NEW

Texas Pollutant Discharge Elimination System (TPDES)

Industrial Storm Water General Permit

Storm Water Pollution Prevention Plan (SWP3) Worksheets

Questions? Contact the TCEQ Small Business and Local Government Assistance section at 1-800-447-2827, or visit <www.sblga.info>.

TPDES Multi-Sector General Permit (TXR050000)
Certification Signature Page

The Storm Water Pollution Prevention Plan (SWP3), which is required to be developed under the TPDES MSGP permit (TXR050000), must be signed according to 30 Texas Administrative Code §305.128 relating to Signatories to Reports. An authorized agent of the entity submitting the Notice of Intent for permit coverage must sign and date the SWP3 and maintain the signature within the plan.

"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 there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations."

Signature	Title	Date

Pollution Prevention Team

Team Member: _____
Responsibilities: _____

Team Member: _____
Responsibilities: _____

Team Member: _____
Responsibilities: _____

Team Member: _____
Responsibilities: _____

Team Member: _____
Responsibilities: _____

Worksheet 1

Non-Storm Water Discharges

Approved Non-Storm Water Discharges	
Type of Discharge	Process or Activity

Narrative Description of Non-Storm Water Discharge Investigation: _____

Non-Storm Water Discharge Investigation		
Date	Findings	Corrective Action Taken

Certification:

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 there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.

Signature:_____**Title:**_____**Date:**_____

Worksheet 2

Description of Potential Pollutant Sources

Inventory of Exposed Materials			
Material	Quantity	Storage Location or Activity	Specific Pollutant(s)

Worksheet 3

Description of Potential Pollutant Sources

Narrative Description:

Worksheet 4

Site Map

Description of Potential Pollutant Sources

Spill & Leak Log					
Date of Spill	Material Spilled	Quantity Spilled	Did the Spill Result in a Discharge?	Corrective Action Taken	Date Reported to TCEQ

Worksheet 6

Pollution Prevention Measures & Controls

Good Housekeeping Measures	
Location Within the Facility	**Housekeeping Measure**

Worksheet 7

Pollution Prevention Measures & Controls

Spill prevention & response procedures:

Worksheet 8

Pollution Prevention Measures & Controls

Erosion Control Measures			
BMP	Location	Used (✓ check)	Not Used (✓check)
Soil Stabilization through Vegetative Cover			
Contouring Slopes			
Paving			
Installation of Structural Controls			

Worksheet 9

Pollution Prevention Measures & Controls

Maintenance Program for Structural Controls				
Structural Control	Inspection Schedule	Inspector	Maintenance Frequency	Volume of Solids Removed

Worksheet 10

Pollution Prevention Measures & Controls

Best Management Practices		
Location Within the Facility	Best Management Practice	Implementation Date

Worksheet 11

Pollution Prevention Measures & Controls

Employee Training Program							
Training Topic	Was this topic covered?		Date of Training				
	Yes	No	Year 1	Year 2	Year 3	Year 4	Year 5
Materials management & handling							
Spill prevention methods							
Location of spill cleanup supplies							
Spill cleanup equipment							
Spill cleanup techniques							
Proper spill reporting							
Good housekeeping measures							
Best management practices							
Goals of the SWP3							

Employee Education Program							
Training Topic	Was this topic covered?		Date of Training				
	Yes	No	Year 1	Year 2	Year 3	Year 4	Year 5
Basic goals of the SWP3							
Contacting the Pollution Prevention Team							

Worksheet 12

Pollution Prevention Measures & Controls

Periodic Inspections								
Inspection Date:_____					Quarter			
					1	2	3	4
Inspection Element	Inspector	Evaluated		Findings	Corrective Action			
		Yes	No					
Good housekeeping measures								
Spill prevention & response								
Erosion control measures								
Maintenance program for structural controls								
Best management practices								
Employee training & education program								

Worksheet 13

Rain Gauge Monitoring and Recordkeeping

Rain Gauge Monitoring Log						
Month:		Year:		Facility Name:		
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Day: Time: Rain Gauge Reading: Sample Taken:	Day: Time: Rain Gauge Reading: Sample Taken:	Day: Time: Rain Gauge Reading: Sample Taken:	Day: Time: Rain Gauge Reading: Sample Taken:	Day: Time: Rain Gauge Reading: Sample Taken:	Day: Time: Rain Gauge Reading: Sample Taken:	Day: Time: Rain Gauge Reading: Sample Taken:
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Worksheet 14

Annual Comprehensive Compliance

Comprehensive Site Compliance Inspection Report					
Inspection Date:				Are you substituting this inspection for one of your quarterly inspections? Yes No	
Inspection Element	Inspector	Evaluated		Findings	Corrective Action
		Yes	No		
All areas identified in the inventory of exposed materials section of your SWP3					
All structural controls, including maintenance and effectiveness					
All nonstructural controls, including BMP effectiveness, good housekeeping measures and spill prevention					
All reasonably accessible areas immediately downstream of each storm water outfall					
Review all records required by the MSGP					
Employee training & education program					

Worksheet 15

Annual Comprehensive Compliance

Narrative discussion of compliance with the current SWP3:

Worksheet 16

Annual Comprehensive Compliance

Revision of the SWP3?			
Element	SWP3 Updated		
	Yes	No	N/A
Any additional elements (e.g. structural controls or BMPs) that should be added or modified for prevention of pollution			
The site map			
The inventory of exposed materials			
The description of good housekeeping measures			
The description of nonstructural controls			
Any other elements of the plan that were found to be inaccurate or that will be modified _____			

Signature: _____ **Date:** _____

Worksheet 17