

## Surface Cleaning - Standard Operating Procedures

### Purpose

This handout summarizes the best management practices required for staff and contractors when conducting surface cleaning of sidewalks, plazas, building exteriors, parking areas, or other surfaces.

In Dublin and most of the San Francisco Bay Area, storm drains are pathways for pollution, traveling directly from parking lots, streets, gutters and other paved surfaces to local creeks and San Francisco Bay without treatment. Wash water from surface cleaning carries pollutants that can harm wildlife that depends on healthy waterways for survival. Allowing polluting substances into the storm drain system is prohibited. Only rain should go down the storm drain!

### Best Management Practices (BMPs)

When using water only to clean, follow these steps to prevent surface cleaning wash water from entering the storm drain system:

1. Identify all storm drains that *might* receive wash water runoff and seal with mats or booms to prevent wash water from entering the drains.
2. Determine which direction the wash water will flow in the cleaning area and locate the drain nearest the work area in the direction of flow.
3. In the storm drain most likely to receive wash water flow as identified in step two, plug or otherwise block that storm drain such that wash water can be collected with a sump pump.
4. Install a sump pump in the plugged storm drain and direct the sump pump hose to a dirt or landscape area.
5. If the soil is very dry in the landscape area, wet it down prior to cleaning so the wash water will soak into the soil instead of running off the area.
6. If there is no landscape area available, the wash water must be captured in drums and disposed of in the sanitary sewer. Prior to discharging the wash water, contact Dublin San Ramon Services District (DSRSD) at 925-828-0515 or [dsrsd.com](http://dsrsd.com) for connection and discharge requirements.

When using soap or other cleaning solutions, or if painted surfaces or parking areas are being cleaned, follow steps 1-3 above and then take these steps:

1. Contact DSRSD for connection and discharge requirements.
2. Install a sump pump in the plugged storm drain and direct the sump pump hose to a collection drum or sanitary sewer cleanout.
3. Use dry cleanup methods prior to starting wet cleanup efforts. Dry cleanup includes using absorbents to remove oil, sweeping surfaces and collecting & properly disposing of debris.
4. After dry cleanup has been completed, wet clean and collect the wash water for disposal to the sanitary sewer.

On-line training, certification, and annual renewal through the Bay Area Stormwater Management Agencies Association is highly recommended. Find training information here: [www.basmaa.org/Training.aspx](http://www.basmaa.org/Training.aspx).

Questions? Contact the Environmental Services Division for more information and guidance.

*Identify & Protect Storm Drains.*



*Plug Storm Drain & Install Sump Pump.*



Image credit to Victor F. Medina at [researchgate.net](http://researchgate.net).

*Use Dry Cleanup Methods.*

