

Date Prepared 11/2004  
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Revised \_\_\_\_\_

**BMP Maintenance #30**

**TITLE: Oil – Handling**

**Regulatory Citation:** 40 CFR Part 112

**Applicability:** All campus areas where 55 gallon oil drums could be handled

**Purpose:** To prevent discharges of oil to the waters of the United States during unloading and transfer of oil.

**Department Responsible:** Physical Plant Maintenance Staff

### **Oil Handling – Transfer to Smaller containers**

- Wear proper PPE including safety glasses and cut resistant gloves;
- Ensure spill absorbents are located in immediate vicinity and available during transfer;
- Inspect transfer apparatus (i.e. mechanical hand pump, etc.) for sound mechanical condition;
- Remove container cap/drum bung and position transfer apparatus;
- Utilize and position spill catchment trays or absorbent pads at connection points to prevent spillage during transfer;
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- Wear proper PPE including safety glasses, steel toed shoes, and cut resistant gloves;
- Ensure container cap/drum bungs are secure prior to moving;
- Ensure hand truck is in sound mechanical condition;
- Position hand truck forks under the drum. Secure drum catch / safety strap to drum;
- Keeping the drum balanced on the hand truck, transport the drum to the delivery truck avoiding quick maneuvers;
- Position the oil drum on the lift and release drum catch / safety strap, and remove the hand truck; and
- Safely position and secure drum within delivery truck.