

Preventing Storm Water Pollution: *What We Can Do*

~Employee Training Series~

Fleet Maintenance

PREPARED IN COOPERATION WITH THE Texas Commission on Environmental Quality AND
U.S. ENVIRONMENTAL PROTECTION AGENCY

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Fleet Maintenance

- Employees who service and repair our vehicles and equipment can help reduce water pollution by following precautions in their daily activities.
 - General Guidelines
 - Leaks and Spills
 - Disposal Methods
 - Parts Cleaning
 - Shop and Pavement Cleaning
 - Fueling
 - Washing

General Guidelines

- Conduct all vehicle and equipment maintenance at designated locations, preferably inside the shop or outdoors on a paved, covered surface.
- Park damaged, leaking, or dirty vehicles under cover, if possible, to prevent exposure to rainfall.



General Guidelines

- Keep maintenance areas clean by promptly disposing of trash, debris, old parts, and absorbents used on spills.
- Promptly dispose of fluids that have been collected in drip pans or other open containers.



Leaks and Spills

- Regularly inspect for leaks or stains around vehicles and equipment. Use a drip pan or absorbent material to collect dripping fluids.
- Locate the source of leakage and stop further spillage by fixing the leak or draining the fluid.



Leaks and Spills

- Clean up spills immediately to minimize safety hazards and deter spreading.
- Store cracked batteries in a leak proof container.
- Refer to the Materials Storage and Spill Cleanup module for more information.



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Materials Storage and Spill Cleanup

Disposal Methods

- Collect all used anti-freeze, motor oil, transmission fluid, and hydraulic fluid and store them in separate containers by type.
- Make sure storage containers are properly labeled.
- Never mix different types of fluids.



Disposal Methods

- Recycle used fluids, oil, transmission, and hydraulic filters, and batteries.
- Never dispose of used fluids, filters, or batteries in the trash.



Parts Cleaning

- Clean parts indoors and properly dispose of fluids, grease, dirt, and other debris cleaned from parts.
- Allow parts to fully drain before removing from cleaning sink to reduce dripping of cleaning fluid to the floor.
- Keep lids closed on parts cleaning sinks when not in use.



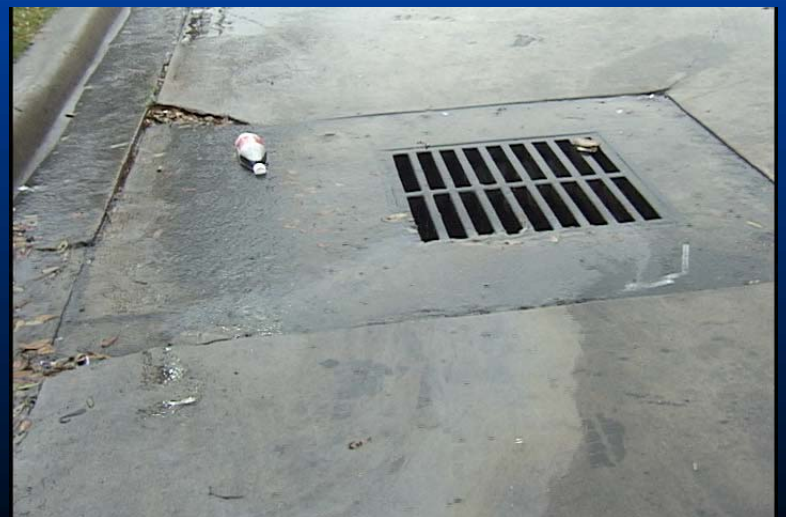
Shop and Pavement Cleaning

- Use dry methods (sweeping, wiping, absorbents) to clean work areas as much as possible.
- Dispose of mop water properly, usually by pouring down a sanitary sewer drain.



Shop and Pavement Cleaning

- Don't hose down outside work areas.
- In addition to regular, periodic cleaning, clean outside work areas when rain is forecast.



Fueling

- Don't top off fuel tanks to prevent spills due to overfilling.
- Be aware of the emergency pump shut-off button location.
- Keep absorbent materials on site for use in prompt cleanup of spills.



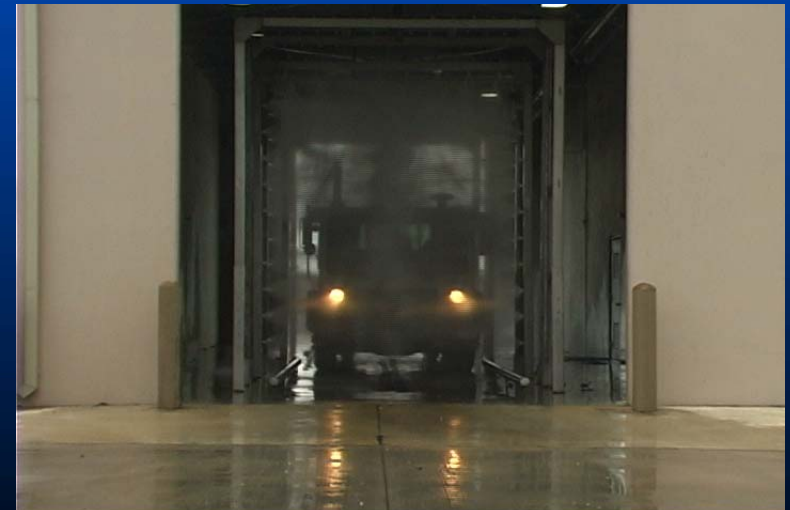
Fueling

- Periodically clean fueling areas using approved methods to remove accumulated fuel and grease.
- Transport equipment to a designated fueling area rather than using mobile fueling.
- If mobile fueling is used, keep a spill kit on the fuel truck.



Washing

- Wash equipment and vehicles **ONLY** in designated facilities where the wash water drains to the sanitary sewer system or is collected and recycled.



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*Protecting water quality requires
that all employees do their part to
prevent storm water pollution.*

