Keystone Petroleum Equipment LTD
MDE - Class A & B Operator Training Course

Class Syllabus

Module Number	Module Name	Time
1	Operator Requirements & Responsibilities	00:15
2	Financial Responsibility and Tank Notifications/Registration	00:30
3	Emergency Procedures and Site Safety	00:30
	Workgroup #1 – Identifying and Training of the Class C operators/Break	00:30
4	UST Components/Special Cases	00:30
5	Secondary Containment, Spill & Overfill Prevention	00:30
6	Release Detection and Record Keeping Requirements	00:45
	Lunch Break	01:00
7	Corrosion Protection	00:30
	Workgroup #2 - MDE Compliance Inspection Overview/Break	01:00
8	Temporary and Permanent UST Closure	00:30
Review	Material Review and Q&A, course comments sheet	00:15
Test	TEST, grade tests & award certificates	00:45

- **The Class A & B underground storage tank (UST) system operator course will run approximately 6 to 8 hours including lunch & breaks.**
- **The test will not be an open book test. A review of all test material will be provided before the test is distributed.**
- **MDE requires 100% attendance for the operator class**
- **MDE requires students taking the Operator exam must get at least 80% of the 25 questions correct on the exam to pass and receive a training certificate.**

Online resource for all training materials discussed today:

http://tankstatus.com/training/default.html

Module 1: **Operator Training Requirements**

Codes: COMAR 26.10.16.02 - .04

Time: 15 minutes

Instructor: Doug Kassay

Materials: None, presentation only

Overview: **Operator classifications** – Definition, training requirements, responsibilities of each operator class.

Module 1 Notes:

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Module 2: **Financial Responsibility, Tank Registration, and Spill Notification**

Codes: 26.10.11 & 40 CFR 280.90 – 280.116 (Financial Responsibility)
26.10.03.09 (Tank Registration)
26.10.08.01 (Spill Notification)
26.10.02.06-3-6 (Record Keeping)

Time: 30 minutes

Instructor: Doug Kassay

Materials: Copies of MDE forms included on thumb drive

Overview: MDE Forms; 30-day Notice**,** Registration of tanks/site via the Notification form. Discussion insurance requirements and spill notification. Overview of recordkeeping requirements.

Module 2 Notes:

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Module 3: Emergency Procedures & Site Safety

Codes: OSHA Code

Time: 30 minutes

Instructor: Doug Kassay

Materials: Copies of videos on thumb drive, class handout of Class C training form (also on thumb drive),

Pass around physical components of fueling equipment

Overview: Watch videos of accidents at gas stations. Top causes of accidents, hazards found with USTs systems, accident prevention, safety training, safety equipment, & emergency procedures. Spill kits and spill response procedures for small spills.

Hazards – Explosion, fire, chemical exposure, asphyxiation, and other people
Prevention – Safety training, job site emergency contact sheet, company safety policy, awareness.
Equipment – Safety Vest, Parking Cones, Communication Devices, Fire Extinguishers, and Foot Protection
Emergency Procedures: Contacts for Fire Department, Police, Hazmat Team, Municipality, and MDE. Identifying and using the emergency stop; using fire extinguishers.

Wrkgrp #1: Workgroup session based on facility type of attended or unattended to discuss identifying and training of the Class C operator

Module 3 Notes:

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Module 4: **UST Components Overview & MDE Special Cases**

Codes: PEI RP100, API 1615, & Containment Solutions Guide

COMAR 26.10.02.03 (High Risk Ground Water Areas)

COMAR 26.10.03.07 (Garages, Service Stations & Marinas)

Time: 30 minutes

Instructor: Doug Kassay

Materials: Pass around physical components of tank equipment

Overview: High level overview of the various components commonly found on UST systems and their function. The different construction types of tanks and piping. Discuss issues with product compatibility with focus on ethanol blended gasoline and bio-diesel. Underwriter's laboratory ratings and industry standards for UST system components. Discuss MDE special cases.

Module 4 Notes:

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Module 5: **Secondary Containment, Spill & Overfill Prevention**

Codes: PEI RP 100, & API 1615

COMAR 26.10.03 (Construction Standards)

COMAR 26.10.07 (Testing Requirements for Secondary Containment)

Time: 30 minutes

Instructor: Doug Kassay

Materials: Slides and pass around physical examples of equipment

Overview: Discuss how regulations interact with how the physical components are applied to a UST systems. Discuss and define secondary containment & testing requirements. Discuss and define the various overfill prevention methods with special focus on delivery method (pressurized vs. gravity) and overfill prevention compatibility.

Module 5 Notes:

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Module 6: **Release Detection & Record Keeping**

Codes: COMAR 26.10.05

Time: 45 minutes

Instructor: Doug Kassay

Materials: Slides and pass around physical examples of equipment

Overview: Discuss methods of tank release detection, testing frequency, and record keeping requirements.
The monthly 0.2gal/hr requirement.
Options for single-wall and double-wall tanks & properly testing manifold systems Interstitial monitoring, ATG testing (static vs continuous testing), Statistical Inventory Reconciliation (SIR)
Discuss methods of piping release detection, testing freq., and record keeping requirements.
Differences in American/European suction and pressurized systems
Monthly 0.2gal/hr, Annual 0.1gal/hr and continuous 3.0gal/hr requirements
Electronic and mechanical line leak detection, line testing, and interstitial monitoring
Investigating a suspected release and release reporting requirements
Show slide examples of print outs of the various records

Module 6 Notes:

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Module 7: **Cathodic Protection Systems**

Codes: COMAR 26.10.04.02, API 1632, NACE RP0285-95

Time: 30 minutes

Instructor: Doug Kassay

Materials: Slides and pass around physical examples

Overview: Discuss the theory and function of corrosion protection, the difference between galvanic protection and impressed current.
What type of tank, piping, and component construction requires cathodic protection?
Common cathodically protected components found in a UST system.
Repairs to CP systems
Testing requirements and record retention

Module 7 Notes:

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Workgroup #2: Facility Inspection Overview

Codes: COMAR 26.10.03.10

Time: 60 minutes

Instructor: Doug Kassay

Materials: Slides, MDE Compliance Inspection Report example, last inspection report at attendee's facility

(email confirmation of class requests that the student brings their last inspection report)

Overview: Display a completed inspection report, overview of how to read the report

Workgroup: Practical application of knowledge gained in modules 5, 6 & 7. Workgroup session based on each company in attendance. Direct each group to begin working on the site worksheet. Instructor to work with each group individually to review the attendee's last inspection report and assist with worksheet completion and answer questions specific to their sites.

Work Group #2 Notes:

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Module 8: **Temporary and Permanent Closure of Regulated Underground Storage Tanks**

Codes: API 1604 & 2015, & Tank Closure without Tears
COMAR 26.10.10.01 (Temporary closure)
COMAR 26.10.10.02 (Permanent closure)
COMAR 26.10.10.03 (Change in service)
COMAR 26.10.10.04/.05 (Site Assessment/Closure Report)

Time: 30 minutes

Instructor: Doug Kassay

Materials: Slides, Sampling Kit

Overview: Temporary closure Requirements: <1" of substance, lines capped, all openings are locked or bolted, vent must be operating properly, notification
Temporary closure benefits/results
Temporary closure time limits
Permanent closure: requires a certified UMR individual. Sampling is required. All products hazardous and non-hazardous must be properly disposed of and the manifests maintained.
Owners must keep closure reports for 5 years.
Notifications of temporary closure and permanent closure.

Module 8 Notes:

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