

Annual Facility Inspection Checklist

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

Item	*Y	N	Description and Comments
Storage Tanks:			
Tank #1 (8,000 gallon fuel storage tank)			
Tank Surfaces show signs of leakage		x	
Tanks are damaged, rusted or deteriorated	x		mild rust - needs paint
Bolts, rivets, or seams are damaged		x	
Tank supports are deteriorated or buckled		x	
Tank foundations have eroded or settled		+	
Level gauges or alarms are inoperative	x		Clock gauge inop
Vents are obstructed	x		Does not have a vent: Only EmerVent in interstice
Water/product in interstice of double walled tank	x		4" fuel in interstice
Tank #2 (6,000 gallon fuel storage tank)			
Tank Surfaces show signs of leakage		x	
Tanks are damaged, rusted or deteriorated	x		mild rust - needs paint
Bolts, rivets, or seams are damaged		x	
Tank supports are deteriorated or buckled		x	
Tank foundations have eroded or settled		x	
Level gauges or alarms are inoperative	x		Clock gauge inop
Vents are obstructed		x	Does not have interstitial space vent
Water/product in interstice of double walled tank		UNK	Unable to inspect interstitial area - No monitor/vent
Tank #3 (3,000 gallon fuel storage tank)			
Tank Surfaces show signs of leakage	x		3" Tank drain Seeping, Anti Siphon Valve Seeping (tighten)
Tanks are damaged, rusted or deteriorated	x		
Bolts, rivets, or seams are damaged		x	
Tank supports are deteriorated or buckled		x	
Tank foundations have eroded or settled		x	
Level gauges or alarms are inoperative		UNK	No clock gauge/level gauge
Vents are obstructed		x	interstice EmerVent retaining bolt broken
Water/product in interstice of double walled tank		UNK	unable to inspect - No monitor/vent.



^{5,000} Tank #4 (1,000 gallon fuel storage tank located next to water building)			
Tank surfaces show signs of leakage		X	
Tanks are damaged, rusted or deteriorated		X	
Bolts, rivets, or seams are damaged		X	
Tank supports are deteriorated or buckled		X	
Tank foundations have eroded or settled		X	
Level gauges or alarms are inoperative		X	
Vents are obstructed		X	interstice does not have vent
Water/product in interstice of double walled tank		X	
Tank #5 (1,000 gallon fuel storage tank located next to bus garage)			
Tank surfaces show signs of leakage	X	X	Shutoff Valve, Anti-Siphon Valve Seeping - Re-Sealed. Filters are leaking!
Tanks are damaged, rusted or deteriorated	X		Minor rust - needs paint
Bolts, rivets, or seams are damaged		X	
Tank supports are deteriorated or buckled		X	
Tank foundations have eroded or settled		X	
Level gauges or alarms are inoperative		X	Clock gauge cable frayed - ready to break
Vents are obstructed		X	
Water/product in interstice of double walled tank		X	No interstice vent
⁶⁰ Tank #6 (50 gallon day tank located in boiler room)			
Tank surfaces show signs of leakage		X	inlet Gauges Leak - need replace
Tanks are damaged, rusted or deteriorated		Y	
Bolts, rivets, or seams are damaged		Y	
Tank supports are deteriorated or buckled		Y	
Tank foundations have eroded or settled		Y	
Level gauges or alarms are inoperative		X	
Vents are obstructed		Y	
Water/product in interstice of double walled tank		Y	
⁶⁰ Tank #7 (50 gallon day tank located in sprinkler building Water Plant)			
Tank surfaces show signs of leakage		X	
Tanks are damaged, rusted or deteriorated		X	
Bolts, rivets, or seams are damaged		X	
Tank supports are deteriorated or buckled		X	
Tank foundations have eroded or settled		X	
Level gauges or alarms are inoperative		X	
Vents are obstructed		X	
Water/product in interstice of double walled tank		Y	



Other System Components		
<u>Piping:</u>		
Valve seals, gaskets or other appurtenances are leaking	x	See Discrepancy Report
Pipelines or supports are damaged or deteriorated	x	Mild Rust Reprint - Remove Vegetation
Joints, valves and other appurtenances are leaking	x	See Discrepancy Report
Buried piping is exposed		x
<u>Loading/unloading and transfer equipment:</u>		
Tank containment box is damaged		x
Soil around tank containment box is discolored		x
Connections are not capped or blank flanged		x
<u>Security:</u>		
Fencing, gates, or lighting is non-functional	x	New 5,000 gallon tank @ waterplant needs fence complete
Pumps and valves are locked if not in use		x
Response equipment	x	outside - not in a facility
Response equipment inventory is complete	x	

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 Plan as needed.

Additional Remarks:

See Facility Discrepancy Report for Complete list of Findings.

Date: *14 June 2021*

Signature: *[Signature]*
 Michael Clarke

