



**ACCIDENTAL DISCHARGE AND SPILL CONTROL PLAN  
(ADSCP)**

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**ACCIDENTAL DISCHARGE AND SLUG CONTROL PLAN (ADSCP)**

**A. GENERAL INFORMATION:**

- **Facility Name:** \_\_\_\_\_
- **Facility Address:** \_\_\_\_\_
- **Authorized Signatory & Title:** \_\_\_\_\_
  - a. **Work Phone:** \_\_\_\_\_
  - b. **Cell Phone:** \_\_\_\_\_
- **Contact Person & Title:** \_\_\_\_\_
  - a. **Work Phone:** \_\_\_\_\_
  - b. **Cell Phone:** \_\_\_\_\_
- **Nature of Business:** \_\_\_\_\_
- **Operating Schedule:**
  - a. **Number of Shifts:** \_\_\_\_\_
  - b. **Hours of Shifts:** \_\_\_\_\_
  - c. **Employees per Shift:** \_\_\_\_\_
- **Discharge Practices:**
  - a. **Average Daily Flow:** \_\_\_\_\_
  - b. **Hours of Discharge:** \_\_\_\_\_
- **History of Slugs/ Spills:** \_\_\_\_\_
- **Site Security Provisions:** \_\_\_\_\_
- **Applicable Categorical Pretreatment Standards:** \_\_\_\_\_

**B. FACILITY LAYOUT AND FLOW DIAGRAMS:**

- 1. Facility Diagram – Please provide a detailed drawing of the facility layout. Attachment 1 is an example of a detailed drawing of the facility layout that includes:**

- \_\_\_ Location of all manufacturing or commercial activities
- \_\_\_ Location of property boundaries
- \_\_\_ Location of floor drains & other connections to the JEA sanitary sewer
- \_\_\_ Location of all chemicals/ chemical storage
- \_\_\_ Location of loading/ unloading areas
- \_\_\_ Location of stormwater drains
- \_\_\_ Direction of stormwater drainage

- 2. Flow Diagram – Please provide a detailed drawing of chemical & wastewater flows. Attachment 2 is an example of a detailed facility diagram that includes:**

- \_\_\_ Location of pretreatment systems
- \_\_\_ Tanks locations & Capacities
- \_\_\_ Piping & Instrumentation
- \_\_\_ Flow Rates

- **Attach Required Diagram(s)**

**C. HAZARDOUS MATERIALS INVENTORY:**

**Chemical Inventory List:**

**\*Attachment 3 must be completed for EACH chemical storage location listed in the Chemical Inventory List.**

Trade Name	Chemical Name	Purpose of Chemical	Location/ area
1. Example: Sulfuric Acid	Sulfuric Acid	(e.g. prod, cleanup, pretreatment) Plating area	Plating area storage
2. Example: Sodium Hydrox.	Sodium Hydroxide	Pretreatment	Pretreatment storage
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	<b>Trade Name</b>	<b>Chemical Name</b>	<b>Purpose of Chemical</b> (e.g. prod, cleanup, pretreatment)	<b>Location/area</b>
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32.				
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**D. DESCRIPTION OF DISCHARGE PRACTICES:**

- 1. List all sources of routine sewer discharges and describe the method of discharge, which may occur monthly, quarterly or yearly:**

Process Description	Average Flow (gpd)	Maximum Flow (gpd)	Type of Discharge (batch, continuous)	Discharge Frequency
Example: electroplating discharges	500	1000	Continuous	Monthly

- 2. List all sources of non-routine sewer discharges of an infrequent nature such as batch discharges, which may occur monthly, quarterly or yearly:**

Process Description	Average Flow (gpd)	Maximum Flow (gpd)	Type of Discharge (batch, continuous)	Discharge Frequency
Example: washing of plating floors	500	1000	Batch- gravity flow to pretreat system	Monthly

- 3. If you have chemical storage containers, bins, or ponds in a manufacturing area, could an accidental spill lead to a discharge to: (Check all that apply).**

- public sanitary sewer system (e.g. through a floor drain)
- storm drain
- to ground
- other; specify \_\_\_\_\_
- not applicable, no possible discharge to any of the above rules

**E. EMERGENCY RESPONSE EQUIPMENT AND PROCEDURES:**

**Detail available emergency response equipment, location of equipment, and response procedures.**

**1. Emergency response equipment:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2. Location of emergency response equipment:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**3. Internal Emergency Response Procedures:**

**a. Company Internal Contacts**

**Primary Contact Name:** \_\_\_\_\_

**Primary Contact Number:** \_\_\_\_\_

**Secondary Contact Name:** \_\_\_\_\_

**Secondary Contact Number:** \_\_\_\_\_

**Tertiary Contact Name:** \_\_\_\_\_

**Tertiary Contact Number:** \_\_\_\_\_

**b. First Aid Equipment:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**c. Evacuation Procedures:** \_\_\_\_\_  
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**d. Notification procedures for other agencies:** \_\_\_\_\_  
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## **F. SLUG NOTIFICATION AND REPORTING PROCEDURES:**

**JEA notification procedure for potential problems to the sanitary sewer:**

**In the event of any discharge that may adversely impact the Publicly Owned Treatment Works (POTW), the User shall notify JEA according to the following procedure. Such discharges may include, but not be limited to: accidental discharges; discharges of a non-routine, episodic nature; non-customary batch discharges; slug loads; pretreatment system upsets; pretreatment system bypasses; slug loads; or spills to the sanitary sewer system. Such notification is required by §of JEA's *Industrial Pretreatment Regulation*.**

### **1. VERBAL NOTIFICATION**

**Verbal notification shall be made immediately by the fastest means of communication available (generally by telephone) to your representative or one of the following personnel. Notification shall include the location of the discharge; date and time thereof; type of waste, concentration and volume of the waste; and corrective actions taken.**

**After Hours: Environmental Incident Response Line (904) 620-9921.**

- 1.1 Gary Christiansen, Environmental Scientist  
Office: (904) 665-4440**
- 1.2 Tina Jacobs, Environmental Scientist  
Office: (904) 665-6283**
- 1.3 Gunar McKendree, Environmental Scientist  
Office: (904) 665-6278**
- 1.5 Tom Rauth, Manager, Industrial Pretreatment  
Office: (904) 665-8188 Cell: (904) 699-7356**

## **2. WRITTEN NOTIFICATION**

**Within five (5) days following an accidental discharge, the permittee shall submit a detailed written report describing the cause(s) of the discharge and the measures to be taken to prevent similar future occurrences. The report shall be submitted to:**

**JEA  
Industrial Pretreatment  
21 W. Church Street, T-8  
Jacksonville, FL 32202-3139  
Phone: (904) 665-8300**

**Reports shall address (at a minimum) the following:**

**7.1 Time, date, and cause of the incident**

**7.2 Impact of the discharge to the POTW and the environment**

**7.3 Extent of injury and/or damage**

**7.4 How other incidents of this type can be avoided**

**7.5 Evaluation of the adequacy of the User's response procedures**



**H. CERTIFICATION:** A qualified professional responsible for preparing the ADSCP (P.E., Safety Director, Compliance Manager, etc.) and an Authorized Facility Representative shall certify the adequacy of the ADSCP to prevent and control accidental and/or slug discharges to the POTW. The ADSCP shall include certification statements such as those shown below:

*I certify that the slug prevention and control equipment installed by the industry will provide adequate protection from slug loading when used and maintained properly.*

_____	_____
Name	Signature of Preparer
_____	_____
Title	Date

*Based on my inquiry of the person or persons directly responsible for managing compliance with the control measures in the Accidental Discharge and Slug Control Plan, I certify that, to the best of my knowledge and belief, this facility is implementing the Accidental Discharge and Slug Control Plan submitted to JEA's Industrial Pretreatment Program.*

_____	_____
Name	Signature of Authorized Facility Representative
_____	_____
Title	Date

## APPENDIX A

### GUIDANCE DOCUMENT FOR COMPLETING ACCIDENTAL SLUG/ DISCHARGE CONTROL PLAN

This criteria is designed to help you determine which plant chemicals should be listed on page C-1.

- **Ten (10) pounds or more of Heavy Metals (including Arsenic, Cadmium, Chromium, Copper, Lead, Mercury, Nickel, Silver, Zinc and Cyanide) in solution.**

- $Pounds = (concentration (mg / L) * volume of chemical (MG) * 8.34)$

- $MG (Million Gallons) = \left( \frac{gallons}{1,000,000} \right)$

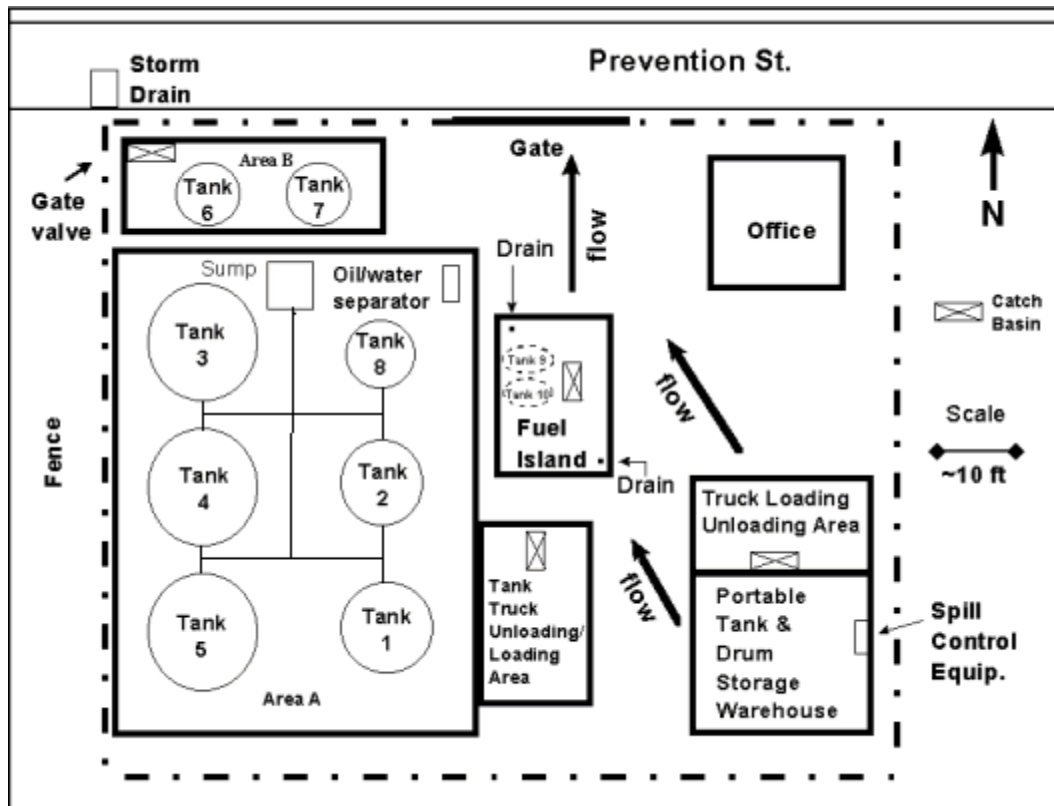
- **Example: Copper, Avg concentration of 2 mg/L, 500 gallons**

$$MG = \left( \frac{500}{1000000} \right) = 0.0005 \quad Pounds = (2 * 0.0005 * 8.34) = 0.008$$

- **One (1) gallon or more of any toxic organic substances (ie: Benzene, chlorobromomethane, Toluene, Vinyl Chloride, etc.).**
- **Lubricants, oils, & greases above five (5) gallons.**
- **All flammable liquids above one (1) gallon (ie: alcohols, solvents, fuels, etc.).**
- **Concentrated solutions of highly biodegradable matter (ie: sugars, starches, high fructose corn syrup, anti-freeze (propylene glycol), methanol, etc.) greater than or equal to 55 gallons.**
- **Any other liquid material determined to have adverse effects on the sewerage system and wastewater treatment plants (including alkaline substances, oils, foam generating wastes, highly colored wastes, pesticides and solvents not listed previously).**

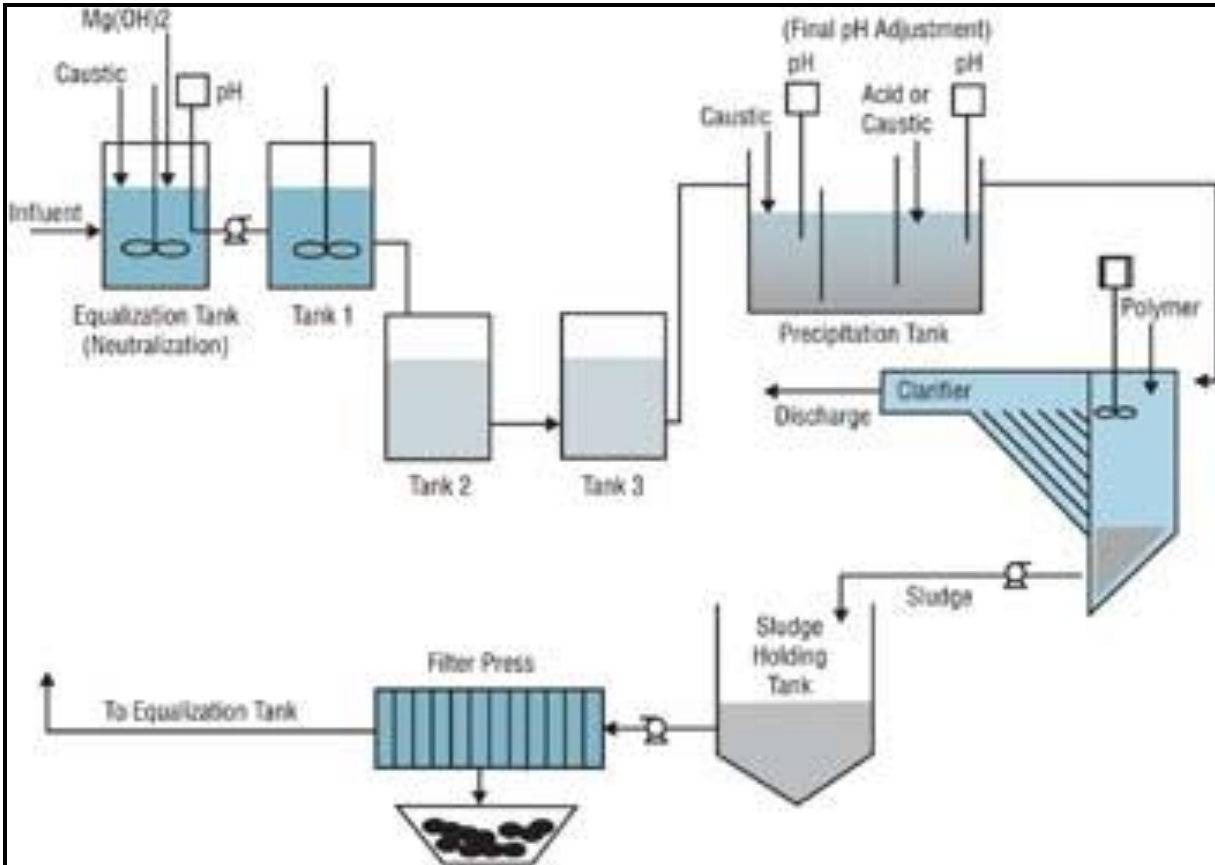
# ATTACHMENT 1

Example of a facility diagram



## ATTACHMENT 2

### Example of a flow diagram





**ATTACHMENT 3**  
**CHEMICAL STORAGE LOGISTICS**

**Location/ area:** \_\_\_\_\_

**List Chemicals Stored in Area:** \_\_\_\_\_

\_\_\_\_\_

**List all open floor drains/ sewer connections and proximity of chemicals:** \_\_\_\_\_

\_\_\_\_\_

**List the spill control measures in place:** \_\_\_\_\_

\_\_\_\_\_

**List the volume of the largest container in location/ area:** \_\_\_\_\_

**List the capacity of spill containment area(s). Please note, the capacity of the containment area must be a minimum of 110% the volume of the largest container.** \_\_\_\_\_

\_\_\_\_\_

**Detail how a spill would be contained during working hours:** \_\_\_\_\_

\_\_\_\_\_

**Detail how a spill would be contained during non-working hours:** \_\_\_\_\_

\_\_\_\_\_

**Detail how spills from this area will be cleaned up and disposed:** \_\_\_\_\_

\_\_\_\_\_

**If currently there are no spill containment measures in this area, detail proposed measures to provide spill containment for chemicals and solutions in this area and the timeframe necessary to implement these measures:** \_\_\_\_\_

\_\_\_\_\_

**\* Please make additional copies of this attachment for all facility chemical storage areas.**