Monthly Aboveground Storage Tank Visual Assessment Form

Monthly Above Ground Storage Tank Visual Inspection

This Standard Operating Procedure (SOP) is to provide general guidance when completing the monthly assessment forms for the Aboveground Storage Tanks and Partially Bunkered Storage tanks situated on the Central Maintenance and Water Distribution Facilities located at 1801 South McLean and 1825 South McLean, respectively. This SOP is not intended to cover every situation that may be observed during inspection. If any conditions are visually observed that are unusual or not covered in this SOP, your supervisor should be contacted immediately for instruction. Checklists are attached.

Monthly Tank Visual Inspection

Use and complete the Annual Aboveground Storage Tank Visual Assessment Form - Designate a knowledgeable individual to inspect tanks in according to the attached checklist or an equivalent method pre-approved by the designated Environmental Compliance and Safety Officer.

Monthly - Inspect aboveground tanks and associated valves, piping, and appurtenances. Visually assess the general condition of the tank or container and its appurtenances such as flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces. Observe the tank shell for signs of leaks or potential leaks including cracks, holes, rust, bulges, dents, residues, stains, or other visual evidence.

Records - Keep written procedures, inspections, inventory logs, and pressure tests results signed by the appropriate supervisor or designated inspector with the SPCC Plan for a minimum of three (3) years. Certified inspector integrity test records shall be maintained for the life of the tank.

Report Problems- If you witness or discover a release of petroleum product, notify the appropriate personnel in accordance with this SOP.

Asset ID: _____ **Location:** _____ **Date:** _____

Facility ID: _____ **Storage Capacity:** _____ **Contents:** _____

Asset Description: _____

[*] Designates an item in a non-conformance status. This indicates action required to address problem.

Item	Status		Comments
1.0 Tank Containment			
Water in Primary Tank, Secondary Containment, interstice, or spill container?	☐ Yes*	☐ No	
Secondary containment or ground is damaged or stained?	☐ Yes*	☐ No	
2.0 Leak Detection			
Visible signs of leakage around the tank, concrete, pad, ring wall, or ground?	☐ Yes*	☐ No	
Valve seals of gaskets leaking?	☐ Yes*	☐ No	
Cracks in hosing present?	☐ Yes*	☐ No	

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Item	Status		Comments
3.0 Tank Attachments and Appurtenances			
Ladder and platform structure secure with no sign of severe corrosion or damage?	☐ Yes	☐ No*	
Tank liquid level gauge and alarms readable and in good condition?	☐ Yes	☐ No*	
All tanks openings are properly sealed?	☐ Yes	☐ No*	
Vents are obstructed?	☐ Yes*	☐ No	
Pipelines or supports are damaged or deteriorated?	☐ Yes	☐ No*	
4.0 Tank Structure			
Tank is dented, bulging, rusted, damaged, or deteriorated?	☐ Yes*	☐ No	
Bolts, rivets, or seams are cracked or damaged?	☐ Yes*	☐ No	
Tank foundations have eroded or settled?	☐ Yes*	☐ No	
Double-walled tanks - Space between inner and outer walls free contaminates (oil, water, other)?	☐ Yes	☐ No*	
5.0 Other Conditions			
Oil Water Separator is Functioning Properly	☐ Yes	☐ No*	
Other Conditions that should be addressed for continued safe operation?	☐ Yes*	☐ No	
Security items (fencing, gates, locks, alarms, lighting) are functional?	☐ Yes	☐ No*	

Deficiencies and corrective actions must be documented on this inspection form. All leaks must be immediately reported to the Environmental Compliance and Safety Officer.

Monthly Aboveground Storage Tank Visual Assessment Form

Remarks:

_____

_____

_____

_____ _____

Signature (Inspector) Date Signature (Supervisor) Date

_____ _____

Print Name (Inspector) Print Name (Supervisor)