ecoactive business network // pollution prevention plan

Members of the eco active business network who store or use any potentially polluting substances on a site or sites that they manage / lease / own are required to provide a pollution prevention plan for each site. The plan is to help your business identify potential risks and reduce the likelihood of a pollution incident occurring.

If you have any difficulties completing this please contact us at envprotection@gov.je

	Question	Answer Y/N	Action taken	Deadline date	Person responsible
Site sensitivity	Is your site located near to a borehole, well, stream, reservoir or coastal waters? **Yes** If polluting substances are used or stored on your site, there is a great risk of water pollution occurring. **No** There is a lower risk of water pollution occurring at your site. But this will depend on whether pollutants are used and stored on your site. **Don't know**: get this information from the farm risk map pollution risk map website	Y N			
Site drainage	Do you have an up to date drainage plan of your site? Is your site drainage going to the right drainage system? • Only clean water to surface drains • All contaminated water, e.g. sewage, car washing to foul drains **Yes** – No further action required **No** – You need to: Make sure your drains discharge into the correct drainage system. Complete a site drainage map that shows the surface water drains. Download a map of your site that you can annotate from the Pollution risk map website	Y N			

How it arrives at your site?	Do you have polluting substance delivered to your site (e.g. solvents, pesticides, oils paints and detergents)?				
	No – No further action required	N			
	Yes - Assess the risk of pollution occurring. You might want to think about:	Y			
	• location to surface water drains • how it is packaged • delivery method etc Identify how you will take appropriate measures to reduce the risk.				
	Are your loading and unloading areas clearly marked and where possible located away from surface water drainage?				
	Yes – No further action required	Y			
	No – Take steps to identify a delivery area away from surface water drains.	N			
How you store it?	Do you store pollutants on your site, including waste products? (eg solvents, pesticides, oils (heating oil, fuel, cooking), paints and detergents). **No** – No further action required	N			
	Yes – Please do the following:	Y			

	1. Make a record of all polluting substances stored on your site, including wastes. This record should up-dated yearly.
	2. Make sure all polluting substances are:
	   • Stored in containers that are fit for purpose and are regularly inspected and maintained
	   • Stored in designated areas and sited away from surface water drains and water courses.
	   • Stored within a bund (containment area or catch pit) that can contain spillages.				

How you dispose of it?	Do you dispose of anything that could cause pollution on your site?
	
	Please note: the disposal of liquid waste (except sewage) into the foul sewer need a trade effluent consent, which are available from Transport and Technical Services.
	No – No further action required
	
	Yes – Are they disposed of in the appropriate manner?
	
	    Yes – no further action
	
	    No – Tell the contractor removing the waste and the waste site operator details about the waste you are disposing of.
	
	This information enables them to assess whether they can accept the waste under the terms of their license and allows them to handle the waste appropriately
		N
		
		Y
		
		Y
		
		N			

Training and emergencies	Are your staff aware of pollution prevention on your site? **Yes** – no further action required **No** – make your staff and contractors aware of how they can reduce the risk of pollution occurring – this could be done as part of a pollution response exercise.	 Y N			
	Is there a member of your staff responsible for implementing: • regular pollution prevention checks • maintenance schedules • Emergency response procedures **Yes** – No further action **No** – designate a member of staff to this role	 Y N			
Business name		**Date**			
Name		**Job title**			