

### KKMI Best Management Practices

| #  | Category | Practice<br>For Contractors and DIY Customers   |
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| 1  | Disposal | Dispose of greasy rags, oil filters, air filters, batteries, spent coolant and degreasers properly. For disposal instructions please see a KKMI store employee.   |
| 2  | Disposal | Segregate incompatible wastes. For disposal instructions please see a KKMI store employee.  |
| 3  | Disposal | Solvent-soaked and other soiled rags are recycled by an industrial laundry service or disposed of as hazardous waste. For disposal instructions please see a KKMI store employee.   |
| 4  | Disposal | Zincs used as sacrificial anodes shall not be disposed of into waters of the State. Spent zincs shall not be allowed to make contact with the ground surface when removed, but instead placed in a covered container and be recycled for their material value. For disposal instructions please see a KKMI store employee.  |
| 5  | Disposal | Collect spent abrasives thoroughly and store in a covered bin to await proper disposal. See KKMI store employee for proper disposal containers.   |
| 6  | Disposal | Allow empty paint cans to dry before disposal. Only dry cans may be disposed.   |
| 7  | Disposal | When stripping, sanding, scraping, painting, coating and/or varnishing any deck or superstructure of an in-water or on-shore vessel, all particles, oils, grits, dusts, flakes, chips, drips, sediments, debris and other solids shall be collected and managed to prevent their release into the environment. <b>All materials considered as hazardous will be disposed of properly and lawfully. DIYs ARE NOT PERMITTED TO SAND THE BOTTOM OF ANY VESSEL THAT HAS ANTI-FOULING PAINT.</b> |
| 8  | Disposal | Unknown and toxic paint chips, dust or sludge must be disposed appropriately. For disposal instructions please see a KKMI store employee.   |
| 9  | Disposal | Drain oil filters before disposal or recycling. For disposal instructions please see a KKMI store employee.   |
| 10 | Disposal | Clean up and properly dispose of metal shavings and scraps from metal working immediately upon conclusion of work. For disposal instructions please see a KKMI store employee.  |
| 11 | Disposal | Corrosive carburetor cleaner must be properly managed/disposed of as hazardous waste. For disposal instructions please see a KKMI store employee.   |
| 12 | Disposal | Used refrigerants are sent to a permitted facility for recycling. For disposal instructions please see a KKMI store employee.   |
| 13 | Disposal | Sanitary waste discharges shall be to either the sanitary sewer or into a holding tank. KKMI has a list of contractors providing holding tank pump-out services.  |
| 14 | Disposal | Properly manage and dispose of all solid wastes. For disposal instructions please see a KKMI store employee.  |
| 15 | Disposal | Used oil is placed in closed containers, drums or tanks labeled "USED OIL". For disposal instructions please see a KKMI store employee.   |
| 16 | Facility | Keep all ingress and egress clear of obstacles including fire lanes. Vehicles may NOT be parked alongside of a vessel. Vehicles may only be allowed adjacent to the vessel for a short time to load or unload the vehicle. Vehicles must park in designated parking stalls. All other vehicles will be parked outside of the premises.  |
| 17 | Facility | All containers must be kept closed and clearly identified as to their contents.   |
| 18 | Facility | A fire extinguisher should be clearly marked and readily available on all boats.  |
| 19 | Facility | KKMI's written fire and earthquake plan is posted on site. Please make yourself and your crew aware of and familiar with this plan.   |

