

## Public Inspection and Maintenance Checklist Catchbasin Inserts

Date: \_\_\_\_\_ Work Order # \_\_\_\_\_

Type of Inspection:     Storm         Weekly         Monthly         Annual

Facility: \_\_\_\_\_ Inspector(s): \_\_\_\_\_

Defect	Conditions When Maintenance Is Needed	Maintenance (1 or 2) <sup>†</sup>	Comments
<b>General</b>			
Sediment Accumulation*	When sediment forms a cap over the insert media of the insert and/or unit.		
Trash and Debris Accumulation*	Trash and debris accumulates on insert unit creating a blockage/restriction.		
Media Insert Not Removing Oil*	Effluent water from media insert has a visible sheen.		
Media Insert Water Saturated*	Catch basin insert is saturated with water and no longer has the capacity to absorb.		
Media Insert-Oil Saturated*	Media oil saturated due to petroleum spill that drains into catch basin.		
Media Insert Use Beyond Normal Product Life*	Media has been used beyond the typical average life of media insert product.		

<sup>†</sup> Maintenance: Enter 1 if maintenance is need and include WO#. Enter 2 if maintenance was performed same day.  
\*Indicates parameters that are tracked in Maximo.