

Section I General Information

You must complete Section A of the CAR Form within 24 hours of discovering the condition that triggered corrective action.

Date/Time Problem First Discovered

Specify the date and time when the triggering condition was first discovered.

Name/Contact Information

Provide the individual's name, title, and contact information as directed in the form.

Section II.A Corrective Action Triggering Conditions

You must complete the Corrective Action Report Form no later than 7 calendar days after discovering the condition that triggered corrective action.

Site Condition That Triggered Corrective Action

Under the CGP, corrective action is required when one of 5 triggering conditions occurs at your site. See CGP Part 5.1. Check the box that corresponds to the condition that triggered this corrective action.

Description of the Site Condition

Provide a summary description of the condition you found that triggered corrective action under CGP Part 5.1 and the specific location where it was found. Be as specific as possible about the location; it is recommended that you refer to a precise point on your site map. If you have already provided this explanation in an inspection report, you can refer to that report.

Deadline for Completing a Corrective Action

This deadline is fixed in CGP Part 5.2. For all projects, the deadline is either:

- (1) No more than 7 calendar days after the date you discovered the problem; or
- (2) If it is infeasible to complete work within the first 7 calendar days, as soon as practicable following the 7th day.

If your estimated date of completion falls after the 7 calendar day deadline consistent with (2), above, explain:

- (a) Why you believe it is infeasible to complete work within 7 calendar days; and
- (b) The schedule for installing and making the new or modified stormwater control operational in the soonest practicable timeframe.

Section II.B Stormwater Control Modifications to be Implemented

Provide a list of changes (i.e., modifications and / or replacements) you plan to make to your control measures to correct the problem, and record either the actual date you completed the work or the planned date. Keep in mind that your work must be completed within the timeline that you specified in Section II.A for the completion of corrective action work. Refer to Part 5.2 for Corrective Action deadlines and Part 6.4(2)(a) for conditions requiring a SWPPP modification. Keep in mind that SWPPP changes must be made within 7 calendar days of completing the corrective action work.

Space is provided for you to include additional notes or observations regarding the changes that you implemented at your site to correct the problem.

Section III Signature/Certification

For each corrective action taken in accordance with this Part, the operator shall document the details of the corrective action in the inspection report required by Part 4.4. These reports shall be signed in accordance with the signatory requirements in Appendix B, Subsection 9 and maintained with the SWPPP in accordance with the record keeping requirements in Part 8.2 of the permit.



2020 Construction General Permit (CGP) Corrective Action Report Form

Section I. General Information

(Complete this section within 24 hours of discovering the condition that triggered corrective action)

Name of Project	CGP Authorization No.	AZCN _____	Authorization Date
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Date/ Time Problem First Discovered	Today's Date
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Name and Contact Information of Individual Completing this Form	Name: _____
	Contact information: _____

Section II.A. Corrective Action Triggering Conditions

(Complete this section within 24 hours of discovering the condition that triggered corrective action)

What site conditions triggered the requirement to conduct corrective action? *(Check the box that applies)*

- A necessary control measure was never installed, was installed incorrectly, or was not installed in accordance with the requirements in Part 3.2; or
- A stormwater control needs to be repaired or replaced (beyond routine maintenance required under Part 3.2); or
- One of the prohibited discharges in Part 1.4 is occurring or has occurred; or
- ADEQ or USEPA determines that revisions to the control measures are necessary to meet the requirements of Part 3; or
- A discharge is causing an exceedance of an applicable surface water quality standard.

Provide a description of the problem: *(Provide description of the specific problem that triggered the need for corrective action, and the specific location where it was found. If you have already provided this explanation in an inspection report, you can refer to that report.)*

Deadline for completing corrective action:

- Work will be completed no more than 7 calendar days after the date the problem was discovered (enter date): ____ / ____ / ____
- It is infeasible to complete work within the first 7 days, therefore, the work will be completed as soon as practicable following the 7th day (enter date): ____ / ____ / ____

If the estimated date of completion falls after the 7-day deadline, document the following: (1) The reason it is infeasible to complete work within 7 days, and (2) The schedule for installing and making the new or modified stormwater control operational in the soonest practicable timeframe.

NOTE: Any corrective actions that result in changes to any of the stormwater controls or procedures shall be documented in the SWPPP within 7 calendar days of completing the corrective action work.

Section II.B. – Stormwater Control Modifications to be Implemented [\[Print additional sheets as necessary\]](#)

List of stormwater control(s) to be modified or replaced to correct the condition that required the Corrective Action	Date of Completion	SWPPP Update Necessary? If yes, specify date SWPPP modified	Notes and observations
1.		<input type="checkbox"/> Yes <input type="checkbox"/> No	
2.		<input type="checkbox"/> Yes <input type="checkbox"/> No	
3.		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section III. – Certification and Signature by Permittee (permittee / operator or a duly authorized representative is required to sign)

Check the following as appropriate:

- The operator has retained a copy of the inspection report documenting the corrective action(s) on-site with the SWPPP as required in Part 6.4.
- One or more outfalls is/are located within 1/4 miles upstream of an impaired or OAW and the operator shall submit a corrective action report to ADEQ, within 30 calendar days (from the date of the incident), in accordance with Part 8.1. in accordance with Parts 1.5(3) and 1.5(4).

“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 the 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 fine and imprisonment for knowing violations.”

Signature of Permittee or
“Duly Authorized Representative”: _____ Title: _____

Printed Name: _____ Date: _____

Business / Agency: _____ Phone number: _____