

**Department of Forestry & Fire Protection**

**Office of the State Fire Marshal**

**SPCC Plan Template for a Tank Facility with**

**Tank(s) in an Underground Area &**

**Less Than 1,320 gal. Petroleum Storage Capacity**

**Instructions to Complete this Template**

This template is intended to help the owner or operator of a tank facility (facility) with one or more tanks in an underground area develop a self-certified Spill Prevention, Control, and Countermeasure (SPCC) Plan. To use this template, your facility must have a total aggregate aboveground petroleum storage capacity of less than 1,320 gallons and have one or more tanks in an underground area as defined in the California Health and Safety Code (HSC) §25270.2(o)(1). This template is modeled after the United States Environmental Protection Agency (US EPA) Tier I Qualified Facility SPCC Plan template found in the Code of Federal Regulations Title 40 (40 CFR), Part 112, Appendix G, but has been modified to incorporate the California Aboveground Petroleum Storage Act (APSA) requirements for tank facilities that meet the applicability criteria in HSC §25270.3(c).

You may use this template to comply with the APSA requirement to prepare an SPCC Plan or you may prepare an SPCC Plan in accordance with 40 CFR Part 112. You may complete this template either electronically or by hand on a printed copy. If you complete it electronically, please be sure to save a copy on your computer before printing a hard copy. During an inspection by your local Unified Program Agency (UPA), the UPA inspector will want to review the printed, signed copy and associated records.

All self-certifiers of this template must complete Sections I, II, III, and IV. Include with your SPCC Plan, the appropriate attachments. You should consider printing copies of the attachments for use in implementing the SPCC Plan (e.g. Attachment 2.1 - Inspection Log & Schedule).

To complete the template, check the box next to the requirement to indicate that it has been adequately addressed. Either write “N/A” in the column or check the box under the “N/A” column to indicate those requirements that are not applicable to the facility. Where a section requires a description or listing, write in the spaces provided (or attach additional descriptions if more space is needed).

Below is a key for the colors used in the section headers:

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| **Sections I, II, and III:** General requirements for all facilities (with less than 1,320 gallons of petroleum and one or more tanks in an underground area) |
| **Section IV:** Specific requirements for all facilities (with less than 1,320 gallons of petroleum and one or more tanks in an underground area) |
| **Attachments:** 1 - Five Year Review and Technical Amendment Logs 2 - Inspections, Dike Drainage and Personnel Training Logs |

After you have completed all appropriate sections, certify and date your SPCC Plan, and then implement it. Conduct inspections and tests in accordance with the written procedures that you have developed for your facility. You must keep with the SPCC Plan a record of these inspections and tests, signed by the appropriate supervisor or inspector, for a period of three years.

Do not forget to periodically review your SPCC Plan (at least once every five years) or to update it when you make changes to your facility. You must prepare amendments within six months of the facility change, and implement them as soon as possible, but not later than six months following preparation of any amendment.

In the event that your facility releases petroleum, immediately call the California Governor’s Office of Emergency Services (Cal OES) State Warning Center at (800) 852-7550 or (916) 845-8911. In addition, if the release reaches navigable water or adjoining shoreline, immediately call the National Response Center (NRC) at (800) 424-8802.

**Tank in an Underground Area Facility SPCC Plan**

This template constitutes the SPCC Plan (Plan) for the facility, when completed and signed by the owner or operator of a facility that meets the applicability criteria in HSC §25270.3(c). This template addresses the applicable requirements of 40 CFR Part 112, HSC Chapter 6.67 (APSA), and the California Code of Regulations (CCR), Title 19, Division 2, Chapter 15. All sections referenced in this Plan are found in 40 CFR Part 112, unless expressly specified. Maintain a complete copy of the Plan at the facility if the facility is normally attended at least four hours per day, or for a facility attended fewer than four hours per day, at the nearest field office. When making operational changes at a facility that are necessary to comply with the SPCC rule requirements, the owner/operator should follow state and local requirements (such as for permitting, design and construction) and obtain professional assistance, as appropriate.

**Facility Description**

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| --- | --- |
| Facility Name: |       |
| Facility Address: |       |
| City: |       State: CA ZIP:      |
| County: |       Tel. Number: (     )     -       |
| Owner or Operator Name: |       |
| Owner or Operator Address |       |
| City: |       State:      ZIP:      |
| County: |       Tel. Number: (     )     -       |

**I. Self-Certification Statement (§112.6(a)(1))**

The owner or operator of a facility certifies that each of the following is true in order to utilize this template to comply with the SPCC requirements:

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| I,  |      , | certify that the following is accurate: |

1. I am familiar with the applicable requirements of 40 CFR Part 112 and HSC Division 20, Chapter 6.67;
2. I have visited and examined the facility;
3. This Plan was prepared in accordance with accepted and sound industry practices and standards;
4. Procedures for required inspections and testing have been established in accordance with industry inspection and testing standards or recommended practices;
5. I will fully implement the Plan;
6. This facility meets the following applicability criteria (pursuant to HSC §25270.3(c)):
	1. The aggregate aboveground petroleum storage capacity of the facility is less than 1,320 gallons; and
	2. The facility has one or more tanks in an underground area as defined in HSC §25270.2(o)(1).
7. This Plan does not deviate from any requirement of 40 CFR Part 112 as allowed by §112.7(a)(2) (environmental equivalence) and §112.7(d) (impracticability of secondary containment);
8. This Plan and individual(s) responsible for implementing this Plan have the full approval of management and I have committed the necessary resources to fully implement this Plan.

I also understand my other obligations relating to the storage of petroleum at this facility, including, among others:

1. To report any petroleum discharge to the appropriate authorities. Spill/release reporting information is included in this Plan.
2. To review and amend this Plan whenever there is a material change at the facility that affects the potential for petroleum discharge, and at least once every five years. Reviews and amendments are recorded in an attached log [See Five Year Review Log and Technical Amendment Log in Attachments 1.1 and 1.2.]

I certify that I have satisfied the requirement to prepare and implement a Plan under §112.3 and all of the requirements under §112.6(a) and HSC §25270.2(o). I certify that the information contained in this Plan is true.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Title: |       |
| Name: |       | Date: |    /    / 20    |

II. Record of Plan Review and Amendments

**Five Year Review (§112.5(b)):**

Complete a review and evaluation of this SPCC Plan at least once every five years. As a result of the review, amend this Plan within six months to include more effective prevention and control measures for the facility**,** if applicable. Implement any SPCC Plan amendment as soon as possible**,** but no later than six months following Plan amendment. Document completion of the review and evaluation, and complete the Five Year Review Log in Attachment 1.1. If the facility’s aggregate aboveground petroleum storage capacity meets or exceeds 1,320 gallons, the owner or operator must complete a Tier I or Tier II qualified facility SPCC Plan, or complete a professional engineer (PE) certified SPCC Plan.

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| **Table 1 Five Year Review and Technical Amendments (§§112.5(a) and 112.6(a)(2))** |

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| This SPCC Plan will be amended when there is a change in the facility design, construction, operation, or maintenance that materially affects the potential for a discharge. Examples include adding or removing tanks in underground areas, reconstruction, replacement, or installation of piping systems connected to tanks in underground areas, changes to secondary containment systems of tanks in underground areas, changes in product stored in tanks in underground areas, or revisions to standard operating procedures on tanks in underground areas. | [ ]  |
| Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template, provided that the facility’s aggregate aboveground petroleum storage capacity is still less than 1,320 gallons after the change. [§112.6(a)(2)] **[See Technical Amendment Log in Attachment 1.2]** | [ ]  |

**III. Plan Requirements**

1. **Petroleum Storage Tanks (§112.7(a)(3)(i)):**

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| **Table 2 Petroleum Tanks in Underground Areas and Capacities** |

This table includes a complete list of all **stationary** tanks in underground areas,a including oil-filled equipment, with a shell capacity of 55 U.S. gallons or more of petroleum and that meet the definition as described in HSC §25270.2(o)(1).

|  |  |  |
| --- | --- | --- |
| **Tank in Underground Area** | **Type of Petroleum Oil/Product** | **Shell Capacity (gallons)** |
|       |       |       |
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a **DO NOT include these tanks**: any tank with a shell capacity of less than 55 gallons of petroleum; portable tanks/containers, such as 55-gallon drums, intermediate bulk container (IBC) totes; tanks used exclusively for wastewater treatment; permanently closed tanks; motive power tanks; heating oil tanks; tanks with hydraulic fluid for a closed loop mechanical system that uses compressed air or hydraulic fluid to operate lifts, elevators, and other similar devices; and certain oil-filled electrical equipment (such as transformers, circuit breakers, or capacitors). Refer to HSC §§25270.2(a)(1) through (7) and 25270.3(c) for a list of aboveground storage tanks excluded from regulation under the Aboveground Petroleum Storage Act.

**Note:** If the facility’s total aggregate aboveground petroleum storage capacity meets or exceeds 1,320 gallons, the owner or operator must complete a Tier I or Tier II qualified facility SPCC Plan, or complete a professional engineer (PE) certified SPCC Plan.

1. **Secondary Containment and Spill Control (§§112.6(a)(3)(i) and (ii), and 112.7(c)):**

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| **Table 3 Secondary Containment and Spill Control** |

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| Appropriate secondary containment and/or diversionary structures or equipmentb is provided for all stationary tanks in underground areas, including oil-filled equipment, and associated transfer and handling areas to prevent a discharge. The entire secondary containment system, including walls and floor, is capable of containing petroleum and is constructed so that any discharge from a primary containment system, such as a tank or pipe, will not escape the containment system before cleanup occurs. | **[ ]**  |

b Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain petroleum; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; or (5) Sorbent materials.

1. **Below-grade/Underground Piping Systems (HSC §25270.2(o)):**

Pursuant to HSC §25270.2(o)(1)(C)(iv)(III), all portions of a tank in an underground area’s below-grade and underground piping (excluding emergency vent pipesc) and ancillary equipment, that are designed and constructed to contain petroleum, must either be visually inspected by direct viewingd or has both secondary containment and leak detection.

The leak detection requirement does not apply to piping systems, including ancillary equipment, that are connected to the following tanks in an underground area:

1. A tank in an underground area that is used solely in connection with a fire pump or emergency system, legally required standby system, or optional standby system as specified in HSC §25270.2(o)(1)(C)(iii);
2. A tank in an underground area that contains petroleum to be used or previously used as a lubricant or coolant in a motor engine or transmission or oil-filled operation equipment or oil-filled manufacturing equipment, as described in HSC §25270.20(o)(1)(C)(i); and
3. A petroleum hazardous waste tank in an underground area that complies with the hazardous waste tank standards pursuant to the California Code of Regulations, Title 22, Chapter 15, Article 10 (commencing with §66265.190), and the facility has been issued a unified program facility permit pursuant to HSC §25404.2 for generation, treatment, accumulation, or storage of hazardous waste, as described in HSC §25270.2(o)(1)(C)(ii).

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| **Table 4 Below-grade/Underground Piping Systems** |

c Emergency vents that are solely designed to relieve excessive internal pressure are excluded from secondary containment and leak detection requirements (HSC 25270.2(o)).

d Direct viewing means, in regard to a storage tank, direct visual inspection of the exterior of the tank, except for the part of the tank in contact with the surface of the floor, and, where applicable, the entire length of all piping and ancillary equipment, including all exterior surfaces, by a person or through the use of visual aids, including, but not limited to, mirrors, cameras, or video equipment.

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| All portions of a tank in underground area’s below-grade and underground piping systems (excluding emergency vent pipesc) and ancillary equipment, that are designed and constructed to contain petroleum, have secondary containment and are monitored for leaks by one of the following methods:* A listed or approved leak detection system that either activates an audible and visual alarm or stops the flow of product when a leak is detected.
* Direct visual inspection conducted monthly by designated personnel.
* Indirect visual inspection conducted monthly through the use of, but not limited to, mirrors, cameras or video equipment.

*[HSC §25270.2(o)(1)(C)(iv)(III)]* | **[ ]**  | **NA****[ ]**  |
| All listed or approved leak detection systems used to satisfy the leak detection requirements for each tank in an underground area, including piping systems, pursuant to HSC §25270.2(o)(1)(iv), are operated and maintained in accordance with manufacturer’s instructions and certified every 12 months for operability and proper operating condition by a qualified person. *[19 CCR Div. 2, Ch. 15, §2175.01]* | **[ ]**  | **[ ]**  |
| Description of leak detection system (i.e. Direct viewing; electronic/mechanical leak detection device; etc.):       |  |  |

Table 5 below identifies all **stationary** tanks in underground areas at the facility with the potential for a petroleum discharge (refer to Table 2); the mode of failure; the flow direction and potential quantity of the discharge; the secondary containment method and containment capacity that is provided; and the leak detection method utilized.

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| **Table 5 Tanks in Underground Areas with Potential for a Petroleum Discharge** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Area | Type of failure (discharge scenario) | Potential discharge volume (gallons) | Direction of flow for uncontained discharge | Secondary containment method(s)e | Secondary containment capacity (gallons) | Leak detection methodf |
| *Storage Tanks*g |  |  |  |  |  |  |
|       |       |       |       |       |       |       |
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| *Oil-filled Equipment (e.g., lubricating systems)g* |  |  |  |  |  |  |
|       |       |       |       |       |       |       |
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| *Piping, Valves, etc.* |  |  |  |  |  |  |
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| *Product Transfer Areas and Loading/Unloading Areas (including dispenser areas, if any)* |  |  |  |  |  |  |
|       |       |       |       |       |       |       |
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e Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain petroleum; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; or (5) Sorbent materials.

f Monitored for leaks by one of the following methods: (1) Listed or approved leak detection system that either activates an audible and visual alarm or stops the flow of product when a leak is detected; or (2) Direct viewing (refer to previous page for definition of direct viewing).

g For tanks in an underground area, the secondary containment capacity must be at least the capacity of the largest container/equipment.

1. Inspections, Testing, Recordkeeping and Personnel Training (§§112.7(e) and (f), and 112.8(c)(6) and (d)(4)):

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| Table 6 Inspections, Testing, Recordkeeping and Personnel Training |

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| An inspection and/or testing program is implemented for all tanks in an underground area and associated piping at this facility. *[§112.8(c)(6) and (d)(4)]* | **[ ]**  |
| The following is a description of the inspection and/or testing program (e.g. reference to industry standard utilized, scope, frequency, method of inspection or test, and person conducting the inspection) for all tanks in an underground area and associated piping at this facility:       |  |
| Inspections, tests, and records are conducted in accordance with written procedures developed for the facility. Records of inspections and tests kept under usual and customary business practices will suffice for purposes of this paragraph. *[§112.7(e)]* | **[ ]**  |
| A record of the inspections and tests are kept at the facility or with the SPCC Plan for a period of three years. *[§112.7(e)]* **[See Inspection Log and Schedule in Attachment 2.1]** | **[ ]**  |
| Inspections and tests are signed by the appropriate supervisor or inspector. *[§112.7(e)]* | **[ ]**  |
| **Personnel, training, and discharge prevention procedures [§112.7(f)]** |  |
| Petroleum-handling personnel are trained in the operation and maintenance of equipment to prevent discharges; discharge procedure protocols; applicable pollution control laws, rules, and regulations; general facility operations; and, the contents of the facility’s SPCC Plan. *[§112.7(f)]* | **[ ]**  |
| A person who reports to facility management is designated and accountable for discharge prevention. *[§112.7(f)]* | **[ ]**  |
| Name/Title:       |  |
| Discharge prevention briefings are conducted for petroleum-handling personnel annually to assure adequate understanding of the SPCC Plan for the facility. Such briefings highlight and describe past reportable discharges or failures, malfunctioning components, and any recently developed precautionary measures. [§112.7(f)] **[See Petroleum-handling Personnel Training and Briefing Log in Attachment 2.4]**  | **[ ]**  |

1. Security §112.7(g):

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| Table 7 Implementation and Description of Security Measures |

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| Security measures are implemented at the facility to prevent unauthorized access to petroleum handling, processing, and storage area. | **[ ]**  |
| In regard to all the tanks in an underground area and associated piping, the following is a description of how you secure and control access to the petroleum handling, processing and storage areas; secure master flow and drain valves; prevent unauthorized access to starter controls on petroleum pumps; secure out-of-service and loading/unloading connections of petroleum pipelines; address the appropriateness of security lighting to both prevent acts of vandalism and assist in the discovery of petroleum discharges:      |  |

6. Emergency Procedures and Notifications (§112.7(a)(3)(iv) and 112.7(a)(5)):

Refer to the facility’s Emergency Response Plan and Procedures of the Hazardous Materials Business Plan (pursuant to HSC Ch. 6.95) for procedures on discharge discovery, response and cleanup (the facility’s capacity and contractor(s), if any).

7. Contact List (§112.7(a)(3)(vi)):

Refer to the facility’s Emergency Response Plan and Procedures of the Hazardous Materials Business Plan for the list of contacts and phone numbers for the facility response coordinator, National Response Center, cleanup contractors with whom the facility has an agreement for response (if any), and all appropriate Federal, State, and local agencies who must be contacted in case of a discharge.

8. Spill/Release Reporting Requirements (Report Immediately Upon Discovery) (HSC §25510(a)) and 19 CCR Div. 1, §2631) and NRC Notification Procedure (§112.7(a)(4) and (a)(5)):

A person shall provide an immediate, verbal report of any release or threatened release of petroleum to the California Governor’s Office of Emergency Services (Cal OES) and Unified Program Agency (UPA) as soon as:

* A person has knowledge of the release or threatened release;
* Notification can be provided without impeding immediate control of the release or threatened release; and
* Notification can be provided without impeding immediate emergency medical measures.

Submit information to Cal OES, UPA, 911, and other appropriate agencies in charge of oil pollution control activities in the State.h

*As a minimum, you must submit the following information to Cal OES/UPA:*

(1) Exact location of the release or threatened release;

(2) The name of the person reporting the release or threatened release;

(3) The hazardous materials involved in the release or threatened release;

(4) An estimate of the quantity of hazardous materials involved; and

(5) If known, the potential hazards presented by the hazardous materials involved in the release or threatened release.

In addition, if the release reaches navigable water or adjoining shoreline, immediately call the National Response Center (NRC) at (800) 424-8802. The following information must be submitted to NRC *[§112.7(a)(4)]* **[See Discharge Notification Form in Attachment 3]**:

|  |  |
| --- | --- |
| * The exact address or location and phone number of the facility;
* Date and time of the discharge;
* Type of material discharged;
* Estimate of the total quantity discharged;
* Estimate of the total quantity discharged;
* Estimate of the quantity discharged to navigable waters;
* Source of the discharge;
 | * Description of all affected media;
* Cause of the discharge;
* Any damages or injuries caused by the discharge;
* Actions being used to stop, remove, and mitigate the effects of the discharge;
* Whether an evaluation may be needed; and
* Names of individuals and/or organizations who have also been contacted.
 |

For additional information on spill/release notification, refer to the [California Hazardous Materials Spill/Release Notification Guidance (February 2014)](http://www.caloes.ca.gov/FireRescueSite/Documents/CalOES-Spill_Booklet_Feb2014_FINAL_BW_Acc.pdf) from Cal OES.

h Other State agencies/departments may include the Regional Water Quality Control Board, Department of Fish and Wildlife-Office of Spill Prevention and Response.

