

CM 1.0 Facility-Wide Control Measures

Targeted Activities:

- General Facility Operations

Targeted Pollutants:

- Fuels/Oils/Grease
- Solvents
- Soaps/Detergents
- Battery Acid
- Paint

Key Approaches:

- Keep outside areas clean.
- Conduct regular inspections.
- Train employees.
- Document and retain record of stormwater pollution prevention activities.

Minimize Exposure

- 1.1 Limit pollutant sources to indoors or under cover, when possible.

Good Housekeeping

- 1.2 Maintain areas exposed to stormwater in a clean and orderly manner.
- 1.3 Substitute with less hazardous/biodegradable materials where feasible.

Maintenance

- 1.4 Maintain sumps, grease traps, vent hoods and oil/water separators (OWSs):
1. Clean and maintain regularly.
 2. Keep effluent shutoff valve closed during cleaning operations.
 3. Maintain in accordance with manufacturer requirements or as necessary for operations.
 4. Dispose of waste per regulations.
 5. Comply with all federal, state, county, and city regulatory requirements and obtain all required permits.

Spill Prevention and Response Procedures

- 1.5 Post Spill Response Plans in areas where spills are most likely to occur.
- 1.6 Spill kits:
1. Provide spill response equipment and materials.
 2. Stock with adequate and appropriate spill response materials.
 3. Locate where spills are likely to occur.
 4. Label.
 5. Provide containers with secure lids.
 6. Keep free of trash.
- 1.7 Spill containment and reporting:
1. Stop the spill at the source, if safe to do so.
 2. Prevent the spill from entering the stormwater inlet or soil by using drip pans, absorbent booms, mats, or other devices.
 3. Report spills to the Communications Center by calling (602) 273-3311.
 4. Prohibit tracking out of spilled material.
- 1.8 Spill response:
1. Use dry methods (e.g., absorbent) to clean up a spill.
 2. Dispose of used spill response materials promptly and appropriately per regulations.
 3. Use appropriate procedures for hazardous materials spill response.

Management of Runoff

- 1.9 Outdoor water sources:
1. Limit access to outdoor water sources.
 2. Post "Do Not Use for Wash Down or Rinsing of Equipment" signs.
Email AVN-Stormwater@phoenix.gov for signage.
- 1.10 Divert stormwater run-on away from pollutant sources.

CM 1.0 Facility-Wide Control Measures

Training

- 1.11 Attend annual train-the-trainer SWPPP training provided by Aviation.
- 1.12 Provide equivalent SWPPP training to employees who work in areas where industrial materials or activities are exposed to stormwater or who have responsibilities under the SWPPP.
- 1.13 Service provider/contractor education:
 1. Provide service providers, construction contractors and haulers with copies of relevant CMs.
 2. Require service providers to comply with all relevant CM requirements.
 3. Retain documentation that CMs and/or training have been provided.

Inspections and Recordkeeping

- 1.14 Retain documentation of inspections, including inspection records and documentation of deficiencies and corrections, and make available to facility personnel, inspectors, and agency representatives, as needed.
- 1.15 Perform inspections at regular intervals to identify and eliminate non-stormwater discharges.
 1. Fix non-compliance findings as soon as practicable, within 14 days following discovery or before the next rain event.
- 1.16 Maintain PPT member-generated documentation with the SWPPP:
 1. Employee stormwater training.
 2. Inspection reports.
- 1.17 OWS and grease trap inspection:
 1. Inspect and document oil, trash, debris, oil accumulation and broken baffles and piping at least monthly.
 2. Maintain records of all repairs and maintenance.
- 1.18 Retain copies of the following documents with the SWPPP for three years after permit is terminated:
 - Visual Assessment Reports
 - Inspection Forms and completed records
 - Notice of Intent (NOI), NOI Authorization Certificate or No Exposure Certificate issued by Arizona Department of Environmental Quality (ADEQ) through the online myDEQ portal
 - Documentation of submission of applicable permit fees and
 - Corrective Action Report Forms and completed records, if applicable.

CM 2.0 Aircraft, Vehicle and Equipment Maintenance

Targeted Activities:

- Aircraft, Vehicle, and Equipment (AVE) Maintenance

Targeted Pollutants:

- Fuels/Oils/Grease
- Battery Acid
- Paint
- Solvents
- Soaps/Detergents

Key Approaches:

- Conduct maintenance indoors or under cover, when possible.
- Collect and properly dispose of fluids.
- Conduct preventative maintenance.
- Replace batteries in ground support equipment (GSE) with sealed and/or gel batteries when batteries are spent and need replacement.

Minimize Exposure

- 2.1 Perform maintenance indoors or under cover, when possible.
- 2.2 Use cleaning or other environmentally friendly products indoors to the maximum extent practicable.
- 2.3 Minimize pollutant exposure when performing maintenance activities:
 1. Store maintenance materials and wastes indoors and on secondary containment.
 2. Perform maintenance away from stormwater inlets.
 3. Perform maintenance indoors during rain events.
 4. Provide controls in maintenance areas (such as stormwater inlet protection, oil/water separators, berms, and sumps).

Good Housekeeping

- 2.4 Dispose of waste and hazardous waste properly per federal, state, county, and city regulatory requirements. See CM 8.0 waste handling key approaches.

Maintenance

- 2.5 Perform preventative AVE maintenance.

Spill Prevention and Response Procedures

- 2.6 Maintain spill kits on maintenance vehicles.
- 2.7 Maintain the appropriate (battery acid) spill kits by battery charging stations and single point water stations.
- 2.8 Immediately contain, clean (using dry methods), and report leaks/spills that occur during maintenance activities.

Inspections and Recordkeeping ¹

- 2.9 Inspect electric AVE, charging stations and single point watering stations to confirm connections are secure and free of leaks/spills at least monthly.

¹ Retain documentation of inspection in accordance with CM 1.14 and conduct inspections in accordance with CM 1.15.

CM 3.0 Aircraft, Vehicle and Equipment Cleaning

Targeted Activities:

- Aircraft, Vehicle, and Equipment (AVE) Washing
- Equipment Degreasing

Targeted Pollutants:

- Fuels/Oils/Grease
- Solvents
- Vehicle Fluids
- Soaps/Detergents

Key Approaches:

- Use designated wash areas.
- Use dry washing techniques when possible.
- Recycle washwater and/or dispose appropriately.
- Cover stormwater inlets.
- Email wash plan to AVN-Stormwater@phoenix.gov for Aviation approval prior to washing.

Minimize Exposure

- 3.1 Use dry washing methods when possible.
- 3.2 Use off-site commercial facilities for vehicles and equipment washing, when practical.
- 3.3 Use designated areas for washing:
 1. Wash AVE in covered, contained (e.g., with a berm), and/or indoor wash areas, when practical.
 2. Provide signage to designate wash areas.
- 3.4 Washwater:
 1. Collect washwater for proper disposal.
 2. Discharge washwater to the sanitary sewer through an oil/water separator (OWS).
 3. Recycle washwater, when practical.
- 3.5 Cover, berm, or otherwise block nearby stormwater inlets during washing.

Good Housekeeping

- 3.6 Soaps, detergents, and cleaning agents:
 1. Use water-based cleaning agents or non-chlorinated solvents.
 2. Use biodegradable, phosphate-free detergents.
 3. Use non-emulsifying cleaning agents in areas equipped with an OWS.
 4. After washing, remove material (i.e. drippings and residue) from the ground using a vacuum or sweeping and dispose of properly.
- 3.7 Wash service providers must prepare and email wash plan to AVN-Stormwater@phoenix.gov for Aviation approval prior to washing and follow approved wash plans.

Maintenance

- 3.8 Repair cracks or gaps in berms or surfaces.

Inspections and Recordkeeping ¹

- 3.9 Inspect wash areas for cracks or gaps in berms or surfaces.

¹ Retain documentation of inspection in accordance with CM 1.14 and conduct inspections in accordance with CM 1.15.

CM 4.0 Aircraft, Vehicle and Equipment Storage

Targeted Activities:

- Aircraft, Vehicle, and Equipment (AVE) Storage

Targeted Pollutants:

- Fuels/Oils/Grease
- Solvents
- Hydraulic Fluid

Key Approaches:

- Store AVE away from stormwater inlets.
- Store AVE indoors or under cover, when possible.
- Perform and document inspections.

Minimize Exposure

- 4.1 Store AVE indoors or under cover and in paved areas designed to contain leaks.
- 4.2 Store AVE away from stormwater inlets.
- 4.3 Provide berming in AVE parking areas, where feasible.
- 4.4 Long term storage of AVE (>30 days):
 1. Drain all fluids and remove batteries.
 2. Wipe down exterior surfaces to remove grease/oil prior to storage.
 3. Request approval by emailing AVN-Stormwater@phoenix.gov, if fluids must be maintained in AVE and perform weekly inspections of AVE.
- 4.5 Temporary storage of vehicles awaiting repair/removal:
 1. Expedite repair.
 2. Use drip pans or absorbent pads to contain releases.
 3. Check and clean drip pans and absorbent pads on a regular basis.

Inspections and Recordkeeping ¹

- 4.6 Inspect AVE storage areas at least monthly.

¹ Retain documentation of inspection in accordance with CM 1.14 and conduct inspections in accordance with CM 1.15.

CM 5.0 Material Storage Areas

Targeted Activities:

- Cargo Handling
- Chemical and Fuel Storage
- Painting and Stripping
- Equipment Storage
- Grounds Material Storage

Targeted Pollutants:

- Fuels/Oils/Grease
- Miscellaneous Cargo
- Solvents
- Soaps/Detergents
- Deicing Chemicals
- Battery Acid
- Paint
- Pesticides

Key Approaches:

- Conduct loading, unloading, and material transfer under cover, in paved areas, and away from stormwater inlets.
- Store materials indoors or under cover; store drums/containers in secondary containment.
- Contain and absorb leaks/spills that occur during material transfer.
- Clean exterior surfaces by removing excessive oil and grease build-up.

Minimize Exposure

- 5.1 Clean exterior container surfaces by wiping down and removing excessive oil and grease build-up.
- 5.2 Material and waste storage
 1. Reduce the amount of outdoor storage.
 2. Protect materials from rainfall, run-on, runoff, and wind dispersal.
- 5.3 Transfer materials in covered areas.
- 5.4 Limit inventory of materials stored on site.
- 5.5 Transfer, use, and store liquid materials only in paved areas.
- 5.6 Secondary containment for stored materials:
 1. Materials stored outdoors or near exit doorways, no matter how temporary, shall be placed on secondary containment.
 2. Secondary containment shall be free of liquid and debris.
 3. Secondary containment shall be sized to contain the single largest item on the containment plus sufficient freeboard.
 4. Secondary containment shall be in good condition, free of cracks, holes, etc.

Good Housekeeping

- 5.7 Keep Safety Data Sheets (SDSs) for chemicals with potential stormwater exposure immediately accessible either in hard copy or on mobile electronic devices.
- 5.8 Store materials in their original containers or in approved containers.
- 5.9 Container labeling:
 1. Clearly label containers with proper name of its contents.
 2. Identify and properly dispose of unlabeled/ unknown materials.
- 5.10 Keep materials orderly and eliminate waste collection piles or “bone yards.”
- 5.11 Clean up spills immediately. Do not drive through spilled materials.

Spill Prevention and Response Procedures

- 5.12 Conduct material transfers in areas where spills can be contained and easily cleaned.
- 5.13 Spill response materials must be in material transfer areas.

Inspections and Recordkeeping ¹

- 5.14 Inspect loading and transfer areas for surface damage/cracks at least monthly.
- 5.15 Inspect material and waste storage areas (containers and tanks) for evidence of corrosion and structural failure; spills, leaks and overfills; and piping system damage/deterioration at least monthly.
- 5.16 Facilities with an SPCC Plan provide annual certification to Aviation confirming the SPCC Plan is up to date. ²
 1. If an SPCC Plan and/or Facility Response Plan is amended due to changes at the facility (i.e., administrative or technical), provide the plan to Aviation for reference.

¹ Retain documentation of inspection in accordance with CM 1.14 and conduct inspections in accordance with CM 1.15.

² For the purpose of reviewing compliance with the stormwater permit, the City of Phoenix does not verify compliance with regulatory requirements outside of the scope of the MSGP.

CM 6.0 Airport Fuel Systems and Fueling Areas

Targeted Activities:

- Aircraft, Vehicle, and Equipment (AVE) Fueling
- Fuel Storage

Targeted Pollutants:

- Fuel

Key Approaches:

- Provide cover and berming/secondary containment for fueling areas.
- Post 'No Topping Off' signs.
- Install required, proper equipment for fuel dispensing and tank monitoring per regulations.
- Perform and document inspections.

Minimize Exposure

- 6.1 Designate paved and contained areas to park mobile refueling equipment and vehicles, if possible.
- 6.2 Install fuel tank monitoring, release, and overfill prevention systems, per federal, state, county and city regulatory requirements.
 1. Provide appropriate monitoring equipment for fuel tanks.
 2. Equip fuel dispensing equipment with "breakaway" hose connections.
- 6.3 Post "Do Not Top Off" signs at vehicle fuel pumps. Contact AVN-Stormwater@phoenix.gov for signage.
- 6.4 Prevent pollutant exposure when fueling or defueling;
 1. Cover or block nearby stormwater inlets and outlets to surface drains.
 2. Fuel equipment in designated areas.
 3. Permanently cover fueling areas, when feasible.
 4. Immediately report, contain and clean spills (using dry methods) that occur during fueling or defueling.

Maintenance

- 6.5 Maintain automatic shut-off mechanisms on fueling equipment.

Spill Prevention and Response Procedures

- 6.6 Label and maintain spill kits on fueling tankers.
- 6.7 Collection of aircraft fuel samples;
 1. Use appropriate containers to take fuel samples.
 2. Dispose of samples at designated collection sites.

Employee/Contractor Training

- 6.8 Train employees performing fueling activities on response procedures for fuel spills.

Inspections and Recordkeeping ¹

- 6.9 Weekly, inspect fueling areas, fueling vehicles and equipment, and storage tanks. (underground fuel storage tanks should be inspected and tested as required by federal, state, county, and city regulatory requirements).

¹ Retain documentation of inspection in accordance with CM 1.14 and conduct inspections in accordance with CM 1.15.

CM 7.0 Building and Grounds Maintenance

Targeted Activities:

- Building and Grounds Maintenance

Targeted Pollutants:

- Sediment
- Landscape Waste
- Fuel/Oil/Grease
- Pesticides, Herbicides, and Fertilizer

Key Approaches:

- Use low maintenance landscaping.
- Clean stormwater inlets regularly.
- Manage the use of pesticides, herbicides, and fertilizers.

Minimize Exposure

7.1 Pesticide, herbicide, and fertilizer use;

1. Minimize use of pesticides, herbicides, and fertilizers.
2. Apply according to manufacturer's directions.
3. Store and apply in accordance with Arizona Office of Pest Management, by a licensed applicator.

7.2 Consider landscaping or adding mulch or gravel to stabilize areas and prevent erosion.

Good Housekeeping

7.3 Clean interior floors and exterior ground surfaces:

1. Maintain clean floors using dry methods (i.e., brooms, vacuums, etc.). If water is used, recover and dispose of properly.
2. Do not hose down or use cleaning products on outside work areas unless nearby stormwater inlets are blocked, and washwater is collected and properly disposed.
3. Dispose of washwater in an approved drain (i.e., drain to the sewer).

7.4 Properly dispose of litter, garbage, landscape waste, debris, and sediment.

7.5 Regularly clean outdoor paved areas using dry methods. If water is used, recover and dispose of properly.

Maintenance

7.6 Fire-fighting foam deluge system testing procedures:

1. Email AVN-Stormwater@phoenix.gov when planning testing procedures.
2. Use environmentally responsible, non-fluorinated test materials and methods when allowed by fire code and approved by Planning & Environmental.
3. Follow all federal, state, county and city regulatory requirements.
4. Implement containment. Collect and properly treat or dispose of fire suppression liquids by approved facility that accepts this waste.

7.7 Regularly maintain stormwater inlets, control devices and outfalls.

7.8 Maintain stormwater inlets:

1. Regularly maintain/clean on-site stormwater inlets
2. Install and maintain stormwater inlet filter fabric inserts, including regularly removing debris and sediment and replacing the fabric when needed.

7.9 Email AVN-Stormwater@phoenix.gov when planning to drain water in fire suppression systems or building fire risers.

Inspections and Recordkeeping ¹

7.10 Inspect sumps and stormwater inlets.

7.11 Inspect fire-fighting foam system and collection sumps.

¹ Retain documentation of inspection in accordance with CM 1.14 and conduct inspections in accordance with CM 1.15.

CM 8.0 Recycling, Waste Handling and Disposal

Targeted Activities:

- Garbage Handling and Disposal
- Recyclable Handling and Disposal

Targeted Pollutants:

- Fuels/Oils/Grease
- Garbage
- Floatable Debris
- Battery Acid
- Paint
- Solvents

Key Approaches:

- Keep outside areas clean and free of litter, garbage, and floatable debris.
- Dispose of materials timely.
- Keep dumpster and trash can lids closed.
- Provide and use plugs for dumpsters.
- Provide an adequate number of trash receptacles with lids throughout the facility.
- Comply with all federal, state, county and city regulatory requirements pertaining to the handling, storage, and disposal of used oil, solid, universal and hazardous waste.

Minimize Exposure

8.1 Reduce, reuse, and recycle

1. When possible, recycle, reclaim, and/or reuse materials.
2. Potential recyclable materials include:
 - Used oil/grease
 - Brake/transmission hydraulic fluid
 - Antifreeze and deicing fluid
 - Automotive and aircraft batteries
 - Washwater
 - Used vehicle tires
 - Empty oil filters
 - Sump fuel

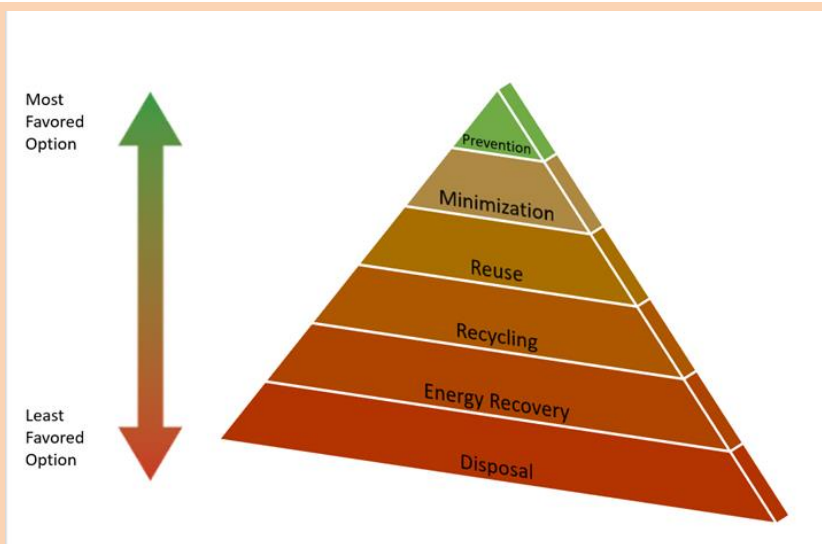
8.2 Used battery management:¹

1. Store used batteries on secondary containment and indoors or under cover.
2. Label containers of used batteries as "Used Batteries."

8.3 Used oil containers and filters:

1. Drain and crush oil filters and containers before recycling or disposing.
2. Label and store used containers and filters on secondary containment and indoors or under cover prior to recycling.

