Environmental Protection Plan w/ Stormwater Pollution Prevention Plan (SWPPP) Sample

Selected pages (not a complete plan)

Sample includes:

- ✓ EPP and SWPPP Sample Pages
- ✓ Forms Examples

Contact:
First Time Quality
410-451-8006

www.firsttimequalityplans.com

[CompanyName]

[CompanyAddress]
[CompanyPhone]

Environmental Protection Plan
& Stormwater Pollution Prevention Plan

For

[ProjectName]
[ProjectNumber]

Management acceptance

This Environmental Protection Plan with a Stormwater Pollution Prevention Plan has been reviewed and accepted.

Endorsed By: (Name / Title)	[ComplianceManagerName], Environmental Compliance Manager		
Signature:	*[ComplianceManagerName]*	Date:	[Date]
Version	1.0	Notes	Initial Issue

ENVIRONMENTAL PROTECTION PLAN TABLE OF CONTENTS

[CompanyName]
Point of Contact List

Project ID	Project Name	Preparer	Date	Notes
[ProjectNumber]	[ProjectName]	[ComplianceManagerName]	[Date]	**Individuals have the duties and responsibilities defined by their role.**

OPERATORS				
Operator Company	**Individual Name**	**Individual Title/Role**	**Individual Phone Numbers**	**Individual Email**
[CompanyName]	[SeniorManagerName]	Senior Manager		
[CompanyName]	[ProjectManagerName]	Project Manager		
[CompanyName]	[SuperintendentName]	Superintendent		
[CompanyName]	[ComplianceManagerName]	Environmental Compliance Manager		

SUBCONTRACTORS				
Subcontractor Company	**Contact Name**	**Contact Title/Responsibility**	**Contact Phone Numbers**	**Contact Email**

EMERGENCY 24-HOUR CONTACT			

7. Environmental Protection Training

All project personnel must undergo all training required by this plan before they may perform project work.

The Environmental Compliance Manager ensures that all employees receive training relevant to their environmental protection including environmental risks.

The Environmental Compliance Manager ensures that all subcontractors receive training on relevant elements of the [CompanyName] Environmental Protection System, Project Environmental Protection Plan, and environmental protection standards.

The Environmental Compliance Manager identifies the training needs of all personnel performing activities that affect the environment. Training topics may include:

- The [CompanyName] Environmental Management System
- The [CompanyName] Environmental Management policy
- The requirements of the 2022 CGP and their specific responsibilities with respect to those requirements, including the information in Part 6.2.
- Specific operating policies identified in the Environmental Protection Plan and SWPPP
- Specific environmental protection standards cited in the Environmental Protection Plan, SWPPP, or project documents, or records
- Specific environmental protection standard operating procedures
- Environmental Protection communications

a. Project Personnel Indoctrination Training

Indoctrination training is conducted for all project personnel (staff and subcontractors).

Prior to commencement of construction activities, all construction personnel assigned to the project will have completed environmental protection indoctrination training including:

- Requirements and responsibilities for environmental protection and incident prevention
- General environmental protection policies and procedures and pertinent provisions of the Federal and State standards and regulations. General policies include:
    - Use only designated construction site entrances
    - Keep equipment away from silt fences, fiber rolls, and other sediment barriers
    - Know the locations of disposal areas, and know the proper practices for trash, concrete and paint washout, hazardous chemicals, and so on
    - Keep soil, materials, and liquids away from paved areas and storm drain inlets. Never sweep or wash anything into a storm drain
    - Know the location and understand the proper use of spill kits
    - Know the locations of your site's designated protection areas. Keep equipment away from stream banks, valuable trees and shrubs, and steep slopes. Clearly mark these areas with signs
    - Keep equipment off mulched, seeded, or stabilized areas. Post signs on these areas, too
    - Know who to contact when problems are identified!
- Employee and supervisor responsibilities for reporting all incidents
- Spill prevention and cleanup measures, including the prohibition of dumping any material into storm drains or waterways

- An understanding of the basic purpose of stormwater BMPs, including what common BMPs are on-site, what they should look like, and how to avoid damaging them
- Potential penalties associated with stormwater noncompliance

All site personnel will sign the acknowledgement page and have the signed page placed in their training files. The Environmental Compliance Manager has the responsibility of ensuring that personnel assigned to this project comply with these requirements.

