

DOT&PF Instructions

SWPPP Amendment Log (Form 25D-114)

This form is filled out and **signed** by an individual who has a current AK-CESCL, or equivalent, certification. It could be a Contractor's AK-CESCL or a Department AK-CESCL. A type-written name is not sufficient for the Amendment Authorized by "*space on the log*". The Amendments must be approved by the Project Engineer. This approval must be documented in the "*PE's Initials column*" by the Project Engineer. The SWPPP must be amended to keep up with the progress and changes of the project. Amendments and revisions of the SWPPP are different words for the same thing.

The plan sheets and narrative of the SWPPP may be amended by:

- handwritten changes
- drawing revisions
- typed text changes

Number, date, and initial every amendment where it appears in the SWPPP; the number and date should correspond with the number and date on the log.

Corrective Action vs. SWPPP Amendment

To determine if a corrective action also requires a SWPPP Amendment, ask yourself whether the action is different from the SWPPP. For example, if the SWPPP states that a sediment basin will be cleaned of accumulated sediment when it reaches 50% of its capacity and you note on your inspection report that it is ready for clean-out, the corrective action is consistent with the SWPPP and no amendment is needed. As another example, if a BMP needs to be changed because it is ineffective or failed to operate as designed, then that corrective action would need a SWPPP amendment, since it is going to deviate from the SWPPP. If a new BMP that wasn't in the SWPPP is added, it requires a SWPPP amendment. If a BMP that was in the SWPPP is deleted because it is determined not necessary, it requires a SWPPP amendment. However, if you remove a BMP from the field because it is no longer needed (reached final stabilization), no amendment is required.

Cross-referencing Amendments and Corrective Actions

When a corrective action also requires an amendment, add the Corrective Action number to the Amendment Log.



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

SWPPP AMENDMENT LOG PAGE 1

AKSAS Number: 12345

Project Name: Example Project

All amendments must be approved by the Engineer per 641.3.03, therefore the Project Engineer's approval of each amendment must be documented. Detailed instructions for completing this form can be found on the Alaska Construction Forms website:
http://dot.alaska.gov/stwddes/dcsconst/pop_constforms.shtml

Amendment Number	Description of the Amendment and Related Corrective Action Number (if applicable)	Page or Sheet Number	Date of Amendment	Amendment Authorized by (Sign Full Name)	PE Initials
1	Added Contractor NOI	Title Page & Appendix F	6/1/17	Pat Hayden	AW
2	Added DOT&PF NOI	Title Page & Appendix F	6/1/17	Pat Hayden	AW
3	Added Dewatering NOI	Appendix F	6/1/17	Pat Hayden	AW
4	Added Dewatering Plan	Appendix D	6/1/17	Pat Hayden	AW
5	Added General Permit for Excavation Dewatering	Appendix D	6/1/17	Pat Hayden	AW
6	Added Avery West's updated AK-CESCL info	Appendix E	6/1/17	Pat Hayden	AW
7	Change Project Engineer to Frances Kendall	page 10	6/5/17	Pat Hayden	FK
8	Added F. Kendall's AK-CESCL info	Appendix E	6/5/17	Pat Hayden	FK
9	Added RECP BMP spec sheet	Appendix B	7/10/17	Pat Hayden	FK
10	Added Reduced Frequency Inspection Schedule Memo	Appendix E & p.22	10/1/17	Pat Hayden	FK
11	Added Winter Shut Down Letter	Appendix E & p.22	11/20/17	Pat Hayden	FK