

SUNY Cortland-Environmental Health and Safety Office

Petroleum Bulk Storage Tank Inspections

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Petroleum Bulk Storage Tank Inspections

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I. Introduction

This procedure describes the steps followed to manage Aboveground Storage Tanks. It is intended for use by personnel responsible for the inspection, care, and maintenance of the bulk tanks that store petroleum. Additionally, this procedure provides guidance in achieving and maintaining compliance with federal, state, and local bulk storage regulations.

II. References

- 6 NYCRR 613 Petroleum Bulk Storage
- 40 CFR 112
- 40 CFR 280
- Navigation Law Article 12
- SUNY Cortland Integrated Contingency Plan

III. Definitions

Above Ground Storage Tank (AST) – A stationary tank that is not entirely covered with earth or other material, or any tank that can be inspected in a subterranean vault.

Containment – Equipment that limits or prevents the spread of a petroleum release.

Design Capacity – The portion of a tank capacity that may be filled before engaging the overfill prevention device, and reduced by an allowance for petroleum expansion.

Dispenser – Equipment located aboveground that meters the amount of petroleum transferred to a point of use outside the tank system. This includes the equipment necessary to connect the dispenser to the tank.

Leak, Spill, or Spillage – Any escape of petroleum from the ordinary container employed in the normal course of storage, transfer, processing or use. Any escape of petroleum that enters containment is a spill.

Leak Detection - A means to determine whether a release of petroleum has occurred from a tank system, or a spill has occurred into the interstitial space between the tank system and its secondary barrier or secondary containment around the tank system.

Pipe or Piping – A hollow cylinder made of non-earthen materials used for the conveyance of petroleum.

Release – Any intentional or unintentional action, or omission resulting in the releasing, discharging, spilling, leaking, pumping, pouring, emitting, emptying or dumping of petroleum into waters or onto lands from which it might flow or drain into said waters when damage may result to lands, waters, or natural resources. A leak or spill of petroleum into secondary containment, including soil that is used as part of secondary containment, does not constitute a release.

Tank – The portion of a tank system that contains the majority of the petroleum in the tank system.

IV. Recordkeeping

Records related to aboveground storage tanks must be maintained in hardcopy or electronic format and be available within 3 business days for inspection. Current records must be immediately available, including the last 30 days of leak detection monitoring. Specific recordkeeping requirements are summarized Table 1 below.

Table 1 – Aboveground Storage Tank Recordkeeping Requirements

Program Area	Activity	Frequency	Responsibility
Aboveground Petroleum Bulk Storage	State PBS registration	Cortland County - annually. State – Every 5 years.	EH&S Office
	Posting of PBS registration certificate	Upon issuance.	EH&S Office Motor Vehicle Maintenance Raquette Lake Maintenance
	Monthly inspection and record retention	Monthly inspections – retain 10 years.	Motor Vehicle Maintenance Facilities Operations and Services Office Raquette Lake Maintenance
	Integrity tests	Lifetime of tank.	EH&S Office Facilities Planning Design and Construction Office

V. Responsibilities

Environmental Health and Safety Office

1. Obtain Class A/B operator certification, and train Class C operators.
2. Coordinate and provide training for campus personnel.

3. Communicate regulatory requirements and any changes that will impact operations.
4. Verify that monthly inspections are being performed.
5. Provide labels and any signage to be posted.
6. Obtain registrations for new tanks and renew existing registrations.
7. Provide copies of registrations to post.
8. Coordinate scheduling for testing requirements.
9. Provide regulatory assistance for tank removals, upgrades, replacement projects or changes to existing operations which would impact current petroleum storage.
10. Provide contact for facility in the event of an unplanned release. Advise and assist with regulatory requirements and corrective action.
11. Provide support and guidance during regulatory inspections.

Facilities Operations and Services Office and Raquette Lake Maintenance



















1. Post registration certificates for review by regulatory agency.
2. Conduct required tank inspections so as to meet compliance requirements.
3. Immediately report problems to supervisor for corrective action, and inform the EH&S Office of issues with tanks within 24 hours.
4. Immediately report releases of petroleum that cannot be safely addressed to the EH&S office at 607-753-2508 from 8:00 am to 4:00 pm, and the University Police at 607-753-2111 between 4:00 pm and 8:00 am.
5. Scrutinize or maintain the following on a monthly basis in accordance with Appendix B:
 - a) Inspect associated valves, piping, flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces. Also, observe shells for signs of leaks or potential leaks such as cracks, holes, rust, bulges, dents, residues, stains or other visual evidence.
 - b) Ensure signage and/or markings on the tank indicate: tank ID number; contents; work and design capacity; and PBS ID number.
 - c) Verify tank fill ports are appropriately color coded in accordance with Appendix A.
 - d) Clear containment areas of leaves, debris, water and any other foreign objects.
 - e) Keep written procedures and a record of inspections, inventories and tests.

Appendix A

API EQUIPMENT MARKING COLOR-SYMBOL SYSTEM

GASOLINES

DISTILLATES

UNLEADED	ULTRA LOW SULFUR	LOW SULFUR FUEL	HIGH SULFUR FUEL
<p>High Grade</p>  <p>Red with white cross. Add white ring for ethanol blend.</p>	<p>Diesel</p>  <p>Yellow with letter U</p>  <p>Yellow</p>  <p>Yellow with blue stripe</p>		
<p>Middle grade</p>  <p>Blue with white cross. Add white ring for ethanol blend</p>	<p>#1 Fuel Oil</p>  <p>Purple with yellow stripe</p>  <p>Purple with yellow & blue stripe</p>		
 <p>White with black cross Add black ring for ethanol blend</p>	<p>#2 Fuel Oil</p>  <p>Green</p>  <p>Green with blue stripe</p>		
<p>OBSERVATION OR MONITORING WELL</p>  <p>Black Triangle</p>	<p>Kerosene</p>  <p>Brown with letter U</p>  <p>Brown</p>  <p>Brown with Blue Stripe</p>		
<p>ALCOHOL-BASED FUELS</p>  <p>Dark Tan: See 2.5.1 for specific requirements</p>	<p>BIODIESEL</p>  <p>Brown with yellow border: See 2.4.1 for specific requirements</p>	<p>Waste Oil</p>  <p>Purple</p>	<p>Vapor Recovery</p>  <p>orange</p>

Appendix B

MONTHLY ABOVEGROUND TANK INSPECTION CHECKLIST

FACILITY REGISTRATION NUMBER: _____

YEAR: _____

TANK ID: _____

CHECKED: (List date checked)	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
LEAKS:												
Tanks												
Piping												
Valves												
Stained soils or concrete												
Visible Sheen												
CORROSION:												
Tanks												
Lines												
Supports												
LEAK DETECTION:												
Alarms												
Gauges												
COLOR CODING:												
Pumps												
Fill												
TANK LABELS:												
FAILURES:												
Paint												
Equipment												
Tanks/Liners												

INSPECTOR: _____

SIGNATURE: _____

ADDRESS: _____