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| 20 | Facility    | KKMI is prepared for emergency spills and spill equipment is properly identified. Please make yourself familiar with where this equipment is located.   |
| 21 | Facility    | Emergency phone numbers are posted in the KKMI office.  |
| 22 | Facility    | KKMI's docks and grounds are well maintained for your safety and appearance. Please help us by picking up your litter and notify the KKMI office of any safety concerns.  |
| 23 | Facility    | KKMI has provided signage identifying waste disposal practices. Please follow them.   |
| 24 | Facility    | Hazardous waste is NOT to be placed in dumpsters. For disposal instructions please see a KKMI store employee.   |
| 25 | Facility    | KKMI has posted "NO SMOKING" signs near flammable products. Please obey these signs and only smoke in designated areas. <b><u>ATTENTION: Smokers please be advised-</u></b> If you are found smoking in a non-designated area you will be given a verbal warning. If found to be smoking again in a non-designated area for a second time, you will be asked to leave the facility for the day. |
| 26 | Facility    | KKMI has provided spill control materials and empty containers for clean up. For disposal instructions please see a KKMI store employee.  |
| 27 | Facility    | Liquid waste container must be kept locked except when KKMI employee is available to monitor waste segregation.   |
| 28 | Facility    | Please use the provided recycling receptacles for paper, cardboard, cans and glass.   |
| 29 | Facility    | Used oil containers must be stored inside or otherwise protected from the weather.  |
| 30 | Facility    | Used oil and used oil filters are sent to a permitted facility for recycling and records maintained at facility. For disposal instructions please see a KKMI store employee.  |
| 31 | Maintenance | Promptly contain and clean up solid and liquid pollutant leaks and spills including oils, solvents, fuels and dust from maintenance operations on any soil, vegetation, or paved area exposed to storm water. For disposal instructions please see a KKMI store employee.   |
| 32 | Maintenance | Immediately clean up any spillage on dock, boat or deck areas and dispose of the wastes properly. For disposal instructions please see a KKMI store employee.   |
| 33 | Maintenance | Use environmentally friendly products. Please see the KKMI store for these materials.   |
| 34 | Maintenance | Vacuum rather than hose debris present on the dock or on boat.  |
| 35 | Maintenance | Used batteries stored with caps closed on an impervious surface and protected from the weather. For disposal instructions please see a KKMI store employee.   |
| 36 | Maintenance | KKMI uses filters in our drains to remove visible solids and pollutants. Please help us keep the drains clean and do not move or tamper with these filters.   |
| 37 | Maintenance | KKMI recycles paint, paint thinner, solvents, used oils, oil filters, pressure wash waste water and any other recyclable materials. For disposal instructions please see a KKMI store employee.   |
| 38 | Maintenance | Please use solid absorbents (e.g., clay, and peat absorbents) and rags for cleanup of liquid spills/leaks, where practicable.   |
| 39 | Maintenance | Drip pans or other containment devices shall be used during all petroleum product transfer operations to catch incidental leaks and spills. Absorbent pads and/or booms shall be available during petroleum transfer operations occurring over water. For disposal instructions please see a KKMI store employee.   |

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| 40 | Maintenance | Outside contractors and DIY customers are required to clean up their work areas after they perform hull maintenance. For disposal instructions please see a KKMI store employee.  |
| 41 | Maintenance | Hang tarps from the boat, fixed or floating platforms to reduce pollutants transported by wind. All tarps are to be removed daily upon completion of work. Tarps are not to be secured to boat stands.  |
| 42 | Maintenance | Use fixed or floating platforms with appropriate plastic or tarpaulin barriers as work surfaces and for containment when work is performed on a vessel in the water to prevent blast material or paint overspray from contacting storm water or the receiving water.  |
| 43 | Maintenance | Drop cloths, tarpaulins, drapes, shrouding or other protective devices shall be used between various portions of the vessel or between the vessel and the dock, pier, bulkhead or shoreline to collect all materials. Cleanup of all collected materials shall be routinely undertaken to prevent their release into the environment. Minimum collection frequency is daily when solids-generating activity is occurring. For disposal instructions please see a KKMI store employee. |
| 44 | Maintenance | Drip pans, drop clothes, tarps or other protective devices shall be used during surface preparation, paint & solvent transfer, paint mixing, and application unless completely enclosed in a building.  |
| 45 | Maintenance | When painting decks or superstructure, paint cans shall be placed in a drip pan on top of a drop cloth or tarpaulin.  |
| 46 | Maintenance | Enclose, cover, or contain painting activities to the maximum extent practical to prevent overspray from reaching the receiving water.  |
| 47 | Maintenance | Mix paints and solvents at a secure location onshore (away from drains, ditches, piers, docks and surface waters) or onboard a vessel.  |
| 48 | Maintenance | Have absorbents and other cleanup items readily available for immediate clean up.   |
| 49 | Maintenance | Keep paint and paint thinner away from traffic areas to avoid spills.   |
| 50 | Maintenance | A vacuum sander or rotary tool meeting minimum performance standards shall be used for all paint removal where such a sander is appropriate.  |
| 51 | Maintenance | Enclose, cover, or contain sanding activities to the maximum extent practical to prevent abrasives, dust, and paint chips from reaching storm sewers or receiving water.  |
| 52 | Maintenance | Promptly transfer used fluids to the proper container; do not leave full drip pans or other open containers out in the open. Empty and clean drip pans and containers. For disposal instructions please see a KKMI store employee.  |
| 53 | Maintenance | All engine repairs must be done inside or over an impervious surface.   |
| 54 | Maintenance | Parts cleaning units containing solvents are kept closed except during use.   |
| 55 | Maintenance | Please pick up litter around your work area at least twice a day.   |
| 56 | Maintenance | Use appropriate material transfer procedures, including spill prevention and containment activities. For disposal instructions please see a KKMI store employee.  |
| 57 | Prohibition | Only KKMI Team members may spray paint. KKMI prohibits outdoor spray painting or sanding activities during conditions that render containment ineffective.  |
| 58 | Prohibition | Painting of the hull surface over water is prohibited except for minor touchups, such as the vessel numbers, with non-metallic paints.  |
| 59 | Prohibition | Do not pour liquid waste down floor drains, sinks, or outdoor storm drain inlets  |
| 60 | Prohibition | Contractors and DIY customers may NOT wet sand the bottom of any vessel that has antifouling paint.   |

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| 61 | Storage    | Solid chemical products, chemical solutions, paints, oils, solvents, acids, caustic solutions and waste materials including used batteries and lead and copper waste, shall be stored under cover on an impervious surface. For disposal instructions please see a KKMI store employee.                                      |
| 62 | Storage    | Store cracked batteries in a non-leaking secondary container.  |
| 63 | Storage    | All rags that have been soiled by oil or flammable liquids must stored in fire-proof, labeled containers until laundered or disposed. For disposal instructions please see a KKMI store employee.  |
| 64 | Storage    | All chemical liquids at KKMI are stored on a durable impervious bermed surface capable of containing 110% of the total tank and container volume or 110% of the largest tank or container volume, whichever is greater.  |
| 65 | Stormwater | Do not hose down pollutants from any area to the ground, storm drain, conveyance ditch or receiving water unless for dust control purposes.  |
| 66 | Stormwater | Bilge water discharges shall not cause any visible sheen in waters of the State.   |
| 67 | Stormwater | Bilge waters shall not be discharged to waters of the State if solvents, detergents, emulsifying agents or dispersants have been added to the bilge.   |
| 68 | Stormwater | Bilges must be checked and contents disposed of properly before drain plug is pulled. If vessel has through-hull discharge, bilges must be checked to ensure that no oily water or industrial wastewater will be discharged to surface waters or ground surface. For disposal instructions please see a KKMI store employee. |
| 69 | Stormwater | Please use cleaning methods that prevent the release of pollutants to surface waters.  |
| 70 | Stormwater | Do not dump or pour waste materials down floor drains, sinks or outdoor storm drain inlets that discharge to surface water. For disposal instructions please see a KKMI store employee.  |
| 71 | Stormwater | Hydraulic fluids, oily wastes and petroleum products shall not be discharged to waters of the State. For disposal instructions please see a KKMI store employee.   |
|    |            | <small>revised 01/31/2017</small>  |