

Operator's Checklist



Visual Monthly Inspections Underground Storage Tank Systems

RSA 146-C:19 and Env-Or 406.18 require monthly and annual visual inspections by or under the direction of the Class A or B operator at an Underground Storage Tank facility.

Date of Inspection: _____ UST Facility ID Number: _____

Facility Name: _____

Name of Class B operator directing the inspection: _____

Name of person conducting inspection: _____

Signature of person conducting the inspection: _____

if true ; if false; **Y** to indicate corrective work was completed; **N/A** if not applicable

Tank # (See OneStop for correct tank numbers):

(1) Each vent riser shows no visible damage.					
Repaired?					
(2) Each pressure/vacuum vent cap and/or rain cap shows no visible damage.					
Replaced?					
(3) Each spill bucket shows no presence of oil, water, or debris.					
Removed and disposed of content in accordance with all applicable federal, state, and local requirements?					
(4) For double-walled spill buckets, including single-walled buckets installed within single-walled sumps, gauge indicates no oil or water, or electronic sensor is not in alarm. **Must be conducted for triennial tightness testing exemption, per Env-Or 406.12(e)**					
Removed and disposed of content in accordance with all applicable federal, state, and local requirements? Repaired?					
(5) Each fill adaptor cap , whether coaxial, two-point fill adaptor cap , and/or dry break adaptor cap is not loose, and shows presence of a gasket and tightness of fit.					
(circle one) Tightened, repaired or replaced?					
(6) Each fill adaptor , whether coaxial, two-point fill adaptor , and/or dry break adaptor shows tightness of fit,					
(circle one) Tightened or replaced?					
(7) Each fill pipe was free of any obstruction.					
Obstruction Removed?					
(8) Each dry break poppet valve shows a continuous seal, that depresses evenly across the valve seat, and reseats properly.					
(circle one) Repaired or replaced?					

		Tank #:				
(9)	Each motor fuel dispenser hose shows no tears, leaks, holes, kinks, crimps or defects of any kind.					
<i>(circle one) Repaired or Replaced?</i>						
(10)	Each motor fuel dispenser nozzle shows no leak or defects of any kind.					
<i>(circle one) Repaired or Replaced?</i>						
(11)	**Annually for All Dispenser Sumps and Cabinets** Each motor fuel dispenser cabinet interior and sump shows no evidence of leaking components and shows no oil, water, or debris present. Last date completed: _____ If checked annually, the last inspection of the dispenser cabinets was conducted on _____					
<i>Repair and disposed of content in accordance with all applicable federal, state, and local requirements?</i>						
(12)	Each oil transfer and dispensing area shows no presence of oil spills.					
<i>Reported and remediate any spill in accordance with all applicable federal, state, and local requirements?</i>						
(13)	Each oil transfer and dispensing pad area shows no conditions such as open joints, cracking, spalling, nozzles extending beyond the pad, or other defects					
<i>(circle one) Repaired or Replaced?</i>						
(14)	Each leak, interstitial and product monitoring system enunciation panel is operating properly, including monitoring systems also associated with day tanks					
<i>(circle one) Repaired or replaced?</i>						
(15)	**Annually for All Containment Sumps** Each containment sump is free of leaking components and the presence of oil, water, or debris. Last date completed: _____					
<i>Removed and disposed of content in accordance with all applicable federal, state, and local requirements? Repaired?</i>						
(16)	**Annually for Double-Walled Sumps Only** Each interstitial space is free of any oil or water. Last date completed: _____					
<i>Removed and disposed of content in accordance with all applicable federal, state, and local requirements? Repaired?</i>						
(17)	**Annually for Double-Walled Sumps and Spill Buckets Only** Remove and inspect each sensor/gauge for proper length and functionality. Last date completed: _____					
<i>(circle one) Repaired or replaced?</i>						

The certified operator shall document each monthly maintenance inspection, including all findings and repairs made. Please keep this form with your records for a period of no less than 3 years.

Please attached any repair or maintenance notes to this monthly inspection form.