

# UST Monthly Walkthrough Checklist

## Overview

This section contains a sample monthly walkthrough checklist created by the EPA for Underground Storage Tank facilities.

## Process

# Sample Walkthrough Inspection Checklist

Date Of Inspection							
<b>Required Every 30 Days</b> (exception: if your UST system receives deliveries at intervals greater than 30 days, you may check your spill prevention equipment prior to each delivery.)							
Visually check spill prevention equipment for damage. Remove liquid or debris.							
Check for and remove obstructions in fill pipe.							
Check fill cap to ensure it is securely on fill pipe.							
For double-walled spill prevention equipment with interstitial monitoring, check for a leak in the interstitial area.							
Check release detection equipment to ensure it is operating with no alarms or unusual operating conditions present.							
Review and keep current release detection records.							
<b>Required Annually</b>							
Visually check containment sumps for damage and leaks to the containment area or releases to the environment.							
Remove liquid in contained sumps or debris.							
For double-walled containment sumps with interstitial monitoring, check for leaks in the interstitial area.							
Check hand-held release detection equipment, such as groundwater bailers and tank gauge sticks, for operability and serviceability.							

<b>Recommended Activities</b>							
Fill and monitoring ports: Inspect all fill or monitoring ports and other access points to make sure that the covers and caps are tightly sealed and locked.							
Spill and overfill response supplies: Inventory and inspect the emergency spill response supplies. If the supplies are low, restock the supplies. Inspect supplies for deterioration and improper functioning.							
Containment sump areas: Look for significant corrosion on the UST equipment.							
Dispenser hoses, nozzles, and breakaways: Inspect for loose fittings, deterioration, obvious signs of leaks, and improper functioning.							

Your initials in each box below the date of the inspection indicate the device or system was inspected and satisfactory on that date.

In the following table, explain actions taken to fix issues.

<b>Date</b>	<b>Action Taken</b>

**Keep this record for at least one year after last inspection date on the form.**

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