

Spill Prevention Control and Countermeasures Plan

Arkansas State University

Jonesboro, Arkansas



Prepared for:

Arkansas State University

P.O. Box 2100

State University, Arkansas 72467

March 6, 2018

This plan satisfies the Federal Water Pollution Control Act (FWPCA) for an Oil Spill Prevention Control and Countermeasures (SPCC) Plan (40 CFR Part 112) as amended through November 22, 2011.



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SPILL PREVENTION CONTROL AND COUNTERMEASURE PLAN

**Arkansas State University
Jonesboro, Arkansas**

**Prepared for:
Arkansas State University
P.O. Box 2100
State University, AR 72467**

**Prepared by:
Fisher & Arnold, Inc
1801 Latourette Drive
Jonesboro, AR 72404**

March 2018

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Record of Revisions

Date	Revision	Affected Pages	Person Making Revision
March 2018	SPCC Plan Updated	All	Robert R. Clark, CHMM, Director of Environmental Health and Safety

EMERGENCY CONTACT LIST

PLANT SPILL CONTROL AND COUNTERMEASURE PLAN REPORTING CHECKLIST

Release of oil or fuel exceeding 25 gallons or a sheen (film, discoloration, sludge, or emulsion) migrating to offsite drainage features, contact the following:

1. Robert R. Clark – Director of Environmental Health and Safety
Office Phone Number: 870-972-3644
Cell Phone Number: 864-710-2933
2. Jon Carvell – Safety and Emergency Management Coordinator
Office Phone Number: 870-680-4805
Cell Phone Number: 870-273-3903
3. David Handwork – Associate Vice Chancellor of Facilities Management
Office Phone Number: 870-680-4691
Cell Phone Number: 870-897-2613

In the event of a spill or sheen that reaches an offsite location, the EHS department or their designee will contact the government agencies listed below:

1. Surface Release offsite:
Any release of materials that leaves the property or if 25 gallons is released on-site, The Arkansas Department of Environmental Quality must be contacted.

- | | |
|--|--------------|
| A. Arkansas Department of Environmental Quality | 501-682-0716 |
| (after-hours) | 800-322-4012 |
| B. U.S. Environmental Protection Agency | 404-639-0615 |
| C. National Response Center | 800-424-8802 |
| D. Arkansas Emergency Management Agency | 800-322-4012 |
| E. Craighead County Office of Emergency Management | 911 |

Fire, Explosion, or injury at Plant

- | | |
|---|--------------|
| A. Fire Department Ambulance | 911 |
| B. NEA Baptist Memorial Hospital
4800 East Johnson Avenue
Jonesboro, AR | 870-936-1000 |

In the event of an oil spill related to this SPCC, be prepared to provide the following information:

- The facility name and address (cover page);
- Date, time, and type of incident (e.g., spill);
- Quantity and type of product involved in spill (e.g., diesel);
- Extent of injuries, if any; and
- Estimated quantity and disposition of recovered materials, if any.

Supporting Contractors as Needed:

Tradebe	888-276-0887
Heritage Environmental	800-487-7455
Fisher & Arnold, Inc. (Memphis, TN):	901-378-0591

Arkansas State University SPCC Plan Cross Reference Directory

Citation* (40 CFR)	Provision	Section Location in Plan
§112.1	General Applicability	18
§112.3	Requirement to Prepare and Implement a Spill Prevention, Control, and Countermeasure Plan	20
§112.3(d)	Professional Engineer Certification	2
§112.3(e)	Location of SPCC Plan	1.1
§112.4(a,c,d)	Reportable quantity and discharge information	9
§112.5	Amendment of Spill Prevention, Control, and Countermeasure Plan by owners or operators	20
§112.7	General requirements for Spill Prevention, Control, and Countermeasure Plans	21
§112.7	Management Approval	1
§112.7	Cross-Reference with SPCC Rule	iv
§112.7(a)(1)	Conformance with Regulations	5
§112.7(a)(3)	Facility Description	6
§112.7(a)(4)	Reporting Instructions	8
§112.7(a)(5)	Discharge Response	9
§112.7(b)	Spill Predictions (volumes and flow direction)	10
§112.7(c)	Containment and Diversionary Requirements	11
§112.7(d)	Practicability of Secondary Containment	12
§112.7(e)	Inspections, Tests, and Records	13
§112.7(f)	Personnel, Training, and Discharge Prevention Procedures	21.1
§112.7(g)(1)	Security – Fencing	21.2
§112.7(g)(2)	Security – Valves	21.2
§112.7(g)(3)	Security – Starter Controls	21.2
§112.7(g)(4)	Security - Loading/Unloading connections	21.2
§112.7(g)(5)	Security – Lighting	21.2
§112.7(h)	Loading/Unloading Rack – (No rack present at this facility)	N/A
§112.7(i)	Brittle Fracture Evaluation - (No field constructed tanks present at this facility)	N/A
§112.7(j)	Conformance with applicable State and Local Requirements	21.5
§112.8(b)	Facility Drainage	22.1
§112.8(c)(1)	Bulk Storage Tank Construction	22.2

Citation* (40 CFR)	Provision	Section Location in Plan
§112.8(c)(2)	Secondary Containment	22.2
§112.8(c)(3)	Drainage of Dike Areas	22.2
§112.8(c)(4)	Corrosion Protection	NA
§112.8(c)(5)	Partially Buried Tanks	NA
§112.8(c)(6)	Inspection	3.8
§112.8(c)(7)	Heating Coils	NA
§112.8(c)(8)	Overfill Prevention	14
§112.8(c)(9)	Effluent Treatment	N/A
§112.8(c)(10)	Visible Discharges	22.2
§112.7(c)(11)	Mobile and Portable Containers	22.2
§112.8(d)	Facility Transfer Operations, Pumping, and Facility Process	22.3
§112.20(e)	Certification of Substantial Harm Determination	1
* Only selected excerpts of relevant rule text are provided. For a complete list of SPCC requirements, refer to the full text of 40 CFR Part 112.		

1. Management Approval

Management approval has been extended at a level with authority to commit the necessary resources to implement this Spill Prevention Control and Countermeasures (SPCC) plan. Pursuant to §112.7(d), this is the written commitment of Arkansas State University to provide the manpower, equipment, and materials required to expeditiously control and remove any quality of oil discharged that may be harmful to human health and the environment. This plan will be implemented as herein described, and the plan will be physically maintained at the office of the Director of Environmental Health and Safety, Room 118 ASU Administration Building (2105 Aggie Road) .

Len Frey, PhD., Vice Chancellor
Finance and Administration

Date

This section of the plan presents facility specific details associated with the general requirements for SPCC plans outlines in §112.7. As previously indicated in Section 1, 2 and 3, this SPCC plan has been prepared in accordance with good engineering practices, with management approval at a level with authority to commit the necessary resources for full implementation, and in the sequence of the rule.

Pursuant to 40 CFR 112.7, the following items must be implemented by Facility for the facility to be in compliance with the requirements of this SPCC plan:

- 1) The 2-tank containment at the Farm Shop currently provides approximately 314 gallons of containment with no provision for rainfall. This containment must be enhanced to provide 500 gallons of containment (largest tank in containment) plus 6.5 inches of freeboard for rainfall. This containment at the Farm Shop is also equipped with a valve to drain containment. The valve was observed to be open on the day of the SPCC inspection, November 14, 2017. This valve must remain in the closed position at all times until needed to drain the containment.
- 2) The 1-tank (Farm Diesel) containment at the Farm Shop currently provides approximately 987 gallons of containment with no provision for rainfall. This containment must be enhanced to provide 1,000 gallons of containment plus 6.5 inches of freeboard for rainfall. This containment at the Farm Shop is equipped with a valve and pipe to drain containment. The valve was observed to be broken on the day of the SPCC inspection, November 14, 2017. This pipe and valve must be replaced as soon as possible.

- 3) Sized exterior containment is required for the 1,025-gallon mobile diesel tank. The spill kit box attached to the 1,025-gallon diesel trailer at the Facilities Maintenance shop must be re-stocked with suitable soil and release response supplies.
- 4) A containment pallet is required to be placed under the vegetable oil tote in the Farm Shop.

