

COMPLIANCE SAMPLING/EVALUATION INSPECTION

WWTP: _____ PERMIT NO. _____

INSPECTORS: _____

PERSONS INTERVIEWED: _____

DATE: _____

ENTER TIME: _____ EXIT TIME: _____

PERMIT:

VERIFY NAME OF PERMITTEE, ADDRESS, TITLE, PHONE NUMBER YES NO

COMPARE FACILITY DESCRIPTION WITH ACTUAL YES NO

ARE ALL PROCESS UNITS BEING OPERATED? YES NO

DOES PERMIT EXPIRE SOON? YES NO

EXPIRATION DATE: _____

ORC: _____

IS CERTIFICATION OF ORC ADEQUATE? YES NO

IS ORC VISITING FACILITY AS REQUIRED? YES NO

WHO IS DESIGNATED BACK-UP? _____

RECORDS / REPORTS:

ARE SELF-MONITORING RECORDS MAINTAINED ON SITE AND AVAILABLE? YES NO

DISCREPANCIES? YES NO

IS ORC LOG MAINTAINED? YES NO

- ARE WHO, WHAT, WHERE, WHEN OF SAMPLING LISTED IN LOG? YES NO
- ARE INSTRUMENT CALIBRATION RECORDS MAINTAINED? YES NO
- ARE PH METERS CALIBRATED DAILY? YES NO
- ARE 3 BUFFERS USED? YES NO
- IS SLOPE LISTED? YES NO
- ARE BUFFERS DATED WHEN REC'D? YES NO
- ARE BUFFERS DATED WHEN OPENED? YES NO
- ARE DO METERS CALIBRATED DAILY? YES NO
- IS CL TITRATOR CALIBRATED DAILY? YES NO
- ARE ALL THERMOMETERS AND METERS CALIBRATED BY A NIST TRACEABLE CERTIFIED THERMOMETER? YES NO
- PH METER TEMPERATURE? YES NO
- COMPOSITE SAMPLER? YES NO
- INFLUENT SAMPLER TEMPERATURE: _____ CALIBRATED WHEN? _____
- EFFLUENT SAMPLER TEMPERATURE: _____ CALIBRATED WHEN? _____
- ARE MAINTENANCE RECORDS KEPT? YES NO

FACILITY SITE REVIEW:

EVALUATE PROCESS UNITS FROM INFL. AND EFFL. _____

EVERYTHING OPERATING PROPERLY? YES NO

SYMPTOMS THAT SUGGEST PROBLEMS:

SITE WELL MAINTAINED: YES NO

GRASS MOWED, ACCESS ROAD MAINTAINED? YES NO

DISCUSS ANY SLUDGE WASTING: _____

ARE CHEMICALS / OPERATING PROC. USED AS "BANDAID" SOLUTIONS OR TO ENHANCE TREATMENT? YES NO
EXPLAIN: _____

ARE SCREENINGS / GRIT CONTAINED AND DISPOSED OF? YES NO

WHERE DISPOSED? _____

IS ROUTINE MAINTENANCE APPARENT? YES NO

FLOW MEASUREMENT:

IS MEASUREMENT METHOD CONSISTENT WITH PERMIT REQUIREMENTS? YES NO

IS A NON-CALIBRATED FLOW MEASURING DEVICE USED? YES NO

IF RECORDING FLOW METER IS USED, IS RECORDER WORKING? YES NO

DETERMINE FREQUENCY OF CALIBRATION AND BY WHOM: _____

IS COMPOSITE SAMPLER FLOW PROPORTIONAL? YES NO

LABORATORY:

ANY ANALYTICAL TEST PERFORMED REQUIRING CERTIFICATION? YES NO

ANY PARAMETERS CONTRACTED OUT? YES NO

LAB CERTIFICATION NUMBERS AND EXPIRATION DATES: _____

REAGENTS PROPERLY PREPARED? YES NO

SAMPLES PROPERLY SHIPPED? YES NO

SPOT CHECK INSTRUMENT / EQUIPMENT CALIBRATION AND RECORDS:

pH Meters

Thermometer Calibration

EFFLUENT / RECEIVING WATERS:

IMPACT OF EFFLUENT ON RECEIVING STREAM:

DOES EFFLUENT HAVE VISIBLE SOLIDS? YES NO

FOAMY OR HIGHLY COLORED? YES NO

IS UPSTREAM CLEAR? YES NO

HOW FAR DOWNSTREAM DOES MIXING OCCUR? _____

ARE UPSTREAM AND DOWNSTREAM COLLECTIONS CORRECT? YES NO

COMPLIANCE SCHEDULES:

IS FACILITY OPERATING UNDER SOC/JOC? YES NO

WHICH PARAMETERS ARE AFFECTED BY INTERIM LIMITS? _____

DISCUSS VIOLATIONS OF SOC/JOC SCHEDULED ACTIVITIES: _____

SELF-MONITORING PROGRAMS:

IDENTIFY NONCOMPLIANCE WITH PERMIT/SOC/JOC LIMITS:

ANY NOVS RECEIVED? YES NO

ARE MONITORING FREQUENCIES MAINTAINED? YES NO

ARE DMR'S CORRECTLY COMPLETED? YES NO

REVIEW SAMPLE COLLECTION, PRESERVATION,
TRANSPORTATION: _____

ARE HOLDING TIMES CORRECT (6 HOUR FECAL) YES NO

IF MONITORING IS PERFORMED AT A GREATER THAN REQUIRED
FREQUENCY, IS ALL DATA REPORTED? YES NO

OPERATIONS AND MAINTENANCE:

ESTABLISHED PREVENTATIVE/CORRECTIVE MAINTENANCE
PROGRAM? YES NO

IS STAFFING ADEQUATE? YES NO

ESTABLISHED PROCESS CONTROL PROGRAM? YES NO

ARE ALL SAMPLE JUGS AND BOTTLES CLEANED DAILY? YES NO

ARE SAMPLES PRESERVED APPROPRIATELY? YES NO

SLUDGE DISPOSAL:

INVESTIGATE SLUDGE HANDLING AND DISPOSAL, INCLUDING SITE
OF ULTIMATE DISPOSAL. _____

ARE ANY PERMITS REQUIRED? YES NO

DO THEY HAVE THEM? YES NO

IS ANY MONITORING REQUIRED? YES NO

ANNUAL REPORTS REQUIRED? YES NO

IS DIVISION RECEIVING THEM?

YES

NO

SITE OF DISPOSAL CONSISTENT WITH PERMIT?

YES

NO

OTHER QUESTIONS / NOTES:
