

1.0 Purpose

The Massachusetts Regulations 310 CMR 7.24 require facilities that store and dispense gasoline to install Stage II Vapor Recovery on their tank dispensing equipment. Part of these regulations require inspections of the equipment. This procedure has been designed to aid in the completion of the Department of Environmental Protection required weekly inspection of the Stage II Vapor Recovery Equipment.

2.0 Definitions

None

3.0 Procedures

1. Employees who are performing the inspections must be trained. Employees must sign off on the *Vapor Recovery Training Log* that the training has been received.
2. Every week the *Stage II Vapor Recovery System Weekly Visual Inspection Checklist* must be completed.
3. Weekly inspections **must** be logged on the *Stage II System Maintenance Log*, even if there are no maintenance issues. If components need to be repaired or replaced the following should occur:
 - a. Take damaged nozzles, hoses or other components **Out of Service** until repaired or replaced.
 - b. Place an “**OUT OF ORDER**” sign on damaged components.
 - c. Repair or replace the damaged components within **14 days**.
4. An annual compliance test must be conducted by an outside contractor. The results must be logged on the *Compliance Testing Records* form. These results must be maintained on-site. For Massport owned and operated equipment this test will be scheduled by Erik Bankey in the Environmental Management Unit under the tank contract.
5. Questions or comments should be directed to Erik Bankey in the Environmental Management Unit at (617) 568-3514.

4.0 Related Documents

Vapor Recovery Training Log
Stage II Vapor Recovery System Weekly Inspection Checklist
Weekly Vapor Recovery Inspection Log
Stage II System Maintenance Log
Compliance Testing Records

5.0 Regulatory References

310 CMR 7.24(6)



Stage II Vapor Recovery System Weekly Visual Inspection Checklist

As required by the Massachusetts Department of Environmental Protection under 310 CMR 7.24

Tank ID: _____ Tank Location: _____

Inspector: _____ Date: _____

Weather Conditions at Time of Inspection: _____

COMPONENT	INSPECTION ITEMS	Yes	No	Comment
NOZZLES	Are the nozzle boots torn, slit, taped or loose?			
	Are the nozzles leaking gasoline?			
	Are the nozzle boots compressed when hanging on the pump/dispenser?			
HOSES	Are the hoses flattened, kinked, cracked, or taped?			
	Are the hoses lying on the island or ground?			
PUMP	Does the hose loop exceed 10 inches?			
DISPENSERS	Is the dispenser hose lying on the island or ground?			
RETRACTOR CABLE	Does the retractor assembly pull the hose to the top of the retractor?			
HOSE BREAKAWAYS	Are the breakaways between the nozzle and the retractor bar?			
	Are the breakaways installed in the proper direction?			
	Are the breakaways leaking gasoline?			
TANK VENT LINE	Are rain caps or PV valves installed on the top of each vent pipe?			
STAGE I VAPOR RECOVERY	Is coaxial Stage I or two-point Stage I vapor recovery installed?			
OTHER COMMENTS:				

IF THE ANSWER TO ANY OF THE ABOVE LISTED ITEMS APPEARS IN A SHADED BOX, POST AN OUT OF ORDER SIGN ON COMPONENT. FOR MASSPORT OWNED AND OPERATED SYSTEMS NOTIFY ERIK BANKEY AT (617) 568-3514. FAULTY/DAMAGED COMPONENT MUST BE REPAIRED OR REPLACED WITHIN 14 DAYS.

Notes:

1. Weekly inspection must be conducted at least once every seven days.
2. Completed inspection checklists must be maintained on-site for a minimum of five years from the date of inspection.

