

Industrial SWPPP Template

Introduction

To help you develop a Stormwater Pollution Prevention Plan (SWPPP) that is consistent with the 2015 Multi-Sector General Permit (MSGP), the U.S Environmental Protection Agency (EPA) has created this Industrial SWPPP Template (or, “the Template”). Use of the Template will help ensure that your SWPPP addresses all the necessary elements required in Part 5 of the 2015 MSGP. Part 2 of the 2015 MSGP includes requirements (or effluent limits) that tell what you must physically do on-site to control pollutants in your stormwater discharges and that drive some of what is documented in your SWPPP.

Before completing the Template, make sure you read and understand the requirements in the 2015 MSGP. A copy of the MSGP is available at www.epa.gov/npdes/stormwater/msgp.

Using the Industrial SWPPP Template

Tips for completing the Template:

- This Template is designed for use by all facilities eligible for coverage under the 2015 MSGP. The Template is NOT tailored to your individual industrial sector. Depending upon your industrial sector (see Appendix D of the 2015 MSGP) and where your facility is located (see Appendix C of the 2015 MSGP), you may need to address additional SWPPP requirements outlined in Part 8 (Sector Specific Requirements) and/or Part 9 (State/Tribal Specific Requirements) of the permit, respectively.
- Complete a SWPPP *before* submitting your Notice of Intent (NOI) for permit coverage.
- Each section includes “instructions” and space for your facility’s specific information. You should read the instructions for each section before you complete that section.
- The Template was developed in *Microsoft Word* so that you can easily add tables and additional text. Some sections may require only a brief description while others may require several pages of explanation.
- To make it easier to complete, the Template generally uses **blue text** where the operator is expected to enter information.

EPA notes that while EPA has made every effort to ensure the accuracy of all instructions and guidance contained in the Template, the actual obligations of regulated industrial facilities are determined by the relevant provisions of the permit, not by the Template. In the event of a conflict between the Template and any corresponding provision of the MSGP, the permit controls. EPA welcomes comments on the Template at any time and will consider those comments in any future revision of this document.

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Stormwater Pollution Prevention Plan

for:

IMS Global Gear and Machining
2500 Curtiss St
Downers Grove, IL 60515
630-969-9400

SWPPP Contact(s):

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SWPPP Preparation Date:

12/ 18 / 2023

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SECTION 1: FACILITY DESCRIPTION AND CONTACT INFORMATION.

1.1 Facility Information.

Instructions:

- You will need the information from this section to complete your NOI.
- For further instruction, refer to the 2015 MSGP NOI form and instructions – specifically sections C and D of the NOI. A copy of the 2015 MSGP NOI is available at www.epa.gov/npdes/stormwater/msgp (Appendix G of the permit)
- You must include a copy of the 2015 MSGP, or a reference or link to where a copy can be found, in Attachment C of your SWPPP.

Facility Information

Name of Facility: Global Gear and Machining

Street: 2500 Curtiss St

City: Downers Grove State: IL ZIP Code: 60515

County or Similar Subdivision: DuPage

NPDES ID (i.e., permit tracking number): NONE (if covered under a previous permit)

Primary Industrial Activity SIC code, and Sector and Subsector (2015 MSGP, Appendix D and Part 8):
SIC 3714, Sector AA, Subsector AA1

Co-located Industrial Activity(s) SIC code(s), Sector(s) and Subsector(s) (2015 MSGP, Appendix D):
NONE

Latitude/Longitude

Latitude:
41.7930633 ° N (decimal degrees)

Longitude:
-88.046853 ° W (decimal degrees)

Method for determining latitude/longitude (check one):

☐ USGS topographic map (specify scale: _____) ☒ GPS

☐ Other (please specify): _____

Horizontal Reference Datum (check one):

☐ NAD 27 ☐ NAD 83 ☒ WGS 84

Is the facility located in Indian country? ☐ Yes ☒ No

If yes, name of Reservation, or if not part of a Reservation, indicate "not applicable." NOT applicable

Are you considered a "federal operator" of the facility? NO

Federal Operator – an entity that meets the definition of “operator” in this permit and is either any department, agency or instrumentality of the executive, legislative and judicial branches of the Federal government of the United States, or another entity, such as a private contractor, operating for any such department, agency, or instrumentality.

☐ Yes

☒ No

Estimated area of industrial activity at site exposed to storm water: 5 (acres)

Discharge Information

Does this facility discharge stormwater into a municipal separate storm sewer system

(MS4)?

☐ Yes

☒ No

If yes, name of MS4 operator: _____

Name(s) of surface water(s) that receive stormwater from your facility: NONE. Storm water is routed to a “Detention Basin” (retention pond), at the far East side of the property.

Does this facility discharge industrial stormwater directly into any segment of an “impaired water” (see definition in 2015 MSGP, Appendix A)? ☐ Yes ☒ No

If Yes, identify name of the impaired water(s) (and segment(s), if applicable):

Identify the pollutant(s) causing the impairment(s): Not Applicable, since above answer was no.

Which of the identified pollutants may be present in industrial storm water discharges from this facility?

Oil, grease, suspended solids

Has a Total Maximum Daily Load (TMDL) been completed for any of the identified pollutants? If yes, please list the TMDL pollutants: NO

Does this facility discharge industrial stormwater into a receiving water designated as a Tier 2, Tier 2.5 or Tier 3 water (see definitions in 2015 MSGP, Appendix A)? ☐ Yes ☒ No

Are any of your storm water discharges subject to effluent limitation guidelines (ELGs) (2015 MSGP Table 1-1)? ☐ Yes ☒ No

If Yes, which guidelines apply?

1.2 Contact Information/Responsible Parties.

Instructions:

- List the facility operator(s), facility owner and SWPPP contact(s). Indicate respective responsibilities, where appropriate.
- You will need the information from this section of the SWPPP Template for your NOI.
- Refer to Section B of the NOI instructions (available in Appendix G of the 2015 MSGP).

Facility Operator(s):

Name: [Harshad Gujarathi, President](#)

Address: [2500 Curtiss St](#)

City, State, Zip Code: [Downers Grove, IL 60515](#)

Telephone Number: [630-969-9400](#)

Email address: sales@globalgearllc.com

Fax number: [Insert fax number \(optional\)](#)

(repeat for multiple operators by copying and pasting the above rows)

Facility Owner(s):

Name: [NAI Hiffman](#)

Address: [One Oakbrook Terrace, Suite 400](#)

City, State, Zip Code: [Oakbrook Terrace, IL 60181](#)

Telephone Number: [630 932 1234](#)

Email address: skwit@hiffman.com

Fax number: [Insert fax number \(optional\)](#)

(repeat for multiple operators by copying and pasting the above rows)

SWPPP Contact(s):

SWPPP Contact Name (Primary): [Harshad Gujarathi, President](#)

Telephone number: [630-969-9400](#)

Email address: hgujarathi@imsmfg.com

Fax number: [Insert fax number \(optional\)](#)

SWPPP Contact Name (Backup): [Tim Cruickshank](#)

Telephone number: [630-969-9400](#)

Email address: tcruickshank@imsmfg.com

Fax number: [Insert fax number \(optional\)](#)

1.3 Stormwater Pollution Prevention Team.

Instructions (see 2015 MSGP Part 5.2.1):

The stormwater pollution prevention team is responsible for overseeing development of and any modifications to the SWPPP, implementing and maintaining control measures/BMPs, and taking corrective actions when required. Each member of the stormwater pollution prevention team must have ready access to the 2015 MSGP, the most updated copy of the facility SWPPP, and other relevant documents.

- Identify the staff members (by name and/or title) that comprise the facility's stormwater pollution prevention team as well as their individual responsibilities.
- EPA recommends, but does not require, the stormwater pollution prevention team include at least one individual from each shift to ensure that there is always a stormwater pollution prevention team member on-site.

Staff Names	Individual Responsibilities
Thomas Gust- <i>Maintenance Manager-1st shift</i>	Help implement SWPPP plan details when necessary- Spill clean-up using absorbents or vacuums, prevent releases into the environment, help provide spill prevention measures such as secondary containment, participate in training/drills, provide resources by direct purchase or directing a designee to purchase stormwater-related supplies, containment objects, absorbent materials, coordinate launder of oily rags, waste oil storage until pick-up, waste oil pick-up, shop-vacs, coordinate the repair of leaks from containers, piping or shut-off valves, provide fixtures/piping/valves where necessary, and other assigned duties by the President of the company. Call emergency services when necessary or applicable (Clean-harbors for cleanup), notify Main SWPPP Contact (Harshad Gujarathi, President) or Backup SWPPP Contact (Timothy Cruickshank) of any release of oil or chemical into the environment (occurs outside the building, or occurs inside the building and then releases outside).
Gladys Gutierrez, Maintenance Tech, 1 st shift	Help implement SWPPP details: participate in training/drills, help clean-up spills using absorbents or vacuums to prevent a release, help prevent stormwater pollution by placing garbage and recycle in their proper place, help position oil/chemical containers =>55 gallons on appropriate spill pallets, connect/disconnect oil-feed piping system to 330 gallon IBCs, when replacing an empty IBC container, order materials or services (waste pickup) such as appropriate waste/garbage/recycle containers as directed by Maintenance Supervisor, notify Supervisor of spills or leaks, including releases of oil or chemicals into the environment.
Mason Trumble, Maintenance Tech, 1 st Shift	Help implement SWPPP details: participate in training/drills, help clean-up spills or to prevent a release into the environment by using absorbents or vacuums, helps to move or place into position the 55-gallon drums (plastic and metal) and 330-gallon IBC containers of oil and chemicals, drains used oil from various equipment and then re-fill equipment with new oil, replace/repair any leaking or malfunctioning of

	<p>pipings/connections/shut-off valves, notify Supervisor of spills or leaks, including releases of oil or chemicals into the environment. <i>He is the main material handler that moves oil containers around where they need to be, using forklift.</i></p>
Robert Allen, Joe Lubrin, Stan Opoka, Jose Vega, Francisco Quintana- Maintenance Techs, 1 st Shift.	<p>Help implement SWPPP details: participate in training/drills, help clean-up spills or to prevent a release into the environment by using absorbents or vacuums, helps to move or place into position the 55-gallon drums (plastic and metal) and 330-gallon IBC containers of oil and chemicals, drains used oil from various equipment and then re-fill equipment with new oil, replace/repair any leaking or malfunctioning of pipings/connections/shut-off valves, notify Supervisor of spills or leaks, including releases of oil or chemicals into the environment.</p>
Skip this line	
Skip this line	
Joseph Kubat, Production Supv, 2 nd Shift	<p>Help implement SWPPP details: participate in training/drills, help clean-up spills or to prevent a release into the environment by using absorbents or vacuums, helps to move or place into position the 55-gallon drums (plastic and metal) and 330-gallon IBC containers of oil and chemicals, drains used oil from various equipment and then re-fill equipment with new oil, replace/repair any leaking or malfunctioning of pipings/connections/shut-off valves, notify Supervisor of spills or leaks, including releases of oil or chemicals into the environment.</p>
Frank Wainwright & Jose Godinez, , 3 rd shift	<p>Help implement SWPPP details: participate in training/drills, help clean-up spills or to prevent a release into the environment by using absorbents or vacuums, helps to move or place into position the 55-gallon drums (plastic and metal) and 330-gallon IBC containers of oil and chemicals, drains used oil from various equipment and then re-fill equipment with new oil, replace/repair any leaking or malfunctioning of pipings/connections/shut-off valves, notify Supervisor of spills or leaks, including releases of oil or chemicals into the environment.</p>
Timothy Cruickshank, QE/ SWPPP Contact (Backup) and SWPPP Coordinator	<p>Inspector for Quarterly Visual Assessments and Routine Facility Inspection. Document, implement, maintain SWPPP plan and Storm Water Permit, under the direction of President Harshad Gujarathi. Conduct training/drills. Participate in clean-up if needed. Notify National Response Center immediately after a qualifying release into the environment (U.S. waters (St. Joseph Creek, storm sewer, land). Conduct/document quarterly inspections (at a minimum) of Global Gear and Machining grounds to assess storm water discharges and potential discharges, or risk. Maintain documented findings from inspections and open and coordinate corrective actions to address an unauthorized release or discharge, or to lessen risk. As the backup SWPPP contact, to help prevent storm water pollution, help with cleanups when needed, or call National Response Center if necessary.</p>

1.4 Site Description.

Instructions (see 2015 MSGP Part 5.2.2):

Provide a general description of the “industrial activities” conducted at your facility. For the MSGP industrial activities consist of: manufacturing and processing; material handling activities including storage, loading and unloading, transportation, or conveyance of any raw material, intermediate product, final product, by-product or waste product; and vehicle and equipment fueling, maintenance and cleaning.

Industrial activities may occur at any of the following areas (list not exhaustive): industrial plant yards; immediate access roads and rail lines used or traveled by carriers of raw materials, manufactured products, waste material, or by-products used or created by the facility; material handling sites; refuse sites; sites used for the application or disposal of process waste waters sites used for the storage and maintenance of material handling equipment; sites used for residual treatment, storage, or disposal; shipping and receiving areas; manufacturing buildings; storage areas (including tank farms) for raw materials, and intermediate and final products; and areas where industrial activity has taken place in the past and significant materials remain and are exposed to stormwater.

EPA recommends that you differentiate activities that occur indoors from those that occur outdoors and could be exposed to stormwater, or under cover but that could be exposed to run-on. Don't overlook processes that are vented and may contribute pollutants to the roof.

INDOORS: The manufacture of gears and precision machined components, parts wash, packaging, handling and storage of finished product- until scheduled shipment to customer. Machinery includes lathes, machining centers, and other machines for automation gear hobbing, skiving, grinding, broaching, shaving. On-site maintenance of dies, components, machinery, and other necessary auxiliary equipment (conveyors, parts wash, etc.). Part washing is performed inside the building, with waste-water routed to internal containers that gets picked up by a contracted waste hauler. Material Handling activities involve the moving & storage of raw materials, oils, chemicals, equipment, components and finished product to and from production lines, on wood or metal skids, via forklift. Oil and chemical containers are placed safely away from forklift traffic or other moving equipment. Both SHIPPING AND RECEIVING docks are located inside and under cover at the transfer point, however the back end of the truck where is bumps against the shipping/receiving dock is where the overhead and side protection ends- the entirety of the truck is technically outside the building. Part of processing activity includes the generation of waste oils or other liquid chemical wastes, disposed of to Global Gear and Machining vendors, whose trucks are loaded by Global Gear forklift drivers of 55-gallon or 330-gallon containers, with the vendor responsible for final disposal or recycling.

There are 8 overhead doors at the shipping/receiving dock which can be used to receive or ship oils or chemicals (in addition to raw material, components, finished parts, or other associated goods). The dock door opening is elevated several feet off the ground so that when open, the concrete flooring inside the dock door will meet nearly flush with the truck-trailer floor, with the trailer door opened. This is the transfer point for oils and chemicals.

OUTDOOR ACTIVITIES:

- 1) Sitting directly outside (but flush up against the dock, with a ceiling cover to protect against open exposure to the environment and weather) is the garbage/trash compactor. The trash compactor has a motor with less than 55 gallons of oil in it.

- 2) Sitting directly outside 2 of the dock doors are 2 large and uncovered steel bins, which Global Gear dumps steel scrap into, and are picked up by a contracted scrap hauler when the containers are near full or according to a preset schedule. When the scrap bins used in-process on the production areas become full, a forklift driver will scoop them up to then dump the contents into the much larger steel scrap bins sitting down on the pavement just outside the dock doors- the forklift remains inside while dumping the load. The scrap consists of steel shavings, rejected steel products, and the excess mineral oil drool from the steel (sprayed on during processing) that was not fully processed thru the parts was.
- 3) Truck traffic going through the parking lot to and from the shipping/receiving docks.
- 4) Employee vehicles into the company parking lot.

OTHER COMBINED INDOOR AND OUTDOOR activities include:

- Removal of waste oils, from temporary INDOOR storage bins/barrels/pit to the vendor's tanker truck sitting outside nearest doorway. Via a vacuum system to/from the truck, and with inter-connected hoses extending from the truck tank thru the nearest doorway into Global Gear, the liquid waste (oil/coolant/mop water) is sucked into the trucks tank OUTDOORS.

1.5 General Location Map.

Instructions (see 2015 MSGP Part 5.2.2):

Provide a general location map (e.g., U.S. Geological Survey (USGS) quadrangle map or aerial image from the internet) with enough detail to identify the location of your facility and all receiving waters for your stormwater discharges (include as Attachment A of this SWPPP Template).

The general location map for this facility can be found in Attachment A.

1.6 Site Map.

Instructions (see 2015 MSGP Part 5.2.2):

Prepare a site map showing the following information. The site map will be included as Attachment B of the finished SWPPP.

- Boundaries of the property and the size of the property in acres;
- Location and extent of significant structures and impervious surfaces;
- Directions of stormwater flow (use arrows);
- Locations of all stormwater control measures;
- Locations of all receiving waters, including wetlands, in the immediate vicinity of your facility. Indicate which waterbodies are listed as impaired and which are identified by your state, tribe or EPA as Tier 2, Tier 2.5, or Tier 3 waters;
- Locations of all stormwater conveyances including ditches, pipes and swales;
- Locations of potential pollutant sources identified under Part 5.2.3.2;
- Locations where significant spills or leaks identified under Part 5.2.3.3 have occurred;
- Locations of all stormwater monitoring points;
- Locations of stormwater inlets and discharge points, with a unique identification code for each discharge point (e.g., Discharge points001, 002), indicating if you are treating one or more discharge points as “substantially identical” under Parts 3.2.3, 5.2.5.3, and 6.1.1, and an approximate outline of the areas draining to each discharge point;
- If applicable, MS4s and where your stormwater discharges to them;
- Areas of designated critical habitat for endangered or threatened species, if applicable.
- Locations of the following activities where such activities are exposed to precipitation:
 - fueling stations;
 - vehicle and equipment maintenance and/or cleaning areas;
 - loading/unloading areas;
 - locations used for the treatment, storage or disposal of wastes;
 - liquid storage tanks;
 - processing and storage areas;
 - immediate access roads and rail lines used or traveled by carriers of raw materials, manufactured products, waste material, or by-products used or created by the facility;
 - transfer areas for substances in bulk;
 - machinery; and
 - locations and sources of run-on to your site from adjacent property that contains significant quantities of pollutants.

The site map for this facility can be found in Attachment B.

SECTION 2: POTENTIAL POLLUTANT SOURCES.

Section 2 will describe all areas at your facility where industrial materials or activities are exposed to stormwater or from which allowable non-stormwater discharges originate. Industrial materials or activities include, but are not limited to: material handling equipment or activities; industrial machinery; raw materials; industrial production and processes; and intermediate products, by-products, final products, and waste

products. Material handling activities include, but are not limited to: the storage, loading and unloading, transportation, disposal or conveyance of any raw material, intermediate product, final product or waste product. For structures located in areas of industrial activity, you must be aware that the structures themselves are potential sources of pollutants. This could occur, for example, when metals such as aluminum or copper are leached from the structures as a result of acid rain.

For each area identified, the SWPPP must include industrial activities, potential pollutants, spills and leaks, unauthorized non-stormwater discharges, salt storage, stormwater sampling data and descriptions of control measures.

2.1 *Potential Pollutants Associated with Industrial Activity.*

Instructions (see 2015 MSGP Parts 5.2.3.1 and 5.2.3.2):

For the industrial activities identified in section 1.4 above, list the potential pollutants or pollutant constituents (e.g., motor oil, fuel, battery acid, and cleaning solvents).

In your list of pollutants associated with your industrial activities, include all significant materials that have been handled, treated, stored, or disposed, and that have been exposed to stormwater in the three years prior to the date you prepare your SWPPP.

Industrial Activity	Associated Pollutants
Oily steel scrap generated indoors and disposed of into an outdoor steel bin. Inside same bin, oil drips off scrap & accumulates at bottom, but bins DO NOT leak. Bin is then removed off-site by contractor, who then recycles steel + oil. Area affected is North side of the Global Gear building, at shipping docks..	Non-hazardous mineral oil, with steel shavings from metal machining process. Excess steel trim scrap. Ferric Oxide (rust from steel) Chromium Oxide (from stainless steel)
Material handling activities – Empty steel cages (painted) and plastic bins or totes used to hold or transport product are stacked and stored outside, unprotected from weather. Mineral oil can drip from them onto paved or gravel surface below & mix with storm water. Exposure to weather over time can corrode steel and stainless steel (causing ferric oxide or chromium oxide) and cause paint and oxides to leach off the steel surface due to acid rain, then mixing with stormwater. Area affected is the North end of Global Gear property.	Mineral Oil (Non-hazardous). Ferric Oxide from rusting steel. Chromium Oxide from rusting steel. Paints from equipment, of unknown composition of binders and solvents.
Hazardous waste handling – Waste oils and solvents are taken from inside the walls of Global Gear by a contractor. By using an industrial vacuum system with inter-connected hoses, the contractor vacuums waste oil from Global Gear internal drums/silos/containers, into a truck tank parked outdoors nearby. The vacuum hose could break free from the truck during operation if not	Dirty waste oil/used coolant, mop water with steel shavings from machining process. Dirty water soluble organic soap-non-hazardous. Dirty water, contaminated w/ pollutants listed here. Dirty used motor oil: Heavy Paraffinic distillates, + Tetrapropenyl Phenol. Dirty Petroleum Hydrocarbon Dirty Alkaline Cleaner – Sodium Metasilicate

properly attached and locked, spilling waste oil on the ground outside the building. Inter-connected hoses could become disconnected from each other during operation if not connected and locked properly, spilling waste oil on the ground inside or outside the building.	<p>Tiny steel shavings from the manufacturing process, in small amounts and invisible to the naked eye, are likely to be found within these waste chemicals, or pollutants, and would likely include trace amounts of:</p> <p>Carbon Chromium Copper Manganese Phosphorus Molybdenum Sulfur Aluminum Silicon Titanium Niobium Vanadium Tin Nickel Calcium Boron</p>
Shipping/Receiving activity – Use of diesel fuel burning trucks to deliver to Global Gear raw material, components, oils/coolants, and processed (coatings/heat treating) products, or to ship from Global Gear- products out for processing (coatings/heat treating) or finished goods to customers.	<p>Per epa.gov/diesel-fuel-standards/about-diesel-fuels, pollution from diesel fuel includes:</p> <ul style="list-style-type: none"> - Soot or particulate matter - Oxides of Nitrogen (NOx) which contributes to the production of ground level ozone or smog (inhaled by pedestrians/bikers), and acid rain; - Hydrocarbons (HC), hydrogen and carbon- contributes to air pollution/smog; - Carbon Monoxide (CO), a colorless, odorless, poisonous gas; - Other hazardous air pollutants (HAPs) and air toxics. <p>Also, diesel truck motors could potentially leak oil on Global Gear pavement, adding to pollution of stormwater runoff into Detention Basin on East end of property line.</p>
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]

2.2 Spills and Leaks.

Instructions (See 2015 MSGP Part 5.2.3.3):

Include the following in this section:

- **Potential spills and leaks:** A description of where potential spills and leaks could occur at your site that could contribute pollutants to your stormwater discharge, and specify which discharge points are likely to be affected by such spills and leaks.
- **Past spills and leaks:** A description of significant spills and leaks in the past three years of oil or toxic or hazardous substances that actually occurred at exposed areas, or that drained to a stormwater conveyance.

Note: Significant spills and leaks include, but are not limited to, releases of oil or hazardous substances in excess of quantities that are reportable under CWA Section 311 (see 40 CFR 110.6 and 40 CFR 117.21) or Section 102 of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), 42 USC §9602.

Areas of Site Where Potential Spills/Leaks Could Occur

Location	Discharge Points
Outside shipping/receiving docks, onto impervious surface (pavement), where oils and chemicals are received.	Into one of 2 nearby storm sewers, then routed to "Detention Basin" at East end of property.
Outdoor steel scrap bins (2 side-by-side), oil through cracks in bottom of bin, or from steel scrap with oil dumped outside perimeter of scrap bin.	Into one of 2 nearby storm sewers, then routed to "Detention Basin" at East end of property.
Outside dock door with garbage/trash compactor (oil from motor).	Into one of 2 nearby storm sewers, then routed to "Detention Basin" at East end of property.
Outside employee parking lot, onto impervious surface (pavement), where oil may leak from employee vehicles, East of shipping dock area.	Into one of 3 nearby storm sewers in parking lot, then routed to "Detention Basin" at East end of property.

Description of Past Spills/Leaks

Date	Description	Discharge Points
NA	NONE	NA
[Repeat as necessary]	[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]	[Repeat as necessary]
[Repeat as necessary]	[Repeat as necessary]	[Repeat as necessary]

2.3 Unauthorized Non-stormwater Discharges Documentation.

Instructions (see 2015 MSGP Part 5.2.3.4):

Part 1.1.3 of the 2015 MSGP identifies allowable non-stormwater discharges. The questions below require you to provide documentation of the following:

- Evaluation for the presence of unauthorized non-stormwater discharges at your site; and
- Elimination of any unauthorized non-stormwater discharges.

Description of this facility's unauthorized non-stormwater discharge evaluation: (Blue font = GGM input)

- Date of evaluation: December 16, 2023
- Description of the evaluation criteria used: **MSGP 2021, sections:**
 - 1.1.3.1 Discharges Mixed with Non-stormwater Discharges
 - 1.1.3.2 Stormwater Discharges Associated with Construction Activity
 - 1.1.3.4 Stormwater Discharges Subject to Effluent Limitation Guidelines
 - 1.2 Types of Discharges Authorized Under the MSGP
 - 2.1.2.9 Non-stormwater Discharges (includes unauthorized)
 - 4.1.2 Commingled (or Co-mingled) Discharges

SWPPP 2015 Template, Section:

2.3 Unauthorized Non-stormwater Discharges Documentation

Global Gear and Machining's own evaluation criteria:

The Unauthorized Non-stormwater Discharge Evaluation will occur during a rain event.

List of the drainage points that were directly observed during the evaluation: 9 drainage points (storm sewers) were observed for unauthorized non-stormwater discharges- in all cases clear rainwater, not discolored, and no foam. A single discharge point from the sewer system, discharging stormwater from into the Detention Basin (Far East end of property, in wooded area), routed there by underground sewer pipe connections. No visible foaming, visible discoloring or visible suspended solids from samples taken in an 8-ounce glass jar from the Detention Basin, or what was observed on the ground draining into GGM sewers.

- Action(s) taken, such as a list of control measures used to eliminate unauthorized discharge(s), or documentation that a separate NPDES permit was obtained. For example, a floor drain was sealed, a sink drain was re-routed to the sanitary sewer or an NPDES permit application was submitted for an unauthorized cooling water discharge: No actions necessary at this time.

2.4 Salt Storage.

Instructions (see 2015 MSGP Part 5.2.3.5):

Document the location of any storage piles containing salt used for deicing or other commercial or industrial purposes.

Note: you will be asked additional questions concerning salt storage in Section 3.1.7 of this SWPPP template, below.

NONE!

2.5 Sampling Data Summary.

Instructions (See 2015 MSGP Part 5.2.3.6):

Summarize all stormwater sampling data collected from your permitted discharge points during the previous permit term. Include a narrative description that summarizes the collected data to support identification of potential pollution sources. Note that data tables and/or figures may be used to aid the summary.

There was no previous permit term.

SECTION 3: STORMWATER CONTROL MEASURES.

Instructions (See 2015 MSGP Parts 2.1.2, Part 8, and 5.2.4):

In Sections 3.1 - 3.11 of this SWPPP template, you are asked to describe the stormwater control measures that you have installed at your site to meet each of the permit's

- Non-numeric technology-based effluent limits in Part 2.1.2;
- Applicable numeric effluent limitations guidelines-based limits in Part 2.1.3 and Part 8;
- Water quality-based effluent limits in Part 2.2;
- Any additional measures that formed the basis of eligibility regarding threatened and endangered species, historic properties, and/or federal CERCLA site requirements in Part 2.3; and
- Applicable effluent limits in Parts 8 and 9.

In addition to your control measure descriptions, include explanations of how the controls fulfill the following requirements (see 2015 MSGP Part 2.1.1):

- The selection and design considerations; and
- How they address the pollutant sources identified in section 2.1 of the Template.

3.1 Non-numeric Technology-based Effluent Limits (BPT/BAT/BCT)

You must comply with the following non-numeric effluent limits (except where otherwise specified in Part 8) as well as any sector-specific non-numeric effluent limits in Part 8.

3.1.1 Minimize Exposure.

Instructions (see 2015 MSGP Part 2.1.2.1):

Describe any structural controls or practices used to minimize the exposure of industrial activities to rain, snow, snowmelt and runoff. Describe where the controls or practices are being implemented at your site.

There is no industrial machinery maintained outdoors- no risk of oil leak.