Certificate of Substantial Harm Determination Form

Arkansas State University, Jonesboro, Arkansas

1. Does the facility have a maximum storage capacity greater than or equal to 42,000 gallons and do the operations include over-water transfers of oil to or from vessels?

YES ___ NO X

2. Does the facility have a maximum storage capacity greater than or equal to 1,000,000 gallons and is the facility without secondary containment for each aboveground storage area sufficiently large to contain the capacity of the largest aboveground storage tank within the storage area?

YES ___ NO X

3. Does the facility have a maximum storage capacity greater than or equal to 1,000,000 gallons and is the facility located at a distance such that a discharge from the facility could cause injury to an environmentally sensitive area?

YES ___ NO X

4. Does the facility have a maximum storage capacity greater than or equal to 1,000,000 gallons and is the facility at a distance such that a discharge would shut down a public water intake?

YES ___ NO X

5. Does the facility have a maximum storage capacity greater than or equal to 1,000,000 gallons and within the past five years, has the facility experienced a reportable spill in an amount greater than or equal to 10,000 gallons?

YES ___ NO X

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

Signature: _____

Name: Len Frey, PhD.

Title: Vice Chancellor, Finance and Administration

Date: _____

1.1 Requirement to Prepare: §112.3

The facility was in operation before August 16, 2002. Consequently, this SPCC plan was prepared to meet the requirements of 40 CFR 112. This regulation requires Spill Prevention Control and Countermeasures (SPCC) Plans for facilities with more than 1,320 gallons of above-ground oil storage capacity unless there was no potential for spilled oil to reach navigable waters or adjoining shorelines.

Other fuel or oil containers located throughout the campus include electrical generators which are fueled by diesel fuel, and smaller containers of petroleum or other oil based products. These containers have been evaluated and due to the fuel/oil compartment size of these containers being less than 1,320 gallons do not represent a “facility” in accordance with SPCC regulations and therefore are not regulated within this SPCC plan.

Arkansas State University (ASU) does not store more than 42,000 gallons of fuel/oil within underground storage tanks (USTs). As such, USTs at ASU are not included within this SPCC, as they are regulated under the State of Arkansas UST program.

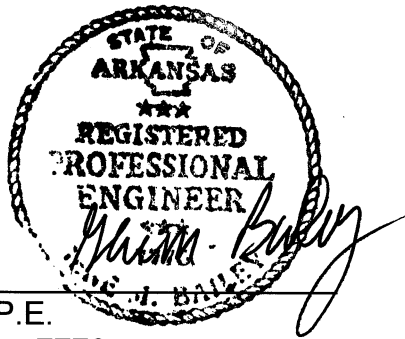
In accordance with §112.3(e)(1) and (2), a complete updated copy of this SPCC plan will be maintained at the facility. During normal working hours at the facility, the plan will be available to authorized representatives of local, state or federal governing agencies for on-site review, and a copy will be submitted if requested.

As required by §112.3(d), technical changes made to the plan will be certified by a professional engineer.

2. Engineering Certification

Pursuant to §112.3(d) and by means of this SPCC certification, I attest that

- (i) I am familiar with the requirements of the SPCC Rule (40 CFR Part 112);
- (ii) I have visited and examined the facility;
- (iii) The plan has been prepared in accordance with good engineering practice, including consideration of applicable industry standards, and with the requirements of the SPCC rule;
- (iv) Procedures for required inspections and testing have been established;
- (v) This plan is adequate for the facility subject to the required actions presented in Section 1 Management Approval.



Gene M. Bailey P.E.
Arkansas P.E. No. 7776

Date 3/6/18

Five-Year Review Documentation

In accordance with §112.5(b), this SPCC plan has been reviewed to determine if more effective prevention and control technology is available to significantly reduce the likelihood of a discharge.

Pursuant to §112.5(b) and by means of this certification, I attest that I have completed a review and evaluation of this SPCC plan for the Facility, and as a result amend the plan as necessary. Technical amendments to the plan have been certified by a professional engineer.

Will Amend

Will Not Amend

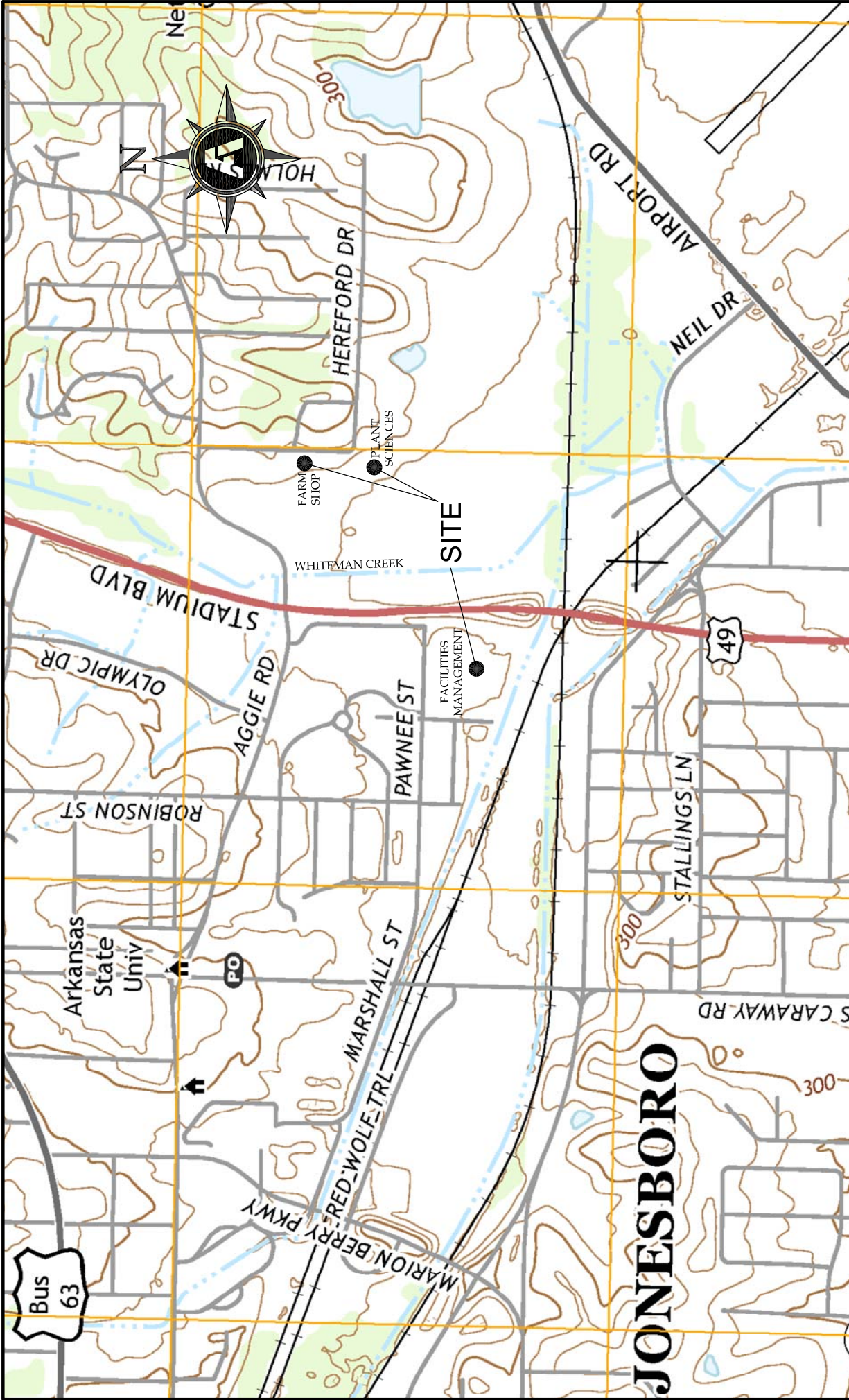
Signature, Authorized Facility Representative

