## SCPP (SPILL CONTROL PREVENTION PLAN) CHECKLIST FOR POTW'S

The IU Spill Prevention Program should be evaluated using the following requirements and checking the appropriate column. A check in the "S" column means the plan is satisfactorily meets the requirements; "U" means that the plan unsatisfactorily meets the requirements; and "A" means that additional information is required to determine if the requirement is met; and "NA" means the requirement is not applicable to the facility. This plan is to be reviewed by the POTW with each permit issuance or re-issuance.

## **Industry Name: Date submitted:**

1. General Information	$\mathbf{S}$	${f U}$	$\mathbf{A}$	N/A
Facility name, address, contacts and phone numbers				
Type of business and operating schedule				
Number of employees each shift				
Daily wastewater discharge flow rates				
Applicable categorical standards				
Previous spills the last two years				
Security and warning signs				
2. Facility Layout and Flow Diagrams				
Property boundaries				
Entrance and exit routes				
Manufacturing areas				
Waste handling, storage and treatment				
Loading and unloading areas				
Sanitary floor drains, pipes and drainage destination				
Tank location and capacity				
Treatment systems				
Parking lots				
Stormwater drains and destination				
3. Hazardous Materials Data				
List and quantity of hazardous materials				
Location of materials and tank sizes				
Type of container, frequency of inspection				
4. Slug Prevention Equipment and Procedures				
Storage procedures				
Loading/Unloading				
Process				
Treatment				
Other areas				
5. Adequate Procedures Including				
Inspection and maintenance records of containers				
Inspection of storage, process, loading/unloading areas				
Proper container labeling				

6. Emergency Procedures							
Written emergency procedure							
Communication equipment and/or alarms							
Spill containment and control equipment							
Spilled material storage containers							
Protective clothing							
Respirators							
First Aid Kits							
Decontamination equipment							
Ventilation equipment/procedure							
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7. Adequate Response Procedure							
Notification procedures to proper personnel							
Chain of Command and responsibilities							
Safety and first aid procedures							
Notification to outside assistance							
Spill and assessment procedures							
Decontamination procedures							
Procedures from preventing incompatible contact							
Procedures for neutralization/disposal							
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8. Training							
Detailed outline of training program/frequency							
Training appropriate to job description							
Emergency response training							
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Comments:							
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Approval Status: Approved							
Not Approved							
Conditionally Approved							
Additional information required by:							
Reviewed/Annroyed by			Date	,			