

Storm Water Pollution Prevention Plan

for:

Insert Project Name
Insert Project Site Location/Address
Insert City, State, Zip Code
Insert Project Site Telephone Number (if applicable)

Operator:

Insert Company or Organization Name
Insert Name
Insert Address
Insert City, State, Zip Code
Insert Telephone Number
Insert Fax/Email

Primary SWPPP Contact

Insert Company or Organization Name
Insert Name
Insert Address
Insert City, State, Zip Code
Insert Telephone Number
Insert Fax/Email

SWPPP Preparation Date:

___/___/___

SLCDPU Permit Tracking Number*:

PUT _____

**This is the unique number assigned to your project after you have applied for coverage under the Salt Lake City Public Utilities Stormwater (City) Discharge Permit for Construction Activities. If this template is filled out first, you can leave the tracking number blank until after you have obtained coverage.*

NOTE: While no State (UPDES) Construction General Permit coverage is required for small sites not meeting the State permitting threshold, the project will still be held to the standards and requirements set forth in that permit, in accordance with City Ordinance 17.84.300.C and 17.84.600.C

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SECTION 1: CONTACT INFORMATION/ RESPONSIBLE PARTIES

Instructions (CGP 7.3.1./7.3.7.):

- Identify the staff members that are part of the project's storm water team as well as their responsibilities. The storm water team is comprised of individuals who are responsible for the development of the SWPPP, any later modifications to it, installing and maintaining storm water controls, conducting site inspections, and making corrective actions where required.
- Each member of the storm water team must have ready access to either an electronic or paper copy of the 2019 CGP and the SWPPP.
- The following personnel, at a minimum, must receive training on their responsibilities (CGP Part 7.3.7/6.1):
 - ✓ Personnel who are responsible for the design, installation, maintenance, and/or repair of storm water controls (including pollution prevention measures);
 - ✓ Personnel responsible for the application and storage of treatment chemicals;
 - ✓ Personnel who are responsible for conducting inspections (must hold a certification) as required in Part 4.1.; and
 - ✓ Personnel who are responsible for taking corrective actions as required in Part 5.
- A sample training log is provided in Appendix F. Certifications can also be recorded in this appendix.
- For more on training, see *SWPPP Guide*, Chapter 8.

1.1 Storm Water Team

Name and/or Position, and Contact	Responsibilities, Qualifications, and Training
Insert name of responsible person Insert Company Name Insert Position Insert Telephone Number Insert Email	Insert Responsibility, Qualifications, and Trainings
Insert name of responsible person Insert Company Name Insert Position Insert Telephone Number Insert Email	Insert Responsibility, Qualifications, and Trainings
Insert name of responsible person Insert Company Name Insert Position Insert Telephone Number Insert Email	Insert Responsibility, Qualifications, and Trainings

[Insert or delete rows as necessary.]

SECTION 2: NATURE OF CONSTRUCTION ACTIVITIES

2.1 Construction Site Estimates

Instructions (CGP 7.3.2.b.-c.):

- Estimate the area to be disturbed by excavation, grading, or other construction activities, including dedicated off-site borrow and fill areas.

The following are estimates for the construction site.

Total project area (lot size): _____ acres

Construction site area to be disturbed: _____ acres

2.2 Construction Activity Descriptions

Instructions (CGP 7.3.2.a., d. & g.):

- Briefly describe the nature of the construction activity and approximate time frames.
- For more information see CGP Part 7.3.2 and *SWPPP Guide*, Chapter 3.A.

Describe the general scope of the work for the project, major phases of construction, etc:

INSERT TEXT HERE

Describe any on-site and off-site construction support activity areas:

INSERT TEXT HERE

Typical site business days and times:

INSERT TEXT HERE

2.3 Phase/Sequence of Construction Activity

Instructions (CGP 7.3.2.e.):

- Describe the intended construction sequencing and timing of major activities, including any opportunities for phasing grading and stabilization activities to minimize the overall amount of disturbed soil that will be subject to potential erosion at one time. Also, describe opportunities for timing grading and stabilization so that all or a majority of the soil disturbance occurs during a time of year with less erosion potential (i.e., during the dry or less windy season).
- For more information, see *SWPPP Guide*, Chapter 4, ESC Principle 2. It might be useful to develop a separate, detailed site map for each phase of construction.

