

Petrol Station Inspection Form

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1. General Information	
Local Authority	North East Lincolnshire Council
Name/address of site	MJ Neal Ltd, Bluestone Service Station, Stallingborough Road, Immingham. DN40 1NW
Name of Licensee(s)	MJ Neal Ltd
Registered Office	As above
Authorisation/Permit Reference	EP/200200019/V1
Inspection date and duration	12/2/2014
Inspector's name	C BALL.
Person met on site (Name & Position)	BEN NEAL.
Six yearly review of permit conditions undertaken	January 2012
Weather/Site Conditions	<input checked="" type="checkbox"/> Dry <input type="checkbox"/> Recently Rained <input type="checkbox"/> Raining <input type="checkbox"/> Windy

2. Inspection Related to:	Routine visit	Follow up visit	Complaint investigation	New application	Revised application	4 year review
Tick relevant box:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Recent History of the Authorisation Process/Installation (since last inspection)	
Number of justified complaints (even if zero) within the last 12 month period	0
Process/Installation changes since last inspection relevant to the Permit/Authorisation (Variation required) (Condition 6)	0
Process/Installation changes since last inspection NOT relevant to the Permit/Authorisation (Variation not required) (Condition 6)	0

3. Documentation on site	Comments
Is there a copy of the permit on site?	Yes
Date of last inspection	10/3/2014
Are Petroleum Delivery Certificates kept?	Yes
Is the incident logbook present (Condition 24)	Yes
Any incidents of vapour leaks? (Condition 3)	No
Any incidents of vapour locks? (Condition 5)	No
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)?	Yes

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)	Yes
4. External Inspection	Comments
Total number of tanks	5
Number of tanks holding unleaded/leaded replacement:	3
Are they vented through the manifold?	Yes
Number of tanks holding diesel:	2
Are they vented separately?	Yes
Are connection points on tank filling pipes and vapour return pipe fitted with secure seals? (Cond. 9)	Yes
Are the fittings for delivery and vapour return pipes different? (Cond. 10)	Yes
Are connections for vapour return and delivery hose clearly locked and labelled? (Cond.13)	Yes
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”	Yes (No more than two can be discharged – excluding the diesel compartments)
Are pressure relief valves fitted on petrol storage tank vent pipes? (Cond. 11)	Yes
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 	No

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)	Electrician DJ VR 350 R.
Is the vapour return hose connected before the delivery hose, with the tanker end connected before the storage tank (Condition 12)	Yes
Are more than 2 tanker compartments discharged at once? (Condition 8)	No

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
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	112 approx.	
Deliveries day or night	Day	
Last Maintenance Check	10/3/2014	David Touby Fetercourt: Solution Provider

6.1 Recommendations and Actions Required

Requested VR certificate notice N°04781 issued
new replacement cert received dated 10/3/2014