Oil and chemical containers, once emptied, are maintained indoors under our roof until such time that they are picked up by our oil and chemical provider, so there is no risk of leak outdoors or stormwater accumulation inside the containers.

Waste oil, once accumulated *indoors*, is regularly pick up. Some waste oil is stored in a drum or IBC container with a tight fitting cover, then picked up by our oil provider source (for direct recycle and re-

introduction back to Global Gear), or other mixed waste (oil, coolant, dirty mop water) is picked up via tanker truck, where the waste is vacuumed directly into the tanker. There is no history of accidents.

3.1.2 Good Housekeeping.

Instructions (see 2015 MSGP Parts 2.1.2.2 and 5.2.5.1):

Describe any practices you are implementing to keep exposed areas of your site clean. Describe where each practice is being implemented at your site. Include here your schedule for: (1) regular pickup and disposal of waste materials, and (2) routine inspections for leaks and of the condition of drums, tanks and containers. Note: There are specific requirements for facilities that handle pre-production plastic.

At a minimum of once per year, Global Gear and Machining uses its employees, or a contractor, that will pickup litter accumulated on the ground or in the brush that borders the St. Joseph Creek.

If oil is detected on the pavement to/from the shipping/receiving docks, it is immediately soaked up with *absorbent rags or pads*.

Garbage is regularly picked up (minimum monthly) by our service provider Waste Management.

Recycle household materials (paper, plastic, glass, etc.) are regularly picked up (weekly) by our service provider Waste Management.

Metal Scrap (from the production processes) is taken by Redline Metals, Inc on a daily basis.

Monthly inspections take place of oil/coolant/chemical containers of =>55 gallons (per the SPCC Plan), for the detection and mitigation of any leaks or spills, and an assessment is made of the condition of the storage drum, tank, or container. A report is then issued to management and those responsible for any clean-up needed.

3.1.3 Maintenance.

Instructions (see 2015 MSGP Parts 2.1.2.3 and 5.2.5.1):

Describe procedures (1) to maintain industrial equipment so that spills/leaks are avoided and (2) to keep control measures in effective operating condition. Include the schedule you will follow for such maintenance activities. Describe where each applicable procedure is being implemented at the site.

All key equipment industrial equipment containing oil or other hazardous chemicals are on a preventive maintenance schedule, to help prevent or detect leaks or spills. Such equipment receives a **MONTHLY** "preventive maintenance" or "PM" check, AT IT'S REGULAR LOCATION, and includes the replacement of any worn parts/repair of oil leaks. Such "PMs" are documented and verified to be done, and their on-time frequency % reported to top management quarterly.

3.1.4 Spill Prevention and Response.

Instructions (see 2015 MSGP Parts 2.1.2.4 and 5.2.5.1):

Describe any structural controls or procedures used to minimize the potential for leaks, spills and other releases. You must implement the following at a minimum:

- Plainly label containers (e.g., "Used Oil," "Spent Solvents," "Fertilizers and Pesticides") that could be susceptible to spillage or leakage to encourage proper handling and facilitate rapid response if spills or leaks occur;*
- Implement procedures for material storage and handling, including the use of secondary containment and barriers between material storage and traffic areas, or a similarly effective means designed to prevent the discharge of pollutants from these areas;
- Develop training and train all staff on procedures to quickly stop, contain and clean up leaks, spills, and other releases. As appropriate, execute such procedures as soon as possible;
- Keep spill kits on-site, located near areas where spills may occur or where a rapid response can be made; and
- Notify appropriate facility personnel when a leak, spill or other release occurs.

Describe where each control is to be located or where applicable procedures will be implemented.

Note: some facilities may be required to develop a Spill Prevention Control and Countermeasure (SPCC) plan under a separate regulatory program (40 CFR 112). If you are required to develop an SPCC plan, or you already have one, you should include references to the relevant requirements from your plan.

EPA recommends you include:

Where a leak, spill or other release containing a hazardous substance or oil in an amount equal to or in excess of a reportable quantity established under either 40 CFR Part 110, 40 CFR Part 117, or 40 CFR Part 302 occurs during a 24-hour period, you must notify the National Response Center (NRC) at (800) 424-8802 or, in the Washington, DC, metropolitan area, call (202) 267-2675 in accordance with the requirements of 40 CFR Part 110, 40 CFR Part 117, and 40 CFR Part 302 as soon as you have knowledge of the discharge. State or local requirements may necessitate reporting spills or discharges to local emergency response, public health, or drinking water supply agencies. Contact information must be in locations that are readily accessible and available.

- Containers are plainly labeled as to their content to encourage proper handling and facilitate rapid response in the case of a release into the environment.
- There are procedures for proper storage and handling, and employees taking part in these actions have been trained on their responsibilities and requirements.
- As part of the Global Gear and Machining SPCC Plan, there is a training program already in place to train certain individuals on the proper procedure to quickly stop, contain and cleanup leaks, spills and other releases. This team of trained individuals is referred to by SPCC as the Oil Discharge Response Operating Team. This same group of people also make up the Stormwater Pollution Prevention Team. There is an annual training drill attended by all members, and it is documented.
- Special spill kits are maintained on-site near areas where spills are more likely to occur, to help ensure rapid response (acid spill kit in lab with acids, oil spill kit for shipping dock).
- ALL EMPLOYEES of Global Gear have been trained and notified of what facility personnel to alert (Stormwater Pollution Prevention Team, aka Spill Team) when they see a leak, spill, or other release into

the environment. Spill Team member names and phone extensions are posted in the office and manufacturing areas.

- *All 330-gallon containers are stored away from exit doors in manufacturing that exit to the outside.*

Controls used by Global Gear and Machining to minimize the potential for leaks, spills and other releases include having an SPCC Plan in place, Monthly Preventive Maintenance of oil-containing equipment described in the previous section (3.1.3), daily housekeeping activities to help reveal any leaks, spills or other releases into the environment.

A sufficient amount of spill pads and shop vacs are maintained in place in the building to handle a worst case spill of at least 330 gallons, and then some, should such a spill occur. Red waste containers for holding oil-soaked rags and pads are available and located throughout the plant.

Monthly inspections take place of oil containers and equipment with oil in quantities of 55 gallons or more (per SPCC Plan requirements), by trained and experienced inspectors, using the inspection guidelines of the current SP001 Standard for the Inspection of Aboveground Storage Tanks guidelines, by the Steel Tank Institute (STI). The current Inspector is Global Gear and Machining QE, Tim Cruickshank.

All “used oil,” “waste oil,” and “spent solvent” containers susceptible to spillage or leakage are marked as to their contents. Users of such containers are properly trained on the proper usage of such containers and associated pumps, faucets or valves to prevent or minimize spillage.

Material handlers are trained on the safe handling and storage of hazardous materials (mainly Mason), including the use of secondary containment and barriers between material storage and traffic areas, how to initiate the cleanup of a spill to prevent its release (to the environment), and to notify a Stormwater Pollution Prevention Team member via page, phone call or personal contact. Stormwater Pollution Prevention Team members are trained in the clean-up of hazardous spills and the use of secondary containment and applicable absorbents for spill clean-up. During training of the Team by the SWPPP Coordinator, there was a drill where real used oil was spilled on the ground and the team had to clean it up using absorbent pads, to become familiar with the rate at which oil absorbs into the pads. The Stormwater Pollution Prevention Team has been trained on how to calculate approximately how many pads are needed if they can approximate the amount spilled, in gallons. *To lessen the risk of an oil release to the outside due to a leak or spill inside the building, 330 gallon containers are kept away from exit doors to the outside.*

Mobile spill kits or absorbent materials are maintained on-site at specific areas where leaks or spills of hazardous substances are most likely to take place.

It is the responsibility of the Global Gear and Machining SWPPP Primary Contact (Global Gear President Harshad Gujarathi), or the SWPPP backup contact (Tim Cruickshank), if delegated by the Primary Contact, to notify the National Response Center (NRC) by telephone at 800-424-8802 immediately after having knowledge that a hazardous substance or oil in an amount equal to or greater than a reportable quantity established by 40 cfr part 110, 40 cfr part 117, or 40 cfr part 302, during a 24 hour period, has released into the environment or storm sewer. Where necessary, state or local authorities will also be contacted.

3.1.5 Erosion and Sediment Controls.

Instructions (see 2015 MSGP Parts 2.1.2.5 and 5.2.5.1):

Describe activities and processes for stabilizing exposed soils to minimize erosion. Describe flow velocity dissipation devices placed at all discharge locations and all structural and non-structural control measures to prevent the discharge of sediment. If applicable, describe the type and purpose of any polymers and/or chemical treatments used to control erosion and the location at your site where each control is implemented.

There is 1 area for stormwater discharge (from the roof drainage + parking lot drainage into storm sewer tunnel and from there to Stormwater Detention basin, pond) at Global Gear-NOT into the creek), eliminating potential soil erosion. Grass is maintained, where it will grow, to help prevent erosion of top soil. By having stormwater run-off from the roof going inside through the roof, via PVC pipe to an underground tunnel, this has eliminated the potential of erosion around the building that might otherwise occur if there were downspouts from the roof.

No industrial activity takes place on the roof which may cause sediment.

To help prevent/control sediment on Global Gear grounds, all grounds with truck or automobile traffic are paved. Where there is a buildup of sediment, such sediment will be documented and reported as a result of inspections and mitigated where deemed necessary- swept up by representatives of Global Gear, or a contractor for Global Gear.

3.1.6 Management of Runoff.

Instructions (See 2015 MSGP Part 2.1.2.6):

Describe controls used at your site to divert, infiltrate, reuse, contain or otherwise reduce stormwater runoff. Describe the location at your site where each control is implemented.

