

## Dam Inspection Report Forms

**Kimberly Feldkamp, Water Structures, Division of Water Resources, Kansas Department of Agriculture.** Kansas Dam Safety Conference, 15 February 2012, Topeka, KS

Each dam safety inspection report required by K.S.A. 82a-303b and amendments documents an engineer's observations made during the inspection and includes the engineer's opinion of the dam condition. Submitting the report is in compliance with regulation K.A.R. 5-40-90 requirements.

Kimberly Feldkamp who manages the dam safety program at Division of Water Resources said staff have been reviewing dam safety inspections and prepared a checklist for engineers to ensure they are submitting required information. The checklist, [Dam Safety Inspection Report Requirements and Guidelines](#) is not required by regulation, but is recommended by the Chief Engineer as a report supplement.

"Because items have been missing from reports, we made this form to help engineers have a checklist to submit with reports," Feldkamp said. "It helps us review inspection reports quicker and makes sure all is submitted as by K.A.R. 5-40-90. If certain items are not in the report, we could reject the report and send back to for corrections."

Feldkamp said that while regulations do not require email addresses, she suggests including the email address of the submitting engineer for quicker responses in communications. Including email addresses for dam owners is advised, too,

so when owners are sent emails, engineers can be copied the same information pertaining to dams. In addition, although dam owner information is stored in DWR databases, ownership changes and other factors can make it difficult to verify and contact owners, so owner contact information inclusion in a report is recommended for accurate communication.

Take care with the third section, she said, with special attention to hazard classification. "Hazard class is what we have identified it as. It's also what you think. Expand upon your hazard classification identification and on what you based your conclusion. For example, if two homes are identified as reasons for the hazard classification, you could restate both homes are still there with no further developments, and expand on that. Or you might disagree with the classification and explain why."

Check boxes on the form that apply. For example, three spillways are indicated on the form; however, depending on the dam, it may have only one. Add information such as water level at the time of inspection and other relevant findings, Feldkamp said. Or if there aren't any drains, identify that. If there are, tell how many, where they are located, any discharge, color of discharge, and other relevant information.

Is there a drawdown valve? Often, engineers fail to mention if one is there and whether it is operable or has deficiencies. Note, too, whether the dam needs an emergency action plan. If it has one, which is required for significant and high hazard dams, indicate the last time it was updated.

The appendix, which is required by regulations, should contain deficiencies, hazard location map and identification as well as other needed items.