SHASTA-TEHAMA-TRINITY JOINT COMMUNITY COLLEGE DISTRICT

SPILL PREVENTION, CONTORL AND COUNTERMEASURE (SPCC) PLAN

2026

Prepared by:
Campus Safety

Tier I Qualified Facility SPCC Plan

This template constitutes the SPCC Plan for the facility, when completed and signed by the owner or operator of a facility that meets the applicability criteria in §112.3(g)(1). This template addresses the requirements of 40 CFR part 112. Maintain a complete copy of the Plan at the facility if the facility is normally attended at least four hours per day, or for a facility attended fewer than four hours per day, at the nearest field office. When making operational changes at a facility that are necessary to comply with the rule requirements, the owner/operator should follow state and local requirements (such as for permitting, design and construction) and obtain professional assistance, as appropriate.

Facility Description

Facility Name: SHASTA-TEHAMA-TRINTY JOINT COMMUNITY COLLEGE DISTRICT

Facility Address: 11555 OLD OREGON TRAIL

City: REDDING State: CALIFORNIA ZIP: 96003

County: SHASTA Tel. Number: (530_ 242-7948

Owner or Operator Name: SHASTA-TEHAMA-TRINTY JOINT COMMUNITY COLLEGE DISTRICT

Owner or Operator Address: 11555 OLD OREGON TRAIL

City: REDDING State: CALIFORNIA ZIP: 96003

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I. Self-Certification Statement (§112.6(a)(1))

The owner or operator of a facility certifies that each of the following is true in order to utilize this template to comply with the SPCC requirements:

I JOSEPH TROMPCZYNSKI certify that the following is accurate:

1. I am familiar with the applicable requirements of 40 CFR part 112;
2. I have visited and examined the facility;
3. This Plan was prepared in accordance with accepted and sound industry practices and standards;
4. Procedures for required inspections and testing have been established in accordance with industry inspection and testing standards or recommended practices;
5. I will fully implement the Plan;
6. This facility meets the following qualification criteria (under §112.3(g)(1)):
    a. The aggregate aboveground oil storage capacity of the facility is 10,000 U.S. gallons or less; and
    b. The facility has had no single discharge as described in §112.1(b) exceeding 1,000 U.S. gallons and no two discharges as described in §112.1(b) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to 40 CFR part 112 if the facility has been in operation for less than three years (not including oil discharges as described in §112.1(b) that are the result of natural disasters, acts of war, or terrorism); and
    c. There is no individual oil storage container at the facility with an aboveground capacity greater than 5,000 U.S. gallons.
7. This Plan does not deviate from any requirement of 40 CFR part 112 as allowed by §112.7(a)(2) (environmental equivalence) and §112.7(d) (impracticability of secondary containment) or include any measures pursuant to §112.9(c)(6) for produced water containers and any associated piping;
8. This Plan and individual(s) responsible for implementing this Plan have the full approval of management and I have committed the necessary resources to fully implement this Plan.

I also understand my other obligations relating to the storage of oil at this facility, including, among others:

1. To report any oil discharge to navigable waters or adjoining shorelines to the appropriate authorities. Notification information is included in this Plan.
2. To review and amend this Plan whenever there is a material change at the facility that affects the potential for an oil discharge, and at least once every five years. Reviews and amendments are recorded in an attached log [See Five Year Review Log and Technical Amendment Log in Attachments 1.1 and 1.2.]
3. Optional use of a contingency plan. A contingency plan:
    a. May be used in lieu of secondary containment for qualified oil-filled operational equipment, in accordance with the requirements under §112.7(k), and;
    b. Must be prepared for flowlines and/or intra-facility gathering lines which do not have secondary containment at an oil production facility, and;
    c. Must include an established and documented inspection or monitoring program; must follow the provisions of 40 CFR part 109; and must include a written commitment of manpower, equipment and materials to expeditiously remove any quantity of oil discharged that may be harmful. If applicable, a copy of the contingency plan and any additional documentation will be attached to this Plan as Attachment 2.

I certify that I have satisfied the requirement to prepare and implement a Plan under §112.3 and all of the requirements under §112.6(a). I certify that the information contained in this Plan is true.

Signature _____ Title: CAPTAIN

Name JOSEPH TROMPCZYNSKI Date: 10/13/2025

II. Record of Plan Review and Amendments

Five Year Review (§112.5(b)):

Complete a review and evaluation of this SPCC Plan at least once every five years. As a result of the review, amend this Plan within six months to include more effective prevention and control measures for the facility**,** if applicable. Implement any SPCC Plan amendment as soon as possible**,** but no later than six months following Plan amendment. Document completion of the review and evaluation, and complete the Five Year Review Log in Attachment 1.1. If the facility no longer meets Tier I qualified facility eligibility, the owner or operator must revise the Plan to meet Tier II qualified facility requirements, or complete a full PE certified Plan.

Table G-1 Technical Amendments (§§112.5(a), (c) and 112.6(a)(2))	
This SPCC Plan will be amended when there is a change in the facility design, construction, operation, or maintenance that materially affects the potential for a discharge to navigable waters or adjoining shorelines. Examples include adding or removing containers, reconstruction, replacement, or installation of piping systems, changes to secondary containment systems, changes in product stored at this facility, or revisions to standard operating procedures.	☒
Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template. *[§112.6(a)(2)]* **[See Technical Amendment Log in Attachment 1.2]**	☒

III. Plan Requirements

1. Oil Storage Containers (§112.7(a)(3)(i)):

Table G-2 Oil Storage Containers and Capacities	
This table includes a complete list of all oil storage containers (aboveground containers[a] and completely buried tanks[b]) with capacity of 55 U.S. gallons or more, unless otherwise exempt from the rule. For mobile/portable containers, an estimated number of containers, types of oil, and anticipated capacities are provided.	☐

Oil Storage Container *(indicate whether aboveground (A) or completely buried (B))*	**Type of Oil**	**Shell Capacity (gallons)**
A - Oil- Field Transformer (Solar Field)	Transformer Oil (non-PCB)	300
A - Oil- Field Transformer (Football Stadium)	Transformer Oil (non-PCB)	162
A - Oil- Field Transformer (Bldg 1400)	Transformer Oil (non-PCB)	440
A - Oil- Field Transformer (Bldg 2000)	Transformer Oil (non-PCB)	205
A - Oil- Field Transformer (Bldg 2400)	Transformer Oil (non-PCB)	160
A - Oil- Field Transformer (Bldg 3200)	Transformer Oil (non-PCB)	160
A - Oil- Field Transformer (Bldg 3500B)	Transformer Oil (non-PCB)	194
A - Steel Stationary Backup Generator Fuel Tank (BLDG 700)	Diesel	366
A – Ten Steel refueling tank mounted on pickup truck (Bldg. 6000)	Diesel	100
A – Eight 400 gal. diesel fuel tanks – Trailer mounted generators (Various locations)	Diesel	400
A – One to Seven steel 55 gal. drums (bldg.4400)	Vegetable Oil	55
A – Up to seventeen 55 gal. drums (various locations)	Various Petroleum Oils	55

Total Aboveground Storage Capacity [c] 8,167 gallons
Total Completely Buried Storage Capacity 0* gallons
Facility Total Oil Storage Capacity 8,167 gallons

[a] Aboveground storage containers that must be included when calculating total facility oil storage capacity include: tanks and mobile or portable containers; oil-filled operational equipment (e.g. transformers); other oil-filled equipment, such as flow-through process equipment. Exempt containers that are not included in the capacity calculation include: any container with a storage capacity of less than 55 gallons of oil; containers used exclusively for wastewater treatment; permanently closed containers; motive power containers; hot-mix asphalt containers; heating oil containers used solely at a single-family residence; and pesticide application equipment or related mix containers.

[b] Although the criteria to determine eligibility for qualified facilities focuses on the aboveground oil storage containers at the facility, the completely buried tanks at a qualified facility are still subject to the rule requirements and must be addressed in the template; however, they are not counted toward the qualified facility applicability threshold.

[c] Counts toward qualified facility applicability threshold.

2. Secondary Containment and Oil Spill Control (§§112.6(a)(3)(i) and (ii), 112.7(c) and 112.9(c)(2)):

Table G-3 Secondary Containment and Oil Spill Control	
Appropriate secondary containment and/or diversionary structures or equipment[a] is provided for all oil handling containers, equipment, and transfer areas to prevent a discharge to navigable waters or adjoining shorelines. The entire secondary containment system, including walls and floor, is capable of containing oil and is constructed so that any discharge from a primary containment system, such as a tank or pipe, will not escape the containment system before cleanup occurs.	☒

[a] Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials.

Table G-4 below identifies the tanks and containers at the facility with the potential for an oil discharge; the mode of failure; the flow direction and potential quantity of the discharge; and the secondary containment method and containment capacity that is provided.

Table G-4 Containers with Potential for an Oil Discharge

Area	Type of failure (discharge scenario)	Potential discharge volume (gallons)	Direction of flow for uncontained discharge	Secondary containment method[a]	Secondary containment capacity (gallons)
Bulk Storage Containers and Mobile/Portable Containers[b]					
366 gal. stationary backup generator diesel tank (Bldg. 700)	Tank overfill, fitting leak, seam failure	<1 - 366	To secondary tank wall	Double-walled tank	403
Ten 100 gal. diesel refueling tank mounted on pickup truck.	Tank overfill or fitting leak	<1	Radial	Spill Kit	Absorbs up to 8
400 gal. diesel fuel tanks – 8 trailer mounted generators (various locations)	Tank overfill, fitting leak, seam failure	<1 - 400	To Secondary Tank Wall	Double-walled tanks	403
55 gal. drums Various Petroleum Oils (1 - 17) Bldg. 4400	Drum overfill, seam failure	<1 -55	To containment pallet	Containment pallets	60
Oil-filled Operational Equipment (e.g., hydraulic equipment, transformers)[c]					
300 gal. Oil-filled transformer (Solar Field)	Fitting leak	<10	Radial	Spill Kit	Absorbs up to13
162 gal. Oil-filled transformer (Football Stadium)	Fitting leak	<10	Southwest	Spill Kit	Absorbs up to13
440 gal. Oil-filled transformer (Bldg. 1400)	Fitting leak	<10	West	Spill Kit	Absorbs up to13
205 gal. Oil-filled transformer (Bldg. 2000)	Fitting leak	<10	West	Spill Kit	Absorbs up to13
160 gal. Oil-filled transformer (Bldg. 2400)	Fitting leak	<10	Radial	Spill Kit	Absorbs up to13
160 gal. Oil-filled transformer (Bldg. 3300)	Fitting leak	<10	Southwest	Spill Kit	Absorbs up to22
194 gal. Oil-filled transformer (Bldg. 3500B)	Fitting leak	<10	West	Spill Kit	Absorbs up to13
Piping, Valves, etc.					
None					
Product Transfer Areas (location where oil is loaded to or from a container, pipe or other piece of equipment.)					
Stationary generator (Bldg. 700) refuel	Handling drips and spills, receiving tank overfill	<1	To concrete pad	Spill Kit	Absorbs up to 13
Bldg. 1200 automotive servicing area	Handling drips and spills, receiving container overfill	<1	To shop floor	Spill Kit	Absorbs up to 8
Bldg. 2400 automotive oil servicing in lab	Handling drips and spills	<1	To shop floor	Spill Kit	Absorbs up to 8
Bldg. 2400 waste oil collection to UST	Handling drips and spills	<1	To shop floor	Spill Kit	Absorbs up to 8
Bldg. 2500 motor oil, machine oil, and diesel transfers in labs	Handling drips and spills, receiving container overfill, hose failure	<1	To shop floor	Spill Kit	Absorbs up to 8
Bldg. 2500 waste oil collection to UST	Handling drips and spills	<1	To shop floor	Spill Kit	Absorbs up to 8

Bldg. 2500 metal working fluids tank in milling machine	Filling drips and spills	<1	To shop floor	Spill Kit	Absorbs up to 4
Bldg. 2900 Diesel and gasoline fuel unload area	Receiving tank overfill, fitting leak or failure, fuel transfer hose failure	<20	North	Spill Kit	Absorbs up to 28
Bldg. 2900 fuel dispensing island	Vehicle/equipment fuel tank overfill, fitting leak or failure, fuel transfer hose failure	<2	North	Spill Kit	Absorbs up to 28
Bldg. 2900 motor oil dispensing areas	Handling drips and spills, transfer hose failure	<1	To shop floor	Spill Kit	Absorbs up to 4
Bldg. 2900 waste oil collection to UST	Handling drips and spills	<1	To shop floor	Spill Kit	Absorbs up to 4
Bldg. 4200 shed hydraulic and motor oil dispensing	Handling drips and spills	<1	To curbed floor	Spill Kit	Absorbs up to 8
Bldg. 4400 vegetable oil dispensing	Handling drips and spills	<1	To containment pallet	Spill Kit	Absorbs up to 8
Other Oil-Handling Areas or Oil-Filled Equipment (e.g. flow-through process vessels at an oil production facility)					
None					

