



RI DEM Facility Monthly Inspection Checklist for Underground Storage Tank (UST) Systems

MONTH:	YEAR:
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Rule 8.22(F) of the RI DEM *Rules and Regulations For Underground Storage Facilities Used For Petroleum Products and Hazardous Materials* requires that a monthly visual inspection of the facility be **performed by the designated Class A or B operator**. Class A or B operators shall ensure that documentation of each inspection is kept and made available for review by RI DEM. Please keep this form with your records for at least three (3) years.

Facility Name:	UST #:
Facility Address:	
City:	Zip Code:
A/B Operator Conducting Inspection:	
Signature:	Date:

Temporarily Closed Facility

All items on this form must be addressed even if the facility is in temporary closure. The facility must have current approval from the RI DEM UST Management Program to maintain the "temporarily closed" status.

Y=Yes, N=No, N/A=Not Applicable

LEAK DETECTION AND ALARM HISTORY		Y	N	N/A
1	The leak detection system(s) are properly maintained and operating. (Examples: ATG, interstitial monitoring system, sump monitoring, alarms. Inspect items at your facility that apply.)			
2	The leak detection system is performing the 0.2 gph leak test (for single wall USTs)			
3	The overflow alarm is operating properly and can be seen/heard from where USTs are filled.			
4	Alarm history for the previous month is available and has been reviewed by the A/B operator.			
5	Each alarm related to a potential release and/or malfunction for the past month has been responded to appropriately and any indications of a release have been reported.			
6	Are monthly inventory reconciliation, monthly inspection, and annual testing records on file at the facility?			
UST SYSTEM INSPECTION				
7	Spill containment basins are free of water, debris, hazardous substances, etc. They are labeled properly to identify substance stored and caps/covers are tightly sealed.			
	Y N N/A	Y	N	N/A
	<i>Tank 1-contents:</i>			<i>Tank 4-contents:</i>
	<i>Tank 2-contents:</i>			<i>Tank 5-contents:</i>
	<i>Tank 3-contents:</i>			<i>Tank 6-contents:</i>
8	If the UST system has an impressed current cathodic protection system , what were the voltage and amperage readings on the day of the monthly inspections?	Voltage	Amp	N/A
9	Dispenser hoses, nozzles, and breakaways have no evidence of loose fittings, deterioration, leakage, improper functioning, and are not in contact with the ground.			
	Y N N/A	Y	N	N/A
	<i>Dispenser 1/2</i>			<i>Dispenser 9/10</i>
	<i>Dispenser 3/4</i>			<i>Dispenser 11/12</i>
	<i>Dispenser 5/6</i>			<i>Dispenser 13/14</i>
	<i>Dispenser 7/8</i>			<i>Dispenser 15/16</i>

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10	Dispensers have been opened, all visible piping/fittings/couplings have been inspected and show no signs of leaks, weeping, or excessive corrosion. Dispenser containment areas are free of water, debris, hazardous substances, etc.							
		Y	N	N/A		Y	N	N/A
	<i>Dispenser 1/2</i>				<i>Dispenser 9/10</i>			
	<i>Dispenser 3/4</i>				<i>Dispenser 11/12</i>			
	<i>Dispenser 5/6</i>				<i>Dispenser 13/14</i>			
	<i>Dispenser 7/8</i>			<i>Dispenser 15/16</i>				
11	Piping sumps must be inspected once a year and in response to any leak detection alarms. All visible piping, fittings, and couplings must be inspected for signs of leakage. Water, debris or product should be removed and disposed of properly. Was this inspection performed this month?	Y	N	N/A				
	Date of last piping sump inspection:							
12	For airport hydrant systems , the hydrant pits and vaults show no sign of damage, any liquid/debris have been removed, and there are no leaks. (If confined space entry is required, this inspection should be done once a year).	Y	N	N/A				
13	Groundwater monitoring wells and tank pad observation wells are properly labeled and maintained. Groundwater monitoring wells have been visually checked and also checked using the RI olfactory (sniff) test within the past year.	Y	N	N/A				
14	For emergency response readiness, spill and overflow response supplies have been restocked as required. Emergency procedures have been reviewed and the contact list is up to date.	Y	N	N/A				
FACILITY EMPLOYEE TRAINING								
15	For operator training requirements, all Class C operators hired within the past 30 days have been trained in emergency response procedures.	Y	N	N/A				
16	For operator training requirements, new Class A/B operators designated to the facility within the past 30 days have submitted the required documentation to DEM.	Y	N	N/A				

Repair or Maintenance Notes: _____

Items Requiring Follow-Up Action: _____

The owner must also sign this form if there are outstanding issues noted on this checklist that cannot be addressed by the Class A or B operator.

Owner Signature: _____