



# UST WALKTHROUGH INSPECTIONS CHECKLIST

**Site Name**

**Site Address**

**Tag #**

- Initial each box to indicate the equipment was inspected, as described. Use NA if the equipment inspection does not apply to the site.
- Take action for any alarms, damaged equipment and non-normal operating conditions; note actions taken on page 2
- NOTE: Petroleum found in a sump or interstice must be reported to Ecology within 24 hours.

YEAR: _____	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Date of Inspection →												
<b>REQUIRED MONTHLY</b>												
<b>Spill bucket(s)</b> checked for damage and cracks*. Liquid and/or debris removed.												
<b>Fill pipe(s)</b> checked for obstructions. Removed, if found.												
<b>Fill cap(s)</b> securely fitted on fill pipe(s).												
<b>Tank monitor equipment</b> checked for alarms and normal operating condition.												
<b>Leak detection records</b> are reviewed for non-leaking results and kept for three years. Suspected leaks were reported.												
<b>REQUIRED ANNUALLY</b>												
<b>Containment sump(s)</b> checked for damage and presence of liquid. Liquid and/or debris removed.												
If using <b>manual tank gauging</b> , checked condition of tank gauge stick is good (e.g. readable at 1/8" increments throughout).												
<b>RECOMMENDED ACTIVITIES</b>												
<b>Emergency spill response supplies</b> inventoried and restocked if low. Inspected supplies for deterioration.												
Inspected loose fitting, deterioration, obvious signs of leaks and improper function of <b>dispenser hoses, nozzles and breakaways.</b>												

\*If a tank receives deliveries at intervals greater than 30 days, the spill bucket check may instead be conducted prior to each delivery. To be eligible for this option, include a copy of each delivery receipt with this form.

*Note: This checklist doesn't include the requirement to inspect hydrant pits and piping vaults at airport hydrant systems at least every 30 days.*

