State of Oregon
Department of
Environmental
Quality

OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY
Underground Storage Tank Program

HEATING OIL TANK SERVICES
SERVICE PROVIDER REPORT CERTIFICATION

GENERIC REMEDY HEATING OIL CLEANUP REPORT FORM INSTRUCTIONS

APPLICABILITY

Before completing the report form, you must first determine if the cleanup project meets the basic qualifying criteria for the Generic Remedy cleanup option.

Check the box for each of the statements below that are correct. If you answer NO to any of these criteria, use of the Heating Oil Tank Generic Remedy is not appropriate. Cleanup must be completed under a different option, such as Soil Matrix or a Corrective Action Plan (Risk-Based Cleanup).

☐ The release is from an underground residential heating oil tank. (Note: If tank is from a commercial site, you must justify on a second page why the generic remedy is appropriate for this cleanup.)

☐ Heating oil (diesel #2) is the source of petroleum contamination (i.e. the tank has not held any other fuel type at any time).

☐ Contamination is limited to soil only.

☐ No free product is present.

☐ After cleanup is complete, the volume of contaminated soil (at or above 500 ppm TPH) allowed to remain in the subsurface is less than 65 cubic yards.

☐ Any contaminated soil left in place is deeper than 3 feet below ground surface.

☐ Contaminated soil must be above the seasonally high groundwater level.

☐ After any soil removal, the maximum Total Petroleum Hydrocarbon (TPH) concentration allowed to remain in subsurface soil is 10,000 ppm or mg/kg.

If you were able to check each box as "yes", continue to complete the report. The report form is divided into sections. The instructions are labeled to correspond to each section in the report.

INSTRUCTIONS

General Information

The information required in this section is self-explanatory.

- The DEQ Site ID No. is the file or log number assigned by the DEQ NWR Office when the release is reported (by phone or FAX) to DEQ. All correspondence and reports should reference this number to ensure reports are filed with the correct project.
- The square footage of the home is needed to modify calculations in the risk assessment in the event this information is significantly different from original assumptions. The conceptual site model assumes the home is 1200 square feet or larger.

Initial Abatement Information

Question #1: It is important to look for and correct any problems that would result in a further release or spread of heating oil to the environment. Typical "immediate actions" include: pumping the tank to remove any remaining oil, physically removing the tank from the ground, removing any visibly oil saturated soil, and keeping the excavation covered to prevent rain from entering the pit and spreading the contamination any further (i.e. "migration" of the oil contamination).

Question #2: Hazards such as fire and explosion as a result of the heating oil release are extremely rare, but could occur if there is free-product present. A hazardous vapor level inside of homes is also a concern if there is extensive heavy contamination under the home without any vapor barriers in place. "Mitigation" generally means that you have checked for and determined that these dangers are not present, or if possible, you have removed the threat by removing the free-product or heavy contamination that is the cause of the threat.

Question #3: Self-explanatory. Note the number of gallons of oil removed, or zero if none was present or had been removed at some prior date. Write in the name of the recycling or disposal company where the oil was sent.

Question #4: Oil contaminated soil that is left unprotected can cause further hazards when humans are exposed to vapors or contact with skin, or when the soil is exposed to rain and the contamination is spread. These soil piles are often attractive to children. Typical "remedies" include: placing the soil on a tarp or other barrier between the soil and the ground surface, covering the soil with a plastic cover that will not be blown off or easily removed, and securing the area with a fence or other mechanism to prevent persons from coming in contact with the soil. Clean soil should be separated from contaminated soil at all times. If contaminated soil will be taken to a disposal or treatment site, this should be done as soon as possible to eliminate the hazards completely. Contact the DEQ regional office if the contaminated soil must remain on site for more than 30 days.

Question #5: Free product is oil that has pooled either in the soil or is visible as a sheen on water in an excavation. Any free product observed must be removed and taken to a treatment or disposal facility. Contact the DEQ regional office if you have questions on how to handle this situation. The observation of free product could be an indicator of serious contamination and use of this Generic Remedy as a cleanup option is not appropriate.

Question #6: Water that seeps into the excavation means that groundwater may be impacted. The water must be pumped out of the excavation and taken to a treatment or disposal facility. If the water recharges within 24-hours after pumping, use of this Generic Remedy as a cleanup option is not appropriate. You must notify the DEQ Regional office if groundwater is encountered at any time. If you think that water in the excavation is from rain or another source, you will need to attach additional documentation to show that this site meets generic remedy criteria that contaminated soil will not come in contact with seasonal high groundwater levels.

Question #7: Self-explanatory. What action caused the release to be noticed?

Question #8: Describe what the tank looked like when it was removed or decommissioned in-place. This gives you valuable information about the source of the release and areas where contamination may be expected to be found. Did you notice any holes or excessive pitting on the exterior or interior that shows where the leak from the tank occurred? Was the tank in very good condition, indicating that the release may be from overfills or spills instead of actual leaks?

Question #9: Self-explanatory. Note that contaminated soil cannot remain on-site for more than 30 days without a permit from DEQ. If contaminated soil cannot be removed within 30 days, contact the DEQ for additional information on how to obtain a permit (if a permit is appropriate). Note that local jurisdictions may also have restrictions on storing contaminated soil on site.

Question #10: Briefly note any special circumstances or equipment needed for this cleanup project. Were there any difficulties encountered? It is especially important to note anything which could impact sample

integrity. Attach a separate page as necessary to describe (or to include information that is typed instead of hand written on this report form).

Question #11: Write in the highest value of Total Petroleum Hydrocarbons (TPH) detected. This gives an indication of the seriousness of the release prior to additional excavation and soil removal, or the situation as it was originally encountered without any removal actions.

Question #12: These attachments labeled A through F are required information.

Attachment A: This helps give a clear vision to anyone reviewing the report of where areas of potential concern are located.

Attachment B: This is very important information as it lays out visually the horizontal and vertical extent of contamination. The sample identification codes can then be referenced on summaries and can easily be referred to. This shows if contamination has gone under the home, is next to the neighbor's property, and how deep it has gone. Note that when determining the extent and magnitude of contamination, compliance is achieved when TPH-Dx values are shown to have declined to 500 mg/kg.

Attachment C: These are forms used by the analytical laboratory to confirm where samples were taken, when, by whom, etc., and confirms that appropriate sample handling techniques were used.

Attachment D: These are the actual reports provided by the analytical laboratory with sample test results. Summaries are not allowed. The report(s) must show the method reporting limit as well as the test method used. It is critical that the detection limit for benzene be lower than the regulatory limits.

Attachment E: Self-explanatory. Attach a copy of all receipts and other disposal documentation.

Attachment F: Self-explanatory. Attach copies of any pertinent photographs taken during tank decommissioning and cleanup activities. Color photocopies are acceptable.

Question #13: The data presented in this summary is extremely important as it provides the quick reference to demonstrate that this site has met compliance requirements. The results reported here are the final sample results - do not include early test results that were taken before excavation (those results will be included in Attachment D). The Sample ID should be easily referenced on Attachment B. Note that if the highest TPH-Dx value after any excavation is over 10,000 mg/kg, this project does not meet the minimum criteria for the generic remedy.

Final Report Checklist and Signature

Checking off each box indicates that the action has been performed correctly and the person who signs the report is verifying that the information is correct. You may need to refer back to the Guidance Document to ensure that each statement is true. The rest of the information required is self-explanatory. Feel free to include any additional information you believe is necessary. Be sure to label any new attachments starting with the letter "G".