



# Spill Prevention, Control, and Countermeasure (SPCC) Plan Checklist

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## Plan Administration & Personnel Training

Ensures the SPCC plan is up-to-date, accessible, and personnel are adequately trained.

**Last SPCC Plan Review Date**

Enter date...

**Name of Responsible Person(s)**

Write something...

**Number of Employees Trained on SPCC Plan**

Enter a number...

**Training Topics Covered (Select all that apply)**

- Spill Prevention
- Spill Response Procedures
- Equipment Inspection
- Reporting Requirements

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### Date of Last Training Session

Enter date...

### Summary of Training Content & Methods Used

Write something...

### Upload Training Records/Certificates

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## Facility Description & Potential Hazards

Details the facility layout, stored materials, potential spill hazards, and environmental impact considerations.

### Facility Description

Write something...

### Total Oil Storage Capacity (Gallons)

Enter a number...

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## Location of Facility (Address)

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## Identify potential spill hazards (e.g., storage tanks, loading racks, process areas)

- Storage Tanks
- Loading Racks
- Process Areas
- Drainage Ditches
- Waste Collection Areas
- Other (Specify in LONG\_TEXT)

## Description of surrounding environment (e.g., proximity to waterways, wetlands, sensitive areas)

Write something...

### Is the facility located within a 10-year floodplain?

- Yes
- No
- Uncertain

### Site Map showing oil storage areas and potential spill pathways

 Upload File

## Oil Storage and Containment

Focuses on all oil storage areas, including tanks, drums, and process vessels, and their containment systems.

### Tank Volume (Gallons)

Enter a number...

### Tank Material of Construction

- Steel
- Polyethylene
- Fiberglass
- Concrete
- Other (Specify in LONG\_TEXT)

### If 'Other' tank material, please specify:

Write something...

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### Secondary Containment Type

- Dike
- Double-Walled Tank
- Spill Pad
- None
- Other (Specify in LONG\_TEXT)

### If 'Other' secondary containment, please specify:

Write something...

### Containment Volume (Gallons) - If applicable

Enter a number...

### Tank Integrity Testing - Type of Test Performed

- Visual Inspection
- Ultrasonic Testing
- Hydrostatic Testing
- None
- Other (Specify in LONG\_TEXT)

### If 'Other' integrity testing, please specify:


Write something...

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### Date of Last Tank Integrity Test

Enter date...

### Upload Tank Inspection Report (if applicable)

 Upload File

## Loading and Unloading Operations

Addresses procedures and controls for the safe transfer of oil into and out of the facility.

### Describe the loading/unloading procedures for all oil-containing materials.

Write something...

### What is the maximum unloading rate (gallons/minute) for any single hose?

Enter a number...

### What type of spill containment is provided during loading/unloading?

- Drip Pans
- Curbs
- Containment Berms
- None
- Other - Specify in LONG\_TEXT

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**Check all applicable methods used to prevent overfilling during unloading.**

- Automatic Shut-Off Devices
- Level Gauges
- Visual Monitoring
- Flow Meter
- Other - Specify in LONG\_TEXT

**Date of last inspection of loading arms/hoses.**

Enter date...

**Describe any visual inspection checklist used for loading/unloading equipment.**

Write something...

**Are personnel involved in loading/unloading operations trained on spill prevention?**

- Yes
- No
- N/A

**Upload photos of loading/unloading areas, including spill containment.**

 Upload File

**Process Disposal Equipment**

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### Maximum Operating Pressure of Piping (PSI)

Enter a number...

### Pipe Wall Thickness (inches)

Enter a number...

### Material of Piping (e.g., Steel, PVC)

- Carbon Steel
- Stainless Steel
- PVC
- Other - Specify
- Composite

### Describe Secondary Containment for Piping (if any)

Write something...

### Are Piping Supports Adequate to Prevent Sagging or Damage?

- Yes
- No
- N/A

### Date of Last Piping Inspection

Enter date...

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**Describe any identified deficiencies during the last piping inspection and corrective actions taken.**

Write something...

**Upload Piping Inspection Report (if applicable)**

 Upload File

## Spill Prevention Measures

Details proactive measures taken to prevent spills from occurring.

**Secondary Containment Volume (for tanks)**

Enter a number...

