

Appendix C

Routine Facility Inspection Reports

BMP Incident and Corrective Action Reports



**MONTHLY INSPECTION FORM
SPCC / SWPPP INSPECTION CHECKLIST**

Date: _____ Inspection Completed By: _____ Wet or Dry Weather: _____

POLLUTANTS ENTERING DRAINAGE SYSTEMS

Is there any evidence of pollutants entering the storm water conveyance systems from the following areas?

SOURCE # / AREA INSPECTED / INSPECTION ITEMS – REGULATORY PROGRAM

INSPECTION FREQUENCY ACCEPTABLE? 1

0. Facility-Wide Applicability / Included in the Plan for assignment of BMPs that are associated with all areas of the facility - SWPPP SPCC

- Facility Inspection - Conduct monthly inspections of oil storage and handling areas and spill response equipment
Yes No
- Facility Inspection - Conduct monthly inspections of outdoor material storage locations, BMPs and outfalls
Yes No
- Site Outfall Maintenance - Facility will maintain paved areas, address potential areas of erosion as needed. Site will maintain outfall structures, BMPs, and other drainage structures as needed. Yes No

1. Indoor, 275-gallon diesel fuel tank / Aboveground storage tank located inside the Garage. - SWPPP SPCC

- Container Management - Container and Containment System
Monthly Yes No
- Monthly Inspection Items:** (If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory
- Container Piping - Piping free of leaks Y N Container(s) - Container in good condition (free of corrosion) Y N Container(s) - Signs of past or present leaks are absent Y N
- Container(s) Diked Area - Dike in good condition Y N Unloading/Loading/Transfer Area - Leaks absent from equipment Y N

2. Indoor, 55-gallon coolant storage / Coolant storage located in East Bay of machine shop. - SPCC

- Container Management - Container and Containment System
Monthly Yes No
- Monthly Inspection Items:** (If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory
- Container(s) - Container in good condition (free of corrosion) Y N Container(s) - Container labeling present and in good condition Y N Container(s) - Signs of past or present leaks are absent Y N
- Container(s) Diked Area - Dike in good condition Y N

3. Indoor, 220-gallon oil storage / (4) 55-gallon drums for oil storage located in the Hi Bay machine shop. - SPCC

- Container Management - Container and Containment System
Monthly Yes No

(1) If the answer is "No" to any of the inspection items, identify the specific conditions observed for each source on the reverse side of this page, and initiate corrective actions. Document corrective actions using the "BMP INCIDENT AND CORRECTIVE ACTION REPORT."



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**INSPECTION
FREQUENCY ACCEPTABLE? 1**

3. Indoor, 220-gallon oil storage / (4) 55-gallon drums for oil storage located in the Hi Bay machine shop. - SPCC

Monthly Inspection Items:

(If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory

Container Foundation - Cradle free of cracks Y N

Drum Storage - Drums in good condition Y N

Drum Storage / Spill Pallet - Pallet in good condition Y N

4. Indoor, 500-gallon coolant storage tank / Coolant storage tank located in equipment sump area (Hi Bay, machine shop). - SPCC

- Container Management - Container and Containment System

Monthly

Yes No

Monthly Inspection Items:

(If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory

Container Piping - Piping free of leaks Y N

Container(s) - Container in good condition (free of corrosion) Y N

Container(s) - Signs of past or present leaks are absent Y N

Unloading/Loading/Transfer Area - Leaks absent from equipment Y N

5. Indoor, 3,525-gallons of waste oil and coolant / (7) 275-gal. totes and (4) 400-gal. totes located in the Low Bay of the machine shop. - SWPPP SPCC

- Container Management - Container and Containment System

Monthly

Yes No

Monthly Inspection Items:

(If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory

Container Piping - Piping free of leaks Y N

Container(s) - Container in good condition (free of corrosion) Y N

Unloading/Loading/Transfer Area - Leaks absent from equipment Y N

6. Indoor, 440-gallon indoor drum storage / Drum storage area (est. 8 drums) located in the fabrication shop (oils, coolant, and antifreeze). - SWPPP SPCC

- Container Management - Container and Containment System

Monthly

Yes No

(1) If the answer is "No" to any of the inspection items, identify the specific conditions observed for each source on the reverse side of this page, and initiate corrective actions. Document corrective actions using the "BMP INCIDENT AND CORRECTIVE ACTION REPORT."



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POLLUTANTS ENTERING DRAINAGE SYSTEMS

Is there any evidence of pollutants entering the storm water conveyance systems from the following areas?

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**INSPECTION
FREQUENCY** **ACCEPTABLE? 1**

6. Indoor, 440-gallon indoor drum storage / Drum storage area (est. 8 drums) located in the fabrication shop (oils, coolant, and antifreeze). - SWPPP SPCC

Monthly Inspection Items:

Drum Storage - Drums in good condition Y N (If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory
 Drum Storage / Spill Pallet - Pallet in good condition Y N Unloading/Loading/Transfer Area - Stains absent from concrete/wood/gravel Y N

7. Indoor, 55-gallon drum of cutting oil / Storage area located in machine shop. - SPCC

- Container Management - Container and Containment System

Monthly Inspection Items:

Drum Storage - Drums in good condition Y N (If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory
 Unloading/Loading/Transfer Area - Stains absent from concrete/wood/gravel Y N

8. Outdoor storage, est. 600-gallons of propane / Various 6, 33, and 65 gallon propane cylinders located throughout the facility. - SWPPP

- Container Management - Container and Containment System

Monthly Inspection Items:

Container(s) - Container in good condition (free of corrosion) Y N (If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory
 Container(s) - Container is w/in secure location Y N Good Housekeeping - Area appears neat w/o signs of storm water pollution Y N

9. Nitrogen and oxygen tanks / 50" nitrogen tank and 95" oxygen tank located at southeast corner of fabrication building. - SWPPP

- Container Management - Container and Containment System

Monthly Inspection Items:

Container(s) - Container in good condition (free of corrosion) Y N (If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory
 Good Housekeeping - Area appears neat w/o signs of storm water pollution Y N

Monthly Yes No

(1) If the answer is "No" to any of the inspection items, identify the specific conditions observed for each source on the reverse side of this page, and initiate corrective actions. Document corrective actions using the "BMP INCIDENT AND CORRECTIVE ACTION REPORT."



Ranor, Inc.
Westminster, Massachusetts

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**INSPECTION
FREQUENCY ACCEPTABLE? ¹**

SPILL EQUIPMENT USED AT THIS FACILITY:

(If Tamper Device is present, no further inspection is required)

Spill Response Equipment A (proposed)

Location: Machine Shop

Contents: Speedy dry Y N
Absorbent Pads Y N
Absorbent Booms Y N

Spill Response Equipment B (proposed)

Location: Fabrication Shop

Contents: Speedy dry Y N
Absorbent Pads Y N
Absorbent Booms Y N

Spill Response Equipment C (proposed)

Location: Garage

Contents: Speedy dry Y N
Disposal Bags/Ties Y N
Absorbent Pads Y N
Absorbent Booms Y N

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.

Reviewed by (): _____

Date: _____

(1) If the answer is "No" to any of the inspection items, identify the specific conditions observed for each source on the reverse side of this page, and initiate corrective actions. Document corrective actions using the "BMP INCIDENT AND CORRECTIVE ACTION REPORT."



BMP INCIDENT AND CORRECTIVE ACTION REPORT

Instructions: This worksheet is to be completed when evidence of pollutants entering the storm water system or ineffective BMPS are identified. When complete, this report should be attached to the activity record that initiated this corrective action.

Report Initiated by: Routine Inspection Comprehensive Annual Compliance Evaluation Visual Storm Water Examination
 Other _____

Date: _____ **Time:** _____ **Potential Pollutant Source Number (if applicable):** _____

Report Completed by: _____

1. **Observations:**

2. Are additional BMPs appropriate? If any changes are necessary including repair or maintenance, describe change needed and date completed below:

Change/Activity	Date Completed
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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.

Reviewed By: _____
Authorized Signature
Date: _____