

Week of: \_\_\_\_\_

Revised MassDEP May 2009

<b>Balance System Weekly Visual Inspection Checklist</b>		<b>If “*”, Date Repaired. Other Repair Notes</b>
<p><b>A. Nozzles</b></p> <p>1. Nozzle boots torn, slit, taped or loose? (See Diagram 3, page 22)</p> <p>2. Nozzles failing to shut off or leaking gasoline?</p> <p>3. Nozzle boots compressed when hanging on the dispenser?</p>	<p><input type="checkbox"/> Yes* <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes* <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes* <input type="checkbox"/> No</p>	
<p><b>B. Hoses, Swivels, Retractors, &amp; Breakaways</b></p> <p>1. Hoses installed backwards, flattened, kinked, cracked, or taped?</p> <p>2. Hoses lying on dispenser island or ground? (See Diagram 2, page 21)</p> <p>3. Hose loops exceed 10 inches? (See Diagram 1, page 20)</p> <p>4. Hose swivels turn freely minimizing hose damage?</p> <p>5. Retractor cable pulls hose to the top of the retractor bar? (See Diagram 1, page 20)</p> <p>6. Hose Breakaways installed between the nozzle and the retractor bar? (See Diagram 1, page 20)</p> <p>7. Hose Breakaways installed in the proper direction?</p> <p>8. Hose Breakaways leaking gasoline?</p>	<p><input type="checkbox"/> Yes* <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes* <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes* <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No*</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No*</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No*</p> <p><input type="checkbox"/> Yes* <input type="checkbox"/> No</p>	
<p><b>C. Pressure Vacuum (P/V) Vent Caps</b></p> <p>P/V Vent Caps installed on all tank vent lines?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No*</p>	

<p><b>D. Stage I Vapor Recovery</b></p> <p>Is either <b>Coaxial</b> Stage I or <b>Two-Point</b> Stage I Vapor recovery installed? (See Diagrams 5 &amp; 6, pgs. 24-25)</p>	<input type="checkbox"/> Coaxial <input type="checkbox"/> Two Point	
<p>1. If a <b>Coaxial</b> Stage I Vapor Recovery System is Installed:</p> <ul style="list-style-type: none"> <li>▪ Coaxial fill/vapor adaptor opening bent or crushed? (Diagram 5, page 24)</li> <li>▪ Vapor caps installed on all coaxial fill/vapor adaptors?</li> <li>▪ Vapor caps firmly locked so they don't swivel freely?</li> <li>▪ Rubber gaskets installed underneath all vapor caps?</li> <li>▪ Rubber gaskets cracked, torn, or worn out?</li> <li>▪ Gasoline, water, dirt, or leaves in the spill containment bucket? (See Diagram 8, page 27)</li> </ul>	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> Yes* <input type="checkbox"/> No	
<p><b>Stage I Vapor Recovery (Continued)</b></p>		
<p>2. If a <b>Two-Point</b> Stage I Vapor Recovery System is Installed:</p> <ul style="list-style-type: none"> <li>▪ Dry Break Vapor Adaptors tight and in good condition? (Diagram 7, page 26)</li> <li>▪ Vapor caps installed on all Product Fill Adaptors <u>and</u> Dry Break Vapor Adaptors?</li> <li>▪ Vapor caps firmly locked so they don't swivel freely?</li> <li>▪ Rubber gaskets installed underneath all vapor caps?</li> <li>▪ Rubber gaskets cracked, torn, or worn out?</li> <li>▪ Gasoline fumes escaping from Dry Break Vapor Adaptors with the vapor caps removed?</li> <li>▪ Gasoline, water, dirt, leaves, or debris in the spill containment buckets? (See Diagram 8, page 27)</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> Yes* <input type="checkbox"/> No	

**E. Vapor Recovery System Repair**

As a result of weekly visual inspections, did you find any Stage II and/or Stage I system components incorrectly installed, non-functioning or broken?

Yes\*     No

**If YES, did you:**

1. Immediately repair the incorrectly installed, non-functioning or broken (broken) component(s)? or,
2. If the broken component(s) could not be immediately repaired immediately stop dispensing gasoline through the broken component(s), post "Out of Service" signs on it, and repair it within 14 days? or,
3. If the broken component(s) could not be repaired within 14 days; immediately isolate the broken component(s) from the remainder of the Stage II system so that the remainder of the Stage II system is correctly operating and post "Out of Service" signs on the broken component(s) until repaired? or,
4. If the broken component(s) can not be isolated from the remainder of the Stage II system so that the remainder of the Stage II system is correctly operating; immediately stop ALL dispensing of gasoline at the facility and post "Out of Service" signs on ALL motor vehicle fuel dispensers until the component(s) was repaired?

Yes     No

Yes     No

Yes     No

Yes     No

\_\_\_\_\_  
Weekly Stage II Inspector's Name (Printed)

\_\_\_\_\_  
Weekly Stage II Inspector's Signature

\_\_\_\_\_  
Date