

HAZARDOUS MATERIALS SELF INSPECTION CHECKLIST

Above Ground Storage Tanks of Flammable/Combustible liquids

- Tank is constructed to API or UL standards. This will be indicated on the tank nameplate.
- "No Smoking within 25 feet" sign present for outdoor use/dispensing or open/use. "No Smoking" for rooms storing flammable/combustible liquids.
- Tanks greater than 100 gallons storing Class I, II or IIIA liquids have appropriate placarding/labeling.
- Emergency vent is properly sized and functions correctly.
- Normal vent is 12' above ground (excludes CL IIIB liquids), and at least 5' from building opening or property lot lines.
- An approved overfill protection device shall be provided to prevent overfill of all Class I, II and IIIA liquids in aboveground storage tanks with a volume of 1320 gallons or more when located outside and in ALL tanks inside of buildings.
- Secondary containment meet requirement and is adequate.
- Hoses and nozzles are listed for petroleum service.
- Vehicle impact protection (i.e. bollards) is adequate.
- Electrical sources have adequate separation or appropriate classified electrical listing.
- There is a minimum 20 foot separation between tank storing flammable or combustible liquids and LP gas tanks.
- ❖ If fuel dispensing:
 - Adequate separation from buildings and property lines.
 - Fill instructions posted.
 - Emergency instructions posted (if unattended).
 - Shut-off valve within 20 to 100 feet and labeled.
 - Nozzle is listed.
 - Fire extinguisher with a minimum 2A:20 BC rating is located within a 75 foot travel distance.

Compressed Gases

- Portable cylinders/tanks secured.
- Caps or other valve protection in place.
- Stationary tanks, cylinders & containers have clearly visible labeling.
- Vehicle impact protection (i.e. bollards) adequate.
- Piping labeled with contents/direction of flow.
- Incompatibles separated by a 20 foot line of sight or other approved barrier.
- Flammable gases shall have an emergency shut-off at each point of use and at each source.
- "No Smoking" signs in place.



Flammable/Combustible/ Corrosive Liquids

- Grounding and bonding provided where Class I flammable liquids are being dispensed.
- Horizontal drums have listed self-closing valves.
- Drums have appropriate placards/labeling.
- When required, secondary containment is liquid tight.
- When required, spill control in-place around storage/use area.
- Containers greater than 30 gallons are stored no higher than 1 container high. Containers 30 gallons or less are stored no higher than 2 containers or 3 feet high.
- Appropriate separation of incompatibles (20' line of sight or barrier protection).

LP Gas-Above ground Tanks And Fill/Dispensing

- ❑ “No Smoking” sign present on all four sides of the LPG storage area.
- ❑ Emergency shut-off present and not painted.
- ❑ When required, emergency shut-off is within 25 to 100 feet of dispenser.
- ❑ Temperature-sensitive elements of emergency shutoff valve are not painted.
- ❑ There are no “double-block” conditions present on liquid service piping.
- ❑ Fill/withdrawal piping has appropriate excess flow valve protection.
- ❑ Liquid piping has thermal shut-off (fusible link) or positive shut-off valve if required by NFPA 58 – 5.7.7.
- ❑ Vehicle impact protection (i.e. bollards) adequate.
- ❑ No ignition sources within 25 feet.
- ❑ Containers do not show serious denting, bulging, gouging, or excessive corrosion.
- ❑ A minimum 2A:20B:C
- ❑ Fire extinguisher is located within 30 feet.



Flammable Spray Operations

- ❑ Construction permit is required for the installation of spray booth, spray room, spray area and powder coating booth.
- ❑ Operational permit required to spray flammable finishes.
- ❑ Interlock functions correctly.
- ❑ Filters are in place and clean.
- ❑ No excessive paint residue in spray booth.
- ❑ Sprinkler heads clean/protected.
- ❑ Electrical wiring/equipment listed according to IEC.
- ❑ Fire extinguisher mounted nearby.
- ❑ Approved lighting and glass panels.
- ❑ Waste cans are listed and equipped with self-closing lids.
- ❑ Solvent recycling or distillation unit meets 3405.4.

Welding and Cutting Operations

- ❑ Tanks secured. Caps in place.
- ❑ Acetylene & oxygen cylinders not in use separated by a 20 foot line of sight or other approved barrier.
- ❑ Operational permit for Hot Work
- ❑ Set pressure on acetylene gauge below 15 PSI.
- ❑ No combustibles store within 25 feet.
- ❑ “No Smoking” signs posted in use/storage areas.
- ❑ A minimum 2A:20B:C fire extinguisher located within 30 feet.



LP Gas-Portable Containers

- ❑ All portable LPG cylinders have valid expiration dates.
- ❑ Cylinders do not show serious denting, bulging, gouging, or excessive corrosion.
- ❑ Personnel who transfer liquid LPG are trained in proper handling procedures with refresher training held at least once every 3 years.
- ❑ Containers are NOT stored up-side-down. Ensure that the pressure relief device is in direct communications with the vapor space.