

Tier I Qualified Facility SPCC Plan



This document 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 document 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 Flagship FastLube Inc.

Facility Address 91-581 Farrington Highway

City Kapolei State HI ZIP 96707

County Honolulu Tel. Number (808) 674-8444

Owner or Operator Name Christopher J. Price

Owner or Operator Address 1034 A Kilani Ave. Suite #103

City Wahiawa State HI ZIP 96786

County Honolulu Tel. Number (808) 621-0899

Owner or operator Name Same as above

Owner or Operator Address Same as above

City _____ State _____ ZIP _____

County _____ Tel. Number _____

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 Christopher J. Price 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 _____
Name Christopher J. Price

Title: President/Owner
Date: 10 / 01 / 2015

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.	<input checked="" type="checkbox"/>
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]	<input checked="" type="checkbox"/>

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 and completely buried tanks) 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.		<input checked="" type="checkbox"/>
Oil Storage Container <i>(indicate whether aboveground (A) or completely buried (B))</i>	Type of Oil	Shell Capacity (gallons)
A – Rectangular, double walled tank	Used oil	1,500
A – Rectangular, double walled tank	5W-30	750
A – Rectangular, double walled tank	Automatic Transmission Fluid	280
A - Drum	Used Anti-Freeze	55
A – Drum	Used Anti-Freeze	55
A – Drum	Used Anti-Freeze	55
A – Drum	Used Oil (DIY)	55
A – Drum	Used Oil (DIY)	55

Total Aboveground Storage Capacity ^c 2,805 gallons
Total Completely Buried Storage Capacity 0 gallons
Facility Total Oil Storage Capacity 2,805 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 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.	<input checked="" type="checkbox"/>

^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.

Spill control equipment on site includes a Spill Response Kit, comprised of oil sorbent pads, socks and pillows and PPE required to control situation. Spilled equipment is stored within easy access inside the facility and is sufficient for minor spills. Unitek trucks provide their own spill response equipment including booms and granular absorbent materials.

At Flagship Fastlube, all areas that contain oil have secondary containment; including double walled steel tank construction, floor of the lower bay and spill containment pallets. The lower bay has no drainage outlet, and is protected from storm water by the overlying steel structure and surrounding surface drainage patterns.

All of the aboveground storage tanks are of double walled steel construction, specifically designed for their use in the storage of petroleum products, oily water and transmission fluid.

The double wall construction of the steel tanks provides secondary containment of the oil and transmission fluids stored in the lower bay. The lower bay provides 50,000 gallons of containment volume.

A Flagship Fastlube employee is present to observe all loading and unloading operations, and to remind drivers to examine drain outlets prior to departure.

Formal facility inspections are conducted and records of these inspections are documented and signed. During the inspections, all tanks, containment structures, valves, hoses and other equipment are inspected.

During safety briefings, spill prevention is discussed. Any near misses or incidents are discussed in these briefings in order to prevent them from occurring. Employee feedback and recommendations are encouraged in spill prevention and operation. Sign in sheets, which include the topics of discussion at each meeting, are maintained for documentation.

Reference: Manager's Directive & Standard Operating Procedure

- MD-2 – Oil Order Procedures
- MD-6 – Unitek - Used and Waste Material Disposal Procedure
- SOP 94-10 – Health & Safety Manual

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)
<i>Bulk Storage Containers and Mobile/Portable Containers^b</i>					
1,500 gal used oil	Tank overfill, fitting leak, seam failure	<1 – 1,500	Lower Bay	Concrete pad, spill kit, double wall	50,000
750 gal 5W-30 Motor Oil	Tank overfill, fitting leak, seam failure	<1 – 750	Lower Bay	Concrete pad, spill kit, double wall	50,000
280 gal Automatic Transmission Fluid	Tank overfill, fitting leak, seam failure	<1 – 280	Lower Bay	Concrete pad, spill kit, double wall	50,000
(3) 55 gal Used Anti-Freeze	Drum overfill	<1 – 55	Lower Bay	Concrete pad, spill kit, containment pallet	50,000
(3) 55 gal Used Oil (DIY)	Drum overfill	<1 – 55	Lower Bay	Concrete pad, spill kit, containment Pallet	50,000
<i>Oil-filled Operational Equipment (e.g., hydraulic equipment, transformers)^c</i>					
None with container ≥ 55 gallons					
<i>Piping, Valves, etc.</i>					
Oil dispensing hoses	Fitting leak or failure, hose failure	< 1	Lower Bay	Concrete pad, spill kit	50,000
<i>Product Transfer Areas (location where oil is loaded to or from a container, pipe or other piece of equipment.)</i>					
Oil transfer area	Receiving tank overfill, fitting leak or failure, oil transfer hose failure	<1-1,500	Lower Bay	Concrete pad, spill kit	50,000
<i>Other Oil-Handling Areas or Oil-Filled Equipment (e.g. flow-through process vessels at an oil production facility)</i>					
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)]	<input checked="" type="checkbox"/>
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:	
<ol style="list-style-type: none"> 1) All employees are trained to do visual inspections of oil storage and transfer areas and equipment. An assigned knowledgeable employee does periodic visual inspections of the aboveground oil storage containers using Attachment 3.1 to document inspections; records of inspections consist of the monthly inspection checklist and the annual inspection checklist in the Steel Tank Institute (STI) SP001 inspection standard. Visual inspections of oil storage containers follow the inspection schedule in Attachment 3.2 of this plan. 2) The liquid level gauges on all AST's, are inspected and calibrated at least annually following the manufacturer's procedures by an assigned Flagship FastLube employee. Attachment 3.1 documents these inspections. 3) An assigned employee also visually inspects the dispensers on the AST's for indications of deterioration and discharges, including the transfer hoses, valves, and other fittings, at least daily following the manufacturer's procedures. 4) An assigned employee inspect the 1,500 gal used oil tank on a weekly basis for signs of deterioration, discharges (e.g., from tank leaking fittings or seams and transfer spills), or accumulation of oil. These inspections are documented in Attachment 3.1. Each drainage activity is recorded in Attachment 3.3. Record keeping for disposal of waste oil or oil-contaminated water accumulated is in Attachment 3.3 of this plan. 5) If an employee encounters a spill during an inspection of the oil storage or transfer equipment, the employee will immediately take the necessary actions outlined in Table G-7. 6) An assigned employee inspects spill kits monthly to check equipment serviceability and ensure fully stocked kits. 7) Annual inspections of oil/water separators in accordance with manager directive MD-3 – Oil Water Separators. 	
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)]	<input checked="" type="checkbox"/>
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]	<input checked="" type="checkbox"/>
Inspections and tests are signed by the appropriate supervisor or inspector. [§112.7(e)]	<input checked="" type="checkbox"/>
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)]	<input checked="" type="checkbox"/>
A person who reports to facility management is designated and accountable for discharge prevention. [§112.7(f)] Name/Title: <u>Cris Barba, Store Manager</u>	<input checked="" type="checkbox"/>
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]	<input checked="" type="checkbox"/>

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:

- 1) All tanks are enclosed within the lower bay of the primary structure. All storage doors are closed and locked during non-business hours. Additional security is provided by an online alarm and monitored by Advanced Protection Network.
- 2) Flow valves locked:
All effluent flow valves are securely capped or blank flanged when they are not in use. All out of service pipelines are evacuated of their contents.
- 3) Lighting is provided to detect spills:
Electrical lighting is used to illuminate the AST storage area.

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) Shutdown pumping in event of a spill.
- 2) Eliminate potential sources of ignition such as open flames or sparks.
- 3) If possible, safe and trained to do so, identify and secure source of the discharge and contain the discharge with sorbents or other material from the spill kits.
 - a) The main and largest spill kit is kept in the lower bay area near the AST's.
- 4) Contact regulatory authorities and other response personnel and organizations (see next page).

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) Unitek Solvent Services	 (808) 682-8284
Key Facility Personnel	
Designated Person Accountable for Discharge Prevention: Rick Price, Owner	Office: (808) 621-0899
	Emergency: (808) 226-1840 (cell phone)
Christopher J. Price, President/Owner	Office: (808) 621-0899
	Emergency: (808) 561-6208 (cell phone)
	Office:
	Emergency:
	Office:
	Emergency:
State Oil Pollution Control Agencies Hazard Evaluation Emergency Response Office (HEER)	(808) 586-4249
Other State, Federal, and Local Agencies EPA Region IX	Office: (808) 541-2710 Emergency: 1-800-300-2193 (24 HR)
Local Fire Department	911
Local Police Department	911

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)]	<input checked="" type="checkbox"/>

- | | |
|--|--|
| <ul style="list-style-type: none"> • 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; | <ul style="list-style-type: none"> • 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. |
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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 (Region VI)

- (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;
- (8) Additional preventive measures you have taken or contemplated to minimize the possibility of recurrence; and
- (9) Such other information as the Regional Administrator may reasonably require pertinent to the Plan or discharge.

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)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Valves of manual, open-and-closed design are used for the drainage of diked areas. [§§112.8(b)(2) and 112.12(b)(2)]	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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)] <ul style="list-style-type: none"> • 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] 	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
For completely buried metallic tanks installed on or after January 10, 1974 at this facility [§§112.8(c)(4) and 112.12(c)(4)]: <ul style="list-style-type: none"> • Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions. • Regular leak testing is conducted. 	<input type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
For partially buried or bunkered metallic tanks [§112.8(c)(5) and §112.12(c)(5)]: <ul style="list-style-type: none"> • Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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)]	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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)]	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Table G-10 General Rule Requirements for Onshore Facilities		N/A
<p>Each container is provided with a system or documented procedure to prevent overfills for the container. Describe:</p> <p><u>Delivery procedures:</u></p> <ol style="list-style-type: none"> 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 delivery person makes all hook-ups. 3) Place drip pans under valve-hose fitting connections. 4) The person responsible for monitoring the delivery will remain attentive and observe the entire delivery, be prepared to stop the flow 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. 5) Following complete delivery, the delivery person is responsible for disconnecting all hook-ups. 6) Record accurate readings for product and water in tank after delivery, verify the amount received and make sure fill ports are properly secured. 7) If an oil spill occurs, the spill kit will be used to contain the spill. The main spill kit is located in the lower bay area. <p><u>Transfers into used oil AST:</u> Gauge AST (manually or via visual gauge) to confirm liquid level in tank to prevent tank overfill.</p> <p>Used oil tank is provided with a Sentry Wall Tank Alarm. It is a 2-piece unit that allows the control panel to be mounted indoors and connected to the tank sensor using a common speaker wire. It is designed for use on single and double walled AST's and is primarily used to help prevent costly and unnecessary tank overflows or bulk product shortages. When activated to an alarm condition, the Sentry will sound its 103-decible siren for up to 4 days. The Sentry is a simple solution for remote areas where AC power is not accessible.</p> <p>Reference: Manager's Directive & Standard Operating Procedure</p> <ul style="list-style-type: none"> • MD-2 – Oil Order Procedures • MD-6 – Unitek – Used and Waste Material Disposal Procedure • SOP 94-10 – Health & Safety Manual 	☒	☐
Liquid level sensing devices are regularly tested to ensure proper operation [See Inspection Log and Schedule in Attachment 3.1]. <i>[\$112.6(a)(3)(iii)]</i>	☒	☐
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. <i>[\$112.8(c)(10) and 112.12(c)(10)]</i>	☒	☐
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] <i>[\$112.8(d)(4) and 112.12(d)(4)]</i>	☒	☐
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] <i>[\$112.8(d)(4) and 112.12(d)(4)]</i>	☐	☒

ATTACHMENT 2 – Oil Spill Contingency Plan and Checklist;

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

- Flowlines and intra-facility gathering lines at oil production facilities; and
- Qualified oil-filled operational equipment which has no secondary containment. **NOT APPLICABLE**

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.	<input type="checkbox"/>
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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.	<input type="checkbox"/>
(b) Establishment of notification procedures for the purpose of early detection and timely notification of an oil discharge including: <ul style="list-style-type: none"> (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. 	<ul style="list-style-type: none"> <li style="text-align: center;"><input type="checkbox"/> <li style="text-align: center;"><input type="checkbox"/> <li style="text-align: center;"><input type="checkbox"/> <li style="text-align: center;"><input type="checkbox"/>
(c) Provisions to assure that full resource capability is known and can be committed during an oil discharge situation including: <ul style="list-style-type: none"> (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. 	<ul style="list-style-type: none"> <li style="text-align: center;"><input type="checkbox"/> <li style="text-align: center;"><input type="checkbox"/> <li style="text-align: center;"><input type="checkbox"/>
(d) Provisions for well-defined and specific actions to be taken after discovery and notification of an oil discharge including: <ul style="list-style-type: none"> (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. 	<ul style="list-style-type: none"> <li style="text-align: center;"><input type="checkbox"/> <li style="text-align: center;"><input type="checkbox"/> <li style="text-align: center;"><input type="checkbox"/> <li style="text-align: center;"><input type="checkbox"/> <li style="text-align: center;"><input type="checkbox"/> <li style="text-align: center;"><input type="checkbox"/>

^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
 This log is intended to document compliance with §§112.6(a)(3)(iii), 112.8(c)(6), 112.8(d)(4), 112.9(b)(2), 112.9(c)(3), 112.9(d)(1), 112.9(d)(4), 112.12.(c)(6), and 112.12(d)(4), as applicable.

Date of Inspection	Container / Piping / Equipment	Describe Scope (or cite Industry Standard)	Observations	Name/ Signature of Inspector	Records maintained separately ^a
		Reference Monthly S&E Inspections SOP – 16-01			<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>

^a Indicate in the table above if records of facility inspections are maintained separately at this facility.

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 containment pallets.
55 to 1,500 gallons with sized secondary containment: 1,500 gal Used Oil 750 gal 5W-30 280 gal ATF (3) 55 gal Used Anti-Freeze (3) 55 Used Oil (DIY)	Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside bermed area plus any annual inspection elements per industry inspection standards

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

ATTACHMENT 3.3 – Dike Drainage Log

2

Table G-18 Dike Drainage Log

Date	Bypass valve sealed closed	Rainwater inspected to be sure no oil (or sheen) is visible	Open bypass valve and reseal it following drainage	Drainage activity supervised	Observations	Signature of Inspector
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

ATTACHMENT 3.4 – Oil-handling Personnel Training and Briefing Log

2

Table G-19 Oil-Handling Personnel Training and Briefing Log		
Date	Description / Scope	Attendees
	Reference Quarterly SPCC Training MD-10 – Training and Training Verification	

In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information will be provided to the National Response Center [also see the notification information provided in Section 7 of the Plan]:

Table G-20 Information provided to the National Response Center in the Event of a Discharge			
Discharge/Discovery Date		Time	
Facility Name Flagship FastLube Inc, Kapolei			
Facility Location (Address/Lat-Long/Section Township Range)	91-581 Farrington Highway, Kapolei HI. 96707		
Name of reporting individual		Telephone # (808) 674-8444	
Type of material discharged		Estimated total quantity discharged	Gallons/Barrels
Source of the discharge		Media affected	<input type="checkbox"/> Soil
			<input type="checkbox"/> Water (specify)
			<input type="checkbox"/> Other (specify)
Actions taken			
Damage or injuries	<input type="checkbox"/> No <input type="checkbox"/> Yes (specify)	Evacuation needed?	<input type="checkbox"/> No <input type="checkbox"/> Yes (specify)
Organizations and individuals contacted	<input type="checkbox"/> National Response Center 800-424-8802 Time		
	<input type="checkbox"/> Cleanup contractor (Specify) Time Unitek Solvent Services, (808) 682-8284		
	<input type="checkbox"/> Facility personnel (Specify) Time		
	<input type="checkbox"/> State Agency (Specify) Time Hazard Evaluation Emergency Response Office (HEER) (808) 586-4249		
	<input type="checkbox"/> Other (Specify) Time		