

Annual Facility Inspection Checklist

This inspection record must be completed each year. If any response requires further elaboration, provide comments in the *Description & Comments* space provided. Further description and comments, if necessary, must be provided on a separate sheet of paper and attached to this sheet. ****Any items that received "yes" as an answer must be described and addressed immediately.***

	*Y	N	Description & Comments
<i>Storage tanks:</i>			
<i>Tank #1 - 3000 gallon AST (between Voc Ed and Boiler buildings)</i>			
Tank surfaces show signs of leakage			
Tanks are damaged, rusted or deteriorated			
Bolts, rivets, or seams are damaged			
Tank supports are deteriorated or buckled			
Tank foundations have eroded or settled			
Level gauges or alarms are inoperative			
Vents are obstructed			
Water/product in interstice of double wall tank			
<i>Tank #2 - 8,000 gallon AST (between School and Boiler buildings)</i>			
Tank surfaces show signs of leakage			
Tanks are damaged, rusted or deteriorated			
Bolts, rivets, or seams are damaged			
Tank supports are deteriorated or buckled			
Tank foundations have eroded or settled			
Level gauges or alarms are inoperative			
Vents are obstructed			
Water/product in interstice of double wall tank			
<i>Tank #3 - 6,000 gallon AST (between School and Boiler buildings)</i>			
Tank surfaces show signs of leakage			
Tanks are damaged, rusted or deteriorated			
Bolts, rivets, or seams are damaged			
Tank supports are deteriorated or buckled			
Tank foundations have eroded or settled			
Level gauges or alarms are inoperative			
Vents are obstructed			
Water/product in interstice of double wall tank			

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	*Y	N	Description &Comments
<i>Tank #4 - 550 gallon Fire Guard AST (adjacent to Bus Barn)</i>			
Tank surfaces show signs of leakage			
Tanks are damaged, rusted or deteriorated			
Bolts, rivets, or seams are damaged			
Tank supports are deteriorated or buckled			
Tank foundations have eroded or settled			
Level gauges or alarms are inoperative.			
Vents are obstructed			
Water/product in interstice of double wall tank			
<i>Tank #5 - 1000 gallon AST intermediate tank (adjacent to Washeteria)</i>			
Tank surfaces show signs of leakage			
Tanks are damaged, rusted or deteriorated			
Bolts, rivets, or seams are damaged			
Tank supports are deteriorated or buckled			
Tank foundations have eroded or settled			
Level gauges or alarms are inoperative			
Vents are obstructed			
Water/product in interstice of double wall tank			
<u>Piping:</u>			
Valve seals, gaskets, or other appurtenances are leaking			
Pipelines or supports are damaged or deteriorated			
Joints, valves and other appurtenances are leaking			
Buried piping is exposed			
<u>Loading/unloading and transfer equipment:</u>			
Tank containment box is damaged			
Soil around tank containment box is discolored			
Connections are not capped or blind flanged			

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	*Y	N	Description &Comments
<u>Security</u>			
Fencing, gates, or lighting is non-functional			
Pumps and vales are locked if not in use			
Response Equipment			
Response equipment inventory is complete			

Annual reminders:

- Hold SPCC Briefing for all oil handling personnel (and update briefing log in the Plan):
- Check contact information for key employees and response/clean up contractor contact information. If not correct, update in the Plan as needed.

Additional Remarks:

Date: _____

Signature: _____