**FORM INSTRUCTIONS:** Use this form to report suspected/confirmed PST releases to the Texas Commission on Environmental Quality (TCEQ) within 24-hours of discovery. Forms may be emailed (pstrpr@tceq.texas.gov), faxed (512/239-2216), or phoned in (512/239-2200). Call 512/ 656-9320 for emergencies.

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| **Texas Petroleum Storage Tank Program**  **INCIDENT REPORT FORM** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Facility Information** | | | | Facility Name: | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| Address: | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| City: | |  | | | | | | | | | | | | | | County: | | | | | | Region: | | | | | | | | | | | | | | | |  |
| Facility ID: | |  | | | | | | | Ghost tank(s)? Y N | | | | | | | | | | Pre-existing LPST ID? N Y: # | | | | | | | | | | | | | | | | | | |  |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Responsible Party (RP) Information** | | | | Contact Person: | | | | | |  | | | | | | | | | | | | | | | | | | | | Phone: | | | | | | |  | | | | |  |
| Company: | |  | | | | | | | | | | | | | | | | | | | | | | | | Fax: | | | | | | |  | | | | |  |
| Address: | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| City: | |  | | | | | | | | | | | | | | | | | | State: | | | | |  | | | Zip: | | | | | | | | |  |  |
| The RP is the . . . | | | | | | | tank owner | | | | | | tank operator | | | | | | | | landowner | | | | | | | | | | | | | | other | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Release reported by** (if different than RP)**:** | | | | Contact person: | | | | |  | | | | | | | | | | | | | | | | | | | | | Phone: | | | | | | |  | | | | |  |
| Company: | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| Address: | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |
| City: | |  | | | | | | | | | | | | | | | | | | State: | | | | |  | | Zip: | | | | | | | | |  | |  |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Insurance Provider** | | | | Name of insurance provider: | | | | | | | | | |  | | | | | | | | | | | | | Policy No.: | | | | | | | | |  | | | | | |  |
| Date insurance provider was notified about this release: | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | | |  |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Release Details** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Confirmed  Suspected | | | AST  UST | | Date discovered: | | | | | | |  | | |  | Date reported to TCEQ: | | |  | | | | | | | | | Tank system piping: | | | | | | | | | | pressurized  suction/gravity  unknown | | | | |
|  | | |  | | | | | | | | |
|  | ***Check all that apply:*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Release discovery** | | | | | | | **Substance** | | | | | | | | | | | | | | **Impacted media** | | | | | | | | | | | | **Source** | | | | | | | | | |
|  | | Routine tank closure or | | | | | Gasoline (leaded, unleaded, unknown) | | | | | | | | | | | | | | Groundwater | | | | | | | | | | | | Tank | | | | | | | | | |
|  | | site assessment | | | | | Diesel/Fuel oil | | | | | | | | | | | | | | Surface water | | | | | | | | | | | | Dispenser | | | | | | | | | |
|  | | Free product or sheen | | | | | Waste oil | | | | | | | | | | | | | | Soil | | | | | | | | | | | | Piping | | | | | | | | | |
|  | | Odors | | | | | Hydraulic/ transmission/ mineral oil | | | | | | | | | | | | | | Air | | | | | | | | | | | | Submersible Turbine | | | | | | | | | |
|  | | Automatic tank gauge | | | | | Jet fuel/kerosene | | | | | | | | | | | | | |  | | | | | | | | | | | | Pump (STP) Area | | | | | | | | | |
|  | | Probe or sensor | | | | | Petroleum of unknown type | | | | | | | | | | | | | | **Cause** | | | | | | | | | | | | Delivery Problem | | | | | | | | | |
|  | | Inventory records | | | | | Hazardous subst. (describe in Comments) | | | | | | | | | | | | | | Spill | | | | | | | | | | | | Other (describe in | | | | | | | | | |
|  | | Tank tightness test failure | | | | | Unknown | | | | | | | | | | | | | | Overfill | | | | | | | | | | | | Comments) | | | | | | | | | |
|  | | Line tightness test failure | | | | | Other (describe in Comments) | | | | | | | | | | | | | | Phys/mech damage | | | | | | | | | | | | Unknown | | | | | | | | | |
|  | | Groundwater monitoring well | | | | | | | | | | | | | | | | | | | Faulty installation | | | | | | | | | | | |  | | | | | | | | | |
|  | | 1-mo. SIR failure or “inconclusive” | | | | | | | | | | | | | | | | | | | Corrosion | | | | | | | | | | | |  | | | | | | | | | |
|  | | 2-mo. inventory control discrepancy | | | | | | | | | | | | | | | | | | | Other (describe in Comments) | | | | | | | | | | | | | | | | | | | | | |
|  | | Vapor detection (auto or manual) | | | | | | | | | | | | | | | | | | | Unknown | | | | | | | | | | | | | | | | | | | | | |
|  | | Public or private water supply contaminated | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | |  | | | | | | | |
|  | | | | | | |  | | | | | | | | | | | | | | |  | | | | | | | | | | | |  | | | | | | | | |
| **Comments/Notes** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **<<< TCEQ USE ONLY >>> PM** complete this form when a PST release is reported to TCEQ, and provide to Admin Staff for LPST ID No. assignment. TL initial here to assign new LPST ID No.: \_\_\_\_\_\_\_\_\_PM \_\_\_\_\_\_\_TL. **ADMIN** - Enter information into appropriate databases.  **NEW LPST ID No.:** . | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |