



South Coast Air Quality Management District  
 21865 Copley Drive, Diamond Bar, CA 91765  
 1-800-CUT-SMOG www.aqmd.gov

# Daily Maintenance Inspection Form

Company Name:			Facility ID:				Permit #:											
Address:			City:				Zip:				Month:				Year:			

ACTIVITY	DAYS OF THE MONTH																															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
<b>PHASE I</b>																																
Spill Containment - No liquid / No debris																																
Fill Tube Cap - undamaged / gasket installed / cap closes tight																																
Drybreak Cap - undamaged / gasket installed / cap closes tight																																
Drain Valve - operable / no debris																																
Fill tube - not missing or damaged																																
Drybreak functioning - poppet depresses and seals properly																																
<b>PHASE II</b>																																
Curb & Whip Hoses - No kinks, flat spots, blockages, or tears																																
Nozzles (all) - no drips or leaks																																
Nozzles (all) Faceplate - not torn / good seal; alignment marks correct																																
Nozzles (all) Boot - not damaged																																
Nozzles (all) Shutoff - no debris in shutoff port & hold open latch functional																																
Nozzles (all) Spout - not loose																																
Nozzle (VST Only)- Insertion Interlock function passes A/B check																																
Nozzles (Emco Wheaton only) - Insertion Interlock function passes A/B check (Weekly)																																
Healy vacuum pump check (Weekly)																																
(Balance Only) - Liquid Removal device - installed correctly at curb hose																																
Breakaways - not damaged / leaking, flow direction correct																																
Signage - Missing Sign / Missing Partial Info																																
Vapor Processor - functioning properly																																
<b>RECORDS / ISD</b>																																
Defective components written in Repair Log																																
Occurring ISD Alarms written in Alarm log																																
Initials of Person who performed inspection																																

**INSTRUCTIONS FOR DEFECTIVE EQUIPMENT CHECKLIST DAILY INSPECTION FORM**

GASOLINE STORAGE AND DISPENSING FACILITY  
 DAILY INSPECTION FORM, REVISED: 02/11/2016

Fill out the form when you perform your daily maintenance inspection  
 Put a check mark (✓) in the spaces for each day if the specified items are in good condition  
 Put a cross mark ( X ) in the spaces for the specified items that are not in good condition. For those items that are marked with a cross, fill out the accompanying defective equipment repair log. If needed, specify the model numbers of the affected items. Describe in detail the defect observed on the specific items (e.g. 1/2" tear on bellows for Nozzle #1, missing gasket in the fill cap of UST, defective insertion interlock on nozzle # 15, etc.). Describe in detail the repair work done on said items. Keep records of repairs done on the defective items (e.g. receipts for parts used in the repair, work orders, etc.). The person who performed the daily maintenance inspection should initial the form.