The intent of this compliance assistance document is to help Industrial Storm Water Permitted facilities assess their SWPPP to ensure it meets the conditions of the National Pollutant Discharge Elimination System Wastewater Discharge General Permit for Storm Water Discharges. Additional compliance assistance documents such as a DEQ Sample SWPPP can be found at the DEQ, WRD Industrial Storm Water website [www.michigan.gov/deqstormwater](http://www.michigan.gov/deqstormwater) (then click on INDUSTRIAL PROGRAM).

### Recommended General Facility Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facility Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facility Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>County</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standard Industrial Classification (SIC) code</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Owner or Authorized Representative</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Facility Contact Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Title</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone Number</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mailing Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Certified Operator Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certification Number and Expiration Date</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone Number</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mailing Address</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Permit Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Permit Number</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certificate of Coverage (COC) Number</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COC Effective Date and Expiration Date</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receiving Waters</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Required Monitoring</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Daily Maximum Load (TMDL) listed on COC</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Description of Industrial Activity

<table>
<thead>
<tr>
<th>Field</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description of Industrial Activity</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

DEQ-WRD SWPPP Checklist & Permit Compliance Evaluation Inspection Checklist
First read the applicable General Permit associated with the facility’s Certificate of Coverage, then complete the checklist below to ensure the SWPPP meets all the conditions of the General Permit:

### 1. Source Identification
To identify potential sources of significant materials that can contaminate storm water runoff and subsequently be discharged from the facility, the SWPPP shall, at a minimum, include the following items:

a. **A site map(s) identifying and locating the following:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Yes</th>
<th>No</th>
<th>NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. buildings and other permanent structures</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>2. storage or disposal areas for significant materials</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>3. secondary containment structures and descriptions of what is contained in the primary containment structures</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>4. storm water discharge point(s) (numbered or otherwise labeled for reference)</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>5. location of storm water and non-storm water inlets (catch basins, roof drains, conduits, drain tiles, detention pond riser pipes, and sump pumps)(numbered or otherwise labeled for reference) contributing to each outfall</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>6. location of NPDES permitted discharges other than storm water</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>7. outlines of the drainage areas contributing to each outfall and / or discharge point</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>8. structural runoff controls or storm water treatment facilities</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>9. areas of vegetation (with brief description such as lawn, old field, marsh, wooded, etc.)</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>10. areas of exposed and/or erodible soils and gravel lots</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>11. impervious surfaces (roof, asphalt, concrete)</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>12. name and location of receiving water(s)</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
<tr>
<td>13. areas of known or suspected impacts on surface waters designated under the Natural Resources and Environmental Protection Act, P.A. 451, Part 201, of 1994 (formerly Act 307).</td>
<td>![Yes]</td>
<td>![No]</td>
<td>![NA]</td>
</tr>
</tbody>
</table>

**Comments:**

b. **A list of all significant materials that could enter storm water.** For each material listed, the SWPPP shall include each of the following descriptions:

**Q1.** Does the SWPPP include a list of all significant materials that have the potential to contaminate storm water runoff from the site?  

- Ways in which each type of material has been or has reasonable potential to become exposed to storm water (e.g., spillage during handling; leaks from pipes, pumps, vessels; contact with storage piles; contaminated materials or soils; waste handling and disposal; deposits from dust or overspray, etc).

**Q1.** Does the SWPPP include an evaluation and written description of the reasonable potential for each significant material to become exposed to storm water runoff?  

- An evaluation of the reasonable potential for contribution of significant materials to runoff from at least the following areas or activities (use a ranking system to express the exposure potential in each area (low, medium, high)):
  
  a. loading, unloading, and other material handling operations
  
  b. outdoor storage including secondary containment structures
  
  c. outdoor manufacturing or processing activities
  
  d. significant dust or particulate generating processes
  
  e. discharge from rooftop vents, stacks and air emission controls
  
  f. on-site waste disposal practices
  
  g. maintenance and cleaning of vehicles, machines and equipment
  
  h. areas of exposed and/or erodible soils
i. sites of environmental contamination listed under the Natural Resources and Environmental Protection Act, P.A. 451, part 201, of 1994 (formerly Act 307).

j. areas of significant material residues

k. areas where wild or domestic animals congregate and deposit waste

l. other areas where storm water may contact significant materials

Comments:

3. Identification of the discharge point(s) and the inlet(s) contributing the significant material to each outfall through which the significant material may be discharged if released.

Q1. Does the significant material inventory identify the impacted INLET(S) if there is a release of significant materials?

Q2. Does the significant material inventory identify the DISCHARGE POINT(S) (OUTFALLS and POINTS OF DISCHARGE) through which the significant material may be discharged if released?

Q1. Does the SWPPP include a list and description of significant spills that have occurred in the last 3 years?

Q1. Is there a TMDL pollutant identified on the COC?

e. A summary of existing storm water discharge sampling data (if available), describing pollutants in storm water discharges at the facility. This summary shall be accompanied by a description of the suspected source(s) of the pollutants.

Q1. Does the SWPPP include applicable storm water discharge sampling data?

2. Non-Structural Controls (Preventative Measures and Source Controls)
To prevent significant materials from contacting storm water at the source, the plan shall include at a minimum:

a. A program which includes a schedule for routine preventive maintenance. The preventive maintenance program shall consist of routine inspections and maintenance of storm water management and control devices (e.g., cleaning of oil/water separators and catch basins, routine housekeeping activities, etc.), as well as inspecting and testing plant equipment and systems to uncover conditions that could cause breakdowns or failures resulting in discharges of pollutants to the storm sewer system or the surface waters of the state. The routine inspection shall include areas of the facility in which significant materials have the reasonable potential to contaminate runoff. A written report of the inspection and corrective actions shall be retained onsite with the SWPPP file for 3 years.
Q1. **Does the SWPPP appropriately describe the preventative maintenance program at the facility?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Q2. **Do the preventative maintenance program forms include corrective action completion dates for non-conformities found during the inspection?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Q3. **Does the SWPPP include a Routine Inspection form that combines the preventative maintenance and good housekeeping requirements?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

b. A description of good housekeeping procedures to maintain a clean, orderly facility. Good housekeeping procedures shall include routine inspections that focus on the areas of the facility that have a reasonable potential to contaminate storm water runoff from the property. The routine housekeeping inspections may be combined with the routine inspections for the preventative maintenance program. A written report of the inspection and corrective actions shall be retained onsite with the SWPPP file for 3 years.

Q1. **Does the SWPPP appropriately describe the good housekeeping procedures at the facility?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Q2. **Do the good housekeeping inspection forms include corrective action completion dates for non-conformities found during the inspection?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

c. A schedule for comprehensive site inspection shall include, but not be limited to, structural controls in use at the facility and the areas and equipment identified in the preventative maintenance program and good housekeeping procedures. This inspection shall also include a review of the routine preventive maintenance reports, good housekeeping inspections reports, and any other paperwork associated with the SWPPP. The comprehensive site inspection shall be conducted by the Certified Storm Water Operator at least quarterly. The permittee may request Department approval of an alternate schedule for comprehensive site inspections. A written report of the inspection and corrective actions shall be retained onsite with the SWPPP file for 3 years. Included in the report shall be a certification that the facility is in compliance with this permit and the SWPPP.

Q1. **Does the SWPPP appropriately describe the comprehensive site inspection procedures?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Q2. **Are the comprehensive inspection conducted quarterly? If “No” list the frequency: List the date the alternate schedule was approved:**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Q3. **Does the SWPPP specify that the Certified Operator must perform the comprehensive site inspections?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Q4. **Do the comprehensive site inspection forms include corrective action completion dates for non-conformities found during the inspection?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Q5. **Do the comprehensive site inspection forms include a compliance certification statement?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Q6. **Does the comprehensive site inspection form include a review of the routine inspection forms?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Visual Assessment Section
The SWPPP shall include written procedures and a schedule for quarterly visual assessments of storm water discharges. At a minimum, one visual assessment shall be conducted within each of the following quarters: January-March, April-June, July-September, and October-December. These assessments shall be conducted as part of the comprehensive site inspection within one month of control measure observations. If the Department has approved an alternate schedule for the comprehensive site inspection, the visual assessment may likewise be conducted in accordance with the same approved alternate schedule.

Q7. **Does the facility have visual assessment written procedures?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Q8. Do the procedures indicate the visual assessment will be conducted within 1 month of the comprehensive site inspection?  

Yes □ No □

Q9. Are there any substantially identical discharge points identified on the site map?  

If “Yes” then complete A and B below.

Yes □ No □

a. Is the rationale for the determination acceptable based on the significant material inventory?  

Yes □ No □

b. Has the rotational schedule been included in the procedures?  

Yes □ No □

Q10. Are the monitoring points identified on the site map?  

Yes □ No □

a. Will the sample collected from the monitoring point be representative of the storm water at the discharge point?  

If “No” then describe why it is not representative:  

Yes □ No □

Q11. Does the procedures identify an Industrial Storm Water Certified Operator(s) who will be collecting the samples and making the discharge observations?  

If “Yes” then list the operator(s) and certification number here:  

If “No” then list the name(s) of the qualified personnel here:  

Yes □ No □

a. If “qualified personnel” are being utilized have they viewed the visual assessment webinar or the tutorials?  

If “No” then the SWPPP shall include a description of the training program.  

Yes □ No □

b. Is the alternative training program adequate?  

Yes □ No □

Q12. Do the procedures that describe how the sample will be collected from each discharge point(s) include:  

a. How it will be done during a qualifying storm or snow melt event?  

Yes □ No □

b. Sampling equipment utilized?  

Yes □ No □

c. Storage procedures for the collected samples?  

Yes □ No □

d. Labelling procedures for the collected samples?  

Yes □ No □

e. Are automatic samplers being used?  

Yes □ No □

Q13. Does the procedures specify that the following storm event information will be documented for each visual assessment:

a. Date and time of the event?  

Yes □ No □

b. Duration of event (in hours)?  

Yes □ No □

c. Amount of rain (in inches)?  

Yes □ No □

d. Time since previous event that caused a discharge?  

Yes □ No □

e. Date and time discharge began?  

Yes □ No □

Q14. Is there a description of how adverse weather conditions are determined?  

Yes □ No □
### Q15. Is there a list of certified operators that will be assessing collected samples?
- Yes [ ]
- No [ ]

### Q16. Is the facility using the DEQ Visual Assessment Report Form?
- Yes [ ]
- No [ ]

**a. If “No” describe what is missing here:**
- Yes [ ]
- No [ ]

### Q17. Do the procedures include a location where the visual assessment documentation is stored?
- Yes [ ]
- No [ ]

---

d. A description of material handling procedures and storage requirements for significant materials. Equipment and procedures for cleaning up spills shall be identified in the SWPPP and made available to the appropriate personnel. The procedures shall identify measures to prevent spilled materials or material residues from contaminating storm water runoff from the property. The SWPPP shall include language describing what a reportable spill or release is and the appropriate reporting requirements in accordance with the General Permit. The SWPPP may include, by reference, requirements of either a Pollution Incident Prevention Plan (PIPP) prepared in accordance with the Part 5 Rules (Rules 324.2001 through 324.2009 of the Michigan Administrative Code); a Hazardous Waste Contingency Plan prepared in accordance with 40 CFR 264 and 265 Subpart D, as required by Part 111 of the Michigan Act; or a Spill Prevention Control and Countermeasure (SPCC) plan prepared in accordance with 40 CFR 112.

### Q1. Does the SWPPP appropriately describe the material handling procedures and storage requirements for significant materials?
- Yes [ ]
- No [ ]

### Q2. Does the SWPPP include a spill response plan?
- Yes [ ]
- No [ ]

### Q3. Does the spill response plan include internal contacts?
- Yes [ ]
- No [ ]

### Q4. Does the spill response plan include department contact numbers and the PEAS number?
- Yes [ ]
- No [ ]

### Q5. Does the SWPPP describe what constitutes a reportable spill and what the reporting requirements are?
- Yes [ ]
- No [ ]

---

e. Identification of areas which, due to topography, activities, or other factors, have a high potential for significant soil erosion. Gravel lots are areas to be included. The SWPPP shall also identify measures used to control soil erosion and sedimentation.

### Q1. Does the SWPPP identify areas of property with the potential for soil erosion or sedimentation issues?
- Yes [ ]
- No [ ]
- NA [ ]

### Q2. Does the SWPPP describe appropriate controls to address soil erosion or sedimentation issues at the site?
- Yes [ ]
- No [ ]
- NA [ ]

---

f. A description of the employee training program that will be implemented on an annual basis to inform appropriate personnel at all levels of their responsibility as it relates to the components and goals of the SWPPP. The SWPPP shall identify periodic dates for the employee training program. Records of the employee training program shall be retained onsite with the SWPPP file for 3 years.

### Q1. Does the SWPPP identify a schedule for annual employee training?
- Yes [ ]
- No [ ]

### Q2. Does the SWPPP include a roster of attendees, adequately describe the content of training, and include a copy of the training materials?
- Yes [ ]
- No [ ]

---

### Q1. Does the SWPPP correctly describe appropriate actions intended to address the TMDL listed on the COC?
- Yes [ ]
- No [ ]
- NA [ ]
h. Identification of significant materials expected to be present in storm water discharges following implementation of nonstructural preventive measures and source controls. (If the SWPPP describes a treatment control measure for a significant material that significant material should be identified in this section)

Q1. Does the SWPPP identify significant materials expected to be still present in the storm water runoff discharge following the implementation of non-structural controls?  
- Yes ☐  
- No ☐  
- NA ☐

3. Structural Controls for Prevention and Treatment
Where implementation of the non-structural control measures does not control storm water discharges in or to meet the Water Quality Standards identified in the General Permit, the SWPPP shall provide a description of the location, function, design criteria, and installation/construction schedule of structural controls for prevention and treatment. Structural controls may be necessary to prevent uncontaminated storm water from contacting, or being contacted by, significant materials, or if preventive measures are not feasible or are inadequate to keep significant materials at the site from contaminating storm water. Structural controls shall be used to treat, divert, isolate, recycle, reuse, or otherwise manage storm water in a manner that reduces the level of significant materials in the storm water and provides compliance with the Water Quality Standards.

Q1. Does the SWPPP include a description of the location, function, and design criteria of each structural control utilized on site?  
- Yes ☐  
- No ☐  
- NA ☐

Q2. Are the structural controls included in the preventative maintenance and comprehensive site inspection procedures?  
- Yes ☐  
- No ☐  
- NA ☐

Q3. Are the structural controls identified on the facility site map?  
- Yes ☐  
- No ☐  
- NA ☐

4. Keeping Plans Current
The permittee and/or the Certified Storm Water Operator shall review the SWPPP annually after it is developed and maintain a written report of the review onsite with the SWPPP file for 3 years. Based on the review, the permittee or the Certified Storm Water Operator shall amend the SWPPP as needed to ensure continued compliance with the terms and conditions of this permit. The written report shall be submitted to the Department on or before January 10th of each year.

Q1. Does the SWPPP include a schedule for when the annual SWPPP review will be performed?  
- Yes ☐  
- No ☐  
- NA ☐

Q2. Does the SWPPP include a report form (ie. DEQ Annual SWPPP Review Report form) for the annual SWPPP review?  
- Yes ☐  
- No ☐

5. Certified Operator Update
If the Certified Storm Water Operator is changed, or an additional Certified Storm Water Operator is added, the permittee shall provide the name and certification number of the new Certified Storm Water Operator to the Department. If a facility has multiple Certified Storm Water Operators, the names and certification numbers of the Certified Storm Water Operators shall be included in the SWPPP.

Q1. Does the SWPPP include a list of all certified operators participating in the facility’s storm water program?  
- Yes ☐  
- No ☐

Q2. Is the certified operator(s) an employee of the facility?  
- Yes ☐  
- No ☐

If the answer to Q2 is no then how often does the certified operator visit the facility?  
- ☐

Q3. Is it recommended that the certified operator attend a refresher class?  
- Yes ☐  
- No ☐

6. Signature and SWPPP Review
The SWPPP shall be reviewed and signed by the Certified Storm Water Operator(s) and by either the permittee or an
authorized representative in accordance with 40 CFR 122.22. The SWPPP and associated records shall be retained on-site at the facility that generates the storm water discharge.

| Q1. | **Is the SWPPP signed by the permittee or an authorized representative and all certified operators participating in the facility's storm water program?** | Yes | No | NA |
| Q2. | **If the SWPPP is signed by an authorized representative instead of the permittee, does the SWPPP file include appropriate documentation in accordance with 40 CFR 122.22?** | Yes | No | NA |
**Record Keeping**

Were records reviewed during the inspection/review?  Yes [ ]  No [x]

The permittee shall maintain records of all SWPPP-related inspection and maintenance activities. Records shall also be kept describing incidents such as spills or other discharges that can affect the quality of storm water runoff. All such records shall be retained for three years. The following records are required by the permit to be maintained in the SWPPP file:

- a. Routine preventive maintenance inspection reports
- b. Routine good housekeeping inspection reports
- c. Comprehensive site inspection reports
- d. Visual Assessment report forms and photo documentation
- e. Employee training records
- f. Written summaries of the annual SWPPP review

| Q1. Does the SWPPP file include preventative maintenance program inspection forms for the last 3 years? | Yes [ ]  No [ ] |
| Q2. Does the SWPPP file include good housekeeping inspection forms for the last 3 years? | Yes [ ]  No [ ] |
| Q3. Does the SWPPP file include comprehensive site inspection forms for the last 3 years? | Yes [ ]  No [ ] |
| Q4. Does the SWPPP file include visual assessment report forms and photo documentation for each discharge point for each comprehensive inspection? | Yes [ ]  No [ ] |
| Q5. Does the SWPPP file include employee training records for the last 3 years? | Yes [ ]  No [ ] |
| Q6. Does the SWPPP file include annual SWPPP review reports and records that they have been submitted to the department for the last 3 years? | Yes [ ]  No [ ] |

**SWPPP Review - Additional Comments**

Visual Assessment comments (Describe any unusual observations that were documented in the photos and report forms):  

Is additional storm water monitoring recommended?  

Additional Comments:
## Inside and Outside Facility Inspection

**Was a inside and outside facility inspection performed?** Yes [ ] No [ ]

### 1. Inside the Facility

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes [ ]</th>
<th>No [ ]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q1. Are there any floor drains inside the facility?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If the answer to the above question is yes documentation must be provided that the floor drains are not connected to the storm sewer system or they need to be permanently sealed.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Q2. Are fluids (oil, greases, lubricants, solvents), new or used, stored near outside doorways?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Q3. Is secondary containment being used effectively for appropriate materials?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Q4. Are spill kits available for use and do they contain appropriate clean up materials?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**COMMENTS:**

### 2. Outside the Facility

Describe the observed condition of the following applicable storage areas, activity areas, or controls utilized on site. Specify whether the condition is good, acceptable, or poor. If a control is not utilized on site input NA for Not Applicable. If a utilized control is not stated in the list below add it to the comment section provided.

- Catch basins
- Catch basin inserts
- Truck bays and sumps
- Scrap recycling containers
- Waste containers
- Storage bins
- Barrel storage areas
- Tank storage areas – Size of Tanks – Regulated?
- Secondary containment
- Loading and unloading areas
- Material handling areas
- Material processing areas
- Outside storage areas
- Oil water separator devices
- Vehicle washing areas
- Fueling areas
- Refuse areas
- Activities on Roof
- Gravel or unpaved areas
- Buffer Strips
- Outfall area(s)
- Points of discharge
- Monitoring points for visual assessments
- Detention or retention pond
- Non-permitted NPDES discharges

**COMMENTS:**