



## PLAN APPLICATION

### HAZARDOUS MATERIALS USE AND SPILL PREVENTION CONTROL (HMPC) PLAN

#### A. GENERAL INFORMATION

A1. Business Name: Acme Company  
Street Address: 1000 Stroll St.  
City: Louisville State: Kentucky Zip: 40201  
Telephone: 502-638-6767 Fax: 502-644-4444  
Servicing Fire Department: Louisville Fire Department

A2. Corporate Name: Acme International  
Corporate Headquarters Address: 1200 Elm Street  
City: New York State: New York Zip: 30303  
Telephone: 1-800-555-5555 Fax: 1-800-555-5556

A3. Describe nature of business at this site: Industrial Chemical Manufacturing  
Standard Industrial Classification (SIC) Code(s) (If known): 1700  
North American Industry Classification System (NAICS) Code(s) (If known): \_\_\_\_\_  
Days and Hours of Operation: Monday-Friday 8:00 am - 5:00 pm (8 hours)  
Saturday 9:00 am - 1:00 pm (5 hours)

A4. Local Owners and Managers  
Name: Joe Jones  
Title: Owner  
Mailing Address: 1000 Stroll Street  
City: Louisville State: Kentucky Zip: 40201  
Phone: 502-638-6767 Fax: 502-644-4444

Name: John Smith  
Title: Manager  
Mailing Address: 1000 Stroll Street  
City: Louisville State: Kentucky Zip: 40201  
Phone: 502-683-6767 Fax: 502-644-4444

A5. Indicate Two or More Persons to Contact in an Emergency

<u>Name/Title</u>	<u>Emergency Phone/Pager/Cell Phone</u>	
<u>John Smith/Manager</u>	<u>555-3333/Home</u>	<u>478-0000/Pager</u>
<u>Mike Smith/Foreman</u>	<u>582-0000/Home</u>	<u>478-9999/Pager</u>

#### B. HAZARDOUS MATERIALS LOCATION AND DESCRIPTION

- B1. Do you store, handle, or process any petroleum products (gasoline, diesel fuel, oil, etc.) on site in excess of 55 gallons?  Yes  No
- B2. Do you store, handle, or process any materials listed in the enclosed Appendix A in excess of the listed reportable quantity?  Yes  No
- B3. Do you store, handle, or process any corrosive, explosive ignitable, radioactive, or reactive hazardous materials on site in quantities of 100 pounds or greater?  Yes  No

For assistance answering questions B1, B2, or B3, please contact your assigned Emergency Response Pretreatment Inspector (ERPI).. Refer to the last sentence of your cover letter to find out who your ERPI is. For assistance determining whom your ERPI is, please contact MSD's Industrial Waste Department at 540-6972.

B4. If you answered “No” to questions B1, B2, and B3, you may qualify for an Exemption from the HMPC Program. Having an approved Exemption does not relieve your company from the Hazardous Materials Ordinance reporting responsibilities. **IF YOU HAVE A SPILL OF ANY HAZARDOUS MATERIAL TO THE ENVIRONMENT OR DRAIN, 911 MUST BE NOTIFIED IMMEDIATELY.** Please skip to section E on Page 5.

B5. **B5.** If you answered “YES” to any of questions **B1, B2** or **B3**, you must fill out the entire HMPC plan and **submit a fee** according to the following schedule.

1-4 employees	\$25.00	5-9 employees	\$50.00
10-24 employees	\$75.00	25-49 employees	\$100.00
50-99 employees	\$150.00	100-499 employees	\$250.00
500-999 employees	\$500.00	>999 employees	\$750.00

**Please make checks payable to Metropolitan Sewer District.**

Please continue with question B6.

B6. All hazardous materials stored in quantities greater than the Reportable Quantities (RQ) defined in Appendix A of the Ordinance must be identified on the attached Hazardous Materials Inventory Data Entry Form (Attachment A).

Non listed materials that exhibit characteristic hazards have a reportable quantity of 100 pounds. These characteristic hazards are listed in the first page of Appendix A.

Please make copies of the Attachment A and fill out one sheet for each hazardous materials storage area. (Refer to the instructions for a definition of a hazardous materials storage area).

B7. Required Maps (See instructions for information about maps.)  
MSD will provide you with a map (Attachment B) of your facility using data from the Louisville and Jefferson County Information Consortium (LOJIC). Please mark each hazardous materials storage location on the map provided to you by MSD. The map should be numbered consecutively starting with the number 1 listing the hazardous materials storage locations on site. For each number on the map, there should be a corresponding Hazardous Materials Inventory Data Entry Form (Attachment A).

### **C. EMERGENCY RESPONSE TRAINING PROCEDURES**



D1. List Spill Response supplies and equipment at the facility and identify location (e.g. fire fighting equipment, materials to neutralize chemicals, sorbent materials, sandbags, floor drain mats, or other materials for blocking surface drainage ditches, etc.).

Spill response supplies are located in various areas throughout the plant. These supplies include absorbent materials, clays, squeegees, brooms and shovels. Dry chemical fire extinguishers are also located throughout the facility. Soda ash is used for neutralization of acid releases.

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D2. Describe the measures taken to ensure safe separation and protection of material, measures to prevent spills (operational procedures, equipment safeguards, corrosion protection, etc.), spill detection measures (air monitoring devices, pH meters, level sensors and alarms, etc.), and containment and flow control measures (dikes, berms, valves, absorbent materials, etc.). Also, describe measures taken to insure safe separation of stored materials from factors that may cause fire or explosions.

All materials are stored in either 55 gallon drums or metal storage tanks inside the facility. All materials are stored separately within the facility in the location where they will be used. Spill prevention measures are accomplished through visual surveillance of the stored materials and their containers on a daily basis. Our facility has a trenching system for recovering spills.

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**E. Owner/Manager Certification**

The attached Hazardous Materials Spill Prevention and Control Plan (HMPC) or Exemption Request for this business, will be implemented as herein described. I hereby certify that I am responsible for the operation of the above named facility and have described all hazardous materials kept on site in amounts greater than the Reportable Quantities specified by MSD/Federal regulations.

Owner/ Manager Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Title: \_\_\_\_\_

Owner/Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOT REQUIRED. IF YOUR PLAN WAS FILLED OUT BY A PROFESSIONAL ENGINEER, PLEASE FILL OUT THE FOLLOWING SECTION.**

**P. E. CERTIFICATION**

I have examined the named facility and, to the best of my knowledge and belief, this Hazardous Materials Spill Prevention and Control (HMPC) Plan has been prepared in accordance with provisions of the MSD Hazardous Materials Spill Prevention regulations and in accordance with good engineering practices.

\_\_\_\_\_  
Printed Name of Registered Professional Engineer

\_\_\_\_\_  
Signature of Registered Professional Engineer

(seal)

\_\_\_\_\_  
Registration Number

\_\_\_\_\_  
State

\_\_\_\_\_  
Date



*For MSD Use Only*  
 X 1206127  
 Y 277959  
 Z 1

Date Completed: 4-4-06

Company #: 9999 Company Name: Acme Company

Location #: 1 Description: Outside, Northeast part of property

Containment Type: Underground Tank Description: Double Walled Tank

Spill Remediation: Mitigated with absorbent on small spill, environmental contractor for large spill.

**Materials:**

Material Name	CAS #	Storage Type	Container Description	Maximum Storage Quantity (Lbs.)	Material Components (See Example)	% of Total Amount
Gasoline		UST	20,000 gal.	123,432		100%
Diesel Fuel		UST	10,000 gal.	70,056		100%



*For MSD Use Only*  
X 1206120  
Y 277874  
Z 1

Date Completed: 4-4-06

Company #: 9999 Company Name: Acme Company

Location #: 2 Description: Inside, Southeast corner of building

Containment Type: Isolation Description: Storage Room elevated thresh hold, no drains

Spill Remediation: Mitigated with absorbent

**Materials:**

Material Name	CAS #	Storage Type	Container Description	Maximum Storage Quantity (Lbs.)	Material Components (See Example)	% of Total Amount
Transmission Fluid		Drum	4 x 55 gal.	1,615		100%
Motor Oil		Drum	2 x 55 gal.	826		100%
Antifreeze		Drum	1 x 55 gal.	514		100%





Date Completed: 4-4-06

Company #: 9999 Company Name: Acme Company

Location #: 3 Description: Outside, Southwest corner of property

Containment Type: Earthen Berm Description: 40' x 40' x 4'

Spill Remediation: Neutralization and proper disposal.

**Materials:**

Material Name	CAS #	Storage Type	Container Description	Maximum Storage Quantity (Lbs.)	Material Components (See Example)	% of Total Amount
Sodium Hydroxide Solution	1310-73-2	AST	10,000 gal.	99,421	Sodium Hydroxide	17%
17%					Water	83%
Sodium Hydroxide Solution	1310-73-2	AST	10,000 gal.	94,709	Sodium Hydroxide	12%
12%					Water	88%



*For MSD Use Only*  
X 1205784  
Y 277959  
Z 1

Date Completed: 4-4-06

Company #: 9999 Company Name: Acme Company

Location #: 4 Description: Outside, Southwest corner of main bldg.

Containment Type: Concrete Dike Description: 12' x 20' x 4'

Spill Remediation: Mitigate with inert material (e.g. vermiculite, dry sand, earth).

**Materials:**

Material Name	CAS #	Storage Type	Container Description	Maximum Storage Quantity (Lbs.)	Material Components (See Example)	% of Total Amount
Toluene	108-88-3	UST	5,000 gal.	36,279		



Date Completed: 4-4-06

Company #: 9999 Company Name: Acme Company

Location #: 5 Description: Inside, Northwest corner of bldg.

Containment Type: Spill Pallet Description: Grated plastic spill pallet

Spill Remediation: Mitigate with absorbent.

**Materials:**

Material Name	CAS #	StorageType	Container Description	Maximum Storage Quantity (Lbs.)	Material Components (See Example)	% of Total Amount
RF270	8888-88-0	Drum	55 gal. X 10	5445	Alcohol	22%
	1310-73-2				Sodium Hydroxide	36%
					Water	42%
RF270	8889-89-0	Drum	55 gal. X 20	12,899	Alcohol	28%
	1310-73-2				Sodium Hydroxide	61%
					Water	11%

## IN CASE OF A SPILL

CLEAR AREA OF ALL NON-ESSENTIAL PERSONNEL  
STOP FLOW OF MATERIAL IF POSSIBLE

IF LIQUID - DIKE AREA

IF POWDER - ISOLATE AREA AND CONTAIN

-

IF A HAZARDOUS MATERIAL IS INVOLVED

OR

SPILL EXCEEDS THE ABILITY OF PERSONNEL ON  
DUTY TO HANDLE OR CONTAIN

OR

IF THE SPILL IS OVER THE REPORTABLE  
QUANTITY

OR

IF THE MATERIAL HAS ENTERED SEWER, DRAIN  
OR WATERWAY,

***IMMEDIATELY DIAL 911.***

REPORT SPILL AND STATE MATERIAL  
INVOLVED AND QUANTITY.