

## General Instructions

**Please note:** State law and Department of Environmental Protection (Department) regulations require submittal of an inspection certifying all procedures and equipment are in compliance. The Department does not accept failing annual inspections (exception: failures only due to failing cathodic protection results). A facility that fails to submit a passing annual inspection may be prohibited from receiving deliveries and dispensing product in accordance with Maine law 38 M.R.S.A. §565-A. Items that are failing must be repaired or corrected within thirty (30) days or the owner must notify the Department.

1. Leak detection equipment and procedures, vapor control devices must be checked or tested annually for proper operation. Cathodically protected tanks and piping must be checked annually to insure they are adequately protected from corrosion.
2. All work associated with testing of equipment and checking of procedures must be performed under direct, onsite supervision of a Maine certified underground storage tank installer or a Maine certified underground storage tank inspector.

3. Mail completed inspection forms within thirty (30) days after the inspection is completed to:

Attn: AST Annual Inspections  
Maine Department of Environmental Protection  
17 State House Station  
Augusta, Maine 04333-0017

Physical address for UPS or FedEx:  
28 Tyson Drive

4. Detailed instructions on how to fill out this form are provided in the Department's "*Aboveground Storage Tank Inspector Reference Handbook*", available online at: [www.maine.gov/dep/rwm/abovegroundtanks/undergroundpiping.htm](http://www.maine.gov/dep/rwm/abovegroundtanks/undergroundpiping.htm).
5. Copies of the AST Annual Inspection Report form, the Inspector Reference Handbook and a list of Frequently Asked Questions (FAQ's) are also available by calling the Aboveground Tanks Unit at (207) 287-2651.

Pages	Changes in 2011 AST AI Form compared to the 2008 AST AI Form
02-10	<p><u>Changed</u> the general layout to more closely match the Underground Oil Storage Tank Inspection Form</p> <p><u>Added</u> auto fill-in blocks for <b>registration #</b> and <b>inspection date</b> to each page</p>
1	<p><u>Added</u> fill-in blocks for <b>Pump Type</b> under each tank column</p> <p><u>Added</u> the second CTI signature section. Whereas the first signature block certified that the person performing the inspection is a Maine Certified Underground Storage Tank Installer/Inspector, the second signature block certifies that the inspection is complete and <u>passing</u>. The second name and signature may be the same as in the first signature block, but can be the name and signature of a different CTI, depending if repairs were made and who made the repairs. Both signature blocks <b>MUST</b> be completed prior to sending in the passing inspection form.</p> <p><u>Added</u> space for the inspector/installer to include their CTI certification number next to their name.</p>
2	<p><u>Deleted</u> "<b>Underground Product Piping</b>" section;</p> <p><b>"General Instructions"</b> from old Page 2 <u>moved</u> to this "Form Instructions" page.</p> <p>Old page 3 renumbered to page 2;</p> <p>Replaced question "<b>Sumps Present?</b>" with question "<b>Yes (Y) or No (N)</b>" &lt;meaning, is electronic interstitial monitoring present?&gt;</p>
3	<p>A few formatting changes to fill-in blocks for "<b>Automatic Line Leak Detectors</b>" and "<b>Anti-Siphon Valves</b>"</p> <p><u>Added</u> automated fill-in blocks for Volume, Product &amp; Pump Type to each Tank column;</p>
4	<p><b>"Dispensers, Crash Valves and Vapor Recovery"</b> sections now located on page 4; <u>Added</u> <i>automated</i> fill-in blocks for <b>Volume, Product &amp; Pump Type</b> to each Tank column under <b>Vapor Recovery</b>;</p>
5	<p>This page now covers <b>Cathodic Corrosion Protection</b> only;</p> <p><u>Added</u> automated fill-in blocks for Volume and Product to each Tank column;</p> <p><u>Added</u> signature block for certified Installer or certified Inspector who is <i>also corrosion protection tester certified</i>.</p>
6	<p><u>Added</u> a new section for inspecting <b>Out-of-Service</b> tanks or facilities.</p>



Maine Department of Environmental Protection  
*Aboveground Storage Tank with Underground Piping*



# Annual Inspection Summary

Facility Name	Owner	Reg. #
Location	Operator	Phone

Tank - Chamber #												
Volume												
Product												
Pump Type												
	Pass	Fail	N/A									
Interstitial Monitoring												
Line Leak Detectors												
Anti-Siphon Valves												
Dispensers												
Crash Valves												
Stage I Vapor Recovery												
Cathodic Protection												
Temp. Out-of-Service												
Any FAIL in the columns above means a FAIL for that tank.	Pass	Fail	N/A									

*By signing this form, I certify that:*

I performed this inspection and believe the contents of this report to be complete and accurate at the time of the inspection, and, that I am a properly certified Maine Underground Oil Storage Tank Installer or Inspector.

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Name & CTI No. (please print)	Date	Signature
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*By my signature below, I certify that:*

All inspection items are passing and any deficiencies discovered during the inspection have been corrected.

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Name & CTI No. (please print)	Date	Signature
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The facility owner must submit a passing AST Inspection report to MeDEP within thirty (30) days after the inspection is completed to:	AST Annual Inspection, Maine Department of Environmental Protection, 17 SHS, Augusta, ME 04333-0017
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Maine Department of Environmental Protection  
**AST Annual Inspection Report**

Reg #:

AI Date:

**Interstitial Monitoring**

**1**    **Make and Model:**

The majority of underground piping associated with aboveground motor fuel tanks is now required to have electronic monitoring.

Item	Interstitial Monitoring System	Trans Sump		Disp Sump		Trans Sump		Disp Sump		Trans Sump		Disp Sump	
		P	F	P	F	P	F	P	F	P	F	P	F
2	Yes (Y) or No (N)												
<b>Electronic</b>		<b>P</b>	<b>F</b>	<b>P</b>	<b>F</b>	<b>P</b>	<b>F</b>	<b>P</b>	<b>F</b>	<b>P</b>	<b>F</b>	<b>P</b>	<b>F</b>
3	Monitoring console is fully operational?												
4	Sensors are properly placed?												
5	Sensors are functioning properly?												
6	Are sumps in liquid tight condition?												
7	No oil in sumps?												
8	No water in sumps?												
		<b>P</b>	<b>F</b>	<b>P</b>	<b>F</b>	<b>P</b>	<b>F</b>	<b>P</b>	<b>F</b>	<b>P</b>	<b>F</b>	<b>P</b>	<b>F</b>
<b>PASS or FAIL?</b>													

**Comments:** (Indicate all repairs made to bring facility into compliance) (Press ALT-ENTER to start a new line)

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**Automatic Line Leak Detector (LLD)**

Line leak detectors are required on pressurized product lines supplied by a pump remote from the dispenser.

Item	Tank # Volume Product Pump Type								
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
9	Make and Model (or N/A)								
10	Mechanical (M) or Electronic (E) LLD?								
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
11	LLD listed for use with type of piping present (rigid or flexible)?								
<b>Mechanical LLD's only</b>									
12	Slow flow when 3 gph leak @ 10 PSI is simulated?								
<b>Electronic LLD's only</b>									
13	One 0.1 gph or 0.2 gph test passed within last 30 days?								
14	System alarms and/or shuts off turbine when a 3 gph @ 10 PSI is simulated?								
<b>PASS or FAIL?</b>									

**Anti-Siphon Valves**

Item	Tank # Product								
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
15	Mechanical (M) or Electric (E)								
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
16	Anti-siphon valve properly located?								
17	Electric anti-siphon valve operational?								
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
<b>PASS or FAIL?</b>									

**Comments:** (Indicate all repairs made to bring facility into compliance) (Press ALT-ENTER to start a new line)

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**Dispensers**

		Dispenser #											
Item	All Systems	1 & 2		3 & 4		5 & 6		7 & 8		9 & 10		11 & 12	
		P	F	P	F	P	F	P	F	P	F	P	F
18	No weeps / leaks in dispenser?												

**Crash Valves**

		1 & 2		3 & 4		5 & 6		7 & 8		9 & 10		11 & 12	
		P	F	P	F	P	F	P	F	P	F	P	F
19	Crash valves at correct height?												
20	Crash valves secured?												
21	Crash valves operational?												
<b>PASS or FAIL?</b>													

*\*If there are more than six (6) dispensers, please use additional "Dispenser Area" forms.*

**Class I Tanks (Gasoline tanks only)**

22	Gas throughput for last calendar year	Gallons: <input style="width: 100%;" type="text"/>	Year: <input style="width: 100%;" type="text"/>
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**Stage I Vapor Recovery System**

Item	Tank # Volume Product								
		Yes	No	Yes	No	Yes	No	Yes	No
23	Two-Point (2), Manifold (M) or N/A								
<b>Two-Point / Manifold</b>									
24	Poppet cap and gasket in good condition?								
25	Poppet valve moves easily & closes tight?								
26	Access lid in good condition?								
<b>PASS or FAIL?</b>									
27	Fill cap and gasket in good condition?								
28	Drop tube?								
29	Ends within 6 inches of tank bottom?								
<b>PASS or FAIL?</b>									

**Comments:** (Indicate all repairs made to bring facility into compliance) (Press ALT-ENTER to start a new line)

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**Cathodic Corrosion Protection**

Item	Tank # Volume Product														
		30	Product Pipe (Lowest Reading)												
				Pass	Fail	N/A									
<b>PASS or FAIL?</b>															

**Impressed Current Systems Only**

Item	Description												
		Yes	No	N/A									
31	Rectifier has power and is turned on?												
32	Monthly log present and filled out properly?												
		Pass	Fail	N/A									
<b>PASS or FAIL?</b>													

By signing the cathodic protection (galvanic and impressed system) section, I certify that I performed the inspection for this section in accordance with nationally accepted standards. I also certify that I am a properly certified Maine underground oil storage tank installer or that I am a properly certified Maine underground oil storage tank inspector that has also been certified by the Board of Underground Storage Tank Installers as a cathodic protection tester.

**Comments:** *(Indicate all repairs made to bring facility into compliance) (Press ALT-ENTER to start a new line,*

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**Temporarily Out-of-Service Tanks**

Fill out this section for any tank that is neither receiving nor dispensing oil. Prior to returning to service, facilities must submit a complete, passing annual inspection and a Department approved piping tightness test.

Item	Tank # Volume Product								
		Pass	Fail	Pass	Fail	Pass	Fail	Pass	Fail
33	Date taken out-of-service (Month/Date/Year)								
34	Less than 1" product, water, or residual?								
35	Vent lines open and functioning properly?								
36	Fill pipe locked?								
37	Product piping drained and capped? Pumps and manways secured?								
<b>PASS or FAIL?</b>									

**Comments:** *(Indicate all repairs made to bring facility into compliance) (Press ALT-ENTER to start a new line)*

Use this area for additional comments from previous pages. Include the line item to which it pertains