

**APPENDIX D**

**ROUTINE FACILITY INSPECTION REPORTS**

**BMP INCIDENT AND CORRECTIVE ACTIONS 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? <sup>1</sup>**

**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  
Monthly      Yes  No
- Facility Inspection - Conduct monthly inspections of outdoor material storage locations, BMPs and outfalls  
Monthly      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 - Electrical equipment is 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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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? <sup>1</sup>

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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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? <sup>1</sup>
<b>6. Indoor, 440-gallon indoor drum storage / Drum storage area (est. 8 drums) located in the fabrication shop (oils, coolant, and antifreeze) - SWPPP SPCC</b> <u>Monthly Inspection Items:</u> Drum Storage - Drums in good condition Y <input type="checkbox"/> N <input type="checkbox"/> (If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory Drum Storage / Spill Pallet - Pallet in good condition Y <input type="checkbox"/> N <input type="checkbox"/> Unloading/Loading/Transfer Area - Stains absent from concrete/wood/gravel Y <input type="checkbox"/> N <input type="checkbox"/>	Monthly	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>7. Indoor, 55-gallon drum of cutting oil / Storage area located in machine shop. - SPCC</b> - Container Management - Container and Containment System <u>Monthly Inspection Items:</u> Drum Storage - Drums in good condition Y <input type="checkbox"/> N <input type="checkbox"/> (If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory Unloading/Loading/Transfer Area - Stains absent from concrete/wood/gravel Y <input type="checkbox"/> N <input type="checkbox"/>	Monthly	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>8. Outdoor storage, est. 600-gallons of propane / Various 6, 33, and 65 gallon propane cylinders located throughout the facility. - SWPPP</b> - Container Management - Container and Containment System <u>Monthly Inspection Items:</u> Container(s) - Container in good condition (free of corrosion) Y <input type="checkbox"/> N <input type="checkbox"/> (If an item is unsatisfactory, follow-up is required) Y = Satisfactory N = Unsatisfactory Container(s) - Container is w/in secure location Y <input type="checkbox"/> N <input type="checkbox"/> Good Housekeeping - Area appears neat w/o signs of storm water pollution	Monthly	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>9. Nitrogen and oxygen tanks / 50" nitrogen tank and 95" oxygen tank located at southeast corner of fabrication building. - SWPPP</b> - Container Management - Container and Containment System <u>Monthly Inspection Items:</u> Container(s) - Container in good condition (free of corrosion) Y <input type="checkbox"/> N <input type="checkbox"/> (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 <input type="checkbox"/> N <input type="checkbox"/>	Monthly	Yes <input type="checkbox"/> No <input type="checkbox"/>

(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?!**

**10. Outdoor recyclable & scrap containers / Roll-off collection containers located throughout facility - SWPPP**

- Container Management - Container and Containment System
- Contingency Planning - Facility Spill Response Procedures

**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

Good Housekeeping - Area appears neat w/o signs of storm water pollution Y  N

Monthly Yes  No   
Daily Yes  No

**11. Outdoor Metal Storage / Outdoor storage of metal raw materials and finished products. - SWPPP**

- Container Management - Container and Containment System

**Monthly Inspection Items:**

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

Facility Materials - Storage of Materials appears in good condition Y  N

Good Housekeeping - Area appears neat w/o signs of storm water pollution Y  N

Monthly Yes  No

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