

For Non-UST Releases of Petroleum in NC

This form should be completed and submitted to the UST Section's regional office following a known or suspected release of petroleum from a source other than an underground storage tank. This form is required to be submitted within 24 hours of discovery of a known or suspected petroleum release

(DWM USE ONLY)  
 Incident # \_\_\_\_\_ Priority Rank (H,I,L,U) \_\_\_\_\_  
 Received (time/date) \_\_\_\_\_  
 Received by \_\_\_\_\_ Region \_\_\_\_\_  
 Reported by (circle one): Phone, Fax or Report

Suspected Contamination? (Y/N) \_\_\_\_  
 Confirmed GW Contamination? (Y/N) \_\_\_\_  
 Confirmed Soil Contamination?(Y/N) \_\_\_\_  
 Samples taken?(Y/N) \_\_\_\_ Free product? (Y/N) \_\_\_\_  
 If Yes(free product), state greatest thickness: \_\_\_\_ feet

Release discovered (time/date): \_\_\_\_\_

**INCIDENT DESCRIPTION**

Incident Name: \_\_\_\_\_

Address (street number/name): \_\_\_\_\_ County: \_\_\_\_\_

City/Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Regional Office (circle one): Asheville, Mooresville, Fayetteville, Raleigh, Washington, Wilmington, Winston-Salem

Latitude (decimal degrees): \_\_\_\_\_ Longitude (decimal degrees) : \_\_\_\_\_

Describe suspected or confirmed release (nature of release, time/date of release, quantity of release, amount of free product): \_\_\_\_\_

Describe initial response/abatement (time/date release stopped, cleanup begun/completed, quantity of product soil removed, confirmation sampling): \_\_\_\_\_

Describe impacted receptors: \_\_\_\_\_

Obtained by:  
 GPS  
 Electronic topographic map  
 GIS Address matching  
 Other  
 Unknown

Describe location: \_\_\_\_\_

**HOW RELEASE WAS DISCOVERED (Release Code)**  
 (Check one)

- |   |  |
|---|--|
| <input type="checkbox"/> Observation of Release at Occurrence | <input type="checkbox"/> Water Supply Well Contamination |
| <input type="checkbox"/> Visual or Olfactory Evidence         | <input type="checkbox"/> Surface Water Contamination     |
| <input type="checkbox"/> Soil Contamination                   | <input type="checkbox"/> Other (specify) _____           |
| <input type="checkbox"/> Groundwater Contamination            |  |

**SOURCE OF CONTAMINATION**

<u>Source of Release</u> (Check one to indicate primary source)	<u>Cause of Release</u> (Check one to indicate primary cause)	<u>Type of Release</u> (Check one)	<u>Product Type Released</u> (Check one to indicate primary petroleum product type released)
<input type="checkbox"/> AST (tank) <input type="checkbox"/> AST Piping/ Dispenser <input type="checkbox"/> AST Delivery Problem <input type="checkbox"/> OTR Vehicle Tank <input type="checkbox"/> OTR Bulk Transport Tank <input type="checkbox"/> RR Bulk Transport Tank <input type="checkbox"/> Transformer <input type="checkbox"/> Unknown <input type="checkbox"/> Other _____ <i>Definitions presented on reverse</i>	<input type="checkbox"/> Spill (Accidental) <input type="checkbox"/> Spill (Intentional) <input type="checkbox"/> Corrosion <input type="checkbox"/> Physical or Mechanical Damage <input type="checkbox"/> Equipment Failure <input type="checkbox"/> AST Overfill <input type="checkbox"/> AST Installation Problem <input type="checkbox"/> Unknown <input type="checkbox"/> Other _____ <i>Definitions presented on reverse</i>	<input type="checkbox"/> Petroleum <input type="checkbox"/> Both Petroleum & Non-Petroleum  <u>Location</u> (Check one) <input type="checkbox"/> Facility <input type="checkbox"/> Residence <input type="checkbox"/> Highway/Road <input type="checkbox"/> Railway <input type="checkbox"/> Other	<input type="checkbox"/> Gasoline/ Diesel/ Kerosene <input type="checkbox"/> E11 – E20 <input type="checkbox"/> E21 – E84 <input type="checkbox"/> E85 – E99 <input type="checkbox"/> Ethanol 100% <input type="checkbox"/> Diesel/Veg. Oil Blend <input type="checkbox"/> Vegetable Oil 100% <input type="checkbox"/> Heating Oil <input type="checkbox"/> Waste Oil <input type="checkbox"/> Mineral Oil-no PCBs <input type="checkbox"/> Mineral Oil-PCBs <input type="checkbox"/> Other Petroleum Products _____

**Ownership**  
 1. Municipal 2. Military 3. Unknown 4. Private 5. Federal 6. County 7. State

**Operation Type**  
 1. Public Service 2. Agricultural 3. Residential 4. Education/Relig. 5. Industrial 6. Commercial 7. Mining  
*Guidance presented on reverse*

## IMPACT ON DRINKING WATER SUPPLIES

Water Supply Wells Affected?    1. Yes    2. No    3. Unknown                      Number of Water Supply Wells Affected \_\_\_\_\_

List of Water Supply Wells Contaminated: *(Include Users Names, Addresses and Phone Numbers. Attach additional sheet if necessary)*

- 1.
- 2.
- 3.

### PARTY RESPONSIBLE FOR RELEASE

*(if the source of the release is not an AST system or if it is an AST system and there is a responsible party other than the AST system owner/ operator)*

Name of Person/Company		Address	
City	State	Zip Code	Telephone Number

### AST SYSTEM OWNER *(if the source of the release is an AST system)*

AST Owner/Company		Address	
City	State	Zip Code	Telephone Number

### AST SYSTEM OPERATOR *(if the source of the release is an AST system)*

AST Operator/Company		Address	
City	State	Zip Code	Telephone Number

### LANDOWNER AT LOCATION OF INCIDENT

Landowner		Address	
City	State	Zip Code	Telephone Number

**Draw Sketch of Area or Provide Map** *(showing incident site, location of release, two major road intersections, potential receptors)*

*Attach sketch or map to form.*

**Give Directions to Incident Site**    *Attach directions to form if necessary.*

Person Reporting Incident	Company	Telephone Number
Title	Address	Date

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#### Definitions of Sources

- AST (Tank):                means the tank is used to store product
- AST Piping:              means the piping and connectors running from the tank to the dispenser or other end-use equipment
- AST Dispenser:         includes the dispenser and the equipment used to connect the dispenser to the piping
- AST Delivery Problem: identifies releases that occurred during product delivery to the tank.
- OTR Vehicle Tank:    means the tank is used to store product to fuel an over the road vehicle
- OTR Bulk Transport Tank: means a tank that is used to transport product in bulk over the road (by truck)
- RR :bulk Transport Tank: means a tank that is used to transport product in bulk by train
- Transformer:            means electrical transformer
- Other:                    serves as the option to use when the release source is known but does not fit into one of the preceding categories
- Unknown:                identifies releases for which the source has not been determined

#### Definitions of Causes

- Spill (Accidental):    use this cause when a spill occurs accidentally (e.g., when the delivery hose is disconnected from a fill pipe)
- Spill (Intentional):   use this cause when a spill occurs intentionally (e.g., intentional dumping or breakage)
- Corrosion:              use when a metal tank, piping, or other component has a release due to corrosion
- Physical or Mechanical Damage: use for all types of physical or mechanical damage, except corrosion
- Equipment failure:    use when a release occurs due to equipment failure other than corrosion or physical or mechanical damage
- AST Overfill:           use when an overfill occurs (e.g., overfills may occur from the fill pipe at the tank or when the nozzle fails to shut off at the dispenser)
- AST Installation Problem: use when the problem is determined to have occurred specifically because the AST system was not installed properly
- Other:                    use this option when the cause is known but does not fit into one of the preceding categories
- Unknown:                use when the cause has not been determined

#### Guidance: Ownership and Operator Type

- Ownership                select the category which describes owner of the AST system, bulk transport tank, or other release source
- Operator Type            select the category which describes the operation in which owner uses the AST system, bulk transport tank, or other release source