STORMWATER MANAGEMENT PROGRAM

MUNICIPAL TYPE OERPATIONS

SOP For: Fuel and Oil Handling

SOP Prepared By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SOOP Review and Update: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Purpose of SOP: To establish clear methods for handling fuel and oil to prevent their entry into the storm sewer system.

Location of SOP: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Standard Operating Procedures**

* There is no smoking or open flame while fuel is being handled or managed.
* No flammable liquid shall be transferred while the engine is running unless the vehicle engine is required for pump operation.
* Spills or leaks must be immediately addressed, absorbed with dry material and disposed of properly.
* If bulk deliveries are received, spill cleanup supplies shall be on hand.
* Bulk delivery drivers must remain at the truck during the entire delivery process.
* Drums shall be unloaded and handled carefully to prevent damage**.**
* Following unloading drums, drums shall be inspected for damage and leaks.
* Damaged drums shall not be accepted for use and any leaks or spills immediately remediated.
* Waste oil vendors must be permitted in order to pick up, haul and recycle waste oil**.**
* The facility representative shall collect a receipt from the waste oil hauler.

**Training**

* Employees should receive training regarding pollution prevention and stormwater management.