

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 <u>must be reported to Ecology within 24 hours</u>.

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

^{*}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.

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Use this table to explain actions taken by employees and/or service provider to fix issues. Use additional sheets, as necessary.

Date	Action Taken	Initials
Ex: 3/1/16	Removed water from regular spill bucket into drum for proper disposal. Called service provider to respond to reg unl sensor alarm.	
Ex: 3/8/16	Checked reg unl annular space, found fuel. Called Ecology to report. Product removed 3/9/16. Tank tightness test scheduled 3/10/16. Called Ecology to report test results.	

Keep this record for three years after the last inspection date on the form.

To request materials in a format for the visually impaired, visit https://ecology.wa.gov/accessibility, call Ecology at 360-407-7668, Relay Service 711, or TTY 877-833-6341.