Date

Name (Printed): _____

Title: _____

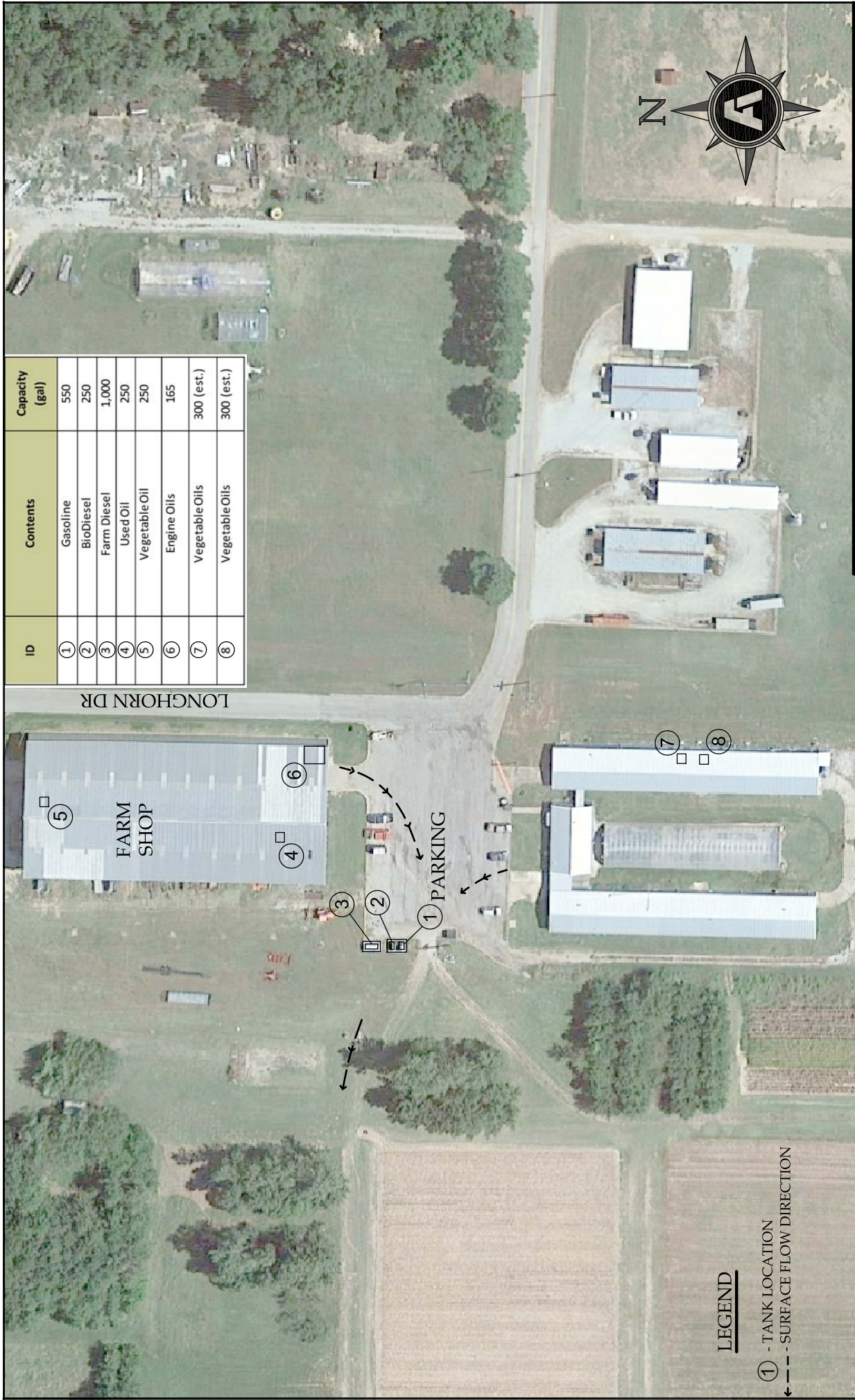
Site Plans & Drawings



TOPOGRAPHIC VICINITY MAP ASU SPCC PLAN JONESBORO, ARKANSAS			
DESIGN: F&A	DRAWN: B.S.	SCALE: 1"=1000'	FIGURE
DATE: 12/2017			
JOB. NO. G-10769			1



FISHER ARNOLD
 ENGINEERS | ARCHITECTS | CONSULTANTS | PLANNERS
 9180 Crestwyn Hills Drive | Memphis, Tennessee 38125-8538
 901.748.1811 | Fax: 901.748.3115 | www.fisherarnold.com



ID	Contents	Capacity (gal)
①	Gasoline	550
②	BioDiesel	250
③	Farm Diesel	1,000
④	Used Oil	250
⑤	Vegetable Oil	250
⑥	Engine Oils	165
⑦	Vegetable Oils	300 (est.)
⑧	Vegetable Oils	300 (est.)

FARM SHOP
ASU SPCC PLAN
JONESBORO, ARKANSAS

DESIGN: F&A	DRAWN: B.S.	SCALE: 1"=100'
DATE: 12/2017		FIGURE
JOB. NO. G-10769		2

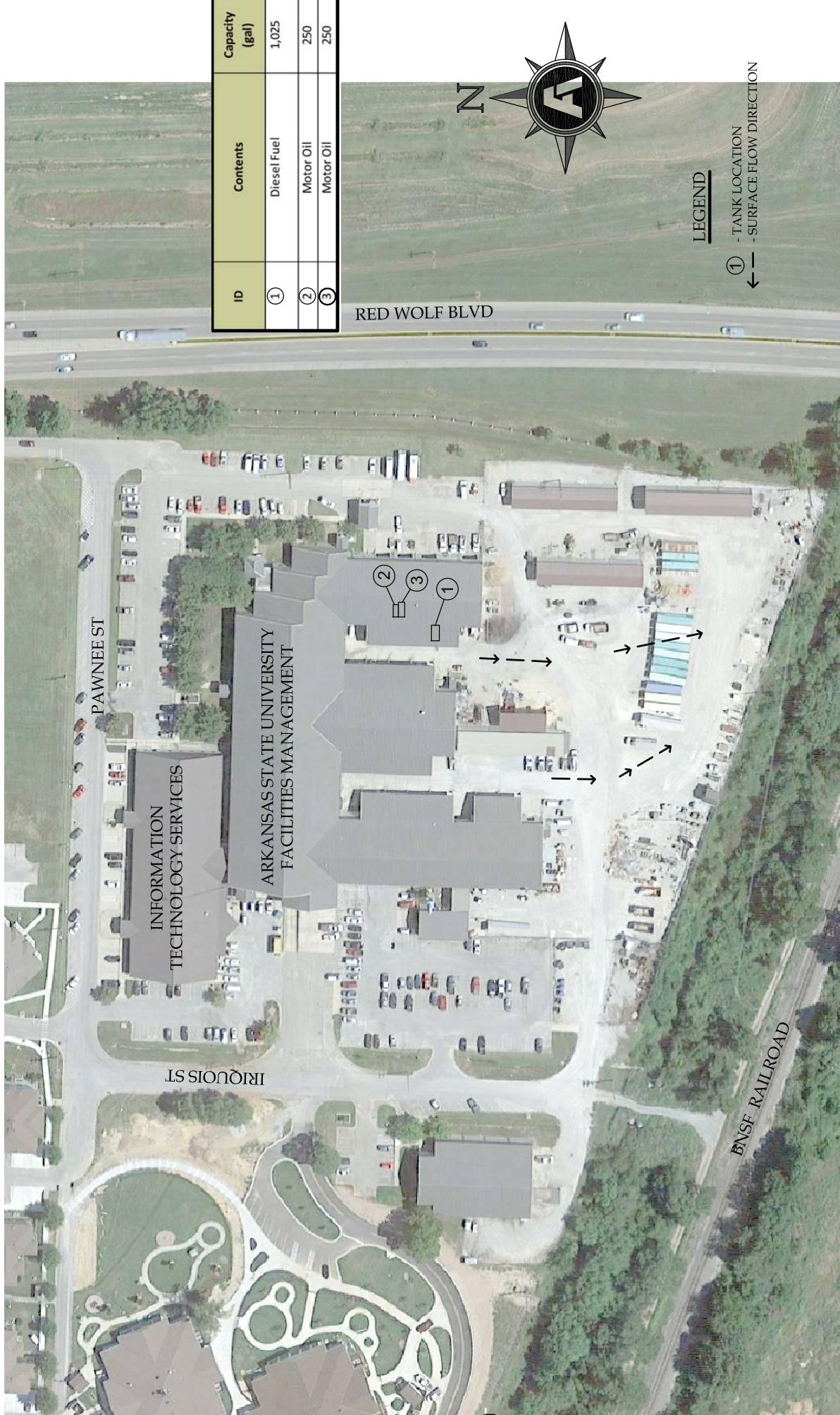

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LEGEND

① - TANK LOCATION

--- SURFACE FLOW DIRECTION



ID	Contents	Capacity (gal)
①	Diesel Fuel	1,025
②	Motor Oil	250
③	Motor Oil	250

LEGEND

- ① - TANK LOCATION
- ← - SURFACE FLOW DIRECTION

FACILITIES MANAGEMENT ASU SPCC PLAN JONESBORO, ARKANSAS		
DESIGN: F&A	DRAWN: B.S.	SCALE: 1"=150'
DATE: 12/2017		
JOB. NO. G-10769	FIGURE 3	



FISHER ARNOLD
 ENGINEERS | ARCHITECTS | CONSULTANTS | PLANNERS
 9180 Crestwyn Hills Drive | Memphis, Tennessee 38125-8538
 901.748.1811 | Fax: 901.748.3115 | www.fisherarnold.com

3. General Information

Name and Location of Facility: **Arkansas State University**

Type of Facility: **University**

Facility SIC Code: **8221**

NAISC Code: **611310**

Normal Operating Schedule: **10 hours/day, 5 days/week, 52 weeks/year**

Name and Address of Owner: **Arkansas State University
2105 Aggie Road
Jonesboro, AR 72401**

4. General Facility Description

The Arkansas State University (ASU) campus is located at 2105 Aggies Road in Jonesboro, Arkansas. The ASU campus requires the use of diesel fuel and motor oils at the Facilities Management complex as well as various oils and fuels at the Farm Shop, both near the southeast area of the ASU campus, along Red Wolf Boulevard.

5. SPCC Plan Conformance and Deviations: §112.7(a)(1) and (2)

This SPCC plan conforms with and does not deviate from the requirements of 40 CFR §112.7.

6. Facility Layout: §112.7(a)(3)

The facility operates under Standard Industrial Classification (SIC) code 8221 College and Universities. Activities at the site include motor pool and centralized maintenance of various campus-wide facilities. These activities include oil changes on pool vehicles, fueling of campus-wide generators, and maintenance of a remote farm operation. Requirements for the prevention and control of potential spills or leaks from this equipment are mandated by the Arkansas Department of Environmental Quality (ADEQ) under its storm water regulations. Only oil products, as defined in 40 CFR 112, are regulated by Part 112 and subject to this SPCC plan. Several types of oil products are used and stored on site including various diesel fuel composites, gasoline, motor oils, and vegetable oils for biodiesel. Each of these oil materials have designated storage areas and adequately designed secondary containment provisions and response. The oil storage tanks include the following at the two primary locations at the ASU campus, Farm Shop and Facilities Maintenance:

Table 1: SPCC Tank Table – Farm Shop (Figure 2)

ID	Contents	Capacity (gal)
1	Gasoline	550
2	BioDiesel	250
3	Farm Diesel	1,000
4	Used Oil	250
5	Vegetable Oil	250
6	Engine Oils	220
7	Vegetable Oils	300 (est.)
8	Vegetable Oils	300 (est.)

Table 2: SPCC Tank Table – Facilities Management (Figure 3)

ID	Contents	Capacity (gal)
1	Diesel Fuel	1,025
2	Motor Oil	250
3	Motor Oil	250

Other fuel or oil containers located throughout the campus include electrical generators which are fueled by diesel fuel, and smaller containers of petroleum or other oil based products. These containers have been evaluated and due to the fuel/oil compartment size of these containers being less than 1,320 gallons do not represent a “facility” in accordance with SPCC regulations and therefore are not regulated within this SPCC plan.

ASU does not store more than 42,000 gallons of fuel within underground storage tanks (USTs). As such, USTs at ASU are not included within this SPCC, as they are regulated under the State of Arkansas UST program.

Table 1 and 2 have been included to present more details relating to each tank.

7. Oil Storage Capacity: §112.7(a)(3)(i)

Aboveground storage tanks and containers are either double-walled or located within secondary containment barriers to prevent any releases from reaching soil or waterways. It is the practice of the facility to clean any spilled materials within and around any containment structure as soon as possible. A comprehensive audit process will be put in place to ensure that all deficiencies are detected and promptly corrected. The following is a list and description of potential spill areas and their respective plant areas. In the event of a spill, facility personnel would follow the procedures given in the Appendix.

7.1 Farm Shop

Three single wall steel tanks are located to the southwest of the Farm Shop as shown in Figure 2. A single-wall 550-gallon gasoline; single-wall 250-gallon biodiesel; and single wall 1,000-gallon diesel tank are located within exterior concrete containment. All fueling and tank transfers occur immediately adjacent to this containment area.

Other containers at this location included poly totes; 250-gallon used oil in the Farm Shop; 250-gallon vegetable oil in the Farm Shop; approximately three (3) oil drums in the Farm Shop; various vegetable oil containers in the east wing of the Plant Sciences building.

7.2 Facilities Management

A single wall poly 1,025-gallon mobile diesel fuel tank is stored overnight in a covered concrete pad area that flows to a very flat gravel drive area of the Facilities Maintenance yard. Tank filling occurs at other ASU fueling areas. As such, no transfers occur at this site.

Due to the lack of transfers and the very flat area of the Facilities Maintenance yard, a release is not expected to leave the Facilities Maintenance yard.

The Facilities Maintenance area includes two single wall oil tanks within the interior area of the vehicle maintenance area.

8. Reporting and Notification Procedures: §112.7(a)(4)

The following information should be reported to the above-mentioned agencies. At a minimum, the following must be included:

- Name, address, and telephone number of the person reporting
- Exact location of the spill
- Company name and location
- Material spilled

- Estimated quantity
- Source of the spill
- Cause of the spill
- Name of the body of water involved or the nearest body of water to the spill area
- Action taken for containment and cleanup

A written report must be filed for each spill incident and sent to the above mentioned government agencies.

9. Oil Spill Response Procedures: §112.7(a)(5)

Oil spill response procedures are:

Spill or Discharge Response Procedures

If a spill or release of any materials listed in this plan occurs, the following actions should be taken:

- 1) Identify the spilled material by obtaining or reviewing the material Safety Data Sheet (SDS).
- 2) Don the proper personal protective equipment required by the material hazards
- 3) Mitigate the spill or release by closing valves, stopping transfer pumps, up righting containers, etc.
- 4) Check for any injuries to plant or other personnel.
- 5) Use proper confinement techniques to keep the spilled material away from drains, sewers, ditches, etc.
- 6) Obtain the following information:
 - Material identification
 - Amount of product released
 - Time of release
 - Injury information (Incidents that result in a fatality or 3 hospitalizations must be reported to Arkansas OSHA within 8 hours)
- 7) Contact appropriate plant personnel.
- 8) The EHS department will make the first call to the local EMA office, then other agencies as outlined in the SPCC. If the spill amount cannot be easily determined, estimate the quantity based on the information available at the time of the call. Inform the agency contact that any changes will be communicated to them in follow-up calls.

Environmental Incident Report

Spill Notification Documentation

As previously described, in the event that oil (25 gallons or more) is released into the environment, the Arkansas Department of Environmental Quality must be contacted as soon as is practicable. In the event that a release of oil poses a threat to natural resources, causes a sheen upon a waterway, or poses a threat to water, the U.S. Environmental Protection Agency (USEPA) must be contacted as soon as is practicable. Phone numbers for the agencies are located within this plan. These phones are answered 24 hours per day. The EHS Manager will log the data provided to the two agencies

Under the following conditions, a written report must be provided to USEPA within 60 days after the spill:

- Upon a single spill event involving the discharge of more than 1,000 gallons of oil into or upon navigable water
- Upon two spills of more than 42 gallons of oil in each during a 12-month period into or upon navigable waters

The report is to be sent to the address listed below and a copy will be retained.

U.S. Environmental Protection Agency
Emergency Response and Removal Branch
345 Courtland Street, NE
Atlanta, GA 30365

Amendment by Regional Administrator: §112.4(a)(1-9)

In accordance with §112.4(a), whenever more than 1,000 gallons of oil have been discharged in a single incident or whenever more than 42 gallons of oil have been discharged in each of two incidents over a 12-month period, the facility will submit the following information to the USEPA regional administrator (RA) within 60 days:

- Facility name
- Name of designated person accountable for the oil spill prevention at the facility
- Facility location
- Maximum storage capacity and daily throughput at facility
- Description of corrective action and countermeasures taken
- Adequate description of the facility, including maps and flow diagrams
- Cause of discharge(s), including an analysis of the failed system

- Description of additional preventative measures taken or discussed to prevent recurrence
- Any other pertinent information

In accordance with §112.4(c), copies of the incident report will also be forwarded to the ADEQ. Should the RA propose that this SPCC plan be amended, in accordance with §112.4(e), the facility will either:

- Submit a response and supporting information within 30 days.
- Amend this SPCC plan within 30 days and implement the amended plan within six months.

Arkansas Spill Notification Log

Please record the responses that were provided to the agencies listed below. This log (or similar documentation) is to be filed.

Date of Call	Time of Call	Name of Person Contacted
--------------	--------------	--------------------------

1. Your name, address, and telephone number: _____

2. Exact location of spill: _____

3. Facility name: **Arkansas State University**
Facility address: **2105 Aggie Road, Jonesboro, AR**
County: **Craighead**
Phone number: **870-972-3644**

4. Date and time of spill: _____

5. Type of material spilled: _____

6. Total quantity spilled: _____

7. Total quantity reaching waterway: _____

8. Source of spill: _____

9. Description of all affected media (i.e., land, air, and/or water): _____

10. Name of body of water involved or nearest body of water to the spill area:

11. Cause of spill: _____

12. Damage or injuries caused by spill: _____

13. Actions being used to stop, remove, and mitigate the effects of the spill:

14. Evacuation needed: yes or no. If yes, measures taken to initiate: _____

15. Names of other agencies notified: _____

U. S. Environmental Protection Agency Spill Notification/Reporting Log

Please record the responses that were provided to the agencies listed below.
This log (or similar documentation) is to be filed.

Date of Call	Time of Call	Name of Person Contacted
--------------	--------------	--------------------------

1. Your name, address, and telephone number: _____

2. Exact location of spill: _____

3. Facility name: **Arkansas State University**
Facility address: **2105 Aggie Road, Jonesboro, AR**
County: **Craighead**
Phone number: **870-972-3644**

4. Date and time of spill: _____

5. Type of material spilled: _____

6. Total quantity spilled: _____

7. Total quantity reaching waterway: _____

8. Source of spill: _____

9. Description of all affected media (i.e., land, air, and/or water): _____

10. Name of body of water involved or nearest body of water to the spill area:

11. Cause of spill: _____

12. Damage or injuries caused by spill: _____

13. Actions being used to stop, remove, and mitigate the effects of the spill:

14. Evacuation needed: yes or no. If yes, measures taken to initiate: _____

15. Names of other agencies notified: _____

10. Discharge Analysis: §112.7(b)

The predicted pathway of spills is described in unit-specific descriptions provided in Table 1 and 2. The potential volume of oil released from each facility is equal to the capacity of each tank or container located at each area described in Table 3. All storage tanks used at the facility are aboveground storage tanks or drums.

Table 3: Potential Spill Areas

Description	Plant Area	Contents	Capacity (Gal)	Rate of Flow	Direction of Flow
Gasoline	SW of Farm Shop	Gasoline	550	Instantaneous	To containment
Biodiesel	SW of Farm Shop	Biodiesel	250	Instantaneous	To containment
Farm Diesel Fuel	SW of Farm Shop	Diesel Fuel	1,000	Instantaneous	To containment; other spills to west and south
Used Oil	Farm Shop	Used Oil	250	Instantaneous	50-gallon tote pallet and then to Farm Shop floor
Vegetable Oil	Farm Shop	Vegetable Oil	250	Instantaneous	50-gallon tote pallet and then to Farm Shop floor
Engine Oils	SE Corner of Farm Shop	Engine Oils	55 (4)	Instantaneous	Drum Pallet Containment
Vegetable Oil	East Wing Plant Science Building at Farm	Vegetable Oil	300 (est.)	Instantaneous	Plant Science Room Floor
Diesel Fuel	Facilities Management	Diesel Fuel	1,025	Instantaneous	Facilities Maintenance Gravel Yard
Engine Oils	Facilities Management	Engine Oils	250 (2)	Instantaneous	Facilities Management Garage Floor

11. Spill Containment: §112.7(c)

The facility will have adequate containment for the noted tanks, subject to the recommendations presented in Section 1 Management Approval.

12. Spill Containment Practicability: §112.7(d)

The facility will have adequate containment for the noted tanks, subject to the recommendations presented in Section 1 Management Approval.

13. Inspections, Tests, and Records: §112.7(e)

All storage facilities and transfer equipment are inspected monthly. Records will be kept of these inspections and any necessary repairs will be documented. The frequency and type of testing must take into account container condition and design. Table 4 (Appendix C) presents the testing frequencies for SPCC regulated containers.

14. Discharge Prevention Measures: §112.7(a)(3)(ii)

The facility relies on a number of measures to aid in the prevention of a discharge. Descriptions of these measures are provided below:

- Arkansas State maintains a separate campus-wide Emergency Response Plan and this SPCC plan augments that plan.
- Routine equipment maintenance is performed in all plant areas.
- The facility maintains written procedures for the unloading of oil products & chemicals. These procedures include careful inventory checks prior to any fuel or oil transfer to prevent overfilling.
- Bulk storage tanks are either double-walled or located in containment areas, or areas where response action can promptly remove spilled materials.
- Personnel are present during SPCC oil loading/unloading operations.

15. Discharge or Drainage Controls: §112.7(a)(3)(iii)

The products stored at the facility are compatible with the materials with which the storage containers and containment structures at the facility are constructed.

Discharge controls include double wall tanks or secondary containment for bulk storage tanks and use of rapid response in the case of vegetable oil spills which are anticipated to stay within the buildings they are stored prior to migrating out of the building.

16. Countermeasures for Discharge Discovery, Response, and Cleanup: §112.7(a)(3)(iv)

Absorbent materials are strategically located where storage or handling of liquids creates the potential for spills. In the event of a large spill, facility personnel equipped with rental equipment, if needed, would respond and an emergency contractor would be contracted for assistance, if necessary.

It will be the practice of the facility to clean any spilled materials within and around any containment structures as soon as practicable. A comprehensive audit process will be put in place to ensure that all deficiencies are detected and promptly corrected.

17. Recovered Materials Disposal: §112.7(a)(3)(v)

Materials recovered during a spill event will be appropriately containerized. Soils and other liquids will be placed in appropriate containers such as 55-gallon drums or roll-off containers, as warranted. Liquids will be placed in appropriate containers such as 55-gallon drums or will be collected in a tank truck using industrial power vacuuming. Recovered materials will be labeled, characterized, and disposed of/recycled in accordance with applicable federal, state and local regulations.

18. General Applicability: §112.1

The Oil Pollution Prevention Regulations (40 CFR 112) require preparation of a SPCC plan for facilities that have discharged or could reasonably be expected to discharge oil into or upon navigable waters of the United States or adjoining shorelines. Specifically, §112.1(d)(2)(ii) requires a SPCC plan to be developed for a facility where the aggregate storage capacity of oil is greater than **1,320 gallons**, including containers with thresholds of **55 gallons or greater**. The facility stores an aggregate quantity of oil greater than **1,320 gallons**; therefore, the facility is required to develop, implement, and maintain a SPCC plan in accordance with 40 CFR 112. The State of Arkansas Department of Environmental Quality (ADEQ) defers to the federal SPCC requirements.

The purpose of this plan is to identify sources of oil at the facility and outline procedures to prevent the discharge of oil and oil products or hazardous substances to navigable water of the United States. Discharge of oil is specifically prohibited by law if it affects water quality; causes a film, sheen, or discoloration of the water surface or upon water or adjoining shorelines. All facilities regulated under 40 CFR 112 must conduct an initial screening to determine whether they are required to develop a facility response plan (FRP) under §112.20. These requirements are not applicable to the facility because the facility does not store more than 1,000,000 gallons of oil or oil products. The checklist used to certify these requirements are not applicable is provided in Section 1.1 of this plan, Requirement to Prepare.

19. Definitions

Refer to the actual regulation for a comprehensive listing of definitions.

20. SPCC Plan Administration: §112.3, §112.4, and §112.5

20.1 SPCC Plan Amendment by Owner/Operator: §112.5

In accordance with §112.5(a), when there is a change in facility design, construction, operation, or maintenance that materially affects its potential for discharge, – the facility will amend this plan within 6 months of the change and implement the amended plan within **six months** of completion.

In accordance with §112.5(b), the facility will also review this plan at least once every **five years** from the date of the last review. As a result of the review, the plan will be amended within six months of the review if more effective prevention and control technology has been field-proven at the time of the review and will significantly reduce the likelihood of a discharge. The amended plan will be implemented within six months of its completion. The designated person accountable for oil spill prevention at the facility will document completion of each five-year review, sign a statement as to whether the plan will be amended, and record the results in the Appendix.

21. SPCC Plan General Requirements: §112.7

21.1 Personnel Training and Discharge Prevention Procedures: §112.7(f)

The facility is responsible for properly instructing its personnel in the operation and maintenance of equipment to prevent the discharge of oil and applicable pollution control laws, rules and regulations.

All oil-handling personnel at this facility are instructed on the procedures outlined in this plan. Instruction is conducted on spill prevention, discharge procedure protocol, pollution control laws, rules and regulations, operation and maintenance of oil processing facilities, and the contents of this SPCC plan. Instructions and phone numbers have been publicized and are posted in appropriate areas. Personnel are briefed on the laws pertaining to oil spills, copies of which are enclosed in the appendices of this plan.

Each oil storage area should have a designated person who is accountable for the oil spill prevention and reports to line management in his or her respective area. The ASU Director of EHS is accountable for oil spill prevention at the site.

The facility will provide spill prevention, control and countermeasure training annually to all personnel identified by the Director EHS. Training will be documented and maintained in the plant's EHS filing system for no less than three years. Training will be relevant to the job assignment and will include at a minimum:

- Discussion of environmental protection laws including the Clean Water Act, and Arkansas pollution control rules.
- Contents of the SPCC Plan.
- Discussion of how an oil spill can occur.
- Discussion of oil spills that have occurred in the past and lessons learned.
- Discussion of precautionary measures that ASU has taken to minimize the likelihood of a spill.
- Include annual spill prevention briefings for its operating personnel. Such briefings will highlight and describe known spill events or failures, malfunctioning components, and recently developed precautionary measures.

21.2 Security: §112.7(g)

Facilities Management is secured with gates that limit access from the nearby road entrances to the property. Contractors must enter through these locations. The Farm Shop area is subject to 24-hour ASU campus security monitoring. The Farm utilizes a gate that closes and locks at 5:00 pm each day and remains closed until 8:00 am each day, with the exception of weekends when the gate remains closed from 5:00 pm Friday until 8:00 am Monday. To enter the Farm after hours requires a numeric code.

All valves permitting direct outward flow of the containers contents to the surface are always in a closed position when in non-operating status. Starter controls on pumps are controlled by the operators, and are locked between use.

All unloading connects of oil pipelines or facility piping are security capped when not in service.

Oil storage areas of the facility have adequate lighting to enable discovery of spills that occur during hours of darkness by both operating personnel and local authorities. There is adequate lighting in oil storage locations to deter acts of vandalism.

21.3 Facility Tank Truck Unloading: §112.7(h)

There are no truck loading racks at this facility.

21.4 Brittle Fracture Analysis: §112.7(i)

There are no field-erected storage tanks at the facility.

21.5 Applicable Requirements: §112.7(j)

Sections 6 and 7 of this plan provide detailed discussions of conformance with applicable requirements and other effective discharge prevention used at the facility.

The State of Arkansas defers to the federal SPCC requirements. Additionally, the State of Arkansas regulates above ground storage tanks within ADPC&E Regulation 12. Owners must register and pay annual registration fees for aboveground tanks (ASTs) that store between 1,320 and 40,000 gallons of a refined petroleum product. There are no tanks that meet this definition for this SPCC Plan.

21.6 Applicable Requirements: §112.7(k)

No oil-filled operational equipment is included in this SPCC plan.

22. Requirements for On Shore (Non-Production) Facilities: §112.8

As previously indicated in Section 7.3, this SPCC plan conforms with and does not deviate from the requirements of CFR 40 §112.7, except as noted herein regarding sized secondary containment for the vegetable oil tanks. This section of the plan presents facility-specific details associated with the requirements for on shore non-production facilities outlined in §112.8.

22.1 Facility Drainage: §112.8(b)

All secondary containment enclosures are equipped with manually operated lockable valves or pumps to control drainage.

22.2 Facility Drainage: §112.8(c)

Construction – Each tank is constructed using materials that are compatible with the material stored and conditions of storage.

Containment – All bulk oil tanks are located with secondary containment structures that can hold the contents of the tank and with sufficient freeboard to contain precipitation, unless described otherwise in Section 7 SPCC Plan General Requirements.

Containment Drainage – Drainage of storm water from secondary containment systems must meet the following conditions:

1. Bypass valves or pumps are kept in closed position and locked when not in use.
2. Retained storm water is inspected for the presence of oil prior to discharge. A Containment Drainage Log will be utilized to record each containment stormwater release event. This log has been included within Appendix C.
3. Only designated personnel can open bypass valves or operate pumps to drain the containment system. Personnel will remain at the tank during the draining process.

Buried Metallic Tanks – There are no buried metallic tanks onsite.

Bunkered or Partially Buried Tanks – There are no bunkered or partially buried tanks onsite.

Tank Integrity Testing – Table 4 (Appendix C) presents a schedule of tank integrity testing.

Internal Heating Coils – There are no internal heating oils in tanks onsite.

Fail-Safe Devices – All tanks are provided with a visual high-level alarm or constantly attended during tank-filling operations.

Effluent Treatment Facilities – There are no effluent treatment facilities at this site.

Correction of Visible Discharges – All spills or leaks will be repaired immediately with any accumulation of oil removed.

Mobile/Portable Storage – The portable 1,025-gallon diesel tank container is positioned in such a manner that would prevent spilled oil from reaching navigable waters.

22.3 Facility Transfer Operations, Pumping and In-Plant Process: §112.8(d)

Buried Piping – There are no underground fuel or oil lines at this facility.

Terminal Connections – There are no terminal connections at this facility.

Pipe Supports – Properly designed pipe supports are designed to minimize abrasion and corrosion and allow for expansion and contraction.

Inspection of Tanks, Valves, Piping and Appurtenances – Periodic visual inspections are performed on all piping, valves, pumps and containment areas. Any visible spillage within a containment system will be recovered as soon as practical. Any contaminated materials will be removed and properly disposed of as soon as practical.

Vehicle Warnings – Warning signs indicating the presence of aboveground piping are placed at appropriate locations to alert vehicles entering the site.

24. Requirements for On Shore Oil Production Facilities: §112.9

The facility is not an on shore oil production facility. Consequently, the provisions in CFR §112.9 do not apply.

25. Requirements for On Shore Oil Drilling and Workover Facilities: §112.10

The facility is not an on shore oil drilling or workover facility. Consequently, the provisions in CFR §112.10 do not apply.

26. Requirements for On Shore Oil Drilling, Production, and Workover Facilities: §112.11

The facility is not an on shore oil drilling, production or workover facility. Consequently, the provisions in CFR §112.11 do not apply.

27. Requirements for Non-Petroleum Oil Facilities: §112.12

The facility is not a non-petroleum oil facility. Consequently, the provisions in CFR §112.12 do not apply.

Appendix A

Written Procedures for Unloading/Transfer of Fuels and Oils

	<u>Responsibility</u>
A. No fuel oil vehicular operations will be conducted unless attended.	Material Handler
B. Prior to vehicle departures, personnel will check that all lines are disconnected.	Processing Operator
C. Transfer pump operations will be inspected during normal operation.	Material Handler
D. All fuel oil unloading will be conducted during the day where possible.	Processing Operator
E. Should any leaks develop during fuel or oil unloading, unloading must be stopped and leaks corrected. If leaks cannot be stopped, unloading must not be restarted. Asphalt/Quarry Manager will be notified of any problems.	Material Handler / Processing Operator

Need to confirm titles or add or designee

Appendix B
Periodic Inspection Logs (SP 001)

STI SP001 Monthly Inspection Checklist

General Inspection Information:

Inspection Date: _____	Retain Until Date: _____ (36 months from inspection date)
Prior Inspection Date: _____	Inspector Name: _____
Tanks Inspected (ID #'s): _____	

Inspection Guidance:

- For equipment not included in this Standard, follow the manufacturer recommended inspection/testing schedules and procedures.
- The periodic AST Inspection is intended for monitoring the external AST condition and its containment structure. This visual inspection does not require a Certified Inspector. It shall be performed by an owner's inspector who is familiar with the site and can identify changes and developing problems.
- Upon discovery of water in the primary tank, secondary containment area, interstice, or spill container, remove promptly or take other corrective action. Before discharge to the environment, inspect the liquid for regulated products or other contaminants and disposed of it properly.
- (*) designates an item in a non-conformance status. This indicates that action is required to address a problem.
- Non-conforming items important to tank or containment integrity require evaluation by an engineer experienced in AST design, a Certified Inspector, or a tank manufacturer who will determine the corrective action. Note the non-conformance and corresponding corrective action in the comment section.
- Retain the completed checklists for 36 months.
- **In the event of severe weather (snow, ice, wind storms) or maintenance (such as painting) that could affect the operation of critical components (normal and emergency vents, valves), an inspection of these components is required as soon as the equipment is safely accessible after the event.**

Item	Task	Status	Comments
1.0 Tank Containment			
1.1 Containment structure	Check for water, debris, cracks or fire hazard	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
1.2 Primary tank	Check for water	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
1.3 Containment drain valves	Operable and in a closed position	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
1.4 Pathways and entry	Clear and gates/doors operable	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
2.0 Leak Detection			
2.1 Tank	Visible signs of leakage	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
2.2 Secondary Containment	Visible signs of leakage from tank into secondary containment	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
2.3 Surrounding soil	Visible signs of leakage	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
2.4 Interstice	Visible signs of leakage	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	

Item	Task	Status	Comments
3.0 Tank Equipment			
3.1 Valves	a. Check for leaks.	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
	b. Tank drain valves must be kept locked.	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
3.2 Spill containment boxes on fill pipe	a. Inspect for debris, residue, and water in the box and remove.	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
	b. Drain valves must be operable and closed.	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
3.3 Liquid level equipment	a. Both visual and mechanical devices must be inspected for physical damage.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	b. Check that the device is easily readable	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
3.4 Overfill equipment	a. If equipped with a "test" button, activate the audible horn or light to confirm operation. This could be battery powered. Replace the battery if needed	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	b. If overfill valve is equipped with a mechanical test mechanism, actuate the mechanism to confirm operation.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
3.5 Piping connections	Check for leaks, corrosion and damage	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
4.0 Tank Attachments and Appurtenances			
4.1 Ladder and platform structure	Secure with no sign of severe corrosion or damage?	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.0 Other Conditions			
5.1 Are there other conditions that should be addressed for continued safe operation or that may affect the site spill prevention plan?		<input type="checkbox"/> Yes* <input type="checkbox"/> No	

Additional Comments:

Not for distribution.

STI SP001 Annual Inspection Checklist

General Inspection Information:

Inspection Date: _____	Retain Until Date: _____ (36 months from inspection date)	
Prior Inspection Date: _____	Inspector Name: _____	
Tanks Inspected (ID #s): _____		

Inspection Guidance:

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

Not for distribution.

Item	Task	Status	Comments
1.0 Tank Containment			
1.1 Containment structure	Check for: <ul style="list-style-type: none"> • Holes or cracks in containment wall or floor • Washout • Liner degradation • Corrosion • Leakage • Paint failure • Tank settling 	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
2.0 Tank Foundation and Supports			
2.1 Foundation	Settlement or foundation washout?	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
2.2 Concrete pad or ring wall	Cracking or spalling?	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	

Item	Task	Status	Comments
2.3 Supports	Check for corrosion, paint failure, etc.	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
2.4 Water drainage	Water drains away from tank?	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
2.5 Tank grounding	Strap secured and in good condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
3.0 Cathodic Protection			
3.1 Galvanic cathodic protection system	Confirm system is functional, includes the wire connections for galvanic systems	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
3.2 Impressed current system	a. Inspect the operational components (power switch, meters, and alarms).	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	b. Record hour meter, ammeter and voltmeter readings.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
4.0 Tank Shell, Heads, Roof			
4.1 Coating	Check for coating failure	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
4.2 Steel condition	Check for: <ul style="list-style-type: none"> • Dents • Buckling • Bulging • Corrosion • Cracking 	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
4.3 Roof slope	Check for low points and standing water	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
5.0 Tank Equipment			
5.1 Vents	Verify that components are moving freely and vent passageways are not obstructed for: <ul style="list-style-type: none"> • Emergency vent covers • Pressure/vacuum vent poppets • Other moving vent components 	<input type="checkbox"/> Yes* <input type="checkbox"/> No	

Item	Task	Status	Comments
5.2 Valves	Check the condition of all valves for leaks, corrosion and damage.	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
5.2.1 Anti-siphon, check and gate valves	Cycle the valve open and closed and check for proper operation.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.2.2 Pressure regulator valve	Check for proper operation. (Note that there may be small, 1/4 inch drain plugs in the bottom of the valve that are not visible by looking from above only)	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.2.3 Expansion relief valve	Check that the valve is in the proper orientation. (Note that fuel must be discharged back to the tank via a separate pipe or tubing.)	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.2.4 Solenoid valves	Cycle power to valve to check operation. (Electrical solenoids can be verified by listening to the plunger opening and closing. If no audible confirmation, the valve should be inspected for the presence and operation of the plunger.)	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.2.5 Fire and shear valves	a. Manually cycle the valve to ensure components are moving freely and that the valve handle or lever has clearance to allow valve to close completely.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	b. Valves must not be wired in open position.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	

Item	Task	Status	Comments
	c. Make sure fusible element is in place and correctly positioned.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	d. Be sure test ports are sealed with plug after testing is complete and no temporary test fixture or component remains connected to valve.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.3 Interstitial leak detection equipment	Check condition of equipment, including: <ul style="list-style-type: none"> • The window is clean and clear in sight leak gauges. • The wire connections of electronic gauges for tightness and corrosion • Activate the test button, if applicable. 	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.4 Spill containment boxes on fill pipe	a. If corrosion, damage, or wear has compromised the ability of the unit to perform spill containment functions, replace the unit.	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
	b. Inspect the connections to the AST for tightness, as well as the bolts, nuts, washers for condition and replace if necessary.	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
	c. Drain valves must be operable and closed	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
5.5 Strainer	a. Check that the strainer is clean and in good condition.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	

Item	Task	Status	Comments
5.5 Strainer	b. Access strainer basket and check cap and gasket seal as well as bolts.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.6 Filter	a. Check that the filter is in good condition and is within the manufacturer's expected service life. Replace, if necessary.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	b. Check for leaks and decreased fuel flow	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.7 Flame arrestors	Follow manufacturer's instructions. Check for corrosion and blockage of air passages.	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
5.8 Leak detector for submersible pump systems	Test according to manufacturer's instructions and authority having jurisdiction (AHJ). Verify leak detectors are suited and properly installed for aboveground use.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.9 Liquid level equipment	a. Has equipment been tested to ensure proper operation?	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	b. Does equipment operate as required?	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	c. Follow manufacturer's instructions	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
5.10 Overfill equipment	a. Follow manufacturer's instructions and regulatory requirements for inspection and functionality verification.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	b. Confirm device is suited for above ground use by the manufacturer	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	

Item	Task	Status	Comments
6.0 Insulated Tanks			
6.1 Insulation	Check condition of insulation for: <ul style="list-style-type: none">• Missing sections• Areas of moisture• Mold• Damage	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
6.2 Insulation cover or jacket	Check for damage that will allow water intrusion	<input type="checkbox"/> Yes* No <input type="checkbox"/> N/A	
7.0 Miscellaneous			
7.1 Electrical wiring and boxes	Are they in good condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
7.2 Labels and tags	Ensure that all labels and tags are intact and readable.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	

Additional Comments:

STI SP001 Portable Container Monthly Inspection Checklist

General Inspection Information:

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

Inspection Guidance:

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

Not for distribution.

Item	Area: _____	Area: _____	Area: _____	Area: _____
1.0 AST Containment/Storage Area				
1.1 ASTs within designated storage area?	<input type="checkbox"/> Yes <input type="checkbox"/> No*	<input type="checkbox"/> Yes <input type="checkbox"/> No*	<input type="checkbox"/> Yes <input type="checkbox"/> No*	<input type="checkbox"/> Yes <input type="checkbox"/> No*
1.2 Debris, spills, or other fire hazards in containment or storage area?	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No
1.3 Water in outdoor secondary containment?	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No
1.4 Drain valves operable and in a closed position?	<input type="checkbox"/> Yes <input type="checkbox"/> No*	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No
1.5 Egress pathways clear and gates/doors operable?	<input type="checkbox"/> Yes <input type="checkbox"/> No*	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No

Item	Area: _____	Area: _____	Area: _____	Area: _____
2.0 Leak Detection				
2.1 Visible signs of leakage around the container or storage area?	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No
3.0 Container				
3.0 Noticeable container distortions, buckling, denting or bulging?	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No

Comments:

Appendix C

Inspection and Review Checklists

Distribution Date: _____

Environmental Coordinator/SPCC Plan File By: _____

- | | | |
|--|-----|----|
| 1. Is the SPCC plan on file at the plant? | YES | NO |
| 2. Is the SPCC plan on file at the plant and signed by a PE? | YES | NO |
| 3. Is the key personnel listing up-to-date? | YES | NO |
| 4. Are key personnel and emergency phone numbers current? | YES | NO |
| 5. Are inspection records in the SPCC file as required by the plan? | YES | NO |
| <ul style="list-style-type: none"> · Monthly inspection stormwater draining form · Annual review form · Tank inspection form · Five-year review certification form | | |
| 6. Are annual training meetings documented in the file? | YES | NO |
| 8. Are all oil storage tanks listed and located in the plan? | YES | NO |

Exceptions: _____

- | | | |
|--|-----|----|
| 9. Are all bulk chemical storage tanks listed and located in the plan? | YES | NO |
|--|-----|----|

Exceptions: _____

- | | | |
|---|-----|----|
| 10. Are periodic (what are these?) inspections being carried out? | YES | NO |
|---|-----|----|

Exceptions: _____

- | | | |
|---|-----|----|
| 11. Are training meetings being carried out and documented? | YES | NO |
|---|-----|----|

Exceptions: _____

12. Inspect all oil and bulk chemical storage tanks and fill drain lines.

A) Are all tanks diked with manually operated drain lines or curbed and guttered to a spill diversion pond with siphoned or manual drains?

YES NO

Exceptions:

B) Are fill lines capped when not in use? YES NO

C) Are tank drain lines and water bleed-off lines secured? YES NO

D) Are secondary containment drain valves secured? YES NO

13. Inspect absorbent materials.

LOCATIONS	TYPE	Adequate?
A) _____	_____	_____
B) _____	_____	_____
C) _____	_____	_____
D) _____	_____	_____

14. Inspect all storage areas for security as outlined in the plan.

(Note exceptions below.)

Fencing: _____

Capped Connections: _____

Drain Valves: _____

Lighting: _____

Pump Controls: _____

Other: _____

Arkansas State University

Containment Drainage Log

This log is to be used any time any containment is emptied of storm water. The water within the containment must be inspected for signs of sheen or contamination before the water can be drained. If signs of contamination are visible, do not release the water to the surface until the source is identified and the contamination is removed.

Date	Location	Amount of Water in Containment	Signs of Contamination (sheen, discoloration, etc)	Inspectors Initials

Appendix C
Arkansas State University SPCC Plan
Table 4

TANK/CONTAINER INFORMATION							INSPECTIONS/INTEGRITY TESTING FREQUENCY				SECONDARY CONTAINMENT						
ID	Contents	Type	Shell	Level Alarm ?	Over Fill ?	Capacity (gal)	Method	AST Cat.*	Certified Inspect. (yr)	Leak Test (yr)	ID	Location Description	Type	Largest Tank (gal)	Free Board (in)	Net Dike Cap. (gal)	Adequate Dike Cap.?
1	Gasoline	HAST	Steel/SW	No	Yes	550	SP-001	1	2018	NS	1	FS	Conc	550	6.5	0	No
2	BioDeisel	HAST	Steel/SW	No	Yes	250	SP-001	1	2018	NS	2	FS	Conc	550	6.5	0	No
3	Farm Diesel	HAST	Steel/SW	No	No	1,000	SP-001	1	2018	NS	3	FS	Steel	1,000	6.5	720	No
4	Used Oil	Tote	Poly-Steel Wrap	No	Yes	250	Monthly Inspection		NA	NS	4	FS	Poly	250	NA	NA	Yes
5	Vegetable Oil	Tote	Poly-Steel Wrap	No	Yes	250	Monthly Inspection		NA	NS	5	FS	Poly	250	NA	NA	Yes
6	Engine Oils	Drums	Drum	NA	Yes	55	Monthly Inspection		NA	NS	6	FS	Poly	55	NA	NA	Yes
7	Vegetable Oil	Plastic	Poly	No	Yes	300	Monthly Inspection		NA	NS	7	FS	Poly	300	NA	NA	Yes
8	Vegetable Oil	Plastic	Poly	No	Yes	300	Monthly Inspection		NA	NS	8	FS	Poly	300	NA	NA	Yes
1**	Diesel Fuel	HAST	Poly	No	Yes	1,025	SP-001	1	2018	NS	1**	FM	Conc Pad	1,025	NA	0	No
2**	Motor Oil	HAST	Steel/SW	No	No	250	SP-001	1	2018	NS	2**	FM	Conc Floor	250	NA	NA	Yes
3**	Motor Oil	HAST	Steel/SW	No	No	250	SP-001	1	2018	NS	3**	AW	Conc Floor	250	NA	NA	NA
TOTAL INVENTORY:						4,480											

NOTE: Monthly and annual inspections are documented. Monthly Inspection to utilize "Portable container monthly Inspection Checklist" (Appendix B)

* AST Category based on Steel Tank Institute SP-001.

** Facilities Management

<p>HAST - Horizontal Aboveground Storage Tank</p> <p>D - Daily undocumented</p> <p>SW - Single Wall</p> <p>DW - Double Wall</p> <p>FS- Farm Shop</p> <p>MI- Monthly Inspection</p>	<p>VAST - Verticle Aboveground Storage Tank</p> <p>M - Monthly documented</p> <p>NS - Integrity test Not Scheduled, unless warranted based on findings during visual inspections.</p> <p>NR - Not Required.</p> <p>FM - Facilities Management</p> <p>NA- Not Applicable</p>
--	---

The frequency of inspections above is based on implementation of a scheduled inspection/testing program.

If warranted, inspections may require integrity tests to occur more frequently than specified.