EPA Region 6 Wetlands Protection Section

Pre-Inspection Checklist

And

Wetlands Enforcement Field Inspection Report Form

Version 01 (May 2, 2017)

WETLANDS ENFORCEMENT FIELD INSPECTION REPORT FORM: This form is to be completed in the field then placed into the case file. No changes shall be made to these notes unless clearly noted and dated on the form. A supplemental information page should be used for additional information obtained after the field inspection.

Pre-Inspection Planning Checklist

(Things to consider before going to the field)

1. **Destination(s):** _____

2. **Goal of Inspection:** _____

3. **Date(s) of Inspection/Field Work:** _____

4. **Health and Safety Plan:**

_____ Review weather forecast for major events/storms. Plan accordingly.
_____ Rain gear, cold weather gear, hat, or appropriate clothing as needed based on weather.
_____ Check In/Out plan (for solo inspections, if leaving vehicle): _____ has been notified of field event and will be contacted at start and end of each field excursion during this trip.
_____ Departure/Arrival notification (for long day or multi-day trips): _____ has been notified of trip schedule and will be contacted at start and end of each day of this trip.
_____ Location and phone number of nearest hospital: _____

_____ Known serious allergies of all travelers (bee stings, allergy attacks, seizure procedures, etc.)

Name	Allergy	Treatment

5. **Equipment Review:**

_____ Camera EPA sticker #: _____ (If GPS camera then ground truth per GPS procedure below)
_____ Ground Truth GPS device. Activate GPS and take Coords, compare with known location:

Location	Lat.	Long.
COOP Parking spot #1 (verified)	32.978052	-96.837745
Fountains @ EPA Fountain Place	32.785191	-96.802849
Pre-trip GPS Test Result		

(indicate on inspection form if GPS coordinates are estimated via computer)

_____ Vehicle check: fuel level, tire air pressure, lights,
_____ Hard hat, safety vest, eye protection, etc. if going to restricted areas
_____ Sunglasses
_____ Gloves
_____ Boots
_____ First Aid Kit
_____ Shovel and soil color chart
_____ Water (Adequate supply)

6. **Type of Field Work:** Enforcement Delineation Other: _____

7. **Other Pre-trip planning information**:

Date of Inspection Jan/10/2018
Case/File#_____

EPA Inspector(s) Raul Gutierrez
Statute: CWA 404

Others Present (List)

Name/Representing	Name/Representing
Jacqueline Farabee	USACE
Kelly Templet, Stephanie Zumo	LDNR
Matt Weigel	LDWF
Brighton Heard	RES (agent)

1. TYPE OF ENFORCEMENT INSPECTION
(check one in each column if Compliance Monitoring Action involved)

Initial Site Visit _____
Follow-up Site Visit_____
ATF Permit Compliance _____
Enforcement Compliance_____
Other MB- Compliance

Compliance Monitoring Reason:
Citizen complaint _____
Core program _____

2. SITE LOCATION / FACILITY:

Case Name: (discharger/Company/site) : Lake Long MB

Address/City/County/State 421 Lake Long Dr
Houma State LA Zip 70364

Lat.: 29.603 Long.: -90.604
(measured in field _____ estimated in office ✓). Datum_____.

Other Location info _____

3. ICIS REPORTING (circle one for each item)

Was a potential violation observed? (Y) N
Did you inform the facility of this violation during the inspection? (Y) N
Did the facility take any actions towards restoring the violation while you were there? Y (N)
Did you discuss general wetlands regulations with a representative of the project? (Y) N
Did you discuss project/site specific wetlands regulations with a representative of the project? (Y) N

4. DESCRIPTION OF UNAUTHORIZED WORK (Describe project here, attach sketch on page 3)

_____

_____

_____

_____

Work in Progress? _____ Date work started? _____

Approximate Amount of Fill _____

5. PHOTOS: Approximate location and perspective of each photo should be noted in field sketch (page 3) or marked on map and added as attachment to this report.

6. BRIEF DESCRIPTION OF WETLANDS

Description of Wetlands Impacted, including dominant plant species

_____

_____

_____

7. PARTY DOING WORK: _____

Address: _____

Phone: _____

Notes: _____

_____

_____

8. Other Notes: _____

_____

_____

_____

PROJECT/SITE SKETCH

Photo Log: (Note point and orientation of each photo in field sketch)

Subject/Direction	File Name/number (can be added at office)
1:_____	_____
2:_____	_____
3._____	_____
4:_____	_____
5:_____	_____
6._____	_____

Field Notes and sketches prepared by _____ (sign)
(If using map or aerial photo, note that above and attach to this report)

1. Additional Information: _____

_____ (land owner or authorized agent) hereby give permission for this inspection report to be posted online by EPA.