In addition to the required indoctrination training, each employee will receive training that addresses the environmental risks that the employee may encounter when they carry out the activities they are expected to perform.

b. SWPPP-SPECIFIC TRAINING

Staff directly responsible for implementing the SWPPP will receive comprehensive stormwater training, including:

- The location and type of BMPs being implemented
- The installation requirements and water quality purpose for each BMP
- Maintenance procedures for each of the BMPs being implemented
- Spill prevention and cleanup measures
- Inspection and maintenance and recordkeeping requirements

The Environmental Compliance Manager certifies each employee that completes training. Employees must have a completion certificate before beginning the work activity.

Prior to starting work on a construction activity, the Environmental Compliance Manager or Superintendent conducts a thorough review of applicable environmental risk-specific plans, programs and procedures with all affected personnel.

The Environmental Compliance Manager will train all employees in emergency responses, including contacting emergency personnel.

c. 2022 SWPPP CONSTRUCTION GENERAL PERMIT TRAINING (IF APPLICABLE)

Each member of the stormwater team must understand the requirements of the 2022 CGP and their specific responsibilities with respect to those requirements.

The Environmental Compliance Manager certifies each stormwater team member that completes training. Employees must have a completion certificate before beginning the work activity. Team members must confirm their understand and date the Construction General Permit Training Log included in the Appendix E of this Plan.

d. CORRECTIVE ACTION TRAINING

The Environmental Compliance Manager initiates corrective action training when any personnel demonstrate a lack of understanding of environmental risks and controls or skill that increases

10. Protection of Land Resources and Erosion Control

Prior to construction, [CompanyName] identifies land resources to be preserved within the work area. We do not remove, cut, deface, injure, or destroy land resources including trees, shrubs, vines, grasses, topsoil, and landforms without permission from the Environmental Compliance Manager.

a. General Disturbance

[CompanyName] will confine demolition and construction activities to a maximum 40 feet beyond the building perimeter, 5 feet beyond solid paving, and 25 feet beyond pervious paving.

[CompanyName] will remove debris, rubbish, and other waste materials resulting from demolition and construction operations from site. [CompanyName] will transport materials with appropriate vehicles and dispose of them off site to areas that are approved for disposal by governing authorities having jurisdiction. We will avoid spillage by covering and securing loads when hauling on or adjacent to public streets or highways.

b. Erodible Soils

[CompanyName] plans and conducts earthwork to minimize the duration of exposure of unprotected soils.

[CompanyName] will clear areas in reasonably sized increments only as needed to use the areas developed. Form earthwork to final grade as shown. We immediately protect side slopes and back slopes upon completion of rough grading. Immediately finish the earthwork brought to a final grade, as indicated or specified. Immediately protect the side slopes and back slopes upon completion of rough grading. Plan and conduct earthwork to minimize the duration of exposure of unprotected soils.

c. Erosion and Sedimentation Controls

[CompanyName] constructs or installs temporary and permanent erosion and sedimentation control features as required. We mechanically retard and control water runoff and control the rate of runoff from the construction site. This includes

- Construction of diversion ditches, benches, berms, and use of silt fences and straw bales to retard and divert runoff to protected drainage courses.
- Sediment Basins sized to accommodate the storm runoff. We will pump dry and remove the accumulated sediment, after each storm.
- Vegetation and Mulch to provide temporary protection on sides and back slopes as soon as rough grading is completed or sufficient soil is exposed to require erosion protection. We protect slopes by accelerated growth of permanent vegetation, temporary vegetation, mulching, or netting. Stabilize slopes by hydro seeding, anchoring mulch in place, covering with anchored netting, sodding, or such combination of these and other methods necessary for effective erosion. We provide new seeding where ground is disturbed. Include topsoil or nutriment during the seeding operation necessary to establish or reestablish a suitable stand of grass.

14. Waste Management

This waste management program takes a pro-active, responsible role in the management of construction and demolition waste. Construction and demolition waste include products of demolition or removal, excess or unusable construction materials, packaging materials for construction products, and other materials generated during the construction process but not incorporated into the work. The plan also, provide on-site instruction of appropriate separation, handling, recycling, salvage, reuse, and return methods to be used by all parties at the appropriate stages of the project.

Firms and facilities for recycling, reuse, and disposal will have approvals and appropriate permits as required by federal, state, and local regulations.

a. Disposal Methods

[CompanyName] will recycle or dispose of waste materials in accordance with the following:

- Reuse. First consideration shall be given to salvage for reuse since little or no re-processing is necessary for this method, and less pollution is created when items are reused in their original form.
- Recycle. Waste materials not suitable for reuse, but having value as being recyclable, shall be made available for recycling. Arrange for timely pickups from the site or deliveries to recycling facilities to prevent contamination of recyclable materials.
- Composting. Composting on site if a reasonable amount of compostable material will be available. Compostable materials include plant material, sawdust, and certain food scraps.
- Land fill. Disposal Materials with no practical use or economic benefit shall be disposed at a landfill or incinerator.
- Return. Set aside and protect misdelivered and substandard products and materials and return to supplier for credit.

b. Waste Collection

In consideration of the disposal method waste will be collected in accordance with these guidelines

- Separate, store, protect, and handle at the site identified recyclable and salvageable waste products in a manner that maximizes recyclability and salvageability of identified materials.
- Provide the necessary containers, bins and storage areas to facilitate effective waste management and clearly and appropriately identify them.
- Provide materials for barriers and enclosures around recyclable material storage areas which are nonhazardous and recyclable or reusable.
- Locate out of the way of construction traffic.
- Provide adequate space for pick-up and delivery and convenience to subcontractors. Recycling and waste bin areas are to be kept neat and clean, and recyclable materials shall be handled to prevent contamination of materials from incompatible products and materials.
- Clean contaminated materials prior to placing in collection containers. Use cleaning materials that are nonhazardous and biodegradable. Handle hazardous waste and hazardous materials in accordance with applicable regulations.

Separate materials by one either source separated or comingled method.

22. Environmental Incident & Non-Conformance Procedures

a. Environmental Incidents

An environmental incident is an event that causes or has the potential to cause harm to any aspect of the environment (air, water, land, wildlife). This can include, but is not limited to oil or chemical spill, escape of waste, sewage leak, air pollution.

(1) Spill Event

A spill is any release of oil or hazardous substances to the water or ground that is not controlled or permitted. This includes any spilling, leaking, pumping, emitting, discharging, injecting, escaping, leaching, disposing, or dumping of liquid or solid material that is not authorized in writing by the customer or contracting officer.

(2) Reportable Release

A reportable release means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment of a known or unknown material or hazardous substance that poses an immediate threat to human health or the environment to the air, soil, or water. Reportable releases are: a sheen of oil on the water; a violation of the Installation's or project's water permit (NPDES permit); a sewage spill that threatens human health or the environment; a Comprehensive Environmental Response, Compensation, and Liability Act reportable quantity for hazardous/toxic substances (40 CFR 302); an air or hazardous substance release that is a threat to human health or the environment, or released outside the facility boundaries; any discharge from an underground storage tank regulated under WAC 173-360; or oil spilled to the ground or to permeable secondary containment of 160 liters 42 gallons and greater.

(3) Non-emergency Spill Event

A non-emergency spill event is a discharge of a known material or any hazardous substance that does not pose an immediate threat to human health or the environment, can be cleaned up as part of normal housekeeping by the personnel who discovered the spill, and is not released on the soil or into any waterway inlet (for example, storm drain) or outside the construction site property boundaries.

b. Non-conformances

A non-conformance is any item that does not meet or conform to project specifications, government regulations or [CompanyName] Environmental Protection System requirements. A non-conformance may arise from a number of situations, including:

- Failure to observe the requirements of the environmental protection plan
- A result of environmental inspections (internal and external)
- Failure or risk of failure to comply with environmental regulations
- Complaints from within or outside the project jobsite

27. APPENDICES

Supporting Plans, Programs & Procedures included in this section

[CompanyName]
Site-specific Stormwater Pollution Prevention Plan

Project Name	Project Number	Prepared By:	Date:
[ProjectName]	[ProjectNumber]	[ComplianceManagerName]	[Date]

Stormwater Pollution Prevention Plan Objectives

[CompanyName] is committed to preventing stormwater pollution by controlling flooding, reducing erosion and improving water environmental management. We will use Best Management Practices (BMPs) including structural, vegetative or managerial practices to treat, prevent or reduce water pollution.

