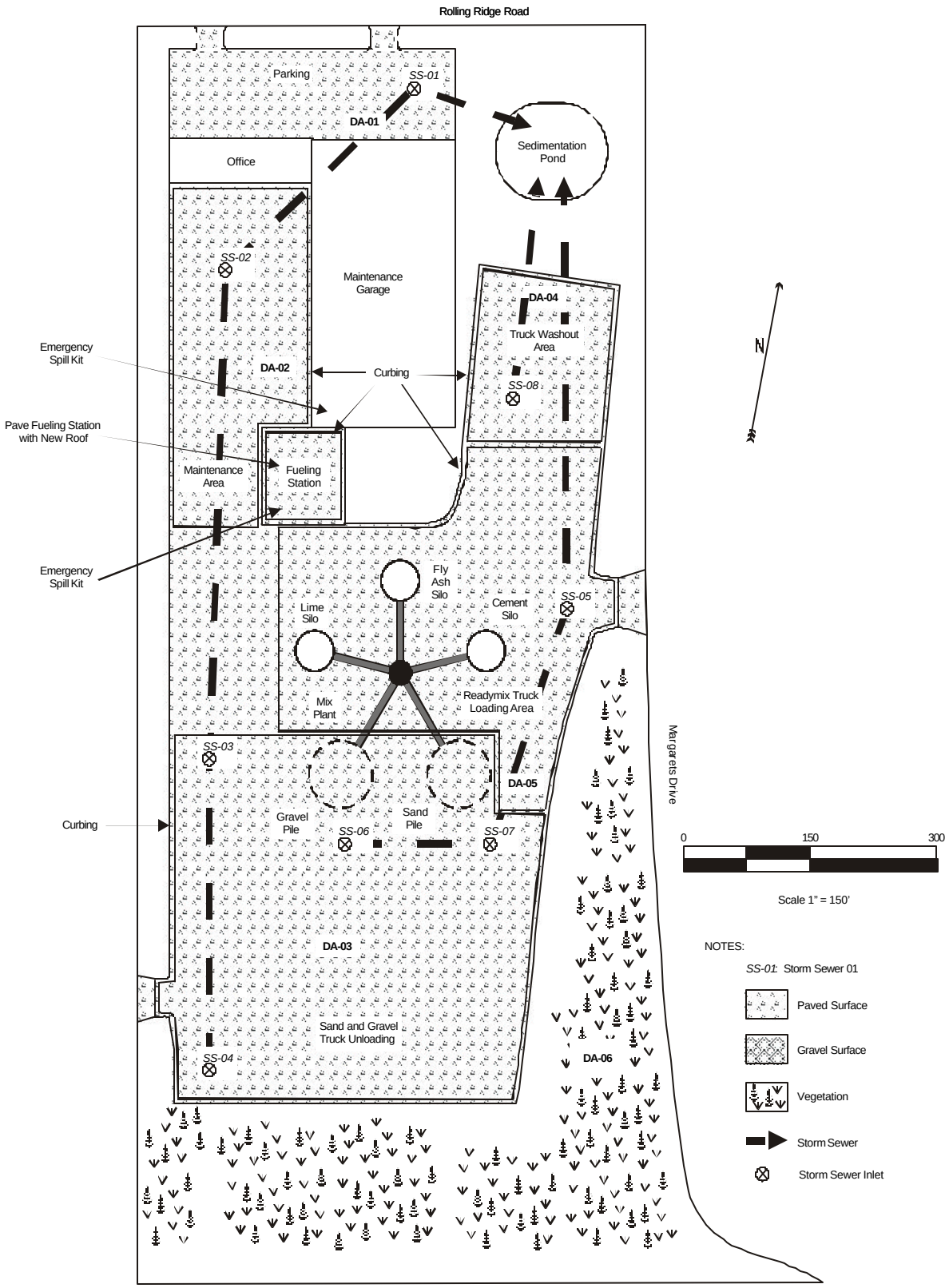
This section discusses the storm water management controls required by the permit and describes the management practices selected to address the areas of concern identified in Section 4 of this SWPPP.

5.1 Compliance with Other Programs

Storage of waste petroleum products and spent cleaning solvents complies with the requirements of the Resource Conservation and Recovery Act (RCRA). Under RCRA, Magerr's Ready Mix conducts weekly inspections of the area storing the fluids to verify placarding, storage times, and the integrity of storage containers. During the RCRA inspection, leaks or spills which may impact storm water are noted and cleaned immediately. Additionally, underground storage tanks (USTs) associated with the fueling station all comply with UST regulations. The BMPs included in this SWPPP are also intended to prevent soil and ground water contamination which could lead to a CERCLA enforcement action. Magerr's Ready Mix has also developed a Spill Prevention Control and Countermeasure (SPCC) Plan which includes BMPs for oil storage. The BMPs in the SPCC Plan prevent storm water contamination. Since these BMPs are included in the SPCC Plan, they are not included in this SWPPP.

5.2 Storm Water Management Practices

Upon reviewing the potential pollutants at the facility and the facility operations, Magerr's Ready Mix prepared a list of planned Best Management Practices (BMPs). When implemented, these BMPs will control the discharge of potential pollutants in storm water runoff for each area of concern. Passive treatment BMPs where developed with a goal to remove 80% of all storm water pollutants. The list of BMPs was reviewed by the operations manager for applicability and feasibility. Figure 3 shows the structural BMPs that will be implemented to prevent storm water contamination.



I:/lwi/OECA/Sitemaps/Readymix.cdr Readymix Figure 3

Figure 3. Site Map with Structural BMPs

DA-01

To prevent storm water impacts in the parking area (DA-01), the following BMP will be implemented:

- Absorbent oil socks will be placed on storm sewer inlet SS-01.

DA-02

To prevent storm water impacts in the maintenance area (DA-02), the following BMPs will be implemented:

- As of the date of this plan, all maintenance activities will take place inside the maintenance garage and drip pans will be used at all times to collect leaking fluids.
- As of the date of this plan, all fluid containers stored in the maintenance garage will be placed on pallets with secondary containment (a plastic grate on top of a tub approximately nine inches deep to contain any spills or leaks).
- Within 30 days of the date of this plan, the fluid containers will be inspected weekly for leaks and deterioration. Any leaks identified during the inspection will be immediately cleaned using a dry absorbent.
- Within 30 days of the date of this plan, absorbent oil socks will be placed on storm sewer inlet SS-02.
- Within 30 days of the date of this plan, an emergency spill kit and telephone will be placed inside the maintenance garage.
- Within 30 days of the date of this plan, fuel pump nozzles at the fueling station will be equipped with automatic back pressure shut-off to prevent overfilling of fuel tanks.
- Within 30 days of the date of this plan, a spill prevention plan will be prepared as a resource to prevent spills, or in the event of a spill, to aid in the clean-up process. The plan will address proper procedures and maintenance of the fueling station equipment and identify supplies and equipment for quick spill response.

- Within 30 days of the date of this plan, the supplies necessary to clean a fuel spill (a broom, a shovel, kitty litter, saw dust, a 55-gallon drum) will be stored in a convenient location at the fueling station so they will be immediately available in the event of a spill.

- Within one year of the date of this plan, Magerr's Ready Mix will pave the fueling station.

- Within one year of the date of this plan, a new roof will be constructed to cover the newly paved fueling station and curbing will be placed along the perimeter of the paved area to provide for better containment and clean-up of fuel spills.

- Within two years of the date of this plan, the maintenance area will be paved and sloped and curbing will be placed along the perimeter to provide for better containment and cleanup of leaking fluids.

- All spills which reach the storm sewer will be reported to the National Response Center at 1-800-424-8802.

DA-03

To prevent storm water impacts in the sand and gravel truck unloading area (DA-03), the following BMPs will be implemented within 2 years of the date of this plan:

- The area will be paved and sloped to contain possible sand and gravel spills.

- Curbing will also be placed along the perimeter of the area to provide for easier cleanup of contaminants.

DA-04

To prevent storm water impacts in the truck washout area (DA-04), the following BMPs will be implemented:

- Within three months of the date of this plan, a spray wash rather than a hose wash system will be employed to clean the exterior of the trucks.

- Within three months of the date of this plan, flow controls will be placed on the freshwater sources.

- To minimize the waste water generated from truck drum washing, chemical stabilizing admixture systems will be used within six months of the date of this plan. The use of chemical admixtures will bypass the need to remove the wash water from the drums because the cement in the wash water will not be able to harden. The wash water can then remain in the drum and be calculated into the next mix of concrete.

- Within 2 years of the date of this plan, the area will be paved and sloped to contain possible sand and gravel spills.

- Within 2 years of the date of this plan, curbing will also be placed along the perimeter of the area to provide for easier cleanup of contaminants.

DA-05

To prevent storm water impacts in the ready mix manufacturing area (DA-05), the following BMPs will be implemented within two years of the date of this plan:

- The area will be paved and sloped to contain possible sand and gravel spills.

- Curbing will also be placed along the perimeter of the area to provide for easier cleanup of contaminants.

Site Wide Control Measures

In order to prevent contaminated storm water from entering Cabin Branch Creek, the following site wide control measures will be implemented within two years of the date of this plan:

- Magerr's Ready Mix will construct a sedimentation pond in the northeast corner of the property within two years of the date of this plan. The sedimentation pond will act to slow the flow of water from the storm sewers and allow the heavier suspended matter to settle out. Overflow from the sedimentation pond will drain through a 12-inch diameter corrugated metal riser and outlet pipe to the municipal storm sewer. The sedimentation pond will be designed to remove 80% of all storm water pollutants.

- Storm sewer inlets SS-02, SS-03, and SS-04 will be linked together and will discharge to the new sedimentation pond.

- Two new storm sewers, SS-06 and SS-07, will be constructed by the sand stock pile and by the gravel stock pile, respectively. These two storm sewers will be linked with an existing storm sewer in the ready mix truck loading area, SS-05. The three linked storm sewers will then discharge into the sedimentation pond.

- A new storm sewer, SS-08, will be constructed in the truck washout area and will also discharge to the sedimentation pond.

5.3 Storm Water Treatment

No storm water treatment measures are currently in place at the facility. As discussed in Section 5.2, a sedimentation pond will be installed to control discharge of solids from the site.

6.0 FACILITY MONITORING PLAN

Visual inspections of all storm sewer inlets will be made quarterly during dry weather conditions for evidence of non-storm water discharges. The visual inspection will be completed by an employee under the SWPPP Coordinators' direction. The dry weather inspections will verify the site is not discharging sanitary or process water to storm sewers. Information recorded on the annual inspection log shall include: date of inspection, storm sewer location, inspection results, and potential significant sources of non-storm water discovered through testing. Blank dry-weather inspections forms can be found in Appendix A of this SWPPP.

Magerr's Ready Mix will perform quarterly visual inspections of all storm sewer inlets during rain events to look for evidence of storm water contamination. Inspections will be conducted within the first thirty minutes of discharge or soon thereafter, but not exceeding 60 minutes. The visual inspection shall include any observations of color, odor, turbidity, floating solids, foam, oil sheen, or other obvious indicators of storm water pollution. Information recorded during the quarterly inspection shall include: date of inspection, storm sewer location, inspection results, and potential significant sources of storm water contaminants if discovered. Blank quarterly inspections forms can be found in Appendix A of this SWPPP.

An annual storm water compliance inspection will be conducted approximately one year following implementation of this SWPPP and annually thereafter. The inspection will determine if the BMPs have been implemented and will assess their effectiveness. The inspection will also determine if site operations have changed since development of this SWPPP. If operational changes have been made, the SWPPP Coordinator will determine if those changes will impact storm water quality and develop new BMPs to address the change. All operational changes and new BMPs will be recorded in this SWPPP. Additionally, the inspection date, the inspection personnel, the scope of the inspection, major observations, and any needed revisions will be recorded. Revisions to the plan will occur within fourteen days after the annual inspection. Blank annual compliance inspections forms can be found in Appendix A of this SWPPP.

7.0 COMPLIANCE AND REPORTING REQUIREMENTS

7.1 SWPPP and SWPPP Summary

As per the requirements of Magerr's Ready Mix's general permit number MD-S1234567-8, Magerr's Ready Mix is required to prepare a SWPPP by the effective date of September 15, 2000. The SWPPP will be kept at the facility and will be made available to the state or federal compliance inspection officer upon request.

7.2 Employee Training

An employee training program will be developed and implemented to educate employees about the requirements of the SWPPP. This education program will include background on the components and goals of the SWPPP and hands-on training in spill prevention and response, good housekeeping, proper material handling, disposal and control of waste, container filling and transfer, and proper storage, washing, and inspection procedures. All new employees will be trained within one week of their start date. Additionally, all employees will be required to participate in an annual refresher training course. An employee sign-in sheet for the refresher course can be found in Appendix A of this document. The training program will be reviewed annually by the SWPPP coordinator to determine its effectiveness and to make any necessary changes to the program.

7.3 Implementation Schedule

In accordance with the State of Maryland, the SWPPP implementation schedule is presented in Table 4. Table 5 presents the implementation schedule for the individual BMPs. This schedule corresponds to the September 15, 2000 effective date of the SWPPP.

Table 4

Implementation Schedule

Storm Water Pollution Prevention Action Items	Implementation Date
Implement employee training	Immediate
Biannual visual inspections of outfalls	March 15, 2001; September 15, 2001; and biannually thereafter
Quarterly visual monitoring during rain events	December 15, 2000; March 15, 2001; June 15, 2001; September 15, 2001; and quarterly thereafter
Implementation of BMPs	See Table 5
Annual facility site compliance inspection	September 15, 2001 and annually thereafter

Table 5

BMP Implementation Schedule

Drainage Area[1]	Best Management Practices	Implementation Date
DA-01	Oil catches (e.g., absorbent socks) will be placed on storm sewer inlet SS-01.	Within 30 days
DA-02	All maintenance activities will take place inside the maintenance garage.	Immediately
	Drip pans will be used during all maintenance activities.	Immediately
	All fluid containers in the maintenance garage will be stored on pallets with secondary containment. Containers will be inspected weekly. An emergency spill kit and telephone will be placed inside the maintenance garage.	Immediately
	Oil catches (e.g., absorbent socks) will be placed on storm sewer inlet SS-02.	Within 30 days
	Fuel pump nozzles will be equipped with automatic back pressure shut-off.	Within 30 days
	A spill prevention plan will be prepared.	Within 30 days
	An emergency fuel spill kit will be placed at the fueling station.	Within 30 days
	The fueling station will be paved and curbing will be placed along the perimeter of the area. A new roof will be constructed over the paved area.	Within 1 year
	The maintenance area will be paved and sloped and curbing will be placed along the perimeter.	Within 2 years
	Storm sewer inlet SS-02 will be linked with storm sewer inlets SS-03 and SS-04 and will discharge into the new sedimentation pond.	Within 2 years
DA-03	The sand and gravel unloading area will be paved and sloped and curbing will be placed along the perimeter.	Within 2 years
	Storm sewer inlets SS-03 and SS-04 will be linked with storm sewer inlet SS-02 and will discharge into the new sedimentation pond.	Within 2 years
	Two new storm sewers will be constructed, SS-6 and SS-07. They will be linked with storm sewer inlet SS-05 and will discharge to the new sedimentation pond.	Within 2 years
DA-04	A spray wash system with flow controls will implemented to clean the exterior of trucks.	Within 3 months

Table 5 (Continued)

Drainage Area[1]	Best Management Practices	Implementation Date
DA-04 (Continued)	Chemical stabilizing admixtures will be used to minimize drum waste water.	Within 6 months
	The truck washout area will be paved and sloped and curbing will be placed along the perimeter.	Within 2 years
	A new storm sewer, SS-08, will be constructed and will discharge to the new sedimentation pond.	Within 2 years
DA-05	The ready mix truck loading area will be paved and sloped and curbing will be placed along the perimeter.	Within 2 years
	Storm sewer SS-05 will be linked with new storm sewer inlets SS-06 and SS-07 and will discharged o the new sedimentation pond.	Within 2 years

(1) See Figure 2 for drainage areas.
Note: BMPs are in chronological order according to drainage area.

7.4 Record Retention Requirements

Records described in the SWPPP must be retained on site for 5 years beyond the date of the cover letter (September 15, 2000) notifying the facility of coverage under a storm water permit, and shall be made available to the state or federal compliance inspection officer upon request. Additionally, employee training records and waste and recycling receipts or vouchers shall also be maintained.

7.5 Principal Executive Officer Signature

In accordance with the state of Maryland, this plan has been approved and signed by Mr. Mike Jones, the authorized representative responsible for the operation of the facility.

7.6 Provisions for Amendment of the Plan

If the facility expands, experiences any significant production increases or process modifications, or changes any significant material handling or storage practices which could impact storm water, the SWPPP will be amended appropriately. The amended SWPPP will have a description of the new activities that contribute to the increased pollutant loading and planned source control activities.

The SWPPP will also be amended if the state or federal compliance inspection officer determines that it is ineffective in controlling storm water pollutants discharged to waters.

7.7 Corporate Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manages the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

_____
Name

_____
Title

_____
Date

Appendix A

Inspection Logs

Refresher Course

Employee Sign-In Sheet

Date	Employee Name	Employee Signature

Non-Storm Water Discharge Assessment Log

Date	Outfall Number or Description	Flow[1] (Y/N)	If Flow is Yes, Complete This Section		
			Possible Source	Observations[2]	Corrective Action
	DA-01 - SS-01		Leaking fluids from parked vehicles in the parking lot.		
	DA-02 - SS-02		Fluid spills during maintenance activities and fuel leaks during fueling.		
	DA-03 - SS-03, SS-04, SS-06, SS-07		Leaking fluids from trucks and sand and gravel spills during loading operations.		
	DA-04 - SS-08		Leaking fluids from trucks and wastewater from cleaning and washout activities.		
	DA-05 - SS-05		Leaking fluids from trucks and cement spills and leaks during loading operations.		

(1) Inspections shall be conducted within the first thirty minutes of discharge or as soon thereafter as practical, but not exceeding sixty minutes
(2) Observations include color, odor, turbidity, floating solids, foam, oil sheer, etc.

Inspector's Name _____

Quarterly Visual Monitoring Inspection Log

Date	Time (1)	Outfall Number or Description	Weather Conditions	Observations (2)	Probable Source of Any Observed Contamination
		DA-01 - SS-01			Leaking fluids from parked vehicles in the parking lot.
		DA-02 - SS-02			Fluid spills during maintenance activities and fuel leaks during fueling.
		DA-03 - SS-03, SS-04, SS-06, SS-07			Leaking fluids from trucks and sand and gravel spills during loading operations.
		DA-04 - SS-08			Leaking fluids from trucks and wastewater from cleaning and washout activities.
		DA-05 - SS-05			Leaking fluids from trucks and cement spills and leaks during loading operations.

(1) Evaluation shall take place during dry periods
(2) Observations include flow, stains, sludge, color, odor, or other indications of a non-storm water discharge

Inspector's Name _____

Annual Facility Site Compliance Inspection Log[1]

Date	Drainage Area	Potential Pollutants and Source	Changes in Drainage Conditions or Operations Since Last Inspection[2]	BMP Effective (Y/N)	Current and Proposed BMPs	Implementation Schedule for proposed BMPs
	DA-01	Leaking fluids from parked vehicles in the parking lot.				
	DA-02	Fluid spills during maintenance activities and fuel leaks during fueling.				
	DA-03	Leaking fluids from trucks and sand and gravel spills during loading operations.				
	DA-04	Leaking fluids from trucks and wastewater from cleaning and washout				
	DA-5	Leaking fluids from trucks and cement spills and leaks during loading operations.				

(1) Scope of this inspection is to verify that BMPs are properly operated and are adjusted if operational or site changes require new BMPs to prevent storm water contamination

(2) Changes in drainage conditions or operations require revisions to the SWPPP

Inspector's Name _____