**Best Management Practice (BMPs) Checklist for Industries and Businesses**

When chemical or hazardous materials are spilled on the ground they can enter the storm and sanitary sewer systems causing pollution. Best Management Practices (BMPs) are activities that, when used, will help reduce the amount of pollution that enters our water ways. Listed below are some of the BMPs for industries to use to stay in compliance with the City of Claremore’s ordinances and help the city stay in compliance with permits issued by the state or permits directly issued to industries themselves by the state such as OKRO5.

**BMPs:**

* Have the grease interceptor or oil water separator serviced and maintained on a regular basis for proper functioning. Make sure it is pumped, cleaned and inspected for broken parts.
* Have a contractor for disposal or recycling of fluids and solid materials.
* Keep manifests and services logs for all equipment and disposal contractors for 3 years.
* Keep all dumpsters lids closed with drains plugs installed and away from storm drains or sanitary sewer drains.
* Keep all areas around dumpsters and oil bins clean of spills and trash.
* Clean up spills with absorbent pads, towels, oil dry, or kitty litter and once absorbed, dispose of it in the trash.
* Keep all Safety Data Sheets posted and accessible for employees and inspectors.
* Do not dispose of mop water or wash water outside.
* Do not wash any equipment outside.
* Conduct employee training upon hire and periodically. Training topics could include:
	+ Ways to reduce pollution.
	+ Spill prevention and clean up.
	+ Proper storage and disposal of materials inside and outside.
* Post informational signs at the sink, trash cans.
* If contractors perform power washing or other services that have the potential to pollute inform them of your Best Management Practices and how not to pollute when preforming work.
* If required a stormwater pollution prevention plan should be kept on site and updated as needed.

By implementing the action items above you can reduce your impact on the environment and help us, and your establishment stay in compliance with the permit issued to the City of Claremore. We will be visiting all car service establishments periodically to ensure compliance with our ordinance. We, the City of Claremore, are here to help make sure that we all have safe, clean water. We are also willing to come to your establishment to provide training if requested. If you have any questions please feel free to contact Julie Monnot at jmonnot@claremorecity.com or by phone at 918-341-0457 ext. 285.