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## **GUIDANCE FOR TIER II QUALIFIED FACILITY SPCC PLAN TEMPLATE**

### **Disclaimer**

This Spill Prevention, Control, and Countermeasure (SPCC) Plan template is intended to serve as guidance to assist in preparing an SPCC Plan (Plan) for Tier II qualified facilities meeting the applicability criteria of Title 40 Code of Federal Regulations (40 CFR) §112.3(g)(2). This template guidance document (template) is based on the Tier II Qualified Facility SPCC Plan template originally developed by the CalCUPA Forum Board's Aboveground Petroleum Storage Act (APSA) Working Group. The template is modeled after the United States Environmental Protection Agency (US EPA) Tier I Qualified Facility SPCC Plan template found in 40 CFR Part 112 Appendix G, but has been modified to incorporate the 40 CFR §112.6(b) requirements for Tier II qualified facilities.

The use of this template guidance document is optional. This template as a whole or any specific element of this template does not replace or substitute for any statutory or regulatory provision, nor is the template a regulation itself. In the event of a conflict between this template or any element and any statute or regulation, this template would not be controlling. Furthermore, nothing in this template guidance document should be considered legal advice nor be considered a substitute for seeking legal guidance with regards to the compliance for any statutory or regulatory provision. Thus, it does not impose legally binding requirements on the State, Unified Program Agencies, or the regulated community, and might not apply to a particular facility or situation based upon certain circumstances. If your SPCC Plan deviates from this template, you will need to ensure that it meets all of the required 40 CFR Part 112 elements and requirements applicable to a Tier II qualified facility.

Proper completion of this template is only one element of a tank facility's compliance with 40 CFR Part 112 and the Aboveground Petroleum Storage Act (California Health and Safety Code [HSC] Chapter 6.67). Facilities are reminded that, in addition to preparing the written SPCC Plan, the applicable requirements of the 40 CFR Part 112 SPCC rule and HSC Chapter 6.67 must be implemented at the facility, including implementation of the written Plan.

More information about SPCC requirements can be found at: <http://www.epa.gov/emergencies/content/spcc/>. If you have any concerns about meeting the requirements of a Tier II Qualified Facility SPCC Plan, contact your Unified Program Agency for assistance or clarification.

### **Instructions to Complete this Template**

This guidance is intended to help the owner or operator of a Tier II qualified facility develop a self-certified SPCC Plan using this template.<sup>1</sup> This template also allows for a professional engineer (PE) to review and certify certain sections, if applicable, such as alternative measures of environmental equivalence, impracticability determinations of secondary containment and alternative measures, or alternative procedures, for produced water containers. To use this template, your facility must meet all of the applicability criteria of a Tier II qualified facility listed under 40 CFR §112.3(g)(2) of the SPCC rule.

A Tier II qualified facility is one that has had no single discharge as described in 40 CFR §112.1(b) exceeding 1,000 U.S. gallons or 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 (other than discharges as described in §112.1(b) that are the result of natural disasters, acts of war, or terrorism). In addition, the facility has an individual aboveground oil container greater than 5,000 gallons and has an aggregate aboveground oil storage capacity of 10,000 U.S. gallons or less.

This template provides every SPCC rule requirement necessary for a Tier II qualified facility, which you must address and implement. This template guidance document is based on the US EPA SPCC Plan template for Tier I qualified facilities. 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 in your Plan where you address 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 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, the inspector will want to review the printed, signed copy (and associated records).

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<sup>1</sup> Please note that the use of this template is not mandatory for a Tier II qualified facility. You may also meet the SPCC Plan requirements by preparing a satisfactory self-certified Tier II Qualified Facility SPCC Plan or preparing a satisfactory SPCC Plan that is certified by a Professional Engineer. Further information on the requirements of these methods can be found in 40 CFR Part 112.6(b)(2). 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.

The template summarizes in each section the specific requirements of the 40 CFR Part 112 SPCC rule. Each requirement has to the right, an associated checkbox. Please note that a "Not Applicable" ("N/A") column is included in several tables where certain rule requirements may not be applicable to your facility or operations. Unless marked with an "N/A", the checkboxes in the right hand column serve as an affirmation/verification of compliance by the facility to the stated compliance requirement. The "N/A" column should help your facility complete the self-certification when a required SPCC rule element does not apply to your facility. Use of the "N/A" column is optional, but it will enhance the clarity of your Plan. Several sections of the template also contain tables or narrative text fields.

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

**Onshore facility (excluding production) must complete Section A.**

**Onshore oil production facility must complete Section B. REMOVED**

**Onshore oil drilling and workover facility must complete Section C. REMOVED**

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 your facility. Where a section requires a description or listing, write in the spaces provided (or attach additional pages if more space is needed).

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

<b>Sections I, II, and III:</b> Required for all Tier II Qualified Facilities
<b>Section A:</b> Onshore facilities (excluding production)
<b>Section B:</b> Onshore oil production facilities (excluding drilling and workover facilities) <b>REMOVED</b>
<b>Section C:</b> Onshore oil drilling and workover facilities <b>REMOVED</b>
<b>Attachments:</b> 1 – Five Year Review and Technical Amendment Logs 2 – Oil Spill Contingency Plan and Checklist 3 – Inspections, Dike Drainage and Personnel Training Logs 4 – Discharge Notification Form 5 – Substantial Harm Criteria

After you have completed all appropriate sections, certify and date your Plan, and then implement the Plan: (1) Before beginning operations; or (2) Within six months after beginning operations for production facilities. 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 preparation of 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. Additional state and local release/discharge reporting requirements also apply, including immediate notification to the Unified Program Agency and the California Governor's Office of Emergency Services (800-852-7550) if a release or threatened release of oil, such as petroleum oil, poses a threat to health, safety, property or the environment.

## Tier II Qualified 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 40 CFR §112.3(g)(2). 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 \_\_\_\_\_

Facility Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

County \_\_\_\_\_ Tel. Number ( ) - \_\_\_\_\_

Owner or Operator Name \_\_\_\_\_

Owner or Operator Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

County \_\_\_\_\_ Tel. Number ( ) - \_\_\_\_\_

### I. Certification

#### A. Self-Certification Statement (§112.6(b)(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:

I, \_\_\_\_\_, 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, and with the requirements of 40 CFR Part 112;
4. Procedures for required inspections and testing have been established;
5. I will fully implement the Plan;
6. This facility meets the following qualification criteria (under §112.3(g)(2)):
  - a. The aggregate aboveground oil storage capacity of the facility is 10,000 U.S. gallons or less; and
  - b. 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).
7. The Plan does not deviate from any requirement of 40 CFR Part 112 as allowed by §112.7(a)(2) and 112.7(d), or include any exemption/measures pursuant to §112.9(c)(6) for produced water containers and any associated piping, except as provided in §112.6(b)(3); and
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 at least once every five years and amend this Plan whenever there is a material change at the facility that affects the potential for an oil discharge. 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:
  - a. May be used in lieu of secondary containment for qualified oil-filled operational equipment, in accordance with the requirements under §112.7(k), and;
  - b. Must be prepared for flowlines and/or intra-facility gathering lines which do not have secondary containment at an oil production facility, in accordance with the requirements under §112.8(d)(3), and;
  - c. Must include an established and documented inspection or monitoring program; must follow the provisions of 40 CFR Part 109; and must be accompanied by 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(b). I certify that the information contained in this Plan is true.

Signature \_\_\_\_\_

Title: \_\_\_\_\_

Name \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / 20\_\_\_\_

Facility Name: \_\_\_\_\_

**B. Professional Engineer Certification (§112.6(b)(4)) IF APPLICABLE**

As described in §112.6(b)(3), unless reviewed and certified by a licensed Professional Engineer (PE), this Plan may not include alternative measures of environmental equivalence, impracticability determinations of secondary containment and alternative measures, or alternative procedures for produced water containers. Such measures must be reviewed and certified, in writing, by a licensed Professional Engineer pursuant to §112.6(b)(4), as indicated below.

Table 1 – Professional Engineer Certification of Alternative Measures		N/A
The review and certification by the Professional Engineer pursuant to §112.6(b)(4), as indicated below, is limited to the following. [ <i>§112.6(b)(4)</i> ] <b>[Refer to Attachment 1.3]</b>		
<ul style="list-style-type: none"> <li>• the alternative method which achieves equivalent environmental protection pursuant to §112.7(a)(2);</li> <li>• the impracticability determination and measures in lieu of secondary containment pursuant to §112.7(d);</li> <li>• the measures pursuant to §112.9(c)(6) for produced water containers and any associated piping and appurtenances downstream from the container.</li> </ul>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>

I hereby certify and attest to the following:

1. I am familiar with the requirements of 40 CFR Part 112.
2. I, or my agent, has visited and examined this facility.
3. That the alternative method of environmental equivalence in accordance with §112.7(a)(2) or the determination of impracticability and alternative measures in accordance with §112.7(d) is consistent with good engineering practice, including consideration of applicable industry standards, and with the requirements of 40 CFR Part 112.
4. That, if applicable, for a produced water container subject to §112.9(c)(6), any procedure to minimize the amount of free-phase oil is designed to reduce the accumulation of free-phase oil and the procedures and frequency for required inspections, maintenance, and testing have been established and are described in the Plan.

Signature: \_\_\_\_\_

SEAL

Name: \_\_\_\_\_

Date:     /     / 20 \_\_\_\_\_

Registration Number: \_\_\_\_\_

Facility Name: \_\_\_\_\_

## II. Record of Plan Review and Amendments, Technical Amendments, Applicable Requirements, and Professional Engineer Certifications (§112.5(a) and (d) and 112.6(b)(2) and (b)(4))

Table 2 – Five Year Review and Technical Amendments (§§112.5(a) and 112.6(b)(2) and (3))	
This SPCC Plan is 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 (as described in §112.1(b)) <sup>a</sup> . Examples include adding or removing containers, reconstruction, replacement or installation of piping systems, changes to secondary containment systems, changes in product stored at the facility, or revisions to standard operating procedures. Implement any amendment as soon as possible, but no later than six months following the Plan amendment. [§112.5(a)] <b>[See Technical Amendment Log in Attachment 1.2]</b>	<input type="checkbox"/>
Any technical amendments to this Plan (when there is a change in the facility design, construction, operation, or maintenance that affects its potential for a discharge) is re-certified in accordance with Section I of this Plan template, provided that the facility still meets the Tier II qualified facility eligibility after the change. [§112.6(b)(2)]	<input type="checkbox"/>
If, as a result of any change in the facility design, construction or operation, the facility no longer meets the Tier II qualified facility eligibility, the owner or operator will, within six months following the change, prepare and implement a Plan in accordance with the general Plan requirements in §112.7 and the applicable requirements in subparts B and C of 40 CFR 112, including having this Plan certified by a Professional Engineer (PE). [§112.6(b)(2)(ii)]	<input type="checkbox"/>
Complete a review and evaluation of this SPCC Plan at least once every five years. As a result of the review, amend this SPCC Plan within six months to include more effective prevention and control measures for the facility, if applicable. Implement any amendment as soon as possible, but no later than six months following the 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 the Tier II qualified facility eligibility, the owner or operator must complete a full PE-certified Plan. [§112.5(b)] <b>[See Five Year Review Log in Attachment 1.1]</b>	<input type="checkbox"/>
If a PE certified a portion of this Plan and technical amendments are made that affect the portion of this Plan that the PE certified, you must have the amended provisions of your Plan re-certified by a PE. [§112.6(b)(2)(i)] <b>[See PE Certification in Section IB and Alternative Measures Reviewed and Certified by PE in Attachment 1.3]</b>	<input type="checkbox"/>
Alternate methods which provide environmental equivalence are reviewed and certified in writing by a PE. The PE review and certification must be included with this Plan. [§112.6(b)(3)(i)] <b>[See PE Certification in Section IB and Alternative Measures Reviewed and Certified by PE in Attachment 1.3]</b>	<input type="checkbox"/>
Any determinations that secondary containment is impracticable and provisions in lieu of secondary containment have been reviewed and certified in writing by a Professional Engineer. The PE review and certification must be included with this Plan. [§112.6(b)(3)(ii)] <b>[See PE Certification in Section IB and Alternative Measures Reviewed and Certified by PE in Attachment 1.3]</b>	<input type="checkbox"/>

<sup>a</sup> A “discharge as described in §112.1(b)” refers to the Discharge of Oil regulation in 40 CFR 110 (also referred to as the “sheen rule”), which defines a discharge of oil into or upon the navigable waters of the United States or adjoining shorelines that may be harmful under the Clean Water Act. A harmful quantity is the amount of oil that causes a sheen or discoloration on the surface of the water or adjoining shorelines; causes a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines; or violates an applicable water quality standard.

### III. Plan Requirements

#### 1. Facility Diagram (§112.7(a)(3)):

Table 3 – Facility Diagram																									
	<p>Describe in your Plan the physical layout of the facility and include a facility diagram, which must mark the location and contents of each fixed oil storage container and the storage area where mobile or portable containers are located.<sup>b</sup> The facility diagram must identify the location of and mark as “exempt” underground tanks that are otherwise exempted from the requirements under §112.1(d)(4), and produced water containers and any associated piping and appurtenances downstream from the container, that are otherwise exempted from the requirements under §112.1(d)(12). The facility diagram must also include all transfer stations (such as tank loading and unloading areas) and connecting pipes, including intra-facility gathering lines that are otherwise exempted from the requirements of this part under §112.1(d)(11). [§112.7(a)(3)]</p>																								<input type="checkbox"/>
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>M</b>	<b>N</b>	<b>O</b>	<b>P</b>	<b>Q</b>	<b>R</b>	<b>S</b>	<b>T</b>	<b>U</b>	<b>V</b>	<b>W</b>	<b>X</b>	<b>Y</b>
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<sup>b</sup> The location and contents may be marked by identifying each tank/container and portable container storage area on the diagram above with an ID code and including the ID code on Table 4 on the following page.



**3. Oil Spill Control (§§112.7(a)(3)(ii) & (iii)):**

Table 5 – Oil Spill Control	
Discharge prevention measures including procedures for routine handling of oil products (loading, unloading and facility transfers) have been created and are being implemented. <i>[\$112.7(a)(3)(ii)]</i>	<input type="checkbox"/>
The following is a description, listing or summary of the procedures for routine oil handling in place at this facility:	
Discharge or drainage controls such as secondary containment around containers and other structures, equipment, and procedures for the control of a discharge have been implemented. <i>[\$112.7(a)(3)(iii)]</i>	<input type="checkbox"/>
The following is a description, listing or summary of the discharge controls and procedures in place at this facility:	

Facility Name: \_\_\_\_\_



**5. Contact List (§112.7(a)(3)(vi)):**

Table 8 – Contact List	
Contact Organization / Person	Telephone Number
National Response Center (NRC)	1-800-424-8802
Cleanup Contractor(s)	
<b>Key Facility Personnel</b>	
Designated Person Accountable for Discharge Prevention:	Office:
	Emergency:
	Office:
	Emergency:
	Office:
	Emergency:
	Office:
	Emergency:
California Governor’s Office of Emergency Services	1-800-852-7550
Other State, Federal, and Local Agencies <b>CALIFORNIA OFFICE OF EMERGENCY SERVICES</b>	1-800-852-7550
Unified Program Agency <b>SHASTA COUNTY ENVIRONMENTAL HEALTH</b>	530-225-5787 (If no answer calling 911 is adequate)
Local Fire Department	
Local Police Department	
Hospital	
Other Contact References (e.g., downstream water intakes or neighboring facilities)	

Facility Name: \_\_\_\_\_

**6. NRC Notification Procedure (§112.7(a)(4)):**

Table 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 <sup>f</sup> <b>[See Discharge Notification Form in Attachment 4]:</b> [§112.7(a)(4)]	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• The exact address or location and phone number of the facility;</li> <li>• Date and time of the discharge;</li> <li>• Type of material discharged;</li> <li>• Estimate of the total quantity discharged;</li> <li>• Estimate of the quantity discharged to navigable waters;</li> <li>• Source of the discharge;</li> </ul>	<ul style="list-style-type: none"> <li>• Description of all affected media;</li> <li>• Cause of the discharge;</li> <li>• Any damages or injuries caused by the discharge;</li> <li>• Actions being used to stop, remove, and mitigate the effects of the discharge;</li> <li>• Whether an evacuation may be needed; and</li> <li>• Names of individuals and/or organizations who have also been contacted.</li> </ul>

<sup>f</sup> Additional California release reporting requirements apply (HSC §25510(a) and Title 19 California Code of Regulations [19 CCR] §2703) including the immediate reporting of releases and threatened releases posing a significant present or potential hazard to human health and safety, property of the environment. In addition, HSC §25270.8 and Water Code §13272(f) requires reporting of releases from a tank facility of 42 gallons or more of oil or petroleum products into state waters or where they may pass into state waters (state waters include most surface and groundwater). In addition to NRC reporting, the above releases must be immediately reported to the California Governor's Office of Emergency Services, the UPA, and, if necessary, 911. The [California Hazardous Materials Spill/Release Notification Guidance \(February 2014\)](#) is available from the California Governor's Office of Emergency Services.

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

Submit information to the United States Environmental Protection Agency (US EPA) Regional Administrator (RA) and the appropriate agency or agencies in charge of oil pollution control activities in the State<sup>9</sup> 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<sup>h</sup> or
- Two discharges to navigable waters or adjoining shorelines each more than 42 U.S. gallons of oil occurring within any twelve month period<sup>h</sup>.

You must submit the following information to the RA:

- (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.

<sup>9</sup> This includes the California Governor's Office of Emergency Services, Regional Water Quality Control Board, and the Unified Program Agency (UPA).

<sup>h</sup> A facility with 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 12-month period no longer meets the eligibility for a "qualified facility" and, therefore, the facility owner or operator must complete a full PE certified plan.

Facility Name: \_\_\_\_\_

**8. Containers with Potential for an Oil Discharge (§112.7(b)):**

Table 10 below identifies the tanks and containers at the facility with the potential for an oil discharge; the mode of failure; rate of flow; the flow direction and potential quantity of the discharge; and the secondary containment method and containment capacity that is provided. Use additional pages if necessary.

<b>Table 10 – Containers with Potential for an Oil Discharge</b>						
Area or ID Code (from Table 3 or 4)	Type of failure (discharge scenario)	Potential discharge volume (gallons)	Flow rate (gal per minute or other)	Direction of flow for uncontained discharge	Secondary containment method <sup>i</sup>	Secondary containment capacity (gallons)
<i>Bulk Storage Containers and Mobile/Portable Containers<sup>j</sup></i>						
<i>Oil-filled Operational Equipment (e.g., hydraulic equipment, transformers)<sup>k</sup></i>						
<i>Piping, Valves, etc.</i>						
<i>Product Transfer Areas (location where oil is loaded to or from a container, pipe or other piece of equipment.)</i>						
<i>Other Oil-Handling Areas or Oil-Filled Equipment (e.g., flow-through process vessels at an oil production facility)</i>						

<sup>i</sup> 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 or drip pans; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; (7) Sorbent materials; or (8) Sumps and collection systems.

<sup>j</sup> For storage tanks and bulk storage containers, the secondary containment capacity must be at least the capacity of the largest oil compartment or container plus sufficient freeboard to contain precipitation.

<sup>k</sup> 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 this facility.

**9. Containment or Diversionary Structures or Equipment to Prevent Oil Discharge (§112.7(c)):**

<b>Table 11 – Containment and/or Diversionary Structures or Equipment</b>	
Appropriate secondary containment and/or diversionary structures or equipment <sup>l</sup> is provided for all oil handling containers, equipment, transfer areas, mobile refuelers, and/or other non-transportation related tank trucks to prevent a discharge to navigable waters or adjoining shorelines. <sup>m</sup> 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. [§112.7(c)]	<input type="checkbox"/>

<sup>l</sup> 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 or drip pans; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; (7) Sorbent materials; or (8) Sumps and collection systems.

Except as noted below in footnote “l” for bulk storage containers and tanks (and loading/unloading racks), containment may be active or passive in design or operation, and the containment method, design, and capacity need only address the typical failure mode, and the most likely quantity of oil that would be discharged.

<sup>m</sup> Secondary containment for bulk storage containers and tanks must meet additional criteria (40 CFR 112.8(c) for stationary bulk tanks/containers and 40 CFR 112.8(c)(11) for portable tanks/containers (see Section A of this Plan). Secondary containment for tank truck/rail car loading or unloading racks must meet the criteria in 40 CFR 112.7(h)(1) (see Table 16 of this Plan).

**10. Containment Impracticability (§112.7(d)):**

<b>Table 12 – Determination of Impracticability and Provision of Alternative Measures</b>		<b>N/A</b>
This facility has determined that the installation of containment structures or pieces of equipment required by/listed in §§112.7(c) and 112.7(h)(1), and §§112.8(c)(2), 112.8(c)(11), 112.9(c)(2), 112.10(c), 112.12(c)(2), and 112.12(c)(11) to prevent a discharge to navigable waters or adjoining shorelines (as described in §112.1(b)) is not practicable. For bulk storage containers, the facility will conduct both periodic integrity testing of the containers and periodic integrity and leak testing of the valves and piping; and, unless a Facility Response Plan has been submitted to US EPA under §112.20, attached to this plan is an oil spill contingency plan following the provisions of 40 CFR part 109, and a written commitment of manpower, equipment, and materials required to expeditiously control and remove any quantity of oil discharged that may be harmful. [§112.7(d)]	<input type="checkbox"/>	<input type="checkbox"/>
The determination that secondary containment is impracticable and provisions in lieu of secondary containment have been reviewed and certified in writing by a Professional Engineer. The PE review and certification must be included with this Plan. [§§112.6(b)(3)(ii) and 112.7(d)] <b>[See PE Certification in Section IB]</b>	<input type="checkbox"/>	<input type="checkbox"/>
The explanation on why such containment structures or measures are not practicable must be included in Attachment 1.3 – Alternative Measures Reviewed and Certified by PE. <b>[See Alternative Measures Reviewed and Certified by PE in Attachment 1.3]</b>		<input type="checkbox"/>

**11. Inspections, Testing, and Recordkeeping (§§112.7(e), 112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)):**

Table 13 – Inspections, Testing, and Recordkeeping	
Inspections, tests, and records are conducted in accordance with written procedures developed for the facility. <i>[§112.7(e)]</i>	<input type="checkbox"/>
Inspections and tests are signed by the appropriate supervisor or inspector. Records of inspections and tests are kept for a period of three years, including comparison records. <i>[§112.7(e)]</i> <b>[See Inspection Log and Schedule in Attachment 3.1]</b>	<input type="checkbox"/>
An inspection and/or testing program is implemented for all aboveground bulk storage containers and piping at this facility. <i>[§§112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)]</i>	<input type="checkbox"/>
<p>The following is a description of the inspection and/or testing program (e.g., description, summary or list of the written inspection/testing procedures in place; reference to the industry standard utilized; the scope, frequency, method of inspections or tests; and the qualifications of the person conducting the inspection) for all aboveground bulk storage containers and piping at this facility: [Note: Steel Tank Institute (STI) Standard SP001 calls for monthly inspections and annual inspections. Inspection forms designed to meet the STI standards are included as attachment 3.1 with this template]. You may reference implementing the inspection criteria described in attachment 3.1 as your means of complying with the inspection requirements for all aboveground tanks/containers and piping, and providing a brief description of those inspection procedures below. <u>For any tank greater than 5,000 gallons you must indicate that an inspection by an STI or API certified inspector will be completed at least every 20 years and the date of the first inspection must be listed here.</u> If your inspection and testing program is based on a standard other than STI SP001 you must specify which standard is used and provide appropriate written procedures pursuant to that standard.</p>	



**14. Facility Tank Car and Tank Truck Loading/Unloading Rack (excluding offshore facilities) (§112.7(h)):**

Table 16 – Loading/Unloading Racks		N/A
Where loading/unloading rack drainage does not flow into a catchment basin or treatment facility designed to handle such discharges, a quick drainage system is used for tank car or tank truck loading/unloading racks. All containment systems have been designed to hold at least the maximum capacity of a tank car or tank truck loaded or unloaded at the facility.	<input type="checkbox"/>	<input type="checkbox"/>
An interlocked warning light or physical barrier system, warning signs, wheel chocks or vehicle brake interlock system has been provided in the area adjacent to a loading/unloading rack, to prevent vehicles from departing before complete disconnection of flexible or fixed oil transfer lines.	<input type="checkbox"/>	<input type="checkbox"/>
Prior to filling and departure of any tank car or tank truck at the facility, employees closely inspect for discharges at the lowermost drain and all outlets of such vehicles, and if necessary, ensure that they are tightened, adjusted, or replaced to prevent liquid discharge while in transit.	<input type="checkbox"/>	<input type="checkbox"/>

**15. Field Constructed Aboveground Containers (§112.7(i)):**

Table 17 – Field Constructed Aboveground Containers		N/A
If a field-constructed aboveground container at the facility undergoes a repair, alteration, reconstruction, or a change in service that might affect the risk of a discharge or failure due to brittle fracture or other catastrophe, or has discharged oil or failed due to brittle fracture failure or other catastrophe, the facility evaluates the container for risk of discharge or failure due to brittle fracture or other catastrophe, and as necessary, take appropriate action.	<input type="checkbox"/>	<input type="checkbox"/>

**16. Conformance with Other Applicable Requirements (§112.7(j)):**

Table 18 – Conformance with Other Applicable State Rules or Regulations [§112.7(j)]
<p>In addition to the minimal prevention standards listed under this section, the following is a complete discussion of conformance with any applicable more stringent State rules, regulations, and guidelines. [§112.7(j)]</p>

**17. Qualified Oil-Filled Operational Equipment (§112.7(k)):**

Table 19 – Qualified Oil-Filled Operational Equipment		N/A
This facility meets the qualification criteria for reportable discharge history. This facility has had no single discharge as described in §112.1(b) from any oil-filled operation equipment exceeding 1,000 gallons and no two discharges as described in §112.1(b) from any oil-filled operational equipment each exceeding 42 U.S. gallons within any 12-month period in the three years (other than oil discharges as described in §112.1(b) that are the result of natural disasters, acts of war or terrorism). <i>[§112.7(k)(1)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
Facility procedures for inspections or a monitoring program to detect equipment failure and/or a discharge are established and documented <b>[See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2]</b> <i>[§112.7(k)(2)(i)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
and An oil spill contingency plan and written commitment of manpower, equipment, and materials are provided for qualified oil-filled operation equipment <b>[See Oil Spill Contingency Plan and Checklist in Attachment 2]</b> <i>[§112.7(k)(2)(ii)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
or Appropriate containment and/or diversionary structures or equipment are provided to prevent a discharge as described in §112.1(b) for qualified oil-filled operational equipment	<input type="checkbox"/>	<input type="checkbox"/>
An inspection or monitoring program is implemented for all qualified oil-filled operational equipment at this facility. <i>[§112.7(k)(2)(i)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
The following is a description of the inspection or monitoring program (e.g., description, summary or list of the written inspection/monitoring procedures in place; the scope, frequency, method of inspections or monitoring; and the qualifications of the person conducting the inspection) for all qualified oil-filled operational equipment at this facility. <i>[§112.7(k)(2)(i)]</i>		<input type="checkbox"/>

\*\*\*\*\*

**NOTE: Complete one of the following sections (A, B or C) as appropriate for the facility type.**

**SECTION B & C REMOVED-NOT APPLICABLE**

## 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 have 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, check "N/A".**

Table 20 – General Rule Requirements for Onshore Facilities		N/A
<b>Facility Drainage Requirements</b>		
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)]	<input type="checkbox"/>	<input type="checkbox"/>
Valves of manual, open-and-closed design are used for the drainage of diked areas. Flapper-type drain valves shall not be used to drain diked areas. If your facility drainage drains directly into a watercourse and not into an on-site wastewater treatment plant, you must inspect and may drain uncontaminated retained stormwater, as provided in paragraphs (c)(3)(ii), (iii), and (iv) of this section. [§§112.8(b)(2) and 112.12(b)(2)]	<input type="checkbox"/>	<input type="checkbox"/>
Facility drainage systems from undiked areas with a potential for a discharge are designed to flow into ponds, lagoons, or catchment basins to retain oil or return it to the facility. Catchment basins are not located in areas subject to periodic flooding. [§112.8(b)(3) and 112.12(b)(3)]	<input type="checkbox"/>	<input type="checkbox"/>
If facility drainage is not engineered as in (b)(3) above, the final discharge of all ditches inside the facility is equipped with a diversion system that would, in the event of an uncontrolled discharge, retain oil in the facility. [§112.8(b)(4) and 112.12(b)(4)]	<input type="checkbox"/>	<input type="checkbox"/>
Where drainage waters are treated in more than one treatment unit and such treatment is continuous, and pump transfer is needed, two "lift" pumps are provided and at least one of the pumps is permanently installed. Whatever techniques are used, facility drainage systems have been engineered to prevent a discharge as described in §112.1(b) in case there is an equipment failure or human error at the facility. [§112.8(b)(5) and 112.12(b)(5)]	<input type="checkbox"/>	<input type="checkbox"/>
<b>Bulk Storage Container Requirements</b>		
The materials and construction of 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)]	<input type="checkbox"/>	<input type="checkbox"/>
All facility bulk storage tank installations (including mobile or portable oil storage containers) provide a secondary means of containment for the entire capacity of the largest single container and sufficient freeboard to contain precipitation. Diked areas are sufficiently impervious to contain discharged oil. [§112.8(c)(2) & (c)(11)]	<input type="checkbox"/>	<input type="checkbox"/>
An alternative containment system has been provided consisting of a drainage trench enclosure arranged so that any discharge will terminate and be safely confined in a facility catchment basin or holding pond. [§112.8(c)(2)]	<input type="checkbox"/>	<input type="checkbox"/>
Mobile or portable oil storage containers are positioned to prevent a discharge as described in §112.1(b). [§112.8(c)(11)]	<input type="checkbox"/>	<input type="checkbox"/>
<b>Diked Area Drainage</b>		
If uncontaminated rainwater from diked areas drains into a storm drain or open watercourse (bypassing any facility effluent treatment system) the following procedures are implemented at the facility: [§§112.8(c)(3)(i – iv) and 112.12(c)(3)(i – iv)]		<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Bypass valve is normally sealed closed</li> <li>• Retained rainwater is inspected to ensure that its presence will not cause a discharge to navigable waters or adjoining shorelines (as described in §112.1(b))</li> <li>• Bypass valve is opened and resealed following drainage under responsible supervision</li> <li>• Adequate records of drainage are kept <b>[See Dike Drainage Log in Attachment 3.3]</b></li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Table 20 – General Rule Requirements for Onshore Facilities		N/A
<b>Buried Tanks</b>		
For completely buried metallic tanks installed on or after January 10, 1974 at this facility: [ <i>§112.8(c)(4) and 112.12(c)(4)</i> ]	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.</li> <li>Regular leak testing is conducted.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
For partially buried or bunkered metallic tanks [ <i>§112.8(c)(5) and §112.12(c)(5)</i> ]:	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Each buried part of a tank has corrosion protection with coatings or cathodic protection compatible with local soil conditions.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Bulk Container Inspection and Testing</b>		
Each aboveground bulk container is tested or inspected for integrity on a regular schedule and whenever material repairs are made. Records of testing and inspection are kept with the SPCC Plan for a period of three years – including comparison records. Scope and frequency of the inspections and inspector qualifications are in accordance with industry standards. <b>[See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2]</b> [ <i>§112.8(c)(6) and §112.12(c)(6)(i)</i> ]	<input type="checkbox"/>	<input type="checkbox"/>
Outsides of bulk storage containers are frequently inspected for signs of deterioration, discharges, or accumulation of oil inside diked areas. Container supports and foundations are regularly inspected. <b>[See Inspection Log and Schedule in Attachment 3.1]</b> [ <i>§§112.8(c)(6) and 112.12(c)(6)</i> ]	<input type="checkbox"/>	<input type="checkbox"/>
For bulk storage containers that are subject to U.S. Food and Drug Administration requirements pursuant 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. <b>[See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2]</b> [ <i>§112.12(c)(6)(ii)</i> ]	<input type="checkbox"/>	<input type="checkbox"/>
<b>Internal Heating Coils</b>		
Leakage through defective internal heating coils are controlled by monitoring the steam return and exhaust lines for contamination from internal heating coils that discharge into an open watercourse, or passing the steam return or exhaust lines through a settling tank, skimmer, or other separation or retention system. [ <i>§112.8(c)(7)</i> ]	<input type="checkbox"/>	<input type="checkbox"/>
<b>Overfill Prevention and Container Engineering</b>		
Each container installation has been engineered or updated in accordance with good engineering practice to avoid discharges. [ <i>§112.8(c)(8)</i> ]	<input type="checkbox"/>	<input type="checkbox"/>
For each bulk container or container installation, at least one of the following devices is provided: [ <i>§112.8(c)(8)(i – iv)</i> ]	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>High liquid level alarms with an audible or visual signal at a constantly attended operation or surveillance station. In smaller facilities an audible air vent may suffice.</li> <li>High liquid level pump cutoff devices set to stop flow at a predetermined container content level.</li> <li>Direct audible or code signal communication between the container gauger and the pumping station.</li> <li>A fast response system for determining the liquid level of each bulk storage container such as digital computers, telepulse, or direct vision gauges. If this alternative is used, a person is present to monitor gauges and the overall filling of bulk storage containers.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Liquid level sensing devices are regularly tested to ensure proper operation <b>[See Inspection Log and Schedule in Attachment 3.1]</b> . [ <i>§112.8(c)(8)(v)</i> ]	<input type="checkbox"/>	<input type="checkbox"/>
<b>Effluent Treatment Facilities/Systems</b>		
On-site effluent treatment facilities are observed frequently enough to detect possible system upsets that could cause a discharge as described in §112.1(b). <b>[See Effluent Treatment Facilities/Systems Log in Attachment 3.4]</b> . [ <i>§112.8(c)(9)</i> ]	<input type="checkbox"/>	<input type="checkbox"/>

Facility Name: \_\_\_\_\_

Table 20 – General Rule Requirements for Onshore Facilities		N/A
The following is a description of the inspection or monitoring program (e.g., description, summary or list of the written inspection/monitoring procedures in place; the scope, frequency, method of inspections or monitoring; and the qualifications of the person conducting the inspection) for all effluent treatment facilities/systems at this facility. <i>[§112.8(c)(9)]</i> <b>[See Effluent Treatment Facilities/Systems Log in Attachment 3.4]</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Visible Discharge Correction</b>		
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. <i>[§§112.8(c)(10) and 112.12(c)(10)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Facility Transfer Operations and Piping</b>		
Buried piping that is installed or replaced on or after August 16, 2002, is provided with a protective wrapping and coating. Such buried piping installations is either cathodically protected or otherwise satisfies the corrosion protection standards for piping in 40 CFR Part 280 of this chapter or a State program approved under 40 CFR Part 281 (such as California HSC Chapter 6.7 and 23 CCR requirements for underground storage tank systems). <i>[§§112.8(d)(1) and 112.12(d)(1)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
If a section of buried line is exposed for any reason, the facility will carefully inspect it for deterioration. If corrosion damage is found, the facility will undertake additional examination and corrective action as indicated by the magnitude of the damage. <b>[See Inspection Log and Schedule in Attachment 3.1]</b> <i>[§§112.8(d)(1) and 112.12(d)(1)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
Terminal connections at transfer points are capped or blank-flanged and marked as to origin when piping is not in service or is in standby service for an extended time. <i>[§§112.8(d)(2) and 112.12(d)(2)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
Pipe supports are properly designed to minimize abrasion and corrosion and allow for expansion and contraction. <i>[§§112.8(d)(3) and 112.12(d)(3)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
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. <b>[See Inspection Log and Schedule in Attachment 3.1]</b> <i>[§§112.8(d)(4) and 112.12(d)(4)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity and leak testing are conducted on buried piping at the time of installation, modification, construction, relocation, or replacement. <b>[See Inspection Log and Schedule in Attachment 3.1]</b> <i>[§§112.8(d)(4) and 112.12(d)(4)]</i>	<input type="checkbox"/>	<input type="checkbox"/>
All vehicles entering the facility are warned to be sure that no vehicle will endanger aboveground piping or other oil transfer operations. <i>[§§112.8(d)(5) and 112.12(d)(5)]</i>	<input type="checkbox"/>	<input type="checkbox"/>

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

**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.

Table 23 – Review and Evaluation of SPCC Plan for Facility			
Review Date	Plan Amendment		Name, title and signature of person authorized to review this Plan
	Will Amend	Will Not Amend	
	<input type="checkbox"/>	<input type="checkbox"/>	
Description of changes/amendments:			
	<input type="checkbox"/>	<input type="checkbox"/>	
Description of changes/amendments:			
	<input type="checkbox"/>	<input type="checkbox"/>	
Description of changes/amendments:			
	<input type="checkbox"/>	<input type="checkbox"/>	
Description of changes/amendments:			
	<input type="checkbox"/>	<input type="checkbox"/>	
Description of changes/amendments:			



### ATTACHMENT 1.3 – Alternative Measures Reviewed and Certified by Professional Engineer

As described in §112.6(b)(3), unless reviewed and certified by a licensed Professional Engineer, this Plan may not include alternative measures of environmental equivalence, impracticability determinations of secondary containment and alternative measures, or alternative procedures for produced water containers. Such measures must be reviewed and certified, in writing, by a licensed Professional Engineer pursuant to §112.6(b)(4) as indicated in Section IB of this Plan.

Table 25 – Description of Alternative Measures Reviewed and Certified by PE	NA
<p>For each alternative measure allowed under §112.7(a)(2), the certifying Professional Engineer must state the reason(s) for nonconformance and describe the alternative method and how it provides equivalent environmental protection in accordance with §112.7(a)(2).</p>	<input type="checkbox"/>
<p>For each determination of impracticability of secondary containment pursuant to §112.7(d), the certifying Professional Engineer must clearly explain why secondary containment measures are not practicable at this facility and provide the alternative measures required in §112.7(d) in lieu of secondary containment.</p>	<input type="checkbox"/>
<p>The certifying Professional Engineer must describe any alternative procedures for skimming produced water containers in lieu of sized secondary containment pursuant to §112.9(c)(6).</p>	<input type="checkbox"/>

## ATTACHMENT 2 – Oil Spill Contingency Plan and Checklist

An oil spill contingency plan meeting the requirements of 40 CFR part 109 and a written commitment of resources is required for:

1. Any bulk container, tank or area where secondary containment has been determined to be impracticable.
2. Qualified oil-filled operational equipment which has no secondary containment (40 CFR part 112.7(k))

**SECONDARY CONTAINMENT IS PROVIDED FOR ALL BULK STORAGE CONTAINERS AND OIL-FILLED OPERATIONAL EQUIPMENT THEREFORE THIS PAGE IS NOT APPLICABLE TO THIS FACILITY.**

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.	<input type="checkbox"/>
--	--------------------------

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 26 – Checklist of Development and Implementation Criteria for State, Local and Regional Oil Removal Contingency Plans (§109.5)<sup>n</sup>

(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.	<input type="checkbox"/>
(b) Establishment of notification procedures for the purpose of early detection and timely notification of an oil discharge including: <ol style="list-style-type: none"> <li>(1) The identification of critical water use areas to facilitate the reporting of and response to oil discharges.</li> <li>(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.</li> <li>(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., National Contingency Plan).</li> <li>(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.</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
(c) Provisions to assure that full resource capability is known and can be committed during an oil discharge situation including: <ol style="list-style-type: none"> <li>(1) The identification and inventory of applicable equipment, materials and supplies which are available locally and regionally.</li> <li>(2) An estimate of the equipment, materials and supplies which would be required to remove the maximum oil discharge to be anticipated.</li> <li>(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.</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
(d) Provisions for well-defined and specific actions to be taken after discovery and notification of an oil discharge including: <ol style="list-style-type: none"> <li>(1) Specification of an oil discharge response operating team consisting of trained, prepared and available operating personnel.</li> <li>(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.</li> <li>(3) A preplanned location for an oil discharge response operations center and a reliable communications system for directing the coordinated overall response operations.</li> <li>(4) Provisions for varying degrees of response effort depending on the severity of the oil discharge.</li> <li>(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.</li> <li>(6) Specific and well-defined procedures to facilitate recovery of damages and enforcement measures as provided for by State and local statutes and ordinances.</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<sup>n</sup> The contingency plan must be consistent with all applicable state and local plans, Area Contingency Plans, and the National Contingency Plan (NCP).

## ATTACHMENT 3 – Inspections, Dike Drainage, Effluent Treatment Facilities/Systems, and Personnel Training Logs

### ATTACHMENT 3.1 – Table 27 Inspection Log and Schedule

#### Attachment 3.1 – SPCC Plan Monthly Inspection Checklist (based on STI SP001)

Page 1 of 2

#### General Inspection Information:

Inspection Date: \_\_\_\_\_

Prior Inspection Date: \_\_\_\_\_

Inspector Name (print): \_\_\_\_\_

Inspector's Signature \_\_\_\_\_

Tank(s) inspected or ID #s \_\_\_\_\_

#### Inspection Guidance:

- This checklist is intended as a model. Locally developed checklists are acceptable as long as they are substantially equivalent (as applicable). Inspections of multiple tanks may be captured on one form as long as the tanks are substantially the same.
- For equipment not included in this Standard, follow the manufacturer recommended inspection/testing schedules and procedures.
- The periodic AST Inspection is intended for monitoring the external AST condition and its containment structure. This visual inspection does not require a Certified Inspector. It shall be performed by an owner's inspector per paragraph 4.1.2 of the standard.
- Upon discovery of water in the primary tank, secondary containment area, interstice, or spill container, remove promptly or take other corrective action. Inspect the liquid for regulated products or other contaminants and dispose of properly.
- Non-conforming items important to tank or containment integrity require evaluation by an engineer experienced in AST design, a Certified Inspector, or a tank manufacturer who will determine the corrective action. Note the non-conformance and corresponding corrective action in the comment section.
- Retain the completed checklists for at least 36 months.
- **After severe weather (snow, ice, wind storms) or maintenance (such as coating) that could affect the operation of critical components (normal and emergency vents, valves), an inspection of these components is required as soon as the equipment is safely accessible after the event.**

ITEM	STATUS	COMMENTS/DATE CORRECTED
<b>Tank and Piping</b>		
Is tank exterior (roof, shell, heads, bottom, connections, fittings, valves, etc.) free of visible leaks? Note: If "No", identify tank and describe leak and actions taken	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the tank liquid level gauge legible and in good working condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Is the area around the tank (concrete surfaces, ground, containment, etc.) free of visible signs of leakage?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the primary tank free of water or has another preventative measure been taken? NOTE: Refer to paragraphs 6.10 and 6.11 of the standard for alternatives for Category 1 tanks. N/A is only appropriate for these alternatives.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
For double-wall or double bottom tanks or CE-ASTs, is interstitial monitoring equipment (where applicable) in good working condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
For double-wall tanks or double bottom tanks or CE-ASTs, is interstice free of liquid? Remove the liquid if it is found. If tank product is found, investigate possible leak.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>Equipment on Tank</b>		
If overfill equipment has a "test" button, does it activate the audible horn or light to confirm operation? If battery operated, replace battery if needed.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Is overfill prevention equipment in good working condition? If it is equipped with a mechanical test mechanism, actuate the mechanism to confirm operation.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Is the spill container (spill bucket) empty, free of visible leaks and in good working condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Are piping connections to the tank (valves, fittings, pumps, etc.) free of visible leaks? Note: If "No", identify location and describe leak.	<input type="checkbox"/> Yes <input type="checkbox"/> No	



## SPCC Plan Annual Inspection Checklist (based on STI SP001)

Page 1 of 2

**General Inspection Information:**

Inspection Date: \_\_\_\_\_ Prior Inspection Date: \_\_\_\_\_

Inspector Name (print): \_\_\_\_\_

Inspector's Signature \_\_\_\_\_

Tank(s) inspected or ID #s \_\_\_\_\_

**Inspection Guidance:**

- This checklist is intended as a model. Locally developed checklists are acceptable as long as they are substantially equivalent (as applicable).
- For equipment not included in this Standard, follow the manufacturer recommended inspection/testing schedules and procedures.
- The periodic AST Inspection is intended for monitoring the external AST condition and its containment structure. This visual inspection does not require a Certified Inspector. It shall be performed by an owner's inspector per paragraph 4.1.2 of the standard.
- Remove promptly standing water or liquid discovered in the primary tank, secondary containment area, interstice, or spill container. Before discharge to the environment, inspect the liquid for regulated products or other contaminants and disposed of it properly.
- In order to comply with EPA SPCC (Spill Prevention, Control and Countermeasure) rules, a facility should regularly test liquid level sensing devices to ensure proper operation (40 CFR 112.8(c)(8)(v)).
- Non-conforming items important to tank or containment integrity require evaluation by an engineer experienced in AST design, a Certified Inspector, or a tank manufacturer who will determine the corrective action. Note the non-conformance and corresponding corrective action in the comment section.
- Retain the completed checklists for at least 36 months.
- Complete this checklist on an annual basis, supplemental to the owner monthly-performed inspection checklists.
- Note: If a change has occurred to the tank system or containment that may affect the SPCC plan, the condition should be evaluated against the current plan requirement by a Professional Engineer knowledgeable in SPCC development and implementation.

ITEM	STATUS	COMMENTS/DATE CORRECTED
<b>Tank Foundation/Supports</b>		
Free of tank settlement or foundation washout?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Concrete pad or ring wall free of cracking and spalling?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Tank supports in satisfactory condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Is water able to drain away from tank if tank is resting on a foundation or on the ground?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Is the grounding strap between the tank and foundation/supports in good condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>Tank Shell, Heads, and Roof</b>		
Free of visible signs of coating failure?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Free of noticeable distortions, buckling, denting, or bulging?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Free of standing water on roof?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Are all labels and tags intact and legible?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Tank Manways, Piping, and Equipment</b>		
Flanged connection bolts tight and fully engaged with no sign of wear or corrosion?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>Tank Equipment</b>		
Normal and emergency vents free of obstructions?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Normal vent on tanks storing gasoline equipped with pressure/vacuum vent?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Are flame arrestors free of corrosion and are air passages free of blockage?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	

Is the emergency vent in good working condition and functional, as required by manufacturer? Consult manufacturer's requirements. Verify that components are moving freely (including long-bolt manways).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Is interstitial leak detection equipment in good condition? Are windows on sight gauges clear? Are wire connections intact? If equipment has a test function, does it activate to confirm operation?"	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Are all valves free of leaks, corrosion and other damage? Follow manufacturers' instructions for regular maintenance of these items. Check the following and verify (as applicable):  <div style="text-align: right;"> <input type="checkbox"/> Anti-siphon valve  <input type="checkbox"/> Check valve  <input type="checkbox"/> Gate valve  <input type="checkbox"/> Pressure regulator valve  <input type="checkbox"/> Expansion relief valve  <input type="checkbox"/> Solenoid valve  <input type="checkbox"/> Fire valve  <input type="checkbox"/> Shear valve         </div>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Are strainers and filters clean and in good condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>Insulated Tanks</b>		
Free of missing insulation? Insulation free of visible signs of damage? Insulation adequately protected from water intrusion?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Insulation free of noticeable areas of moisture?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Insulation free of mold?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Free of visible signs of coating failure?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>Tank / Piping Release Detection</b>		
Is inventory control being performed and documented if required?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Is release detection being performed and documented if required?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
<b>Other Equipment</b>		
Are electrical wiring and boxes in good condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	
Has the cathodic protection system on the tank been tested as required by the designing engineer?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	

**Additional Comments:**

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---



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## 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 28 – Bulk Storage Container Inspection Schedule**

Container Size and Design Specification	Inspection requirement
Portable containers (including drums, totes, and intermediate bulk containers (IBC))	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas
55 to 1,100 gallons with sized secondary containment	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas plus any annual inspection elements per industry inspection standards <sup>p</sup> (See Attachment 3.1)
1,101 to 5,000 gallons with sized secondary containment and a means of leak detection <sup>p</sup>	
1,101 to 5,000 gallons with sized secondary containment and no method of leak detection <sup>q</sup>	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 <sup>p</sup> (See Attachment 3.1)  Depending upon the industry standard used, referenced or considered, additional integrity testing may include an integrity test, leak test or inspection of the tank exterior and/or interior by an industry standard-certified inspector every 2, 5 or 10 years.
<b>5,001 to 10,000 gallons with sized secondary containment and a means of leak detection<sup>p, r</sup></b>	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 per industry inspection standards <sup>p</sup> . (See Attachment 3.1)  Depending upon the industry standard used and referenced additional integrity testing may include an integrity test or inspection of the tank exterior by an industry standard-certified inspector every 20 years. The first inspection of this type may be 20 years from the date of installation or construction. This date needs to be identified in Table 13.
5,001 to 10,000 gallons with sized secondary containment and no means of leak detection <sup>p, r</sup>	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 per industry inspection standards <sup>p</sup> . (See Attachment 3.1)  Depending upon the industry standard used, referenced or considered, additional integrity testing may include an integrity test, leak test or inspection of the tank exterior and interior by an industry standard-certified inspector every 1, 5, 10 or 15 yrs.

<sup>p</sup> Examples of leak detection include, but are not limited to, double-walled tanks, tanks within non-earthen secondary containment structures and elevated containers where a leak can be **visually identified** prior to any leaking entering the ground surface.

<sup>q</sup> Industry standards for inspections and integrity testing include the Steel Tank Institute “Standard for the Inspection of Aboveground Storage Tanks – SP001”, 6<sup>th</sup> Edition, January 2018, or other relevant standards. (See Attachment 3.1)

<sup>r</sup> Facilities with storage tanks over 10,000 gallons oil storage capacity do not meet the criteria for a Tier II Qualified Facility.

**ATTACHMENT 3.4 – Effluent Treatment Facilities/Systems Log**

**Table 29 – 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
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

**Table 30 – Effluent Treatment Facilities/Systems Log**

Date	Observations	Name/ Signature of Inspector	Records maintained separately <sup>s</sup>
			<input type="checkbox"/>

<sup>s</sup> Indicate in the table above if records of effluent treatment facilities/systems are maintained separately at this facility.

Facility Name: \_\_\_\_\_

**ATTACHMENT 3.5 – Oil-handling Personnel Training and Briefing Log**

<b>Table 31 – Oil-Handling Personnel Training and Briefing Log</b>		
<b>Date</b>	<b>Description / Scope</b>	<b>Attendees</b>

## ATTACHMENT 4 – Discharge Notification Form

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 III-6 of this Plan]:

Table 32 – 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	<input type="checkbox"/> Soil
			<input type="checkbox"/> Water (specify)
			<input type="checkbox"/> Other (specify)
Actions taken			
Damage or injuries	<input type="checkbox"/> No <input type="checkbox"/> Yes (specify)	Evacuation needed?	<input type="checkbox"/> No <input type="checkbox"/> Yes (specify)
Organizations and individuals contacted	<input type="checkbox"/> National Response Center 800-424-8802 Time		
	<input type="checkbox"/> Cleanup contractor (Specify) Time		
	<input type="checkbox"/> Facility personnel (Specify) Time		
	<input type="checkbox"/> State Agency (Specify) Time		
	<input type="checkbox"/> Other (Specify) Time		

**ATTACHMENT 5 – Substantial Harm Criteria**

Facility Name: \_\_\_\_\_

Facility Address: \_\_\_\_\_

<b>Table 33 – Certification of the Applicability of the Substantial Harm Criteria</b> [40 CFR Part 112, Appendix C, Attachment C-II]	<b>Yes</b>	<b>No</b>
1. Does the facility transfer oil over water to or from vessels and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?	<input type="checkbox"/>	<input type="checkbox"/>
2. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground oil storage tank area?	<input type="checkbox"/>	<input type="checkbox"/>
3. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III to this appendix or a comparable formula <sup>1</sup> ) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments? For further description of fish and wildlife and sensitive environments, see Appendices I, II, and III to DOC/NOAA's "Guidance for Facility and Vessel Response Plans: Fish and Wildlife and Sensitive Environments" (see Appendix E to 40 CFR Part 112, Section 13, for availability) and the applicable Area Contingency Plan.	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III, Appendix C, 40 CFR Part 112 or a comparable formula <sup>1</sup> ) such that a discharge from the facility would shut down a public drinking water intake? <sup>2</sup>  <sup>1</sup> If a comparable formula is used, documentation of the reliability and analytical soundness of the comparable formula must be attached to this form.  <sup>2</sup> For the purposes of 40 CFR Part 112, public drinking water intakes are analogous to public water systems as described at 40 CFR 143.2(c).	<input type="checkbox"/>	<input type="checkbox"/>
5. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and has the facility experienced a reportable oil discharge in an amount greater than or equal to 10,000 gallons within the last 5 years?	<input type="checkbox"/>	<input type="checkbox"/>

**Certification**

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals responsible for obtaining this information, I believe that the submitted information is true, accurate, and complete.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Name (please type or print)*

\_\_\_\_\_  
*Date*      /      / 20

Note: A "yes" answer to any of the above questions on this Attachment means that this facility no longer meets the eligibility for a Tier II qualified facility. The owner or operator must complete a full PE-certified SPCC Plan and may also be required to complete a Facility Response Plan.