INSPECTION CHECKLISTS



Fuel - Record of Receipt from Transport Truck

Fuel Delivered By:	Superviso	۴:				
Fuel Received By:						
Date				·····		
Fuel Farm				· · · · · · · · · · · · · · · · · · ·		
1. Tank ID#						
2. Gauge and Record Tank Volume						
3. White Bucket -Tank Sump						
4. White Bucket - Filter Sump						
Shipping Documents						
5. Document Number (BOL)						
6. Correct Destination						
7. Correct Grade of Fuel (Record Grade)						
8. Correct Volume of Fuel (Record Volume)						
 Reported: API Gravity Corrected to 60 ° F 	·					
 Reported: Anti-icing Additive (0.10 to 0.15 VOL%) 						
Transport Truck						
11. Prior Cargo						
12. Compartment Seals						
13. White Bucket Test (See Note 1)						
14. Measured: (See Note 2) API Gravity Corrected to 60 ° F						
15. Measured Fuel Temperature (° F)						
Prepare for Receipt				•	······	
16. Set Valves for Receiving						
17. Connect Bonding Cable						
18. Check Condition of Load Hose						
19. Verify Connection to Correct Tank						
During Fuel Transfer				•		
20. Filter Differential Pressure						
21. System Leaks						
After Receipt						
22. Disconnect and Stow Hose						
23. Disconnect Bonding Cable						
24. Gage and Record Tank Volume						
25. White Bucket Test – Tank Sump						
26. White Bucket Test – Filter Sumps						
S -	- Satisfactory	C – Comment	t X-Un	satisfactory		
Comments: Note 1: Unsatisfactory should the fuel fail to clear after dr		nately 5 separate	one gallon sa	mples from a s	ingle compartm	ent.

Note 2: Reject shipment if the measured API gravity, corrected to 60 °F, is not within ± 1.0 °API of that shown on the bill of lading. Note 3: Verify addition of FSII at the correct rate, within 1.0 to 1.5-gallons FSII per 1000-gallons of Jet A loaded.





Daily Storage Tank/Filter Vessel Sump Checks and Differential Pressure Checks

	Dally Sturage Latin Inel Vessel Sump Sheens		<u>;</u> [ĺ									ŀ					:					_
Facility:	y:		Sta	Station:	÷							ร		Supervisor	.				ŀ		╞	2	Month	اظ				۶	Year:			
Daily I	Daily Inspections	Vessel #	-	2	З	4	5	6 7	8	6	ę	÷	12	5	4	15	9	1	-	19 20	24	2	នា	24	я	83	27	83	କ୍ଷ	8	ल	-
Tank Sumps	sdmus							_												-		-	_									
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Filter /	Filter Vessel Sumps																															
(See si	(See sump ratings below)																															
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																																-
Filter I	Filter Differential Pressures					·																										
Signat person were p	Signature of person performing tasks or person accepting responsibility that tasks were performed	ng tasks or ty that tasks													<u> </u>																	
Solids	fisual Appearan : :ulate Matter	ce Ratings No visible particles, silt, sediment, dye, rust, solids or unusual color Some fine to small size particles Many small particles floating or settled on the bottom Discoloration of the sample due to solids	silt, se ize pa tloati sampl	adime article ing or le due	ant, dy % r sette e to su	∕e, rus ∍d on ⊃líds	t, soli the bc	ds or ttom	Isnun	ual co	for	-		- S	Ĕ	Comments:	_	-		-	-	-	-	-	-	_		-	-	-	-	
Water	A = Bright B = Hazy	No water; Air bubbles may cause hazy appearance Fine water droplets dispersed throughout.	is ma) disper.	y cau 'sed t	ise ha 'hroug	zy ap _i hout.	oeara	nce th	nat cle	ars w	that clears within 1 minute	1 mint	ite																			,
	ants	Haze may go away when the sample warms, but must be reported Sample appears cloudy or milky Droplets or a layer of water on the side or bottom Fine lacy or soapy material on surface	when udy oi if waté raterié	the s r milk ar on al on	ample y the si surfac	e warr ide or se	ns, bu bottoi	t mus n	t be r	eporte	g			Col c Exai Note	or: Je mple: :: Reț	t A: v Sum oort ra	hite d p ratii ating 1	or ligh og for or the	t stra cleai first	w col - with sump	Color: Jet A: white or light straw color; 100LL: Blue \rightarrow Report unusual color Example: Sump rating for clear with haze = 1-B Note: Report rating for the first sump sample	00LL = 1-E ple	: Blue 3	Ť	Repor	1 nn	isual o	color				

INSPECTION CHECKLISTS



Filter Vessel Inspection Record

Date of Last Filter Element Change: Model No. 25 25 23 25 23 23 24 13 13 14 13 14 14 14 15 14 14 14 14 14 <th>Facility: Tank or</th> <th>Facility: Tank or Vehicle No. :</th> <th>icle P</th> <th>.:. 0</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>¶0 ∠e</th> <th>Month: Vessel MFG:</th> <th>NFG:</th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>Year: Opera</th> <th>Year: Operating Flow (gpm):</th> <th>Flov</th> <th>v (gp</th> <th>i iii</th> <th></th> <th></th>	Facility: Tank or	Facility: Tank or Vehicle No. :	icle P	.:. 0							¶0 ∠e	Month: Vessel MFG:	NFG:						Year: Opera	Year: Operating Flow (gpm):	Flov	v (gp	i iii		
Last Water Defense Check: Last Water Defense Check: Image: Check Chec	Date c	of Last	Filte	r Elen	Jent (Char	ıge:				Š	del N	<u>.</u>						Elen	Element Part No.	art N	j			
7 7	Date c	of Last	Intel	ior In:	spect	tion:					Ľá	st We	nter E	Defen	se C	heck		ľ	<u>ii</u>	Circle One:	::	Jet A		Avgas	>L
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Monthly Filtration Checks

	Date:		
Filter Vessel Unit No.:	Filter Type: Filter/Separator	Filter Monitor	Other:
Sampling Point	Membrane Filter Test ASTM D-3830	Anti-icing Additive (0.10 – 0.15 VOL%)	Free Water (ppm)
Before Filter ∆P = psi Sample Volume =gal.			
After Filter ΔP =psi Sample Volume =gal.			
Comments:			





Fuel Farm - Daily/Monthly Inspection Checklis	ection	Ċ	Jec	klis	يد مد																								
Facility ID:	Manager/Trainer:	ĨŢ	aine																Σ	Month:	;H				ž	Year:			
Daily Inspections	1 2	3	45	9	7	ω	6	6	₽	12	13	14	15	6	17 18	9	କ	21	3	ន	24	25	89 	3 27	83	ର୍ଷ	R	34	
1. General Housekeeping/Maintenance																													
											-										_		_						
3. Fuel Leaks										\neg				-		_			-+										
4. Bonding Cables, Clamps and Reels																			-+			_							
5. Fire Extinguishers																													
6. Waste Fuel Tanks																													
7. Hoses, Swivels & Nozzles																						-							
8. Sump Checks																													
																													_
S – Satisfactory C – Comment N/U	N/U - Not Used	ed	N/A	A – N	lot A	.ppli	ot Applicable		Recor	(Record Differential pressure and results of white bucket tests on	erenti	al pre	ssure	and	result	s of v	vhite	buck	et tes	ts on	100	sparat	te foi	m pro	separate form provided on page	d uo J	age (6-3)	
Signature of person performing tasks or person accepting responsibility that tasks were performed																													
Monthly Inspection:	Rating		ñ	Date		Sign	Signature	e	Ма	Maintenance Action:	nanc	e A	ctior	3:															
1. Membrane Filter Test (Color)																													
2. Anti-icing Additive (0.10 – 0.15 VOL%)																													
3. Nozzle Screens					-																								
4. Free Water (ppm)																													
5. Signs & Placards																													
6. Floating Suction																													
7. Emergency Shutdown System																													
8. Fire Extinguishers (Seal & Insp. Date)																													
 Bonding Cable Continuity (≤ 25 ohms) 																													-
																													_
Comments:																													





