



**Acres Disturbed:** Update the disturbed acres. Input the same quantity you put for open acres. The acres must be updated in Site Manager also to update the title block in the storm water database. See other QRG for updating in Site Manager. Note: Cannot save inspection unless at least 1 acre is shown as ‘disturbed.’

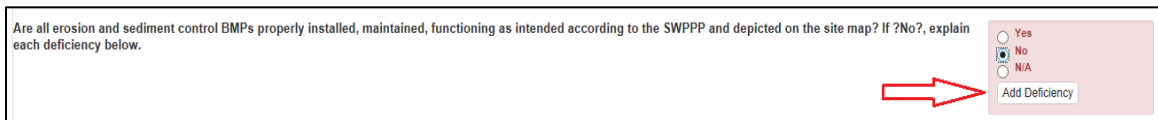
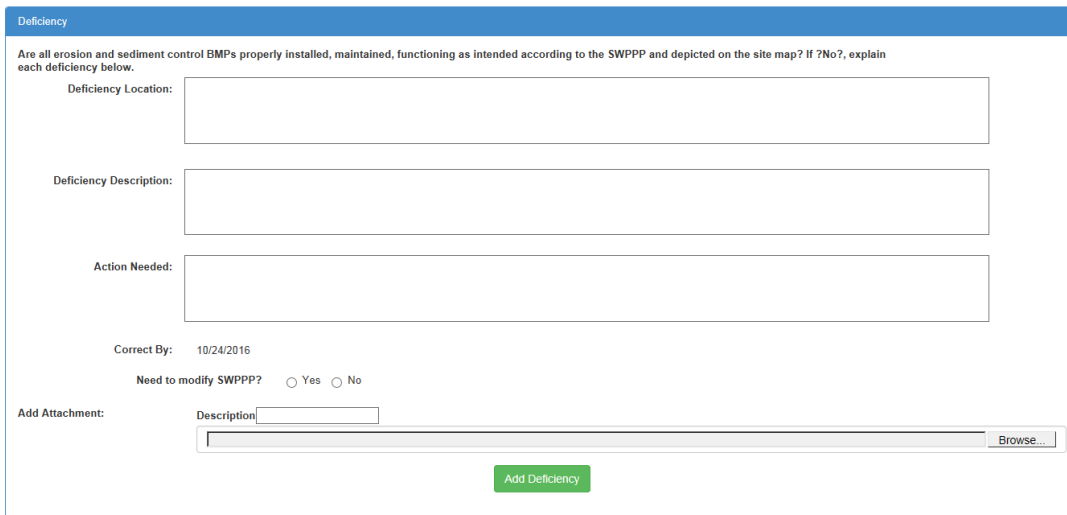
**Was wireless connection available at site during inspection?** If “Yes” is entered the inspection MUST have be completed within 24 hours. If “No” is entered, the inspection must be completed within 48 hours. **Pro-tip:** Wireless access is notoriously spotty and subject to dropped coverage. Always safe answer is to select “No.”

**Continue** Click Continue to fill out inspection checklist. Note the below error message will show up, scroll down to complete checklist.



## ADDING DEFICIENCIES

If you answer “No” to any of the checklist questions and deficiencies exist, click “Add Deficiency”

A screenshot of a checklist question: "Are all erosion and sediment control BMPs properly installed, maintained, functioning as intended according to the SWPPP and depicted on the site map? If ?No?, explain each deficiency below." The question has three radio button options: "Yes", "No", and "N/A". The "No" option is selected. To the right of the options is a button labeled "Add Deficiency", which is highlighted by a red arrow.A screenshot of the "Add Deficiency" form. The form has a blue header with the title "Deficiency". Below the header is the same question as in the previous screenshot. The form contains several input fields: "Deficiency Location:", "Deficiency Description:", "Action Needed:", "Correct By:" (with a date "10/24/2016" pre-filled), "Need to modify SWPPP?" (with "Yes" and "No" radio buttons), and "Add Attachment:" (with a "Description" field and a "Browse..." button). At the bottom of the form is a green button labeled "Add Deficiency".

**Deficiency Location** Describe the location of the BMP deficiency. They can be entered separate or as groups. For example an individual ditch check can be entered, or runs of devices could be entered.

**Deficiency Description** Describe the deficiency. Alternate ditch check, gutter buddy, sediment trap, silt fence, are examples

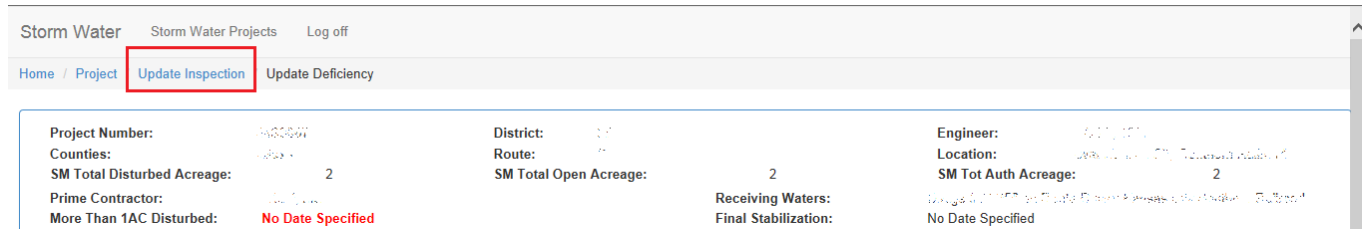
**Action Needed** Describe the resolution needed. Examples include “repair alternate ditch check,” “staple silt fence back up to posts,” “clean out sediment gutter buddy,” or “remove device – no longer needed.”

