



**VISUAL MONITORING FORM**

Facility Name:		Sampler's Name:	
Facility Address:		MSGP Permit Number:	
		72 Hours Since last Qualifying Storm?	Yes No
		Measurable Discharge from outfall?	Yes No
<b>Outfall Number</b>			
Observation Time			
Est. Time from Onset of Discharge			
Discharge Type (rain, snow melt, ice melt)			
Sample Volume (ml)			
<b>SAMPLE DESCRIPTIONS</b>			
Enter a rating for each criterion from key below. In General Comment section (pg.2), include a description of corresponding criteria, including possible source(s) of observed contamination and any corrective actions for each outfall.			
<i>Record immediately after taking sample.</i>			
1. Odor			
2. Foam			
3. Oil Sheen			
<i>Allow sample to settle for ten (10) minutes then record the following:</i>			
4. Color			
5. Clarity			
6. Floating solid			
<i>Allow sample to settle for one hour (60 minutes) then record the following:</i>			
7. Settled solids			
8. Suspended solids			
<p><b>Signature of Responsible Official:</b> 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 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 fines and imprisonment for knowingly violating the law.</p>			
Name: _____		Date: _____	
Signature: _____		Date: _____	

<b>KEY</b>	
<b>1. Odor:</b> Yes or No	<b>5. Clarity:</b> clear, cloudy, very cloudy, opaque
<b>2. Foam:</b> none, moderate, high	<b>6. Floating solids:</b> none, slight (trace), moderate (<20%), high (>20%)
<b>3. Oil sheen:</b> Yes or No	<b>7. Settled solids:</b> Measure in milliliters
<b>4. Color:</b> None or describe	<b>8. Suspended solids:</b> Yes or No



**GENERAL COMMENTS FOR VISUAL MONITORING**

**Enter physical description of floating, settled, and suspended solids for each outfall sampled. Enter general comments on the condition and appearance of each outfall as well as any corrective actions needed or taken as indicated in the instructions.**

Outfall #1	
Outfall #2	
Outfall #3	
Outfall #4	
Outfall #5	
Outfall #6	



## INSTRUCTIONS FOR COMPLETING THE VISUAL MONITORING FORM

- A. Completely fill out all required information on the top of the visual monitoring form.
- B. Pour the sample into a 1 L clear polycarbonate Imhoff cone or 1000 ml graduated cylinder. Record the total sample volume measured in the cone or graduated cylinder to the nearest 10 milliliter.
- C. Sample Descriptions - Evaluate the sample for the following parameters according to the following instructions.
  1. **Odor:** Document whether or not the sample has any odor including, but not limited to, gasoline, diesel, oil, solvents (WD-40, other petroleum products, etc.), landfill, fishy, glycol, any other unusual odors not normally present in clean stormwater runoff from the area(s) sampled.
  2. **Foam:** Examine the sample for foam immediately after pouring it into the cone. Record foam results on the visual monitoring form using one of the descriptions listed below.
    - i. **None**-Most bubbles break down within ten (10) seconds of pouring; only a few large bubbles persist longer than ten (10) seconds.
    - ii. **Moderate**-Many small bubbles are present but these bubbles persist for less than two (minutes) after pouring.
    - iii. **High**-Many small bubbles are present and they persist longer than two (2) minutes after pouring.
  3. **Oil Sheen:** Record whether or not an oil sheen is present in the sample.

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Allow sample to settle for ten (10) minutes, then record the results on the visual monitoring form as they most closely match the descriptions listed below.

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4. **Color:** Record the best description of the sample color.
5. **Clarity:** Record sample clarity as it most closely matches one of the following descriptions:
  - i. **Clear**-Sample doesn't filter out any light, can be seen through regardless of color.
  - ii. **Cloudy**-Sample filters out some light; not clear but objects can still be identified when looking through the cone.
  - iii. **Very Cloudy**-Sample filters out most light; objects are indiscernible when looking through the cone.
  - iv. **Opaque**-Sample doesn't allow any light to pass through; objects cannot be seen when looking through the cone.



6. **Floating Solids:** Record amount of floating solids as it most closely matches the descriptions below. Provide a general description of the type of floating solids in the general comments section for each sample (wood chips, leaf debris, algae, etc).
- i. **None** - No floating solids present on the surface of the sample.
  - ii. **Slight** - Only a few floating particles observed on the surface of the sample.
  - iii. **Moderate** - Less than 20% of the surface of the sample is covered with floating solids.
  - iv. **High** - More than 20% of the surface of the sample is covered with floating solids.

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Allow sample to settle for one hour (60 minutes), then record the results on the visual monitoring form as they most closely match the descriptions listed below.

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7. **Settled Solids:** Document settled solids to the nearest milliliter. Describe the type of settled solids in the general comments (sand, decayed plant matter, rust particles, etc.).
8. **Suspended solids:** Record whether or not the sample contains suspended material. Describe the type of solids suspended below the sample surface in the general comments section.
- D. General Comments Section (Page 2) - Make sure you have described the type of floating, settled and suspended solids, algae (if any is present), odor, color, and any other characteristics noticed at the sampling location.
- \*If sample is *other than clear and odorless*, investigate and explain potential cause and corrective action, if required.
- \*Explain why *any sampling occurred more than 60 min.* from start of discharge at each outlet.
- E. File all visual monitoring forms with the on-site Stormwater Pollution Prevention Plan (SWPPP) each time visual monitoring is performed.
- F. Contact your regional stormwater inspector with any questions or to receive technical assistance.

Portland:	Alison Moody	207-615-8936
Augusta:	Stacia Hoover	207-592-6726
Bangor:	Elias Pantaz	207-458-3627
Presque Isle:	Sean Bernard	207-554-9547