



**AIR POLLUTION CONTROL DISTRICT**  
**10124 OLD GROVE RD.**  
**SAN DIEGO, CA 92131**  
**PHONE: (858) 586-2600**  
**FAX: (858) 586-2601**

## Attachment J - Annual Inspection Checklist

Source Information	
Facility (DBA):	Inspection Conducted by:
Street Address:	Affiliation: (e.g. Employee, Manager, Contractor)
City/Zip:	Permit Number:
Inspection Date:	

The owner/operator of any underground gasoline dispensing facility shall ensure compliance with all applicable San Diego Air Pollution Control District (District) Rules and Regulations, and all permit conditions by inspecting the items listed below. This inspection shall be conducted at least once every 12 months. In order to ensure the annual inspection requirements are met, gasoline dispensing facility operators should consider performing this inspection during your annual tests.

### General Requirements

1. Is the District permit current and posted?  YES  NO
2. Is your facility in compliance with all permit conditions?  YES  NO
3. Has the required maintenance per the applicable California Air Resources Board (CARB) Enhanced Vapor Recovery (EVR) Executive Order(s) been performed?  YES  NO

### Phase I Requirements

4. Is the Phase I vapor recovery system properly installed per the most recent applicable CARB Executive Order?  YES  NO
5. Are the underground storage tanks equipped with a submerged drop tube which has its discharge opening entirely submerged when the liquid level is six inches above the bottom of the tank.  YES  NO  
*(Note: Any time a submerged drop tube is removed or replaced this shall be verified)*
6. Are the vent pipes equipped with the required pressure/vacuum valves and is each valve properly installed? )  YES  NO  
*(Note: Any time a pressure/vacuum valve is removed or replaced this shall be verified)*

### Phase II Requirements Not Applicable

7. Are the operating instructions for the nozzles posted?  YES  NO
8. Is the toll free phone number (800 952-5588) prominently posted for the public to call to report problems with a nozzle or a Vapor Recovery system?  YES  NO
9. Is a warning sign stating that topping off is prohibited and may result in spillage of gasoline conspicuously posted?  YES  NO
10. Is the phase II vapor recovery system properly installed per the most recent applicable CARB Executive Order?  YES  NO
11. Are all connections and fittings inside the dispenser free of liquid leaks?  YES  NO
12. Are all hose lengths in compliance with the most recent applicable CARB Executive Order?  YES  NO
13. Are hose configurations in compliance with the most recent applicable CARB Executive Order?  YES  NO