Refueler - Daily Inspection Checklist

Veluelei - Daily IIIspectioni Offechilat		ا د						ľ										ſ						ſ				Γ
Vehicle ID:	Fuel Type (circle one):	rpe (ci	rcle oi	ie):	100LL	 -	Jet	A	Man	ager	<u>Manager/Trainer</u>	er:				ļ			Mo	Month:	ľ				Year:			
Daily Inspections	1 2	3	4	5	6 7	8	6	\$	ŧ	12	13 14	4 15	5 6	11	⇔	ę	20	7	22	ន	24	ы	8	27	83	ន	æ	31
1. General Maintenance																										_		
2. Tank – Sump Check												-																
3. Filter Vessel – Sump Check												-																
																							·					
5. Record Nozzle Fueling Pressure																												
7. Brake (Safety) Interlocks																												
8. Hoses, Swivels & Nozzles																												
9. Check equipment for fuel leaks																												
Ι.														-														
11. Fire Extinguishers																												
12. Tank Troughs and Drains												_																
13. Bottom Loading: High Level Shutoff																												
14. Nozzle Dust Covers in Place																												
15. Surge tank																												
Equipment Ratings: S – Satisfactory C – Comment N/U - Not Used	N/A – Not Applicable	lot Ap	licabl	(h	8	/hite I	White Bucket Ratings: 1 A	et Rati	:sbuj	1 1	Clear : Bright E	2 - Slight B - Hazy		3 - Particulate Matter C - Cloudy D - Wet	udy licul	D − Z		4 - Dirt E - Surfactants	irt urfact	tants								
Signature of person performing tasks or person accepting responsibility that tasks were performed																												
Comments:																												





Refueler – Monthly/Quarterly Inspection Checklist

Retueler - Monunity/Quarterly Inspection Oneching	lispecuc					
Vehicle ID:	Fuel Type (circle one):		100LL Jet A	Manager/Trainer:	Month:	Year:
Monthly Inspection:	Rating	Date	Signature	Maintenance Action:		
1. General Condition						
2. Membrane Filter Test (Color Rating)						
3. Free Water Test (ppm)						
4. Anti-icing Additive (0.10 – 0.15 VOL%)						
5. Nozzle Screens						
6. Hose Pressure Checks						
7. Bonding Cable Continuity (≤25 ohms)						
8. Fire Extinguishers (Seals & Insp. Date)						
9. Signs & Placards						
10. Emergency Shutdown System						
11. Meter Seals						
12. Tank Vents and Dome Covers						
13. Tank Interior						
14. Training Records						
Quarterly Inspection:	Rating	Date	Signature			
1. Vehicle Condition						
 Pressure Controls (Record Primary/Secondary) 						
3. Water Defense System External Check		•				
4. Internal Valve Check						
S – Satisfactory C – Comment N/U - Not Used	N/A – Not Applicable	plicable				

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Annual/Semi-Annual inspection Unechilst	NU CHECK	<u> 2 </u>				
Facility ID:	Manager/Trainer:	rainer:		-	Year:	
Signature of person performing tasks or person accepting responsibility that tasks were performed						
Annual Inspection:	Rating	Date	Signature	Maintenance Action:		
 Filter Element Replacement 						
2. Storage Tank Interiors						
Check Water Defense Systems						
4. Filter/Separator Heaters						
Tank High Level Controls					· ·	
6. Meter Calibration						
7. Tank Vents		-				
5. Pressure Gauge Accuracy						
8. Cathodic Protection						
9. Line Strainers						
10. SPCC Plan (Review every 5 years)						
Comments:	-					

INSPECTION CHECKLISTS



Storage Tank Inspection and Cleaning Record

Facilîty:	Tank/Refueler:		
Date of Inspection	Rating	Date Cleaned	Signature
Comments:			
Suggested Ratings:			

Clean Trace Moderate Heavy Note: Record approximate coverage of tank bottom surface in tenths Sediment Rust Microbial Growth Contamination: **Contaminant:**