WVDEP – Division of Water Resources GROUNDWATER PROTECTION PLAN FOR SMALL BUSINESSES

A Groundwater Protection Plan (GPP) for your business is required by WVDEP. The primary purpose of the GPP is to make the business operator aware that groundwater, by law, must be protected. Other important parts are the inventory of all operations (processes, materials, and other activities) that "may reasonably be expected to" contaminate groundwater, and a description of procedures to prevent potential contamination from occurring.

FACILITY NAME: FACILITY LOCATION:

The form below will be your GPP after you:

- 1. Read and understand each GPP section.
- 2. Fill in the information required box below each GPP section. Add extra sheets if necessary.
- 3. Attach a location map and a site diagram or plan showing the location of GPP elements.
- 4. Sign and date the GPP.

THE COMPLETED GPP MUST BE AVAILABLE ON SITE AT ALL TIMES (47CSR58, Section 4.12.c.)

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Information Required

4.11.a.
A list of all operations
that may reasonably
be expected to
contaminate
groundwater.

A list of all processes, materials, and other activities that could contaminate groundwater. Examples are unlined ponds, underground storage tanks, aboveground storage tanks (especially those with underground piping), waste piles, or raw material piles.

4.11.b.
A description of procedures and facilities used to protect groundwater quality from the list of potential contaminant sources above.

Examples are secondary containment for aboveground tanks, underground piping, and drum storage areas.

4.11.b.1. - Manufacturing

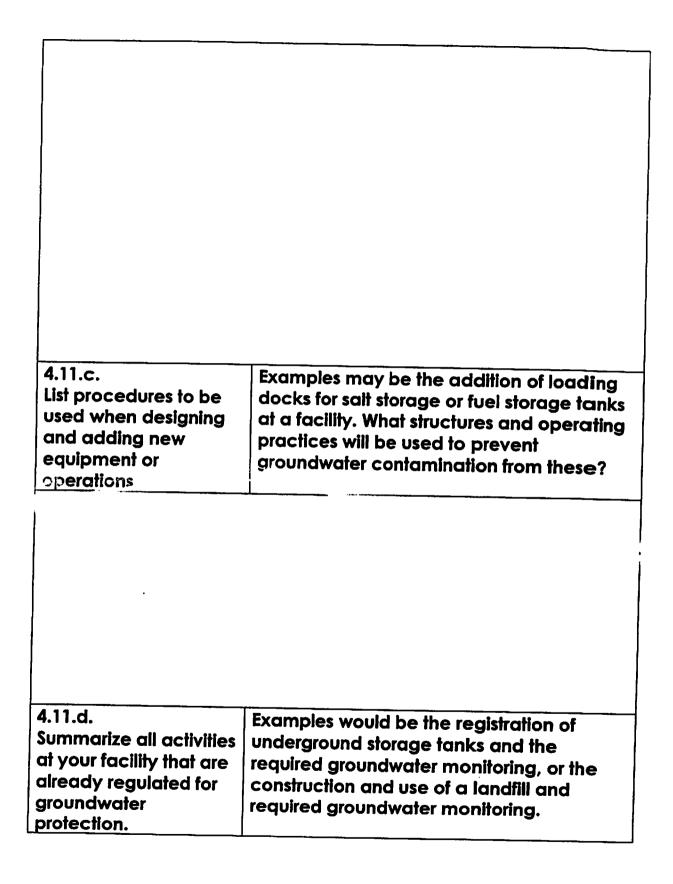
4.11.b.2. – Materials Handling

4.11.b.3. – Equipment Cleaning

4.11.b.4. – Construction and Maintenance

4.11.b.5. – Pipelines

4.11.b.6. – Sumps and Tanks



Include the most recent year of sampling data if available or data for an adjacent facility. Many facilities will have no information for this section.		
heets if necessary.		
Write an appropriate statement that this practice will not be used at your facility.		

4.11.g. Provisions for all employees to be instructed and trained on their responsibility to ensure groundwater protection. Job procedures shall provide direction on how to prevent groundwater contamination.	Summarize training for all employees to ensure familiarity with the GPP. Specific inspection, maintenance, and cleanup procedures should be included.
4.11.h. Include provisions for inspections of all GPP elements and equipment. Inspections must be made quarterly at a minimum.	State inspection frequency by operators or other facility personnel. Include inspection form if one is used. Inspection records should be saved to verify GPP inspections.
Signature	
Date	