



Massachusetts Department of Environmental Protection
Bureau of Waste Prevention – Stage II Vapor Recovery Program

Stage II Form H

Change of Stage II Compliance Testing Company Documentation

Important:

When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



A. Current Stage II Compliance Testing Company Documentation

Name of the Stage II Compliance Testing Company on record in the Department's Stage II database (please print)

Facility address

City/town

State

Zip code

DEP Stage II Compliance Testing Company ID#: _____

B. Revised Stage II Compliance Testing Company Documentation

1. Name of Stage II Compliance Testing Company

Has the name of the Stage II Compliance Testing Company, on record in the Department's Stage II database, changed?

Yes

No

If yes, please identify the new name of the Compliance Testing Company below. If no, continue to B.2.

New name of Stage II Compliance Testing Company (please print)

2. Facility Address

Has the facility address of the Stage II Compliance Testing Company, on record in the Department's Stage II database, changed?

Yes

No

If yes, please identify the new facility address below. If no, continue to B. 3.

Facility Address (please print)

Telephone number

City/town

State

3. Business Address

Has the business address of the Stage II Compliance Testing Company, on record in the Department's Stage II database, changed?

Yes

No

If yes, please identify the new address below. If no, continue to B. 4.

Facility address (please print)

Telephone number

City/town

State

Zip code

4. Stage II Compliance Testing Company Responsible Official

Has the name and, or, address of the Stage II Compliance Testing Company Responsible Official, on record in the Department's Stage II database, changed?

Yes

No

If yes, please identify the information below. If no, continue to Section C.



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B. Revised Stage II Compliance Testing Company Documentation (Cont.)

4. Stage II Compliance Testing Company Responsible Official (cont.)

Name of new Compliance Testing Company Responsible Official (please print)

Telephone number

Mailing address

City/town

State

Zip code

Source of Authority for New Responsible Official (check one)

If a Corporation, an official with authority to bind the Corporation:

President

Secretary

Treasurer

Vice President

Other person who performs a similar policy-making or decision-making function of the Corporation.

If a Partnership:

General Partner

If a Sole Proprietorship:

Proprietor

If a municipality/public agency:

Principal executive official or ranking elected official with authority to enter into contracts on behalf of municipality/public agency.

C. Stage II Compliance Testing Company Business and Related Activities

1. Gasoline Dispensing Facilities.

Is the current list on record with the Department, of gasoline dispensing facilities and tank trucks owned, operated, leased or controlled by the owner, operator, lessee or controller of the compliance testing company correct and up to date?

Yes

No

If no, as Attachment A to this form, please submit an updated list, including, but not limited to:

- New Facility Names. For any facility where the name has changed, please identify the facility name and address as previously submitted to the Department and the facility's new name.
- New Facilities. Please identify any facilities owned, operated, leased or controlled by the compliance testing company owner, operator, lessee or controller that are not contained on the previously submitted list.
- Facilities Removed From List. Please identify the name and address of any previously listed facility that is no longer owned, operated, leased or controlled by the testing company owner, operator, lessee or controller.



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C. Stage II Compliance Testing Company Business and Related Activities (Cont.)

2. Companies That Install or Substantially Modify Stage II Systems.

Is the current list on record with the Department, of companies owned, operated, leased or controlled by the owner, operator, lessee or controller of the testing company that install or substantially modify Stage II systems correct and up to date?

Yes No

If no, as Attachment B to this form, please submit an updated list, including, but not limited to:

- a. New Company Names. For any company where the name has changed, please identify the company name and address as previously submitted to the Department and the company's new name.
- b. New Companies. Please identify any company owned, operated, leased or controlled by the compliance testing company owner, operator, lessee or controller that are not identified on the previously submitted list.
- c. Companies Removed From List. Please identify the name and address of each previously listed company no longer owned, leased, operator or controlled by the testing company owner, operator, lessee or controller.

3. Required Compliance Testing.

Does the owner, operator, lessee or controller of the Stage II Compliance Testing Company perform required Stage II compliance tests on Stage II systems installed or substantially modified by a company owned, operated, leased or controlled by him or her?

Yes No

D. Stage II Compliance Testing Company Employee Training, Record Keeping and Bi-Weekly Submittal of Scheduled Tests

1. Employee Training Systems.

Is the current document on record with the Department, identifying the employee training system(s) in place at the Compliance Testing Company for ensuring compliance tests are performed in accordance with applicable protocols and procedures, correct and up to date?

Yes No

If no, as Attachment C to this form, please submit an updated document identifying the Stage II Compliance Testing Company's employee training system(s) in place to ensure compliance tests are performed in accordance with applicable protocols and procedures.

2. Employee Training.

Are you in compliance with the requirements that no Stage II Compliance Testing Company employee shall perform Stage II compliance tests unless he or she has been trained in accordance with applicable compliance testing protocols and procedures?

Yes No



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D. Stage II Compliance Testing Company Employee Training, Record Keeping and Bi-Weekly Submittal of Scheduled Tests (Cont.)

4. Record Keeping.

- a. Are you in compliance with the requirements to maintain compliance testing records? Yes No
- b. Are you in compliance with the requirements to maintain a current record of all persons or employees trained to perform Stage II compliance tests in accordance with applicable protocols and procedures? Yes No

5. Bi-Weekly Submittal of Scheduled Tests.

Are you in compliance with the requirements to submit to the Department, once every two weeks, a list of gasoline dispensing facilities or tank trucks to be Stage II compliance tested over the next 14-day period?

- Yes No
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E. Stage II Compliance Testing Company Certification

I certify that **(a)** I have personally examined the foregoing and am familiar with the information contained in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including possible fines and imprisonment; **(b)** employee training systems are in place at the Stage II Compliance Testing Company to ensure required compliance tests are performed in accordance with the referenced protocols and procedures and such training systems will be maintained for the coming year, even if the protocols and procedures are changed over the course of the year; and **(c)** I am fully authorized to make this attestation on behalf of the Stage II Compliance Testing Company.

Printed Name of Compliance Testing Company
Responsible Official

Signature of Compliance Testing Company
Responsible Official

Date