

Check Sheet for Gas Stations (Stage I and II)
With Permit By Rule

Every station which has a Permit By Rule must maintain records at the station. Use the following as a check list to help you stay in compliance. Complete a new form each year. Review it often. This check list is only a tool, it does not replace reading and complying with the rules. If your answer is NO, you are probably **NOT** in compliance.

Remember, you must: maintain required records for at least **3 years**,
maintain **complete and accurate** records.
make records **available to the inspector** upon request.

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|----|---|------------|-----------------|
| 1. | Have you submitted a completed <i>Permit By Rule Notification</i> form? Date of submittal: _____ | Yes | No ^a |
| 2. | Do you have results of Stage II testing?
Static Leak and A/L Ratio (Date of testing ^b _____)
Dynamic Pressure (Date of testing ^c _____) | Yes
Yes | No
No |
| 3. | Do you have the Post-Test inspection forms? | Yes | No |
| 4. | Have you submitted the Stage II testing results to the local air authority? | Yes | No |
| 5. | Do you have proof of attendance and completion of training required by the Ohio EPA ^d ? Date of training: _____ | Yes | No |
| 6. | Do you keep a log of the date and description of all repair and maintenance work performed on the system ^e ? | Yes | No |
| 7. | Do you keep a log of any modifications made to the Stage II system ^e ? | Yes | No |
| 8. | Do you keep records of the amount of gasoline, diesel, and kerosene delivered to the station during each calendar month ^e ? | Yes | No |

^aTo become a Permit By Rule facility complete and submit the Permit By Rule Notification form. Copies of the form can be obtained by calling Ohio EPA ((330-963-1250) or downloading a form from <http://www.epa.state.oh.us/dapc/pbr/GDFPBR.pdf>

^bThis testing must be done each year.

^cThis testing must be done every 5 years.

^dThe owner/operator or local manager must receive training for the inspection and maintenance of Stage II systems.

^eSample forms attached.

Stage II System
Repair and Maintenance Log

Name of Station _____

Address of station _____

For year: 20_____

Date of Repair/Maintenance	Description of Repair/Maintenance

Stage II System Modification Log

Name of Station _____

Address of station _____

For year: 20_____

Date of Modification	Description of Modification