Storm sewers (9) are strategically located in the parking lot and shipping dock areas to manage Stormwater run-off, thereby minimize run-off and soil erosion. On the Curtiss St. side of the building, the ground is back-pitched in a thick grassy area, helping to minimize erosion and promoting grass growth. By having stormwater run-off from the roof going inside through the roof, via PVC pipe to an underground tunnel which is then slanted downward slightly to allow gravity to carry this stormwater to the Detention Basin, or pond. This has eliminated the potential of erosion around the building that might otherwise occur if there were downspouts from the roof- this is the extent of our management of run-off.

3.1.7 Salt Storage Piles or Piles Containing Salt.

Instructions (see 2015 MSGP Part 2.1.2.7):

If applicable, describe structures at your site that either cover or enclose salt storage piles or piles containing salt, and any controls that minimize or prevent the discharge of stormwater from such piles. Also, describe any controls or procedures used to minimize exposure resulting from adding to or removing materials from the pile. Describe the location at your site where each control and/or procedure is implemented.

NONE.

3.1.8 Dust Generation and Vehicle Tracking of Industrial Materials.

Instructions (see 2015 MSGP Part 2.1.2.10):

Describe controls and procedures that will be used at your site to minimize generation of dust and off-site tracking of raw, final or waste materials in order to minimize pollutant discharges.

There are sufficient paved grounds for all traffic on company grounds, to help limit most causes of dust generation (no grass or dirt roads). Pavement is swept as needed, or once per year each summer. **Waste** materials tracking would be as follows:

- Steel scrap waste (raw, or final) is taken by vendor Redline Metals, Inc, for recycling to prevent pollution discharge- does not require waste manifest.
- Regular recycle is taken by vendor Waste Management, to help ensure the materials taken do not contribute to landfill- to prevent pollution discharge.

3.2 Sector-Specific Non-Numeric Effluent Limits.

Instructions (see 2015 MSGP Part 8):

Describe any controls or procedures that will be used at your site to comply with any sector-specific requirements that apply to you in Part 8 of the 2015 MSGP. Describe the location at your site where each control and/or procedure will be implemented.

Note: Sector-specific effluent limits apply to Sectors A, E, F, G, H, I, J, L, M, N, O, P, Q, R, S, T, U, V, X, Y, Z and AA.

When cleaning takes place, dry cleanup techniques are used whenever possible, wiping equipment down with absorbent pads or rags.

Raw steel material has a dedicated storage area so that it is out of the way so as not to impede appropriate and timely response to spills and leaks. Metal fabricating areas are maintained as clean and dry from oil as possible with rags and oil drip pads.

To reduce the risk of their exposure to stormwater, chemicals- including paints and metal working fluids, are safely stored indoors in a yellow fireproof cabinet. Such chemicals are only removed from the cabinet when in-use, then returned to the cabinet.

Lubricating oil and hydraulic fluids are also used indoors only and stored away from exit doors and storm sewers, to help prevent stormwater contamination.

Oil or chemical soaked absorbent pads or rags are placed in a waste container, that is later taken by our oil waste recycling company (Beaver Oil) for responsible disposal, cleaning or recycle.

SPCC spill procedures, with a trained spill response team, helps to minimize the risk of leaks or spills contaminating stormwater.

Special attention is given to containment of the following substances to prevent contamination of stormwater: Chromium, copper, toluene, sulfuric acid, zinc, lead, mercury, aluminum, iron.

There is an extra spill kit located at the shipping dock.

3.3 Numeric Effluent Limitations Based on Effluent Limitations Guidelines.

Instructions (see 2015 MSGP Part 2.1.3):

If you are in an industrial category subject to one of the effluent limitations guidelines identified in the table below (Table 2-1 of the 2015 MSGP), describe controls or procedures that will be implemented at your site to meet these effluent limitations guidelines.

Not applicable at Global Gear and Machining.

Regulated Activity	40 CFR Part/Subpart	Effluent Limit
Discharges resulting from spray down or intentional wetting of logs at wet deck storage areas	Part 429, Subpart I	See Part 8.A.7
Runoff from phosphate fertilizer manufacturing facilities that comes into contact with any raw materials, finished product, by-products or waste products (SIC 2874)	Part 418, Subpart A	See Part 8.C.4
Runoff from asphalt emulsion facilities	Part 443, Subpart A	See Part 8.D.4
Runoff from material storage piles at cement manufacturing facilities	Part 411, Subpart C	See Part 8.E.5
Mine dewatering discharges at crushed stone, construction sand and gravel, or industrial sand mining facilities	Part 436, Subparts B, C, or D	See Part 8.J.9
Runoff from hazardous waste landfills	Part 445, Subpart A	See Part 8.K.6
Runoff from non-hazardous waste landfills	Part 445, Subpart B	See Part 8.L.10
Runoff from coal storage piles at steam electric generating facilities	Part 423	See Part 8.O.8
Runoff containing urea from airfield pavement deicing at existing and new primary airports with 1,000 or more annual non-propeller aircraft departures	Part 449	See Part 8.S.8

3.4 Water Quality-based Effluent Limitations and Water Quality Standards.

Instructions (see 2015 MSGP Part 2.2.1):

Describe the measures that will be implemented at your site to control industrial stormwater discharge as necessary to meet applicable water quality standards of all affected states (i.e., your discharge must not cause or contribute to an exceedance of applicable water quality standards in any affected state).

EPA expects that compliance with the conditions in this permit will control discharges as necessary to meet applicable water quality standards. If at any time you become aware, or EPA determines, that your discharge does not meet applicable water quality standards, you must take corrective action(s) as required in Part 4.1 of the 2015 MSGP and document the corrective actions as required in Part 4.3 of the 2015 MSGP. You must also comply with any additional requirements required by your state or tribe.

EPA may also require that you undertake additional control measures (to meet the narrative water quality-based effluent limit above) on a site-specific basis, or require you to obtain coverage under an individual permit, if information in your NOI, required reports, or from other sources indicates that your discharges are not controlled as necessary to meet applicable water quality standards. You must implement all measures necessary to be consistent with an available wasteload allocation in an EPA-established or approved TMDL.

Global Gear and Machining will follow the control measures laid out in this SWPPP to control its industrial stormwater discharge as necessary to meet applicable water standards of Illinois. Global Gear avoids the potential discharge of toxic substances such as Mercury (from light tubes and other mercury containing equipment) as it is recycled- not disposed to landfill. Where Ni-Cad batteries were used (containing Cadmium) they are recycled. Global Gear avoids usage of raw materials or other materials containing lead or hexavalent chromium, with the exception of the lead content inside lead-acid batteries. Lead-acid batteries are recycled after use- not disposed to landfill. Global Gear is currently in-process of putting systems in place compliant with the ISO 14001 environmental standard and seeking to be certified in January 2023, which will encourage decreased risk and overall continuous improvement of the Environmental Management System here to prevent pollution. Toxic chemicals and those harmful to the environment are avoided from purchase or usage when possible, thereby avoiding the costly disposal of toxic waste.

SECTION 4: SCHEDULES AND PROCEDURES.

4.1 *Good Housekeeping.*

Instructions (see 2015 MSGP Part 5.2.5.1):

Document a schedule or the process used for determining when pickup and disposal of waste materials occurs (e.g., roll off dumpsters are collected when full). Provide a schedule for routine inspections for leaks and conditions of drums, tanks and containers.

Schedule for pick-up of waste materials:

There are 2 Steel Scrap dumpsters (NOT Roll-offs) that sit outside on the ground at the shipping dock. They get near-full daily, therefore both of them are picked up and replaced daily.

Waste oil- once every 2 weeks the oil waste is picked up by our waste oil vendor, Red Line.

Inspections for leaks and general condition of tanks and containers is monthly, as part of our SPCC Monthly inspections.

4.2 *Maintenance.*

Instructions (see 2015 MSGP Part 5.2.5.1):

Document preventative maintenance procedures, including regular inspections, testing, maintenance and repair of all control measures to avoid situations that may result in leaks, spills, and other releases, and any back-up practices in place should a runoff event occur while a control measure is off-line. Include the schedule or frequency for maintaining all control measures used to comply with the effluent limits in Part 2 of the 2015 MSGP.

For oil-containing equipment, preventive maintenance schedules for Grinders, lathes, mills are **monthly**. When and if machines are determined to be leaking oil, then troubleshooting or the obvious will lead the maintenance technician to replacing components, gaskets, etc., to stop or slow the leak. Machines have alarms on them should a catastrophic motor failure occur. Personnel would notify Maintenance to come investigate. The entire maintenance dept. is on the Stormwater Pollution Prevention Team, so if the issue included an oil leak, the maintenance team members would begin cleanup as they have been trained.

There are no motorized or electric Stormwater control measures in place. All are visual or manual.

4.3 **Spill Prevention and Response Procedures.**

Instructions (see 2015 MSGP Part 5.2.5.1):

Document procedures for preventing and responding to spills and leaks, including notification procedures. For preventing spills, include control measures for material handling and storage, and the procedures for preventing spills that can contaminate stormwater. Also specify cleanup equipment, procedures and spill logs, as appropriate, in the event of spills. You may reference the existence of other plans for Spill Prevention Control and Countermeasure (SPCC) developed for the facility under Section 311 of the CWA or BMP programs otherwise required by an NPDES permit for the facility.

General procedure for responding to leaks, spills, or releases is as follows:

Stormwater Pollution Prevention Team members are trained in the clean-up of hazardous spills and the use of secondary containment and applicable absorbents for spill clean-up. During training of the Team by the SWPPP Coordinator, there was a drill where real used oil was spilled on the ground and the team had to clean it up using absorbent pads, to become familiar with the rate at which oil absorbs into the pads. The Stormwater Pollution Prevention Team has been trained on how to calculate approximately how many pads are needed if they can approximate the amount spilled, in gallons.

It is the responsibility of the Global Gear and Machining SWPPP Primary Contact (Global Gear President Harshad Gujarathi) to notify the National Response Center (NRC) by telephone at 800-424-8802 immediately after having knowledge that a hazardous substance or oil in an amount equal to or greater than a reportable quantity established by 40 cfr part 110, 40 cfr part 117, or 40 cfr part 302, during a 24 hour period, has released into the environment or storm sewer. Where necessary, state or local authorities will also be contacted.

Maintenance PMs (preventive maintenance), SWPPP inspections, SPCC monthly and annual inspections, Safety/5S Inspections, and other informal checks help to prevent spills and leaks.

Equipment used for the clean-up of spills (Dry cleanup methods):

- Absorbent pads, with sufficient quantity on-hand to soak up to a minimum of 330 Gallons of oil or chemical.
- Also, vacuum systems can be used to suck oil off the floor into 55 gallon drums.
- Also, rags can be used to soak up oil until inventory is used, then go to pads and/or vacuums.

As part of our SPCC Plan, there is a Contingency Plan, where we would call upon a contractor (Clean Harbors) to come to our site with cleanup equipment (skimmers, containers, etc) to clean oil slicks off of U.S. waters (such as the St. Joseph Creek).

4.4 **Erosion and Sediment Control.**

Instructions (see 2015 MSGP Part 5.2.5.1):

Document if polymers and/or other chemical treatments are used for erosion and sediment control and identify the polymers and/or chemicals used and the purpose.

Not Applicable

4.5 Employee Training.

Instructions (see 2015 MSGP Part 2.1.2.8 and Part 5.2.5.1):

Instructions (see 2015 MSGP Part 2.1.2.8 and 5.2.5.1):

Provide the elements of your training plan, including:

- The content of the training;
- The frequency/schedule of training for employees who work in areas where industrial materials or activities are exposed to stormwater, or who are responsible for implementing activities necessary to meet the conditions of the permit.

The following personnel, at a minimum, must receive training, and therefore should be listed out individually in the table below:

- Personnel who are responsible for the design, installation, maintenance, and/or repair of controls (including pollution prevention measures);
- Personnel responsible for the storage and handling of chemicals and materials that could become contaminants in stormwater discharges;
- Personnel who are responsible for conducting and documenting monitoring and inspections as required in Parts 3 and 6; and
- Personnel who are responsible for taking and documenting corrective actions as required in Part 4.

2015 MSGP Part 2.1.2.8 requires that the personnel who are required to be trained must also be trained to understand the following if related to the scope of their job duties (e.g., only personnel responsible for conducting inspections need to understand how to conduct inspections):

- An overview of what is in the SWPPP;
- Spill response procedures, good housekeeping, maintenance requirements, and material management practices;
- The location of all controls on the site required by this permit, and how they are to be maintained;

- **CONTENT OF TRAINING:** Annual Training for people responsible for oil clean-up or the prevention of its release to the environment via stormwater or are otherwise subject to the requirements necessary to meet the conditions of the permit. **INSTRUCTORS:** The training course is given in-house by the SWPPP Back-up Contact (Tim Cruickshank). The trainer is experienced in the inspection of oil containers (per SP001, by STI, and the SPCC Coordinator, and experienced on the use of absorbent materials used for spill clean-up.

1. Lecture training on the oils and chemicals affected, why the training is needed (i.e. hazardous materials and how they contaminate stormwater, how to lessen the risk of oil and/or chemical exposure to stormwater).

2. How to stop, contain and clean-up a spill to help prevent its exposure to stormwater.

3. How to easily calculate the amount of absorbent pads (heavy duty) needed for a particular spill (2.85 pads will soak up 1 gallon of oil, per the product spec sheet). Our biggest volume container for new or used oil is 330g, therefore to clean up a 330 gallon spill using spill pads we would need 940.5 pads minimum (330 X 2.85 gallons per pad = 940.5).

- The frequency of such training of the Stormwater Pollution Prevention Team is annual. Training for the administrators (Main SWPPP Contact and Backup SWPPP contact is if or when the applicable regulation is updated.

- Training of personnel who are responsible for the design, installation, maintenance and/or repair of Controls of Stormwater Pollution Prevention:
 - Maintenance Supervisor- maintains sufficient spill pads to cleanup a single worst-case scenario spill/leak of 330 gallons.
 - Maintains working vacuums (i.e. shop vacs) + empty 55g drums to assist in any spill/leak cleanup.
 - Ensure that maintenance personnel are trained on spill prevention and spill cleanup.
- Training of personnel responsible for the storage and handling of oil, chemicals and materials that could become contaminants in stormwater discharges:
 - Maintenance techs are trained on proper handling (moving of oil containers) using inspected forklifts, 55g barrels on a wood skid, when moving 330g containers do not obstruct view) and storage of such containers- 330 gallon IBCs onto raised platform or spill pallet when available and in a safe location where it is unlikely to be damaged by other industrial equipment; 55 gallon containers onto spill pallet when available and placed where it is unlikely to be damaged by other industrial equipment.
- Training of persons responsible for conducting and documenting monitoring and inspection of oil and chemical containers (monitoring and inspection of activities) described in section 3 above, and person(s) responsible for corrective actions to address nonconformities against requirements-section 6 below;
 - QE and Backup SWPPP Contact Tim Cruickshank is responsible to conduct training of spill team members, to conduct and document monitoring and inspections (monthly), and to initiate and coordinate any corrective actions to address nonconforming situations. Tim has 11 years experience with SPCC and associated inspections required, the inspection guidelines of SP001 by the Steel Tank Institute (STI), and the requirements of SWPPP and Multi-Sector General Permit (MSGP). As standards are updated, Tim C participated in outside training by independent or regulatory agencies with knowledge on the topic.
- Training of persons responsible for taking and documenting corrective actions, as required in part 6 (see below)
 - QE and Backup SWPPP Contact Tim Cruickshank is responsible for the coordination and documentation of any necessary corrective actions required as a result of non-conformances found during monthly (SPCC) or quarterly (SWPPP) inspections. Tim Has 25 years + experience conducting and documenting corrective actions using 8D and/or 5-why methods.

Where applicable, persons mentioned in this section above are also trained or knowledgeable on subjects related to the scope of their duties (i.e. Tim C conducts and documents inspections required by SPCC and SWPPP and has over 10 years experience. He has training or experience on:

- An overview of what is in the SWPPP;
- Spill response, housekeeping, maintenance requirements and material management practices;
- The location of Controls on the site required by this permit, and how they are to be maintained.

4.6 Inspections and Assessments.

Instructions (see 2015 MSGP Part 3):

Document procedures for performing the types of inspections specified by this permit, including:

- Routine facility inspections (see Part 3.1) and;
- Quarterly visual assessment of stormwater discharges (see Part 3.2).

Note: If you are invoking the exception for inactive and unstaffed sites proceed to 4.6.3 below.

SEE BELOW

4.6.1 Routine Facility Inspections.

Instructions (see 2015 MSGP Part 3.1):

Describe the procedures you will follow for conducting routine facility inspections in accordance with Part 3.1 of the 2015 MSGP. Document any findings of your facility inspections and maintain this report with your SWPPP as required in Part 5.5 of the 2015 MSGP. Summarize your findings in the annual report per Part 7.5 of the 2015 MSGP. Any corrective action required as a result of a routine facility inspection must be performed consistent with Part 4 of the 2015 MSGP.

Global Gear and Machining Routine Facility Inspection Procedures are as follows:

At a minimum of once per calendar quarter, the SWPPP Backup Contact and SWPPP Coordinator Tim Cruickshank, or another trained member of the Stormwater Pollution Prevention Team, or both, will inspect the areas of Global Gear up to its property lines in all directions, covered by the requirements of the Multi-Sector General Permit (MSGP) during normal operating hours. The purpose of the inspection being to assess whether:

- Industrial materials, residue or trash that may have, or could come into contact with stormwater;
- There are leaks or spills from industrial equipment, drums, tanks and other containers;
- Offsite tracking of industrial or waste materials, or sediment where vehicles enter or exit the site (are pick-up & delivery trucks dropping or leaking waste or sediment when they come and go?);
- Tracking or blowing of raw, final or waste materials from areas of no exposure to exposed areas;
- Control measures needing replacement, maintenance or repair.
- Whether there is evidence of polluted run-off from neighboring property, onto Global Gear and Machining property.

Areas of the facility covered by the requirements of the Multi-sector General Permit and required to be covered by this inspection include, at a minimum:

- Areas where industrial materials or activities are exposed to stormwater;
- Areas identified in the SWPPP and those that are potential pollutant sources per MSGP 5.2.3;
- Areas where spills and leaks have occurred in the past 3 years;
- Discharge points;

- Control measures used to comply with the effluent limits contained in this permit.

Documentation of **Quarterly Routine Facility Inspections** (By SWPPP Backup Contact/SWPPP Coordinator Tim Cruickshank, or another trained individual) will include:

- The inspection date and Time;
- The name(s) and signature(s) of inspector(s);
- Weather information at the time of the inspection;
- All observations related to the implementation of control measures at Global Gear, including:
 - A description of any discharge occurring at the time of the inspection;
 - Any previously unidentified discharges from and/or pollutants at the site;
 - Any evidence of, or potential for, pollutants entering the drainage system;
 - Observations regarding the physical condition of and around all outfalls, including any flow dissipation devices, and evidence of pollutants in discharges and/or the receiving water;
 - Any control measures needing maintenance, repairs, or replacement.
- Any additional control measures needed to comply with the permit requirements;
- Any incidents of noncompliance;
- A statement, signed and certified in accordance with Appendix B, subsection 11.

For routine facility inspections to be performed at your site, your SWPPP must include a description of the following:

1. **Person(s) or positions of person(s) responsible for inspection.** Tim Cruickshank, QE and SWPPP Backup Contact is responsible for all inspections (11 years experience perform SWPPP required inspections).

