

Good Housekeeping Practices for County Employees

Keeping pollutants out of our storm drain system protects our local creeks and rivers. County employees should follow good housekeeping practices in order to reduce the potential for storm water pollution. The objectives of good housekeeping practices are:

- 1) to keep pollutants from contacting rain, and
- 2) to keep pollutants from being dumped or poured into the storm drains.

Activities

Pavement Cleaning

Good Housekeeping Practices

- Sweep parking lots and other paved areas periodically to remove debris. Dispose of debris in the garbage.
- If outdoor pavement cleaning with detergent is required, collect wash water and dispose in indoor sinks or drains so that it does not enter the storm drain system.

Litter Control

- Provide an adequate number of trash receptacles to keep trash from overflowing.
- Pick up litter and other wastes daily from outside areas including storm drain inlets.

Waste Disposal

- **Inspect dumpsters and other waste containers periodically; repair or replace leaky dumpsters and containers.**
- **Cover dumpsters and other waste containers.**
- **Never dispose of waste products in storm drain inlets.**
- **Recycle wastes or dispose properly.**

Materials Storage

- **Store materials such as grease, paints, detergents, metals, and raw materials in appropriate, labeled containers.**
- **Make sure all outdoor storage containers have lids, and that the lids are adequately closed.**
- **Store stockpiled materials inside a building, under a roof, or covered with a tarp to prevent contact with rain.**

Equipment/Vehicle

Cleaning

- **Maintain equipment/vehicles regularly; check for and fix leaks.**
- **Use drip pans to collect leaks or spills during maintenance activities.**
- **Wash equipment/vehicles in a designated and/or covered area where the wash water will not enter the storm drain system.**

Stormwater Pollution Prevention Training

Department: Parks + Recreation

Date: 12-20-16

Please Sign Your Name

1) <u>Kim Park</u>	11)
2) <u>DONL. BEARDEN</u>	12)
3) <u>Ra'Mad Hunter</u>	13)
4) <u>JEAN I. SAINI-TRCOP</u>	14)
5) <u>Stephens D. ...</u>	15)
6) <u>Chris ...</u>	16)
7) <u>Dontavis R. Butler</u>	17)
8) <u>J. ...</u>	18)
9)	19)
10)	20)

Stormwater Pollution Prevention Training

Department: Utility Dept.

Date: 12-20-16

Please Sign Your Name

1) <u>Jeanne White</u>	11) <u>[Signature]</u>
2) <u>Ronald Boughcum</u>	12) <u>[Signature]</u>
3) <u>[Signature]</u>	13) <u>[Signature]</u>
4) <u>Gloria Batson</u>	14) <u>Will Hensley</u>
5) <u>Diana Lake</u>	15) <u>Shayne Stone</u>
6) <u>Dorsey Mays</u>	16) <u>Russell Baker</u>
7) <u>[Signature]</u>	17) <u>Kamekui Smith</u>
8) <u>[Signature]</u>	18) <u>[Signature]</u>
9) <u>[Signature]</u>	19)
10) <u>[Signature]</u>	20)

Stormwater Pollution Prevention Training

Department: Road Dept.

Date: 12-20-16

Please Sign Your Name

1) Zur, Jewell	11) P.D. White
2) SBL	12) Mark R.
3) Will Palber	13) Jimmy M. ...
4) L. ...	14) Dean ...
5) Andy ...	15) Nicholas ...
6) ...	16) ...
7) Joe ...	17) x Allen ...
8) Joseph ...	18) Paul ...
9) ...	19)
10) ...	20)

Stormwater Pollution Prevention Training

Department: Fleet Maintenance

Date: 12-21-16

Please Sign Your Name

1) <i>Juanne Bruchford</i>	11)
2) <i>[Signature]</i>	12)
3) <i>Randall White</i>	13)
4) <i>Galvin Roney</i>	14)
5) <i>Jane V. Poon</i>	15)
6) <i>[Signature]</i>	16)
7) <i>Brandy Erin</i>	17)
8)	18)
9)	19)
10)	20)

Stormwater Pollution Prevention Training

Department: Facilities + Operations

Date: 12-21-16

Please Sign Your Name

1) Gail Burgess	11) [Signature]
2) Cristy Prince	12) reong Smith
3) Bobby Wright	13)
4) Leslie Morrow	14)
5) Aude Brown	15)
6) Todd Jackson	16)
7) Mari Poe	17)
8) [Signature]	18)
9) [Signature]	19)
10) L. Out	20)