Phase I

- Describe phase and activities
- Duration of phase (start date, end date)
- List BMPs associated with this phase
- Describe stabilization methods for this phase (describe any temporary stabilization methods that will be used before final stabilization)

Phase II

- Describe phase and activities
- Duration of phase (start date, end date)
- List BMPs associated with this phase
- Describe stabilization methods for this phase (describe any temporary stabilization methods that will be used before final stabilization)

[Repeat as needed]

2.4 Maps

Instructions (CGP 7.3.3.):

- Attach site maps. For most projects, a series of site maps is recommended. The first should show the undeveloped site and its current features. An additional map or maps should be created to show the developed site or for more complicated sites show the major phases of development.

These maps should include the following:

- Boundaries of the property
- Locations of earth-disturbing activities, including demolition, and note any phasing;
- Direction(s) of storm water flow and approximate slopes before and after major grading activities;
- Type and extent of pre-construction cover (vegetative cover, pavement, etc.);
- Locations of stockpiles and material storage;
- Water crossings and all water of the state within one mile downstream of the site's discharge point;
- Designated points where vehicles enter onto paved roads;
- Locations of structures and other impervious surfaces upon completion of construction;
- On-site and off-site construction support activity areas covered by the permit;
- Storm water and authorized non-storm water discharge locations to inlets or waters of the state;
- Locations of all potential pollutant-generating activities;
- Locations of storm water controls, including natural buffer areas; and
- Locations where polymers, flocculants, or other treatment chemicals will be used and stored.
- For more information, see *SWPPP Guide*, Chapter 3.C.

The SWPPP site map(s) are filed in Appendix A

SECTION 3: WATER QUALITY

3.1 Dewatering Practices

Instructions (CGP 1.2.5. and 2.3.7.):

If you will be discharging storm water that is removed from excavations, trenches, foundations, vaults, or other similar points of accumulation, it must be permitted by UPDES permit UTG070000 (Construction Dewatering and Hydrostatic Testing Permit) unless it can be managed onsite through percolation or evaporation. The permit can be found <https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits>. Call DWQ at 801-536-4300 for more information.

- Include schedule and general locations of dewatering. Dewatering locations must be on the site map.

☐ Check box if section not applicable to this site (Note: If not applicable skip to next section)

Describe the general scope of dewatering practices for the project and any BMPs used to manage the dewatering practices.

INSERT TEXT HERE

*In addition to this description, if intending to dewater, please submit to stormwaterquality@slcgov.com a copy of the UTG070000/UTG790000 permit, a signed SLCDPU City Discharge Permit for Dewatering Activities Notice of Intent (NOI) form, and a Dewatering Control Plan (DCP) for review and approval. To request a copy of this form or a DCP template, please contact stormwaterquality@slcgov.com.

4.3.1: (Place name of BMP here – reference to detailed instructions in Appendix H if necessary)

BMP Description:

<i>Installation</i>	
<i>Schedule/Instructions:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	
<i>Design Specifications and Drawings:</i>	

SECTION 4: EROSION AND SEDIMENT CONTROLS – BMPs

4.1 *List of Erosion and Sediment BMPs on Site*

Instructions (CGP Part 2.2. and 7.3.5):

- Identify best management practices (BMPs) that will be implemented on site to control erosion and sediment transport from storm water.
- Use the below CGP requirements and the pollutant generating activities identified in SWPPP section 4.1. to determine where BMPs are necessary. Fill out the rightmost column with BMPs you are selecting. Some requirements may not apply to your site.
- For each BMP you must provide a description of the control, any design specifications, routine maintenance specifications, a schedule for storm water control implementation/installation, and the staff responsible for maintaining the BMP. These details are listed in the BMP section below the table.
- BMPs are listed as examples, you may use BMPs not listed.
- Details and design specifications can be provided in this section or in Appendix H if they are large.
- Perimeter control maintenance must include removal of sediment before it has accumulated to one-half the above-ground height of the control.
- For more information, see *SWPPP Guide*, Chapter 4.
- BMP guidance may be found in your MS4's or other local jurisdiction's design manual, guidance manuals listed in Appendix D of the *SWPPP Guide*, or EPA's National Menu of BMPs
<https://www.epa.gov/npdes/national-menu-best-management-practices-bmps-stormwater#constr>