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| **IV. Specific Facility Requirements (§112.8(b) through (d)):** |

The owner or operator must meet the general rule requirements as well as requirements under this section. Note that not all provisions may be applicable to all owners/operators. **In cases where a provision is not applicable, write “N/A”.**

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| **Table 8 Specific Requirements for Facilities** |

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| Drainage from diked storage areas is restrained by valves to prevent a discharge into the drainage system or facility effluent treatment system, except where facility systems are designed to control such discharge. Diked areas may be emptied by pumps or ejectors that must be manually activated after inspecting the condition of the accumulation to ensure no petroleum will be discharged. *[§112.8(b)(1)]* | **[ ]**  | **NA****[ ]**  |
| Valves of manual, open-and-closed design are used for the drainage of diked areas. *[§112.8(b)(2)]* | **[ ]**  | **[ ]**  |
| Each tank in an underground area at the facility is compatible with materials stored and conditions of storage such as pressure and temperature. *[§112.8(c)(1)]* | **[ ]**  | **[ ]**  |
| Secondary containment for each tank in an underground area holds the capacity of the largest container plus additional capacity to contain precipitation, if applicable. *[§112.6(a)(3)(ii)]*  | **[ ]**  | **[ ]**  |
| If uncontaminated rainwater from diked areas drains into a storm drain or watercourse the following procedures will be implemented at the facility: *[§112.8(c)(3)]* |  | **NA** |
| * Bypass valve is normally sealed closed
 | **[ ]**  | **[ ]**  |
| * Retained rainwater is inspected to ensure that its presence will not cause a discharge
 | **[ ]**  | **[ ]**  |
| * Bypass valve is opened and resealed under responsible supervision
 | **[ ]**  | **[ ]**  |
| * Adequate records of drainage are kept **[See Dike Drainage Log in Attachment 2.3]**
 | **[ ]**  | **[ ]**  |
| Each tank in an underground area is tested or inspected for integrity on a regular schedule and whenever material repairs are made. Scope and frequency of the inspections and inspector qualifications are in accordance with industry standards. Tank supports and foundations are regularly inspected. **[See Inspection Log and Schedule, and Tank Inspection Schedule in Attachments 2.1 and 2.2]** *[§112.8(c)(6)]* | **[ ]**  | **[ ]**  |
| Outsides of each tank in an underground area are frequently inspected for signs of deterioration, discharges, or accumulation of petroleum inside diked areas. **[See Inspection Log and Schedule in Attachment 2.1]** *[§112.8(c)(6)]* | **[ ]**  | **[ ]**  |
| Each tank in an underground area is provided with a system or documented procedure to prevent overfills for the container. Describe:      | **[ ]**  | **[ ]**  |
| Liquid level sensing devices are regularly tested to ensure proper operation **[See Inspection Log and Schedule in Attachment 2.1]**. *[§112.6(a)(3)(iii)]*  | **[ ]**  | **[ ]**  |
| Visible discharges which result in a loss of petroleum from the container, including but not limited to seams, gaskets, piping, pumps, valves, rivets, and bolts are promptly corrected and petroleum in diked areas is promptly removed. *[§112.8(c)(10)]* | **[ ]**  | **[ ]**  |
| Valves, piping, and appurtenances such as flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces are inspected regularly. **[See Inspection Log and Schedule in Attachment 2.1]** *[§112.8(d)(4)]* | **[ ]**  | **[ ]**  |
| Integrity and leak testing are conducted on buried piping at the time of installation, modification, construction, relocation, or replacement. **[See Inspection Log and Schedule in Attachment 2.1]** [§112.8(d)(4)] | **[ ]**  | **[ ]**  |

**ATTACHMENT 1 – Five Year Review and Technical Amendment Logs**

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| **ATTACHMENT 1.1 – Five Year Review Log** |

I have completed a review and evaluation of the SPCC Plan for this facility and [ ] will/[ ] will not amend this Plan as a result.

