

Underground Storage Tank: Vehicle & Equipment Fueling SOP

[Permittee]

Description

Spills and leaks that occur during vehicle and equipment fueling can contribute hydrocarbons, oil and grease, as well as heavy metals to stormwater runoff. Implementing the following management practices can help prevent fuel spills and leaks.

Approach

Reduce potential for pollutant discharge through source control pollution prevention and BMP implementation. Successful implementation depends on effective training of employees on applicable BMPs and general pollution prevention strategies and objectives. Fueling tanks are located at the Public Works Complex.

Objectives

- Cover
- Contain
- Educate
- Reduce/Minimize

Targeted Constituents

Sediment	
Nutrients	
Trash	✓
Metals	✓
Bacteria	
Oil and Grease	✓
Organics	✓
Oxygen Demanding	

Pollution Prevention

- Employees are educated about pollution prevention measures and goals and a few employees have Class A, B, and C State Certification for inspections and spill prevention.
- We focus on pollution prevention activities on containment of spills and leaks, most of which may occur during liquid transfers.

General

- Leaks and drips are spot cleaned as needed. Leaks are not cleaned up until the absorbent is picked up and disposed of properly.
- Signs are posted to remind employees not to top off the fuel tank when filling and signs that ban employees from changing engine oil or other fluids at that location.
- We report leaking vehicles to fleet maintenance for repair.
- We ensure the following safeguards are in place:
 - Overflow protection devices on tank systems to warn the operator to automatically shut down transfer pumps when the tank reaches full capacity.
 - Protective guards around tanks and piping to prevent vehicle or forklift damage.
 - Clearly tagging or labeling all valves to reduce human error.

- Automatic shut off for severed fuel hoses.

Fuel Dispensing Areas

- A spill kit is readily available adjacent to the fueling dispensing areas for spills. These areas are not hosed down with water.
- Underground storage tanks are provided with underground spill containment and overfill prevention systems meeting the requirements of the State.
- Fuel dispensing nozzles have "hold-open latches" (automatic shutoffs) except where prohibited by local fire departments.
- Signs are posted to remind employees not to top off the fuel tank when filling and signs that ban employees from changing engine oil or other fluids at that location.
- Post "no littering" signs.

Inspection

- We contract out Class A and Class B monthly and quarterly inspections.
- Aboveground Tank Leak and Spill Control:
Weekly and quarterly inspections are performed to identify the following:
 - We check fill and monitoring ports.
 - We inspect emergency spill response supplies.
 - We inspect dispenser hoses, nozzles, and breakaways.
 - We inspect dispenser and dispenser sumps.
 - We visually inspect new tank or container installation for loose fittings, poor welding, and improper or poorly fitted gaskets.
 - We inspect all visible piping, fittings, and couplings for any signs of leakage.
 - Quarterly integrity testing is conducted by a qualified professional.

Training

- Employees are trained upon hiring and annually thereafter on proper methods for handling and disposing of waste. All Public Works staff, including bus drivers understand stormwater discharge prohibitions, wastewater discharge requirements, and these best management practices.
- Employees are trained on proper fueling and cleanup procedures.
- Training logs are kept on file.
- Some staff have UST State Certifications.

Spill Response and Prevention

- Our Storm Water Pollution Prevention Plan-Pollution Incident Prevention Plan is kept up to date.
- Spill kits are readily accessible throughout the Transportation & Grounds complex.
- Spills are reported promptly.

Maintenance

- The oil/water separator is inspected and cleaned at least annually.
- We keep ample supplies of spill cleanup materials onsite.
- We inspect fueling areas, storage tanks, catch basin inserts, containment areas, and drip pans monthly and bi-annually.