

## **STORMWATER MANAGEMENT PROGRAM MUNICIPAL TYPE OPERATIONS**

### **SOP For: Fuel and Oil Handling**

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

### **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.