

Environmental Standard Operating Procedure (ESOP)	
Underground Storage Tanks (UST)	
Environmental Affairs (EA): Resource Conservation and Recovery Act D/I Manager (760) 830-8361	Revised: 1 October 2024

Subject: UNDERGROUND STORAGE TANKS

References: (a) Integrated Contingency and Operations Plan
(b) California Code of Regulation (CCR), Title 23

1. Purpose. This document provides environmental protection guidelines for underground storage tanks.
2. Application. This guidance applies to personnel working with or managing underground storage tanks, 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.
3. Procedures. Proper management of USTs reduces risk to human health and the environment. USTs aboard the installation must be effectively managed to confirm compliance with the applicable federal, state, and local regulations. Improper management of USTs can cause adverse regulatory action that may result in fines, penalties, and other enforcement actions that may impact the installation mission.
4. Operational Controls. Facilities aboard the installation with USTs will monitor the tank operation and security before, during, and after filling or dispensing operations and will conduct daily, monthly, and annual visual inspections of the UST system to include leak detection, containment systems, and filling or dispensing apparatus using the attached inspection checklists (Attachment 1). USTs must be equipped with UST and underground piping automatic leak detection systems, which must be monitored daily.

The following controls apply:

- a. Conduct UST monitoring in accordance with the checklists
- b. Confirm that the facility owner and operator establishes and maintains a monitoring and response plan
- c. Confirm traffic lids, fill caps, and vent caps are in place
- d. Confirm spill containers are empty and clean
- e. Confirm alarm systems are functioning properly
- f. Confirm that there is no evidence of spills, leaks, or unauthorized dumping into UST
- g. Confirm that the overfill containment drainage valve is locked and

Subject: UNDERGROUND STORAGE TANKS

- that access area is secure
 - h. Properly mark the UST with the contents of the tank
 - i. Post "No Smoking" signs around UST
 - j. Confirm that spill kits and fire extinguishers are available in case of an emergency
 - k. If a cabinet dispenser is located at the UST, remove the skirt and visually inspect the inside of the dispenser daily for fuel leaks
 - l. Note any abnormal conditions found during daily inspections and their corrective actions by recording them in the daily inspection logbook
 - m. Confirm current copies of applicable permits are onsite for inspection
 - n. Confirm personnel have been trained in basic system operation and inspection requirements
 - o. If there are specific situations or other concerns not addressed by this procedure, contact the EA's Storage Tank Manager Office via phone at (760) 830-8361.
5. Documentation and Record Keeping. The following records must be maintained for 3 years:
- a. Safety data sheets for product(s) stored in UST
 - b. Monitoring and response plan
 - c. Inspection and training records
 - d. Owner statements and daily, monthly, and annual inspection logs
 - e. Designated operator monthly (within 30 days) inspection records
6. Training. Affected personnel must be trained in this document and the following:
- a. General Environmental Awareness training
 - b. Globally Harmonized System training
 - c. Designated Operator training (as assigned)
7. Emergency Preparedness and Response Procedures. Refer to the spill response procedures listed in the Abatement ESOP and Integrated Contingency and Operations Plan.
8. Inspection and Corrective Action. The Environmental Compliance Coordinator (ECC) will confirm unit adherence to this ESOP. The ECC will confirm that unit personnel are trained in this ESOP and maintain appropriate documentation in accordance with this ESOP.

Subject: UNDERGROUND STORAGE TANKS

UST - ECC/Unit Inspection Checklist	
Date:	Time:
Installation:	Work Center:
Inspector Name:	Signature:

Inspection Items	Yes	No	Comments
1. Is the designated operator's certification current?			
2. Has daily monitoring of the UST and underground piping automatic line leak detection systems been conducted?			
3. Is the monitoring and response plan current and available for review?			
4. Are traffic lids, fill caps, and vent caps in place?			
5. Are spill containers empty and clean?			
6. Are alarm systems functioning properly?			
7. Is there evidence of spills, leaks, or unauthorized dumping into the UST?			
8. Have "No Smoking" signs been posted around the UST?			
9. Has the inside of the dispenser been inspected daily in accordance with facility operating permit and applicable regulatory requirements?			
10. Have any abnormal conditions been found during daily inspections and their corrective actions been recorded in the daily inspection logbook?			
11. Are inspection and training records maintained and available for inspection?			

Additional Comments:

Corrective Action Taken:

Unit Inspector:

Name: _____
Signature: _____