

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?	598-1.14(a)(7)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> 1 (no access)
3. Is the registration information current and accurate?	598-1.14(a)(1)	<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?	598-1.9(a)	<input type="checkbox"/> Y <input type="checkbox"/> N
Date of the latest SPR?		/ /
5. Current management approval of the report?	598-1.9(b)(2)	<input type="checkbox"/> Y <input type="checkbox"/> N
6. Preparer's name/signature/certification?	598-1.9(b)(4)	<input type="checkbox"/> Y <input type="checkbox"/> N
7. Copy of the current registration certificate & application?	598-1.9(b)(1)	<input type="checkbox"/> Y <input type="checkbox"/> N
8. Acceptable site map? <i>(Must include location of tank(s), piping, & transfer station(s).)</i>	598-1.9(b)(3)	<input type="checkbox"/> Y <input type="checkbox"/> N
9. Listing, description, and assessment of spills/leaks and releases for past 5 years?	598-1.9(b)(5, 6)	<input type="checkbox"/> Y <input type="checkbox"/> N
10. Spill response plan?	598-1.9(b)(10)	<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>	598-2.2(b)(2)(vii) / 3.2(b)(2)(vii)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
12. Self-audit on status of compliance?	598-1.9(b)(7)	<input type="checkbox"/> Y <input type="checkbox"/> N
13. Design and installation certification <i>(must be maintained for 5 years):</i>		
a. For piping?	598-2.2(a)(1)(iii)(d, e) / (2)(iv)(d, e) / 3.2(a)(1)(iii)(d, e) / (2)(vii)(d, e)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
b. For (Cat. 2) ASTs?	598-3.2(a)(2)(vii)(d, e)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
c. For (Cat. 2) USTs?	598-2.2(a)(2)(iv)(d, e)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
14. Designation of useful life:		
a. For piping?	598-2.1(b)(2) / 3.1(b)(2)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
b. For ASTs, if <30 years?	598-3.1(b)(1)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
c. For USTs, if <30 years?	598-2.1(b)(1)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A
15. Site assessment for UST closure or change-in-service?	598-2.6(b)(2)(ii) / (d)	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A

Aboveground Storage Tank (AST) System Records		Tank Registration #					
16. Weekly interstitial monitoring of underground/on-ground piping?		598-3.3(b)(2)					
17. Annual visual inspection:							
a. For piping/ancillary equipment?		598-3.2(c)(2)(ii)					
Date of the latest visual inspection?							
b. For AST?							
Date of the latest visual inspection?							
18. Annual CP test:							
a. For piping?		598-3.2(c)(2)(i)					
b. For AST?							
19. 5-year inspection:							
a. For aboveground piping/ancillary equipment?		598-3.3(c)(3)(i, ii)					
Date of the latest 5-year inspection?							
b. For AST?		598-3.3(c)(3)(i, iii)					
Date of the latest 5-year inspection?							
c. For ASTs ≥10,000 gallons, was the inspection conducted under the direction of a qualified engineer?		598-3.3(c)(3)(iii)					

Y = ✓; N = ✖; N/A = [BLANK]

Underground Storage Tank (UST) System Records		Tank Registration #					
20. Weekly interstitial monitoring:							
a. For underground/on-ground piping?		598-2.3(b)(2)					
b. For UST?		598-2.3(c)(2)					
21. Monthly inspection?		598-2.2(f)(1)(i)(a)					
22. Annual ALLD test for pressurized underground/on-ground piping?		598-2.2(e)(2)(ii)(c)					
23. Annual CP test:							
a. For piping?		598-2.2(g)(2)					
b. For UST?							

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UST Operator Training Records		Tank Registration #					
24. Is there a designated Class A Operator, and is that person properly authorized?		598-2.5(a)(1, 2) / (b)(1-3) / (e)(1, 2)					
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)

Tank-Specific Information	Tank Registration #					
27. If the tank is out-of-service (≥ 30 days), does it comply with all pertinent requirements?	598-2.6(a)(3) / 3.6(a)(3)					
28. If the tank is permanently out-of-service, has it been properly closed?	598-2.6(b) / 3.6(b)					
29. Is there an acceptable secondary containment system for the transfer station?	598-2.1(b)(4)(i) / 3.1(b)(4)(i)					
30. Are fill connections mated? (N/A if the facility has a single tank or written site procedures in the SPR.)	598-2.2(b)(2)(vii) / 3.2(b)(2)(vii)					
31. Is a check valve in place for fill pipes where backflow (from the tank) is possible?	598-2.1(b)(5)(iii) / 3.1(b)(5)(iii)					
32. Are valves properly labeled for closed/open positions?	598-3.2(b)(1)(iv)					
33. Are pumps/valves protected from spills/leaks?	598-2.1(b)(4)(ii) / 3.1(b)(4)(ii)					
34. Does the tank have an acceptable overfill prevention device/system? (Acceptable OP includes high-level warning alarm, high-level trip, and overflow tank.)	598-2.1(b)(3)(i) / 3.1(b)(3)(ii)					
35. Is the tank protected from over-pressurization and excessive vacuum(s)?	598-2.1(b)(6, 7) / 2.2(b)(1)(iv) / 3.1(b)(6, 7) / 3.2(b)(1)(v)					

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Piping Inspection	Tank Registration #					
36. Is the exterior surface of aboveground piping protected from corrosion (i.e., painted)?	598-2.1(b)(2)(ii)(d)(1) / 3.1(b)(2)(ii)(d)(1)					
37. Is the Cat. 2 aboveground piping properly labeled?	598-2.2(b)(1)(iii) / 3.2(b)(1)(iii)					
38. If the Cat. 2 aboveground piping has a diameter > 2 ", does it have welded or flanged connections, or is it plastic-lined metal piping with flared end connections?	598-2.1(b)(2)(ii)(d)(2) / 3.1(b)(2)(ii)(d)(2)					
39. Does underground/on-ground piping have acceptable secondary containment?	598-2.1(b)(2)(i) / (ii)(c) / 3.1(b)(2)(i) / (ii)(c)					
40. Is secondary containment for underground/on-ground piping being monitored for leaks?	598-2.1(b)(2)(i) / (ii)(c)(2)(ix) / 2.3(b)(2) / 3.1(b)(2)(i) / (ii)(c)(2)(ix) / 3.3(b)(2)					
41. Is piping in contact with soil protected from corrosion?	598-2.1(b)(2)(i) / (ii)(b) / 3.1(b)(2)(i) / (ii)(b)					
42. Is pressurized underground/on-ground piping equipped with an ALLD?	598-2.3(b)(2) / 3.3(b)(2)					

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Aboveground Storage Tank (AST) Inspection	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>	598-3.2(b)(1)(i – iv)					
44. Does the AST have an acceptable gauge at the fill port?	598-3.1(b)(3)(i)					
45. If the AST has a design capacity of ≥5,000 gallons, does it have a manway?	598-3.1(b)(1)(i)(a)(4) / (ii)(a)(4)					
46. If the AST is subject to melting, is it protected against fire?	598-3.1(b)(1)(i)(a)(3) / (ii)(a)(3)					
47. Is the AST protected from explosion?	598-3.1(b)(1)(i)(a)(5) / (ii)(a)(5)					
48. Is the exterior surface of the AST protected from corrosion (i.e., painted)?	598-3.1(b)(1)(i)(b)(10) / (ii)(b)(10)					
49. Is the tank bottom of the on-ground AST protected from corrosion?	598-3.1(b)(1)(i)(b) / (ii)(b)					
50. Are dike drain valves locked in a closed position?	598-3.1(b)(1)(i)(c)(2)(vi) / (ii)(c)(2)(vi)					
51. Does the AST have acceptable secondary containment?	598-3.1(b)(1)(i)(c) / (ii)(c)					
52. Is the on-ground Cat. 2 AST equipped with a double-bottom or an impermeable barrier?	598-3.1(b)(1)(ii)(a)(6)					
53. Does the Cat. 2 AST have an acceptable leak monitoring system between the tank bottom and the secondary containment system?	598-3.3(b)(1)(ii)(b)					

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Underground Storage Tank (UST) Inspection	Tank Registration #					
54. Is the fill port(s) properly labeled? <i>(Must include: statement reading “This tank conforms with 6 NYCRR Part 598”; chemical or common name of the product stored; tank dimensions, and design and working capacities; standard of manufacture; year manufactured; name of manufacturer.)</i>	598-2.2(b)(1)					
55. Is the UST protected from corrosion?	598-2.1(b)(1)(i) / (ii)(b)					
56. Does the UST have acceptable secondary containment?	598-2.1(b)(1)(i) / (ii)(c)					
57. Is secondary containment being monitored for leaks?	598-2.3(b)(1)					

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