INDUSTRIAL USER (IU) INSPECTION CHECKLIST

Name of Facility: _____

Address of Facility: _____

Telephone Numbers: _____ SIC Code: _____

Contact Person: _____

Inspection Date and Time: _____

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_____ 5. Prepare specific questions to be asked, either about industrial processes to be encountered (see attachment) or from BMR, and write out in Section B.2 on this report form.

_____ 6. Contact the IU (by phone if possible).

a. Explain purpose of visit.
b. Establish a convenient date and time to perform inspection.
c. State POTW intent to work cooperatively with IU.
d. Describe the information you wish to collect.
e. Overview of local pretreatment program.
f. Answer any questions from IU concerning pretreatment or inspection.

B. THE ON-SITE INSPECTION

_____ 1. Review A.6 items as appropriate.

_____ 2. Facility specific questions to be asked:

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SAMPLE

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_____ 3. Request complete tour of facility. If IU manufactures a product, follow process in sequence so that flow diagram can be prepared.

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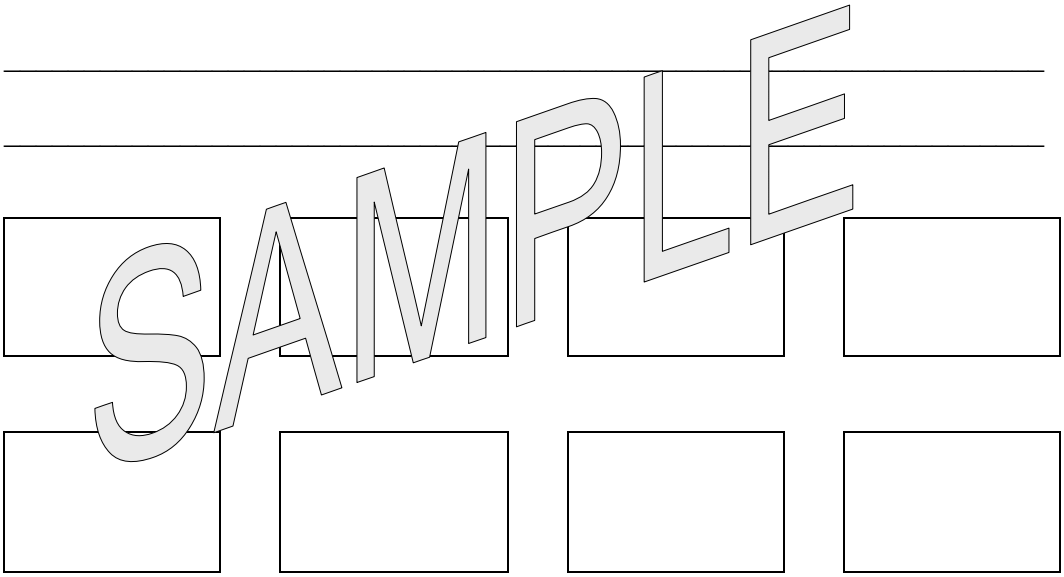

_____ 4. Document the exact location of all sampling points used by industry.

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_____ 5. Observe the physical characteristics of wastestream.

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_____ 6. Inspection of any existing pretreatment facilities. Note how well it is performing; inquire of any inherent problems encountered with the system; check to see if they have any performance records; and ask if the system has a bypass.

_____ 7. Inspect pertinent sampling and monitoring equipment and review the associated operation and maintenance practices, methods, and procedures. Inquire of and note any problems encountered.

_____ 8. Perform peripheral examination of IU, building layout, outside chemical storage, location of sanitary sewer.

_____ 9. Check proximity of chemical storage to floor drain and whether floor drains discharge to storm or sanitary sewer.

SAMPLE

_____10. Check for implementation of the Accident Spill Prevention/Control Plan as submitted by the industry.

a. Is it posted near the site? _____ yes _____ no
b. Does it contain who to notify? _____ yes _____ no
c. If no plan is currently required, should one be required? _____ yes _____ no

_____11. Check for implementation of the Toxic Organic Management Plan as submitted by the industry.

a. Should this plan be updated? _____ yes _____ no
b. If no plan is currently required, should one be required? _____ yes _____ no

_____12. Check for implementation of the Slug Control Plan as submitted by the industry.

a. Should this plan be updated? _____ yes _____ no
b. If no plan is currently required, should one be required? _____ yes _____ no
   1) Does potential for slugs exist? _____ yes _____ no

_____13. If oils are used (hydraulic, motor, cutting) how are they disposed of?

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SAMPLE

_____14. How are waste residuals (solids) handled, stored, and/or disposed of?

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_____15. Identification of specific hazards and procedures by the IU to insure safety of POTW personnel while at the industrial facility.

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_____16. CSO Issues and Concerns. Are there measures (flow equalization, production modifications, etc.) that this industry can take to minimize their sanitary sewer discharges during wet weather conditions?

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_____17. Inspector _____ Date _____

_____18. Comments:

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