PART III
SELF-INSPECTION, RECORDKEEPING AND REPORTING

SECTION A: SELF-INSPECTION
Self-inspections are required during normal business hours in accordance with the table below. When adverse weather or site conditions would cause the safety of the inspection personnel to be jeopardized, the inspection may be delayed until the next business day on which it is safe to perform the inspection. In addition, when a storm event of equal to or greater than 1.0 inch occurs outside of normal business hours, the self-inspection shall be performed upon the commencement of the next business day. Any time when inspections were delayed shall be noted in the Inspection Record.

### Part III

**SECTION B: RECORDKEEPING**

1. **E&SC Plan Documentation**
   - The approved E&SC plan as well as any approved deviation shall be kept on the site. The approved E&SC plan must be kept up-to-date throughout the coverage under this permit. The following items pertaining to the E&SC Plan shall be documented in the manner described:
   - Identification of the measures inspected
   - Date and time of the inspection
   - Notes of the person performing the inspection
   - Indication of whether the measures were operating properly
   - Description of maintenance needs for the measure
   - Description, evidence, and date of corrective actions taken
   - Identification of the discharge outlets inspected
   - Date and time of the inspection
   - Notes of the person performing the inspection
   - Evidence of indicators of stormwater pollution such as washoff, floating contamination or decolorization
   - Indication of visible sediment leaving the site

2. **Additional Documentation**
   - In addition to the E&SC Plan documents above, the following items shall be kept on the site and available for agency inspectors at all times during normal business hours, unless the Division provides a site-specific exemption based on unique site conditions that make this requirement not practical:
   - This general permit as well as the certificate of coverage, after it is received.
   - Records of inspections made during the previous 30 days. The permittee shall record the required observations on the Inspection Record Form provided by the Division or a similar inspection form that includes all the required elements. Use of electronically available records in lieu of the required paper copies will be allowed if shown to provide equal access and utility as the hard-copy records.
   - All data used to complete the Notice of Intent and older inspection records shall be maintained for a period of three years after project completion and made available upon request. [40 CFR 122.41]

3. **Reporting Timeframes and Other Requirements**
   - After a permittee becomes aware of an occurrence that must be reported, he shall contact the appropriate Division regional office within the timeframes and in accordance with the other requirements listed below.

   Occurrence:
   - Visible sediment deposition in a stream or wetland
   - Oil spills if:
     - They are 25 gallons or more,
     - They are less than 25 gallons but cannot be cleaned up within 24 hours,
     - They cause sheen on surface waters (regardless of volume), or
     - They are within 100 feet of surface waters (regardless of volume).
   - Releases of hazardous substances in excess of reportable quantities under Section 311 of the Clean Water Act (Ref: 40 CFR 110.3 and 40 CFR 117.3) or Section 102 of CERCLA (Ref: 40 CFR 302.4) or G.S. 143-215.85
   - Anticipated bypasses and unanticipated bypasses
   - Noncompliance with the conditions of this permit that may endanger health or the environment.

   Reporting Timeframes (After Discovery) and Other Requirements:
   - Within 24 hours, an oral or electronic notification.
   - Within 7 calendar days, a report that contains a description of the sediment and actions taken to address the cause of the deposition.

   Division staff may waive the requirement for a written report on a case-by-case basis.

   1. The stream is named in the NC D020.05 Et as impaired for sediment-related causes, the permittee may be required to perform additional monitoring, inspections or apply more stringent practices if staff determine that additional requirements are needed to assure compliance with the federal or state impaired waters conditions.
   2. Within 24 hours, an oral or electronic notification. The notification shall include information about the date, time, nature, volume and location of the spill or release.
   3. A report at least ten days before the date of the bypass, if possible.
   4. Within 24 hours, an oral or electronic notification.
   5. Within 7 calendar days, a report that contains a description of the noncompliance, and its causes; the period of noncompliance, including exact dates and times, and if the noncompliance has not been corrected, the anticipated time noncompliance is expected to continue; and steps taken or planned to reduce, eliminate, and prevent noncompliance of the permit. [40 CFR 122.41(d)(6)]
   6. Division staff may waive the requirement for a written report on a case-by-case basis.