

Schools Insurance Authority
Storm Water Monitoring Inspection and Sampling Checklist
2023/2024 Monitoring Year

District: _____

- All inspections and reports are to be submitted through SMARTS
- **Each** district to collect a semi-annual storm water sample (total of 2/year unless you have SFR or NEC)
- Non-storm water discharge inspections conducted **monthly** (12 total)
- Storm water discharge inspections conducted when storm water samples are collected (2 total)

	Date	Time	Initials	Notes/Observations
July				
August				
September				
October				
November				
December				
January				
February				
March				
April				
May				
June				

Sampling:

- Qualifying storm event (QSE) = produces discharge in at least one drainage area and is preceded by 48 hours with no discharge
- **Collect sample within 4 hours of start of discharge during normal work hours or start of facility operations if the QSE occurs within the previous 12-hour period**
- Upload storm water analytical reports within 30 days of receiving final report

	Date	Time	Field pH reading	Notes/Observations
July - December				
January - June				

Individual Annual Comprehensive Compliance Evaluation

____ Individual Annual Inspection submitted on SMARTS

2023/2024 Annual Report

____ Annual Report submitted on SMARTS

Reminders:

- (1) MONTHLY non-storm water observations – review BMPs and any non-storm water discharges
- (2) Semi-annual sampling – describe aspects of water discharges; measure pH in field using litmus test strip; record pH value
- (3) Individual annual evaluations are performed near the end of the storm water monitoring year