SWPPP Contact Information

SWPPP contact information is included on the Point of Contact List in this Environmental Protection Plan

Training

Each member of the stormwater team must attend mandatory training on the requirements of the SWPPP their specific responsibilities with respect to those requirements

Mandatory training of stormwater team members is covered under Environmental Protection Plan Section 7. Environmental Protection Training, Subsection b. b. 2022 SWPPP Construction General Permit Training.

SWPPP Duties and Responsibilities

SWPPP personnel duties and responsibilities are included in section 3. Project Environmental Personnel Responsibilities and Lines of Authority, subsection a. Personnel Duties and Responsibilities.

Qualifications

Qualifications of stormwater team personnel is covered under Environmental Protection Plan Section 3. Project Environmental Personnel, Responsibilities, and Lines of Authority, Subsection d. Qualifications of Environmental Protection Personnel

Nature of the Construction Activity

A general description of the project and construction activities is listed in the Environmental Protection Plan, Section 1. Background Information, Subsection d. Overall Project Description, and Section e. [CompanyName] Scope of Work.

Pollutant Generating Activities (e.g., paving operations; concrete, paint, and stucco washout and waste disposal; solid waste storage and disposal; and dewatering operations) and Pollutants or Pollutant Constituents (e.g., sediment, fertilizers, pesticides, paints, caulks, sealants, fluorescent light ballasts, contaminated substrates, solvents, fuels)

Pollutant Generating Activities include [Add or delete items on this list as applicable]:

- Excavating
- Paving operations
- Concrete
- Painting
- Equipment fueling
- Waste disposal;
- Solid waste storage and disposal
- Dewatering operations

Pollutants include [Add or delete items on this list as applicable]:

- Sediment
- Solid and sanitary wastes
- Phosphorus
- Nitrogen
- Paint
- Caulks
- Sealants
- Fluorescent light ballasts
- Contaminated substrates
- Solvents
- Pesticides
- Oil and grease
- Fuels
- Concrete truck washout
- Construction chemicals
- Construction debris

Site Maps

Site Maps are included in Appendix A. Site Maps include the following:

- Boundaries of the property;
- Locations where construction activities will occur;
- Locations of any receiving waters within the site and all receiving waters within one mile downstream of the site's discharge point(s);
- Any areas of Federally listed critical habitat within the action area of construction;
- Type and extent of pre-construction cover on the site (e.g., vegetative cover, forest, pasture, pavement, structures);
- Drainage patterns of stormwater and authorized non-stormwater before and after major grading activities;
- Locations of all potential pollutant-generating activities;
- Locations where polymers, flocculants, or other treatment chemicals will be used and stored;
- Designated area(s) for storing construction equipment to prevent environmental risks.
- Designated area(s) for servicing construction equipment and collection of oil wastes.

Description of controls to reduce stormwater pollution

Pollution prevention controls include the following [delete items below that are not applicable to your job]:

- Protection of slopes and channels by conveying concentrated stormwater runoff around the top of slopes and stabilize slopes as soon as possible using pipe slope drains or earthen berms that will convey runoff around the exposed slope.
- Control the perimeter of the site by diverting stormwater coming on the site by conveying it safely around, thru, or under the site
- Installing silt fences to capture sediment before it leaves the site
- Protecting receiving waters adjacent to the site. Erosion and sediment controls are used around the entire site and additional controls will be put in place on areas that are adjacent to receiving waters or other environmentally sensitive areas.
- Reduce impervious surfaces and promote infiltration.
- Following pollution prevention measures such as providing proper containers for waste and garbage at site. Storing of hazardous materials and chemicals so that they are not exposed to stormwater.
- Minimizing the area and duration of exposed soils such as clearing only land that will be under construction in the near future and minimizing the duration of soil exposure by stabilizing soils quickly to reduce erosion.
- Protection of storm drain inlets
- Compliance with requirements of the NPDES and the applicable State Pollutant Discharge Elimination System (SPDES).
- Prevention of oily or other viscous substances from entering the ground, drainage areas, or local bodies of water.
- Storage and service of construction equipment at areas designated for collection of oil wastes.
- Prevention of ponding of stagnant water conducive to mosquito breeding habitat.
- Prevention of run-off from site during demolition and construction operations.
- Equipment is not permitted to ford live streams except if temporary culverts or bridges are constructed.
- [CompanyName] will not discharge excavation ground water to the sanitary sewer, storm drains, or natural streams or rivers without prior specific authorization by governmental regulators. We do not discharge of viscous substances under any circumstances.
- Construction site stormwater runoff will be retarded and prevented from directly entering any storm drain or the river using straw bales or other suitable method. We will provide erosion protection of the surrounding soils.

Is the National Pollutant Discharge Elimination System (NPDES) applicable?
"Stormwater discharges from construction activities (such as clearing, grading, excavating, and stockpiling) that disturb one or more acres, or smaller sites that are part of a larger common plan of development or sale"

[CompanyName]
Site-specific Spill Control Plan

Project Name	Project Number	Prepared By:	Date:
[ProjectName]	[ProjectNumber]	[ComplianceManagerName]	[Date]

Instructions, procedures, and reports for use during an unexpected spill of a substance. Regulated by a) 40 CFR 68, 40 CFR 302, 40 CFR 355, and/or b) State or Local laws and regulations.

Name(s) of the individual(s) who report and follow up with spills/hazardous substance release.

If spills/hazardous substance is released, this individual Immediately notifies the Contracting Officer and [the local Fire Department] [Facility Fire Department] [Facility Response Personnel] [Facility Environmental Office] in addition to the legally required Federal, State, and local reporting channels (including the National Response Center 1-800-424-8802)

Contact information and reporting channels for each of the above:

Individual(s) responsible for the supervision of the spills/hazardous substance containment and removal

Training requirements and training methods used for contractor's personnel.

Materials and equipment for immediate use in the potential event of the identified hazard(s)

[CompanyName]
Site-specific Land Resource Protection Plan

Project Name	Project Number	Prepared By:	Date:
[ProjectName]	[ProjectNumber]	[ComplianceManagerName]	[Date]

Identification of work area (include drawing when appropriate):
General disturbance by demolition and construction activities will be confined to the by the following limits:
Nominally, 40 feet beyond the building perimeter or 5 feet beyond solid paving.
Plan for removing debris, rubbish, and other waste materials resulting from demolition and construction operations from site.
General (non-viscous) construction debris, rubbish and construction waste materials will be placed in waste containers and removed from the work area by a qualified waste removal company.
Incremental clearing and grading to minimize exposure of unprotected soils:
Erosion and sedimentation control diversion ditches, benches, berms, and use of silt fences and straw bales
Erosion and sedimentation control sediment basins
Erosion and sedimentation control vegetation, seeding, and mulch.
Location of trees around general construction disturbance (identified above) that will be tagged before the start of construction to remain undisturbed during construction.
Trees or plants that will be planted to protect the environment after the completion of construction.

[CompanyName]
Monthly Environmental Protection Inspection Checklist

Project Number	Project Name	Inspection Report ID#
[ProjectNumber]	[ProjectName]	
Inspector's Name:	***Inspector's Signature**	**Inspection Date**

** On behalf of the contractor, I certify that this report is complete and correct, and equipment and material used, and work performed during this reporting period is in compliance with the contract drawings and specifications to the best of my knowledge except as noted in this report.*

All Deficiencies Must Be Logged onto the Deficiency Corrective Action Log

GENERAL

YES	NO	N/A	
☐	☐	☐	THE SITE IS GENERALLY IN A TIDY CONDITION
☐	☐	☐	ALL MATERIALS AND EQUIPMENT ARE CONTAINED WITHIN THE PROJECT BOUNDARY
☐	☐	☐	ALL WORKS ARE UNDERTAKEN WITHIN THE PROJECT BOUNDARY
☐	☐	☐	DESIGNATED HAULAGE ROUTES AND ACCESS POINTS ARE BEING USED
☐	☐	☐	OTHERS (PLEASE SPECIFY)

