



Retail Fueling Facility Compliance Training for Owners and Operators

Bureau of Weights and Measures

Retail Fueling Facility Compliance Training for Owners and Operators

Training Objective

To work in partnership with industry to achieve and maintain compliance in order to protect the environment, make certain that Wisconsin consumers get what they pay for, and ensure fair competition among retailers.

The Bureau of Weights and Measures has developed a Retail Fuel Facility Compliance Guide to accompany training sessions with the goal of increasing compliance and owner/operator understanding of the regulations that impact their business.

Permitting Requirements

Presenter: Tom Knudsvig, Program Assistant Supervisor

Wisconsin Department of Agriculture, Trade and Consumer Protection
2811 Agriculture Drive, PO Box 9111, Madison, WI 53708-9111

Permit Number: 123456 Effective Date: March 18, 2017
Expires: February 18, 2018
Statute: 168

Underground Storage Tank Permit to Operate

Legal Name:
My Travel Center LLC
123 Interstate Dr Madison WI 53291

Doing Business As:
Travel FAR

Capacity	Capacity	Status
1000	Used	In Use
10000	Unleaded Gasoline	In Use
10000	Unleaded Gasoline	In Use

This permit is valid for use and available for inspection at all times. This permit may be searched for before its expiration date. It must be kept on file and available for inspection at all times. This permit may be searched for before its expiration date. It must be kept on file and available for inspection at all times. This permit may be searched for before its expiration date. It must be kept on file and available for inspection at all times.

Legal Name:
My Travel Center LLC
123 Interstate Dr Madison WI 53291

DATCP Contact: (608) 224-5147

Permitting Requirements

All in-use and temporarily out-of-service storage tanks that are used to store flammable, combustible, or hazardous liquids must have a permit to operate, except:

- Aboveground tanks
- Farm and residential underground storage tanks which have a capacity of less than 1,100 gallons are which are used for storing motor fuel
- Underground storage tanks storing heating oil for consumptive use on the premises
- Tanks located at a US EPA superfund site

Permitting Requirements

Applications for permits to operate must include:

- Signed permit application(s)
- Proof of financial responsibility
- Affidavit of financial responsibility
- Proof of primary leak detection method
- Annual leak detector test report
- Three current and consecutive months of line monitoring results, or the annual precision tightness test
- Cathodic protection test, for tanks requiring it
- Lining inspection report at the appropriate interval, for tanks requiring it

Permitting Requirements

Types of proof of primary leak detection method:

- For ATG: three current and consecutive months of tank monitoring results, one day from each month, 28-32 days apart, for each tank
- Interstitial monitoring: three current and consecutive months of tank monitoring results, one day from each month, 28-32 days apart, for each tank
- For statistical inventory reconciliation: three current and consecutive months of summary reports from the company that conducted the analysis, for each tank

Permitting Requirements

- There is no fee for a permit to operate
- Permits expire on the 28th day of the month of the initially issued permit
- Permits must be renewed annually
- Permits must be legible and posted at the facility in a location that is visible to the public
- Permits are not transferrable to a new owner and expire upon completion of the real estate transaction

Financial Responsibility

Financial Responsibility is a mechanism for ensuring that the owner or operator is capable of covering any financial expenses or liability incurred as a result of a releases from the operation of the storage tank system.

Applicable storage tank systems must have financial responsibility at all times.

Financial Responsibility

Per-Occurrence Coverage Requirements:

- \$1,000,000 for petroleum underground storage tank facilities located at marketing facilities or facilities that have an average throughput of more than 10,000 gallons per month based on the annual throughput for the previous calendar year
- \$500,000 for all other storage tank systems

Annual Aggregate Coverage Requirements:

- \$1,000,000 for facilities with 1 to 100 petroleum underground storage tanks
- \$2,000,000 for facilities with 101 or more petroleum underground storage tanks

Financial Responsibility

Acceptable mechanisms of financial responsibility are:

- Insurance and risk retention group coverage
- Financial test of self-insurance
- Guarantee
- Surety bond
- Letter of credit
- Trust fund
- Standby trust fund
- Local government bond rating test
- Local government financial test
- Local government guarantee
- Local government fund

Certificate of Insurance

Policy No.	Eff. Date of Pol.	Exp. Date of Pol.	Premium

Named Insured and Mailing Address: _____ Name of Insurer: _____

CERTIFICATE:

1. Crum & Forster Specialty Insurance Company, the "Insurer", as identified above, hereby certifies that it has issued liability insurance covering the following underground storage tank(s):

Per Attached Scheduled Locations and Scheduled Storage Tank(s) Systems

for taking corrective action and compensating third parties for bodily injury and property damage caused by accidental releases; in accordance with and subject to the limits of liability, exclusions, conditions, and other terms of the policy, arising from operating the underground storage tank(s) identified above.

The limits of liability are: \$ _____ Each Occurrence and \$ _____ Annual Aggregate Policy Limit, exclusive of legal defense costs which are subject to a separate limit under the Policy. This coverage is provided under Policy Number: _____ The effective date of said policy is: _____

2. The Insurer further certifies the following with respect to the insurance described in Paragraph 1:

- Bankruptcy or insolvency of the Insured shall not relieve the Insurer of its obligations under the policy to which this certificate applies.
- The Insurer is liable for the payment of amounts within any deductible applicable to the policy to the provider of corrective action or a damaged third party, with a right of reimbursement by the insured for any such payment made by the Insurer. This provision does not apply with respect to that amount of any deductible for which coverage is demonstrated under another mechanism or combination of mechanisms as specified in 40 CFR 280.95-280.102.
- Whenever requested by a Director of an implementing agency, the Insurer agrees to furnish to the Director a signed duplicate original of the Policy and all endorsements.
- Cancellation or any other termination of the insurance by the Insurer, except for non-payment of premium or misrepresentation by the insured, will be effective only upon written notice and only after the expiration of 60 days after a copy of such written notice is received by the Insured. Cancellation for non-payment of premium or misrepresentation by the insured will be effective only upon written notice and only after expiration of a minimum of 10 days after a copy of such written notice is received by the Insured.
- The insurance covers claims otherwise covered by the Policy that are reported to the Insurer within six (6) months of the effective date of cancellation or non-renewal of the Policy except where the new or renewed policy has the same retroactive date or a retroactive date earlier than that of the prior policy and which arise out of any covered occurrence that commenced after the policy retroactive date, if applicable, and prior to such policy renewal or termination date. Claims reported during such an extended reporting period are subject to the terms, conditions, limits, including limits of liability, and exclusions of the policy.

I hereby certify that the wording of this instrument is identical to the wording in 40 CFR 280.97 (b) (2) and that the Insurer is licensed to transact the business of insurance, or eligible to provide insurance as an excess lines insurer, in one or more states.

BY _____

Example of the Certificate of Insurance

**Storage Tank Application
Declarations
Schedule of Locations and Storage Tanks**

Effective as of _____
Attached to and forming part of Policy # _____

Tank#	Cap. Gal.	Contents	Position	Instal. Date	Used Date

Total Number of Tanks: _____
Total Number of Facilities: _____

Example of the Schedule of Locations

Change of Ownership

- New owners of storage tank facilities must notify DATCP of the change of ownership within 15 business days of completing the real estate transaction
- Change of ownership must be submitted on a form provided by the department
- To obtain a change of ownership form, please call the permitting department at (608) 224-4942 and select option 3

Change of Ownership

To complete the change of ownership, submit the change of ownership form and include all of the following:

- Name and address of new owner and of a local contact person
- The date the documents evidencing the property transfer are executed
- The name of the previous owner
- The address of all locations included in the real estate transaction that have tanks which are required to be registered
- A copy of the newly recorded deed showing the new owner

All records that storage tank facilities are required to retain must be transferred to the new owner.


New Permitting Process

As of January 1, 2017 DATCP has enhanced our database to allow our customers to renew their Permit-to-Operate online.

Each permit holder will receive a renewal notice 2 months prior to their expiration date of the permit. The notice will contain the website address and a registration PIN that the customer will use to renew their permit

New Permitting Process

DMS BIT-05 (02/28/2016)

 Wisconsin Department of Agriculture,
Trade and Consumer Protection
(WDATCP)
(608) 224-5147

Currently Expires: 02/28/2017
Statute: 168

Notice: Underground Storage Tank Systems Permit to Operate

BITS TEST BITS BITS TEST
2811 Agriculture Dr
Madison WI 53716-6777

To apply for the next licensing cycle that begins 3/1/2017, please follow the instructions below. Failure to provide all of the requested information by the expiration date may result in expiration of your permits and/or enforcement.

Legal Name: BITS TEST BITS BITS TEST

IMPORTANT:
If you would like to apply for the next permitting cycle beginning 3/1/2017, please complete your online application on the MyDATCP website.

1) You will be required to register on our site using the PIN number shown below.

WEBSITE: <https://MyDATCP.wi.gov> **REGISTRATION PIN:** 82740c12292016021049 **PIN EXPIRATION:** 03/29/2017

2) If you are unable to complete the application process online, you may call us at the phone number listed above to request that a paper application to be mailed to you.

Application materials and required payment must be received by the Department before your permit will be issued. Failure to fully complete your application may delay or prohibit permit issuance. Your permit application must be received by the Department on or before February 28, 2017. If your completed application is not received by the Department on or before the expiration date, your current permit will expire and you may no longer continue to operate.
Personal information you provide may be used for purposes other than for which it was originally collected. Sec. 15.04 (1) (m) Wis. Stats.

New Permitting Process

MyDATCP Screen

- The owner/operator will need to “Register” on our site. If the user has already registered on the site, they should click on “Log On” and enter their Registered E-mail and the Password they registered with previously.

New Permitting Process

Wisconsin Department of Agriculture, Trade and Consumer Protection - Working for You All Day Every Day

MyDATCP Home Pay Online Register | Log On

Home SEARCH

Services:

- Exams
- Licenses
- Complaints
- Registries / Lists
- Inquiries

Welcome to the MyDATCP online service portal!

The MyDATCP site is a web portal that allows you to access the services available from DATCP. We are currently implementing a new system to better provide access for the public to all of our services in one location. As we continue to move our services into this new system you will be able to access and interact with those DATCP services from one location. This site will work best with the current version of Internet Explorer.

Received an Expiration Notice from DATCP to reapply?
Go to the registration page to enter your Registration PIN and begin the process.

