

WSDOT DRAFT SPCC Plan Template

Check on WSDOT's [Stormwater and Water Quality](#) webpage under the tools, templates, and links tab for an updated version:

Instructions for use:

WSDOT designed this template for WSDOT contractors to use to develop Spill Prevention, Control and Countermeasures Plans (SPCC Plans) that satisfy the current WSDOT Standard Specification 1-07.15(1) and National Pollutant Discharge Elimination System (NPDES) requirements.

- Create the table of contents for the completed plan
- Insert Prime Contractor Name with Company Name
- Insert Names as appropriate; adjust table of content pages to the final content.
- Ensure that all names and contact information are active
- Include a map that addresses the details under #9 project area, work area, staging area, storage areas, waterways, and sensitive areas (including flow direction).
 - This map may need to be updated or added to as the project is constructed.
- Delete this front page before printing the plan and submitting it to WSDOT for approval.

Please ensure the approved plans, if appropriate are available and uploaded with project changes.

WSDOT Plan Template

Spill Prevention, Control and Countermeasures Plan

WSDOT Project Name

WSDOT SR Milepost Numbers

WSDOT Contract Number

Prepared by

WSDOT Prime Contractor, Executive: Name

WSDOT Prime Contractor Project Manager: Name

WSDOT Prime Contractor, Superintendent: Name

Address

City, Washington Zip

Phone Number

Date

WSDOT Prime Contractor shall maintain a complete and updated copy of this plan in an accessible location for the duration of the project or must have the ability to electronically access this when on the project site at all times.

WSDOT Project Engineer (PE): Name

WSDOT PE Office Phone: Number

WSDOT PE Cell:

WSDOT Project Chief Inspector: Name

Office Phone: Number Cell Phone: Number

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SPCC Plan Implementation Requirements

WSDOT Standard Specification 1-07.15(1) and Project-specific special provisions (if applicable) require a Spill Prevention, Control and Countermeasures Plan (SPCC Plan or Plan) to be developed for each WSDOT project. The SPCC Plan purpose is to protect human health and the environment from spills and releases of “hazardous materials,” a generic term WSDOT uses to mean dangerous waste, problem waste, petroleum products, and hazardous substances. The SPCC Plan also address conditions that may be required by Section 3406 of the current International Fire Code, or as approved by the local Fire Marshal.

The **Prime Contractor (WSDOT Prime Contractor)** for **WSDOT Project Name, WSDOT Contract Number** (Project), developed this SPCC Plan to satisfy WSDOT Standard Specification 1-07.15(1) for the Project. All Subcontractors need to ensure they accept this plan or ensure provisions in their spill plan compliment and are consistent with the provisions in the **WSDOT Prime Contractor’s** approved SPCC.

WSDOT Prime Contractor shall update this SPCC Plan throughout the Project to reflect actual site conditions and practices. **WSDOT Prime Contractor** shall fully implement this SPCC Plan, as accepted and updated, at all times.

Note: No on-site Project construction activities may commence until WSDOT reviews and accepts this Project-Specific SPCC Plan.

SPCC Plan Elements

1. Responsible Personnel

Table 1.1 identifies the active name(s), title(s), and the active contact information for the personnel responsible for implementing and updating the SPCC Plan, and for responding to spills. If spill response Subcontractor(s) will be used for spill response (as described in Section 8, Spill Response, below), the Subcontractor(s) company name(s) and contact information are also included in Table 1.1. Please Complete Table 1.1

Table 1.1 Responsible Personnel

Responsibility	Name, Company, and Position Title	Contact Information
Implementing and updating SPCC Plan (primary contact person):		Office Phone: Cell Phone: Email:
Implementing and updating SPCC Plan (secondary Contact person):		Office Phone: Cell Phone: Email:
On-Site Spill Responder (primary contact person)		Office Phone: Cell Phone: Email:
On-Site Spill Responder (secondary contact person)		Office Phone: Cell Phone: Email:

(delete this line if not applicable; add lines as appropriate if more than one Subcontractor will be used)

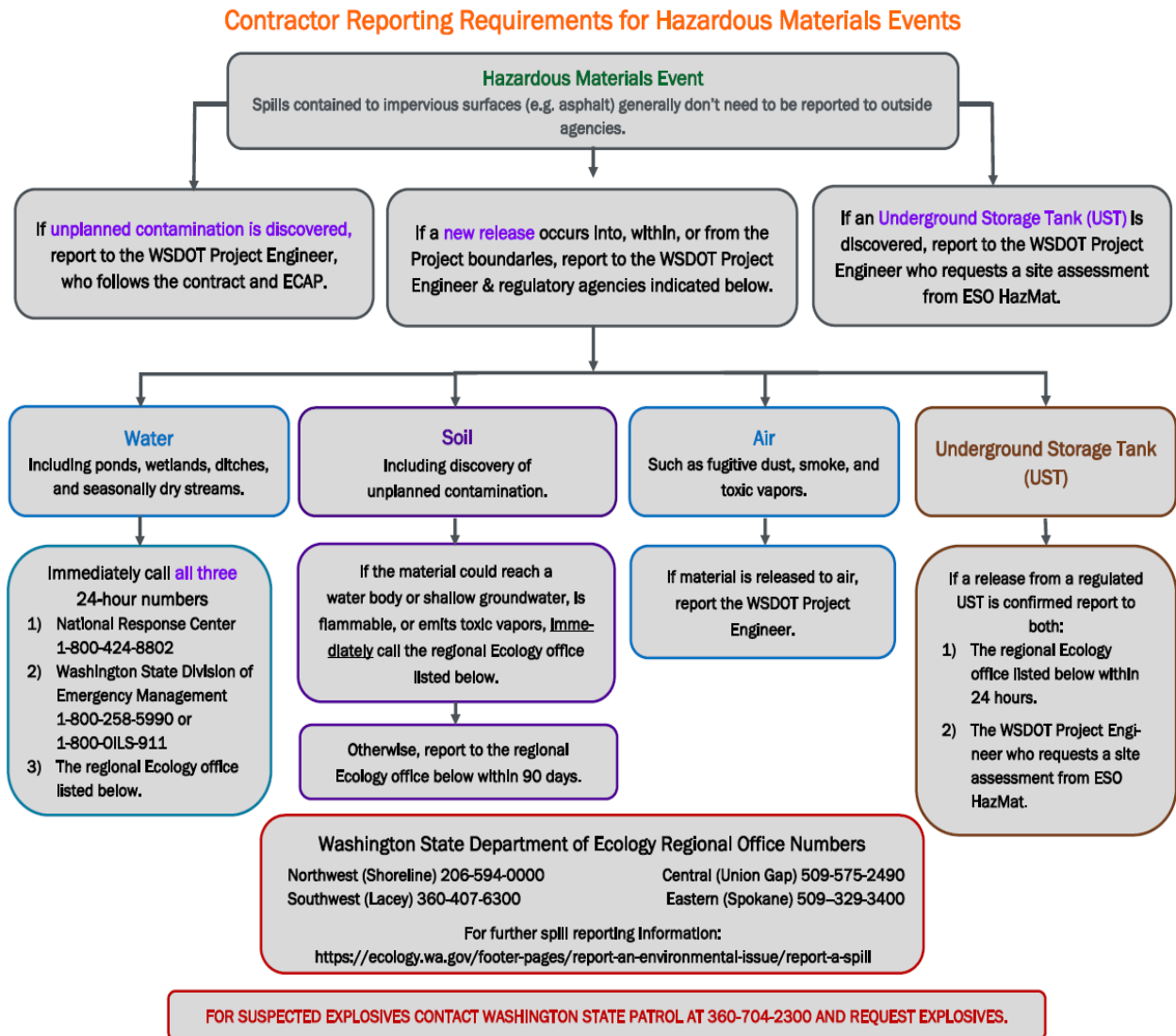
2. Spill Reporting

In the event of a spill, **WSDOT Prime Contractor** shall immediately notify the WSDOT Project Engineer and shall notify the Federal, State, and Local Agencies listed in Figure 2.1. The WSDOT Prime Contractor will also notify the WSDOT Project Chief Inspector.

Regulatory Reporting Requirements Flow Chart

Figure 2.1 Project-Specific Federal, State, and Local Agencies to be Notified in the Event of a Spill/Release.

3. SPCC Flowchart



4. Project and Site Information

Please describe the following items:

- A. The Project work: (briefly describe the construction activities that will take place)
- B. The site location and boundaries: (include city, county, and starting/ending mileposts, as well as Project work boundaries)
- C. The drainage pathways from the site: (either provide information here or complete Table 4.1)
- D. On or nearby waterways and sensitive areas and their distances from the site: (either provide information here or complete Table 4.1)

Either complete Table 4.1, below, or provide information above for 4.C and 4.D. and delete Table 4.1

Table 4.1 On/Nearby Waterways and Sensitive Areas

Waterway¹ or Sensitive Area²	Distance from Project Work	Direction of Flow from Project	Runoff Drainage Pathway from Project
Darby Creek	2000 feet north of project.	Gradual flow from south to north towards Darby Creek	Gradual downhill from south to north around the project area and a berm exists toward the creek.
Yakima River 100 year floodplain	Surrounding the project	Across the pavement to the south project boundary	Across the paved parking area to the curb cuts along the south boundary of the project through the rock retaining wall to the ground surface of the floodplain.

Notes

5. Potential Spill Sources

A description of each potential fuel, petroleum product and other hazardous material brought by the contractor or generated on-site is set forth in Table 5.1. The potential fuel, petroleum product and other hazardous materials listed on Table 5.1 include materials used for operating, refueling, maintaining, and cleaning equipment - including equipment used below the ordinary high-water line. Complete Table 5.1, listing information for EACH fuel, petroleum product and hazardous material. (e.g., gasoline, diesel, motor oil, hydraulic oil, cleaning solvent, paint). Do not bring hazardous materials on site that have no project specific purpose or intent.

¹ Waterways include streams, creeks, sloughs, rivers, Puget Sound, Pacific Ocean, etc.

² Sensitive areas are areas that typically contain populations that could be particularly sensitive to a hazardous materials spill or release. Such areas include wetlands, areas that provide habitat for threatened or endangered species, Sensitive areas also include areas where groundwater is used for drinking water, such as wellhead protection zones and sole source aquifer recharge areas. Nursing homes, hospitals, childcare centers, etc. are technically not sensitive areas like a stream, wetlands, etc. yet should be identified and considered when listing sensitive areas.

Table 5.1 Fuel, Petroleum Product and other Hazardous Materials Brought or Generated On-Site

Hazardous Material Name or Type	Intended Use of the Material	Estimated Maximum Amount of Material on Site at Any Time Period	Locations where Material will be Stored and Staged	Secondary Containment Practice and Structures	Distance of Material Staging and Storing from nearby Waterway³ or Sensitive Area⁴

Relevant Notes: 1 See also Section 8 (Spill Prevention, secondary containment and structures should be described in Table 5.1 and under Section 8D).

6. Pre-Existing Contamination

* Describe any pre-existing contamination and contaminant sources (such as buried pipes, buried tanks, buried drums or other buried containers) in the Project area that are described in the Contract documents; and

* Identify equipment and work practices that will be used to prevent or minimize the release of contamination including any secondary containment being used (even when stored or not used).

- if no pre-existing contamination or contaminant sources - are described in the Contract documents, write "N/A"

Example: Soil contaminated with petroleum products is suspected of existing near the southeast corner of the intersection of SR 99 and Cordane Street. If soil that is suspected of being contaminated is encountered, it will be stockpiled in the vicinity of the excavation for characterization sampling and determination of containment and disposal options. Soil that is suspected of being contaminated will be stockpiled separately from soil showing no indication of contamination. Soil that is suspected of being contaminated will be stockpiled on an impervious surface and will be set up to allow for

³ Waterways include streams, creeks, sloughs, rivers, Puget Sound, Pacific Ocean, etc.

⁴ Sensitive areas are areas that typically contain populations that could be particularly sensitive to a hazardous materials spill or release. Such areas include wetlands, areas that provide habitat for threatened or endangered species, Sensitive areas also include areas where groundwater is used for drinking water, such as wellhead protection zones and sole source aquifer recharge areas. Nursing homes, hospitals, childcare centers, etc. are technically not sensitive areas yet should be identified and considered when listing sensitive areas.

ease of sampling and load-out once characterization is complete. Stockpiles of suspected contaminated soil will be covered with plastic sheeting when not being worked; stormwater that could run into the base of such stockpiles will be diverted from the area.

**If a Project-specific soil management plan (SMP), water management plan (WMP), temporary erosion and sediment control (TESC) plan, contaminated media management plan (CMMP) or other plan concerning contaminated materials has been prepared for known SPCC-related Project conditions, please refer to them here and attach the relevant materials or link (if project can regularly access internet and download on-site) the final versions to this Plan.

7. Spill Prevention and Response Training

Describe how and when all Project personnel (including refueling personnel and other subcontractors) shall be trained in spill prevention, containment, and response to releases including communication of such events within the Site.

8. Spill Prevention

A. Spill response kit contents and location(s) (see Table 8.1). Appropriately stocked spill response kits shall be maintained in close proximity to hazardous materials and equipment and shall be immediately accessible to all Project personnel. Complete Table 8.1.

