ENVIRONMENTAL SITE INSPECTION

01 / Site walk details and checks

Frequency: CGP sites: the schedule in the SWPPP (every 7 days, or every 14 days and within 24 hours of 0.25 in (6 mm) of rain); other sites: weekly and within 24 hours after 0.25 in (6 mm) of rain in 24 hours (company rule)

Applies to: construction sites, yards and wharves with exposed soil, stormwater controls, fuel, chemicals or waste

Revision: 2.0

A trained inspector walks every disturbed area, control, storage and fuelling area, drainage path, dewatering point, discharge point and stabilized area. Pass means the condition is exactly as written. If water is leaving the site during the walk, look at every discharge point. Do not enter an area that is unsafe; record which area and why in section 02. Record each Fail in section 02 with its exact location and a photo reference.

Site / location	Date	Time	Inspector name and title

Permit / NPDES ID / SWPPP rev	Reason: Scheduled / Rain / Snow / Dewatering	Rain in last 24 h; gauge or station	Water leaving site now (Y / N)

Areas walked (or map ref)	Weather now

C = critical: Fail means stop the work causing it, contain it now and tell the supervisor. Other Fails: fix by the deadlines in section 02.

	Check (observable condition)	Pass	Fail	N/A
	Erosion and sediment controls			
C	1. Downhill sediment controls in place before soil is disturbed in each new area	☐	☐	☐
	2. Perimeter controls (silt fence, socks, berms) intact, on the contour, ends turned uphill	☐	☐	☐
	3. Sediment behind perimeter controls is below half the control's height	☐	☐	☐
	4. No water going around or under perimeter controls	☐	☐	☐
	5. Storm drain inlets protected; filter not clogged; no sediment beside the inlet Remove sediment today; never hose it into the drain.	☐	☐	☐
	6. Vehicle exits stabilized; no mud tracked onto roads or sidewalks Sweep or vacuum by the end of the business day.	☐	☐	☐
	7. Stockpiles away from drains and water, barrier downhill, covered if idle 14 days	☐	☐	☐
	8. Areas idle 14 days or more, or finished: stabilization started (seed, mulch, blanket) Start by the end of the next business day.	☐	☐	☐
	9. Slopes and bare soil: no rills, gullies or washouts	☐	☐	☐
	10. Sediment basins and traps: outlet works; sediment below half the capacity	☐	☐	☐
	11. Dust controlled on exposed soil and haul roads	☐	☐	☐
C	12. Buffers, waterways and protected areas marked; no work, storage or clearing inside	☐	☐	☐
	Water leaving the site			
C	13. No new sediment at discharge points, in ditches, streams, streets or curbs	☐	☐	☐
C	14. Water leaving now: no cloudiness, colour, odour, foam, sheen or floating solids	☐	☐	☐
C	15. Dewatering through a filter bag, trap or basin; no plume or sheen at the outlet Shut off the pump; find the cause first.	☐	☐	☐

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ENVIRONMENTAL SITE INSPECTION

01 / Site walk details and checks (continued)

	Check (observable condition)	Pass	Fail	N/A
	16. Outlets and ditches: no scour or erosion where water leaves	☐	☐	☐
	Fuel, chemicals and waste			
C	17. No leaks, stains or sheen at fuel, oil or chemical storage or under equipment	☐	☐	☐
C	18. Containers closed, labelled, on spill pallets or in bunds; no liquid in the bunds	☐	☐	☐
	19. Drums and tanks 55 gal (208 L) or more at least 50 ft (15 m) from water and drains	☐	☐	☐
	20. Fuelling area: drip pans and absorbent at hand; no storm drain nearby	☐	☐	☐
	21. Spill kits at storage, fuelling and use areas: stocked, sealed, matched to products Restock today.	☐	☐	☐
C	22. Washout only in a leak-proof container or lined pit; not overflowing; none on ground	☐	☐	☐
	23. No equipment washing with soap or solvent; wash water goes to a basin or filter	☐	☐	☐
	24. Waste bins: lids closed or covered; not overflowing; no litter on site	☐	☐	☐
	25. Hazardous waste kept apart, sealed, labelled, in containment	☐	☐	☐
	26. Portable toilets secured against tipping, away from drains and water	☐	☐	☐
	27. Building materials, fertilizer and pesticides covered or kept out of rain and runoff	☐	☐	☐
	Site activity and records			
	28. Spill and emergency numbers posted at storage and fuelling areas Post today.	☐	☐	☐
	29. Plans, permit conditions and site contacts available on site	☐	☐	☐
	30. Notice of permit coverage posted, readable from the nearest public road	☐	☐	☐

Check (observable condition)	Pass	Fail	N/A
31. New work since the last walk is in the plan; controls and site map updated Update the plan and map within 7 days.	☐	☐	☐
32. Work hours, noise and nuisance limits in the permit or bylaw followed Tell the supervisor today.	☐	☐	☐
33. Waste disposal records (manifests, tickets) on file	☐	☐	☐
34. In-water or shoreline work only inside the approved area, with its controls in place Stop that work; tell the supervisor.	☐	☐	☐
35. Findings from the last walk closed, or on schedule Escalate to the supervisor.	☐	☐	☐

Result	Yes	No
Controls working; only clean water leaving the site No = fix by the deadlines in section 02; record each Fail there.	☐	☐
Fuel, oil, chemical or muddy water reached a drain, ditch or water Yes = contain it, report now, record it in section 02.	☐	☐

US National Response Center 1-800-424-8802

24-hour spill line for this site

BC spill line 1-800-663-3456

Inspector signature

Supervisor / permit signatory

Time reported (if Yes)

ENVIRONMENTAL SITE INSPECTION

02 / Findings, corrective action and close-out

Record each Fail by row number with its exact location and what was done. Deadlines (CGP; company rule on other sites): routine maintenance starts at once and is finished by the close of the next business day; a new control or significant repair is working within 7 calendar days; track-out and sediment beside inlets are removed by the end of the same business day. Finish this report within 24 hours. CGP sites: the permit signatory signs it with the certification in the SWPPP and keeps it 3 years after permit coverage ends; log each corrective action in the SWPPP. Report oil sheen on water to the NRC at once. Keep this record at least 3 years (company rule).

Item / finding	Required action	Responsible person	Due date	Completion / verified by

Immediate containment / notifications / report reference

Areas unsafe to inspect: where and why

Checks not completed / N/A reasons

Inspector acknowledgement

Site representative / signatory

Review date

Site-specific additions

Permit conditions, port or landowner rules, sampling or turbidity results, photo references.

Additional item	Observation / result / value	Reference (permit, map)	Additional notes / attachments