[a] Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing; (3) Culverting, gutters, or other drainage systems; (4) Weirs, booms, or other barriers; (5) Spill diversion ponds; (6) Retention ponds; or (7) Sorbent materials.
[b] For storage tanks and bulk storage containers, the secondary containment capacity must be at least the capacity of the largest container plus additional capacity to contain rainfall or other precipitation.
[c] For oil-filled operational equipment: Document in the table above if alternative measures to secondary containment (as described in §112.7(k)) are implemented at the facility.

3. Inspections, Testing, Recordkeeping and Personnel Training (§§112.7(e) and (f), 112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)):

Table G-5 Inspections, Testing, Recordkeeping and Personnel Training	
An inspection and/or testing program is implemented for all aboveground bulk storage containers and piping at this facility. *[§§112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)]*	☒
The following is a description of the inspection and/or testing program (e.g. reference to industry standard utilized, scope, frequency, method of inspection or test, and person conducting the inspection) for all aboveground bulk storage containers and piping at this facility: All Shasta College ASTs are Steel Tank Institute (STI) industry standard SP-001 Category 1 tanks of less than 5,000 gallons and are therefore inspected using the SP-001 "Periodic AST Inspections." Assigned knowledgeable Shasta College employees do monthly and annual visual inspections of aboveground bulk storage containers according to the schedule indicated in Attachment 3.2. The monthly and annual inspections checklists in Attachment 3.1 are utilized, signed by the appropriate supervisor, and filed to document the inspections and serve as records which are kept for 36 months in the Shasta College Hazardous Materials Compliance Office. Liquid level gauges on the Bldg. 700 backup generator and on the four motor oil tanks in Bldg. 2900 are inspected monthly and are tested at least annually. The pad and curbing in the Bldg. 4200 lubricants shed is inspected monthly for signs of deterioration. While the Bldg. 4200 shed is walled, roofed and well protected from the elements, monthly inspections include confirming that there is no water accumulating in the enclosure. Additionally, drums are stored on secondary containment pallets which sit on the concrete pad and therefore are not in contact with the pad. The secondary containment pallets are inspected monthly for signs of deterioration. If any employee encounters a spill during an inspection of storage or transfer equipment, the employee will immediately take the necessary actions outlined in Table G-7.	
Inspections, tests, and records are conducted in accordance with written procedures developed for the facility. Records of inspections and tests kept under usual and customary business practices will suffice for purposes of this paragraph. *[§112.7(e)]*	☒
A record of the inspections and tests are kept at the facility or with the SPCC Plan for a period of three years. *[§112.7(e)]* **[See Inspection Log and Schedule in Attachment 3.1]**	☒
Inspections and tests are signed by the appropriate supervisor or inspector. *[§112.7(e)]*	☒
Personnel, training, and discharge prevention procedures [§112.7(f)]	
Oil-handling personnel are trained in the operation and maintenance of equipment to prevent discharges; discharge procedure protocols; applicable pollution control laws, rules, and regulations; general facility operations; and, the contents of the facility SPCC Plan. *[§112.7(f)]*	☒
A person who reports to facility management is designated and accountable for discharge prevention. *[§112.7(f)]* Name/Title: Kody Turner – Transportation Supervisor	☒
Discharge prevention briefings are conducted for oil-handling personnel annually to assure adequate understanding of the SPCC Plan for that facility. Such briefings highlight and describe past reportable discharges or failures, malfunctioning components, and any recently developed precautionary measures. *[§112.7(f)]* **[See Oil-handling Personnel Training and Briefing Log in Attachment 3.4]**	☒

4. Security (excluding oil production facilities) §112.7(g):

Table G-6 Implementation and Description of Security Measures	
Security measures are implemented at this facility to prevent unauthorized access to oil handling, processing, and storage area.	☒

The following is a description of how you secure and control access to the oil handling, processing and storage areas; secure master flow and drain valves; prevent unauthorized access to starter controls on oil pumps; secure out-of-service and loading/unloading connections of oil pipelines; address the appropriateness of security lighting to both prevent acts of vandalism and assist in the discovery of oil discharges:

Campus Safety monitors and patrols the campus 24 hours Monday through Friday and on Saturday until 5:30 pm.
Stationary backup generator for Bldg. 700 is in a fenced and locked enclosure. Access panels to generator are locked.
The ten refueling tanks mounted on pickup trucks are parked in a fenced and locked enclosure when not in use.
The 4 motor oil ASTs are located inside Bldg. 2900 which is locked when not in use.
The diesel and gasoline underground tank fill pipes are capped and locked when not in use.
The diesel and gasoline fueling pumps require a key card to operate and are in a fenced enclosure that is locked evenings. The pump emergency shutoff is nearby on the outside of Bldg. 2900 and is also in the enclosure.
Bldgs. 2400, 2500, 2900 automotive servicing and waste oil collection areas are locked in the evening or after last classes.
Bldg. 1200 automotive servicing area is in a fenced enclosure that is locked when not in use.
Bldg. 4200 shed is locked when not in use.
All containers inside buildings are well lit by interior lighting. The campus is well lit in general. The fuel island has its own lighting and other areas are lit by exterior building lighting or other exterior lighting.

5. Emergency Procedures and Notifications (§112.7(a)(3)(iv) and 112.7(a)(5)):

Table G-7 Description of Emergency Procedures and Notifications

The following is a description of the immediate actions to be taken by facility personnel in the event of a discharge to navigable waters or adjoining shorelines *[§112.7(a)(3)(iv) and 112.7(a)(5)]*:

1) Stop processes and/or operations.
2) Eliminate sources of ignition for flammable hazards (e.g. flammable liquids, propane).
3) Call 9-1-1 for public emergency responder assistance / medical aid.
4) Notify Campus Safety and/or Emergency Coordinator
5) Notify and evacuate persons in all threatened areas.

If you are safely able and have been trained to do so:
6) Shut-off water, gas, electrical utilities as appropriate.
7) Provide protective equipment for on-site response team.
8) Isolate containers/area as appropriate.
9) Provide absorbent physical barriers (e.g., pads, socks, pillows).
10) Provide structural physical barriers (e.g., temporary earthen berms).
11) Cover or block floor and/or storm drains.
12) Use absorbent material for spills with subsequent proper labeling, storage, and hazardous waste disposal as appropriate.
13) Contact regulatory authorities and other response personnel and organizations (see Contact List on following page) as required.

6. Contact List (§112.7(a)(3)(vi)):

Table G-8 Contact List	
Contact Organization / Person	**Telephone Number**
National Response Center (NRC)	1-800-424-8802
Cleanup Contractor(s) Enviroserv Aztec Construction & Restoration	(800) 368-4778 (877) 529-8320
Key Facility Personnel	
Designated Person Accountable for Discharge Prevention: Kody Turner – Transportation Supervisor	Office: (530) 242-7930
	Emergency:
Andy Brown – Director of Physical Plant	Office: (530) 242-7929
	Emergency:
Joe Trompczynski – Captain of Campus Safety	Office: (530) 242-7948
	Emergency:
	Office:
	Emergency:
State Oil Pollution Control Agencies California Emergency Management Agency (Cal EMA)	1-800-852-7550
Other State, Federal, and Local Agencies Shasta County Environmental Health (Local CUPA)	530-225-5787 (If no answer calling 911 is sufficient)
Local Fire Department Cal Fire	530-225-2419
Local Police Department Redding Police Department	530-225-4200
Hospital Mercy Medical Center / Shasta Regional Medical	530-225-6000 I 530-224-5400
Other Contact References (e.g., downstream water intakes or neighboring facilities)	

7. NRC Notification Procedure (§112.7(a)(4) and (a)(5)):

Table G-9 NRC Notification Procedure	
In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information identified in Attachment 4 will be provided to the National Response Center immediately following identification of a discharge to navigable waters or adjoining shorelines **[See Discharge Notification Form in Attachment 4]**: *[§112.7(a)(4)]*	☒
• The exact address or location and phone number of the facility; • Date and time of the discharge; • Type of material discharged; • Estimate of the total quantity discharged; • Estimate of the quantity discharged to navigable waters; • Source of the discharge; • Description of all affected media; • Cause of the discharge; • Any damages or injuries caused by the discharge; • Actions being used to stop, remove, and mitigate the effects of the discharge; • Whether an evacuation may be needed; and • Names of individuals and/or organizations who have also been contacted.	

8. SPCC Spill Reporting Requirements (Report within 60 days) (§112.4):

Submit information to the EPA Regional Administrator (RA) and the appropriate agency or agencies in charge of oil pollution control activities in the State in which the facility is located within 60 days from one of the following discharge events:

A single discharge of more than 1,000 U.S. gallons of oil to navigable waters or adjoining shorelines or
Two discharges to navigable waters or adjoining shorelines each more than 42 U.S. gallons of oil occurring within any twelve month period

You must submit the following information to the RA:

(1) Name of the facility;
(2) Your name;
(3) Location of the facility;
(4) Maximum storage or handling capacity of the facility and normal daily throughput;
(5) Corrective action and countermeasures you have taken, including a description of equipment repairs and replacements;
(6) An adequate description of the facility, including maps, flow diagrams, and topographical maps, as necessary;
(7) The cause of the reportable discharge, including a failure analysis of the system or subsystem in which the failure occurred; and
(8) Additional preventive measures you have taken or contemplated to minimize the possibility of recurrence
(9) Such other information as the Regional Administrator may reasonably require pertinent to the Plan or discharge

* * * * *

NOTE: Complete one of the following sections (A, B or C) as appropriate for the facility type.

SECTIONS B & C REMOVED-NOT APPLICABLE

A. Onshore Facilities (excluding production) (§§112.8(b) through (d), 112.12(b) through (d)):

The owner or operator must meet the general rule requirements as well as requirements under this section. Note that not all provisions may be applicable to all owners/operators. For example, a facility may not maintain completely buried metallic storage tanks installed after January 10, 1974, and thus would not have to abide by requirements in §§112.8(c)(4) and 112.12(c)(4), listed below. **In cases where a provision is not applicable, write "N/A".**

Table G-10 General Rule Requirements for Onshore Facilities		N/A
Drainage from diked storage areas is restrained by valves to prevent a discharge into the drainage system or facility effluent treatment system, except where facility systems are designed to control such discharge. Diked areas may be emptied by pumps or ejectors that must be manually activated after inspecting the condition of the accumulation to ensure no oil will be discharged. *[§§112.8(b)(1) and 112.12(b)(1)]*	☐	☒
Valves of manual, open-and-closed design are used for the drainage of diked areas. *[§§112.8(b)(2) and 112.12(b)(2)]*	☐	☒
The containers at the facility are compatible with materials stored and conditions of storage such as pressure and temperature. *[§§112.8(c)(1) and 112.12(c)(1)]*	☒	☐
Secondary containment for the bulk storage containers (including mobile/portable oil storage containers) holds the capacity of the largest container plus additional capacity to contain precipitation. Mobile or portable oil storage containers are positioned to prevent a discharge as described in §112.1(b). *[§112.6(a)(3)(ii)]*	☒	☐
If uncontaminated rainwater from diked areas drains into a storm drain or open watercourse the following procedures will be implemented at the facility: *[§§112.8(c)(3) and 112.12(c)(3)]*		
• Bypass valve is normally sealed closed	☐	☒
• Retained rainwater is inspected to ensure that its presence will not cause a discharge to navigable waters or adjoining shorelines	☐	☒
• Bypass valve is opened and resealed under responsible supervision	☐	☒
• Adequate records of drainage are kept **[See Dike Drainage Log in Attachment 3.3]**	☐	☒
For completely buried metallic tanks installed on or after January 10, 1974 at this facility *[§§112.8(c)(4) and 112.12(c)(4)]*:		
• Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.	☒	☐
• Regular leak testing is conducted.	☒	☐
For partially buried or bunkered metallic tanks *[§112.8(c)(5) and §112.12(c)(5)]*:		
• Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.	☐	☒
Each aboveground bulk container is tested or inspected for integrity on a regular schedule and whenever material repairs are made. Scope and frequency of the inspections and inspector qualifications are in accordance with industry standards. Container supports and foundations are regularly inspected. **[See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2]** *[§112.8(c)(6) and §112.12(c)(6)(i)]*	☒	☐
Outsides of bulk storage containers are frequently inspected for signs of deterioration, discharges, or accumulation of oil inside diked areas. **[See Inspection Log and Schedule in Attachment 3.1]** *[§§112.8(c)(6) and 112.12(c)(6)]*	☒	☐
For bulk storage containers that are subject to 21 CFR part 110 which are shop-fabricated, constructed of austenitic stainless steel, elevated and have no external insulation, formal visual inspection is conducted on a regular schedule. Appropriate qualifications for personnel performing tests and inspections are documented. **[See Inspection Log and Schedule and Bulk Storage Container Inspection Schedule in Attachments 3.1 and 3.2]** *[§112.12(c)(6)(ii)]*	☐	☒

Table G-10 General Rule Requirements for Onshore Facilities		N/A
Each container is provided with a system or documented procedure to prevent overfills for the container. Describe: Tank truck gasoline/diesel delivery procedures: 1) Ensure there are no ignition sources in area including no smoking. 2) Manually gauge receiving tank to confirm liquid level in tank and quantity to be delivered to prevent tank overfill; Tanks will not be filled beyond 90% of their capacity. 3) Set parking brake and use chock blocks to prevent movement; inspect fittings and fueling hose for damage before starting fuel transfer operation. The fuel delivery person makes all hook-ups. 4) Colored cones set to protect unloading hoses 5) All hoses drained into fill stems and 5 gallon pails carried to drain hose contents in event of overfill. 6) The person responsible for monitoring the delivery will remain attentive and observe the entire fuel delivery, be prepared to stop the flow of fuel from the truck to the tank at any time, and respond to any unusual condition, leak, or spill which may occur during delivery. Secure all valves on tank truck before truck departure and inspect for leakage. 7) Following complete delivery, the fuel delivery person is responsible for disconnecting all hook-ups. 8) Record accurate readings for product and water in tank after fuel delivery, manually gauge receiving tank and verify the amount of fuel received and make sure fill ports are properly secured. 9) If an oil spill occurs, the spill kit will be used to contain the spill. There is a large (29 gal. capacity) spill kit at the fuel dispensing island and two main spill kits, one at the Environmental Compliance Service Center and the other in the Environmental Compliance Rapid Deployment Vehicle. The maximum spill that would occur during an overfill while unloading gasoline is estimated at 20 gallons (a 4-inch truck fuel delivery hose, 30 feet in length, holds about 20 gallons). Motor oil dispenser delivery procedure: 1) Manually gauge receiving tank to confirm liquid level in tank and quantity to be delivered to prevent tank overfill; Tanks will not be filled beyond 90% of their capacity. 2) Set parking brake and use chock blocks to prevent movement; inspect fittings and fueling hose for damage before starting fuel transfer operation. The fuel delivery person makes all hook-ups. 3) Colored cones set to protect unloading hoses 4) All hoses drained into fill stems and 5 gallon pails carried to drain hose contents in event of overfill. 5) The person responsible for monitoring the delivery will remain attentive and observe the entire fuel delivery, be prepared to stop the flow of fuel from the truck to the tank at any time, and respond to any unusual condition, leak, or spill which may occur during delivery. 6) Following complete delivery, the fuel delivery person is responsible for disconnecting all hook-ups. 7) Record accurate readings for product and water in tank after fuel delivery, manually gauge receiving tank and verify the amount of fuel received and make sure fill ports are properly secured. 8) If an oil spill occurs, the spill kit in the building will be used to contain the spill. There is an additional larger spill kit nearby at the fuel dispensing island. Gasoline dispenser employee fueling procedures (including fueling trailer mounted generators): 1) Before dispenser filling, shutoff engine and cell phone. 2) Do not top off tank after automatic shut-off. 3) If an oil spill occurs, the spill kit will be used to contain the spill. The maximum dispenser pumping rate is 10 gpm or less than 0.2 gps. In the event of a dispenser equipment failure such as a filling hose rupture or a vehicle fuel tank overfill, the expected maximum amount to be spilled is about 2 gallons (0.2 gps x 10 seconds maximum to shutdown dispenser fuel delivery pump). Mobile refueler fueling procedures: 1) Before filling motorized equipment, shutoff all engines and set parking brakes; do not leave filling operation unattended. 2) Do not top off tank after automatic shut-off. 3) If an oil spill occurs, the spill kit will be used to contain the spill. Transfers into and from diesel, motor oil and vegetable oil 55-gal. drums: 1) Place an absorbent pad on the ground to catch any drips or small spills. 2) Transfer all oil using a funnel. 3) If a spill occurs use the spill kit in the shop to contain the spill.	☒	☐

Table G-10 General Rule Requirements for Onshore Facilities		N/A
Liquid level sensing devices are regularly tested to ensure proper operation **[See Inspection Log and Schedule in Attachment 3.1]**. *[§112.6(a)(3)(iii)]*	☒	☐
Visible discharges which result in a loss of oil from the container, including but not limited to seams, gaskets, piping, pumps, valves, rivets, and bolts are promptly corrected and oil in diked areas is promptly removed. *[§§112.8(c)(10) and 112.12(c)(10)]*	☒	☐
Aboveground valves, piping, and appurtenances such as flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces are inspected regularly. **[See Inspection Log and Schedule in Attachment 3.1]** *[§§112.8(d)(4) and 112.12(d)(4)]*	☐	☒
Integrity and leak testing are conducted on buried piping at the time of installation, modification, construction, relocation, or replacement. **[See Inspection Log and Schedule in Attachment 3.1]** *[§§112.8(d)(4) and 112.12(d)(4)]*	☒	☐

ATTACHMENT 1 – Five Year Review and Technical Amendment Logs

ATTACHMENT 1.1 – Five Year Review Log

I have completed a review and evaluation of the SPCC Plan for this facility, and will/will not amend this Plan as a result.

Table G-13 Review and Evaluation of SPCC Plan for Facility			
Review Date	Plan Amendment		Name and signature of person authorized to review this Plan
	Will Amend	Will Not Amend	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	
	☐	☐	

Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template.

Table G-15 Description and Certification of Technical Amendments		
Review Date	Description of Technical Amendment	Name and signature of person certifying this technical amendment

ATTACHMENT 1.2 – Technical Amendment Log

ATTACHMENT 2 – Oil Spill Contingency Plan and Checklist

An oil spill contingency plan and written commitment of resources is required for:

- Qualified oil-filled operational equipment which has no secondary containment.

An oil spill contingency plan meeting the provisions of 40 CFR part 109, as described below, and a written commitment of manpower, equipment and materials required to expeditiously control and remove any quantity of oil discharged that may be harmful is attached to this Plan.	☐

Complete the checklist below to verify that the necessary operations outlined in 40 CFR part 109 - Criteria for State, Local and Regional Oil Removal Contingency Plans - have been included.

Table G-15 Checklist of Development and Implementation Criteria for State, Local and Regional Oil Removal Contingency Plans (§109.5)[a]	
(a) Definition of the authorities, responsibilities and duties of all persons, organizations or agencies which are to be involved in planning or directing oil removal operations.	☐
(b) Establishment of notification procedures for the purpose of early detection and timely notification of an oil discharge including:	
(1) The identification of critical water use areas to facilitate the reporting of and response to oil discharges.	☐
(2) A current list of names, telephone numbers and addresses of the responsible persons (with alternates) and organizations to be notified when an oil discharge is discovered.	☐
(3) Provisions for access to a reliable communications system for timely notification of an oil discharge, and the capability of interconnection with the communications systems established under related oil removal contingency plans, particularly State and National plans (e.g., NCP).	☐
(4) An established, prearranged procedure for requesting assistance during a major disaster or when the situation exceeds the response capability of the State, local or regional authority.	☐
(c) Provisions to assure that full resource capability is known and can be committed during an oil discharge situation including:	
(1) The identification and inventory of applicable equipment, materials and supplies which are available locally and regionally.	☐
(2) An estimate of the equipment, materials and supplies which would be required to remove the maximum oil discharge to be anticipated.	☐
(3) Development of agreements and arrangements in advance of an oil discharge for the acquisition of equipment, materials and supplies to be used in responding to such a discharge.	☐
(d) Provisions for well defined and specific actions to be taken after discovery and notification of an oil discharge including:	
(1) Specification of an oil discharge response operating team consisting of trained, prepared and available operating personnel.	☐
(2) Predesignation of a properly qualified oil discharge response coordinator who is charged with the responsibility and delegated commensurate authority for directing and coordinating response operations and who knows how to request assistance from Federal authorities operating under existing national and regional contingency plans.	☐
(3) A preplanned location for an oil discharge response operations center and a reliable communications system for directing the coordinated overall response operations.	☐
(4) Provisions for varying degrees of response effort depending on the severity of the oil discharge.	☐
(5) Specification of the order of priority in which the various water uses are to be protected where more than one water use may be adversely affected as a result of an oil discharge and where response operations may not be adequate to protect all uses.	☐
(6) Specific and well defined procedures to facilitate recovery of damages and enforcement measures as provided for by State and local statutes and ordinances.	☐

[a] The contingency plan must be consistent with all applicable state and local plans, Area Contingency Plans, and the National Contingency Plan (NCP)

ATTACHMENT 3 – Inspections, Dike Drainage and Personnel Training Logs

ATTACHMENT 3.1 – Inspection Log and Schedule

Table G-16 Inspection Log and Schedule

STI SP001 Annual Inspection Checklist

General Inspection Information:

Inspection Date: _____ Prior Inspection Date: _____ Retain until date: _____

Inspector Name (print): _____ Title: _____

Inspector's Signature: _____

Tank(s) inspected ID _____

Regulatory facility name and ID number (if applicable) _____

- This checklist is intended as a model. Locally developed checklists are acceptable as long as they are substantially equivalent and meet all applicable inspection checklist items.
- For equipment not included in this Standard, follow the manufacturer recommended inspection/testing schedules and procedures.
- The periodic AST Inspection is intended for monitoring the external AST condition and its containment structure. This visual inspection does not require a Certified Inspector. It shall be performed by an owner's inspector per paragraph 4.1.2 of the standard.
- Promptly remove standing water or liquid discovered in the primary tank, secondary containment area, interstice, or spill container. Before discharge to the environment, inspect the liquid for regulated products or other contaminants and dispose of it properly.
- In order to comply with EPA SPCC (Spill Prevention, Control and Countermeasure) rules, a facility should regularly test liquid level sensing devices to ensure proper operation (40 CFR 112.8(c)(8)(v)).
- * designates an item in a non-conformance status. This indicates that action is required to address a problem. Note that non-conforming items important to tank or containment integrity require evaluation by an engineer experienced in AST design, a Certified Inspector, or a tank manufacturer who will determine the corrective action. Note the non-conformance and corresponding corrective action in the comment section.
- Retain the completed checklists for at least 36 months.
- Complete this checklist on an annual basis, supplemental to the owner monthly-performed inspection checklists.
- **Note: If a change has occurred to the tank system or containment that may affect the SPCC plan, the condition should be evaluated against the current plan requirement by a Professional Engineer knowledgeable in SPCC development and implementation.**

	ITEM	STATUS	COMMENTS / DATE CORRECTED
	Tank Foundation/Supports		
1	Free of tank settlement or foundation washout?	☐ Yes ☐ No*	
2	Concrete pad or ring wall free of cracking and spalling?	☐ Yes ☐ No* ☐ N/A	

3	Tank supports in satisfactory condition?	☐ Yes ☐ No* ☐ N/A	
4	Is water able to drain away from tank if tank is resting on a foundation or on the ground?	☐ Yes ☐ No* ☐ N/A	
5	Is the grounding strap between the tank and foundation/supports in good condition?	☐ Yes ☐ No* ☐ N/A	
Tank Shell, Heads and Roof			
6	Free of visible signs of coating failure?	☐ Yes ☐ No*	
7	Free of noticeable distortions, buckling, denting, or bulging?	☐ Yes ☐ No*	
8	Free of standing water on roof?	☐ Yes ☐ No* ☐ N/A	
9	Are all labels and tags intact and legible?	☐ Yes ☐ No*	
Tank Manways and Piping			
10	Are piping system joints, manway covers, gaskets, and attachment bolts tight and in good condition with no sign of wear, damage, leaks or corrosion?	☐ Yes ☐ No* ☐ N/A	
11	Are piping supports in good condition and free of corrosion and damage?	☐ Yes ☐ No* ☐ N/A	
12	Is leak or release detection on underground piping being performed and documented if required?	☐ Yes ☐ No* ☐ N/A	
Tank Equipment			
13	Normal and emergency vents free of obstructions?	☐ Yes ☐ No*	
14	Have the level sensing devices (e.g, level gauges, alarms) been checked for operability, where possible, as per manufacturer's instructions or good engineering practice?	☐ Yes ☐ No* ☐ N/A	
15	Have flame arrestors been maintained per manufacturer's recommendations?	☐ Yes ☐ No* ☐ N/A	
16	Is the emergency vent in good working condition and functional, as required by manufacturer? Consult manufacturer's requirements. Verify that components are moving freely (including long-bolt manways).	☐ Yes ☐ No* ☐ N/A	

17	Is interstitial leak detection equipment in good condition? Are windows on sight gauges clear? Are wire connections intact? If equipment has a test function, does it activate to confirm operation?"	☐ Yes ☐ No* ☐ N/A	
18	Are all valves free of leaks, corrosion, and other damage? Follow manufacturers' instructions for regular maintenance of these items. Check the following and verify (as applicable): ☐ Anti-siphon valve ☐ Check valve ☐ Gate, ball, or isolation valve ☐ Pressure regulator valve ☐ Expansion relief valve ☐ Solenoid valve ☐ Fire valve ☐ Shear valve	 ☐ Yes ☐ No* ☐ N/A ☐ Yes ☐ No* ☐ N/A ☐ Yes ☐ No* ☐ N/A ☐ Yes ☐ No* ☐ N/A ☐ Yes ☐ No* ☐ N/A ☐ Yes ☐ No* ☐ N/A ☐ Yes ☐ No* ☐ N/A ☐ Yes ☐ No* ☐ N/A	
19	Are strainers and filters clean and in good condition?	☐ Yes ☐ No* ☐ N/A	
	Insulated Tanks		
20	Free of missing insulation? Insulation free of visible signs of damage? Insulation adequately protected from water intrusion?	☐ Yes ☐ No* ☐ N/A	
21	Insulation free of noticeable areas of moisture?	☐ Yes ☐ No* ☐ N/A	
22	Insulation free of mold?	☐ Yes ☐ No* ☐ N/A	
23	Free of visible signs of coating failure?	☐ Yes ☐ No* ☐ N/A	
	Other Equipment		
24	Are electrical wiring and boxes in good condition?	☐ Yes ☐ No* ☐ N/A	
25	Has the cathodic protection system on the tank been tested as required by the designing engineer?	☐ Yes ☐ No* ☐ N/A	

Additional Comments:

STI SP001 Monthly Inspection Checklist

General Inspection Information:

Inspection Date: _____ Prior Inspection Date: _____ Retain until date: _____

Inspector Name (print): _____ Title: _____

Inspector's Signature _____

Tank(s) inspected ID _____

Regulatory facility name and ID number (if applicable) _____

- This checklist is intended as a model. Locally developed checklists are acceptable as long as they are equivalent and meet all applicable inspection checklist items. Inspections of multiple tanks may be captured on one form as long as the tanks are substantially the same.
- For equipment not included in this Standard, follow the manufacturer recommended inspection/testing schedules and procedures.
- The periodic AST Inspection is intended for monitoring the external AST condition and its containment structure. This visual inspection does not require a Certified Inspector. It shall be performed by an owner's inspector per paragraph 4.1.2 of the standard.
- Upon discovery of water in the primary tank, secondary containment area, interstice, or spill container, remove promptly or take other corrective action. Inspect the liquid for regulated products or other contaminants and dispose of properly.
- * designates an item in a non-conformance status. This indicates that action is required to address a problem. Note that some non-conforming items important to tank or containment integrity require evaluation by an engineer experienced in AST design, a Certified Inspector, or a tank manufacturer who will determine the corrective action. Note the non-conformance and corresponding corrective action in the comment section.
- If the inspection finds the integrity of the spill control system and/or the CRDM, such as items 13 and 14, is compromised the tank category and inspection time table should be re-evaluated by someone knowledgeable about the SP001 standard.
- Retain the completed checklists for at least 36 months.
- **After severe weather (snow, ice, wind storms) or maintenance (such as coating) that could affect the operation of critical components (normal and emergency vents, valves), an inspection of these components is required as soon as the equipment is safely accessible after the event.**

	ITEM	STATUS	COMMENTS / DATE CORRECTED
	Tank and Piping		
1	Is tank exterior (roof, shell, heads, bottom, connections, fittings, valves, etc.) free of visible leaks? **Note**: *If "No", identify tank and describe leak and actions taken.*	☐ Yes ☐ No*	
2	Is the tank liquid level gauge legible and in good working condition?	☐ Yes ☐ No* ☐ N/A	
3	Is the area around the tank (concrete surfaces, ground, containment, etc.) free of visible signs of leakage?	☐ Yes ☐ No*	

4	Is tank shell or supports free of soil, vegetation, water, or foreign material collected or covering the grade line (tank chime or bottom projection)?	☐ Yes ☐ No* ☐ N/A	
5	Is the primary tank free of water or has another preventative measure been taken? NOTE: Refer to paragraphs 6.10 and 6.11 of the standard for alternatives for Category 1 tanks. N/A is only appropriate for these alternatives.	☐ Yes ☐ No* ☐ N/A	
6	For double-wall or double bottom tanks or CE-ASTs, is interstitial monitoring equipment (where applicable) in good working condition?	☐ Yes ☐ No* ☐ N/A	
7	For double-wall tanks or double bottom tanks or CE-ASTs, is interstice free of liquid? Remove the liquid if it is found. If tank product is found, investigate possible leak.	☐ Yes ☐ No* ☐ N/A	
	Equipment on tank		
8	If overfill equipment has a "test" button, does it activate the audible horn or light to confirm operation? If battery operated, replace battery if needed.	☐ Yes ☐ No* ☐ N/A	
9	Is overfill prevention equipment in good working condition? If it is equipped with a mechanical test mechanism, actuate the mechanism to confirm operation.	☐ Yes ☐ No* ☐ N/A	
10	Is the spill container (spill bucket) empty, free of visible leaks and in good working condition?	☐ Yes ☐ No* ☐ N/A	
11	Are piping connections to the tank (valves, fittings, pumps, etc.) free of visible leaks? **Note***: If "No", identify location and describe leak.*	☐ Yes ☐ No*	
12	Do the ladders/platforms/walkways appear to be secure with no sign of severe corrosion or damage?	☐ Yes ☐ No* ☐ N/A	
	Containment (Diking/Impounding)		
13	Is the containment free of excess liquid, debris, cracks, corrosion, erosion, fire hazards and other integrity issues?	☐ Yes ☐ No* ☐ N/A	
14	Are dike drain valves closed and in good working condition?	☐ Yes ☐ No* ☐ N/A	
15	Are containment egress pathways clear and any gates/doors operable?	☐ Yes ☐ No* ☐ N/A	
	Concrete Exterior AST (CE-AST)		
16	Inspect all sides for cracks in concrete. Are there any cracks in the concrete exterior larger than 1/16"?	☐ Yes* ☐ No ☐ N/A	
17	Inspect concrete exterior body of the tank for cleanliness, need of coating, or rusting where applicable. Tank exterior in acceptable condition?	☐ Yes ☐ No* ☐ N/A	
18	Visual inspect all tank top openings including nipples, manways, tank top spill containers, and leak detection tubes. Is the sealant between all tank top openings and concrete intact and in good condition?	☐ Yes ☐ No* ☐ N/A	
	Other Conditions		
19	Is the system free of any other conditions that need to be addressed for continued safe operation?	☐ Yes ☐ No*	

Additional Comments:

STI SP001 Portable Container Monthly Inspection Checklist

General Inspection Information:

Inspection Date: _____ Prior Inspection Date: _____ Retain until date: _____

Inspector Name (print): _____ Title: _____

Inspector's Signature (): _____

Container(s) inspected ID _____

Regulatory facility name and ID number (if applicable) _____

- This checklist is intended as a model. Locally developed checklists are acceptable as long as they are equivalent and meet all applicable inspection checklist items.
- This periodic Inspection is intended for monitoring the external condition and its containment structure. This visual inspection does not require a Certified Inspector. It shall be performed by an owner's inspector who is familiar with the site and can identify changes and developing problems.
- * designates an item in a non-conformance status. This indicates that action is required to address a problem. Note the non-conformance and corresponding corrective action in the comment section.
- Retain the completed checklists for at least 36 months.

	Item	Area:	Area:	Area:	Area:
	Portable Container Containment/Storage Area				
1	Are all portable container(s) within designated storage area?	☐ Yes ☐ No*	☐ Yes ☐ No*	☐ Yes ☐ No*	☐ Yes ☐ No*
2	Is the containment and storage area free of excess liquid, debris, cracks or fire hazards?	☐ Yes ☐ No*	☐ Yes ☐ No*	☐ Yes ☐ No*	☐ Yes ☐ No*
3	Are drain valves closed and in good working condition?	☐ Yes ☐ No* ☐ N/A	☐ Yes ☐ No* ☐ N/A	☐ Yes ☐ No* ☐ N/A	☐ Yes ☐ No* ☐ N/A
4	Are containment egress pathways clear and any gates/doors operable?	☐ Yes ☐ No* ☐ N/A	☐ Yes ☐ No* ☐ N/A	☐ Yes ☐ No* ☐ N/A	☐ Yes ☐ No* ☐ N/A
	Container				
5	Is the container free of leaks? Note*: If "No", discontinue use of container*	☐ Yes ☐ No*	☐ Yes ☐ No*	☐ Yes ☐ No*	☐ Yes ☐ No*
6	Is the container free of distortions, buckling, denting or bulging? Note: *If "No", discontinue use of container*	☐ Yes ☐ No*	☐ Yes ☐ No*	☐ Yes ☐ No*	☐ Yes ☐ No*

Comments:

ATTACHMENT 3.2 – Bulk Storage Container Inspection Schedule – onshore facilities (excluding production):

To comply with integrity inspection requirement for bulk storage containers, inspect/test each shop-built aboveground bulk storage container on a regular schedule in accordance with a recognized container inspection standard based on the minimum requirements in the following table.

Table G-17 Bulk Storage Container Inspection Schedule

Container Size and Design Specification	Inspection requirement
Portable containers (including drums, totes, and intermodal bulk containers (IBC))	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas
55 to 1,100 gallons with sized secondary containment	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas plus any annual inspection elements per industry inspection standards
1,101 to 5,000 gallons with sized secondary containment and a means of leak detection[a]	
1,101 to 5,000 gallons with sized secondary containment and no method of leak detection[a]	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas, plus any annual inspection elements and other specific integrity tests that may be required per industry inspection standards

[a] Examples of leak detection include, but are not limited to, double-walled tanks and elevated containers where a leak can be visually identified.

ATTACHMENT 3.4 – Oil-handling Personnel Training and Briefing Log

Table G-19 Oil-Handling Personnel Training and Briefing Log		
Date	**Description / Scope**	**Attendees**

SPILL PREVENTION CONTROL COUNTERMEASURE PLAN (SPCC) TRAINING

Facility Name: _____ Training Date: _____

Address: _____

_____

Briefings will be scheduled and conducted at intervals frequent enough (a minimum of once per year) to ensure adequate understanding of the SPCC plan by all personnel involved with oiling handeling operations.

These briefings highlight known spill events or failures, malfunctioning components and recently developed precautionary measures. Personnel will also be instructed in the operation and maintenance of equipment to prevent the discharge of petroleum products. During these briefings there will be an opportunity for facility operators and other personnel to share recommendations concerning health, safety, and environmental issues encountered during operations.

At a minimum, the following topics will be covered: Spill prevention practices, spill reporting, containment techniques, cleanup techniques, the content of the SPCC plan, and applicable federal and state laws.

Attendees: _____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

Other Topics: _____

_____

_____

_____

Recommendations:

_____

_____

_____

_____

Trainer's Name / Signature: _____

Retain Record for a Minimum of 3 Years