Inquiring about a submitted Complaint?
Go to the complaint status page to enter your Complaint PIN and begin the process.

If you have already registered with the site please Log On.

Exams Licenses Complaints Registries/Lists Inquiries

Complaints at DATCP cover all areas of the agency.
Several DATCP complaint forms are available online at this time and we will continue to move all of our complaint services to this new portal for your convenience. Please select from the complaint forms below or refer to the DATCP Website to find information about submitting other complaints.

Home Acknowledgments DATCP History DATCP History 2.2.2016

This institution is an equal opportunity employer.
Wisconsin Department of Agriculture, Trade and Consumer Protection
2511 Agriculture Drive, P.O. Box 8911
Madison, Wisconsin 53709-8911, (608) 224-5012

Site Map Accessibility Acceptable Use Policy Privacy Notice Legal Notice

New Permitting Process

REGISTRATION SCREEN

After selecting “Register” the customer will be directed to fill out a MyDATCP account.

- The applicant must register a valid email address that does not currently belong to another MyDATCP account. This applies to those customers that have multiple licenses with DATCP.
- Password Rules:
 - At least 6-13 characters long
 - Contains at least one lowercase letter
 - Contains at least one uppercase letter
 - Contains at least one digit
 - Cannot have spaces

New Permitting Process

- Confirm your password
- PIN, you will enter the PIN that was sent to you on the renewal notice.
- CAPTCHA, this is the code that appears on the bottom of the registration screen to enhance the security of our site. You do not need to worry about capital letters or spaces when entering. You can click the double arrow next to the displayed CAPTCHA to refresh a new picture if the current one is difficult to read. There is no limitation to how many times you can refresh the pictures.
- When complete click “Register”

New Permitting Process

The screenshot shows a web page for the Wisconsin Department of Agriculture, Trade and Consumer Protection. The header includes the department name and the slogan "Working for You All Day Every Day". There are links for "Register" and "Log On", and a search bar. The main content area is titled "Account Information" and contains the following fields:

- Registered E-mail:** A text input field containing "storagetank@test.com" and a placeholder "Example.Johnsmith@here.com".
- Password:** A password input field with masked characters "*****".
- Confirm password:** A password input field with masked characters "*****".
- PIN (Supplied by DATCP):** A text input field containing "82740c12292016021049".
- ADRIAN CLEARANCE:** A CAPTCHA challenge with the text "ADRIAN CLEARANCE" and a "myCAPTCHA" logo. An arrow points to the logo. Below the challenge is a text input field containing "adrianclearance" and a "Privacy & Terms" link.

At the bottom of the form are "Register" and "Cancel" buttons.

New Permitting Process

- Security questions, these answers ARE case sensitive.

The screenshot shows a web page for the Wisconsin Department of Agriculture, Trade and Consumer Protection. The header includes the department name and a navigation menu with links for "MyDATCP Home", "My Profile", "My Services", "My Invoices", and "My Messages". The main content area is titled "Set up Security Questions/Answers" and includes the instruction "Use the form below to Setup your Security Questions/Answers." The form is titled "Security Questions/Answers Information" and contains the following fields:

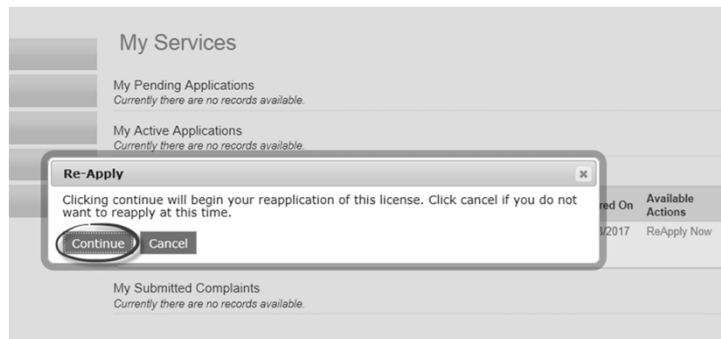
- Security Question1:** A text input field containing "My dog's name".
- Security Answer1:** A text input field containing "Fido".
- Security Question2:** A text input field containing "My sister's street".
- Security Answer2:** A text input field containing "Main Street".
- Security Question3:** A text input field containing "My eye color".
- Security Answer3:** A text input field containing "Blue" and a clear button (x).

At the bottom of the form are "Submit" and "Cancel" buttons.

New Permitting Process

My Services

- This page will display a list of all the facilities the customer operates and the link "ReApply Now". Click on the "Continue" link to begin your renewal.



New Permitting Process

Applicant Screen

- This displays the permit holders mailing information, phone numbers, email addresses, etc.

New Permitting Process

Wisconsin Department of Agriculture, Trade and Consumer Protection - Working for You All Day Every Day

MyDACP Home My Profile My Services My Invoices My Messages BITS TEST, BITS TEST BITS [Log Off]

SEARCH

Underground Storage Tank Systems Permit to Operate (466320)

License Cycle : 2/28/2017 to 2/28/2018

1. Applicant » 2. Addresses & Contacts » 3. This Permit » 4. Equipment » 5. Review

Cancel Save Next

Applicant

Please provide the following information for the legal entity applying for the license. Required fields are indicated by an asterisk (*). Licensees should contact DATCP if you need to change the legal entity associated with the license.

Please provide the **full legal name** (including middle name if applicable) as it appears on a source document (e.g., birth certificate, passport, social security card, driver's license) or as is registered with the appropriate governing entity (e.g., Wisconsin Department of Financial Institutions, Internal Revenue Service, etc.).

Doing business as (d/b/a), trade names & also known as (a/k/a) names are not separately formed legal entities of their own, and cannot be entered on this license screen for this legal entity. D/B/As, etc., can be added on the "This License" screen.

For some licenses the department shall require each applicant **who is an individual** to provide the department with the applicant's social security number as a condition of licensure (Statute 93.135) License denial, nonrenewal, suspension or restriction is based on failure to pay support.

Provide your primary mailing address below. Additional addresses and contacts associated to your applicant profile can be entered on the next screen.

Salutation

First Name

Middle Name

Last Name

Birth Year *

Address Type *

Address Line 1 * Zip/Postal Code *

New Permitting Process

Addresses & Contacts

- This allows the applicant to add additional addresses and contacts, or they can edit an existing address or contact.

New Permitting Process

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MyDATCP Home My Profile My Services My Invoices My Messages BITS TEST, BITS TEST BITS [Log Off]

SEARCH

Underground Storage Tank Systems Permit to Operate (466320)
License Cycle : 2/28/2017 to 2/28/2018

1. Applicant » 2. Addresses & Contacts » 3. This Permit » 4. Equipment » 5. Review

Cancel Save Previous Next

Account Addresses

On the previous screen you provided your primary mailing address. If you have additional addresses you'd like to associate to your online applicant profile please add them here. If you are a business, this includes additional business locations operating under the same FEIN.

Address Type	Address	City	State	Zip Code	Action
Secondary Residence	2811 ag dr	Madison	WI	53718	Edit Add

Account Contacts

Please add any individuals you may wish to associate with your applicant profile.

NOTE: On the next screen you have the option to associate these contacts with this license. You will be asked the role each contact plays in relation to this license, e.g., on-site manager, controller, etc.

Last Name	First Name	Address	City	State	Zip Code	Action
VetTest	Vet	123 Test	City	WV	44444	Edit Add

New Permitting Process

Addresses & Contacts (cont.)

- Documentation – At the bottom of the screen there is a place to upload two documents
 - Affidavit of Financial Responsibility – If you do not have the Affidavit there are three links embedding on the page. Use the links available to download and print the affidavit, you will need to know which type of F/R you use to download the correct form.
 - Proof of Financial Responsibility
- Complete and upload your documents.
- Once you have uploaded them click “Next” to continue.

New Permitting Process

Documents

Please upload the following two documents by clicking "Upload" below.

Affidavit of Financial Responsibility. If you need a copy of this document, select the correct form from the list below to download and print it.

- Owner is Operator
- Self-Insurance
- Government Bond

Proof of Financial Responsibility. This item to upload will vary based on the particular method of financial responsibility that you hold for your business. Following is a list of the option methods allowed. To see examples of what we are looking for click [here](#) here to see our fact sheet.

***If you are unable to upload a copy of your insurance liability please mail a copy to:*

WI DATCP
PO BOX 93598
Milwaukee, WI 53293-0598

If you mail your documentation, please be sure to provide the Expiration Notice that you received along with any documents so we can easily match your documents to your permit.

File Name	Created On	Action
		Upload

You are required to upload at least 2 document(s). If you are unable to upload the document at this point, please refer to the instructions above for mailing information.

Note: You have 2 document(s) left to upload.

Cancel Save Previous Next

New Permitting Process

This Permit

- This screen provides the applicant to choose where they want their permit sent to.
- If the address does not appear on the drop down menu you must click previous and create the address and contact under the Address & Contact page.
- Once the information is entered it will appear in the dropdown of the "Send License to" in the "Permit" section of the renewal process.

New Permitting Process

Wisconsin Department of Agriculture, Trade and Consumer Protection ~ Working for You All Day Every Day

MyDATCP Home My Profile My Services My Invoices My Messages BITS TEST, BITS TEST BITS [Log Off]

SEARCH

Underground Storage Tank Systems Permit to Operate (466320)
License Cycle : 2/28/2017 to 2/28/2018

1. Applicant » 2. Addresses & Contacts » 3. This Permit » 4. Equipment » 5. Review

Cancel Save Previous Next

Permit

You must specify who you want DATCP to send the license material to. You may choose to send the material to yourself and/or other people.

- To send the material to yourself, choose your address from the "Send License to" list.
- To send material to someone else, choose "Add" or "Edit" License contact and check the box to send the material to that person.

Facility Name

Send License to

Documents

In order to process your renewal, we must receive documentation that you have had the required tests performed on EACH TANK at your facility. Please scan and upload copies of your most recent test results by clicking the "Upload" link at the bottom of this page.

