The following checklist is a guide. It may be used in its entirety or be modified to the specific user’s needs by adding or subtracting items from the checklist. For questions concerning any item, contact the Office of Environmental Health and Safety.

### (20) FUELING

Name: ___________________________ Date: ___________________________

Location of Inspection: _________________________________________________________

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| 1. Is it prohibited to fuel an internal combustion engine with a flammable liquid while the engine is running? | Yes □ No □ | Comments: ___________________________
|   |   |   | Comments: ___________________________
| 2. Are fueling operations done in such a manner that likelihood of spillage will be minimal? | Yes □ No □ | Comments: ___________________________
|   |   |   | Comments: ___________________________
| 3. When spillage occurs during fueling operations, is the spilled fuel cleaned up completely, evaporated, or other measures taken to control vapors before restarting the engine? | Yes □ No □ | Comments: ___________________________
|   |   |   | Comments: ___________________________
| 4. Are fuel tank caps replaced and secured before starting the engine? | Yes □ No □ | Comments: ___________________________
|   |   |   | Comments: ___________________________
| 5. In fueling operations is there always metal contact between the container and fuel tank? | Yes □ No □ | Comments: ___________________________
|   |   |   | Comments: ___________________________
| 6. Are fueling hoses of a type designed to handle the specific type of fuel? | Yes □ No □ | Comments: ___________________________
|   |   |   | Comments: ___________________________
| 7. Is it prohibited to handle or transfer gasoline in open containers? | Yes □ No □ | Comments: ___________________________
|   |   |   | Comments: ___________________________
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| 8. Are open lights, open flames, or sparking or arcing equipment prohibited near fueling or transfer of fuel operations? | Yes □ No □ | Comments: _______________________
|   |   |   |
| 9. Is smoking prohibited in the vicinity of fueling operations? | Yes □ No □ | Comments: _______________________
|   |   |   |
| 10. Are fueling operations prohibited in building or other enclosed areas that are not specifically ventilated for this purpose? | Yes □ No □ | Comments: _______________________
|   |   |   |
| 11. Where fueling or transfer of fuel is done through a gravity flow system, are the nozzles of the self-closing type? | Yes □ No □ | Comments: _______________________