



Maine Department of Environmental Protection
Underground Storage Tank
Annual Inspection Summary



Facility Name

Owner

Reg. #

Location

Operator

Phone

Class A/B Certificates and Class C Training Record:

Yes

No

Tank/Chamber #

Volume

Product

Pump Type

Pass

Fail

Pass

Fail

Pass

Fail

Pass

Fail

Daily Inventory

Automatic Tank Gauge

Groundwater Monitoring

Interstitial Monitoring

Line Leak Detectors

Heating Oil Tank Piping

Overfill Prevention

Spill Buckets

Stage I Vapor Recovery

Dispenser Area

Cathodic Protection

Temp. Out-of-Service

Any FAIL in the columns
above means a FAIL
for that tank.

Pass

Fail

Pass

Fail

Pass

Fail

Pass

Fail

*By my signature below, I certify that I inspected this facility on this date and
found deficiencies that require corrective action(s) before this inspection can be complete and passing.*

Printed Name & CTI No.

Date

Incomplete/Failing Inspection Signature

*By my signature below, I certify that I inspected this facility on this date
and any deficiencies discovered during the inspection have been corrected.*

Printed Name & CTI No.

Date

Passing Inspection Signature

The facility owner must submit a passing UST Inspection report to MeDEP
within thirty (30) days after the inspection is completed to:

UST Annual Inspection, Maine Department of Environmental
Protection, 17 SHS, Augusta, ME 04333-0017

UST-01

!!! KEEP A COPY OF THIS FORM FOR YOUR RECORDS !!!

Revision Date: 04/01/14

Maine Department of Environmental Protection
UST Annual Inspection Report

Reg #:

AI Date:

General Instructions

Please note: State law and Department of Environmental Protection (Department) rules require submittal of an inspection certifying all procedures and equipment are in compliance. The Department does not accept failing annual inspections.

Exceptions : Inspection failures for (1) Inadequate daily inventory can be resolved by the owner submitting current, reconciled daily inventory; and (2) Failing cathodic protection (CP) results can be resolved by an installer or CP certified inspector retesting CP and attaining passing results within six months.

NOTE: Although Installer/Inspectors must check Class A/B Certificates and Class C Training Records (below), and verify that an Emergency Electrical Disconnect is present (see page 7, Dispensers) neither will affect an inspection's PASS/FAIL compliance.

A facility that fails to submit a passing annual inspection may be prohibited from receiving deliveries and dispensing product in accordance with Maine law 38 M.R.S.A. §565-A. Items that are failing must be repaired or corrected within thirty (30) days or the owner must notify the Department.

1. Leak detection equipment and procedures, spill and overfill prevention devices must be checked or tested annually for proper operation. Cathodically protected tanks and piping must be checked annually to insure they are adequately protected from corrosion.
2. All work associated with testing of equipment and checking of procedures must be performed under direct, onsite supervision of a Maine certified underground storage tank installer or a Maine certified underground storage tank inspector.
3. Mail completed inspection forms to: Annual Tank Inspections, Maine Department of Environmental Protection, 28 Tyson Drive, 17 State House Station, Augusta, Maine 04333-0017 within thirty (30) days after the inspection is completed.
4. Detailed instructions on how to fill out this form are provided in the Department's "UST Inspector Reference Handbook", available online at www.maine.gov/dep/waste/ust/formslists.html. Copies of the Annual Inspection Report form, the Inspector Reference Handbook and a list of Frequently Asked Questions (FAQ's) are also available by calling the Underground Tanks Unit at (207) 287-2651.

Class A/B/C Operators (Motor-fuel, waste oil, marketing and distribution facilities)

Item		Yes	No	
1	Current Class A/B Operators Certificate on-hand?			
Certificate #		Yes	No	Not Required
2	Class C Operator Training Record on-hand?			

Comments: (Indicate all repairs made to bring facility into compliance)

Use this area for additional comments that won't fit on the following pages. Include the Inspection Item #.

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Daily Inventory

(Only for tanks that use monthly reconciliation of daily inventory combined with annual statistical inventory analysis [SIA])

Item	Tank/Chamber #	Pass		Pass		Pass		Pass	
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
3	Inventory reconciled monthly?								
4	Over/Shorts less than 1%?								
5	Fill pipe drop tube in place?								
Manual Inventory									
6	Gauge stick in good condition?								
PASS or FAIL?									

Automatic Tank Gauging (Single-walled tanks only)

7 **Make & Model:**

(Only for tanks using an ATG for leak detection, or Items 7, 8 and 10 if being used to collect daily inventory)

		Pass		Pass		Pass		Pass	
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
8	Console is properly programmed and fully operational?								
9	Passing 0.2 gph test within last 30 days at tank capacity or a range of tank capacities as specified by the equipment manufacturer?								
10	Product & water floats checked by hand?								
PASS or FAIL?									

Required: Attach copy of **ATG printout** showing passing results with the inspection report. If ATG printout results are not included with annual inspection report, the inspection will be considered incomplete and returned to the owner.

Ground Water Monitoring (Single-walled tanks only)

(Only for *heating oil tanks* installed before September 16, 1991)

		Pass		Pass		Pass		Pass	
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
11	Monitoring wells accessible?								
12	Monitoring wells marked & secured?								
13	Bailer present, functional and clean?								
14	Water in well?								
15	No floating oil or smell of oil?								
16	Log of weekly well inspection?								
PASS or FAIL?									

Comments: (Indicate all repairs made to bring facility into compliance)

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Interstitial Monitoring (*Double-walled Tanks and/or Piping*)

Console Make and Model:

Item	Tank/Chamber # Volume Product	TANK		PIPE		TANK		PIPE		TANK		PIPE		TANK		PIPE	
		P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F
17	Electronic (E), Manual (M), or None (X)																
	Manual	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F
18	Sump is accessible for inspections?																
19	Written log of sump checks maintained?																
	Electronic	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F
20	Console is properly programmed and fully operational?																
21	Sensors are properly placed?																
22	Sensors are functioning properly?																
	All Systems	P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F
23	Sumps in liquid tight condition?																
24	No oil in sumps or interstitial space?																
25	No water in sumps or interstitial space?																
		P	F	P	F	P	F	P	F	P	F	P	F	P	F	P	F
	PASS or FAIL?																

Comments: (Indicate all repairs made to bring facility into compliance)

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Line Leak Detector (LLD)

Line leak detectors are required on product lines supplied by a pump remote from the dispenser.

Item	Tank/Chamber # Pump Type								
26	Make and Model (or N/A)								
27	Mechanical (M) or Electronic (E) LLD?								
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
28	LLD listed for use with type of piping present (rigid or flexible)?								
Mechanical LLD's only									
29	Slow flow when 3 gph leak @ 10 PSI is simulated?								
Electronic LLD's only									
30	One 0.1 gph or 0.2 gph test passed within last 30 days (if used for primary leak detection on single-walled piping)?								
31	System alarms and/or shuts off turbine when a 3 gph leak @ 10 psi is simulated?								
PASS or FAIL?									

Copper Piping on Heating Oil Tanks

Item	Tank/Chamber # Product								
		YES	NO	YES	NO	YES	NO	YES	NO
32	Copper Piping?								
33	Piping sleeved or secondarily contained? (* See note below)								
34	Copper suction/return lines in single sleeve separated by spacers?								
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
PASS or FAIL?									

* Heating oil piping installed prior to Sept. 16, 1991 must be sleeved. After that date, piping must be secondarily contained and continuously electronically monitored.

Comments: (Indicate all repairs made to bring facility into compliance)

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Overfill Prevention (Devices must be compatible with fuel delivery method)

Item	Tank/Chamber # Pump Type								
35	Ball float (BF), Flapper (F), Pressurized Delivery Flapper (PDF), Electronic (E), Vent Whistle (W), None (X)	Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
36	Checked and working properly?								
37	Set at 95% of tank capacity? (Auto shut-off / flappers only)								
38	Set at 90% of tank capacity? (Ball floats, electronic & vent whistles)								
39	Vent whistle clearly audible from fill area? (Consumptive use heating oil only)								
PASS or FAIL?									

Spill Buckets

		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
40	Lid in good condition?								
41	Lid not touching fill cap?								
42	Clean?								
43	Liquid tight?								
44	Fill cap and gasket in good condition?								
45	Drop tube? (gasoline/manual stick tanks)								
46	Ends within 6 inches of tank bottom? (gasoline)								
PASS or FAIL?									

Stage 1 Vapor Recovery

47	Two-Point (2), Manifold (M), Coaxial (C)								
Two-Point / Manifold		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
48	Access lid in good condition?								
49	Poppet cap & gasket in good condition?								
50	Poppet valve moves well & closes tight?								
Coaxial									
51	Coaxial drop tube in good condition?								
PASS or FAIL?									

Document all repairs (reference the Item #) made to bring facility into compliance in any Comments box with sufficient space.

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Dispenser Area

52	Emergency Electrical Disconnect present?	Yes		No	
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Item	Dispenser # All Systems	P	F	P	F	P	F	P	F	P	F	P	F	P	F
53	No weeps or leaks in dispenser?														
Crash Valves		P	F	P	F	P	F	P	F	P	F	P	F	P	F
54	Crash valves at correct height?														
55	Crash valves secured?														
56	Crash valves operational?														
Dispenser Sumps		P	F	P	F	P	F	P	F	P	F	P	F	P	F
57	Are sumps in liquid tight condition?														
58	No oil in sumps?														
59	No water in sumps?														
Electronic Sump Monitoring		P	F	P	F	P	F	P	F	P	F	P	F	P	F
60	Monitoring console is fully operational?														
61	Sensors are properly placed?														
62	Sensors are functioning properly?														
		P	F	P	F	P	F	P	F	P	F	P	F	P	F
PASS or FAIL?															

NOTES: 1) If there are more than seven (7) dispensers, please use additional "Dispenser Area" forms.
 2) Since dispensers are not associated with tanks, any FAIL on this page is only recorded in the first tank column on the Summary page. Subsequently, if all dispensers are a PASS, only "X" the one dispenser PASS box in the first column.

Comments: (Indicate all repairs made to bring facility into compliance)

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Cathodic Protection

Galvanic Systems

Item	Tank #						
63	Double-Walled Tanks <i>(one reading taken at tank mid-point)</i>						
64	Single-Walled Tanks <i>(3 readings taken over tank center line)</i>						
A "Pass" requires all readings be at least -0.85V		Pass	Fail	Pass	Fail	Pass	Fail
PASS or FAIL?							
65	Product Pipe (Lowest Reading)						
		Pass	Fail	Pass	Fail	Pass	Fail
PASS or FAIL?							

Impressed Current Systems

Item	Tank #						
		Pass	Fail	Pass	Fail	Pass	Fail
66	System met test requirements of NACE TM 101-2007?						
67	Monthly log present and filled out properly?						
PASS or FAIL?							

By my signature below, I certify that I tested the cathodic protection in accordance with nationally accepted standards. I also certify that I am a properly certified Maine underground oil storage tank installer or that I am a properly certified Maine underground oil storage tank inspector that has also been certified by the Board of Underground Storage Tank Installers as a cathodic protection tester.

Name & CTI # (Please print)	Date	Signature

Comments: (Indicate all repairs made to bring cathodic protection into compliance)

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Temporarily Out of Service (OOS) Tanks

Fill out this section for any tank that is neither receiving nor dispensing oil and has been or is intended to be out of service for a period exceeding three months or more. Prior to returning to service, facilities must submit a complete and passing annual inspection of all facility components. Facilities that have been out of service for more than 24 months without receiving the Department's permission in writing are required to be properly abandoned (removed).

Item	Tank # Volume Product								
68	Out-of-service date? (Month/Day/Year)								
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
69-a	Tank pumped out? (Less than 1" product, water, and/or residual)								
	OR								
69-b	Electronic Monitoring (<u>tank & piping</u>) is properly operating? <i>(Note: CTI's must complete Line Items 17 & 20 - 25 for facilities using electronic monitoring in lieu of emptying OOS tank(s).)</i>								
70	Vent lines open and functioning properly?								
71	Fill pipe locked?								
72	Product piping capped? Pumps and manways secured?								
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
	PASS or FAIL?								

Comments: (Indicate all repairs made to bring facility into compliance)

You may use this area for additional comments from previous pages. Include the line item to which it pertains