AIR POLLUTION CONTROL

YES	NO	N/A	
☐	☐	☐	ARE THE CONSTRUCTION SITES WATERED TO MINIMIZE DUST GENERATED?
☐	☐	☐	ARE STOCKPILES OF DUSTY MATERIALS (SIZE WITH MORE THAN 20 BAGS CEMENT) COVERED OR WATERED?
☐	☐	☐	CEMENT DEBAGGING PROCESS UNDERTAKEN IN SHELTERED AREAS
☐	☐	☐	ARE ALL VEHICLES CARRYING DUSTY LOADS COVERED/WATERED OVER PRIOR TO LEAVING THE SITE?
☐	☐	☐	ARE DEMOLITION WORK AREAS WATERED? (E.G. TRIMMING ACTIVITIES BY USING BREAKER)
☐	☐	☐	ARE DUSTY ROADS PAVED AND/OR SPRAYED WITH WATER?
☐	☐	☐	ARE DUST CONTROLLED DURING PERCUSSIVE DRILLING OR ROCK BREAKING?
☐	☐	☐	IS EQUIPMENT WELL MAINTAINED? (ANY BLACK SMOKE OBSERVED, PLEASE INDICATE THE EQUIPMENT AND LOCATION)
☐	☐	☐	ARE THERE ENCLOSURES AROUND THE MAIN DUST-GENERATING ACTIVITIES? (E.G. GROUT MIXING)

☐	☐	☐	ARE SPEED CONTROL MEASURES APPLIED? (E.G. SPEED LIMIT SIGN)
			ARE VOLATILE LIQUIDS STORED AS SPECIFIED ON THE AIR QUALITY PROTECTION PLAN
☐	☐	☐	OTHERS (PLEASE SPECIFY)
SOIL AND WATER MANAGEMENT CONTROLS			
YES	**NO**	**N/A**	
☐	☐	☐	ALL CLEAN WATER IS BEING DIVERTED AWAY FROM DISTURBED AREAS
☐	☐	☐	ALL CLEAN WATER DIVERSION DRAINS ARE STABLE
☐	☐	☐	SEDIMENT FENCE IS INSTALLED CORRECTLY AND THERE ARE NO GAPS
☐	☐	☐	DISTURBED AREAS WHERE NO WORKS ARE UNDERTAKEN ARE PROPERLY COVERED OR STABILISED
☐	☐	☐	AREAS OF LOCALISED SOIL EROSION HAVE BEEN IDENTIFIED AND APPROPRIATE PREVENTATIVE MEASURES IMPLEMENTED
☐	☐	☐	THERE ARE NO AREAS OF POTENTIAL OR ACTUAL CONCENTRATED FLOW THAT DO NOT FLOW TO SEDIMENT BASINS/TRAPS
☐	☐	☐	SLOPE LENGTHS ARE MAINTAINED AT APPROPRIATE LENGTHS TO SLOW FLOWS DOWN AND MINIMISE EROSION
☐	☐	☐	CHECK DAMS ARE USED WITHIN DIVERSION DRAINS WHERE REQUIRED TO SLOW FLOWS DOWN AND MINIMISE EROSION WITHIN THE DRAINS
☐	☐	☐	GEOTEXTILE LININGS (OR SIMILAR) ARE USED TO PROVIDE TEMPORARY SURFACE PROTECTION IN AREAS WHERE APPROPRIATE (E.G. BATTER DRAINS, CULVERT CONSTRUCTION)
☐	☐	☐	STOCKPILES ARE SITED IN LOW-HAZARD AREAS CLEAR OF WATERCOURSES AND FLOOD PRONE LANDS
☐	☐	☐	CUT-OFF DRAINS ON THE UPSLOPE SIDE AND SEDIMENT FENCING ON THE DOWNSLOPE SIDE ARE IN PLACE FOR ALL STOCKPILE AREAS WITHIN THE SITE
☐	☐	☐	STOCKPILES ARE LESS THAN 2M IN HEIGHT
☐	☐	☐	SEDIMENT CONTROL MEASURES ARE CONSTRUCTED AS CLOSE TO THE POTENTIAL SOURCE OF SEDIMENT AS POSSIBLE
☐	☐	☐	SHAKERS, RUBBLE PADS OR WASH DOWN AREAS HAVE BEEN INSTALLED
☐	☐	☐	THERE IS NO MUD ON THE ROADS OUTSIDE OF THE PROJECT BOUNDARY
☐	☐	☐	SEDIMENT FENCING OR EQUIVALENT IS PROVIDED DOWNSLOPE OF DISTURBED AREAS THAT CAN'T BE DIRECTED INTO A DESIGNATED SEDIMENT BASIN
☐	☐	☐	SEDIMENT BASIN VOLUME MARKERS INTACT AND CLEARLY VISIBLE
☐	☐	☐	SEDIMENT BASIN INLETS AND OUTLETS ARE STABLE
☐	☐	☐	ACCUMULATED SEDIMENT IS BELOW 30% OF THE SEDIMENT STORAGE ZONE

☐	☐	☐	THE BASINS HAVE BEEN EMPTIED SINCE THE LAST RAIN EVENT AND RESTORED TO THEIR DESIGN CAPACITY (IF NOT, EXPLANATION MUST BE PROVIDED)
☐	☐	☐	ALL DISCHARGES ARE UNDERTAKEN IN ACCORDANCE WITH DEWATERING PERMITS
☐	☐	☐	OTHERS (PLEASE SPECIFY)

NOISE CONTROL

YES	NO	N/A	
☐	☐	☐	IS THE CNP (CONSTRUCTION NOISE PERMIT) VALID FOR WORK DURING RESTRICTED HOURS?
☐	☐	☐	ARE COPIES OF THE VALID CONSTRUCTION NOISE PERMITS POSTED AT SITE ENTRANCE/EXIT?
☐	☐	☐	DO AIR COMPRESSORS AND GENERATORS OPERATE WITH DOORS CLOSED?
☐	☐	☐	IS IDLE EQUIPMENT TURNED OFF OR THROTTLED DOWN?
☐	☐	☐	DO AIR COMPRESSORS AND HAND- HELD BREAKERS HAVE VALID NOISE EMISSION LABELS (NEL)?
☐	☐	☐	ANY NOISE MITIGATION MEASURES ADOPTED (E.G. USE NOISE BARRIER / ENCLOSURE)?
☐	☐	☐	ARE SILENCED EQUIPMENTS UTILIZED?
☐	☐	☐	OTHERS (PLEASE SPECIFY)

WASTE MANAGEMENT

YES	NO	N/A	
☐	☐	☐	ARE SEPARATE CHUTES USED FOR INERT AND NON-INERT WASTES?
☐	☐	☐	ARE SEPARATED LABELLED CONTAINERS / AREAS PROVIDED FOR FACILITATING RECYCLING AND WASTE SEGREGATION?
☐	☐	☐	ARE CONSTRUCTION WASTES / RECYCLABLE WASTES AND GENERAL REFUSE REMOVED OFF SITE REGULARLY?
☐	☐	☐	ARE CONSTRUCTION WASTES COLLECTED AND DISPOSED OF PROPERLY BY LICENSED COLLECTORS?
☐	☐	☐	ARE CHEMICAL WASTES, IF ANY, COLLECTED AND DISPOSED OF PROPERLY BY LICENSED COLLECTORS?
☐	☐	☐	DOES CHEMICAL WASTE PRODUCER LICENSE COVERS ALL MAJOR CHEMICAL WASTES PRODUCED ON SITE?
☐	☐	☐	ARE CHEMICAL WASTES PROPERLY STORED AND LABELLED?
☐	☐	☐	ARE OIL DRUMS AND EQUIPMENTS PROVIDED WITH DRIP TRAYS?
☐	☐	☐	ARE DRIP TRAYS FREE OF OIL AND WATER?
☐	☐	☐	IS THERE ANY OIL SPILLAGE? CLEAN- UP THE CONTAMINATED SOIL IMMEDIATELY?

APPENDIX F: INSPECTION AND MAINTENANCE REPORTS

[CompanyName]
2022 Construction General Permit Site Inspection Report

Project ID	Project Name	Inspector Name	Title	Date
[ProjectNumber]	[ProjectName]			

Section A – General Information
(If necessary, complete additional inspection reports for each separate inspection location.)

Inspector Information

Email:	Address:	Phone Number:

Inspection Details

Inspection Date:	**Inspection Location:**
Inspection Start Time:	**Inspection End Time:**
Current Phase of Construction:	**Weather Conditions During Inspection:**

Did you determine that any portion of your site was unsafe for inspection per CGP Part 4.5? ☐ Yes ☐ No

If "Yes," provide the following information:

Location of unsafe conditions:

The conditions that prevented you inspecting this location:

Indicate the required inspection frequency: (Check all that apply. You may be subject to different inspection frequencies in different areas of the site.)

Standard Frequency (CGP Part 4.2):

☐ At least once every 7 calendar days; **OR**

☐ Once every 14 calendar days *and* within 24 hours of the occurrence of either:

- A storm event that produces 0.25 inches or more of rain within a 24-hour period, or
- A snowmelt discharge from a storm event that produces 3.25 inches or more of snow within a 24-hour period

Increased Frequency (CGP Part 4.3.1) (If site discharges to sediment or nutrient-impaired waters or to waters designated as Tier 2, Tier 2.5, or Tier 3):

☐ Once every 7 calendar days *and* within 24 hours of the occurrence of either:

- A storm event that produces 0.25 inches or more of rain within a 24-hour period, or
- A snowmelt discharge from a storm event that produces 3.25 inches or more of snow within a 24-hour period

Reduced Frequency (CGP Part 4.4):

☐ For stabilized areas: Twice during first month, no more than 14 calendar days apart; then once per month after first month until permit coverage is terminated

☐ For stabilized areas on "linear construction sites": Twice during first month, no more than 14 calendar days apart; then once more within 24 hours of the occurrence of either:

- A storm event that produces 0.25 inches or more of rain within a 24-hour period, or
- A snowmelt discharge from a storm event that produces 3.25 inches or more of snow within a 24-hour period

☐ For arid, semi-arid, or drought-stricken areas during seasonally dry periods or during drought: Once per month and within 24 hours of the occurrence of either:

- A storm event that produces 0.25 inches or more of rain within a 24-hour period, or
- A snowmelt discharge from a storm event that produces 3.25 inches or more of snow within a 24-hour period

☐ For frozen conditions where construction activities are being conducted: Once per month

Was this inspection triggered by a storm event producing 0.25 inches or more of rain within a 24-hour period? ☐ Yes ☐ No

If "Yes," how did you determine whether the storm produced 0.25 inches or more of rain?

☐ On-site rain gauge

☐ Weather station representative of site.

Weather station location:

Total rainfall amount that triggered the inspection (inches):

Was this inspection triggered by a snowmelt discharge from a storm event producing 3.25 inches or more of snow within a 24-hour period? ☐ Yes ☐ No

If "Yes," how did you determine whether the storm produced 3.25 inches or more of snow?

☐ On-site rain gauge

☐ Weather station representative of site.

Weather station location:

Total snowfall amount that triggered the inspection (inches):

[CompanyName]
BMP Maintenance Schedule and Log

Project ID	Project Name	BPM Type	Notes
[ProjectNumber]	[ProjectName]		Create a separate Maintenance Schedule and Log for each type of BMP. Completed maintenance must include a photo w/date/time stamp.

BMP Location	Type/Description of Maintenance Performed	Frequency of Required Maintenance	Scheduled Maintenance Date	Responsible Party	Date Maintenance Completed	Report Submitted w/Photos	
						Yes	No

APPENDIX H: INCIDENT INVESTIGATION AND REPORTING

[CompanyName] Incident Report			
Project Name	**Project Number**	**Contractor Name**	**Date of Report**
[ProjectNumber]	[ProjectName]		
Contract Scope of Work		**Location Where Incident Occurred**	
Date And Time of Incident		**Extent of Property Damage if any**	
Brief Description of the Incident (include type of construction equipment used, PPE used, etc.)			
Corrective Actions Taken to Clean Up or Mitigate Damage From The Incident			
Name, Signature, and Phone Number of Person Completing this Report			

For More Information:

Visit our Online Store at:

www.firsttimequalityplans.com

or

Contact: First Time Quality

410-451-8006

edc@firsttimequality.com