**Need to Modify SWPPP** Typical answer is No.

**Add Attachment** Attach a photo, and photo description to clearly identify the deficiency.

Click  **Repeat process as necessary for additional deficiencies.**


When ready to proceed to next checklist question, scroll back up to top and click on Update Inspection



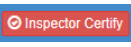

Storm Water Storm Water Projects Log off

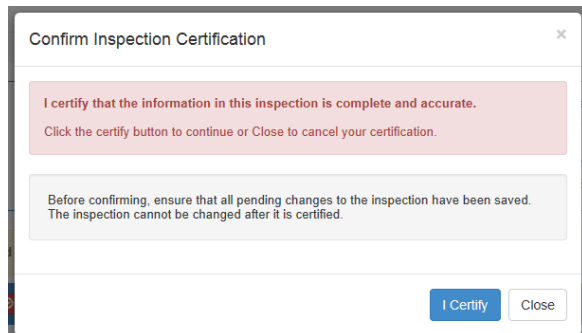
Home / Project **Update Inspection** Update Deficiency

Project Number: 1500001 District: 10  
Counties: 10000 Route: 10  
SM Total Disturbed Acreage: 2 SM Total Open Acreage: 2  
Prime Contractor: No Date Specified Receiving Waters: No Date Specified  
More Than 1AC Disturbed: No Date Specified Final Stabilization: No Date Specified  
Engineer: No Date Specified  
Location: No Date Specified  
SM Tot Auth Acreage: 2

Click 

**Inspector Certification** Review inspection checklists to ensure all items accurately depict the condition of erosion and sediment control on the project and then proceed to certifying the report. Once certified, it cannot be deleted.

Click  - The confirm certification box will appear and the inspector will click 



Confirm Inspection Certification

I certify that the information in this inspection is complete and accurate.  
Click the certify button to continue or Close to cancel your certification.

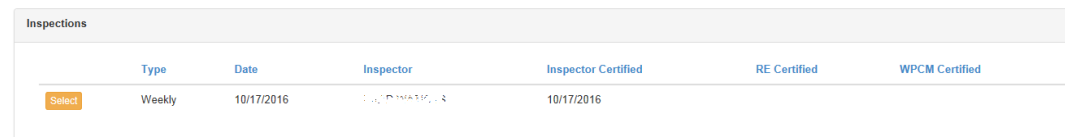
Before confirming, ensure that all pending changes to the inspection have been saved.  
The inspection cannot be changed after it is certified.

I Certify Close

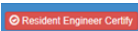
Upon certification, the report will automatically generate an email to both the Resident Engineer and the WPCM to obtain certifications for the inspection report.

## RE CERTIFICATON

Open the project, and scroll down to the Inspections section and click “Select”



Type	Date	Inspector	Inspector Certified	RE Certified	WPCM Certified
Select Weekly	10/17/2016	LUCY D. HARRIS, L.A.	10/17/2016		

Review the report and click on  and certify the report following same instructions as inspector certification.



One or more checklist questions are not answered.

**Inspection Details** Delete Inspection

Inspection ID: 5061  
 Inspection Type: Final  
 Inspection Date: 10/24/2016  
 Date Entered: 10/24/2016  
 Acres Open: 1  
 Acres Disturbed: 1

Was wireless connection available at site during inspection?  Yes  No

**Land Disturbance Inspection Checklist**

Current and updated SWPPP/site map on site when the erosion & sediment control inspector is on site and a copy given to the contractor?  Yes  No  N/A

Permit public notification sign(s) posted and visible to the public?  Yes  No  N/A

Are all erosion and sediment control BMPs properly installed, maintained, functioning as intended according to the SWPPP and depicted on the site map? If No?, explain each deficiency below.  Yes  No  N/A

Are BMPs in place to protect streams, wetlands and other environmentally sensitive areas from pollutants? If not, describe each deficiency.  Yes  No  N/A

Is trackout controlled at project entrance/exit points? If not, describe each deficiency.  Yes  No  N/A

Are active stormwater inlets susceptible to receiving sediment properly protected? If not, describe each deficiency.  Yes  No  N/A

Are Dewatering operations taking place on the project?  Yes  No

Does the project have a dewatering plan? (Required by permit if dewatering operations occurring.)  Yes  No  N/A

After observing the receiving stream(s) for 50 feet downstream of the outfall(s), was outfall protection adequate?  Yes  No  N/A

Describe areas where land disturbance activities have temporarily or permanently ceased. (Excluding weather shutdowns) Describe how these areas have been or will be stabilized.  
 All temporary erosion and sediment control measures have been removed and permanent erosion and sediment control measures have been established and the project has achieved final stabilization.

Provide a brief description of the current project status with regard to erosion and sediment control and the effectiveness of BMPs.  
 All temporary erosion and sediment control measures have been removed and permanent erosion and sediment control measures have been established and the project has achieved final stabilization.

Add Attachments:

Answer all questions and make remarks to the effect the project has achieved final stabilization.

1. Save Inspection.
2. Have Inspector, RE, and Contractor WPCM certify inspection. (See previous section)
3. Go into SiteManager and update Total Disturbed Acreage, Total Open Acreage to zero (0) acres. (See QRG on consent decree project setup)
4. Have RE enter the final stabilization date. See below.

\*This step can only be done by the RE Navigate to the Storm Water Project Display page and enter the date in the “Final Stabilization” section.

**Project Prerequisites** Update Prereqs

Date Compliance & Env Specialist Designated:	03/12/2015	Date RE Assigned:	04/01/2016
Date of Grading Pre-activity Meeting:	04/01/2016	Date Inspection Protocols in Place:	04/01/2016
Date Water Pollution Control Manager Assigned:	04/01/2016	Is staff properly trained?	Y
Is project environ sensitive and over 5 acres?	N		

**Final Stabilization**

If job has reached final stabilization in accordance with the permit, please enter the date: