

KDHE WALKTHROUGH INSPECTION CHECKLIST

Instructions: Initial each box to indicate the equipment was inspected. Use NA if the equipment does not apply to the facility

For underground storage tanks

Year _____

Owner ID _____ Facility ID _____

Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Date of Inspection													
Monthly Checks - To be checked once a month													
Tank Monitor Equipment													
Checked for alarms and normal operating conditions													
Monthly passing test and/or sensor reports from the tank monitor													
If equipped with vacuum, record readings monthly													
Vapor monitoring wells covers marked - wells checked monthly													
Readings recorded from hand held device or readings supplied by your vendor monthly													
Inventory control submitted to Statistical Inventory Reconciliation (SIR) vendor once every 30 days													
Line Monitor Equipment													
Checked for alarms and normal operating conditions													
Monthly passing tests and/or sensor reports for secondary containment from the automatic tank gauge or recorded from the digital automatic line monitor equipment													
Vapor monitoring wells covers marked - wells checked monthly													
Readings recorded from hand held device or readings supplied by your vendor monthly													
Piping transition sumps													
Cathodic Protection - Impressed Current													
Checked rectifier for normal operation													
Record Amps/ Volts/Hours if present, once every 30 days													
Record green light indicator every 30 days if equipped													
Spill Basins													
Checked for damage and cracks , remove any liquid or debris													
Fill cap fits tight, rubber gasket not torn or missing													
Spill basin cover fits correctly, does not wobble or is not broken													
Drop tube is present with no obstructions													

Annual Checks - To be checked at least once a year - KDHE Recommends to be check monthly

Manual tank gauging														
Check condition of stick - plastic tip present, numbers readable														
Correct tank chart being used														
Under dispenser with or without containment														
Interstitial monitoring sensor in correct position														
No liquid or debris, no signs of cracks or holes														
Test boot (if applicable) pulled back so interstice is not blocked														
Shear valve is anchored and installed correctly														
Flex connectors show no signs of leakage or swelling														
Annual Check - To be checked at least once a year.														
Sumps with or without secondary containment														
Manhole cover fits correctly														
Containment sump lid in good condition														
Interstitial monitoring sensor in correct position														
No liquid or debris, no signs of cracks or holes														
Test boot (if applicable) pulled back so interstice is not blocked														
Flex connectors no signs of leakage or swelling														

Instructions:
 If any alarms, damaged equipment and/or non-normal operating conditions exist, take the appropriate action.
 If petroleum is found in a under dispenser sump, pump sump and/or transition sump, the facility is required to investigate and notify KDHE if a leak has been discovered.
 Keep all records of repairs and record the dates and parts repaired/replaced on the maintenance log.
 NOTE: UST SYSTEM OWNER/OPERATOR ARE REQUIRED TO MAINTAIN A COPY OF THIS FORM FOR ONE (1) YEAR.
KDHE Walkthrough Inspection check list is due to KDHE by April 30, of each calander year.

Submit to: Kansas Department of Health and Environment
 Bureau of Environmental Remediation
 Storage Tank Section
 1000 SW Jackson, Suite 410
 Topeka, KS 66612-1367

Name and initial of personnel conducting walkthrough inspection

A/B Operator Name _____ Initials _____

A/B Operator Name _____ Initials _____

C Operator Name _____ Initials _____

C Operator Name _____ Initials _____