

**New York State Department of Environmental Conservation – Chemical Bulk Storage (CBS) Inspection Form**

DATE: \_\_\_\_\_ DEC INSPECTOR: \_\_\_\_\_

CBS #: \_\_\_\_\_ or  Unregistered FACILITY REP. \_\_\_\_\_

FACILITY NAME: \_\_\_\_\_ CLASS A OPERATOR \_\_\_\_\_

FACILITY ADDRESS: \_\_\_\_\_ NAME & AUTH #: \_\_\_\_\_

FACILITY PHONE NUMBER: \_\_\_\_\_ CLASS B OPERATOR \_\_\_\_\_

NAME & AUTH #: \_\_\_\_\_

**Registration**

1. Is the inspection announced or unannounced?	---	<input type="checkbox"/> Announced <input type="checkbox"/> Unannounced
2. Is the registration certificate posted at the facility?	596.2(g)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> 1 (no access)
3. Is the registration information current and accurate?	596.2(a)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> 1 (expired registration) <input type="checkbox"/> 2 (unregistered facility) <input type="checkbox"/> 3 (unregistered tank)

**Spill Prevention Report (SPR)**

4. Does the owner/operator have a SPR, and has it been reviewed/revised within the previous calendar year?	598.1(k)(1)	<input type="checkbox"/> Y <input type="checkbox"/> N
Date of the latest SPR?		/ /
5. Current management approval of the report?	598.1(k)(2)(ii)	<input type="checkbox"/> Y <input type="checkbox"/> N
6. Preparer's name/signature/certification?	598.1(k)(2)(iv)	<input type="checkbox"/> Y <input type="checkbox"/> N
7. Copy of the current registration certificate & application?	598.1(k)(2)(i)	<input type="checkbox"/> Y <input type="checkbox"/> N
8. Acceptable site map? ( <i>Must include location of tank(s), piping, &amp; transfer station(s).</i> )	598.1(k)(2)(iii)	<input type="checkbox"/> Y <input type="checkbox"/> N
9. Listing, description, and assessment of spills/leaks and releases for past 5 years?	598.1(k)(2)(v, vi)	<input type="checkbox"/> Y <input type="checkbox"/> N
10. Spill response plan?	598.1(k)(2)(x)	<input type="checkbox"/> Y <input type="checkbox"/> N
11. Written site procedures to prevent deliveries to the wrong tank? ( <i>N/A if the facility has a single tank or mated connections.</i> )	598.4(b)(7)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
12. Self-audit on status of compliance?	598.1(k)(2)(vii)	<input type="checkbox"/> Y <input type="checkbox"/> N
13. Design and installation certification ( <i>must be maintained for 5 years</i> ):		
a. For piping?	599.16(e)(4, 5)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
b. For ASTs (installed on or after 02/11/95)?	599.11(e)(4, 5)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
c. For USTs (installed on or after 02/11/95)?	599.6(e)(4, 5)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
14. Designation of useful life:		
a. For piping?	599.13(a)(1)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
b. For ASTs, if <30 years?	599.8(b)(1)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
c. For USTs, if <30 years?	599.3(c)(1)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
15. Site assessment for UST closure or change-in-service?	598.10(a)(2) 598.10(e)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A

<b>Aboveground Storage Tank (AST) System Records</b>		Tank Registration #					
16. Weekly interstitial monitoring of underground/on-ground piping?	599.15(b)						
17. Annual visual inspection:							
a. For piping/ancillary equipment?	598.7(b)(2)						
Date of the latest visual inspection?							
b. For AST?							
Date of the latest visual inspection?							
18. Annual CP test:							
a. For piping?	598.7(b)(1)						
b. For AST?							
19. 5-year inspection:							
a. For aboveground piping/ancillary equipment?	598.7(c)(1, 2)						
Date of the latest 5-year inspection?							
b. For AST?	598.7(c)(1, 3)						
Date of the latest 5-year inspection?							
c. For ASTs ≥10,000 gallons, was the inspection conducted under the direction of a qualified engineer?	598.7(c)(3)						

Y = ✓; N = ✖; N/A = [BLANK]

<b>Underground Storage Tank (UST) System Records</b>		Tank Registration #					
20. Weekly interstitial monitoring:							
a. For underground/on-ground piping?	598.6(c)(1) 599.15(b)						
b. For UST?	598.6(b)(2)						
21. Monthly inspection?	598.6(a)(1)						
22. Annual ALLD test for pressurized underground/on-ground piping?	598.6(a)(2)						
23. Annual CP test:							
a. For piping?	598.6(a)(2)						
b. For UST?							

Y = ✓; N = ✖; N/A = [BLANK]

<b>UST Operator Training Records</b>		Tank Registration #					
24. Is there a designated Class A Operator, and is that person properly authorized?	598.12(a) 598.12(b)(1, 2) 598.12(c)(1-4) 598.12(f)						
25. Is there a designated Class B Operator, and is that person properly authorized?							
26. Is there a designated Class C Operator and is that person properly trained?							

Y / N /

- 1 (current authorized/trained Operator is not designated) /
- 2 (designated Operator is not authorized/trained) /
- 3 (records are missing/inadequate)

<b>Tank-Specific Information</b>	<b>Tank Registration #</b>					
27. If the tank is temporarily out-of-service ( $\geq 30$ days), has it been properly closed?	598.10(b)					
28. If the tank is permanently out-of-service, has it been properly closed?	598.10(c)					
29. Is there an acceptable secondary containment system for the transfer station?	599.17(c)(2)					
30. Are fill connections mated? ( <i>N/A if the facility has a single tank or written site procedures in the SPR.</i> )	598.4(b)(7)					
31. Is a check valve in place for fill pipes where backflow (from the tank) is possible?	599.17(b)(2)(iii)					
32. Are valves properly labeled for closed/open positions?	598.4(b)(8)					
33. Are pumps/valves protected from spills/leaks?	598.5(e)					
34. Does the tank have an acceptable overfill prevention device/system? ( <i>Acceptable OP includes high-level warning alarm, high-level trip, and overflow tank.</i> )	599.17(b)(1)(i)					
35. Is the tank protected from over-pressurization and excessive vacuum(s)?	599.18					

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<b>Piping Inspection</b>	<b>Tank Registration #</b>					
36. Is the exterior surface of aboveground piping protected from corrosion (i.e., painted)?	598.9(c) 599.13(c)(1)					
37. If the aboveground piping was installed on or after 02/11/95, is it properly labeled?	599.13(c)(4)					
38. If the aboveground piping was installed on or after 02/11/95 and has a diameter $>2"$ , does it have welded or flanged connections, or is it plastic-lined metal piping with flared end connections?	599.13(c)(2)					
39. Does underground/on-ground piping have acceptable secondary containment?	599.14					
40. Is secondary containment for underground/on-ground piping being monitored for leaks?	599.14(a)(2)(vii) 599.15(b)					
41. Is piping in contact with soil protected from corrosion?	599.13(b)					
42. Is pressurized underground/on-ground piping equipped with an ALLD?	599.15(a)					

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<b>Aboveground Storage Tank (AST) Inspection</b>	Tank Registration #					
43. Are the AST, fill port(s) and gauge(s) all properly labeled? <i>(Must include: tank ID #; chemical or common name of the product stored; tank design and working capacities; and hazard warning.)</i>	596.2(j) 598.4(b)(8) 599.17(b)(1)(iii)					
44. Does the AST have an acceptable gauge at the fill port?	599.17(b)(1)(iii)					
45. If the AST has a design capacity of $\geq 5,000$ gallons, does it have a manway?	599.8(e)					
46. If the AST is subject to melting, is it protected against fire?	599.8(c)					
47. Is the AST protected from explosion?	599.8(h)					
48. Is the exterior surface of the AST protected from corrosion (i.e., painted)?	598.9(c) 599.8(f)					
49. Is the tank bottom of the on-ground AST protected from corrosion?	599.8(d)					
50. Are dike drain valves locked in a closed position?	599.9(a)(2)(vi)					
51. Does the AST have acceptable secondary containment?	598.5(c) 599.9					
52. If the on-ground AST was installed on or after 02/11/95, is it equipped with a double-bottom or an impermeable barrier?	599.8(g)					
53. If the AST was installed on or after 02/11/95, does it have an acceptable leak monitoring system between the tank bottom and the secondary containment system?	599.10(a)					

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<b>Underground Storage Tank (UST) Inspection</b>	Tank Registration #					
54. Is the fill port(s) properly labeled? <i>(Must include: statement reading "This tank conforms with 6 NYCRR Part 599"; chemical or common name of the product stored; tank dimensions, and design and working capacities; standard of manufacture; year manufactured; name of manufacturer.)</i>	599.3(a)					
55. Is the UST protected from corrosion?	599.3(d)					
56. Does the UST have acceptable secondary containment?	599.4					
57. Is secondary containment being monitored for leaks?	599.5					

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