M-75 (4-16)

pennsylvania
DEPARTMENT OF TRANSPORTATION

District ___ Tank Monthly Inspection Checklist (AST and UST)

Facility Name#

Symbols
S – Satisfactory **U** – Unsatisfactory **N/A** – Not Applicable

*** = Automatic Tank Gauge (ATG)**
AT=Aboveground Tank **UT**=Underground Tank

Tank ID: Indicate the PennDOT Facility Tank ID						
Tank Type: Indicate whether the tank is Aboveground Tank (AT) or Underground Tank (UT)	☐ AT ☐ UT	☐ AT ☐ UT	☐ AT ☐ UT	☐ AT ☐ UT	☐ AT ☐ UT	☐ AT ☐ UT
Tank Size: Indicate the size of the tank in gallons						
Tank Product: Indicate what type of product is stored in the tank						
Visual Walkthrough Inspection: No sign of leaks or spills around AST tank, tank seams, connections, fittings or valves or UST dispenser hoses/filters.	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A
Automatic Tank Gauges: For tanks with **ATGs***, tapes are filed for the month and tapes show PASS, alarms and warnings have been corrected and documented, leak detection working properly, alarms are operational and can be heard.	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A
Tank Containment Sumps and Dispenser Sumps: Remove sump cover/panels and inspect sump area, and test sensors. Inspect area and remove all liquid or debris and remove any obstructions, inspect fill cap for damage and cap is securely on fill pipe.	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A
Dispenser Hoses: Inspect hoses and nozzles at dispenser area or fuel island to ensure no evidence of leaks; inspect that hold-open clip has been removed – exception for high-speed nozzles.	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A
Spill Response Supplies: Inventory and inspect the emergency spill supplies. If the supplies are low, restock the supplies. Spill Kit should be located near fuel dispensing unit and in garage area.	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A
Safety: Ensure safety equipment is in place and operable, fire extinguishers within 50', safety precautions posted, lighting fixtures operable. Fuel Island Emergency Shutoff Switch is clearly signed and at least one switch is at least 15' and no >100' from fuel dispenser.	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A
Signing for Diesel Fuel: Ensure correct signage for tank product contents – Ultra-Low-Sulfur Diesel, ◆NFPA 704 posted, facility tankID#, "No Smoking Sign within 20', "Stop Motor", "No Topping Off", "It's Unlawful to dispense flammable or combustible liquids into any unapproved portable container unless the container is approved by the Fire Marshal".	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A
Signing for: Heating Oil, Used/Waste Oil, Hydraulic Oil, Transmission Oil, Road Oil and Antifreeze: Ensure signage for tank product contents is posted where product enters the tank, test alarms if applicable, Facility tank ID# is posted near the tank.	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A
DEP Registration: Current PADEP Tank Registration is posted at facility in location that is clearly visible (inside garage is acceptable). USTs ONLY: A-B-C Operator Contact List posted at UST dispenser island. UST manholes paint in good condition.	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A	☐ S ☐ U ☐ N/A
Any other Deficiency – Please note below:						

☐ **S** ☐ **U** ☐ **N/A** **Oil/Water Separator** – Inspect wash bay grated catch basin area, clean out catch basin if overflowing occurs, test alarm (if applicable),inspect chambers (if applicable) of the oil/water separator for fullness, clean out if required.
Reminder: Oil/Water should be cleaned, at least, annually.

☐ **S** ☐ **U** ☐ **N/A** **Emergency Generator Tank** –Visually inspect tank and/or surrounding area for signs of leakage.

If any Unsatisfactory conditions exist, indicate what and corrective action:

☐ **Verified that** 12 **months of completed Tank Inspection Checklists on file (DEP regulatory requirement)** MS4 permit requires SEMP documents to be kept for six years.

Date of Inspection:	**Inspection Completed By:**	***Provide a copy to Equipment Manager***