

## Underground Petroleum Storage Systems (UPSS)

### Registration Form

Regulation 7 of the *Environmental Management and Pollution Control (Underground Petroleum Storage Systems) Regulations 2010* requires that a landowner, in respect of a storage system, must ensure that the Director is notified in the approved form within 30 days after a person becomes an infrastructure owner, or a system operator, of the storage system.

This requirement only applies to storage systems that were in use on or after 31 March 2010.

This form is the approved form for the purposes of notifying the Director, as required by regulation 7.

**Note: If new UPSS have been installed, the system operator must complete an 'Underground Petroleum Storage Systems (UPSS) Notification of a New Storage System Form' for these new UPSS.**

**\* = compulsory field**

#### Site information

*Site name	<input type="text"/>		
*Site Street Address	<input type="text"/>		
*Suburb	<input type="text"/>	*Postcode	<input type="text"/>
*Telephone number	<input type="text"/>		

#### **Location data**

If you have access to the internet, this information is available on the LIST using the instructions in the box below.

Property ID	<input type="text"/>
Title reference/s (volume/folio)	<input type="text"/>
Easting, Northing of underground storage system (GDA94)	<input type="text"/>

Note: If there is more than 100m between UPSS then please include coordinates for each UPSS.

LIST instructions to obtain Property ID, title reference and Easting and Northing information:

1. Log onto [www.thelist.tas.gov.au](http://www.thelist.tas.gov.au)
2. Select LISTmap
3. Click on Layers (top right hand corner) and Add Layer+
4. Under Manage Layers scroll down to Land Parcel and Property and click on Cadastre, then click on the + next to Cadastral Parcels, close Manage Layer box
5. In the Search Box next to Maps (top left hand corner), type in Street Address or place or name and run the search
6. If a list appears, click on the name of most relevant choice
7. Zoom using scale on the left hand side
8. For Property ID/Title reference – click on the property that you want (the red pin) and the information will displayed in a box
9. For Eastings and Northings – click on green arrow in bottom left hand corner, select GDA 94 MGA Zone 55, hover the arrow over your estimation of the UPSS location and the Easting and Northing in GDA94 will be shown at the bottom left hand corner next to the green arrow. You may find locating areas on site to be easier if you select the Basemap “Google Satellite”.

**Persons responsible for complying with regulations**

The regulations specify whether a site operator, infrastructure owner or land owner is required to undertake particular requirements. Please fill in the relevant details below.

A system operator is defined as a person who manages the day-to-day operations of the storage system or, where there is no person who manages the day-to-day operations of the storage system, the infrastructure owner.

An infrastructure owner is defined as the sole or joint owner of the storage system (which may be the landowner by virtue of the underground storage system being a fixture on the land).

If one person has multiple roles, please repeat their details in each relevant section. If there are more than two system operators, infrastructure owners and/or landowners, please add their details to the box below.

	<b>System Operator #1 *</b>	<b>System Operator #2</b>
Name	<input type="text"/>	<input type="text"/>
Postal Address	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
Street Address	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
Phone Number	<input type="text"/>	<input type="text"/>
Email	<input type="text"/>	<input type="text"/>

**Infrastructure Owner #1 \***

**Infrastructure Owner #2**

Name

Postal Address

Street Address

Phone Number

Email

**Landowner #1 \***

**Landowner #2**

Name

Postal Address

Street Address

Phone Number

Email

**Additional system operators, infrastructure owners and/or landowners**

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**UPSS information**

\*Type of activity conducted on site (please tick most relevant answer)

- |                                       |                                  |                                      |
|---------------------------------------|----------------------------------|--------------------------------------|
| <input type="radio"/> Service Station | <input type="radio"/> Farm       | <input type="radio"/> Light Industry |
| <input type="radio"/> Heavy Industry  | <input type="radio"/> Commercial | <input type="radio"/> Domestic       |

***Equipment***

- \*Total number of underground tanks on the site in use
- \*Number of those tanks that are double-walled
- \*Number of underground tanks with double-walled lines/piping
- \* Total capacity of all underground tanks in use on the site  Litres

***Loss monitoring***

\*Type of loss monitoring is undertaken please select which methods are used regularly

- |  |   |
|--|---|
| <input type="radio"/> Statistical Inventory Reconciliation Analysis (SIRA) | <input type="radio"/> Manual Tank Gauging |
| <input type="radio"/> Interstitial Monitoring                              | <input type="radio"/> Other               |

If other, please state method

***Groundwater monitoring wells***

- \*Are groundwater monitoring wells installed on the site?  Yes  No
- Number of wells
- Are the wells used to check for leaks from the UPSS?  Yes  No

## **Submitting form**

I declare that the information I have given is true and correct to the best of my knowledge.

\* Name

On behalf of  
(person/company if  
applicable)

\* Signature

\* Date

Please ensure that all compulsory fields (\*) are completed before sending this form to:

EPA Division  
Department of Primary Industries, Parks, Water and Environment  
GPO Box 1550  
Hobart TAS 7001

Email: [ContaminatedSites@environment.tas.gov.au](mailto:ContaminatedSites@environment.tas.gov.au)

Fax: (03) 6173 0254

For additional information, contact the Contaminated Sites Unit of the EPA Division on: (03) 6165 4599  
or [ContaminatedSites@environment.tas.gov.au](mailto:ContaminatedSites@environment.tas.gov.au)

### **Privacy Statement**

Personal information is being collected from you for the purpose of enhancing the protection of the environment and will be used for the administration and implementation of the *Environmental Management and Pollution Control (Underground Petroleum Storage Systems) Regulations 2010*. The information may be used for other purposes permitted by the Regulations.

You are required to provide this information under regulation 37 of the *Environmental Management and Pollution Control (Underground Petroleum Storage System) Regulations 2010*. Failure to provide this information may result in penalties applying.

Your personal information will be used for the primary purpose for which it is collected, and may be disclosed to other agencies and land use planning authorities, law enforcement agencies, courts and other organisations authorised to collect it.

Your basic personal information may be disclosed to other public sector bodies where necessary, for the efficient storage and use of the information.

Personal information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates on request. You may be charged a fee for this service.