



Storm Water Management Program Plan

Honolulu International Airport

Section A: Public Education and Outreach



**PROTECT
OUR WATER**
MĀLAMA I KA WAI
STATE OF HAWAII DEPARTMENT OF TRANSPORTATION

STATE OF HAWAII, DEPARTMENT OF
TRANSPORTATION, AIRPORTS DIVISION
400 Rodgers Boulevard, Suite 700
Honolulu, Hawaii 96819-1880

NPDES Permit No. HIS000005

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1.0 INTRODUCTION

Education and outreach are key components of a successful storm water management program. The Department of Transportation, Airports Division (DOTA) places a high emphasis on this program with the understanding that the actions of individuals can have a significant cumulative impact on water quality. Additionally, greater behavior and cultural changes are observed as a result of increased education on storm water issues.

The goal of the Public Education Program is to raise awareness in targeted groups, such that it cultivates greater behavioral and cultural changes to ultimately protect and improve water quality.

1.1 Roles and Responsibilities

The public education program applies to the majority of DOTA personnel and tenants as well as the general public since everyone has the responsibility to understand how the activities they perform could impact the environment and which best management practices (BMPs) may be applicable. Those parties with specific roles in this program are included in Table 1.

TABLE 1: PUBLIC EDUCATION PLAN ROLES AND RESPONSIBILITIES

Section	Title	Responsibilities
AIR-EE	Supervisor	<ul style="list-style-type: none">• Provides Program Oversight• Coordinates and Plans Storm Water Events• Facilitates Development and Delivery of Training• Facilitates Distribution and Branding of Print Material• Coordinates Public Service Announcements• Maintains Partnerships• Coordinates School Programs• Records and Responds to Hotline Concerns• Tracks and Analyzes Program Data
AIR-EE	Environmental Health Specialist*	<ul style="list-style-type: none">• Develops and Delivers Training• Distributes and Ensures Branding of Print Material• Coordinates and Participates in Storm Water Events
AIR-I	Information Technology Specialist	<ul style="list-style-type: none">• Updates Website
AIR-PM	Property Managers	<ul style="list-style-type: none">• Distributes Information to New Tenants
AIR-OAS	Duty Managers	<ul style="list-style-type: none">• Records Spill Reports and Other Concerns• Directs Response Actions
All	Supervisors	<ul style="list-style-type: none">• Ensures Employee Completion of Educational Requirements

*Note: Consultants may be used to fill roles where necessary.

2.0 IMPLEMENTATION

Specific groups of individuals have been identified as receiving the most benefit from DOTA's educational efforts. These targeted groups and the associated educational activities are identified in Table 2.

TABLE 2: TARGETED GROUPS

	Training	Branding	Hotline	Website	PSA	Special Events	Public Meetings	Partnerships	School Programs	Pesticide Program	Green Waste	Hazardous Waste
<i>DOTA Personnel</i>												
Division (AIR-E)	■	■	■	■	■	■	■					
Oahu District (HNL)	■	■	■	■	■	■	■					
Baseyard (AIR-OMF)	■	■	■	■	■	■	■			■	■	■
<i>DOTA Contractors and Consultants</i>												
AIR-E Consultants	■	■	■	■	■	■						
Construction Contractors	■	■	■	■	■							
<i>MS4 Dischargers</i>												
HNL Tenants	■	■	■	■	■	■	■	■			■	■
Businesses which have caused an Illicit Discharge	■	■	■	■	■	■	■					
Other Dischargers		■	■	■	■		■	■				
<i>General Public</i>												
General Public		■	■	■	■	■	■					
School Children		■	■	■	■	■		■	■			
Visitors		■	■	■	■							

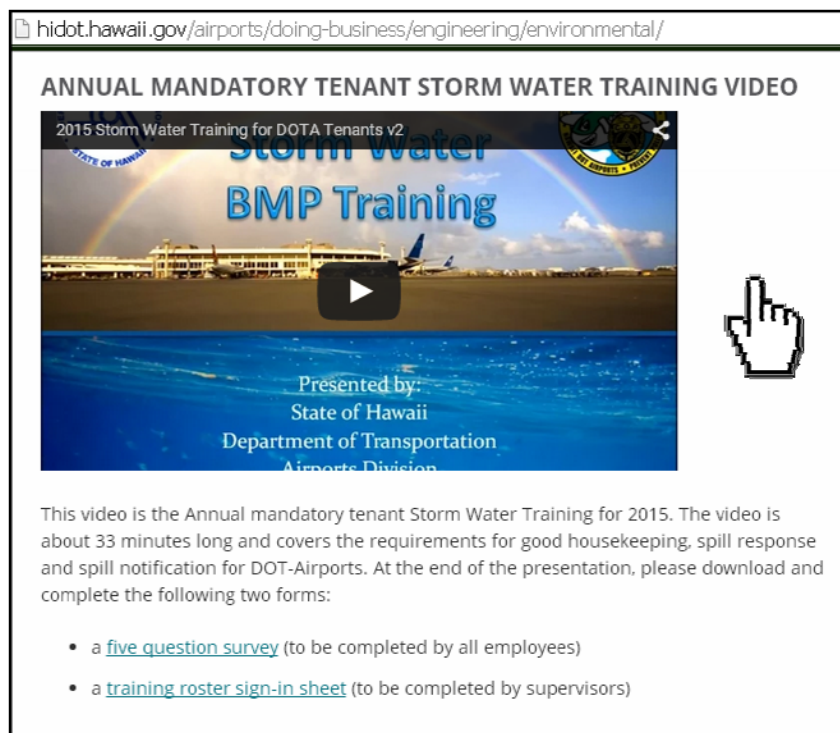
2.1 Training

Training is vital to cultivate general awareness for the targeted groups about environmental regulations, DOTA policies such as this SWMPP, the impact their activities may have on water quality, and BMPs that they can implement to reduce or eliminate that impact. The DOTA provides training in a variety of forms, including classroom training, training videos, printed materials, and informal training. Informal training is usually conducted as the need arises such as on-the-job training, providing information during site inspections, responding to a public inquiry, or as a result of an illicit discharge.

Most training courses also include a survey to ensure that participants fully comprehended the material presented. The DOTA covers a variety of topics in relation to and/or as required by the MS4 NPDES permit.

2.1.1 Website Training

DOTA has elevated their training program through the use of training videos. These videos are posted on the DOTA website and are therefore available to targeted groups and the general public 24 hours a day. This is vital to reaching audiences that may not be available during normal working hours. Additionally, the availability of the training allows for frequent review and reference as situations arise. Individuals receiving training in this manner document their comprehension of the material by completing and submitting a survey on topics covered to the DOTA.



2.1.2 Industrial/Commercial Storm Water BMP Training

The DOTA requires HNL tenants to complete storm water BMP training annually. This training includes the following information:

- DOTA's environmental policy and logo.
- Definition of MS4.
- Description of how potential pollutants may affect the MS4 and receiving waters.
- Common BMPs for industrial/commercial activities.
- Spill response practices.
- Illicit discharge detection and notification.

- Introductory information about the DOTA's construction program.
- Enforcement actions that may result from noncompliance.

Tenant representatives must attend the classroom training session, view the training video on the website, or receive the training through another DOTA approved method. The representative is then responsible for ensuring that employees at their facilities are trained on applicable BMPs for their activities. Tenant representatives may choose to use the DOTA training materials or develop their own to meet the requirement. Documentation of the training is kept through sign-in sheets and completed surveys (Attachment A.2).

2.1.3 Construction and Post-Construction BMP Training

The DOTA requires Division and District engineers, construction designers, consultants, construction managers, and contractor supervisors to complete construction and post-construction BMP training annually. This training includes the following information:

- DOTA's environmental policy and logo.
- Description of how construction may affect the MS4 and receiving waters.
- BMPs presented in SWMPP Section C and D for construction activities.
- DOTA's plan review and inspection process.
- Enforcement actions that may result from noncompliance.
- Illicit discharge detection and notification.

All targeted groups must attend the classroom training session, view the training video on the website, or receive the training through another DOTA approved method. The contractor supervisor is then responsible for ensuring that their project employees and sub-contractors are trained on that project's BMPs and requirements. Contractors may choose to use the DOTA training materials or develop their own to meet the requirement. Documentation of the training is kept through sign-in sheets and completed surveys.

2.1.4 DOTA Maintenance BMP Training

The DOTA creates specific, annual training for airport maintenance workers at HNL, which includes the Maintenance Baseyard (AIR-OMF) and the Facilities Unit (AIR-OMB). Annual training topics include:

- DOTA's environmental policy and logo.
- Description of how activities may affect the MS4 and receiving waters.
- Baseyard Storm Water Pollution Control Plan (SWPCP).
- Information on the Environmental Management System (EMS).
- Good housekeeping and debris control BMPs.
- Automotive maintenance and building facilities maintenance BMPs.

- BMPs for the proper management of solid waste, universal waste, and hazardous waste.
- BMPs for the proper management of pesticides and green waste.
- Illicit discharge detection and notification.
- Enforcement actions that may result from noncompliance.
- Other regulatory programs as applicable.

Maintenance supervisors are responsible for ensuring that their personnel have completed the required training. Documentation of the training is kept through sign-in sheets and completed surveys.

2.1.5 DOTA Inspectors

The DOTA inspectors generally consist of AIR-EE Environmental Health Specialists (EHS) and their consultants. In addition to attending the required annual training for Industrial/ Commercial BMPs (Section 2.1.1) and construction / post-construction BMP program (Section 2.1.2), inspectors receive specific training on conducting inspections for the following:

- Industrial and Commercial Tenant Site Inspections.
- Construction Site Inspections.
- Post-Construction BMP Inspections.
- Outfall Reconnaissance and Inventory Inspections.
- Illicit Discharge Detection and Elimination.

Training is in accordance with applicable program plan documents and is documented in the form of completed surveys. Initially, all inspectors are required to receive formal training and depending upon experience, may be required to receive on-the-job training from a more experienced inspector. Inspectors will be given refresher courses as required, such as after the change in a program plan or DOTA procedure.

2.2 Branding

The DOTA utilizes two logos and branding messages to represent both the DOTA storm water program as well as its connection with the Department of Transportation, Highways and Harbors Divisions storm water programs. The airport specific logo includes a concept developed in partnership with Radford High School graphic's class and refined by a DOTA graphic artist. It also reflects the Director of Transportation's environmental policy (COP: Continual Improvement, Obey Laws, Prevent Pollution). This logo allows for DOTA documents to be more readily identified and invokes greater ownership by personnel at the airport.



The shared DOT logo includes the state fish, a humuhumunukunukuapua'a, in the form of a rain drop as a reminder that our storm water runoff ultimately impacts the ocean wildlife. The message, "Protect Our Water," is designed to remind individuals of their responsibility for water quality.



These logos and branding messages are included in plans, training presentations, printed materials, and items distributed to bring a greater awareness to the DOTA storm water program.

2.3 Hotline

The DOTA advertises two phone numbers that individuals may use to report spills, potential illicit discharges, concerns, and for information. The primary phone number listed is for Airport Emergency Services, which connects parties with the Airport Duty Managers at any time of the day. Airport Duty Managers record information from the calls on the Code 22 log and provide assistance with spill response. The second number is for the AIR-EE Supervisor who is able to direct investigations of illicit discharges and provide information to questions and concerns. The AIR-EE Supervisor also follows-up with calls recorded in the Code 22 log.

AIRPORT EMERGENCY SERVICES: (808) 836-6670

AIR-EE SUPERVISOR: (808) 838-8002

2.4 Public Website

The internet is a powerful means to disseminate information. The DOTA has a section on its website for the HNL Storm Water Program, which includes the following information:

- Documents available for public review and comment.
- Hotline for reporting spills and illicit discharges.
- Copy of the NPDES MS4 permit.
- Latest version of the SWMPP and associated plans.
- HNL maps.
- Education and outreach materials such as brochures.
- Training videos.
- Links to agency websites, such as the HDOH, USEPA, ENV websites, that contain information about water pollution programs.

HNL Storm Water Program Website:

<http://hidot.hawaii.gov/airports/doing-business/engineering/environmental/hnl-storm-water-program/>

2.5 Public Service Announcements (PSAs)

Public Service Announcements (PSAs) that broadcast via radio and television can reach a large segment of the population. DOTA plans to work in partnership with a local school or the community access channel (Olelo) to develop one PSA within the term of the permit.

