

TRAINING CLASS C OPERATORS

The Federal Underground Storage Tank (UST) Compliance Act established three categories of operators identified as Class A, B, and C. The Class C operator is the person who is present whenever fuel is being dispensed. Class C operators do not have many responsibilities with regard to UST systems, but the responsibilities they do have are very important. They must know what to do when emergencies such as fires, vehicles hitting dispensers, fuel spills, and alarm conditions on leak detection equipment happen. Class C operators do NOT need to be trained as emergency medical technicians, fire firefighters, or hazardous material spill-cleanup personnel. Class C UST operators DO need to know how to recognize problems, how to quickly shut down the fuel-dispensing system, and who to call (e.g., fire, police, ambulance, facility management personnel) depending on the nature of the incident.

The Class C operator is the person who is present whenever fuel is being dispensed.

In Maine, the Class C operator must be trained by a person holding a certificate as a Class A/B operator. A Class A/B operator may also serve as a Class C operator as long as he or she meets the requirement of being present at the facility whenever fuel is being dispensed. Class C operators do not need to pass a test to show that they have learned what they need to know. However, documentation that Class C training has been provided must be maintained on site.

At unattended facilities, Class C responsibilities must be met by the customers who are fueling their vehicles. In this case, prominent signage explaining what to do if there is a fire, spill, or accident at the facility may serve as “training” for customers.

MINIMUM TRAINING REQUIREMENTS

At a minimum, Class C operators must be trained on:

- How to respond to fuel spills
- What to do when an alarm on a tank-monitoring system sounds
- Identifying potential problems with the UST system (e.g., nozzle is not shutting off properly, leaky dispenser hose, strong gasoline smell from a dispenser)
- Safe fueling procedures (e.g., shut off engine, stay at the nozzle, no smoking, fill portable gas cans on the ground, discharge static before touching the nozzle)

HOW DO YOU DOCUMENT CLASS C TRAINING?

Proof of training must be kept at the facility and produced during annual and compliance inspections by DEP staff.

Underground storage tank Class A/B operators must maintain a Class C operator training checklist for each Class C operator. Class A/B operators may design their own training or have a prospective Class C operator use publically available Class C training, provided it covers the topics listed on **Maine's Underground Storage Tank Facility Class C Operator Training Checklist**. (A copy of the checklist is included with this module.) After the Class A/B operator is satisfied that the training has been satisfactorily completed, the Maine checklist must be signed by the Class A/B operator and the Class C operator who received the training to verify completion.

Proof of training must be kept at the facility and produced during annual inspections (see the *TankSmart* module Annual UST System Inspections) and during compliance inspections by DEP staff. In addition, during DEP inspections, the Class C Operator on duty must demonstrate sufficient understanding of spill-response procedures and monitoring-system-alarm procedures to the DEP inspector.

Besides having the Class C operator training checklist on file, the Class A/B operator must maintain a **Class C Operator Training Record** (included with this module) on site. The training record is a list of all the trained Class C operators at the location. It gives DEP inspectors the ability to check to be sure there are certified people on site and that they are talking with someone who is certified. Names should be added or deleted from the list so that the current Class C operators at a site can be easily identified.

Failure to demonstrate that your facility has trained Class C operators is a violation of DEP rules.

Failure to demonstrate that your facility has trained Class C operators is a violation of DEP rules.

OTHER ONLINE CLASS C TRAINING RESOURCES

The online Class C courses offered by the following companies may be used to assist you in providing training for your Class C operators. Remember that the Class A/B operator must sign a document that shows that the Class C operator has received training. If it is properly completed and signed, the site-specific checklist that is provided as part of the Petroleum Training Solutions Class C course is acceptable documentation that the Class A/B operator has trained the Class C operator.

- **Eclipse:**
<http://training.ecseclipse.com/Class-C-Training.html>
- **Petroleum Training Solutions:**
www.USTtraining.com
- **Practical American Safety Solutions:**
www.passtesting.com



Maine Department of Environmental Protection

17 State House Station
 Augusta, Maine 04333-0017
 Phone: (207) 287-2651
www.maine.gov/dep/rwm/ust/index.htm



**Underground Storage Tank Facility
 Class "C" Operator Training Checklist**

All retail and motor fuel underground oil storage tank (UST) facilities must have designated Class "C" operators. Class C Operators, at a minimum, must be trained on the items below by a Maine Certified Class A/B Operator. This form will be used to certify the training provided to a Class C Operator. This form must be kept at the facility and made available to the Department of Environmental Protection upon request.

Check each area of training upon completion

<input type="checkbox"/> UST Facility Components and Functions	<input type="checkbox"/> Responding to Spills: Actions and Procedures
<input type="checkbox"/> Fuel Pump Emergency Shut-offs: Location(s) and Usage	<input type="radio"/> Spill logs: Location and Procedures
<input type="checkbox"/> Leak Detection Console: Warnings, Alarms and Response	<input type="radio"/> Speedi-Dri and Oil Absorbent Pads: Location, Use and Disposal.
<input type="checkbox"/> Evidence of a Possible Leak: Response and Emergency Contacts	<input type="checkbox"/> Safety & Other Emergency Actions: Procedures & Implementation

By my signature below, I certify that I have received training in the listed topic areas.

 Printed Name - Class "C" Operator

 Signature - Class "C" Operator

 Date

By my signature below, I certify that I have trained the employee named above in the listed topic areas.

 Printed Name - Class "A or B" Operator/Trainer

 Signature - Class "A or B" Operator/Trainer

 Date

This certification is valid for a period of one year from date of completion
 Retain this record of training for a minimum of three years

DEP Oil Spill Reporting
 In-State / Out-of-State, 24 Hours: (800) 482-0777

January 2010

