

Administrative & Underground Storage Tank Inspector Seminar

Bureau of Environmental Cleanup & Brownfields
02/19/2025



Storage Tanks Program

Who We Are

We are composed of a team of regulators and supporting staff focused on protecting the air, land, and water of Pennsylvania from storage tank releases.

Our Goal

1st: Effective Prevention of Releases

2nd: Timely and Effective Responses to Releases

How do we accomplish this?

Work with existing industry expertise (3rd Party Program)

Maintain an effective inspection program

Timely inspection compliance follow-up

Communication with the regulated community



Pennsylvania
Department of
Environmental Protection

Contacts

USTs		Region/ Area
Craig Sinkovich	717-772-5978	Compliance
Anabeatriz Fuentes-Martinez	717-783-2942	2 & 5
Wesley Smith	717-772-8944	1 & 5
Catherine Shontz	717-772-5962	3 & 4
John Zechman	717-772-3359	6

ASTs		Region/ Area
Magen Majeski	717-772-5810	Compliance
Kevin Davenport	717-772-5823	1, 4, & 5
Jesse Winfrey	717-787-9561	2, 3, & 6

Registration and Permitting	
Ken Corish	717-772-5815

Handler & Inspector Certification	
Anne Toth	717-772-5808
Wendy Davis	717-772-5829



Pennsylvania
Department of
Environmental Protection

What to Expect Today

- Underground Inspector (IUM) Training
- Administrative Training

Applicable to all certification categories with a focus on information for UST certification categories.

UMX/UMI

UMR

UTT

IUM



Expertise & Communication

- You are welcome to attend all DEP trainings as often as you would like.
- Information being shared is for your benefit.
- Opportunity for discussion to better the Tanks Program.
- All training is also an opportunity for us to learn from you on what you are seeing and hearing out in the field.
- In addition to doing much of the hard work in keeping Pennsylvania's USTs in compliance.
- DEP depends on our certified individuals and companies to be our eyes and ears within the commonwealth.



Pennsylvania
Department of
Environmental Protection

Presentation Overview

Topics
The Industry Standard
Tank Handling Activities
Modifications
Testing Forms
FOIs
Dual Use USTs
Compatibility (Alt Fuels)
Document Submission
Registration

Nationally Recognized Standards

Industry Standard

This phrase is used as shorthand frequently by DEP reviewers and DEP regional inspectors.

It is important that we have a discussion on what this commonly used shorthand reference means for DEP.

All certified tank handling and tank inspection activities should be done in accordance with an “Industry Standard”

Installations	Modifications
CP Evaluations	All Periodic Testing

Industry Standards

The Meaning of Industry Standard

- It **DOES NOT** mean what has been done for the last few decades OR how you have always done the activity in question.
- What is **DOES** mean is following a code of practice developed by a nationally recognized association or independent laboratory. For example, PEI RP 1200 for testing of Spill Prevention Equipment

§ 245.421. Performance standards for underground storage tank systems.

(4) Installation.

(i) Underground storage tank systems shall be properly installed and system integrity tested in accordance with a code of practice developed by a Nationally recognized association or independent testing laboratory and in accordance with the manufacturer's instructions.

DEP expects the IUM to assess the UST system and determine if the System meets Industry Standards as defined in 25 Pa Code § 245.421



Industry Standards

§ 245.405. Codes and standards.

(a) The following Nationally-recognized associations and their codes and standards shall be used in conjunction with manufacturer's specifications to comply with the subchapter:

- (1) American Concrete Institute (ACI).
- (2) American National Standards Institute (ANSI).
- (3) American Petroleum Institute (API).
- (4) American Society for Testing and Materials (ASTM).
- (5) Association of Composite Tanks (ACT).
- (6) Fiberglass Petroleum Tank and Pipe Institute.
- (7) NACE International- The Corrosion Society (NFPA).
- (8) National Fire Protection Association (NFPA).
- (9) National Leak Prevention Association (NLPA).
- (10) Petroleum Equipment Institute (PEI).
- (11) Steel Tank Institute (STI).
- (12) Underwriters Laboratory (UL).



Industry Standards

§ 245.411. Inspection frequency.

*(a) Inspection of underground storage tank systems. Underground storage tank owners or operators shall have their underground storage tank systems inspected by a certified inspector at the frequency in subsections (b) and (c). The inspection shall include release detection, **assessment of the underground storage tank system and ancillary equipment**, operation of overfill and spill prevention equipment where practicable, corrosion protection testing, or verification that corrosion protection is functional, and release prevention measures.*

Tank Handling Activity Notifications

- Notify DEP of Tank handling activities
 - Must be 30- days prior to the activity

Installation- 245.421(a)(2)

Tank

Piping System

Replacing Dispenser (new to facility)

Adding Additional Dispenser

Permanent Closure and Change-in-service

Tanks

Replacement, removal and
closure-in place of
underground product piping or
remote fill lines

Major modification involving
removal of dispenser*



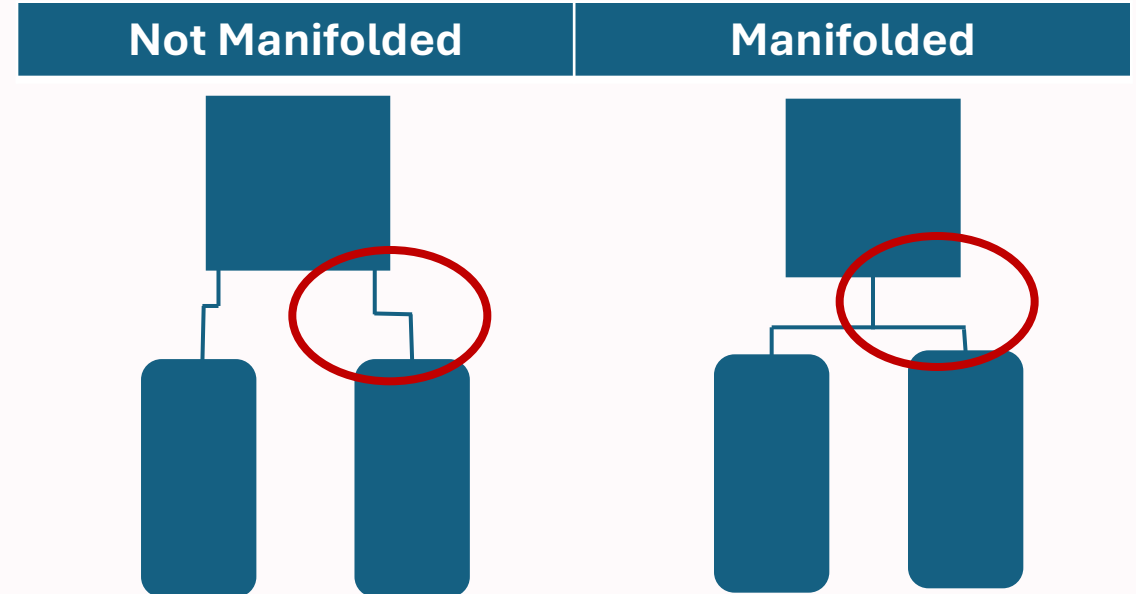
Tank Handling Activities Installations

- **Tank Installations**

- Registration Forms are to be submitted after all components are installed, tested, achieve passing results and after the one-time drop of fuel (only if necessary and for testing purposes only)
- The one-time drop will require proper tank release detection if the fuel remains in the tank over 30 days from delivery

- **Piping**

- When replacing piping, if 50% or more of the piping in a tank system is being replaced, positive shut down must be installed as well





Pennsylvania
Department of
Environmental Protection

Tank Handling Activities Installations

- Dispenser Replacements
 - All Dispenser replacements require 30-Day notification to the appropriate regional office
 - If a dispenser was replaced involving major modification after November 10, 2007, then a liquid tight under dispenser containment should have been installed.
- Under Dispenser Containment
 - Under each dispenser of a new or replacement UST system
 - Under each dispenser added to an existing UST system,
 - Under an existing dispenser when 50% or more of the piping conveying product from the tank to the dispenser is replaced
 - **If an existing dispenser is replaced with another dispenser and all equipment at or below the shear valve needed to connect the dispenser to the underground storage tank piping system is replaced**

Tank Handling Activities Installations/Closures

Dispenser Replacements

Event	30-day notice	UMR	UMX	Major Mod	Minor Mod	Sampling & Closure Report	UDC Required
Dispenser Removal							
Temporary while UST is TOS			X		X		
Dispenser Replacement							
Above Shear Valve Bolt Off/Bolt On	X		X		X		
Excavation Required at Dispenser	X	X	X	X		X	X
All components between dispenser and underground piping are replaced.	X	X	X	X		X	X
Dispenser Installation							
Install New Dispenser at Different Location at the Facility	X		X	X			X*
*Also requires positive submersible turbine pump shutdown and interstitial monitoring for the length of new piping installed to this new dispensing location.							

If a dispenser is removed and a major modification is performed involving excavation beneath the dispenser, it is also a partial system closure requiring a UMR to oversee the 30-day closure notification, sampling, and appropriate closure report.



Pennsylvania
Department of
Environmental Protection

Tank Handling Activities Closures

- **Tank Removal**

- A Closure report and Registration/Permitting Form are required for these activities
- Must use UMR and documents must be signed by remover and submitted to appropriate offices
- Removed tanks must be purged of vapors and the cleaning of the tanks for closure must be done under the supervision of a UMR
- **If the Amended Registration for a closure or removal is not submitted to Central Office, the tank(s) will remain active, and the registration fee will continue to be applied to the tank(s)**

Modifications & Maintenance Activities

§ 245.1.

Maintenance

The normal operational upkeep to prevent a storage tank system or storage tank facility from releasing regulated substances if the activity involved is not a major or minor modification.

Modification

Activity that upgrades, refurbishes, repairs,
or restores a storage tank or facility

Modifications & Maintenance Activities

Minor Modification

Does not directly affect the tank portion of the tank system

Does not directly affect underground components of the tank system

Major Modification

Alters the design of a storage tank or storage tank system

May affect the integrity of the storage tank or storage tank system

Directly affects the tank portion of the tank system

Directly affects underground components of the tank system

General Rule: If concrete is being broken, in most cases a major modification is occurring



Pennsylvania
Department of
Environmental Protection

Modifications & Maintenance Activities



Drop Tube
Minor Modification



Spill Bucket
Major Modification



**Shear Valve or Test
Boot**
Minor Modification



Pennsylvania
Department of
Environmental Protection

Modifications & Maintenance Activities



**ATG Replacement
Minor Modification**



**Sensor
Maintenance**



Pennsylvania
Department of
Environmental Protection

Modification Reports

V. INSTALLER CERTIFICATION

This Section must be completed by the certified installer(s) for modifications performed on underground storage tank systems. By signing below, the certified installer verifies that the tank handling activity was conducted in compliance with the standards of Act 32 and applicable regulations. The signature also certifies, under penalty of law as provided in 18 PA C.S.A. Section 4904 (relating to unsworn falsification to authorities), that the information provided is true, accurate, and complete to the best of his/her knowledge and belief.

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
Signature(s)	Date(s) of Signature	Date(s) Work Completed

FACILITY I.D. # -

VI. TANK SYSTEM COMPONENTS. (Describe only components that have been installed or modified.)

Tank #	Tank #	Tank #	Tank #	Tank #	Tank #
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
(1) Tank Modification (describe in VII. Comments)			(6) Spill Prevention Repair (describe repair, test and type in VII. Comments) ‡		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C Cathodic protection (modified)			Spill Bucket Insert/Repair		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
99 Other			New Single-Wall		
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			New Double-Wall		

VIII. SITE DRAWING (Include layout, activity locations, and other drawings necessary to illustrate modifications)

Most missed items:

- Multiple signatures, if multiple certified individuals are listed
- Tank numbers
- Site drawing



Testing Certification Form

UNDERGROUND STORAGE TANK TESTING CERTIFICATION FORM			
I. FACILITY INFORMATION – Type or print (in ink) all items.			Test Date
Facility ID #:		Facility Name:	
Facility Street Address:			
Facility Telephone:		County:	Municipality:
II. TESTER INFORMATION			
Tester Name:		Tester Cert. #:	Tester Telephone:
Company Name:		Company Cert. #:	Tester Email:
III. ATTACHED TESTING FORMS			
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Automatic Line Leak Detector Functionality Testing Form 2630-FM-BECB0021	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Automatic Tank Gauge Functionality Testing Form 2630-FM-BECB0015	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Sensor Functionality Testing Form 2630-FM-BECB0020	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Overfill Prevention Evaluation Form 2630-FM-BECB0018	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Spill Prevention Equipment/Containment Sump Integrity Testing Form 2630-FM-BECB0016	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Pressure/Vacuum Monitoring Functionality Testing Form 2630-FM-BECB0017	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Groundwater/Vapor Monitoring System Functionality Testing Form 2630-FM-BECB0019	<input type="checkbox"/> Not Applicable
Total Page Count – list the total count of pages for this testing package including the site drawing and cover page.			
IV. SITE DRAWING			
		<input type="checkbox"/> Site Drawing Attached	
Provide a detailed site drawing of the applicable UST(s), product piping, containment structures, and other layout details on 2630-FM-BECB0027. Clearly indicate all ancillary equipment which has been tested. Label each component with a unique number or code. Use that code to identify the component in the appropriate section on the appropriate testing form. Any other pertinent information should also be included.			
V. OWNER'S REPRESENTATIVE CERTIFICATION			
I have reviewed all attached reports and certify under penalty of law as provided in 18 PA C.S.A. Section 4904 (relating to unsworn falsification to authorities), that the information provided by me is true, accurate, and complete to the best of my knowledge and belief.			
Signature:		Date Signed:	
<input type="checkbox"/> If selecting this box, I, the undersigned tester, am acknowledging the owner's representative certification is unable to be obtained within the 48-hour timeframe required for notification to the Pennsylvania Department of Environmental Protection of test failures. I have provided a copy of an email sent to the owner showing proof of notification of test failure.			
VI. TESTER CERTIFICATION			
By signing this document as the Tester, I certify under penalty of law as provided in 18 PA C.S.A. Section 4904 (relating to unsworn falsification to authorities), that the information provided by me in all attached reports is true, accurate, and complete to the best of my knowledge and belief.			
Signature:		Date Signed:	

- One certification form is required when submitting testing forms
- Include total page count, including site drawing and cover page
- For **failures only**, check the box to indicate the tester was unable to get owner's signature within 48 hours
- Please mark 'All Passing' or 'Not Applicable' for all testing forms



Pennsylvania
Department of
Environmental Protection

Test Failures & Reporting Releases

Owner and Operator reporting requirements are not the same as the reporting requirements for Certified Installers and Certified Inspectors.

Chapter 245.132

Standards of Performance require a failed test of the following to be reported:

- Spill prevention equipment
- Containment sumps
- Overfill prevention equipment



Pennsylvania
Department of
Environmental Protection

Test Failures & Reporting Releases

Instructions are Included on the Testing Forms:

Spill Prevention Equipment & Containment Sumps

II. TEST RESULTS	
<input type="checkbox"/> Pass	<input type="checkbox"/> Fail / One or More Failed
Failed test results constitute a suspected release. Certified Individuals must report confirmed or suspected contamination to DEP within 48 hours of observing it. This form must be submitted to the appropriate regional office with the notification of contamination form. Facility owners/operators must investigate suspected releases within 7 days. If a release is observed, it must be reported to DEP by telephone within 24 hours and in writing within 15 days.	

Overfill Prevention Equipment

II. TEST RESULTS	
<input type="checkbox"/> Pass	<input type="checkbox"/> Fail / One or More Failed
Failed tests must be reported by submitting this form to the appropriate regional office. Underground Storage Tanks may not receive product deliveries without functional overfill prevention.	

Reporting Releases

Who?

All Certified Individuals

Anytime a certified individual is acting within their capacity as a certified individual conducting:

- Tank handling activities
- Activities associated with tank handling activities
- Testing activities
- Inspection activities

What?

A release of a regulated substance

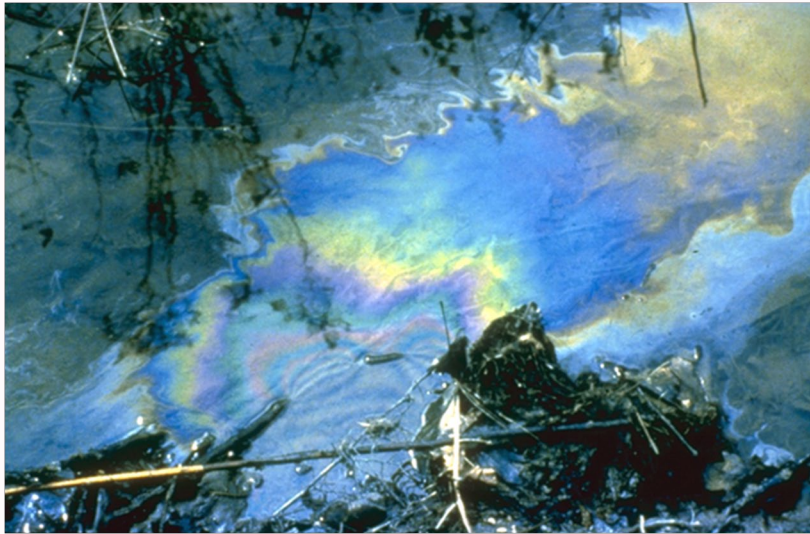
See **§ 245.304** – Indications of Suspected Releases:

- Unusual level of vapors
- Evidence of regulated substance in soils, basements, sewer lines, utility lines, surface or groundwater
- Unusual operating conditions
- Discovery of holes or damage to a storage tank system

Reporting Releases

What?

A release of a regulated substance



Reporting Releases

Report a **FAILED** test of:

Spill Prevention

Who: Certified Individual
conducting Periodic Test

What: Test Form & Notification of
Contamination

When: Within 48 Hours

Where: Regional Office

Why: 245.132

How: Initial Phone Call & Email
Submission

Containment Sumps

Who: Certified Individual
conducting Periodic Test

What: Test Form & Notification of
Contamination

When: Within 48 Hours

Where: Regional Office

Why: 245.132

How: Initial Phone Call & Email
Submission

Overfill Prevention

Who: Certified Individual
conducting Periodic Test

What: Test Form

When: Within 48 Hours

Where: Regional Office

Why: 245.132

How: Email Submission

Reporting Releases

WHEN:

Within **48 Hours for a suspected** OR **immediate** telephone notification for confirmed releases (no later than 24 hours)

See § 245.132 – Standards of Performance

notify the Department in writing within 48 hours of performing the failed test or observing a release of a regulated substance, suspected or confirmed contamination, or a regulated substance in a containment structure or facility

HOW:

- During normal business hours, speak directly with a regional DEP representative in the storage tanks program.
- Outside of business hours call: [1-800-541-2050](tel:1-800-541-2050)
- Please attempt to follow-up with a conversation with a regional representative of the storage tanks program.

AND

- Submit the [Notification of Release - Notification of Contamination Form \(2630-FM-BECB0082\)](#) to the regional office.

Reporting Releases

How:

The [Notification of Release - Notification of Contamination Form \(2630-FM-BECB0082\)](#) includes instructions consistent with the previous slides and guide you through form completion.

INFORMATION FOR CERTIFIED INSTALLERS AND INSPECTORS (I/I)

In accordance with the Storage Tank Program's certification regulations, certified installers and inspectors must complete and submit this form to the Department within 48 hours of observing any of the following while performing services as a certified installer or inspector: a release of a regulated substance; suspected or confirmed contamination of soil, surface or groundwater from regulated substances; or a regulated substance in a containment structure or facility (Subsections 245.132(a)(4) and 245.132(a)(6)).

Certified Installers and Inspectors (I/I): Complete all information in Sections I, II, IIIA, IIIC, VI or VII, VIII, and IX. Attach a copy of the failed, valid tightness test results, if applicable.

When in doubt, contact the local regional office and speak a tanks program representative.

Cathodic Protection

Galvanic (Sacrificial Anodes)

- *General Rule for tanks, flex connectors, and piping:*
Take **THREE** Readings
 - 1 local
 - 2 remote

Depending on the Nationally Recognized Standard used





Cathodic Protection

Impressed Current (ICCP)

- Use either Instant Off values or 100mV Shift Criteria
 - Take THREE Readings:
 1. Left
 2. Center
 3. Right
- Rectified Data
- Positive & Negative Circuit Measurements

[illegible]

Cathodic Protection

The **TWO** most recent Corrosion Evaluations must be submitted with the FOI report form.

When reviewing or completing CP Evaluation forms:

Document the code of practice from a Nationally Recognized Association used for the evaluation:

STI R051 is a code of practice

STI is a Nationally Recognized Association

Reminder: Sections of the form may be “Not Applicable: (N/A) BUT **none are optional**.”

Include a site diagram showing where readings were taken.

DEP (or anyone) should be able to replicate your results by using the code of practice listed and the documentation provided.



Cathodic Protection

XI. CATHODIC PROTECTION SYSTEM SURVEY			
Location ¹ Code	Contact Point ²	Reference Cell Placement ³	On ⁴ Voltage (mV)
L	Disp 1/2 Flex	Backfill	-896
R1	"	Soil	-905
R2	"	Soil	-915

XI. CATHODIC PROTECTION SYSTEM SURVEY			
Location ¹ Code	Contact Point ²	Reference Cell Placement ³	On ⁴ Voltage (mV)
A	t004	soil	-840
B	t005	soil	-960
C	t006	soil	-1002
D	Disp 1/2 Flex	backfill	-850
E	Disp 3/4 Flex	backfill	-866

XI. CATHODIC PROTECTION SYSTEM SURVEY			
Location ¹ Code	Contact Point ²	Reference Cell Placement ³	On ⁴ Voltage (mV)
1	020	backfill	-1014
2	020	backfill	-1010
3	020	backfill	-1005
4	Disp 1/2 flex	soil	-900

XI. CATHODIC PROTECTION SYSTEM SURVEY							
Location ¹ Code	Contact Point ²	Reference Cell Placement ³	On ⁴ Voltage (mV)	Instant ⁵ Off Voltage (mV)	100 mV Polarization		Pass/ ⁸ Fail
					Ending ⁶ Voltage (mV)	Voltage ⁷ Change (mV)	
1	008	Left end		-754	-602	152	Pass
2	008	Middle		-800	-620	180	Pass
3	008	right end		-915	-	-	Pass
4	piping	soil		-888	-	-	Pass



Facility Operations Inspection

2630-FM-BEC0501 Rev. 3/2019
Form
COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF ENVIRONMENTAL CLEANUP AND BROWNFIELDS
UNDERGROUND STORAGE TANK FACILITY
OPERATIONS INSPECTION REPORT FORM

FOR DEP USE ONLY
Reviewer _____ Date _____
Entered by _____ Date _____

FACILITY INFORMATION
ID Number _____
Name _____
Location _____
Address _____
Municipality _____
GPS Location Lat: _____ Long: _____

REPRESENTATIVE PRESENT DURING INSPECTION
Name _____
Phone _____
☐ Owner ☐ Operator ☐ Employee ☐ None

CERTIFIED INSPECTOR
Name _____
ID No. _____
Phone _____
E-mail _____
Date of First Site Visit (month/day/year) _____

TANK OWNER (must be a person or an entity)
Name _____
TANK OPERATOR (if different than owner)
Name _____

Suspected or confirmed contamination observed
Yes ☐ (notify proper region within 48 hours) No ☐
Improperly closed or unregistered tanks present
Yes ☐ (provide comment) No ☐
Fire/safety permit(s) available (if required)
Yes ☐ No ☐ N/A ☐
Fire/Safety Permit Number(s) _____ Issued By _____

Amended registration form required for (check all that apply)
☐ Added tanks ☐ Closed tanks ☐ Change of operational status (in or out of service)
☐ Change in substance stored ☐ Change of owner ☐ Change in tank size

Inspection summary.
Indicate the compliance status of each item below using the following codes: N = Noncompliant; C = Compliant. **Note: Yes, No, *, N/A, blanks, or any other markings are not acceptable statements for these fields.**

	Tank No.	Tank No.	Tank No.	Tank No.	Tank No.
Registration Certificate Display					
Tank Release Detection					
Tank Release Detection Testing					
Piping Release Detection					
Piping Release Detection Testing					
Overfill Prevention					
Overfill Prevention Testing					
Spill Prevention					
Spill Prevention Testing					
Financial Responsibility					
Walkthrough Inspections					
Tank Construction and Corrosion Protection					
Piping Construction and Corrosion Protection					
Operator Training					

I, the DEP Certified Inspector (JUM), have inspected the entire above referenced facility including examining manways, sumps, monitoring wells and dispensers. Based on my personal observation of the facility and documentation provided by the owner, I certify under penalty of law as provided in 18 PA C.S.A. Section 4904 (relating to unsworn falsification to authorities), that the information provided by me is true, accurate and complete to the best of my knowledge and belief.

