

**CONSTRUCTION RUNOFF CONTROL INSPECTION FORM (CRCIF)  
C-107 CONTRACTOR INSPECTION SHEET**



Project Name/ID \_\_\_\_\_ UPC \_\_\_\_\_  
 Contractor \_\_\_\_\_  
 Inspection Date \_\_\_\_\_

**Type of Inspection: (Check Appropriate Block)**

- (1) After Measurable Storm Event  Estimated Total Rainfall of Storm Event - \_\_\_\_\_ inches  
 (2) Schedule 1: (7 Calendar Days/5 Business Days)  (3) Schedule 2: (Monday and Thursday/ 4 Business Days)   
 (4) Monthly Schedule   
 (5)  Other Describe: \_\_\_\_\_

Weather Conditions (At Time of Inspection) (Check All Appropriate)

Clear  Sunny  Partly Cloudy  Cloudy   
 Cold  Cool  Mild  Hot

Is there any discharge occurring from construction site at time of inspection?

Yes  No

If yes, is discharge compliant with the Erosion and Sediment Control Regulation and VPDES Construction Permit Requirements?

Yes  No

If no, describe conditions of discharge: \_\_\_\_\_

ITEM #	ESC INSPECTION QUESTIONS	N/A <sup>1</sup>	YES <sup>2</sup>	NO <sup>3</sup>
1	Have stabilization activities been initiated on all disturbed areas that have reached final grade or that will remain dormant for more than 14 days?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Have stabilization activities been completed within 7 days of initiation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Have disposal/borrow and soil stockpiles areas been stabilized and/or protected with sediment trapping measures?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Have perimeter controls been constructed as a first step prior to initiation of land disturbing activities (including clearing or grubbing)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Are perimeter and other erosion and sediment control structures and systems being maintained, inspected and repaired, as necessary, to ensure functionality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Have all land-disturbing activities occurred within the approved ESC plan area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Have earthen structures, such as dams, dikes, and diversions, been immediately stabilized upon installation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Have sediment basins and traps been constructed according to plans, specifications, and/or standards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Are all cut and fill slopes at final grade adequately stabilized?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Is concentrated water flowing through adequate slope drains, flumes, or other non-erodible conveyances on cut or fill slopes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Is stormwater runoff containing sediment or turbidity being properly treated prior to discharge?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Where water seeps from slope faces, has adequate drainage or erosion protection been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Do all operational storm sewer and culvert inlets have inlet protection in accordance with plans, specifications, and/or standards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Are constructed stormwater conveyance channels and ditches stabilized with appropriate channel lining and/or outlet protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Is in-stream construction being conducted using measures to minimize channel impacts?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Are temporary stream crossings of non-erodible material installed at locations where construction equipment must cross?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Are all water quality permit requirements being adhered to?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Is re-stabilization of in-stream construction areas complete before leaving the site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19	Are utility trenches stabilized properly according to the specifications?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20	Is effluent from dewatering operations being filtered (including in-stream structure dewatering)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	Are construction entrances installed at appropriate locations and being maintained properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22	Is any sediment tracking on public roadways cleaned-up at the end of each work day?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ITEM #	ESC INSPECTION QUESTIONS (CONTINUED)	N/A <sup>1</sup>	YES <sup>2</sup>	NO <sup>3</sup>
23	Have all temporary ESC measures that are no longer needed been removed and have all such areas been re-graded, as necessary, and stabilized?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24	Are properties and waterways adjacent to the project site being adequately protected from accidental land disturbance, potential pollutant discharge, erosion, flooding, and sedimentation from the project site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25	Are all discharges from the construction site allowable under the VPDES construction permit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26	Are all ESC deficiencies from previous reports being addressed within allowable/established time frames?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27	Is the location of the on-site rain gage identified on the record set of plans or in other appropriate SWPPP documents?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28	Is the data from the daily observations of the rain gage being documented and included in the SWPPP in accordance with the Specifications and/or the SWPPP GIS?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ITEM #	POLLUTION PREVENTION (P2) INSPECTION QUESTIONS	N/A <sup>1</sup>	YES <sup>2</sup>	NO <sup>3</sup>
29	Have all potential pollutant generating activities present on the site been identified in the SWPPP and addressed with an approved Pollution Prevention Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30	Is the person or contractor responsible for implementing and maintaining the pollution prevention practices for each potential pollutant generating support activity identified in the approved Pollution Prevention Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31	Has pollution prevention awareness been provided to appropriate personnel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32	Are chemicals being properly stored (e.g., under cover or within secondary containment) and handled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33	Are storage containers labeled to describe contents?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34	Are construction products, materials, and wastes being properly stored, handled, and disposed of?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35	Is the site absent of loose or uncontrolled trash and debris?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36	Is the site absent of spills, leaks, or stains (e.g., from hydraulic hoses, vehicle/equipment maintenance and fueling operations, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37	Are chemicals, soaps, solvents, and wash water from construction materials (e.g., from release oils and curing compounds from hand tools) prevented from leaving the site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38	Is vehicle wash water free of soaps/detergents and properly treated before leaving the site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
39	Is concrete wash-out being directed into a properly installed leak-proof container or leak-proof settling basin?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40	Are concrete wash-out areas being properly maintained and utilized?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
41	Are all other unauthorized non-stormwater discharges prevented from leaving the site (including untreated dust control water)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
42	Are all P2 deficiencies from previous reports being addressed within allowable/established time frames?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ITEM #	SWPPP UPDATE AND MODIFICATION QUESTIONS	N/A <sup>1</sup>	YES <sup>2</sup>	NO <sup>3</sup>
43	Is the SWPPP being modified, amended and updated in accordance with the specifications and/or the SWPPP GIS?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44	Is a record set of plans being maintained and updated to document SWPPP changes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45	Are modifications, amendments or updates to the SWPPP being signed by the contractor and VDOT?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1 – N/A: Not Applicable

