The District may choose to keep a paper version of the SWP3 Binder or may develop electronically stored SWP3 Binders. The electronic SWP3 Binder can created as a single traditional PDF document or can be organized such that it follows an electronic file structure. Either way is acceptable so long as all required attachments are included in the SWP3 Binder.

The following example is a suggested format and file naming convention for organizing the contents of the binder into a series of folders.

**All content identified in the word version of the SWP3 Binder Template must be in the electronic folder to be considered compliant with the requirements of the Construction General Permit – including copies any the standard memos or language and a copy of the CGP**.

Key:  = Folder = File

Click on the arrows to interact with the file structure.

# Open folder outlineSection 1\_Plan Sheets

## Open folder outline 1.1 SWP3 Summary Sheets

1.1\_SWP3 Summary Sheets\_123-45-6789.pdf

## Open folder outline1.2 Location Map & Layouts

1.2\_Location Map\_123-45-6789.pdf

1.2\_Environmental Mark Up Sheets\_123-45-6789.pdf

## Open folder outline1.3 Sed Basin Cals

1.3\_Sediment Basin/Trap Cover Sheet.pdf

1.3\_Sediment Basin/Trap Calcs.pdf

1.3\_Sediment Basin/Trap Design.pdf

# Open folder outlineSection 2\_SWP3 Binder Attachments

## Open folder outline2.1 TxDOT CSN NOI NOC NOT

2.1\_TxDOT CSN\_123-45-6789.pdf

2.1\_TxDOT NOI\_123-45-6789.pdf

2.1\_TxDOT NOC\_123-45-6789.pdf

2.1\_TxDOT NOT\_123-45-6789.pdf

## Open folder outline2.2 Contractor CSN NOI NOC NOT

2.2\_Contractor CSN\_123-45-6789.pdf

2.2\_Contractor NOI\_123-45-6789.pdf

2.2\_Contractor NOC\_123-45-6789.pdf

2.3\_Contractor NOT\_123-45-6789.pdf

## Open folder outline2.3 TxDOT MS4 Notification

2.3\_TxDOT MS4 Notification List (from Word Template)\_123-45-6789.pdf

2.3\_TxDOT MS4 Notification Transmittal Letter\_123-45-6789.pdf

## Open folder outline2.4 Contractor MS4 Notification

2.4\_Contractor MS4 Notification List (from Word Template)\_123-45-6789.pdf

2.4\_Contractor MS4 Notification Proof\_123-45-6789.pdf

## Open folder outline2.5 Inspection Records

### Open folder outline2.5\_Form 2118 Year 1\_123-45-6789.pdf

2.5\_Weekly Inspection Date\_123-45-6789.pdf

2.5\_Weekly Inspection Date\_123-45-6789.pdf

2.5\_Weekly Inspection Date\_123-45-6789.pdf

### Open folder outline2.5\_Form 2118 Year 2\_123-45-6789.pdf

2.5\_Weekly Inspection Date\_123-45-6789.pdf

2.5\_Weekly Inspection Date\_123-45-6789.pdf

2.5\_Weekly Inspection Date\_123-45-6789.pdf

## Open folder outline2.5b Dewatering Inspection Records

### Open folder outline2.5b\_Form XXXX Event 1\_123-45-6789.pdf

2.5b\_Contractor Dewatering Plan\_Date\_123-45-6789.pdf

2.5b\_Daily Inspection Date\_123-45-6789.pdf

2.5b\_Daily Inspection Date\_123-45-6789.pdf

### Open folder outline2.5\_Form XXXX Event 2\_123-45-6789.pdf

2.5b\_Contractor Dewatering Plan\_Date\_123-45-6789.pdf

2.5b\_Daily Inspection Date\_123-45-6789.pdf

## Open folder outline2.6 Inspector Qualifications

2.6\_Inspector 1\_123-45-6789.pdf

2.6\_Inspector 2\_123-45-6789.pdf

2.6\_Inspector 3\_123-45-6789.pdf

## Paper outline2.7 Delegation of Signature Authority Memo\_123-45-6789

## Paper outline2.8 SWP3 Revisions Log\_123-45-6789

## Open folder outline2.9 TxDOT Federal, State, and Local Compliance Documentation

2.9\_Cover Sheet (from Word Template)\_123-45-6789.pdf

2.9\_EPIC Sheet\_123-45-6789.pdf

2.9\_Permit 1\_123-45-6789.pdf

2.9\_Permit 2\_123-45-6789.pdf

## Open folder outline2.10 Contractor Federal, State, and Local Compliance Documentation

2.10\_Cover Sheet (from Word Template)\_123-45-6789.pdf

2.10\_PSL Diagram\_123-45-6789.pdf

2.10\_Batch Plant Permit\_123-45-6789.pdf

## Paper outline2.11 Part III.A.1.c. Shared SWP3 Statement\_123-45-6789

## Paper outline2.12\_Copy of CGP\_123-45-6789