

## Return To Service Tasks for:

- Inspection Locations;
- Repairer, or;
- Tank Cleaners.

Before handing the vehicle back to the customer:

- ✓ Ask yourself is a Return To Service tag required?
- ✓ If the answer is “Yes” then complete the repairer, inspector and vehicle details on the tag:
- ✓ Inspect the customer tank or tanker using the checklist:
- ✓ Complete the checklist, ensuring the tank or tanker is closed and ready for loading.
- ✓ Sign the Return To Service tag.
- ✓ Photocopy or take a photo of the tag and upload it to the SLP vehicle compliance program, uploading it into the most current SLP Pass-2-Load inspection entry.
- ✓ Attach the tag to the tank or tanker driveway protection gate, if returning a rigid truck then the tag can be attached to the truck steering wheel.
- ✓ Hand the tanker over to the customer.



# RETURN-2-SERVICE FAQ'S

- Q What types of vehicles do I need to supply with a return to service tag?
- A Tankers, rigid tanks, dog trailers, Isotainers, any tanker that can be loaded in a terminal or depot gantry.
- Q Do I need to supply prime movers with a return to service tag?
- A No, prime movers are not supplied with a return to service tag.
- Q When should I, as a Pass-2-load inspector, repairer or tank wash business supply a return to service tag?
- A Whenever a tank compartment hatch, vent, camlock cap or inlet/outlet valve has been opened or removed and or replaced.
- Q Does a return to service tag need to be supplied if the tanker has only had a Pass-2-Load inspection?
- A Yes, when a Pass-2-Load inspection is conducted the inspector will have opened tank hatches to wet test overfill protection probes and removed camlock caps to check the condition of seals and opened valves to check seals are in good condition, so a completed return to service tag must be provided.
- Q Where can I obtain more return to service tag tags?
- A Contact SLP administration and they will provide you with more return to service tags.
- Q How much do return to service tag tags cost?
- A SLP supply return to service tags at no charge.
- Q Do I need to issue a return to service tag for each tanker in a B-Double combination?
- A It depends;
- If the tanker combination is going to be loaded separately at different terminals and at different times, then SLP requires separate tags are supplied for each tanker;
  - but if the combination is going to be loaded at the same time in the same terminal then one tag for the combination (both tanks) is appropriate.
- Q How long does a return to service tag need to be retained?
- A RTS tags are considered as documents of short-term value;
- once a tanker has successfully completed loading without a problem, the return to service tag no longer has any value and does not need to be retained.
  - SLP requires the inspector take a photo or photocopy of the RTS tag and upload it to the SLP vehicle compliance program as evidence of compliance.
- Q I have completed work on a tanker that did not required us to open a hatch, vent or camlock cap, example; a wheel bearing service, brakes repairs, do I need to complete a return to service tag?
- A No, you only need to provide a return to service tag when a tank hatch, overfill protection probe, vent, camlock cap or valve has been opened or removed and or replaced.
- Q I have been asked to email or post copies of an RTS tag to a terminal that was not involved in the tankers first load, do I need to supply a copy of the tag?
- A No, you only need to provide a return to service tag to the driver or the customer prior to its first load. If anyone else requires a copy they can access the SLP vehicle compliance system and download a copy of the tag that you scanned/photographed and saved in the SLP system.
- Q What do I do if terminal operators or customers continue to make demands for documents or tags that are have nothing to do with the RTS first load?
- A Contact SLP with details of the demands and SLP will investigate why the terminal or customer are making these requests.