

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) $\frac{1}{2}$" H₂O			
Tank Surfaces show signs of leakage		X	
Tanks are damaged, rusted or deteriorated	X		Paint flaking, some rust
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		No level alarm, Gauge is broken/inop
Vents are obstructed	X		There is no Primary vent installed
Water/product in interstice of double walled tank	X		41" Product in interstice
Tank #2 (6,000 gallon fuel storage tank) 1" H₂O			
Tank Surfaces show signs of leakage		X	
Tanks are damaged, rusted or deteriorated	X		Paint flaking, some rust
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		Level alarm and clock gauge broken/inop
Vents are obstructed		X	
Water/product in interstice of double walled tank			Unable to inspect - No Monitor Port
Tank #3 (3,000 gallon fuel storage tank) $\frac{1}{2}$" H₂O			
Tank Surfaces show signs of leakage	X		Fuel Seeping from Vent - Overfilled.
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		No Gauge & Alarm is broken
Vents are obstructed		X	
Water/product in interstice of double walled tank			Uninspectable - No Monitor Port.



Tank #4 (5,000 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
Water/product in interstice of double walled tank		x
Tank #5 (1,000 gallon fuel storage tank located next to bus garage) $\frac{1}{2}$" H₂O		
Tank surfaces show signs of leakage		x
Tanks are damaged, rusted or deteriorated	x	Paint missing, some rust
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		x
Tank #6 (60 gallon day tank located in boiler room)		
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		x
Tank #7 (60 gallon day tank located in sprinkler 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
Water/product in interstice of double walled tank		x



Other System Components			
Piping:			
Valve seals, gaskets or other appurtenances are leaking		X	
Pipelines or supports are damaged or deteriorated		X	
Joints, valves and other appurtenances are leaking	X		See 'Additional Remarks' for details
Buried piping is exposed		X	
Loading/unloading and transfer equipment:			
Tank containment box is damaged		X	
Soil around tank containment box is discolored		X	
Connections are not capped or blank flanged		X	
Security:			
Fencing, gates, or lighting is non-functional	X		fence around 6k & 8k Tanks taken down
Pumps and valves are locked if not in use		X	Several valves left open (Normal-Closed)
Response equipment	X		
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:

* 3K TANK IS OVER-FILLED: 75" fuel in a 76" Tank. Recommend transfer to ator below 90% to allow room for thermal expansion = Leaking from E-vent threads

* Another NEW 5k tank added: Vent good, gauge/alarms good, no leaks, no settling.

- 8k Tank Anti-Siphon valve Seeping: Tightened 21 June - Monitor

- Water Bldg Day Tank - Union on "IN" Side of upper Solenoid valve leaking tightened union - Monitor.

- 5k Tank @ Water Bldg - fill alarm was plugged and vent was removed - Installed Vent in proper location (fill alarm port). Removed plug from Alarm & installed in proper location.

Date: 21-22 June 2023

Signature: 

