Rev 2/11/2020

Form Instructions

To Installers and Inspectors: This electronic document (the overall workbook and each individual inspection worksheet) is password protected so that formulas and function in certain cells cannot be changed outside of the DEP. If you find errors in this workbook, need something clarified, have a suggestion on how to improve the form, or would like to include your business logo or make a similar addition to the form, please contact the DEP at 207-287-7688 and ask to speak with someone in the Underground Tanks Unit.

General Instructions

1. State law and Department of Environmental Protection (Department) rules require submittal of triennial testing, return to service, and warranty extension forms certifying all procedures and equipment are in compliance. The Department does not accept failing reports except as evidence of a possible leak.
2. Items that are failing must be repaired or corrected within thirty (30) days or the owner must notify the Department. If a tank top, dispenser, or piping containment sump cannot pass the high level tightness test and repairs or replacement cannot occur within 30 days, a low level tightness test must be conducted. The low level test is conducted in accordance with PEI RP 1200, except that the sump test fluid is added to 4 inches above the sensor. An electronic sensor must be installed that is tied to a pump interface to shut down the relevant submersible pumps (pressure systems) or the suction pumps (suction systems) in the event that a leak is detected. This sensor must shut down all submersible/suction product pumps entering the affected containment sump. If the containment sump does not pass a low level tightness test, the sump must be repaired or replaced within 30 days or an alternative schedule approved by the Department. See *UST Rules* , Section 5 (18)(d-e)

   A containment sump operating under a passing low level tightness test must be:

   (i) repaired within 120 days of the failing high level tightness test, or

   (ii) replaced within 180 days of the failing high level tightness test, or

   (iii) an alternate schedule approved by the Department.

3. All work associated with testing of equipment and checking of procedures must be performed by or under the direct onsite supervision of a Maine certified underground storage tank installer or a Maine certified underground storage tank inspector.
4. Mail completed reports to: The Unuderground Storage Tank Unit, Maine Department of Environmental Protection, 17 State House Station, Augusta, Maine 04333-0017 (physical address: 28 Tyson Drive, 04330) within thirty (30) days after testing at the site is completed. ***The owner/operator must retain a copy.***

SPECIAL INSTRUCTIONS

1 Information can only be entered into cells that are fillable.

2 Please use only the letter "X" when filling in any **PASS, FAIL, Yes** or **No** check-box. It doesn't matter if the "X" is capitalized or a small letter.

SUMMARY PAGE ONLY

3 All of the information that a user enters through the inspection form is not automatically copied onto the Summary Page. The summary page needs to be manually completed.

4 Each PASS block on the Summary page must be manually filled in (of course, this is only if the appropriate section in the inspection page warrants a PASS on the summary page!)

WORKSHEET USE

This worksheet was created to document triennial tightness testing but is also intended to be used for tank warranty extensions and for a return to service. If this form is completed for a warranty extension or return to service, this inspection form must accompany the corresponding registration form.

Maine Department of Environmental Protection
Underground Oil Storage Tank

Sump Tightness Testing Report Summary

Submit this completed form and the supporting documents to the Department at the address below.

Facility Name	Owner	Registration #

Facility Address	Operator	Owner Phone

Tank / Chamber #								
Volume								
Product								
	Pass	**Fail**	**Pass**	**Fail**	**Pass**	**Fail**	**Pass**	**Fail**
Spill Buckets								
Tank Top Sumps								
Transition Sumps								
Dispenser Sumps								
Any FAIL in the columns above means a FAIL for that tank (and the facility)	**Pass**	**Fail**	**Pass**	**Fail**	**Pass**	**Fail**	**Pass**	**Fail**

By my signature below, I certify that I tested the containment sumps on this date and ***found failures that require corrective action(s) before this report can be complete and passing.***

Printed Name & CTI No.	Date	Incomplete / Failing Tests Signature

By my signature below, I certify that I tested the containment sumps to PEI 1200 or the manufacturer's protocols on this date and any failures discovered during the testing have been corrected.

Printed Name & CTI No.	Date	Passing Tests Signature

The facility owner must submit passing UST Test Report to MeDEP within thirty (30) days after testing at the site is completed to:	The UST Unit, Maine Department of Environmental Protection, 17 SHS, Augusta, ME 04333-0017

Maine Department of Environmental Protection
Underground Oil Storage Tank

Tightness Test

Registration #:	Inspection Date:

Spill Bucket(s)

This procedure is to test the integrity of single- and double-walled spill buckets without continuous monitoring. See PEI/RP1200, Section 6 for test methods. This can also be used to document other manufacturer's protocols.

Tank/Chamber #				
Product Stored				
Spill Bucket Capacity				
Manufacturer				
Construction *Single-walled (SW) Double-walled (DW)*				
Test Method				
Visual Inspection (No cracks, loose parts, separation from the fill pipe, etc.)	Pass / Fail	Pass / Fail	Pass / Fail	Pass / Fail
Tank riser cap included in test?	☐Yes ☐No ☐N/A	☐Yes ☐No ☐N/A	☐Yes ☐No ☐N/A	☐Yes ☐No ☐N/A
Is drain valve included in test?	☐Yes ☐No ☐N/A	☐Yes ☐No ☐N/A	☐Yes ☐No ☐N/A	☐Yes ☐No ☐N/A
Starting Level				
Test Start Time				
Ending Level				
Test End Time				
Test Period				
Level Change				
Test Results	Pass / Fail	Pass / Fail	Pass / Fail	Pass / Fail

Comments:

Pass/fail criteria: must pass visual inspection. Hydrostatic: measure water level to 1/8 inch; Vacuum single-walled: maintain at least 26 inches water column; Vacuum double-walled: maintain at least 12 inches water column. Other methods must pass the manufacturer's criteria.

Maine Department of Environmental Protection
Underground Oil Storage Tank

Tightness Test

Registration #:	Inspection Date:

Sump (Tank top, transition, etc.)

This procedure is to test the integrity of containment sumps. See PEI/RP1200, Section 6.5 for the test method. This can also be used to document other manufacturer's protocols.

Tank/Chamber #				
Product				
Sump Manufacturer				
Sump Material				
Visual Inspection (No cracks or loose parts, etc.)	Pass / Fail	Pass / Fail	Pass / Fail	Pass / Fail
Sump Depth				
Height From Bottom to Top of Highest Penetration				
Starting Water Level				
Test Start Time				
Ending Water Level				
Test End Time				
Test Period				
Water Level Change				
Test Results	Pass / Fail	Pass / Fail	Pass / Fail	Pass / Fail

Comments:

Pass/fail criteria: must pass visual inspection. Hydrostatic: measure water level to 1/8 inch; Vacuum single-walled: maintain at least 26 inches water column; Vacuum double-walled: maintain at least 12 inches water column. Other methods must pass the manufacturer's criteria.

Maine Department of Environmental Protection
Underground Oil Storage Tank

Tightness Test

Registration #:	Inspection Date:

Dispenser

This procedure is to test the integrity of dispenser sumps. See PEI/RP1200, Section 6.5 for the test method. This can also be used to document other manufacturer's protocols.

Dispenser #				
Manufacturer				
Material				
Visual Inspection (No cracks or loose parts, etc.)	Pass / Fail	Pass / Fail	Pass / Fail	Pass / Fail
Containment Sump Depth				
Height From Bottom to Top of Highest Penetration				
Starting Water Level				
Test Start Time				
Ending Water Level				
Test End Time				
Test Period				
Water Level Change				
Test Results	Pass / Fail	Pass / Fail	Pass / Fail	Pass / Fail

Comments:

Pass/fail criteria: must pass visual inspection. Hydrostatic: measure water level to 1/8 inch; Vacuum single-walled: maintain at least 26 inches water column; Vacuum double-walled: maintain at least 12 inches water column. Other methods must pass the manufacturer's criteria.