

2021-2022 Underground Storage Tank Compliance Calendar



Owner ID	
Facility ID	

Developed and published by the Kansas Small Business Environmental Assistance Program
Paid for by the Kansas Department of Health and Environment (KDHE)



New testing requirements

The July 2020 update to Kansas UST regulations included new requirements for testing that must be performed for the first time by Oct. 13, 2021:

- Spill prevention equipment (spill bucket) — must be tested at least once every three years (unless double-walled and inspected no less frequently than every 30 days as required by the walkthrough inspection) and within 30 days of repair.
- Containment sumps — if using interstitial monitoring for the piping release detection then (under dispenser containment, pump sump and piping transition sumps) — must be tested at least once every three years and within 30 days of repair.
- Overfill prevention (automatic shutoff, ball float valves, or overfill alarm) — must be tested at least once every three years and within 30 days of repair.
- Release detection equipment (ATG and other controllers, probes and sensors; automatic line leak detector; vacuum pumps and pressure gauges; and hand-held electronic sampling equipment) — all applicable parts must be tested at least once annually and within 30 days of repair.

These tests must be performed by a contractor licensed in Kansas for the testing being done. A list of Kansas-licensed contractors can be found at www.kdheks.gov/tanks/download.html. Records of these inspections must be retained for three years.



If you haven't had these tests performed yet, schedule them as soon as possible. As the deadline approaches, scheduling contractors will become more difficult and more expensive.

SBEAP has several new resources to help you with environmental compliance including a manual for UST Owners and Operators, a guidance document and two short videos explaining how to complete the Walkthrough Inspection Checklist, and a document to help new owners of USTs identify their requirements. Find these resources and more at www.sbeap.org/storage-tanks. Technical assistance and site visits are also available — contact SBEAP at 800-578-8898 or sbeap@ksu.edu.

AUGUST 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Shear Valves

Shear valves, also known as fire or impact valves, are a critical piece of safety equipment for USTs. Located beneath the dispenser cabinet, these valves are designed to close off the piping between the tank and the dispenser in case of a fire or impact to the dispenser, preventing further release of product. The Kansas Fire Marshall's Office requires all dispensers to have shear valves installed.



Shear valves should be anchored to the concrete island beneath the dispenser, not to the dispenser itself.

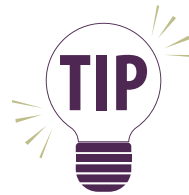
Visually inspect the premises daily by checking for obvious signs of a release or indicators that there could be a release soon, such as puddles, active leaks, and wear on equipment such as hoses. Update your Inventory Control records daily by checking the level in the tanks, reading the meters on the pumps, and calculating overs and shorts.

SEPTEMBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
5	6 Labor Day	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2

Overfill

Overfill protection prevents overfilling of the tank by reducing or stopping flow of product during delivery or by sounding an alarm to indicate the tank is nearly full so that the delivery person knows to stop the flow. Typical overfill protection consists of an automatic shut-off device (an in-tank float valve) or an alarm attached to an ATG, which continuously measures the fuel level. Any tank that receives one or more deliveries of more than 25 gallons at a time must be equipped with one of these devices. Overfill protection equipment must be tested by a Kansas-licensed contractor every three years.



Check your overfill protection regularly. An impatient delivery driver may obstruct automatic shut-off valves to ensure they can leave their entire load.

Have you been trained in the operation of UST's? Managers in Kansas are required to have Class A/B training, and anyone involved in daily facility operations needs Class C training, including cashiers and anyone whose duties might include watching for problems with equipment such as dispensers or who might need to respond in an emergency.

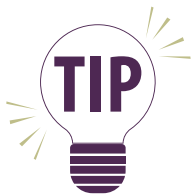
Though ball valves have been used previously, new installations are no longer allowed, and any already in place should be replaced by an approved method upon failure.

OCTOBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11 Columbus Day	12	13	14	15	16
17	18	19	20	21	22	23
24 Halloween 31	25	26	27	28	29	30

KEIMS

KDHE is now using an online data management system called KEIMS for permitting, forms and other paperwork previously submitted via mail or email. Facilities can set up their accounts to allow access to owners, operators, contractors and more, so that different parties can submit forms such as repair certifications by contractors. Fees can also be paid online. For more information, instructions or to access the system, go to www.kdheks.gov/bar/doe-keims-panels.html. Use of KEIMS is not currently required for permitting and other compliance paperwork but may be in the future.



