

Storm Water Spill Prevention Plan

Business Name

Business Address

Business Telephone

Emergency/Off Hours Contact Person

Telephone

Spill Clean Up Plan

- Post this spill clean up plan
- Use response materials (rags, absorbent, etc.) to soak up liquid substances
- Clean up any used absorbent materials and dispose of properly
- If substance is hazardous waste, follow proper hazardous disposal procedures
- Designate employee(s) to monitor spill clean-up:
- Do not hose down outside spills
- If rinsing area is necessary, collect the rinse water with mop, wet-vacuum, or similar and dispose of it in a sanitary sewer drain (i.e. sink)
- Train employees to adequately respond to spills and leaks
- Maintain caution and common sense in responding to spills to prevent personal injury

Spill Response Kit Materials and Locations

Potential Spill	Spill Response Kit Material	Spill Response Kit Location
<i>Example: Fluid leaks from trucks</i>	<i>40 gallons absorbent, oil absorbing socks</i>	<i>Loading Dock</i>
<i>Example: Cleaning products</i>	<i>Bag of kitty litter (absorbent), paper towels</i>	<i>Inside Roll-Up Door</i>

Record any additional spill plan information here:

Important Contacts

Storm Water Hotline

(619) 235-1000

Hazardous Materials Hotline

(877) 713-2784

Other:

In the event of an emergency, call 9-1-1

Note:
 The above is a very brief spill plan intended for general use. There are other environmental agencies and regulations that may require a more detailed spill plan depending on the materials stored on site and the type of business. This document likely is not detailed enough to meet hazardous material requirements. This document is not intended to be a substitute for any other requirements but when completed meets the City's storm water requirement of a written spill plan.