

# Overfill Prevention Equipment Inspection Report Form

## California Code of Regulations, Title 23, Division 3, Chapter 16,

### Appendix IX

The *Overfill Prevention Equipment Inspection Form* is to be used to report the results of overfill prevention equipment inspections that must be performed at installation, at least once every 36 months thereafter, and upon completion of repairs. All pages may be duplicated and attached for submittal to accommodate additional components. The service technician performing the inspection must provide the inspection procedures upon request by governing authority.

**Type of Action:** Check the applicable selection box, “Installation,” “Repair,” or “36 Month.” Check all boxes that are applicable.

**Section 1 - Facility Information:** Provide all the requested information, including the facility CERS ID and the date the inspection was performed. If the inspection was performed over multiple days, use the initial date of the inspection.

**Section 2 - Service Technician Information:** Provide all the requested information, including the contractor license number and the ICC Service Technician number and expiration date of the service technician performing the inspection.

**Section 3 - Training and Certifications:** List all manufacturer’s training certifications, inspection equipment certifications and expiration dates.

**Section 4 – Inspection Procedure Information:** List all inspection procedures used and the associated components inspected using the procedure.

**Section 5 - Certification by the Service Technician:** The service technician whose information is listed in section 2, “Service Technician Information,” must sign and date the document upon completions of the overfill prevention equipment inspection, confirming the inspection procedures were in accordance with UST regulations. The service technician also is acknowledging that all supporting documentation is attached. The UST owner or operator is required to submit the completed *Overfill Prevention Equipment Inspection Report Form* and supporting documentation to the local agency within 30 days of the inspection date, as listed in section 1. The service technician must provide the inspection procedures if requested by a governing agency.

**Section 6 – Overfill Prevention Equipment Details:** This section has space for up to four overfill prevention equipment inspections. The service technician must fill in all of the information. Overfill prevention equipment marked “Fail” for the inspection, or any repairs made during the inspection must be described in the comments section with a proposed corrective action and estimated time to resolve. If a vent flow restrictor installed in the UST that could interfere with the overfill prevention equipment must be marked “Yes”, and additionally mark selection box in the comments section noting repairs must be made.

**Section 7 – Summary of Testing Results:** Overfill prevention equipment that properly activates at the appropriate level in the tank as required by UST regulations will check the selection box “Pass”. Overfill prevention equipment that does not properly activate

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**California Code of Regulations, Title 23, Division 3, Chapter 16,**  
**Appendix IX**

at the appropriate level as required by UST regulations must use the selection box "Fail".

**Section 8 - Comments:** Describe all answers marked "Fail" or "No" and include the proposed corrective action and estimated time to resolve. List any equipment that was either repaired or replaced during this overfill prevention equipment inspection. Check the selection box, "Flow restrictors interfere with overfill prevention and equipment repairs required" if any flow restrictors installed on vent piping may interfere with proper operation of overfill prevention equipment.

If there are further questions regarding the compliance inspection reporting, please contact [UST Leak Prevention Unit staff](https://www.waterboards.ca.gov/water_issues/programs/ust/contacts/ust_staff.shtml).  
([https://www.waterboards.ca.gov/water\\_issues/programs/ust/contacts/ust\\_staff.shtml](https://www.waterboards.ca.gov/water_issues/programs/ust/contacts/ust_staff.shtml))