

SPCC, HAZ. WASTE & NPDES WEEKLY INSPECTION SHEET and INSPECTION PROCEDURE

Facility:

NOTE: Completed inspection sheets must be kept on file for at least three years

Inspector:
Date:

Note regarding draining rain water from containment berms: Due to rare heavy/frequent rainfall, containment berms should rarely require draining. If draining is required, the berm's contents must be carefully examined to verify that only unpolluted rainwater will be discharged (i.e., no oil sheen). Contact Environmental Coordinator/Mgr if any question of possible retained water contamination exists prior to draining. Environmental will provide Forms to document proper (SPCC or Storm Water) containment drainage if draining is needed.

Equipment / Products/Conditions

Inspection Results

Where there is some question as to whether an observed condition is normal or abnormal and requiring corrective action, the inspector should note the condition as abnormal and request the Environmental Coordinator/Manager to make a further evaluation.

Time / Initials Normal / Abnormal

1	Sumps: Check levels water and oil levels, run pumps as needed with care not to discharge oil layer to retention basin, if/after pumping check retention basin for excessive oil (more than the typical ~3-6 feet of thin/sheen layer across the downwind width). Contact CO & Environmental if excessive oil is observed in sumps (as it may indicate an oil spill or leak upstream of sump).				
2	General Purpose Retention Basin: Look for excessive oil (more than the typical ~3-6 feet of thin/sheen layer across the downwind width), basin should contain no significant foreign objects, have at least 2' of freeboard and liner should show no damage. (Re-assess basin conditions if/after a sump discharge has taken place)				
3	Alternate (southeast) Retention Basin: (same inspection criteria as above)				
4	Intake Structures: Check for proper positioning of primary screens, excessive/obstructive debris in main intake, check for overfilling of rotating screen conveyor bin and screen flush water basket.				
5	Hazardous Waste Storage Area (Between 1&2 and 3&4 bldgs): Check that all drums are: securely sealed, not leaking, no external residues and in good condition (not rusted or dented), on pallets and have completed, readable and dated labels (2 dates for waste drum, 1 date for an empty). Check that the containment flooring is clean and in good physical condition. Empty drums must be labeled/marked and dated as as 'Empty' and the caps sealed. Containers must be stored with adequate aisle space between rows. Check for proper operation/condition of eyewash, emergency alarm and the presence of fire extinguisher and adequate spill supplies.				
6	Hazardous Waste Satellite Accumulation Area #1 (adjacent Bldg. 1&2's "AUX." Haz. Mat./Product Storage Area): Area should have:-- no more than one 55-gal drum per waste stream/type, --drums should be free of rust and dents and all residues, sealed and secure/no leakage, --secondary containment should be intact with ample capacity, and free of accumulated liquids --drums must have labels with waste description and date of 1st waste addition(legible), -- 1st waste insertion date less than 270 days (9 months) old. Buckets/Pour cans clean or set above and within secondary containment. -- fire extinguisher and spill supplies present with clear access.				

7	<p>Hazardous Waste Satellite Accumulation Area #2, (near Unit 3&4's Hydrazine tote): Area should have:-- no more than one 55-gal drum per waste stream/type, --drums should be free of rust and dents and all residues, sealed and secure/no leakage, --secondary containment should be intact with ample capacity, and free of accumulated liquids --drums must have labels with waste description and date of 1st waste addition(legible), -- 1st waste insertion date less than 270 days (9 months) old. Buckets/Pour cans clean or set above and within secondary containment.</p>				
8	<p>Hazardous Waste Satellite Accumulation Area #3, (adjacent Unit 1&2's Steam Stack): Area should have:-- no more than one 55-gal drum per waste stream/type, --drums should be free of rust and dents and all residues, sealed and secure/no leakage, --secondary containment should be intact with ample capacity, and free of accumulated liquids --drums must have labels with waste description and date of 1st waste addition(legible), -- 1st waste insertion date less than 270 days (9 months) old. Buckets/Pour cans clean or set above and within secondary containment.</p>				
9	<p>Chemical Product/Hazardous Material Storage #1 (adjacent and within Bldg. 1&2's "AUX. BAY" Haz. Mat./Product Storage Area): All drums of product should be/have:-- clean and non-leaking, --sealed (spigots -OK) --identifiable contents via marking not rusted or dented, --Storage area floor free of oil or other spill residues, --All buckets/pour cans and draw tubes should be clean/dry or placed within a containment tray. No more than four (4) drums of Ammonium Hydroxide at a time in Area.</p>				
10	<p>Hazardous Waste Satellite Accumulation Areas #4&5, (within and adjacent Machin Shop, aerosol can drum and blast sand drum): Areas should have:-- no more than one 55-gal drum per waste stream/type, --drums should be free of dents and rust and residues, sealed and secure/no leakage, --no secondary containment needed (non-liquids only)--drums must have labels with waste description and date of 1st waste addition (legible), -- 1st waste insertion date less than 270 days (9 months) old.</p>				
11	<p>Chemical Product/Hazardous Material Storage #2 (adjacent northeast corner in Bldg. 1&2): All drums of product should be/have:-- clean and non-leaking, --sealed (spigots -OK) --identifiable contents via markings, not rusted or dented, --Storage area floor free of oil or other spill residues. No more than four (4) drums of Ammonium Hydroxide at a time in Area. One(1) Hydrazine tote acceptable.</p>				
12	<p>Chemical Product/Hazardous Material Storage #3 (outside Bldg. 3&4 near Hydrazine tote): All drums of product should be/have:-- non-leaking, --sealed (spigots -OK) --identifiable contents via markings. No more than four (4) drums of Ammonium Hydroxide at a time in Area. Floor surface free of evidence of spills.</p>				
13	<p>Hydrazine IBCs (tote containers that are in-service), both for Bldgs 1&2 and 3&4: IBCs must have secure secondary containment with no combustible debris within/near the containment, all tubing, valves free of leaks and in good working order. Containment valves fully closed.</p>				
14	<p>UREA Reactor, Liquid Holding & Pellet Mix Tanks (south of Bldg. 1&2): Check for piping and vessel leaks, secure secondary containment, tank levels, gauges and instruments registering normal values. Urea solid pellet spills absent or cleaned up promptly.</p>				
15	<p>UREA Reactor and Liquid Holding Tank (south of Bldg. 3&4): Check for piping and vessel leaks, secure secondary containment, tank levels, gauges and instruments registering normal values.</p>				

16	<p>New and In-Use Lube Oil Staging Tanks and 2° Containment: (between Bldg blocks) Tanks, piping, valves, fittings/flanges, tank supports/foundations and containment should be clean, in good working order and free of damage/deterioration and other than very minor surface rusting (areas showing more than minor rusting may need to be scraped clean, inspected for structural integrity, repaired if necessary, and repainted) There should be no active leaks or areas of 'wet' or old oil leaks or residues (old oil staining/weep residues must be cleaned). The floor of the secondary containment should have no evidence of oil spills or leaks. The containment drain valve(s) should be fully closed or capped. The drainage warning sign in place and readable.</p>				
17	<p>Diesel Fuel Tanks for Fire Pumps (Fuel Tanks 1 & 2): (same inspection criteria as above for Lube Oil Staging Tanks)</p>				
18	<p>Lube Oil Reservoirs (Units 1 - 5): (same inspection criteria as above for Lube Oil Staging Tanks)</p>				
19	<p>Turbo-Toc Oil Conditioner (Bldg 1&2): Turbo-Toc, piping, hoses, valves, and fittings/flanges should be in good working order and free of major structural corrosion or damage. There should be no active leaks or areas of 'wet' oil residues. Hose fittings should be tight and non leaking. The floor around the unit should have no evidence active oil spills or leaks. Minor oil drips can be managed with spill pads - but the spill pads must be disposed of as haz. waste and replaced before becoming saturated.</p>				
20	<p>Hypochlorite Tank: Tank and piping system should be free of leakage and all levels and sensors within normal operating ranges. Containment should be free of debris and only contain rainwater.</p>				
21	<p>BCW, Pumps & Heat Exchangers: Check that system piping, pumps, valves and controls are in good working order and not leaking excessively. Any minor oil leakage should be contained (pans/pig mats/absorbent). Overflowing drip pans or saturated mats must be emptied/replaced immediately. Seawater in 2 cont. OK.</p>				
22	<p>Transformers & Containment (all): Transformer cases/ should be in good condition and free of damage or excessive corrosion. (Areas showing more than minor rusting may need to be inspected for structural integrity, repaired if necessary, and repainted) Check for significant (greater than weepage) active leakage/dripping from each transformer. There should be no active leaks or areas of 'wet' oil residues. Small active leaks/drips (if found), must immediately be contained with drip pan/mats. Large rate leaks must be reported to Maintenance to be fixed. Overflowing drip pans/saturated mats must be emptied/replaced immediately. Also check that concrete curbed containment berms are intact, show no signs of active leakage and clear of stored materials and debris. Containment drainage valves must be kept closed or capped.</p>				
Chemical Laboratory					
23	<p>Outfall pH Readings: Two (2) separate pH results should be entered in the lab logbook each week--generally before Thursday-days end. Results should be dated and initialed by lab technician. If entries/initials are missing, immediately notify CO so readings can be recorded while time (before a calendar week passes) remains.</p>				
24	<p>Lab Logbook Entries: Chemical results (pH and chlorinatio/residual values) must always be recorded in the lab logbooks legibly and each entry must include a description of the test/analyte, result(s), units (e.g., mg/l, (except pH)), date and the technician initials.</p>				