

TO BE COMPLETED BY TENANTS OPERATING UNDER SHARED SWP₃
STORM WATER POLLUTION PREVENTION PLAN (SWP3)
TENANT QUESTIONNAIRE

The Dallas/Fort Worth International Airport (DFW Airport) is seeking coverage under the Texas Pollution Discharge Elimination System (TPDES) General Permit (permit number TXR050000) for storm water discharges associated with industrial activity. To complete the required Storm Water Pollution Prevention Plan (SWP3) for the airport, the Environmental Affairs Department (EAD) request that each tenant participating in a shared SWP3 with the Airport Board complete this questionnaire for their operations on their leaseholds at DFW Airport. Please return the completed questionnaire to the Environmental Program Manager, at the DFW EAD. Any questions regarding this request should be directed to Ms. Whiteside at 972-973-5582 or awhiteside@dfwairport.com.

General Information

(Attach additional sheets for each leasehold/facility; ex: hangar areas, GSE leaseholds, terminal area/ramps)

1. Facility Information

Date:	
Company/facility name:	
Facility Address:	
Telephone/FAX:	
* Contact Name:	
e-mail address:	
SWP3 Team Member (if different from contact)	
Facility SIC codes or Industrial Activity Codes	
Facility Area (acres/sf)	
% Impervious Area (buildings, pavement...)	

* On-site Storm Water Pollution Prevention Team representative for your facility

Sub-Tenants

2. Do you have Sub-tenants who conduct activities that could affect the quality of storm water discharges? _____ (yes/no)

If yes, list Sub-tenant(s), contact information, and activities conducted. (attach additional sheets if necessary)

Potential Pollutant Sources

3. Activities: Please indicate activities conducted at your facility.
(Facility encompasses entire leasehold, including common areas)

Activities		Yes	No	Indoor or Outdoor	BMP's Utilized (y/n) (2)	Area Drains To (1)	Conducted by Tenant (T) or Contractor (C)
AD	Aircraft De-icing/Anti-icing						
AF	Aircraft Fueling						
AM	Aircraft Maintenance						
AL	Aircraft Lavatory Service						
AP	Aircraft Painting/Stripping						
AW	Aircraft Washing/Cleaning						
DF	De-icing/Anti-icing fluid storage						
CS	Chemical Storage (other than deicing fluids)						
CH	Cargo Handling						
EF	Equipment Fueling (GSE, other...)						
EM	Equipment Maintenance						
ED	Equipment Degreasing						
EP	Equipment Painting						
ES	Equipment Storage/Parking						
EW	Equipment Washing						
FS	Fuel Storage						
MF	Manufacturing						
AW	Apron/Ramp washing						
PH	Pesticide/Herbicide use						
RD	Runway/Taxiway/Ramp pavement de-icing/anti-icing						
VF	Vehicle Fueling (cars, trucks...)						
VM	Vehicle Maintenance						
VP	Vehicle Painting						
VS	Vehicle storage/parking						
VW	Vehicle Washing						
HS	Hazardous materials storage						
PM	Pavement marking/stripping						
MS	Material storage, outdoor						
SW	Solid Waste Storage						

(1) SD-Storm Drain; SS-Sanitary Sewer; PT-Pretreatment; SF--surface; UD-Unknown drain; ND-No Discharge

(2) For those activities where BMPs are utilized, describe BMPs in section 10 of this questionnaire

Identify any additional activities or other actual/potential pollutant sources that may reasonably be expected to impact the quality of storm water discharges from your facility. Use additional sheets if necessary.

Inventory of Exposed Materials

- 4. List all materials currently handled at the facility that may be exposed to precipitation or runoff, and indicate how the material is stored (drum, tank, stockpile, etc.). Materials stored in drums, barrels, tanks, and similar containers that are tightly sealed, in good structural condition, and do not have leaking valves are not required to be listed in the inventory. Include specific pollutants (e.g. oil and grease, copper, etc.) that can be attributed to exposed materials. Use additional sheets if necessary. Please describe where Material Safety Data Sheets (MSDS) for your facility are located.

Leaks, Spills, and Releases

- 5. Has your facility experienced any leaks, spills or releases within the past three years? ___ (y/n)

If yes, list all reportable quantity spills and leaks of toxic or hazardous pollutants that occurred in areas that are exposed to precipitation or runoff, or that occurred within the drainage area that drains to an outfall, during the last three years. (Note: This list must be updated quarterly.)

Date	Location	Material spilled	Clean-up Method	Point of Discharge	Reporting Information (agency notification...)	Grid No.*

* Grid number refers to grid location on DFW Airport Emergency Map.

Analytical Sampling Data

6. Does any storm water analytical or laboratory data exist from your facility? _____ (y/n)

If yes, attach copies of analytical data summary.

Possible Storm Water Pollutants

7. Check possible pollutants in storm water from your facility. This includes any chemicals which are used, stored, or disposed of in areas where the pollutants may come into contact with precipitation or runoff. Also include fluid leaks from motor vehicles and equipment. Use additional sheets if necessary.

Oil and Grease	Pesticides
Petroleum Hydrocarbons	Herbicides
Halogenated solvents	Acid Waste
Non-halogenated solvents	Alkaline Waste
Ethylene Glycol	PCBs
Propylene Glycol	RCRA metals
Phenols	

Site Map/Facility Layout

8. Provide a current Site Map of your facility showing the following: (A series of maps must be developed if the amount of information would cause a single map to be difficult to read and interpret.)

- ◆ location(s) of storm water discharge(s) from the site (outfalls, catch basins, inlets, etc)
- ◆ outline of the drainage area(s) within the facility boundary and associated outfalls or catch basins
- ◆ connections or discharges to separate storm sewer systems
- ◆ site drainage patterns
- ◆ locations of all structures (buildings, tanks, ...)
- ◆ structural control devices designed to reduce storm water pollution (oil/water separators, sand traps, grease traps, etc)
- ◆ aircraft, vehicle and equipment maintenance and storage areas
- ◆ material storage areas (including chemicals, deicing fluids, hazardous waste, etc.)
- ◆ locations of activities identified above
- ◆ locations of storm drain systems, sanitary sewers, and pretreatment collection lines
- ◆ de-icing apparatus parking/storage areas
- ◆ locations where reportable quantity spills have occurred during the three years prior to submitting an NOI for permit coverage
- ◆ lease boundary and common use areas relative to your operation

Non-Storm Water Discharges (Certification Required)

9. Has a survey of potential non-storm water sources been conducted for your facility, as required by Part III.B.1 of the TPDES General Permit? _____ (y/n)

Provide Certification that states that the separate storm sewer system has been evaluated for the presence of non-storm water discharges and that the discharge of non-permitted, non-storm water does not occur from your facility, in accordance with the requirements of Part III.B.1 of the TPDES General Permit TXR050000. The certification must be signed according to Part III.E.6.(c) of the permit, relating to Signatory Requirements. (Also see 30 TAC 305.128, and 305.44)

Certification attached _____ (y/n)

(An example "Non-Storm Water Discharge Assessment and Certification" is attached to this questionnaire.)

Pollution Prevention Measures and Controls

10. Existing Storm Water Best Management Practices (BMPs)

Does your facility implement BMPs designed to prevent/reduce storm water pollution? _____

If yes, identify and describe existing BMPs being implemented at your facility with respect to all potential pollutant sources (activities, exposed materials...) previously identified. (use additional sheets if necessary)

11. **Good Housekeeping Measures:** These typically include activities that are performed on a daily basis by employees during the course of normal work activities and must include measures taken to eliminate or reduce exposure of garbage and refuse materials to precipitation or runoff prior to their disposal. Describe good housekeeping measures implemented at your facility. (use additional sheets if necessary)