Unsure of what you need to upload?
The table below list each tank you have at the facility you are currently renewing. On the right, we list the test results we require to complete your renewal for that tank. If you are uncertain of what we are looking for, please go to our fact sheet page for additional

New Permitting Process

Documents

- On the "This Permit" page your tanks are listed on a grid. You will verify the information that is listed on that grid.
- At the bottom of the screen there is an area to upload all of you documentation. You can upload as many files as you want in this area.
- If you are having problems figuring out what test reports to upload we have provided links on the page to our fact sheets for numerous models of ATG systems for tank and pipe monitoring. Before clicking on the links write down the manufacture and model number your ATG is.
- Once all your documents are loaded click "Next"

New Permitting Process

MyDATCP Home My Profile My Services My Invoices My Messages Cooper Oil Inc. [Log Off]

SEARCH

Underground Storage Tank Systems Permit to Operate (416124)

License Cycle : 3/31/2017 to 3/31/2018

1. Applicant = 2. Addreses & Contacts = 3. This Permit = 4. Equipment = 5. Review

Cancel Save Previous Next

Permit

You must specify who you want DATCP to send the license material to. You may choose to send the material to yourself and/or other people.

- To send the material to yourself, choose your address from the "Send License to" list.
- To send material to someone else, choose "Add" or "Edit" License contact and check the box to send the material to that person.

Facility Name Southside Bp

Send License to 2172 Prairie St Stevens Point, WI 54481-0165 (Main Address)

Documents

In order to process your renewal, you must receive documentation that you have had the required tests performed on EACH TANK at your facility. Please scan and upload copies of your most recent test results by clicking the "Upload" link at the bottom of this page.

Unsure of what you need to upload?
The table below list each tank you have at the facility you are currently renewing. On the right, we list the test results we require to complete your renewal for that tank. If you are uncertain of what we are looking for, please go to our fact sheet page for additional information.

- Primary Tank Leak Detection Fact Sheets
- Primary Piping Leak Detection Fact Sheets

****If you are unable to upload copies of all of your test results, please mail a copy to:**
WI DATCP
PO BOX 7836
Madison, WI 53707-7837

If you mail your documentation, please be sure to send the Expiration Notice that you received along with any documents so we can easily match your documents to your permit.

Tank ID	Tank Information	Test Results Required
104899	<p>Tank Status: In Use</p> <p>Tank Size: 6,000.00</p> <p>Tank Contents: Diesel</p> <p>Customer Reference Number: Not Available</p> <p>Tank Leak Detection Method: Automatic Tank Gauge</p> <p>Tank Leak Detection Manufacturer: Veeder-Root</p> <p>Pipe Leak Detection Method: Interstitial Monitor -</p>	<p>Primary Tank Leak Detection: Upload a copy of the last 3 months of tank monitoring test results, one day from each month, 28 to 32 days apart.</p> <p>Primary Piping Leak Detection: Upload a copy of the last 3 months of line monitoring test results, once day from each month, 28 to 32 days apart.</p> <p>Catastrophic Leak Detection: Upload a copy of the most current test report.</p> <p>Corrosion Protection (Tank): No test results required.</p> <p>Corrosion Protection (Piping): No test results required.</p>

New Permitting Process

Tank Leak Detection Manufacturer: SIMMONS
SIR - 5.7 LM

Pipe Leak Detection Method: Statistic Inventory Reconciliation

Pipe Leak Detection Manufacturer: SIMMONS
SIR - 5.7 LM

Corrosion Protection (Tank): No test results required.

Corrosion Protection (Piping): No test results required.

File Name	Modified On	Action
		Upload

This license requires at least {number} document(s) to be included in order for the application to be considered complete. If you are unable to upload the document at this point, please refer to the instructions above for mailing information.

0 of 1 document(s) uploaded.

Cancel Save Previous Next

New Permitting Process

Equipment

- You will see a list of all the tanks located at the facility and a "Verify and Approve" link listed next to them. Click on the link to display all the current information we have in our database for each tank. If you need to make changes here is where you would make these changes in the spaces provided. The permitting associate will review any of those changes before modifying the database.

New Permitting Process

Wisconsin Department of Agriculture, Trade and Consumer Protection ~ Working for You All Day Every Day

MyDATCP Home My Profile My Services My Invoices My Messages BITS TEST, BITS TEST BITS [Log Off]

SEARCH

Underground Storage Tank Systems Permit to Operate (466320)

License Cycle : 2/28/2017 to 2/28/2018

1. Applicant » 2. Addresses & Contacts » 3. This Permit » 4. Equipment » 5. Review

Cancel Previous Next

Equipment

Below is a list of the federally regulated tanks at this facility. Click on the "Verify and Approve" link next to each tank to review the information we have on file and note any necessary change or updates. Once you have verified the tank, click on Approve.

As a tank owner, you are responsible for verifying all the information for each tank and approving each before you will be allowed to move to the next step in the only process. Be sure you have approved all of the tanks--it is possible that the tank list is continued on a second page. Click the forward arrow below the tank list to view additional tanks if needed.

Tank ID	Tank Status	Tank Size (Gallons)	Tank Contents	Customer Reference#	Available Actions
214772	In Use	12000.00	Unleaded Gasoline		Verify and Approve
214774	In Use	12000.00	Unleaded Gasoline		Verify and Approve
214776	In Use	6000.00	Diesel		Verify and Approve
214778	In Use	15000.00	Unleaded Gasoline		Verify and Approve

Cancel Previous Next

New Permitting Process

Wisconsin Department of Agriculture, Trade and Consumer Protection -- Working for You All Day Every Day

PERMIT-TO-OPERATE UNDERGROUND STORAGE TANK SYSTEM APPLICATION

If any of the below information is incorrect or incomplete, please fill in the correct information in the corresponding text box associated with each section.

FDIS#: SITE#: 123 Main St, Twp Madison, WI 53718
Regulated Object#: 214772 Tank Status: In Use User Type: Retail Fuel Sales

Tank System Verification

Tank Capacity: 12000.00 Piping Construction: Flexible
 Tank Contents: Unleaded Gasoline Piping Corrosion Protection: Not Applicable
 Tank Construction: Steel - FRP Comp Piping System Type: Pressurized
 Tank Corrosion Protection: Not Applicable Piping Leak Detection: Statistic Inventory Reconciliation
 Tank Leak Detection: Statistic Inventory Reconciliation Piping Catastrophic Leak Detection: Flow Restrictor
 Tank Spill Prevention: Installed Piping Wall Type: Double
 Tank Overfill Protection: 90alarm5auto
 Tank Installation Date: 09/22/2000

PRIMARY TANK LEAK DETECTION METHOD

Statistic Inventory Reconciliation
 Manufacturer's Name Model Name and/or # Probe # Material Approval #
 SIMMONS SIR - 5.7 LH ver. 5.7.LM 2004009

Primary Tank Leak Detection Method:

PIPING SYSTEM TYPE

Pressurized
 Piping System Type:

PRIMARY PIPING LEAK DETECTION METHOD

Statistic Inventory Reconciliation
 Manufacturer's Name Model Name and/or # Probe # Material Approval #
 SIMMONS SIR - 5.7 LH ver. 5.7.LM 2004009

Primary Piping Leak Detection Method:

CATASTROPHIC LEAK DETECTOR TYPE

Flow Restrictor
 Manufacturer's Name Model Name and/or # Material Approval #
 VEEDER-ROOT RED JACKET - FKLIV 20130003

Catastrophic Leak Detector Type:

Cancel Approve

New Permitting Process

Review

- Once all of the tanks have been verified the customer will electronically sign the application to complete the application process.

New Permitting Process

Wisconsin Department of Agriculture, Trade and Consumer Protection - Working for You All Day Every Day

MyDATCP Home My Profile My Services My Invoices My Messages BITS TEST, BITS TEST BITS [Log Off]

SEARCH

Underground Storage Tank Systems Permit to Operate (466320)

License Cycle : 2/28/2017 to 2/28/2018

1. Applicant » 2. Addresses & Contacts » 3. This Permit » 4. Equipment » 5. Review

Please make sure the application information below is accurate. If you need to make changes, please click the "Previous" button to navigate to the appropriate page to make your changes.

Please print this page for your records.

By signing and submitting this application, you are certifying that all of the information is true, accurate and complete. The department will review your submission along with the submitted fees to determine whether to issue you this license. After signing the amount due will be displayed and you will be able to pay online or print and mail the invoice.

YOU ARE NOT YET LICENSED FOR THIS ACTIVITY.

If there are any issues with your license application, the department will contact you.

Cancel Previous Sign Electronically

Applicant

First Name	BITS TEST		
Middle Name	BITS		
Last Name	BITS TEST		
Birth Year	1990		
Address Line 1	2811 Agriculture Dr	Zip/Postal Code	53718-6777

New Permitting Process

E-Signature

To complete the application, you are required to attach your electronic signature below. By typing your name in the designated box and entering the date, you are signing the application for yourself or for the entity you are authorized to represent. This electronic signature will become part of the application, and it has the same force and effect, pursuant to Chapter 137 of the Wisconsin Statutes, as a non-electronic signature.

Signature *

Date
12/29/2016

Submit Cancel

What to Expect During a Storage Tank Inspection

Presenter: Joel Kohlman, Regulatory Specialist Senior



Storage Tank Inspections

DATCP Weights and Measures Petroleum System Specialists inspect storage tanks at retail fueling facilities for compliance with Wisconsin Administrative Code ATCP 93 - *Flammable, Combustible and Hazardous Liquids*, including:

- That the facility has valid permits to operate
- That the storage tank system is being properly operated and maintained
- Leak detection is functional and without alarms
- The required records are being kept

Storage Tank Inspections

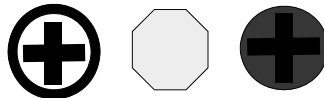
Some of the most common violations found during storage tank inspections are:

- Failed or missing monthly monitoring reports from the ATG & Failure to respond to alarms on the ATG
- Annual Functionality Verification Report (TR-WM-139) on site and available for inspection
- Liquid or debris in the spill bucket and/or sump containment
- Incorrect, missing, or no inventory reconciliation records
- Out dated or missing A/B/C Operator certificates, and no certified operator on site
- Emergency instructions posted at the dispenser
- Product identification at fill points and dispenser

Storage Tank Inspections

During an inspection, the Weights and Measures inspector will check:

- Tank fills and vapor recovery for:
 - API 1631 color and symbol code



- Caps seal tightly
- Spill buckets maintained without damage, and are free of water and debris
- Auto shut off drop tube is in place
- Water levels in tanks

Storage Tank Inspections

During an inspection, the Weights and Measures inspector will check:

- Tank System Vents for:
 - Properly positioned
 - Protected against physical damage
 - No banners or signs
 - Good condition



Storage Tank Inspections

- Tank manways & submersible turbine (STP) sumps for:
 - Free of liquid and debris
 - All surface and secondary containment lids are maintained to manufacturer's specifications
 - Entry boots sealed
 - Sensors properly positioned
 - Line leak detector
 - Flex connectors in good condition
 - Any metal pipes in contact with the ground have CP
 - Tank monitor probe grommet in good condition
 - Tank risers in good condition

Storage Tank Inspections

- Dispensers:
 - Name, grade, octane, ethanol labeling
 - Emergency instructions and warning signs
 - Hoses, breakaways, nozzles, and retrievers in good condition
 - Shear valve properly installed
 - Dispenser anchored



Storage Tank Inspections

- Dispensers:
 - No leaking components
 - Sumps free of liquid and debris
 - Proper clearances for combustibles are maintained in the fueling areas



Storage Tank Inspections

- Dispensers, If there is secondary containment :
 - Boots properly sealed
 - Free of breaks, screws
 - Any installed sensors are properly positioned
- Emergency shut offs are properly located, labeled, and unobstructed
- Fire extinguishers present, appropriately sized and serviced



Storage Tank Inspections

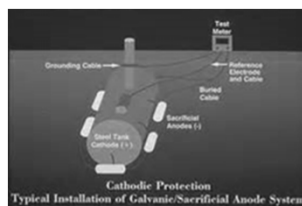
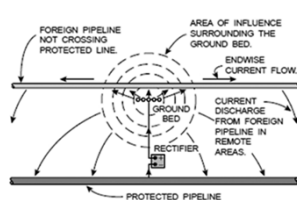
- Spill and Overfill Protection:



- Outside overfill alarm installed, labeled, and completely functional
- Overfill drop tubes installed and not damaged or obstructed

Storage Tank Inspections

- Corrosion Protection System
 - Installed where required and operated continuously
 - Annually tested
 - Impressed current systems inspected and logged every 60 days
 - Sacrificial anode systems maintaining 850mv or more negative reading



Storage Tank Inspections

Leak Detection

- Tanks must be monitored at least every 30 days for leaks
- If a facility does not get a passing monthly monitoring test of a tank for 2 consecutive months, a precision tightness test must be performed within 10 business days
- If the tank system does not pass the precision tightness test, a site assessment must be performed to determine if there has been a release
- If a tank system is accumulating water for no apparent reason, the leak detection is providing erratic results, or the tank system is tested with different leak detection methods that show different results, a precision tightness test may be ordered

Storage Tank Inspections

The most common forms of monthly leak detection for tanks are automatic tank gauging, statistical inventory reconciliation, and interstitial monitoring

- An automatic tank gauge (ATG) is a monitoring device that provides continuous 24 hour monitoring for the detection of a release or leak of vapor or product and immediately communicates the detection of the release or leak
- Statistical inventory reconciliation (SIR) is a leak detection method in which daily gauging of the tanks, withdrawals and deliveries which are recorded over a designated period of time and then statistically evaluated by an independent consultant on a regular basis
- Interstitial monitoring is a leak detection method in which the ATG monitors the interstitial space for a change in steady-state conditions

Storage Tank Inspections

Weights and Measures inspectors will check leak detection for the following:

- An automatic tank gauge (ATG):
 - 12 months of monthly ATG tests
 - No more than 30 days between passing tests
 - If there were 2 consecutive months without a passing test, a precision tightness test was performed
- Interstitial monitoring:
 - 12 months of reporting
 - No more than 30 days between passing tests
 - Any alarms were assessed within 7 days



Storage Tank Inspections

- Statistical inventory reconciliation (SIR):
 - Operator submits monthly data to vendor within 4 business days
 - Daily tank product inventory records are current and on site
 - SIR vendor is analyzing the data and supplying a summary report on a monthly basis
 - SIR vendor is returning summary report to the operator within 10 business days of postmark on submittal
 - Operator is reviewing summary report within 24 hours of receipt and taking immediate action if the report indicates a failure
 - Operator receiving reports indicating a fail or inconclusive results for 2 out of 3 months had a precision tightness test within 7 days
 - 12 months of records available

Storage Tank Inspections

Leak Detection for Piping

- Unless all of the piping is visible, pressurized underground piping must have an automatic line leak detector
- Single-wall piping must have either an annual precision tightness test or monthly monitoring to the 0.2 gallon rate
- Double-wall piping may also use annual precision tightness test or monthly monitoring to the 0.2 gallon rate, or statistical inventory reconciliation or continuous interstitial monitoring
- If a facility does not get a passing monthly monitoring test of the piping for 2 consecutive months, a precision tightness test must be performed within 10 business days
- If the piping does not pass the precision tightness test, a site assessment must be performed to determine if there has been a release

Storage Tank Inspections

Operators of underground storage tank systems are required to maintain all of the following records:

- Documentation of any system repairs, alterations or upgrades, including software and hardware upgrades, and required inspections
- Response to, and investigation of leak detection alarms
- Documentation maintained for all calibration, inspection, monitoring, testing, repair, and periodic performance verification of any corrosion protection equipment permanently located on-site
- Records of any environmental information that has accrued for a site, such as from site inspections or investigations, phase I or II environmental site assessments, or repairs, or from tank-system site assessments

Storage Tank Inspections

- Results of functional testing of impact and emergency shut-off valves
- Electrical continuity testing for dispensers of motor fuels that are Class I liquids
- One set of stamped, approved plans and specifications and a copy of the approval letter
- Analysis from a corrosion expert of site corrosion potential if corrosion protection equipment is not used
- Documentation of product inventory verification

Storage Tank Inspections

- Documentation demonstrating conformance with leak detection requirements, and the manner in which these claims have been justified or tested by the equipment manufacturer and certified installer, including all of the following:
 - Information pertaining to the leak detection system, including the material approval as issued under s. ATCP 93.130 that was valid when the system was installed; operator manual; warranty; and documentation verifying that the equipment has been installed, programmed and tested to perform as required in this chapter.

Storage Tank Inspections

- Testing results obtained from leak detection equipment, as retained from the equipment's printer or a hand-written log kept on site.
- Documentation maintained for all calibration, inspection, monitoring, testing, repair, and annual performance verification of leak detection equipment permanently located on-site

Storage Tank Inspections

Inspectors can request to see any of the required records, but will always check the following records at inspection:

- All annual test reports of the tanks, lines, ATG, and corrosion protection system
- Annual functionality verification form TR-WM-139
- Monthly ATG monitoring reports for all tanks
- Monthly line monitoring, where applicable
- Monthly PEI RP900 inspections
- Monthly inventory reconciliation
- A/B/C operator certificates
- Periodic lining inspection

Containment Sump Installation and Upgrade Requirements

Presenter: Joel Kohlman, Regulatory Specialist Senior



Containment Sump Installation and Upgrade Requirements

With few exceptions, Wis. Admin. Code ATCP 93 will require all new and existing tanks systems to have secondary containment and non-discriminating sensors at the tank top and dispensers by December 31, 2020.

Prior to December 31, 2020, existing systems that are replacing more than 50% of the piping, replacing or adding a dispensing island, or any dispenser showing signs of visible contamination must have approved containment installed. In these situations, if not included in the initial upgrade, non-discriminating sensors shall be installed no later than 12/31/2020.

Containment Sump Installation and Upgrade Requirements

Secondary containment is an approved barrier, such as a sump, installed around a storage tank system that is designed to prevent a leak from the primary tank or piping from contacting the surrounding earth before the leak can be detected and cleaned up.

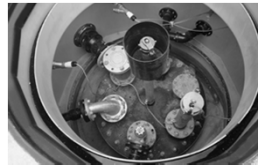


Non-discriminating electronic sensors are sensors that alarm upon detecting any type of liquid in the secondary containment.

Containment Sump Installation and Upgrade Requirements

Examples of how secondary containment requirements apply to new or upgraded installations:

- All existing pipe connections at the top of the tank and beneath all freestanding pumps and dispensers that routinely contain product need to be placed within secondary containment sumps by December 31, 2020.
- Sump upgrades will not require non-discriminating electronic sensors at the completion of the sump upgrade until December 31, 2020.



Containment Sump Installation and Upgrade Requirements

- Any existing dispenser that shows visible contamination must have a liquid-tight secondary containment sump installed under it by December 31 of the next calendar year. Non-discriminating electronic sensors shall be installed by December 31, 2020.
- Safe suction systems existing prior to February 1, 2009 only require sump containment and leak detection sensor at the dispenser, not the tank top.



Containment Sump Installation and Upgrade Requirements

Installation of pressurized, suction, or safe suction piping system or replacement/upgrade of $\geq 50\%$ of existing pressurized, suction, or safe suction piping system:

- Secondary containment piping must be of a double-wall design and include containment sumps at the tank top, dispenser, and aboveground-to-underground transitions (and vice-versa).
- The pipe run between the tank and the first dispenser must be sloped to drain a minimum 1/8 inch per foot back to the tank sump. The tank sump must also include a non-discriminating electronic sensor.

Containment Sump Installation and Upgrade Requirements

- All new dispenser sumps must include non-discriminating electronic sensors even if the pipe configuration allows for pipe drainage to the succeeding sumps.
- All new dispenser sumps must include non-discriminating electronic sensors even if the pipe configuration allows for pipe drainage to the submersible sump via a connecting flow tube.
- All new piping transition sumps must include non-discriminating electronic sensors.

Containment Sump Installation and Upgrade Requirements

- Some piping systems are unable to maintain the required piping pitch back to the underground storage tank. In these cases the installation of a solenoid valve immediately downstream of the submersible pump is necessary to prevent siphoning of the tank contents. Additional leak detection devices may be required and the leak detection manufacturer should be consulted to determine the proper location for the line-leak detector.

Containment Sump Installation and Upgrade Requirements

Addition to or relocation of a dispenser island with or without existing containment sump(s):

- Addition to or relocation of a dispenser island with or without existing containment sump(s) will require installation of secondary containment sumps and non-discriminating electronic sensor at the time of the addition or relocation of dispenser island.

Containment Sump Installation and Upgrade Requirements

Addition to or relocation of a dispenser to an existing island with or without existing containment sump:

- Addition to or relocation of dispenser to an island with or without existing containment sumps will require installation of secondary containment sumps and addition of non-discriminating electronic sensor at the time of the addition or relocation of dispenser on an island.



Containment Sump Installation and Upgrade Requirements

Examples of how secondary containment requirements apply to existing installations:

- Existing tank top and dispenser sumps, no piping addition or upgrade and no existing *non-discriminating electronic sensors*:
 - Existing tank top and dispenser sumps will not require non-discriminating electronic sensors until December 31, 2020.
- Existing tank top and dispenser sumps, no piping addition or upgrade and no existing *non-discriminating electronic sensors*:
 - Existing tank top and dispenser sumps will not require non-discriminating electronic sensors until December 31, 2020.

Containment Sump Installation and Upgrade Requirements

- Replacement of an existing dispenser island with existing containment sumps (no change to location of island or individual dispenser):
 - Replacement of dispenser islands will require re-installation of secondary containment sump and non-discriminating electronic sensors at the time of the island replacement.
- Replacement of an existing dispenser without a secondary containment sump with a new dispenser:
 - Upgrade with dispenser sump and non-discriminating electronic sensor not required until December 31, 2020.

Common Violations

Presenter: Joel Kohlman, Regulatory Specialist Senior



Common Violations

- Failed or missing monthly monitoring reports from the ATG for tanks
 - Check your ATG daily to ensure it is functioning properly and has passing tests for each tank at least every 30 days
 - Train your employees to know what to do with the reports that print off the ATG
 - Ensure your monthly monitoring reports are on site and available for inspection

SENSOR LOCATION	STATUS
S 1	NORMAL
S 2	NORMAL
S 3	NORMAL

Common Violations

- Annual Functionality Verification Report (TR-WM-139) on site and available for inspection
 - Schedule your Annual calibration verification to be performed every 12 months by a qualified service technician working for a Wisconsin Registered Tank Specialty Firm
 - Immediately correct any deficiencies noted on the form
 - Ensure this form is kept at the facility and available for inspection

Common Violations

- Liquid or debris in the spill bucket and/or sump containment
- Routinely conduct periodic inspections and maintenance, including checking that spill buckets and sump containments are free of liquid or debris
- Printable copies of the periodic inspection check lists are available on the DATCP website, or you can use the checklists in the *Compliance Calendar for Gasoline Dispensing Facilities*
- Ensure records of your periodic inspections are kept at the facility and available for inspection



Common Violations

- Incorrect, missing, or no inventory reconciliation records
- Keep records of deliveries, sales, and pump-outs for each tank
- Reconcile your inventory for each tank every month
- Ensure you are using the correct inventory reconciliation form for your tank system
 - Forms and instructions are available on the DATCP website
- Immediately investigate any product shortages
- Ensure inventory reconciliation records are kept at the facility and available for inspection

Common Violations

- Out dated or missing A/B/C Operator certificates, and no certified operator on site
- Confirm your A/B/C operator certificate is correct after personnel changes
- Plan your schedule so that there is always a certified operator on-site when required
- Ensure current operator certificates are kept at the facility and available for inspection



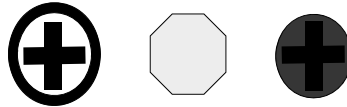
Common Violations

- Emergency instructions posted at the dispenser
- Routinely conduct periodic inspections and maintenance, including checking that emergency instructions are present and readable at every dispenser
- Replace worn or damaged signs promptly



Common Violations

- Product identification at fill points and dispenser
- Routinely conduct periodic inspections and maintenance, including checking that fill covers and 1 foot beyond of the surrounding concrete are painted as required by the API color code and ATCP 93
- Conduct periodic inspections of tags or labeling at fill connections for AST's
- Promptly re-paint or replace identification when it becomes worn or faded
- If you change the contents of a tank, make sure to apply the correct identification to fill points prior to the first delivery of product
- Ensuring your fills are properly painted is the first step in preventing a misdelivery



Fuel Quality Inspections

Presenter: Steve Hailer, Weights and Measures Petroleum System Specialist



Fuel Quality Inspections

DATCP Weights and Measures inspectors routinely collect samples of petroleum and other liquid fuel products to ensure compliance with the fuel standards established in Wisconsin Administrative Code ATCP 94 – *Petroleum and Other Liquid Fuel Products*, such as:

- Gasoline
- Diesel / Fuel Oil
- Kerosene
- Aviation Gas
- Race Gas

Fuel Quality Inspections

Inspectors send fuel samples collected from terminals and retail facilities to DATCP's fuel quality laboratory to be tested for the following, as applicable to fuel type:

- Octane
- Ethanol content
- Sulfur content
- Clear and bright, no water or sediment
- Distillation
- Flash Point
- API Gravity
- Cetane index
- Reid Vapor Pressure (RVP)

Fuel Quality Inspections

Facilities that blend regular and premium to get midgrade must ensure that their blend ratios result in the correct octane being dispensed

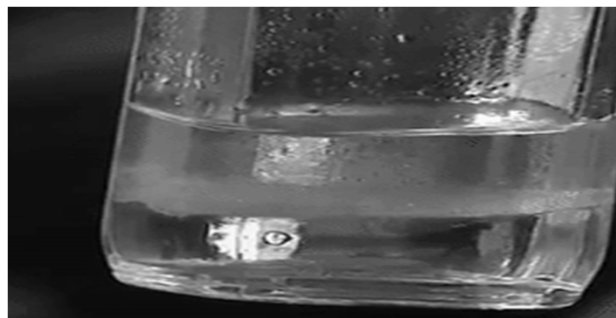
- We recommend a blend ratio of 65/35 for midgrade blended from 93 octane and 87 octane
- We recommend a blend ratio of 50/50 for midgrade blended from 91 octane and 87 octane

Weights and Measures inspectors routinely check blend ratios and collect fuel samples to test for octane



Fuel Quality Inspections

Fuel that does not meet the requirements of Wis. Admin. Code ATCP 94 cannot be sold in Wisconsin. When Weights and Measures inspectors find off-spec fuel, sale of the product is stopped.



Fuel Quality Inspections

Water Contamination:

- One of the most common causes of off-spec fuel is due to water entry into the storage tank
- Some fuels can have the water pumped from the tank and be returned to sale once they pass testing
- Ethanol fuels that become contaminated with water cannot be pumped out and returned to sale
 - Because of the ethanol, water becomes entrained in the fuel and cannot be removed
 - For that reason, the fuel will never meet the specification required for sale

Fuel Quality Inspections

Requirements for All Water Contamination Pump Outs and Fuel Contaminations of an Unknown Source

- Shut down the affected dispensers immediately to prevent sale of the contaminated fuel
- Contact DATCP: call (608) 224-4942 and select option 1. Leave a message if you're unable to speak with someone, or email us at datcpweightsandmeasures@wi.gov and include:
 - Your contact information
 - The location of the contamination

Fuel Quality Inspections

- If water at the bottom of a tank exceeds the requirements of ATCP 94.320, or phase separation has occurred in an ethanol gasoline blend tank, or there is an unknown source of contaminated fuel, a DATCP Weights and Measure official **MUST:**
 - Directly supervise the pump out – you must wait for an inspector
 - Sample and test fuel before fuel sales can resume after a pump out
 - Investigate and ensure elimination of the source of water or other contaminate

Fuel Quality Inspections

Requirements for Pump Outs of Misdemeanors or a Known Source of Off Spec Fuel

- Shut down the affected dispensers immediately to prevent sale of the contaminated fuel
- Contact DATCP: call (608) 224-4942 and select option 1. Leave a message if you're unable to speak with someone, or email us at datcpweightsandmeasures@wi.gov and include:
 - Your contact information
 - The location of the pump out.
 - You do not need to wait for DATCP to contact you back to begin the pump out
 - DATCP will send an inspector as soon as possible

Fuel Quality Inspections

- Pump outs must be performed according to the procedures listed below with the oversight of qualified tank specialty firm
 - Drain the piping back to the tank before pumping out to save time and reduce the number of gallons that need to be flushed through the system
 - Completely remove all contaminated fuel from the affected tanks and lines and perform a flush so that no contaminated fuel remains in the system

Fuel Quality Inspections

- If possible, remove filters for the affected lines on all dispensers and replace with filter blinds for the system flush in order to reduce the number of gallons that need to be flushed through the system
- Install new filters upon completion of the tank system flush

Fuel Quality Inspections

Resuming Fuel Sales after a Contaminated Fuel Pump Out

- Fuel sales after pump outs for *water and unknown contaminate sources* cannot be resumed without DATCP authorization
- Fuel Sales after pump outs for *misd deliveries and known sources of off spec fuel* can be resumed if the pump out follows all listed requirements and procedures
- Product that was used to refill the tank is visually inspected at the dispenser and must appear clear, bright and free of sediment
- For misd deliveries and known sources of off spec fuel pump outs *only*, the facility does not have to wait for the fuel to be tested by DATCP to re-open, but is responsible for any off-spec fuel sold

Fuel Quality Inspections

Blending Contaminated Fuel

- Blending of contaminated fuel can only be performed under the direct supervision of a DATCP weights and measure official
- Ethanol Fuel Blends with Phase separation cannot be blended

Prohibited Practices

- Pumping out suspected contaminated fuel without DATCP supervision is a violation of Wis. Admin. Code § ATCP 94.100(8)(b)
- Sale of fuels in Wisconsin that do not meet national fuel quality specifications as required by Wis. Admin. Code ATCP 94 Subchapter II are prohibited

Fuel Quality Inspections

Preventing Fuel Contaminations

- Water Contamination Prevention
 - Ensure spill buckets stay clean and dry
 - Monitor ATG for water level and alarms
 - Ensure fill caps, vapor caps, and ATG probe caps are liquid tight
- Misdelivery Prevention
 - Tank fills must be clearly labeled per API RP 1637-06 Color-Symbol System so the fuel type in each tank can be easily identified

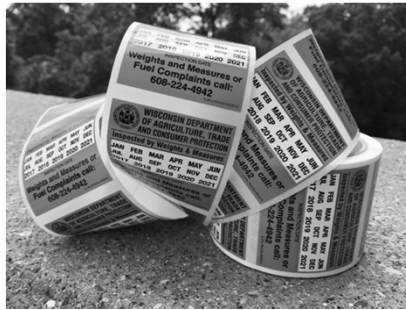
Retail Motor Fuel Device Inspections

Presenter: Steve Hailer, Weights and Measures Petroleum System Specialist



Retail Motor Fuel Device Inspections

The Wisconsin Department of Agriculture, Trade and Consumer Protection's Weights and Measures Inspectors are responsible for regularly monitoring the accuracy of gas pumps statewide to ensure that Wisconsin consumers get what they pay for.



Retail Motor Fuel Device Inspections

During an inspection, the Weights and Measures inspector will check:

- The price per gallon displays on the dispenser are visible, functioning, and maintained
 - The price per gallon must be displayed on each dispenser
 - The price per gallon must be displayed prior to the delivery of the product
 - If a grade is offered at more than one unit price, all of the unit prices at which the product is offered for sale must be capable of being displayed on the dispenser prior to delivery of the product



Retail Motor Fuel Device Inspections

- The per gallon pricing is displayed on the street sign or an alternate conspicuous sign
- Receipts are provided and contain all of the required information, including:
 - The total volume of delivery
 - The unit price
 - The total computed price
 - The product identity by name, symbol, abbreviation, or code number



Retail Motor Fuel Device Inspections

- The dispenser is computing properly
- Hoses and nozzles are leak free and functioning properly
- Hoses are the appropriate length
- The fuel is being dispensed accurately



Retail Motor Fuel Device Inspections

- Dispenser operation:
 - Meter creep
 - Meter jump
 - Failure to return to zero



Retail Motor Fuel Device Inspections

Fuel dispenser meters must be sealed. Seals can be either physical or electronic.



What's the significance of sealing a meter?

- Meters must be sealed to ensure there is no tampering with the calibration

Retail Motor Fuel Device Inspections

What should owners/operators know about fuel pump accuracy?

- There is no requirement for routine calibration of dispensers, but they must be accurate
- If you're experiencing inventory shortages, but leak detection records do not show a problem, you should consider having your pumps calibrated
- Calibration must be performed by a Wisconsin licensed Weights and Measures Service Company
- If fuel dispensers short deliver predominantly in favor of the business, W&M will reject the devices even if the shortage is within tolerance

Retail Motor Fuel Device Inspections

When dispensers age, they typically wear in favor of the customer and over deliver product

What could over delivery cost a business?

- On a 5 gallon test draft, an over delivery of 6 cubic inches is within tolerance under the law
- What would an allowable over delivery of 6 cubic inches cost the owner/operator?
 - 6 cubic inches = 5.194805 gallon error per 1,000 gallons sold
 - At a sale price of \$2.299 the cost of the product lost is \$11.90 per 1,000 gallons sold
 - If the station sells 500,000 gallons per year, this over delivery would cost the owner/operator **\$5,950 annually**

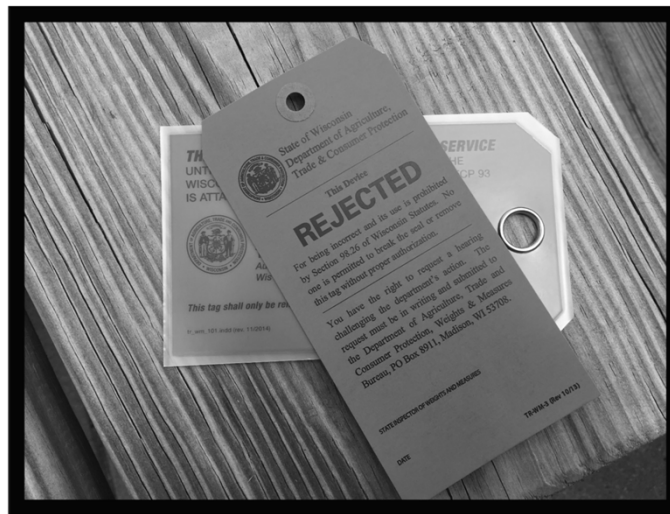
Retail Motor Fuel Device Inspections

Unlike with fuel quality testing, weights and measures inspectors will return the fuel used for testing dispensers to the facility's storage tank(s).

Inspectors will always leave a report at the business with the results of the testing and any actions required by the owner/operator.

Important Compliance Items

Presenter: Alicia Clark, Compliance Officer



Important Compliance Items

Fact Sheets are available for common compliance issues on our website:

<https://datcp.wi.gov/Pages/Publications/WeightsAndMeasuresBureauFactSheets.aspx>

Important Compliance Items

Fact sheets to note:

- Temporarily Out-Of-Service Tanks
- Abandoned Tanks
- Abandoned Tanks: Returning to In-Use or Temporarily Out-Of-Service
- A/B/C Operator Requirements
- Credit Card Skimmers
- E15

Important Compliance Items

Service Work:

- Be sure you are always using a Registered Tank Specialty Firm for installation, removal, testing, lining, cleaning or assessments for a tank system
- Registered Tank Specialty Firms must use certified technicians to perform the work
- You can find a list of Registered Tank Specialty Firms on the DATCP website:
https://mydatcp.wi.gov/documents/dtcp/List_of_Tank_Specialty_Firm_Registrations.pdf



Temporarily Out-of-Service: Underground Storage Tanks

BUREAU OF WEIGHTS & MEASURES

PO Box 8911
Madison, WI 53708
608-224-4942
datcp.wi.gov

RESOURCES

Wis. Admin. Code ATCP 93:
http://docs.legis.wisconsin.gov/code/admin_code/atcp/090/93

Storage Tanks Website:
https://datcp.wi.gov/Pages/Programs_Services/PetroleumHazStorageTanks.aspx

Wisconsin Administrative Code ATCP 93 defines “Temporarily out-of-service” as a storage tank system that is not being used, but is intended to be placed back into operation within the next annual permit renewal period.

ATCP 93.140(2)(d)1 requires tank system owners to register changes, including moving a tank system into and out of temporarily out of service status, within 15 days of the change using form TR-WM-137 which can be found on our website here: <https://datcp.wi.gov/Documents/TR-WM-137.pdf>

When a storage tank system is placed temporarily out of service, the owner or operator must comply with all of the following:

- Leak detection must be maintained in accordance with ATCP 93 unless all liquid has been removed from the tank and the associated piping so that no more than 1 inch of residue remains in the system.
- Operation and maintenance of corrosion protection systems must be continued.
- The tank must be protected against flotation caused by flooding or soil saturation.
- The tank, piping, dispensing equipment, lines, pumps, manways, and other ancillary equipment must be secured to prevent tampering.
- All vent lines must be left open and functioning.
- All periodic inspections and maintenance must be performed as if the tank were still in service including, but not limited to:
 - Monthly water checks, including empty tanks
 - Required testing of the cathodic protection system
 - Required lining inspections
 - PEI 900 inspections
- Permits to operate must be maintained in accordance with ATCP 93.145.
- Financial responsibility requirements of ATCP 93 Subchapter VII must be maintained.

Before placing a tank back into service:

- A precision tightness test must be performed on the tank and piping in accordance with ATCP 93.515 (4).
- Immediately have the leak detection system verified in accordance with ATCP 93.510 (2).
- Tank systems out of service for more than 365 days must:
 - Have a pressure test of the ullage portion to assure that tank connections are tight.
 - Fully comply with ATCP 93, except double-wall construction is not required for tank systems installed before February 1, 2009.
 - Have all the respective components documented as functional on form TR-WM-139 (formerly ERS-10778) which can be found on our website here: <https://datcp.wi.gov/Documents/TR-WM-139.pdf>

Tank systems that are placed out of service which do not comply with all requirements of ATCP 93.545 must be permanently closed in accordance with ATCP 93.560 within 60 calendar days.



Abandoned Storage Tanks

Wisconsin Administrative Code ATCP 93 defines “abandoned tank” as an aboveground or underground tank, with or without product, which does not meet the requirements of in-use, temporarily out-of-service or closed.

Tanks that are abandoned with or without product shall be permanently closed within 60 days of being abandoned per [Wis. Admin. Code ATCP § 93.560\(5\)](#). In order to bring an abandoned tank system back to in-use or temporarily-out-of-service status, a petition for variance from the requirements of per Wis. Admin. Code ATCP § 93.560(5) must be submitted to the department. For more information on that process, please see our [Abandoned Storage Tanks: Returning to In-Use or Temporarily-Out-Of-Service](#) fact sheet.

[Wis. Admin. Code ATCP § 93.560\(1\)](#) requires that the owner or operator notify DATCP at least five business days before beginning permanent closure of a tank system using form [TR-WM-121](#).

To permanently close an **underground** tank system, the owner or operator shall comply with the following requirements per [Wis. Admin. Code ATCP § 93.560](#):

- Empty and clean the tank and piping using a process that complies with the national standard referenced in Wis. Admin. Code § 93.200.
 - Individuals cleaning the tanks or removing tanks or portions of tanks systems must be certified. A list of DATCP registered companies that offer storage tank system cleaning/removal services can be found on our [website](#).
- Complete the revised tank registration form [TR-WM-137](#) and submit it to DATCP within 21 business days of closure or removal.
- Perform a tank-system site assessment in accordance with Wis. Admin. Code ATCP § 93.560(3).

To permanently close an **aboveground** tank system, the owner or operator must comply with the requirements of Wis. Admin. Code ATCP § 93.560 except:

- Certified persons are not required to perform the cleaning and removal of:
 - Heating fuel tanks at 1 and 2 family dwellings
 - Field-erected tanks
 - Tanks storing a Class III liquid that is neither petroleum nor CERCLA-listed.
- Tanks that are not immediately removed shall have the word “CLOSED” and the date of permanent closure marked on the tank at least 3 feet above grade, with lettering at least 3 inches in height.
- Complete a revised tank registration form [TR-WM-118](#) and part A of form [TR-WM-140](#) and submit to DATCP within 21 business days of closure.

Penalties for failure to remove an abandoned tank system may result in penalties of up to \$5000 per day, per violation in accordance with Wis. Stat. § 168.26.

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RESOURCES

Wis. Admin. Code ATCP 93:
http://docs.legis.wisconsin.gov/code/admin_code/atcp/090/93

Storage Tanks Website:
https://datcp.wi.gov/Pages/Programs_Services/PetroleumHazStorageTanks.aspx

Form TR-WM-121
<https://datcp.wi.gov/Documents/TR-WM-121.docx>

Form TR-WM-137
<https://datcp.wi.gov/Documents/TR-WM-137.pdf>

Form TR-WM-118
<https://datcp.wi.gov/Documents/TR-WM-118.docx>

Form TR-WM-140
<https://datcp.wi.gov/Documents/TR-WM-140.pdf>

Abandoned Storage Tanks: Returning to In-Use or Temporarily-Out-Of-Service Status Fact Sheet:
<https://datcp.wi.gov/Documents/AbandonedStorageTanksReturningToInUseOrTOS.pdf>



Abandoned Storage Tanks: Returning to In-Use or Temporarily Out-of-Service

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RESOURCES

Wis. Admin. Code ATCP 93
http://docs.legis.wisconsin.gov/code/admin_code/atcp/090/93

Storage Tanks Website
https://datcp.wi.gov/Pages/Programs_Services/PetroleumHazStorageTanks.aspx

Form TR-WM-129a
https://datcp.wi.gov/Pages/Programs_Services/PetroleumHazStorageTanksForms.aspx

Form TR-WM-139
https://datcp.wi.gov/Pages/Programs_Services/PetroleumHazStorageTanksForms.aspx

Wisconsin Administrative Code [ATCP 93](#) defines “abandoned tank” as an aboveground or underground tank, with or without product, which does not meet the requirements of in-use, temporarily out-of-service or closed.

Tanks that are abandoned with or without product must be permanently closed within 60 days of being abandoned per [Wis. Admin. Code § ATCP 93.560\(5\)](#).

To bring an abandoned tank system back to in-use or temporarily out-of-service, a variance from the permanent closure requirements of Wis. Admin. Code § ATCP 93.560(5) must be requested from the department. A variance must be requested using the Petition for Variance form [TR-WM-129a](#).

In order to obtain a variance from the law, it must be proven that the tank system meets the required standards for operation. A complete petition for variance submission must include all of the following items:

- A Petition for Variance Form TR-WM-129a and the required fee.
- Application(s) for permit(s) to operate that include proof of financial responsibility. Permit applications for the facility can be obtained by contacting our permitting department at (608)224-4942, option 3.
- An assessment of the integrity of the tank system that includes an internal inspection and certification by the manufacturer, or a qualified professional engineer, that the tank system is suitable for continued service.
 - Internal inspections of fiberglass and fiberglass-jacketed steel tanks may be performed using the approved KWA camera method, however the interior lining of the tank must be sufficiently free of product, sludge, residue, or other materials that would impede visual inspection, and at least 98% of the lining must be visible for inspection.
 - For steel tanks, an evaluation of the remaining tank metal thickness must be performed.
 - Tanks that have an overall average tank metal thickness or an average tank thickness of a designated thin wall area of less than 75% or any through-wall perforations shall be immediately closed per Wis. Admin. Code § ATCP 93.560.
 - Tanks that have an overall average tank metal thickness or an average tank thickness of a designated thin wall area of 75% to 85% shall have an impressed current system installed per [Wis. Admin. Code § ATCP 93.520](#) or be immediately closed per Wis. Admin. Code § ATCP 93.560.
- Proof that cathodically protected tanks meet the requirements of Wis. Admin. Code § ATCP 93.520.
- Precision testing of the entire tank system conducted **without product** and performed per [Wis. Admin. Code § ATCP 93.515\(4\)](#) by a certified Tank System Tightness Tester.

(over)

Upon approval of the above items, fuel may be introduced into the system. The following items are then required to complete the variance process:

- Completion of underground tank system functionality verification per [Wis. Admin. Code § ATCP 93.510\(2\)](#). [TR-WM-139](#) must be submitted to the department with proof any deficiencies found have been corrected.
- The tank system must fully comply with Wis. Admin. Code ATCP 93 before being placed back into service, except double-wall construction is not newly required for tank systems installed before February 1, 2009.
- Tank system must pass a department storage tank system inspection conducted in accordance with Wis. Admin. Code ATCP 93.

Questions? Please contact us at (608)224-4942, option 4 or email datcpweightsandmeasures@wi.gov.

Rev. 7/24/17



A/B/C Operator Training Fact Sheet

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RESOURCES

More information on applicable Wisconsin laws can be found at these links

Wis. Admin. Code ATCP 93:
http://docs.legis.wisconsin.gov/code/admin_code/atcp/090/93

A/B/C Operator info on our website:
https://datcp.wi.gov/Pages/Programs_Services/ABCOperatorInfo.aspx

Class C UST Operator Certification Form:
<https://datcp.wi.gov/Documents/Class%20C%20UST%20Operator%20Certification.pdf>

Any storage tank system that is required to have a permit under [Wisconsin Administrative Code ATCP 93.145](#) must meet the A/B/C Operator training requirements. This fact sheet provides an overview of the requirements. For a full list of requirements, please see [Wis. Admin. Code ATCP 93.800](#).

Required Training

- Operator training is conducted by DATCP approved vendors. The vendor will provide proof of training upon successful completion of the training course. Proof of training must be kept on site and available for inspection.
- A list of approved training programs can be found on our [A/B/C Operator webpage](#).
- A/B Operators must receive training from an authorized training program, but C Operators may be trained by the A/B Operator. A [Class C UST Operator Certification form](#) is available on the A/B/C Operator page on our website.
- Operator training does not expire and there is no renewal requirement. Re-training may be required for operators of non-compliant storage tank systems.
- If you have questions about your A/B operator certification from another state being accepted in Wisconsin, please contact Alicia Clark at Alicia.Clark@wisconsin.gov for additional information.

Responsibilities of Class A Operators

- Manage resources and personnel to achieve and maintain compliance with regulatory requirements.
- Ensure that appropriate individuals do all of the following:
 - Properly operate and maintain the underground storage tank system
 - Receive training to operate and maintain the underground storage tank system and keep records
 - Properly respond to emergencies or alarms relating to spills, leaks or releases from the underground storage tank system
 - Make financial responsibility documents available as required

Responsibilities of Class B Operators

- Ensure recordkeeping and reporting requirements are met for release detection methods and release prevention equipment.
- Ensure all relevant equipment complies with performance standards
- Ensure appropriate individuals are trained to properly respond to emergencies or alarms relating to spills, leaks or releases.
- Ensure all Class C operators are provided with written instructions that include all of the following:
 - Emergency response procedures, including all of the following:
 - Procedures for overfill protection during delivery
 - Operation of emergency shut-off systems
 - Appropriate responses to all alarms
 - Reporting of leaks, spills and releases
 - Any site-specific emergency procedures
 - The name and other information needed for contacting appropriate parties if a leak, spill, release or alarm occurs

Responsibilities of Class C Operators

- Initially responding to alarms, spills, leaks or releases
- Notifying the Class B or Class A operator and appropriate emergency responders, including 911 personnel, when necessary
- Controlling or monitoring the dispensing or sale of regulated substances



Credit Card Skimmer Information for Motor Fuel Retailers

BUREAU OF WEIGHTS & MEASURES

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RESOURCES

An electronic version of this FAQ can be found on our website here:
https://datcp.wi.gov/Pages/Programs_Services/PetroleumHazStorageTanksOwnerOperatorResources.aspx

Additional resources available from NACS Association for Convenience and Petroleum Retailing:
<http://www.nacsonline.com/Solutions/Store-Security-Signage/Pages/Skimming-and-Payments-Security.aspx>

Additional Photos and information from the Secret Service:
<http://multibriefs.com/briefs/ce/ma/pumpskimming.pdf>

What is a credit card skimmer?

A credit card skimmer is a small electronic device that can be attached to a card reader on a gas pump to secretly collect credit/debit card information. Some skimmers are attached externally where the card is inserted, but increasingly skimmers are attached to the card reader inside the fuel dispenser. The skimmers frequently use Bluetooth wireless technology so a criminal is able to download the stolen information onto a laptop or mobile device, or transmit it via SMS to anywhere in the world.

How do I protect my dispensers against credit card skimmers?

Fuel dispensers come from the manufacturer with universal locks and keys. You should have additional security as universal keys are easily available. The best way to protect your dispenser is by using a customized lock and key. Many dispensers are designed for padlock use as well. Control who has access to the keys, and always know where the keys are.

Pressure sensitive security seals are also a widely used, good option. These seals are specially designed to clearly show if they have been compromised, such as the word void appearing if they are opened. Security seals should be placed over the gap on a non-hinge access panel to detect if it has been opened. It is most effective to use customized security tape so criminals cannot simply replace it with their own identical tape after they have installed a skimmer. Seals should be checked at least daily by the station to ensure there has been no tampering.



What should I do if I find a suspected credit card skimmer?

1. Do not touch the device or attempt to remove it. It is evidence of a crime.
2. Shut down the fuel dispenser. Do not let customers use it.
3. Immediately call the police and report the skimmer.
4. Immediately contact your service company to assist with removal of the device.
5. Save any surveillance video footage from before the device was discovered.

What do skimmers look like?

External Skimmers fit over the outside of the card reader. They may stick out further, be a different color or material, or appear newer or older than the other card readers. Often they will feel loose or come off when you try to wiggle them.

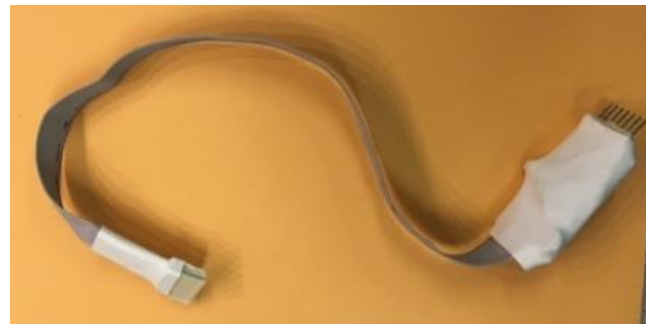


Credit Card Skimmer Information for Motor Fuel Retailers

What do skimmers look like? (cont'd)

Internal Skimmers are installed inside the dispenser cabinet and are typically either a 7-wire cable with an in-line recording device or are in the form of a circuit board. They may be attached to the communication cable, the main board, or the card reader board.

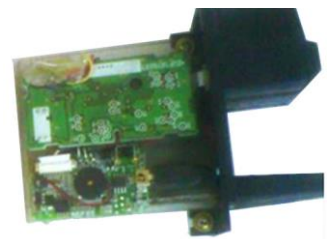
Skimmers on a 7-wire cable are plugged into the card reader on one end. The device's native communications cable is attached to the other end and runs to the unit's main board. Conversely, the false cable could be connected to the main board on one end with the native communications cable on the other running to the card reader.



Skimmers may also appear to be a second circuit board in the card reader unit, but they plug in to the communications cable port on the native board instead of being directly connected to the actual card scanner. Dispensers that have not been altered will not have this extra board.



Unaltered reader



Reader with extra board

Criminals may also try to capture PIN numbers. Look for cameras aimed at the keypad, false keypads placed over the real keypad, or connections from the keypad to an internal skimming device.



E15 Retailer Facts

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RESOURCES

More information on applicable Wisconsin laws can be found at these links:

Wis. Admin. Code ATCP 93
http://docs.legis.wisconsin.gov/code/admin_code/atcp/090/93

Wis. Admin. Code ATCP 94
https://docs.legis.wisconsin.gov/CODE/ADMIN_CODE/ATCP/090/94

For further information on EPA requirements, visit the [EPA website for E15](https://www.epa.gov/fuels-registration-reporting-and-compliance-help/e15-fuel-registration):
<https://www.epa.gov/fuels-registration-reporting-and-compliance-help/e15-fuel-registration>

What is E15?

The EPA defines E15 as a blend of gasoline that contains greater than 10% ethanol, and up to 15% ethanol. Under current Wisconsin law, E15 must be sold as an alternative fuel, and cannot be labeled as gasoline.

What vehicles may use E15?

Model year 2001 and newer cars, light-duty trucks, and medium-duty passenger vehicles (SUVs); and flexible-fuel vehicles (FFVs) are allowed by the EPA to use E15.

What vehicles and engines may ***NOT*** use E15?

All motorcycles; all vehicles with heavy-duty engines, such as school buses, transit buses, and delivery trucks; all off-road vehicles, such as boats and snowmobiles; all engines in off-road equipment, such as lawn mowers and chain saws; all model year 2000 and older cars, light-duty trucks, and medium-duty passenger vehicles (SUVs) are prohibited from using E15 by federal law.

Is approval required to switch my current fuel dispensing system to sell E15?

Yes, storage tank plan approval is required. A DATCP certified installer or professional engineer must complete part I of the department's TR-WM-132 Alternative Fuel Installation/Conversion Application Form and submit it to the department as part of the plan review submittal.

A list of DATCP certified installers can be found here:

https://datcp.wi.gov/Pages/Programs_Services/PetroleumHazStorageTanksServiceCompaniesTechnicians.aspx

The TR-WM-132 Alternative Fuel Installation/Conversion Application Form can be found here:

https://datcp.wi.gov/Pages/Programs_Services/PetroleumHazStorageTanksForms.aspx

Before commencing normal fueling operations using E15, the operator must notify the state inspector for their area to arrange for a pre-operational inspection. The operator must complete part II of the department's TR-WM-132 Alternative Fuel Installation/Conversion Application Form and provide the completed form to the state inspector performing the pre-operational inspection. The inspector for your area can be found here:

https://datcp.wi.gov/Pages/Programs_Services/StorageTankContacts.aspx

What steps are required to switch my current fuel dispensing system to sell E15?

All of the following steps must be taken:

- Tanks previously containing another type of fuel must be cleaned in accordance with API 2015 before introducing the ethanol-blended fuel. All cleaning work must be performed by a DATCP certified tank cleaner unless specifically approved by the department based on an alternate cleaning method.

- A precision tightness test must be performed on the tank and piping before placing the tank system back into service.
- Equipment used for dispensing ethanol-blended motor fuel must be listed or must be recognized by the manufacturer as being compatible with ethanol-blended fuel, except where otherwise approved in writing by the department.

Equipment used to store or dispense fuel consisting of more than 10 percent ethanol by volume may not contain or consist of any of the following materials:

- (a) **Metals.** Zinc, lead, aluminum or alloys containing these metals, such as brass or terne.

Note: Terne-plated steel and lead-based solder are commonly used in equipment that handles gasoline. These materials will dissolve when in contact with high concentrations of ethanol.

- (b) **Natural materials** Cork, leather or natural rubber.
- (c) **Polymers.** Polyurethane, polyvinyl chloride, polyamides, or methyl-methacrylate plastics.

Note: Materials that have been shown to be generally compatible with high concentrations of ethanol include unplated steel, stainless steel, black iron, bronze, Neoprene rubber, Buna-N, polypropylene, nitrile, Viton, Teflon, thermoset reinforced fiberglass and thermoplastic piping material.

What do I need to know about dispensing E15?

The State of Wisconsin requires that fueling dispensers installed after February 1st, 2009 have a separate fueling nozzle and hose for dispensing any ethanol-blended motor fuels of more than 10 percent ethanol by volume.

Dispensers installed prior to February 1st, 2009 that do not have a separate nozzle and hose for dispensing E15 must bear a label clearly warning any purchaser that the first gallon may have more than 10 percent ethanol by volume. This label must be adjacent to the required E10 label, and must meet all labeling requirements specified in [ATCP 94.300\(1\)\(b\)](#).

What fuel quality specifications would E15 be subject to in Wisconsin?

ATCP § 94.200 requires that the ethanol used to make E15 must meet the specifications as outlined in ASTM D4806-09, and the gasoline used must meet ASTM 4814-15a standards.

What do I need to know about labeling E15 at the dispenser?

As with E10, there must be a label on the face of the dispenser next to the name and grade of the product indicating the maximum volume percent of ethanol.

Below is the format required by the EPA for E15 labels:



For information on EPA requirements, please visit the EPA website:

<https://www.epa.gov/fuels-registration-reporting-and-compliance-help/e15-fuel-registration>



Alternative Fuel Labeling: E15

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[@wisconsin.gov](https://www.wisconsin.gov)

datcp.wi.gov

RESOURCES

More information on applicable Wisconsin laws can be found at these links:

E15 – Retailer Fact Sheet
<https://datcp.wi.gov/Documents/E15RetailerFactSheet.pdf>

Wis. Admin. Code ATCP 94
http://docs.legis.wisconsin.gov/code/admin_code/atcp/090/94/

Wis. Stat. 168
<https://docs.legis.wisconsin.gov/statutes/statutes/168>

What are alternative fuels?

“Alternative fuels” are liquid automotive fuels that include:

- Methanol, denatured ethanol, and other alcohols
- Mixtures containing 85% or more by volume of methanol and/or other alcohols with gasoline or other fuels
- E15 (gasoline containing more than 10% but not greater than 15% ethanol by volume)
- Ethanol flex fuels (gasoline containing more than 10% but not greater than 83% ethanol by volume, excluding E15)
- Coal-derived liquid fuels
- Biodiesel
- Biomass-based diesel
- Biodiesel blends containing more than 5% biodiesel by volume
- Biomass-based diesel blends containing more than 5% biomass-based diesel by volume

What are the requirements for labeling ethanol alternative fuels?

- ❖ [Wisconsin Administrative Code § ATCP 94.300\(1\)](#) requires any device that dispenses a gasoline-ethanol fuel blend of more than 2% by volume of ethanol to be labeled with the maximum volume percent of ethanol at all times the product is offered for retail sale.
 - The label must be on the front or side of the upper half of the dispenser and must be conspicuous and legible to a customer when viewed from the driver's seat of a motor vehicle that is located within 6 feet of the dispensing device.
 - The label must be placed on the face of the dispenser. No label may be placed so that the text is sideways or upside down.
 - Although an octane label is not required for E15, if retailers choose to display an octane label, the ethanol label must be next to the octane label.
- ❖ [Wis. Admin. Code § ATCP 94.300\(1\)](#) also requires all liquid fuel dispensers located at motor fuel dispensing facilities, garages, or other places where liquid fuel products are offered for sale to be conspicuously labeled with the product's automotive fuel rating.
- ❖ E15 may be labeled either Using the Environmental Protection Agency (EPA) label under [Title 40 CFR 80.1501](#) or using the Ethanol Flex Fuel labeling established by The Federal Trade Commission (FTC) under [Title 16 CFR Part 306](#).

- Using the Environmental Protection Agency (EPA) label under [Title 40 CFR 80.1501](#):



- The label must measure 3 and $\frac{5}{8}$ inches wide by 3 and $\frac{1}{8}$ inches high.
 - The label must be placed on the upper two-thirds of each fuel dispenser where the consumer will see the label when selecting a fuel to purchase. For dispensers with one nozzle, the label must be placed above the button or other control used for selecting E15, or in any other manner which clearly indicates which control is used to select E15. For dispensers with multiple nozzles, the label must be placed in the location that is most likely to be seen by the consumer at the time of selection of E15.
- Using Ethanol Flex Fuel labeling similar to the requirements established by The Federal Trade Commission (FTC) under [Title 16 CFR Part 306](#):
 - The label is 3 inches (7.62 cm) wide x 2 1/2 inches (6.35 cm) long. “Helvetica Black” or equivalent type is used throughout. The band at the top of the label contains one of the following:
 - For all flex fuels, the numerical value representing the volume percentage of ethanol in the fuel followed by the percentage sign and then by the term “ETHANOL”; or
 - For ethanol flex fuels containing more than 10 percent and no greater than 50 percent ethanol by volume. The numerical value representing the volume percentage of ethanol in the fuel, followed by the percentage sign and then the term “ETHANOL”
 - At least one label must be posted on each face of each alternative fuel dispenser.
 - If you are selling two or more kinds of alternative fuel with different automotive fuel ratings from a single dispenser, separate labels for each fuel must be posted on each face of the dispenser.
 - The label, or labels, must be placed conspicuously on the dispenser so as to be in full view of consumers and as near as reasonably practical to the price per unit of the automotive fuel.

What are the labeling requirements if I have dual dispensers for ethanol?

- Dispensers installed prior to February 1st, 2009 that do not have a separate nozzle and hose for dispensing ethanol-blended fuels must bear a label clearly warning any purchaser that the first gallon may have more than 10 percent ethanol by volume. This label must be adjacent to the required ethanol rating label, and must meet all labeling requirements specified in Wisconsin Administrative Code § ATCP 94.300(1)(b).
- Wisconsin requires that fueling dispensers installed after February 1st, 2009 have a separate fueling nozzle and hose for dispensing any ethanol-blended motor fuels of more than 10 percent ethanol by volume.