

# SWPPP Training

## What is a SWPPP?

SWPPP stands for Stormwater Pollution Prevention Plan and is an “instruction manual” on how to maintain a clean and orderly site. The Commonwealth of Virginia requires the City of Portsmouth to maintain a SWPPP for each of the following facilities:

- Public Works
- Craney Island Landfill
- Public Utilities
- Fueling Facility at Churchland High School



**✓ The goal of the SWPPP** is to prevent pollution in stormwater runoff.

**! The SWPPP is important** because it...

- Helps the city avoid costly fines
- Helps the environment because polluted stormwater runoff drains to natural waterways

**? What can I do?**

- Ensure installed stormwater protective measures (covers, grates, filters) are properly replaced, following removal to perform work
- Manage and stop spills (drip pans, emergency shut-offs, spill kits)
- Report any spills observed on the facility to your supervisor
- Protect chemicals, fuels, lubricants, and any other stored materials from rainwater
- Supervise material pick-ups and deliveries (and watch for spills)

### MINOR SPILL RESPONSE ■ (fewer than 25 gallons)

<b>Step 1</b>	Immediately notify the senior person on-site
<b>Step 2</b>	Under the direction of the senior person on-site, contain the spill with the spill response materials and equipment
<b>Step 3</b>	Remove all visibly impacted soils and spill response materials within 24 hours of discovering the release
<b>Step 4</b>	Place spill debris in properly labeled waste containers
<b>Step 5</b>	Complete the top half of the Spill Notification Report ( <i>Appendix 7</i> ) and send to the Stormwater Compliance Manager immediately

### MAJOR SPILL RESPONSE ■ (more than 25 gallons, or any spill that reaches drainage inlet or waterway)

<b>Step 1</b>	Immediately notify the local Fire Department at 911
<b>Step 2</b>	Notify the senior person on-site and call the Stormwater Compliance Manager at (757) 393-8592
<b>Step 3</b>	All workers will immediately evacuate the spill site and move to a safe location
<b>Step 4</b>	A senior person on-site will call for medical assistance if workers are injured
<b>Step 5</b>	Complete as much of the Spill Notification Report ( <i>Appendix 7</i> ) as possible and document spill with photos and/or video
<b>Step 6</b>	For a spill that does not cause a sheen or otherwise impact surface water, contact the VDEQ Tidewater Regional Office at (757) 518-2000 and the National Response Center at (800) 424-8802
<b>Step 7</b>	The Stormwater Compliance Manager will coordinate cleanup activities