2 – YES: All related contract items, requirements, plans, specifications, standards, and permits pertaining to this question are being satisfied

3 – NO: See Note 1 on Sheet 4

By signing below, those persons doing so certify that the C-107 has been completed based on the actual field conditions at the time of the inspection and accurately reflects those conditions. Where no deficiencies have been identified, those signing below further certify that the construction activity is in compliance with the SWPPP and the VPDES Construction General Permit. It is encouraged that photos be taken to support findings.

<b>CONTRACTOR:</b> See Note 2 on Sheet 4				
	<i>Name of ESCCC Person</i>	<i>Signature of ESCCC Person</i>	<i>Certification Number</i>	<i>Date</i>
<b>VDOT:</b> See Note 3 on Sheet 4				
	<i>Name of VDOT Certified Inspector</i>	<i>VDOT Certified Inspector Signature</i>	<i>Certification Number(s)</i>	<i>Date</i>

Provide copies to 1.) the Contractor, 2.) the VDOT Project Inspector and 3.) the Project Engineer/ RLD (See Note 4 on Sheet 4)



**CONSTRUCTION RUNOFF CONTROL INSPECTION FORM (CRCIF)  
C-107 NOTES AND ACRONYMS SHEET**



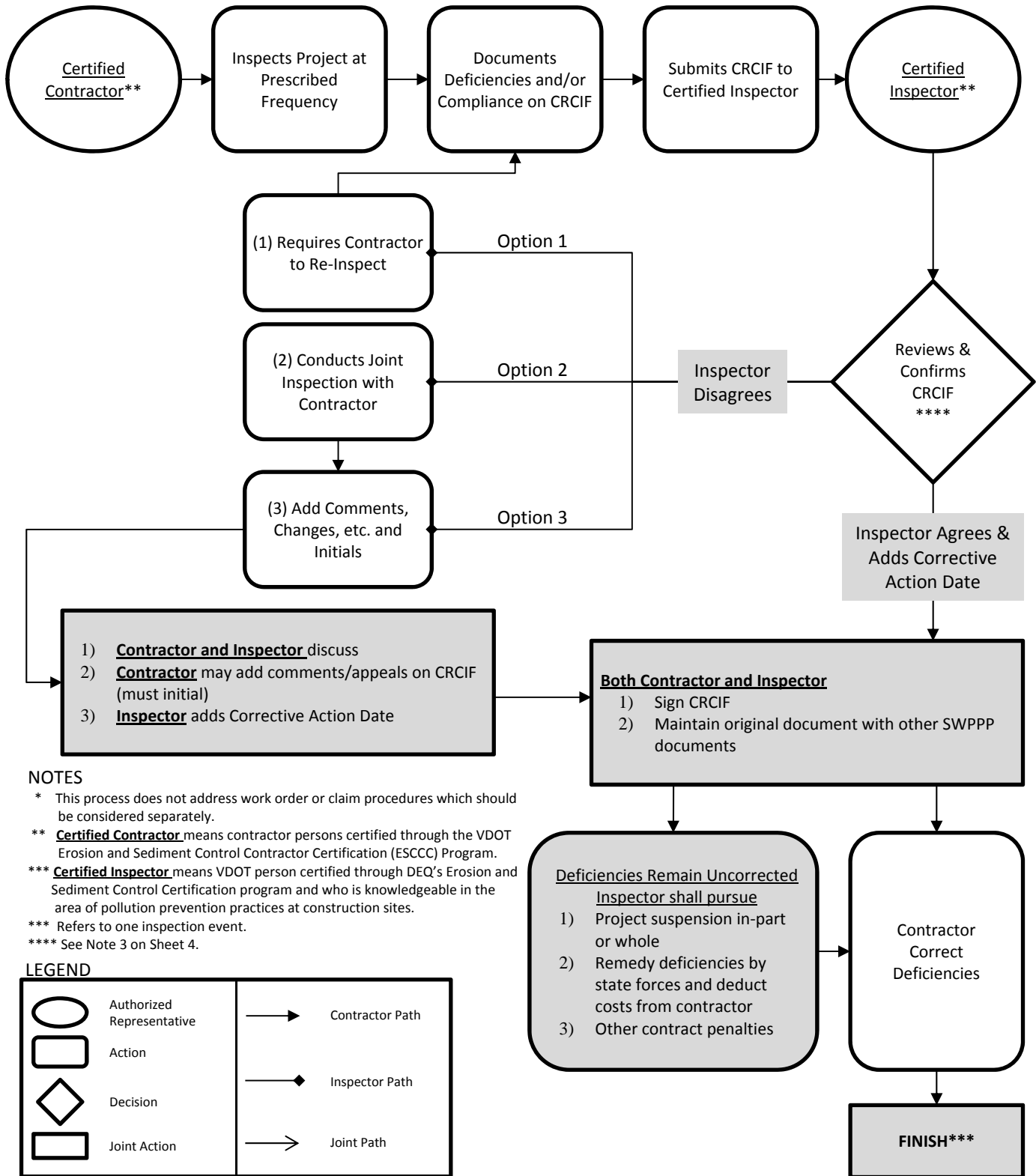
**NOTES**

1. If any "No" boxes are checked on the "Inspection Questions List" on Part I or if any other deficiencies of a contract specification plan item or SWPPP requirement is noted, the C-107 Deficiency Description Sheet is to be used to document the specifics of the deficiency. The description of the deficiency must contain (1) the permit condition deficiency, if applicable, (2) a description of the deficiency, (3) a corrective action deadline (should be as soon as practical and prior to the next anticipated measurable storm event but no later than seven days after the date of the site inspection that identified the deficiency) and (4) a recommended solution or approach. If this is a follow-up inspection, previous deficiencies that have been corrected must be documented as such. If conformity to specifications and plans is being achieved but the site conditions indicate that plan or specification adjustments may be needed to address environmental concerns, such conditions should be immediately referred to the designated Responsible Land Disturber (RLD) for resolution.
2. The Part I inspection and report is to be completed in accordance with the inspection schedule in the specifications and signed and submitted by a Contractor employee who is certified in accordance with VDOT R&B Specification 107.16(a).
3. The Part I report is to be accepted, confirmed and signed by a VDOT employee or a consultant inspector working directly for VDOT on a CEI services contract who is certified by DEQ as an Inspector for ESC and who is knowledgeable in the area of pollution prevention practices at construction sites. Confirmation shall be in the form of a joint inspection with the Contractor ESCCC employee or an independent inspection by the VDOT Certified Inspector.
