**CHECKLIST 15: Sediment retention pond**

<table>
<thead>
<tr>
<th>Contractor:</th>
<th>Date:</th>
<th>Consent number:</th>
<th>Site:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Construction checklist**  
Check back to ‘Sediment retention pond’ section for full information. Also see the Figures over the page.

- Yes ✓  
- No ✗  
(Add comments to explain)

Sediment control is implemented downslope of the proposed sediment retention pond

- Areas are cleared of proposed fill or topsoil or other suitable material down to competent material
- Only approved fill material is used
- Fill is placed and compacted in layers to the engineering recommendations, and appropriate testing has confirmed compliance
- Fill embankment is constructed 10% higher than the design height to allow for settlement
- Pipework and anti-seep collars or filter collars were installed during the embankment build, with good compaction around pipes
- The emergency spillway is constructed as per the Construction and operation instructions in 5.1 [link to Construction and operation in 5.1]
- A level spreader is installed and stabilised
- The decant and pulley system is securely attached to the horizontal pipework, with all connections watertight. Manhole risers have been placed on a firm foundation of concrete or compacted soil
- Inlets and outlets are protected with fabric
- Baffles are installed across the pond width at the dead water level. Baffles are made of porous open mesh cloth
- There is an all-weather access track for maintenance
- All elevations are checked and any inaccuracies fixed
**CHECKLIST 15**

**FIGURES:**

- Schematic of a sediment retention pond
- Sediment retention pond cross section

---

**Internal and external batters and the emergency spillway are stabilised as per the approved ESC plan**

**At the end of construction, an as-built assessment is done and any discrepancies with the design rectified**

**Inspection and maintenance checks are done, recorded and dated, along with any comments**

Note: this is an on-site, self-check list for contractors to use. Keep your completed checklists to show Compliance Officers your set up, monitoring and maintenance, if requested.

**Signature:**

---

**Sediment retention pond**

- Use a rope and pulley system to lift decants out of water in the event of having to pump or drain water to the pond. Decants must be lowered once settling has occurred.
- Lined emergency spillway
- Primary spillway
- Level spreader full width of inlet end, batter into pond to be stabilised with soft matting geotextile
- Anti-seep collars
- Live storage 70% volume
- Dead storage 30% volume
- Lined inlet batter
- Forebay
- Rip rap
- Lined emergency spillway
- Decant
- Primary spillway
- Live storage 70% volume
- Total storage (pond volume)
- Dead storage 30% volume
- Lined inlet batter
- Forebay

---

**CHECKLIST 15**

**FIGURES:**

- Schematic of a sediment retention pond
- Sediment retention pond cross section