CGP Requirement	Example BMPs	EPA SWPPP Guide Section	BMPs Selected (Name and Reference Number if applicable)
Preserve vegetation where possible and direct storm water to vegetated areas when feasible (CGP 2.2.2.)	Phasing to minimize disturbance, signs/fences to protect areas not being disturbed.	Chapter 4, ESC Principle 1	
Install sediment controls along perimeter areas that receive pollutant discharges (CGP 2.2.3.).	Silt fence, fiber rolls, earth berms	Chapter 4, ESC Principle 7	
Minimize sediment track-out (CGP 2.2.4.)	Restrict access, stabilize exits, track-out pads, tire washing station, clean-up sediments	Chapter 4, ESC Principle 9	
Manage stockpiles with perimeter controls and locate away from storm water conveyances (CGP 2.2.5.)	Sediment barriers downgradient, proper location, covered stockpiles, diverting storm water from stockpiles	Chapter 4, ESC Principle 4	
Minimize dust (CGP 2.2.6.)	Water application, mulching, chemical dust suppression techniques		
Minimize steep slope disturbance (CGP 2.2.7.)	Erosion control blankets, tackifiers, protect slopes from disturbance	Chapter 4, ESC Principle 5	
Preserve topsoil (CGP 2.2.8.)	Stockpile topsoil	Chapter 4, ESC Principle 1	
Minimize soil compaction where final cover is vegetation (CGP 2.2.9.)	Restrict vehicle access, recondition soils before seeding		
Protect storm drain inlets (CGP 2.2.10.)	Inserts, rock-filled bags, covers	Chapter 4, ESC Principle 6	
Slow down runoff with erosion controls and velocity dissipation devices (CGP 2.2.11.)	Check dams, riprap	Chapter 4, ESC Principle 3	

Appropriately design any sediment basins or impoundments (CGP 2.2.12.)	Design to 2-year 24-hour storm or 3,600 cubic feet per acre drained, include design specifications	Chapter 4, ESC Principle 8	
Follow requirements for any treatment chemicals (polymers, flocculants, coagulants, etc.)	Store in leak proof containers and cover, proper training, minimize use		
Stabilize exposed portions of site with 14 days of inactivity (CGP 2.2.14).	Seeding, erosion control blankets, gravel, hydromulch	Chapter 9	

4.1.1: [\(Place name of BMP here – reference to detailed instructions in Appendix H if necessary\)](#)

BMP Description/Instructions:

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	
<i>Design Specifications and Drawings:</i>	

4.1.2: [\(Place name of BMP here – reference to detailed instructions in Appendix H if necessary\)](#)

BMP Description/Instructions:

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	
<i>Design Specifications and Drawings:</i>	

4.1.3: [\(Place name of BMP here – reference to detailed instructions in Appendix H if necessary\)](#)

BMP Description/Instructions:

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	

Responsible Staff:	
Design Specifications and Drawings:	

4.1.4: (Place name of BMP here – reference to detailed instructions in Appendix H if necessary)

BMP Description/Instructions:	
Installation Schedule:	
Maintenance and Inspection:	
Responsible Staff:	
Design Specifications and Drawings:	

4.1.5: (Place name of BMP here – reference to detailed instructions in Appendix H if necessary)

BMP Description/Instructions:	
Installation Schedule:	
Maintenance and Inspection:	
Responsible Staff:	
Design Specifications and Drawings:	

[Repeat as needed]

Instructions (CGP 7.3.5.b.(2)):

- For areas where perimeter controls are not feasible on a linear construction site, include a description of why it is not feasible and other practices that will be implemented to minimize discharges of pollutants from the site.

4.2 Linear Site Perimeter Control Exemption

☐ Check box if section not applicable to this site (Note: If not applicable skip to next section)

If the site is linear and perimeter controls are not feasible, describe other practices in use:
 INSERT TEXT HERE

4.3 Final Stabilization

Instructions (CGP 7.3.5.b.(6) and 2.2.14.b.):

- Describe procedures for final stabilization. If final cover is vegetation, you must establish uniform perennial vegetation that provides 70% or more of the vegetative cover that existed prior to earth-disturbing activities. Exception: Arid, semi-arid, and drought stricken areas are required to be seeded/planted so that the before mentioned vegetative requirement is expected to be met within 3 years. Establishment of vegetation is not required, however additional erosion controls may be needed.
- You can amend or add to this section as areas of your project are finally stabilized.
- Update your site plans to indicate areas that have achieved final stabilization.

Description of final stabilization practices and schedule:

Type of stabilization (vegetation/landscaped, graveled, paved, etc.)	Location	Implementation Schedule

SECTION 5: BMPS - POLLUTION PREVENTION/OPERATIONAL CONTROLS

5.1 Spill Prevention and Response

Instructions CGP Part 7.3.5.b.(7):

- Describe the spill prevention and control plan. Include ways to reduce the chance of spills, stop the source of spills, contain and clean up spills, dispose of materials contaminated by spills, and train personnel responsible for spill prevention and control.
- Some projects/site may be required to develop a Spill Prevention Control and Countermeasure (SPCC) plan under a separate regulatory program (40 CFR 112). If you are required to develop an SPCC plan, or you already have one, you should include references to the relevant requirements from your plan.
- The plan must include the materials and method of containment and for flowing liquid, cleanup, disposal and follow the minimum spill controls below.
- For more information, see *SWPPP Guide*, Chapter 5, P2 Principle 6.

Describe spill procedures and materials available for expeditious containment, clean-up and disposal of spills:

INSERT TEXT HERE OR REFERENCE DOCUMENT

Identify the employee responsible for detection and response of spills and leaks:

INSERT TEXT HERE

Any discharges in 24 hours equal to or in excess of the reportable quantities listed in 40 CFR 117, 40 CFR 110, and 40 CFR 302 will be reported to the National Response Center and the Division of Water Quality (DWQ) as soon as practical after knowledge of the spill is known to the permittees. The permittee shall submit within 14 calendar days of knowledge of the release a written description of: the release (including the type and estimate of the amount of material released), the date that such release occurred, the circumstances leading to the release, and measures taken and/or planned to be taken to the Division of Water Quality (DWQ), 288 North 1460 West, P.O. Box 144870, Salt Lake City, Utah 84114-4870. The Storm Water Pollution Prevention Plan must be modified within 14 calendar days of knowledge of the release to provide a description of the release, the circumstances leading to the release, and the date of the release. In addition, the plan must be reviewed to identify measures to prevent the reoccurrence of such releases and to respond to such releases, and the plan must be modified where appropriate.

Agency	Phone Number
National Response Center	(800) 424-8802
Division of Water Quality (DWQ) 24-Hr Reporting	(801)-231-1769 (801) 536-4123
Utah Department of Health Emergency Response	(801) 580-6681

Material	Media Released To	Reportable Quantity
Engine oil, fuel, hydraulic & brake fluid	Land	25 gallons
Paints, solvents, thinners	Land	100 lbs (13 gallons)
Engine oil, fuel, hydraulic & brake fluid	Water	Visible Sheen
Antifreeze, battery acid, gasoline, engine degreasers	Air, Land, Water	100 lbs (13 gallons)
Refrigerant	Air	1 lb

5.2 Pollution Prevention Controls

Instructions (CGP Part 2.3. and 7.3.5):

- Describe the key good housekeeping and pollution prevention (P2) BMPs that will be implemented to control pollutants in storm water (CGP Part 2.3).
- Use the below CGP requirements and the pollutant generating activities identified in SWPPP section 4.1. which were not addressed with the erosion and sediment BMPs to determine where BMPs are necessary.
- For each BMP you must provide a description of the control, any design specifications, routine maintenance specifications, a schedule for storm water control implementation/installation, and the staff responsible for maintaining the BMP.
- BMPs are listed as examples, you may use BMPs not listed.
- Details and design specifications can be provided in this section or in Appendix H.
- For more information, see *SWPPP Guide*, Chapter 5.
- Consult your state's or local jurisdiction's design manual or resources in Appendix D of the *SWPPP Guide*.
- For more information or ideas on BMPs, see EPA's National Menu of BMPs
<https://www.epa.gov/npdes/national-menu-best-management-practices-bmps-stormwater#constr>

CGP Requirements	Example BMPs	EPA SWPPP Guide Section	BMPs Selected (Name and Reference Number if applicable)
Equipment and vehicle fueling (CGP 2.3.1)	Spill kits, SPCCP, drip pans, locate activities away from conveyances, use secondary containment	Chapter 5, P2 Principle 4	
Equipment and vehicle washing (CGP 2.3.2.)	Locating away from surface waters and storm water conveyances, directing wash waters to a sediment basin or sediment trap, using filtration devices	Chapter 5, P2 Principle 5	

Storage, handling, and disposal of building products and waste (CGP 2.3.3.)	Cover (plastic sheeting / temporary roofs), secondary containment, leakproof containers, proper dumpsters, secured portable toilets, locate away from storm water conveyances	Chapter 5, P2 Principle 1 and 2	
Washing of stucco, paint, concrete, form release oils, curing compounds, etc. (CGP 2.3.4.)	Leak proof containers, lined pits, locate away from storm water conveyances	Chapter 5, P2 Principle 3	
Properly apply fertilizer (CGP 2.3.5)	Follow manufacture specifications, document deviations in applications, avoid applications to frozen ground, before heavy rains, or to storm water conveyances		

5.2.1.: (Place name of BMP here – reference to detailed instructions in Appendix H if necessary)

BMP Description/Instructions:

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	
<i>Design Specifications and Drawings:</i>	

5.2.2.: (Place name of BMP here – reference to detailed instructions in Appendix H if necessary)

BMP Description/Instructions:

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	
<i>Design Specifications and Drawings:</i>	

5.2.3.: (Place name of BMP here – reference to detailed instructions in Appendix H if necessary)

BMP Description/Instructions:

Installation Schedule:	
Maintenance and Inspection:	
Responsible Staff:	
Design Specifications and Drawings:	

5.2.4: (Place name of BMP here – reference to detailed instructions in Appendix H if necessary)

BMP Description/Instructions:

Installation Schedule:	
Maintenance and Inspection:	
Responsible Staff:	
Design Specifications and Drawings:	

5.2.5: (Place name of BMP here – reference to detailed instructions in Appendix H if necessary)

BMP Description/Instructions:

Installation Schedule:	
Maintenance and Inspection:	
Responsible Staff:	
Design Specifications and Drawings:	

5.2.6: (Place name of BMP here – reference to detailed instructions in Appendix H if necessary)

BMP Description/Instructions:

Installation Schedule:	
Maintenance and Inspection:	
Responsible Staff:	
Design Specifications and Drawings:	

[Repeat as needed]

SECTION 6: INSPECTIONS & CORRECTIVE ACTIONS

6.1 Inspections

Instructions (CGP Part 4.2-4.4.3):

- Select an inspection schedule. These are minimum frequencies, you may inspect more frequently. If so describe what your schedule would be.
- For more on this topic, see *SWPPP Guide*, Chapters 6 and 8.
- Also, see suggested inspection form in Appendix B of the *SWPPP Guide*.

Minimum Inspection Schedule Requirements:

Standard Frequency:

- ☐ Once every 7 calendar days.
- ☐ Once every 14 calendar days and within 24 hours of the end of a storm event of 0.5 inches or greater. Rain gauge/weather station used: [Gauge or station for rainfall depth](#)

Inspection Reports are filed in Appendix C

6.2 Corrective Actions

Instructions:

- A sample corrective action report is provided in Appendix D.
- Whenever a storm water control requires repair or replacement (beyond routine maintenance), a control necessary for permit compliance was never installed or was installed incorrectly, your discharges cause an exceedance of applicable water quality standards, or a prohibitive discharge has occurred, you must log corrective actions taken.
- This log should describe actions taken, date completed, whether a SWPPP modification was required.
- In some cases corrective actions may be documented on the inspection form. This is an acceptable alternative as long as corrective actions that occur outside of inspections are also documented.

Correction Action Report is filed in Appendix D.

SECTION 7: RECORDKEEPING

7.1 *Recordkeeping*

Instructions (CGP 7.3.10. and 9.10.):

- The following is a list of records you must have accessible on site (electronically or paper) for inspectors to review:
 - ✓ The signed and certified NOI form or permit application form (Appendix B)
- Copies of the SWPPP and all reports required by the permit must be retained for at least three years from the date that the site is finally stabilized.
- For more on this subject, see *SWPPP Guide*, Chapter 6.C.

7.2 Log of Changes to the SWPPP

Instructions (CGP Part 7.5.3):

- Create a log here of changes and updates to the SWPPP. You should include additions of new BMPs, replacement of failed BMPs, significant changes in the activities or their timing on the project, changes in personnel, changes in inspection and maintenance procedures, updates to site maps, and so on.
- Instead of using the table, SWPPPs can also be redlined to show changes as long as the redlines are initialed and dated.

Description of the Amendment	Date of Amendment	Amendment Prepared by [Name(s) and Title]

SECTION 8: CERTIFICATION

Instructions:

- The SWPPP should be signed and certified by the owner and the general contractor. Attach a copy of the NOI and a copy of the General Storm Water Permit for Construction Activity. You can get a copy of the General Storm Water Permit for Construction Activity on the same web page that this template was obtained (<https://deg.utah.gov/water-quality/general-construction-storm-water-updes-permits>)

Owner

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:

Title:

Signature:

Date:

General Contractor

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:

Title:

Signature:

Date:

SWPPP APPENDICES

Attach the following documentation to the SWPPP:

Appendix A – Site Maps

Appendix B – NOI

Appendix C – Inspection Reports

Appendix D – Corrective Action Report

Appendix F – Training Logs and Certifications (see CGP 6)

Appendix G – Additional Information (i.e., Other permits such as dewatering, stream alteration, wetland; and out of date SWPPP documents)

Appendix H – BMP Instruction and Detail Specifications

Appendix I – Construction General Permit

Appendix A: Site Maps

Include any site maps in this appendix. For site map requirements review SWPPP section 2.5.

Appendix B: NOI

Include a copy of your SLCDPU NOI in this appendix. The NOI must be signed.

Appendix C: Inspection Reports

Place all completed inspection reports in this appendix. You may also put blank inspection reports here to be completed.

You are encouraged to create your own inspection forms for each site. Inspection reports must have the following information:

- 1) The inspection date.
- 2) The UPDES ID number (UTRXXXXX).
- 3) Name and title of personnel making the inspections.
- 4) Summary of inspection findings and any necessary corrective actions:
 - a. Are storm water controls properly installed and operational? If failed then why?
 - b. Presence of any conditions that could lead to spills or leaks.
 - c. Locations where new or modified controls are necessary.
 - d. Signs of visible erosion or sediment depositing related to your discharges.
 - e. Any incidents of noncompliance.
 - f. Visual quality of any discharges occurring.
- 5) Rainfall amount if the inspection was triggered by a precipitation event.
- 6) If it was unsafe to inspect any areas of the site, a description of the area and reason.

Appendix D: Corrective Action Report

An example corrective action report has been included in this appendix. Review SWPPP section 8.2 for corrective action requirements. You can also create your own form or include corrective actions on your inspection form.

Appendix D – *Sample* Corrective Action Report

Inspection Date	Inspector Name(s)	Description of BMP Deficiency	Corrective Action Needed (including planned date/responsible person)	Date Action Taken/Responsible person

Appendix F: Training Logs and Certifications (see CGP 6)

A sample training log has been included in this appendix to keep track of trainings that have been provided. At a minimum, storm water team members that require training should be provided with the following if it relates to their duties (CGP Part 6.3.):

- The permit deadlines associated with installation, maintenance, and removal of storm water controls and with stabilization;
- The location of all storm water controls on the site required by this permit and how they are to be maintained;
- The proper procedures to follow with respect to the permit's pollution prevention requirements; and
- When and how to conduct inspections, record applicable findings, and take corrective actions

Certifications for SWPPP inspectors or writers can also be placed in this appendix.

Appendix F – *Sample* SWPPP Training Log

Storm Water Pollution Prevention Training Log

Project Name: _____

Project Location: _____

Instructor's Name(s): _____

Instructor's Title(s): _____

Course Location: _____ Date: _____

Course Length (hours): _____

Storm Water Training Topic: *(check as appropriate)*

- ☐ Erosion Control BMPs ☐ Emergency Procedures
☐ Sediment Control BMPs ☐ Good Housekeeping BMPs
☐ Non-Storm Water BMPs

Specific Training Objective: _____

Attendee Roster: *(attach additional pages as necessary)*

No.	Name of Attendee	Company
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Appendix G: Additional Information

Use this appendix for additional information such as other permits (fugitive dust control, dewatering, stream alteration, etc.) or out of date SWPPP documents.

Appendix H: BMP Instruction and Detail Specifications

Use this appendix if complete BMP specifications are not provided in Section 5 or 6 of the SWPPP.

Appendix I: Construction General Permit*

***While no CGP coverage is required for Small Sites not meeting the UPDES permitting threshold, the project must adhere to requirements of the CGP permit so it is still necessary to include the UPDES Construction General Permit document**

If all storm water team members access the CGP via the internet while on site the following link to access the Construction General Permit is sufficient:

<http://construction.stormwater.utah.gov>

Otherwise, include a printed out copy of the Construction General Permit in this appendix.