



STORAGE FACILITY BIENNIAL RECORDS REVIEW

NAME AND LOCATION OF FACILITY:

FACILITY CONTACT:

REQUIREMENTS

K.A.R. 28-45-16(n) requires the permittee for each underground hydrocarbon storage facility conduct an inspection of facility records every two years to ensure that the required records are being maintained. The permittee shall maintain these records at the facility and make the records available for inspection by KDHE upon request.

RESULTS OF FILE REVIEW

Record Type	Present in File?	
	Yes	No
Permits and Related Correspondence, including electronic mail*		
Operations and Maintenance Plan		
Emergency Response Plan (update annually)		
Well Location Maps		
Brine and Product Line Schematics		
Financial Assurance Documentation		
Annual Reports to KDHE		
Annual Inspection, Wellhead Equipment***		
Annual Max/Min Operating Pressures, per well***		
Testing, Emergency Shut-Down System		
Casing Records, per well**		
Cementing Records, per well**		

Record Type	Present in File?	
	Yes	No
Workover Records, per well**		
Well Monitoring data, including maintenance records**		
Well Logging Records, including Sonar Surveys*		
MIT and other testing records*		
Groundwater Monitoring Data, Facility*		
Groundwater Monitoring Data, Brine Ponds*		
Subsidence Monitoring Plan		
Elevation Survey Data***		
Incident Reports		
Storage Capacity, unplugged caverns		
Product Stored, per well		
Product Changes, per well		
Volume Product injected/removed, per well		
List Caverns in Wash Status		
List Caverns in Monitor Status		

Record retention requirements, per K.A.R. 28-45-18:

- * Required to be maintained for life of facility
- ** Required to be maintained for life of well
- *** Required to be maintained for minimum of 10 years

Explanation for required records not present in files. Attach additional pages if needed.

Corrective action plans for missing and or inadequate records. Attach additional pages if needed.

Facility Reviewer, signature

Facility Reviewer, printed name

Reviewer Title

Date