2.6 Public Involvement / Participation

The DOTA will provide opportunities for the employees, tenants, and public to become involved in the HNL storm water program. Specifically, the public is invited to comment on DOTA storm water plans as posted on the website and participate in events that may be scheduled at the airport.

2.6.1 Special Events

DOTA will participate in at least one special event, such as a recycling drive or street clean-up within the term of the permit. This will aid in increasing awareness of participants and surrounding businesses while removing and properly disposing of wastes that may have entered the MS4 or receiving water.

2.6.2 Public Meetings

Public meetings allow DOTA to facilitate discussion about storm water management policies with users of the airport. DOTA will conduct one public meeting on initial changes to the SWMPP as a result of the March 14, 2014 permit updates. Further informational sessions may be conducted in conjunction with classroom training events.

2.7 Partnerships

In order to develop an effective storm water program, the DOTA recognizes that there is a need to work in conjunction with a variety of parties towards the common goal of improved water quality. Specific partnerships fostered by the DOTA include the following:

- Industrial HNL Tenants. Tenants and the DOTA work together to ensure that tenant activities comply with their industrial NDPES permits as well as DOTA policies.
- Federal Aviation Administration (FAA). FAA assists DOTA by providing information about safety issues related to the aircraft in order to make decisions about appropriate BMPs. The DOTA provides storm water training for their industrial and construction activities.
- Community Access Channel, Olelo. The DOTA has worked with Olelo to broadcast and develop PSAs to educate the general public.
- Local Schools. The DOTA works with local schools to develop public educational materials such as the logo and PSAs.
- DOT, Highways and Harbors Divisions. All three Divisions have MS4 storm water programs; therefore, information is shared to aid all in reaching compliance goals.

2.8 School Programs

At least once during the term of the permit, the DOTA reaches out to a local school to provide education about storm water impacts. This knowledge is then used by the children to create public education items such as the logo and PSAs.

2.9 Print Materials

Brochures and fact sheets are used in conjunction with other outreach activities and are usually distributed during training events or inspections. Print material topics include illicit discharge, pesticide applications, hazardous waste, and green waste (Attachment A.1).

2.9.1 Pesticide Program

Pesticides, herbicides, and fertilizers are typically utilized by DOTA baseyard personnel (AIR-OMF) and therefore, the educational program is targeted on their activities. DOTA has included BMPs in the Maintenance Baseyard SWPCP regarding proper pesticide application and annual training is provided by the U.S. Department of Agriculture or similar. However, tenants and contractors using these materials will be informally trained during site inspections.

2.9.2 Green Waste

The focus of educational efforts on green waste is to ensure the proper disposal of grass clippings, leaves, and other green waste. The print material on this topic will be distributed to AIR-OMF and applicable tenants once during the term of the permit.

2.9.3 Hazardous Waste

The proper management of hazardous waste is vital to prevent pollution, therefore, DOTA has developed a brochure on that includes information on hazardous materials, methods for reducing the use of hazardous materials, hazardous waste definitions, and proper disposal practices. The print material on this topic will be distributed to AIR-OMF and applicable tenants once during the term of the permit.

3.0 EVALUATION METHODS

The public education program will be evaluated based on specific metrics included below to determine its effectiveness. Specifically, measurable standards, milestones, and monitoring parameters are included in Table 3 from the MS4 NPDES permit. All final tallies of progress on public education metrics will be included in the annual report to the DOH and EPA.

TABLE 3: PUBLIC EDUCATION MEASURABLE STANDARDS, MILESTONES, AND MONITORING

SWMPP Reference	BMP / Task	Measurable Standard / Milestones	Monitoring Effectiveness	Timeframe
Section A	Public Education Plan	Develop a public education plan within 1 year of the effective date of the MS4 permit.	Confirmation: • Plan completed.	4/14/15
Section A, 2.6	Public Involvement	Facilitate the public involvement in the development and implementation of the SWMPP. • Post the draft and final SWMPP on the DOTA website and make available at DOTA offices. • Schedule an informational meeting prior to SWMPP finalization. • Address 100% of comments received.	Confirmation: • SWMPP posted.	4/14/15
			Confirmation: • Informational meeting held.	4/14/15
			Tabulation: • % of comments received and addressed.	4/14/15
Intro, 2.2.1	Tenant Notification of Requirement for Separate NPDES Coverage	Notify applicable tenants within 30 days of the permit date that their storm water discharges associated with industrial activities per 40 CFR 122.26(b)(14), excluding (x) are no longer covered by the HNL MS4 NPDES permit.	Confirmation: • Notification made.	5/14/15
			Tabulation: • # of tenants notified.	5/14/15

In Table 4, the DOTA has set goals for the public education program above the minimum control measures listed in Table 3. These goals provide a more complete evaluation of the effectiveness of program activities and will be used to make changes to the program where necessary. These goals will be reported separately in the annual report and may or may not be met depending upon several variables, including available manpower and funding for a particular year.

TABLE 4: PUBLIC EDUCATION GOALS AND EVALUATION METHODS

SWMPP Reference	Activity	Outcomes / Goals	Evaluation Method	Outcome Category	Timeframe
Section A, 2.1.2	Industrial / Commercial Storm Water BMP Training	Deliver training to HNL tenant representatives annually via classroom training, posting on the DOTA website, or other method. Training will include the completion of a survey on the topic. <ul style="list-style-type: none"> • Develop and deliver training materials. • Train a total of 1,500 individuals. • 2% increase in tenants with a trained representative. • 50% of individuals trained complete survey. • 5% increase in awareness of an illicit discharge as represented by correct answers on the survey. 	Confirmation: <ul style="list-style-type: none"> • Training materials developed and delivered. 	1	Annual
			Tabulation: <ul style="list-style-type: none"> • # of total tenants and employees trained. 	1	
			Tabulation: <ul style="list-style-type: none"> • % increase in HNL tenants with a trained representative. 	2	
			Surveys: <ul style="list-style-type: none"> • % completed surveys received based on the number of individuals trained. 	1-3	
			Surveys: <ul style="list-style-type: none"> • % increase in awareness on the topic from previous surveys. 	2	
Section A, 2.1.3	Construction / Post-Construction BMP Training	Deliver training to targeted group annually via classroom training, posting on the DOTA website, or other method. Training will include the completion of a survey on the topic. <ul style="list-style-type: none"> • Develop and deliver training. <i>Continued on next page.</i>	Confirmation: <ul style="list-style-type: none"> • Training materials developed and delivered. 	1	Annual
			Tabulation: <ul style="list-style-type: none"> • # of individuals trained. 	1	