(e.g. vehicle kit drum kit, conex kit) (e.g., air horn to get attention of those working nearby, personal protective equipment (PPE, such as safety glasses, gloves, coveralls, boot covers), spill pads, absorbent, booms, catch basin covers, anti-static shovels, garbage bags, plastic sheeting, overpack or disposal drum, **complete copy of the updated SPCC Plan only if one cannot access the plan electronically**, etc.) (e.g., adjacent to in-water work, on bridge ramp, within 1,000' of active construction areas, next to portable toilets, on large equipment, outside main job trailer, in staging area conex, on mitigation site, below north end of bridge, etc.)

Table 8.1 Spill Response Kit Contents and Locations

Type of Spill Kits	Contents	Spill Kit Locations

B. Security measures for potential spill sources. Describe the security measures that will be maintained throughout the project to prevent accidental spills and vandalism, e.g.,

the staging area will be surrounded by a secured fence, hazardous materials will be stored inside a locked storage shed, equipment will be equipped with locked fuel caps, etc.

C. Methods used to prevent stormwater from contacting fuel, petroleum products and hazardous materials. Describe the methods that will be used to prevent stormwater contact with hazardous materials, e.g., contaminated soil will be placed on bermed plastic and covered.

D. Secondary containment for each potential spill source listed in Section 5, above. Ecology requires Describe here and/or in Table 5.1 the practices and structures that will be used to store and contain potential fuel, petroleum product and hazardous materials as well as the practices and structures that will be used to store and contain equipment used to transfer potential fuel, petroleum product and hazardous materials. The description must at least incorporate the following requirements:

- Secondary containment structures shall be in accordance with Section S9.D.9 of Ecology's Construction Stormwater General NPDES Permit, where secondary containment means placing tanks or containers within an impervious structure capable of containing 110% of the volume contained in the largest tank within the containment structure. This NPDES Permit does not require additional secondary containment for double-walled tanks.
- Any more stringent secondary containment requirements (including for double-walled tanks) required by a 401 Permit for work in or over water, a special provision or other Permit/Contract requirement. Please attach or link a copy of the 401 Permit, Special Provision or any other Permit/Contract document indicating the more stringent requirement.
- Any more stringent secondary containment (including double-walled tanks) required by an IFC official (local fire marshal). Attach or link a copy of the IFC official documentation indicating the more stringent requirement.
- Secondary containment BMPs, as presented by Ecology, are required during fueling activity from fuel tanks, including double-walled tanks

E. Best Management Practices (BMP) Methods used to prevent discharges to ground or water during mixing and transfers of hazardous materials, petroleum product and fuel. Describe the methods to control pollutants using BMPs in accordance with Ecology's Construction Stormwater General NPDES Permit. BMP guidance is provided in Ecology's Stormwater Management Manuals, such as Volume II – Construction Stormwater Pollution Prevention, BMP C153 (Volume II Construction Stormwater Pollution Prevention) and Volume IV Source Control BMPs (Stormwater Manual Volume IV Source Control BMPs)).

F. Refueling procedures for equipment that cannot be moved from below the ordinary high-water line. Describe these procedures. Write N/A if no refueling work will be performed below the ordinary high-water line. For refueling above the ordinary high-water line, describe the location and what BMPs will be in place to ensure access to waterways are protected.

G. Daily inspection and cleanup procedures that ensure all equipment used, especially below the ordinary high-water line, is free of all external petroleum-based products. Describe the daily inspection will be recorded and how cleanup procedures will be implemented. If no work will be performed below the ordinary high-water line, please insert that statement.

H. Routine equipment, storage area, and structure inspection and maintenance practices to prevent drips, leaks or failures of hoses, valves, fittings, containers, pumps, or other systems that contain or transfer hazardous materials. Describe the equipment and structure inspection and maintenance practices, replenishing of used supplies, and how this will be formally tracked.

I. Site inspection procedures and frequency. Describe the site inspection frequency, site inspection procedures, and what adaptive measures are being applied.

9. Spill Response

Tables 9.1 and 9.2, below, outline the response procedures that WSDOT Prime Contractor shall follow for the scenarios described in the tables below, indicating that if hazardous materials are encountered or spilled to soil or water (including stormwater, as described in Section 7C) during construction, the WSDOT Prime Contractor shall do everything possible to control and contain the material until appropriate measures can be taken. The response procedures include a description of the actions that WSDOT Prime Contractor shall take to address each task shown in the tables as well as the specific on-site, spill response equipment that shall be used to perform each task. Complete Tables 9.1 and 9.2.

If WSDOT Prime Contractor plans to use a Subcontractor for spill response, provide contact information for the Subcontractor in Table 1 and, in the appropriate table below, identify when the Subcontractor shall be used and the actions that WSDOT Prime Contractor shall take at in the interim while waiting for the Subcontractor to respond. Add Subcontractor information to Tables 9.1 and 9.2 accordingly.

If WSDOT Prime Contractor encounters unanticipated pre-existing contamination within the Project area during Project work, WSDOT Prime Contractor shall immediately notify the WSDOT Project PE and contain the contamination.

Spill Response Task

Example: Identify each fuel, petroleum product and hazardous materials listed in Section 4, Stormwater that has come into contact with hazardous material, pre-existing contamination, or contaminant sources, and unknown pre-existing contamination of contamination sources. Exception: Complete Table 9.2 for spills that occur during work below the ordinary high- water line. (e.g., include in this or other columns a description of the internal, emergency assistance, WSDOT, and agency notifications that will be made as part of the response procedures, referencing and adding to Figure 2.1. as appropriate) (e.g. identify which area will be secured and how the area will be secured) (e.g. identify how the spill source will be contained and eliminated during spill response) (e.g., Identify how the spill will be cleaned up whether in soil or water, including stormwater that has contacted petroleum product, fuel or a hazardous material). Explain how the spilled material and all cleanup supplies will be disposed of; describe documentation substantiating such disposal that will be provided to the WSDOT PE and when it will be provided.

Notes: 1 Spilled fuel, petroleum product and hazardous materials, contaminated stormwater, contaminated soil and water, and all cleanup supplies shall be transported off site for disposal at a facility approved by the Department of Ecology. No potentially hazardous materials, contaminated soil or water, or cleanup supplies may be discharged to any sanitary sewer without approval of the local sewer authority. Contaminated stormwater will not be discharged to any sanitary sewer without approval of the local sewer authority.

Petroleum products, fuel, and hazardous material spills shall be addressed and shall be prevented from reaching storm drains or other discharge points.

It is acceptable to combine materials covered by the same response procedures, as long each material is clearly identified and will not change with the combination

Table 9.1. Spill Response Procedures, Including Actions to be Taken and Equipment to be Used

Hazardous Material and Location ¹	Assess the Spill	Secure the Area	Contain and Eliminate Spill Source	Cleanup Spilled Material, Decontaminate Equipment, Dispose of Spilled & Contaminated Material

Spill Response Task

Purpose is to identify the actions in response to each fuel, petroleum product, and hazardous material used below the ordinary high-water mark that was released/spilled. (e.g., include in this or other columns a description of the internal, emergency assistance, WSDOT, and agency notifications that will be made as part of the response procedures, referencing and adding to Figure 2.1 as appropriate) (e.g. identify which area will be secured and how the area will be secured) (e.g. identify procedures on how the spill source will be contained and eliminated during spill response) (e.g., Identify how the spill will be cleaned up whether in soil or water, including stormwater that has contacted petroleum product, fuel or a hazardous material). Explain how the spilled material and all cleanup supplies will be disposed of; describe documentation substantiating such disposal that will be provided to the WSDOT PE and when it will be provided.

Notes: 1 Spilled fuel, petroleum product and hazardous materials, contaminated stormwater, contaminated soil and water, and all cleanup supplies shall be transported off site for disposal at a facility permitted or approved to accept that waste. No potentially hazardous materials, contaminated soil or water (including stormwater), or cleanup supplies may be discharged to any sanitary sewer without approval of the local sewer authority. Write N/A if no equipment will be used below the ordinary high-water line and delete the following table (but not the table title, above).

Spill Response Task Table 9.2

Table 9.2 Spill Response Procedures for Spills Occurring During Work with Equipment Used Below the Ordinary High-Water Line (Including Actions to be Taken and Equipment to be Used)

Hazardous Material and Location below OHWM 1	Assess the Spill	Secure the Area	Contain and Eliminate Spill Source	Cleanup Spilled Material, Decontaminate Equipment, Dispose of Spilled & Contaminated Material

10. Project Site Map

Attach a project site map, clearly showing each of the following required or recommended items:

- A. Site location and boundaries.
- B. Site access roads.
- C. Drainage pathways from the site.
- D. Waterways (Waterways include streams, creeks, sloughs, rivers, Puget Sound, etc) and sensitive areas (within and nearby). Sensitive areas are areas that typically contain populations that could be particularly sensitive to a hazardous materials spill or release. Such areas include wetlands, areas that provide habitat for threatened or endangered species. Other areas or structures like nursing homes, hospitals, childcare centers, etc. at are technically not a sensitive area yet should be mapped and noted for consideration and included in the mapping Sensitive areas also include areas where groundwater aquifers exist and the groundwater recharges aquifers and streams and where that water can be stored and used for drinking water, such as wellhead protection zones and sole source aquifer recharge areas.
- E. Hazardous materials, equipment, and decontamination areas identified in Section 5 (Potential Spill Sources).
- F. Pre-existing contamination or contaminant sources described in Section 6 (Pre-Existing Contamination).
- G. Spill prevention and response equipment described in Section 8 (Spill Prevention) and Section 9 (Spill Response).
- H. Recommend providing the WSDOT Prime Contractor Executive, WSDOT Prime Contractor Project Manager and WSDOT Prime Contractor Superintendent initial sign-off.
- I. Recommend using Project-specific Plan Sheets or a consistent map scale with identifiable or readable map symbols for each Project SPCC Map.

11. Spill Report Form(s)

The appendix contains a copy of the spill report form that WSDOT Prime Contractor can use in the event of a release or spill is attached (at the end of this template)

If a different form is used, ensure it answers all the questions and statements provided in the attached copied form.

12. Plan Approval

This SPCC Plan is supported by the executives, project manager and the superintendents of WSDOT Prime Contractor having the authority to commit the necessary resources, including labor, equipment, and materials, to expeditiously control and remove any harmful quantity of fuel, petroleum product or hazardous materials spilled or released to the waters or land of the State of Washington.

Executive Signature

WSDOT Prime Contractor

Date Name

Title

WSDOT Prime Contractor

Project Manager Signature

WSDOT Prime Contractor

Date Name

Title

WSDOT Prime Contractor

Superintendent Signature

WSDOT Prime Contractor

Date Name

Title

WSDOT Prime Contractor

SPCC Plan Acknowledgement Form (to be signed by all Project personnel)

This is to certify that I read this Project SPCC Plan and understand its contents. I attended a Project orientation meeting discussing the elements of this SPCC Plan and the safety and health hazards associated with SPCC operations to be performed at this Project. Failure to comply with the requirements contained in this SPCC Plan may result in my removal from the Project.

PRINT NAME SIGNATURE DATE

APPENDIX A EXAMPLE SPILL OR INCIDENT REPORT FORM

Instructions: Complete for any type of petroleum product or hazardous materials/waste spill or incident. Provide a copy of this report to management.

1. WSDOT Personnel Involved in Spill Reporting:

Project/Construction Office: Name, Title, and Phone Number:

Regional Environmental Office: Name, Title, and Phone Number:

2. Contractor:

Name and Title of Person Responsible for Spill Response:

Phone Number:

3. General Spill Information:

Common Name of Spilled Substance:

Quantity Spilled (Estimate):

Describe Concentration of Material (Estimate):

Date of Spill: ____/____/____

Time Spill Started: ____ AM ____ PM Time Spill Ended: ____ AM ____ PM

4. Spill Location and Conditions:

Project Title:

Street Address and/or Milepost, City:

Weather Conditions:

If Spill to the Soil,

Type of soil (if known)

On or within 0.25 mile or less to a stormwater feature, surface water body, a drinking water well or water recharge area? (if so, please identify well or recharge area)

Describe Environmental Damage (i.e. vegetation, soils, etc).

If Spill to Water,

Name of Water Body (if ditch or culvert, identify the water body that the structure discharges to):

Identify the Discharge Point:

Estimate the Depth and Width of the Water Body:

Estimate Flow Rate (i.e., slow, moderate, or fast): _____

Describe Environmental Damage (i.e., vegetation, fish kill,):

5. Actions Taken:

To Contain Spill and/or Impact of Incident:

To Cleanup Spill and/ or Recover from Incident:

To Remove Cleanup Material:

To Store Cleanup Material:

To Document Disposal:

To Prevent Reoccurrence:

6. Reporting the Spill:

List all agencies contacted; include names, dates, and phone numbers for spoken with:

Record ERTS #, if issued by Ecology: _____

7. Person Responsible for Managing Termination/Closure of Incident or Spill:

Name and Phone:

Address and Fax:

8. Additional Notes/Information (if necessary)