**U.S. ENVIRONMENTAL PROTECTION AGENCY**

**TIER I QUALIFIED FACILITY SPCC PLAN TEMPLATE**

*\*Please note: Editorial comments for the purposes of this guidance document are identified by red italicized text to distinguish this information from the template text.****\****

**Instructions to Complete this Template**

This template is intended to help the owner or operator of a Tier I qualified facility develop a self-certified Spill Prevention, Control, and Countermeasure (SPCC) Plan. To use this template, your facility must meet all of the applicability criteria of a Tier I qualified facility listed under §112.3(g)(1) of the SPCC rule. This template provides every SPCC rule requirement necessary for a Tier I qualified facility, which you must address and implement.

You may use this template to comply with the SPCC regulation or use it as a model and modify it as necessary to meet your facility-specific needs. If you modify the template, your Plan must include a section cross-referencing the location of each applicable requirement of the SPCC rule and you must ensure that your Plan is an equivalent Plan that meets all applicable rule requirements of 40 CFR 112.6(a)(3).

You may complete this template either electronically or by hand on a printed copy. This document is a reformatted version of the template found in Appendix G of 40 CFR part 112.[[1]](#footnote-1) No substantive changes have been made. Please note that a "Not Applicable" ("N/A") column has been added to both Table G-10 (General Rule Requirements for Onshore Facilities) and Table G-11 (General Rule Requirements for Onshore Oil Production Facilities). The "N/A" column should help you complete your self-certification when a required rule element does not apply to your facility. Use of the "N/A" column is optional and is not required by rule.

All Tier I qualified facility self-certifiers must complete Sections I, II, and III. Additionally, the owner or operator of an:

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| * + Onshore facility (excluding production) must complete Section A.
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| * + Onshore oil production facility (excluding drilling and workover facilities) must complete Section B.
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| * + Onshore oil drilling and workover facility must complete Section C.
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*This example Plan does not include Sections B and C. These sections are not applicable to the facility addressed in this sample Plan.*

Complete and include with your Plan the appropriate attachments. You should consider printing copies of the attachments for use in implementing the SPCC Plan (e.g. Attachment 3.1 - Inspection Log & Schedule; Attachment 4 - Discharge Notification Form).

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:** Required for all Tier I qualified facilities |
| **Section A:** Onshore facilities (excluding production) |
| **Section B:** Onshore oil production facilities (excluding drilling and workover facilities) |
| **Section C:** Onshore oil drilling and workover facilities |
| **Attachments:** 1 - Five Year Review and Technical Amendment Logs2 - Oil Spill Contingency Plan and Checklist3 - Inspections, Dike Drainage and Personnel Training Logs4 - Discharge Notification Form |

After you have completed all appropriate sections, certify and date your Plan, and then implement it by the compliance date. If your facility was in operation before August 16, 2002, and you do not already have a Plan, then implement this template immediately. 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 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 any amendment.

In the event that your facility releases oil to navigable waters or adjoining shorelines, immediately call the National Response Center (NRC) at 1-800-424-8802. The NRC is the federal government's centralized reporting center, which is staffed 24 hours per day by U.S. Coast Guard personnel.

*Facility information in this example SPCC Plan is identified by blue text to distinguish this information from the template text.*

**Tier I Qualified Facility SPCC Plan**

This template constitutes the SPCC Plan for the facility, when completed and signed by the owner or operator of a facility that meets the applicability criteria in §112.3(g)(1). This template addresses the requirements of 40 CFR Part 112. 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 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**

|  |  |
| --- | --- |
| Facility Name | Gas and Care Express |
| Facility Address | 345 Anywhere Street |
| City | Malham | State | PA | ZIP | 17400 |
| County | York | Tel. Number | (717) 888 – 7777 |  |
| Owner or Operator Name | Jack Smith |
| Owner or Operator Address | 18 Anywhere Street |
| City | Malham | State | PA | ZIP | 17400 |
| County | York | Tel. Number | (717) 888 – 6060 |  |

|  |  |
| --- | --- |
| Owner or operator Name | Same as above |
| Owner or Operator Address | Same as above |
| 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  |  Jack Smith | certify that the following is accurate: |

1. I am familiar with the applicable requirements of 40 CFR part 112;
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 qualification criteria (under §112.3(g)(1)):
	1. The aggregate aboveground oil storage capacity of the facility is 10,000 U.S. gallons or less; and
	2. The facility has had no single discharge as described in §112.1(b) exceeding 1,000 U.S. gallons and no two discharges as described in §112.1(b) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to 40 CFR part 112 if the facility has been in operation for less than three years (not including oil discharges as described in §112.1(b) that are the result of natural disasters, acts of war, or terrorism); and
	3. There is no individual oil storage container at the facility with an aboveground capacity greater than 5,000 U.S. gallons.
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) or include any measures pursuant to §112.9(c)(6) for produced water containers and any associated piping;
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 oil at this facility, including, among others:

1. To report any oil discharge to navigable waters or adjoining shorelines to the appropriate authorities. Notification 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 an oil 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.]
3. Optional use of a contingency plan. A contingency plan:
	1. May be used in lieu of secondary containment for qualified oil-filled operational equipment, in accordance with the requirements under §112.7(k), and;

*This sample Tier I template SPCC Plan contains an oil spill contingency plan in Attachment 2 that follows the provisions of 40 CFR 109. However, the facility does not have oil-filled operational equipment that are 55 gallons or greater in capacity; therefore, the contingency plan is not applicable for this scenario (so the checkboxes in Attachment 2 are not filled in). If the facility had regulated oil-filled operational equipment with containers that are 55 gallons or greater and the equipment met the criteria under §112.7(k), the facility has the option to use the contingency plan in Attachment 2 instead of general secondary containment for the equipment.*

* 1. Must be prepared for flowlines and/or intra-facility gathering lines which do not have secondary containment at an oil production facility, and;
	2. Must include an established and documented inspection or monitoring program; must follow the provisions of 40 CFR part 109; and must include a written commitment of manpower, equipment and materials to expeditiously remove any quantity of oil discharged that may be harmful. If applicable, a copy of the contingency plan and any additional documentation will be attached to this Plan as Attachment 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). I certify that the information contained in this Plan is true.

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| --- | --- | --- | --- |
| Signature | *Jack Smith* | Title: | Owner |
| Name | Jack Smith | Date: | 07 / 15 / 2011  |  |

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 no longer meets Tier I qualified facility eligibility, the owner or operator must revise the Plan to meet Tier II qualified facility requirements, or complete a full PE certified Plan.

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| **Table G-1 Technical Amendments (§§112.5(a), (c) and 112.6(a)(2))** |
| 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 to navigable waters or adjoining shorelines. Examples include adding or removing containers, reconstruction, replacement, or installation of piping systems, changes to secondary containment systems, changes in product stored at this facility, or revisions to standard operating procedures. | [x]  |
| Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template. *[§112.6(a)(2)]* **[See Technical Amendment Log in Attachment 1.2]** | [x]  |

**III. Plan Requirements**

1. **Oil Storage Containers (§112.7(a)(3)(i)):**

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| **Table G-2 Oil Storage Containers and Capacities** |
| This table includes a complete list of all oil storage containers (aboveground containersa and completely buried tanksb) with capacity of 55 U.S. gallons or more, unless otherwise exempt from the rule. For mobile/portable containers, an estimated number of containers, types of oil, and anticipated capacities are provided. | **[x]**  |
| **Oil Storage Container** *(indicate whether aboveground (A) or completely buried (B))* | **Type of Oil** | **Shell Capacity (gallons)** |
| A – Horizontal, single wall, cylindrical UL-142 steel tank #1 on concrete saddles and pad | Waste oil | 1,500 |
| A – Steel drums #1 to # 6, each 65 gallons in shell capacity  | Lube oil | 390 |
| A – Steel drums #7, #8, and #9, each 65 gallons in shell capacity  | Automatic transmission fluid | 195 |
| A – Steel drum #10  | Gear oil | 65 |
| A – Steel drums #11 and #12, each 65 gallons in shell capacity  | Hydraulic oil | 130 |
|  A – Rectangular, double-walled tank #2 consisting of a polyethylene inner tank enclosed with a steel outer jacket | Heating oil | 275 |
| A – Horizontal, double-walled, cylindrical UL-142 and F921 fire resistant steel tank #3 with on-tank dispenser and on steel saddles  | Kerosene | 500 |
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|  |  |  |
| **Total Aboveground Storage Capacity c** | 3,055 | gallons |
| **Total Completely Buried Storage Capacity** | 0 | gallons |
| **Facility Total Oil Storage Capacity** | 3,055 | gallons |

a Aboveground storage containers that must be included when calculating total facility oil storage capacity include: tanks and mobile or portable containers; oil-filled operational equipment (e.g., transformers); other oil-filled equipment**,** such as flow-through process equipment. Exempt containers that are not included in the capacity calculation include: any container with a storage capacity of less than 55 gallons of oil; containers used exclusively for wastewater treatment; permanently closed containers; motive power containers; hot-mix asphalt containers; heating oil containers used solely at a single-family residence; and pesticide application equipment or related mix containers.

*Please note that the owner or operator is still responsible to respond to spills that threaten water from any oil containers (including those that are exempt) and report any spills that reach navigable waters; consequently, the owner or operator may want to consider providing secondary containment for these containers. Facilities with oil containers should also consult with state or local authorities or agencies to determine whether there are regulatory or code requirements, for instance fire and worker safety codes, that apply to the containers. Also, note that exempt containers and any other object stored in secondary containment structures, e.g., dikes and berm, for tanks regulated by the SPCC rule reduce their containment capacity, increasing the potential for a reportable oil discharge and may violate fire and safety code requirements.*

b Although the criteria to determine eligibility for qualified facilities focuses on the aboveground oil storage containers at the facility, the completely buried tanks at a qualified facility are still subject to the rule requirements and must be addressed in the template; however, they are not counted toward the qualified facility applicability threshold.

c Counts toward qualified facility applicability threshold.

1. **Secondary Containment and Oil Spill Control (§§112.6(a)(3)(i) and (ii), 112.7(c) and 112.9(c)(2)):**

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| **Table G-3 Secondary Containment and Oil Spill Control** |
| Appropriate secondary containment and/or diversionary structures or equipmenta is provided for all oil handling containers, equipment, and transfer areas to prevent a discharge to navigable waters or adjoining shorelines. The entire secondary containment system, including walls and floor, is capable of containing oil 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. | **[x]**  |

a Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials.

*At an SPCC-regulated facility, all areas with the potential for discharging oil must comply with the general secondary containment requirements specified in §112.7(c). In this scenario, the following areas are subject to the general secondary containment requirements:*

* *Oil transfer areas (e.g., the gasoline dispenser islands, the kerosene dispenser, the tank truck fuel unloading areas, and the filling of service oil dispensing drums inside the shop),*
* *Aboveground transfer equipment (e.g., the fuel and automotive service oil dispensing hoses and appurtenances), and*
* *Oil storage containers with a capacity of 55 gallons or greater and associated appurtenances (e.g., overfill vents on double-walled tanks)*

*Secondary containment structures, e.g., dikes or berms, can be constructed with various materials such as: metal, concrete, earthen materials, liners, asphalt, and other coatings. Although different materials can be used, the material and containment construction must enable the secondary containment structure to prevent discharges to navigable waters or adjoining shorelines. For the secondary containment structure to serve this purpose, it must be able to contain the oil spill until it is cleaned up. Whether it can do this depends primarily on the ability of the containment material to slow down or prevent the flow of the spill through the material, (i.e., the material’s imperviousness to the spill). Note that the rule does not specify how to design the secondary containment system to meet the impervious standard. The facility owner or operator determines how best to provide secondary containment based on good industry practices, oil product properties, and other specific factors and conditions at the facility.*

*Appropriate general secondary containment for these areas must address the most likely oil discharge from the equipment and prevent the discharge from escaping containment until it is cleaned up. A facility owner or operator can use active containment measures that require deployment of response equipment or other specific action by the facility personnel to prevent the discharge from reaching navigable waters or adjoining shorelines. These measures must be able to contain the most likely oil discharge volume, and personnel and equipment must be available to timely and effectively carry out the active containment measure measures to contain the most likely oil discharge volume.*

*In the scenario, the facility uses active containment measures for several areas that have a potential for discharging oil. Personnel attend and monitor all oil transfer operations, spill kits are available and maintained within easy reach at each transfer area, and the containment equipment can contain the most likely discharge volumes at each area.*

*Note that EPA considers that shop-fabricated double-walled tanks that employ overfill and leak detection measures and are constructed to industry standards address the secondary containment requirements in the SPCC rule. This clarification can be found in EPA Memorandum, Subject: Use of Alternative Secondary Containment Measures at Facilities Regulated under the Oil Pollution Prevention Regulation (40 CFR Part 112), OSWER 9360.8-38, More detailed information on secondary containment, including design and construction, is available in the SPCC Guidance for Regional Inspectors, EPA 550-B-05-001, at www.epa.gov/emergencies/content/spcc/spcc\_guidance.htm.*

Table G-4 below identifies the tanks and containers at the facility with the potential for an oil discharge; the mode of failure; the flow direction and potential quantity of the discharge; and the secondary containment method and containment capacity that is provided.

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| **Table G-4 Containers with Potential for an Oil Discharge** |
| Area | Type of failure (discharge scenario) | Potential discharge volume (gallons) | Direction of flow for uncontained discharge | Secondary containment methoda | Secondary containment capacity (gallons) |
| *Bulk Storage Containers and Mobile/Portable Containers*b |
| 1,500 gal waste oil tank #1 | Tank overfill, fitting leak, seam failure | <1 – 1,500 | South to undeveloped lot | Concrete pad and dike | 2,356 |
| 65 gal lube oil drums #1 to #6 (inside shop) | Fitting leak, seam failure | <1 – 65 | To shop floor | Steel leak tray | 80 |
| 65 gal other oil product drums #7 to #12 (inside shop) | Fitting leak, seam failure | <1 – 65 | To shop floor | Steel leak tray | 80 |
| Heating oil tank #2 | Tank overfill, fitting leak, seam failure | <1 – 275 | South to undeveloped lot | Double wall | 280 |
| Kerosene tank #3 | Tank overfill, fitting leak, seam failure | <1 – 500 | South to undeveloped lot | Double wall | 515 |
| *Oil-filled Operational Equipment (e.g., hydraulic equipment, transformers)*c |
| None with container > 55 gallons |  |  |  |  |  |
| *Piping, Valves, etc.* |
| Oil dispensing hoses and appurtenances (inside shop) | Fitting leak or failure, hose failure | < 1 | To shop floor | Spill kit and drip pans | Absorbs up to 30/pans contain up to 2 |
|  |  |  |  |  |  |
| *Product Transfer Areas (location where oil is loaded to or from a container, pipe or other piece of equipment.)* |
| Automotive oil servicing in shop and filling oil dispensing system drums | Handling drips and spills, drum overfill, transfer hose failure  | <1 pt – 0.5 | To shop floor | Catch pans and spill kit | Absorbs up to 30/pans contain up to 2 |
| Gasoline, heating oil, and kerosene unload areas | Receiving tank overfill, fitting leak or failure, fuel transfer hose failure | 1 – 20 | Radial to concrete pavement | Spill kit | Absorbs up to 30 |
| Gasoline dispensing island | Vehicle gas tank overfill, fitting leak or failure, fuel transfer hose failure | 1 – 2 | Radial to concrete pavement | Spill kit | Absorbs up to 45 |
| Kerosene dispensing | Portable container overfill, fitting leak or failure, fuel transfer hose failure | < 0.5 | Radial to concrete pavement | Spill kit | Absorbs up to 30 |
| *Other Oil-Handling Areas or Oil-Filled Equipment (e.g. flow-through process vessels at an oil production facility)* |
| None |  |  |  |  |  |

a Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials.

b For storage tanks and bulk storage containers, the secondary containment capacity must be at least the capacity of the largest container plus additional capacity to contain rainfall or other precipitation.

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| --- | --- |
| Facility Name: | Gas and Care Express |

c For oil-filled operational equipment: Document in the table above if alternative measures to secondary containment (as described in §112.7(k)) are implemented at the facility.

*See the companion secondary containment calculation worksheet for the 1,500-gal tank’s secondary containment system.*

1. Inspections, Testing, Recordkeeping and Personnel Training (§§112.7(e) and (f), 112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)):

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| **Table G-5 Inspections, Testing, Recordkeeping and Personnel Training** |
| An inspection and/or testing program is implemented for all aboveground bulk storage containers and piping at this facility. *[§§112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)]* | **[x]**  |
| 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 aboveground bulk storage containers and piping at this facility:1. All employees are trained to do visual inspections of oil storage and transfer areas and equipment. An assigned knowledgeable employee does periodic visual inspections of the aboveground oil storage containers using Attachment 3.1 to document inspections; records of inspections consist of the monthly inspection checklist and the annual inspection checklist in the Steel Tank Institute (STI) SP001 inspection standard. Visual inspections of oil storage containers follow the inspection schedule in Attachment 3.2 of this plan.
2. The liquid level gauges on the waste oil AST, heating oil AST, and kerosene AST are inspected and calibrated at least annually following the manufacturer’s procedures by a qualified technician. The heating oil AST’s mechanical vent whistle is tested with each delivery of fuel oil; the kerosene AST’s liquid level gauge-activated high-level alarm is inspected monthly and functionally tested annually following manufacturer’s procedures by a qualified employee. Attachment 3.1 documents these inspections.
3. An assigned employee also visually inspects the dispensers on the kerosene AST and at the gasoline island for indications of deterioration and discharges, including the transfer hoses, valves, and other fittings, at least daily following the manufacturer’s procedures.
4. Employees inspect the 1,500 gal waste oil tank concrete dike on a weekly basis for signs of deterioration, discharges (e.g., from tank leaking fittings or seams and transfer spills), or accumulation of oil. In addition, employees inspect the dike containment after any heavy rainfall. These inspections are documented in Attachment 3.1. The dike containment does not have a drain for storm water. Collected rain is pumped from the dike containment and discharged to the ground only after the inspection shows that there is no oil or oil sheen present in the rainwater collected in the dike. If oil or oil sheen is detected on rainwater in the dike, the oily rainwater is pumped into the 1,500-gal waste oil tank for disposal by the waste oil hauler contractor or the contractor is requested to remove the oily rainwater in the dike for disposal. Each drainage activity is recorded in Attachment 3.3. Record keeping for disposal of waste oil or oil-contaminated water accumulated in the berm area is in Attachment 3.3 of this plan.
5. If an employee encounters a spill during an inspection of the oil storage or transfer equipment, the employee will immediately take the necessary actions outlined in Table G-7.
6. An assigned employee inspects spill kits monthly to check equipment serviceability and ensure fully stocked kits.
 |
| 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)]* | **[x]**  |
| 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 3.1]** | **[x]**  |
| Inspections and tests are signed by the appropriate supervisor or inspector. *[§112.7(e)]* | **[x]**  |
| **Personnel, training, and discharge prevention procedures [§112.7(f)]** |
| Oil-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 SPCC Plan. *[§112.7(f)]* | **[x]**  |
| A person who reports to facility management is designated and accountable for discharge prevention. *[§112.7(f)]* | **[x]**  |
| Name/Title: |  James Fixer / Head Mechanic |  |
|  |
| Discharge prevention briefings are conducted for oil-handling personnel annually to assure adequate understanding of the SPCC Plan for that facility. Such briefings highlight and describe past reportable discharges or failures, malfunctioning components, and any recently developed precautionary measures. *[§112.7(f)]* **[See Oil-handling Personnel Training and Briefing Log in Attachment 3.4]**  | **[x]**  |

4. Security (excluding oil production facilities) §112.7(g):

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| **Table G-6 Implementation and Description of Security Measures** |
| Security measures are implemented at this facility to prevent unauthorized access to oil handling, processing, and storage area. | **[x]**  |
| The following is a description of how you secure and control access to the oil handling, processing and storage areas; secure master flow and drain valves; prevent unauthorized access to starter controls on oil pumps; secure out-of-service and loading/unloading connections of oil pipelines; address the appropriateness of security lighting to both prevent acts of vandalism and assist in the discovery of oil discharges:1. The facility is open for gasoline and kerosene sales 24 hours every day and is attended around the clock.
2. All tank fill pipes are capped and locked when not in use; tanks do not have drain valves.
3. The automotive maintenance shop is open for service for 10 hours, Monday through Saturday, and the shop is locked outside business hours.
4. The dispenser pump controls are inside the gasoline sales and customer service area, attended 24 hours every day, in a locked utility room. The attendant can shut off pumps remotely from the attendant station in the sales and customer service area; the entrance to the attendant station is kept locked when the automotive maintenance shop is closed.
5. The kerosene on-tank dispenser pump control is kept locked and only facility employees are authorized to unlock, turn the pump on, and transfer kerosene into customer containers.
6. The gasoline dispensing island is lit and all facility entrances have security lights above and outside the entrances. There are also wall-mounted flood lamps that illuminate the 1,500-gal waste oil, heating oil, and kerosene AST locations.
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5. Emergency Procedures and Notifications (§112.7(a)(3)(iv) and 112.7(a)(5)):

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| **Table G-7 Description of Emergency Procedures and Notifications** |
| The following is a description of the immediate actions to be taken by facility personnel in the event of a discharge to navigable waters or adjoining shorelines *[§112.7(a)(3)(iv) and 112.7(a)(5)]*:1. Shutdown pumping in event of a spill during any fuel transfer operation or an emergency at the fuel dispensers.
2. Eliminate potential sources of ignition such as open flames or sparks.
3. If possible, safe, and trained to do so, identify and secure source of the discharge and contain the discharge with sorbents, sandbags, or other material from the spill kits.
	1. The main and largest spill kit is kept in the attendant area.
	2. The second spill kit is kept behind the service shop.
	3. The third spill kit is kept inside the service shop.
	4. The fourth spill kit is kept between the 1,500-gal waste oil AST dike and the 500-gal kerosene AST.

 1. Contact regulatory authorities and other response personnel and organizations (see next page).
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6. Contact List (§112.7(a)(3)(vi)):

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| **Table G-8 Contact List** |
| **Contact Organization / Person** | **Telephone Number** |
| National Response Center (NRC) | 1-800-424-8802 |
| Cleanup Contractor(s)RO Co. (Waste Oil Disposal Contractor)*Owners or operators of SPCC-regulated facilities are not required to have signed contracts or agreements with cleanup contractors under the SPCC rule. Although no formal written agreement to respond is required by the SPCC rule, the owner or operator must identify phone numbers for the facility response coordinator, National Response Center, cleanup contractors with whom you have an agreement for response, and all appropriate Federal, State, and local agencies who must be contacted in case of a discharge to navigable waters or adjoining shorelines.*  | 717-888-8000 |
| **Key Facility Personnel** |
| Designated Person Accountable for Discharge Prevention:James Fixer, Head Mechanic | Office: 717-888-7777 |
| Emergency: 717-555-9190 (cell phone) |
|  | Office:  |
| Emergency:  |
|  | Office:  |
| Emergency:  |
|  | Office:  |
| Emergency:  |
| State Oil Pollution Control AgenciesSouth Central RegionPA Department of Environmental Protection (DEP) | 877-333-19041-800-541-2050 (Backup) |
| Other State, Federal, and Local AgenciesEPA Region IIIYork County Department of Emergency Services | Office: 215-814-5000Emergency: 1-800-424-8802 (NRC)911 |
| Local Fire Department | 911 |
| Local Police Department | 911 |
| HospitalMalham General Hospital, 1700 Patient Blvd.,Malham, PA 17402 | 717-888-0811 |
| Other Contact References (e.g., downstream water intakes or neighboring facilities) Wayne Storey, Construction Tools and LumberTonney Smart, Smart Auto Paint and Detailing  | 717-888-6921 (Office)717-888-0055 (Office) |

7. NRC Notification Procedure (§112.7(a)(4) and (a)(5)):

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| **Table G-9 NRC Notification Procedure** |
| In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information identified in Attachment 4 will be provided to the National Response Center immediately following identification of a discharge to navigable waters or adjoining shorelines **[See Discharge Notification Form in Attachment 4]**: *[§112.7(a)(4)]* | **[x]**  |
| * 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 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 evacuation may be needed; and
* Names of individuals and/or organizations who have also been contacted.
 |

8. SPCC Spill Reporting Requirements (Report within 60 days) (§112.4):

Submit information to the EPA Regional Administrator (RA) and the appropriate agency or agencies in charge of oil pollution control activities in the State in which the facility is located within 60 days from one of the following discharge events:

* A single discharge of more than 1,000 U.S. gallons of oil to navigable waters or adjoining shorelines or
* Two discharges to navigable waters or adjoining shorelines each more than 42 U.S. gallons of oil occurring within any twelve month period

*You must submit the following information to the RA (Region VI)*

(1) Name of the facility;

(2) Your name;

(3) Location of the facility;

(4) Maximum storage or handling capacity of the facility and normal daily throughput;

(5) Corrective action and countermeasures you have taken, including a description of equipment repairs and replacements;

(6) An adequate description of the facility, including maps, flow diagrams, and topographical maps, as necessary;

(7) The cause of the reportable discharge, including a failure analysis of the system or subsystem in which the failure occurred;

(8) Additional preventive measures you have taken or contemplated to minimize the possibility of recurrence; and

(9) Such other information as the Regional Administrator may reasonably require pertinent to the Plan or discharge.

\* \* \* \* \*

**NOTE: Complete one of the following sections (A, B or C)**

**as appropriate for the facility type.**

*Note that notifying the NRC of oil discharges and reporting specified oil spill information to the EPA Regional Administrator are two different requirements. 40 CFR part 110, Discharge of Oil regulation, requires any person in charge of a facility or vessel that discharges a reportable harmful quantity of oil to immediately notify the NRC of the discharge. The rule identifies a harmful quantity as one that violates applicable water quality standards; or causes a film or sheen upon or discoloration of the surface of the water or adjoining shorelines or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines (see subsection 7 above). In addition, a facility regulated by the SPCC rule must report specific discharge information to the EPA when the facility has certain types of reportable discharges as prescribed in the rule (see Item 8 above).*

*This sample plan does not include Sections B and C. These sections are not applicable to the facility addressed in this sample plan.*

**A. Onshore Facilities (excluding production) (§§112.8(b) through (d), 112.12(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. For example, a facility may not maintain completely buried metallic storage tanks installed after January 10, 1974, and thus would not have to abide by requirements in §§112.8(c)(4) and 112.12(c)(4), listed below. In cases where a provision is not applicable, write “N/A”.

| Table G-10 General Rule Requirements for Onshore Facilities | N/A |
| --- | --- |
| 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 oil will be discharged. *[§§112.8(b)(1) and 112.12(b)(1)]* | **[x]**  | **[ ]**  |
| Valves of manual, open-and-closed design are used for the drainage of diked areas. *[§§112.8(b)(2) and 112.12(b)(2)]* | **[ ]**  | **[x]**  |
| The containers at the facility are compatible with materials stored and conditions of storage such as pressure and temperature. *[§§112.8(c)(1) and 112.12(c)(1)]* | **[x]**  | **[ ]**  |
| Secondary containment for the bulk storage containers (including mobile/portable oil storage containers) holds the capacity of the largest container plus additional capacity to contain precipitation. Mobile or portable oil storage containers are positioned to prevent a discharge as described in §112.1(b). *[§112.6(a)(3)(ii)]*  | **[x]**  | **[ ]**  |
| If uncontaminated rainwater from diked areas drains into a storm drain or open watercourse the following procedures will be implemented at the facility: *[§§112.8(c)(3) and 112.12(c)(3)]* |  |  |
| * Bypass valve is normally sealed closed
 | **[ ]**  | **[x]**  |
| * Retained rainwater is inspected to ensure that its presence will not cause a discharge to navigable waters or adjoining shorelines
 | **[x]**  | **[ ]**  |
| * Bypass valve is opened and resealed under responsible supervision
 | **[ ]**  | **[x]**  |
| * Adequate records of drainage are kept **[See Dike Drainage Log in Attachment 3.3]**
 | **[x]**  | **[ ]**  |
| For completely buried metallic tanks installed on or after January 10, 1974 at this facility *[§§112.8(c)(4) and 112.12(c)(4)]*: |  |  |
| * Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.
 | **[ ]**  | **[x]**  |
| * Regular leak testing is conducted.
 | **[ ]**  | **[x]**  |
| For partially buried or bunkered metallic tanks *[§112.8(c)(5) and §112.12(c)(5)]*: |  |  |
| * Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.
 | **[ ]**  | **[x]**  |
| Each aboveground bulk container 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. Container supports and foundations are regularly inspected. **[See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2]** *[§112.8(c)(6) and §112.12(c)(6)(i)]* | **[x]**  | **[ ]**  |
| Outsides of bulk storage containers are frequently inspected for signs of deterioration, discharges, or accumulation of oil inside diked areas. **[See Inspection Log and Schedule in Attachment 3.1]** *[§§112.8(c)(6) and 112.12(c)(6)]* | **[x]**  | **[ ]**  |
| For bulk storage containers that are subject to 21 CFR part 110 which are shop-fabricated, constructed of austenitic stainless steel, elevated and have no external insulation, formal visual inspection is conducted on a regular schedule. Appropriate qualifications for personnel performing tests and inspections are documented. **[See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2]** *[§112.12(c)(6)(ii)]* | **[ ]**  | **[x]**  |
| Each container is provided with a system or documented procedure to prevent overfills for the container. Describe:Tank truck gasoline\*, heating oil, and kerosene delivery procedures:1. Manually gauge receiving tank to confirm liquid level in tank and quantity to be delivered to prevent tank overfill; reconcile with inventory records and ATG, as applicable. Tanks will not be filled beyond 90% of their capacity.
2. Set parking brake and use chock blocks to prevent movement; inspect fittings and fueling hose for damage before starting fuel transfer operation. The fuel delivery person makes all hook-ups.
3. Place drip pans under valve-hose fitting connections.
4. The person responsible for monitoring the delivery will remain attentive and observe the entire fuel delivery, be prepared to stop the flow of fuel from the truck to the tank at any time, and respond to any unusual condition, leak, or spill which may occur during delivery. During heating oil and kerosene unloading, monitor the tank vent whistle on the heating oil tank and the liquid high-level alarm on the kerosene tank prior to initiating and during transfer. For delivery to the fuel oil tank, shutdown delivery if the vent whistle cannot be heard or the vent whistle stops sounding. For delivery to the kerosene tank, shutdown delivery when high-level alarm goes off. Secure all valves on tank truck before truck departure and inspect for leakage.
5. Following complete delivery, the fuel delivery person is responsible for disconnecting all hook-ups.
6. Record accurate readings for product and water in tank after fuel delivery, verify the amount of fuel received and make sure fill ports are properly secured.
7. If an oil spill occurs, the spill kit will be used to contain the spill. The main spill kit is located in the gasoline sales and customer service area. The maximum spill that would occur during an overfill while unloading gasoline is estimated at 20 gallons (a 4-inch truck fuel delivery hose, 30 feet in length, holds about 20 gallons). The maximum heating oil and kerosene unload rate is 25 gallons per minute (gpm) or 0.4 gallons per second (gps); the expected maximum amount to be spilled in an overfill incident during heating oil or kerosene unloading is about 3 gallons (0.4 gps x 8 seconds maximum to shutdown fuel transfer pump).

Gasoline dispenser customer fueling procedures:1. Before dispenser filling, shutoff engine and cell phone.
2. Do not top off tank after automatic shut-off.
3. If an oil spill occurs, the spill kit will be used to contain the spill. The maximum dispenser pumping rate is 10 gpm or less than 0.2 gps. In the event of a dispenser equipment failure such as a filling hose rupture or a vehicle fuel tank overfill, the expected maximum amount to be spilled is about 2 gallons (0.2 gps x 10 seconds maximum to shutdown dispenser fuel delivery pump).

Kerosene dispenser fuel transfers:1. Customers are prohibited from operating the kerosene dispenser, including transferring kerosene into their containers; employees will transfer kerosene into only authorized containers.
2. Do not top off container when filling; shutoff and lock the dispenser pump after completing transfer.
3. If an oil spill occurs, the spill kit will be used to contain the spill. The maximum dispenser pumping rate is 5 gpm or less than 0.1 gps. In the event of a dispenser equipment failure such as a filling hose rupture or a container overfill, the expected maximum amount to be spilled is less than 0.5 gallon (0.1 gps x 5 seconds maximum to shutdown dispenser fuel delivery pump).

Transfers into waste oil AST: Gauge AST (manually or via visual gauge) to confirm liquid level in tank to prevent tank overfill.Transfers into waste oil tote: Transfer all waste oil into the tote fill port using a funnel. If an oil spill occurs, the spill kit in the shop will be used to contain the spill.Transfers into oil dispensing system drums: Confirm liquid level in drum glass sight gauge before transferring oil product into drum from supplier’s tote and monitor sight gauge during filling to prevent drum overfill; a drum will not be filled beyond 55 gallons. The maximum transfer rate of the supplier’s pump is 7.5 gpm or 0.1 gps. In the event of an overfill incident during the transfer, the expected maximum amount to be spilled is 0.5 gallons (0.1 gps maximum transfer rate x 5 seconds maximum to shutdown transfer pump). *\* For more information on operating and maintaining completely buried storage tanks, including safe practices, see www.epa.gov/oust/pubs/ommanual.htm* | **[x]**  | **[ ]**  |
| Liquid level sensing devices are regularly tested to ensure proper operation **[See Inspection Log and Schedule in Attachment 3.1]**. *[§112.6(a)(3)(iii)]*  | **[x]**  | **[ ]**  |
| Visible discharges which result in a loss of oil from the container, including but not limited to seams, gaskets, piping, pumps, valves, rivets, and bolts are promptly corrected and oil in diked areas is promptly removed. *[§§112.8(c)(10) and 112.12(c)(10)]* | **[x]**  | **[ ]**  |
| Aboveground 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 3.1]** *[§§112.8(d)(4) and 112.12(d)(4)]* | **[x]**  | **[ ]**  |
| 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 3.1]** *[§§112.8(d)(4) and 112.12(d)(4)]* | **[ ]**  | **[x]**  |

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

**ATTACHMENT 1.1 – Five Year Review Log**

By signing below, I am certifying that I have completed a review and evaluation of the SPCC Plan for this facility, and will/will not amend this Plan as a result.

*An owner or operator must review and evaluate the SPCC Plan at least once every five years from the signature date of the Plan. A review of the Plan must also be completed whenever there is a change in the facility which affects the potential for a discharge of oil. In addition, the owner or operator has to amend the Plan within six months of review to include more effective prevention and control technology if the technology has been field-proven at the time of the review and will significantly reduce the likelihood of a discharge to navigable waters or adjoining shorelines. The owner or operator must implement any Plan amendment resulting from the review as soon as possible, but no longer than six months after the amendment.*

|  |
| --- |
| **Table G-13 Review and Evaluation of SPCC Plan for Facility** |
| Review Date | Plan Amendment | Name and signature of person authorized to review this Plan |
| Will Amend | Will Not Amend |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |
|       | **[ ]**  | **[ ]**  |       |

| Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template. |
| --- |
| **Table G-15 Description and Certification of Technical Amendments** |
| Review Date | Description of Technical Amendment | Name and signature of person certifying this technical amendment |
|       |       |       |
|       |       |       |
|       |       |       |
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|       |       |       |
|       |       |       |

**ATTACHMENT 1.2 – Technical Amendment Log**

An oil spill contingency plan and written commitment of resources is required for:

**ATTACHMENT 2 – Oil Spill Contingency Plan and Checklist;**

* Flowlines and intra-facility gathering lines at oil production facilities; and
* Qualified oil-filled operational equipment which has no secondary containment. NOT APPLICABLE

*The SPCC Guidance for Regional Inspectors, EPA 550-B-05-001 provides further details on the use of the oil spill contingency plan to meet specific regulatory requirements and options.*

|  |  |
| --- | --- |
| An oil spill contingency plan meeting the provisions of 40 CFR part 109, as described below, and a written commitment of manpower, equipment and materials required to expeditiously control and remove any quantity of oil discharged that may be harmful is attached to this Plan.  | **[ ]**  |

Complete the checklist below to verify that the necessary operations outlined in 40 CFR part 109 - Criteria for State, Local and Regional Oil Removal Contingency Plans - have been included.

| **Table G-15 Checklist of Development and Implementation Criteria for State, Local and Regional Oil Removal Contingency Plans (§109.5)**a |
| --- |
| (a) Definition of the authorities, responsibilities and duties of all persons, organizations or agencies which are to be involved in planning or directing oil removal operations. | **[ ]**  |
| (b) Establishment of notification procedures for the purpose of early detection and timely notification of an oil discharge including: |  |
| (1) The identification of critical water use areas to facilitate the reporting of and response to oil discharges. | **[ ]**  |
| (2) A current list of names, telephone numbers and addresses of the responsible persons (with alternates) and organizations to be notified when an oil discharge is discovered. | **[ ]**  |
| (3) Provisions for access to a reliable communications system for timely notification of an oil discharge, and the capability of interconnection with the communications systems established under related oil removal contingency plans, particularly State and National plans (e.g., NCP). | **[ ]**  |
| (4) An established, prearranged procedure for requesting assistance during a major disaster or when the situation exceeds the response capability of the State, local or regional authority. | **[ ]**  |
| (c) Provisions to assure that full resource capability is known and can be committed during an oil discharge situation including: |  |
| (1) The identification and inventory of applicable equipment, materials and supplies which are available locally and regionally. | **[ ]**  |
| (2) An estimate of the equipment, materials and supplies which would be required to remove the maximum oil discharge to be anticipated. | **[ ]**  |
| (3) Development of agreements and arrangements in advance of an oil discharge for the acquisition of equipment, materials and supplies to be used in responding to such a discharge. | **[ ]**  |
| (d) Provisions for well defined and specific actions to be taken after discovery and notification of an oil discharge including: |  |
| (1) Specification of an oil discharge response operating team consisting of trained, prepared and available operating personnel. | **[ ]**  |
| (2) Predesignation of a properly qualified oil discharge response coordinator who is charged with the responsibility and delegated commensurate authority for directing and coordinating response operations and who knows how to request assistance from Federal authorities operating under existing national and regional contingency plans. | **[ ]**  |
| (3) A preplanned location for an oil discharge response operations center and a reliable communications system for directing the coordinated overall response operations. | **[ ]**  |
| (4) Provisions for varying degrees of response effort depending on the severity of the oil discharge. | **[ ]**  |
| (5) Specification of the order of priority in which the various water uses are to be protected where more than one water use may be adversely affected as a result of an oil discharge and where response operations may not be adequate to protect all uses. | **[ ]**  |
| (6) Specific and well defined procedures to facilitate recovery of damages and enforcement measures as provided for by State and local statutes and ordinances. | **[ ]**  |

a The contingency plan must be consistent with all applicable state and local plans, Area Contingency Plans, and the National Contingency Plan (NCP)

|  |  |
| --- | --- |
| Facility Name: | Gas and Care Express |

**ATTACHMENT 3 – Inspections, Dike Drainage and Personnel Training Logs**

**ATTACHMENT 3.1 – Inspection Log and Schedule**

| **Table G-16 Inspection Log and Schedule**This log is intended to document compliance with §§112.6(a)(3)(iii), 112.8(c)(6), 112.8(d)(4), 112.9(b)(2), 112.9(c)(3), 112.9(d)(1), 112.9(d)(4), 112.12.(c)(6), and 112.12(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 |
|       | ASTs * 1,500-gal. waste oil tank #1
* 275-gal. heating oil tank #2
* 500-gal. kerosene tank #3
* 65-gal. drums #1 to #12
 | Monthly and annual visual inspections as all containers meet Category 1 criteria (STI SP001, Standard for the Inspection of Aboveground Storage Tanks) |       |       | **[ ]**  |

|  |  |
| --- | --- |
| Facility Name: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|       | Secondary containment dike | Weekly visual inspections and after heavy rainfall |       |       | **[ ]**  |
|       | Liquid level gauges and high-level alarms | Gauges- Annual inspections and calibration following manufacturer’s proceduresVent whistle- test with each delivery and at least annual inspections following manufacturer’s proceduresHigh-level alarm- monthly inspections and annual functional test following manufacturer’s procedures |       |       | **[ ]**  |
|       | Dispensers | Daily visual inspections of the dispenser sumps, fill nozzles, hoses, and fittings (manufacturer instructions) |       |       | **[ ]**  |
|       | Spill kits | Monthly visual inspections and equipment/supply inventory |       |       | **[ ]**  |

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

*The scope of STI SP001 Standard for the Inspection of Aboveground Storage Tanks by the Steel Tank Institute (STI) includes the inspection and testing of aboveground shop-fabricated tanks, small field-erected tanks, portable containers, and associated secondary containment. The standard is copyrighted. However, the periodic tank inspection checklists in Appendix C of the standard are not copyrighted. These checklists are attached to this example template SPCC Plan. Utilization of the checklists alone does not constitute compliance with the standard. The standard is available from STI at the following web address:* [*https://www.steeltank.com/Publications/PublicationsIndex/tabid/108/Default.aspx*](https://www.steeltank.com/Publications/PublicationsIndex/tabid/108/Default.aspx)*.*

**ATTACHMENT 3.2 – Bulk Storage Container Inspection Schedule – onshore facilities (excluding production):**

To comply with integrity inspection requirement for bulk storage containers, inspect/test each shop-built aboveground bulk storage container on a regular schedule in accordance with a recognized container inspection standard based on the minimum requirements in the following table.

| **Table G-17 Bulk Storage Container Inspection Schedule** |
| --- |
| **Container Size and Design Specification** | **Inspection requirement** |
| Portable containers (including drums, totes, and intermodal bulk containers (IBC)): | Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside containment pallets. |
| 55 to 1,100 gallons with sized secondary containment:65-gal. steel lube and other oil product drums #1 to #12275-gal. heating oil AST #2500-gal. kerosene AST #3 | Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside bermed area plus any annual inspection elements per industry inspection standards |
| 1,101 to 5,000 gallons with sized secondary containment and a means of leak detectiona:1,500-gal. waste oil AST #1 |
| 1,101 to 5,000 gallons with sized secondary containment and no method of leak detectiona: | Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas, plus any annual inspection elements and other specific integrity tests that may be required per industry inspection standards  |

a Examples of leak detection include, but are not limited to, double-walled tanks and elevated containers where a leak can be visually identified.

*In this example, the Gas and Care Express owner has elected to use STI’s SP001, tank inspection and testing standard; this standard is an example of an industry inspection standard that can be used to conduct inspections and formal tank testing. Under this standard, inspection and integrity test requirements depend on the spill risk posed by the tank; tanks posing higher spill risks have more inspection and integrity test requirements. Take the example of a 1,500-gallon AST that rests on the ground within an earthen berm. As the tank bottom is in direct contact with the ground, it is not likely that a leak from the tank bottom would be seen. Note that a metal tank in direct contact with the ground soil is subject to corrosion. According to STI SP001, the earthen berm provides a method of spill control but not a method of continuous release detection due to the tank being in direct contact with the ground. This standard defines continuous release detection as a method that allows the facility operator to visually detect releases. Examples are double-wall or double-bottom ASTs with the space between the walls capable of being tested and monitored for releases. Other examples include ASTs that are raised above the ground with supports, grating or without or with release prevention barriers under the tank, such as liners, steel, and/or concrete. Consequently, the 1,500-gallon tank in this note example poses a higher spill risk than a 1,500-gallon tank elevated on supports in the berm. According to STI SP001, in addition to monthly and annual visual inspections in the standard, this example tank also requires formal external inspections by a certified tank inspector and leak tests by the facility every 10 years.*

|  |  |
| --- | --- |
| Facility Name: | Gas and Care Express |

|  |
| --- |
| **Table G-18 Dike Drainage Log** |
| Date | Bypass valve sealed closed | Rainwater inspected to be sure no oil (or sheen) is visible | Open bypass valve and reseal it following drainage | Drainage activity supervised | Observations | Signature of Inspector |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |
|       | **[ ]**  | **[ ]**  | **[ ]**  | **[ ]**  |       |  |

|  |  |
| --- | --- |
| Facility Name: | Gas and Care Express |

**ATTACHMENT 3.3 – Dike Drainage Log**

|  |
| --- |
| **Table G-19 Oil-Handling Personnel Training and Briefing Log** |
| **Date** | **Description / Scope** | **Attendees** |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |

|  |  |
| --- | --- |
| Facility Name: | Gas and Care Express |

**ATTACHMENT 3.4 – Oil-handling Personnel Training and Briefing Log**

|  |
| --- |
| In the event of a discharge of oil 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 G-20 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            |

|  |  |
| --- | --- |
| Facility Name: | Gas and Care Express |

1. Please note that the use of this template is not mandatory for a Tier I qualified facility. You may also meet the SPCC Plan requirement by preparing a satisfactory Tier II qualified facility Plan, preparing a satisfactory Plan that is certified by a Professional Engineer, or by developing an equivalent Plan for a Tier I qualified facility. Further information on the requirements of these methods can be found in 40 CFR part 112.6(a)(1). If you use any of these alternative methods you must include a cross reference in your Plan that shows how the equivalent Plan meets all applicable 40 CFR part 112 requirements. [↑](#footnote-ref-1)