

CCCSD GUIDELINES FOR PREPARING A SLUG DISCHARGE PREVENTION AND CONTINGENCY (SDPC) PLAN

(rev date 5/16/12)

The District requires all of its permitted industrial users to develop SDPC Plans in order to prevent slug discharges from reaching the sanitary sewer or to minimize the impact of slug discharges on District personnel, facilities, and/or operations. A facility's existing Spill Response Plan or Emergency Response Plan developed for another regulatory agency may be used to satisfy the District's requirement for a SDPC Plan provided all of the components identified below are included.

SDPC PLAN COMPONENTS

I. FACILITY INFORMATION

- A. General description of facility operations including hazardous materials used, hazardous wastes generated, and process wastewater generated/ discharged.
- B. Description of stored chemicals.
- C. Inlets to sanitary sewer identified.

II. SPILL PREVENTION PROCEDURES

- A. Administrative controls to prevent spills from occurring (e.g. perform fluid transfers away from sanitary sewer inlets).
- B. Engineering controls to prevent spills from occurring (e.g. secondary containment for storage, hard plumbing to transfer fluids).

III. SPILL RESPONSE EQUIPMENT

- A. List spill response equipment.
- B. Identify location of equipment within facility.

IV. SPILL RESPONSE PROCEDURES

- A. Identification of a spill or potential spill
- B. Spill response activation
- C. Roles and responsibilities
- D. Residuals handling

V. NOTIFICATION PROCEDURES

- A. Agency notification procedures, including what information is included in a notification and when notification is to occur.
 - o For notification to Central Contra Costa Sanitary District, the Industrial User shall call both of the following phone numbers:
925-229-7214 (Treatment Plant) **and**
925-229-7288 (Source Control- leave message if no answer)
- B. Designation of responsibility to perform notification

VI. EMPLOYEE TRAINING

- A. Identify employees to be trained, scope of training to be provided, and frequency at which training is given.
- B. Include training materials specific to the SDPC Plan.

VII. CERTIFICATION

- A. Certification statement regarding completeness and implementation of the SDPC Plan.
- B. Certification signature by authorized facility representative (i.e., a company officer who can commit the company to any actions that may be required for full and on-going implementation of the SDPC Plan).