



OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY
Underground Storage Tank Program

HEATING OIL TANK SERVICES
SERVICE PROVIDER REPORT CERTIFICATION

GENERIC REMEDY HEATING OIL CLEANUP REPORT FORM

Complete this report and submit it to the DEQ Northwest Regional Office (700 NE Multnomah St., Portland, Oregon, 97232) within sixty (60) days from the date the release from a residential heating oil tank is cleaned up. Completion of this report form satisfies the requirements of OAR 340-177-0055. Please read the Generic Remedy Heating Oil Cleanup Report Form *Instructions* (DEQ-06-LQ-007) before completing this report.

General Information

Property Owner Name: _____ DEQ Cleanup File No.: _____

Property Address: _____

City/State/Zip Code: _____ County: _____

Owner Phone Number: _____

Owner Mailing Address (if different): _____

Name of Person Reporting Release: _____

Phone Number (if different from Owner): _____

_____ Date the release was originally suspected _____ (e.g. water in tank) or
_____ confirmed (sight, smell, test). (check ☐ one)

_____ Date the release was reported to DEQ. Name of DEQ person contacted: _____
Note: Confirmed releases must be reported within 72-hours by the service provider or the tank owner who performed the work..

_____ Date the tank was _____ **removed** or decommissioned _____ **in-place** (check ☒ one).

Approximate size of tank: _____ gallons

If the tank was filled in-place, what type of inert fill material was used? _____

How much? _____ gallons _____ lbs. (check ☐ one)

_____ Date cleanup started.

_____ Date cleanup completed.

_____ Approximate square footage of home on property where the release has occurred.

Initial Abatement Information (check ☒ or ☐ the appropriate answer)

1. _____ Yes _____ No A visual inspection of the release has been made and immediate actions taken to prevent any further release or migration of heating oil into surrounding soils or groundwater.

2. _____ Yes _____ No Any fire, explosion, and/or vapor hazards in soil or groundwater have been identified and mitigated.
Yes No NA Monitoring for hazards has continued beyond initial identification. (check ☐ one)

Initial Abatement Information (check ☒ the appropriate answer)

3. ☐ Yes ☐ No ☐ NA As much heating oil and sludge as possible has been removed from the tank.
Gallons removed: _____
Name of oil ☐ **recycling** or ☐ **disposal** company (check ☒ one): _____
4. ☐ Yes ☐ No Hazards posed by contaminated soil that has been excavated or exposed have been remedied.
Note: Contaminated soil cannot be stored on-site for more than 30 days without a permit from DEQ.
5. ☐ Yes ☐ No Free product has been observed in the ☐ **tank pit** and/or ☐ **groundwater** (Check ☒ any that apply).
Note: Any free product observed must be removed and properly treated/disposed. **Use of the Generic Remedy for Heating Oil Tank Releases is not appropriate if free product is present.**
6. ☐ Yes ☐ No Groundwater has been encountered during tank decommissioning or cleanup actions taken to-date.
Note: DEQ must be notified immediately when groundwater is encountered at any time.
☐ Yes ☐ No Water in the tank excavation was encountered and pumped out, but did not recharge after 24 hours.
Use of the Generic Remedy for Heating Oil Tank Releases is not appropriate if water recharges into the excavation 24-hours after initial pumping.
7. How was the release initially discovered? (Check ☒ any boxes that are correct)
During tank decommissioning ☐
During a site assessment not associated with tank decommissioning (e.g. for property transaction, etc.) ☐
Other. Describe: _____
8. What observations were made about the tank condition when it was removed from the excavation or decommissioned in-place? Describe: _____

9. How much contaminated soil was removed? _____ cubic yards What was done with the contaminated soil?
(Check ☒ any boxes that apply)
Disposed of at: _____ (name of disposal company)
Treated off-site at: _____ (name of treatment company)
Treated on-site. ATTACH copy of Solid Waste Letter of Authorization permit approved by DEQ.
Yes ☐ No ☐ On-site treatment of contaminated soil is complete. (check ☒ one)
10. How was the cleanup conducted? Describe actions taken during cleanup and note any unusual circumstances:

11. Note **highest** TPH soil sample result prior to any excavation of soil: _____ mg/kg TPH-Dx
12. The following information must be ATTACHED as part of this report (clearly label each attachment as listed below):
- Attachment
Label ID
- A Site map, drawn roughly to scale, showing the location of all buildings on the property and on adjacent properties and the location of the heating oil tank. Include distances in feet between objects.
- B Sketch of the property that clearly shows the sample locations and depths of all soil samples collected and identifies each location and sample with a unique sample identification code. An additional cross-section diagram may be necessary to clearly show sample locations at-depth.
- C Copies of chain-of-custody forms for all soil samples collected.
Note: Chain-of-custody forms should include the date, time, and location of each sample collected; the name and company of the person collecting the samples; a description of how the samples were collected, stored, and shipped to the laboratory; and note any problems encountered during the cleanup or sampling process that may have affected sample integrity. Forms should clearly state the address of where samples were collected as a unique identifier.
- D Copies of all laboratory data reports. Test methods used, **including method reporting limits**, must be included. Include data for all samples, even if data is not used in summary (question #13).

- E Copies of all receipts or permits related to the disposal of any _____ oil / sludge, _____ free product, _____ water pumped from the excavation, _____ contaminated soil, and/or decommissioned _____ tank and _____ piping (check ☐ all that apply).
- F Any photographs taken at the time of the heating oil tank decommissioning and cleanup that depict major activities (e.g. tank as it is removed to note presence or absence of pits or holes, contaminated soil handling, excavation, tank/excavation in relation to home, unusual circumstances, etc.)
13. Provide a summary of the concentrations measured in the FINAL round of soil samples from each sample location that clearly show the extent and magnitude of the contamination.
Note: Write in the specific unit of measurement for each contaminant if different. Write in "N/A" if sample not analyzed for TPH-Dx constituents. Use additional pages as necessary to report final summary results.

Sample ID	Location ID	TPH-Dx Conc.	Benzene Conc.	Ethylbenzene Conc.	Naphthalene Conc.
_____	_____	_____ mg/kg	_____ ppm	_____ ppm	_____ ppm
_____	_____	_____ mg/kg	_____ ppm	_____ ppm	_____ ppm
_____	_____	_____ mg/kg	_____ ppm	_____ ppm	_____ ppm
_____	_____	_____ mg/kg	_____ ppm	_____ ppm	_____ ppm
_____	_____	_____ mg/kg	_____ ppm	_____ ppm	_____ ppm
_____	_____	_____ mg/kg	_____ ppm	_____ ppm	_____ ppm

Final Report Checklist and Signature

All of the following boxes must be checked indicating that the action has been taken and/or procedures followed correctly.

Completing this information does not substitute for service provider checklist certification requirements in OAR Chapter 340, Division 163. The person signing this report must ensure that this information is correct. "Guidance" refers to the Heating Oil Tank Generic Remedy Guidance Document.

The cleanup project is for a release from a residential underground heating oil tank (a tank used primarily for single-family dwelling purposes; OR

The cleanup project is for a commercial underground heating oil tank. On a separate attachment, describe why use of the generic remedy for residential tanks is appropriate to use for the commercial tank.

A verbal report of the discovery of contamination from a leaking heating oil tank was made to the appropriate DEQ regional office.

The underground tank was decommissioned following the procedures in Appendix 2 of the Guidance.

A site assessment was conducted and the magnitude and extent of the contamination was determined in accordance with the procedures outlined in Appendix 3 of the Guidance.

All samples were collected in accordance with methods described in OAR 340-122-0345.

This project meets all of the Qualifying Criteria set forth in Section 2 of the Guidance.

This project meets Remedial Action Alternative 1 of the Guidance; OR

This project meets Remedial Action Alternative 2 of the Guidance.

"By my signature below, I state that the information contained in this report is true and complete to the best of my knowledge."

Name of person preparing report: _____ Licensed Cleanup Supervisor?
(please print) (if yes, check ☐ box)

Signature: _____ Date: _____

Supervisor License No.: _____ Expiration Date: _____

Licensed Heating Oil Tank

Service Provider Company: _____

Company License Number: _____ Expiration Date: _____

_____ Yes _____ No Additional information is included. If yes, write in attachment label(s): _____
(check ☐ one)

NOTE: If cleanup work and report documentation was conducted by the homeowner, on a separate sheet of paper, describe how you learned how to perform the cleanup work.