

Petrol Station Inspection Form


1. General Information			
Local Authority	North East Lincolnshire Council		
Name/address of site	W.M.Morrison Supermarkets PLC, Hilmore Road, Laceby, Grimsby, N.E.Lincs DN37 7SQ		
Name of Licensee(s)			
Registered Office	W.M. Morrison Supermarkets. Hilmore House Gain Lane, Bradford. BD3 7DL		
Authorisation/Permit Reference	EP/20020032/V1		
Inspection date and duration	29/01/15		
Inspector's name	Vicky Thompson		
Person met on site (Name & Position)	Rob. Willetts		
Six yearly review of permit conditions undertaken	<hr/>		
Weather/Site Conditions	Dry	Recently Rained	Raining ^{Snow}

2. Inspection Related to:	Routine visit	Follow up visit	Complaint investigation	New application	Revised application	4 year review
Tick relevant box:	✓					

2. Recent History of the Authorisation Process/Installation (since last inspection)	
Number of justified complaints (even if zero) within the last 12 month period	None
Process/Installation changes since last inspection relevant to the Permit/Authorisation (Variation required) (Condition 6)	<hr/>
Process/Installation changes since last inspection NOT relevant to the Permit/Authorisation (Variation not required) (Condition 6)	* Tank number incorrect on permit 3 diesel + 2 unleaded.

3. Documentation on site	Comments
Is there a copy of the permit on site?	Yes.
Date of last inspection	
Are Petroleum Delivery Certificates kept?	Yes -
Is the incident logbook present (Condition 24) Any incidents of vapour leaks? (Condition 3) Any incidents of vapour locks? (Condition 5)	Yes.
Is the certification for the servicing of the vapour recovery system (Condition 22) and pressure relief valves present on site (every 3 years) (Condition 23)?	30th Sept 2014 - PRV passed. 21/01/14.

Are the following recorded in the logbook (Cond. 24)	
<ol style="list-style-type: none"> 1. Maintenance inspections 2. Examinations and testing 3. Inventory checking 4. Installation and repair work carried 	Yes
Are there training details for staff and competence records (Cond. 24 and 26)	
4. External Inspection	Comments
Total number of tanks	2 unleaded and 3 diesel.
Number of tanks holding unleaded/leaded replacement: Are they vented through the manifold?	-needs permit updating!
Number of tanks holding diesel: Are they vented separately?	
Are connection points on tank filling pipes and vapour return pipe fitted with secure seals? (Cond. 9)	
Are the fittings for delivery and vapour return pipes different? (Cond. 10)	
Are connections for vapour return and delivery hose clearly locked and labelled? (Cond.13)	
Is there clear notices/signage near the vapour return connection point reading: -“connect vapour return line before off loading”; -“the maximum number of tanker compartments which can be discharged”	(No more than two can be discharged – excluding the diesel compartments)
Are pressure relief valves fitted on petrol storage tank vent pipes? (Cond. 11)	
Are deliveries driver controlled? If yes, are the following functioning correctly: <ol style="list-style-type: none"> 1. Lights 2. Phone alarm 3. Tank capacity printout 4. emergency procedures 	Yes

5. Checklist During Deliveries	Comments
Is a competent person overseeing the delivery? (Condition 16)	Yes
Is manual dip testing carried out before delivery, and are dip openings securely sealed before delivery? (Condition 14)	
Is the vapour return hose connected before the delivery hose, with the tanker end connected before the storage tank (Condition 12)	Yes - signage
Are more than 2 tanker compartments discharged at once? (Condition 8)	No + signage

Is the delivery hose disconnected before the vapour return hose, at the road tanker end first? With the vapour recovery hose disconnected at the storage tank end first (Condition 18)	Yes + Signage
Are all road tanker vents and discharge valves closed on completion of delivery? (Condition 17)	Yes
Are all connection points securely sealed after delivery? (Condition 19)	Yes

6. Further Information		
Number of deliveries Annually		
Deliveries day or night		
Last Maintenance Check		

7. Stage II Controls	Comments		
Are the vapours displaced by the filling of petrol into vehicle tanks recovered through the use of the Open Active (Dresser Wayne) vapour recovery system to the underground storage system? (Condition 26)	Yes.		
The stage II vapour recovery equipment shall be certified by the manufacturer to have a hydrocarbon capture efficiency not less than 85%. Is a copy of this certificate held at the premises? (Condition 24 & 27)	+ need to be held at premise		
Petrol delivery and vapour recovery systems for vehicle petrol tanks shall be tested in accordance with the manufacturer's specifications. (Condition 30)	Prior commissioning?	to	Within the past 3yrs?
Has the vapour containment integrity been tested? (Condition 30)	Insert Date		Insert Date
Integrity test every 3 yrs!			
Has the Effectiveness of the vapour recovery system been tested?	Prior commissioning?	to	Within the past 3yrs?
	Insert Date		Insert Date
Effectiveness test every 3 yrs!			2/10/12 Yes.
Does the automatic monitoring system detect faults in the proper functioning of the petrol vapour recovery system including the automatic monitoring system itself? (Condition 31)	Yes - dash system will notify staff that report to Wayne Dresser.		
Does the monitoring system automatically cut off the flow on the faulty delivery system if the fault is not rectified after 1 week?	Yes.		
Operators shall be notified without delay if the results from any monitoring or tests mentioned above identifies adverse results, vapour recovery equipment failure or leaks if there is likely to be an effect of the local community.	Yes		

8. Recommendations and Actions Required