

QUARTERLY ECO CHECKLIST

Year: _____ Buildings Inspected: _____

Answer: YES or NO IF answer is NO a Corrective response is required

INSPECT HM/HW SITES	1st qtr.	2nd qtr.	3rd qtr.	4th qtr.	COMMENTS
HM/HWs: Properly Labeled					
AUL only contains approved HMs					
AUL Current/Updated Qtrly					
AUL 90 Day on Hand Qty					
Current Shelf-Life					
Serviceable Container					
Sealed/Secured					
SAA/UW: Authorized Storage Limit					
Posted: Current UCLP					
SAA Authorization					
Required Signage-HM/HW					
Spill Kit: Available					
INSPECT RECORD KEEPING					
ASTs: Weekly Inspection Check Lists					
Documented Fuel Transfers					
HM/HW: 1-Year HM/HW Turn-In Sheets					
Current Year HW profiles					
OWSs: Daily Inspections Completed					
Documented Service Calls					
Recycling: Solid waste properly managed					
Unit Actively Recycling					
SOP Binder: Required Media/Up to Date					
M/Waste: SOP w/Instructions					
Record of Training (BBP)					
Turn-in Log book					
Sharps Stored Properly					
Waste Authorization Posted					
POCs: Current Roster					
Training: 3-Year Records					
EM-101 Within 3 Months					
Annual EM-102 Refreshers					
Initial OWS Operation					
Initial Veeder Root/UST					
Initial PMR System					
EM-106 Air Quality (Title V)					
USTs: Monthly Inventories					
Documented UST Alarms					
1-Year Daily Veeder Root Tape					
UST Permits					
Spill Buckets free of debris					
Title V: SOP on site/Required Records					
ECC: Monthly inspections being conducted					
ECO's INITIALS:					
INSPECTION DATE:					

QUARTERLY ECO CHECKLIST

DATE:

UNIT/MSC:

UNIT ECC:

DEFICIENCIES:

CORRECTIVE ACTIONS TAKEN:

DEFICIENCIES CORRECTED (IF NO OR OTHER PROVIDED COMMENT IN SPACE PROVIDED):

COMMENT:

DATE COMPLETE:

ECC INITIALS: