



## ABOVEGROUND STORAGE TANK INSTALLATION INSPECTION SUMMARY INSTRUCTIONS

An installation inspection is required on an aboveground tank greater than 21,000 gallons in capacity at installation, reconstruction, or relocation. An installation inspection is also required on small aboveground *field constructed* tanks at installation, reconstruction, or relocation.

Information provided on the form should be typewritten or printed in a legible manner.

- I. REASON FOR INSPECTION:** Indicate whether this is an installation, a tank relocation, or an inspection of a small AST that was installed by an uncertified individual. NOTE: Relocation refers to a tank that is moved within the same facility. All other relocations, or any reconstructions, are treated as a removal and a new installation.
- II. INSPECTION DATES:** Enter the dates that you, as an inspector, were at the site.
- III. FACILITY INFORMATION:** Enter the facility information as it appears on the registration certificate. If this is a new facility, enter "NEW" in the Facility ID number spaces.
- IV. INSPECTOR INFORMATION:** Complete the information in this section. If self-employed, enter self -employed in the Employer space and leave the Company Certification Number blank.
- V. TANK IDENTIFICATION:** Provide information about the tank; including the tank configuration, construction code, substance stored, etc. Enter "NEW" in the ID number space.
- VI. PERMIT INFORMATION:** Enter the DEP site specific installation permit (SSIP) number for new large ASTs and for new large AST facilities. Enter "N/A" on the permit number line if the permit requirement does not apply. If a Fire/Safety permit is required for combustible and flammable liquids, enter the permit number, the permit date and what authority issued the permit (State Police Fire Marshal, Labor & Industry, Allegheny County or Philadelphia County). NOTE: When SSIPs are required, they must be issued *before construction begins*.
- VII. NEXT INTEGRITY INSPECTIONS:** ASTs greater than 21,000 gallons require an in service inspection within 5 years of the installation and an out of service inspection within 10 years of the installation. ASTs between 5,001 gallons and 21,000 gallons require an in service inspection within 10 years of the installation. ASTs 5,000 gallons and less do not require integrity inspections, unless they contain a highly hazardous substance.
- VIII. CERTIFIED INSPECTOR:** As the DEP Certified inspector, sign and date the form in this area.
- IX. OWNER OR OWNER'S REPRESENTATIVE:** Obtain the signature of the owner or designated representative and enter the date signed in this section. If the owner or representative refused to sign this section, the inspector should enter the reason for the refusal. Certified mail receipt may be used as evidence that the report has been provided to the owner. Explain in Section XII.
- X. INSTALLER INFORMATION:** Provide the information for each installer whose work you inspected. Verify this information with the installer's DEP certificate or card. If a certified installer did not perform or oversee the work, show the name(s) of individual(s) and employer(s) who did the work and print "Not Certified" on the certification number line. Provide any additional comments in Section XII.
- XI. EVALUATION OF TANK SYSTEM:** Verify that the tank has been installed or relocated in accordance with applicable industry standards, as well as, regulatory technical requirements. Determinations must be based on evidence and observations, not solely on the owner/operator or installer's claim. Any system component marked "Unsatisfactory" must be explained in section XII. This evaluation should include:
  - Materials meet the design specifications of the construction code or an engineer's criteria.
  - Foundation and tank supports were constructed in accordance with engineer's design, based on sound engineering practices.
  - Welding was completed in accordance with industry practices and/or design criteria, and was performed by a qualified welder.

- Tank construction; including the floor, shell, and roof; meet code or engineer's specification and technical requirements.
- Appurtenances meet code or engineer's specification and technical requirements.
- Appropriate ancillary equipment is present, operational, and meets technical requirements.
- Normal vent meets code specifications, such as API 2000 and NFPA 30, and is operational.
- Emergency vent (if required) meets code specifications, such as API 2000 and NFPA 30, and is operational.
- Secondary containment meets the technical requirements. Please describe what is used for the impervious layer and how a release would be detected before it reaches the environment.
- Emergency containment meets the technical requirements for design and permeability.
- Cathodic protection (if installed) was designed by a corrosion expert and installed according to the technical requirements and design drawings.
- Internal lining/coating was designed and installed in accordance with industry codes of practice and technical requirements, including testing for holidays.
- External coating was applied to prevent corrosion and deterioration. The Labeling is in accordance with industry standards and is easily legible from outside the containment area.
- Overfill prevention ensures that releases from overfills do not occur. The overfill prevention includes a gauge or monitoring device and a high level alarm with either an automatic shut off device or a manned operator shutdown procedure.
- Hydrostatic test was performed in accordance with industry codes and practices and technical requirements. System failure, leaks, or excessive tank settlement did not occur. Hydrostatic tests are required for large (greater than 21,000 gallons) field constructed tanks at installation or relocation.
- Alternative test for tightness was performed in accordance with industry codes and practices and technical requirements. This may be a pneumatic test for large (greater than 21,000 gallons) shop built tanks.
- Nondestructive testing or examination was performed in accordance with industry codes and practices by a properly qualified tester. Test results indicated no deficiencies.
- Fire safety standards for flammable or combustible liquids have been met, when applicable, and the appropriate permit has been obtained.
- A written operation and maintenance plan is onsite and assures conformance with applicable standards and regulations.
- A spill prevention and response plan is readily available at the facility. An updated copy of this plan has been sent to the appropriate DEP regional office to reflect the addition of this tank.

**XII. COMMENTS:** Describe any tank system deficiencies and note additional information discovered during the inspection. If additional comment sheets are needed, label each sheet with facility and tank identification numbers, inspection date and page number.

Completed inspection summaries must be submitted by the certified inspector to DEP within 60 days of conducting the inspection activities.

- Original to the appropriate DEP regional office (see addresses on next page)
- Copy to DEP central office (see address on next page)
- Copy to the tank owner
- Copy for tank inspector's files

**Central Office**

Pennsylvania DEP, Central Office  
Division of Storage Tanks  
PO Box 8763  
Harrisburg, PA 17105-8763

<p><b>Southeast Region</b> 2 East Main Street Norristown, PA 19401-4915 484-250-5960</p> <p><b>Counties: Bucks, Chester, Delaware, Montgomery, and Philadelphia</b></p>	<p><b>Northcentral Region</b> 208 West Third Street, Ste. 101 Williamsport, PA 17701-6448 570-327-0500</p> <p><b>Counties: Bradford, Cameron, Centre, Clearfield, Clinton, Columbia, Lycoming, Montour, Northumberland, Potter, Snyder, Sullivan, Tioga, and Union</b></p>
<p><b>Northeast Region</b> 2 Public Square Wilkes-Barre, PA 18701-1915 570-820-4902</p> <p><b>Counties: Carbon, Lackawanna, Lehigh, Luzerne, Monroe, Northampton, Pike, Schuylkill, Susquehanna, Wayne, and Wyoming</b></p>	<p><b>Southwest Region</b> 400 Waterfront Drive Pittsburgh, PA 15222-4745 412-442-4091</p> <p><b>Counties: Allegheny, Armstrong, Beaver, Cambria, Fayette, Greene, Indiana, Somerset, Washington, and Westmoreland</b></p>
<p><b>Southcentral Region</b> 909 Elmerton Avenue Harrisburg, PA 17110-8200 717-705-4705</p> <p><b>Counties: Adams, Bedford, Berks, Blair, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lancaster, Lebanon, Mifflin, Perry, and York</b></p>	<p><b>Northwest Region</b> 230 Chestnut Street Meadville, PA 16335-3481 814-332-6648</p> <p><b>Counties: Butler, Clarion, Crawford, Elk, Erie, Forest, Jefferson, Lawrence, McKean, Mercer, Venango, and Warren</b></p>