12. Spill prevention and response measures: Does your facility have a spill response or SPCC plan in place? ____ (y/n) Briefly describe this plan or your spill prevention and response measures. (use additional sheets if necessary)

13. Do any areas at your facility have ongoing erosion or the potential for soil erosion? ____ (y/n) If yes, how does your facility address erosion control/prevention at your site? (use additional sheets if necessary)

14. Does your facility have storm water structural controls, such as oil/water separators, catch basins, or grass swales and berms? _____ (y/n) If yes, identify those controls and describe your maintenance program for these structural controls. (use additional sheets if necessary)

15. Employee Training Program and Employee Education: Does your facility have an established Storm Water Pollution Prevention training program ? _____ (y/n)

Please describe type of training/education and identify which employees receive training/education.

SWP3 Certification

16. Permittee Signature (REQUIRED)

A storm water pollution prevention plan (SWP3) has been developed in accordance with the requirements of the TPDES General Permit (TXR050000) and the SWP3 has been implemented by the Airport Board. Tenants (co-located facilities) that intend to participate in a shared SWP3 with the Airport Board must provide all of the information for their facility, as required by the permit.

Part III.A.6 of the TPDES general permit states: *the SWP3 and all associated documentation shall be maintained, either at the site or be readily available for review by authorized TCEQ personnel upon request.* A copy of the general permit is attached with this file. (txr050000.pdf)

By signature below, the permittee is indicating that he/she has received a copy of the SWP3 developed by the Airport and has reviewed and implemented the plan for their facility, along with any additional requirements for their specific facility/leasehold. The tenant is at all times required to comply with the conditions of the SWP3 and the general permit. This certification must be signed according to the requirements of Part III.E.6.(c) of the general permit.

Storm Water Pollution Prevention Plan Certification	
<p>I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.</p>	
Facility:	
Name:	Official Title:
Signature:	Date:

30 Texas Administrative Code

CHAPTER 305	CONSOLIDATED PERMITS
SUBCHAPTER C	APPLICATION FOR PERMIT OR POST-CLOSURE ORDER
RULE §305.44	Signatories to Applications

(a) All applications shall be signed as follows.

(1) For a corporation, the application shall be signed by a responsible corporate officer. For purposes of this paragraph, a responsible corporate officer means a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures. Corporate procedures governing authority to sign permit or post-closure order applications may provide for assignment or delegation to applicable corporate positions rather than to specific individuals.

(2) For a partnership or sole proprietorship, the application shall be signed by a general partner or the proprietor, respectively.

(3) For a municipality, state, federal, or other public agency, the application shall be signed by either a principal executive officer or a ranking elected official. For purposes of this paragraph, a principal executive officer of a federal agency includes the chief executive officer of the agency, or a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., regional administrator of the EPA).

(b) A person signing an application shall make the following certification: "I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

CHAPTER 305	CONSOLIDATED PERMITS
SUBCHAPTER F	PERMIT CHARACTERISTICS AND CONDITIONS
RULE §305.128	Signatories to Reports

(a) All reports requested by permits and other information requested by the executive director shall be signed by a person described in §305.44(a) of this title (relating to Signatories to Applications) or by a duly authorized representative of that person. A person is a duly authorized representative only if:

(1) the authorization is made in writing by a person described in §305.44(a) of this title (relating to Signatories to Applications);

(2) the authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity or for environmental matters for the applicant, such as the position of plant manager, operator of a well or well field, environmental manager, or a position of equivalent responsibility. (A duly authorized representative may thus be either a named individual or any individual occupying a named position); and

(3) the written authorization is submitted to the executive director.

(b) If an authorization under this section is no longer accurate because of a change in individuals or position, a new authorization satisfying the requirements of this section must be submitted to the executive director prior to or together with any reports, information, or applications to be signed by an authorized representative.

(c) Any person signing a report required by a permit shall make the certification set forth in §305.44(b) of this title (relating to Signatories to Applications).