



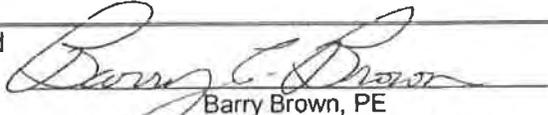
STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
ENVIRONMENTAL COMPLIANCE OFFICE
SUITE 900 - JAMES K. POLK BUILDING
505 DEADERICK STREET
NASHVILLE, TENNESSEE 37243-0334

TDOT STANDARD OPERATING PROCEDURE - ENVIRONMENTAL

NO.
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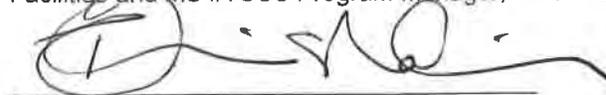
Subject: **USED OIL MANAGEMENT**

Reviewed and
approved by:


Barry Brown, PE

05-02-17
Date

Facilities and MS4/TSCS Program Manager, TDOT Environmental Compliance Office



5-5-17
Date

Toks Omishakin
Environmental Bureau Chief, TDOT Environmental Planning Bureau

Status: Revised and re-approved with no significant changes.

Version 4 – Replaces
Version 3 dated April 2016

1.0 PURPOSE AND SCOPE

It is TDOT policy that all used oils be collected and accumulated for subsequent pickup by TDOT-selected commercial oil recyclers. Used oils will include all motor (crankcase) oil, hydraulic oils, gear oil, transmission fluids, and brake fluids removed from mobile fleet units and equipment serviced at TDOT facilities. Unused quantities of such oils that are declared a waste may also be managed as used oil. The requirements of this Standard Operating Procedure apply to all TDOT management of used oil.

2.0 OPERATIONAL REQUIREMENTS

1. Used oil must NOT be discharged to water bodies (e.g., streams, ponds, lakes) to the ground surface, or to the subsurface. Used oil CANNOT be used for dust suppression and CANNOT be burned at job sites or TDOT facilities, except possibly in space heaters specifically approved by the TDOT Environmental Compliance Office for such use.
2. All containers used to accumulate used oil will be placed indoors, under roof, and protected from the weather (i.e., secondarily contained). Any tank located outdoors used to store used oil must be double walled in order to meet the applicable secondary containment requirements.
3. All containers and tanks used to collect, transfer, and accumulate used oil will be labeled with the words "Used Oil". This shall include those containers used to collect and transfer used oil to storage containers.

4. Used oil filters must be hot drained for a minimum of 12 hours, or cold drained for 24 hours, prior to crushing. After all free-flowing oil has been drained from the filter, the oil filter may be crushed and sent for recycle as scrap metal or disposed of as special waste.
5. Absorbents used in the cleanup of oil spills must be disposed of as special waste.
6. Fill and vent pipes associated with underground storage tanks used to accumulate used oil will be labeled with the words "Used Oil".
7. Metal cutting oils will not be mixed with used oil from vehicle and equipment maintenance activities.
8. Only used oils will be placed in used oil accumulation tanks or containers. Brake, hydraulic, and transmission fluids are included as used oil. The mixing of any other waste material (e.g., used antifreeze, used cleaning solutions, waste gasoline) with used oil is not allowed.
9. Tanks or containers used to accumulate or store used oil must be closed except when adding or removing used oil. Tanks or containers will be sealed or closed by replacement of the lid, bung, or drum ring (as appropriate to the type of container) when waste is not being added.
10. Only approved tanks or containers that meet the UN performance specifications of 49 Code of Federal Regulations Part 178 may be used for accumulation of used oil.
11. All tanks or containers used in the accumulation or storage of used oil will be in good condition. Tanks and containers with signs of corrosion, bulging, or denting will not be used. When tanks or containers are damaged or show signs of corrosion, the used oil will be transferred within 24 hours to a container that is in good condition. Used oil contained in leaking tanks or containers will be transferred immediately upon discovery to a tank or container that is in good condition.
12. A spill kit will be labeled and maintained in the vicinity of the used oil storage or accumulation area for use in the event of a leak or spill. If a spill or release occurs, spill response actions will be taken to stop the release and collect the residues. TDOT facilities with Spill Prevention, Control, and Countermeasure Plans must respond to oil spills as set forth in those plans.
13. Spill cleanup residues will be containerized and, labeled, etc. in accordance with TDOT waste management procedures.
14. Blending of used oil at TDOT facilities to meet fuel specifications for offsite burning is not allowed. Used oil filtering at a TDOT facility for use at that TDOT facility is allowed.
15. Where used oil storage occurs in containers instead of tanks, the containers will be placed on spill pallets or in diked/bermed secondary containment areas. Spill pallets will be spaced to ensure that sufficient aisle space exists between the pallets to access and inspect each container.
16. Any contractor handling the recycle of used oil must be approved by the Environmental Compliance Office prior to contract letting for recycling of used oil.

17. In order to ensure that emergency response personnel and authorities may respond to releases occurring after business hours, emergency contact signage must be in place and visible from the primary access gate(s). For facilities with more than one primary access gate, multiple signs will be required. Signs must be legible from the area immediately outside the primary access gate(s).