

Attachment O: Checklist HAR 11-55 Appendix K

<b>1. Public Education and Outreach</b>		<b>Section</b>
Develop and implement a public education program to distribute educational materials to users, staff, and public of the UHM MS4 emphasizing the following		
a. Identify impacts of storm water discharges on water bodies	Education and outreach on stormwater impacts, water quality and sustainability at UHM and across Hawaii and the Pacific	5.1
b. Hazards associated with illicit discharges	General and UHM specific education and outreach, specific activities to reduce illicit discharge are addressed in training and inspections	5.1
c. Measures that users of the UHM MS4 can take to reduce pollutants in storm water runoff, including, but not limited to, minimizing fertilizer application and practicing proper storage and disposal of chemicals and wastes	Training is a component of this and is addressed via workgroups	5.1
<b>Measurable goals</b>	<ol style="list-style-type: none"> <li>1. Identify two public outreach events per calendar year and list on EHSO Outreach/Education Tracking Sheet</li> <li>2. Identify two educational outreach events per calendar year (conferences/seminars/cross program research) held at UH which address water quality topics</li> </ol>	5.2

<b>2. Public Involvement/Participation</b>		<b>Section</b>
Include users of the UHM MS4 in developing, implementing, and reviewing the storm water management plan	<p>Solicit and include inputs from UHM users during training and via public notices for SWMP revisions</p> <p>Include SWMP plans in the Manoa Sustainability Council meetings</p>	6
<b>Measurable goals</b>	<ol style="list-style-type: none"> <li>1. Annually review the SWMP posting on the ECP website</li> <li>2. Annual announcement of the SWMP and invitation for review and feedback to be posted in the weekly UH News Email</li> <li>3. Tracking feedback from the annual announcement of the SWMP and the various trainings and incident debriefs and posting the feedback on the ECP website annually for the prior calendar year</li> </ol>	6.1

<b>3. Illicit Discharge and Elimination</b>		<b>Section</b>
Develop, implement, and enforce a program to detect and eliminate illicit discharges		
a. Establishment of rules ordinances, or other regulatory mechanism, including enforcement procedures and actions, that prohibit non-storm water discharges, except	7.1	7.1

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<p>those listed in HAR 11 -55 K Section 1 that do not cause or contribute to any violations of water quality standards, into the UHM MS4.</p>		
<p>b. Identify procedures to detect and eliminate illicit discharges.</p>	<p>Track all identified illicit discharges and corrective actions on EHSO Compliance Spreadsheet.</p>	<p>7.2</p>
<p>c. Compilation of a list of non-storm water discharges or flows that are considered to be significant contributors of pollutants to the system and measures to be taken to prevent these discharges into the UHM MS4, or reduce the amount of pollutants in these discharges.</p>	<p>Illicit discharges of this nature are observed by DPS, facilities or BGM. They notify EHSO or DPS depending on the nature of the spill. Spill kits have been given to area site users to rapidly respond to illicit discharges. Annual training is conducted with area users to address spill response and illicit discharge response.</p>	<p>7, 7.3, 7.4</p>
<p><b>Measurable goals</b></p>	<ol style="list-style-type: none"> <li>1. Track all identified illicit discharges and corrective actions on ECP Compliance Spreadsheet.</li> <li>2. Complete campus inspection monthly and focus on high activity areas such as the Art Building exterior areas and the Marine Science Building loading/service area. Track discharges/corrective actions in the ECP Compliance Spreadsheet.</li> <li>3. Complete environmental compliance training for SWMP Team Members and any others who, based on their activities, require training. Track training completion.</li> <li>4. 100% completion of outfall inspections, conducted quarterly and tracked by ECP.</li> <li>5. 50% completion of construction project inspections, bi-weekly frequency, tracked by ECP.</li> <li>6. 100% completion of campus inspections, conducted bi-monthly and tracked by ECP</li> <li>7. 50% completion of internal audit of grease interceptor maintenance logs, frequency to correspond with the CCH ENV inspector specified frequency, tracked by ECP using the UH SPCC Tracking log.</li> </ol>	<p>7.5</p>

