

Environmental Compliance – *with common IT tools*

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Common IT Tools

- Microsoft Excel
- Microsoft Access
 - The Web
- Monitoring Equipment
 - Mobile Devices

Compliance Calendar- Excel

- Track scheduled compliance items
- Use shared workspace for compliance input from many locations
 - Self-filing
 - No traveling or mailing
 - Identify patterns and problems
- Use visual basic forms for ease of data entry

Excel- Compliance Calendar

Albany - January 2008								
TANKS								
	Dents, Bulging Or Corrosion On Tank Exterior? (Enter Y Or N)	Signs Of Oil Leakage On Tank? (Enter Y Or N)	Fuel Lines: Cracks, Leaks, Excessive Wear? (Enter Y Or N)	Level Gauge Working Properly? (Enter Y Or N)	Containment Intact (Interior & Exterior)? (Enter Y Or N)	Sufficient Spill Control And Cleanup Materials Available? (Enter Y Or N)	Inspection Date	Inspector
Tank #1 4,000 gal. Kerosene	Y							
Tank #2 10,000 gal. #2 Fuel Oil	N	N	N	Y	Y	Y		
Tank #3 10,000 gal. #2 Fuel Oil	N	N	N	Y	Y			
Completed?	OK	OK	OK	OK	OK	OK	OK	OK
# of issues	1	0	0	0	0	0		
Albany - February 2008								
TANKS								

Validation and conditional formatting ensure data is correct and easy-to-enter

Each site has its own password-protected tab

Albany

Excel- Calendar Summary

The screenshot shows an Excel spreadsheet with the following data:

1	January 2008 Summary						
2	TANKS					QUARTERLY INS	
3	Location	Completed?	Any Issues?			Comprehensive Site Compliance Eval. (Enter Date)	
4	Albany	Completed	Issues noted, see inspection sheet	1		N/A	
5	Cumberland	Completed	No Issues	1/8/2008	sdc	By March	
6	Holyfield	Completed	No Issues				
7	Smithfield	Completed	No Issues				
8	Weston	Completed	No Issues	1/15/2008	SDC	By March	

Summary page protected to prevent accidental data loss.

- Results of all inspections in one place
- Easily identify issues or incomplete inspections.

Summary

Excel- Visual Basic Forms

Safety Inspection Form

Inspector:

Date: (MM/DD/YY)

Location: Albany Smithfield Weston Cumberland Holyfield

Even easier data entry

1. All exits marked/posted a "Exit" or "Not an Exit". Yes No N/A

2. All exits and main walking aisles free of storage and debris. Yes No N/A

3. Areas outside exits free of debris. Yes No N/A

4. Emergency lighting working and facing correct direction. Yes No N/A

5. Floor/walking surfaces free from slip, trip & fall hazards. Yes No N/A

6. Floor mats in good condition and properly located. Yes No N/A

7. Wet floor signs available and in use. Yes No N/A

8. Stair treads/handrails are in safe condition. Yes No N/A

9. File cabinet drawers closed when not in use. Yes No N/A

10. Electrical wall outlets not overloaded. Yes No N/A

11. Extension cords used only for temporary wiring or portable equipment, which is moved often. Yes No N/A

12. All extension cords or flexible cords free of splice. Yes No N/A

13. Electrical wires neatly organized under & behind desks. Yes No N/A

14. Three-wire equipment or cords equipped with ground pins. Yes No N/A

15. Electrical panels or main disconnects accessible/doors closed. Yes No N/A

16. Access to fire extinguishers, circuit breaker panels, emergency exits are unobstructed. Yes No N/A

17. Electrical & Furnace rooms free of combustible storage. Yes No N/A

18. All receptacles, switches, & junction boxes properly covered. Yes No N/A

19. Ground Fault Circuit Interrupters (GFCI) located in electrical rooms. Yes No N/A

20. GFCI receptacles tested and tagged. Yes No N/A

21. GFCI receptacles tested and tagged. Yes No N/A

22. GFCI receptacles tested and tagged. Yes No N/A

23. GFCI receptacles tested and tagged. Yes No N/A

24. Gauges working / good housekeeping in area. Yes No N/A

25. First aid kit supplies are adequate and filled regularly. Yes No N/A

26. Dock rails in place. Yes No N/A

27. Material Safety Data Sheets (MSDS) and Safety Manual available and accessible to all employees. Yes No N/A

28. Material Safety Data Sheets (MSDS) and Safety Manual available and accessible to all employees. Yes No N/A

29. Material Safety Data Sheets (MSDS) and Safety Manual available and accessible to all employees. Yes No N/A

Results go to a protected spreadsheet

Comments

Submit (click once) Close Form

Compliance Database- Access

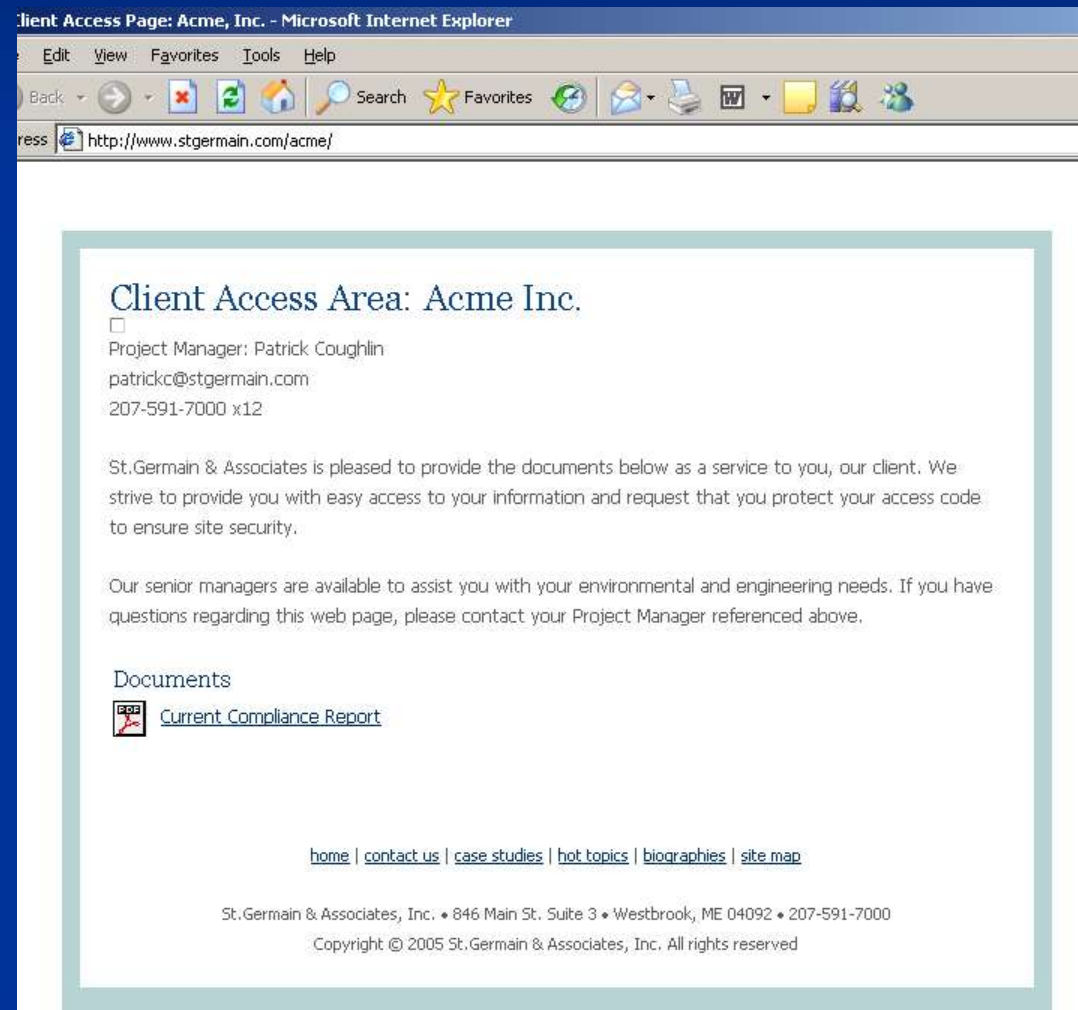
- New regulation?
Pull a report to
see which sites
are affected

Tank Removal Schedule

Required Removal Date	SAI	Property ID	City	State	Tank ID	Product	Store	Capacity	Insta
<i>May 2015</i>									
5/1/2015	2606	FIL'R Up	Sai J Rai	NM	5	DIESEL		8000	5/1/
5/1/2015	2606	FIL'R Up	Sai J Rai	NM	2	PREM		6000	5/1/
5/1/2015	2606	FIL'R Up	Sai J Rai	NM	4	PLUS		6000	5/1/
5/1/2015	2606	FIL'R Up	Sai J Rai	NM	3	PREM		6000	5/1/
<i>April 2016</i>									
4/1/2016	2607	Gas N' St bkers	Springle d	CA	4	DIESEL		6000	4/1/
4/1/2016	2607	Gas N' St bkers	Springle d	CA	3	PREM		8000	4/1/
4/1/2016	2607	Gas N' St bkers	Springle d	CA	2	RNL		6000	4/1/
4/1/2016	2607	Gas N' St bkers	Springle d	CA	1	RNL		6000	4/1/
<i>November 2016</i>									
11/1/2016	2606	FIL'R Up	Sai J Rai	NM	1	RNL		12000	11/1/
<i>March 2019</i>									
3/1/2019	2609	Ted's Gas & Frie s	Albany	MA	6-1	RNL		12000	3/1/
3/1/2019	2609	Ted's Gas & Frie s	Albany	MA	10-1	#2		1000	3/1/
3/1/2019	2609	Ted's Gas & Frie s	Albany	MA	9-1	W/O		1000	3/1/
3/1/2019	2609	Ted's Gas & Frie s	Albany	MA	8-1	PLUS		10000	3/1/
3/1/2019	2609	Ted's Gas & Frie s	Albany	MA	7-1	PREM		10000	3/1/
<i>September 2019</i>									
9/1/2019	2605	Fie lby's	Punta Gorda	PR	6	PREM		10000	9/1/
9/1/2019	2605	Fie lby's	Punta Gorda	PR	7	PLUS		10000	9/1/
9/1/2019	2605	Fie lby's	Punta Gorda	PR	5	RNL		12000	9/1/
<i>December 2021</i>									
12/1/2021	2610	Tie Tank Loader	Cumbe rland	NY	6-2	Diese l		5000	12/1/

Web Tracking

- Make reports/data available anywhere



Web Training

- Training anytime/
anywhere


Requirements for Handling of Hazardous Wastes - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Back Forward Reload Stop Home file:///N:/SAI%20AC

Containment (either in HWSA or SAA)

- Waste must be accumulated in compatible containers that are not rusted, bulging or leaking and are designed to hold the type of waste
- Liquid waste must have secondary containment to prevent waste from leaving the area
- Incompatible wastes cannot be stored in the same container
- Waste containers must be kept closed except when adding waste



Labeling (either in HWSA or SAA)

- Each container must be marked with the words "Hazardous Waste"
- Each label on a container must be visible and easy to read
- Containers must be dated - see below for details

Accumulation Time

- When a waste is placed in the HWSA, it is assigned an "accumulation start date" and

Start | Inbox - Micr... | Rynel Oper... | Wind

Compliance Monitoring – Remote ATG Systems

- Instant notification
- Connect to cell/pager

