

**Appendix 3:**

# Checklist for safe farm fuel storage

Site: \_\_\_\_\_

Date: DD / MM / YEAR \_\_\_\_\_

ISSUE	YES	NO	N/A	ACTIONS
<b>Location of flammable liquids</b>				
Are ignition sources a safe distance from fuel storage areas? - over 15m for petrol - over 6m for diesel	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is the petrol tank at least 20m from areas of high intensity land use or areas of regular habitation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is the diesel tank at least: - 20m away from areas of regular habitation or high intensity land - 6m from farm sheds?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Emergency response plans</b>				
If storing over 2,000L <sup>17</sup> of fuel, is an ERP available?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Have you tested the emergency response plan in the last 12 months?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Safety data sheets (SDSs)</b>				
Do you have a SDS for the fuel you store? (SDSs must be readily accessible to workers and emergency service workers)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Fire extinguishers</b>				
Do you have fire extinguishers for: <b>Petrol:</b> Less than 50L = no extinguisher needed Between 50L and less than 200L = at least one extinguisher Over 200L = two extinguishers <b>Diesel:</b> Less than 50L = no extinguisher Over 500L = two extinguishers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are fire extinguishers located so that they are clearly visible and readily accessible in an emergency?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Secondary containment</b>				
Is the fuel in an area where spills will not endanger buildings, or flow into water bodies?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
If you store over 2,000L of petrol or diesel, is the storage area bunded to contain spills?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Do you regularly clear the bund of leaves and other debris?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

<sup>17</sup> Or over 1,000L of petrol if stored where a spill would endanger buildings or water bodies.

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ISSUE	YES	NO	N/A	ACTIONS
<b>Training</b>				
Are workers who handle and store fuels trained in safe fuel handling? (Training should include fuel hazards, safe use and handling, and emergency procedures)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Signs and labelling</b>				
If you store over 1,000L of diesel, do you have warning signs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are your fuel tanks labelled clearly with their contents?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Location compliance certificate</b>				
If you store over 2,000L of petrol in an above ground tank, do you have a current location compliance certificate? (Location compliance certificates last one year)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Stationary container system (tank) test certificate</b>				
If the petrol tank is larger than 2,500L, do you have a stationary container system compliance certificate?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
If the diesel tank is larger than 5,000L, do you have a stationary container system compliance certificate?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Tank ventilation</b>				
Is the vent pipe at least half the size of the filling pipe (and no smaller than 25mm diameter)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Tank fill pipe</b>				
Does the petrol storage tank fill pipe extend from the fill point to at least 25mm below the lowest level of liquid in the tank?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Tank structural safety</b>				
Are the tank supports sound and stable? (Look for corrosion, buckling or bent legs and bracing. Do not use tripod stands.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is the tank support on a solid, level foundation? (Consider stability when using a ladder to access the fuel tank)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are ladders in sound condition and secure? (Look for corroded, bent or damaged rungs)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is the storage tank of sound construction? (Look for corrosion, leaks and seals)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Are fittings, pumps and hoses leak-free and undamaged?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<b>Access to fuel storage for drivers</b>				
Can the delivery tanker safely access the property off a public road?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Can the delivery tanker securely access the fuel site from a farm road?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is the fuel site clear of obstacles, allowing the driver unimpeded access to the tank and access ladder?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is the tank fill point clear of debris or obstacles?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

## Checklist for safe farm fuel storage

ISSUE	YES	NO	N/A	ACTIONS
<b>Farm fuel storage (up to 2,000L) in drums less than 250L in size</b>				
Is the fuel in drums smaller than 250L?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is the fuel at least:				
- > 15m from protected places	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
- > 6m from the farm shed for diesel drums?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is the fuel stored in the open, or in a well-ventilated building?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is the fuel stored in a bund preventing spills from endangering buildings or waterways?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Do you refill drums outside buildings?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Is static electricity avoided when refilling drums? (Do not use plastic or synthetic equipment; earth the drums)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Date actions completed: DD / MM / YEAR

Signature: