



INSTRUCTIONS

STORAGE TANK INSTALLER AND INSPECTOR CERTIFICATION ATTACHMENT A

Do not return these Instruction Sheets with completed application form

All information must be either typed or printed in a legible manner. A separate copy of a complete Attachment A package (pages 1 through 4) must be attached to the application form for **each certification category** being requested. An application requesting a category for which the Attachment A package is incomplete or missing will be denied for the subject category.

Section I. Enter the name and the full Social Security Number that appears in Section I of the application form. Enter the certification category for which this Attachment A documents.

Section II. Indicate the number of years of experience in the specific certification category being requested. This number must be at least that stated in the "total experience and qualifications or education plus experience" requirement in Sections 245.111 and 245.113 of Chapter 245 for the category being requested in order for the applicant to be considered qualified for that category. Refer to **Installer/Inspector Description Sheet** for this information.

The employment history for the years of experience (and substantial involvement) listed in Section II must be listed in the space provided. The history dates should be listed as month/year and must cover the years being considered as experience, but need not be consecutive. If additional space is required to provide the experience employment history, additional pages may be added to the Attachment A section of the application. Each additional page must have applicants SSN (Last four #) in upper right corner.

The applicant may, at his or her option, substitute documentation of acceptable education for part of the "total experience and qualifications" requirement as allowed by Sections 245.111 and 245.113 of Chapter 245 for the certification category being requested. Refer to **Installer/Inspector Description Sheet** for a listing of the "total experience and qualifications or education plus experience" requirements by category.

The types of education that are acceptable as a partial substitute for experience for installer certification include college degrees in:

civil engineering, mechanical engineering, environmental engineering, petroleum engineering, chemical engineering, structural engineering, or geotechnical engineering.

The types of education that are acceptable as a partial substitute for experience for inspector certification include college degrees in:

civil engineering, mechanical engineering, environmental engineering, petroleum engineering, chemical engineering, structural engineering, geotechnical engineering, hydrology, geology, or environmental studies.

Section III. In this section, the applicant must provide all the information requested for each activity being documented as completed, for the certification category in question.

This information includes:

Date activity completed – Provide the month and year the activity being documented was completed.

In order to qualify for initial certification, the activities completed must have occurred within the three-year period immediately prior to submitting the application.

Type of activity completed – Enter one appropriate code per line from below.

- I** Installation (tank handling associated with installation)
- M** Modification (tank handling associated with modification)
- P** Operations, service, and construction inspections or tank tightness test performed on a storage tank system or facility
- R** Removal (tank handling associated with removal)

Tank Handling Activities are those activities in which the applicant has had substantial hands-on personal involvement at the storage tank site. Supervision or oversight of tank handling activities do not qualify for initial certification.

Be aware that an activity is considered to be an installation if it involves activities to construct, reconstruct, or erect the components of a storage tank system or storage tank facility so as to put that system or facility into service.

In the category for aboveground field constructed metallic storage tank (AFMX), for installation or reconstruction activities involving tanks greater than 90 feet in diameter, each activity shall count as two installations for purposes of meeting the total number of activities requirement.

Modification involves activities to upgrade, repair, refurbish, or restore any part of an existing storage tank system or storage tank facility. Major modification activities involve modifications that alter the design of the storage tank or system and modifications that affect the integrity of the system as defined at Chapter 245.1.

For example, activities to install a tank, its associated piping and a release detection system for a new storage tank system installation would be considered one installation activity. Activities to replace associated piping and/or add a release detection system for an existing storage tank system would be considered as separate modification activities.

Inspection of installations, modifications, removals and operations or service inspections also qualify as activities completed for inspector categories and would be entered as "P" in the "Type of activity completed" block.

System component involved – Enter one appropriate code per line from below.

- A** Underground storage tank system
- F** Aboveground manufactured metallic storage tank or storage tank system
- G** Aboveground nonmetallic storage tank system
- H** Aboveground field constructed metallic storage tank greater than 90 foot diameter
- I** Aboveground field constructed metallic storage tank less than or equal to 90 foot diameter
- K** Aboveground storage tank system mechanical (piping, valves, corrosion protection, release detection, spill and overfill prevention, etc)
- L** Aboveground storage tank system civil (foundations, field grading systems, vaults, pump supports, pipe supports, drainage systems, etc)
- M** Underground or Aboveground storage tank lining

Brief Description of Activity Completed – Provide a brief description of the specific activity completed.

In order to qualify for certification, the number of activities completed, the type of activity completed and the system component involved must be appropriate to the certification category being requested. (Only one activity code and one component code should appear on each line.)

For example, for an applicant to qualify initially for Aboveground storage tank – mechanical – installation/modification (AMEX), he or she would have to list at least 12 activities completed within the last three years. These 6 installations and 6 modifications must be related to aboveground storage tank system piping, valves, corrosion protection systems, release detection systems, spill and overfill prevention systems, or other storage tank mechanical appurtenances.

The tank handling activities used to document required activities for initial certification must be on Storage Tank Program regulated tanks. The term regulated tank is based on the definition of “Aboveground Storage Tank” and “Underground Storage Tank” (Chapter 245, Section 245.1). These tanks are or will be registered with the DEP. Activities on these tanks require a certified installer/inspector to submit tank registration/permitting forms for installation and removal and tank modifications reports to document modifications. Certified inspectors are required to report underground facility operation inspections and aboveground inspections on DEP reporting forms.

Include tank registration number for inspections, modifications and removals. New installations of tank systems and out-of-state tanks must include information on tank capacity and substance stored to prove that these tanks are similar to PA regulated storage tanks.

Section IIIb. In this section, the applicant must provide all the information as to the storage tank facility involved and the applicant’s employer for each of the activities documented in section IIIa. The storage tank facility and employer information listed under each activity number in section IIIb must correspond to the number of the activity being documented in section IIIa.

For example, an applicant documenting the installation of an underground storage tank system in item number 1 of section IIIa must provide in item number 1 of section IIIb, the required information regarding the storage tank facility where the storage tank system was installed and the applicant’s employer at the time of the installation.

In cases where the applicant completed more than one activity at the same facility, the applicant may enter “Same as ‘n’” (where ‘n’ is the “activity number” of first activity at that facility) in the “Owner Name” block for that activity in IIIb. In cases where the applicant completed more than one activity under the same employer, the applicant may follow the same procedure by entering “Same as ‘n’” (where ‘n’ is the “activity number” for the first listing of that employer) in the “Company name” block.

If the applicant’s employer for an activity completed in Section IIIa is his **present** employer, then a **company official must sign the form, confirming and verifying the activity.** A signature from past employers is not required.

The certification number of the individual under whose supervision the activity was reported must appear under the employer in Section IIIb. PA Certification Numbers are only required for activities completed in Pennsylvania.

The current telephone number for the contact or facility for which the activity was completed must appear under Section IIIb.