

BMPP Implementation Inspection Form: The Best Management Practices Plan (BMPP) Implementation Inspection Form shall be completed annually by the Port Authority, tenants or contractors for all activities that potentially impact stormwater at JFK airport. The BMPP Implementation Inspection Form will be used to assess BMPP effectiveness and the results of the inspections will be presented in the Annual Facility and Site Inspection Report for JFK Airport.

Instructions: Complete an electronic copy (or print, complete, and scan) of the BMPP Implementation Inspection Form and submit to the Port Authority Manager of Environmental Services at JFK_Environmental@panynj.gov.

I. INSPECTION INFORMATION

Instructions: Provide name of party who conducted the inspection.

1. INSPECTOR NAME/ TITLE _____
2. CONTACT PHONE NUMBER _____
3. CONTACT EMAIL ADDRESS _____
4. DATE/TIME OF INSPECTION _____
5. OTHER ATTENDANTS ACCOMPANYING INSPECTOR _____

II. FACILITY INFORMATION

*Instructions: Give the tenant/facility's name, terminal, and building numbers. Give the name, title, email address and work telephone number of the Corporate Pollution Prevention Team Leader who is thoroughly familiar with the operation of the facility and with the facts reported in this BMPP Implementation Inspection Report. Also provide onsite contact/manager name telephone number and email address who will be conducting/coordinating the BMPP Implementation Inspection. List any additional PPT members in **Section VIII: PPT Member Contact List**.*

1. TENANT/FACILITY NAME	2. TERMINAL NUMBER and/or BUILDING NUMBER(s)	
4. CORPORATE POLLUTION PREVENTION TEAM LEADER (Name)	5. PHONE NUMBER	6. EMAIL ADDRESS
7. ONSITE TENANT CONTACT/MANAGER (Name)	8. PHONE NUMBER	9. EMAIL ADDRESS

13. PROPERTY TYPE: ☐ TERMINAL; ☐ TELECOMMUNICATION; ☐ PARKING; ☐ CARGO; ☐ MAINTENANCE; ☐ CAR RENTAL;
☐ OTHER (Specify) _____

14. List work that required the Port Authority approval as part of the Tenant Alteration Agreement (TAA) process and date of associated Stormwater Pollution Prevention Plan (SWPPP).

ANTICIPATED/PAST 12 MONTHS: _____

STORMWATER POLLUTION PREVENTION PLAN (SWPPP): ____ / ____ / ____ APPLICABLE TAA #: _____

III. BMPP IMPLEMENTATION INSPECTION

1. DOES THE FACILITY HAVE CURRENT ENVIRONMENTAL PLANS (CHECK AND DATE OF LAST UPDATE):

- ☐ ____ / ____ / ____ BEST MANAGEMENT PLANS (BMPs)
☐ ____ / ____ / ____ SPILL RESPONSE PLAN (SRP) or SPILL PREVENTION CONTROL & COUNTERMEASURE PLAN (SPCC)

SRP (less than 40 CFR 112 volume) - Required for any JFK Lessee with equipment maintenance, washing, fueling, cargo handling, PBS/CBS, OWS or outdoor equipment storage under BMPs #2, 3, 4, 5, 6, 8, 10, 12 and should be posted on location.

SPCC (greater than 40 CFR 112 volume) - 40 CFR 112 EPA Guidance <https://www.epa.gov/sites/production/files/documents/spccbluebroch.pdf>
Simply add up the container oil storage capacities and compare your total facility capacity to the SPCC threshold:

- A total aboveground oil storage capacity greater than 1,320 U.S. gallons; or
- A completely buried oil storage capacity greater than 42,000 U.S. gallons.

III. BMPP IMPLEMENTATION INSPECTION - CONTINUED**2. ACTIVITY SPECIFIC CHECK LIST:**

Instructions: Check "Yes" or "No" box to indicate if the Activity Specific BMP is applicable at building(s) identified in Section II. Check the box which best describes the effectiveness of BMP implementation as described below:

-Check "SATISFACTORY" if BMP is effectively implemented at the site.

-Check "NEEDS IMPROVEMENT" if either no BMPs are used, or if some BMPs are used but are not effective in minimizing non- storm water discharges.

Activity Specific BMPs	BMP Applicable		BMP Implementation Effectiveness	
	Yes	No	Satisfactory	Needs Improvement
BMP 2: AIRCRAFT, VEHICLE, AND EQUIPMENT FUELING	<input type="checkbox"/>	<input type="checkbox"/>		
1. Are berms, curbing, canopies or drain blockers used at catch basins installed around fueling areas?	Notes:		<input type="checkbox"/>	<input type="checkbox"/>
2. Are there "No Topping Off" signs posted on fuel pumps for vehicular use?			<input type="checkbox"/>	<input type="checkbox"/>
3. Are fueling trucks equipped with spill response materials?			<input type="checkbox"/>	<input type="checkbox"/>
4. Inspection frequency to identify malfunctions of hoses, spills and spill prevention equipment?			Frequency: _____	
BMP 3: AIRCRAFT, VEHICLE, AND EQUIPMENT MAINTENANCE	<input type="checkbox"/>	<input type="checkbox"/>		
1. Are runoff controls in place for maintenance area floor drains?	Notes:		<input type="checkbox"/>	<input type="checkbox"/>
2. Are repair and maintenance materials (oil, grease, etc.) stored properly with secondary containment?			<input type="checkbox"/>	<input type="checkbox"/>
3. Are oil filters, oil containers, and salvaged equipment drained prior to disposal?			<input type="checkbox"/>	<input type="checkbox"/>
4. Are containers available for the proper disposal of waste petroleum and chemicals?			<input type="checkbox"/>	<input type="checkbox"/>
5. Are dip pans used when performing maintenance outdoors?			<input type="checkbox"/>	<input type="checkbox"/>
BMP 4: AIRCRAFT, VEHICLE, AND EQUIPMENT WASHING	<input type="checkbox"/>	<input type="checkbox"/>		
1. During washing, is wastewater contained so that there is no discharge to storm drains?	Notes:		<input type="checkbox"/>	<input type="checkbox"/>
2. Are cleaning additives properly stored with secondary containment?			<input type="checkbox"/>	<input type="checkbox"/>
3. Is wash water discharged through a permitted connection?			<input type="checkbox"/>	<input type="checkbox"/>
4. Is a washing contractor used for washing?	Contractor (if used): _____		<input type="checkbox"/>	<input type="checkbox"/>
BMP 5: BUILDING CLEANING AND MAINTENANCE	<input type="checkbox"/>	<input type="checkbox"/>		
1. Are materials used in maintenance, minor remodeling (paints, oils & greases, etc.), and building maintenance (pesticides, etc.) stored properly with secondary containment?	Notes:		<input type="checkbox"/>	<input type="checkbox"/>
2. During building cleaning, are all cleaning products and wash water contained or disposed to a sanitary sewer?			<input type="checkbox"/>	<input type="checkbox"/>

Activity Specific BMPs	BMP Applicable		BMP Implementation Effectiveness	
	Yes	No	Satisfactory	Needs Improvement
BMP 6: CHEMICAL AND PETROLEUM STORAGE AND HANDLING	<input type="checkbox"/>	<input type="checkbox"/>		
1. Are all petroleum tanks and hazardous substance tanks (as required) registered with NYSDEC? Is the registration up to date and posted at storage location? List all NYSDEC PBS registrations below in Section VI: PBS Registration .	Notes:		<input type="checkbox"/>	<input type="checkbox"/>
2. Are routine inspections and maintenance performed for all tanks? Monthly for petroleum ASTs, weekly for petroleum USTs, month/daily for chemical tanks, weekly for unregulated tanks/ containers.			<input type="checkbox"/>	<input type="checkbox"/>
3. For regulated tanks, are the following monitored/tested as required: monitoring equipment (monthly), tightness test (5 year), cathodic protection system (annually)?			<input type="checkbox"/>	<input type="checkbox"/>
4. For terminals, frequency that sumps and hydrant pits are maintained?			Frequency: _____	
5. Do all ASTs have secondary containment and a high-level device or gauge?			<input type="checkbox"/>	<input type="checkbox"/>
BMP 7: ELIMINATION OF NON-STORMWATER DISCHARGES TO STORM DRAINS				
1. Are storm drains marked for prevention of illicit discharges?	Notes:		<input type="checkbox"/>	<input type="checkbox"/>
BMP 8: SPILLS MANAGEMENT	<input type="checkbox"/>	<input type="checkbox"/>		
1. Are absorbent materials and spill kits immediately accessible and fully stocked in case of spill events?	Notes:		<input type="checkbox"/>	<input type="checkbox"/>
2. Have all reportable releases been reported to the Port Authority using the <u>Spill Reporting Form</u> ? List all reported NYSDEC spills since the last BMPP Inspection below in Section V: Spill Reporting .			<input type="checkbox"/>	<input type="checkbox"/>
3. Is a summary of your Spill Response Plan (SRP) posted in appropriate locations for reference during a spill?			<input type="checkbox"/>	<input type="checkbox"/>
4. Is a spill clean-up contractor under contract and available for immediate emergency response?			<input type="checkbox"/>	<input type="checkbox"/>
	Contractor (if used):			
BMP 9: LAVATORY SERVICE OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>		
1. Is lavatory waste discharged to triturator facilities or disposed properly off-site?	Notes:		<input type="checkbox"/>	<input type="checkbox"/>
2. Are buckets or pans utilized to capture drippage from aircraft lavatory access fittings?			<input type="checkbox"/>	<input type="checkbox"/>
3. Is service equipment equipped with absorbent material and other containment devices?			<input type="checkbox"/>	<input type="checkbox"/>
4. Is a contractor used for lavatory service operations?			<input type="checkbox"/>	<input type="checkbox"/>
	Contractor (if used):			

Activity Specific BMPs	BMP Applicable		BMP Implementation Effectiveness	
	Yes	No	Satisfactory	Needs Improvement
BMP 10: OIL/WATER SEPARATOR	<input type="checkbox"/>	<input type="checkbox"/>		
1. At what frequency are oil/water separators inspected? 2. At what frequency are oil/water separators cleaned of accumulated oil, grease, floating debris, and sediment? 3. Is waste from oil/water separator disposed of properly at a permitted facility?	Notes: Contractor:		Frequency: _____ Frequency: _____	
			<input type="checkbox"/>	<input type="checkbox"/>
BMP 11: OUTDOOR HANDLING OF MATERIAL	<input type="checkbox"/>	<input type="checkbox"/>		
1. Are practices taken to minimize the risk storm water pollution during material handling (i.e. handling material under cover or away from storm drains; protecting catch basins during outdoor handling of material)? 2. Is loading/unloading equipment checked regularly for leaks?	Notes:		<input type="checkbox"/>	<input type="checkbox"/>
			Frequency: _____	
BMP 12: OUTDOOR MATERIALS AND EQUIPMENT STORAGE	<input type="checkbox"/>	<input type="checkbox"/>		
1. Are covers used to protect all materials stored outside? 2. Are containerized, drummed, or bagged materials on spill pallets or similar method that provides secondary containment, if required? 3. Are materials stored in properly designed areas away from catch basins? 4. Are berms, curbs, or other structures in place, where applicable, to minimize pollutants from entering the storm water system? 5. Are all containers properly labeled? 6. Are periodic inspections conducted for storage areas, including trash compactors and vehicles to identify leaks or housekeeping needs?	Notes:		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			Frequency: _____	
BMP 13: WASTE MANAGEMENT	<input type="checkbox"/>	<input type="checkbox"/>		
1. Are waste dumpsters covered and plugged? 2. Is storage area designed to limit the discharge of non-storm water runoff? (i.e. under cover or away from catch basins) 3. Are wastes segregated/managed to reduce overflow or collection in catch basins? 4. Are records of waste generation and disposal maintained? 5. Are licensed firms utilized for waste disposal?	Notes: Contractor (if used):		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Activity Specific BMPs	BMP Applicable		BMP Implementation Effectiveness	
	Yes	No	Satisfactory	Needs Improvement
BMP 15: STORMWATER POLLUTION PREVENTION EDUCATION	<input type="checkbox"/>	<input type="checkbox"/>		
1. Date of last organization-wide BMP implementation training program for personnel?	Notes:		Date: _____	
2. Are training records kept?			<input type="checkbox"/>	<input type="checkbox"/>
3. Is a log book kept to documents frequent inspections of work areas, waste storage facilities, maintenance areas, and contractor projects to confirm compliance with BMPs			<input type="checkbox"/>	<input type="checkbox"/>
4. Date of last PANYNJ BMPP implementation training session attended by a member who is thoroughly familiar with the operation of the facility.			Date: _____	
BMP 16: STREET SWEEPING AND STORMWATER FACILITY MAINTENANCE	<input type="checkbox"/>	<input type="checkbox"/>		
1. Is landside street sweeping conducted daily from Spring-Fall and as necessary during winter months?	Notes:		<input type="checkbox"/>	<input type="checkbox"/>
2. Are aeronautical areas and roadways swept once per week, if applicable?			<input type="checkbox"/>	<input type="checkbox"/>
3. Are methods <i>other than</i> hosing down paved areas used for cleaning pavement?			<input type="checkbox"/>	<input type="checkbox"/>
4. Date of last catch basin/ stormceptor cleaning of accumulated oil, floating debris and sediment.			Date: _____	
	Contractor (if used):		Date: _____	

IV. BMP ASSESSMENT AND CORRECTIVE ACTION

Instructions: Visual inspections evaluate the effectiveness of stormwater BMPs. Provide any observations taken during the inspection that may warrant revisions to the BMPs. Specify any deficiencies in the BMPs inspected and note any corrective action that may/should be taken.

1. DEFICIENCIES REQUIRING CORRECTIVE ACTIONS:**EXAMPLE:**

- Dumpster uncovered and staged next to catch basin

- 1.
- 2.
- 3.
- 4.
- 5.

2. FOLLOWUP OBSERVATIONS (if applicable):**EXAMPLE:**

- Dumpster covered and relocated away from catch basin

- 1.
- 2.
- 3.
- 4.
- 5.

V. SPILL REPORTING

Instructions: Review the facility's history over the past year and identify all spills. A completed PANYNJ Spill Reporting Form under the Stormwater BMPP Tab (available at: <http://newpa1.panynj.gov/airports/jfk-facts-info.html>) should be submitted for all spills. Below, list all spills since the last BMPP Implementation Inspection.

Additional information regarding spill events may be obtained on the NYSDEC Spills incident database located at <http://www.dec.ny.gov/cfm/externalapps/derexternal/index.cfm?pageid=2>.

DATE	LOCATION	CAUSE	NYSDEC SPILL NO.	CLOSURE/ CORRECTIVE ACTION STATUS

VI. PBS REGISTRATION REPORTING

Instructions: Review the facility's PBS registration, if any, and provide information listed below.

PBS NUMBER	BUILDING/TANK LOCATION	EFFECTIVE DATE	EXPIRATION DATE

VII. POLLUTION PREVENTION TEAM CONTACT LIST

Instructions: List all additional Pollution Prevent Team member contact information.

PPT MEMBER	POSITION	PHONE NUMBER	EMAIL