NMDOT Good Housekeeping/Pollution Prevention Inspection Form

FACILITY INFORMATION								
FACILITY NAME:								
ADDRESS:	DRESS: FACILITY C							
СІТҮ:			STATE:	ZIP:	PHONE:			
CONTACT PERSON(S) AND TITLE(S):					EMAIL:			
			PHONE:	EMAIL:				
			PHONE:	EMAIL:				
AUDITOR INFORMATION								
LEAD AUDITOR:				SITE VISIT DATE:	SITE VISIT TIME:			
AUDITOR:				-				
FACILIT	Y ACTIVI	TIES	1	STOR	RED ONSITE CHEN	AICALS		
Activity	Yes	No	Subcontract to:	Material	Quantity	Container	Stormwater Exposure?	
Maintenance							Exposure:	
Equipment Maintenance								
Vehicle Maintenance								
Other Maintenance								
Painting					1	1	l.	
Equipment Painting/Stripping								
Vehicle Painting/Stripping								
Other Painting/Stripping								
Cleaning								
Vehicle Washing								
Equipment Degrease/Washing								
Other Washing								
Storage								
Oil & Haz Chemical Storage								
Vehicle Storage								
Equipment Storage								
Salt/Sidewalk Deicers								
Handling & Disposal of Waste & Materials								
Haz-Mat/Waste Generation								
Solid Waste Generation								
Pet/Animal Waste								
Fuel Storage and Delivery								
Vehicle Fueling								
Equipment Fueling								
Fuel Storage								
Tanks (UST/AST)								
Building and Grounds Maintenance								
Floor Wash Down								
Landscape Maintenance								
Pest / Weed Control								
Sidewalk/Pavement Anti-icing								
Other				I			1	
	L		1					

Pollutant Impacts:

Sediment I Nutrients I Bacteria/Viruses I Oil/Grease I Metals I Organics I Pesticides I Gross Pollutants I Vector Production I Oxygen Demanding Substances I

1.0 DOCUMENTATION			Comments
Facility Inspections and Maintenance Documentation			
1.1 Facility-Specific SWPPP Available	YES NO] NOT RE	EQ'D
1.2 Facility Map Available	🗌 YES 🗌 NO		
 Has submitted a NOI and has NPDES Tracking No (Status of Permitting). 	🗌 YES 🗌 NO 🗌] NOT RE	Q'D
1.4 Retain waste generation and disposal documentation	YES NO] NOT RE	Q'D
1.5 Activities inspected for non-stormwater discharges	YES NO	DOC	
1.6 Routine Facility Inspections Performed	🗌 YES 🗌 NO 🗌	DOC	
1.7 Other (Submission of Annual Report to EPA):			
Training			
1.8 Stormwater training for all applicable employees	YES NO	DOC	
1.9 Waste management training	YES NO	DOC	
1.10 Fuel spill response training	YES NO	DOC	
1.11 Herb/Pesticide Appliction Certification/Training	YES NO	DOC	
1.12 Other:	YES NO	DOC	
Other Documentation			
1.13 Do you have cumulative 1,320 aboveground fuel/oil storage? If yes, do you have an SPCC Plan? Date of Plan?	🗌 YES 🗌 NO 🗌	DOC	
REQUIRED ACTION(S):			
2.0 GENERAL HOUSEKEEPING			Comments
2.1 Exposed areas clean and orderly	YES [∃ NO	
 2.2 Biodegradable or less hazardous products used where possible? (i.e. citrus based products) 	YES [] NO	
2.3 Material inventory limited	YES	NO	
2.4 Signs posted near outdoor hose bibs listing use restrictions	YES	NO	
REQUIRED ACTION(S):			
3.0 SPILL PREVENTION			Comments
3.1 Spill Response Plan posted & current	Sector YES	NO	
3.2 Spill kits located where spills are probable to occur	🗌 YES [NO	
3.3 Spill kits stocked with appropriate materials	🗌 YES [□ NO	
3.4 Spill(s) or staining observed	🗌 YES [NO	
3.5 Drip pans/ spill mats/ booms used	🗌 YES [NO	
3.6 Collected spill materials properly disposed	🗌 YES [NO	
3.7 Spill History	🗌 YES [NO	
REQUIRED ACTION(S):			
□ NONE			

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4.0 MAINTENANCE ACTIVITIES YES NO SUB:		Comments
4.1 Performed indoors or under storm resistant cover when practical	🗌 YES 🗌 NO	
4.2 Performed away from storm drains or drains covered	🗌 YES 🗌 NO	
4.3 Parts cleaning & degreasing performed indoors or under cover	🗌 YES 🗌 NO	
4.4 Designated areas for temp tanker/materials truck parking	🗌 YES 🗌 NO	
4.5 Exposure to run-on & run-off minimized	🗌 YES 🗌 NO	
4.6 Oil, grease, solvents, batteries, etc. recycled	🗌 YES 🗌 NO	
4.7 Other:	🗌 YES 🗌 NO	
REQUIRED ACTION(S):		
□ NONE		
5.0 FUEL STORAGE AND DELIVERY VES NO SUB:		Comments
5.1 "No Topping Off" signs present at vehicle fueling station	🗌 YES 🗌 NO	
5.2 Fueling tanks fitted with monitoring and alarm equip	🗌 YES 🗌 NO	
5.3 Fueling tanks fitted with breakaway hose connections	🗌 YES 🗌 NO	
5.4 Accidental releases blocked from reaching storm drains	🗌 YES 🗌 NO	
5.5 Equipment fueled in designated areas	🗌 YES 🗌 NO	
5.6 Other:	🗌 YES 🗌 NO	
REQUIRED ACTION(S):		
6.0 HAZARDOUS WASTE/MATERIAL STORAGE AREAS		Comments
6.1 Mat'ls stored indoors and away from exit doors or under storm- resistant cover when practical	🗌 YES 🗌 NO	
6.2 Outdoor materials stored and handled in paved areas	🗌 YES 🗌 NO	
6.3 Contained by berms, secondary containment, etc.	🗌 YES 🗌 NO	
6.4 Secondary containment adequately sized	🗌 YES 🗌 NO	
6.5 Containers clearly labeled and appropriate	🗌 YES 🗌 NO	
6.6 Liquids dispensed from upright drums w/ hand pumps	🗌 YES 🗌 NO	
6.7 Signage posted indicating materials being stored	🗌 YES 🗌 NO	
6.8 MSDS available	🗌 YES 🗌 NO	
6.9 Bone yard(s) present	🗌 YES 🗌 NO	
REQUIRED ACTION(S):		
7.0 SOLID WASTE		Comments
7.1 Waste and unusable material disposed of properly	🗌 YES 🗌 NO	
7.2 Garbage collection area properly maintained	🗌 YES 🗌 NO	
7.3 Dumpster drains equipped with plugs	🗌 YES 🗌 NO	
7.4 Dumpster lids closed	🗌 YES 🗌 NO	
REQUIRED ACTION(S):	L	

NMDOT Good Housekeeping/Pollution Prevention Inspection Form

NMDOT

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8.0 BUILDING & GROUNDS MAINTENANCE				Comments
Building Maintenance 🛛 YES 🗌 NO 🗌 S	SUB			
8.1 Building maintenance waste disposed of properly		YES	NO	
8.2 Interior floor cleaning water properly disposed		YES	NO	
8.3 Indoor oil/water separator maintenanced		YES	NO	
8.4 Fire fighting foam deluge system tested and maintained, if applicable		YES	NO	
8.5 Other:		YES	NO	
Grounds Maintenance	SUB		 	
8.6 Landscaping waste properly disposed		YES	NO	
8.7 Exterior ground surfaces cleaned properly		YES	NO	
8.8 Use of pesticide, herbicide and fertilizer minimized		YES	NO	
8.9 Records for pesticide/herbicide use?		YES	NO	
8.10 Landscaping provided for erosion control		YES	NO	
8.11 Outdoor oil/water separator maintenanced		YES	NO	
8.12 Other:		YES	NO	
Storm Drains				
8.13 Storm drains clean and free of debris		YES	NO	
8.14 Storm drains labeled "no dumping, drains to river"		YES	NO	
		YES	NO	
8.16 Catch basins clean and maintained		YES	NO	
8.17 Other:		YES	NO	
REQUIRED ACTION(S):				
□ NONE			 	
9.0 SIDEWALK / ROAD DEICING				Comments
9.1 Does tenant perform sidewalk deicing?		YES	NO	
9.2 Does tenant perform roadway deicing?		YES	NO	
9.3 Salt storage areas are protected from stormwater?		YES	NO	
9.4 Tracks annual volume of salt used?		YES	NO	
REQUIRED ACTION(S):			 	
□ NONE				
10.0 NON-STORMWATER DISCHARGES OBSERVED				Comments
10.1 Evidence of illicit discharges and improper disposal (i.e. wash waters, waste water, chemicals, etc)		YES	NO	
10.2 Irrigation runoff		YES	NO	
10.3 Building condensation		YES	NO	
		YES	NO	
REQUIRED ACTION(S):				
11.0 MISCELLANEOUS WASTES	SUB	:		Comments
11.1 Animal wastes generated		YES	NO	
11.2 Kitchen/food wastes generated		YES	NO	
11.3 Waste removed on a regular basis		YES	NO	
11.4 Other:		YES	NO	
REQUIRED ACTION(S):				

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12.0 VEHICLE AND EQUIPMENT CLEANING						
			WET-WASH	Other / Comment		
Wash the following? (3.1)	Dry-Wash	Inside	Outside in Permitted Area			
Vehicles 🗌 YES 🗌 NO 🗌 SUB:						
Equipment 🗌 YES 🗌 NO 🗌 SUB:						
Other: 🗌 YES 🗌 NO 🗌 SUB:						
Washing areas permitted 🛛 🗌 YES 🗌 NO						
13.0 VEHICLE AND EQUIPMENT STORAGE						
			OUTSIDE	Other / Comment		
Store the following? (4.1)	Inside	Under Cover	Away from Drains			
Vehicles 🗌 YES 🗌 NO 🗌 SUB:						
Equipment 🗌 YES 🗌 NO 🗌 SUB:						
Other: 🗌 YES 🗌 NO 🗌 SUB:						
Storage areas maintained 🛛 🗌 YES 🗌 NO						
14.0 DESCRIPTION OF STORM WATER DRAINAGE						
15.0 DESCRIPTION OF EXISTING STRUCTURAL BMPS AND (CONDITION					
INSPECTION SUMMARY						
Major Non-Compliances Issues (Immediate threat to storr	mwator)					
major Non-compliances issues (inimediate tireat to store	ilwatery					
Minor Non-Compliance Issues (potential threat to stormw	/ater/document	ation)				
INSPECTOR SIGNATURE	-		Time Complete	Contact Initials		
Name: Signature:	_					
Name: Signature:						