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## FSS-AIR-FORM 068B/12

### AVIATION FUELLING EQUIPMENT INSPECTION CHECKLIST

Operating Company:		Facility Supervision:	
Region/Airport facility:			
Inspected by:			
Date:	Time:		
<p>Note: "P" Satisfactory (Use C if wish to comment) – "N" Needs improvement – "U" Unsatisfactory "N/A" Not Applicable – "N" Not observed. List all recommendations for items marked "N" and "U" in the inspection follow up report and indication estimated date of completion. List comments ("C") as appropriate on a separate sheet</p>			

1. OFFICE		COMMENTS	OFFICE COMMENTS
a.	General Condition		q. Spare parts stock
b.	Bulletin board		r. Repair shop and tools
c.	AOS manual chart		s. Hydro kit/SWD storage
d.	Technical Newsletters		t. Critical Alarms / Deactivation Records
e.	Fuelling guide available		u. Operating, Safety & Emer. Procs up to date
f.	Facilities inspection records current		v. Exceptions to Stds & Procs. Documented
g.	Facilities inspection reports		w. Facility/Equip't drawings and info. Up to date
h.	Report documents in order		x. Test Equipment Calibration Records
i.	Delay and accidents reports		y. Control of manuals
j.	Water check records		z. Dispatch Documentations
k.	Filter data "P" and change-out records		aa. Static Stock retest records
l.	Equipment maintenance/testing records		
m.	Tanks cleaning/inspection records		
n.	Filter membrane records Colour/weight		
o.	Hose pressure test and age profile records		
p.	Fuel conductivity records		

2. AIRPORT OPERATING STORAGE AND PLANT		COMMENTS	COMMENTS
a.	Overall Appearance		q. Fuel conductivity
b.	Fire-fighting equipment		r. Overspill protections

c.	Tanks fire walls or dike conditions			s.	Bund Operating capacity / effectiveness	
d.	Grade ID markings			t.	Interceptor operation/performance	
e.	Stairs and platforms			u.	Switch room condition	
f.	Pump suction strainers checked			v.	Cast Iron components (Valves / Strainers)	
g.	Fueller loading/Offload Facilities /Procs			w.	Small bore piping adequately braced	
h.	Dust covers in place			x.	Preventative maintenance programme	
i.	Bonding wires and ground connections			y.	Third Part Interface Procedures	
j.	Pump condition			z.	Retained samples	
k.	Storage tanks condition / cleaning			aa.	Sealing of access points	
l.	Manholes/vents/pressure relief			bb.	Sampling and test procedures	
m.	Floating suction – moving/bonded					
n.	Water sumps/drain procedures					
o.	Filter operations					
p.	Filter element change and inspection dates					

<b>3. HYDRANT SYSTEM</b>			COMMENTS				COMMENTS
a.	Pump sequence control			h.	Hydrant valve assembly condition		
b.	Pressure Control			i.	Grade ID marking		
c.	Low point drains			j.	Surge suppressor pressure		
d.	Emergency Shutdown			k.	Hydrant Valve closure time		
e.	Hydrant pit-clean/cover/leaks			l.	Leak detection system		
f.	Hydrant valve lanyards			h.	Cathodic Protection		

<b>4. SPECIAL EQUIPMENT</b>		COMMENTS
a.	Overall Appearance	
b.	Grade identification	
c.	Pumping system	
d.	Filters	
e.	Hoses	
f.	Nozzles and screens	
g.	Meter	

<b>5. PERSONNEL</b>			COMMENTS				COMMENTS
a.	Attire			e.	Training programme		
b.	Job Acknowledge			f.	Training log for all personnel		
c.	Equipment knowledge			g.	Job description		
d.	Job performance			h.	Organization chart		

<b>1. HYDRANT SYSTEM</b>			COMMENTS				COMMENTS
a.	Periodic fire fighting practices			i.	Emergency plants issued to staff		
b.	No smoking signs posted			j.	Oil spill response plan/equipment		
c.	First aid provision			k.	Training exercises held		
d.	Emergency phone number displayed			l.	Operating procedures		
e.	Safety programme			m.	Permit work systems		

f.	Samples properly discarded		n.	Handling labelling and waste disposal
g.	Fuel relaxation time		o.	Fire Alarm system
h.	Plant security and lighting		p.	Material Safety Data sheets for all products

Comments:

**Inspectors**

Name / Signature / Date: .....

Name / Signature / Date: .....

Name / Signature / Date: .....

**Inspection Follow-up Report**

Item No.	N/U	Brief Recommendation	Status	Comment