Underground Storage Tanks

Brief

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BRIEF

Policy Summary

The Underground Storage Tanks (UST) Program ensures that Berkeley Lab remains in compliance with federal and state UST laws by:

- Ensuring that Berkeley Lab's Designated UST Operators within the Facilities Division perform monthly inspections on USTs, maintain operating records required by the state of California, coordinate annual certifications of UST equipment, and coordinate triannual secondary-containment testing
- Maintaining a permit with the city of Berkeley for each UST system
- Notifying the city of Berkeley when certification testing will be performed and when any changes are made to the UST systems
- Submitting certification reports to the city of Berkeley
- Maintaining a UST Monitoring Plan and a UST Emergency Response Plan

Who Should Read This Policy

All Berkeley Lab employees involved in the operation of UST systems, including but not limited to employees performing inspections, ordering fuel, creating UST records, and responding to UST spills.

To Read the Full Policy, Go To:

The POLICY tab on this wiki page

To Read the ES&H Program Details, Go To:

http://www.lbl.gov/ehs/pub3000/CH58.html

Contact Information

Underground Storage Tanks Subject Matter Expert
Environmental Services Group
EHSS Division

Policy

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POLICY

A. Purpose

The Underground Storage Tanks (UST) Program ensures that Berkeley Lab remains in compliance with federal and state UST laws by:

- Ensuring that Berkeley Lab's Designated UST Operators within the Facilities Division perform monthly inspections on USTs, maintain operating records required by the state of California, coordinate annual certifications of UST equipment, and coordinate triannual secondary-containment testing
- Maintaining a permit with the city of Berkeley for each UST system
- Notifying the city of Berkeley when certification testing will be performed and when any changes are made to the UST systems
1. Submitting certification reports to the city of Berkeley
2. Maintaining a UST Monitoring Plan and a UST Emergency Response Plan

B. Persons Affected

All Berkeley Lab employees and subcontractors

C. Exceptions

None

D. Policy Statement

1. Underground storage tanks (USTs) and systems are stringently regulated by federal and state laws.
2. The EHSS Division's Environmental Services Group (ESG) provides UST compliance support and maintains a documented program, including UST permits, a UST Monitoring Plan, and a UST Emergency Response Plan. The Facilities Division ensures that Berkeley Lab's Designated UST Operators maintain state certification and are recertified every two years. (Work Process A)

E. Roles and Responsibilities

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<th>Role</th>
<th>Responsibilities</th>
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| City of Berkeley                  | • Enforces compliance with UST regulations at Berkeley Lab  
• Administers and enforces the UST permit at Berkeley Lab |
| Designated UST Operator within the Facilities Division | • Coordinates the annual monitor certification, product precision line test, and mechanical line leak detector test  
• Coordinates the triannual secondary-containment testing of the UST system  
• Performs monthly UST inspections  
• Responds to UST alarms  
• Performs corrective action to bring UST systems back into operation after system failures |
| Employees                         | • Follow applicable UST laws, regulations, and policies  
• Are fully aware of the environmental impact of their activities, and comply with all requirements that govern those activities  
• Perform activities within acceptable written operating standards, and maintain current records whenever required  
• Take immediate action to stop unplanned releases to the environment and report all instances of unplanned environmental releases to the EHSS Division  
• Complete all required training provided by supervisors and the EHSS Division (EHS0680, Spill Prevention, Control, and Countermeasures Training) |
| Environmental Services Group      | • Develops Laboratory policies and procedures to assure that operations are conducted in an environmentally safe manner and in full compliance with all applicable UST laws and regulations  
• Assesses current and planned Berkeley Lab programs, and assists in defining UST compliance upgrades and corrective actions  
• Makes presentations and participates in discussions regarding UST compliance matters with Berkeley Lab employees and regulatory agencies  
• Manages the preparation of UST operating permit applications and UST modification permits  
• Curtails or suspends any operations that pose an immediate danger to members of the public or the environment  
• Investigates reports of unplanned environmental releases, and notifies federal, state, and local authorities in a timely manner, as required  
• Coordinates and represents Berkeley Lab activities during UST audits and inspections by the city of Berkeley and other regulatory agencies  
• Assists in the removal and closure of UST systems  
• Provides notice to the city of Berkeley when the Designated UST Operator with the Facilities Division renews state certification (every two years) |
Principal investigators and supervisors

- Ensure that UST laws, regulations, and policies are followed
- Request assistance from the Environmental Services Group for technical advice on what UST requirements apply to their operations and what would be an appropriate compliance strategy
- Ensure that the Designated UST Operator within the Facilities Division provides training for employees in operational requirements pertaining to USTs, and maintain records of such training (EHS0680, Spill Prevention, Control, and Countermeasures Training)
- Ensure that activities are performed within acceptable written operating standards and that any required records are current
- Notify the EHSS Division immediately of any unplanned or accidental releases
- Ensure that the Designated UST Operator maintains state certification and is recertified every two years
- Ensure that the Designated UST Operator conducts monthly inspections and coordinates annual certification and testing
- Ensure that only state-certified UST service technicians perform work on UST systems
- Manage and prepare budget requests for UST upgrades and corrective actions for institutional projects

State Water Resources Control Board (SWRCB)
The agency responsible for promulgating California UST regulations. (At Berkeley Lab, the UST permit is administered and enforced by the city of Berkeley.)

U.S. Environmental Protection Agency
Enforces environmental laws. In California, some of this responsibility is typically delegated to state and local regulatory agencies.

F. Definitions/Acronyms

<table>
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<th>Term</th>
<th>Definition</th>
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<tbody>
<tr>
<td>Environmental occurrence</td>
<td>A sudden or sustained deviation from a regulated or planned performance at an operation that has environmental protection and compliance significance</td>
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<tr>
<td>Underground storage tank (UST)</td>
<td>A stationary device designed to accumulate and contain hazardous material or waste. A tank is constructed primarily of nonearthen material, but the entire surface area of the tank is buried below ground and covered over. Berkeley Lab's USTs contain diesel fuel.</td>
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G. Recordkeeping Requirements

Underground Storage Tank permits, permit modifications, records of city of Berkeley inspections, and any subsequent corrective actions are maintained by ESG. Designated UST Operator monthly inspection records, annual testing records, annual certification records, and triannual secondary-containment testing records are maintained by the Facilities Division.

H. Implementing Documents

<table>
<thead>
<tr>
<th>Document number</th>
<th>Title</th>
<th>Type</th>
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<tbody>
<tr>
<td>07.09.008.001</td>
<td>Underground Storage Tanks</td>
<td>Program</td>
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<tr>
<td>07.09.008.002</td>
<td>Work Process A, General Requirements</td>
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I. Contact Information

Underground Storage Tanks Subject Matter Expert
Environmental Services Group
EHSS Division
End Brief

J. Revision History

<table>
<thead>
<tr>
<th>Date</th>
<th>Revision</th>
<th>By whom</th>
<th>Revision Description</th>
<th>Section(s) affected</th>
<th>Change Type</th>
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<tr>
<td>1/2/2012</td>
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<td>R. Fox</td>
<td>Rewrite for wiki</td>
<td>all</td>
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Document Information

DOCUMENT INFORMATION
Title: Underground Storage Tanks

Source Requirements Documents

- California H&SC 25284
- 23 CCR 2610 et seq., Underground Tank Regulations – Definition of Terms
- 23 CCR 2712, Underground Tank Regulations – Permit Application, Quarterly Report and Trade Secret Request Requirements – Permit Conditions
- 23 CCR 2715(f), Underground Tank Regulations – Permit Application, Quarterly Report and Trade Secret Request Requirements – Certification, Licensing, and Training Requirements for Underground Storage Tank Owners, Operators, Installers, Service Technicians, and Inspectors

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