

Revised as of 01/01/2011

The completion of Form 650-040-03 in accordance with the requirements of the NPDES permit is a very important part of a good project. The permit requires inspection of all points of discharge into surface waters of the State or an MS4; disturbed areas of the construction site that have not been finally stabilized; areas used for storage of materials that are exposed to precipitation; structural controls; and, locations where vehicles enter or exit the site. This is to be done at least once every seven calendar days and within 24 hours of the end of a storm that is 0.50 inches or greater. Except for the daily inspections of silt fence required under FDOT specification 104-6.4.8.3, the contractor shall give the Department a minimum of 24- hour advance notice to provide FDOT project personnel with an opportunity to accompany the contractor on the comprehensive inspections."

Structural controls divert flows from exposed soils, store flows, retain sediment on-site, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site. Such controls may include silt fences, earth dikes, diversions, swales, sediment traps, check dams, subsurface drains, pipe slope drains, level spreaders, storm drain inlet protection, rock outlet protection, reinforced soil retaining systems, gabions, coagulating agents and temporary or permanent sediment basins.

Storm drain inlet protection is one of the items of inspection, so that each storm drain inlet will be a line input on Form 650-040-03. Attached are examples of what a typical Form 650-040-03 could look like:

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
STORMWATER POLLUTION PREVENTION PLAN
CONSTRUCTION INSPECTION REPORT

CONTRACT # T9999

S.R. # SR 500

(Weekly and within 24 hrs. of the end
 of a storm that is 0.50 in. or greater)

John O. Contractor
 COMPANY NAME
 1/1/2008
 INSPECTION DATE
 ERP909090909099
 FDEP Permit #

Date of Rainfall _____
Amount Recorded _____

Location of Control Measure	Approximate Stations		Lt. Or Rt. Of Centerline	Active Work Zone= A Inactive Work Zone= I	Date Last Disturbed	Date of Stabilization	Control Measu res (Use Codes Below)	Current Condition (Use Codes Below)	Corrective Action or Remarks
	From	To							
Racetrack	0+00	988+00	Lt	A	m/d/y		6	M	Repair fence at Sta 790+75 to 823+50
Racetrack	0+00	988+00	Rt	A	m/d/y		6	S	
S-1	25+00	25+00	Lt	A	m/d/y		6 & 7	S	
S-2	25+00	25+00	Rt	A	m/d/y		6 & 7	S	
S-3	250+00	250+00	Lt	A	m/d/y		6 & 7	S	
S-4	250+00	250+00	Rt	A	m/d/y		6 & 7	M	Bales need attention
S-5	375+00	375+00	Lt	A	m/d/y		6 & 7	S	
S-6	375+00	375+00	Rt	A	m/d/y		6 & 7	S	
S-7	425+00	425+00	Lt	A	m/d/y		6 & 7	S	

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

All maintenance operations needed to assure proper operation of all controls, BMPs, practices, or measures identified in the Stormwater Pollution Prevention Plan shall be done in a timely manner, but in no case later than 7 calendar days following the inspection. The signature below also shall certify that this facility is in compliance with the Stormwater Prevention Plan and the State of Florida Generic Permit for Stormwater Discharge from Large and Small Construction Activities if there are not any incidents of non-compliance identified above.

 Name (Responsible Authority)

 Date Signed

CONTROL MEASURE CODES	
1. Temporary Grassing	19. Storm Inlet Sediment Trap
2. Permanent Plant, Sod, or Seed	20. Stone Outlet Structure
3. Temporary Mulching	21. Curbs and Gutters
4. Artificial Covering	22. Storm Sewers
5. Buffer Zone	23. Velocity Control Devices
6. Silt Fence	24. Turbidity Barrier
7. Hay Bales	25. Haul Roads Dampened for Dust Control
8. Sand Bagging	26. Cleanup of Possible Contamination
9. Berms	27. Excess Dirt Removed from Rdwy Daily
10. Diversion, Interceptor, or Perimeter Ditches	28. Geotextile
11. Flumes	29. Filter Fabric
12. Pipe Slope Drain	30. Rock Bags
13. Ditch Liner	31. Paved Road
14. Rock Bed at Construction Exit	32. Swale
15. Timber Mat or Construction Exit	33. Retention Pond
16. Rip Rap	34. Detention Pond
17. Sediment Trap	35. Tree Protection
18. Sediment Basin	36. _____
	37. _____

CONDITION CODES	
U	Upgrade Needed
R	Replacement Needed
M	Maintenance Needed
C	Cleaning Needed
I	Increase Measures
S	Stable (no action)
Other: _____	
Other: _____	

Inspector: Jack Wastewater

Signature: _____
 Certification #: 3069
 (or other qualifications as described in Part II #12 of the permit)

Date Certified: 1/23/06

Then, on page 2 of the form, you can continue to input data such as:

Location of Control Measure	Approximate Stations		Lt. Or Rt. Of Centerline	Active Work Zone = A	Date Last Disturbed	Date of Stabilization	Control Measures (Use Codes Below)	Current Condition (Use Codes Below)	Corrective Action or Remarks
	From	To		Inactive Work Zone = I					
S-8	425+00	425+00	RT	A	m/d/y		6 & 7	U	Upgrade silt fence at structure
S-9	425+00	425+00	Ctr	A	m/d/y		6 & 7	S	
S-10	500+00	500+00	Lt	A	m/d/y		6 & 7	S	
S-11	500+00	500+00	Rt	A	m/d/y		6 & 7	S	
Drain Ditch	550+00	550+00	Lt	A	m/d/y		24	C	Clean debris around barrier
S-12	625+00	625+00	Rt	A	m/d/y		6 & 7	S	
S-13	625+00	625+00	Lt	A	m/d/y		6 & 7	S	
Etc.									
Etc.									
Etc.									
S-24	975+00	975+00	Lt.	A	m/d/y		6 & 7	S	Bales replaced on m/d/y
S-25	975+00	975+00	Rt	A	m/d/y		6 & 7	S	Bales replaced on m/d/y
Stockpile Area	709+35	713+45	Lt	A	m/d/y		6	M	Need to replace torn sections in various areas
Office	300+45	300+95	Lt	A	m/d/y		6	S	
Outfall	150+00		Rt	A	m/d/y		24	S	
Outfall	150+00		Lt	A	m/d/y		24	S	
Vehicle Exit	500+50		Rt	A	m/d/y		14	M	Need to clean stone

Use as many pages as necessary to list all the control measures on the project, but signatures are only required on page 1.

The form with instructions can be found on the State Construction Office Website. The site is:

<http://www.dot.state.fl.us/construction/forms/FormsMain.shtm>

Following is an example of the form that is found at the website listed above. Please note there are only certain areas that can be typed because they are repetitive. Please see Other Notes B that identifies columns 7, 8 & 9 that can be typed. The other columns need to be filled in when doing the inspection in the field.

Instructions for Completing Form 650-040-03
(Stormwater Pollution Prevention Plan Construction Inspection Report)

In order to attain consistency and accuracy when completing for 650-040-03, the following instructions should be followed. (The numbers on this instruction sheet corresponds to the numbers on the sample inspection report.)

1. Enter the FM #.
2. Enter the contract number.
3. Enter the state road number.
4. Contractor enters his firm's name.
5. Enter the date of the inspection.
6. Contractor enters FDEP permit number from contract.
7. Location on the project of control measure. For example, list as SR-500 or Race Track Road.
8. Enter the stations for the installed control measure.
9. Enter the site location with regard to the centerline.
10. Contractor enters whether or not area where control measures are deployed is active or idle.
11. Enter the date the soil was last disturbed in this particular location. The date may be the date of the clearing and grubbing. Each time the area is worked (disturbed), that new date should be entered.
12. Enter the date that permanent stabilization methods are used for final stabilization of the project.
13. Enter the number of the "control measure code" (listed at the bottom of the inspection report) used. Silt fence, hay bales, etc.
14. Enter one of the letters or numbers listed in the "condition codes" that applies to the current field conditions of the erosion control methods being used.
15. Use this section to enter dates and comments when the contractor has taken corrective action. Also enter any comments that may be helpful in explaining certain situations such as noting your letter to the contractor for repeated non-compliances.
16. Contractor signs the report, no initials.
17. Contractor dates form when signed.
18. Print inspector's name on report.
19. Inspector signature.
20. Contractor enters DEP Stormwater Management Inspection Certification #
21. Enter date certified by DEP.
22. Enter the date of the inspection.

OTHER NOTES

- A. Make sure that the location of control measure is consistently listed, once they are entered on the report. A location can only be removed once the location is stabilized.
- B. Copies of the report may be made with columns 7, 8, & 9 filled in. Columns 10 through 15 shall be completed during the time of inspection.
- C. In many instances, a station-to-station distance may be 1000' or more. If the inspector notes that maintenance or repair is needed, identify the specific area within the 1000'. If the specific area is not noted, then it is assumed that the whole 1000' is in the need of maintenance or repair.

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FM# _____ 1 _____
 CONTRACT # _____ 2 _____
 S.R. # _____ 3 _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
STORMWATER POLLUTION PREVENTION PLAN
CONSTRUCTION INSPECTION REPORT
 (Weekly and within 24 hrs. of the end
 of a storm that is 0.50 in. or greater)

4 _____
 ENVIRONMENTAL MANAGEMENT
 06/05
 COMPANY NAME _____ 5 _____
 INSPECTION DATE _____ 6 _____
 FDEP Permit # _____

Date of Rainfall _____
 Amount Recorded _____

Location of Control Measure	Approximate Stations		Lt. Or Rt. Of Centerline	Active Work Zone= A		Date Last Disturbed	Date of Stabilization	Control Measures (Use Codes Below)	Current Condition (Use Codes Below)	Corrective Action or Remarks
	From	To		Inactive Work Zone= I						
_____ 7 _____	_____ 8 _____	_____ 8 _____	_____ 9 _____	_____ 10 _____	_____ 11 _____	_____ 12 _____	_____ 13 _____	_____ 14 _____	_____ 15 _____	

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

All maintenance operations needed to assure proper operation of all controls, BMPs, practices, or measures identified in the Stormwater Pollution Prevention Plan shall be done in a timely manner, but in no case later than 7 calendar days following the inspection. The signature below also shall certify that this facility is in compliance with the Stormwater Prevention Plan and the State of Florida Generic Permit for Stormwater Discharge from Large and Small Construction Activities if there are not any incidents of non-compliance identified above.

_____ 16 _____
 Name (Responsible Authority)
 _____ 17 _____
 Date Signed

- CONTROL MEASURE CODES**
- | | |
|--------------------------------------------------|------------------------------------------|
| 1. Temporary Grassing | 19. Storm Inlet Sediment Trap |
| 2. Permanent Plant, Sod, or Seed | 20. Stone Outlet Structure |
| 3. Temporary Mulching | 21. Curbs and Gutters |
| 4. Artificial Covering | 22. Storm Sewers |
| 5. Buffer Zone | 23. Velocity Control Devices |
| 6. Silt Fence | 24. Turbidity Barrier |
| 7. Hay Bales | 25. Haul Roads Dampened for Dust Control |
| 8. Sand Bagging | 26. Cleanup of Possible Contamination |
| 9. Berms | 27. Excess Dirt Removed from Road Daily |
| 10. Diversion, Interceptor, or Perimeter Ditches | 28. Geotextile |
| 11. Flumes | 29. Filter Fabric |
| 12. Pipe Slope Drain | 30. Rock Bags |
| 13. Ditch Liner | 31. Paved Road |
| 14. Rock Bed at Construction Exit | 32. Swale |
| 15. Timber Mat or Construction Exit | 33. Retention Pond |
| 16. Rip Rap | 34. Detention Pond |
| 17. Sediment Trap | 35. Tree Protection |
| 18. Sediment Basin | 36. _____ |
| | 37. _____ |

- CONDITION CODES**
- U Upgrade Needed
 R Replacement Needed
 M Maintenance Needed
 C Cleaning Needed
 I Increase Measures
 S Stable (no action)
- Other: _____
 Other: _____

Inspector: _____ 18 _____
 Signature: _____ 19 _____ Date Certified: _____ 21 _____
 Certification # _____ 20 _____
 (or other qualifications as described in Part II #12 of the perm)