

GOOD HOUSEKEEPING PLAN (GHP) STORMWATER CONVEYANCE SYSTEM INSPECTION CHECKLIST

Facility Name: _____	Inspection Date: _____
Inspector Name: _____	Inspector Signature: _____

- The intent of this inspection is to ensure the free flow of stormwater within on-site conveyance systems and prevent damage/flooding.
- **If maintenance is needed, please provide an explanation, and document all corrective actions performed.**
- **Inspections shall include visually accessible infrastructure only; at no time shall inspection personnel enter a confined space.**
- Retain the completed checklists for five (5) years.

Item	Item Checked (Y/N/NA)	Maintenance Needed (Y/N)	CORRECTIVE ACTIONS/COMMENTS <small>Items which cannot be corrected immediately must be reported to the GHP/NPDES Program Manager</small>
CATCH BASINS / INLETS			
1. Look for debris and sediment blocking catch basin grates. If found, remove.			
2. Look for damage or cracks to the frame, grate, basin walls or bottom. If found, schedule repairs or replacement.			
3. Look for sediment and debris in the catch basin sump. If sediment fills 60% of the sump or comes within 6" of a pipe it should be scheduled for cleaning.			
4. If any type of filtering device is present, verify that the filter is not clogged, torn, or damaged; clean if clogged, replace if damaged.			
PIPES / CULVERTS			
5. Look for evidence of clogged piping (e.g. visual obstructions, standing water within manholes/inlets structures, etc.). If found, remove or schedule cleaning.			
6. Verify vegetation growth, if present, does not impede water flow. If it does, mow, cut back, or remove.			

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7. Inspect for damaged piping, inlets, outlets, headwalls, wingwalls, or excessive erosion. If found, make or schedule repairs.			
DITCHES / TRAPEZOIDAL SWALES			
8. Check for erosion, slumping, or undercutting. If found, make or schedule repairs.			
9. Look for trash and sediment accumulation. Remove all trash and remove sediment if it will impede water flow or clog downstream structures.			
10. Verify vegetation growth does not impede water flow. If it does, mow, cut back, or remove. Remove any trees or shrubs growing within the ditch.			
11. Check the integrity of check dams, filter socks, or other flow dissipation/filtering devices within the ditch or swale. Perform or schedule service if they are clogged, damaged, or deteriorated.			
12. Check inlets and outlets for debris accumulation, damage, or erosion. If found, make or schedule repairs.			

ADDITIONAL COMMENTS: