

Chapter 1: Should You Use This Workbook?

This Workbook is designed to help owners and operators of underground storage tanks (commonly referred to as USTs) with the Vermont Underground Storage Tank Regulations, effective in 2007. The Workbook describes requirements and best management practices (BMPs) for your underground storage tank (UST) systems and helps you to determine whether your USTs are in compliance with the regulations.

The Department of Environmental Conservation (DEC) has developed and implemented a Compliance Certification Program. **If you have USTs at your facility that meet the criteria described on the following page, you are required to have a UST permit and you must post the permit at your facility. You also must read and fill out the Compliance Certification Checklist and Certification Statement that accompanies this Workbook.** If you would like to file your self-certification electronically via the Internet, documents are available at

<http://www.anr.state.vt.us/dec/wastediv/ust/ERPintro.htm>

You will need your facility ID to complete the Compliance Certification Checklist. Every facility required to participate in the Compliance Certification Program has been assigned a facility ID. The ID for your facility is given on your UST permit and is listed on most correspondence you receive from DEC (e.g., permit fee invoices, inspection reports). If you do not know your facility ID, you can look it up on the DEC's online listing of regulated tanks, available at <http://www.anr.state.vt.us/dec/wastediv/ust/USTlist.htm>.

You are required to complete and submit the Compliance Certification Checklist that accompanies this Workbook and complete and submit a Compliance Certification Statement to DEC (and, if required, a Return to Compliance Plan form) **for each UST system that you operate**. The Compliance Certification and Return to Compliance Plan forms are included in the accompanying forms booklet. As part of the UST Compliance Certification Program, DEC will conduct random and targeted inspections. **If you do not complete the UST Compliance Certification Program, your facility will be targeted.** Carefully review this Workbook to make sure that you understand the requirements you must meet and that you are able to fill out the Compliance Certification Checklist and Certification Statement (and the Return to Compliance Plan form) accurately.

To determine whether you must read and fill out this Workbook:

- Read and answer the questions in this chapter.
- Use the information below the question to help you answer the questions in the Compliance Certification Checklist.
- Follow the directions in the grey box below the question.

How many UST systems at your facility meet at least one of the following criteria? These are types of UST systems covered by this Workbook.	Number of USTs
<ul style="list-style-type: none"> • Tanks that contain hazardous materials Examples: <ul style="list-style-type: none"> a) petroleum or used oil (destined for recycling) at public gasoline stations or repair shops b) private petroleum tanks used for fueling of business vehicles (for example: bus terminals) c) tanks that store fuel for use by emergency power generators d) tanks that contain heating oils for industrial or commercial purposes other than producing heat for buildings 	

If you have at least one UST system that meets the criteria above, complete the applicable portions of the Compliance Certification Checklist and Forms Booklet. Please note the list of exemptions below.

If you have no UST systems that meet the criteria above, you do not have any UST systems covered by the Compliance Certification Program. This workbook does not apply to you.

Exempt UST Systems

A UST system that meets at least one of the criteria below is an exception to the UST systems you identified above and is not covered by the UST Compliance Certification Program. If you received this Workbook, it would be uncommon for all of your tanks to meet at least one of the criteria below.

Types and use of tanks

- Hydraulic lift tanks
- Storage tanks located entirely within structures, such as a basement or cellar provided that:
 - a) the structure allows for physical access to the storage tank
 - b) the structure is not part of a secondary enclosure; and
 - c) the tank is situated on or above the surface of a concrete floor
- Septic tanks
- Pipeline facilities regulated under the Natural Gas Pipeline Safety Act of 1968 or the Hazardous Liquid Pipeline Safety Act of 1979
- Flow through process tanks
- USTs storing propane or liquified natural gas
- USTs used for the temporary storage of raw materials or products by industry (so called "intermittent" or "fill and draw" tanks)
- Emergency spill protection or overflow tanks
- USTs connected to floor drains or other piping outlets that serve residential structures of a one, two, or three family dwelling
- Oil water separators with a planned discharge required to be regulated under the Clean Water Act
- Residential tanks used for storing #2 heating oil serving a single- or multi-family dwelling
- Farm tanks .

If you are still not sure whether the UST Compliance Certification requirement applies to you, call the DEC at 802-241-3888.