Note: Inspections must be performed by qualified personnel with at least one member of your stormwater pollution prevention team participating. Inspectors must consider the results of visual and analytical monitoring (if any) for the past year when planning and conducting inspections. Qualified personnel are those who possess the knowledge and skills to assess conditions and activities that could impact stormwater quality at your facility, and who can also evaluate the effectiveness of control measures.

2. **Schedules for conducting inspections.** Quarterly, during the first qualifying rain event on a scheduled work day that the inspector (Tim C) has time to do it.

Note: Inspections must be conducted at least quarterly (i.e., once each calendar quarter), or in some instances more frequently (e.g., monthly), as appropriate. Increased frequency may be appropriate for some types of equipment, processes and stormwater control measures, or areas of the facility with significant activities and materials exposed to stormwater. At least one of your routine inspections must be conducted during a period when a stormwater discharge is occurring.

3. **List areas where industrial materials or activities are exposed to stormwater.** All areas of Global Gear up to its property lines in all directions, covered by the requirements of the Multi-Sector General Permit (MSGP) during normal operating hours

4. **List areas identified in the SWPPP (section 1 of the SWPPP Template) and any others that are potential pollutant sources (see Part 5.2.3).** Shipping/Receiving docks, any interior container location with quantities sufficient to release under or thru a doorway and release into the environment.
5. **Areas where spills and leaks have occurred in the past 3 years.** Internal ONLY: At locations of 330gallon oil containers, West end inside building. ZERO external spills or leaks in past 3 years.
6. **Inspection information for discharge points.** SHIPPING DOCKS AT GLOBAL GEAR- LATITUDE 41.7930633, Longitude -88.046853.
7. **List the control measures used to comply with the effluent limits contained in this permit.** NA
8. **Other site-specific inspection objectives.** None.

4.6.2 Quarterly Visual Assessment of Stormwater Discharges.

Instructions (see 2015 MSGP Part 3.2):

Describe the procedures you will follow for conducting quarterly visual assessments in accordance with Part 3.2 of the 2015 MSGP. The visual assessment must be made:

- Of a discharge sample contained in a clean, colorless glass or plastic container, and examined in a well-lit area;
- On samples collected within the first 30 minutes of an actual discharge from a storm event. If it is not possible to collect the sample within the first 30 minutes of discharge, the sample must be collected as soon as practicable after the first 30 minutes and you must document why it was not possible to take the sample within the first 30 minutes. In the case of snowmelt, samples must be taken during a period with a measurable discharge from your site; and
- For storm events, on discharges that occur at least 72 hours (3 days) from the previous discharge. The 72-hour (3-day) storm interval does not apply if you document that less than a 72-hour (3-day) interval is representative for local storm events during the sampling period.

Document the results of your visual assessments and maintain this documentation onsite with your SWPPP as required in Part 5.5 of the 2015 MSGP. Any corrective action required as a result of a quarterly visual assessment must be performed consistent with Part 4 of the 2015 MSGP.

In addition to other inspections or assessments, Global Gear and Machining (QE and SWPPP Backup Contact Tim Cruickshank) will conduct quarterly visual assessments of stormwater discharges according to the following procedures and instructions in 4.6.2, for the term of the permit:

- Using a colorless or clear glass or plastic container holding 1 – 8 ounces, collect a stormwater sample from each applicable outfall (being careful not to contaminate it), within the first 30 minutes of an actual discharge from a storm event.
- If not possible during the first 30 minutes of discharge, collect the sample as soon as possible afterwards (document in the assessment why the sample was not obtained in the first 30 minutes).
- In the case of snow-melt, samples must be taken during a period of measurable discharge from Global Gear's site.
- Record the interval period that is a representative time frame between, or for, local storm

events during each particular sample period.

- Conduct a visual assessment of each sample taken and observe for the following:
 - Color
 - Odor
 - Clarity (diminished)
 - Floating solids
 - Settled solids
 - Suspended solids
 - Foam
 - Oil Sheen
 - Other obvious indicators of stormwater pollution

If the visual shows evidence of stormwater pollution, a corrective action must be initiated per MSGP part 4. Global Gear would use its standard 8D form (F10.2.3) to document the corrective action.

See Below for further details of Visual Assessments-

For quarterly visual assessments to be performed at your site, your SWPPP must include a description of the following:

1. **Person(s) or positions of person(s) responsible for assessments.** QE and SWPPP Backup Contact/SWPPP Coordinator Tim Cruickshank.
 - Using a colorless or clear glass or plastic container holding 1 – 8 ounces, collect a stormwater sample from each applicable outfall (being careful not to contaminate it), within the first 30 minutes of an actual discharge from a storm event.
 - If not possible during the first 30 minutes of discharge, collect the sample as soon as possible afterwards (document in the assessment why the sample was not obtained in the first 30 minutes).
2. **Schedule:** Schedules for conducting assessments. QUARTERLY, during the 1st qualifying rain event on a scheduled work day *that the QE Tim C is available to do it-*
 - 1st calendar Quarter
 - 2nd calendar Quarter
 - 3rd calendar quarter
 - 4th calendar quarter
3. **Specific assessment activities.** The Quarterly Visual Assessments are to be documented on Global Gear form # F3.2.1EMS
 - The location(s) where samples are taken - discharge points indicated on the detailed Site Location Map (detention basin, at a minimum.
 - Sample collection date & time, and visual assessment date and time for each sample.

- Personnel collecting the sample and performing visual assessment, and their signature(s).
- Nature of the discharge (stormwater runoff or snowmelt).
- Results of observations of the stormwater discharge.
- Probable sources of any observed stormwater contamination.
- If applicable, why it was not possible to take samples within the first 30 minutes.
- A statement of compliance, signed and certified in accordance with MSGP Appendix B, Subsection 11.

3.

4.6.3 Exception to Routine Facility Inspections and Quarterly Visual Assessments for Inactive and Unstaffed Sites.

Instructions (see 2015 MSGP Parts 3.1.1 and 3.2.3):

If you are invoking the exception for inactive and unstaffed sites relating to routine facility inspections and/or quarterly visual assessments, you must include documentation to support your claim that your facility has changed its status from active to inactive and unstaffed.

To invoke this exception you must also include a statement in your SWPPP per Part 5.2.5.2 indicating that the site is inactive and unstaffed, and that there are no industrial materials or activities exposed to stormwater, in accordance with the substantive requirements in 40 CFR 122.26(g)(4)(iii). The statement must be signed and certified in accordance with Appendix B, Subsection 11.

Note: If circumstances change and industrial materials or activities become exposed to stormwater or your facility becomes active and/or staffed, this exception no longer applies and you must immediately resume routine facility inspections. If you are not qualified for this exception at the time you become authorized under the 2015 MSGP, but during the permit term you become qualified because your facility becomes inactive and unstaffed, and there are no industrial materials or activities that are exposed to stormwater, you must include the same signed and certified statement as above and retain it with your records pursuant to Part 5.5.

Inactive and unstaffed facilities covered under Sectors G (Metal Mining), H (Coal Mines and Coal Mining-Related Facilities), and J (Non-Metallic Mineral Mining and Dressing) are not required to meet the “no industrial materials or activities exposed to stormwater” standard to be eligible for this exception from routine inspections, per Parts 8.G.8.4, 8.H.8.1, and 8.J.8.1.

☐ **This site is inactive and unstaffed, and has no industrial materials or activities exposed to stormwater, in accordance with the substantive requirements in 40 CFR 122.26(g)(4)(iii) as signed and certified in Section 7 below.**

If you are invoking the exception for inactive and unstaffed sites for your routine facility inspections and/or quarterly visual assessments, include information to support this claim.

Does NOT APPLY.

4.7 Monitoring.

Instructions (see 2015 MSGP Part 5.2.5.3):

Describe your procedures for conducting the five types of analytical monitoring specified by the 2015 MSGP, where applicable to your facility, including:

- Benchmark monitoring (2015 MSGP Part 6.2.1 and relevant requirements in Part 8 and/or Part 9);
- Effluent limitations guidelines monitoring (2015 MSGP Part 6.2.2 and relevant requirements in Part 8);
- State- or tribal-specific monitoring (2015 MSGP Part 6.2.3 and relevant requirements in Part 9);
- Impaired waters monitoring (2015 MSGP Part 6.2.4);
- Other monitoring as required by EPA (2015 MSGP Part 6.2.5).

Depending on the type of facility you operate, and the monitoring requirements to which you are subject, you must collect and analyze stormwater samples and document monitoring activities consistent with the procedures described in 2015 MSGP Part 6 and Appendix B, Subsections 10 – 12, and any additional sector-specific or state/tribal-specific requirements in 2015 MSGP Parts 8 and 9, respectively. Refer to 2015 MSGP Part 7 for reporting and recordkeeping requirements. *Note: All monitoring must be conducted in accordance with the relevant sampling and analysis requirements at 40 CFR Part 136.* Include in your description procedures for ensuring compliance with these requirements.

If you are invoking the exception for inactive and unstaffed sites for benchmark monitoring, you must include in your SWPPP the information to support this claim as required by 2015 MSGP Part 6.2.1.3.

If you plan to use the substantially identical discharge point exception for your benchmark monitoring requirements, impaired waters monitoring requirements, and/or your quarterly visual assessment, you must include the following documentation:

- Location of each of the substantially identical discharge points;
- Description of the general industrial activities conducted in the drainage area of each discharge point;
- Description of the control measures implemented in the drainage area of each discharge point;
- Description of the exposed materials located in the drainage area of each discharge point that are likely to be significant contributors of pollutants to stormwater discharges;
- An estimate of the runoff coefficient of the drainage areas (low = under 40%; medium = 40 to 65%; high = above 65%);
- Why the discharge points are expected to discharge substantially identical effluents.

Check the following monitoring activities applicable to your facility:

- ☒ Quarterly benchmark monitoring
- ☐ Effluent limitations guidelines monitoring
- ☐ State- or tribal-specific monitoring
- ☐ Impaired waters monitoring
- ☐ Other monitoring required by EPA

For each type of monitoring checked above, your SWPPP must include the following information:

Select type of monitoring activity from drop-down list below (if subject to more than one type of monitoring activity, you will need to copy and paste the items below for each monitoring activity):

Click here to select monitoring activity type

1. **Sample location(s).** Discharge outlets from outside shipping dock, detention basin.
2. **Pollutants to be sampled.** Stormwater run-off from industrial activity- storage of equipment and processing, for aluminum, iron, zinc
3. **Monitoring Schedules.** Quarterly, same day as Quarterly visual assessments described in the previous section 4.6.2.
4. **Numeric Limitations.** NONE (Sector AA)
5. **Procedures.** Using a colorless or clear glass or plastic container holding 1 – 8 ounces, collect a stormwater sample from each applicable outfall (being careful not to contaminate it), within the first 30 minutes of an actual discharge from a storm event.
 - If not possible during the first 30 minutes of discharge, collect the sample as soon as possible afterwards (document in the assessment why the sample was not obtained in the first 30 minutes).
 - Using a colorless or clear glass or plastic container holding 1 – 8 ounces, collect a stormwater sample from each applicable outfall (being careful not to contaminate it), within the first 30 minutes of an actual discharge from a storm event.
 - If not possible during the first 30 minutes of discharge, collect the sample as soon as possible afterwards (document in the assessment why the sample was not obtained in the first 30 minutes).

Note: it may be helpful to create a table with columns corresponding to # 1 - 5 above for each type of monitoring you are required to conduct.

Inactive and unstaffed sites exception (if applicable)

☐ This site is inactive and unstaffed, and has no industrial materials or activities exposed to stormwater, in accordance with the substantive requirements in 40 CFR 122.26(g)(4)(iii) as signed and certified in Section 7 below.

Substantially identical discharge point (outfall) exception (if applicable)

If you plan to use the substantially identical discharge point exception for your benchmark monitoring and/or quarterly visual assessment requirements, include the following information here to substantiate your claim that these discharge points are substantially identical (2015 MSGP Part 5.2.5.3):

- Location of each of the substantially identical discharge points: NA
- List the general industrial activities conducted in the drainage area of each discharge point: NA
- List the control measures implemented in the drainage area of each discharge point: NA
- List the exposed materials located in the drainage area of each discharge point that are likely to be significant contributors of pollutants to stormwater discharges: NA
- An estimate of the runoff coefficient of the drainage areas (low=under 40%; medium=40 to 65%; high =above 65%): 50%

- Why the discharge points are expected to discharge substantially identical effluents: [NA](#)

SECTION 5: DOCUMENTATION TO SUPPORT ELIGIBILITY CONSIDERATIONS UNDER OTHER FEDERAL LAWS.

5.1 Documentation Regarding Endangered Species.

Instructions (see 2015 MSGP Part 5.2.6.1):

Include any documentation you have that supports your determination of eligibility consistent with 2015 MSGP, Part 1.1.4.5 (Endangered and Threatened Species and Critical Habitat Protection). Refer to Appendix E of the 2015 MSGP for specific instructions for establishing eligibility.

[NOT APPLICABLE](#)

5.2 Documentation Regarding Historic Properties.

Instructions (see 2015 MSGP Part 5.2.6.2):

Include any documentation you have that supports your determination of eligibility consistent with 2015 MSGP Part 1.1.4.6 (Historic Properties Preservation). Refer to 2015 MSGP, Appendix F for specific instructions for establishing eligibility.

[NOT APPLICABLE](#)

SECTION 6: CORRECTIVE ACTIONS.

Instructions (see 2015 MSGP Part 4):

Describe the procedures for taking corrective action in compliance with Part 4 of the 2015 MSGP.

[The following conditions require corrective action at Global Gear and Machining when:](#)

- [An unauthorized release or discharge \(spill, leak or discharge of non-stormwater not authorized by this or another NPDES permit to U.S. waters\) that occurs on Global Gear grounds.](#)
- [A discharge that violates a numeric effluent limit listed in Table 2-1 and in your Part * sector-specific requirements.](#)
- [Global Gear control measures are not stringent enough for the discharge to meet applicable water quality standards or the non-numeric effluent limits in this permit.](#)
- [A required control measure that was never installed, was installed incorrectly, or not in accordance with Parts 2 and/or 8, or is not being properly operated or maintained.](#)
- [Whenever a visual assessment or quarterly inspection shows evidence of stormwater pollution \(e.g., color, odor, floating solids, settled solids, suspended solids, foam\).](#)
- [Whenever else deemed necessary by the SWPPP Backup Contact/SWPPP Coordinator.](#)

The SWPPP Backup Contact will initial an 8D Corrective Action on internal form 10.2.3 or an equivalent CA form to address any nonconforming process or situation in violation of SWPPP, SPCC and the Stormwater Permit NOI. On the 8D, the initiator will record:

- The nonconforming situation
- Root Cause, after investigation
- Immediate Corrective Action to address the issue
- Systemic corrective action to prevent recurrence
- Verification of effectiveness of the corrective action

Situations requiring immediate corrective actions:

- To prevent or minimize a discharge of pollutants, the Global Gear SWPPP Coordinator and Stormwater Pollution Prevention Team must take "all reasonable steps" necessary until a permanent solution is installed and made operational, SAME DAY as discovery was made, or within minutes where possible.
- Where "all reasonable steps" means that Global Gear has "undertaken initial actions to access and address the condition causing the corrective action, including cleaning up any exposed materials that may be discharged in a storm event (wiping, sweeping, vacuuming) or making arrangements (scheduling) for a new BMP to be installed at a later date," per MSGP 4.3.1
- Also per MSGP 4.3.1, "all reasonable steps" for purposes of complying with part 4.2, Conditions Requiring SWPPP Review to Determine if (SWPPP) modifications are necessary, when Global Gear's SWPPP Coordinator concludes that a corrective action is, in fact, not necessary, could include documenting WHY a corrective action is unnecessary.
- When the event needing corrective action is a spill or a leak, contaminated surfaces must be cleaned (using dry clean-up techniques such as absorbent pads or rags) so that there is no hazardous material left to discharge again in subsequent storm events.
- Whenever a problem is identified at a time when it is too late to initiate corrective action, corrective action activities must begin no later than the following work day.

The procedure for subsequent actions (after immediate actions):

- Where additional corrective actions are necessary, Global Gear must complete the corrective actions before the next storm event if possible, and within 14 calendar days from the time of discovery of the corrective action condition.
- Where it is not feasible to complete within 14 calendar days, the SWPPP Coordinator must document WHY.
- When 14 calendar days is not enough time, Global Gear will identify its schedule for completing the work, as soon as practicable after the 14-day time frame but no longer than 45 days after the discovery.
- Where the EPA is requiring corrective action and completion of the corrective action will

- exceed the 45-day timeframe, you can take additional time provided that Global Gear notifies the EPA Regional Office of our intention to exceed 45 days, the rationale for an extension, and a completion date (update the corrective action of these facts).
- When corrective actions result in changes to any of the controls or procedures documented in the SWPPP, the SWPPP Coordinator must modify the SWPPP accordingly within 14 calendar days of completing corrective action work.

Corrective action documentation:

- Global Gear corrective actions are to be documented on the Global Gear Corrective Action Report, form # F10.2.3.
- The corrective action must be opened by the SWPPP Backup Contact/SWPPP Coordinator, within 24 hours of becoming aware of the qualifying condition.
- Fully describe the condition, date and time of the incident, identify the substance involved, amount, location and reason for the spill, and any leaks, spills or other releases that resulted in discharges of pollutants to U.S. waters, through stormwater or otherwise.
- Include the date the condition was identified
- Describe immediate actions taken, staff involved, date and time clean-up was completed & actions taken.
- Must include a statement, signed and certified in accordance with Appendix B, subsection 11, or B11, by a qualifying corporate representative.

SECTION 7: SWPPP CERTIFICATION.

Instructions (see 2015 MSGP Part 5.2.7):

The following certification statement must be signed and dated by a person who meets the requirements of Appendix B, Subsection 11.A, of the 2015 MSGP.

Note: this certification must be re-signed in the event of a SWPPP modification in response to a Part 4.1 trigger for corrective action.

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 gathered and evaluated 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 that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name: Harshad Gujarathi Title: President

Signature: _____ Date: _____

SECTION 8: SWPPP MODIFICATIONS.

Instructions (see 2015 MSGP Part 5.3):

Your SWPPP is a “living” document and is required to be modified and updated, as necessary, in response to corrective actions. See Part 4 of the 2015 MSGP.

- If you need to modify the SWPPP in response to a corrective action required by Part 4.1 or 4.2 of the 2015 MSGP, then the certification statement in section 7 of this SWPPP template must be re-signed in accordance with 2015 MSGP Appendix B, Subsection 11.A.
- For any other SWPPP modification, you should keep a log with a description of the modification, the name of the person making it, and the date and signature of that person. See 2015 MSGP Appendix B, Subsection 11.C.

SWPPP ATTACHMENTS

Attach the following documentation to the SWPPP:

Attachment A – General Location Map

Include a copy of your general location map in Attachment A.

Attachment B – Site Map

Include a copy of your site map(s) in Attachment B.

Attachment C – 2015 MSGP

Note: it is helpful to keep a printed-out copy of the 2015 MSGP so that it is accessible to you for easy reference. However, you do not need to formally incorporate the entire 2015 MSGP into your SWPPP. As an alternative, you can include a reference to the permit and where it is kept at the site.