

SHASTA COUNTY DEPARTMENT OF RESOURCE MANAGEMENT ENVIRONMENTAL HEALTH DIVISION CERTIFIED UNIFIED PROGRAM AGENCY (CUPA) 1855 Placer St, Ste 201, Redding, Ca 96001 530-225-5787 ehd.co.shasta.ca.us

# TIER I QUALIFIED FACILITY SPCC PLAN TEMPLATE

# Instructions to Complete this Template

This template is intended to help the owner or operator of a Tier I qualified facility develop a self-certified Spill Prevention, Control, and Countermeasure (SPCC) Plan. To use this template, your facility must meet all of the applicability criteria of a Tier I qualified facility listed under §112.3(g)(1) of the SPCC rule. This template provides every SPCC rule requirement necessary for a Tier I qualified facility, which you must address and implement.

You may use this template to comply with the SPCC regulation or use it as a model and modify it as necessary to meet your facility-specific needs. If you modify the template, your Plan must include a section cross-referencing the location of each applicable requirement of the SPCC rule and you must ensure that your Plan is an equivalent Plan that meets all applicable rule requirements of 40 CFR 112.6(a)(3).

You may complete this template either electronically or by hand on a printed copy. This document is a reformatted version of the template found in Appendix G of 40 CFR part 112.<sup>a</sup> No substantive changes have been made. Please note that a "Not Applicable" ("N/A") column has been added to Table G-10 (General Rule Requirements for Onshore Facilities). The "N/A" column should help you complete your self-certification when a required rule element does not apply to your facility. Use of the "N/A" column is optional and is not required by rule.

All Tier I qualified facility self-certifiers must complete Sections I, II, and III. Additionally, the owner or operator of an:

- Onshore facility (excluding production) must complete Section A.
- Onshore oil production facility must complete Section B. (REMOVED)
- Onshore oil drilling and workover facility must complete Section C. (REMOVED)

Complete and include with your Plan the appropriate attachments. You should consider printing copies of the attachments for use in implementing the SPCC Plan (e.g. Attachment 3.1 - Inspection forms).

To complete the template, check the box next to the requirement to indicate that it has been adequately addressed. Either write "N/A" in the column or check the box under the "N/A" column to indicate those requirements that are not applicable to the facility. Where a section requires a description or listing, write in the spaces provided (or attach additional descriptions if more space is needed).

Below is a summary of the section headers: (Sections B & C have been removed. Not applicable to sites in Shasta Co.)

Sections I, II, and III: Required for all Tier I qualified facilities
Section A: Onshore facilities (excluding production)
Attachments: 1 - Five Year Review and Technical Amendment Logs 2 - Oil Spill Contingency Plan and Checklist 3 - Inspections, Dike Drainage and Personnel Training Logs 4 - Discharge Notification Form

After you have completed all appropriate sections, certify and date your Plan, and then implement it by the compliance date. If your facility was in operation before August 16, 2002, and you do not already have a Plan, then implement this template immediately. Conduct inspections and tests in accordance with the written procedures that you have developed for your facility. You must keep with the SPCC Plan a record of these inspections and tests, signed by the appropriate supervisor or inspector, for a period of three years.

Do not forget to periodically review your Plan (at least once every five years) or to update it when you make changes to your facility. You must prepare amendments within six months of the facility change, and implement them as soon as possible, but not later than six months following preparation of any amendment.

In the event that your facility releases oil to navigable waters or adjoining shorelines, immediately call the National Response Center (NRC) at 1-800-424-8802. The NRC is the federal government's centralized reporting center, which is staffed 24 hours per day by U.S. Coast Guard personnel.

<sup>&</sup>lt;sup>a</sup> Please note that the use of this template is not mandatory for a Tier I qualified facility. You may also meet the SPCC Plan requirement by preparing a satisfactory Tier II qualified facility Plan, preparing a satisfactory Plan that is certified by a Professional Engineer, or by developing an equivalent Plan for a Tier I qualified facility which must include a cross reference in your Plan that shows how the equivalent Plan meets all applicable 40 CFR part 112 requirements. Further information on the requirements of these methods can be found in 40 CFR part 112.6(a)(1).

## **Tier I Qualified Facility SPCC Plan**

This template constitutes the SPCC Plan for the facility, when completed and signed by the owner or operator of a facility that meets the applicability criteria in §112.3(g)(1). This template addresses the requirements of 40 CFR part 112. Maintain a complete copy of the Plan at the facility if the facility is normally attended at least four hours per day, or for a facility attended fewer than four hours per day, at the nearest field office. When making operational changes at a facility that are necessary to comply with the rule requirements, the owner/operator should follow state and local requirements (such as for permitting, design and construction) and obtain professional assistance, as appropriate.

#### **Facility Description**

Facility Name			
Facility Address			
City	State	ZIP	
County	Tel. Number	() -	
Owner or Operator Name			
Owner or Operator Address			
City	State	ZIP	
County	Tel. Number	( ) -	

#### I. Self-Certification Statement (§112.6(a)(1))

The owner or operator of a facility certifies that each of the following is true in order to utilize this template to comply with the SPCC requirements:

Ι

certify that the following is accurate:

- 1. I am familiar with the applicable requirements of 40 CFR part 112;
- 2. I have visited and examined the facility;
- 3. This Plan was prepared in accordance with accepted and sound industry practices and standards;
- 4. Procedures for required inspections and testing have been established in accordance with industry inspection and testing standards or recommended practices;
- 5. I will fully implement the Plan;
- 6. This facility meets the following qualification criteria (under §112.3(g)(1)):
  - a. The aggregate aboveground oil storage capacity of the facility is 10,000 U.S. gallons or less; and
  - b. The facility has had no single discharge as described in §112.1(b) exceeding 1,000 U.S. gallons and no two discharges as described in §112.1(b) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to 40 CFR part 112 if the facility has been in operation for less than three years (not including oil discharges as described in §112.1(b) that are the result of natural disasters, acts of war, or terrorism); and
  - c. There is no individual oil storage container at the facility with an aboveground capacity greater than 5,000 U.S. gallons.
- This Plan does not deviate from any requirement of 40 CFR part 112 as allowed by §112.7(a)(2) (environmental equivalence) and §112.7(d) (impracticability of secondary containment) or include any measures pursuant to §112.9(c)(6) for produced water containers and any associated piping;
- 8. This Plan and individual(s) responsible for implementing this Plan have the full approval of management and I have committed the necessary resources to fully implement this Plan.

I also understand my other obligations relating to the storage of oil at this facility, including, among others:

- 1. To report any oil discharge to navigable waters or adjoining shorelines to the appropriate authorities. Notification information is included in this Plan.
- 2. To review and amend this Plan whenever there is a material change at the facility that affects the potential for an oil discharge, and at least once every five years. Reviews and amendments are recorded in an attached log [See Five Year Review Log and Technical Amendment Log in Attachments 1.1 and 1.2.]
- 3. Optional use of a contingency plan. A contingency plan:
  - a. May be used in lieu of secondary containment for qualified oil-filled operational equipment, in accordance with the requirements under §112.7(k), and;
  - b. Must be prepared for flowlines and/or intra-facility gathering lines which do not have secondary containment at an oil production facility, and;
  - c. Must include an established and documented inspection or monitoring program; must follow the provisions of 40 CFR part 109; and must include a written commitment of manpower, equipment and materials to expeditiously remove any quantity of oil discharged that may be harmful. If applicable, a copy of the contingency plan and any additional documentation will be attached to this Plan as Attachment 2.

I certify that I have satisfied the requirement to prepare and implement a Plan under §112.3 and all of the requirements under §112.6(a). I certify that the information contained in this Plan is true.

Signature	Title:				
Name	Date:	/	/ 20		

#### **II.** Record of Plan Review and Amendments

#### Five Year Review (§112.5(b)):

Complete a review and evaluation of this SPCC Plan at least once every five years. As a result of the review, amend this Plan within six months to include more effective prevention and control measures for the facility, if applicable. Implement any SPCC Plan amendment as soon as possible, but no later than six months following Plan amendment. Document completion of the review and evaluation, and complete the Five Year Review Log in Attachment 1.1. If the facility no longer meets Tier I qualified facility eligibility, the owner or operator must revise the Plan to meet Tier II qualified facility requirements, or complete a full PE certified Plan.

Table G-1 Technical Amendments (§§112.5(a), (c) and 112.6(a)(2))	
This SPCC Plan will be amended when there is a change in the facility design, construction, operation, or maintenance that materially affects the potential for a discharge to navigable waters or adjoining shorelines. Examples include adding or removing containers, reconstruction, replacement, or installation of piping systems, changes to secondary containment systems, changes in product stored at this facility, or revisions to standard operating procedures.	
Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template. [§112.6(a)(2)] [See Technical Amendment Log in Attachment 1.2]	

#### 1. Oil Storage Containers (§112.7(a)(3)(i)):

	areas Containers and Canasities		
Table G-2 OII Sto	brage containers and capacities		
This table includes a complete list of all oil storage containers (aboveground containers <sup>a</sup> and completely buried tanks <sup>b</sup> ) with capacity of 55 U.S. gallons or more, unless otherwise exempt from the rule. For mobile/portable containers, an estimated number of containers, types of oil, and anticipated capacities are provided.			
Oil Storage Container (indicate whether			
aboveground (A) or completely buried (B))	Type of Oil	Shell Capacity (ga	llons)
Tota	al Aboveground Storage Capacity <sup>c</sup>	gal	ons
Total C	ompletely Buried Storage Capacity	gal	ons
	Facility Total Oil Storage Capacity	gal	ons

<sup>a</sup> Aboveground storage containers that must be included when calculating total facility oil storage capacity include: tanks and mobile or portable containers; oil-filled operational equipment (e.g. transformers); other oil-filled equipment, such as flow-through process equipment. Exempt containers that are not included in the capacity calculation include: any container with a storage capacity of less than 55 gallons of oil; containers used exclusively for wastewater treatment; permanently closed containers; motive power containers; hot-mix asphalt containers; heating oil containers used solely at a single-family residence; and pesticide application equipment or related mix containers.

<sup>b</sup> Although the criteria to determine eligibility for qualified facilities focuses on the aboveground oil storage containers at the facility, the completely buried tanks at a qualified facility are still subject to the rule requirements and must be addressed in the template; however, they are not counted toward the qualified facility applicability threshold.

<sup>c</sup> Counts toward qualified facility applicability threshold.

#### 2. Secondary Containment and Oil Spill Control (§§112.6(a)(3)(i) and (ii), 112.7(c) and 112.9(c)(2)):

#### Table G-3 Secondary Containment and Oil Spill Control

Appropriate secondary containment and/or diversionary structures or equipment<sup>a</sup> is provided for all oil handling containers, equipment, and transfer areas to prevent a discharge to navigable waters or adjoining shorelines. The entire secondary containment system, including walls and floor, is capable of containing oil and is constructed so that any discharge from a primary containment system, such as a tank or pipe, will not escape the containment system before cleanup occurs.

<sup>a</sup> Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials.

Table G-4 below identifies the tanks and containers at the facility with the potential for an oil discharge; the mode of failure; the flow direction and potential quantity of the discharge; and the secondary containment method and containment capacity that is provided.

