CHECKLIST FOR OIL STORAGE TANKS

Completing this checklist will help you decide whether you need to improve your oil storage facilities in order to comply with the Oil Storage Regulations.

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General Requirements	4 **or** 8	**Comments**
Is the tank "fit for purpose" and in good condition (unlikely to leak or burst in ordinary use)?		
Is the tank situated more than 10m from a watercourse or 50m of a well of borehole? If unsure, contact the Agencies.		If no, then the tank must comply with the Regulations by 1 September 2003.
Is the tank situated within a secondary containment system?		
Is the tank/containment system located or protected so that it cannot be damaged by an impact or a collision?		
Secondary containment: storage capacity		
For a single tank, is the secondary containment at least 110% of the maximum storage capacity of the tank?		See calculation table opposite.
For two or more tanks in one secondary containment system, is the secondary containment at least 110% of the biggest tank's maximum storage capacity or 25% of the total maximum storage capacity of all the tanks, whichever is the greatest?		
Secondary containment: integrity		
Is the secondary containment impermeable to water and oil?		
Is the containment system intact and without openings or valves for drainage?		Ensure any cracks or other damage are carefully repaired.
Are any draw-off pipes and fill pipes that pass through the containment system sealed adequately?		
Tank ancillary equipment		
Are all valves, filters, sight gauges, vent pipes and taps within the secondary containment system?		
If the tank has a sight gauge, is it supported properly and fitted with a valve that closes automatically when the gauge is not in use?		
Are fill and draw-off pipes located of protected so that they cannot be damaged by an impact or a collision?		
And, if applicable, protected from corrosion?		
And, if above ground, supported properly?		
Are vent pipes, taps and valves arranged so that any oil lost will be retained within the containment system?		
Are all taps and valves fixed to the storage tank, through which oil can be discharged to the open, fitted with locks and locked shut when not in use?		
Deliveries to the tank (filling)		
Is the pipe situated within the secondary containment system, or if not, is a drip tray of adequate capacity provided to contain any oil that may remain in the pipework after filling?		Ensure the drip tray is emptied after the tank is filled.
Can the tank and vent be seen from the point where the filling is controlled, or if not, is the tank fitted with an automatic overfill protection device?		
If the tank has a screw fitting of other fixed coupling, is it in good condition?		
Are fittings/couplings being used when the tank is filled?		You may need to discuss this with your oil supplier.

Underground Pipes (for filling and/or draw-off)	4 or 8	Comments
Are underground pipes for filling or draw-off protected from physical damage?		
Are all mechanical joints situated at a place accessible for inspection?		
Are there adequate facilities for detecting leaks?		
If permanent detection is provided, is it maintained in working order and tested at appropriate intervals?		
If permanent leak detection is not provided, have the pipes been tested before use?		
Is pipework with mechanical joints tested every five years?		
Is all other pipework tested at least every ten years?		
Flexible draw off pipes		
Is the flexible draw-off pipe fitted with a tap or valve at the delivery end that closes automatically when the draw-off pipe is not in use?		
Is the pipe kept within the secondary containment system when not in use or enclosed within a secure cabinet equipped with a drip tray?		
Is there a lockable valve where the pipe leaves the container which is locked shut when not in use?		
Pump set draw-off (non-gravity draw off)		
Is the pump set fitted with a non-return valve in the feed line to the pump?		
Is the pump set protected from unauthorised use (locked or isolated when not in use)?		
Is the pump set located or protected so that it cannot be damaged by an impact or a collision?		

Calculation of capacity for existing secondary containment systems

The capacity of a tank located within an open containment system can be calculated by making the measurements shown in the table below. If the tank supports take up significant space, the calculation must take this into account.

Where the tank is enclosed within a proprietary system, you will have to refer to the manufacturer for this information.

Calculation	Result	
Maximum capacity of primary tank(s) If unknown, use tank length x width x depth in metres and multiply by 1000 to convert to litres	litres	A
Containment capacity = length x width x depth of secondary container in metres	m^3	
Then multiply by 1000 to convert to litres	litres	B
Volume lost due to tank supports (if significant) in cubic metres	m^3	
Then multiply by 1000 to convert to litres	litres	C
Actual containment capacity = B - C (C = 0 if tank supports do not occupy a significant volume)	litres	D
Minimum containment capacity (110%) = (110/100) x A	litres	E

If **D** is **equal or greater** than **E**, then the containment system volume is adequate and will comply with the regulations. Note that the Agency may require additional containment volume in some environmentally sensitive situations.

If **D** is **less** than **E**, then the containment system capacity is insufficient and will not comply with the regulations.

Note that for installations where the tank takes up a significant part of the bund, the capacity available in the event of overfilling may be inadequate. This will require consideration of delivery procedures and alarm systems if the risk is to be managed