



Pollution Prevention Inspection Checklist for Businesses

This inspection checklist can help your business identify possible sources of pollution. The checklist is divided into sections of areas and activities that are common sources of pollution. Taking a quick walk around your business and conducting periodic inspections is an effective way to notice any potential problems and take necessary actions. These efforts can help keep your business looking great and protect local streams, the Piney Creek Watershed, and the New River.

Waste Management

- **DUMPSTERS AND COMPACTORS**

YES NO N/A Visible leaks

YES NO N/A Is container large enough for waste or is trash overflowing

YES NO N/A Stains on the ground

YES NO N/A Is container located next to or above storm drain outlet

YES NO N/A Receptacle is properly covered and lids are secure

YES NO N/A Signs with information on proper disposal are visible and legible

YES NO N/A Recycling/reduction program in place

- **OTHER TRASH RECEPTACLES**

YES NO N/A Visible leaks

YES NO N/A Covered/lids are secure

- **LOADING DOCK AREAS/ ALLEYS**

YES NO N/A Litter, dirt buildup

YES NO N/A Stains (oil, grease)

YES NO N/A Spill response materials available with location clearly marked

Comments/Actions Needed:



Pollution Prevention Inspection Checklist for Businesses

Parking Areas and Driveways

YES NO N/A Excessive litter

YES NO N/A Sediment accumulation

YES NO N/A Stains/oil sheen

YES NO N/A Leaking vehicles

YES NO N/A Litter in or around storm drains

YES NO N/A Parking areas are cleaned and swept regularly (not hosed down)

YES NO N/A Winter sand and slat applied sparingly and excess swept up afterward

Comments/Actions Needed:



Pollution Prevention Inspection Checklist for Businesses

Exterior Building Maintenance and Outdoor Storage

YES NO N/A Service providers are aware of and understand pollution prevention policy

YES NO N/A Wash water runoff from pressure washing , window washing or other cleaning activities is contained

YES NO N/A Proper place to clean equipment or containers is available

YES NO N/A Water only or non-toxic chemicals are used for washing/cleaning activities

YES NO N/A Proper cleanup supplies & equipment are available for spills or leaks (broom, rags, absorbent materials such as cat litter)

YES NO N/A Dry cleanup methods are maximized, debris swept up following maintenance or repair work

YES NO N/A Chemicals, hazardous materials and other drums are labeled, kept off ground and stored in properly designed secondary containment areas

YES NO N/A Tarps are used to catch debris or paint during maintenance activities

YES NO N/A Materials or equipment stored outside are covered

YES NO N/A Stormwater management systems(s) inspected and maintained as needed

Comments/Actions Needed:



Pollution Prevention Inspection Checklist for Businesses

Landscaping and Turf Management

YES NO N/A Using environmentally aware landscaping company

YES NO N/A Fertilizer and pesticides are used sparingly or not at all. If used, they are stored and labeled correctly

YES NO N/A Any excess fertilizer on paved surfaces is swept up

YES NO N/A Spot application is used for pesticides. NO application during rain

YES NO N/A Trees and vegetation are healthy

YES NO N/A No bare or exposed soil

YES NO N/A Landscape clippings collected and disposed or properly

YES NO N/A Sprinklers do not spray onto paved surfaces, and are only turned on as needed

Comments/Actions Needed:



Pollution Prevention Inspection Checklist for Businesses

Building Interior

YES NO N/A Reduce use of toxic chemicals (replace w/environmentally friendly products)

YES NO N/A Appropriate cleaning supplies and equipment are accessible

YES NO N/A Floor drains are connected to the sanitary sewer

YES NO N/A Oil/water separators or grease traps are cleaned regularly

YES NO N/A Chemicals, grease, and other materials are inventoried, labeled, and stored properly

Comments/Actions Needed:



Pollution Prevention Inspection Checklist for Businesses

Education

YES NO N/A Employees understand importance of pollution prevention

YES NO N/A Stormwater pollution prevention plan is available to all employees

YES NO N/A Employees, delivery personnel, service providers know where storm drains are located

YES NO N/A Storm drains are marked "No Dumping-Drains to Stream"

YES NO N/A Employees know appropriate contacts for reporting spills or dumping

Comments/Actions Needed:
