



This is the approved form for the purposes of notifying the Director that decommissioning of a UPSS has occurred, as required by regulation 36(2)(d)¹ and 38(2)(d)² of the *Environmental Management and Pollution Control (Underground Petroleum Storage Systems) Regulations 2020*.

Please note that the Decommissioning Assessment Report does not necessarily represent an environmental site assessment for the whole parcel of land, as it is only required to assess the area in the immediate vicinity of the UPSS. If redevelopment or a change of use of the site is proposed, the planning authority may require an environmental site assessment of the whole site to be undertaken.

All fields denoted by an asterisk (*) must be completed for the form to be accepted.

UPSS Site Information

Site name	
* Site street address	
* Suburb and postcode	
* Phone number	
Property ID	
Title reference/s (volume/folio)	
* Easting, Northing of underground storage system (GDA94 MGA55)	

Note:

- Location information is available on theLIST using the instructions at the end of this form.
- If there is more than 100m between UPSSs then please include coordinates for each UPSS.

Infrastructure Owner

* Name	
* Postal address	
* Phone number	
* Email address	

Note: Where no other person can be identified as an infrastructure owner storage system, it is taken to be the landowner, in accordance with regulation 8(1)(b).

Landowner

Tick if same as Infrastructure Owner, otherwise fill out details below.

* Name	
* Postal address	
* Phone number	
* Email address	

UPSS Decommissioning/Removal Information

* Date/s UPSS last used (where known)	
* Were active ³ UPSS temporarily decommissioned?	<input type="checkbox"/> Yes <input type="checkbox"/> No
* Date/s of UPSS removal/decommissioning on site	
* Number of UPSS removed ⁴	
* Number of underground tanks decommissioned on site (in situ)	
* Were all UPSS on the site removed or decommissioned on site?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown

If 'No' –

Number of non-decommissioned UPSS remaining on the site	
Number of UPSS in use on site	

If an underground tank was decommissioned in situ, please state why it was not possible to remove it⁵.
Note: all lines and bowsers must be removed. *If insufficient space, please attach additional details.*

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* Are new UPSS being installed on the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes see Installing a New Fuel Tank - including replacing a storage system.
* Were all decommissioned storage systems removed and disposed of, or decommissioned on site, in accordance with AS4976 ⁶ ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
* Was sampling conducted in accordance with UPSS2 ⁷ ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
* Has the Decommissioning Assessment Report been written in accordance with UPSSI ⁸ ?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Decommissioning Assessment Report/Further Decommissioning Assessment Report Conclusions

* Date assessment report received by Infrastructure Owner	
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Regulation 36(2)(b)(i)

*Has petroleum contaminated the soil within the vicinity of the storage system? Note: This includes all soils sampled e.g., tank pit sands, tank pit wall/floor samples (it is not validation samples after contamination has been removed).	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If 'Yes': Maximum concentrations detected:

Benzene		mg/kg
F1		mg/kg
F2		mg/kg

*Has petroleum contaminated the groundwater in the vicinity of the storage system? Note: where LNAPL or inferred LNAPL is detected this must be notified to EPA (see Reporting Fuel Contamination in Groundwater)	<input type="checkbox"/> Yes <input type="checkbox"/> No/Unlikely <input type="checkbox"/> Unknown
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If 'Yes': Maximum concentrations detected:

Benzene		µg/L
F1		µg/L
F2		µg/L

Regulation 36(2)(b)(ii)

*Is any contamination detected likely to pose an unacceptable risk of harm to human health or the environment?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
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If 'Yes', provide a summary of the risks identified below and submit the assessment report with this form.
If insufficient space, please attach additional details.

If 'No', provide a summary of why the contamination detected does not pose an unacceptable risk:
If insufficient space, please attach additional details.

If 'Unknown' you must select 'Yes' in relation to regulation 36(2)(b)(iv) below.

Regulation 36(2)(b)(iii)

*Are management and/or remediation measures required to lower any risk of unacceptable harm to human health or the environment to an acceptable level?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
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If 'Yes', submit the assessment report with this form, and provide a summary of the required management and/or remediation measures: *If insufficient space, please attach additional details.*

Regulation 36(2)(b)(iv)

*Are further investigations required to determine the level of risk posed by the contamination detected.	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If 'Yes', provide a summary of the further investigations required: *If insufficient space, please attach additional details.*

If 'Yes', in accordance with regulation 38, the infrastructure owner must ensure that within 4 months after obtaining the Decommissioning Assessment Report:

- a further assessment is conducted to determine the level of risk to human health and to the environment posed by any contamination detected,
- a Further Decommissioning Assessment Report is written; and
- a revised Decommissioned UPSS Form is submitted to the Director.

Regulation 36(2)(b)(v)

*Is the parcel of land a contaminated site? Note: 'contaminated site' is defined in section 74(A)(2) of the <i>Environmental Management and Pollution Control Act 1994</i> .	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
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Note:

Regulation 39(2) of the UPSS Regulations allows the Director to require the person who supplies a Decommissioning Assessment Report or Further Decommissioning Assessment Report to pay for the whole, or a part of, the reasonable costs and expenses incurred by the Director, or a person nominated by the Director, in reviewing the report.

If contaminated soil is stockpiled on the site, taken off site for storage, disposal or treatment the *Environmental Management and Pollution Control (Waste Management) Regulations 2020* must be complied with see: [Required Approvals & Authorisations for Controlled Waste Management](#). In addition, if clean fill is to be removed from the site, this will also need to be managed under a relevant authority or approved management method (AMM) see: [Clean Fill](#).

Consultant Declaration

I declare that I managed the environmental assessment and prepared the Decommissioning/Further Decommissioning Assessment Report referred to in this form and that the information given in this form is true and correct to the best of my knowledge.

* Name	
* CEnvP Site Contamination Specialist certification number	
* Email address	
* Signature	
* Date	

Infrastructure Owner Declaration

This declaration must be made by the infrastructure owner. If the infrastructure owner is a company, partnership or trustee then the declaration may be signed by an authorised agent or representative. If you sign in this capacity then you are stating that you are duly authorised to make this declaration on behalf of the infrastructure owner. It is an offence to make a statement or provide information in this form knowing it to be false (section 43A of the *Environmental Management and Pollution Control Act 1994*).

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

* Name	
* Authorised signatory of (person/company if applicable)	
* Email Address	
* Signature	
* Date	

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

contaminatedsites@epa.tas.gov.au

Alternatively, post it to:

Environment Protection Authority
GPO Box 1550, Hobart TAS 7001

For additional information, contact the Contaminated Sites Unit of the EPA on (03) 6165 4599 or contaminatedsites@epa.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 by the Environment Protection Authority (EPA) for administration and implementation of the *Environmental Management and Pollution Control (Underground Petroleum Storage Systems) Regulations 2020*. The information may be used for other purposes permitted by the Regulations.

You are required to provide this information under regulation 36(2)(d) and 38(2)(d) of the *Environmental Management and Pollution Control (Underground Petroleum Storage System) Regulations 2020*. 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.

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

1. Go to www.thelist.tas.gov.au
2. Click on LISTmap
3. Click on **Basemaps** (Grey Tab top right of page) Click on “State Aerial Photo”
4. Click on **Layers** (Blue Tab top right of page) and **Add Layer+**
5. Scroll down to **Land Parcel and Property** and click on **Cadastre**, then click on the + next to **Cadastral Parcels**, close **Manage Layer** box
6. In the Search Box next to Maps (centre of toolbar) type in Street Address and run the search
7. If a list appears, click on the name of most relevant choice
8. Zoom using scale on the left hand side
9. For Property ID/Title reference – click on the property that you want (the red pin) and the information will displayed in a box
10. 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.

Notes

¹ Regulation 36(2)(d) of the *Environmental Management and Pollution Control (Underground Petroleum Storage Systems) Regulations 2020* requires the infrastructure owner to notify the Director, in the approved form, that decommissioning in accordance with regulation 36 has been completed.

² Regulation 38(2)(d) of the *Environmental Management and Pollution Control (Underground Petroleum Storage Systems) Regulations 2020* requires the infrastructure owner to notify the Director, in the approved form after receiving the Further Decommissioning Report.

³ An active UPSS is a UPSS which was in use on 30 March 2010 or has been used since this date.

⁴ A UPSS is defined as a single buried or partially buried tank with associated lines.

⁵ Penalties apply if a storage system or part of storage system is decommissioned on site when it could have been removed without serious risk to the safety of people of adjacent infrastructure (see regulation 36(2)(a)).

⁶ Australian Standard 4976 – The removal and disposal of underground petroleum storage tanks.

⁷ UPSS2 – EPA Tasmania – Technical Guideline – Underground Petroleum Storage Systems, Decommissioning Assessment – Sampling and Risk Assessment Requirements.

⁸ UPSSI - EPA Tasmania – Technical Guideline – Underground Petroleum Storage Systems: Decommissioning Assessment Report Requirements.