

**Manholes are considered confined spaces and department staff are not to enter them. DO NOT ENTER ANY CONFINED SPACE FOR ANY REASON!**

Cameras and flashlights can go in, but staff are prohibited from entering manholes.

### Manhole Visual Inspection Checklist

The primary purpose of this checklist is to evaluate a community's sanitary sewer system to determine if proper operation and maintenance is being performed and whether there are sanitary sewer overflows (SSOs) that are occurring (whether reported or not). During an SSO inspection, the inspector should attempt to observe at least five manholes per community. The goal should be to observe a sample of the different types and ages of manholes. For example, can you observe one or more manholes that previously overflowed, one of the oldest manholes, one of the deepest, one near a receiving stream, one at a location low in the collection-system watershed, one brick, one concrete, etc. Do not forget to take a picture of the cover and the inside.

Inspection Date: \_\_\_\_\_ Weather: \_\_\_\_\_

Manhole No.: \_\_\_\_\_

Location: \_\_\_\_\_

Sewershed: \_\_\_\_\_

GPS coor.: \_\_\_\_\_

Downstream manhole no.: \_\_\_\_\_

Distance to next manhole: \_\_\_\_\_

Depth to channel invert: \_\_\_\_\_

Material: Brick, Precast, Block Masonry,  
Cast-in-Place Concrete, Coated, Other: \_\_\_\_\_

Cover diameter: \_\_\_\_\_

Approx. dist. to stream: \_\_\_\_\_

Surrounding area: Pavement, Lawn, Field,  
Wooded, Gravel, Other: \_\_\_\_\_

**Pipe Data**

	Diameter	Material	Depth from rim	Lined?	Condition of seal?
Outlet					
Inlet 1					
Inlet 2					
Inlet 3					
Inlet 4					

Is there any evidence of a recent overflow? \_\_\_\_\_

Utility lines running through the manhole? \_\_\_\_\_

Is the cover below ground level? \_\_\_\_\_

Subject to stream flooding? Unlikely, occasionally, frequent.

Subject to ponding? Unlikely, occasionally, frequent.

Depth (inches) \_\_\_\_\_ Area (sq.ft.) \_\_\_\_\_

Holes in manhole cover? \_\_\_\_\_

Are solids accumulating?  
on bench \_\_\_\_, on steps \_\_\_\_, or in channel \_\_\_\_

Cover misaligned? \_\_\_\_\_

Is there staining indicating I&I? \_\_\_\_\_ Is there Grease or solids buildup? \_\_\_\_\_

Odor? \_\_\_\_\_ Rooting? \_\_\_\_\_ Flow observation (slow/backed up)? \_\_\_\_\_

Discuss the structural integrity:

(e.g. bricks falling in, cracks/pitting in concrete, corrosion, joint seals)

Other Miscellaneous Problems:

*Draw the inlet/outlet pipes, etc.*

