



ENVIRONMENTAL GUIDEBOOK

for Arkansas's Automotive Dismantlers and Recyclers
with Stormwater Pollution Prevention Plan Template

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HOW TO USE THIS BOOK

DEQ compiled this information as a reference guide for Arkansas's auto recyclers and dismantlers. It does not contain a comprehensive list of all applicable regulatory requirements. Use it as an aid to help you comply with the environmental regulations that govern your business.

Each chapter lays out a set of requirements and Best Management Practices (BMPs) that will assist you in protecting the environment, reducing waste, meeting regulatory requirements, and maintaining a cleaner yard.

If you have specific questions or need additional information, you can contact DEQ's Office of Enterprise Services directly, at 501-682-0788.

Enterprise Services is non-regulatory and all assistance is provided on a confidential basis.

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THE DIRTY DOZEN

By addressing the twelve (12) activities below, you will be well on your way toward protecting Arkansas's environment and staying away from regulatory enforcement problems. Use this checklist to identify areas that may need work and to track your progress.

1. New vehicle arrivals are checked for fluid leaks; batteries and mercury switches are removed. Mercury switches are placed in a bucket and shipped for recycling within one (1) year of collection date.
2. Core storage areas are regularly inspected to make sure fluids are not leaking onto the ground or exposed to rainwater.
3. Used oil tanks and/or containers are labeled "Used Oil" and inspected regularly.
4. Antifreeze tanks and/or containers are labeled as "Good Antifreeze" or "Waste Antifreeze" and inspected regularly. Tanks and containers may also require a "Hazardous Waste" label depending on the situation.
5. Gasoline tanks and/or containers are labeled "Good Gasoline" or "Hazardous Waste" and inspected regularly.
6. You have an Industrial Stormwater General Permit (IGP) and a Stormwater Pollution Prevention Plan (SWPPP) has been developed and implemented.
7. Batteries are stored inside on a pallet or outside in a leak-proof container away from traffic areas and are properly labeled.
8. Refrigerant recovery machines (R12 and R134a) are in working condition and in good repair.
9. All drums and storage containers are marked with proper contents and there are no mystery drums.
10. Disposal records for used oil, waste gasoline, batteries, refrigerant, etc., are maintained in order at a central location on site for a minimum of three (3) years.
11. Spills are addressed immediately and any contaminated soils are removed quickly and stored in a separate, labeled container.
12. Waste tires are stored in a central location and transported to an authorized processing, or disposal facility on a frequent basis in order to avoid the harborage of mosquitoes and other vectors. In no event should the number of tires reach 1,000.

FACILITY EMERGENCY CONTACT LIST

EMERGENCY COORDINATOR:		SPILL CONTROL MATERIALS AND LOCATIONS:
Name:		
TELEPHONE:		
Work:		
Home:		
Cell:		<p align="center">FIRE DEPARTMENT PHONE DIAL 911</p> <p align="center">SPILL REPORTING</p> <p align="center">Arkansas Department of Emergency Management: 1-800-322-4012</p> <p align="center">AND</p> <p align="center">National Response Center: 1-800-424-8802</p>
FIRE EXTINGUISHER LOCATIONS		

SPILLS THAT MUST BE REPORTED WITHIN 24 HOURS:

- Spills of more than twenty-five (25) gallons of fuel or oil onto the land
- Any spill of oil or fuel to a body of water that results in a visible sheen on the water surface
- Discharges or leaks of twenty-five (25) gallons or more from a registered storage tank

OVERVIEW AND GENERAL WASTE MANAGEMENT PRACTICES

WHERE TO START

The following list offers some helpful Best Management Practices (BMPs) for any size vehicle recycler.

Incoming Vehicles

- **Inspect** incoming vehicles for leaks in engines, radiators, transmissions, differentials, fuel tanks and damaged areas. Place drip pans under leak to collect all fluids. Immediately stop the leaks.
- **Remove** fuel, refrigerant and the battery as soon as possible.

Processing Vehicles

- **Drain** all fluids from vehicles into appropriate containers over an impervious surface before crushing or storing on the ground. This includes fluids in engines, radiators, transmissions, heater cores, brake lines, differentials, all lines and hoses, fuel tanks, air conditioning units and window washing fluid tanks.
- **Remove** and capture refrigerant.
- **Remove** mercury switches and store in labeled bucket. Switches must be recycled within one (1) year from collection date.
- **Remove** used engines without tipping vehicles on their sides to prevent fluids running out or spilling on the ground.
- **Situate** vehicles off the ground.
- **Store** vehicles in a manner so that they can be inspected for leaks.
- **Store** fluid-containing parts that have been drained in covered secondary containment to minimize exposure of potential pollutants to stormwater.

Vehicle Crushers

- Vehicle crushers and drain racks should be situated on a bermed or self-contained impervious surface, preferably under a roof and protected from the weather. The floor surface should be sloped to contain and collect fluids. Position crushers and drain racks toward the center of the surface or concrete pad rather than along the edge.
- Mobile crushers should always be situated on an impervious surface.
- Containers designed to be fitted to the crusher can help capture fluids.

- Vehicles should be adequately drained prior to crushing in order to minimize the volume of waste fluids to manage.
- Maintain disposal receipts from mobile crusher operators for all wastes generated and transported off-site for disposal.

Housekeeping

- Do not let liquids evaporate.
- Use drip racks, drip tables, screen tables and trays to capture fluids.
- Drained parts should be stored on an impervious surface and protected from weather.
- **LABEL everything** in a container to avoid cross-contamination and to facilitate recycling.
- Keep all chemicals in closed, covered or sealed containers.
- Always use **funnels or pumps** when transferring or dispensing fluids.
- Place a **platform or step** next to storage drums so employees do not have to lift drain pans above their waists.
- **Maintain** equipment to prevent leaks and spills.
- Maintain trash dumpsters on-site and dispose of solid waste regularly.
- Do not burn or bury any vehicle waste.
- Do not store empty, open containers, drums or tanks on site.
- Recycle/dispose of material regularly.

SPILLS AND LEAKS

Spill Prevention

- Inspect, drain and dismantle vehicles in one (1) area.
- Drain vehicles, parts and cores as soon as possible after vehicles come in.
- Dismantle vehicles, parts and cores on a curbed, impervious surface with drip pans and absorbent materials available.
- Do not crush vehicles on unprotected ground.
- Plug engine and all hoses after draining.
- Place all fluids in proper storage containers immediately after draining.
- Store vehicles, parts and cores with proper spill containment.

- Secondary containment must be adequate to contain 110% of the volume of fluid of the largest container in the area.
- Clean up small spills right away. Use the smallest amount of absorbent possible or drain into a sump or oil/water separator.
- Store all used absorbents in closed, covered, leak-proof containers, and dispose of properly.
- Store all waste fluids in closed containers to prevent spills. Close tightly to prevent evaporation.
- Inspect containers regularly for leaks.
- Develop a maintenance plan for all facility equipment such as crushers, forklifts and hydraulic lifts.
- Clean crusher regularly by wiping off accumulated grease and oil – this helps prevent runoff.
- Keep spill control equipment/absorbent materials in a central location accessible to all employees.
- Train all employees on spill response.

Spill Control Equipment

- Fire extinguishers are required in all vehicle recycling areas. They should be kept where any cutting torches are used.
- Safety equipment for employees should include rubber or latex gloves and safety glasses.
- Use brooms, shovels and dustpans to remove clean-up materials.
- Containers to hold spill waste such as drip pans, pails and drums should be available.

Spill Procedures

- **Observe** the safety precautions associated with the material spilled.
- **Stop** the source of the spill, if possible, and clean up the spill right away.
- **Call** your local fire and/or police departments if fire or public safety hazards are created.
- **Contain** the spilled material. Dirt, sand or any semi-impermeable material may be used to create a containment structure to prevent material from moving.
- **Report** any spill of used oil or fuel that discharges to a water body or any spill more than twenty-five (25) gallons to the National Response Center, at **1-800-424-8802** and the Arkansas Department of Emergency Management, at **1-800-322-4012**.

- **Recover** the spilled substance while observing safety precautions. Professional contractors may need to be hired if large quantities or dangerous substances are involved or if long-term cleanup and investigation is required.

SPILL PREVENTION CONTROL AND COUNTERMEASURES (SPCC) PLAN

SPCC Plans are designed to describe your facility's spill response plan in the event that you have a spill or release of oil, used oil or fuel. The plan should **outline** controls to prevent spills, **define** who will respond to spills, **identify** ways that oil could reach a water body, and describe equipment and materials to be used to respond.

Does your facility need a SPCC Plan?

- You have a combined storage capacity of 1,320 gallons in multiple containers, **or**
- You have an underground storage capacity of 42,000 gallons, **and**
- The spill has the potential to reach a water body. For additional information on SPCC regulations, please visit the following website, <http://www.epa.gov/oilspill/index.htm>.

CONTAINER MANAGEMENT AND STORAGE

Container Management

- Maintain containers in good condition and routinely inspect for signs of rust, leaks, or defects.
- Prevent leaks, ruptures, and the accumulation of rainwater on top of drums.
- Keep containers **closed** when not actively adding or removing material.
- Never place incompatible wastes, such as wastes that react with each other, in the same container (e.g., do not store acids and bases in the same container).
- Wastes must be compatible with the container in which they are being stored. For example, use plastic containers for corrosive wastes.
- **Label** all containers properly.
- Container leaks or spills must be **stopped, contained, and managed** immediately. Additionally, the container should be repaired or replaced.

Labels

- Label every container with the **contents** and type of waste.
- Label every container as "Hazardous Waste" or "Non-hazardous Waste."

- For containers used to store hazardous waste, record on the container the date in which the waste was first placed in the container. The container must also be labeled to include the “hazards.” See Rule No. 23 Section 262.16(b)(6) and 262.17(b)(5)(i).

Use the following words on labels for hazardous wastes:

HAZARDOUS WASTE

STATE & FEDERAL LAW PROHIBITS IMPROPER DISPOSAL
 IF FOUND, CONTACT NEAREST POLICE OR PUBLIC SAFETY
 AUTHORITY, OR THE U.S. ENVIRONMENTAL PROTECTION AGENCY

GENERATOR INFORMATION:
 NAME _____
 ADDRESS _____ PHONE _____
 CITY _____ STATE _____ ZIP _____
 EPA ID NO. _____ MANIFEST DOCUMENT NO. _____
 EPA WASTE NO. _____ CA WASTE NO. _____ ACCUMULATION WASTE NO. _____
 CONTENTS COMPOSITION _____

PHYSICAL STATE | HAZARDOUS PROPERTIES FLAMMABLE TOXIC
 SOLID LIQUID CORROSIVE REACTIVITY OTHER

D.O.T. PROPER SHIPPING NAME AND UN OR NA NO. WITH PREFIX

HANDLE WITH CARE!
 CONTAINS HAZARDOUS OR TOXIC WASTES

CP-3

Use the following words on labels for mercury switch storage and transport:

UNIVERSAL WASTE

CONTENTS Mercury Switches

ACCUMULATION START DATE _____

SHIPPER _____

ADDRESS _____

CITY, STATE, ZIP _____

UNIVERSAL WASTE

PRINTED BY: G.C. LABEL / 1-800-897-6866 / PRINTED IN U.S.A. / ITEM# HWI 626 UNVI

Use the following words on labels for used oil:

USED OIL

GENERATOR INFORMATION

COMPANY _____

ADDRESS _____

CITY, STATE, ZIP _____

SOURCE _____

CONTACT _____

www.aquafarm.com • number 1 800 263 2634

Hazardous Waste Inspections & Recordkeeping

Inspect containers at least once a week and keep a written log of container inspections. Keep training and inspection records for **three (3) years**.

Storage

- While not a requirement, Best Management Practices (BMPs) include storing containers in an area protected from weather and on a curbed impervious surface. Hazardous waste storage requires a secondary containment area.
- Do not combine hazardous waste with non-hazardous waste.
- Store ignitable and reactive wastes within property limits, at least fifty (50) feet from property boundaries.
- Store containers of incompatible wastes in separate areas.
- Maintain **aisle space** between containers to allow for inspection of leaks and damage.
- Be aware of allowable time limits for storage of any hazardous wastes. A small quantity generator (SQG) may store for 180 days, and a large quantity generator (LQG) may store for up to ninety (90) days.

- **Inspect** containers at least once a week and keep a written log of container inspections.
- Keep manifests and shipping receipts for **three (3) years**.
- Keep records of lab tests for **three (3) years**.
- Keep completed land disposal restriction forms for **three (3) years**.
- Keep receipts to verify payment for disposal.

Training

- **Train** all employees to identify, reduce and properly handle wastes.
- **Train** new employees before they handle hazardous wastes and keep records of the training.
- **Train** new employees on SWPPP and all employees annually on the SWPPP.

Transport and Disposal

- Make sure your transporter and disposal facility has EPA identification numbers and permits.
- Use manifests for all hazardous wastes shipped offsite.
- Ensure used oil transporters are authorized per APC&EC Rule 23.
- A hazardous waste transporter must also be permitted by the Arkansas State Highway and Transportation Department.

Bulk Storage Tank Requirements

- Storage tank systems with specified volumes and contents are regulated and must be registered with DEQ. For more information, contact the DEQ Regulated Storage Tank Section, at 501-682-0972 or visit their web site, at <https://www.adeq.state.ar.us/rst/>.
- Register underground storage tanks (USTs) larger than 110 gallons that contain petroleum such as motor fuel, new or used oils, new or used transmission fluids, and new or used hydraulic fluids.
- Register aboveground storage tanks (ASTs) larger than 1,320 gallons that contain petroleum such as motor fuel, new or used oils, new or used transmission fluids, and new or used hydraulic fluids, or hazardous substances.
- **Label** tanks and fill pipes with words identifying the contents.
- Assure that the tanks are in compliance with leak detection requirements.
- Assure that the storage tanks meet the appropriate secondary containment requirements.
- Upgrade the tanks to meet spill, overflow and corrosion protection requirements.

