

Balance Phase II EVR System for  
Protected Aboveground Storage Tanks (AST)

**Table 1: Annual Inspection Requirements/Checklist for  
Hirt VCS 100-2 VaporTek® Processor**

**DATE OF TEST:**

SERVICE COMPANY NAME	SERVICE COMPANY'S TELEPHONE
SERVICE TECHNICIAN	HIRT TECHNICIAN CERTIFICATION # (as applicable) ICC or DISTRICT TRAINING CERTIFICATION (as applicable)
STATION NAME	DISTRICT PERMIT #
STATION ADDRESS	CITY STATE ZIP
Instructions: Perform each step and check each box after step is completed. File completed checklist with station's Maintenance Records.	
<b>1.</b>	Turn OFF electrical power to processor.  <b>CAUTION:</b> The processor can be hot from operation. Use caution when removing Weather Cover, Shell, and raising Inner Stack; they are HOT! <div style="float: right; text-align: right;"> <input type="checkbox"/> </div>
<b>2.</b>	Remove Weather Cover. Look inside stack and burner chamber to check for debris. Remove any debris. <div style="float: right; text-align: right;"> <input type="checkbox"/> </div>
<b>3.</b>	Remove padlocks, if any, and remove Shell from processor. <div style="float: right; text-align: right;"> <input type="checkbox"/> </div>
<b>4.</b>	Loosen stack bolt and raise Inner Stack. The pilot and igniter/sensor are now exposed. The internals should be checked for foreign material. Remove any foreign material. <div style="float: right; text-align: right;"> <input type="checkbox"/> </div>
<b>5.</b>	Check igniter/sensor for carbon buildup. Replace Pilot Tip assembly if excessive buildup. See instructions that come with replacement Pilot Tip for installation details. <div style="float: right; text-align: right;"> <input type="checkbox"/> </div>

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<b>6.</b>	Visually check all processor piping and tubing for leaks (this is checked when conducting TP-206.3 and Exhibit 4 of Executive Order VR-501). Check metal tubing and piping for kinks, worn areas, and cracks, or deterioration. Check piping and metal tubing fittings to insure that they are strong and tight sealing. Replace any components that show any wear, cracks, or deterioration.	<input type="checkbox"/>
<b>7.</b>	Conduct Exhibit 8 of Executive Order VR-501 "Hirt VCS 100-2 VaporTek® Processor with Indicator Panel Operability Test Procedure"	<input type="checkbox"/>
<b>8.</b>	Check setting of Pilot Needle Valve adjustmet (section 8.8 of HIRT VCS 100-2 VaporTek® IOM).	<input type="checkbox"/>
<b>9.</b>	Lower Inner Stack and Tighten bolt. Replace Shell, Weather Cover, and padlocks removed for visual inspection.	<input type="checkbox"/>
<b>10.</b>	Verify handle on 3-way valve is in down position – Processor to AST Ullage.	<input type="checkbox"/>
<b>11.</b>	Turn ON electrical power to processor.	<input type="checkbox"/>