



Prototypical Safety Program Manual

Regulated Waste

POLICY

The Flight Department complies with all regulated waste requirements. This procedure establishes minimum requirements for the disposal of used oil to ensure compliance with federal, state, and local regulations concerning used oil storage and disposal, and protection of Department employees and the general public from exposure to potentially dangerous materials. All Department facilities and personnel shall comply with these requirements.

PROCEDURE

General

Used oil is generated at all Department facilities and can be disposed of through vendors who transport and sell the oil to facilities that burn or recycle the waste material or these vendors and facilities that are licensed to accept hazardous wastes. Used oil is a regulated waste. Materials classified as hazardous materials may not be added to used oil as this would cause the oil to become hazardous (i.e. waste oil).

Even though used oil is not usually considered a hazardous waste, there are important environmental regulations which do apply. Any discharge or spill of any oil to any sewer, ditch, stream, or river must be reported to the proper environmental authorities. **Failure to report an oil spill is a criminal offense.**

Facilities that store more than 1,320 gallons of oil are required to develop a Spill Prevention Control and Countermeasure (SPCC) Plan. This plan contains specific information regarding the oil storage areas and responsibilities and procedures for spill prevention and control.

Definitions

DISCHARGE - Includes, but is not limited to, any spilling, leaking, pumping, pouring, emitting, emptying, or dumping.

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HAZARDOUS WASTE - Any material designated as a hazardous waste by EPA or applicable state regulations.

OIL - Oil of any kind or in any form, including, but not limited to: petroleum, fuel oil, sludge, oil refuse, or oil mixed with wastes.

Collection and Storage of Used Oil

Used oil shall be collected and stored in containers meeting the requirements set forth in Section 14.4 – Container Management Guidelines. Drums shall be clearly labeled and all bungs shall be in place and tightened at all times except when filling the drums.

Used oil containers shall be located in areas designed to contain a leak or spill.

Solvents, cleaning fluids, gasoline, and other hazardous materials shall not be mixed with used oil. Contaminated oil (i.e. waste oil) must be reported to the Safety Representative for hazardous waste determination.

Disposal of Used Oil

Used oils may be disposed through a reputable oil firm or recycling facility. Some states regulate used oil vendors.

Used oil shall not be given to employees or the general public.

RECORD KEEPING

There are no regulatory requirements for recordkeeping for used oil that is recycled or burned for energy recovery. Original copies of Bills of Lading/Manifests shall be maintained by the Safety Manager/Officer for three years.