

Underground Storage Tank Preventive Maintenance Checks and Services Kansas Department of Health and Environment Bureau of Environmental Remediation Storage Tank Section (FEB10) Page 1	As Needed	Daily	Weekly	Monthly	60 Day	6 Month	Annual	3 Years	5 Years	10 Years	Records Kept For:
UST Registration/Permitting											
Display UST Permit		■									1 year
Pay Annual UST Tank Registration Fee, and submit as required: Release Detection, Inventory Control, and/or Rectifier Log Annual Summary Sheets, as well as, December Inventory Control Records							■				1 year
Renew 3 rd Party Liability Insurance Policy							■				1 year
Release Detection											
Visually Inspect for Releases (report suspected releases within 24 hours to KDHE)		■									Life of system (if release)
Inspect submersible pumps and inside dispenser cabinets (with or without secondary containment)				■							--
Tank Sticking (no automatic tank gauge) --or--		■									--
Inventory Report with Automatic Tank Gauge		■									--
Reading of Meters on Pumps		■									--
Calibration of Meters on Pumps							■				5 years
Calculation of Overs/Shorts for Inventory Control		■									--
Manual Tank Gauging (tanks 1000 gallons or less)			■								1 year
Reconciliation of Inventory Control or Manual Tank Gauging Records				■							1 year
Tank Water Check with measuring stick or ATG probe				■							1 year
Monthly Monitoring: (1) Statistical Inventory Reconciliation: send inventory control records to service. (2) Automatic Tank Gauge/Automatic Line Monitors. (a) Obtain documentation showing passing 0.2 gph tests on tanks and/or product lines. (b) Ensure USTs filled to minimum capacity required to get passing tank leak tests. (3) Soil Vapor Monitoring: Take vapor readings or have service collect readings.				■							1 year
Tightness Testing for pressurized product lines							■				1 year
Inspection of automatic and mechanical leak detectors							■				1 year
Tightness Testing for conventional suction product lines								■			1 year
5-Year Tank Tightness Testing (new UST), Inventory Control done.									■		5 years
Limit for 5-Year Tank Tightness Testing with Inventory Control. Monthly Monitoring needed.										■	1 year

Underground Storage Tank Preventive Maintenance Checks and Services Kansas Department of Health and Environment Bureau of Environmental Remediation Storage Tank Section Page 2	As Needed	Daily	Weekly	Monthly	60 Day	6 Month	Annual	3 Year	5 Year	10 Year	Records Kept For:
Spill Prevention											
Inspect spill buckets (clean dirt, water, or product from spill buckets as needed)		■									--
Clean dirt, water, or product from spill buckets	■										--
Overfill Prevention											
Inspect drop tubes and/or automatic shut-off devices (flapper valves)			■								--
Test audible overfill alarms				■							--
Kansas-licensed UST Contractor checks condition/operation of ball float valves							■				--
Cathodic Protection											
First Cathodic Protection Test following installation						■					6 years
Record Rectifier Volts and Amps for impressed current cathodic protection systems (recommended)				■							--
Record Rectifier Volts and Amps for impressed current cathodic protection systems (by regulation)					■						180 days
Cathodic protection testing (recommended)							■				--
Cathodic protection testing (by regulation)								■			6 years
First Internal Inspection for newly internally lined tanks (no external corrosion protection)										■	5 years
Subsequent Internal Inspections for tanks with linings older than 10 years (no external corrosion protection)									■		5 years
New Installations/Upgrades/Modifications/Repairs											
New Underground Storage Tank Installation Application [Release Detection Manufacturer's claims, warranties, 3 rd Party Certifications kept for 5 years]	■										Life of system
UST Upgrade/Modification Application –or– UST Repair Notification for release detection [Release Detection Manufacturer's claims, warranties, 3 rd Party Certifications kept for 5 years]	■										1 year
UST Upgrade/Modification Application –or– UST Repair Notification (excluding release detection)	■										Life of system

This table displays Preventative Maintenance Checks and Services to be used with most underground storage tank systems regulated by the Kansas Department of Health and Environment. KDHE recommends that certified Class B UST Operators or Kansas-licensed UST Contractors perform most of these maintenance checks and services. The entries in the “**Records Kept for:**” column refer to what documents are to be made available to inspectors as required by regulation. However, KDHE recommends that tank owners/operators keep a file of all paperwork related to their systems during the operational life of their facilities.

If you have any questions on regulations governing underground storage tanks, please call **785-296-8061**, or toll free, **877-221-0325**.