



Oregon

Tina Kotek, Governor

Department of Environmental Quality
Operations – UST Program
700 NE Multnomah St.
Portland, OR 97232
(503) 229-6652
FAX (503) 229-6977
TTY 711

Dear Permittee:

As requested, we are providing you with copies of the following forms associated with decommissioning a regulated underground storage tank (UST):

- *General Permit Registration Form and 30-Day Notice of Intent to Decommission USTs or Complete a Change-in-Service*
- *Underground Storage Tank Decommissioning Checklist and Site Assessment Report*

Please pay particular attention to the following requirements:

- You must complete and return the *30-Day Notice of Intent* form to the appropriate UST Duty Officer at least 30 days before starting decommissioning or change-in-service work.
- You must receive authorization to begin work from the UST Duty Officer, either by telephone or by email, at least 3 days prior to starting the decommissioning or change-in-service work.
- You must complete and return the *Decommissioning Checklist and Site Assessment Report* form to the UST Duty Officer 30 days after completion of the decommissioning or change-in-service work. This requirement still applies if you have an on-going cleanup at the site. Please note that your permit status will remain active and you will continue to be billed for the tanks at this site until DEQ receives this report.
- All UST decommissioning work must be performed by a licensed service provider. The only exception to this requirement is if the permittee, tank owner or property owner perform their own work and they have successfully passed a national exam for supervising UST decommissioning work. DEQ can provide you with a list of licensed service providers by calling 503-229-6652.
- If you are planning to install new underground storage tanks, you must submit a *General Permit Registration Form to Install and Operate USTs* to DEQ at least 30 days prior to starting the installation.

Your cooperation in complying with the conditions and requirements of the General Permit to Decommission USTs (OAR 340-150-0166) is appreciated. You can learn more about these requirements and find technical assistance publications at our web site:

<https://www.oregon.gov/deq/tanks/Pages/UST.aspx>. For further assistance, please call the UST Duty Officer at 503-229-5034, or email at UST.DutyOfficer@deq.oregon.gov

Sincerely,

Mark Drouin, Manager
Underground Storage Tank Program