

Sand/Organic Filter Operation, Maintenance, and Management Inspection Checklist

Site Name: _____

Location: _____

Site Status: _____

Date: _____ Time: _____

Inspector: _____

Inspection Frequency Key: A=annual; M=monthly; S=after major storms.

Maintenance Item	Inspected (Yes or No)	Maintenance Needed (Yes or No)	Comments / Description
1. Debris Cleanout (Monthly)			
Contributing areas cleanout of debris			
Filtration facility clean of debris			
Inlet and outlets clear debris			
2. Oil and Grease (Monthly)			
No evidence of filter surface clogging			
Activities in drainage area minimize oil and grease entry			
3. Vegetation (Monthly)			
Contributing drainage area stabilized			
No evidence of erosion			
Area mowed and clipping removed			
4. Water Retention Where Required (Monthly)			
Water holding chambers at normal pool			
No evidence of leakage			
5. Sediment Deposition (Annual)			

Filter chamber free of sediments			
Sedimentation chamber not more than half full of sediments			
6. Structural Components (Annual)			
No evidence of structural deterioration			
Any grates are in good condition			
No evidence of spalling or cracking of structural parts			
7. Outlets/Overflow Spillway (Annual)			
Good condition (no need for repair)			
No evidence of erosion (if draining into a natural channel)			
8. Overall Function of Facility (Annual)			
Evidence of flow bypassing facility			
No noticeable odors outside of facility			

Comments:

Overall Condition of Facility **Acceptable** **Unacceptable**

If any of the above Inspection Items are checked "yes" for "Maintenance Needed", list maintenance actions below:

Maintenance Actions to be Taken:

The next routine inspection is scheduled for approximately _____
(date)