

Environmental Standard Operating Procedures (ESOP)	
Underground Storage Tanks (UST)	
Environmental Affairs (EA): RCRA D/I Manager (760) 830-8361	Revised: 1 October 2023

Subj: UNDERGROUND STORAGE TANKS

Ref: (a) CCO 5090.5D, Integrated Contingency and Operations Plan  
(b) 23 CCR

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 ensure compliance with all applicable federal, state, and local regulations. Improper management of USTs 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 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 that must be monitored daily.

The following controls apply:

- a. Conduct UST monitoring per the checklists.
- b. Establish a Monitoring and Response Plan.
- c. Ensure traffic lids, fill caps, and vent caps are in place.
- d. Ensure spill containers are empty and clean.
- e. Ensure alarm systems are functioning properly.
- f. Ensure there is no evidence of spills, leaks, or unauthorized dumping into the UST.
- g. Ensure that the overflow containment drainage valve is locked and that access area is secure.
- h. Properly mark the UST with the contents of the tank.

Subj: UNDERGROUND STORAGE TANKS

- i. Post "No Smoking" signs around UST.
  - j. Ensure 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. Ensure current copies of all applicable permits are on site for inspection.
  - n. Ensure 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 EA Storage Tank Manager Office (760) 830-8361.
5. Documentation and Record Keeping. The following records must be maintained:
  - a. Safety Data Sheets for product stored in UST.
  - b. Monitoring and response plan.
  - c. Inspection and training records.
  - d. Owner statements, daily, monthly, and annual inspection logs.
  - e. Designated Operator monthly (within 30 days) inspection records.
6. Training. All 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 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 daily inspections. Actions taken to correct each deficiency shall be recorded on the daily inspection sheet (including work request number(s)). Designated personnel shall conduct daily inspections using this ESOP as guidance.

**UST - ECC/Unit Inspection Checklist**

Date:	Time:
Installation:	Work Center:
Inspector's 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 for fuel leaks?			
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: \_\_\_\_\_