

West Virginia Class C Underground Storage Tank Operator Facility Specific Worksheet

The purpose of this worksheet is to document that facility managers have shown employees facility specific component as suggested in Petroleum Training Solutions' online course Fueling Station Safety. This worksheet must be completed at the facility where the Class C operator will be working. The facility manager or other responsible person should complete this worksheet together with the Class C operator.

Employee Name:
UST Facility Name:
UST Facility Address:

- I have shown the Class C employee the Emergency Shut off Switch.

NOTE: The emergency stop switch shuts off power to all the dispensers and fuel pumps. The emergency stop switch is different from the "Stop" or "All Stop" button on the point-of-sale (POS) console. The emergency stop switch is required by national fire codes. Contact a qualified petroleum storage system service contractor if you cannot locate the emergency stop switch.

- I have shown the Class C employee the number to use to call the fire department for this facility and posted this number in a clearly visible location.
- I have shown the Class C employee the list of company people who should be notified in an emergency and posted the list in a clearly visible location.
- I have shown the Class C employee the tank monitor and provided instructions on how to respond to various alarm messages that may appear on the display.

Note: If you do not know how to read the display or what messages to expect if there is a problem with the storage system, look in the tank monitor manual to find this information or call a qualified petroleum system contractor and have him or her explain this information to you.

I have shown the Class C employee locate and properly identify the following items:

- | | |
|------------------------------------|---|
| <input type="checkbox"/> Dispenser | <input type="checkbox"/> Breakaway coupling |
| <input type="checkbox"/> Hose | <input type="checkbox"/> Emergency Shut Off Switch |
| <input type="checkbox"/> Nozzle | <input type="checkbox"/> Tank monitor (if applicable) |

I have completed this worksheet together with the Class C employee. The Class C operator know to maintain proof of training on site along with photo ID.

Supervisor Signature: _____

Supervisor Name: _____

Date: _____

I have completed this worksheet together with my supervisor:

Employee Signature: _____

Employee Name: _____

Date: _____