



Underground Petroleum Storage Systems Registration

116 Adelaide Street, Raymond
Terrace NSW 2324

PO Box 42
Raymond Terrace NSW 2324

p (02) 4988 0255 | f (02) 4988 0130
e Compliance@portstephens.nsw.gov.au

ABN 16 744 377 876

In accordance with Port Stephens Council's Underground Petroleum Storage Systems (UPSS) inspection program and the Protection of Environment Operations (Underground Petroleum Storage Systems) Regulation 2019.

PART A

PERSON RESPONSIBLE

The person responsible for a UPSS is the person who has management and control of the system. The person responsible must have procedures and systems in place to detect and fix any fuel leaks as early as possible, and document these in a Fuel System Operation plan.

Name	<input type="text"/>		
Phone	<input type="text"/>	Email	<input type="text"/>
Address	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>

PART B

UNDERGROUND PETROLEUM STORAGE SYSTEMS (UPSS) SITE DETAILS

Site Name	<input type="text"/>		
Service station owner's name (individual or company)	<input type="text"/>		
Site Address	<input type="text"/>	Lot	<input type="text"/>
		DP	<input type="text"/>
Suburb	<input type="text"/>	State	<input type="text"/>
		Postcode	<input type="text"/>
Phone	<input type="text"/>	Email	<input type="text"/>
No. of tanks	<input type="text"/>	Construction material(s)	<input type="text"/>
Ground water wells or alternate leak detection system installed	<input type="checkbox"/>	Fuel Service Operation Plan (FSOP) accessible	<input type="checkbox"/>

The [Guidelines for Implementing the Protection of the Environment Operations \(Underground Petroleum Storage Systems\) Regulation 2019](#) explain how owners can meet the requirements to monitor for, detect and fix leaks promptly to protect the environment and save costly clean-ups. They also set out the performance requirements for maintenance, procedures for fuel storage and delivery, record-keeping, reporting leaks and decommissioning unused systems. For further information, please visit www.epa.nsw.gov.au.

PART C

DECLARATION AND SIGNATURE OF PERSON RESPONSIBLE

I confirm that the above particulars are true and correct. I understand that the UPSS may be subject to inspection in line with requirements of the Protection of the Environment Operations (Underground Petroleum Storage Systems) Regulation 2019.

Name

Date

Signature

PRIVACY

Port Stephens Council is committed to protecting your privacy. We take reasonable steps to comply with relevant legislation and Council policy.

Purpose: The purpose of this form is to obtain your business details in accordance with Port Stephens Council's Underground Petroleum Storage Systems (UPSS) inspection program and the Protection of Environment Operations (Underground Petroleum Storage Systems) Regulation 2019.

Intended recipients: Council staff and third parties as appropriate.

Supply: Voluntary.

Consequence of Non Provision: Non-compliance with the Protection of Environment Operations (Underground Petroleum Storage Systems) Regulation 2019.

Storage and security: This document will be placed on the relevant file and/or saved in Council's records management system in accordance with Council policy and relevant legislation.

Access: Please contact Council on 02 4988 0255 to enquire how you can access information.