

# Requirements for Fuel Drops for Testing USTs



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DEQ can provide documents in an alternate format or in a language other than English upon request. Call DEQ at 800-452-4011 or email [deqinfo@deq.state.or.us](mailto:deqinfo@deq.state.or.us).

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# 1. Intent/Purpose/Statement of Need

The purpose of this IMD is to ensure the consistent approval of requests for depositing fuel into an underground storage tank (UST) before DEQ issues an operation certificate. To this end, this IMD provides guidance to staff on what information to request for such an approval.

## 2. Applicability

This IMD is for DEQ UST Inspectors when evaluating a request for depositing fuel into a UST before DEQ issues an operation certificate. DEQ will only approve a request for testing purposes, not for ballast.

## 3. Summary

DEQ may approve a request for depositing fuel into a UST before DEQ issues an operation certificate when the UST owner provides DEQ with documentation demonstrating that the UST system is installed properly. In particular, DEQ will not approve the deposit of fuel into a tank where the fuel would be unmonitored.

## 4. Background

OAR 340-150-160(9) states:

On a case-by-case basis, DEQ may approve depositing a regulated substance into the UST before DEQ issues an operation certificate. After DEQ provides such approval, the permittee must provide the distributor depositing the regulated substance with the installation certificate number and UST identification number for each tank, including an explanation that the certificate number will be superseded by an operation certificate number. Under no circumstances can a person dispense a regulated substance from the UST before DEQ issues an operation certificate.

Because the rule authorizing DEQ to approve these requests does not include any criteria for evaluating such a request, this IMD will ensure that approval is only given when all of the requirements for tank installation have been met.

## 5. Definitions

Unless noted otherwise, the definition of terms used throughout this Directive are set forth in OAR 340-150-0010.

## 6. Directive

6.1 A UST Permittee, or service provider representing a permittee, must send a written request for a fuel drop for testing purposes to the appropriate DEQ Regional Office. Email to UST inspectors to request approval is both allowed and preferred. A list of DEQ Regional Offices and the counties covered by each is available on the DEQ website.

<https://www.oregon.gov/deq/tanks/Documents/ustCountyCoverage.pdf>

6.2 The request must contain the following documentation:

- Proof of financial responsibility
- Testing results demonstrating tank tightness
- Documentation demonstrating installation of all required release detection equipment
- Output from automatic tank gauge showing that all interstitial monitoring sensors including; sump, under dispenser containment, and annular space sensors are active and properly programmed
- Documentation demonstrating installation of all required spill and overflow protection equipment
- Passing primary and secondary testing results from all installed lines
- Passing integrity tests of spill buckets and sumps
- As-built drawings of the installation that comply with OAR 340-150-0010(3a-b)

6.3 Within two business days of receipt of an incomplete request, an inspector will provide a denial in writing, which will include an explanation of what required documentation is missing.

6.4 Within two business days of receipt of a complete request, an inspector will provide approval in writing, which will contain the following language:

Product drop at UST facility () for testing purposes is approved. Dispensing is not allowed until an operation certificate has been issued. DEQ will issue an operation certificate after receipt of completed installation documentation. Please only deposit the amount of fuel necessary for start-up testing. In no circumstance should a tank be filled beyond 90% capacity.

You must comply with the following requirements:

(a) Provide the distributor of the regulated substance with the installation certificate number and UST identification number for each tank, including an explanation that the certificate number will be superseded by an operation certificate number;

(b) Report, investigate and perform corrective action for any confirmed release of a regulated substance (OAR 340-150-0135(9)).

6.5 Within 3 business days of approval and inspector will place a copy of the request and approval into the regional facility file. After the UST module in Your DEQ Online (YDO) is up and running, the request and approval will be appended to the facility record in YDO.

## 7. Record of Revisions to IMD

Revision	Date	Changes	Editor
First draft	5/21/2021		Diana Foss
First revision	11/4/2021	Corrected rule reference for as-builts Clarified that email communication is preferred	Diana Foss