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| **Table 9 Review and Evaluation of SPCC Plan for Facility** |

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| --- | --- | --- | --- |
| Review Date | Will Amend Plan | Will Not AmendPlan | Name and signature of person authorized to review this Plan |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
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|       | **[ ]**  | **[ ]**  |       |

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| **ATTACHMENT 1.2 – Technical Amendment Log** |

Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template.

|  |
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| **Table 10 Description and Certification of Technical Amendment** |

|  |  |  |
| --- | --- | --- |
| Review Date | Description of Technical Amendment | Name and signature of person certifying this technical amendment |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |

**ATTACHMENT 2 – Inspections, Dike Drainage and Personnel Training Logs**

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| **ATTACHMENT 2.1 – Inspection Log and Schedule** |

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| **Table 12 Inspection Log and Schedule**This log is intended to document compliance with §§112.6(a)(3)(iii), 112.8(c)(6), and 112.8(d)(4), as applicable. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date of Inspection | Container / Piping / Equipment | Describe Scope (or cite Industry Standard) | Observations | Name/ Signature of Inspector | Records maintained separately a |
|       |       |       |       |       | **[ ]**  |
|       |       |       |       |       | **[ ]**  |
|       |       |       |       |       | **[ ]**  |
|       |       |       |       |       | **[ ]**  |

a Indicate in the table above if records of facility inspections are maintained separately at this facility.

|  |
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| **ATTACHMENT 2.2 – Tank Inspection Schedule:** |

To comply with integrity inspection requirement for tanks in underground areas, inspect/test each tank in an underground area on a regular schedule in accordance with a recognized inspection standard based on the minimum requirements in the following table.

|  |
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| **Table 13 Tank Inspection Schedule** |

|  |  |
| --- | --- |
| **Tank Size and Design Specification** | **Inspection requirement** |
| 55 to 1,100 gallons with secondary containment1,101 to 1,319 gallons with secondary containment | Visually inspect monthly for signs of deterioration, discharges or accumulation of petroleum inside diked areas plus any annual inspection elements per industry inspection standards |

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| **ATTACHMENT 2.3- Dike Drainage Log** |

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| **Table 14 Dike Drainage Log** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Date | Bypass valve sealed closed | Accumulated water inspected to be sure no petroleum (or sheen) is visible, if applicable | Open bypass valve and reseal it following drainage | Drainage activity supervised | Observations | Signature of Inspector |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |

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| **ATTACHMENT 2.4- Petroleum-handling Personnel Training and Briefing Log** |

|  |  |  |
| --- | --- | --- |
| **Date** | **Description / Scope** | **Attendees** |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |

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| **Table 15 Petroleum-Handling Personnel Training and Briefing Log** |
| **ATTACHMENT 3 – Discharge Notification Form** |

In the event of a discharge of petroleum to navigable waters or adjoining shorelines, the following information will be provided to the National Response Center **[also see the notification information provided in Section 7 of the Plan]**:

|  |
| --- |
| **Table 16 Information provided to the National Response Center in the Event of a Discharge** |

|  |  |
| --- | --- |
| Discharge/Discovery Date:       | Time:       |
| Facility Name:  |       |
| Facility Location (Address/Lat-Long/Section-Township-Range: |       |
| Name of reporting individual:       | Telephone:       |
| Type of material discharged:       | Estimated total quantity discharged (gallons/barrels):       |
| Source of the discharge:       | Media affected: [ ]  Soil[ ]  Water (specify):     [ ]  Other (specify):      |
| Actions Taken: |       |
| Damage or injuries?[ ]  No [ ]  Yes (specify):       | Evacuation needed?[ ]  No[ ]  Yes (specify):       |
| Organizations and individuals contacted: | [ ]  National Response Center 800-424-8802 Time:      [ ]  Cleanup contractor (specify):      Time:      [ ]  Facility personnel (specify):      Time:      State Agency (specify):      Time:      [ ]  Other (specify):      Time:       |