

## Best Management Practices Plan Pollution Prevention Team Member Designation Form

**BMPP Pollution Prevention Team Member Designation Form:** Environmental Services performs a variety of inspections of facilities owned and operated by the PANYNJ and tenants. Individual tenants are required to have designated personnel responsible for implementing the BMPP at corresponding tenant sites. A Pollution Prevention Team ('PPT') Member must be designated for all facilities covered under the JFK BMPP. This list will be updated when a change to the personnel occurs. It is the responsibility of each facility to notify the Manager of Environmental Services when there are personnel changes. Other PPT member responsibilities include ensuring implementation of appropriate BMPs, retaining a copy of the implemented BMPP onsite, and providing feedback to Environmental Services regarding BMPP compliance.

**Instructions:** Tenants and contractors identify a **corporate level representative** (Environmental Manager, Corporate Health & Safety Manager, Compliance Manager, etc.) as the main point of contact to complete the BMP Self-implementation Inspection Form, and **second on-site tenant contact/facility manager/representative**. All Pollution Prevention Team members shall complete the Pollution Prevention Team Member Designation Form and submit to the Manager of Environmental Services ([JFK\\_Environmental@panynj.gov](mailto:JFK_Environmental@panynj.gov)).

**Submission Dates:** Pollution Prevention Team Member Designation Form is to be completed **annually by April 15**. Please list the **Pollution Prevention Team Member for your facility:**

NAME (FIRST, M, LAST) \_\_\_\_\_

TITLE: \_\_\_\_\_

TENANT/FACILITY NAME \_\_\_\_\_

TERMINAL NUMBER(S) \_\_\_\_\_ BUILDING NUMBER(S): \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



### POLLUTION PREVENTION TEAM MEMBER

- Single point contact for implementation of BMPP
- Responsibility of tenants to notify Environmental Services when there are personnel changes
- Form to be completed annually

### BMPP KEY COMPLIANCE

- Avoid costly permit violations and problems meeting SPDES permit compliance requirements with proper inspection and maintenance of BMPs.
- Stormwater BMPs require regular inspections and maintenance to ensure long-term proper function.
- Inspections and appropriate reporting are the most effective way to detect and avoid potential problems before they become a liability.

### REFERENCES

- The BMPP and copies of all BMPP forms are located on the Environmental Services website at <http://newpa1.panynj.gov/airports/jfk-facts-info.html>

- All forms should be submitted to:  
[JFK\\_Environmental@panynj.gov](mailto:JFK_Environmental@panynj.gov)

### CONTACT

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