*NOTE: For guidance on how to complete this template see the Under-An-Acre Pollution Prevention Plan (UPPP) Guideline on the* [*DSC Workflows*](http://www.nps.gov/dsc/workflows/publicforms.htm#cg) *website.*

UNDER-AN-ACRE

POLLUTION PREVENTION PLAN
(UPPP)

*TEMPLATE*

*Project Title*

*Park Name*

*NPS Contract Number*

UPPP Prepared by:

*Company Name*

*Address 1*

*Address 2*

*City, State, ZIP*

*Telephone*

Name and Title of Preparer:

*Name and Title of Preparer*

UPPP Preparation Date:

*Date*

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# General Information

## Responsible Parties

The following people and their companies are responsible for the implementation of this Under-an-acre Pollution Prevention Plan (UPPP) and their complete contact information can be found in Appendix A.

The Company responsible for the UPPP is: *Name, Company, and phone*

The UPPP Preparer assigned to this project is: *Name, Company, and phone*

The UPPP Manager assigned to this project is: *Name, Company, and phone*

Additional UPPP staff are: *Name, Company, and phone; Name, Company, and phone; etc*

## UPPP Amendments

When changes in the approved UPPP are required, the contractor shall prepare and certify an amendment and submit it to the Contracting Officer (CO) for review and approval. See Division 1 Specifications, Section 01 57 23 – Amending UPPPs.

**UPPP Amendment Log**

|  |  |  |  |
| --- | --- | --- | --- |
| **Amendment No.** | **Date** | **Brief Description of Amendment** | **Prepared By** |
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## Project Scope

*Provide information in a narrative format that can be easily understood by a person who is not familiar with the project and explain the projects purpose, work scope, general description of location, and any special feature on or adjacent to the project site. Add UPPP Vicinity Map to Appendix B.*

## Standards and Constraints

*Provide text to explain the possible constraints imposed on the project, such as: permits requirements relevant to the UPPP*; *National Environmental Policy Act (NEPA) requirements relevant to the UPPP; and standards or requirements that do not apply.*

## Spill Prevention

The Environmental Protection Agency (EPA) has promulgated an oil pollution prevention regulation requiring facilities to prepare and implement Spills Prevention Control and Counter (SPCC) measures plan to prevent discharge of oil or other petroleum products into waters of the United States.

*If a separate SPCC is not being prepared for the project, include a list of SPPC Best Management Practices (BMPs) in this section.*

# Project Details that Relate to the UPPP

## Project Scheduling

*Include in the project Gantt chart a Section Called “UPPP”. Within this section include the UPPP schedule items and clearly show how the rainy season relates to soil-disturbing and re-stabilization activities. The schedule shall contain an adequate level of detail to show major activities sequenced with implementation of construction site BMPs, possibly including but not limited to the list below, which should be edited as required:*

* project start and finish dates
* rainy season dates
* mobilization dates
* mass clearing and grubbing/roadside clearing dates
* major grading/excavation dates
* special dates named in permits
* rainy season implementation schedule
* deployment of temporary BMPs, by BMP
* deployment of BMPs, by BMPs
* final stabilization activities staged over time for each area of the project

## Site Information

*Provide the following information in a narrative and table format that can be easily understood by a person who is not familiar with the project, possibly including but not limited to the list below, which should be edited as required:*

* Project size (acres)
* Area of disturbance (acres)
* Impervious area
	+ before
	+ after
* Existing vegetative cover (type and present cover)
* Site topography
	+ Drainage
	+ Slope
	+ Watershed
* Receiving water (including storm drains)
* Environmentally sensitive areas

### Known Data on Soil and Fill

#### Soil

*In this section, at a minimum, provide a narrative and table describing types, nature and properties of the project site’s soil, particularly as it relates to erosion by water, wind, or other agent. If warranted, include a map of the site’s soils.*

#### Fill

*In this section provide a narrative and table describing the nature and properties of any know fill. Include the fill’s potential to contain pollutants that could be mobilized by storm water if disturbed. If needed please provide a map of the location of fill.*

## Construction Information

### Activities with the Potential to Generate Non-Storm Water Pollution

*Provide text in list format that explains the possible activity sources with the potential to generate non-storm water pollution. Such as, but not limited to, the list below which should be edited as required:*

* Dust generated by scraping or grading
* Trash or debris
* Other

### Activities and Materials with the Potential to Pollute Storm Water

*Provide text in list format that explains the possible activity sources that may generate non-sediment pollutants. Such as, but not limited to, the list below which should be edited as required:*

* General construction activities and litter
* Vehicle fueling, repair and fluids (oil, grease, petroleum, and coolants)
* Paints
* Solvents, thinners, acids
* Mortar mix
* Treated lumber (materials and wastes)
* Demolition and masonry block rubble
* Landscaping, raw materials and wastes (topsoil, plant materials, herbicides, fertilizers, pesticides, mulch)
* BMP materials (sandbags, liquid copolymer)
* Base and sub-base material
* Asphaltic emulsions associated with asphalt-concrete paving operations
* Cement materials
* Concrete curing compounds
* Other

### Activities with the Potential to Generate Sediment

*Provide text in list format that explains the possible activity sources with sediment as a pollutant. Such as, but not limited to, the list below which should be edited as required:*

* Lay down area and stockpiles
* Grubbing
* Grading
* Concrete work
* Trenching
* Dewatering
* Landscaping
* Other

# Temporary Best Management Practices (BMPs) for Project

Based on the project location’s characteristics, soil, and the scope of work, this project will require the following categories of BMPs:

* Management and Reporting;
* Waste Management;
* Non-Storm Water Pollution Control;
* Soil Stabilization (erosion prevention);
* Sediment Control;
* Other Pollution Control

Each of the above identified project activities will be managed by BMPs in one or more of these sections below.

*Specific BMPs for each category are discussed below and relevant installation specifications can be found Appendix C.*

## Management and Reporting

*Management and Reporting is a required section. This section shall include the project information and activities and detail which BMPs will be used and why. Such as, but not limited to, the list below; which should be edited as required:*

* Who is responsible and contact information
* Inspection procedures
* Incident reporting
* Incident remediation
* UPPP adaptive management and addendums
* Reference to reporting and inspection forms in appendix
* Maintenance of BMPs
* Weather monitoring
* Or other relevant BMP

## Waste Management

*Waste Management is a required section. This section shall include the project information and activities and detail which BMPs will be used and why. Such as, but not limited to, the list below; which should be edited as required:*

* Material Storage
* Solid Waste management
* Material use
* Hazardous waste management (including contaminated soil)
* Sanitary/septic waste
* Or other relevant BMP

## Non-Storm Water Pollution Control

*In this section take the project information and activities then detail which BMPs will be used and why. Such as, but not limited to, the list below; which should be edited as required:*

* De-watering
* Water sampling for non-visible pollutants
* Vehicle fueling
* Vehicle cleaning
* Demolition controls
* Or other relevant BMP

*If this section is not relevant to the project then make a statement that the project activities were reviewed and no Non-Storm Water Pollution Control BMPs are needed.*

## Erosion Control - Soil Stabilization

*Consider the following possible issues and provide text to explain the list below, which should be edited as required:*

* Exposed soil, active
* Exposed soil, temporary inactive
* Exposed soil, work completed
* Slopes
* Or other relevant BMP

*If this section is not relevant to the project then make a statement that the project activities were reviewed and no Soil Stabilization BMPs are needed.*

## Sediment Control

*Consider the following possible issues and provide text to explain the list below, which should be edited as required:*

* Drainage control
* Soil stockpiles
* Storm drain protection
* Public roadways
* Or other relevant BMP

*If this section is not relevant to the project then make a statement that the project activities were reviewed and no Sediment Control BMPs are needed.*

## Other Pollution Control

*Consider the following possible issues and provide text to explain the list below, which should be edited as required:*

* Wind erosion
* Vehicle tracking pollutants:
	+ Offsite: mud
	+ On site: Invasive species
* Or other relevant BMP

*If this section is not relevant to the project then make a statement that the project activities were reviewed and no Other Pollution Control BMPs are needed.*

# Permanent Pollution Control Practices

*This section shall include a list with a short description of any Permanent Pollution Control Practices for the project. The information should include which BMPs will be used, why and to what standard. Include design drawings at the end of this report.*

# References

*Prepare a list of the documents referenced in and used to prepare the UPPP; Project Plans & Specifications, reports, design, and storm water management related documents.*

*The reference for each document shall include:*

* *Complete name of the referenced document*
* *Number of the document (if applicable)*
* *Author*
* *Date Published or Produced (in the case of internal documents)*
* *Document date/revision that applies*

*Documents should include:*

* *Permits*
* *Geo-technical Reports*
* *Regulatory correspondences providing guidance*
* *Project Plans*
* *NPS contract*

# Appendices

## Appendix A: Contact Information

*Include:*

* + - 1. *The Company responsible for the UPPP is: Name, Company and contact information*
			2. *The UPPP Preparer assigned to this project is: Name, Company and contact information*
			3. *The UPPP Manager assigned to this project is: Name, Company and contact information*

## Appendix B: Pollution Prevention Control Maps or Sheet(s)

*Include:*

* 1. *UPPP Vicinity Map:
	A map extending approximately one quarter mile beyond the property boundaries of the construction site showing: the construction site, surface water bodies (including known springs and wetlands), known wells, an outline of offsite drainage areas that discharge into the construction site, general topography, and the anticipated discharge location(s) where the construction site's storm water discharges to a municipal storm drain system or other water body. A U.S. Geological Survey (USGS) quad map may be used for showing the project site and a one-quarter mile extension beyond the property boundaries of the construction site.*
	2. *Pollution Prevention Control Map(s):
	A map clearly showing boundaries of the construction site showing and includes: symbols for the location of BMPs, surface water bodies (including drainages and wetlands), topography, municipal storm drain system intake location, and UPPP discharge points.*

## Appendix C: Standard Installation Specifications for each BMP

*For each BMP, include a section that provides sufficient information for the installation and maintenance of the structure. Include installation details, material lists, narratives, and resource references.*

## Appendix D: Blank Forms

Include:

* 1. *Inspection Form*
	2. *Incident reporting Form*
	3. *UPPP Amendment Form*

# Attachments

1. Permits (if any)
2. Spills Prevention Control and Counter measures plan (if required)
3. Supporting reports (if any)
4. Permanent Pollution Control Practices for Project (if any)