

AASA Retail Facility Bulk Pesticide Storage Tank and Portable Refillable Container Checklist

Facility Information & Repackaging Agreements

Company Name: _____

Street Address where bulk tanks are located: _____

Mailing Address (i.e. PO Box if that is the mailing address): _____

| | | | | |
|---------------------|-------------|------|-------|-----|
| Primary Contact(s): | Office: | City | State | Zip |
| | Cell Phone: | | | |

| | | | | | |
|-------|--|--|---|---|----|
| 1. * | Dealer's EPA Establishment number: | | | | |
| 2. | Dealer's unique site/facility number: | | | | |
| 57. * | The facility has documentation that cleanout occurred on tank(s) in accordance with the manufacturer's written cleanout procedures. If "N", Explain | | Y | N | NA |
| 62. * | Repackaging agreements for the bulk pesticide products being repackaged are on file and available. | | Y | N | NA |

(Question 62 will list all the manufacturers who requested the site in terms of whether a repack agreement is on file, so there will be multiple questions labeled as #4 i.e. Bayer, BASF, Corteva, Syngenta, Helena, Winfield, UPL, etc.)

Signature _____ Print Name _____ Date _____
(Facility Representative)

Signature _____ Print Name _____ Date _____
(Inspector)

Permission granted to take photos: ___ YES ___ NO

Request inspection report be emailed instead of mailed; send PDF of report to this email: _____

*** Indicates USEPA Regulatory Requirement for Pesticide Storage and Repackaging Facilities**

General Disclaimer: The purpose and intent of this document is to provide minimum standards and guidelines for evaluating the practices at a retail pesticide product storage facility. This document contains questions related to USEPA requirements for bulk pesticide storage and repackaging as well as elements of product stewardship currently agreed upon by member companies of the American Agronomic Stewardship Alliance. This checklist is not an inclusive list of all recommended or "best" practices and should not be considered or relied upon as the sole basis or reference for evaluating safety or compliance at any particular facility. The practices listed in this document are designed to complement, and should be implemented in conjunction with, any applicable laws that local, state or federal authorities may impose on facilities. Since regulations can change, it is the facility operator's responsibility to ensure that the facility complies with all current and applicable regulations. This document is not meant to supersede any FIFRA, EPA, DOT or OSHA individual pesticide registrant requirements. Each pesticide registrant must provide guidelines and procedures specific to their authorized refill establishments for storage and handling of their bulk products.

Pesticide Bulk Tanks

| | | | | | |
|------|---|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| 5. | List the number for each tank present | Tank # _____ | Tank # _____ | Tank # _____ | Tank # _____ |
| 6. | List the tank containment system number from the site map | | | | |
| 8. | List the product manufacturer's name | | | | |
| 7. | List the product name as it appears on the label | | | | |
| 9. | Tank capacity (in gallons) All tanks must be measured and recorded on the tanks sheet | | | | |
| 10. | Tank configuration and type: H = Horizontal; F = Flat Bottom; C = Cone; D = Dish; O = Other (describe) | H F C D O | H F C D O | H F C D O | H F C D O |
| 11. | Tank construction material; S304 =Stainless Steel 304; S316= Stainless Steel 316; C =Carbon Steel; P = Polyethylene; A=Aluminum; O=Other (describe) | S304 S316 C P A O_____ | S304 S316 C P A O_____ | S304 S316 C P A O_____ | S304 S316 C P A O_____ |
| 12. | Tank age (Poly only) | ____yrs | ____yrs | ____yrs | ____yrs |
| 14. | All vents on indoor tanks are vented to the outside | Y N NA | Y N NA | Y N NA | Y N NA |
| 15. | Pump motor size (If Pneumatic, enter 99; If Gravity Flow or "no pump", enter 0) | ____hp | ____hp | ____hp | ____hp |
| 16. | Type of fill port hose connection: C= 2 inch Male Camlock; D =Dry Break; O = Other_____ (describe) | C D O | C D O | C D O | C D O |
| 18. | Identify material of construction for any plumbing from the tank to the first valve: S= Stainless Steel; P= Poly; C= Carbon Steel (black iron) ; PVC= PVC; F= Flexible; NA= Not Plumbed (There could be more than one answer for each tank) | S P C PVC F NA | S P C PVC F NA | S P C PVC F NA | S P C PVC F NA |
| 21b. | Identify material of construction for any plumbing used from the first valve on: S= Stainless Steel; P= Poly; C= Carbon Steel (black iron); E= EPDM; CL= Cross-Link Poly Lined (AllChem); PVC= PVC; NA= Not Plumbed; O= Other (describe). (There could be more than one answer for each tank) | S P C E CL PVC NA O_____ | S P C E CL PVC NA O_____ | S P C E CL PVC NA O_____ | S P C E CL PVC NA O_____ |
| 19. | Are loading and unloading lines are labeled with the product they are used for | Y N | Y N | Y N | Y N |
| 20. | Method(s) used to determine liquid level in the tank: E= Electronic monitor; I= Inventory Records; M= Tank Markings; D= Dipping; L= Level Gauge (Mechanical) | E I M D L | E I M D L | E I M D L | E I M D L |

