

Instructions for Completing Form 650-040-03 (Stormwater Pollution Prevention Plan Construction Inspection Report)

In order to attain consistency and accuracy when completing for 650-040-03, the following instructions should be followed. (The numbers on this instruction sheet corresponds to the numbers on the sample inspection report.)

1. Enter the FM #.
2. Enter the contract number.
3. Enter the state road number.
4. Contractor enters his firm's name.
5. Enter the date of the inspection.
6. Contractor enters FDEP permit number from contract.
7. Location on the project of control measure. For example, list as SR-500 or Race Track Road.
8. Enter the stations for the installed control measure.
9. Enter the site location with regard to the centerline.
10. Contractor enters whether or not area where control measures are deployed is active or idle.
11. Enter the date the soil was last disturbed in this particular location. The date may be the date of the clearing and grubbing. Each time the area is worked (disturbed), that new date should be entered.
12. Enter the date that permanent stabilization methods are used for final stabilization of the project.
13. Enter the number of the "control measure code" (listed at the bottom of the inspection report) used. Silt fence, hay bales, etc.
14. Enter one of the letters or numbers listed in the "condition codes" that applies to the current field conditions of the erosion control methods being used.
15. Use this section to enter dates and comments when corrective action has been taken. Also enter any comments that may be helpful in explaining certain situations.
16. Contractor signs the report, no initials.
17. Contractor dates form when signed.
18. Print inspector's name on report.
19. Inspector signature.
20. Contractor enters DEP Stormwater Management Inspection Certification #
21. Enter date certified by DEP.

OTHER NOTES

- A. Make sure that the location of control measure is consistently listed, once they are entered on the report. A location can only be removed once the location is stabilized.
- B. Copies of the report may be made with columns 7, 8, & 9 filled in. Columns 10 through 15 shall be completed during the time of inspection.
- C. In many instances, a station-to-station distance may be 1000' or more. If the inspector notes that maintenance or repair is needed, identify the specific area within the 1000'. If the specific area is not noted, then it is assumed that the whole 1000' is in the need of maintenance or repair.
- D. When there are multiple inspection reports for a weekly inspection, all copies must be signed by the contractor.

FM# _____ 1 _____ 2 _____
 CONTRACT # _____
 S.R. # _____ 3 _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
STORMWATER POLLUTION PREVENTION PLAN
CONSTRUCTION INSPECTION REPORT
 (Weekly and within 24 hrs. of the end
 of a storm that is 0.50 in. or greater)

650-040-03
 ENVIRONMENTAL MANAGEMENT
 06/05
 4
 COMPANY NAME _____ 5 _____
 INSPECTION DATE _____ 6 _____
 FDEP Permit # _____

Date of Rainfall _____
 Amount Recorded _____

Location of Control Measure	Approximate Stations		Lt. Or Rt. Of Centerline	Active Work Zone= A Inactive Work Zone= I	Date Last Disturbed	Date of Stabilization	Control Measures (Use Codes Below)	Current Condition (Use Codes Below)	Corrective Action or Remarks
	From	To							
_____ 7 _____	_____ 8 _____	_____ 8 _____	_____ 9 _____	_____ 10 _____	_____ 11 _____	_____ 12 _____	_____ 13 _____	_____ 14 _____	_____ 15 _____

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.

All maintenance operations needed to assure proper operation of all controls, BMPs, practices, or measures identified in the Stormwater Pollution Prevention Plan shall be done in a timely manner, but in no case later than 7 calendar days following the inspection. The signature below also shall certify that this facility is in compliance with the Stormwater Prevention Plan and the State of Florida Generic Permit for Stormwater Discharge from Large and Small Construction Activities if there are not any incidents of non-compliance identified above.

- CONTROL MEASURE CODES**
- | | |
|--|--|
| 1. Temporary Grassing | 19. Storm Inlet Sediment Trap |
| 2. Permanent Plant, Sod, or Seed | 20. Stone Outlet Structure |
| 3. Temporary Mulching | 21. Curbs and Gutters |
| 4. Artificial Covering | 22. Storm Sewers |
| 5. Buffer Zone | 23. Velocity Control Devices |
| 6. Silt Fence | 24. Turbidity Barrier |
| 7. Hay Bales | 25. Haul Roads Dampened for Dust Control |
| 8. Sand Bagging | 26. Cleanup of Possible Contamination |
| 9. Berms | 27. Excess Dirt Removed from Row Daily |
| 10. Diversion, Interceptor, or Perimeter Ditches | 28. Geotextile |
| 11. Flumes | 29. Filter Fabric |
| 12. Pipe Slope Drain | 30. Rock Bags |
| 13. Ditch Liner | 31. Paved Road |
| 14. Rock Bed at Construction Exit | 32. Swale |
| 15. Timber Mat or Construction Exit | 33. Retention Pond |
| 16. Rip Rap | 34. Detention Pond |
| 17. Sediment Trap | 35. Tree Protection |
| 18. Sediment Basin | 36. _____ |
| | 37. _____ |

- CONDITION CODES**
- U Upgrade Needed
 R Replacement Needed
 M Maintenance Needed
 C Cleaning Needed
 I Increase Measures
 S Stable (no action)
- Other: _____
 Other: _____

_____ 16 _____
 Name (Responsible Authority)
 _____ 17 _____
 Date Signed

Inspector: _____ 18 _____
 Signature: _____ 19 _____
 Certification #: _____
 (or other qualifications as described in Part II #12 of the perm _____ 20 _____
 Date Certified: _____ 21 _____