8.4 Clean dumpsters in designated wash locations that are connected to oil/water separators (OWSs) that discharge to the sanitary sewer.



Waste Hierarchy Triangle

CM 8.0 Recycling, Waste Handling and Disposal

Good Housekeeping

- 8.5 Provide an adequate number of trash receptacles throughout the facility.
- 8.6 Hazardous waste generation:
 - 1. Properly dispose of hazardous materials according to all federal, state, county, and city regulatory requirements.¹
- 8.7 Garbage and unusable material disposal:
 - 1. Properly dispose of garbage and debris.
 - 2. Schedule pickup as frequently as needed.
- 8.8 Garbage collection areas:
 - 1. Provide lids for trash receptacles (i.e., dumpsters, trash cans, etc.).
 - 2. Keep dumpster lids closed.
 - 3. Dumpster drain holes must have plugs.
 - 4. Do not dispose of liquids or hazardous materials in dumpsters.
 - 5. Keep the garbage collection areas clean and free of litter, garbage, and floatable debris.

Employee Training

- 8.9 Hazardous and universal waste management training: ¹
 - 1. Train employees on the proper disposal procedures for all wastes.
 - 2. Require service providers to be properly trained on proper disposal procedures for all wastes.

Inspections and Recordkeeping ²

- 8.10 Inspect waste storage areas for compliance with waste handling and disposal CMs.

¹ For the purpose of reviewing compliance with the stormwater permit, the City of Phoenix does not verify compliance with regulatory requirements outside of the scope of the MSGP.

² Retain documentation of inspection in accordance with CM 1.14 and conduct inspections in accordance with CM 1.15.

CM 9.0 Lavatory and Potable Water Service

Targeted Activities:

- Lavatory Operations & Maintenance
- Potable Water Operation and Maintenance

Targeted Pollutants

- Lavatory Waste
- Deodorizer
- Sediment
- Fuels/Oils/Grease

Key Approaches:

- Collect and properly dispose of lavatory waste.

Minimize Exposure

- 9.1 Conduct lavatory and aircraft potable water tank activities away from stormwater inlets.
- 9.2 Procedures for servicing aircraft lavatories:
1. Use only approved disinfectants.
 2. Properly secure hoses, valves and equipment when transporting and transferring waste.
 3. Use buckets and/or drip pans to capture leaks from aircraft lavatory access fittings.
 4. Complete drain the aircraft connecting hose into the storage tank after servicing an aircraft.
 5. Discharge lavatory waste to approved location only.
 6. Secure discharge cap connection when not in use.
 7. Dump waste regularly to prevent waste overflow.
- 9.3 Procedures for servicing aircraft potable water tanks:
1. Perform operations only in designated areas.
 2. Collect maintenance disinfection liquids from aircraft potable water tanks and properly discharge to a sanitary sewer.
- 9.4 Procedures for servicing potable water cabinets:
1. When flushing the potable water line, make sure that the potable water does not encounter grease, fuel, chemicals or sediment during discharge. If possible, divert potable water away from stormwater inlets.

Maintenance

- 9.5 Maintain lavatory service equipment:
1. Keep the equipment in good working order. Replace worn equipment before leaks develop.
 2. Notify appropriate ground service personnel when aircraft lavatory fittings require maintenance.

Spill Prevention and Response Procedures

- 9.6 Provide and maintain spill kits on lavatory service vehicles.
- 9.7 Do not hose down spills.

Inspections and Recordkeeping ¹

- 9.8 Lavatory service equipment inspections:
1. Inspect integrity of hoses and fittings for transferring lavatory fluids.

¹ Retain documentation of inspection in accordance with CM 1.14 and conduct inspections in accordance with CM 1.15.

CM 10.0 Facility Construction/Renovation

Targeted Activities:

- Facility Improvements
- New Construction
- Significant Renovation

Targeted Pollutants:

- Fuels/Oils/Grease
- Floatable Debris
- Soaps/Detergents
- Paint
- Solvents
- Sediment

Key Approaches:

- Conduct facility improvements through the Tenant Improvement (TI) program.
- Design to minimize stormwater exposure
- Comply with all federal, state, county and city regulatory requirements.

Minimize Exposure

- 10.1 Prior to final design , contact your Business & Properties Liaison to obtain project approval for the TI program. Refer to Tenant Improvement Handbook and AVN Design Manual.
- 10.2 Design to minimize stormwater exposure:
1. Move planned industrial activity areas indoors or under cover.
 2. Provide outdoor industrial activity areas with impervious surfaces.
 3. Design outdoor industrial activity areas to prevent run-on and runoff.
 4. Incorporate structural control measures such as oil/water separators or detention basins, as needed.
 5. Include clear signage indicating outdoor industrial activity areas.
- 10.3 Fire suppression system design
1. Email AVN-Stormwater@phoenix.gov when designing systems.
 2. Select environmentally responsible methods and non-fluorinated materials, as approved by Planning & Environmental and where allowable by fire code and federal, state, county, and city regulatory requirements.
 3. Design to implement containment for collection and proper disposal of fire suppression liquids.
- 10.4 Comply with all federal, state, county, and city regulatory requirements and obtain all required permits.
- 10.5 Review plans at each design milestone and inspect infrastructure at construction milestones for illicit or cross connections and correct.

Management of Runoff

- 10.6 Design for infiltration, reuse, containment, and/or reduction of impacted runoff.

Dust Generation and Tracking of Industrial Materials

- 10.7 Comply with Maricopa County dust control regulations and Arizona Pollutant Discharge Elimination System (AZPDES) Construction General Permit. The requirements of this SWPPP must be met if the project is less than 1 acre.

Training

- 10.8 Provide contractors and subcontractors with relevant CMs during design, bidding, and after contract awarded.

Inspections and Recordkeeping ¹

- 10.9 Obtain a Job Permit from DCS prior to construction.
- 10.10 Maintain copies or records for projects as required by applicable permits and Aviation.

¹ Retain documentation of inspection in accordance with CM 1.14 and conduct inspections in accordance with CM 1.15.

CM 11.0 Aircraft Deicing

Targeted Activities:

- Aircraft Deicing and Anti-icing

Targeted Pollutants:

- Deicing Chemicals

Key Approaches:

- Perform in designated areas.
- Apply minimum required amount of chemicals.
- Clean ramp afterwards.
- Monthly deicing inspection.

Minimize Exposure

- 11.1 Consider using alternative methods to chemicals (i.e., hot water, moving aircraft into the sun, aircraft covers, etc.).
- 11.2 Consider using the minimal safety and operationally required amount of deicing chemicals necessary.
- 11.3 Conduct deicing in designated areas only. Special circumstances will need approval by emailing AVN-Stormwater@phoenix.gov before event.

Good Housekeeping

- 11.4 Clean ramp after each deicing operation using a vacuum scrubber:
1. Arrange for vacuum scrubber to be present before deicing operation begins.
 2. During rain events, begin deicing operation only after vacuum scrubber has arrived and is operating.
- 11.5 Dispose or recycle collected fluids in accordance with federal, state, county, and city regulatory requirements.

Spill Prevention and Response Procedures

- 11.6 Prevent pollution exposure when performing maintenance on deicing equipment:
1. Cover or block nearby stormwater inlets.
- 11.7 Maintain appropriate spill response materials for glycol spills.
- 11.8 Place glycol spill booms around the deicing operations area or around stormwater inlets during rain events.

Inspections and Recordkeeping

- 11.9 Monthly deicing inspections – November through February (performed by Aviation)
1. Report each deicing event to the Stormwater Pollution Prevention Deicing Hotline at 602-8-GLYCOL (602-845-9265) and provide:
 - Name
 - Company/Airline
 - Location of deicing/anti-icing event (i.e., terminal and gate number)
 - Aircraft tail number
 - Time of deicing/anti-icing event
 - Phone number
- 11.10 Report deicing fluid quantities to Aviation monthly.

¹ Retain documentation of inspection in accordance with CM 1.14 and conduct inspections in accordance with CM 1.15.