Different bureaus use KEIMS differently — the processes may look different for different bureaus and setting your account up with one bureau does not mean it is set up with others.



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NOVEMBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3	4	5	6
7	8	9	10	11 Veterans Day	12	13
14	15	16	17	18	19	20
21	22	23	24	25 Thanksgiving Day	26	27
28 Hanukkah begins	29	30	1	2	3	4

Inventory control (and what it can do for you)

Good inventory control benefits your business as well as the environment. It helps you to identify losses and other issues in your tanks, whether they are leaking or not, and it allows you to catch the leaks quickly, whereas relying on SIR alone could mean you don't find out until weeks later.

Inventory control is also required by KDHE regardless of your release detection method — SIR records are not a substitute for proper inventory control records. Documented inventory control doesn't just show you don't have a release — it proves that you are actively monitoring your system for leaks.

If you have more than a 0.5% difference in your inventory control, you should start looking at possible sources of loss. Temperature differences, theft, meters or ATGs in need of calibration, or even parking a delivery truck such that it is not level can cause discrepancies. The most common reason for discrepancies in inventory control is meters in need of calibration, and calibration issues can show a loss of product in your records.



Always use gross gallons for inventory control. Net gallons is temperature-corrected to 60 degrees Fahrenheit, so it could be very inaccurate with varying temperatures.

Note: Effective October 2021, Inventory Control will no longer be required for standby generator tanks, but these tanks are required to have monthly monitoring.

Acceptable methods of monthly monitoring include the use of an automatic tank gauge (ATG), interstitial monitoring of tanks with secondary containment, or statistical inventory reconciliation. Manual tank gauging can also be used for tanks with a capacity of 2,000 gallons or less, though periodic tank tightness testing is also required for tanks with a capacity of over 1,000 gallons. An ATG or interstitial monitoring equipment must be installed by a Kansas-licensed contractor. Lists of contractors and SIR vendors are available on KDHE's website at www.kdheks.gov/tanks/download/currently_licensed_ust_installers_removers_tightness_testers.pdf and www.kdheks.gov/tanks/download/SIR_Vendors.pdf.

Tip: Interstitial Monitoring must be used for monthly monitoring for USTs installed after July 2013.

DECEMBER 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1	2	3	4
5	6 Hanukkah ends	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24 Christmas Eve	25 Christmas Day
26	27	28	29	30	31 New Year's Eve	1

Walkthrough Checklist

The Walkthrough Inspection Checklist must be completed for every active UST in Kansas. This is required to renew the permit for a tank, and failure to complete inspections and documentation could prevent the permit from being renewed. Some tasks on the checklist are required monthly, meaning they must be completed no more than 30 days apart, and some are only required annually. The inspection must be conducted by an A/B operator or by a C operator under the supervision of an A/B operator. The operator should **initial** each task as it is completed. Not all tasks on the checklist will apply to each tank, so be sure you understand which ones apply to your system. Write "NA" for the tasks that do not apply to your system. For each item on the checklist that applies to the system, document the condition of the equipment, any issues found and any corrective action taken. Inspection records must be maintained for one year. A copy of the checklist is included in the back of this calendar. Further guidance on completing the checklist, including a detailed guidance document and two short videos, is available at www.sbeap.org/storage-tanks. SBEAP also offers technical assistance and site visits to help you understand your compliance requirements and how to complete them.



Some facilities choose to pay a contractor to conduct their inspections. While this is allowed, the facility A/B operator is still ultimately responsible for the inspection, meaning this person will be liable for any problems, not the contractor.

JANUARY 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1 New Year's Day
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 Martin Luther King Jr. Day	18	19	20	21	22
23 30	24 31	25	26	27	28	29 Kansas Day

Paperwork Checklist

Once a year, you must —

- ☐ Renew your third-party liability insurance before it expires. What's your insurance expiration date?

- ☐ Have release detection equipment tested by a Kansas-licensed UST contractor.
- ☐ Calibrate your pump meters.
- ☐ Test automatic and mechanical leak detectors.

By April 30 of each year —

- ☐ Submit Annual Inventory Control Summary to KDHE.
- ☐ Submit Release Detection Annual Summary to KDHE.
- ☐ Submit Walk-Through Inspection Checklist to KDHE.
- ☐ Submit Rectifier Log Annual Summary to KDHE.
- ☐ Renew your permit.