**Containment Type(s) in Use (e.g., dikes, berms, double-walled)**

- Dike
- Berm
- Double-walled Tank
- Concrete Pad
- Other (Specify in LONG\_TEXT)

**Description of Tank Overfill Prevention System(s)**

Write something...

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### Condition of Tank Foundations

- Good
- Fair
- Poor
- N/A

### Date of Last Tank Integrity Inspection

Enter date...

### Describe any preventative measures taken to protect piping from physical damage.

Write something...

### Condition of Piping Supports

- Good
- Fair
- Poor
- N/A

## Spill Control and Countermeasures

Outlines procedures and equipment for containing and cleaning up spills.

### Number of Absorbent Materials (e.g., pads, socks) on hand

Enter a number...

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### Available Spill Response Equipment (Check all that apply)

- Boom
- Skimmer
- Vacuum Truck
- Neutralizing Agents
- Personal Protective Equipment (PPE)

### Detailed Spill Response Procedures (Summary)

Write something...

### Location of Spill Response Equipment Storage Area

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### Primary Spill Response Coordinator

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### Date of Last Spill Response Drill

### Description of Spill Response Drill Results and Corrective Actions (if any)

### Photos of Spill Response Equipment and Storage Area

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### Quantity of Spill Response Kits Available

## Inspections and Recordkeeping

Covers routine inspections, maintenance records, and documentation of incidents.

### Date of Last SPCC Plan Inspection

### Inspection Frequency (days between inspections)

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## Summary of Findings from Last SPCC Plan Inspection

Write something...

## Areas Inspected During Last SPCC Plan Inspection (Check all that apply)

- Oil Storage Tanks
- Loading/Unloading Areas
- Process Piping
- Containment Structures
- Drainage Systems
- Security Perimeter
- Emergency Equipment

## Corrective Actions Taken Following Last Inspection (if applicable)

Write something...

## Date Corrective Actions Completed (if applicable)

Enter date...

## Attach Inspection Report Documentation (PDF, DOC, etc.)

 Upload File

## Number of Spills/Releases Recorded in Last Year

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## Summary of Spill/Release Records (Description, Quantity, Cause, Response)

Write something...

## Reporting and Notification

Defines procedures for reporting spills and notifying relevant authorities.

### Reportable Quantity (RQ) Exceeded?

- Yes
- No
- Unknown

### Description of Spill Event (if applicable)

Write something...

### Estimated Quantity of Oil Spilled (gallons)

Enter a number...

### Date of Spill/Release

Enter date...

### Time of Spill/Release

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### Notified Regulatory Agencies?

- Yes
- No
- Not Required

### Names and Contact Information of Agencies Notified (if applicable)

Write something...

### Internal Notification Completed?

- Yes
- No

### Supporting Documentation (Photos, Reports, etc.)

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## Security

Addresses security measures to prevent unauthorized access and potential spills.

### Perimeter Security Type

- Fencing
- Natural Barriers
- Security Personnel
- Combination

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### Access Control Measures

- Keycard Access
- Security Guards
- Visitor Log
- Perimeter Lighting
- CCTV Surveillance

### Number of Security Personnel (if applicable)

Enter a number...


### Last Security System Inspection Date

Enter date...

### Description of Security Personnel Training (if applicable)

Write something...

### Security System Inspection Report

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### Visitor Access Protocol?

- Yes
- No

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## Location of Security System Control Panel

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## Related Checklist Templates

**Good  
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Practice  
(GLP)  
Checklist**

**Confined  
Space  
Entry  
Checklist**

**Management  
Of Change  
(MOC)  
Checklist**

**Personal  
Protective  
Equipment  
(PPE)  
Compliance  
Checklist**

**A3  
Problem  
Solving  
Report**

**Ergonomic  
Assessment  
Checklist**

**First  
Article  
Inspection  
(FAI)**

**Lockout/Tagout  
(LOTO)  
Checklist**

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**Maintenance  
Pre-Startup  
Safety  
Review  
(PSSR)**

**FMEA  
(Failure  
Mode And  
Effects  
Analysis)  
Checklist**

WE CAN DO IT TOGETHER

## NEED HELP WITH CHECKLISTS?

Have a question? We're here to help. Please submit your inquiry, and we'll respond promptly.

**SEND YOUR REQUEST**

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