Certified Inspector's Signature _____ **Date** _____
As the representative of the owner or operator, I have reviewed the completed inspection report. I certify under penalty of law as provided in 18 PA C.S.A. Section 4904 (relating to unsworn falsification to authorities), that the information provided by me is true, accurate and complete to the best of my knowledge and belief.

Signature _____ Title _____ Date _____
Page 1

Missed Sections:

- Representative Signature and/or Signature Date
- Corrosion Protection Surveys
- European Safe Suction Compliance Determination
- Periodic Testing Dates
- Tank/Piping Manufacturer Model/Specifications



Facility Operations Inspection

2630-FM-BECB0501 Rev. 3/2019
Form

UNDERGROUND STORAGE TANK FACILITY
OPERATIONS INSPECTION REPORT FORM

Facility Name _____ Date _____ Facility ID _____

VI. CORROSION PROTECTION COMPLIANCE CRITERIA

• The UST Cathodic Protection System Evaluation Form(s) (2630-FM-BECB0610) must be attached to this report for the two most recent corrosion protection tests, if testing was conducted after December 22, 2018.

Instructions: Check the box to indicate that a criterion has been met.
Circle the box to indicate that a criterion has not been met.
Circle with "N/A" when a criterion is not applicable (provide comment).

	Tank System	Tank System	Tank System	Tank System
Lined Tanks: (Tank only – code I)				
tank inspected and lined according to national standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
date lined:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
tank initially inspected 10 years after lining and every 5 years thereafter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
dates inspected:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Galvanic and Impressed Cathodic Protection: (Tank code B, C, D, P, V or W and/or Piping; this section is required for Impressed Current CP)				
tank structure to soil potential is equal to or more negative than -850 mV, or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
meets other nationally recognized protection standard: specify:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
most recent tank CP survey (date)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
previous tank CP survey (date)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
meets other nationally recognized protection standard: specify:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
most recent pipe/flex CP survey (date)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
previous pipe/flex CP survey (date)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impressed Current Design and Rectifier Output: (Tank code C or P and/or Piping)				
system was designed by a corrosion expert	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
system is turned on and functioning within design limits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
any variation of $\pm 10\%$ of the initial amperage readings have been properly investigated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
documentation of last three amp readings (plus volt and runtime when meters available), recorded at least once every 60 days:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
most recent:	volts:	amps:	runtime:	date:
60 days prior:	volts:	amps:	runtime:	date:
120 days prior:	volts:	amps:	runtime:	date:
If Cathodic Protection or supplemental anodes were added to an existing tank system, fill in the following (Information is Required for Compliance):				
Date assessed:				Date installed:
Assessment Method:				
VII. Operator Training				
<input type="checkbox"/> list of trained operators designates a class A operator and they have their Class A operator training certificate				
<input type="checkbox"/> list of trained operators designates a class B operator and they have their Class B operator training certificate				
<input type="checkbox"/> list of trained operators designates class C operator(s) and the date of their initial training or last refresher is within the previous 12 months				
<input type="checkbox"/> written instructions and notification procedures are readily available for class C operators at retail facilities OR are posted in a location visible to the storage tank user at non-retail facilities				
DESCRIBE INFORMAL TRAINING PROVIDED FOR OWNER, CLASS A AND/OR CLASS B OPERATORS – see instructions.				

Page 7

Missed Sections:

- Representative Signature and/or Signature Date
- Corrosion Protection Surveys
- European Safe Suction Compliance Determination
- Periodic Testing Dates
- Tank/Piping Manufacturer Model/Specifications



Facility Operations Inspection

2030-FM-BECB001 Rev. 3/2019
Form

UNDERGROUND STORAGE TANK FACILITY
OPERATIONS INSPECTION REPORT FORM

Facility Name _____ Date _____ Facility ID _____

H. RELEASE DETECTION (continued)
Instructions: Check the box to indicate that a criterion has been met.
Circle with "N/A" when a criterion is not applicable (provide comment).

Release Detection Equipment (Piping)

- The inspector has personally reviewed the piping release detection equipment in use for each tank system.

	Tank System	Tank System	Tank System	Tank System
Intermittent Monitoring: (Piping code D and L; describe monitoring equipment in comments)				
Secondary is open, enters sump and allows a release to be detected				
Intermittent sensors properly placed (per manufacturer's instructions)				
Monitoring wells or ports (when used) are clearly marked and secured				

Continuous Intermittent Monitoring: (Piping code L)
system is capable of detecting a 3.0 gph at 10 pounds psi line pressure release from any portion of the piping system within 1 hour (shear valves to submersible turbine pump)

	Tank System	Tank System	Tank System	Tank System
Continuous Intermittent Monitoring: (Piping code L)				

Piping Tightness (Line) Testing: (Piping only - code B or C)

tester name: _____ tester certification number: _____
test vendor: _____ version: _____
date of last test: _____ result: _____

test conducted at proper frequency

- conducted annually for pressurized piping without monthly monitoring
- conducted every 3 years for suction piping not meeting code I requirements (below)

	Tank System	Tank System	Tank System	Tank System
test conducted at proper frequency				

Mechanical Line Leak Detector: (PRESSURIZED Piping only - code A)

	Tank System	Tank System	Tank System	Tank System
manufacturer				
model				

Electronic Line Leak Detector: (PRESSURIZED Piping only - code K)

	Tank System	Tank System	Tank System	Tank System
manufacturer				
model				

electronic line leak detector continuously monitors piping

	Tank System	Tank System	Tank System	Tank System
electronic line leak detector continuously monitors piping				

date of last 3 gph test: _____ 3 gph test result: _____
is the electronic leak detector performing the "monthly" monitoring function? Yes ☐ No ☐
date of last 0.2 gph test: _____ 0.2 gph test result: _____
is the electronic leak detector performing the "annual" monitoring function? Yes ☐ No ☐
date of last 0.1 gph test: _____ 0.1 gph test result: _____

Exempt Suction System: (SUCTION piping only - code I)
NOTE: No further release detection required on piping meeting all these criteria.

	Tank System	Tank System	Tank System	Tank System
the tank top is lower than the suction pump inlet				
the below grade piping slopes uniformly back to the tank				
there is no more than one check valve in the piping				
the check valve is located close to or inside the suction pump				
compliance with above specifications can be readily determined; detector owner compliance is determined by: _____				

Page 5

Missed Sections:

- Representative Signature and/or Signature Date
- Corrosion Protection Surveys
- European Safe Suction Compliance Determination
- Periodic Testing Dates
- Tank/Piping Manufacturer Model/Specifications



Facility Operations Inspection

2630-FM-BECB0501 Rev. 3/2019
Form

UNDERGROUND STORAGE TANK FACILITY
OPERATIONS INSPECTION REPORT FORM

Facility Name _____ Date _____ Facility ID _____

III. EQUIPMENT TESTING

Instructions: Check the box to indicate that a criterion has been met.
Circle the box to indicate that a criterion has not been met.
Circle with "N/A" when a criterion is not applicable (provide comment).

	Tank System	Tank System	Tank System	Tank System	Tank System
Overfill Prevention Testing: overfill testing conducted within the last 3 years and documentation available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
tester name: _____ date of last test: _____ result: _____					
Spill Containment Testing: spill containment testing conducted within the last 3 years and documentation available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
tester name: _____ date of last test: _____ result: _____					
spill containment is double-walled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
both walls of spill containment are monitored at least monthly and documentation available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
tank filled in less than 25 gallon increments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Containment Sump Testing: (Piping release code D and/or L): containment sump testing conducted within the last 3 years and documentation available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
tester name: _____ date of last test: _____ result: _____					
containment sump(s) is/are double-walled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
both walls of sump(s) are monitored at least annually	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

IV. ON-SITE INSPECTION

Water and Maintenance Check:

water in tank did not exceed tank manufacturer's recommendations, product supplier's guidelines, or 2 inches of accumulation in the bottom of the tank	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
spill prevention equipment is clean and dry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
tank top containment sumps are clean and dry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
transition containment sumps are clean and dry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
under dispenser containment sumps are clean and dry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

V. IUM Record Review:

Financial Responsibility:
records showing the system participates in USTIF are available (paid USTIF invoices and/or fuel delivery receipts with USTIF fee) ☐ | ☐ | ☐ | ☐ | ☐ |

Walkthrough Inspections:
walkthrough inspection records for the last 12 months the system contained product monthly and annual walkthrough inspections cover all required equipment
deficiencies noted during the walkthrough inspections were properly addressed ☐ | ☐ | ☐ | ☐ | ☐ |

Historical Records:
records documenting the underground tank system installation
records documenting underground tank system modification and upgrade activities ☐ | ☐ | ☐ | ☐ | ☐ |

Modification Reports (if more room is needed, please continue the chart in the comments section):

date of modification report	tank system component(s) impacted	certified tank handler	tank systems modified				
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Page 6

Missed Sections:

- Representative Signature and/or Signature Date
- Corrosion Protection Surveys
- European Safe Suction Compliance Determination
- Periodic Testing Dates
- Tank/Piping Manufacturer Model/Specifications



Facility Operations Inspection

2630-FM-BECB0001 Rev. 3/2019
Form

UNDERGROUND STORAGE TANK FACILITY
OPERATIONS INSPECTION REPORT FORM

Facility Name _____ Date _____ Facility ID _____

VIII. COMMENTS INCLUDING ACTIONS TO BRING INTO COMPLIANCE (Attach additional sheets where necessary)

Tank Manufacturer		Tank Construction (i.e. Double-walled Act 100 with Anodes)	
Piping Manufacturer		Piping Model/Brand	Piping Generation (If applicable)

Page 8

Missed Sections:

- Representative Signature and/or Signature Date
- Corrosion Protection Surveys
- European Safe Suction Compliance Determination
- Periodic Testing Dates
- Tank/Piping Manufacturer Model/Specifications



Facility Operations Inspection

2630-FM-BECB0001 Rev. 3/2019
Form

UNDERGROUND STORAGE TANK FACILITY
OPERATIONS INSPECTION REPORT FORM

Facility Name _____ Date _____ Facility ID _____

VIII. COMMENTS INCLUDING ACTIONS TO BRING INTO COMPLIANCE (Attach additional sheets where necessary)

Tank Manufacturer	Tank Construction (i.e. Double-walled Act 100 with Anodes)	

Piping Manufacturer	Piping Model/Brand	Piping Generation (if applicable)

Page 8

Comment Section:

High quality comments

1. Clarification for any discrepancies/ findings
2. Note Positive Shutdown mechanism, if applicable.
3. Previous testing dates for periodic testing (is available)
4. For Tank Release and Piping Release detection documentation, specify the months that are missing.



Pennsylvania
Department of
Environmental Protection

Walkthrough Inspections

§ 245.438. Periodic operation and maintenance walkthrough inspections.

(a) To properly operate and maintain spill prevention and release detection equipment part of underground storage tank systems, no later than December 22, 2019, owners and operators shall conduct walkthrough inspections at a minimum of every 30 days, with the exception of spill prevention equipment at underground storage tank systems receiving deliveries at intervals greater than every 30 days, which may be checked prior to each delivery. The walkthrough inspection shall include, at a minimum, all of the following:

- Spill Prevention
- Release Detection
- Containment Sumps

Corrosion Protection

- The **TWO** most recent Corrosion Evaluations must be submitted with the FOI Report Form.
- When reviewing or completing CP Evaluation Forms:
 - Document the code of practice from a nationally recognized association used for the evaluation:
 - STI R051 is a code of practice
 - STI is a nationally recognized association
- **Reminder:** Sections of the form may be “Not Applicable” (N/A) BUT **none are optional.**
- Include a site diagram showing where readings were taken
- DEP (or anyone) should be able to replicate your results by using the code of practice listed and the documentation provided.

Unknown Components

- All USTs, UST piping (primary piping and piping connectors), and UST ancillary equipment must be identified during the FOI.
 - All UST components that can be inspected visually through non-intrusive means should be.
 - Primary records should be used for components that cannot be visually inspected.
- After your investigation: If components are still of unknown construction, that component should be reported as non-compliant on page 1.
 - Details of your investigation should be included in the comments.

Tank Construction and Corrosion Protection	N	N	N
Piping Construction and Corrosion Protection	N	N	N



Testing

- *Newly installed* **Spill Prevention Equipment & Containment Sumps** must be tested at installation.
- ***Containment Sumps** that routinely contain product and are used for Interstitial Monitoring require periodic testing.
- **Handheld Release Detection Equipment** (Bailers and Gauge Sticks) should be checked during periodic walkthrough inspections.
- **Annual Testing** means every year, not just right before the FOI.

Periodic Testing Requirements	Timeframe
Spill Prevention Equipment	3 years
Containment Sumps*	3 years
Overfill Prevention Equipment	3 years
Release Detection Equipment	Annual

Testing

Overfill Prevention:

- Automatically shut off flow at no more than 95% full **OR**
- Alert the transfer operator at no more than 90% full
- Must be permanently installed
- Newly installed Overfill Prevention Equipment must be tested at installation.



Failing Ball Floats:

- **Cannot be repaired**
- Must be replaced with another form of overfill prevention equipment
- During the installation of different type of overfill prevention equipment, the entire ball float assembly must be removed.



Testing

Reminders:

- All new installations, replacements, and repairs of components that require periodic testing, require properly documented testing at the completion of the installation, replacement, or repair.
- Equipment testing forms are not required with an FOI submission
 - If submitting, a **signed** testing certification form must also be submitted
- Include the **TWO** most recent CP evaluations
- Identify the test method protocol and/or standard that was used

2630-FM-BECB0028 3/2022 Form		COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION BUREAU OF ENVIRONMENTAL CLEANUP AND BROWNFIELDS	
		UNDERGROUND STORAGE TANK TESTING CERTIFICATION FORM	
I. FACILITY INFORMATION – Type or print (in ink) all items.		Test Date	
Facility ID #:		Facility Name:	
Facility Street Address:			
Facility Telephone:		County:	Municipality:
II. TESTER INFORMATION			
Tester Name:		Tester Cert. #:	Tester Telephone:
Company Name:		Company Cert. #:	Tester Email:
III. ATTACHED TESTING FORMS			
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Automatic Line Leak Detector Functionality Testing Form 2630-FM-BECB0021	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Automatic Tank Gauge Functionality Testing Form 2630-FM-BECB0015	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Sensor Functionality Testing Form 2630-FM-BECB0020	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Overfill Prevention Evaluation Form 2630-FM-BECB0018	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Spill Prevention Equipment/Containment Sump Integrity Testing Form 2630-FM-BECB0016	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Pressure/Vacuum Monitoring Functionality Testing Form 2630-FM-BECB0017	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> All Passing	<input type="checkbox"/> Fail	Groundwater/Vapor Monitoring System Functionality Testing Form 2630-FM-BECB0019	<input type="checkbox"/> Not Applicable
Total Page Count – list the total count of pages for this testing package including the site drawing and cover page			
IV. SITE DRAWING		<input type="checkbox"/> Site Drawing Attached	
Provide a detailed site drawing of the applicable UST(s), product piping, containment structures, and other layout details on 2630-FM-BECB0027. Clearly indicate all ancillary equipment which has been tested. Label each component with a unique number or code. Use that code to identify the component in the appropriate section on the appropriate testing form. Any other pertinent information should also be included.			
V. OWNER'S REPRESENTATIVE CERTIFICATION			
I have reviewed all attached reports. I certify under penalty of law as provided in 18 PA C.S.A. Section 4904 (relating to unsworn falsification to authorities), that the information provided by me is true, accurate, and complete to the best of my knowledge and belief.			
Signature:		Date Signed:	
<input type="checkbox"/> By selecting this box, I, the undersigned tester, am acknowledging the owners' representative certification is unable to be obtained within the 48-hour timeframe required for notification to the Pennsylvania Department of Environmental Protection of test failures. I have provided a copy of an email sent to the owner showing proof of notification of test failure.			
VI. TESTER CERTIFICATION			
By signing this document as the Tester, I certify under penalty of law as provided in 18 PA C.S.A. Section 4904 (relating to unsworn falsification to authorities), that the information provided by me in all attached reports is true, accurate, and complete to the best of my knowledge and belief.			
Signature:		Date Signed:	



Release Detection

2630-FM-BECB0501 Rev. 3/2019
Form

UNDERGROUND STORAGE TANK FACILITY
OPERATIONS INSPECTION REPORT FORM

Facility Name _____ Date _____ Facility ID _____

II. RELEASE DETECTION

Instructions: Check the box to indicate that a criterion has been met.
Circle the box to indicate that a criterion has not been met.
Circle with "N/A" when a criterion is not applicable (provide comment).

Release Detection Recordkeeping:

- Records may be located at the facility or a readily available alternate site.
- The records include all of the information listed below for chosen release detection methods.
- The inspector has personally reviewed the records.
- If the facility is missing release detection records or if the facility has invalid and/or failing records, enter the dates and results in Section VIII.
- A test with an inconclusive result or failure is an indication of a (suspected) product release and must be investigated within 7 days. Enter the results of any suspected release investigations in Section VIII.
- An empty tank (no more than 1" of product and/or sludge) that is properly registered as temporarily out-of-use is not required to perform release detection. Indicate date emptied in comments.
- Recently installed tank systems must begin performing release detection immediately after receiving product. Indicate date of first product receipt in comments.

	Tank System	Tank System	Tank System	Tank System	Tank System
tank release detection records for the last 12 months the system contained product are available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
tank release detection records are all valid and passing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
tank release detection records with invalid or failing reports were properly investigated and documented within 7 days, to confirm or disconfirm the occurrence of a release	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
written certifications or performance claims for the tank release detection method(s) in use are available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
written documentation of all calibration, maintenance and repair of tank release detection equipment for the last year is available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
all tank release detection equipment is compatible with the substance stored	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Tank Release Detection Equipment Testing:

electronic and mechanical components of tank release detection equipment tested within the last year and documentation available ☐ ☐ ☐ ☐ ☐

tester name: _____ tester certification number: _____
date of last test: _____ result: _____

Piping Release Detection Recordkeeping:

piping release detection records for the last 12 months the system contained product are available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
piping release detection records are all valid and passing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
piping release detection records with invalid or failing reports were properly investigated and documented within 7 days, to confirm or disconfirm the occurrence of a release	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
written certifications or performance claims for the piping release detection method(s) in use are available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
written documentation of all calibration, maintenance and repair of piping release detection equipment for the last year is available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
all piping release detection equipment is compatible with the substance stored	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Piping Release Detection Equipment Testing:

electronic and mechanical components of piping release detection equipment tested within the last year and documentation available ☐ ☐ ☐ ☐ ☐

tester name: _____ tester certification number: _____
date of last test: _____ result: _____

Monthly vs 30-day Printouts

Sump Testing with Interstitial Monitoring

Containment Sump Testing: (Piping release code D and/or L):

containment sump testing conducted within the last 3 years and documentation available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
tester name: _____	date of last test: _____		result: _____						
OR									
containment sump(s) is/are double-walled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
both walls of sump(s) are monitored at least annually	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Emergency generators are subject to Release Detection

Newly Installed tanks that receive a fuel drop for testing and retain a fuel reserve for 30-days are required to be recording/monitoring the system (printouts/tests).

Financial Responsibility

- USTIF Compliance
 - Throughput Invoices
 - Online Capacity Fee (ustif.pa.gov)

SALES INVOICE

Page 1 of 1

Sold To: [REDACTED]

Shipped To: [REDACTED]

Invoice Number: [REDACTED]

Date: 12/3/2017

Origin: PITTSBURGH, PA-SPMT

Freight Terms: DEL

Federal ID: [REDACTED]

EPA ID: [REDACTED]

Contract Reference: [REDACTED]

PO Number: [REDACTED]

Tax Authority: [REDACTED]

Date	Ticket/BOL	Carrier	Product Description	Octane	Quantity	UOB	Price	US Dollars	
12/3/2017 05:43:00	[REDACTED]		87N REGULAR 10% ETH	87	7,901	GG	1.88010	14,854.67	
12/3/2017 05:43:00	[REDACTED]		93N ULTRA 10% ETH	93	1,100	GG	2.26010	2,486.11	
								17,340.78	
					Federal Gasoline LUST Tax	9,001	GG	0.001000	9.00
					Federal Gasoline Tax	9,001	GG	0.183000	1,647.18
					Federal Oil Spill Tax Cost Recovery - E10	9,001	GG	0.001929	17.36
					PA Oil Spill Tax - Gasoline	9,001	GG	0.000000	0.00
					PA UST Tax - Gasoline	9,001	GG	0.011000	99.01

THIS VOLUME OF NEAT OR BLENDED ETHANOL IS DESIGNATED AND INTENDED FOR USE AS TRANSPORTATION FUEL OR JET FUEL IN THE 48 U.S. CONTIGUOUS STATES AND HAWAII. ANY PERSON EXPORTING THIS FUEL IS SUBJECT TO THE REQUIREMENTS OF 40 CFR 80.1430.

As of March 1, 2017 all [REDACTED]

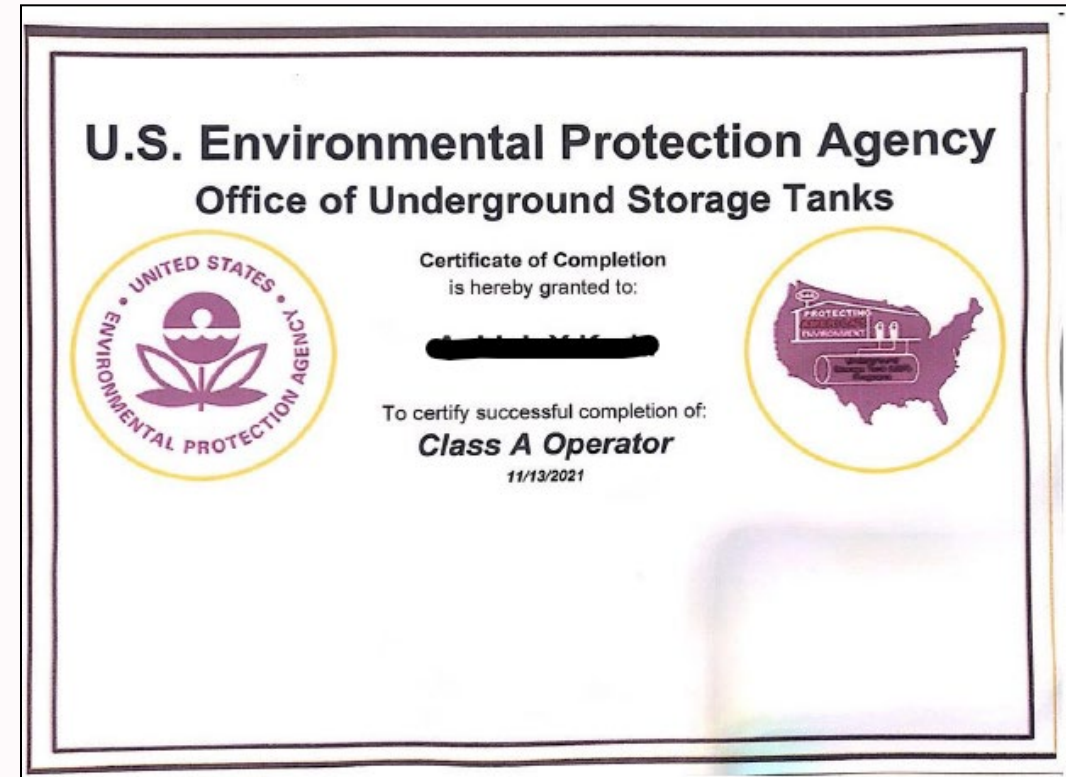
Invoice	Payment Terms	Due Date	Invoice Total
[REDACTED]			
Please refer to your draft notification			24,351.91

For any questions, please email [REDACTED] Please include the invoice number, a brief description of your inquiry and a contact name, phone number and email.

Operator Training

- EPA provided Class A & B Operator trainings are not valid in PA.
- DEP website provides tools to locate the proper Operator Training courses.

[Operator Training Link](#)





Pennsylvania
Department of
Environmental Protection

TOS Facilities



Temporarily Out of Service Compliance:

- Corrosion Protection evaluations at proper intervals
- Current registration posted

Exception:

The **First** FOI after entering TOS:

- All record keeping from the 12 months before the effective date of TOS status
 - Includes release detection, walkthroughs, USTIF proof, CP, all equipment testing, operator training, etc.



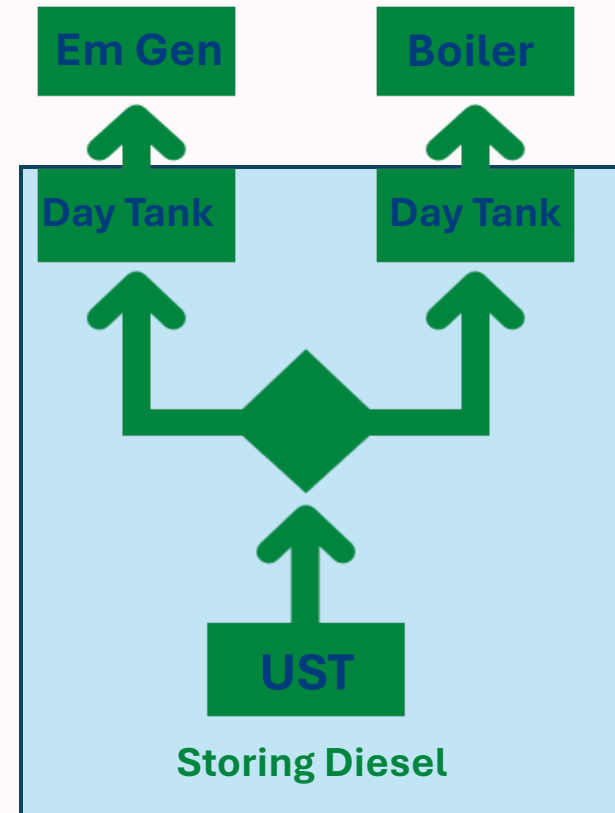
Pennsylvania
Department of
Environmental Protection

Dual Use USTs

- Everything within the shaded area is covered by DEP and EPA regulation.

The piping that supplies the boiler must be:

- Installed, modified, and removed by DEP-certified tank handlers.
- Inspected by IUMs during FOIs.
- Meeting piping release detection requirements for regulated UST systems.





Pennsylvania
Department of
Environmental Protection

Compatibility Requirements

Applies to USTs, new installs or pre-existing systems that will be storing:

Gasoline-ethanol blends containing
greater than 10% ethanol

Biodiesel and biodiesel blends
containing greater than 5% biodiesel

Only **after** completion of Alternative Fuel Form and approval, will DEP issue an operating permit.

- The form should be signed by the tank owner or owner's representative, a Professional Engineer if necessary, and the DEP certified installer.
- DEP will not approve an operating permit for an alternative fuels storage tank system with "unknown" components.
- DEP reviews the entire component list for every application



Compatibility Requirements

Extensive details and instructions are available on the form to assure completeness

II (a). **STORAGE TANK & PIPING INFORMATION** – Sections II(a) and II(b) should be completed in full by the storage tank system owner and DEP certified tank installer. Type or print (in ink) all items. Provide the model/brand and equipment manufacturer for each storage tank system component. Write "NA" and check the corresponding box if the tank/piping/dispenser system does not have the component. Write "UNK" if the model/brand or equipment manufacturer cannot be determined. Check the appropriate box(es) to indicate whether or not the component has been confirmed by a Nationally Recognized Testing Laboratory (NRTL), such as Underwriters Laboratories (UL), and/or has been verified by the component manufacturer for use with the substance stored. Only check "No" if the component is neither NRTL listed nor manufacturer verified. Only one storage tank system per form may be listed.

DEP will not approve an operating permit for an alternative fuel storage tank system with "unknown" components, or components that are neither NRTL listed nor manufacturer verified for use with the substance stored, unless a PA licensed professional engineer (P.E.) who has knowledge, experience, and training in materials science determines in his/her professional judgment that those components satisfy the compatibility requirements listed in the Storage Tank Regulations in 25 Pa Code, Chapter 245. The P.E. must sign the certifying statement in Section IV. DEP may request documentation supporting the P.E. determination.

- **The ultimate responsibility lies on the UMX to ensure that all system components are compatible with the substance stored.**
Please note that incorrect, inaccurate, and falsified forms have led to enforcement action against certified installers and their companies.
- PEI, UL, ASTSWMO, and manufacturers all have resources for assessing compatibility of UST components.

The DEP provided Alternative Fuel Storage Tank Installation/Conversion Form

- 2630-FM-BECB0608- [DEP eLibrary](#)

Public Document Uploading

DEP has been working for several years to transition all records to a unified Electronic Records Management System.

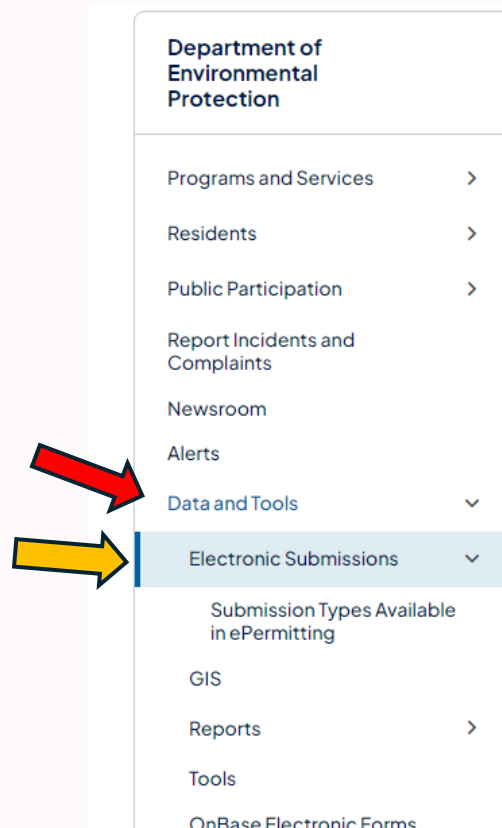
A major feature of this system is the ability for the public to provide documents directly to DEP through a Public Upload interface. You may have encountered this public upload system in the past.

The system has been integrated with a payment function that can be used by many areas in DEP to accept payments. This function would be unusual for Storage Tanks submissions.

The payment feature can be used for Site-Specific Installation Permit (SSIP) payments and penalty payments associated with enforcement documents.



Uploading



DEP provides a menu of different methods for the submission of documents to the department. Electronic submission is the most efficient way to submit documents and provides the fastest review timeframes for authorizations. Select your preferred submission method from the options below.

ePermitting Submissions

DEP's e-permitting system for electronic submission is strongly recommended and is DEP's preferred submission method. The system is designed to ensure that applicants submit the required information at the time of submission, which reduces errors, and provides the most efficient fastest review timeframes for [permit authorizations available in e-permitting](#).

Public Upload with Electronic Payment

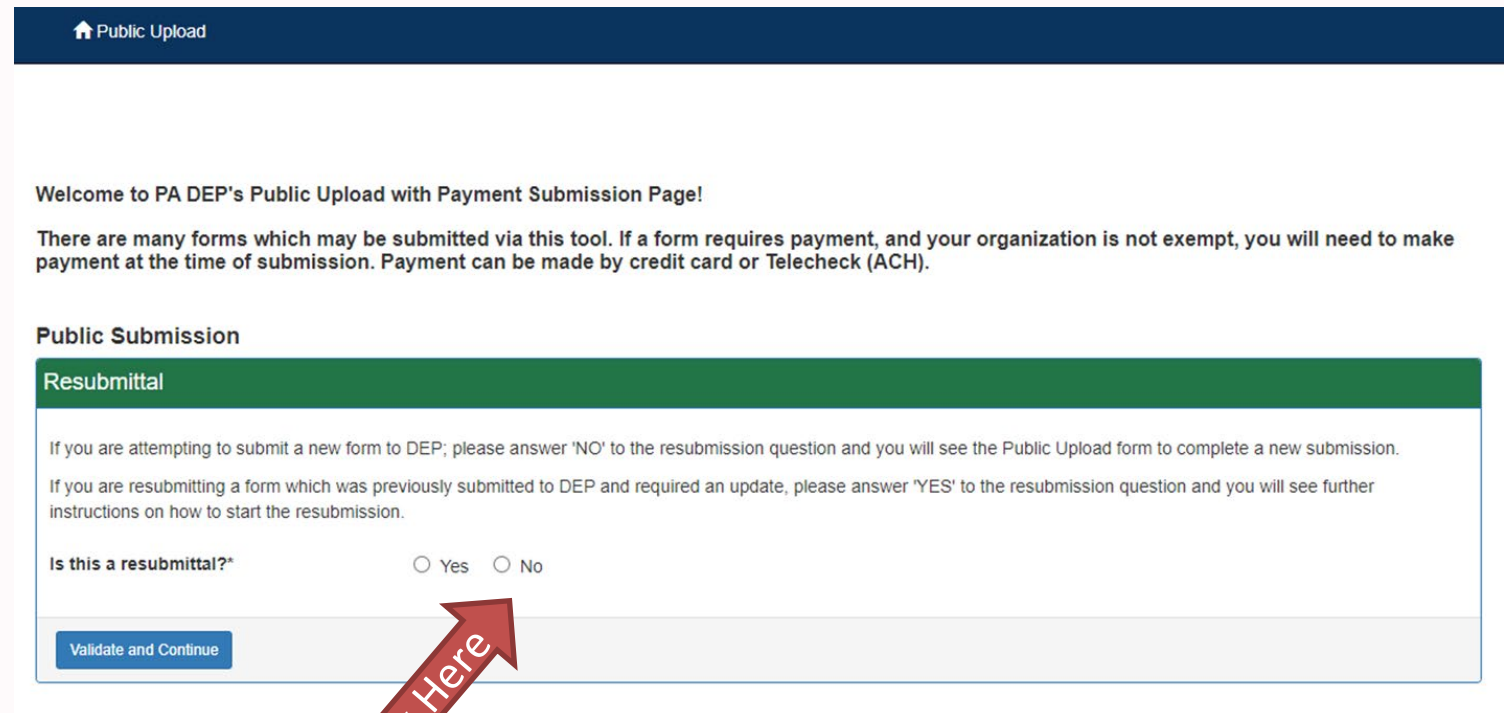
DEP accepts permit and authorization applications as well as many other documents via [public upload](#) including electronic payments, if applicable. While this submission process is not as efficient as using e-permitting, it provides a much more efficient option than printing and mailing applications with paper checks.

