
State Water Resources Control Board

October 25, 2023

To: Unified Program Agency Managers

UNDERGROUND STORAGE TANK FACILITY COMPLIANCE INSPECTION REPORTING REQUIRED BY JANUARY 31, 2024

California Code of Regulations, title 23, division 3, chapter 16, section 2713(d) requires the Unified Program Agencies (UPAs) submit to the State Water Resources Control Board (State Water Board) a list of UST facilities where an annual UST compliance inspection was not performed during the previous calendar year. UPAs only need to report facilities where a UST compliance inspection was not performed during the calendar year 2023. UST compliance inspections are required for all facilities with regulated USTs, including temporarily closed and abandoned USTs. Virtual or desk audit UST compliance inspections without an on-site element do not satisfy the UST compliance inspection requirement. The UST compliance inspection report is **due to the State Water Board no later than January 31, 2024**.

UPAs can verify UST compliance inspection data using the [UST Routine Inspection Frequency](#)¹ search tool found in the California Environmental Reporting System (CERS). The search tool generates a list of UST compliance inspections and the dates they were performed. We strongly suggests UPAs run the CERS *UST Routine Inspection Frequency* search tool now, and again in mid-December. Common reasons for not having completed an inspection include facilities incorrectly marked as “applicable” in CERS (abandoned USTs and temporarily closed USTs must be marked as “applicable”); facilities improperly closed in CERS, or newly installed UST facilities not yet required to have a UST compliance inspection.

Information submitted by the UPAs is used to certify compliance with the UST provisions of the federal Energy Policy Act of 2005 (EPA Act). The EPA Act requires states to meet the federal UST facility compliance inspection frequency of once every three years. If a UPA discovers a facility in CERS where a UST compliance inspection has not been performed over the last three years, UPAs must complete a UST compliance inspection no later than December 31, 2023.

¹ <https://cersregulator.calepa.ca.gov/Reports/USTRoutineInspectionFrequencySearch>

Compliance with the federal UST inspection frequency of once every three years maintains grant funding from the United States Environmental Protection Agency (U.S. EPA). Grant funding is critical for projects that sustain and improve the UST element of the Unified Program including but not limited to the Abandoned UST Initiative, the Single-Walled UST Closure Initiative, annual and semiannual UST reports, informational public workshops, UPA training, and contractors assisting UPAs with ongoing CERS training and implementation. UPAs which fail to meet the federal UST inspection frequency jeopardize the State Water Boards' ability to make a positive certification and maintain critical grant funding provided by U.S. EPA.

Please reference the Enclosure for the instructions on how to extract the information from CERS using the *UST Routine Inspection Frequency* search tool. UPAs should extract the inspection data from CERS now to identify any missed inspections, misreporting, or other errors to be addressed.

For questions regarding UST facility compliance inspection reporting requirements, contact Johnny Wales at (804) 852-7274 or Johnny.Wales@waterboards.ca.gov, or me at (916) 319-9128 or Tom.Henderson@waterboards.ca.gov.

Sincerely,



Tom Henderson
Supervisor, UST Leak Prevention
and Tank Tester Licensing
State Water Resources Control Board

Enclosure – Routine Inspection Report Instructions

cc: [via email only]

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Routine Inspection Report Instructions

Download Excel spreadsheet from CERS for jurisdiction. Report found here:

<https://cersregulator2.calepa.ca.gov/Reports/USTRoutineInspectionFrequencySearch>

UST Program Reports

Compliance, Monitoring, and Enforcement Reports

[Inspection Summary Report by Regulator \(Report 6\)](#)
Counts of regulated UST facilities, active and closed UST systems, inspections, and TCR statistics.

[Enforcement Summary Report by Regulator \(Annual\)](#)
Counts of Violations by Class, Enforcements by Enforcement Type, and Fines/Penalties.

[Red Tag Facility Details Report](#)
List Red Tags affixed during a specified date range.

[UST Routine Inspection Frequency Search](#)
Provides an Excel table identifying the date of the most recent Routine UST Inspection performed with a text field for comment/explanation. This report is for the UPA to comply with the annual Energy Policy Act of 2005 reporting requirement due to the State Water Board each January 31st.

Facility / Tank / Monitoring Summary Reports

[UST Facility Search](#)
Provides a list of sites that are or were a UST site, including sites that reported a UST submittal or had a reported UST inspection, grouped by Regulator.

[BOE Facility/Owner Search Tool](#)
Provides a tool to search for UST facilities by BOE Number, facility site address, and UST Property Owner and UST Tank Owner information.

UST Data Download

[UST Facility/Tank Data Download](#)
Generates an Excel file containing UST Facility / Tank data that has been "Accepted" by Regulators.

[UST CME Data Download](#)
Generates an Excel file containing UST Inspection, Violation, and Enforcement data.

[UST Consolidated Facility/Tank Data Download For US EPA](#)
This report is a subset of the CERS UST Facility/Tank Data Download report. It generates an Excel file formatted for US EPA.

1. Select the jurisdiction from the "Regulator" drop down, ensure that the calendar year of the reporting is selected, and click the Search button.

This report includes all Routine UST inspections where the UST Reporting Requirement has been set = Applicable or Always Applicable. 'Other' UST inspections are not included. Known limitation: Sites that had one or more Routine UST inspections but where all tanks were closed and the UST Reporting requirement was subsequently changed to = Not Applicable are not included in this report.

Process:

1. Make sure all UST Routine Inspections have been reported to CERS.
2. Run the report for your jurisdiction.
3. Download the report to your computer.
4. For any site where an inspection was not performed during the prior year enter a brief explanation why a Routine inspection was not done in the last column of the report.
5. Send the report to DWQ-UST-EPACT@Waterboards.ca.gov by January 31 of each year.
6. Upload a copy for your records to the Documents section of your agency organization in CERS.

UST Program Report: UST Routine Inspection Frequency Search

Search

Year: 2023

CERS ID:

Facility Name: Starts with

Submittal Element: UST

Reporting Requirement: Applicable + Always

Facility ID/Key:

Facility Street Address: Starts with

City:

ZIP Code:

County: All Counties

Regulator: Alameda County Env Health

Local Facility Grouping:

Enter your search criteria above and select the Search button

2. Export file to Excel

CERS ID Facility Name Submittal Element: UST Reporting Requirement: Applicable + Always

Facility ID/Key Facility Street Address City ZIP Code

County: All Counties Regulator: Alameda County Env Health Local Facility Grouping

Drag a column header and drop it here to group by that column

CERS ID	Facility Name	Street Address	City	ZIP	Facility ID	Last Routine Inspection
10470352	100 MAC Inc. dba Piedmont Market	100 MacArthur Blvd	Oakland	94610		4/27/2023
10409038	105 Oak Street LLC	105 5th St	Oakland	94607		2/17/2023
10419307	24-7 Gas & Food Mart	8930 Bancroft Ave	Oakland	94605		8/16/2023
10477384	24/7 MLK	5509 MARTIN LUTHER KING JR WAY	Oakland	94609		12/29/2022
10601269	3101 98th Avenue LLC	3101 98th Ave	Oakland	94605		7/10/2023
10440643	451 Hegenberger Gas Inc	451 Hegenberger Rd	Oakland	94621		9/15/2023
10398208	7- ELEVEN INC. #37634	506 INTERNATIONAL BLVD	OAKLAND	94606		5/9/2023
10166015	7-ELEVEN INC. #32181	4193 PIEDMONT AVE	OAKLAND	94611		1/11/2023
10166083	7-ELEVEN INC. #33163	7100 DOUGHERTY ROAD	DUBLIN	94568		4/17/2023
10739212	98TH Gas	1141 98th Ave	Oakland	94603		5/3/2023

* Non-Regulated

3. Select Row 8 and turn on filter

File Home Insert Page Layout Formulas Data Review View Automate Help OnBase Acrobat

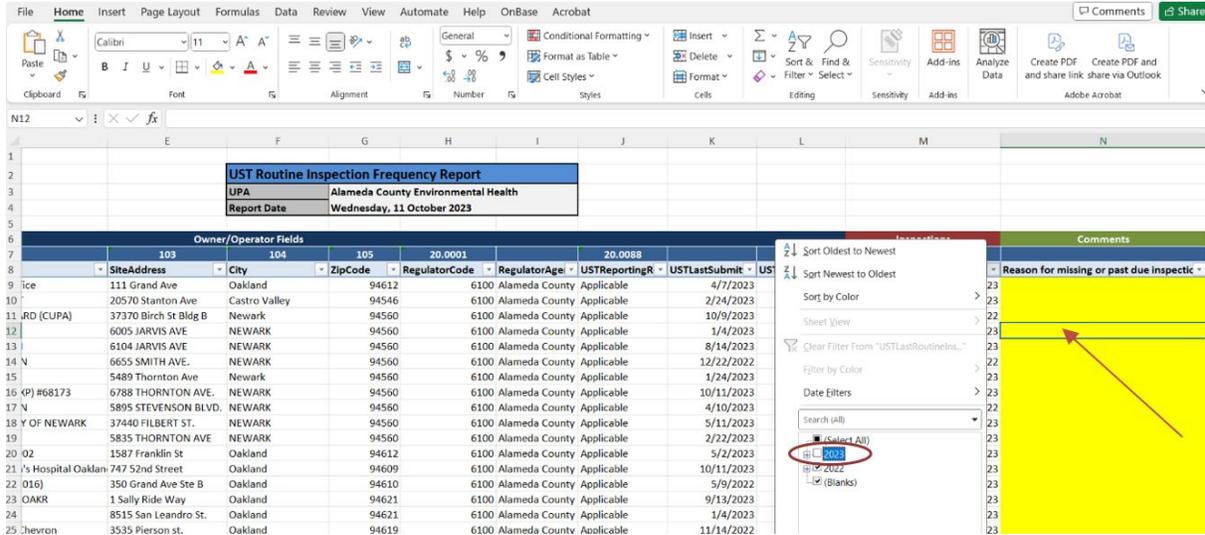
Clipboard Font Alignment Number Styles Cells Sort & Filter Find & Select Sensitivity Add-ins Analyze Data Create PDF and share link share via Outlook Adobe Acrobat

Sort A to Z Sort Z to A Custom Sort... Filter

UST Routine Inspection Frequency Report
 UPA: Alameda County Environmental Health
 Report Date: Wednesday, 11 October 2023

Identifiers	Owner/Operator Fields										Inspections
1a	3	103	104	105	20.001	20.008	20.0088	20.0088	20.0088	20.0088	20.0088
CERSID	Facility Name	SiteAddress	City	ZipCode	RegulatorCode	RegulatorAge	USTReportingR	USTLastSubmit	USTLastAccept	USTLastRoutineInspectionDa	
10000885	Caltrans-District 4 Office	111 Grand Ave	Oakland	94612	6100	Alameda County	Applicable	4/7/2023	4/13/2023	9/13/2023	
10002111	STOP & SAVE MARKET	20570 Stanton Ave	Castro Valley	94546	6100	Alameda County	Applicable	2/24/2023		4/3/2023	
10002385	Newark USD CORP YARD (CUPA)	37370 Birch St Bldg B	Newark	94560	6100	Alameda County	Applicable	10/9/2023	10/9/2023	10/12/2023	
10002610	JARVIS SHELL	6005 JARVIS AVE	NEWARK	94560	6100	Alameda County	Applicable	1/4/2023	1/4/2023	5/24/2023	
10002613	LIDO FAIRE-CHEVRON	6104 JARVIS AVE	NEWARK	94560	6100	Alameda County	Applicable	8/14/2023	8/14/2023	6/14/2023	
10002712	FERMA CORPORATION	6655 SMITH AVE.	NEWARK	94560	6100	Alameda County	Applicable	12/22/2022	4/5/2023	10/27/2023	
10002724	Thornton Shell	5489 Thornton Ave	Newark	94560	6100	Alameda County	Applicable	1/24/2023	1/26/2023	2/6/2023	
10002739	TESORO (SPEEDWAY XP) #88473	6788 THORNTON AVE.	NEWARK	94560	6100	Alameda County	Applicable	10/11/2023	9/1/2023	6/8/2023	
10002841	CHEVRON STEVENSON	5805 STEVENSON BLVD.	NEWARK	94560	6100	Alameda County	Applicable	4/10/2023	4/11/2023	12/12/2023	
10002946	SERVICE CENTER, CITY OF NEWARK	37440 FILBERT ST.	NEWARK	94560	6100	Alameda County	Applicable	5/11/2023	5/12/2023	3/23/2023	
10003039	ANDQIL NEWARK	5835 THORNTON AVE	NEWARK	94560	6100	Alameda County	Applicable	2/22/2023	2/28/2023	2/23/2023	
10004107	AT&T California - Q1002	1587 Franklin St	Oakland	94612	6100	Alameda County	Applicable	5/2/2023	5/2/2023	4/6/2023	
10121242	UCSF Benioff Children's Hospital Oakland	747 52nd Street	Oakland	94609	6100	Alameda County	Applicable	10/11/2023	1/11/2023	9/25/2023	
10124983	Propel Fuels, Inc. (202016)	350 Grand Ave Ste B	Oakland	94610	6100	Alameda County	Applicable	5/9/2022	11/10/2021	6/7/2023	
10129258	Federal Express Corp-OAKR	1 Sally Ride Way	Oakland	94621	6100	Alameda County	Applicable	9/13/2023	10/9/2023	3/16/2023	
10121031	Ebare Enamr #454	8415 San Leandro St	Oakland	94631	6100	Alameda County	Applicable	1/8/2023	1/11/2023	2/24/2023	

4. Filter out 2023 (deselect year 2023) from Column M, “Inspections.” The remaining list of facilities do not have a compliance inspection listed in CERS for the calendar year being reported. Please confirm the data, then use the “Comment” section in Column N to explain why a compliance inspection was not performed for each facility listed.



5. Once completed, submit the final Excel Report to the State Water Resources Control Board, no later than **January 31, 2024** at DWQ-UST-EPACT@Waterboards.ca.gov