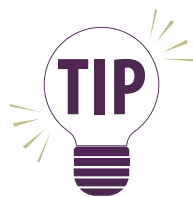
At least once every three years, cathodic protection, spill prevention, containment sumps and overfill protection must be tested.

Date of last cathodic protection test:

Date of last spill prevention test:

Date of last overfill protection test:

Date of last sump test:



KDHE prefers UST owners and operators to renew their annual permits using KEIMS, their online data management system. Online permit renewal and document submittal may be required in the future. For more information or to access the system, go to www.kdheks.gov/bar/doe-keims-panels.html.

Compliance forms and a list of Kansas-licensed UST contractors are available at www.kdheks.gov/tanks/download.html. Compliance forms are also in KEIMS.

FEBRUARY 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1	2 Groundhog Day	3	4	5
6	7	8	9	10	11	12
13	14 Valentine's Day	15	16	17	18	19
20	21 President's Day	22	23	24	25	26
27	28	1	2	3	4	5

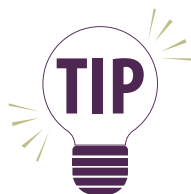
Sticking your tank

If you gauge your tank manually, make sure your stick is sealed; is not warped, cut or worn at the end, and is marked to the 1/8-inch. You need to test weekly by gauging the tank twice, allowing it to rest for the full period required (see table) without adding or removing any product, and gauge it twice after allowing it to rest. Be sure to wipe the gauge stick between measurements. Always use the tank chart that corresponds with the tank you are testing. More information is available on the KDHE website and a video on sticking your tank correctly is available at www.sbeap.org/services-programs/storage-tanks.

Table of Test Standards for Manual Tank Gauging

Tank Size	Minimum Duration of Test	Weekly Standard (one test)	Monthly Standard (four-test average)
up to 550 gallons	36 hours	10 gallons	5 gallons
551-1,000 gallons (when tank diameter is 64")	44 hours	9 gallons	4 gallons
551-1,000 gallons (when tank diameter is 48")	58 hours	12 gallons	6 gallons
551-1,000 gallons (also requires periodic tank tightness testing)	36 hours	13 gallons	7 gallons
1,001-2,000 gallons (also requires periodic tank tightness testing)	36 hours	26 gallons	13 gallons

Many ATGs can gauge your fuel depth, measure your water level and perform leak-detection tests at the push of a button, simplifying inventory control and eliminating the need to let your tank rest for a period of 36 hours or more at a time. However, it's still a good idea to keep a stick in case your ATG fails for any reason or to confirm the ATG is calibrated correctly.



If you have two consecutive failed months inventory readings, or four failed months within a year, you must notify KDHE.



MARCH 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17 St. Patrick's Day	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

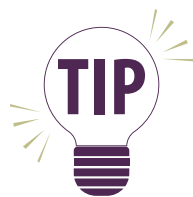
Labeling ports

Make sure your ports are labeled in such a way that a delivery driver can easily tell which is which. The two main ways of doing this are by painting the lid or by placing a product ID marker in the spill bucket. Lids are typically color coded according to API 1637, but it's critical that whatever color coding you use a key should be readily available. It's also good practice to paint a few inches past the edge of the lid so that if more than one lid is removed, it's easy to tell which one goes on which port.



Spill bucket lids color-coded according to API 1637. From top to bottom: Premium E10 gasoline (red), Ultra Low Sulfur Diesel $\leq 5\%$ biodiesel (yellow), Regular E10 gasoline (white)

Adapted from "Gas station fuel tank cover," © ryantxr (CC BY 2.0), bit.ly/2JVZxyd



The idea of labeling the ports is to prevent a costly and time-consuming mistake, but it can also protect you from liability in the case of an error.

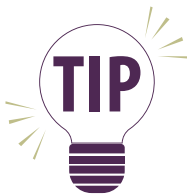
Have you been trained in the operation of UST's? Managers in Kansas are required to have Class A/B training, and anyone involved in daily facility operations needs Class C training, including cashiers and anyone whose duties might include watching for problems with equipment such as dispensers or who might need to respond in an emergency.

