EPA Region 9 **Finished Water Storage Tank Inspection/ Cleaning Checklist** Fill out one checklist per storage tank & submit labeled photos of each tank component with this form			
PWS Name: _____		PWS ID: _____	
Tank Name: _____		Tank ID: _____	
Proposed Inspection Date: _____		Actual Inspection Date: _____	
Name of Person Filling Out Form: _____		Title of Person Filling Out Form: _____	
I certify that this information is complete and accurate:		Date:	

Inspector Qualifications (answer to all questions must be "yes")	
Name and contact information of inspector (if water system personnel) or inspection company: _____	
☐ Yes ☐ No	Has the inspector completed confined space training?
☐ Yes ☐ No	Did the inspector have a confined space entry permit?

Overall Tank Condition				
Significant Deficiency		**Required Correction**	**Proposed Completion Date**	**Actual Completion Date**
☐ Yes ☐ No	Does the tank appear to be structurally sound?	If no, what repairs are suggested by the tank inspector? _____	_____	_____
☐ Yes ☐ No	Are there any unprotected openings in the tank (breaches, leaks, daylight coming through tank in spots, etc)	If yes, indicate type of breach and how it should be repaired. _____	_____	_____

Air Vent				
Significant Deficiency		**Required Correction**	**Proposed Completion Date**	**Actual Completion Date**
Above Ground Tanks (Ground Level or Elevated) ☐ Check if NA				
☐ Yes ☐ No ☐ NA	<u>Downturned vent:</u> Is the vent at least 24" or 3 pipe diameters above the roof?	If no reconfigure vent to provide proper air gap.	_____	_____
☐ Yes ☐ No ☐ NA	<u>Non-downturned vent</u>: Is there a solid cover down to the bottom of the vent screen?	If no, indicate deficiency and proposed correction: _____	_____	_____
☐ Yes ☐ No ☐ NA	<u>Non-downturned vent</u>: Is the screen at least 8" above the roof surface? What is the height of the start of the screening above the tank? _____	If no, indicate deficiency and proposed correction: _____	_____	_____
☐ Yes ☐ No	Is the vent covered with #24 mesh corrosion resistant screening (some exceptions apply)? Mesh Size: _____	If no, indicate deficiency and proposed correction: _____	_____	_____

Buried or Partially Buried Tanks ☐ Check if NA				
☐ Yes ☐ No	Is the vent covered with #24 mesh corrosion resistant screening?	If no, install proper #24 mesh corrosion resistant screening.	_____	_____
☐ Yes ☐ No	Does the air vent terminate downward?	If no, re-configure the vent so that it terminates downward.	_____	_____
☐ Yes ☐ No	Is the air vent at least 24" above the tank roof or ground surface (whichever is higher)? What is the height of the vent above the roof or ground surface? _____	If no, raise air vent to provide for an appropriate air gap.	_____	_____

Access Hatch				
Significant Deficiency		**Required Correction**	**Proposed Completion Date**	**Actual Completion Date**
☐ Yes ☐ No	Is the hatch raised at least 4" above the roof (for ground level or elevated tanks) or at least 24 inches above the roof or ground, whichever is higher (for buried or partially buried tanks)? What is the height of the access hatch above the roof or ground surface? _____	If no, the hatch should be raised to the appropriate height above the tank roof or ground.	_____	_____
☐ Yes ☐ No	Does the hatch have a shoe box lid?	If no, a properly designed shoe box type lid should be installed.	_____	_____
☐ Yes ☐ No	Is the lid water tight and sealed with a rubber gasket?	If no, the reason for the lack of a seal should be investigated and repaired.	_____	_____
☐ Yes ☐ No	Is the hatch locked?	If no, the hatch should be equipped with a lock.	_____	_____

Overflow				
Significant Deficiency		**Required Correction**	**Proposed Completion Date**	**Actual Completion Date**
☐ Yes ☐ No	Discharge has #24 mesh corrosion resistant screen OR a duckbill valve OR a properly sealed flapper valve with a screen inside (EPA recommends #24 mesh screen)?	If no, indicate proposed correction: _____	_____	_____
☐ Yes ☐ No	Overflow terminates between 12 and 24 inches above the ground surface? At what height does the overflow discharge? _____	If no, modify overflow to provide for an appropriate air gap.		
☐ Yes ☐ No	Overflow discharges over an inlet structure, splash plate, or engineered rip-rap?	If no, indicate proposed correction: _____	_____	_____

☐ Yes ☐ No	Is the overflow directly connected to a sanitary sewer or storm drain?	If yes, indicate proposed correction: _____	_____	_____
☐ Yes ☐ No	Is there blockage in the overflow, an inadequately sized overflow, a malfunction of the level control system, or other issue that is causing the tank to overflow through the hatch or vent?	If yes, indicate what is causing the problem and how it should be repaired: _____	_____	_____
☐ Yes ☐ No	Is the overflow discharge point visible? If no, it is recommended that the discharge point be moved to a location that is visible.		Not Required	

Drain				
Significant Deficiency		**Required Correction**	**Proposed Completion Date**	**Actual Completion Date**
☐ Yes ☐ No	Does the drain pipe have an air gap of 3 or more pipe diameters above the entrance to any storm or sanitary sewers?	If no, indicate proposed correction: _____	_____	_____
☐ Yes ☐ No	Does the discharge have a #24 mesh corrosion resistant screen OR a duckbill valve OR a properly sealed flapper valve with a screen inside? If no, EPA recommends that a #24 mesh screen be installed.		Not Required	
☐ Yes ☐ No	Does the drain terminate between 12 and 24 inches above the ground surface and discharges over an inlet structure or splash plate? If no, it is recommended that the discharge point be modified to provide for the appropriate air gap.		Not Required	

Cleaning and Other Items			
Significant Deficiency	**Required Correction**	**Proposed Completion Date**	**Actual Completion Date**
Describe any other items noted by the inspector that have the potential to cause contamination of the finished drinking water: _____	What repairs are suggested to prevent or eliminate the source of contamination? _____	_____	_____
Depth of sediment found in the tank before cleaning (inches): _____ How was the storage tank cleaned? _____ How was the storage tank disinfected after cleaning? _____ List any objects found inside the tank during cleaning that may have introduced contamination into the water system (examples: debris, animals, etc): _____			
Please attach tank as-built drawings (if available) or a sketch of the tank's configuration and dimensions including the location, layout and dimensions of all major components (i.e. access hatch, vent, overflow, drain)			