

## **PERMIT ATTACHMENT F INSPECTION PLAN**

### **Introduction**

This section provides information on Rinchem Company, Inc.'s (**RCI**) Container Storage Facility (**the Facility**), as required by the New Mexico Hazardous Waste Management Regulations 20.4.1.500 NMAC, incorporating 40 CFR §264.15, and 20.4.1.900 NMAC, as incorporated at 40 CFR §270.14(b)(5).

Rinchem Company, Inc. personnel shall conduct regular inspections of all equipment and structures to prevent, detect, or respond to environmental or human health hazards. Inspection records shall be kept at RCI's administration building for three years from the date of the inspection. The inspections shall cover malfunctions, deteriorations, operator errors, and discharges that may cause or lead to a release of hazardous waste constituents to the environment or may pose a threat to human health.

The container storage Facility personnel shall receive general training concerning hazardous waste inspections as part of the RCI's hazardous waste training program. Personnel responsible for inspecting particular equipment or areas of the facility shall receive on-the-job training in inspection procedures. Inspection procedures shall be kept in the operating manual, which shall be located on-site in the office of the emergency coordinator.

RCI's, guards shall make daily rounds of the facility to detect any unauthorized entry to the Facility or any other abnormalities. The guards shall not use inspection checklists, but they shall notify the EC and/or emergency response personnel of any spills or other emergencies.

### **Inspection Schedule and Checklist**

Permit Appendix F-1 contains "General Inspection Matrix Sheets" with schedule forms that shall be used at the Facility. These Inspection Sheets include logs for the regular 5 day work week, quarterly, semi-annual and annual schedules, ensuring that inspections occur at appropriate frequencies. The items to be inspected shall be placed on the schedule that is appropriate for the frequency of inspection to be performed. There is a section on each form for recording the name of the inspector, the date of the inspection, the nature of repairs performed and/or remedial action taken, with comments. The schedules shall be maintained and kept at the Facility.

## **Inspection Schedules**

The following pages 3 of fourteen through 14 of 14 contain the General Inspection Schedule Forms that shall be used at the Facility. These are forms for the regular 7 day work week, quarterly, semiannual and annual schedules. The criteria to be inspected are placed on the schedule that is appropriate for the frequency of inspection to be performed. There is a section on each form for recording the date and nature of repairs performed and/or remedial action taken. The schedules shall be maintained and kept at the RCI office.

## APPENDIX F-1: Rinchem's General Inspection Matrix Sheets

[THESE MATRIX SHEETS SHALL BE FILLED OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/
	REMEDIAL ACTION AND COMMENTS	(A) Acceptable	
		(U) Unacceptable	

Container Loading/ - Check that no containers of hazardous waste  
Unloading Shall be shall be left open or exposed overnight \_\_\_\_\_

\_\_\_\_\_

- Check for evidence of spilled material on \_\_\_\_\_

\_\_\_\_\_

concrete below truck and on dock

- Check for debris and refuse \_\_\_\_\_

\_\_\_\_\_

Container Storage - Check for evidence of spilled material on \_\_\_\_\_

Shall be - concrete floor & drains \_\_\_\_\_

- Check for debris and refuse \_\_\_\_\_

\_\_\_\_\_

- Check for adequacy of aisle space \_\_\_\_\_

\_\_\_\_\_

## Rinchem Daily Inspection Sheet

[FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/
	REMEDIAL ACTION AND COMMENTS		(A) Acceptable
			(U) Unacceptable

Stored Containers - Check for container leaks or swelling \_\_\_\_\_

\_\_\_\_\_ - Check that containers shall be not open \_\_\_\_\_

\_\_\_\_\_ - Check for proper placement \_\_\_\_\_

Security Equipment

- Check that alarm is working \_\_\_\_\_

\_\_\_\_\_ - Check that gates close properly and locks \_\_\_\_\_

\_\_\_\_\_ shall be in working order

## Rinchem Daily Inspection Sheet

[FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/
	REMEDIAL ACTION AND COMMENTS		(A) Acceptable
			(U) Unacceptable

### Communication Equipment

Telephones - Check that access is not blocked \_\_\_\_\_  
\_\_\_\_\_

Pull Stations - Check that access is not blocked \_\_\_\_\_  
\_\_\_\_\_

### Emergency Equipment

Fire Extinguishers - Check that access is not blocked \_\_\_\_\_  
\_\_\_\_\_

EyeWash/Showers - Check that access is not blocked \_\_\_\_\_  
\_\_\_\_\_

Exits - Check that access is not blocked \_\_\_\_\_  
\_\_\_\_\_

## Rinchem Daily Inspection Sheet

[FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/ (A) Acceptable
	REMEDIAL ACTION AND COMMENTS		(U) Unacceptable

### Safety Equipment

Emergency Shower/ - Check water pressure \_\_\_\_\_

Eyewash  
- Check for leaks \_\_\_\_\_

I certify that the above recommended action has been taken on items mentioned and/or defective items shall be now satisfactory.

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

## Rinchem Quarterly Inspection Sheet [FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/
	REMEDIAL ACTION AND COMMENTS		(A) Acceptable
			(U) Unacceptable

### Safety Equipment

Protective glasses - Check if broken \_\_\_\_\_

- Check for adequate supply for \_\_\_\_\_  
employees & visitors

Hard Hats - Check if broken \_\_\_\_\_

- Check for adequate supply for \_\_\_\_\_  
employees & visitors

First Aid Equipment - Check that all necessary items shall be \_\_\_\_\_  
and Kit \_\_\_\_\_ present \_\_\_\_\_

## Rinchem Quarterly Inspection Sheet [FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/
	REMEDIAL ACTION AND COMMENTS		(A) Acceptable
			(U) Unacceptable

Protective Clothing - Check clothes for holes, wear and tear \_\_\_\_\_

- Check for adequate number of sets of \_\_\_\_\_  
protective clothing

Respirator - Check for adequate number of \_\_\_\_\_  
cartridges for respirators

- Check that all respirators shall be in good \_\_\_\_\_  
working condition

## Rinchem Quarterly Inspection Sheet [FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/
	REMEDIAL ACTION AND COMMENTS		(A) Acceptable
			(U) Unacceptable

Container Loading/ - Check dock leveler for proper

Unloading Shall be adjustment, operation and corrosion

- Check for condition and availability of \_\_\_\_\_

over pack and open head drums

### Security Equipment

Gates - Check for damage or corrosion \_\_\_\_\_

Facility Fence - Check for corrosion \_\_\_\_\_

- Check fence for broken wire \_\_\_\_\_

## Rinchem Quarterly Inspection Sheet [FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/
	REMEDIAL ACTION AND COMMENTS		(A) Acceptable
			(U) Unacceptable

Signs - Check that signs shall be present (English \_\_\_\_\_  
and Spanish) \_\_\_\_\_

Check that signs shall be legible (not \_\_\_\_\_  
defective, readable at 25 feet) \_\_\_\_\_

Lighting - Check to see all lights work (no \_\_\_\_\_  
defective bulbs or bad connections) \_\_\_\_\_

### Emergency Equipment

Fire Extinguishers - Check pressure gauge for full charge \_\_\_\_\_  
indication \_\_\_\_\_

## Rinchem Quarterly Inspection Sheet [FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/
	REMEDIAL ACTION AND COMMENTS		(A) Acceptable
			(U) Unacceptable

### Emergency Equipment

- Check inspection tag to ensure that \_\_\_\_\_

monthly inspections by outside service  
shall be current

- Check seal to ensure no one has used \_\_\_\_\_

extinguisher

Absorbents - Check for accessibility \_\_\_\_\_

- Check for adequate supply \_\_\_\_\_

Self-Contained - Check if tanks shall be charged \_\_\_\_\_

### Breathing Apparatus

- Check if leaks in tanks are present \_\_\_\_\_

## Rinchem Quarterly Inspection Sheet [FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/ (A) Acceptable
	REMEDIAL ACTION AND COMMENTS		(U) Unacceptable

- Check to see if supplied air respirators \_\_\_\_\_

\_\_\_\_\_ shall be being inspected monthly

Spill Cart - Check if all necessary items shall be \_\_\_\_\_

\_\_\_\_\_ present in accordance with the  
inventory checklist

I certify that the above recommended action has been taken on items mentioned and/or defective items shall be now satisfactory.

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

## Rinchem Semiannual Inspection Sheet [FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM AND NATURE OF REPAIRS/  REMEDIAL ACTION AND COMMENTS	CRITERIA/OBSERVATIONS	STATUS  (A)  (U) Unacceptable	DATE  Acceptable
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<u>Forklift</u>	- Check logbook to see if complete	_____
	safety checkup done by outside service company is complete	_____

<u>Ground Water -</u>	Sample and analyze the ground water	_____
<u>Monitoring System</u>	for the following data: total dissolved solids, pH, and total organic carbon	_____

<u>Spill Collection</u>	- Check for presence of material in tank	_____
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<u>Tank</u>	- Check soundness of tank	_____
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I certify that the above recommended action has been taken on items mentioned and/or defective items shall be now satisfactory.

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

## Rinchem Annual Inspection Sheet

[FILL OUT IN INK]

Inspector \_\_\_\_\_ Date of Inspection \_\_\_\_\_ Time of Inspection \_\_\_\_\_

Inspector Signature \_\_\_\_\_

ITEM	CRITERIA/OBSERVATIONS	STATUS	DATE AND NATURE OF REPAIRS/ (A) Acceptable
REMEDIAL ACTION AND COMMENTS			(U) Unacceptable

<u>Overhead Door</u>	- Check logbook to see if complete	_____
	safety checkup done by outside service company is complete	

<u>Fire Suppression</u>	- Check logbook to see if complete	_____
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<u>System</u>	safety checkup done by outside service company is complete
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I certify that the above recommended action has been taken on items mentioned and/or defective items shall be now satisfactory.

Supervisor \_\_\_\_\_ Date \_\_\_\_\_