SWMPP Reference	Activity	Outcomes / Goals	Evaluation Method	Outcome Category	Timeframe
Section A, 2.1.3	CONTINUED - Construction / Post-Construction BMP Training	<p>CONTINUED -</p> <ul style="list-style-type: none"> • Train 50 individuals. • 90% of construction projects with at least one DOTA trained representative. • 60% of individuals trained complete survey. • 5% increase in awareness of requirements for construction sites to obtain NGPC as represented by correct answers on the survey. 	Tabulation: <ul style="list-style-type: none"> • % of construction projects with a trained contractor. 	2	Annual
			Surveys: <ul style="list-style-type: none"> • % completed surveys received based on the number of individuals trained. 	1-3	
			Surveys: <ul style="list-style-type: none"> • % increase in awareness on topic from previous surveys. 	2	
Section A, 2.1.4	Maintenance BMP Training	<p>Deliver training to DOTA maintenance personnel annually via classroom training, fact sheet, or other method. Training will include the completion of a survey on the topic.</p> <ul style="list-style-type: none"> • Develop and deliver training materials. • Train 100 individuals. • 70% of individuals trained complete survey. • 5% increase in awareness of an illicit discharge as represented by correct answers on the survey. 	Confirmation: <ul style="list-style-type: none"> • Training materials developed and delivered. 	1	Annual
			Tabulation: <ul style="list-style-type: none"> • # of individuals trained. 	1	
			Surveys: <ul style="list-style-type: none"> • % completed surveys received based on number of individuals trained. 	1-3	
			Surveys: <ul style="list-style-type: none"> • % increase in awareness on the topic from previous surveys. 	2	

SWMPP Reference	Activity	Outcomes / Goals	Evaluation Method	Outcome Category	Timeframe
Section A, 2.1.5	Inspector Training	Develop training materials and deliver to new inspectors and experienced inspectors as necessary. <ul style="list-style-type: none"> • Develop and deliver training materials. • Train 100% of required individuals. 	Confirmation: <ul style="list-style-type: none"> • Training materials developed and delivered. 	1	As Needed
			Tabulation: <ul style="list-style-type: none"> • % of required individuals trained. 	1	
Section A, 2.2	Branding	Promote the storm water logos and message. <ul style="list-style-type: none"> • Logos and message included in 90% of SWMPP plans and training materials. • 50% of HNL tenants who complete storm water knowledge survey recognize the airport logo. • 2% increase in recognition of the airport logo based on completed tenant training surveys. 	Confirmation: <ul style="list-style-type: none"> • % SWMPP plans and training materials with branding. 	1	As Needed
			Surveys: <ul style="list-style-type: none"> • Baseline Establishment: % of tenants who recognize the airport logo. 	2	6/30/16
			Surveys: <ul style="list-style-type: none"> • % increase in tenant recognition of branding. 	2	Annual After 6/30/16
Section A, 2.3	Storm Water Hotline	Post hotline numbers on the website and respond to information from calls received. <ul style="list-style-type: none"> • 2% increase in call response. 	Confirmation: <ul style="list-style-type: none"> • Phone number posted. 	1	Ongoing
			Confirmation: <ul style="list-style-type: none"> • Public calls recorded. 	1	Annual
			Tabulation: <ul style="list-style-type: none"> • % increase in call response. 	2-3	
Section A, 2.4	Website	Convey updated information to targeted groups through the website. <i>Continued on next page.</i>	Confirmation: <ul style="list-style-type: none"> • Website updated. 	1	As Needed

SWMPP Reference	Activity	Outcomes / Goals	Evaluation Method	Outcome Category	Timeframe
Section A, 2.4	CONTINUED-Website	CONTINUED- <ul style="list-style-type: none"> • Make updates as necessary. • Document website views. • 2% increase in website views. 	Tabulation: <ul style="list-style-type: none"> • Establish Baseline: # of website views. 	2	6/30/16
			Tabulation: <ul style="list-style-type: none"> • % increase in website views. 	2-3	Annual After 6/30/16
Section A, 2.5	PSA	Produce one PSA during the permit term. <ul style="list-style-type: none"> • Broadcast 5 times on public television. 	Confirmation: <ul style="list-style-type: none"> • PSA produced. 	1	3/13/19
			Tabulation: <ul style="list-style-type: none"> • # of PSA broadcasts. 	2	
Section A, 2.6.1	Special Events	Participate in a special event that results in debris removal from the HNL MS4 during the permit term. <ul style="list-style-type: none"> • Participate in one event. • Coordinate 10 volunteer hours. • Remove 500 lbs of debris. 	Confirmation: <ul style="list-style-type: none"> • Participation in the event. 	1	3/13/19
			Tabulation: <ul style="list-style-type: none"> • # of special events. 	1	Annual
			Tabulation: <ul style="list-style-type: none"> • # of volunteer hours. 	2-3	
			Quantification: <ul style="list-style-type: none"> • Lbs of waste removed, where applicable. 	4	
Section A, 2.7	Partnerships	Build on a partnership with DOT Highways and Harbors. <ul style="list-style-type: none"> • Document number of meetings and collaboration activities with Highways and Harbors. • 2% increase in meetings and collaboration with Highways and Harbors. 	Tabulation: <ul style="list-style-type: none"> • Establish Baseline: # of meetings and collaboration. 	1-3	6/30/16
			Tabulation: <ul style="list-style-type: none"> • % increase in meeting and collaboration. 	1-3	Annual After 6/30/16