- Notify the Arkansas Division of Emergency Management (ADEM) immediately (within 24 hours or before the close of the next business day) in the event of a discharge of twenty-five (25) gallons or more from a registered storage tank.
- Do not remove, close or upgrade any regulated storage tank without first notifying the Regulated Storage Tank Section of DEQ.
- Keep the secondary containment drain valve **closed** when not in use.
- Maintain the secondary containment structures by keeping them free of debris.
- Manage the liquids collected in the secondary containment structures appropriately.
- Routinely **inspect** the integrity of the secondary containment structures by checking for cracks, holes, etc.
- Maintain written documentation of secondary containment inspections.
- Assure financial responsibility and/or provide third party liability insurance for tank cleanup activity.

HAZARDOUS WASTE GENERATOR STATUS

The Hazardous Waste Rules that apply to your facility are determined by the amount of hazardous waste that you generate in a calendar month or accumulate on-site.

Very Small Quantity Generators

If you generate less than 220 lb. (100 kg) of hazardous waste per calendar month (about half a drum) and do not accumulate more than 2,200 lb. (1000 kg), you are classified as a **Very Small Quantity Generator (VSQG)**, of hazardous waste.

As a VSQG, you must:

- **Evaluate** your hazardous wastes and ensure proper disposal of all wastes.
- **Maintain** records of waste disposal for a minimum of three (3) years.
- **Label** hazardous waste containers as "Hazardous Waste".
- **Keep containers closed** and in good condition.
- **Manifest** and send the hazardous waste via a permitted transporter.

Small Quantity Generators

If you generate more than 220 lb. (100 kg) but less than 2200 lb. (1000 kg) per calendar month, you are considered a **Small Quantity Generator (SQG)** of hazardous waste. (220 lbs. is equivalent to approximately twenty-five (25) gallons or about one-half of a 55-gallon drum).

- As a SQG, you must apply to DEQ for a U.S. EPA Identification number, and meet additional requirements for waste storage, employee training and emergency procedures.
- If you generate more than 2,200 lb. per month of regulated hazardous waste, contact DEQ's Hazardous Waste Section for additional information.

For additional information concerning hazardous waste requirements, you may contact DEQ's Hazardous Waste Section, at 501-682-0868.

Identify Your Waste

When a material is destined for disposal, it is classified as a waste. You must determine whether the waste is hazardous or non-hazardous. There are several ways to identify hazardous wastes.

- Obtain and read Safety Data Sheets (SDS).
- Talk to product suppliers and manufacturers.
- Read product labels.
- Compare the product to hazardous waste characteristics and to wastes listed in federal regulations.
- A non-hazardous material may become hazardous if contaminated during use. In this case, lab testing may become necessary.

Testing/Analytical Waste Determinations

Sometimes sending a sample of waste to a laboratory for analysis is the only way to determine if the waste is hazardous. Important tests for vehicle recyclers may include pH, ignitability (flash point), volatile organics, corrosivity, reactivity, Toxicity Characteristic Leaching Procedure (TCLP), and heavy metals. If you test a waste once, and continue to use the same industrial process, you may apply those test results when designating future batches of the same waste.

IDENTIFYING HAZARDOUS WASTE

A **hazardous waste** is a solid, liquid, or gas with certain properties that could cause injury or death to a person, or could damage and pollute land, air, surface water, or groundwater. Some wastes are specifically **listed** in "Identification and Listing of Hazardous Wastes," APC&EC Rule No. 23 Section 261. Other wastes may be regulated because they exhibit certain **characteristics** (ignitability, corrosivity, reactivity, toxicity). APC&EC Rule No. 23 is available online, at www.adeg.state.ar.us. Additional information can be obtained by calling the DEQ's Hazardous Waste Section, at 501-682-0868.

TYPES OF HAZARDOUS WASTE

MAJOR CATEGORY	HAZARDOUS WASTE TYPE	EXAMPLES
Listed Wastes	F - Non-specific sources K - Specific sources U - Chemical product P - Acutely hazardous chemical product	Chlorinated solvents (methylene chloride), toluene... Wood preservation chemicals Expired chemicals Waste Cyanide
Characteristic Wastes	D-Characteristic Wastes Ignitable wastes are easily combustible or flammable. If they have a flashpoint of less than 140 degrees Fahrenheit or an alcohol content of 24% or more, they are hazardous wastes. Corrosive wastes corrode metals or other materials or burn the skin. These liquids have a pH of ≤ 2 or a pH ≥ 12.5 . Reactive wastes are unstable and may explode or react rapidly or violently with water or other materials. Toxic wastes contain certain toxic organic chemicals or certain heavy metals, such as chromium, lead, mercury, or cadmium.	Spent solvents Solvent still bottoms Mineral spirits Waste oil-based paints Waste gasoline Acid from lead acid batteries Acids/Bases Caustics Sodium azide in undeployed air bags

OTHER REGULATORY PROGRAMS

Safety Data Sheets

A safety data sheet (SDS) should be available for each of the chemical products you purchase from a manufacturer or vendor. They are used to relay chemical hazard information. As a business, you are required to keep SDSs for all products available to employees. The ability to scan through an SDS and pick out the following information is important. SDSs are valuable because they describe:

- The physical and chemical properties of the hazardous substances contained in the product

- Spill cleanup instructions
- Health hazards and appropriate first aid
- Fire and explosion hazards
- Proper management and disposal practices

SDS Files

The SDS file should be located so that all employees have easy access. If you keep SDSs on file in a computer, a hard copy should also be available in the event of a computer failure or loss of electrical power. Indicate to your employees how and where your SDSs are located and any access procedures necessary. Assign someone the responsibility to obtain, maintain and update SDS information.

OSHA Compliance

Small business owners have a variety of problems in dealing with workplace safety and health hazards. It is important for business owners to establish their own safety and health programs in order to minimize worker injury and illness. For more information, contact the Occupational Safety and Health Administration, at 800-321-6742, or the Arkansas Department of Labor, at 501-682-4500. The “OSHA Handbook for Small Businesses” is available, at <https://www.osha.gov/sites/default/files/publications/small-business.pdf>.

Emergency Planning and Community Right-to-Know Act (EPCRA)

Title III of the Superfund Amendments and Reauthorization Act (SARA) sets the procedures for government and industry emergency response planning. It also establishes the guidelines for notifying the community-at-large on the hazardous chemicals in their community. Many hazardous waste generators have requirements under EPCRA.

For more information on the programs governed by these acts, call 800-424-9346 or 800-535-0202. More information is available on the internet, at this website: <https://www.epa.gov/epcra>.

SPECIFIC WASTES

WASTE STREAMS

WASTE	BEST HANDLING METHOD
Airbag cartridges	Sell; dispose of properly.
Antifreeze	Reuse; recycle on-site or off-site.
Batteries	Recycle; avoid storing for more than one (1) year.
Brake Fluid	Collect in a separate container or, with written permission from your waste hauler, manage with your used oil. Otherwise, conduct a waste determination and, if hazardous, dispose of brake fluid through a hazardous waste company.
Empty containers	Reuse on-site after all free product has been removed and the container cleaned. Recycle larger metal containers such as drums. Check with local solid waste landfills to see if they accept empty containers.
Mercury switches	Remove and dispose of as universal waste. See label page 7.
Parts washer solvent	Recycle through service provider or conduct a waste determination, and if hazardous, dispose of parts washer solvent as hazardous waste. Extend change-out time until solvent is unusable.
Refrigerants	Recover using certified recycling equipment and recycle on-site or send off-site. The technician must be certified to put refrigerant back into vehicles.
Shop towels	Use a commercial service that provides laundered cloth towels.
Solvents	Conduct a waste determination, and if hazardous, dispose of solvents as hazardous waste.
Sump sludge	Sump sludge should be tested to determine if it is a hazardous waste due to heavy metal or solvent content. If hazardous, manage as a hazardous waste until it is sent to a hazardous waste management facility.
Tires	Recycle, sell or dispose of appropriately.
Transmission filter	Drain fluid; recycle through scrap metal dealer.
Transmission fluid	Recycle.

Used oils	Recycle.
Used oil filters	Drain oil; recycle filter through scrap metal dealer.
Used fuel	Reuse in a vehicle, recycle or dispose of waste fuel through a hazardous waste company.
Windshield washer fluid	Reuse; sell

VEHICLE FLUIDS

Antifreeze

Antifreeze is exempt from hazardous waste **regulations if it is recycled**. Antifreeze often becomes contaminated with traces of fuel, metal particles and grit. If antifreeze filters or antifreeze solids are not recycled, a waste determination must be conducted. Used antifreeze must be tested at a minimum for lead, benzene, tetrachloroethylene, and trichloroethylene using the Toxicity Characteristic Leaching Procedure (TCLP). If determined hazardous, used antifreeze must be managed as a **hazardous** waste. Reusable or recycled antifreeze can be used in facility vehicles, sold or given away. If you use an off-site recycler, you **MUST ENSURE** that the antifreeze is being recycled!

- Use separate equipment for the collection of used antifreeze (funnels, pads, storage containers).
- **Label** used antifreeze collection equipment and containers “**Used Antifreeze.**”
- Drain antifreeze from radiators and heater cores as soon as possible.
- Keep used antifreeze free from cross-contamination with other wastes including used oil, fuels, degreasers or radiator flush chemicals.
- Determine if the antifreeze is waste fluid or reusable and can be recycled.
- Consider keeping antifreeze in two (2) separate, closed containers: one (1) for antifreeze that cannot be reused, label as “**Used Antifreeze**”, and one (1) for reusable antifreeze, label as “**Good Antifreeze**”. Do not accumulate used antifreeze for longer than 180 days.
- Recycle by reuse. Methods of processing waste antifreeze include distillation, filtration or ion exchange. Recycling can be done on-site or off-site by an antifreeze recycling service.
- Conduct a waste determination on used antifreeze filters generated from recycling process equipment, or handle as a hazardous waste.
- Maintain waste analyses and waste disposal receipts for at least three (3) years.

Brake Fluid

Brake fluid becomes hazardous when it is contaminated with chlorinated solvents. If brake fluid becomes hazardous, manage it as a separate waste stream, performing a waste determination and disposing of the waste accordingly.

- **Do not** spray brake cleaner around containers of brake fluid.
- **Do not** dispose of brake fluid down any drain, into a septic system, on the ground, or in a Dumpster.

Gasoline/Diesel

Facilities may add diesel to used oil as long as the mixture does not become hazardous for ignitability. Prior notification that diesel is added to used oil should be provided to your used oil hauler if the oil is to be used as a fuel. Fuel may also be disposed of as a hazardous waste.

- Remove fuel tanks as soon as possible after the vehicle enters the facility.
- Determine if fuel is reusable or waste fuel.
- Label containers of reusable fuel clearly: “Good Gasoline” or “Good Diesel.”
- Reusable fuel may be used in facility or employee vehicles.

Waste Fuel

- Manage contaminated fuel in designated containers and **label containers** of waste fuel clearly with the words “**Waste Fuel,**” and apply appropriate hazardous waste labels.
- Do not mix fuel with any other waste streams.
- Properly dispose of contaminated fuel and maintain the disposal receipts for at least three (3) years.

Gear Oil, Power Steering Fluid, Transmission Fluid

Gear oil, power steering fluid and transmission fluid are not regulated as a hazardous waste if they are recycled. Crude-based petroleum products can be managed like or with your used oil **ONLY IF** they have not been mixed/contaminated with hazardous wastes, such as solvents, brake cleaner or carburetor cleaner. Do not dispose of crude-based petroleum products in a storm drain, septic tank, dry well, sewer system or dumpster. Refer to the USED OIL guidelines.

Used Oils

Used oil is exempt from hazardous waste regulations, if it has not been mixed or contaminated with hazardous wastes, or it is sent for recycling or burned for energy recovery. Proper records must be maintained. Used oils must be petroleum based, and include, but are not limited to the following:

Cutting oil	Transmission fluid	Lubricating oil
Gear oil	Motor oil	Hydraulic oil
Differential oil	Power-steering fluid	Transaxle fluid

- **Label** containers clearly: “**Used Oil**”
- Fill pipes used to transfer used oil into underground storage tanks (USTs) must be labeled “**Used Oil.**”
- Used oils can be mixed together and stored in the same container for collection by a state registered used oil transporter.
- Do not contaminate used oil with even small amounts of brake cleaner, carb cleaner or solvents. Even small amounts of chlorinated solvents turn recyclable used oil into a hazardous waste.
- Do not mix antifreeze, solvents, gasoline, degreasers, paint or anything else with used oil.
- Do not pour used oil on the ground or use for weed control.
- Do not mix used oil with other solid waste destined for a landfill.

Windshield Washing Fluid

Although window washing fluid is mainly alcohol, water and detergent, it may contain small amounts of antifreeze. Manage windshield washing fluid as a separate waste stream.

- Reuse window washing fluid in business or employee vehicles
- Sell or give away reclaimed window washing fluid to customers

FILTERS

Used Oil Filters

Arkansas law prohibits disposal of used oil/transmission filters in a landfill or in any trash destined for a landfill. Check with DEQ for a list of approved used oil/used oil filter transporters and processors.

- Used oil filters should be punctured and drained for twenty-four (24) hours prior to disposal.
- Consider crushing drained filters to reduce costs. They can be managed as scrap metal

- Keep drained filters in a separate container labeled “**Used Oil Filters.**”
- Maintain storage containers in good condition, indoors, protected from weather or sealed/closed, on an impervious surface.
- Maintain disposal/recycling receipts for at least three (3) years.

Transmission Filters

Transmission filters made of metal should be handled with used oil filters.

Fuel Filters

Most fuel filters should be handled as hazardous waste and disposed of accordingly.

- Drain excess fuel from filters into a proper fuel container.
- Metal fuel filters can be handled with used oil filters if the filters are drained and dry.
- Glass filters should be managed separately and require a waste determination.
- Glass filters that are determined to be non-hazardous can be disposed of in a dumpster or recycled with other glass.

Processing Refrigerants

Refrigerants are processed by using one (1) of these methods:

Recovery — removing refrigerant from air conditioning units and storing it in a container without testing or processing it

Recycling — filtering refrigerants to remove impurities such as oil, air and moisture

Reclaiming — processing refrigerant, usually by distillation, until all impurities are removed and it meets resale specifications.

It is illegal to knowingly vent refrigerants into the environment during repair, service, maintenance, reclamation, recycling or disposal of refrigeration and air conditioning equipment. Spent refrigerants that are not reclaimed or recycled and refrigerants used as solvents are regulated wastes.

Contact the U.S. EPA’s Ozone Protection Hotline, at (800) 424-8802 for additional information on refrigerants.

- Refrigerants must be recovered prior to crushing vehicles or appliances (white goods).
- Remove refrigerants from all vehicles using EPA-approved recycling/recovery equipment.
- Do not evaporate or vent refrigerants to the atmosphere.
- Maintain records that the refrigerants were recovered on-site **or**

- Maintain records that the vehicle/appliance was brought into the facility free of refrigerants and that the refrigerants were removed using the proper methods prior to entering the facility.
- Store refrigerants in tanks that meet U.S. Department of Transportation (DOT) or Underwriters Laboratory (UL) standards. Label tanks according to their contents: **“Refrigerant/Freon.”**
- Sell refrigerant only to U.S. EPA certified technicians or U.S. EPA authorized reclaiming facilities that will reclaim it to its original purity specifications. Keep records of refrigerant sales.
- Do not recharge a vehicle’s system with recovered refrigerants unless a U.S. EPA certified technician is recharging the vehicles on-site.
- Conduct a waste determination on filters from recovery equipment and dispose of properly.
- Maintain records documenting the volume and final destination of recovered refrigerants.

Lead Acid Batteries

Batteries pose a potential threat to human health and the environment if improperly discarded. Spent lead acid batteries contain lead and corrosive acids that are considered hazardous waste. Lead acid batteries are exempt from hazardous waste regulations, if recycled or returned to a battery manufacturer and documentation is maintained. Otherwise, lead acid batteries must be managed as a hazardous waste. Under APC&EC Rule 23 Section 266 subsection, E-waste lead acid batteries may be handled as hazardous waste or universal waste.

- Remove batteries before crushing any vehicles.
- Test batteries to determine usability or resale quality.
- If lead acid batteries are recharged for resale, remove lead cable ends from batteries. Store lead parts in a covered container that is strong enough to hold the weight of the lead. Recycle the lead with a reputable scrap metal recycler.
- If spent lead acid batteries are going to be recycled as scrap batteries, leave lead battery cable ends attached to the scrap batteries.
- Check batteries for leaks, cracks, etc. prior to storing. Store batteries upright, on wooden pallets, in a secure, covered location, on a bermed impervious surface or in watertight, acid resistant containers.
- Do not stack batteries higher than four (4) batteries high.
- Keep spill control equipment near batteries to neutralize any acid release (e.g. baking soda, lime).
- Do not place lead acid batteries in the garbage or incinerate batteries.

- Do not pour battery acid on the ground or into a drain, septic system or storm drain.
- Ensure that battery cores are disposed of through a battery wholesaler/retailer, a permitted secondary lead smelter, a collection center or a reputable recycler.
- Maintain recycling or disposal receipts for at least three (3) years.

Lead Parts

- Remove lead tire weights and battery cable ends before crushing vehicles. Battery cable ends may be left on usable batteries and recycled along with the batteries. If not recycled, then they must be treated as hazardous waste.
- Store lead parts in a covered container that is strong enough to hold the weight of the lead.

MERCURY

Fluorescent and High Intensity Discharge Lamps

Spent lamps have been banned from solid waste incineration since 1994. Arkansas law prohibits businesses from sending spent mercury-containing lamps to municipal landfills for disposal.

- To recycle lamps, store them in a manner that prevents them from breaking, and label each container with “Universal Waste; Spent Mercury-Containing Lamps.”
- Conduct a waste determination on spent lamps if you choose not to recycle your lamps.
- Lamps destined for recycling do not count towards a facility’s hazardous waste generator status, if properly managed.
- Be able to demonstrate that you have not had the lamps stored for more than one (1) year. This can be done by keeping a log, shipping papers, or by labeling storage containers with the accumulation start date.
- Do not break or crush lamps. A broken lamp is considered hazardous waste.
- Maintain records of analytical waste determinations, shipping papers, disposal, or recycling receipts for at least three (3) years.

Automotive Applications of Mercury

- Mercury Tilt Switches used on under-hood and trunk lighting
- Four Wheel Drive Anti-Lock Braking Systems, usually three (3) per vehicle
- Active Ride Control or Ride Leveling Sensor, two (2) to four (4) mercury switches used to adjust suspension on cornering events
- High Intensity Discharge Systems, headlights and tail lamps

- Virtual Image Instrument Panel

Mercury Switches

All auto salvage facilities/vehicle recyclers are required by Act 649 of 2005 to remove mercury switches from certain years and makes of end-of-life vehicles before they are crushed or shredded. Automakers will supply buckets, recycle the mercury switches and pay \$5 per switch to the auto salvage facility/vehicle recyclers to help offset removal costs. To receive more information about this program please contact the DEQ Office of Land Resources (OLR), at 501-682-0868.

Each vehicle may contain up to three (3) mercury switches; two (2) of these are light switches located under the hood and trunk and the third is an ABS G-Force Sensor. The ABS G-Force Sensor is commonly found in one (1) of the five (5) areas on the drive tunnel, below the rear seat on the floor pan, on the right front wheel apron, rear seat center, and on the left frame rail, right below the driver. If you need further information about locating these switches or identifying the year, makes and models of those containing mercury switches please visit the following web site: https://elvsolutions.org/?page_id=620.

SCRAP METAL

- Catalytic converters may be removed prior to crushing and recycled for their platinum content.
- Maintain receipts for all scrap metal shipped off-site (including vehicles for shredding) for at least three (3) years.

ALUMINUM SWEAT FURNACES

On March 23, 2000, a new federal air emission standard came into effect. It states that: “Dioxin/furan (D/F) emissions from each sweat furnace must be controlled to 0.80 nanograms of D/F toxic equivalent per dry standard cubic meter at eleven percent oxygen.”

What does the sweat furnace regulation mean to you?

- If you operate a sweat furnace at your facility, you are subject to this standard, *regardless* of size or location of the sweat furnace.
- You must either retrofit your existing sweat furnace with an afterburner (estimated cost according to EPA: \$8,000 to \$58,000) **or**
- Purchase a new sweat furnace that already meets the new standard, **or**
- Discontinue the use of the sweat furnace.

For more information:

Consult the EPA brochure titled “New Regulations Controlling Emissions from Secondary Aluminum Production (Sweat Furnace Operations)”, or visit the following website, <http://www.epa.gov/ttn/atw/alum2nd/alum2pg.html>.

WASTE TIRES

In landfills, tires take up a large amount of space and collect gases. Therefore, they are banned from landfills unless cut-up or shredded.

Illegally dumped tires or tire piles can pose serious health hazards by providing a breeding ground for mosquito infestation and the potential for fires. Citrus oil or baking soda can be used to reduce larvae in water collecting in tires.

- Store waste tires indoors per National Fire Protection Association (NFPA) standards or outdoors with a cover to prevent the collection of standing water and to prevent mosquito larvae from thriving.
- If waste tires cannot be processed in a timely manner, leave waste tires on the rims to avoid problems with mosquitoes until the waste tires can be properly managed.
- Do not accumulate waste tires on site. If mosquitoes are a problem, even a few hundred tires may be too many. Check with your local health department for recommendations on mosquito control. Transport waste tires, through a licensed tire transporter, regularly to minimize accumulations.
- Only permitted waste tire collection centers, processing facilities or waste tire monofills are authorized to accumulate waste tires.
- Do not burn, bury or illegally dump waste tires.
- Transport, through a licensed tire transporter, stored waste tires regularly to prevent large accumulations.
- All haulers of waste or used tires must be licensed with the DEQ. Use only transporters licensed by DEQ.
- Dispose of tires at a district authorized collection center or a DEQ-permitted facility authorized to accept waste tires. Check with DEQ for a list of facilities.
- Maintain disposal/recycling receipts for at least one (1) year.

CLEANING SOLUTIONS

Aqueous Parts Washers/Wastewater Management

Aqueous parts washers provide environmental benefits because they do not use solvents that contain volatile hydrocarbons. However, some precautions must be taken concerning disposal of wastewater, sludge (see section on sump sludge) and filters. Wastewater is water that has been used for a purpose, such as engine cleaning, and is destined for disposal. All process wastewater should go to a sanitary sewer. No wastewater should ever be discharged to the ground or to the environment. Check with your local sewage plant for information on discharge limits and to obtain a permit if required. **Find out where the drains in your shop lead.**

- Use either an on-site capture and reuse system for wastewater or have a connection to a city sewer and wastewater treatment facility with the proper permitting.
- Notify and get written approval from the sanitary sewer system prior to discharging any wastewater.
- Floor cleaning wastewater may be contaminated with heavy metals and grease that need to be treated before discharging to the sewer. If not contaminated, the water may go to an oil/water separator (or another appropriate system) and then the sanitary sewer.
- Keep floors clean to begin with. Catch leaks before they hit the floor.
- Recycle floor mop water into cabinet washers.
- Steam cleaning, pressure washing and spray cabinet wastewater should go to an oil/water separator (or another appropriate system) before discharging to the sanitary sewer.
- Re-circulate and reuse water until unusable.
- Do not dispose of spent parts washer fluids on the ground, down a drain or in a dumpster or septic system.
- Conduct a waste determination on spent parts washer fluid and filters and dispose of properly.
- Maintain records of analytical waste determinations and disposal receipts for three (3) years.

Hot Tank Solutions

A solution of caustic (alkaline) cleaners and water is commonly used in tanks for cleaning engines and parts. Spent solution and sludge may be hazardous waste due to corrosivity (pH greater than or equal to 12.5) or high metal content.

- Accumulate spent cleaning solution and sludge removed from hot tanks in closed, labeled containers that are compatible with the waste placed in them.
- Conduct a waste determination on spent solution and sludge and dispose of properly.

- Maintain records of analytical waste determinations and disposal receipts for three (3) years.
- Notify and get written approval from the sanitary sewer system prior to discharging any wastewater.

Parts Washers

Mineral spirits, Stoddard solution, petroleum naphtha, gasoline, kerosene or diesel fuel may be hazardous due to ignitability. Other solvents may be toxic if they contain toluene, methyl ethyl ketone (MEK) or 1,1,1-trichloroethane. Spent parts washer fluids may also be hazardous due to elevated metal content from oils and greases.

- Do not dispose of spent parts washer fluids on the ground, into drains, into a septic system or by evaporating.
- Do not use aerosol spray cans near your parts washers.
- Conduct a waste determination on spent parts washer fluid, sludge and filters and dispose of properly.
- Maintain records of analytical waste determinations and disposal receipts for three years.

Pressure Washing

Pressure washing should be performed on a curbed concrete pad. Wastewater may contain heavy metals and greases which, if improperly managed, could contaminate soil and/or groundwater.

- Pressure wash parts and engines over a contained, impervious surface such as a wash table that drains to an oil/water separator.
- Do not allow wastewater, oils or greases on the ground.
- Do not allow wastes to flow into a septic tank or a drain leading to a ditch, stream, lake or dry well.
- Check with your local sewer utility to verify that drains in your pressure washing containment area are connected to a sanitary sewer system.
- Notify and receive written authorization prior to discharging wastewater to a sanitary sewer system.
- Maintain an oil/water separation system or sump regularly.
- Equip the oil/water separator with an emergency shut-off to prevent spills from entering the sewer or discharging directly to surface waters.

Sump Sludges

Sludges from your sump or oil/water separator may be hazardous waste. You will need to conduct a waste determination on sludge at a certified laboratory to determine if it is hazardous.

- If sludge tests as a hazardous waste, manage it as a hazardous waste and dispose of the sludge through a hazardous waste management facility.
- Do not put hazardous sludge in the dumpster or on the ground, down a drain or into a septic system.
- Do not use a septic tank pumping service to dispose of sludge.
- Maintain records of analytical waste determinations for three years.

Absorbents: Granular Clay, Pads, Booms (Pigs)

Check with your solid waste management district to determine if you may dispose of your oily wastes in the trash dumpster.

- Do not put spent absorbent into vehicles to be crushed or shredded, in drains, or on the ground.
- Maintain absorbent material in areas where fluids are generated, managed, or stored.
- Soak up leaks and spills as soon as they occur and remove them in a timely manner.
- Manage absorbent that comes in contact with hazardous waste as a hazardous waste.
- Do not mix spent non-hazardous absorbent with spent hazardous absorbent.
- Maintain records of analytical waste determinations and disposal receipts for at least three (3) years.

Aerosol Spray Cans

Partially empty spray cans may be regulated as hazardous waste if discarded, because they contain ignitable propellants or chlorinated solvents. Empty spray cans are exempt from hazardous waste regulations and can be recycled as scrap metal.

Note: An aerosol can that is empty of product may still contain propellant. The aerosol can is still reactive (hazardous) until the propellant is completely discharged and the can is equal to atmospheric pressure.

- Use the entire spray can before starting another and empty cans completely before discarding.
- If a spray can malfunctions, handle as a hazardous waste or consider returning it to your supplier.
- Do not spray in or around other solvents, waste or open containers to prevent contamination.
- Never spray a product in the air in lieu of proper disposal.
- Collect and conduct waste determinations on spray cans that are not empty.

- Maintain records of analytical waste determinations and disposal receipts for at least three (3) years.

Contaminated Soil

At some facilities, soil has become contaminated by past or ongoing vehicle handling practices. Improving daily work practices can alleviate the cost to remediate and dispose of contaminated soils.

- Prevent spills before they happen. Clean up spills as soon as they happen or are discovered.
- Excavate contaminated soil as spills and leaks occur to prevent migration of the contamination.
- Collect the soil in appropriate, labeled containers and store the containers on a covered, impervious containment area until it can be cleaned or transported to a waste treatment facility.
- Do not dispose of contaminated soil in vehicles to be crushed or shredded.
- Do not store contaminated soils for an indefinite amount of time. Dispose of contaminated soil promptly to avoid additional contamination.
- Contact DEQ for information on disposing of contaminated soil.
- Maintain records of analytical waste determinations and disposal receipts for at least three (3) years.

Dust

Dust from your facility can pollute the air and cause complaints from your neighbors. Listed below are some techniques to prevent and suppress dust.

- Apply gravel or rock, sod, seed or mulch.
- Do not clear more vegetation than is necessary to provide ample work areas.
- Construct natural or artificial wind breaks or wind screens.
- Lower speed limits on roads.

