

WEEKLY CONTRACTOR / DEVELOPER ILLICIT DISCHARGE CHECKLIST



City of Olive Branch

Contractor to complete this form weekly along with the Comprehensive Inspection Checklist for Construction Sites.
This weekly log shall remain on site, and submitted to the City upon completion.

Date:

Inspector:

Site Location and Description:

Is this a weekly / monthly / bi-monthly / semi-annual / annual inspection?

Date of last inspection:

ITEM	GENERAL	YES	NO	COMMENTS
1	Is this an inspection of city/county stormwater conveyance systems?			
2	Is this an inspection of a city / county facility?			
3	Is there a SWPPP on site?			
4	Is the Stormwater Manager on site?			
5	Is there a training program provided for employees? How often? Date of last training workshop? Date of next training workshop?			
6	How often is inspection conducted?			
7	Are there records and internal reports kept on site?			
8	Are there spill prevention and response procedures in place?			
9	What are the weather conditions? Last Rain Event: Amount of Rain:			
10	If wet weather, is stormwater runoff leaving site?			
	If so, is runoff discolored, odiferous, or oily?			
	What could be the source of the discoloration, odor, or sheen?			
11	If dry weather, is non-stormwater discharge evident?			
	If so, is runoff discolored, odiferous, or oily?			
	What could be the source of the discoloration, odor, or sheen?			
ITEM	SITE SPECIFIC INFORMATION			
1	Site Description:			
	Facility:			
	Roadway:			
	Ditch:			
	Culvert:			
	Catch basin:			
	Storm Sewers:			
2	Circle General Condition of site and describe. POOR FAIR GOOD EXCELLENT Describe:			
3	Describe the type of outfall (pipe, natural discharge point, foundation drain, etc). What condition is it in?			
4	Is an observable non-stormwater discharge noted?			
5	Describe non-stormwater discharges.			
6	Are there reasons for suspicions of source (clues: discolored water, fungus, oily, motor fluids, grass clippings and and leaf litter, animal waste, septic tank, sewer lines failing, exposed fill nearby, past landfill, pump site, industrial source nearby, black water source, gray water source, etc.)?			

7	Describe the location of discharge and depict by map on sketch area below.
8	Describe the source of discharge
9	Describe the corrective actions recommended
10	Other observations or comments
11	Reviewed by
12	Reported to

SKETCH MAP



