



Multi-Sector Industrial General Permit for Stormwater Discharges – TXR050000

Stormwater Pollution Prevention Plan (SWP3) Worksheets

Questions? Contact the TCEQ Small Business and Local Government Assistance section
at 1-800-447-2827 or visit www.TexasEnviroHelp.org

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

The Stormwater Pollution Prevention Plan (SWP3), which is required to be developed under the 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

Facility Information

Describe the facility's industrial activities and processes:

List the water bodies receiving the facility's stormwater discharges:

Indicate whether or not these water bodies are impaired or have an established Total Maximum Daily Load (TMDL) for any particular pollutant(s):

Explain whether or not the facility's discharges will impact those water bodies and why:

Worksheet 1

Pollution Prevention Team

Team Member (Name/Title/Contact phone):

Responsibilities: _____

Team Member (Name/Title/Contact phone):

Responsibilities: _____

Team Member (Name/Title/Contact phone):

Responsibilities: _____

Team Member (Name/Title/Contact phone):

Responsibilities: _____

Team Member (Name/Title/Contact phone):

Responsibilities: _____

Site Map

Worksheet 5

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

Pollution Prevention Measures & Controls

Best Management Practices		
Location Within the Facility	BMP Used	Implementation Date

Pollution Prevention Measures & Controls

Good Housekeeping Measures	
Location Within the Facility	Housekeeping Measure

Pollution Prevention Measures & Controls

Erosion & Sedimentation Control Measures			
Best Management Practices	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

Spill Prevention and Response Measures			
Date of Inspection	Inspector	Identified Area	Response Procedure

Worksheet 11

Pollution Prevention Measures & Controls

Spill Prevention and Response Measures		Structural Control: _____
Date of Inspection	Inspector	Response Procedure

Pollution Prevention Measures & Controls Employee Training Program and Employee Education

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 practices for specific chemicals, fluid, and other materials used or commonly encountered at the facility							
Spill prevention methods							
Location of spill cleanup materials and equipment							
Spill cleanup techniques							
Proper spill reporting procedures							
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 Stormwater Pollution Prevention Team							

Worksheet 12

Employee Training: Pollution Prevention Measures and Controls: Date _____

Name of Staff Member	Signature

Worksheet 12

Periodic Inspections and Monitoring Non-Stormwater Discharges

Approved Non-Stormwater Discharges	
Type of Discharge	Source and Location

Narrative Description of Non-Stormwater Discharge Investigation: Include how the investigation was conducted and what areas were observed.

Non-Stormwater Discharge Investigation		
Date	Findings or Testing Results	Corrective Action Taken or BMPs Used

Non-Stormwater Discharges Certification

The facility's storm sewer system has been evaluated for the presence of non-stormwater discharges and the discharge of non-permitted, non-stormwater does not occur. The attached worksheet number 13 provides documentation of how the evaluation was conducted, results of any testing, dates of evaluations or tests, and the portions of the storm sewer system that were observed during the inspection.

Certification Statement: 30 TAC 305.128 – "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: _____ **Date:** _____

Worksheet 13 (Cont.)

Pollution Prevention Measures & Controls

Routine Facility Inspections

Name of Control/Measure:								
Inspector: _____ Inspection Date and Time:					Quarter			
					1	2	3	4
Inspection Element	Evaluated		Findings	Corrective Action				
	Yes	No						
Good housekeeping measures								
Spill prevention & response								
Erosion control measures								
Maintenance or repairs for structural controls								
Best management practices								
Employee training & education program								

Signature

Quarterly Visual Monitoring Form

Fill out a separate form for each sample you collect (one form per outfall).

Outfall number:	Person collecting/examining sample:	
Quarter/year:	Date & time collected:	Date & time examined:
Rainfall amount:	Qualifying: Yes or No	Runoff source: rainfall or snowmelt
Parameter	Parameter Description	Parameter Characteristics
Color	Does the water appear to be colored?	Describe:
Clarity	Is the water clear or transparent, meaning can you see through it? No Yes	Which of the following best describes the clarity of the water? Clear Milky Opaque
Oil sheen	Can you see a rainbow effect or sheen on the water surface? No Yes	Which of the following best describes the water sheen? Oily Silver Iridescent
Odor	Does the sample have an odor? No Yes	Describe:
Floating solids	Is there something floating on the surface of the sample? No Yes	Describe:
Suspended solids	Is there something suspended in the water column or sample? No Yes	Describe:
Settled solids	Is there something settled at the bottom of the sample? No Yes	Describe:
Foam	Is there foam or material forming on top of the water? No Yes	Describe:
<i>Detail any concerns, corrective actions taken, and any other obvious indicators of pollution present in the sample:</i>		
Collector's signature:		

Worksheet 15

Annual Comprehensive Compliance

Comprehensive Site Compliance Inspection Report				
Inspector: Inspection Date and Time:			Are you substituting this inspection for one of your quarterly inspections? <div style="text-align: right;">Yes No</div>	
Inspection Element	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, spill prevention, etc.				
All reasonably accessible areas immediately downstream of each stormwater outfall that is authorized under this general permit				
Review all records required by the MSGP				
Employee training & education program				

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			
Controls (e.g. structural controls or BMPs) that should be added or modified			
Site map			
Inventory of exposed materials			
Description of good housekeeping measures			
The description of structural and nonstructural controls			
Any other elements of the plan that were found to be inaccurate or that will be modified <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>			

Worksheet 18

Annual Comprehensive Compliance

Certification Statement: 30 TAC 305.128 "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: _____ **Date:** _____

Worksheet 18(Cont.)

Rain Gauge Monitoring and Recordkeeping

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

Worksheet 19