Table G-4 Containers with Potential for an Oil Discharge					
Area	Type of failure (discharge scenario)	Potential discharge volume (gallons)	Direction of flow for uncontained discharge	Secondary containment method <sup>a</sup>	Secondary containment capacity (gallons)
Bulk Storage Containers and Mobile/Portabl	e Containers <sup>b</sup>		·		·
Oil-filled Operational Equipment (e.g., hydra	ulic equipment, transformers) <sup>c</sup>				
Piping, Valves, etc.					
Product Transfer Areas (location where oil is	s loaded to or from a container, pipe or	other piece of e	quipment.)	1	
Other Oil-Handling Areas or Oil-Filled Equipment (e.g. flow-through process vessels at an oil production facility)					

<sup>a</sup> Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials.

<sup>b</sup> For storage tanks and bulk storage containers, the secondary containment capacity must be at least the capacity of the largest container plus additional capacity to contain rainfall or other precipitation.

<sup>c</sup> For oil-filled operational equipment: Document in the table above if alternative measures to secondary containment (as described in §112.7(k)) are implemented at the facility.

# 3. Inspections, Testing, Recordkeeping and Personnel Training (§§112.7(e) and (f), 112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)):

An inspection and/or testing program is implemented for all aboveground bulk storage containers and piping at his facility. (§§112.8(c)(6) and (4), 112.9(c)(6) and (4), 4). The storage containers and piping at his facility. (S§112.8(c)(6) and (4), 112.9(c)(6) and (4), 4). The following is a description of the inspection and/or testing program (e.g. reference to industry standard utilized, scope, frequency, method of inspection and/or testing program (e.g. reference to industry standard utilized, scope, frequency, method of inspection and/or testing program (e.g. reference insplementing the inspection and a more detailed annual inspection. Inspection forms intended to meet the STI SP001 monthy and annual inspection and/or testing program is template). You may reference implementing the inspection rate included as attachment 3.1 at your means of complying with the inspection requirements for all aboveground anks/containers and piping at this standard you inspection and testing program is based on and provide appropriate written inspection rocedures pursuant to that industry standard.	Table G-5 Inspections, Testing, Recordkeeping and Personnel Training	
The following is a description of the inspection and/or testing program (e.g. reference to industry standard utilized, iscope, frequency, method of inspection rest, and person conducting the inspection) for all aboveground bulk storage containers and piping at this facility. (Note Steel Tank Institute Standard SPOOI calls for monthly inspections and a nore detailed annual inspection. Inspection forms intended to meet the STI SPOOI monthly and annual inspection requirements are included as attachment 3.1 with this template). You may reference implementing the inspection riteria described in attachment 3.1 as your means of complying with the inspection requirements for all aboveground anskolontainers and piping. If you use a different standard or if the STI standard doesn't apply to your facility you must specify which standard your inspection and testing program is based on and provide appropriate written inspection recedures pursuant to that industry standard.	An inspection and/or testing program is implemented for all above ground bulk storage containers and piping at this facility. $[\$\$12.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)]$	
nspections, tests, and records are conducted in accordance with written procedures developed for the facility.       Image: Conducted in accordance with written procedures developed for the facility.         Records of inspections and tests kept under usual and customary business practices will suffice for purposes of his paragraph. [§112.7(e)]       Image: Conducted in accordance with written procedures experiments and tests are kept at the facility or with the SPCC Plan for a period of three years.         §112.7(e)] [See Inspection Log and Schedule in Attachment 3.1]       Image: Conducted experiments experiments or inspector. [§112.7(e)]         Personnel, training, and discharge prevention procedures [§112.7(f)]       Image: Conducted experiments on procedures [§112.7(f)]	The following is a description of the inspection and/or testing program (e.g. reference to industry standard utilized, scope, frequency, method of inspection or test, and person conducting the inspection) for all aboveground bulk sto containers and piping at this facility. (Note Steel Tank Institute Standard SP001 calls for monthly inspections and a more detailed annual inspection. Inspection forms intended to meet the STI SP001 monthly and annual inspection criteria described in attachment 3.1 with this template). You may reference implementing the inspection criteria described in attachment 3.1 as your means of complying with the inspection requirements for all abovegrou tanks/containers and piping. If you use a different standard or if the STI standard doesn't apply to your facility you r specify which standard your inspection and testing program is based on and provide appropriate written inspection procedures pursuant to that industry standard.	und must
nspections, tests, and records are conducted in accordance with written procedures developed for the facility.       Image: Constraint of the facility.         Records of inspections and tests kept under usual and customary business practices will suffice for purposes of his paragraph. [§112.7(e)]       Image: Constraint of the facility or with the SPCC Plan for a period of three years.         A record of the inspections and tests are kept at the facility or with the SPCC Plan for a period of three years.       Image: Constraint of the facility or with the SPCC Plan for a period of three years.         Sig112.7(e)] [See Inspection Log and Schedule in Attachment 3.1]       Image: Constraint of the facility or with the spector. [§112.7(e)]         Inspections and tests are signed by the appropriate supervisor or inspector. [§112.7(e)]       Image: Constraint of the spector of the		
nspections, tests, and records are conducted in accordance with written procedures developed for the facility.       Image: Conducted in accordance with written procedures developed for the facility.         Records of inspections and tests kept under usual and customary business practices will suffice for purposes of his paragraph. [§112.7(e)]       Image: Conducted in accordance with written procedures developed for the facility.         A record of the inspections and tests are kept at the facility or with the SPCC Plan for a period of three years.       Image: Conducted in Attachment 3.1]         A record of tests are signed by the appropriate supervisor or inspector. [§112.7(e)]       Image: Conducted in Attachment 3.1]         Personnel, training, and discharge prevention procedures [§112.7(f)]       Image: Conducted in Attachment 3.1]		
A record of the inspections and tests are kept at the facility or with the SPCC Plan for a period of three years. §112.7(e)] [See Inspection Log and Schedule in Attachment 3.1] Inspections and tests are signed by the appropriate supervisor or inspector. [§112.7(e)] Personnel, training, and discharge prevention procedures [§112.7(f)]	Inspections, tests, and records are conducted in accordance with written procedures developed for the facility. Records of inspections and tests kept under usual and customary business practices will suffice for purposes of	
§112.7(e)] [See Inspection Log and Schedule in Attachment 3.1]       Image: Constraint of the sector o	A record of the inspections and tests are kept at the facility or with the SPCC Plan for a period of three years.	
Personnel, training, and discharge prevention procedures [§112.7(f)]	[§112.7(e)] [See Inspection Log and Schedule in Attachment 3.1]	
······································	Personnel, training, and discharge prevention procedures [§112.7(f)]	
Dil-handling personnel are trained in the operation and maintenance of equipment to prevent discharges:	Oil-handling personnel are trained in the operation and maintenance of equipment to prevent discharges:	
discharge procedure protocols; applicable pollution control laws, rules, and regulations; general facility poperations; and, the contents of the facility SPCC Plan. [§112.7(f)]	discharge procedure protocols; applicable pollution control laws, rules, and regulations; general facility operations; and, the contents of the facility SPCC Plan. [§112.7(f)]	
A person who reports to facility management is designated and accountable for discharge prevention.	A person who reports to facility management is designated and accountable for discharge prevention. [§112.7(f)]	
Name/Title:	Name/Title:	
Discharge prevention briefings are conducted for oil-bandling personnel annually to assure adequate	Discharge prevention briefings are conducted for oil-handling personnel annually to assure adequate	
understanding of the SPCC Plan for that facility. Such briefings highlight and describe past reportable discharges or failures, malfunctioning components, and any recently developed precautionary measures.	understanding of the SPCC Plan for that facility. Such briefings highlight and describe past reportable discharges or failures, malfunctioning components, and any recently developed precautionary measures.	

# 4. Security (excluding oil production facilities) §112.7(g):

Table G-6 Implementation and Description of Security Measures	
Security measures are implemented at this facility to prevent unauthorized access to oil handling, processing, and storage area.	
and storage area. The following is a description of how you secure and control access to the oil handling, processing and storage are secure master flow and drain valves; prevent unauthorized access to starter controls on oil pumps; secure out-of- service and loading/unloading connections of oil pipelines; address the appropriateness of security lighting to both prevent acts of vandalism and assist in the discovery of oil discharges:	i i i i i i i i i i i i i i i i i i i

# 5. Emergency Procedures and Notifications (§112.7(a)(3)(iv) and 112.7(a)(5)):

Table G-7 Description of Emergency Procedures and Notifications

The following is a description of the immediate actions to be taken by facility personnel in the event of a discharge to navigable waters or adjoining shorelines [\$112.7(a)(3)(iv) and 112.7(a)(5)]:

# 6. Contact List (§112.7(a)(3)(vi)):

Table G-8 Contact List					
Contact Organization / Person	Telephone Number				
National Response Center (NRC)	1-800-424-8802				
Cleanup Contractor(s)					
Key Facility Personnel					
Designated Person Accountable for Discharge Prevention:	Office:				
	Emergency:				
	Office:				
	Emergency:				
	Office:				
	Emergency:				
	Office:				
	Emergency:				
State Oil Pollution Control Agencies					
California Emergency Management Agency (Cal EMA)	1-800-852-7550				
Other State, Federal, and Local Agencies					
Shasta County Environmental Health (Local CUPA)	530-225-5787 (If no answer calling 911 is sufficient)				
Local Fire Department					
Local Police Department					
Hospital					
Other Contact References (e.g., downstream water intakes or neighboring facilities)					

### 7. NRC Notification Procedure (§112.7(a)(4) and (a)(5)):

Table G-9 NRC Notification Procedure			
In the event of a discharge of oil to navigable waters or adj in Attachment 4 will be provided to the National Response discharge to navigable waters or adjoining shorelines [See [ $\S112.7(a)(4)$ ]	joining shorelines, the following information identified Center immediately following identification of a Discharge Notification Form in Attachment 4]:		
<ul> <li>The exact address or location and phone number of the facility;</li> <li>Date and time of the discharge;</li> <li>Type of material discharged;</li> <li>Estimate of the total quantity discharged;</li> <li>Estimate of the quantity discharged to navigable waters;</li> <li>Source of the discharge;</li> </ul>	<ul> <li>Description of all affected media;</li> <li>Cause of the discharge;</li> <li>Any damages or injuries caused by the discharg</li> <li>Actions being used to stop, remove, and mitigate effects of the discharge;</li> <li>Whether an evacuation may be needed; and</li> <li>Names of individuals and/or organizations who halso been contacted.</li> </ul>	e; e the nave	

## 8. SPCC Spill Reporting Requirements (Report within 60 days) (§112.4):

Submit information to the EPA Regional Administrator (RA) and the appropriate agency or agencies in charge of oil pollution control activities in the State in which the facility is located within 60 days from one of the following discharge events:

A single discharge of more than 1,000 U.S. gallons of oil to navigable waters or adjoining shorelines or Two discharges to navigable waters or adjoining shorelines each more than 42 U.S. gallons of oil occurring within any twelve month period

You must submit the following information to the RA:

- (1) Name of the facility;
- (2) Your name;
- (3) Location of the facility;
- (4) Maximum storage or handling capacity of the facility and normal daily throughput;
- (5) Corrective action and countermeasures you have taken, including a description of equipment repairs and replacements;
- (6) An adequate description of the facility, including maps, flow diagrams, and topographical maps, as necessary;
- (7) The cause of the reportable discharge, including a failure analysis of the system or subsystem in which the failure occurred; and
- (8) Additional preventive measures you have taken or contemplated to minimize the possibility of recurrence
- (9) Such other information as the Regional Administrator may reasonably require pertinent to the Plan or discharge

3. \*\*\*\*

NOTE: Complete one of the following sections (A, B or C) as appropriate for the facility type.

# SECTIONS B & C REMOVED-NOT APPLICABLE

## A. Onshore Facilities (excluding production) (§§112.8(b) through (d), 112.12(b) through (d)):

The owner or operator must meet the general rule requirements as well as requirements under this section. Note that not all provisions may be applicable to all owners/operators. For example, a facility may not maintain completely buried metallic storage tanks installed after January 10, 1974, and thus would not have to abide by requirements in §§112.8(c)(4) and 112.12(c)(4), listed below. In cases where a provision is not applicable, write "N/A".

Table G-10 General Rule Requirements for Onshore Facilities	N/A
Drainage from diked storage areas is restrained by valves to prevent a discharge into the drainage system or facility effluent treatment system, except where facility systems are designed to control such discharge. Diked areas may be emptied by pumps or ejectors that must be manually activated after inspecting the condition of the accumulation to ensure no oil will be discharged. [§§112.8(b)(1) and	
112.12(b)(1)] Valves of manual open-and-closed design are used for the drainage of diked areas. [88112.8/b)(2) and	
112.12(b)(2)	
The containers at the facility are compatible with materials stored and conditions of storage such as pressure and temperature. [§§112.8(c)(1) and $112.12(c)(1)$ ]	
Secondary containment for the bulk storage containers (including mobile/portable oil storage containers) holds the capacity of the largest container plus additional capacity to contain precipitation. Mobile or portable oil storage containers are positioned to prevent a discharge as described in §112.1(b). [§112.6(a)(3)(ii)]	
If uncontaminated rainwater from diked areas drains into a storm drain or open watercourse the following procedures will be implemented at the facility: $[\$\$12.8(c)(3) \text{ and } 112.12(c)(3)]$	
<ul> <li>Bypass valve is normally sealed closed</li> </ul>	
<ul> <li>Retained rainwater is inspected to ensure that its presence will not cause a discharge to navigable waters or adjoining shorelines</li> </ul>	
Bypass valve is opened and resealed under responsible supervision	
<ul> <li>Adequate records of drainage are kept [See Dike Drainage Log in Attachment 3.3]</li> </ul>	
For completely buried metallic tanks installed on or after January 10, 1974 at this facility [ $\$$ 112.8(c)(4) and 112 12(c)(4)]	
<ul> <li>Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.</li> </ul>	
Regular leak testing is conducted.	
For partially buried or bunkered metallic tanks [§112.8(c)(5) and §112.12(c)(5)]:	
<ul> <li>Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.</li> </ul>	
Each aboveground bulk container is tested or inspected for integrity on a regular schedule and whenever material repairs are made. Scope and frequency of the inspections and inspector qualifications are in accordance with industry standards. Container supports and foundations are regularly inspected. [See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2] [§112.8(c)(6) and §112.12(c)(6)(i)]	
Outsides of bulk storage containers are frequently inspected for signs of deterioration, discharges, or accumulation of oil inside diked areas. [See Inspection Log and Schedule in Attachment 3.1] [§§112.8(c)(6) and 112.12(c)(6)]	
For bulk storage containers that are subject to 21 CFR part 110 which are shop-fabricated, constructed of austenitic stainless steel, elevated and have no external insulation, formal visual inspection is conducted on a regular schedule. Appropriate qualifications for personnel performing tests and inspections are documented. [See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2] [§112.12(6)(ii)]	

Table G-10 General Rule Requirements for Onshore Facilities	N/A
Each container is provided with a system or documented procedure to prevent overfills for the container. Describe:	
Liquid level sensing devices are regularly tested to ensure proper operation [See Inspection Log and Schedule in Attachment 3.1]. [§112.6(a)(3)(iii)]	
Visible discharges which result in a loss of oil from the container, including but not limited to seams, gaskets, piping, pumps, valves, rivets, and bolts are promptly corrected and oil in diked areas is promptly removed. [§§112.8(c)(10) and 112.12(c)(10)]	
Aboveground valves, piping, and appurtenances such as flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces are inspected regularly. [See Inspection Log and Schedule in Attachment 3.1] [§§112.8( $d$ )(4) and 112.12( $d$ )(4)]	
Integrity and leak testing are conducted on buried piping at the time of installation, modification, construction, relocation, or replacement. [See Inspection Log and Schedule in Attachment 3.1] [§§112.8(d)(4) and 112.12(d)(4)]	

## **ATTACHMENT 1.1 – Five Year Review Log**

I have completed a review and evaluation of the SPCC Plan for this facility, and will/will not amend this Plan as a result.

Table G-13 Review and Evaluation of SPCC Plan for Facility				
Review Date	Plan An	nendment	Name and signature of person authorized to review this	
	Will Amend	Will Not Amend	Plan	
		_		

## ATTACHMENT 1.2 – Technical Amendment Log

Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template.

Table G-15 Description and Certification of Technical Amendments				
Review Description of Technical Amendment Name and signature of person certifying	ng this			
Date technical amendment				

#### ATTACHMENT 2 – Oil Spill Contingency Plan and Checklist

## An oil spill contingency plan and written commitment of resources is **ONLY** required for:

# • Qualified oil-filled operational equipment which has NO secondary containment.

# IF YOU DO NOT HAVE OIL FILLED OPERATIONAL EQUIPMENT THEN DO NOT COMPLETE THIS PAGE

An oil spill contingency plan meeting the provisions of 40 CFR part 109, as described below, and a written commitment of manpower, equipment and materials required to expeditiously control and remove any quantity of oil discharged that may be harmful is attached to this Plan.

Complete the checklist below to verify that the necessary operations outlined in 40 CFR part 109 – Criteria for State, Local and Regional Oil Removal Contingency Plans – have been included.

Table G-15 Checklist of Development and Implementation Criteria for State, Local and Regional Oil Remo           Contingency Plans (§109.5) <sup>a</sup>			
(a) Definition of the authorities, responsibilities and duties of all persons, organizations or agencies which are to be involved in planning or directing oil removal operations.			
(b) Establishment of notification procedures for the purpose of early detection and timely notification of an oil discharge including:			
<ul> <li>(1) The identification of critical water use areas to facilitate the reporting of and response to oil discharges.</li> <li>(2) A current list of names, telephone numbers and addresses of the responsible persons (with alternates) and organizations to be notified when an oil discharge is discovered.</li> </ul>			
(3) Provisions for access to a reliable communications system for timely notification of an oil discharge, and the capability of interconnection with the communications systems established under related oil removal contingency plans, particularly State and National plans (e.g., NCP).			
(4) An established, prearranged procedure for requesting assistance during a major disaster or when the situation exceeds the response capability of the State, local or regional authority.			
(c) Provisions to assure that full resource capability is known and can be committed during an oil discharge situation including:			
(1) The identification and inventory of applicable equipment, materials and supplies which are available locally and regionally.			
(2) An estimate of the equipment, materials and supplies which would be required to remove the maximum oil discharge to be anticipated.			
(3) Development of agreements and arrangements in advance of an oil discharge for the acquisition of equipment, materials and supplies to be used in responding to such a discharge.			
(d) Provisions for well defined and specific actions to be taken after discovery and notification of an oil discharge including:			
(1) Specification of an oil discharge response operating team consisting of trained, prepared and available operating personnel.			
(2) Predesignation of a properly qualified oil discharge response coordinator who is charged with the responsibility and delegated commensurate authority for directing and coordinating response operations and who knows how to request assistance from Federal authorities operating under existing national and regional contingency plans.			
(3) A preplanned location for an oil discharge response operations center and a reliable communications system for directing the coordinated overall response operations.			
(4) Provisions for varying degrees of response effort depending on the severity of the oil discharge.			
(5) Specification of the order of priority in which the various water uses are to be protected where more than one water use may be adversely affected as a result of an oil discharge and where response operations may not be adequate to protect all uses.			
(6) Specific and well defined procedures to facilitate recovery of damages and enforcement measures as provided for by State and local statutes and ordinances.			

<sup>a</sup> The contingency plan must be consistent with all applicable state and local plans, Area Contingency Plans, and the National Contingency Plan (NCP)

#### ATTACHMENT 3.1 – Table G-16 Inspection Log and Schedule

# Attachment 3.1 – SPCC Plan Monthly Inspection Checklist (based on STI SP001)

Page 1 of 2

#### **General Inspection Information:**

Inspection Date:	Prior Inspection Date:	
Inspector Name (print):		
Inspector's Signature		
Tank(s) inspected or ID #s		

#### **Inspection Guidance:**

•This checklist is intended as a model. Locally developed checklists are acceptable as long as they are substantially equivalent (as applicable). Inspections of multiple tanks may be captured on one form as long as the tanks are substantially the same.

• For equipment not included in this Standard, follow the manufacturer recommended inspection/testing schedules and procedures.

• The periodic AST Inspection is intended for monitoring the external AST condition and its containment structure. This visual inspection does not require a Certified Inspector. It shall be performed by an owner's inspector per paragraph 4.1.2 of the standard.

• Upon discovery of water in the primary tank, secondary containment area, interstice, or spill container, remove promptly or take other corrective action. Inspect the liquid for regulated products or other contaminants and dispose of properly.

• Non-conforming items important to tank or containment integrity require evaluation by an engineer experienced in AST design, a Certified Inspector, or a tank manufacturer who will determine the corrective action. Note the non-conformance and corresponding corrective action in the comment section.

• Retain the completed checklists for at least 36 months.

• After severe weather (snow, ice, wind storms) or maintenance (such as coating) that could affect the operation of critical components (normal and emergency vents, valves), an inspection of these components is required as soon as the equipment is safely accessible after the event.

ITEM	STATUS	COMMENTS/DATE CORRECTED			
Tank and Piping					
Is tank exterior (roof, shell, heads, bottom, connections, fittings, valves, etc.) free of visible leaks? Note: If "No", identify tank and describe leak and actions taken	□ Yes □ No				
Is the tank liquid level gauge legible and in good working condition?	□ Yes □ No □ NA				
Is the area around the tank (concrete surfaces, ground, containment, etc.) free of visible signs of leakage?	□ Yes □ No				
Is the primary tank free of water or has another preventative measure been taken? NOTE: Refer to paragraphs 6.10 and 6.11 of the standard for alternatives for Category 1 tanks. N/A is only appropriate for these alternatives.	□ Yes □ No □ NA				
For double-wall or double bottom tanks or CE-ASTs, is interstitial monitoring equipment (where applicable) in good working condition?	□ Yes □ No □ NA				
For double-wall tanks or double bottom tanks or CE-ASTs, is interstice free of liquid? Remove the liquid if it is found. If tank product is found, investigate possible leak.	□ Yes □ No □ NA				
Equipment on Tank					
If overfill equipment has a "test" button, does it activate the audible horn or light to confirm operation? If battery operated, replace battery if needed.	□ Yes □ No □ NA				
Is overfill prevention equipment in good working condition? If it is equipped with a mechanical test mechanism, actuate the mechanism to confirm operation.	□ Yes □ No □ NA				
Is the spill container (spill bucket) empty, free of visible leaks and in good working condition?	□ Yes □ No □ NA				

Are piping connections to the tank (valves, fittings, pumps, etc.) free of visible leaks? Note: If "No", identify location and describe leak.	□ Yes □ No			
Do the ladders/platforms/walkways appear to be secure with no sign of severe corrosion or damage?	□ Yes □ No □ NA			
Containment (Diki	ng/Impounding)			
Is the containment free of excess liquid, debris, cracks, corrosion, erosion, fire hazards and other integrity issues?	□Yes □No □NA			
Are dike drain valves closed and in good working condition?	□Yes □No □NA			
Are containment egress pathways clear and any gates/doors operable?	□Yes □No □NA			
Concrete Exterior AST (CE-AST)				
Inspect all sides for cracks in concrete. Are there any cracks in the concrete exterior larger than $1/16$ ?	□ Yes □ No □ NA			
Inspect concrete exterior body of the tank for cleanliness, need of coating, or rusting where applicable. Tank exterior in acceptable condition?	□Yes □No □NA			
Visual inspect all tank top openings including nipples, manways, tank top overfill containers, and leak detection tubes. Is the sealant between all tank top openings and concrete intact and in good condition?	□ Yes □ No □ NA			
Other Conditions				
Is the system free of any other conditions that need to be addressed for continued safe operation?	🗆 Yes 🗆 No			

#### Additional Comments:

# SPCC Plan Annual Inspection Checklist (based on STI SP001)

Page 1 of 2				
General Inspection Information:				
Inspection Date:	Prior Inspection Date:			
Inspector Name (print):		-		
Inspector's Signature		_		
Tank(s) inspected or ID #s				

#### **Inspection Guidance:**

- This checklist is intended as a model. Locally developed checklists are acceptable as long as they are substantially equivalent (as applicable).
- For equipment not included in this Standard, follow the manufacturer recommended inspection/testing schedules and procedures.
- The periodic AST Inspection is intended for monitoring the external AST condition and its containment structure. This visual inspection does not require a Certified Inspector. It shall be performed by an owner's inspector per paragraph 4.1.2 of the standard.
- Remove promptly standing water or liquid discovered in the primary tank, secondary containment area, interstice, or spill container. Before discharge to the environment, inspect the liquid for regulated products or other contaminants and disposed of it properly.
- In order to comply with EPA SPCC (Spill Prevention, Control and Countermeasure) rules, a facility should regularly test liquid level sensing devices to ensure proper operation (40 CFR 112.8(c)(8)(v)).
- Non-conforming items important to tank or containment integrity require evaluation by an engineer experienced in AST design, a Certified Inspector, or a tank manufacturer who will determine the corrective action. Note the non-conformance and corresponding corrective action in the comment section.
- Retain the completed checklists for at least 36 months.
- Complete this checklist on an annual basis, supplemental to the owner monthly-performed inspection checklists.
- Note: If a change has occurred to the tank system or containment that may affect the SPCC plan, the condition should be evaluated against the current plan requirement by a Professional Engineer knowledgeable in SPCC development and implementation.

ITEM	STATUS	COMMENTS/DATE CORRECTED			
Tank Foundation/Supports					
Free of tank settlement or foundation washout?	🗆 Yes 🗆 No				
Concrete pad or ring wall free of cracking and spalling?	□ Yes □ No □ NA				
Tank supports in satisfactory condition?	□ Yes □ No □ NA				
Is water able to drain away from tank if tank is resting on a foundation or on the ground?	□ Yes □ No □ NA				
Is the grounding strap between the tank and foundation/supports in good condition?	□ Yes □ No □ NA				
Tank Shell, Hea	ads, and Roof				
Free of visible signs of coating failure?	🗆 Yes 🗆 No				
Free of noticeable distortions, buckling, denting, or bulging?	🗆 Yes 🗆 No				
Free of standing water on roof?	□ Yes □ No □ NA				
Are all labels and tags intact and legible?	🗆 Yes 🗆 No				
Tank Manways, Piping, and Equipment					
Flanged connection bolts tight and fully engaged with no sign of wear or corrosion?	□ Yes □ No □ NA				
Tank Equipment					
Normal and emergency vents free of obstructions?	□ Yes □ No				
Normal vent on tanks storing gasoline equipped with pressure/vacuum vent?	□ Yes □ No □ NA				
Are flame arrestors free of corrosion and are air passages free of blockage?	□ Yes □ No □ NA				

Is the emergency vent in good working c required by manufacturer? Consult manufac that components are moving freely (includin	ondition and functional, as turer's requirements. Verify g long-bolt manways).	□ Yes □ No □ NA		
Is interstitial leak detection equipment in go on sight gauges clear? Are wire connection test function, does it activate to confirm oper	ood condition? Are windows s intact? If equipment has a ration?"	□ Yes □ No □ NA		
Are all valves free of leaks, corrosion a manufacturers' instructions for regular m Check the following and verify (as applicable	and other damage? Follow aintenance of these items. e):			
	<ul> <li>Anti-siphon valve</li> <li>Check valve</li> <li>Gate valve</li> <li>Pressure regulator valve</li> <li>Expansion relief valve</li> <li>Solenoid valve</li> <li>Fire valve</li> <li>Shear valve</li> </ul>	□ Yes □ No □ NA □ Yes □ No □ NA		
Are strainers and filters clean and in good condition?		□ Yes □ No □ NA		
	Insulated	Tanks		
Free of missing insulation? Insulation free of visible signs of damage? Insulation adequately protected from water i	ntrusion?	□ Yes □ No □ NA		
Insulation free of noticeable areas of moistur	re?	□ Yes □ No □ NA		
Insulation free of mold?		□ Yes □ No □ NA		
Free of visible signs of coating failure?		□ Yes □ No □ NA		
Tank / Piping Release Detection				
Is inventory control being performed and documented if required?		□ Yes □ No □ NA		
Is release detection being performed and documented if required?		□ Yes □ No □ NA		
Other Equipment				
Are electrical wiring and boxes in good condition?		□ Yes □ No □ NA		
Has the cathodic protection system on the tank been tested as required by the designing engineer?		□ Yes □ No □ NA		

#### **Additional Comments:**

# SPCC Plan Portable Container Monthly Inspection Checklist

General Inspection Information		
Inspection Date:	Retain Until Date:	_(36 months from inspection date)
Prior Inspection Date:	Inspector Name:	
Containers Inspected (ID #'s):		

## **Inspection Guidance:**

- > For equipment not included in this Standard, follow the manufacturer recommended inspection/testing schedules and procedures.
- The periodic AST Inspection is intended for monitoring the external AST condition and its containment structure. This visual inspection does not require a Certified Inspector. It shall be performed by an owner's inspector who is familiar with the site and can identify changes and developing problems.
- > (\*) designates an item in a non-conformance status. This indicates that action is required to address a problem.
- Non-conforming items important to tank or containment integrity require evaluation by an engineer experienced in AST design, a Certified Inspector, or a tank manufacturer who will determine the corrective action. Note the non-conformance and corresponding corrective action in the comment section.
- Retain the completed checklists for 36 months.

Item	Area:		Area:		Area:	
1.0 AST Containment/Storage	Area					
1.1 ASTs within designated storage area?	□Yes	□No*	□Yes	□No*	□Yes	□No*
1.2 Debris, spills, or other fire hazards in containment or storage area?	⊡Yes*	□No	□Yes*	□No	□Yes*	□No
1.3 Water in outdoor secondary containment?	□Yes*	□No	□Yes*	□No	⊡Yes*	□No
1.4 Drain valves operable and in a closed position?	□Yes	□No*	□Yes*	□No	⊡Yes*	□No
1.5 Egress pathways clear and gates/doors operable?	□Yes	□No*	□Yes*	□No	⊡Yes*	□No
2.0 Leak Detection						
2.1 Visible signs of leakage around the container or storage area?	⊡Yes*	□No	□Yes*	□No	⊡Yes*	□No
3.0 Container						
3.0 Noticeable container distortions, buckling, denting or bulging?	⊡Yes*	□No	□Yes*	□No	⊡Yes*	□No

Comments:

# ATTACHMENT 3.2 – Bulk Storage Container Inspection Schedule – onshore facilities (excluding production):

To comply with integrity inspection requirement for bulk storage containers, inspect/test each shop-built aboveground bulk storage container on a regular schedule in accordance with a recognized container inspection standard based on the minimum requirements in the following table.

Table G-17 Bulk Storage Container Inspection Schedule				
Container Size and Design Specification	Inspection requirement			
Portable containers (including drums, totes, and intermodal bulk containers (IBC))	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas			
55 to 1,100 gallons with sized secondary containment 1,101 to 5,000 gallons with sized secondary containment and a means of leak detection <sup>a</sup>	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas plus any annual inspection elements per industry inspection standards			
1,101 to 5,000 gallons with sized secondary containment and no method of leak detection <sup>a</sup>	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas, plus any annual inspection elements and other specific integrity tests that may be required per industry inspection standards			

<sup>a</sup> Examples of leak detection include, but are not limited to, double-walled tanks and elevated containers where a leak can be visually identified.

# ATTACHMENT 3.3 – Dike Drainage Log

Table G-18 Dike Drainage Log						
Date	Bypass valve sealed closed	Rainwater inspected to be sure no oil (or sheen) is visible	Open bypass valve and reseal it following drainage	Drainage activity supervised	Observations	Signature of Inspector

\_\_\_\_

# ATTACHMENT 3.4 – Oil-handling Personnel Training and Briefing Log

Table G-19 Oil-Handling Personnel Training and Briefing Log				
Date	Description / Scope	Attendees		
I				

## **ATTACHMENT 4 – Discharge Notification Form**

In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information will be provided to the National Response Center [also see the notification information provided in Section 7 of the Plan]:

Table G-20 Information provided to the National Response Center in the Event of a Discharge					
Discharge/Discovery Date		Time			
Facility Name		I			
Facility Location (Address/Lat-					
Long/Section Township Range)					
Nome of reporting individual		Tolophono #			
Name of reporting individual					
Type of material discharged		Estimated total quantity	Gallons/Barrels		
		uischargeu			
Source of the discharge		Media affected	🗌 Soil		
			Water (specify)		
Actions taken					
		1	·		
Damage or injuries	No Yes (specify)	Evacuation needed?	No Yes (specify)		
• · · · · · · · · · · ·					
Organizations and individuals	National Response Center 800-424-8802 Time				
	Cleanup contractor (Specify) Time				
	Facility personnel (Specify) Time				
	State Agency (Specify) Time				
	Other (Specify) Time				
	1				

#### ATTACHMENT 5 – Substantial Harm Criteria

Facility Name: \_\_\_\_\_

Facility Address:

	Table 33 – Certification of the Applicability of the Substantial Harm Criteria           [40 CFR Part 112, Appendix C, Attachment C-II]	Yes	No
1.	Does the facility transfer oil over water to or from vessels and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?		
2.	Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground oil storage tank area?		
3.	Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III to this appendix or a comparable formula <sup>1</sup> ) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments? For further description of fish and wildlife and sensitive environments, see Appendices I, II, and III to DOC/NOAA's "Guidance for Facility and Vessel Response Plans: Fish and Wildlife and Sensitive Environments" (see Appendix E to 40 CFR Part 112, Section 13, for availability) and the applicable Area Contingency Plan.		
4.	Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III, Appendix C, 40 CFR Part 112 or a comparable formula <sup>1</sup> ) such that a discharge from the facility would shut down a public drinking water intake? <sup>2</sup> 'If a comparable formula is used, documentation of the reliability and analytical soundness of the comparable formula must be attached to this form. <sup>2</sup> For the purposes of 40 CFR Part 112, public drinking water intakes are analogous to public water systems as described at 40 CFR 143.2(c).		
5.	Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and has the facility experienced a reportable oil discharge in an amount greater than or equal to 10,000 gallons within the last 5 years?		

#### **Certification**

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals responsible for obtaining this information, I believe that the submitted information is true, accurate, and complete.

Signature

Name (please type or print)

Title			
/	/ 20		
Date			

Note: A "yes" answer to any of the above questions on this Attachment means that this facility no longer meets the eligibility for a qualified facility. The owner or operator must complete a full PE-certified SPCC Plan and may also be required to complete a Facility Response Plan.