Print, Pay, and Mail

While not the preferred submission method, traditional mail-in submissions are still accepted by DEP offices and delegated county conservation districts. Applications and authorizations are submitted on forms provided by the Department which are available on the [DEP's eLibrary](#). Applicants print the required forms and submit the payment by paper check if applicable. This is the least efficient option for submitting authorization requests to DEP.

Uploading

Click 'No' unless a DEP representative has returned a previous submission with a request to update and resubmit.



The screenshot shows the 'Public Upload' interface. At the top is a dark blue header with a home icon and the text 'Public Upload'. Below this is a white main area. A welcome message states: 'Welcome to PA DEP's Public Upload with Payment Submission Page! There are many forms which may be submitted via this tool. If a form requires payment, and your organization is not exempt, you will need to make payment at the time of submission. Payment can be made by credit card or Telecheck (ACH).' The 'Public Submission' section has a green header labeled 'Resubmittal'. It contains two paragraphs of instructions: 'If you are attempting to submit a new form to DEP; please answer 'NO' to the resubmission question and you will see the Public Upload form to complete a new submission.' and 'If you are resubmitting a form which was previously submitted to DEP and required an update, please answer 'YES' to the resubmission question and you will see further instructions on how to start the resubmission.' Below this is a question 'Is this a resubmittal?*' with radio buttons for 'Yes' and 'No'. The 'No' button is selected. At the bottom left is a blue button labeled 'Validate and Continue'. A large red arrow with the text 'Click Here' points to the 'No' radio button.

Public Upload

Welcome to PA DEP's Public Upload with Payment Submission Page!

There are many forms which may be submitted via this tool. If a form requires payment, and your organization is not exempt, you will need to make payment at the time of submission. Payment can be made by credit card or Telecheck (ACH).

Public Submission

Resubmittal

If you are attempting to submit a new form to DEP; please answer 'NO' to the resubmission question and you will see the Public Upload form to complete a new submission.

If you are resubmitting a form which was previously submitted to DEP and required an update, please answer 'YES' to the resubmission question and you will see further instructions on how to start the resubmission.

Is this a resubmittal?*

☐ Yes ☒ No

Validate and Continue

Click Here



Uploading

cess/PublicSubmission/Home

Public Upload

Public Submission

Submission Information

Submitter Information

Submitter Name*

Submitter's Organization*

Submitter Email Address*

Phone Number*

Submission Information

There are many submission types which can be submitted to DEP. You can filter the list of Submission Types by selecting one or more projects. The Submission Type drop down list supports type-ahead filtering. This means if you click into the Submission Type drop down list and type, it will filter the list to any Submission Types with the word 'waiver' anywhere in the name. It is not case sensitive.

Submission Type Filter (optional)

Filter Submission Types by Program (optional)

DEP Program Area

Request Type*

Permit #/Project #

Applicant EIN

Project Address

The top of your submission screen should look like this.

There are 5 areas:

- Submitter Info
- Submission Info
- Project Address
- Comments
- Final Upload

Uploading: Submitter Info

Submission Information

There are many submission types which can be submitted to DEP. You can filter the list of Submission Types by the Submission Type drop down list supports type-ahead filtering. This means if you click into the Submission filter the list to any Submission Types with the word 'waiver' anywhere in the name. It is not case sensitive.

Submission Type Filter (optional)

Filter Submission Types by Program (optional)

DEP Program Area

Request Type*

Permit #/Project #

Applicant EIN

1 selected

☒ Check all ☐ Uncheck all

☐ AIR QUALITY AQ

☐ CLEAN WATER CW

☐ DISTRICT MINING OPERATIONS DMO

☒ ENV CLEANUP & BROWNFIELDS ECB

☐ MINE SAFETY MS

- Place the information in these fields which identifies the individual responsible for acting as the point of contact for questions about the submitted documents.
- This individual will also receive the emailed confirmation of receipt.
- **Filter by: ENV CLEANUP & BROWNFIELDS ECB**

Uploading: Submission Info

When filtered, the Filter Submission Types by Program (really Document Name) is narrowed to Storage Tanks, Site Remediation, and Land Recycling Documents

Submission Type Filter (optional)	1 selected
Filter Submission Types by Program (optional)	Select a value
DEP Program Area	
Request Type*	Select a value
Permit #/Project #	ABOVEGROUND STORAGE TANK CLOSURE REPORT FORM 2630-FM-BECB0514
Applicant EIN	ABOVEGROUND STORAGE TANK LINING INSPECTION SUMMARY 2630-FM-BECB0014
	ABOVEGROUND STORAGE TANK MODIFICATION REPORT FORM 2630-FM-BECB0151
Project Address	ABOVEGROUND STORAGE TANK SPILL PREVENTION RESPONSE PLAN
Address	ABOVEGROUND STORAGE TANK THIRD PARTY INSPECTION

Uploading: Submission Info

1 selected

Select a value

underground

UNDERGROUND STORAGE TANK CLOSURE REPORT FORM 2630-FM-BECB0159

UNDERGROUND STORAGE TANK FACILITY OPERATIONS INSPECTION REPORT FORM 2630-FM-BECB0501

UNDERGROUND STORAGE TANK LINING EVALUATION FORM

UNDERGROUND STORAGE TANK MODIFICATION REPORT FORM 2630-FM-BECB0575

UNDERGROUND STORAGE TANK OPERATOR TRAINING DOCUMENTATION FORM 2630-PM-BECB0514A

- Start typing part of the **Document Name** to narrow the list further.

Suggestions:

- **MOD:** UST and AST Modification Report Forms
- **Under:** Underground FOI, Closure, Lining Eval, Operator Training
- **Install:** Certification Forms, Install/Closure Notification, Alternative Fuels
- **Closure:** UST and AST Closure Forms
- **Regis:** Storage Tank Registration/ Permitting Form

Uploading: Submission Info

In the Request Type:

- Some of the other categories can seem like they are Storage Tanks related, but they represent types of submitted documents for other programs.
- Please place the Storage Tanks Facility ID in the Permit #/Project # field**

Request Type*	NEW
Permit #/Project #	15-32112
 Applicant EIN	

- If you are a **NEW** facility submitting your 1st Registration form (no Facility ID has been assigned), enter the Applicant EIN

Uploading: Submission Info

- Each submission is associated with a Facility ID (Permit #)
- Multiple files can be uploaded
- This is **NOT** intended to allow submitters to send in documents for multiple facilities or document types in the same upload.

Uploading: Project Address

If an address exists, the autocomplete function will make it available as you type. When selected, the autocomplete will finish the address entry, City, State, and Zip Code.

Project Address

Address
2500 Cone

City
2500 Conestoga Ave, Honey Brook PA 19344
2500 Conestoga Ave, Honey Brook PA 19344
2500 Conestoga Creek Rd, Narvon PA 17555
2500 Cone Dr, Birmingham AL 35217
2500 Cone Rd, Thomasville GA 31757
2500 Coneflower Ct, Wauconda IL 60084
2500 Conehatta Prospect Rd, Conehatta MS 39057
2500 Conejo Spectrum St, Newbury Park CA 91320
2500 Conestoga Trl. Las Vegas NV 89108

County/Municipality
PA
Zip Code

County (if different from above)
No data to display
[Add County](#)

Is Primary?	Region(s)	Edit	Delete

Uploading: Project Address

- Clicking Add County/Municipality/Region will pop up the screen below
- You will select the Facility's County
- After the County, the Municipality list loads, you will select the Municipality that the facility is located within
- The Region will auto complete
- Click Save

Site Location

County*

Select a value

Municipality*

Select a value

Primary*

☐

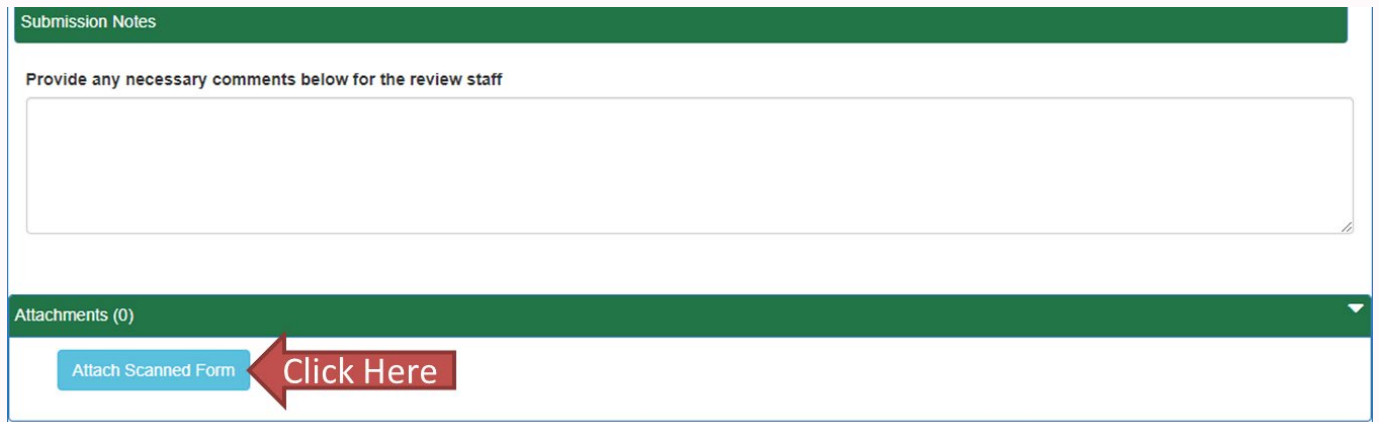
Region*

Save

Cancel

Uploading: Comments & Attachments

- **Comments**
 - Comments are optional; there are no required comments
 - We reserve the right to change this requirement based on DEP needs
- **Attachments**
 - Click Attach Scanned Form



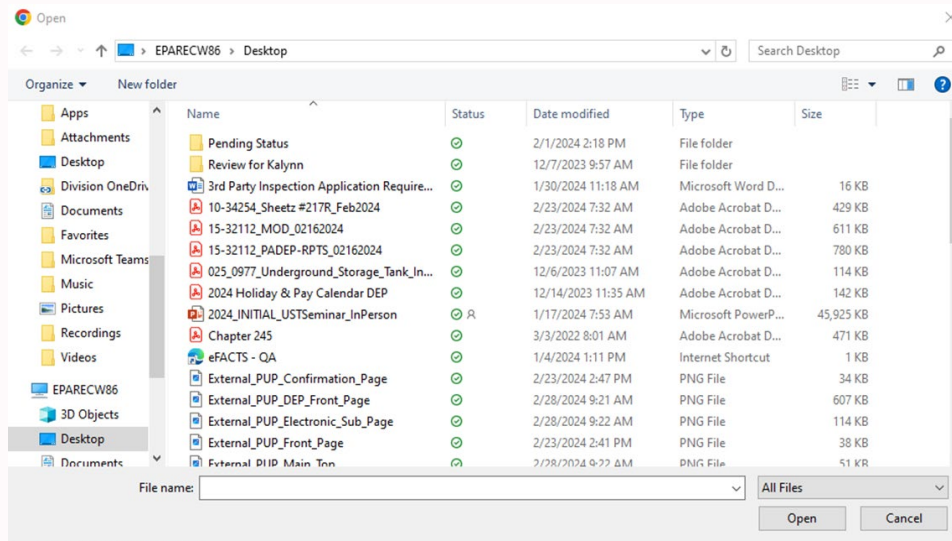
Submission Notes

Provide any necessary comments below for the review staff





Attachments (0)

Attach Scanned Form [Click Here](#)

Uploading: Attachments



- **Recommendation:** Place files in designated location to make easy to find
- **Notes:**
 - No commas in file names
 - No file names longer than 100 characters
 - You can CTRL+ click to select multiple files

Public Module Attachments (2)			
Date Added	Document Name	Delete	Download
02/28/2024 09:30:09 AM	15-32112_MOD_02162024		
02/28/2024 09:30:08 AM	15-32112_PADEP-RPTS_02162024		
<div>Attach Scanned Form</div>			

Reminder

When can I submit Multiple Documents?

- **UST Example:**
 - **Modification Report:** May also attach testing forms and facility diagram.
 - **FOI Report:** Should also attach Cathodic Protection Evaluations reviewed during the inspection. May also attach monthly walkthrough inspections, 60-day ICCP rectifier readings, and other documents reviewed to make compliance determinations during the inspection.

Reminder

When can I submit Multiple Documents?

- **AST Example:**
 - **Inspection Report (General):** May attach supplemental documentation related to the ONE tank system being inspected (ex: P.E. Containment Certification).
 - **OS Inspections:** May attach the Lining Inspection Form where required.
 - **Modification and Modification Inspections:** May attach supplemental documentation related to the reported activity.

Reminder

When can I submit Multiple Documents?

- **Registration Example:**
 - **Registration/ Permitting Applications:** May also attach UST Operator training documentation, deed (or other ownership documentation), substance SDS, or other pertinent documentation relating to the registration submission.
- **Certification Example:**
 - **Certification Applications:** May attach the Attachment A, training course certificates, manufacturer letters, or other documentation associated with the submitted application.



Pennsylvania
Department of
Environmental Protection

Submit

Large file sizes may take more time than a regular internet link to load.

Attachments (0) ▼

Attach Scanned Form

Submit



Pennsylvania
Department of
Environmental Protection

Complete & Confirm

Notice of Application Received

○ depgreenporthelpdesk@state.pa.us
To ● Blanco, Joshua

Submission Details

Details have been submitted successfully. Please review and print the Transaction Receipt for your records.

Reference : 213939
Form Name : UNDERGROUND STORAGE TANK MODIFICATION REPORT FORM 2630-FM-BECB0575
Submitter Name : Joshua Blanco
Submitter Organization : DEP
Submitter Email : jblanco@pa.gov
Phone Number : (717) 772-5804
Submitted To : ra-tanks@pa.gov
Date Submitted : 02/28/2024

Confirmation Email

Confirmation Screen

Public Upload

Submission Details

Details have been submitted successfully. Please review and print the Transaction Receipt for your records.

Reference : 213939
Form Name : UNDERGROUND STORAGE TANK MODIFICATION REPORT FORM
2630-FM-BECB0575
Submitter Name : Joshua Blanco
Submitter Organization : DEP
Submitter Email : jblanco@pa.gov
Phone Number : (717) 772-5804
Submitted To : ra-tanks@pa.gov
Date Submitted : 02/28/2024

Print Confirmation

Uploading Summary

- **Step 1:** Navigate to
<https://greenport.pa.gov/ePermitPublicAccess/PublicSubmission/Home>
- **Step 2:** Enter your information
- **Step 3:** Enter Document/ Submission Type Info
 - **Filter by:** ENV CLEANUP & BROWNFIELDS ECB
- **Step 4:** Enter Facility ID in Permit #
 - 1 Document/ Submission Type for 1 Facility per upload
- **Step 5:** Enter Address, County, and Municipality
- **Step 6:** Click Submit
- **Step 7:** Save your confirmation



Uploading Summary

It is important to emphasize Document/ Submission Type for 1 Facility per upload.

This means, for example, the upload will contain everything related to just an FOI if one was done.

If a MOD was done at the same time or around the same time, that will need to be a separate upload, **NOT UPLOADED WITH THE FOI.**

Why Upload

Why is DEP asking for your participation?

- Document Security- less risk of loss between your submission and final filing. The document remains in 1 storage location with a designated reference number through the whole lifecycle.
- Future Access- documents move through our review and processing directly into Electronic Records Management. This will allow future document reviews to go to a single source for all records about any location.
- Clear Confirmation- certified individuals and companies are provided with a clear submission confirmation to verify timely and appropriate submissions.
- Single Submission- no need to send to multiple email addresses and verify submission to the correct regional office resource email account.



Pennsylvania
Department of
Environmental Protection

Document Submission Deadlines

Form	Submission Timeline	Regional	Central
FOI	60 Days	X	X
Lining Inspection	60 Days	X	X
Mod Report	30 Days	X	X
30 day Install/Closure Notice	30 Days Prior	X	
Closure Report	30 Days	X	
Release Reporting	48 Hours	X	
Overfill, Spill Prevention or Containment, and UTT Test Failures	48 Hours	X	
Installation Registration	30 Days		X
Amended Registration (1 Page)	30 Days	X	X
Closure/Removal Registration	30 Days	X	X
TOS Extension Request Letters	Prior to Expiration		X



Pennsylvania
Department of
Environmental Protection

Administrative Training

- **Section 1:** New Website
- **Section 2:** Public Upload Portal (PUP)
- **Section 3:** Registration Form/e-permitting
- **Section 4:** Site-Specific Installation Permits
- **Section 5:** Certification Reminders



Pennsylvania
Department of
Environmental Protection

New Website

www.pa.gov/agencies/dep.html


Old address is redirecting: dep.pa.gov



Pennsylvania
Department of
Environmental Protection

New Website

[Official Website](#) of the Commonwealth of Pennsylvania

 Commonwealth of Pennsylvania


[Services](#) [Agency Directory](#) [Your Government](#) [Visit PA](#) [News](#)

[Agencies](#) > Department of Environmental Protection

Department of Environmental Protection

Our mission is to protect Pennsylvania's air, land, and water resources while ensuring the health and safety of all residents and visitors to the commonwealth.

[Submit an incident or complaint](#) →





Pennsylvania
Department of
Environmental Protection

New Website

Department of
Environmental
Protection

Programs and Services >

Residents >

Public Participation >

Report Incidents and
Complaints

Newsroom


Alerts

Data and Tools >

About DEP >

Contact Us >

DEP Search




Streamlining Permits for Economic Expansion and Development (SPEED)

Created to accelerate permit processing and keep Pennsylvania aligned with business demands, eligible permit applications will use DEP-approved contractors for expedited review.


The Invitation For Bids (IFB) is now open to find qualified professionals to fill these roles.

[Read more about SPEED →](#)


Popular




Falcon Cam →



Flooding and Storm Resources →



Environmental Justice →



Energy Programs Office →



Pennsylvania
Department of
Environmental Protection

New Website

DEPARTMENT OF ENVIRONMENTAL PROTECTION

Programs and Services

Department of
Environmental
Protection

Programs and Services

Air

>

Business

>

Bureau of Laboratories

>

Contracts, Procurement, and
Bonding

>

Energy

>

Grants, Loans, and Rebates

>

Infrastructure Act

>

Integration

>

Land

>

Mining

>

Explore the Programs and Services section to see all the ways the Pennsylvania DEP aims to protect air, land, and water resources in PA.

Air

→

Bureau of Laboratories

→

Business

→

Contracts, Procurement, and
Bonding

→

Energy

→

Grants, Loans, and Rebates

→

Infrastructure Act

→

Integration

→

Land

→

Mining

→

Oil and Gas

→

Radiation Protection

→

Small Business Ombudsman's
Office

→

Waste Programs

→

Water

→



Pennsylvania
Department of
Environmental Protection

New Website

PROGRAMS AND SERVICES

Land

Department of
Environmental
Protection

Programs and Services ▾

Air >

Business >

Bureau of Laboratories >

Contracts, Procurement, and
Bonding >

Explore this section to see all the ways the Pennsylvania DEP aims to protect land resources in PA.

Land Recycling Program → Mining →

Site Remediation → Storage Tanks →

Waste Programs →





Pennsylvania
Department of
Environmental Protection

New Website

ENVIRONMENTAL CLEANUP AND BROWNFIELDS

Division of Storage Tanks

Department of Environmental Protection

Programs and Services

Air

Business

Bureau of Laboratories

Contracts, Procurement, and
Bonding

Energy

Grants, Loans, and Rebates

Infrastructure Act

Integration

In accordance with the Department of Environmental Protection's mission, the Storage Tank Program will protect Pennsylvania's air, land and water from storage tank releases and provide for the health and safety of its citizens. Storage Tank Program staff will work as partners with individuals, organizations, governments, and businesses to prevent releases from storage tanks and restore our natural resources when releases do occur. Under the [Storage Tank and Spill Prevention Act](#), which became effective on Aug. 5, 1989, the Storage Tank Program is responsible for developing and implementing [regulations](#) for aboveground and underground storage tanks. Specific program responsibilities include the following: tank [registration](#) and payment of an annual registration fee, [certification](#) of tank handling and inspection individuals and companies, [permitting](#) of tanks, establishment of technical and operational standards for [aboveground](#) and [underground](#) storage tank systems, and procedures for reporting of releases and [corrective action](#) by tank owners.

What's New in Storage Tanks

2018 Revisions to
Pennsylvania's
Storage Tank
Regulations



About Storage
Tanks



Storage Tank
ePermitting



Storage Tank
Data / Searches





Pennsylvania
Department of
Environmental Protection

New Website



- Infrastructure Act
- Integration >
- Land >
 - Land Recycling Program
 - Brownfield Redevelopment
 - Site Remediation
 - Storage Tanks
- Mining >
- Oil and Gas >
- Radiation Protection >
- Waste Programs >
- Water >
- Residents >
- Public Participation >
- Report Incidents and Complaints
- Newsroom
- Alerts
- Data and Tools >
- About DEP >
- Contact Us >
- DEP Search

What's New in Storage Tanks

- [PFOS and/or PFOA and related substances in Storage Tanks](#) (PDF)
- Electronic payments and document submittals:
 - [Quick Pay](#) for registration fees
 - [Online Registration & Fee Payment](#)
 - [Public Upload Portal for Document Submissions | Instructions](#) (PDF)
- [Summary Information on Underground Storage Tanks \(USTs\)](#) (PDF) - Updated 12/11/2024

Data / Searches ↗

Fact Sheets →

Technical
Guidance
Documents →

Forms and
Applications →

Aboveground
Storage Tanks →

Underground
Storage Tanks →

Register a
Storage Tank →

Storage Tank
Permitting →

Installer and
Inspector
Certification →



Pennsylvania
Department of
Environmental Protection

New Website

pa.gov/agencies/dep.html →

Programs and Services →

Land →

Storage Tanks →



Pennsylvania
Department of
Environmental Protection

Public Upload Portal (PUP)

DEP is Going Paperless

To assist DEP in reaching this goal, the Division of Storage Tanks is requesting that ALL documents, with the exception of documents submitted through Permitting or OnBase applications, be submitted electronically.

Documents may be emailed to the Central Office and the appropriate Regional Office. The email addresses are:

Central Office: tanks@pa.gov
Region 1 (SE): ra-serotanks@pa.gov
Region 2 (NE): ra-nero-tanks@pa.gov
Region 3 (SC): ra-ep-scro-tanks@pa.gov
Region 4 (NC): ra-nc-tanks@pa.gov
Region 5 (SW): ra-pghtanks@pa.gov
Region 6 (NW): ra-nwro-tanks@pa.gov

NOTE: Please be aware that the maximum file size for attachments is 20MB. Additionally, please note that electronic submittal via these email addresses does not guarantee receipt of the document by DEP. It is recommended that email read receipts are used and properly documented.

DO NOT USE THESE EMAIL ADDRESSES FOR SUBMITTING A FORMAL RIGHT TO KNOW LAW REQUEST TO THE DEPARTMENT.



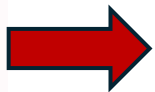
Rev. 6/2020
G2435-JUN20



Public Upload Portal (PUP)

What's New in Storage Tanks

- [PFOS and/or PFOA and related substances in Storage Tanks](#) (PDF)
- Electronic payments and document submittals:
 - [Quick Pay](#) for registration fees
 - [Online Registration & Fee Payment](#)
 - [Public Upload Portal for Document Submissions](#) | [Instructions](#) (PDF)
- [Summary Information on Underground Storage Tanks \(USTs\)](#) (PDF) - Updated 12/11/2024



[Storage Tanks Data / Searches](#) →

[Fact Sheets](#) →

[Technical Guidance Documents](#) →



Pennsylvania
Department of
Environmental Protection

Registration Form

Two methods of submittal:

- PUP (attach document from your computer)
- E-permitting (online form)



Pennsylvania
Department of
Environmental Protection

Registration Form

Advantages of e-permitting:

- Provides immediate feedback for missed information
- Faster processing!
- Certificate is available for download immediately following payment
- Update contact information immediately through Maintenance tab
- Payments and contact updates can be made in bulk (multiple facilities at one time)
- Registration/permit certificate is always available if you need an additional copy



Pennsylvania
Department of
Environmental Protection

Registration Form

E-permitting accepts:

- Registration fee payments
- New facility registration
- Add tanks
- Remove or close tanks
- Change tank status or substance
- Change of ownership
- Update contact or owner information
- Update site or facility information


Registration Form


In order to use the online registration form through e-permitting you must first create a Greenport Account:


<https://greenport.pa.gov>


Click the register button to create a new account.

Welcome to the new GreenPort powered by the PA Keystone Login!


Department of
Environmental Protection


Department of Conservation
and Natural Resources


Pennsylvania Department
of Agriculture


Milk Marketing Board

Login to your account

Note: Do not use your Old DEP GreenPort account created before 03/20/2021.

Username

Password

Login

[What is GreenPort?](#)
[Forgot Username?](#)
[Forgot Password?](#)
[Need your account unlocked?](#)

Register a new GreenPort account

Register

When you register a new GreenPort account, you automatically create a new Keystone Login account.

PA Keystone Login is an account management system for commonwealth online services. You can use your PA Keystone Login username and password to log into any online service that participates in PA Keystone Login.

Powered by
PA KEYSTONE LOGIN
[Keystone Login FAQ](#)



Registration Form

Infrastructure Act		<h2>What's New in Storage Tanks</h2> <ul style="list-style-type: none">• PFOS and/or PFOA and related substances in Storage Tanks (PDF)• Electronic payments and document submittals:<ul style="list-style-type: none">◦ Quick Pay for registration fees◦ Online Registration & Fee Payment◦ Public Upload Portal for Document Submissions Instructions (PDF)• Summary Information on Underground Storage Tanks (USTs) (PDF) - Updated 12/11/2024	Data / Searches
Integration	>		
Land	▼		Fact Sheets →
Land Recycling Program			
Brownfield Redevelopment			
Site Remediation			Technical Guidance Documents →
Storage Tanks			
Mining	>		



Pennsylvania
Department of
Environmental Protection

Registration Form

Storage Tanks ePermitting

Department of
Environmental
Protection

Programs and Services



Air



Business



Air Quality Permit
Information

Storage Tank Permitting

[ePermitting](#)

Online Registration and Fee Payment Instructions

Quick Pay now available – [pay registration fees and obtain your certificate with no login required!](#)

Storage tank owners may now pay annual Storage Tank registration fees and submit the below listed storage tank registration amendments online through the Department's ePermitting application on Greenport. Follow the steps below to create a Greenport account and access the ePermitting application. Contact the Division of Storage Tanks at 717-772-5599 with any questions.

Registration amendments accepted through ePermitting Dashboard using the Create or Maintenance Tab (see step 4 below):



Pennsylvania
Department of
Environmental Protection

Registration Form

Instructions and user guides can be found on the e-permitting page

1. Create an account in the [DEP Greenport](#) if you do not currently have one. From the Greenport home page, click the "Register" button and follow the instructions for creating a Greenport account. A [user guide](#) is available to explain the steps in registering a new account, or importing an existing Greenport account into the new Keystone Login system.

2. Complete the enrollment process and Electronic Filing Administrator (EFA) Registration and Security Agreement. Follow the [e-permitting Enrollment Guide](#) for the steps needed to enroll as a storage tank owner, employee of a storage tank owner, DEP-certified storage tank installer/inspector, or DEP-certified company representative.

The EFA Registration and Security Agreement serves as your legal authorization to represent the storage tank owner in online business transactions with DEP. Once you have completed the agreement by providing your electronic signature, you will be directed to your ePermitting dashboard.

3. Paying registration fees?

Reference the [Storage Tank Registration Fee e-Permitting Payment Guide](#) (PDF) for a tutorial on how to verify your facility information and pay registration fees in the e-permitting application. You must verify that the tank, owner, and facility information is correct before making payment. Any incorrect information must be corrected with DEP by submitting a registration amendment through e-permitting (see step 4 below).

Once payment is made, you will be able to view, print, and save a registration certificate for each paid facility. This registration certificate is valid through the end of the regional billing cycle.

4. Submitting a registration amendment?

Use the [Storage Tank Registration Submissions Quick Guide](#) to assist you with the process of submitting registration amendments, registering new facilities, or updating contact information, or change of ownership.

Please contact the Storage Tank Program at 717-772-5599 if you need any assistance with the e-permitting application.



Pennsylvania
Department of
Environmental Protection

Registration Form

Frequently Missed Information:

- Section II (Tank Owner):
 - Employer ID# (EIN)
- Section IV (Facility):
 - Facility Kind
 - Latitude/Longitude (can be obtained from Google maps)
- Section VI (Tank Information):
 - Install date for new tanks
 - Change of status date
 - Removal date



Pennsylvania
Department of
Environmental Protection

Registration Form

Frequently Missed Information:

- Section IX (Owner Certification):
 - Owner's signature
 - Date signed
- Section X (Installer Information):
 - Installer/Remover signature
 - Date signed
- Required Attachments:
 - UST operator training documentation form
 - Class A/B operator certificates



Pennsylvania
Department of
Environmental Protection

Registration Certificates

- DEP no longer sends registration certificates if invoices are paid online:
 - Facility owners have access to the certificate right away
 - The same applies if the tank status is changed online
- DEP still prints and mails registration certificates if transactions are handled via mail
- Security paper is no longer used for printed registration certificates:
 - Be prepared to encounter certificates printed on plain paper
 - Online versus printed certificates have different formatting
 - If you question the legitimacy of the certificate, it can be verified on the Active Storage Tank Search (USTs and small ASTs only)



Pennsylvania
Department of
Environmental Protection

Site Specific Installation Permits

SSIP required PRIOR to construction, reconstruction, or installation of:

- New AST systems with a capacity > 21,000 gallons
- New AST facilities with an aggregate aboveground storage capacity > 21,000 gallons
- New highly hazardous substance tank systems
- New field-constructed UST systems



Pennsylvania
Department of
Environmental Protection

Certification Renewals

Individuals:

Know your expiration date!

Start scheduling training 12 – 18 months in advance:

- Technical Training
- Administrative Training
- Retesting? Submit application at least 120 days out.



Pennsylvania
Department of
Environmental Protection

Certification Renewals

DON'T FORGET TO SUBMIT YOUR RENEWAL APPLICATION!!!



Pennsylvania
Department of
Environmental Protection

Certification Renewals

RENEWAL IS NOT AUTOMATIC

Submit (via PUP) the Renewal Application and Technical Training Certificates

PUP System:

- Fill in online blocks
- Permit # is your Client ID # (found on your certificate)
- Attach application and training certificates.
- Submit



Pennsylvania
Department of
Environmental Protection

Certification Renewals

Companies:

Pay your TIIP fees: <https://ustif.pa.gov>

Renew every 3 years: submit application via PUP system



Pennsylvania
Department of
Environmental Protection

New Certification

New Applicant or Adding Categories

- Application Form
- Attachment A for each category being requested (some exceptions).
- Initial Technical Training Course for each category being requested (some exceptions).
- Hand sign your application – no computer fonts.
- Submit at least 60 days before desired date of testing.



New Certification

2630-PM-BECB0506c 4/2012

Applicant Name _____

III-b. Storage Tank Facility Employer Information

Provide detailed information for each activity listed in Section III-a. The activity numbers in III-a. must correspond to the activity numbers listed in III-b.

Facility where the work was completed	DEP Verified	Applicant's employer when work was performed
Activity No. 1	Approved <input type="checkbox"/>	Company Name _____
Owner Name _____		Address _____
Facility Name _____		City _____
Pa Facility I.D. # _____		State _____ Zip _____
Address _____	Verified	Contact _____
City _____		Phone (____) _____ — _____
State _____ Zip _____		Verifying Official Signature _____
Owner Contact _____		Reported under PA certification ID . _____
Contact Phone (____) _____ — _____		
Facility Phone (____) _____ — _____		
Activity No. 2	Approved <input type="checkbox"/>	Company Name _____
Owner Name _____		Address _____
Facility Name _____		City _____
Pa Facility I.D. # _____		State _____ Zip _____
Address _____	Verified	

Certification Testing

- Online Examinations by ASC (Assess)



- Exams can be scheduled any time (24/7), with the exception of some holidays



Pennsylvania
Department of
Environmental Protection

Certification Testing

- Must submit complete application 60 days prior to desired exam date
- After approval, applicant receives an email and letter from DEP
- Applicant receives an email from Assess with instructions about paying for and accessing the exams
- Fee is \$75 per exam
- Examinee needs:
 - Computer with webcam
 - Secondary camera (i.e. smartphone)
 - Government ID (drivers license, etc.)



Pennsylvania
Department of
Environmental Protection

Certification Testing

- Examinee is connected to a live proctor who will provide instructions and monitor the exam.
- Work surface must be cleared. No other people or pets allowed in the room where applicant is taking the exam.
- DEP provides test results to examinee within 10 business days.
- 80 % needed to pass any exam
- Exams can be scheduled any time (24/7) with the exception of some holidays



Pennsylvania
Department of
Environmental Protection

Certification Testing

- Administrative Exam:
- Required for first-time applicants only
- Timed exam – 1 hour limit
- Open book
- During the exam Chapter 245 and Storage Tank and Spill Prevention Act must be accessed via an online link. Paper copies may not be used during the exam.
- Hard copies will still be mailed to applicants.



Certification Reminders

Use the most recent version of DEP's Forms

What's New in Storage Tanks

- [PFOS and/or PFOA and related substances in Storage Tanks](#) (PDF)
- Electronic payments and document submittals:
 - [Quick Pay](#) for registration fees
 - [Online Registration & Fee Payment](#)
 - [Public Upload Portal for Document Submissions](#) | [Instructions](#) (PDF)
- [Summary Information on Underground Storage Tanks \(USTs\)](#) (PDF) - Updated 12/11/2024

Data / Searches →

Fact Sheets →

Technical
Guidance
Documents →

Forms and
Applications →





Pennsylvania
Department of
Environmental Protection

Certification Testing

Notify DEP of Changes:

- address
- employer
- email address

Amendment form for individuals.

Company application form marked as amendment.

For email changes only, simply email one of us.



Pennsylvania
Department of
Environmental Protection

Get In Touch

Kalynn Conner
DEP / Bureau of Environmental
Cleanup & Brownfields
400 Market Street
Harrisburg, PA 17101

...

717.772.5825 / kaconner@pa.gov

The Department of Environmental Protection's mission is to protect Pennsylvania's air, land and water resources and to provide for the health and safety of its residents and visitors, consistent with the rights and duties established under the Environmental Rights Amendment (Article 1, Section 27 of the Pennsylvania Constitution).