4. All original completed C-107 Forms are to be maintained with the other SWPPP documents for the land disturbing activity. Copies of this report are to be provided to the Contractor, the VDOT Project Inspector and the Project Engineer/ RLD.
5. For Part I, non-compliant, non-compliance, or deficient is defined as documented evidence of (1) off-site damage in the form of sedimentation, unauthorized dewatering or pollutant discharge, erosion, flooding, encroachment outside of the project/permit limits, or a permit condition deficiency, (2) on-site damage in the form of significant erosion, flooding, sedimentation or uncontrolled pollution discharge, or (3) a previous deficiency that has not been corrected within the specified timeframe.
6. For the purposes of this document, a day is a calendar day unless otherwise stated.
7. The weekly inspection schedule in Special Provision S107J30 dated 9/3/14 is the same as a Schedule 1 on this form. When performing inspections in accordance with the weekly schedule in S107J30 dated 09/3/14, check the Schedule 1 box on this form.

**ACRONYMS**

ACE	Area Construction Engineer
CEI	Construction, Engineering and Inspection
CRCIF	Construction Runoff Control Inspection Form
DEQ	Virginia Department of Environmental Quality
ESC	Erosion and Sediment Control
ESCCCC	Erosion and Sediment Control Contractor Certification
GIS	General Information Sheet
MS	Minimum Standard
P2	Pollution Prevention
R&B	Road & Bridge
RLD	Responsible Land Disturber
SWM	Stormwater Management
SWPPP	Stormwater Pollution Prevention Plan
VAC	Virginia Administrative Code
VDOT	Virginia Department of Transportation
VESCR	Virginia Erosion and Sediment Control Regulations
VPDES	Virginia Pollutant Discharge Elimination System
VSMP	Virginia Stormwater Management Program

**CONSTRUCTION RUNOFF CONTROL INSPECTION FORM (CRCIF)  
C-107 CHAIN OF DOCUMENTED COMMUNICATION\***



**NOTES**

- \* This process does not address work order or claim procedures which should be considered separately.
- \*\* **Certified Contractor** means contractor persons certified through the VDOT Erosion and Sediment Control Contractor Certification (ESCCC) Program.
- \*\*\* **Certified Inspector** means VDOT person certified through DEQ's Erosion and Sediment Control Certification program and who is knowledgeable in the area of pollution prevention practices at construction sites.
- \*\*\* Refers to one inspection event.
- \*\*\*\* See Note 3 on Sheet 4.

**LEGEND**

	Authorized Representative		Contractor Path
	Action		Inspector Path
	Decision		Joint Path
	Joint Action		