| | Pesticide Bulk Tanks, continued | Tank # _____ | Tank # _____ | Tank # _____ | Tank # _____ |
|------|--|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| 21. | Type of recirculation system: E = Side Eductors (indicate how many); OT = Over-the-Top (describe); NA= No Recirculation | E OT NA _____ | E OT NA _____ | E OT NA _____ | E OT NA _____ |
| 21a. | Identify material of construction for plumbing used for recirculation: S = Stainless Steel; P = Poly; C = Carbon Steel (black iron); E = EPDM; CL = Cross Link Poly Lined (All Chem); PVC = PVC; NA = Not Plumbed; O = Other (describe) (There could be more than one answer for each tank) | S P C E CL PVC NA O _____ | S P C E CL PVC NA O _____ | S P C E CL PVC NA O _____ | S P C E CL PVC NA O _____ |
| 28. | The tank temperature can be maintained at or above 40 F | Y N | Y N | Y N | Y N |
| 31.* | The tank is labeled which includes a product booklet | Y N | Y N | Y N | Y N |
| 31a* | The tank is labeled with the net contents from the last delivery | Y N | Y N | Y N | Y N |
| 31b* | The correct EPA Establishment Number is affixed to the tank | Y N | Y N | Y N | Y N |
| 32.* | The tank is free of visible stress cracks, punctures, corrosion, or defects and there are no signs of leakage If N, explain and attach photo | Y N | Y N | Y N | Y N |
| 33.* | The tank's profile is within the containment wall | Y N | Y N | Y N | Y N |
| 33b* | The bulk pesticide tank within the containment unit is anchored or elevated to prevent flotation | Y N | Y N | Y N | Y N |
| 34.* | Type of vent used: P= Pressure Vacuum Relief Vent; E= Emergency Relief Vent; O= Open Vent; D= Vented to a desiccant; N= Not Vented There could be more than one answer for each tank | P E O D N | P E O D N | P E O D N | P E O D N |
| 35. | The dealer verifies that the tank vent has been checked within the last 12 months and is operational | Y N | Y N | Y N | Y N |
| 36.* | The tank's inlet/outlet valve is lockable stainless steel. If "N" circle whatever applies: A = Not Stainless Steel; B = Not Lockable; C = Other | Y N A B C | Y N A B C | Y N A B C | Y N A B C |
| 22.* | Valves on recirculation openings are lockable stainless steel. If "N", circle whatever applies: A = Not Stainless Steel; B = Not Lockable; C = Other | Y N NA A B C | Y N NA A B C | Y N NA A B C | Y N NA A B C |

| Pesticide Bulk Tanks, continued | | Tank # ____ | Tank # ____ | Tank # ____ | Tank # ____ |
|--|---|-------------|-------------|-------------|-------------|
| 37. * | The tank's inlet/outlet valve is closed and locked or the facility is locked whenever the site is unattended | Y N | Y N | Y N | Y N |
| 38* | Is the tank free of an external site gauge? | Y N | Y N | Y N | Y N |
| 39. | Pumps, meters, and plumbing are dedicated to each product or formulation; D= Dedicated all the way; C = Common Manifold or Shared Plumbing; NA= No Delivery System; O = Dedicated to the PRC fill site but <u>not</u> to the delivery vehicle. | D C NA O | D C NA O | D C NA O | D C NA O |
| 40. * | If a common manifold or shared plumbing exists, there is a procedure in place to prevent cross-contamination (Answer "NA" if a dedicated line is used) | Y N NA | Y N NA | Y N NA | Y N NA |
| Questions 37 – 40 apply only to Telone and N-Serve Bulk Tanks | | | | | |
| 24. | Tank code: N=None U=UL A=API | N U A | N U A | N U A | N U A |
| 25. | Bulk system electrical components (switches, motors, lights, pump impellers) are explosion proof | Y N | Y N | Y N | Y N |
| 26. | A desiccant system present and connected | Y N | Y N | Y N | Y N |
| 27. | A N2 Blanket/Padding is present | Y N | Y N | Y N | Y N |

| Pesticide Bulk Tank Containment & Bulk Product Transfer Containment | | | | | |
|--|--|--|--------------------------|--------------------------|--------------------------|
| 4. | The entire building is contained Y N | If Y, provide measurements of building: ____ ft x ____ ft x ____ ft Size of contained building (database will calculate): _____ | | | |
| 4a. | Size of the largest pesticide tank in containment Leave blank, the database will calculate and answer this question | Size of largest pesticide bulk tank _____ | | | |
| | | Containment #1 | Containment #2 | Containment #3 | Containment #4 |
| Indicate type of containment area (C for tank or T for transfer) and measure dimensions of any individual tank and transfer pad containments | | ____ ft x ____ ft C T | ____ ft x ____ ft C T | ____ ft x ____ ft C T | ____ ft x ____ ft C T |
| 43. | The bulk tank containment area is: A= Indoors; B= Outdoors and Covered; C= Outdoors and Not Covered | A B C | A B C | A B C | A B C |
| 42. * | The bulk tanks are within containment that has a capacity of at least 100 % (if indoors or outdoors and covered) or 110 % (if outdoors and <u>not</u> covered) of the volume of the largest stationary pesticide container plus the volume displaced by other containers and appurtenances within the containment unit (Leave this question blank, the database will calculate and answer for the bulk tank containment capacity requirements) | Y N | Y N | Y N | Y N |
| 44. * | All drains, valves, and cracks in the bulk tank containment are permanently sealed. (If "N" circle whatever applies and explain) A = Crack in Wall C = Drain/Valve Not Sealed B = Crack in Floor | Y N A B C | Y N A B C | Y N A B C | Y N A B C |
| 45. * | All pumps and meters are either within the tank containment wall or on a liquid-tight surface | Y N | Y N | Y N | Y N |
| 46. | All pipes are within containment or routed over the containment wall | Y N | Y N | Y N | Y N |
| 48. * | If present, sump pumps are manually operated (Answer "NA" if not present) | Y N NA | Y N NA | Y N NA | Y N NA |
| 47. * | All bulk product storage tanks are within containment that is constructed of rigid materials such as poured concrete, steel, or sealed reinforced concrete block, is liquid-tight and compatible with the product(s) being stored and is properly maintained. If "N" explain (required) and attach photo | Y N | Y N | Y N | Y N |
| 50. * | All product transfers to and from the bulk tank(s) including bulk product deliveries, occur on or within properly maintained rigid containment that is liquid-tight and compatible with the product being dispensed or transferred. If "N" explain (required) and attach photo | Y N | Y N | Y N | Y N |
| 52. * | The containment area or transfer pad for bulk product delivery, dispensing or transfers to and from the bulk tank and has a minimum holding capacity of 750 gallons or 100% of the capacity of the largest pesticide container or bulk product holding equipment used on the containment, whichever is less. (Leave this question blank, the database will calculate and answer) | | | | Y N |
| 49. * | All bulk tanks are in an area that has a lockable security fence around the facility, the containment unit or the bulk tanks are in an enclosed, secured building | | | | Y N |

| Portable Refillable Containers (PRCs) and Repackaging | | |
|---|---|-------------------|
| 59. * | Portable Refillable Containers have a unique identity (dealer #, static serial # or other). Check "NA" if all PRCs are Service Containers used only in custom application | Y N NA |
| 60. * | PRCs containing pesticide product have a product label, Directions for Use booklet, the filler's EPA Establishment Number and net contents listed. If No, circle the missing requirement: L= label; B= Booklet; E= EPA Est. Number; C= Net Contents | Y N L B E C |
| 61. * | All bulk pesticide PRC filling and transfer occurs on or within properly maintained rigid containment that is liquid-tight and compatible with the product being dispensed or transferred. If "N" Explain | Y N |
| 66. * | The containment or transfer area for filling PRCs has a minimum holding capacity of 750 gallons or 100% of the capacity of the largest pesticide container or bulk product holding equipment used on the containment, whichever is less. Leave this question blank. The data base will calculate and answer | Y N |
| 63. * | Current labels are available at the location for each product being repackaged | Y N |
| 64. * | A written procedure is in place to ensure that PRCs are cleaned according to the manufacturer's specifications prior to changing product or formulation or if seals are broken | Y N NA |
| 65a* | All PRCs are visually inspected before refilling | Y N |
| 65b* | All PRCs are equipped with an intact one-way valve and/or a tamper-evident device on each opening that's not a vent | Y N |
| 70.* | All PRCs are visually free of chemical residue on the outside | Y N |
| 71.* | All PRCs are regularly inspected and meet applicable DOT/EPA packaging and/or leak proofness testing requirements | Y N |
| 67. | All Portable Refillable Containers (full or empty) are placed or held in an area that would prohibit product from off-site runoff | Y N |
| 68. | All filled Portable Refillable Containers are on or within containment while at the facility | Y N |
| General Facility Questions | | |
| 74. | Safety Data Sheets (SDS) are available to employees and customers for pesticide products used or sold by the facility | Y N |
| 75. | A written emergency plan for the facility is available and current. This plan includes updated emergency contact and telephone information. Material and equipment are available at the facility to handle emergencies, such as spills, fires, and medical incidents. | Y N |
| 76. | Personal protective equipment (PPE) is available to employees | Y N |
| 58. | Shower and eyewash equipment are present and operational at the facility | Y N |
| 29. | NFPA 704 diamond signs are posted at the site and clearly visible to first responders | Y N |
| 53. | The facility and surrounding area is neat and free of debris | Y N |