



Study Guide

for

Pennsylvania

Storage Tank Program

Administrative Exam

(Installer/Inspector Certification)

February 2019

HOW TO USE THIS STUDY GUIDE

This study guide is intended to help individuals prepare for the administrative portion of Pennsylvania's storage tank handler/inspector certification examination. There is a separate study guide to help individuals prepare for the technical examinations. Passing the administrative examination is required for all categories of certification in Pennsylvania.

The study guide consists of a list of questions. After each question, the section in the reference document where the answer to the question can be found is given in parenthesis. The process of reading the question, finding the answer in the reference document, and writing the answer in the study guide will help applicants learn the necessary information to pass the certification examination.

The certification exam will include the material covered in these study questions. The primary difference is that the exam will be in multiple choice or true/false format. Be thoroughly familiar with the material in this study guide before entering the examination room. Individuals are allowed to refer to Act 32 and Chapter 245 (but NOT this study guide) while taking the administrative portion of the certification examination.

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Act 32 Storage Tank and Spill Prevention Act (as amended)

The following study guide questions are taken from the Commonwealth of Pennsylvania Act 32 (as amended), the legislation that created the storage tank program in 1989.

1. To meet the definition of an aboveground tank in Act 32, a tank must have a capacity greater than _____ gallons. (Act 32, Section 103 Definitions)
2. What portion of a tank's capacity must be above the surface of the ground for it to be considered an aboveground tank? (Act 32, Section 103 Definitions)
3. Aboveground tanks are not included in the definition of aboveground storage tank if their capacity is 1,100 gallons or less and they are used for storing what products? (Act 32, Section 103, Definitions)
 - a. _____ for noncommercial purposes or
 - b. _____ and tanks located on a farm used solely to _____.
4. Aboveground tanks subject to other regulatory programs are not included in the definition of aboveground storage tank. What are the titles of four “Acts” that regulate certain aboveground tanks? (Act 32, Section 103 Definitions)
5. What is the definition of “substantial modification”? (Act 32, Section 103 Definitions)

Note: The term “substantial modification” should not be confused with the terms “major modification” and “minor modification” used in Chapter 245. Refer to the Chapter 245 section of this study guide for further clarification of these definitions.

6. What is the primary function of the Storage Tank Advisory Committee (STAC)? (Act 32, Section 105)

7. What authority does the Department of Environmental Protection (DEP) have with regard to corrective action? (Act 32, Section 107, Powers and Duties of Department)
8. What enforcement power does DEP have if there is a violation of the requirements of Act 32? (Act 32, Section 107, Powers and Duties of the Department)
9. How often must registration fees for a regulated aboveground tank be paid? (Act 32, Section 303, Registration)
10. Are DEP employees administering the certification program considered to be certified? (Act 32, Section 501, Underground Storage Tank Requirements)
11. Who can legally install, modify or remove underground storage tanks? (Act 32, Section 501, Underground Storage Tank Requirements)
12. Who can legally inspect underground storage tanks? How often must underground tanks be inspected? (Act 32, Section 501, Underground Storage Tank Requirements)
13. How often must registration fees for a regulated underground tank be paid? (Act 32, Section 502, Interim Requirements)
14. What is the maximum penalty that DEP can assess if a person commits a summary offense? (Act 32, Section 1306, Civil Penalties)
15. What is the maximum civil penalty that DEP can assess for each violation of Act 32? What happens if the violation continues for more than one day? (Act 32, Section 1307, Civil Penalties)

16. What are six factors that DEP may consider in determining the amount of a civil penalty? (Act 32, Section 1307, Civil Penalties)
17. Act 32 creates a “rebuttable presumption” that a tank is the source of any contamination discovered within what distance from the tank? (Act 32, Section 1311, Presumption)
- Note:** *The term “rebuttable presumption” means that the tank (and the tank owner) are considered responsible for causing nearby contamination until proven otherwise.*
18. Persons who wish to contest an order or other administrative act of DEP must file an appeal within how many days? (Act 32, Section 1313, Appealable Actions)
19. How long after a violation of Act 32 is discovered can civil or criminal proceedings begin? (Act 32, Section 1314, Limitation on Action)

Commonwealth of Pennsylvania

Pennsylvania Code Title 25, Chapter 245 (as amended)

Administration of the Storage Tank and Spill Prevention Program

The following study guide questions are taken from the Commonwealth of Pennsylvania regulations in Title 25, Chapter 245, "Administration of the Storage Tank and Spill Prevention Program," as amended. These rules expand and explain the requirements set out in Act 32, the legislation that created and outlined the Pennsylvania Storage Tank Program.

1. Which of the following would or would not meet the regulatory definition of an aboveground storage tank? (Section 245.1)
 - ☐ A 1,100-gallon aboveground farm tank used to facilitate crop production.
 - ☐ A 1,000-gallon aboveground motor fuel tank owned by a municipality.
 - ☐ A 1,200-gallon aboveground motor fuel tank.
 - ☐ A 1,200-gallon aboveground tank storing propane gas.
 - ☐ A 1,000-gallon aboveground tank storing motor oil.
2. The term "consumptive use" does not include aboveground storage tanks over _____ gallons. (Section 245.1)
3. What is the definition of "maintenance"? (Section 245.1)
4. What is the definition of "major modification"? (Section 245.1)
 - Is an activity that alters the design of a storage tank system or facility a major modification? (Section 245.1)
 - Is an activity that affects the integrity of a storage tank system or facility a major modification? (Section 245.1)

- Is an activity that directly affects an underground component of a storage tank system a major modification? (Section 245.1)

5. What is the definition of “minor modification”? (Section 245.1)

Note: The term “substantial modification” used in Act 32 should not be confused with the terms “major modification” and “minor modification” used here. Act 32 defines any activity that changes the physical construction of the storage tank system as a substantial modification. Chapter 245 goes on to divide “substantial modifications” into “major modifications,” “minor modifications” and “maintenance.” “Major modifications” consist of changes to the buried portion of a storage tank system, such as the tank and piping. “Minor modifications” consist of changes to the exposed portion of a storage tank system, such as the line leak detector on the pump or shear valves or check valves under dispensers. “Maintenance” consists of routine activities, such as the replacement of filters, hoses and nozzles. The following table indicates who may perform each of these activities and which activities must also be inspected by a certified inspector.

| | WORK MUST BE PERFORMED BY CERTIFIED TANK HANDLER | WORK MUST BE INSPECTED BY CERTIFIED TANK INSPECTOR |
|--------------------|---|---|
| MAJOR MODIFICATION | YES | YES (Large and field-constructed ASTs only) |
| MINOR MODIFICATION | YES | NO |
| MAINTENANCE | NO | NO |

6. Which lubricating and operational fluids would be included under the term “motor oil”? (Section 245.1)

7. Which activities do the terms “removal” and “removal from service” include? (Section 245.1)

8. How do the rules define “tank handling activities”? Is performing maintenance a tank handling activity? (Section 245.1)

9. Which of the following would meet the regulatory definition of underground storage tank? (Section 245.1)
- ☐ A 1,000-gallon underground tank containing gasoline used for commercial purposes.
 - ☐ A 2,500-gallon underground tank containing heating oil which is consumed on the premises where stored.
 - ☐ A 500-gallon underground used oil tank subject to 40 CFR Part 280.
 - ☐ A 100-gallon underground gasoline tank.
 - ☐ A 5,000-gallon underground tank containing 100% biodiesel retail sale.
10. Tank handling activities must be conducted by a certified installer except in the case of _____ by the tank manufacturer. Tank handling activities conducted on field _____
- _____
- storage tanks and _____ tanks greater than 21,000 gallons shall be inspected by _____, except in the case of a minor _____ or a _____. (Section 245.21)
11. Who can conduct tightness testing activities on an underground storage tank? (Section 245.31)
- Within how many days must a complete written test report be provided to the tank owner?
12. Can an individual conduct tank handling activities without being certified by DEP? (Section 245.102)
13. What are the four requirements listed in the rules for a person to be certified as an installer? (Section 245.102)
- -
 -
 -
14. What are the minimum passing grades for the certification examinations? (Section 245.105)

15. Passing examination scores are valid for what period of time? (Section 245.105)
16. The conflict of interest provisions preclude a certified inspector from being:
- a) _____
 - b) _____
 - c) _____
- _____ when the tank handling activity is performed on a _____ tank. (Section 245.106)
17. DEP may suspend certification for a number of reasons including:
- Violation of _____
- Note:** The “act” refers to Act 32, 1989, as amended; “this part” refers to 25 PA Code Chapter 245.
- Incompetency evidenced by _____
 - Failure to successfully complete _____
- (Section 245.108)
18. What are three reasons listed in the rules for suspension of an inspector's certification? (Section 245.108)
- -
 -
19. What are three reasons listed in the rules for suspension of an installer's certification? (Section 245.108)
- -
 -
20. Additional reasons for suspending certification include: (Section 245.108)
- Working as a certified person in a certification category for which _____
 - Failure to meet one or more _____

- A violation of the Clean Streams Law or the Solid Waste Management Act which result in:

a) _____

b) _____

21. If a person's certification is suspended in one category, can they still do work in other categories of certification? (Section 245.108)

22. What type of work does each of the following certifications allow a person to do? (Section 245.110)

☐ UMX

☐ AMNX

☐ UTT

☐ AMMX

☐ UMR

☐ ACVL

☐ UMI

☐ AMEX

☐ AMR

☐ TL

☐ AFR

☐ AFMX

23. How long is an individual certification valid? (Section 245.114)

24. How soon before the renewal date must an Application for Renewal of Certification be submitted to DEP? (Section 245.114)

25. Failure to submit a renewal application for certification within 60 days of the category expiration date requires the applicant to meet which requirements? (Section 245.114)

26. What are three circumstances described in the rules that require a certified installer or inspector to amend their certification? (Section 245.114)

27. How soon must DEP be notified after a change occurs in the information provided on the certification application? (Section 245.114)
28. How often is DEP-provided Administrative Training required for renewal of installer certification? (Section 245.114)
29. How often must company certification be renewed? (Section 245.125)
30. Who is responsible for maintaining complete records of tank handling activities and how long must the records be maintained? (Section 245.132)
31. What are the submittal timeframe requirements for inspection and tank handling reports? (Section 245.132)
32. A certified installer suspects contamination may be present at a facility where they are working. To whom must they report their suspicion? (Section 245.132)
33. Who must maintain manufacturer's specifications, accepted industry standards and industry codes of practice? (Section 245.132)
34. Who must undertake corrective action when a release is confirmed? (Sections 245.306 and 245.1)



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PROTECTION

For more information, visit www.dep.pa.gov, Search: Storage Tanks.