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<b>4. Construction Site Runoff Control</b>		<b>Section</b>
Develop, implement, and enforce a program to reduce pollutants in storm water runoff entering the UHM MS4 from construction activities disturbing one acre or more, including construction activities less than one acre that are part of a larger common plan of development or sale that would disturb one acre or more, that, at a minimum, includes the following:		
a. Establish of rules, ordinances, or other regulatory mechanism, including enforcement procedures and actions, that require erosion and sediment controls at construction sites.	UHM construction specification section 01560 Environmental Controls.	8.2, 8.3
b. Requirements for construction site operators to implement appropriate erosion and sediment control best management practices.	Site inspections are conducted by UHM construction site inspectors and EHSO staff and must meet the UHM specifications, including site specific SWMPP plans and ESCP.	8.1, 8.2, 8.3, 8.4, 8.6, 7.2.1
c. Requirements for construction site operators to control wastes such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.	All construction on UHM requires trash management, covered dumpsters, inlet protection.	8.3, 7.2.1
d. Procedures for site plan review which incorporate consideration of potential water quality impacts.	This starts at the pre-construction meetings for UHM construction projects. EHSO staff provides comments on UHM construction projects.	8.3, 8.4
e. Procedures for receipt and consideration of information submitted by the public	In most cases, the projects are not large enough to trigger public review. The “public” are UHM staff including the EHSO office. For projects which require an EIS, standard permitting and CCH/State requirements are followed including public notice.	8.6
f. Procedures for site inspection and enforcement of control measures;	Pre-construction, weekly, and post construction inspections are conducted.	8.1, 8.4, 8.5, 8.6
<b>Measurable goals</b>	<ol style="list-style-type: none"> <li>1. 100% of construction projects are tracked from design to close-out.</li> <li>2. 100% Inspections and corrective actions are completed and documented.</li> <li>3. 100% ECP participation in construction preconstruction meeting, preconstruction site visit, and post construction site visit completed and documented.</li> </ol>	8.7

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<b>5. Post-Construction Site Runoff</b> Develop, implement, and enforce a program to reduce pollutants in stormwater runoff entering the UHM MS4 from new development and redevelopment projects that disturb greater than or equal to one acre, including construction sites less than one acre that are part of a larger common plan of development or sale that would disturb one acre or more, that, at a minimum include the following		<b>Section</b>
a. Establishment of rules, ordinances, or other regulatory mechanism, including enforcement procedures and actions, that address post-construction runoff from new development and redevelopment projects	Projects are not considered closed out until stabilization requirements have been met, per UHM construction specifications.	9
b. Structural and/or non-structural best management practices to minimize water quality impacts and attempt to maintain pre-development runoff conditions	All construction sites must be restored/stabilized prior to project site closeout. Stormwater inlets and connections must be approved.	9
c. Procedures for long-term operation and maintenance of BMPs	BMPs are chosen for long-term maintenance costs as well as immediate post-construction needs.	9
<b>Measurable goals</b>	<ol style="list-style-type: none"> <li>1. Annually review the ECP Environmental Compliance Inspection Data and summary table of corrective actions based on BMP performance and maintenance. This summary table will be included in the annual report, which will be posted on the ECP website.</li> <li>2. Record planned and existing LID in the UHM 1Map system and annually report updates to the system in the annual report, which will be posted on the ECP website.</li> <li>3. By the end of 2024, provide an online viewer/map on the ECP website which will show the LIDs and performance of each.</li> </ol>	9.1

<b>6. Pollution Prevention/Good Housekeeping</b> Develop, implement, and enforce an operation and maintenance program to prevent and reduce storm water pollution from activities		<b>Section</b>
Good housekeeping and other control measures	Each area of campus has BMPs and SOPs for their operations and maintenance activities.	2.1, 10.1 Attachments
b. Employee and contractor training on good housekeeping practices to ensure that good housekeeping measures and BMPs are properly implemented	Annual training with the program team is a vital component of operation and prevention.	2.2, 10.1, Attachments

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<b>Measurable goals</b>	<ol style="list-style-type: none"><li>1. Annually generate a summary report of non-compliance over the past calendar year and post to the ECP website.</li><li>2. Annually review and update best practices guidelines to reflect non-compliance and feedback from department staff/contractors/vendors who are expected to implement these best practices. Track changes made based on comments/responses. Post updates to the ECP SWMP and website annually and report on the updates in the annual report.</li><li>3. Annually review training and update to reflect non-compliance issues and feedback from department staff/contractors/vendors.</li></ol>	10.2
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