Business Self-Inspection Checklist

Use this checklist to find out if you are in compliance with the new Illicit Discharge Detection and Elimination Ordinance.

Discharges

☐ **Check to ensure that you do not have connections that discharge to the municipal stormdrain system.** If you do, arrange for disconnection.

Illegal discharges are:

1. Pipes, drains or ditches that lead to the stormdrain system from any of the following sources: sewers, process wastewater, wash water and any connections from indoor drains and sinks (even if they have been previously approved).
2. Any connections to the stormdrain system from a commercial or industrial land which has not been documented and approved. This means that all the catch basins on your site should be on plans or maps held by the municipality and they should be permitted.
3. When in doubt remember: Only Rain Down the Drain - only rainwater should flow into your on-site catch basins.

Legal discharges are:

1. Generally, uncontaminated waters that flow off your site when it rains.
2. The following items are also legal: wash water from washing vehicles if no soap is used, external building washdown when no detergents are used, dechlorinated pool discharges, air conditioning condensate, irrigation drainage, foundation or footing drains, roof runoff and sump pumps where flows are not contaminated with process materials such as solvents, or contaminated by contact with soils where spills or leaks of toxic of hazardous materials have occurred.

Hazardous Materials

☐ **If you are a hazardous waste generator, have an updated spill response plan and be sure to train employees on what to do if there is a spill or leak.**

☐ **Store hazardous materials properly** (examples of hazardous materials include: process chemicals, pesticides, herbicides, cleaning materials, waste materials, oil and gasoline).

Store hazardous materials and wastes:

1. under cover to keep them out of the rain and snow.
2. in a secondary containment system large enough to contain the material if the container begins to leak. This can be as simple as putting it in a bucket or basin.
3. away from any location where leaks could get into stormdrains or waterways (i.e. near sump pumps for groundwater removal, storage locations near streams, wetlands, rivers, etc.).

☐ **Keep dry, cleaning materials available (broom, mop or absorbent material such as saw dust or kitty litter).**

Spills in parking lots, loading docks, etc. should be cleaned using dry, cleaning materials and disposed of properly. Do not use water to rinse off a spill.

Housekeeping

☐ **Inspect your dumpsters.**

Keep them covered to prevent trash from escaping and to keep water out. Don't have dumpsters placed next to stormdrains and keep the drain plugs in.

☐ **Clean floor mats, filters and garbage cans in a mop sink**

1. Do not allow wash water containing soaps and other contaminants to flow into stormdrains. Pour it down a mop sink.
2. Grease, oils and fats should be disposed of in a grease, oil and fat recycling container.

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☐ **If you wash cars on your property, soap and wash water must be diverted from the stormdrains to the sewer or somewhere the water can soak into the ground.**

It's best to just bring the car/vehicle to the car wash, that way the collected water is recycled.

☐ **Keep your site free of trash.**

Be sure there are enough trash receptacles on your property. Regularly empty the trash receptacles.

☐ **If a stream, wetland, pond or the bay passes through or along a property you own or lease keep your portion of the water course reasonably free of trash, debris, leaves and lawn clippings and other obstacles that can pollute, contaminate or retard the flow of water.**

All maintenance actions must be completed in accordance with RIDEM Freshwater Wetlands Act or other applicable laws or regulations.

Make sure you do not put lawn clippings and leaves collected from your site into any wetlands, rivers, streams or adjacent locations. No trash should ever be put into waterways, wetlands, rivers, streams or other waterways.

☐ **If you are engaged in specific industrial activities on your business site then you will need to obtain coverage under the RIPDES program "Storm water discharge associated with industrial activity multi-sector general permit".**

Guidance regarding industrial SIC codes covered under this permit and information on discharges covered are located on the following RIDEM website: http://www.dem.ri.gov/programs/benviron/water/permits/ripdes/index.htm.

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Other Opportunities

☐ **Help keep our Town/City waterways and the Bay clean for fishing and swimming.** The following actions are not required but will do tremendous good.

1. Loading and unloading areas should be paved to allow for easy clean-up of spills. Always use dry clean-up methods when cleaning any spills. Grade loading/unloading areas away from water courses and stormdrains. Try and re-direct rainwater away from loading docks to keep water from pooling at the bottom of deep loading ramps.
2. Divert roof leaders, foundation drains, air conditioning condensate and other clean water to grassy areas instead of having it go directly into the stormdrain.
3. Use environmentally-sensitive landscaping practices (low water and low fertilizer use).
4. If your business is located in the Blackstone River Watershed, schedule a visit with the Blackstone River Coalition to learn about the "In Business for the Blackstone" program. Participation includes education, technical assistance and public recognition. Contact Peter Coffin at 508-753-6087 or email info@zaptheblackstone.org; website: http://www.zaptheblackstone.org (See "In Business for the Blackstone" under "What we are doing") (RI Municipalities in the Blackstone River Watershed include: Burrillville, Glocester, N. Smithfield, Lincoln, Cumberland, Central Falls, Pawtucket and Woonsocket)

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know where it goes
take simple steps to reduce STORMWATER POLLUTION

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