

Texas Commission on Environmental Quality

CHECKLIST WORKSHEET

AIR COMPLAINT INVESTIGATION

Reg Ent Name : _____

Date : _____

Add ID _____

Investigator Name _____

Item No	Description	Answer	Citations	Notes
1	Was there citizen collected evidence associated with this complaint? If yes, list date.			
2	Evidence Type: sample results, photos, video, documents, other (describe in the comments). Combination of any listed (please describe).			
3	Was the evidence reviewed? If yes, list the date of review.			
4	Evidence documents a violation.			
5	Evidence valid for enforcement purposes (appropriate protocol followed).			
6	Evidence documents violation; NOV Issued solely as a result of the CCE.			
7	Evidence documents violation; NOE Issued solely as a result of the CCE.			
8	Evidence documents violation; Enforcement already in progress.			
9	Independent investigation conducted by region.			
10	Investigation by region resulted in NOV issued.			
11	Investigation by region resulted in NOE issued.			
12	Was TCEQ regulated activity noted during the investigation?			
13	Was (were) violation(s) of TCEQ rules noted during this investigation? (if so, itemized in following questions).			
14	Item 1			
15	Item 2			
16	Item 3			
17	Item 4			
18	Item 5			