

Environmental Standard Operating Procedures (ESOP)	
Above Ground Storage Tank (AST)	
Environmental Affairs (EA): RCRA D/I Manager (760) 830-8361	Revised: 1 October 2023

Subj: ABOVE GROUND STORAGE TANKS

Ref: (a) CCO 5090.5D, Integrated Contingency and Operations Plan
(b) Code of Federal Regulations - Title 40, (40 CFR)
(c) Above Ground Storage Tank (AST) for Hazardous Waste (HW) ESOP

1. Purpose. This document provides environmental protection guidelines for operation and management of above ground storage tanks.

2. Application. This guidance applies to personnel working with or managing above ground storage tanks to include bulk storage, aboard the Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) Twentynine Palms. For further references to MAGTFTC, MCAGCC in this document, the term installation will be used. Facilities should refer to the AST ESOP for Hazardous Waste (reference c) for additional monitoring requirements for hazardous waste ASTs.

3. Procedures. Proper management of ASTs reduces risk to human health and the environment. ASTs aboard the installation must be effectively managed to ensure compliance with all applicable federal, state, and local regulations. Improper management of ASTs can cause adverse regulatory action which may result in fines, penalties and other enforcement actions which may impact the installation mission.

4. Operational Controls. Facilities aboard the installation with ASTs and/or bulk storage must monitor the tank operation and security before, during, and after filling or dispensing operations and will conduct weekly visual inspections of the AST systems to include leak detection, containment systems and filling or dispensing apparatus using the attached inspection checklists. ASTs and/or bulk storage that utilize underground piping must be equipped with underground piping automatic leak detection systems that must be monitored daily.

The following controls apply:

a. Ensure AST is in good condition with no evidence of spills, leaks, or unauthorized dumping.

b. Ensure coating of AST shell is in good condition with no signs of bubbling, cracking, or corrosion.

c. Ensure fittings are in good condition with no signs of damage cracking, corrosion, or staining.

d. Ensure tank supports/straps are in good condition (if applicable).

e. Check tank foundation is in good condition with no signs of erosion, settling, or severe cracking (if applicable).

Subj: ABOVE GROUND STORAGE TANKS

- f. Ensure fill caps and vent caps are in place and function properly.
 - g. Properly mark the AST with signage describing the contents and associated hazards. Ensure signage is legible and not faded.
 - h. Ensure piping and piping connections are in good condition with no signs of leaks, corrosion, and damage.
 - i. Ensure pumps and valves are in good condition with no signs of leaks or staining around equipment (if applicable).
 - j. Ensure level gauge is functioning properly and level is confirmed with stick measurement into fill port.
 - k. Ensure interstitial leak detection gauge is serviceable and reads non-detect.
 - l. Verify within the secondary containment that the drainage valve(s) is present and is in a closed and locked position (if applicable).
 - m. Ensure secondary containment is in good condition with no signs of severe cracks (if applicable).
 - n. Check secondary containment for visible signs of leakage from tank into secondary containment and that the area is free of any water, oils/fuel, sand, trash, or vegetation (if applicable).
 - o. Ensure to post "No Smoking" signs around AST.
 - p. Ensure that spill kits and fire extinguishers are available in case of an emergency.
 - q. If a cabinet dispenser is located at the AST, remove the skirt, and visually inspect the inside of the dispenser weekly for leaks.
 - r. Note any abnormal conditions found during weekly inspections and their corrective actions.
 - s. Ensure to post the Permit to Operate on or near the AST and must be available for inspection (if applicable).
 - t. If there are specific situations or other concerns not addressed by this procedure, contact EA RCRA D/I Manager Office (760) 830-8361.
5. Documentation and Record Keeping. The following records must be maintained for three years of:
- a. Safety Data Sheets for product stored in AST.
 - b. Personnel training records.
 - c. Weekly inspection logs.

Subj: ABOVE GROUND STORAGE TANKS

6. Training. All affected personnel must be trained in this document and the following:

- a. General Environmental Awareness training.
- b. Globally Harmonized System training.

7. Emergency Preparedness and Response Procedures. Refer to the spill response procedures listed in the Abatement ESOP and reference (a).

8. Inspection and Corrective Action. The Environmental Compliance Coordinator (ECC) shall ensure the designation of personnel to perform inspections. The ECC shall ensure immediate corrective action for deficiencies noted during weekly inspections. Actions taken to correct each deficiency shall be recorded on the weekly inspection sheet (including Work Request number(s)). Designated personnel shall conduct weekly inspections using this ESOP as guidance.

AST - ECC/Unit Inspection Checklist

Date:	Time:
Installation:	Work Center:
Inspector's Name:	Signature:

Inspection Items	Yes	No	Comments
1. Is the AST in good condition with no evidence of spills, leaks, or unauthorized dumping?			
2. Is coating of AST shell in good condition with no signs of bubbling, cracking, or corrosion?			
3. Are fittings in good condition with no signs of damage cracking, corrosion, or staining?			
4. Are tank supports/straps in good condition (if applicable)?			
5. Is the tank foundation in good condition with no signs of erosion, settling, or severe cracking (if applicable)?			
6. Are fill caps and vent caps in place and functioning properly?			
7. Is the AST(s) properly marked with signage that is legible and not faded describing the contents and associated hazards?			
8. Is the piping, piping joints and flanges in good condition with no signs of leaks or corrosion?			
9. Are pumps and valves in good condition with no signs of leaks or staining around equipment (if applicable)?			
10. Is the level gauge functioning properly and/or level being confirmed with stick measurement?			
11. Is the interstitial leak detection gauge serviceable and reads non-detect?			
12. Is the secondary containment drainage valve(s) present and in a closed and locked position (if applicable)?			
13. Is the secondary containment in good condition with no signs of severe cracks (if applicable)?			
14. Is the secondary containment area free of any water, oils/fuel, sand, trash or vegetation (if applicable)?			
15. Are "No Smoking" signs posted around AST?			
16. Have any abnormal conditions been found during weekly inspections and if so, have they been corrected and documented?			
17. Is the Permit to Operate (PTO) on or near the AST and/or available for inspection (if applicable)?			

Inspection Items	Yes	No	Comments
18. Are inspection and training records maintained for at least three years and available for inspection?			

Additional Comments:

Corrective Action Taken:

Unit Inspector:

Name: _____
Signature: _____
Date: _____