Shop Towels

Dirty rags can become hazardous if used to soak up hazardous substances. However, dirty rags may be exempt from regulation if managed correctly and picked up for laundering by an industrial rag/laundry service that is connected to a sanitary sewer. If a rag service is not used, then you must determine that your rags are not hazardous before putting them in the trash. See also Rule No. 23 Section 261.4(a)(26) and 261.4(b)(18).

- Do not dispose of dirty shop towels in vehicles to be crushed or shredded.

- Avoid use of disposable towels.
- Do not throw dirty wipes, paper towels or rags into the dumpster if they have come into contact with hazardous solvents or waste.
- Keep waste shop towels in a closed fireproof container labeled “**Used Shop Towels.**”
- Maintain records of analytical waste determinations and disposal receipts for at least three (3) years.

FOR ARKANSAS AUTO DISMANTLERS AND RECYCLERS

IMPORTANT PHONE NUMBERS

To Report A Spill	
Arkansas Department of Emergency Management	800-322-4012
EPA National Response Center	800-424-8802
DEQ Office of Enterprise Services	501-682-0788
DEQ Hazardous Waste Program <ul style="list-style-type: none"> • Fluorescent Lamps • Used Oil • Used Batteries 	501-682-0868
EPA Hazardous Waste Generator ID Numbers	501-682-0595
DEQ Office of Land Resources (OLR) Compliance Section	501-682-0582
DEQ State Tax Recycling Credit Information	501-682-0592
DEQ Office of Water Quality (OWQ) Permitting Section	501-683-5406

IMPORTANT WEBSITES

Division of Environmental Quality (DEQ)	www.adeq.state.ar.us
EPA Home Page	www.epa.gov
EPA Region 6 Home Page	https://www.epa.gov/aboutepa/epa-region-6-south-central
Arkansas Automobile Dismantlers and Recyclers Association	www.aradra.com

INDUSTRIAL STORMWATER GENERAL PERMIT (IGP) AND STORMWATER POLLUTION PREVENTION PLAN

DO YOU NEED AN IGP COVERAGE?

You need an NPDES Stormwater permit if your facility:

- Dismantles automotive vehicles
- Has a primary or secondary Standard Industrial Classification (SIC) Code of 5015 **or** 5093 (for example, if your primary source of income is the sale of used vehicles [SIC Code 5521] but your second most important source of income is the sale of used parts [SIC Code 5015]).

HOW TO GET A PERMIT?

To obtain coverage under the IGP, you must fill out and submit a document called a Notice of Intent (NOI), Stormwater Pollution Prevention Plan (SWPPP) and initial permit fee (\$200). The NOI can be obtained from the DEQ website, at <https://www.adeq.state.ar.us/water/permits/npdes/stormwater/>

WHAT IS REQUIRED BY THE PERMIT?

The IGP requires facilities to develop and implement a Stormwater Pollution Prevention Plan (SWPPP).

WHAT IS A STORMWATER POLLUTION PREVENTION PLAN?

A Stormwater Pollution Prevention Plan (SWPPP) is a document that describes:

- Facility information

- Stormwater pollution prevention team
- Industrial activities conducted at the site
- Potential pollutant sources
- Measures and controls
- Schedules and procedures
- Additional requirements, if applicable
- Signature requirements

The SWPPP outlines your plans to continually ensure that “potential pollutants” are not exposed to rain or stormwater. The goal is to eliminate or minimize the chances of polluting stormwater that would leave your facility. You will be expected to review the success of your SWPPP and to make changes to the SWPPP as needed.

EXAMPLES OF POTENTIAL POLLUTANTS AT AN AUTO SALVAGE YARD:

POLLUTANT	
Used oil	On-road diesel
Used transmission fluid	Off-road diesel
Used brake fluid	Metals
Used wiper fluid	Solvents/detergents
Used antifreeze	Hydraulic fluid
Gasoline	Lubricating fluids
Batteries	Mercury
Oily water	Refrigerants

HOW TO WRITE A STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

You can either use the DEQ SWPPP template or write a plan using the instructions in the IGP. The SWPPP must be kept on-site and routinely updated.

WHAT ARE THE SAMPLING REQUIREMENTS?

All facilities are required to sample once per year. The samples must be analyzed by a certified laboratory to check for the following: pH and total suspended solids. Additional tests may be required depending on the facility's Standard Industrial Classification (SIC) Code. The most common Industrial Sector for Auto Salvage Yards is M1, which has additional sampling requirements for chemical oxygen demand, total aluminum, total iron, and total lead. Scrap recycling facilities with industrial sector N1 have additional sampling requirements of chemical oxygen demand, oil & grease, total aluminum, total copper, total iron, total lead and total zinc. The measurement must be taken for pH within 15 minutes of collecting the sample. The sampling events must be filled out on the Stormwater Annual Report (SWAR) which can be found here:

https://www.adeg.state.ar.us/downloads/webdatabases/permitonline/npdes/permitinformation/ar000000_swar%20form_20131219.pdf

SWAR Appendix can be found here:

https://www.adeg.state.ar.us/downloads/webdatabases/permitonline/npdes/permitinformation/ar000000_swar%20appendix_20131219.pdf

STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

for
Industrial Activity

National Pollution Discharge Elimination System
General Permit # ARR000000

Permit Tracking Number:

ARR00_____

Prepared for:

Insert Facility Name

Insert Facility Address

Insert City, State, Zip Code

Insert Facility Telephone Number (if applicable)

Industrial Sector - _____

SIC - _____

NAICS - _____

Prepared by:

SWPPP Preparation Date:

1. SWPPP Team (see Part 4.2.2 of the permit)

List the person(s) or position(s) responsible for developing the SWPPP and assisting the facility or plant manager in its implementation, maintenance, and revision. Clearly identify the responsibilities of each team member.

Please note that common positions (i.e. secretary, operator, etc.) may not be used. A specific position or individual’s name must be listed.

NAME	TITLE	INDIVIDUAL SWPPP RESPONSIBILITIES

2. Employee Training (see Part 3.1.8 of the permit)

A record of employee training will be kept in Appendix A. Below are the two types of employee training required for a facility:

- Storm Water Pollution Prevention Team training, and
- Facility worker training specific to the area they work.

In the table below, designate the frequency of training for each training type (at least annually).

TRAINING TYPE	FREQUENCY OF TRAINING	TOPICS COVERED IN TRAINING
SWPP Team training		Monitoring, inspection, planning, reporting, documentation requirements, and BMP maintenance
Work area specific training		BMPs and control measures used in specific work area

3. Facility Description

For this section, describe everything pertaining to the stormwater drainage area covered by each outfall at your facility.

A. Outfall Information

Outfall Number: _____	Outfall Coordinates: Latitude: _____° _____' _____" or _____ decimal N Longitude: _____° _____' _____" or _____ decimal W
Receiving Streams	
Outfall Number: _____	Outfall Coordinates: Latitude: _____° _____' _____" or _____ decimal N Longitude: _____° _____' _____" or _____ decimal W
Receiving Streams	

Copy and paste the table above for each additional outfall at your facility.

