

MUNICIPAL PROCEDURES GENERAL INSPECTION FORM COVER SHEET

(Required for all inspections)

Inspection Performed by: Jean Jambon Time of Inspection: _____
Date: _____ Weather at Time of Inspection: _____

Program or Facility Information:

Name of Facility/Program: _____

Staff Contact Name: _____

Staff Title: _____

Phone Number: _____

Is this a: ☐ leased facility or ☐ subcontracted program?

Is this a: ☐ lessor or ☐ subcontractor self-inspection?

Lessor/Subcontractor Information:

Company Name: _____

Contact Name: _____

Address: _____

Contact Title: _____

City/State/Zip: _____

Phone Number: _____

Type of Facility:

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Public Building | <input type="checkbox"/> Roads, Streets and Highways | <input type="checkbox"/> Landfill/Waste Disposal Site | <input type="checkbox"/> Airport/Airfield |
| <input type="checkbox"/> Parks/Cemetery | <input type="checkbox"/> Storage/Maintenance/Corporate Yard | <input type="checkbox"/> Public Parking Facility | <input type="checkbox"/> Sports Facility |
| <input type="checkbox"/> Drainage System | <input type="checkbox"/> Publicly Owned Treatment Works | <input type="checkbox"/> Stable/Animal Shelter | <input type="checkbox"/> Other: _____ |

Type of Activities/BMP Procedures Checklist:

- | | |
|--|--|
| <input type="checkbox"/> DF-1 Drainage System O&M | <input type="checkbox"/> FF-13 Waste Handling, Storage, Disposal |
| <input type="checkbox"/> FF-1 Bay/Harbor Activities | <input type="checkbox"/> FF-14 Special Events |
| <input type="checkbox"/> FF-2 Building Maintenance and Repair | <input type="checkbox"/> FP-1 Lake Management |
| <input type="checkbox"/> FF-3 Equipment Maintenance and Repair | <input type="checkbox"/> FP-2 Landscape Maintenance |
| <input type="checkbox"/> FF-4 Fueling | <input type="checkbox"/> FP-2A Irrigation Runoff |
| <input type="checkbox"/> FF-6 Material Loading and Unloading | <input type="checkbox"/> FP-2B Integrated Pest Management |
| <input type="checkbox"/> FF-7 Material Handling, Storage, Disposal | <input type="checkbox"/> FP-3 Road, Streets and Highways O&M |
| <input type="checkbox"/> FF-8 Minor Construction | <input type="checkbox"/> FP-4 Sidewalk, Plaza and Fountain Maintenance |
| <input type="checkbox"/> FF-9 Parking Lot Maintenance | <input type="checkbox"/> FP-5 Solid Waste Handling |
| <input type="checkbox"/> FF-10 Spill Prevention and Control | <input type="checkbox"/> FP-6 Water/Sewer Utility O&M |
| <input type="checkbox"/> FF-11 Vehicle and Equipment Cleaning | <input type="checkbox"/> FP-7 Fire Department Activities |
| <input type="checkbox"/> FF-12 Vehicle and Equipment Storage | <input type="checkbox"/> FP-8 Power Washing/Surface Cleaning |

Reason for Inspection:

- | | |
|---|---|
| <input type="checkbox"/> Routine Inspection | <input type="checkbox"/> Follow-up Inspection |
| <input type="checkbox"/> First Inspection | <input type="checkbox"/> Complaint Inspection |
| <input type="checkbox"/> Other: _____ | |

Outcome of Inspection:

- | | BMP's Checklists | Unsatisfactory BMP's | Comments | Detail Att'd. |
|---|------------------|----------------------|----------|--------------------------|
| <input type="checkbox"/> No Corrective Action Necessary | _____ | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Verbal Warning | _____ | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Written Warning | _____ | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> NOV - Notice of Violation | _____ | _____ | _____ | <input type="checkbox"/> |
| <input type="checkbox"/> Other: _____ | _____ | _____ | _____ | <input type="checkbox"/> |

Additional Comments: _____

Next Inspection Date: _____