



# Underground Storage Tank Report 6 Paperless Reporting Requirements

Certified Unified Program Agencies and Participating Agencies (CUPAs) that administer and implement the Underground Storage Tank (UST) program are required pursuant to Section 2713(c) of title 23 and section 15290 of title 27 of the California Code of Regulations to semiannually submit UST information to the State Water Resources Control Board (State Water Board). With the implementation of California Environmental Reporting System (CERS) several CUPAs have expressed interest in a paperless Report 6.

In coordination with the State Water Board, California Environmental Protection Agency (CalEPA) developed the ability to calculate Report 6 information from CERS. When authorized by the State Water Board, CUPAs that have complete and current UST related data in CERS may use the CERS Report 6 as a semiannual reporting option, hereafter referred to as 'paperless reporting'. CUPAs approved for paperless reporting are required to review their data in CERS for each reporting period, identify any discrepancies to the number of USTs, and certify that the other data in the CERS Report 6 is correct.

CUPAs wishing to initiate paperless reporting must email the attached request / certification to [steven.mullery@waterboards.ca.gov](mailto:steven.mullery@waterboards.ca.gov). The State Water Board requires one full reporting period to verify CUPA data in CERS and to allow time for the CUPA to correct or update any discrepancies, so please plan accordingly.

**In order to fulfill their regulatory requirement to semiannually submit UST information, CUPAs approved for paperless reporting must submit this certification on or before the due date for each reporting period (March 1 and September 1).** The State Water Board will send a notice with the certification reminder approximately 60 days before the deadline. Failure to provide the certification, or failure to maintain accurate UST data in CERS, may result in the State Water Board rescinding the CUPA's approval for paperless reporting.

CUPAs may find that the first certification takes extensive time to verify the data in CERS. However, once completed, future certifications should become less time consuming provided data in CERS is kept current on an ongoing basis. Only those CUPAs in good standing with CalEPA and State Water Board evaluation inspection and reporting criteria are eligible.

For more information contact Steven Mullery at [steven.mullery@waterboards.ca.gov](mailto:steven.mullery@waterboards.ca.gov), (916)341-5850 or Dan Firth [daniel.firth@waterboards.ca.gov](mailto:daniel.firth@waterboards.ca.gov), (916)341-5711.

## Request/Certification for Paperless Report 6 Reporting

Name of CUPA \_\_\_\_\_

Name of requesting responsible CUPA manager: \_\_\_\_\_

Date of request: \_\_\_\_\_

I certify that the following information was verified on \_\_\_\_\_ as correct in CERS Report 6 and the Red Tag Report for the reporting period \_\_\_\_\_

**Column B:** The total number of regulated UST facilities in our jurisdiction.

*(This number is the total number of facilities in CERS where the UST submittal element is set to 'applicable' or 'always applicable'.)*

**Columns C and G:** The total number of active (including temporarily closed) UST tank by type (petroleum / hazardous substances).

*(This number is a count of existing and new tanks from accepted UST submittals.)*

**Columns D and I:** The number of UST tank systems permanently closed or removed during this reporting period by type (petroleum / hazardous substances).

*(This number is a count from accepted UST submittals. Note: when a UST facility status is set to 'not applicable' tank closures will not appear as part of an accepted submittal and therefore will not be reported in this column of CERS Report 6. This creates a discrepancy that must be reported below.)*

**Columns F and J:** The number of petroleum and hazardous substances tank systems reclassified under APSA.

**Column K:** The number of routine inspections conducted during this reporting period.

**Columns L, M, N, O, P, Q, R, and S:** A TCR determination has been made and entered into CERS for each routine inspection conducted during this reporting period.

**Red Tag Report:** All currently Red Tagged USTs are listed in the CERS Red Tag Report regardless of the date the Red Tag was issued.

To review data currently in the CERS Regulator portal, please use the "Inspection Summary Report by Regulator (Report 6)" and "Red Tag Facility Details Report" which are under the UST Program Reports section of the Reports page.

List below any discrepancies to the number of USTs for this reporting period. All other statements must be correct or the CUPA must take necessary corrective action prior to the reporting deadline.

**Petroleum USTs Discrepancies:**

**Hazardous Substance USTs Discrepancies**