APRIL 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17 Easter	18	19	20	21	22	23
24	25	26	27	28	29	30
ANNUAL INVENTORY CONTROL, RELEASE DETECTION, AND RECTIFIER LOG SUMMARIES, WALK-THROUGH INSPECTION CHECKLIST AND PERMIT RENEWAL NOTICE WITH PERMITTING FEE DUE TO KDHE APRIL 30						

Spill basins

Spill buckets are essential for preventing releases of product and ensuring quality for the customer. Therefore, it is important they are intact and clean so they can contain small spills made during transfer without allowing debris into product tanks. For full instructions on cleaning your spill bucket, go to www.sbeap.org/services-programs/storage-tanks.



Make sure spill buckets and sumps are clean before hydrostatic testing is performed. Otherwise, the water used to test could be contaminated and may have to be treated as a hazardous or special waste.



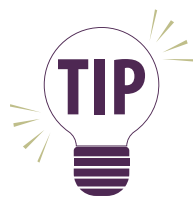
Visually inspect the premises daily by checking for obvious signs of a release or indicators that there could be a release soon, such as puddles, active leaks, and wear on equipment such as hoses. Update your Inventory Control records daily by checking the level in the tanks, reading the meters on the pumps, and calculating overs and shorts.

MAY 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8 Mother's Day	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30 Memorial Day	31	1	2	3	4

Cathodic Protection

Corrosion protection is a vital part of maintaining your tank and piping, but it also requires monitoring. If your rectifier log reaches zero, you are no longer in compliance and your tank is more susceptible to corrosion. If this is not corrected quickly, it could require repairs, meaning the tank is temporarily unusable or even in need of replacement. If your rectifier log is approaching zero, it's time to contact a contractor licensed in cathodic protection for USTs in Kansas.



If the reading on your rectifier hasn't changed in a while that could indicate it is no longer reading correctly, and you may want to consult a contractor to ensure your cathodic protection is still working. It's also a good idea to turn the system off and back on occasionally to ensure the amp gauge is still working.

Have you been trained in the operation of UST's? Managers in Kansas are required to have Class A/B training, and anyone involved in daily facility operations needs Class C training, including cashiers and anyone whose duties might include watching for problems with equipment such as dispensers or who might need to respond in an emergency.

JUNE 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19 Juneteenth Father's Day	20	21	22	23	24	25
26	27	28	29	30	1	2

Automatic tank gauges

Automatic tank gauges (ATGs) constantly monitor the fuel in your tank. They can give you some of the numbers you need for inventory control and serve as release detection and overfill protection. If you use an ATG, you should know how to get a level reading and what to do in case of an alarm. Make sure to change the battery according to the manufacturer's instructions. A power outage or surge can corrupt the program, so you will also want to keep the startup in case you need to restart the ATG. If you use it for release detection, remember the test is meant to be run at normal conditions, so it's better to run it at a high fuel level than low — testing a tank while underfilled may raise a red flag to an inspector. Under new regulations, ATGs will have to be certified annually.



Test your ATG frequently. If the test isn't working, try a few more times to see if it will get going. The contact points can corrode over making it harder for the system to connect after a long rest. However, if you cannot produce a passing test, you will need to contact KDHE and work toward identifying and correcting the problem.



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JULY 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
3	4 Independence Day	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24 31	25	26	27	28	29	30

KDHE DISTRICT OFFICES

Northwest District Office

2301 E 13th Street
Hays, KS 67601-2651
785-261-6100

North Central District Office

3040 Enterprise Dr.
Salina, KS 67401
785-827-9639

Southwest District Office

302 W McArtor Road
Dodge City, KS 67801-6014
620-682-7940

Northeast District Office

800 W 24th Street
Lawrence, KS 66046-4417
785-842-4600

South Central District Office

300 West Douglas, Suite 700
Wichita, KS 67202-2921
316-337-6020

Southeast District Office

308 W 14th Street
Chanute, KS 66720
620-431-2390

CONTACT INFORMATION

Bureau of Environmental Remediation

kdheks.gov/ber

This bureau regulates storage tanks to meet state (KDHE) and federal (EPA) rules.

This calendar is provided by the Kansas Department of Health and Environment and the Kansas Small Business Environmental Assistance Program, working in partnership to provide you with tools and tips to help you stay in compliance, reduce waste and save money.

Call or email for confidential assistance with environmental rules.

Get more tips on reducing wastes and discuss ideas mentioned in this calendar.

Kansas State University

Pollution Prevention Institute

Small Business Environmental Assistance Program

Environmental Assistance Hotline

800-578-8898

www.sbeap.org • sbeap@ksu.edu

Paid for by the Kansas Department of Health and Environment (KDHE).

CLASS C OPERATOR TRAINING LOG

[illegible]

***** PLEASE KEEP THESE RECORDS FOR FIVE YEARS *****

Testing

The July 2020 update to the regulations added new requirements for testing equipment. Spill prevention and overfill prevention equipment must be tested every three years or within 30 days of repair. Double-walled spill buckets that are inspected no less frequently than every 30 days per the Walkthrough Inspection Checklist do not need regular tightness testing every three years. Containment sumps, such as under dispenser containment, pump sumps and piping transition sumps, must be tested at least once every three years. Release detection equipment must be tested at least once a year including, if applicable, ATG and other controllers, probes and sensors; automatic line leak detectors; vacuum pumps and pressure gauges; and hand-held electronic sampling equipment. All testing must be performed by a Kansas licensed contractor and initial tests must be conducted by Oct. 13, 2021.



Compatibility

A UST system must be compatible with the substance stored, meaning neither substance will change the other. Owners and operators need to keep documentation showing the substance stored is compatible with their system including the tank, piping, sumps, pumping equipment, release detection equipment, spill equipment and overfill equipment. This can be manufacturer approval, or certification or listing of equipment by a nationally recognized, independent testing laboratory. KDHE must be notified at least 30 days before a tank is switched to a regulated substance containing more than 10% ethanol or more than 20% biodiesel.

Temporary closure

Previously there was no hard limit on how long a tank could be in temporary closure. Under the new regulations a tank can be removed from service temporarily for up to 12 months. The owner can request a

12-month extension from KDHE leaving the tank in temporary closure for a total of up to 24 months, but if the tank is not in compliance at the end of that period, it must be permanently closed.



Contractors

Before you try to repair something yourself, see if it requires a licensed contractor. Many maintenance and repair tasks necessary to keep your system functioning and in compliance must be performed by licensed contractors. If work requiring a licensed contractor is performed by someone who does not have the correct license for the task, that work will have to be redone by someone with the proper license. An unlicensed person attempting work that requires a license could face a fine of up to \$500 or more.

Not all contractors can do the same jobs— make sure to hire contractors who are licensed in the work you need done such as tank-tightness testing. You can find a list of KDHE-approved contractors at kdheks.gov/tanks/download.html.

Tip: Hiring a contractor is often more expensive closer to deadlines. You can save money by planning ahead and having any testing done well before the deadline.

Record keeping

How long should I keep records?

One year: permit, annual tank registration, third-party liability insurance, inspection of automatic or mechanical leak detectors, testing of release detection equipment, line tightness testing, rectifier readings

Three years: spill prevention testing, overfill protection testing, containment sump testing, tank gauging results*, water test results*, inventory control*, monthly release detection reports (SIR, automatic reports or vapor readings)*

Five years: tank tightness testing, inspections of internally lined tanks with no external corrosion protection

Six years: cathodic protection testing

**Though you are only required by regulation to keep these records for a year, KDHE prefers you retain them for three years.*

Tip: Print your release detection records every month. Your system may be able to print historical records, but these may not be accepted. Your records are not just proof your system is not leaking — they are proof you have been checking for leaks. It is also a good practice to scan or photograph the ATG printouts as the paper they are printed on degrades easily.

Release procedures

In case of a spill or release

First turn off pumps. If there is a fire or large spill, call 911, keep people away from the area and call the manager. It is very difficult to accurately estimate the quantity of an underground release and for that reason, KDHE requires that all underground releases be reported immediately.

Surface spills of petroleum must be reported if water or soil pollution is caused or threatened. The main things needing reported are whether the source is stopped and, if possible, how much was spilled. UST releases should be reported to the Leaking Underground Storage Tank Unit at 785-296-6768 or to the appropriate district office for your area. Spills of 25 gallons or more, or those that cause a sheen on water, should be reported to 785-296-1679.

You may be required to report evidence of a release such as product in soils, basements or nearby surface water; unusual operating conditions including erratic behavior of product-dispensing equipment, sudden loss of product from a UST system or an unexplained presence of water in a tank; or release detection results indicating there may have been a release.

When in doubt, report — it's better to call KDHE than to have someone call them about you.

Training

A Class C operator is responsible for monitoring normal daily operations and notifying the Class A/B Operator of emergencies such as a fire or release. In addition to emergency response procedures, which should also be posted in a visible area, a Class C operator should understand the basic parts of the UST system, safe fueling practices and possible signs of a release. These operators should also know how to clean a small spill, where the emergency shutoff is located and how to respond to any alarms related to the UST system such as the overfill alarm. A Class C operator can be trained by a Class B operator, but that training must be documented, and they must be trained before beginning any duties related to monitoring USTs. Remember, a trained UST operator must be on site anytime the facility is operating — employees who have not yet been trained cannot operate the system without a trained operator on site.



Tip: If any equipment related to a UST breaks or otherwise malfunctions, a trained operator is not advised or, in most cases, legally permitted to attempt a repair. Most repairs require a licensed UST contractor.

KDHE WALK-THROUGH INSPECTION CHECKLIST

Instructions: Initial each box to indicate the equipment at your facility was inspected. Use NA if the equipment does not apply to the facility.

For underground storage tanks

Year _____

Owner ID _____ Facility ID _____

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Date of Inspection												
MONTHLY CHECKS - TO BE CHECKED ONCE A MONTH												
Tank Monitor Equipment												
Checked for alarms and normal operating conditions												
Monthly passing test and/or sensor reports from the tank monitor												
If equipped with vacuum, record readings monthly												
Vapor monitoring wells covers marked - wells checked monthly												
Readings recorded from hand-held device or readings supplied by your vendor monthly												
Inventory control submitted to Statistical Inventory Reconciliation (SIR) vendor once every 30 days												
Line Monitor Equipment												
Checked for alarms and normal operating conditions												
Monthly passing tests and/or sensor reports for secondary containment from the automatic tank gauge or recorded from the digital automatic line monitor equipment												
Vapor monitoring wells covers marked - wells checked monthly												
Readings recorded from hand-held device or readings supplied by your vendor monthly												
Piping transition sumps												
Cathodic Protection - Impressed Current												
Checked rectifier for normal operation												
Record amps/volts/hours if present, once every 30 days												
Record green light indicator every 30 days if equipped												
Spill Basins												
Checked for damage and cracks , remove any liquid or debris												
Fill cap fits tight, rubber gasket not torn or missing												
Spill basin cover fits correctly, does not wobble or is not broken												
Drop tube is present with no obstructions												

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Date of Inspection												
ANNUAL CHECKS - TO BE CHECKED AT LEAST ONCE A YEAR - KDHE RECOMMENDS TO BE CHECKED MONTHLY												
Manual Tank Gauging												
Check condition of stick - plastic tip present, numbers readable												
Correct tank chart being used												
Under dispenser with or without containment												
Interstitial monitoring sensor in correct position												
No liquid or debris, no signs of cracks or holes												
Test boot (if applicable) pulled back so interstice is not blocked												
Shear valve is anchored and installed correctly												
Flex connectors show no signs of leakage or swelling												
ANNUAL CHECK - TO BE CHECKED AT LEAST ONCE A YEAR												
Sumps with or without secondary containment												
Manhole cover fits correctly												
Containment sump lid in good condition												
Interstitial monitoring sensor in correct position												
No liquid or debris, no signs of cracks or holes												
Test boot (if applicable) pulled back so interstice is not blocked												
Flex connectors show no signs of leakage or swelling												

Instructions: If any alarms, damaged equipment and/or non-normal operating conditions exist, take the appropriate action.

If petroleum is found in a under dispenser sump, pump sump and/or transition sump, the facility is required to investigate and notify KDHE if a leak has been discovered.

Keep all records of repairs and record the dates and parts repaired/replaced on the maintenance log.

NOTE: UST SYSTEM OWNER/OPERATOR ARE REQUIRED TO MAINTAIN A COPY OF THIS FORM FOR ONE (1) YEAR.

KDHE Walk-through Inspection check list is due to KDHE by April 30 of each calendar year.

Submit to:

Kansas Department of Health and Environment
Bureau of Environmental Remediation
Storage Tank Section
1000 SW Jackson, Suite 410
Topeka, KS 66612-1367

Phone: 785-296-8061 Fax: 785-559-4260

Website: www.kdheks.gov/tanks

Name and initial of personnel conducting walk-through inspection

A/B Operator Name _____ Certificate # _____ Initials _____

C Operator Name _____ Initials _____

IF A/B operator is contracted, provide individual

A/B Operator Name : _____ A/B Certificate # _____ Initials _____



Pollution Prevention Institute

2323 Anderson Ave., Suite 300
Manhattan, KS 66502
337-002