

# TCEQ STAGE II DECOMMISSIONING CHECKLIST & SUBMITTAL FORM

## FACILITY INFORMATION

|                  |  |                  |  |
|------------------|--|------------------|--|
| Facility Name    |  | TCEQ Facility ID |  |
| Facility Address |  | Facility City    |  |

## PST OWNER INFORMATION

|                |  |                      |  |
|----------------|--|----------------------|--|
| Owner Name     |  | Owner Phone          |  |
| Representative |  | Representative Phone |  |

## PST OPERATOR INFORMATION

|                |  |                      |  |
|----------------|--|----------------------|--|
| Operator Name  |  | Operator Phone       |  |
| Representative |  | Representative Phone |  |

## CONTRACTOR INFORMATION

|                          |  |                  |  |
|--------------------------|--|------------------|--|
| Company Name             |  | Company Phone    |  |
| Company Address          |  | Company City     |  |
| Technician Name          |  | Technician Phone |  |
| UST License (CRP / ILP): |  | STII Tester ID:  |  |

## SYSTEM INFORMATION

|                                 |  |                                  |  |
|---------------------------------|--|----------------------------------|--|
| UST or AST                      |  | CARB Executive Order             |  |
| No. of hanging hardware present |  | No. of hanging hardware replaced |  |

## DECOMMISSIONING CHECKLIST

PEI Recommended Practices of Installation and Testing Vapor-Recovery Systems RP-300

| Item No. | Decommissioning Activity  | RP300 Reference | Completed Yes/ No |
|----------|---|-----------------|-------------------|
| 1        | Were safety procedures initiated?   | 14.6.1          |                   |
| 2        | Were all P/V vent valves removed to relieve pressure in tanks?  | 14.6.2          |                   |
| 3        | Were all liquid-collection points drained?  | 14.6.3          |                   |
| 4        | Were all dispensers reprogrammed to show Stage II is no longer active?  | 14.6.4          |                   |
| 5        | Were all electrical components of the Stage II system disconnected?   | 14.6.4          |                   |
| 6        | Were all vapor pumping and processing units drained and disconnected?<br><i>Includes all dispenser vacuum motors and central vacuum units</i> | 14.6.4          |                   |
| 7        | If OPW Vapor Savor or Arid Permeator is present, has it been properly disconnected? (or NA)   | 14.6.4          |                   |
| 8        | If the Stage II system has a central vacuum motor, was it properly removed by a TCEQ UST Licensed Contractor?                                 | 14.6.5          |                   |

|    |  |                                 |  |
|----|--|---------------------------------|--|
| 9  | If a central vacuum motor was removed, was a product line tightness test conducted and passed before placing system back into operation?<br><b>Submit test results to TCEQ Regional Office and local government with jurisdiction.</b>                         | 30 TAC<br>334.52(c)(3)          |  |
| 10 | Was the lower end of the vapor piping securely sealed within all dispenser cabinets?<br><i>Only threaded plugs, threaded caps, or glued fittings allowed. No rubber caps with hose rings.</i>  | 14.6.8                          |  |
| 11 | Was all below-grade dispenser vapor piping securely sealed off below the base of the dispensers?<br><i>Only threaded plugs, threaded caps, or glued fittings allowed. No rubber caps with hose rings.</i>  | 14.6.6                          |  |
| 12 | Was all Stage II hanging hardware replaced with conventional hanging hardware?   | 14.6.9                          |  |
| 13 | Were all Stage II instructions removed from the outside of the dispenser cabinets?   | 14.6.11                         |  |
| 14 | If the tank top vapor piping is accessible <b>without</b> excavation, was all tank top vapor piping properly disconnected and securely. (NA for ASTs)<br><i>Only threaded plugs, threaded caps, or glued fittings allowed. No rubber caps with hose rings.</i> | 14.6.7                          |  |
| 15 | Were the P/V Valves re-installed prior to Pressure Decay Testing?  | 14.6.10                         |  |
| 16 | Was a Pressure Decay (TX-102) test conducted and passed prior to restoring the facility to operating status?<br><i>Use <b>TXP-102 form and submit</b> to TCEQ Regional Office and local government with jurisdiction.</i>                                      | 14.6.12                         |  |
| 17 | Was a Dynamic Back-Pressure (TX-103) test conducted and passed on the vent lines prior to restoring the facility to operating status?<br><i>Use <b>TXP-103 form and submit</b> to TCEQ Regional Office and local government with jurisdiction.</i>             | 14.6.12                         |  |
| 18 | Were the visible components of the storage system are left in a condition that will reliably prevent the release of any vapors or liquids from any components of the storage system?   | 14.6.13                         |  |
| 19 | Was a site map with the tanks, dispensers and vapor piping (with disconnected and capped locations clearly marked) submitted with this checklist?  | 30 TAC<br>334.46(i)(B)<br>(iii) |  |

This form must be submitted to the TCEQ and local government with jurisdiction with a copy of **all** required test results and site map within **10 working days** [30 TAC 115.246(5)]. A copy must be kept on-site for five years after the decommissioning activity in accordance with [30 TAC 115.246(6)]

|  |   |      |
|--|---|------|
| Technician Name Print                        | Technician Signature                        | Date |
| Owner/Operator/<br>Representative Name Print | Owner/Operator/<br>Representative Signature | Date |