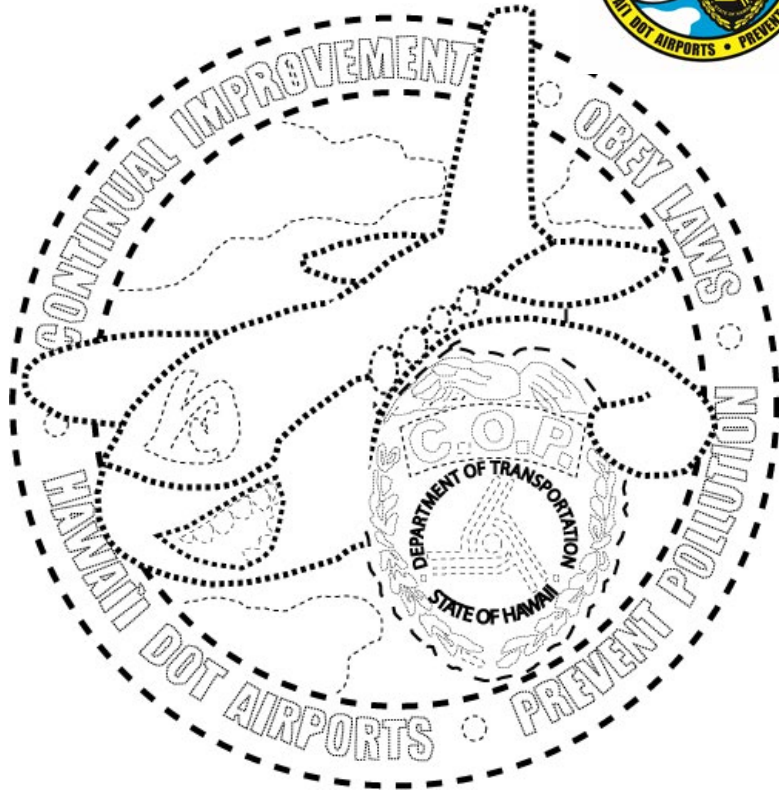
SWMPP Reference	Activity	Outcomes / Goals	Evaluation Method	Outcome Category	Timeframe
Section A, 2.8	School Program	Provide education to school children on storm water issues at least one time during the permit term. • Educate 20 children.	Confirmation: • Education provided.	1-2	3/13/19
			Tabulation: • # of children educated.	2	
Section A, 2.9.1	Herbicide Program	Facilitate the proper management of herbicides by DOTA maintenance staff. • Document BMPs in the HNL Maintenance Baseyard SWPCP. • Train 30 landscape maintenance personnel. • 5% increase in awareness of areas prohibited for herbicide application.	Confirmation: • BMPs are documented in SWPCP.	1-2	Annual
			Tabulation: • # of personnel trained.	2	
			Surveys: • % increase in awareness on the topic from previous surveys.	2	
Section A, 2.9.2	Green Waste Program	Facilitate the proper management of green waste by DOTA maintenance staff (AIR-OMF). • Develop green waste management brochure or other educational item. • Distribute 50 green waste educational items to AIR-OMF and applicable tenants once during the permit term.	Confirmation: • Educational item produced.	1-2	3/13/19
			Tabulation: • # of educational items distributed.	1-2	

SWMPP Reference	Activity	Outcomes / Goals	Evaluation Method	Outcome Category	Timeframe
Section A, 2.9.3	Hazardous Waste Program	Facilitate the proper management of hazardous waste by DOTA maintenance staff (AIR-OMF). <ul style="list-style-type: none"> • Develop or update hazardous waste management brochure or other educational item. • Distribute 50 hazardous waste educational items to AIR-OMF and applicable tenants once during the permit term. 	Confirmation: <ul style="list-style-type: none"> • Educational item produced. 	1-2	3/13/19
			Tabulation: <ul style="list-style-type: none"> • # of educational items distributed. 	1-2	

Attachment A.1

Print Material

DOT's Environmental Policy: everyone should be a COP". Color in the DOTA's COP logo similar to the one shown here:



This information is provided by the State of Hawaii, Department of Transportation, Airports Division as part of their public outreach service under the Honolulu International Airport NPDES Permit and the Storm Water Management Program Plan.

For more information, write to us:

DOTA AIR-EE
Honolulu International Airport
400 Rodgers Boulevard, Suite 700
Honolulu, Hawaii 96819

Or visit us online at:

<http://hidot.hawaii.gov/airports/doing-business/engineering/environmental/hnl-storm-water-program>



State of Hawaii
Department of Transportation
Airports Division
Stormwater Program

Our Lawns Pollute!

Fertilizers and herbicides may help our lawns look beautiful but they can be problematic for our streams and oceans. When it rains, the fertilizers and herbicides wash off our lawns and go down into storm drains. From there, they flow to our ocean, where they can cause excess algae growth which damages the reefs and suffocates fish.

Fill in the blanks with the letters matching the numbers below.

1=A	6=F	11=K	16=P	21=U
2=B	7=G	12=L	17=Q	22=V
3=C	8=H	13=M	18=R	23=W
4=D	9=I	14=N	19=S	24=X
5=E	10=J	15=O	20=T	25=Y
				26=Z

4	15

14	15	20

1	16	16	12	25

6	5	18	20	9	12	9	26	5	18

2	5	6	15	18	5

18	1	9	14

15	18

23	8	5	14

23	9	14	4	25

Be Smart and Do Your Part!

Here's what you can do to prevent pollution while performing some common household activities.

Wash your car on grass or use a car wash! Washing your car in your driveway or street will result in soapy water running into streams and the ocean.



Cover your trash can! Trash left outside and uncovered can be blown onto the street, then carried through storm drains to the ocean.

Pick up your dog's poop! Bacteria from pet waste can end up on lawns, the beach, and eventually in the ocean water, which make people sick.



Dirty Words

Find the words spelled across,
backwards, up, down, and diagonally.

BEACH	HERBICIDE	RAIN	STREAM
ENVIRONMENT	OCEAN	RECYCLE	SURF
FERTILIZER	OIL	REEFS	SWIM
FISH	POLLUTION	STORM DRAIN	TRASH
HAWAII	PROTECT	STORMWATER	WASTE

D	J	Q	Y	F	W	I	C	C	H	S	E
E	N	V	I	R	O	N	M	E	N	T	L
T	G	S	F	U	Z	A	R	L	I	O	C
S	W	I	M	S	K	B	J	K	G	R	Y
A	T	Z	I	D	I	O	V	N	E	M	C
W	C	B	N	C	J	F	O	I	Q	W	E
D	H	S	I	F	X	I	C	A	M	A	R
B	R	D	S	Z	T	Y	E	R	P	T	K
G	E	U	M	U	H	B	A	D	D	E	T
C	H	A	L	A	R	W	N	M	Q	R	R
D	X	L	C	G	E	K	Y	R	J	E	S
G	O	L	M	H	J	R	J	O	Z	E	A
P	R	O	T	E	C	B	T	T	C	F	H
V	A	V	L	U	Q	P	X	S	P	S	V
Y	I	R	E	Z	I	L	I	T	R	E	F
Q	N	K	H	A	W	A	I	I	O	N	X

Brain Drain

Unscramble the words to complete
the sentences.

_____ (ANRI) provides fresh drinking water
and helps trees, grass, and plants grow. However,
when it rains, _____ (RSTHA), _____ (ILO),
and used carwash _____ (AOPS) goes down
the street curb and can wash into the
_____ (ORTSM) drains, which takes all of
that pollution straight to our _____ (CAEON).

Here are some great ways you can help prevent
pollution:

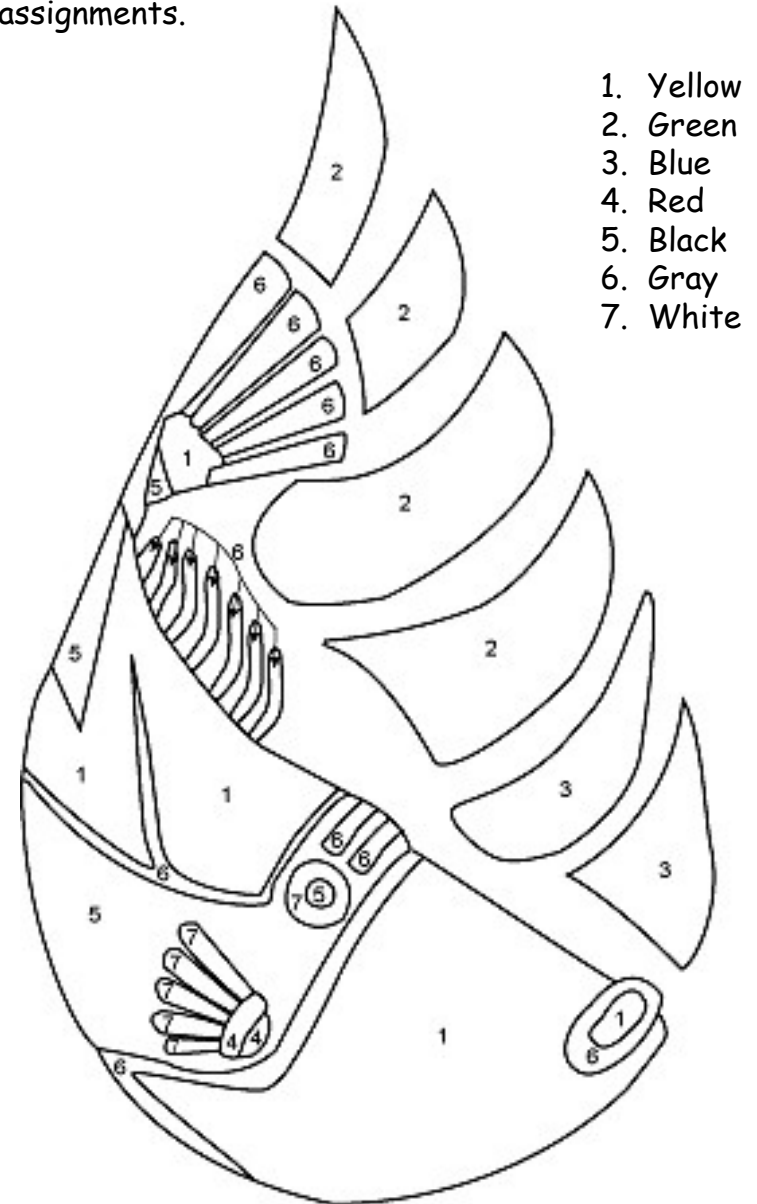
1. Never _____ (PDMU) anything down a
storm drain.
2. Wash your car on _____ (SASRG) or at a
car wash.
3. Clean up after your _____ (ODG).
4. Put all trash in the correct _____ (IBN).
5. _____ (EYCCLER) when you can!

Help the rain find its way to the drain!



Ocean Motion

Try your hand coloring in the fish from the *Malama I Ka Wai* "Protect Our Water" logo using the number assignments.



ILLICIT DISCHARGE & ILLEGAL CONNECTIONS

Daniel K. Inouye International Airport

FACT SHEET

Storm drains in HNL's small MS4 are designed to carry rain water away from the airport to prevent flooding. The storm drains flow directly into the ocean without receiving any treatment. Storm water can carry many types of pollutants, including:

- Litter
- Oil, fuel, and other maintenance fluids
- Pesticides & fertilizers
- Sediment
- Bacteria (animal and human waste)

HNL is committed to improving water quality and reducing the amount of pollutants that enter our waterways. Follow Best Management Practices (BMPs) to keep pollutants from entering the storm drain:

- Repair auto and aircraft leaks.
- Properly dispose of used motor oil and other wastes.
- No topping off when filling up fuel.
- Properly dispose trash in closed bins.
- Never dump anything down the storm drain.
- Clean up spills immediately using absorbents.



DEFINITIONS



Illicit Discharge – Any discharge to the MS4 that is not composed entirely of storm water, except those allowed by the NPDES Permit.



Illegal Connection – A physical connection to the MS4 that conveys illicit discharges into the storm drain system and / or is not authorized by DOTA.



Storm Water Runoff – Rainfall that flows over the land surface picking up pollutants along the way to the nearest storm drain in HNL's MS4.



REPORT SUSPICIOUS CONNECTIONS OR DUMPING

HNL Airport Operation Control (AOC)
(808) 836-6434

FACT SHEET

WARNING SIGNS

SPILLS

Any sheen on the ground or water surface is an indication of an illicit discharge of a petroleum product. Gas and oil enter the ocean by storm water runoff and illegal dumping. How can you help?

- Don't top off your tank.
- Keep your vehicle or aircraft maintained.
- Properly recycle used motor oil.
- Utilize drip pans and secondary containment.



DETERGENTS

Detergents used for cleaning vehicles and aircrafts become an illicit discharge when they enter the storm drain. Soaps that contain phosphates promote algae growth when they reach the ocean, which robs the water of essential oxygen. Without oxygen, fish and marine life cannot survive. Additionally, algae can block light from penetrating into the water and limit aquatic photosynthesis that coral depend on to survive. Even soaps that do not contain phosphates still bind to the tissue of fish and suffocate them.



SEWAGE

Sewage can pollute the ocean from septic tank overflow pipes, improperly disposed of lavatory waste from aircrafts, or porta-potty waste. Sewage pollution is recognizable based on its distinct odor, black staining inside the drainage pipe and visible evidence of sanitary waste such as toilet paper and opaque or gray water.



DRY WEATHER FLOW

If you can observe a discharge when it has not rained for at least 72 hours, or if it shows signs of intermittent flow (staining, odor) an illicit discharge or illegal dumping may be present. HNL's Environmental Health Specialists will conduct an investigation and determine the source of the dry weather flow.



Hazardous Wastes

When hazardous products need to be disposed of, they become wastes.

Some wastes are defined as a hazardous waste because they appear on one of the four hazardous wastes lists (F-list, K-list, P-list, or U-list), or exhibits at least one of four characteristics-ignitability, corrosivity, reactivity, or toxicity.

It is important to remember that disposing of hazardous wastes is not the same as disposing of regular rubbish.

If the hazardous wastes end up in the landfill, they can leach into the groundwater that many of us drink.

If the hazardous wastes go to the incinerator, heavy metals and other toxins can be emitted into the air.

If the hazardous wastes are left outdoors, they can be exposed to rainfall. That rainfall will carry the contaminants to the nearest storm drain, which leads untreated into the ocean or streams. It is important that we take care of our ocean now and prevent any further contamination.



Proper Disposal

Before disposing of a hazardous waste products, consider whether you can use up the products, reuse them, or give the products to someone else.

On Oahu, household hazardous wastes are collected free of charge by the City and County of Honolulu. Call 768-3201 to set up an appointment.

Businesses must hire a certified hazardous waste hauler. Common hazardous waste products can be recycled such as used oil, batteries, and solvents. Ensure that all hazardous wastes are stored properly in covered, structurally sound containers labeled either with the words “hazardous waste” and the date the waste was first placed in the container. If the product is going to be recycled, label the container with the product name, such as “used oil.” Ensure that hazardous waste storage time and volume limits are not exceeded as described in 40 CFR 262.

Always keep spill cleanup materials near the hazardous waste storage, which should include absorbents. Do not clean spills by washing them away with water, ensure that all spills are absorbed, containerized, and then properly disposed of.



State of Hawaii
Department of Transportation
Airports Division

This is a public service message brought to you by the **Honolulu International Airport**. As regulated by federal laws, the Storm Water Management Program must include public information strategies to encourage the prevention of storm drain pollution. For more brochures or information, please visit HNL's Storm Water Management website at:

<http://www6.hawaii.gov/dot/airports/hnl/swm/index.htm>.

Hazardous Materials and Waste Disposal



State of Hawaii,
Department of
Transportation,
Airports Division



Hazardous Materials

Hazardous products can be found both in the home as well as at your business. Common hazardous items can be purchased at the local supermarket or hardware store, however, that does not mean that the product is safe for you, your family, or the environment.

Some common hazardous products used both in the workplace and at home are:

- Paints, stains, and sealers
- Motor oil and antifreeze
- Paint strippers and paint thinners
- Cleaning agents and solvents
- Gasoline, kerosene, and propane
- Batteries
- Mercury thermometers, thermostats, and fluorescent lamps
- Pesticides

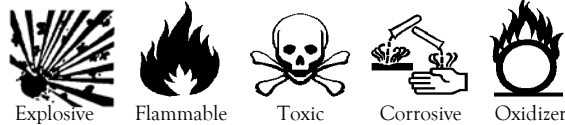
The Department of Health (DOH) regulates businesses concerning the proper storage and disposal of hazardous chemicals, while the same products used in households are generally exempt from regulation. However, it is important for everyone to manage hazardous chemicals and wastes properly so that they do not pollute our land and water resources.



Safety Precautions

When handling hazardous products either at home or at the workplace, safety precautions should be followed to ensure that your health as well as the environment is protected.

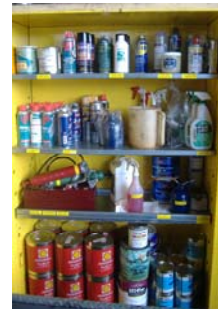
- ✓ Always read the label of any household product. The label can contain key words or symbols to let you know the severity of the product's hazard.



- ✓ Follow the manufacturer's instructions listed on the label.
- ✓ Use products in well ventilated areas, such as outdoors or indoors with windows open and fans to draw away harmful vapors.
- ✓ Wear the proper protective equipment (PPE) such as goggles, gloves (rubber or latex), and long sleeve shirt and pants to cover any exposed skin.

When the products are not being utilized it is important that they are stored properly.

- ✓ Store all hazardous products in a secure area, away from potential sources of heat, sparks, or flames.
- ✓ Store flammable products in tight containers in well ventilated areas.
- ✓ Store products in their original containers whenever possible.
- ✓ Should you need to store a product in a different container, ensure that it is clearly labeled with the product name and instructions for use.



Reducing Use

The best way to reduce the risk from hazardous products to you and the environment is by using less of them. There are two ways to reduce your use of hazardous products:

1. **Use less of the product** - buy only what you need, use all the product, or give the excess to someone who will use it.
2. **Choose a safer, less-hazardous product**

Some safer products can be substituted to complete a job as well as the hazardous products.

Fluorescent lights often contain measurable amounts of mercury; buy the green tipped bulbs which contain less mercury.



Auto parts degreasers are usually made of petroleum, which are flammable and have toxic fumes. Try citrus-based degreasers or steam clean the engine instead.

Oil-based paints contain petroleum that are flammable and can harm marine life, choose water-based or latex paints because they are safer and need only water for clean-up.

Hawaii State Department of
Transportation, Airports Division
Honolulu International Airport
400 Rodgers Boulevard, Suite 700
Honolulu, Hawaii 96819
Phone: (808) 838-8002



Pesticide Application BMPs

- Use only the least toxic and most effective chemicals available that are suited to the vegetation or pest control.
- Use only State of Hawaii, Department of Agriculture approved pesticides. (List available at <http://hawaii.gov/hdoa/pi/pest/list>)
- Use mechanical methods of vector control before utilizing chemicals such as, fencing installed to keep rodents out and netting used to keep birds and insects away from leaves and fruit.
- Slugs can be trapped in small cups filled with beer that are set in the ground so the slugs can get in easily.
- In cases where microscopic parasites, such as bacteria and fungi, are causing damage to plants, the affected plant material can be removed and disposed of.
- Beneficial organisms, such as spiders and geckos that prey on detrimental pest species should be promoted.



Pesticide, Herbicide, Fertilizer Labeling

Federal law requires that most hazardous products, such as pesticides, herbicides, and fertilizers must include specific information about the products on their labels. The labels must include the following information:

- Child hazard warnings
- Directions for use
- Warning statements
- Misuse statement
- Registration numbers



Every pesticide must be registered with the U.S. Environmental Protection Agency (EPA) and the label must contain that registration number. If the number is not present, do not buy the product.

The label will also contain a toxicity statement.

Danger/Poison: Highly toxic, consuming a few drops to 1 teaspoon may kill an average adult.

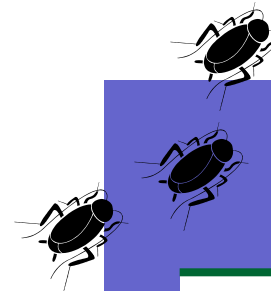
Warning: Moderately toxic, consuming 1 teaspoon to 1 ounce may kill an average adult.

Caution: Slightly toxic, consuming over 1 ounce may kill an average adult.

State of Hawaii
Department of Transportation
Airports Division

This is a public service message brought to you by the **Honolulu International Airport**. As regulated by federal laws, the Storm Water Management Program must include public information strategies for pesticide, herbicide, and fertilizer application. For more brochures or information, please visit HNL's Storm Water Management website at:

<http://www6.hawaii.gov/dot/airports/hnl/swm/index.htm>



Pesticide, Herbicide, and Fertilizer Information



State of Hawaii,
Department of
Transportation,
Airports Division



Figure B-5

Proper Application

Pest control and landscaping are activities that are commonly utilized both at the Honolulu International Airport (HNL) as well as in the general community.



Landscaping maintenance includes vegetation removal; herbicide and pesticide application; fertilizer application; and watering. Vegetation control typically involves a combination of chemical (herbicide) application and mechanical methods. All of these maintenance practices have the potential to contribute pollutants to the storm drain system.

Best Management Practices (BMPs) are designed to minimize the discharge of pesticides, herbicide, and fertilizers to HNL's Small Municipal Separate Storm Sewer System (MS4), which will discharge without treatment into the ocean.

A recent U.S. Geological Survey of urban streams found that some of the more commonly used insecticides occurred at higher frequencies and concentrations in urban streams than in agricultural streams.

Everyone is needed to prevent the discharge of these harmful chemicals, including HNL tenants, employees, and the local community.

Vegetation Management BMPs

- Prepare the minimum amount of chemical needed for the job.
- Do not mix or prepare pesticides for application near storm drains.
- Store all chemicals in closed containers and in an enclosed area protected from rain and wind, such as a shed.
- Maintain an inventory of all the chemicals stored and keep their material safety data sheets.
- Follow the manufacturer's instructions for chemical application.
- Do not use pesticide, herbicide, or fertilizer if rain is expected or if there is a high wind.
- Irrigate slowly or pulse irrigate to prevent runoff and then only irrigate as much as is needed.
- Compost leaves, sticks, or other collected vegetation or dispose of at a permitted landfill. Do not dispose of collected vegetation into waterways or storm drains.
- Triple rinse containers and use rinse water as product. It is safer, more economical, and helps the environment.
- Dispose of unused pesticide, herbicide, and fertilizer as hazardous waste.



Fertilizer Management BMPs

A fertilizer is a single or blended substance containing one or more recognized plant nutrients, designed to promote plant growth. Proper management of fertilizer application is important to reduce the contaminants entering HNL's MS4.

- Perform soil analysis for each landscaped area to determine the need and composition of fertilizer required.
- Store fertilizers in clean, sealed, and properly labeled containers.
- Do not apply fertilizer to slopes with a grade larger than 3:1.
- Fertilizers should be worked into the soil rather than dumped or broadcast onto the surface.
- Mulching can be used to prevent weeds where turf is absent.



Hawaii State Department of
Transportation, Airports Division
Honolulu International Airport
400 Rodgers Boulevard, Suite 700
Honolulu, Hawaii 96819
Phone: (808) 838-8002



Attachment A.2

Tenant Training Survey Example

MANDATORY ANNUAL STORM WATER TRAINING 2015

Employee Instructions: Please fill out this survey and submit it to your Supervisor as proof that you have viewed the training.

Supervisor Instructions: Please submit completed surveys along with your sign-in roster to your Airport/District Environmental Health Specialist (EHS).

District / Airport	EHS	Phone Number	Email
Oahu District: HNL Only Maui District: All	Joy Masuda	(808) 838-8002 Fax: (808) 838-8014	joy.masuda@hawaii.gov
Oahu District: HDH & JRF	Mike Goshima	(808) 838-8033	michael.goshima@hawaii.gov
Kauai District: LIH & PAK	Jesse Chow	808-241-3904	jesse.w.chow@hawaii.gov
Hawaii District: All	Stefan Borduz	(808) 327-9520 ext 234	stefan.borduz@hawaii.gov

SURVEY

Name: _____ **Date:** _____

Please Print

Airport Name: _____

- Which represents an illicit discharge?
 - Fire fighting water.
 - Air conditioning condensate.
 - Paint in the storm drain.
 - Landscaping water.
- What items should a spill kit contain?
 - Gloves.
 - Absorbent.
 - Trash bag.
 - All of the above.
- True or False: All materials at a facility must be labeled.
 - True.
 - False.
- Which item can be disposed of in the regular trash?
 - Hazardous waste.
 - Philip Alto Green Tip Fluorescent Lights.
 - Oil Based Paint.
 - Solvent
- True or False: All spills, regardless of size, must be reported to the Airport Duty Manager or Ramp Control.
 - True.
 - False.

Comments: