

CHECKLIST FOR STORMWATER INSPECTIONS AT INDUSTRIAL FACILITIES

Name of Facility: _____

Address of Facility: _____

Facility Representative(s): _____

Brief Description of Facility Operations (include what Sector it is)

Approximate Size of Facility (acres): _____

Permit Status

1. Has the facility applied for and obtained any of EPA's following general permits:
(applicable to DC facilities and Delaware Fed Facs)

Baseline Industrial Permit (effective 9/25/92) Yes No

Baseline Construction Permit (effective 9/25/92) Yes No

Multi Sector Industrial Permit (effective 9/29/95) Yes No

If yes, obtain copies of all Notices of Intent (NOIs) that were submitted for stormwater permitting purposes.

If no, has the facility ever applied for and obtained EPA's individual or group permit?
Yes No

2. Has the facility applied for and obtained a state issued general stormwater permit?
(applicable to facilities in delegated states - i.e., Pa, Md., Va., Del., W.Va.)

Yes No

If no, does the facility need to apply for and obtain a stormwater permit? Yes No

Stormwater Pollution Prevention Plan

3. Does the facility have a stormwater pollution prevention plan? Yes No

If no, is one required? Yes No

If yes, does the plan contain the following material

Names of employees responsible for preparing and implementing pollution prevention plan? Yes No

Site Map (see last page for required elements)? Yes No

Existing stormwater sampling data and description of stormwater monitoring programs (including visual examination of stormwater quality) performed by the facility? Yes No

Identification of all activities and significant materials which may potentially contaminate stormwater runoff? Yes No

Identification of areas having a high potential for soil erosion Yes No

Non-stormwater discharges (i.e., process wastewater, non-contact cooling water, condensate, etc.) along with a certification for them? Yes No

BMPs to control pollutants from various sources/areas where stormwater contamination is likely to occur? Yes No

List of chemicals that could possibly contaminate stormwater runoff? Yes No

Areas where spills are likely to occur and clean-up procedures for such spills? Yes No

List of previous spills or leaks? Yes No

Employee awareness and training program? Yes No

Visual inspection program ? Yes No

Good housekeeping practices? Yes No

Preventive maintenance practices? Yes No

Facility Activities

4. Describe efforts facility has made to reduce or eliminate the contamination of its stormwater runoff (i.e., implementation of BMPs).

5. Has the facility performed any monitoring of its stormwater? Yes No

If yes, describe what monitoring activities were conducted including types and numbers of samples and obtain copy of results. Also include visual examinations.

6. Does the facility conduct periodic inspections or site evaluations to identify the release of pollutants that may contaminate stormwater? Yes No

If yes:

a. What is the frequency of inspections? _____

b. Are inspection records maintained? Yes No

c. Are inspections conducted by qualified personnel? Yes No

7. Does the facility have an employee training program? Yes No

Inspection Observations

8. Have there been instances of past spills or leaks of toxic materials? Yes No

If yes, describe when, where, how they occurred and whether they resulted in stormwater contamination

9. Does there appear to be any stormwater runoff that was in contact with processing, chemical storage, maintenance or other areas having industrial activity? Yes No

If yes, describe the areas most susceptible to stormwater contamination and the materials involved..

10. Describe the type of stormwater collection and conveyance system the facility has.

(include destination of stormwater runoff, i.e. directly to local stream, sanitary sewer, separate municipal storm sewer, industrial storm sewer, etc.)

10. Describe the facility's general housekeeping practices (look for uncovered/exposed materials, dirty or cluttered surfaces that are exposed to stormwater, oils, grease or other chemicals on the ground, spots/stains/discoloration, leaking equipment, poor chemical storage or transfer operations, floor drains or other conduits that toxic chemicals are likely to enter and suspicious looking puddles).

11. Does it appear that the facility is in compliance with its stormwater permit?
Yes No N/A

12. Does it appear that the facility is properly implementing its stormwater pollution prevention plan? Yes No N/A

Other Comments

Name of Inspector: _____

REQUIRED MATERIAL IN A SITE MAP

Does the facility's site map contain the following:

- | | | | |
|----|--|-----|----|
| a. | A delineation or "footprint" of all buildings, structures, paved areas and parking lots? | Yes | No |
| b. | All outfalls and stormwater discharges? | Yes | No |
| c. | Drainage areas of each stormwater outfall? | Yes | No |
| d. | Structural stormwater pollution control measures? | Yes | No |
| e. | Stormwater and non-stormwater sewer systems? | Yes | No |
| f. | Name of stream or type of conduit receiving stormwater discharge? | Yes | No |
| g. | Locations of exposed materials that can potentially contaminate stormwater runoff? | Yes | No |
| h. | Locations of past spills or leaks? | Yes | No |
| i. | Locations of high risk, waste generating areas and activities at the facility including fueling stations, vehicle or other equipment storage, washing and maintenance areas, tank farms for liquid storage, landfills, waste piles, disposal sites or other waste management areas, raw material storage areas, loading/unloading areas and outside manufacturing areas? | Yes | No |

EXAMPLES OF BMPs (INCLUDING WASTE MINIMIZATION MEASURES)

Material substitution

Enclosure/containment of material or potential contamination sources

Diversion of stormwater away from areas of potential contamination

Installation of stormwater collection systems followed by storage and reuse where possible

Provision of oil/water separators, sediment traps or other treatment devices

Erosion control including diversions, regrading, re-vegetation and use of rip-rap

Use of drip pans or dry sweep material under vehicles or equipment

Use of absorbent devices to contain and reduce releases of liquids

Moving industrial operations, storage areas, vehicle/equipment maintenance areas, etc. from outdoors to indoors

Good housekeeping practices such as frequent cleaning, proper disposal of trash, garbage and other wastes and the proper storage and transferring of materials

Modification/labelling of storm drains or catch basins

Recycling

Implementing a spill prevention and response program

Employee Training Program

Preventive Maintenance Program