

Page: Applicant Information

Is Recertificated

Select one or more options

Yes

Category *

Select one Category

- Streamlined
- Full
- New

Terminal Name *

Plant Id

Terminal Address *

Street:

Line2:

City:

CountryCode:

State:

Zip:

Distance in feet to nearest neighbor of any type (residential, commercial, industrial) measure from the tank, product storage, or handling area to the closest publicly occupied neighboring structure. *

Facility Location (check all that apply) *

Select one or more options

- Urban
- Industrial
- Rural
- Residential
- Quarry

Storage capacity in tons *

Type of site (check all that apply) *

Select one or more options

- Neat asphalt cement
- Polymer/Modified Asphalt Cement
- Emulsified Asphalt
- Cutback asphalt

Company ID

Company/Branch Name *

Company Address *

Street:

Line2:

City:

CountryCode:

State:

Zip:

Applicant First Name *

Applicant Last Name *

Applicant Email *

Applicant Name *

Applicant Email *

Applicant Phone # *

Applicant Address

This address will be used to mail plaque date bars.

Street:

Line2:

City:

CountryCode:

State:

Zip:

Division Manager Name

Division Manager Phone #

Division Manager Email

Parent Company ID

Added by developer help to retrieve old applications from cache table

Type

Added by Developer help in calculate category for new applications

Program

Added by developer help to retrieve old applications from cache table

Is there a practice or operation at your facility that is innovative or sets your facility apart? This can be related to safety, environmental practices, sustainability, community outreach, appearance, etc. Do you have any additional information about your facility that you would like to provide?

Page: Section 1: Appearance

Rate condition of the paint on piping and loading racks? *

Select one option

- 1 - Poor (1 point)
- 2 (2 points)
- 3 (3 points)
- 4 (4 points)
- 5 - Excellent (5 points)

Rate condition of the paint on office and other fixed structures (e.g. lab). *

Select one option

- 1 - Poor (1 point)
- 2 (2 points)
- 3 (3 points)
- 4 (4 points)
- 5 - Excellent (5 points)

Rate condition of the paint on tanks? *

Select one option

- 1 - Poor (1 point)
- 2 (2 points)
- 3 (3 points)
- 4 (4 points)
- 5 - Excellent (5 points)

Is there a visible sign clearly identifying the facility? *

Select one option

- No (0 points)
- Yes (3 points)

Rate the appearance and extent of entrance landscaping. *

Select one option

- 0 - None (0 points)
- 1 (1 point)
- 2 (2 points)
- 3 (3 points)
- 4 - Very Attractive (4 points)

Rate the appearance and extent of landscaping in and around the property, including the entrance? *

Select one option

- 0 - None (0 points)
- 1 (1 point)
- 2 (2 points)
- 3 (3 points)
- 4 - Very Attractive (4 points)

Is inactive equipment stored in a neat and organized fashion and abandoned equipment disposed of promptly? *

Select one option

- No (0 points)
- Yes (3 points)

Rate the overall appearance of the terminal facility *

Select one option

- 1 - Unappealing (1 point)
- 2 (2 points)
- 3 (3 points)
- 4 (4 points)
- 5 - Very Appealing (5 points)

Entrance and roads *

Select one option

- Unattractive or Unpaved (0 points)
- Attractive (3 points)

Facility/Site Non-roadAreas and Parking Lots *

Select one option

- Unattractive or Unpaved (0 points)
- Attractive (3 points)

Disqualify?

This field is hidden from applicants and denotes if a disqualifying selection has been made on the current page

Select one or more options

- Yes

Section 1 Score (%)

Section 1 Score

Section 1 Max Score

Page: Section 2: Operations

SOPs have been developed for the common tasks completed on a daily/weekly basis and all employees have been trained on these procedures.

*

Select one option

- No (0 points)
- Yes (5 points)

Are records of employee training of SOPs current and available for inspection?

*

Select one option

- No (0 points)
- Yes (5 points)

Are records of equipment and safety inspections on file at the facility for review and inspections conducted per SOPs? *

Select one option

- No (0 points)
- Yes (5 points)

Max fill for tanks *

Select one option

- No (0 points)
- Yes (5 points)

Max pressure and flows for pumps *

Select one option

- No (0 points)
- Yes (5 points)

Max temperatures for stored products *

Select one option

- No (0 points)
- Yes (5 points)

Loading rates *

Select one option

- No (0 points)
- Yes (5 points)

Are procedures in place to prevent improper valve setup or operating errors? *

Select one option

- No (0 points)
- Yes (5 points)

Are all lines labeled properly, including flow direction arrows? *

Select one option

- No (0 points)
- Yes (3 points)

Are sample points configured properly? *

Things to consider: are sampling points properly marked, in a secure and safe location, does the sampling valve have a dual shutoff valve in

case first valve is stuck; is there a sampling shelf or wire security type cage to hold the sample can in place to eliminate holding the can for sampling?

Select one option

- No (0 points)
- Yes (5 points)

Is a remote sampling device used? (Bonus)

Bonus

Select one option

- No (0 points)
- Yes (2 points)

Are tank temperatures maintained at least 25°F (14°C) below the flash point of the stored product? *

Select one option

- No (Disqualify)
- Yes (1 point)

Are asphalt products stored above 350°F (176°C)? *

Storing asphalt at temperatures greater than 350°F (176°C) can cause asphalt condensation and the buildup of deposits on the roof surface. These deposits can oxidize, generate heat, and possibly autoignite at temperatures of 375°F or higher.

Select one option

- No
- Yes

Is an inert gas blanketing system(oxygen concentration less than 5%) used to prevent oxidation of deposits in tanks holding asphalt products at temperatures greater than 350°F (176°C)?

Select one option

- No (0 points)
- Yes (5 points)

Are you employing odor mitigation measures for your tanks? *

Select one option

- No (0 points)
- Masking Agent (2 points)
- Odor Remover (3 points)
- Vapor Control Technology (5 points)

Is there a vacuum-assisted vapor/mist management system for loading racks that is operable and being used routinely? *

Select one option

- No (0 points)
- Yes (5 points)

Do you use steam boilers? *

Select one option

- Yes
- No

Are boilers inspected semiannually, or as required by your permit, by qualified inspectors?

Select one option

- No (0 points)
- Yes (5 points)

Is boiler water monitored by a qualified individual?

Select one option

- No (0 points)
- Yes (5 points)

Are burner tuneups performed with a gas analyzer at least once per year or as required by your operating permit?

Select one option

- No (0 points)
- Yes (5 points)

Are run times and blowdown intervals tracked and are records on file at facility?

Select one option

- No (0 points)
- Yes (3 points)

Is tracked information about run times and blowdown intervals used to make operational improvements? (Bonus)

Bonus

Select one option

- No (0 points)
- Yes (2 points)

Are visible stack emissions controlled?

Select one option

- No (0 points)
- Yes (5 points)

Do you use hot oil systems? *

Select one option

- Yes
- No

Are burner tuneups with gas analyzer performed at least annually or as required by your operating permit?

Select one option

- No (0 points)
- Yes (5 points)

Are heat trace lines reviewed and insulation inspected regularly?

Select one option

- No (0 points)
- Yes (5 points)

Do you conduct an annual oil analysis of your heat transfer system?

Select one option

- No (0 points)
- Yes (5 points)

How is fugitive dust controlled on your roadways? *

Select one option

- All traveled surfaces paved and maintained with regular sweeping (5 points)
- Automated sprinkler system (5 points)
- None (0 points)

Does your site use darksky friendly light fixtures or have you implemented other practices to reduce light pollution and light trespass? *

Select one option

- No (0 points)
- Yes (2 points)

Do you have an active internal ISO or 6S certification (six sigma lean) program ongoing for your facility? (Bonus)

Bonus

Select one option

- No (0 points)
- Yes (2 points)

Disqualify?

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Select one or more options

- Yes

Section 2 Score (%)

Section 2 Score

Section 2 Max Score

Page: Section 3: Environmental Practices

Are the facility's underground storage tanks in compliance with existing and proposed regulations. *

Eg: <http://yosemite.epa.gov/opei/rulegate.nsf/byRIN/2050AG46#5>

Select one option

- No (Disqualify)
- Yes (2 points)
- Does not apply (2 points)

Do you maintain an inventory of no more than 15 empty drums in a storage facility?intain orderly appearance and proper storage of full and empty drums? *

Select one option

- No (0 points)
- Yes (2 points)

Is there a designated area for unloading? *

Select one option

- No (0 points)
- Yes (2 points)

Does the offload area have appropriate secondary containment? *

Select one option

- No (0 points)
- Yes (2 points)

Are visible emissions controls in place for material loading/unloading? *

Select one option

- No (0 points)
- Yes, as required (3 points)
- Yes, beyond legal requirements (5 points)
- N/A (0 points)

If required, has your facility submitted any and all necessary documentation in accordance with SARA (Superfund Amendment and Reauthorization Act) Title III? *

AKA the Emergency Planning and Community Right to Know Act (EPCRA) Link to [https:// www.epa.gov/sites/production/files/2017-08/documents/epcra_fact_sheet_overview_8-2-17.pdf](https://www.epa.gov/sites/production/files/2017-08/documents/epcra_fact_sheet_overview_8-2-17.pdf)

Select one option

- No (Disqualify)
- Yes (2 points)
- Does not apply (2 points)

Has your company developed an environmental management guide that is used at the facility, reviewed, updated as necessary, and employees trained on the guide? *

Select one option

- No (0 points)
- Yes (5 points)

Are emergency response plan procedures readily available onsite, and employees trained on its content? *

Select one option

- No (0 points)
- Yes (5 points)

Are emergency response plan procedures readily available onsite? *

Select one option

- No (0 points)
- Yes (5 points)

Are all drums, tanks, and containers properly labeled and stored appropriately? *

Select one option

- No (Disqualify)
- Yes (1 point)

Is your air permit or nonapplicability letter maintained on site and available for inspection? *

Select one option

- No (0 points)
- Yes (3 points)

Disqualify?

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Select one or more options

- Yes

Section 3 Score (%)

Section 3 Score

Section 3 Max Score

Page: Section 4: Safety & Hazard Communication

Are traffic patterns clearly identified and posted? *

Select one option

- No (0 points)
- Yes (5 points)

Are speed limits posted on roads? *

Select one option

- No (0 points)
- Yes (5 points)

Are exits and egress routes clearly identified? *

Select one option

- No (0 points)
- Yes (5 points)

Are there signs reminding drivers to secure their hatches and outlet valves? *

Select one option

- No (0 points)
- Yes (5 points)

Are there designated parking areas for cars and trucks? *

Select one option

- No (0 points)
- Yes (2 points)

Is there a vehicle pedestrian segregation plan/program in place and maintained? Have all employees and visitors been trained on this plan? *

Select one option

- No (0 points)
- Yes (2 points)

On the the roads approaching your facility entrance

Are there appropriate signs warning the public of truck entrances and exits? *

Select one option

- No (0 points)
- Yes (5 points)

Do you have third-party haulers? *

Select one option

- No
- Yes

Do you have terminal access agreements for all third-party haulers? *

Select one option

- No (0 points)
- Yes (5 points)

Do you provide and verify site specific training for all personnel (company and third party)? *

Select one option

- No (0 points)
- Yes (5 points)

Is there a written safety program that includes a formal training program designed to protect workers? *

Select one option

- No (0 points)
- Yes (5 points)

Has an analysis of potential thermal hazards and rotating and moving parts of equipment been conducted, e.g. steam lines, hot oil lines, chains, gears, etc. and appropriate guarding and insulation been provided to protect workers? *

Select one option

- No (Disqualify)
- Yes (2 points)

Are the facility's ladders, stairways, runways, railed walkways, etc. in compliance with OSHA rules? *

Select one option

- No (Disqualify)
- Yes (2 points)

Is personal protective equipment provided to workers? Such as : hard hats, safety glasses, welding helmets, first-aid supplies, respiratory protection, hand and foot protection, fall protection, H2S, etc. as needed. *

Select one option

- No (Disqualify)
- Yes (2 points)

Is there a written fire safety plan that includes, at a minimum, the following: fire exits clearly marked, routine inspection of fire extinguishers, written emergency evacuation plan and the locations of fire extinguishers clearly marked? *

Select one option

- No (0 points)
- Yes (5 points)

Are the valves positioned properly and is there safe access to these valves? *

Select one option

- No (0 points)
- Yes (5 points)

Are start/stop switches and electrical switchgear properly labeled? *

Select one option

- No (0 points)
- Yes (5 points)

Are NFPA 70E compliant labels affixed to the panels of Motor Control Centers, switchgear and breaker boxes?

Select one option

- No (Disqualify)
- Yes (1 point)

Are SDSs (Safety Data Sheets) on file and available to workers at the site? *

Select one option

- No (Disqualify)
- Yes (2 points)

Are appropriate hazard warning signs posted? Such as: hard hat area, noise protection area, cell phone use, hot surfaces, etc. as needed. *

Select one option

- No (0 points)
- Yes (2 points)

Do you provide sitespecific hazard awareness training for contractors? *

Select one option

- No (0 points)
- Yes (5 points)

Do you provide a site orientation for first responders? *

Select one option

- No (0 points)
- Yes (5 points)

Is adequate safety equipment (fire extinguishers, eye wash stations, safety showers) in place and working properly? *

Select one option

- No (Disqualify)
- Yes (2 points)

Lockout/tagout/tryout? *

Select one option

- No (Disqualify)
- Yes (2 points)

Confined space, including labeling of confined space locations? *

Select one option

- No (Disqualify)
- Yes (2 points)

First Aid, CPR, and AED? *

Select one option

- No (Disqualify)
- Yes (2 points)

Hazard communication(HAZCOM) training? *

Select one option

- No (Disqualify)
- Yes (2 points)

Prevention of hydrogen sulfide exposure? *

Select one option

- No (Disqualify)
- Yes (2 points)

Fall prevention? *

Select one option

- No (Disqualify)
- Yes (2 points)

Hearing Protection? *

Select one option

- No (Disqualify)
- Yes (2 points)

Burn hazards and appropriate PPE? *

Select one option

- No (Disqualify)
- Yes (2 points)

Other written programs for safety (specify here):

aliasd983197340224e16b23fcc56ace08c3d

Select one option

- No (0 points)
- Yes (5 points)

Disqualify?

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Select one or more options

- Yes

Section 4 Score (%)

Section 4 Score

Section 4 Max Score

Page: Section 5: Permitting & Regulatory Compliance

Is there a current SPCC (Spill Prevention, Control and Countermeasures) plan in place and is it updated as required by law? *

Select one option

- No (Disqualify)
- Yes (2 points)

2. Is there a current SWPPP (Storm Water Pollution Prevention Plan) in place? Note: If the company has determined that all stormwater is contained on the terminal site, or if the facility is exempt from NPDES regulations due to its NAICS code ,and therefore no SWPPP is required, click Yes. *

<https://www.epa.gov/npdes/developing-stormwater-pollution-prevention-plan-swppp>

Select one option

- No (Disqualify)
- Yes (2 points)

Do you have a designated person who monitors compliance? *

Select one option

- No (Disqualify)
- Yes (2 points)

Are situations which are out of compliance corrected promptly? *

Select one option

- No (0 points)
- Yes (5 points)

Are copies of permits to operate available onsite? *

Select one option

- No (0 points)
- Yes (5 points)

Are your environmental approval letter and the inspection reports maintained on site and available for inspection? *

Select one option

- No (0 points)
- Yes (5 points)

Are facility personnel trained and knowledgeable as to permit requirements? *

Select one option

- No (0 points)
- Yes (5 points)

If required by 40 CFR 112.20 and 112.21, does your facility have a Facility Response Plan to respond to a "worst case" oil discharge? *

Select one option

- No (0 points)
- Yes (5 points)

Does your facility have an Emergency Action Plan to ensure all employees know how to respond to an emergency situation, such as a fire or explosion, in accordance with 29 CFR 1910.38? *

Select one option

- No (Disqualify)
- Yes (2 points)

If applicable, have you had your annual Coast Guard Waterfront Facility inspection, and do you maintain your inspection report on file? *

Select one option

- No (0 points)
- Yes (5 points)
- N/A (5 points)

If applicable, have you had a Federal Railroad Administration inspection, and do you maintain your inspection report on file? *

Select one option

- No (0 points)
- Yes (5 points)
- N/A (5 points)

Disqualify?

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Select one or more options

Yes

Section 5 Score (%)

Section 5 Score

Section 5 Max Score

Page: Section 6: Community Relations**Involving and informing community leaders and neighbors in plans which may affect them ***

Select one option

- No (Disqualify)
- Yes (2 points)

A method provided to members of the community to directly contact the company and express concerns? *

Select one option

- No (0 points)
- Yes (5 points)

Open house(s) and/or tours of facility/site for neighbors, press, local officials, etc. *

In light of COVID19, please answer based on whether you have conducted these activities in the last 1-5 years.

Select one option

- No (0 points)
- 1 event (2 point)
- 2 events (3 points)
- 3 or more events (4 points)

Educational program(s) at local school(s) *

In light of COVID19, some of these activities will be difficult. Alternative suggestions are to provide materials to schools that can be used in online learning, or other creative methods to help the schools.

Select one option

- No (0 points)
- Yes (2 points)

Sponsorships of community sports teams (Little League, etc.) and donations of funds to not-for-profit organizations *

Select one option

- No (0 points)
- Yes (5 points)

Participation in local environmental activities and groups *

In light of COVID19, some of your typical activities may be difficult or impossible. Alternative activities could include setting up a wildlife habitat at your plant/company, Adopt-A-Highway, small, socially distanced clean ups.

Select one option

- No (0 points)
- Yes (5 points)

Have you done any other community involvement activities not listed above? *

Select one option

- No
- Yes

Please specify? *

(5 points)

Have received an award from the community for outstanding community service within the past 2 years? *

Select one option

- No
- Yes

Name the award and granting organization. *

(5 points) - Bonus

Disqualify?

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Select one or more options

- Yes

Section 6 Score (%)

Section 6 Score

Section 6 Max Score

Application Score

Page: Photos and Affidavit

A minimum of 5 photos must be uploaded on a new or full renewal application. One photo must be of the plant loadout in operation, one a long shot of the plant, and one of the plant entrance. Photos must have been taken during the last calendar year. Photos may be used by NAPA for marketing purposes. **Note: The photo that is uploaded in the first slot will appear in the online Awards Gallery. Please upload your best photo in the first slot.**

Photo #1 *

[File Upload]

Photo #2 *

[File Upload]

Photo #3 *

[File Upload]

Photo #4 *

[File Upload]

Photo #5 *

[File Upload]

Upload more photos? *

Select one option

- No
- Yes

Photo #6

[File Upload]

Photo #7

[File Upload]

Photo #8

[File Upload]

Photo #9

[File Upload]

Photo #10

[File Upload]

I HEREBY CERTIFY THAT THIS SELF-ASSESSMENT AND ALL INFORMATION PROVIDED IS ACCURATE AND TRUE, AND THAT ALL PHOTOGRAPHS WERE TAKEN DURING THE CURRENT YEAR. *

Select one or more options

- I agree

Affidavit Upload *

Download and complete the [Full Renewal Affidavit](#). Once completed, upload it here.

[File Upload]

Have any changes been made to company name or plant name? *

Select one option

- Yes
- No

Plant Manager *

Enter the plant manager's name and email address. An email will be sent to the plant manager requesting a digital signature on this affidavit.

FullName:

Email:

Division Manager / Executive *

Enter the division manager's name and email address. An email will be sent to the plant manager requesting a digital signature on this affidavit.

FullName:

Email:

Outside Third Party *

Enter the name and email address of an outside third party that will attest that your plant is a good neighbor in the community. Affidavits may be signed by the following individuals: an elected official (mayor, councilman, representative, etc.); officer of a nearby homeowner's association; official of a local civic group (Rotary, Kiwanis, Chamber of Commerce); Boy Scout or Girl Scout leader whose troop has toured the plant; a teacher at a nearby school whose class has toured the plant, an engineer from the city or county; SAPA Director; or an employee from the DOT, local highway department, or public works agency. For others, please contact [Ebony Ealey](#).

FullName:

Email: