



Pollution Prevention Procedure

Procedure Number: 303P

Responsible Office: Manager Environmental Services

Forms: N/A

Effective Date: 09/29/2015

Date Last Reviewed: 01/24/2024

1. Purpose

To prevent pollution on all NVCC campuses.

2. Definitions

Pollutant: any substance other than rainwater and snowmelt including, but not limited to, items such as trash, sediment, motor oil, gas, anti-freeze, animal waste, food waste, solvents, detergents, chemicals, cosmetics, art supplies, paint, electronics, batteries, metals, plastics, treated lumber, fertilizers, herbicides, and pesticides.

3. Procedure

- a. In the event of a discharge of pollutant materials onto exterior campus surfaces, notify the campus Buildings and Grounds Office immediately, or contact campus Police, who in turn will notify the campus Buildings and Grounds Office.
- b. If pollution of any amount enters the storm system, immediately notify the Manager of Environmental Services and the campus Buildings and Grounds office, or campus Police (who will then notify the Manager of Environmental Services and Buildings and Grounds.)
 - i. The Manager of Environmental Services will initiate work orders for the appropriate corrective actions.
 - ii. The violator, department or contractor may be charged for the cost of the corrective action which may include the remediation or abatement of the pollution or contamination hazards and the restoration of any affected property; payment of any fee, penalty, or fine assessed against the college to cover remediation cost; and disciplinary action up to and including dismissal, where appropriate.
- c. Only State vehicles and equipment may be washed on NOVA property under specific guidelines.
 - i. No chemicals, waxes or soaps are allowed, except at the Annandale Campus vehicle wash station.



- ii. State vehicles and equipment may be washed down only in lawn areas on NOVA property specified by the College Facilities Management Department. The water should infiltrate the ground and the non-water particles should be filtered out in the lawn and, or leaf litter in the area.
- iii. During State vehicles or equipment washing in a lawn area if the water is overtopping the curb and going into the street to a storm drain inlet, erosion and sediment control measures shall be installed at the inlet to prevent an illicit discharge.
- iv. If the lawn area drains immediately to a storm drain inlet within the lawn, a ditch that drains to a receiving stream, or directly into a stream, erosion and sediment control measures shall be installed to prevent an illicit discharge. Examples of erosion control measures include, but are not limited to, inlet protection devices, straw bales, and silt fences. Upon removal of an erosion control measure, any collected debris that the erosion control measure prevented from entering the storm system shall be removed completely by sweeping, shoveling, vacuuming, or other means necessary.

Local Waste and Recycling Facilities

County	Dispose of Pollutants such as trash, motor oil, gas, anti-freeze, animal waste, food waste, solvents, detergents, chemicals, cosmetics, art supplies, paint, electronics, batteries, metals, plastics, treated lumber, fertilizers, herbicides and pesticides at your local jurisdictional waste and recycling centers.
Prince William County	Household Hazardous Waste Disposal (no businesses): bring identified hazardous materials in original labeled container. <ul style="list-style-type: none"> • PWC Landfill: 14811 Dumfries Road, Manassas VA 20112 (Wednesdays and Saturdays, 10am-5pm) • Balls Ford Road Compost Facility: 13000 Balls Ford Road, Manassas VA 20109 (2nd Saturday of the month, 9am-3pm) Obtained from Prince William Household Hazardous Waste
City of Alexandria	Household Hazardous Waste Disposal (no businesses): bring in original labeled containers. <ul style="list-style-type: none"> • 3224 Colvin Street Alexandria, VA 22314 (Monday and Saturday only, 7:30am-3:30pm) Obtained from City of Alexandria Household Hazardous Waste and Electronics Collection
Fairfax County	Household Hazardous Waste Disposal (no businesses): bring in original containers, or label materials that are not. <ul style="list-style-type: none"> • I-66 Transfer Station: 4618 West Ox Road, Fairfax VA 22030 (Every day, 8am-4pm) • I-95 Landfill 9850 Furnace Road, Lorton VA 22079 (Every day, 8am-4pm) • Various remote collection events each year, visit website for details Obtained from Fairfax County Household Hazardous Waste



Loudoun County	Household Hazardous Waste <ul style="list-style-type: none">• Collection Events held throughout the year on Saturdays 8:30am-2:30pm (check website for updated list) Obtained from Loudoun County Household Hazardous Waste
-------------------	---