

## Texas Commission on Environmental Quality

### CHECKLIST WORKSHEET

WQ GENERAL CCI - REVISED 7/2016

**Regulating Entity Name**  
 \_\_\_\_\_

**Date :**

**Additional I D:**

**Investigator Name:**

<b>Item Number</b> 1	<b>Description</b> Is the facility operating with a current TPDES permit? <b>Answer</b> <b>Citations</b> 26.121(a)(1) <b>Notes</b>
<b>Item Number</b> 2	<b>Description</b> If the facility has changed ownership, was an application for transfer of ownership submitted? <b>Answer</b> <b>Citations</b> 305.64(b) <b>Notes</b>
<b>Item Number</b> 3	<b>Description</b> If physical alterations have been made to the plant/collection system, was the proper notification submitted? <b>Answer</b> <b>Citations</b> 305.126(b) <b>Notes</b>
<b>Item Number</b> 4	<b>Description</b> Have unauthorized discharges occurred during the review period? <b>Answer</b> <b>Citations</b> 26.121(a)(1) <b>Notes</b>
<b>Item Number</b> 5	<b>Description</b> Was the flow measured as required by the permit? <b>Answer</b> <b>Citations</b> 305.125(1) <b>Notes</b>
<b>Item Number</b> 6	<b>Description</b> Were flow measurement devices properly installed? <b>Answer</b> <b>Citations</b> 305.125(1) <b>Notes</b>
<b>Item Number</b> 7	<b>Description</b> Were flow measurement devices properly maintained? <b>Answer</b> <b>Citations</b> 305.125(5) <b>Notes</b>
<b>Item Number</b> 8	<b>Description</b> Were the flow measurement devices calibrated annually and did they exhibit a margin of error within 10%? (NPDES Compliance Inspection Manual, Chapter 6 and new 217) <b>Answer</b> <b>Citations</b> 305.125(1) <b>Notes</b>
<b>Item Number</b> 9	<b>Description</b> Was the flow measuring equipment adequate to handle the entire flow range? <b>Answer</b> <b>Citations</b> 319.11(d) <b>Notes</b>
<b>Item Number</b> 10	<b>Description</b> Were the samples collected by the region compliant with the permit limits? <b>Answer</b> <b>Citations</b> 305.125(1) <b>Notes</b>
<b>Item Number</b> 11	<b>Description</b> Was the permittee compliant with the self-monitored effluent limits? <b>Answer</b> <b>Citations</b> 305.125(1) <b>Notes</b>
<b>Item Number</b> 12	<b>Description</b> Were samples collected at the location specified in the permit? <b>Answer</b> <b>Citations</b> 305.125(1) <b>Notes</b>
<b>Item Number</b> 13	<b>Description</b> Were the correct type of samples collected, as required by the permit? <b>Answer</b> <b>Citations</b> 305.125(1) <b>Notes</b>
<b>Item Number</b> 14	<b>Description</b> Were sampling and analyses completed on the parameters specified in the permit? <b>Answer</b> <b>Citations</b> 319.4 <b>Notes</b>
<b>Item Number</b> 15	<b>Description</b> Were sampling and analyses performed at the frequency specified in the permit? <b>Answer</b> <b>Citations</b> 305.125(1) <b>Notes</b>
<b>Item Number</b> 16	<b>Description</b> Were the proper sampling procedures, containers and preservatives used? Were the samples analyzed within the required hold times? <b>Answer</b> <b>Citations</b> 319.11(b) <b>Notes</b>
<b>Item Number</b> 17	<b>Description</b> Were the proper analytical methods and techniques used for the sample analyses? <b>Answer</b> <b>Citations</b> 319.11(c) <b>Notes</b>

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WQ GENERAL CCI - REVISED 7/2016 (Cont)

<b>Item Number</b> 18	<b>Description</b>	Was the required QA/QC conducted for each analysis?		
	<b>Answer</b>		<b>Citations</b>	319.6
				<b>Notes</b>
<b>Item Number</b> 19	<b>Description</b>	Did the required records contain all information, and were they maintained and available for review (including sampling records, calibration records, QA/QC, temp logs and chain of custody)?		
	<b>Answer</b>		<b>Citations</b>	319.7(c)
				<b>Notes</b>
<b>Item Number</b> 20	<b>Description</b>	Are process control and operations and maintenance records maintained?		
	<b>Answer</b>		<b>Citations</b>	305.125(1)
				<b>Notes</b>
<b>Item Number</b> 21	<b>Description</b>	Were the analytical results consistent with the data reported on the DMRs and /or MERs?		
	<b>Answer</b>		<b>Citations</b>	305.125(19)
				<b>Notes</b>
<b>Item Number</b> 22	<b>Description</b>	Were effluent calculations performed correctly?		
	<b>Answer</b>		<b>Citations</b>	305.125(1)
				<b>Notes</b>
<b>Item Number</b> 23	<b>Description</b>	Were DMRs/MERs submitted within the required timeframe?		
	<b>Answer</b>		<b>Citations</b>	305.125(1)
				<b>Notes</b>
<b>Item Number</b> 24	<b>Description</b>	Were all the required documents maintained (DMRs, lab reports, logs, etc...)?		
	<b>Answer</b>		<b>Citations</b>	319.7(c)
				<b>Notes</b>
<b>Item Number</b> 25	<b>Description</b>	Were noncompliance notifications submitted as required?		
	<b>Answer</b>		<b>Citations</b>	305.125(1)
				<b>Notes</b>
<b>Item Number</b> 26	<b>Description</b>	Are the correct sample types collected for biomonitoring tests?		
	<b>Answer</b>		<b>Citations</b>	305.125(1)
				<b>Notes</b>
<b>Item Number</b> 27	<b>Description</b>	Are the biomonitoring tests analyzed within the required holding times?		
	<b>Answer</b>		<b>Citations</b>	319.11(b)
				<b>Notes</b>
<b>Item Number</b> 28	<b>Description</b>	Were any issues noted with the effluent discharge into the receiving stream (foaming, floatables, sludge, etc...)?		
	<b>Answer</b>		<b>Citations</b>	305.125(4)
				<b>Notes</b>
<b>Item Number</b> 29	<b>Description</b>	Was the permittee compliant with additional requirements specific to this permit?		
	<b>Answer</b>		<b>Citations</b>	305.125(1)
				<b>Notes</b>
<b>Item Number</b> OTH	<b>Description</b>	Other Violations, Areas of Concern or Additional Issues below		
	<b>Answer</b>		<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 30	<b>Description</b>	Item one:		
	<b>Answer</b>		<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 31	<b>Description</b>	Item two:		
	<b>Answer</b>		<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 32	<b>Description</b>	Item three:		
	<b>Answer</b>		<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 33	<b>Description</b>	Item four:		
	<b>Answer</b>		<b>Citations</b>	<b>Notes</b>
<b>Item Number</b> 34	<b>Description</b>	Item five:		
	<b>Answer</b>		<b>Citations</b>	<b>Notes</b>