



**OKLAHOMA CORPORATION COMMISSION**  
**PETROLEUM STORAGE TANK DIVISION**  
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### Ballasting with Fuel at Tank Installations

This policy is regarding ballasting with fuel at a petroleum storage tank installation. The statute found at 17 O.S. §308 B states that “no person shall deposit a regulated substance into a storage tank system unless the system is operating pursuant to a permit issued by the Commission.” The definition of a permit at 17 O.S. §303.29 states that it can be a registration, permit, license, or other authorization issued by the Commission to operate a storage tank system. In order to register a tank and obtain a “valid permit” the installation testing of the tank, lines, and leak detectors must be submitted with the OCC Registration Form.

In order for Compliance to continue to receive the installation testing and to enable tank owners to comply with the law and gain access to the Indemnity Fund in case of a release, the OCC requires submittal of a tank installation scheduling form and the issuance of a temporary fuel authorization letter before fuel can be placed in a tank. This is required at any facility installing a new tank. The temporary fuel authorization letter will be sent to the tank owner giving 90-day approval for fuel to be placed in the tank before an official tank permit is obtained. This letter is site specific and must be received for each new installation. At the completion of the new tank installation and within 30 days, an OCC tank registration form containing the original signatures of the licensed tank installer and tank owner must be submitted along with the required installation testing, photographs of the tank and piping system components before they are covered, as-built drawing of the entire tank system and manufacturer installation checklists. Once these items are received, a tank registration invoice will be issued and mailed to the owner address provided on the registration form. Upon receipt of payment, an official OCC tank permit will be mailed. In order to expedite the process, the tank registration fee may be paid when the registration form is submitted.

If the installation and required testing is not complete by the 90-day expiration date, a new scheduling form to request an extension of the temporary fuel authorization must be submitted.

**Please note, this temporary authorization is for testing purposes only. You cannot use the authorization letter for the purpose of marketing fuel.** Operating a storage tank system (dispensing fuel) without a valid Commission-issued tank permit will subject the owner/operator to system shutdowns and fines. Also, if a release occurs at an installation and the scheduling form was not received and the temporary fuel authorization letter was not issued giving approval for fuel to be placed in the tanks, the tank owner will not be eligible for access into the Indemnity Fund.

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