



## TANKWAGON / TRAILER PRESERVICE COMMISSIONING CHECKLIST

Petroleum Industry  
Transport Safety Forum

<b>1. PURPOSE</b>	
The purpose of this checklist is for the NZ Oil Industry to have assurance of the integrity of a 'Ground Fuels' Tank-wagon or trailer before it is returned to service following a Degas or any completed work that is associated with equipment (below centreline) that could result in loss of product containment.	
<b>2. SCOPE</b>	
this checklist is mandatory to be completed for all 'Ground Fuels' Tank-wagons (excludes Aviation) loading at NZ Oil Industry Terminals for the following work;	
<ul style="list-style-type: none"> <li>· All repairs on Tank-wagon barrel</li> <li>· Tank internal shut off valve (Foot valve)</li> <li>· External Shut off valve (Inlet /Outlet Faucet Valve)</li> <li>· Tank faucet to compartment Pipework</li> <li>· Associated fitting for the above (eg sight glass, sample points)</li> <li>· Any other work (including Degas) that is associated with equipment that could result in loss of product containment</li> </ul>	
A full visual external inspection shall be completed ensuring that all Hatches pipework, Hose Tray and Locker Boxes are in place and secure.	
A Visual Internal Inspection of every Product Compartment shall be completed ensuring that all Compartments are free of engineering waste. The Inspection must be completed from the Tank top without entering any Compartment.	
A further visual inspection must be performed by customer at terminal gantry when unit is returned to service (all terminal operating conditions must be followed)	
<b>3. PROCEDURE</b>	
<b>Tick Box</b>	
<b>3.1</b>	With the Master valve open and the Foot Valves closed, <u>Bottom load</u> each Compartment with approx. 1000ltrs of water. (note this will increase the test pressure to the Run-off tube to simulate gantry unloading). Leave for 15 minutes. <span style="color: red;">Label Control Panel "water on board"</span> <span style="color: red;">NOTE – Do not fill Dummy Compartment</span>
<b>3.2</b>	To ensure Internal Foot Valve is sealing, close the internal foot and drain the Run-off Tube. Check the Run-off Tube and Faucet Sightglass is empty. (If Compartment Internal Valve is not sealing carryout the necessary repairs.
<b>3.3</b>	Open the Internal Foot Valve from the underside of the Tank. Check all Pipework, Flanges, Gaskets and Faucets for leaks. If leaks are found, carryout repairs as required and repeat step 3.5
<b>3.4</b>	Drain off water
<b>3.5</b>	Check internal of Compartments are free of water
<b>3.6</b>	Check security of Overfill Probes
<b>3.7</b>	Check Overfill Probes are set to the correct Height NOTE – If Documentation is not available, carryout Overfill Probe Setting Procedure
<b>3.8</b>	Test Overfill System with Tester to check System is working
<b>3.9</b>	Ensure Emergency Hatch is closed and sealed
<b>3.10</b>	Ensure Fill and Dip Caps are closed and sealed
<b>3.11</b>	Check Dip Stick security
<b>3.12</b>	Check Manway Neck Band and Gasket are sealed
<b>3.13</b>	Check Tank top Airlines and Fitting
<b>3.14</b>	Ensure Tank top Drain Valves are clear
<b>3.15</b>	Ensure Valance Plugs are installed
<b>3.16</b>	Ensure Vapour Recovery Pipework is free of water Ensure Vapour Recovery Pipework is free of engineering waste
<b>3.17</b>	Install Dust Cap to Vapour Recovery Outlet
<b>3.18</b>	Ensure Hose and fittings are installed and secure Ensure Spill Kit is installed and secure Ensure Fire Extinguishers are installed and secure
<b>3.19</b>	Ensure Hose Trays and Sumps are free of water and foreign matter
<b>3.20</b>	Remove Lock out Tags, water on Board Signage

<b>4.0</b>	<p><b>Cleared for return</b> (A copy of this completed checklist must accompany the unit when returned to customer)</p> <p><b>Fleet #:</b> _____ <b>Service Company:</b> _____</p> <p><b>Rego:</b> _____ <b>Date:</b> _____ <b>Inspected By:</b> _____</p>
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