

### Checklist 1: Routine Quarterly Facility Inspection

**Business Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Weather:** \_\_\_\_\_

**Inspector(s):** \_\_\_\_\_ **Inspector Affiliation:** \_\_\_\_\_

*If feasible, at least one of these routine facility inspections each calendar year must be conducted during a period when a storm water discharge is occurring. These inspections must include at least one member of your storm water pollution prevention team.*

Inspection Item	Y/N/NA	Corrective Action Req'd	Date corrected
<b>Effectiveness of Spill Prevention &amp; Response Measures</b>			
• Are outdoor areas free of spilled material?			
• Are drip pans secured under leaking equipment and at less than 50% capacity?			
• Are Spill Kit(s) clearly labeled, stocked and inventoried?			
• Are ALL storage containers including barrels, totes, etc maintained in good condition, clearly labeled and secondarily contained, or under cover and on pallets?			
<b>Effectiveness of Good Housekeeping Measures</b>			
• Is leasehold free of trash & debris?			
• Are waste receptacles (i.e dumpsters) covered & plugged?			
• Other:			
<b>Effectiveness of Maintenance Program for Structural Controls</b>			
• Are Structural Controls functioning properly? Please <b>circle</b> controls you maintain at your facility: Oil/Water Separators, vegetative buffers, secondary containment valves, Stormceptors, berms Outfall Closure Devices			
• Has maintenance been performed regularly and documentation retained in SWPPP?			
<b>Effectiveness of Pollution &amp; Erosion Control Measures</b>			
• Is the area free of soil erosion?			
• Is there evidence of improper disposal of contaminants?			
• Replacement of any failed control measures needed?			
<b>Effectiveness of BMPs</b>			
• Are BMPs being implemented properly and completely?			
• Other:			
<b>Cleaning Maintenance &amp; Storage Areas</b>			
• Does washing occur in designated areas? (Signage must clearly demarcate aircraft, ground vehicle and equipment cleaning areas)			
• Do maintenance activities occur in designated areas?			
• Are all aircraft, ground vehicles and equipment awaiting maintenance stored in designated areas only with proper BMPs?			
• Are all fluids drained from equipment and vehicles prior to on-site storage?			
ADDITIONAL COMMENTS: (please describe any discharge that is occurring at time of inspection, any previously unidentified discharges of pollutants, any additional incidences of noncompliance observed, and any additional control measures needed)			
This document must be signed by the person and in the manner required by 30 TAC §305.44 or the delegated signatory.			
<b>Signature:</b>		<b>Date:</b>	