

Instructions for Completing REPORT 6, Semi-Annual UST Program Report

Semi-annual reports must be submitted to the State Water Resources Control Board (State Water Board), Division of Water Quality, UST Program, PO Box 2231, Sacramento, California 95812-2231, by March 1 and September 1, pursuant to California Code of Regulations (CCR), Title 27, §15290(c).

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Enter the agency code, reporting period, name of the agency; the agency address, the CUPA/PA contact person, telephone number, and email address in the spaces provided.

Row 1: Regulated Facilities with UST Systems

Column A, Total Number Reported as of Previous Reporting Period: The number in this space is inserted by the State Water Board based on the number of active and temporarily closed facilities reported by the CUPA/PA in the previous reporting period. Please do not make corrections in this space.

Corrections to Previous Reporting Period Data: If the number provided in Column A for the previous reporting period is incorrect, make corrections in the text box below in Note 1 (as a + or – number). The State Water Board will adjust its database and will include the corrected number in the next reporting period.

Column B, Number of New Facilities this Reporting Period (+ only): Record the number of new active facilities. Report only new facilities opened during this reporting period.

Column C, Number of Permanently Closed Facilities this Reporting Period (+ only): Record the number of active and temporarily closed facilities that were permanently closed during this reporting period.

Row 2: Active Petroleum UST Systems

Active and temporarily closed petroleum UST systems consist of the tank and associated piping, ancillary equipment, and containment systems. These UST systems store petroleum substances that are new (as compared to used) products, including but not limited to gasoline, diesel, jet fuel, kerosene, and motor oil. The number of UST systems will be equal to the number of fill pipes at the facility.

Column A, Total Number as of Previous Reporting Period: The number in this space is inserted by the State Water Board, based on the number of active and temporarily closed petroleum UST systems reported by the CUPA/PA in the previous reporting period.

Corrections to Previous Reporting Period Data: If the number provided in Column A for the previous reporting period is incorrect, make corrections in the text box below in Note 1 (as a + or – number). The State Water Board will adjust its database and will include the corrected number in the next reporting period.

Column B, Number of New UST Systems this Reporting Period (+ only): Record the number of new active (includes newly discovered) UST systems. Report only new systems opened during this reporting period.

Column C, Number of Permanently Closed UST Systems this Reporting Period (+ only): Record the number of active and temporarily closed petroleum UST systems that were permanently closed during this reporting period.

Row 3: Active Non-Petroleum UST Systems

Active and temporarily closed non-petroleum UST systems consist of the tank and associated piping, ancillary equipment, and containment systems. These UST systems store non-petroleum substances, including used oil, solvents, methanol, and other chemicals defined as hazardous substances in Health and Safety Code Section 25316. The number of UST systems will be equal to the number of fill pipes at the facility.

Column A, Total Number as of Previous Reporting Period: The number in this space is provided by the State Water Board, based on the number of active and temporarily closed Non-Petroleum systems reported by the CUPA/PA in the previous reporting period. Please do not make corrections in this space.

Corrections to Previous Reporting Period Data: If the number provided in Column A for the previous reporting period is incorrect, make corrections in the text box below in Note 1 (as a + or – number). The State Water Board will adjust its database and will include the corrected number in the next reporting period.

Column B, Number of New UST Systems this Reporting Period (+ only): Record the number of new active (includes newly discovered) UST systems. Report only new systems opened during this reporting period.

Column C, Number of Permanently Closed UST Systems this Reporting Period (+ only): Record the number of active and temporarily closed non-petroleum UST systems that were permanently closed during this reporting period.

Row 4: UST Facility Inspections

Column B, Total Number of UST Facilities Inspected this Reporting Period: Record the number of facilities inspected during this reporting period only.

For significant operational compliance (SOC) inspection purposes, report a UST inspection only if it is the initial routine inspection conducted during the reporting period.

Include compliance inspections as long as release detection and release prevention methods, equipment, and records are checked (usually during the annual compliance inspection). Include inspections where the inspector checks UST records such as statistical inventory reconciliation (SIR), alarm history, cathodic protection system records, etc., and UST equipment for operability and/or running condition (e.g., console boxes, interstitial sensors, line leak detectors, cathodic protection systems).

Do not include re-inspections, installation inspections, piping only inspections, UST removal, UST cleanup activity, and corrective action inspections.

NOTE: The definition of inspection for significant operational compliance in Report 6 is NOT the same as the definitions of “routine” and “other” inspections in Report 3. There are reporting differences between the types of inspections reported on Report 3 and Report 6.

Compliance with federal SOC should be determined based on the condition of the site when the inspector begins the compliance inspection. If a violation is corrected while the inspector is conducting the inspection, the facility would not be in federal SOC because it

was not in federal SOC at the beginning of the inspection. For example, if at the time of the initial inspection, certain leak detection equipment is discovered to be non-operational, yet is fixed or replaced during the inspection, the facility should not be reported as being in federal SOC. The facility must be in compliance with all relevant federal SOC measures when the inspector arrives to be counted as "in federal SOC."

Row 4.a. Facilities in significant operational compliance with release detection requirements only: Record the number of facilities in SOC with only the release detection requirements based on inspections conducted this reporting period.

Row 4.b. Facilities in significant operational compliance with release prevention requirements only: Record the number of facilities in SOC with only the release prevention requirements based on inspections conducted this reporting period.

Row 4.c. Facilities in significant operational compliance with both release detection and release prevention requirements: Record the number of facilities in compliance with both the SOC release detection and release prevention requirements based on inspections conducted this reporting period.

Row 4.d. Facilities with one or more violations of SOC release detection and release prevention requirements: Record the number of facilities with one or more violations of both SOC release detection and release prevention requirements based on inspections conducted this reporting period.

Bottom of Side One: No Red Tags Issued

Place a checkmark in the box provided, if no Red Tags were issued during the reporting period.

Top of Side Two

Enter the agency code number and the reporting period in the spaces provided.

Row 5: Number of Red Tags Issued for Significant Violations

Row 5: Number of Red Tags Issued for Significant Violations: Record the number of red tags issued to UST facilities during this reporting period only.

For each facility receiving a red tag, enter the following information:

Column 5.a. Name and address of facility, tank owner name, and tank operator name;

Column 5.b. Identification number of the red tag;

Column 5.c. Date the red tag was affixed;

Column 5.d. Date the red tag was removed (if removed this reporting period); and

Column 5.e. Significant violation for which the red tag was issued:

1. a violation threatening or causing a liquid release;
2. a violation impairing the ability of the UST system to detect a release; or
3. a violation that is chronic or that was committed by a recalcitrant violator.

Bottom of Side Two

Enter the name of the CUPA/PA contact person, telephone number, and email address in the spaces provided, if different from the contact for other Report 6 data.