



D.C. DOEE MONTHLY WALK THROUGH UNDERGROUND STORAGE TANK SYSTEM INSPECTION FORM

Adopted from www.pei.org/RP900-Appendix A2, 2017. In accordance with 20 DCMR 5904 DOEE V-1-09.21.21



MONTHLY/ANNUAL UST SYSTEM INSPECTION CHECKLIST - <i>only heating oil USTs under 1,100 gallons are exempt</i>									
Facility ID#	Facility Name	Facility Address	Inspector/Operator				Date		
Correct & Report evidence of a release/product or damaged/broken spill bucket, equipment, failures to DC			Signature:						
DOEE - 202-535-2600	Email: ust.doe.dc.gov		PEI/RP900	Tank 1	Tank 2	Tank 3	Tank 4	Tank 5	
Take action of any unusual conditions, e.g. alarms, damage, leaks and note corrective actions on next page.			Description		7.4				
Category			USTs receiving deliveries >30 days intervals, may check their spill buckets prior to each delivery		7.5.1				
Release Detection Recordkeeping	Circle method of tank leak detection: ATG, CIM, SIR, IC, GWM, SVM, MIMT Circle method of piping leak detection: CIM, MPLT, SIR, GWM, SVM, MIMP				7.6				
Automatic Tank Gauge (ATG)	On, working, no alarms, test report printed & filed				7.6.1.1				
Continuous Interstitial Monitoring (CIM)	Sensor status report printed and properly filed				7.6.2.1				
Monthly Piping Leak Test (MPLT)	Piping leak test report printed/documentated and properly filed				7.6.3.1				
Statistical Inventory Reconciliation (SIR)	Last month's SIR results passed and available for inspection				7.6.4.1				
Inventory Control (IC)	Inventory reconciled and within the company or regulatory standard				7.6.5.1				
Manual Groundwater Monitoring (GWM)	Groundwater bailer in good condition				7.6.6.1				
Manual Groundwater (GWM) or Soil Vapor Monitoring (SVM)	Wells sampled and results pass				7.6.6.2				
Manual Interstitial Monitoring for Tanks (MIMT)	Steel tank: interstitial space checked and found dry				7.6.7.1				
	Fiberglass tank: interstitial space checked and found dry				7.6.7.2				
	Fiberglass tank: level of monitoring fluid within normal range				7.6.7.3				
	For steel and fiberglass tanks, vacuum level is within tolerances				7.6.7.4				
Tnk 1 vac:	Tnk 2 vac:	Tnk 3 vac:	Tnk 4 vac:						
Manual Interstitial Monitoring for Piping (MIMP)	Containment Sump (STP and/or remote fill sump) inspected and no liquid or debris found <i>and sensors in correct position.</i>				7.6.8.1				
All Tanks					7.7				
Spill Kit	All components of the spill kit are present and in good condition				7.7.1				
Grade-Level Covers	All covers present, in good condition, seated firmly on correct tank, color coded				7.7.2.1				
Spill Containment Manhole	Drain valve in spill containment manhole in good condition				7.7.3.1				
	Interstitial space of double-walled containment manhole is dry, free of debris				7.7.3.2				



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Category	Description	PEI/RP900	N/A	Tank 1	Tank 2	Tank 3	Tank 4
Drop Tube of the fill pipe	Drop tube present, smooth, no ragged edges, in good condition, no obstruction	7.7.4.1					
	Top edge of coaxial drop tube smooth, round, slightly below the top edge	7.7.4.2					
Hand Held Devices & Tank Gauge Stick	Tank gauge stick can be clearly read, is not warped or broken, tip present	7.7.5.1					
Check for Water	No water present in the tank	7.7.6.1					
Tank Vents	Vent cap present, vent pipe solidly supported and vertical	7.7.7.1					
Stage I Vapor Recovery		7.8					
Two-Point (Dual-Point) Vapor Recovery	Cover present, colored orange, seated firmly at grade, not broken, cracked or chipped	7.8.1.1					
	If spill containment manhole is present, no debris, water or product	7.8.1.2					
	If spill containment manhole is present, no cracks, bulges or holes	7.8.1.3					
	Vapor recovery cap and poppet of adaptor in good condition, seals tightly	7.8.1.4					
	Flex connectors has no signs of damage, leaks	7.8.1.5					
Observation and Monitoring Wells		7.9					
	Observation well cover is properly identified and secured	7.9.1.1					
Corrosion Protection		7.10					
Impressed-Current Cathodic Protection	Record Volt, Amp/Hours readings, check consistency with previous months	7.10.1.1					
	Check Rectifier if powered on, for normal operation and record green light indicator <i>(if equipped)</i>	7.10.1.2					
Dispensers and Submersible Turbine Pumps (STPs)		7.11					
	Components are clean & dry, no damage or signs of cracks of hoses	7.11.1					
	Shear valve correctly anchored & sensors in correct positions	7.11.2					
DESCRIBE ANY DEFICIENCIES & CORRECTIVE ACTION TAKEN HERE OR USE EXTRA PAGE:							
<p>Instructions: Mark each tank where no problem is observed with a checkmark: ✓ If certain equipment is not required and / or not present, mark checklist in the N/A column. If a defect is found, mark the checklist with an "X," describe the problem in the "DEFICIENCIES" section, and notify the appropriate person. Refer to the section listed in the "PEI/RP900" column for additional information. Refer to PEI RP500, <i>Recommended Practices for Inspection and Maintenance of Motor Fuel Dispensing Equipment</i>, for inspection procedures that apply to fuel dispensing equipment.</p> <p>UST Owners & Operators are required to maintain a copy of this record for 10 years, including delivery records if spill prevention equipment are not checked every 30 days. Functionality tests of the LLD, Sumps/spill buckets, and overflow and testing equipment should be completed as is required, records kept and failures reported to DOEE.</p>							