If your facility discharges to a Municipal Separate Storm Sewer System (MS4), provide the MS4 name below:

MS4 name: _____

(put N/A if your facility is not located in an MS4)

B. Industrial Activities

In the table below, describe the industrial activities that take place at the facility, list the pollutants associated with each activity, and list the outfalls affected by the activity. This list must include all significant materials that have been handled, treated, stored, or disposed, and that have been exposed to stormwater in the three years prior to the date the SWPPP is prepared or amended.

INDUSTRIAL ACTIVITY	ASSOCIATED POLLUTANTS	OUTFALL(S) AFFECTED

C. Exposed Inventories

In the table below, describe any tanks, bins, or piles within the outfall coverage area, list the pollutants associated with each storage entity, and list the outfalls affected by the activity. Include any inventory containing salt for deicing and any tank or storage container susceptible to spilling or leaking.

INVENTORY	ASSOCIATED POLLUTANTS	OUTFALL(S) AFFECTED

D. Non-Stormwater Discharges (see Part 4.2.4.4 of the permit)

In the table below, describe any authorized non-stormwater discharges, the pollutants associated with that discharge, and the outfalls affected by the discharge. See Part 1.6 of the permit for a list of authorized non-stormwater discharges.

Only list non-stormwater discharges that actually occur at the facility.

NON-STORMWATER DISCHARGE	ASSOCIATED POLLUTANTS	OUTFALL(S) AFFECTED

Part 4.2.4.4 of the permit requires identification and elimination of all illicit discharges. This section also requires that the SWPPP contain a certification that the discharge has been tested or evaluated for the presence of non-stormwater discharges and all identified unauthorized discharges have been eliminated.

Potential significant sources of non-stormwater discharges:

Description of the results of any test or evaluation for the presence of non-stormwater discharges:

Evaluation criteria and testing method used:

Date(s) of testing or evaluation:

Evaluation criteria and testing method used:

Date(s) of testing or evaluation:

On-site drainage points that were directly observed during a test:

If evaluation is not possible, describe why:

“I certify that the discharge has been tested or evaluated for the presence of illicit non-stormwater discharges and that all identified unauthorized discharges have been eliminated”

“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 gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage 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.”

_____	_____
Responsible Official Name	Responsible Official Title
_____	_____
Responsible Official Signature	Date

E. Impaired Streams, TMDLs, and Outstanding Resource Waters (see Part 4.2.7 of the permit)

In the table below, list any streams or other waterbodies downstream of the facility’s discharge that are impaired and list their impairments. Consult the documents at the links below to determine if any of your receiving streams are impaired.

The current 303(d) list may be accessed on the following web page:

<https://www.adeg.state.ar.us/water/planning/integrated/303d/>

Total Maximum Daily Load (TMDL) reports may be accessed on the following web page: <https://www.adeg.state.ar.us/water/planning/integrated/tmdl/>

Extraordinary Resource Waters (ERWs), Natural and Scenic Waterways (NSWs), or Ecologically Sensitive Waterbodies (ESWs) are identified in APC&EC Regulation 2, which may be accessed on the following web page: <https://www.adeg.state.ar.us/regs/>

IMPAIRED WATERBODY NAME	CAUSE OF IMPAIRMENT

F. Monitoring Requirements

In the table below, list any parameters being monitored at the outfall. Include any benchmarks or limitations required and the frequency of sampling for each parameter (at least once per year). The sampling data, including any from three years prior to the effective date of this permit, will be kept in Appendix B.

PARAMETER	CHECK BOX IF A LIMITATION	BENCHMARK OR LIMITATION	FREQUENCY OF MONITORING
pH	<input type="checkbox"/>	6.0-9.0 S.U.	
Total Suspended Solids (TSS)	<input type="checkbox"/>	100 mg/L	
	<input type="checkbox"/>		
	<input type="checkbox"/>		
	<input type="checkbox"/>		
	<input type="checkbox"/>		
	<input type="checkbox"/>		

Describe the procedures for gathering storm event data, as specified in Part 3.8.2.

Responsible Staff:

Logistics:

Laboratory to be used:

G. Best Management Practices (BMPs)

In the table below, list the best management practices implemented and the back-up measures used if the BMP is being worked on. For industry-specific expected pollutants and recommended BMPs, please see the EPA’s website at:

<https://www.epa.gov/npdes/stormwater-discharges-industrial-activities>

Records of BMP maintenance and inspection will be kept in Appendix C.

BMP 1: MINIMIZE EXPOSURE
Back-up Measures
BMP 2: GOOD HOUSEKEEPING
Waste material will be picked up every ____ days.
Routine leak inspections (drums, tanks, etc.) will be conducted every ____ days.
Back-up Measures
BMP 3: PREVENTATIVE MAINTENANCE
Back-up Measures
BMP 4: SPILL PREVENTION AND RESPONSE
Back-up Measures

BMP 5: EROSION AND SEDIMENT CONTROLS
Back-up Measures
BMP 6: MANAGEMENT OF RUN-ON AND RUN-OFF
Back-up Measures

H. Facility Site Map (see Part 4.2.3 of the permit)

Include a site map in Appendix F that adheres to the requirements set forth in Part 4.2.3 of the permit. You will find the same list of requirements in Appendix F.

I. Inspection Schedule and Procedure

In the table below, list the person(s) or position(s) responsible for inspecting, the schedule for conducting inspections, and the specific items (BMPs, outfalls, storage units, etc.) to be covered by the inspection for the two types of inspections listed below:

- Routine facility inspections (see Part 5.1.1 of the permit); and
- Comprehensive site inspections (see Part 5.1.2 of the permit).

Inspection records will be kept in Appendix D.

INSPECTION TYPE	PERSON(S)/POSITION(S) RESPONSIBLE	INSPECTION FREQUENCY	ITEMS INSPECTED
Routine facility			
Comprehensive			

4. Similar Outfall Designation (see Part 3.8.1 of the permit)

Based on the information provided for each of the outfalls at the facility, list in the table below any outfalls considered to be similar, the reason why their discharges are expected to be similar, and the outfall at which monitoring will take place.

SIMILAR OUTFALLS	REASONS FOR SIMILAR DISCHARGES	OUTFALL TO BE MONITORED

5. Spill and Leak Response Plan (see Part 3.1.4 of the permit)

Describe the procedures for preventing and responding to spills and leaks in Appendix E. List below the person(s), or position(s), responsible for contacting help during a spill or leak emergency, as well as the Agency to contact, and the Agency phone number. The agencies listed should include a “first responder”. A record of any spills and leaks, including any within three years of the effective date of this permit, will be kept in Appendix E.

PERSON(S)/POSITION(S) RESPONSIBLE FOR CONTACTING EMERGENCY RESPONSE AGENCY	AGENCY NAME	AGENCY PHONE NUMBER

6. Certification / Attainment of Water Quality Standards (see Part 7.9 of the permit)

The certification must be signed by the Responsible Official, in accordance with the provisions of 40 CFR 122.22, as adopted by reference in APCEC Regulation 6. **See Part 7.8 of the permit for signatory requirements.**

“I have read Part 4.2.7.3 of the permit pertaining to the attainment of water quality standards after authorization and agree to adhere to its requirements.”

“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 manage 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.”

Responsible Official Name

Responsible Official Title

Responsible Official Signature

Date