

Pollutant and Source Inventory

Building Name: _____ Address: _____

Completed by: _____ Date: _____ File Number: _____

Using the list of potential source categories below, record any indications of contamination or suspected pollutants that may require further investigation or treatment. Sources of contamination may be constant or intermittent or may be linked to single, unrepeatable events. For intermittent sources, try to indicate the time of peak activity or contaminant production, including correlations with weather (e.g., wind direction).

Sections 2, 4 and 6 discuss pollutant sources. Appendix A provides guidance on common measurements.

Source Category	Checked	Needs Attention	Location	Comments
SOURCES OUTSIDE BUILDING				
Contaminated Ambient Air				
Pollen, dust				
Industrial contaminants				
General vehicular contaminants				
Emissions from Nearby Sources				
Vehicle exhaust (parking areas, loading docks, roads)				
Dumpsters				
Re-entrained exhaust				
Debris near outside air intake				
Soil Gas				
Radon				
Leaking underground tanks				
Sewage smells				
Pesticides				

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Source Category	Checked	Needs Attention	Location	Comments
Moisture or Standing Water				
Rooftop				
Crawlspace				
EQUIPMENT				
HVAC System Equipment				
Combustion gases				
Dust, dirt, or microbial growth in ducts				
Microbial growth in drip pans, chillers, humidifiers				
Leaks of treated boiler water				
Non HVAC System Equipment				
Office equipment				
Supplies for equipment				
Labratory equipment				

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Source Category	Checked	Needs Attention	Location	Comments
HUMAN ACTIVITIES				
Personal Activities				
Smoking				
Cosmetics (odors)				
Housekeeping Activities				
Cleaning materials				
Cleaning procedures (e.g., dust from sweeping, vacuuming)				
Stored supplies				
Stored refuse				
Maintenance Activities				
Use of materials with volatile compounds (e.g., paint, caulk, adhesives)				
Stored supplies with volatile compounds				
Use of pesticides				

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Source Category	Checked	Needs Attention	Location	Comments
BUILDING COMPONENTS/FURNISHINGS				
Locations Associated with Dust or Fibers				
Dust-catching area (e.g., open shelving)				
Deteriorated furnishings				
Asbestos-containing materials				
Unsanitary Conditions/Water Damage				
Microbial growth in or on soiled or water-damaged furnishings				

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Source	Category	Checked	Needs Attention	Location	Comments
Chemicals Released From Building Components or Furnishings					
Volatile compounds					
OTHER SOURCES					
Accidental Events					
Spills (e.g., water, chemicals, beverages)					
Water leaks or flooding					
Fire damage					

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Source Category	Checked	Needs Attention	Location	Comments
Special Use/Mixed Use Areas				
Smoking lounges				
Food preparation areas				
Underground or attached parking garages				
Laboratories				
Print shops, art rooms				
Exercise rooms				
Beauty salons				
Redecorating/Repair/Remodeling				
Emissions from new furnishings				
Dust, fibers from demolition				
Odors, volatile compounds				

