

APPENDIX B

	Fisheries and Oceans Canada	Pêches et Océans Canada	National Environmental Management System for Operations and Assets
Title: National Petroleum Storage Tank System Environmental Management Plan - Appendix F – Forms Version: 5.0 EKME Number: 3460639		Initial Approval Date: Sept. 2010 Date of last revision: July 2016	

DFO CEPA-Regulated Storage Tank System Identification Form

Identification of DFO-owned storage tank systems which are subject to the federal *Storage Tank Systems for Petroleum Products and Allied Petroleum Products Regulations*

COMPLETE ONE FORM FOR EACH STORAGE TANK SYSTEM. A system can be a single independent tank or several tanks that are interconnected. Systems that supply fuel to heating appliances and emergency power generators are exempted from the federal regulations if the total system capacity is less than 2,500L.

For new systems, Parts 1, 2, 3, 4 and 6 must be complete before an identification number can be issued. Please note that an Environment Canada registration number is required before the first fill. Five working days are required to obtain a registration number. Because of the technical nature of some of the information required for registration the owner may wish to have the installer complete some of the form.

The completed form must be either sent electronically from or cc'd to the email address of the storage tank system owner or their delegated representative. Alternatively Part 6 of the form may be signed by the system owner contact or their delegated representative and then sent electronically.

For changes in owner or operator, or when the owner/ operator will be an actor for more than 2 months, an email should be sent to the ROEC with the new contact information in order to update the Environment Canada database. A list of affected sites would be helpful to ensure all registrations are updated.

NOTE: Items marked with an asterisk (*) are optional.

PART 1: PURPOSE OF NOTIFICATION (Check all that apply)

- This is a newly-installed system. (Complete Parts 2, 3, 4 and 6).
- Correction to information that was previously provided to EC (See Parts 2, 3, 4 and 6).
- Modification to existing system or operations, not including system, tank or piping withdrawal and removal (See Parts 2, 3, 4 and 6).
- This system, or some of its tanks and/or piping, has been permanently withdrawn from service and/or removed (Complete Parts 5 and 6).
- This system has been transferred from DFO to another owner (See Parts 6 and 7).
- Other (specify): _____

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PART 2: STORAGE TANK SYSTEM CONTACT INFORMATION

OWNER		
Name of Owner Organization : Fisheries and Oceans Canada		
Address of Owner Organization : 200 Kent Street, Ottawa, Ontario K1A 0E6		
OWNER CONTACT: Click to select.		
Coast Guard	Real Property	Small Craft Harbour
<input type="checkbox"/> A/C Western <input type="checkbox"/> A/C Central & Arctic <input type="checkbox"/> A/C Atlantic	<input type="checkbox"/> RD Pacific <input type="checkbox"/> RD Central & Arctic <input type="checkbox"/> RD Québec <input type="checkbox"/> RD Maritimes <input type="checkbox"/> RD Gulf <input type="checkbox"/> RD Newfoundland and Labrador	<input type="checkbox"/> RD Pacific <input type="checkbox"/> RD Central and Arctic <input type="checkbox"/> RD Québec <input type="checkbox"/> RD Maritimes <input type="checkbox"/> RD Newfoundland and Labrador
Check here <input type="checkbox"/> if the Owner is also the Operator and skip to SYSTEM SITE OPERATOR .		
Check here <input type="checkbox"/> if DFO is the Operator and skip to OPERATOR CONTACT .		
OPERATOR		
Name of Operator Organization (ex. PWGSC):		
Address of Operator Organization (Civic address or P.O. Box, City, Province/Territory, Postal Code):		
OPERATOR CONTACT (if DFO is the operator, the operator contact would be the A/C, RD or Area Director whose staff and/or program pay for the fuel or the disposal of used oil. This includes the Area Director (for C&P and Pacific Region field projects and camps), and the Regional Director of Ecosystem Management Branch (for Pacific Region hatcheries and enhancement projects. There can be only one official operator per system even though there may be more than one user):		
*Title of Operator Contact:		
Address of Operator Contact (Civic address or P.O. Box, City, Province/Territory, Postal Code):		
Phone Number: () -	*Fax Number: () -	
Email Address of Operator Contact:		
SYSTEM SITE OPERATOR		
SYSTEM SITE OPERATOR CONTACT (the system site operator is the person responsible for the day-to-day operation and maintenance of the tank system, for example the Harbour Authority):		
*Title of System Site Operator Contact:		
Address of System Site Operator Contact (Civic address or P.O. Box, City, Province/Territory, Postal Code):		
Phone Number: () -	*Fax Number: () -	
Email Address of System Site Operator Contact:		



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PART 4B - TANK AND PIPING DETAILS (attach additional forms if required)						
		Tank 1	Tank 2	Tank 3	Tank 4	Tank 5
Owners Tank Identification Number (strongly recommended for systems with more than 2 tanks – could use serial # if visible)						
* Manufacturer						
* Year of manufacture						
Year of Installation						
Type of Tank	Aboveground	<input type="checkbox"/>				
	Underground	<input type="checkbox"/>				
Type of Piping (Choose all the applies – don't include short vertical fill or suction piping)	Aboveground	<input type="checkbox"/>				
	Underground	<input type="checkbox"/>				
	Both	<input type="checkbox"/>				
	No Piping	<input type="checkbox"/>				
Diameters of Piping (Specify units: millimeters or inches) – may enter more than one for each tank						
Nominal Tank Capacity (liters)						
Petroleum Products	Diesel	<input type="checkbox"/>				
	Gasoline	<input type="checkbox"/>				
	Heating Oil	<input type="checkbox"/>				
	Jet Fuel	<input type="checkbox"/>				
	Used Oil	<input type="checkbox"/>				
	Aviation Gasoline	<input type="checkbox"/>				
	Other (specify):					
Allied Petroleum Products	Biodiesel	<input type="checkbox"/>				
	E85 fuel	<input type="checkbox"/>				
	Other (specify):					



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Tank ULC Standard Number	Tank 1	Tank 2	Tank 3	Tank 4	Tank 5
Aboveground Tanks					
ULC-C142.14	<input type="checkbox"/>				
ULC-C142.15	<input type="checkbox"/>				
ULC-C142.17	<input type="checkbox"/>				
ULC-C142.18 (withdrawn and replaced by S601)	<input type="checkbox"/>				
ULC-C142.20	<input type="checkbox"/>				
ORD-C142.21 (withdrawn)	<input type="checkbox"/>				
ORD-C142.22 (withdrawn - rectangular part of S601)	<input type="checkbox"/>				
ORD-C142.23(withdrawn)	<input type="checkbox"/>				
ORD-C142.5	<input type="checkbox"/>				
ULC-C80-1	<input type="checkbox"/>				
ULC-S601	<input type="checkbox"/>				
ULC-S601 and ULC-S653	<input type="checkbox"/>				
ULC-S602	<input type="checkbox"/>				
ULC-S630 (withdrawn and replaced by S601)	<input type="checkbox"/>				
ULC-S643 (withdrawn and replaced by S601)	<input type="checkbox"/>				
ULC-S653	<input type="checkbox"/>				
ULC-S655	<input type="checkbox"/>				
Collapsible storage tank ("bladder")	<input type="checkbox"/>				
Other (specify):					
Underground Tanks					
ORD-C58.10 (withdrawn and replaced by S603)	<input type="checkbox"/>				
ULC-S603	<input type="checkbox"/>				
ULC-S615	<input type="checkbox"/>				
ULC-S652	<input type="checkbox"/>				
Other (specify):					



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Tank Material	Tank 1	Tank 2	Tank 3	Tank 4	Tank 5
Steel	<input type="checkbox"/>				
Stainless steel	<input type="checkbox"/>				
Fiberglass Reinforced Plastic (FRP)	<input type="checkbox"/>				
Concrete encased steel	<input type="checkbox"/>				
Jacketed steel	<input type="checkbox"/>				
Collapsible fabric (for bladder)	<input type="checkbox"/>				
Piping Material (choose all that apply)					
Steel	<input type="checkbox"/>				
Stainless Steel	<input type="checkbox"/>				
Jacketed Steel	<input type="checkbox"/>				
Black Iron	<input type="checkbox"/>				
Copper	<input type="checkbox"/>				
Galvanized Steel	<input type="checkbox"/>				
Flexible metallic (ex. flexible stainless steel)	<input type="checkbox"/>				
Fiberglass reinforced plastic ducted flexible (Enviroflex/ Bufflex/ Geoflex)	<input type="checkbox"/>				
Nonmetallic Thermoplastic (flexible)	<input type="checkbox"/>				
Polyethylene	<input type="checkbox"/>				
PVC	<input type="checkbox"/>				
Theroset (rigid)	<input type="checkbox"/>				
Tank Secondary Containment (choose all that apply)					
Double Walled	<input type="checkbox"/>				
Containment Tank Assembly	<input type="checkbox"/>				
Concrete Encased Steel Assembly	<input type="checkbox"/>				
Reinforced secondary containment liner for aboveground tanks	<input type="checkbox"/>				
Non-reinforced secondary containment liner for aboveground tanks	<input type="checkbox"/>				
Liner for underground tanks	<input type="checkbox"/>				
Dike with Impermeable Liner	<input type="checkbox"/>				
Spray-on secondary containment liner for aboveground tanks	<input type="checkbox"/>				
None	<input type="checkbox"/>				
Other impermeable barrier (specify):					
Unknown	<input type="checkbox"/>				



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Piping Secondary Containment (choose all that apply)	Tank 1	Tank 2	Tank 3	Tank 4	Tank 5
Double Walled	<input type="checkbox"/>				
None	<input type="checkbox"/>				
Other impermeable barrier (specify)					
Unknown	<input type="checkbox"/>				
Tank Corrosion Protection (choose all that apply)					
Painted	<input type="checkbox"/>				
Non-Corroding Material	<input type="checkbox"/>				
Sacrificial Anode	<input type="checkbox"/>				
Impressed Current System	<input type="checkbox"/>				
Unknown	<input type="checkbox"/>				
None	<input type="checkbox"/>				
Piping Corrosion Protection (choose all that apply)					
Painted	<input type="checkbox"/>				
Non-Corroding Material	<input type="checkbox"/>				
Impressed Current System	<input type="checkbox"/>				
Coating (Bonded Plastic, Resin Coated, Epoxy or Polyurethane)	<input type="checkbox"/>				
Unknown	<input type="checkbox"/>				
None	<input type="checkbox"/>				
Leak Detection for Tank (choose all that apply)					
Visual inspection of walls	<input type="checkbox"/>				
Interstitial monitoring – double walled tank	<input type="checkbox"/>				
Tank precision leak detection test	<input type="checkbox"/>				
Automatic tank gauging	<input type="checkbox"/>				
Continuous leak detection	<input type="checkbox"/>				
Inventory reconciliation	<input type="checkbox"/>				
Continuous external tank leak monitoring (sensor cable system)	<input type="checkbox"/>				
Tank (API Standard 653) or tank floor inspection	<input type="checkbox"/>				
Other (specify):	<input type="checkbox"/>				
None	<input type="checkbox"/>				



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Leak Detection for Piping (choose all that apply)	Tank 1	Tank 2	Tank 3	Tank 4	Tank 5
Visual inspection of walls	<input type="checkbox"/>				
Automatic tank gauging	<input type="checkbox"/>				
Continuous in-tank detection	<input type="checkbox"/>				
Electronic line leak detection	<input type="checkbox"/>				
Piping precision leak detection test	<input type="checkbox"/>				
Continuous external tank leak monitoring (sensor cable system)	<input type="checkbox"/>				
Corrosion analysis program	<input type="checkbox"/>				
Other (specify):					
None	<input type="checkbox"/>				
Spill Containment (chosed one response)					
ULC S663 aboveground tanks	<input type="checkbox"/>				
Aboveground Tanks (ORD-C142.19)	<input type="checkbox"/>				
Spill box at fill point (aboveground tank)	<input type="checkbox"/>				
Spill box at fill point (underground tank)	<input type="checkbox"/>				
Other (specify):					
None	<input type="checkbox"/>				
Overfill Prevention (choose all that apply)					
Overfill alarm AND overfill automatic shutoff	<input type="checkbox"/>				
Overfill alarm	<input type="checkbox"/>				
Overfill automatic shutoff	<input type="checkbox"/>				
Overfill ball float valve	<input type="checkbox"/>				
Method – trained personnel in attendance at all times (includes use of monitoring gauge while filling)	<input type="checkbox"/>				
Other (specify):					
None	<input type="checkbox"/>				



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PART 4C - SYSTEM ACCESSORIES					
Type of Pump from Tank System Dike or Sump to Oil-Water Separator	Tank 1	Tank 2	Tank 3	Tank 4	Tank 5
No Oil-Water Separator	<input type="checkbox"/>				
No Pump	<input type="checkbox"/>				
Not Centrifugal	<input type="checkbox"/>				
Centrifugal (centrifugal pumps are prohibited for this transfer)	<input type="checkbox"/>				
Leak Detection for Turbine, Transition, Dispenser or Pump Sumps					
No turbine, transition, dispenser or pump sumps for this storage tank system	<input type="checkbox"/>				
Visual inspection	<input type="checkbox"/>				
Continuous sump leak monitoring (petroleum product probe)	<input type="checkbox"/>				
Static liquid media leak detection test	<input type="checkbox"/>				
Other (specify):	<input type="checkbox"/>				
None	<input type="checkbox"/>				

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PART 5: STORAGE TANK PERMANENT WITHDRAWAL FROM SERVICE AND REMOVAL (Refer to Section 42-45 of Regulations) - attach additional forms if required						
* For temporary withdrawals (<2 years), record the start and end dates, label the tank as temporarily out of service, maintain cathodic protection and leak test tanks that have been out of service > 1 year (Section 43 of Regulations)						
*Owner's Storage Tank System Identification Number:						
Environment Canada Identification Number (8 digits):						
	Tank 1	Tank 2	Tank 3	Tank 4	Tank 5	
Owner's Tank Identification Numbers						
Permanent Withdrawal						
Components permanently withdrawn from service	Tank	<input type="checkbox"/>				
	Piping	<input type="checkbox"/>				
Date(s): Permanently withdrawn from service (MM/DD/YYYY)	Tank					
	Piping					
				YES	NO	
Withdrawn by an "approved person" (A person certified by the province or, if there is none certified by the province, the withdrawal must be supervised by a P. Eng.)				<input type="checkbox"/>	<input type="checkbox"/>	
Withdrawal records kept				<input type="checkbox"/>	<input type="checkbox"/>	
Liquids/sludge removed and disposed of				<input type="checkbox"/>	<input type="checkbox"/>	
Vapors purged				<input type="checkbox"/>	<input type="checkbox"/>	
Has the withdrawal been done in a way such that there will be no immediate or long-term harmful effect on the environment and it will not constitute a danger to human life or health?				<input type="checkbox"/>	<input type="checkbox"/>	
Fill pipe labeled				<input type="checkbox"/>	<input type="checkbox"/>	
*Certification number of person or name of the P.Eng. who withdrew the system						
Removal						
	Tank 1	Tank 2	Tank 3	Tank 4	Tank 5	
Components removed	Tank	<input type="checkbox"/>				
	Piping	<input type="checkbox"/>				
Date(s): removed (MM/DD/YYYY)	Tank					
	Piping					
				YES	NO	
Removed by approved person				<input type="checkbox"/>	<input type="checkbox"/>	
Removal records kept				<input type="checkbox"/>	<input type="checkbox"/>	
Certification number of person or name of the P.Eng. who removed the system						

Please note that all records related to the federal regulatory requirements, such as visual inspections and withdrawal and removal reports, must be kept for five years after the record was made.

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PART 6: DFO OWNER'S CERTIFICATION

This section must be signed by the storage tank system owner or their delegated representative, or it may be sent electronically from or cc'd to the email address of the storage tank system owner or their delegated representative.

I hereby certify that the information provided with respect to the identification of tank system(s) under section 28 of the Storage Tank Systems for Petroleum Products and Allied Petroleum Products Regulations is accurate and complete.

Name and Title (Type or Print)

Signature

_____/_____/_____
Date

PART 7: TRANSFER OF OWNERSHIP OF STORAGE TANK SYSTEM (S) FROM DFO TO ANOTHER ORGANIZATION

Site name:
*DFO Owner's Tank System Identification Number (s):
Environment Canada Tank System Identification Number (s) (8 digits):
Date of Transfer:
Name of new owner's organization:
Name of representative of new owner and their contact information, including email address:

Please request that the new owner provide an email to the DFO ROEC confirming their ownership of the storage tank system(s). This email will be forwarded to Environment Canada with a copy to the former DFO owner representative and the ROEC in order to have the registration removed from DFO's and Environment Canada inventories.

The original as-built drawings will be kept by DFO who will provide a copy to the new owner. Any other DFO records related to the federal regulatory requirements, such as monthly visual inspections, withdrawal and removal must be kept by DFO for five years after the record was made.