

INDEPENDENT (THIRD PARTY) INSPECTION CHECKLIST

rev. 1/9/14

PROJECT INFORMATION	INSPECTION INFORMATION
PROJECT NUMBER:	DATE OF CURRENT INSPECTION:
PROJECT TITLE:	DATE OF LAST INSPECTION:
PROJECT LOCATION:	THIRD PARTY INSPECTOR:
DISTRICT / FIELD OFFICE:	WEATHER CONDITIONS:
PROJECT ENGINEER:	
PROJECT INSPECTOR:	
Contract, In-house, Encroachment?	NGPC Number:

What is the acreage disturbed by the		Acres
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	Yes	No	Comments	Deficiencies - Critical, Major, Minor, None
Is a copy of the City and County "Best Management Practices Manual for Construction Sites in Honolulu and/or DOT Construction Best Management Practices Field Manual and CCH Rules for Erosion Standards and Guidelines" readily available to field office staff?				
Does project have a Notice of General Permit Coverage from the Department of Health?				
Does the site have a site specific BMP plan? If Yes, indicate date of acceptance in comments.				
Is there a record of periodic BMP inspection by field office staff?				
Are there deficiencies, corrective measures or requirements for additional BMPs noted in record?				
Are all required BMPs indicated on the BMP plan in place?				
Does the project require permanent (post construction) BMPs?				

NOTE: Encroachment permit projects only required to meet Standard Provisions and NPDES Requirements for Permit Project Within State Right of Way Notes.

DUST CONTROL / CONSTRUCTION ENTRANCE / TIRE TRACKING

Location	Type of Control	Acceptable? (Yes/No)	*Rate Effectiveness of Control	Comments	Deficiencies - Critical, Major, Minor, None

* Effectiveness Rating: Excellent, Very Good, Fair, Poor

NOTES/ACTIONS:

To be performed by:

On or before:

PROJECT STORM WATER DISCHARGE POINT / OUTFALL

(Check for Condition of Outfall and Water Quality)

Location	Type of Outfall	Acceptable? (Yes/No)	*Rate Effectiveness of Structure	Comments	Deficiencies - Critical, Major, Minor, None

* Effectiveness Rating: Excellent, Very Good, Fair, Poor

NOTES/ACTIONS:

To be performed by:

On or before:

HOUSE-KEEPING CONSTRUCTION ACTIVITIES

Activity	Adequate BMP's? (Yes/No)	Comments	Deficiencies - Critical, Major, Minor, None
Sawcutting			
Dust Control			
Material Storage			
Dewatering of Wet Material			
Concrete Washout/Waste			
Vehicle/Equipment Fueling			
Vehicle/Equipment Cleaning			
Vehicle/Equipment Maintenance			
Material Storage / Stockpiles			
Spill Prevention/Control			
Solid Waste Handling			
Hazardous Materials/Waste Handling			

NOTES/ACTIONS:

To be performed by:

On or before:

Notes:

1. Document and report inspections to DOT and DOH.
2. Notification must be sent to DOH of critical deficiencies found during third party inspections of Department of Transportation, Highways Division construction site.
3. Definitions of inspection deficiency types are listed below.

Definitions for Inspection Deficiencies:

Critical deficiencies shall mean those deficiencies that pose an immediate threat for the discharge of pollutants to the storm drain systems, surface waters, or State waters. Critical deficiencies include, but are not limited to, the following examples:

- (1) Any observed discharge, or evidence of discharge, of untreated storm water or non-storm water to the storm drain system, surface waters, or State waters generated by the construction activity.
- (2) Absence of linear barriers and/or perimeter controls required by the BMP Plan.
- (3) There are identified storm drain inlets, surface waters, or State waters within or adjacent to the project site in close proximity to disturbed soil areas without control measures in place that pose an immediate threat of untreated storm water discharges.
- (4) Work in an active stream channel or other surface water body without proper implementation of required BMPs.
- (5) Presence of any spilled oil or hazardous materials near to unprotected storm drained inlet, surface waters, or State waters.

Major deficiencies shall mean those deficiencies that are significant problems which could result in the discharge of pollutants to the storm drain system, surface waters, or State waters. Major deficiencies include, but are not limited to, the following examples:

- (1) No Best Management Practices (BMP) Plan or NPDES permit (if required).
- (2) Linear barriers and/or perimeter controls in areas tributary to a water body or drain inlet are installed as required by the BMP Plan, but are not functional. This includes silt fences that are not anchored properly, have collapsed, been driven over or overwhelmed by accumulated sediment.
- (3) Hazardous materials or waste is stored within the project without containment or implementation of BMPs.
- (4) Oil, fuel, or brake or transmission fluid spills covering more than one square yard and/or adjacent to protected storm drain inlets, surface waters, or State waters.
- (5) Any discharge of sediment or other deleterious material resulting from dewatering operations conducted without implementation of required BMPs for dewatering.
- (6) Sediment tracking more than 50 feet from project ingress/egress location(s).
- (7) Expansion of the active disturbed soil area limit without written approval.
- (8) Soil stabilization and sediment controls are not installed in accordance with applicable construction site BMP Plan.
- (9) Sediment controls are installed in accordance with the BMP Plan, but there is a large unstabilized disturbed soil area with insufficient controls down gradient to prevent the discharge of untreated storm water to the storm drain system, surface waters, or State waters if a rain event generates runoff.
- (10) Dust from project site visibly blowing off the site and into storm drain conveyances or adjacent surface water bodies.

Minor deficiencies shall mean those deficiencies that do not pose a threat for discharge of: untreated storm water or pollutants to the storm drain system, surface waters, or State waters, but are not in strict conformance with the SWPPP or BMP Plan. Minor deficiencies include, but are not limited to, the following examples:

- (1) BMP Plan does not reflect current operations and an amendment is recommended.
- (2) BMPs are not deficient, but are not consistent with the BMP Plan.
- (3) Linear barriers and/or perimeter controls are installed as required by the BMP Plan, but require minor maintenance. For example, a silt fence which is not anchored properly throughout the entire length or an inlet properly throughout the entire length or an inlet protection device with some accumulated silt.
- (4) Soil stabilization or sediment controls are installed as required by the BMP Plan, but not properly maintained.
- (5) Site inspections by project staff are not being conducted at the required frequencies.
- (6) Non-storm water or waste management BMPs improperly maintained.
- (7) Oil, fuel, or brake or transmission fluid spills covering less than one square yard and not adjacent to storm drain inlets, surface waters, or State waters.
- (8) Evidence of active wind erosion on unstabilized slopes/stock piles.
- (9) Minor tracking less than 50 feet from project ingress/egress locations.
- (10) Major deficiencies which are corrected prior to the inspector leaving the site.