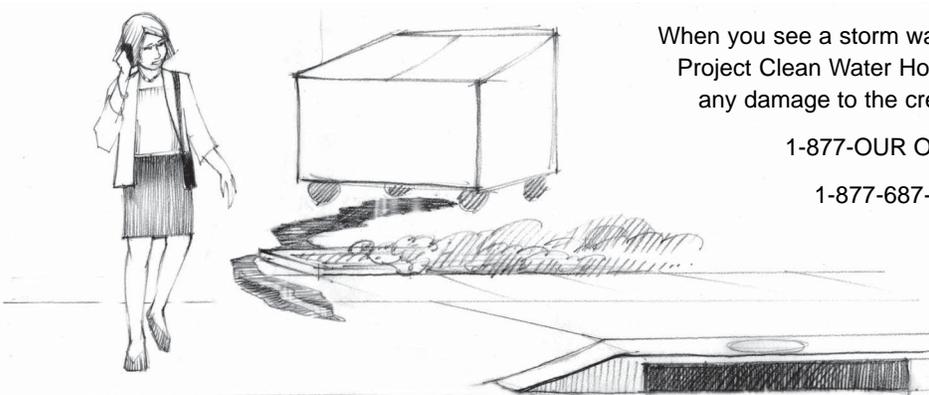


Basic BMPs for Employees

Best Management Practices



When you see a storm water problem call the Project Clean Water Hotline and minimize any damage to the creeks and ocean.

1-877-OUR OCEANS

1-877-687-6232

Selection of Best Management Practices

In order to comply with Santa Barbara County's Municipal Storm Water Permit, employees must be provided information on Best Management Practices (BMPs). This Basic BMPs for Employees Fact Sheet is to provide employees with general information on the County's storm water program and how they may participate at work and at home.

Practices

1. Never dispose of wash-water to storm drain or pavement; it must be disposed of to the sanitary sewer. Wash-water can be defined as any liquid with cleaner with residual dirt and grime. Examples include mop-water, window cleaning water, and rinse water (rinsing after a cleaner was used). Plain (no residual cleaner) rinse water may be used for irrigating plants. Always check with sanitary district prior to putting an unconventional waste into the sanitary sewer.
2. Promptly clean up any spill of liquid or solid wastes. Do not hose down an area to clean or handle a spill, unless the liquid will be completely contained, cleaned up and disposed of to sanitary sewer or offsite as appropriate for the waste type. Do not discharge to storm drains, landscape or off-site.
3. Schedule regular cleaning of areas that collect debris to eliminate particulate and residue buildup. This applies to both exterior and interior areas. Keeping interior areas clean prevents the tracking of contaminants outdoors. Add trash containers, when appropriate, to minimize littering.

Goal / Purpose

Promote employee awareness in preventing storm water pollution at work and at home.

Santa Barbara County

[www.countyofsb.org/
project_cleanwater](http://www.countyofsb.org/project_cleanwater)

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4. Evaluate safer alternative products for any job that usually uses toxic or hazardous products. For instance, investigate alternative floor and window cleaners (specialized cleaners), general cleaners, adhesives, paints, and lubricants. When available and cost effective, these products should be used. See the Alternative Safer Products BMP Fact Sheet #1 for further information.
5. Do not use drains without knowing whether they flow to the sanitary sewer, storm system or self-contained internal sump. Confirm before using drains to ensure proper disposal.
6. Store equipment and supplies under cover whenever possible. Minimizing contact with storm water minimizes contaminants from getting into storm water run-off. Use exterior grade cabinets or containers when exposed to the weather; interior grade cabinets and containers will rust or deteriorate contributing contaminants to storm water run-off.
7. Do not have your private vehicles washed or cleaned on County property, unless the auto detailer has a procedure for protecting the storm water system by containing the wash-water, cleaning up debris, and properly disposing of the wash-water and debris.
8. Litter is still a problem; throw all trash in disposal or recycling containers.
9. Report any inappropriate discharge to a storm water drain or creek. Call 1-877-OUR-OCEAN (877-687-6232) to notify staff who will respond to the problem. Examples of problems to report: hazardous substance spill, sewage leak, petroleum spill, green waste dumping, or anything in a creek or storm drain that should not be there. In your report note the exact location of the incident; the type of incident - if spill or dumping; the substance or substances involved; the time and date of your observation and any information regarding the person(s) responsible for the incident.
10. Household activities also can contribute to storm water pollution. The following web sites have information that will help you protect storm water.

Web sites for household information:

www.Greengardener.org

www.Greendifference.org

www.communityenvironmentalcouncil.org

Associated BMPs

- Housekeeping
- Building Maintenance & Repairs
- Landscape & Undeveloped Areas
- Metal, Wood, Printing & Paint Shops
- Vehicle & Equipment Maintenance & Repair
- Vehicle & Equipment Washing & Steam Cleaning

11. For further information about pollution prevention opportunities at work look at the Green Teams web page: www.publicworkssb.org/greenteam/
12. You can get more information about the County's storm water program at the Project Clean Water web page:
www.countyofsb.org/project_cleanwater

Employee Training

Training should include a handout of this BMP to all County employees, which provides information on methods for preventing discharge of pollutants into the storm drain system. Records of the training sessions must 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 County's responsibilities under the NPDES Phase II federal regulations for storm water discharges, see **www.countyofsb.org/project_cleanwater** or contact Project Clean Water staff at 568-3440 for assistance.