

NTIP Procedures & Instructions

The Nurse Tank Inspection Program (NTIP) is web-based and designed to operate best using the following steps: ***(Must be performed in this order.)***

1. Tank owners must select a Cargo Tank "CT" Inspector that will perform or witness the inspections and tests required by DOT. Each facility should identify, contact and select the company or individual who will be responsible for performing the inspections/tests on their behalf. Locating a "CT" inspector/tester in your state can be done by:
 - Click on **CT Inspection Facility Search by State** (*located on NTIP homepage*)
 - contact your State Association or the Asmark Institute for a referral

2. "CT" Inspectors must register on the NTIP website. Each "CT" performing inspections/tests on behalf of a tank owner must be registered. Go to www.asmark.org:
 - Click on the **NTIP** icon
 - Click on **Register your inspector**
 - Enter **"CT" information** (*You will receive confirmation by mail*)

Note: "CT" will receive login information to enter the website as part of their confirmation letter.

3. Prior to performing the inspections/tests, the "CT" will need to order an inspection kit for each nurse tank to be inspected/tested. Go to www.asmark.org:
 - Click on the **NTIP** icon
 - Click on **Order Inspection Kits**
 - Place your order for the exact number of kits you will need

Note: Inspection kits cost \$6 each and are billed and shipped directly to the CT company or individual placing the order. Each kit includes the materials for one tank. Unused kits can be returned for credit IF received in re-salable condition. CT's account must be current when the order is placed for shipment to occur.

4. Perform the inspections/tests.

5. Enter the inspection/test results for each tank into the NTIP website. The "CT" must access the NTIP website using their assigned login information (received in Step 2) and enter the inspection/test results for each tank to receive the Official NTIP Inspection Report. Go to www.asmark.org:
 - Click on the **NTIP** icon
 - Click on **Enter Inspection Results**
 - Verify your information as the "CT"
 - Verify the tank owner information
 - Enter the inspection/test results

Note: Results are entered into an electronic form that produces the Official NTIP Inspection Report. When finished, the CT prints off copies to be maintained on-file by the tank owner and the CT Inspector. Using the electronic form results in an electronic copy of the Official NTIP Inspection Report being archived in the database.