

SERIES #8: Education



Hands In for Healthy Streams is a cooperative effort between the City of Buford and the local business community.

HANDS IN FOR HEALTHY STREAMS

NOTE: This handbook is one in a series of handbooks that describe specific practices businesses can use to protect water quality. A complete list of all handbooks and fact sheets available through the *Hands In for Healthy Streams* program is provided on the back cover. To obtain other handbooks in this series, contact Buford City Hall at the address provided below.

City of Buford
2300 Buford Highway
Buford, GA 30518
www.cityofbuford.com

We hope you'll join with the City of Buford and other area businesses by participating in the *Hands In for Healthy Streams* program. Through this Program, you can help protect our local streams. To participate, review the enclosed Fact Sheet No. 8.1, and then fill out the self-assessment at the back of the Handbook. We appreciate your continued cooperation and stewardship in protection of our water quality.

This Program is modeled on the Community Partners for Clean Streams program created through a US EPA Clean Water Act Grant by the Office of Washtenaw County Drain Commissioner Janis A. Bobrin, Washtenaw County, Michigan. Portions of this Handbook are borrowed from the Community Partners for Clean Streams series, with designs and illustrations developed by David Zinn.



Fact Sheet No. 8.1 Education & Community

Why be concerned?

Hands In *activities that your business will perform are part of a continuing process.*

Employee education is key to any successful pollution prevention program, and will be critical to integrating water resource stewardship into your business operations.

Encourage employees, contractors, and peer businesses to join Hands In and make a positive impact in our community.

Community leadership in protecting water quality is good public relations: both your business and the environment benefit.

Employee education and community leadership help to raise awareness about the need to protect our rivers and streams.



Make Protecting Our Water Your Business

- Develop and implement your Action Plan to protect water quality through the Hands In program.
- Adopt an environmental policy statement for your business. Post and circulate this statement to employees.

- Train employees to routinely inspect equipment and evaluate activities for opportunities to prevent pollution. A weekly site walk-through can help identify potential problems. Provide incentives to encourage staff participation to protect water quality.

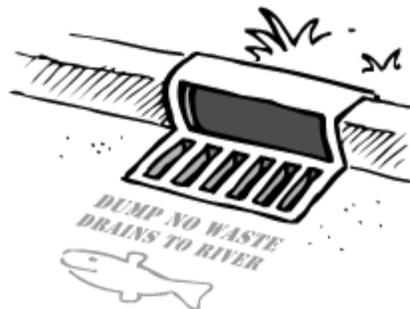
- Assign experienced workers to train new ones. Review procedures as a group at least once a year. You can coordinate this with worker safety training programs or “worker right-to-know” training for hazardous materials.

- Display signs describing water quality protection activities where employees and customers will see them. For example, install a sign near trash receptacles reminding staff to keep covers closed and the area clean.

- Join the “Adopt-A-Stream” program
- Stencil storm drains with the message “Keep It Clean, Drains to Stream.” This informs employees and customers that dumping wastes into these drains is not appropriate.

Encouraging Tenants to Protect Water Quality

If you own or manage property, educate tenants about protecting water quality. For example, include information in newsletters, stencil storm drains and post signs next to trash receptacles. Set up a collection center for used oil and other household wastes that can be recycled.



Encouraging Contractors to Protect Water Quality

Encourage or require contractors to follow *Hands In* practices, and at a minimum:

- use the least toxic products and procedures possible
- explain how wastes will be managed
- strictly adhere to all federal, state and local laws

Whenever possible, monitor contractors and their employees to assure compliance.

GETTING HELP

Gwinnett County Adopt-A-Stream
(770) 904-3505.

UGA Cooperative Extension
Service for Gwinnett County
(678) 377-4010.

Gwinnett Clean & Beautiful, Inc.
(770) 822-5187.
www.gwinnettcg.org

This concludes Fact Sheet 8.1 of the Housekeeping Practices series. To create your own Water Quality Action Plan, please complete the Water Quality Assessment provided on the following page.

SERIES #8 Assessment

The following Assessment and Action Plan asks you to evaluate your current activities and identify any specific actions needed to prevent pollution. For each question, check the appropriate box in the Assessment column. Next, in the corresponding box in the Action Plan column, fill in the proposed *date* by which the activity will be completed. Thank you for your good faith commitment to water quality.

Series #8, Housekeeping Practices: Education	ASSESSMENT			ACTION PLAN	
	Not Applicable	Needs Improvement	Always	Plan to Improve	Plan to Continue
1. An environmental policy statement has been adopted and circulated to all employees.					
2. Storm drains are stenciled or decals applied with the message "Keep It Clean - Drains to Stream."					
3. Signs that explain water quality protection practices are posted in relevant locations (e.g. "No solvents are to be dumped into sinks").					
4. Regular evaluations are made to identify pollution prevention opportunities (e.g. regular walk-throughs, environmental committees).					
5. Employee incentives to protect water quality have been developed and implemented (e.g. names mentioned in a newsletter, part of a performance evaluation, etc.).					
6. Contractors are encouraged to demonstrate compliance with relevant federal, state, and local laws whenever possible.					
7. Contractors are encouraged to implement practices recommended by Hands In for Healthy Streams (e.g. the use of standard contract language).					
8. Water quality protection information is shared with peer businesses whenever appropriate (e.g. discussing environmental concerns/standards prior to contracted service).					
9. Site tenants, if any, are encouraged to protect water quality.					