Routine Facility Inspection Report

Instructions:

- Include in your records copies of all routine facility inspection reports completed for the facility.
- The Routine Facility Inspection report is consistent with the requirements in Parts 4.1 of the MSGP relating to routine facility inspections.
- The Visual Assessment of Stormwater Discharges is consistent with the requirements in Parts 4.5 of the MSGP visual assessment of storm event discharges.

Using the Sample Routine Facility Inspection Report

- This inspection report is designed to be customized according to the specific control measures and activities at your facility. For ease of use, you should take a copy of your site plan and number all of the stormwater control measures and areas of industrial activity that will be inspected. A brief description of the control measures and areas that were inspected should then be listed in the site-specific section of the inspection report.
- You can complete the items in the "General Information" section that will remain constant, such as the facility name, site ID number, and inspector (s).
- When conducting the inspection, walk the site by following your site map and numbered control
 measures/areas of industrial activity to be inspected. Also note whether the "Areas of Industrial Materials or
 Activities exposed to stormwater" have been addressed (customize this list according to the conditions at your
 facility). Note any required corrective actions and the date and responsible person for the correction.
- Routine inspections shall be documented and maintained with the SWPPP

Using the Sample Visual Assessment of Stormwater Discharges Report

- Visual assessment samples are required to be collected consistent with 40 CFR Part 136. Visual assessments shall be conducted no less than 30 calendar days apart.
- Visual assessments shall be documented and maintained with the SWPPP.

Stormwater Industrial Routine Facility Inspection Report									
General Information									
Faci	lity Name and Site ID #								
Date of Inspection			Sta	rt/End Time					
Insp	ector's Name(s)								
Insp	ector's Title(s)								
Insp	ector's Contact Informatio	n							
Insp	ector's Qualifications								
_			Weather Infor	mation					
□ C: □ O	Weather at time of this inspection? ☐ Clear ☐ Cloudy ☐ Rain ☐ Sleet ☐ Fog ☐ Snow ☐ High Winds ☐ Other: Temperature: Have any previously unidentified discharges of pollutants occurred since the last inspection? ☐ Yes ☐ No If yes, describe:								
	Are there any discharges occurring at the time of inspection? ☐ Yes ☐ No If yes, describe:								
• Number the structural stormwater control measures identified in the SWPPP on the site map and list them below (add as many control measures as are implemented on-site). Carry a copy of the numbered site map with you during the inspections. This list will ensure that you are inspecting all required control measures at the facility. • Describe corrective actions initiated, date completed, and note the person that completed the work in the Corrective Action Log.									
	Structural Control Measure	Control Measure is Operating Effectively?	If No, In Need of Maintenance, Repair, or Replacement?	Corrective Action Needed and Notes (identify needed maintenance and repairs, or any failed control measures that need replacement)					
1		□Yes □No	☐ Maintenance ☐ Repair ☐ Replacement						
2		□Yes □No	☐ Maintenance ☐ Repair ☐ Replacement						
3		□Yes □No	☐ Maintenance ☐ Repair ☐ Replacement						
4		□Yes □No	☐ Maintenance ☐ Repair ☐ Replacement						
5		□Yes □No	☐ Maintenance ☐ Repair ☐ Replacement						
6		□Yes □No	☐ Maintenance						

Page 2

☐ Repair
☐ Replacement
☐ Maintenance
☐ Repair
☐ Repair
☐ Replacement

□Yes □No

Areas of Industrial Materials or Activities exposed to stormwater

Below are some general areas that should be assessed during routine inspections. Customize this list as needed for the specific types of industrial materials or activities at the facility.

	Area/Activity	Inspected?	Controls Adequate (appropriate, effective, and operating)?	Corrective Action Needed and Notes
1	Material loading/unloading and storage areas	□Yes □No □ N/A	□Yes □No	
2	Equipment operations and maintenance areas	□Yes □No □ N/A	□Yes □No	
3	Fueling areas	□Yes □No □ N/A	□Yes □No	
4	Outdoor vehicle and equipment washing areas	□Yes □No □ N/A	□Yes □No	
5	Waste handling and disposal areas	□Yes □No □ N/A	□Yes □No	
6	Erodible areas/construction	□Yes □No □ N/A	□Yes □No	
7	Non-stormwater/ illicit connections	□Yes □No □ N/A	□Yes □No	
8	Salt storage piles or pile containing salt	□Yes □No □ N/A	□Yes □No	
9	Dust generation and vehicle tracking	□Yes □No □ N/A	□Yes □No	
10	(Other)	□Yes □No □ N/A	□Yes □No	
11	(Other)	□Yes □No □ N/A	□Yes □No	
12	(Other)	□Yes □No □ N/A	□Yes □No	

Non-Compliance	
Page 3	

Use this space for any additional notes or observations from the inspection:
Describe any incidents of non-compliance observed and not described above:
Additional Control Measures
Describe any additional control measures needed to comply with the permit requirements:
Notes
Notes
CERTIFICATION STATEMENT
"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision
in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the
information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and
belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information,
including the possibility of fine and imprisonment for knowing violations."
Defendance and Affle
Print name and title:
Signature:Date:

Page 4