

Environmental Standard Operating Procedures (ESOP)

TITLE: ESOP 9.101| USED OIL, OFF SPEC FUEL, AND USED ANTIFREEZE MANAGEMENT PROGRAM

PURPOSE: This Environmental Standard Operating Procedure (ESOP) establishes the procedures for the used oil, off spec fuel, and used antifreeze management program. Used oil and off spec fuel is any petroleum-based or synthetic oil product that has been used. During normal use, impurities such as dirt, metal scrapings, water, or chemicals can get mixed in with the oil, so that in time, the oil no longer performs as designed. Similarly, used antifreeze is any antifreeze that has been used and as a result of such use is contaminated by physical or chemical impurities. Properly managed, used oil, off spec fuel, and used antifreeze can be collected, recycled, and re-used. Off spec fuel must be stored in separate tanks from used oil as the flashpoint for off spec fuel is lower and has the potential to be classified as a Hazardous Waste (HW) if not managed properly. Compressor oil must also be stored separate as it will add chlorinated solvents to the storage container of used oil, off spec fuel, or used antifreeze which may make the material a potential HW. **This ESOP must be placed into the unit's Environmental Hazardous Waste/Hazardous Material Operations (EHW/HM Ops) Binder.**

APPLICABILITY: This ESOP applies to all organizations organic to or tenanted aboard Marine Corps Installations East - Marine Corps Base Camp Lejeune (MCIEAST - MCB CAMLEJ), Marine Corps Air Station New River (MCASNR) and those in transit or otherwise temporarily resident because of training or mobilization.

Garrison operations at MCASNR will coordinate with the Environmental Affairs Division (EAD) 449-5997, MCASNR to determine proper container types for management of used F24 fuel, used oil, off spec fuel, and used antifreeze. Servicing of containers at MCASNR will be coordinated through EAD, MCASNR.

RESPONSIBILITY: All organizations or personnel who utilize used oil, off spec fuel, or used antifreeze collection facilities.

PROCEDURE:

1. Unit-Level Collection of Used Oil, Off Spec Fuel, and Used Antifreeze:

a. Ensure that containers used to transfer used oil, off spec fuel, or used antifreeze to its storage location are labeled "USED OIL", "OFF SPEC FUEL", or "USED ANTIFREEZE" as appropriate.

b. Used oil, off spec fuel, and used antifreeze which cannot be utilized in tactical vehicles, and other used petroleum products will be collected in a tank or other container of sufficient capacity. The unit Hazmat Handler will notify Environmental Management Division (EMD)/Resource Conservation and Recovery Section (RCRS) when the container or tank reaches 75% of its capacity via e-mail to Lejeune_PAS@usmc.mil utilizing the MCIEAST-MCB CAMLEJ/G-F/EMD/14 Service Request Form. EMD/RCRS will dispatch a vehicle to remove the used oil, off spec fuel, or used antifreeze. In the

event of an emergency, properly marked 55-gallon drums may be used as temporary storage containers for used oil, off spec fuel, or used antifreeze. Long term utilization of 55-gallon drums for used oil, off spec fuel, or used antifreeze storage requires documented approval for a specific date range by EMD/R CRS via e-mail to Lejeune_PAS@usmc.mil.

c. Secondary containment must be provided for all used oil, off spec fuel, or used antifreeze storage sites in accordance with Section 3.

d. Spent or unserviceable lubrication grease will be collected and stored in suitable containers, then turned in to EMD/R CRS during the unit's next Curbside Service appointment.

e. Personnel must ensure that POLs, used oil, off spec fuel, and used antifreeze are handled safely and minimize the possibility of spillage from the POL containers during transfer.

f. Oil-saturated or antifreeze-saturated soil in the vicinity of oil, petroleum, or used antifreeze storage areas should be reported to EMD/R CRS and noted on the "Drum Site Inspection Checklist", Form MCIEAST-MCBCAMLEJ/G-F/EMD/32. This form can be found at https://www.lejeune.marines.mil/Portals/27/Documents/EMD/MCIEAST-MCBCAMLEJ_G-F_EMD_32_STI_Portable_Weekly_Drum_Inspection.pdf. Completed MCIEAST-MCBCAMLEJ/G-F/EMD/32 forms should be filed in the unit's EHW/HM Ops Binder.

g. Oil-Water Separators (OWS) will be inspected daily using the MCIEAST-MCB CAMLEJ/G-F/EMD/5090.91/31 Monitoring Log for Oil Pollution Abatement Facility OWS Daily Inspection form.

h. Personnel changing privately owned vehicle (POV) oil or antifreeze aboard the Installation will use established Marine Corps Community Services (MCCS) facilities and deposit used oil, off spec fuel, or used antifreeze in one of the MCCS authorized collection containers. The deliberate discharge of POL into the environment is punishable under Uniform Code of Military Justice (UCMJ).

i. Personnel shall ensure POLs, used oil, off spec fuel, and used antifreeze are not mixed.

j. Personnel shall ensure AST levels are monitored and recorded every operational day.

2. Used Oil, Off Spec Fuel, or Used Antifreeze at Generation Points:

a. The label "USED OIL", "OFF SPEC FUEL", or "USED ANTIFREEZE", or similar marking, must be clearly visible on containers and ASTs used to store used oil, off spec Fuel, or used antifreeze and on fill pipes used to transfer used oil, off spec fuel, or used antifreeze into an Underground Storage Tank (UST) system.

b. Containers used to store used oil, off spec fuel, or used antifreeze must be in good condition. Containers should not be leaking, bulging, rusting, damaged, or dented.

c. Containers must be made of materials compatible with the used oil, off spec fuel, or used antifreeze stored in them.

d. Containers must be closed and properly vented during storage and when not being filled.

3. Secondary Containment:

a. Secondary containment must be provided for ASTs (capable of holding 55 gallons or more) used to store used oil, off spec fuel, or used antifreeze. Weekly inspections must be conducted. Secondary containment must be compatible with and impervious to the product stored and any accumulated precipitation or soil conditions.

b. Jerry cans containing POLs will also be stored in secondary containment.

c. The secondary containment must meet the following criteria:

i. Must be designed to contain 100 percent of the capacity of the largest tank within its boundary, plus precipitation from a maximal 25-year, 24-hour rainfall event. This number is the volume of the largest container, plus 8 inches of freeboard. Criteria is applicable only under circumstances where the used oil, off spec fuel, or used antifreeze AST is located outside or is located inside with the potential of spillage reaching the exterior of the building.

ii. Must be free of cracks, gaps, rips, or tears.

iii. Must be capable of collecting releases and accumulated liquids until removal is possible.

iv. Must be constructed of, or lined with, materials compatible with the used oil, off spec fuel, or used antifreeze.

v. Must be sloped or designed to drain and remove liquids from leaks, spills, or precipitation.

vi. Must be capable of being drained.

vii. Incompatible materials such as corrosives and oxidizers should not be stored within the same containment area as used oil, off spec fuel, or used antifreeze.

b. Appropriate measures must be taken to prevent spillage and overfilling, including:

i. Spill prevention controls

ii. Overfill prevention controls

iii. Frequent tank level monitoring using a dipstick

4. Collection and Transport of Used Oil, Off Spec Fuel, or Used Antifreeze by EMD/RCRS: The unit Hazmat Handler will notify EMD/RCRS when a used oil, off spec fuel, or used antifreeze tank reaches 75% capacity of its capacity via email to the Lejeune_PAS@usmc.mil using the MCIEAST-MCB CAMLEJ/G-F/EMD/14 Work Request form. The Work Request form can be found at [https://www.lejeune.marines.mil/Portals/27/Documents/EMD/HW-MM/MCBCL%20I-E%20EMD%2014%20\(MCB%20Camp%20Lejeune%20Work%20Request\).pdf](https://www.lejeune.marines.mil/Portals/27/Documents/EMD/HW-MM/MCBCL%20I-E%20EMD%2014%20(MCB%20Camp%20Lejeune%20Work%20Request).pdf).

This should be documented on the "Weekly/Monthly Storage Tank System Inspection Checklist", Form MCIEAST-MCBCAMLEJ/G-F/EMD/31, maintained in the unit's EHW/HM Ops Binder. This form can be found at https://www.lejeune.marines.mil/Portals/27/Documents/EMD/MCIEAST-MCBCAMLEJ_G-F_EMD_31_STI_Weekly_Monthly_Inspection.pdf.

5. Management of Used Oil or Used Fuel Filters: Used oil or used fuel filters for military and personal vehicles shall be disposed of as a solid waste consistent with the following procedures:

a. Each used oil or used fuel filter will have the dome or anti-drain back valve punctured and drained for a minimum of 24 hours into a properly marked used oil or off spec fuel container. Residual oil or fuel will be placed in the unit's used oil or off spec fuel collection tanks as appropriate.

b. Properly drained used oil or used fuel filters will be placed into a 55-gallon container for weekly Curbside Service pick-up by EMD/RCRS. Containers will have their lids on and be closed.

6. Prohibited Acts:

a. No person may knowingly:

i. Discharge used oil, off spec fuel, or used antifreeze into oil and water separators, sewers, drainage systems, septic tanks, floor drains, surface waters, ground waters, watercourses, or marine waters;

ii. Dispose of used oil, off spec fuel, or used antifreeze in landfills;

iii. Mix used oil, off spec fuel, or used antifreeze with solid waste that is to be disposed of in landfills; or

iv. Mix used oil, off spec fuel, or used antifreeze with hazardous substances that make it unsuitable for recycling or beneficial use.

b. Used oil, off spec fuel, or used antifreeze shall not be used for road oiling, dust control, weed abatement, or other similar purposes that have the potential to release used oil, off spec fuel, or used antifreeze into the environment.

7. Spill Reporting and Response Requirements:

a. All units are required to have a Unit Level Contingency Plan (ULCP) per Marine Corps Installations East - Marine Corps Base Camp Lejeune Order (MCIEAST-MCB CAMLEJO) 5090.4. Ensure the ULCP contains policies and

procedures for the control and prevention of oil and hazardous material spills. The ULCP must be posted prominently.

b. Any releases or spills that occur in and around the area of responsibility must be reported immediately to the Base Fire and Emergency Services Division (FESD) by dialing 911. A Spill Report, Form MCIEAST-MCB CAMLEJ/G-F/EMD/5090.91/18, must be completed and forwarded to the command Environmental Compliance Coordinator (ECC) via the unit ECO or Alternate Environmental Compliance Officer (AECO). A copy of the completed Spill Report must also be maintained in the unit EHW/HM Ops Binder. Forms can be obtained by the unit ECO or command ECC and may also be downloaded at <https://www.lejeune.marines.mil/Portals/27/Documents/EMD/HW-MM/UNIT%20LEVEL%20SPILL%20FORM.pdf>.

c. Units must stock appropriate amounts of spill containment and control equipment onsite for use in the event of a spill.

d. Signs are to be posted in the vicinity of the used oil, off spec fuel, used antifreeze, hazardous material, or pollution abatement facilities that will indicate the following information:

**IN CASE OF AN OIL OR HAZARDOUS MATERIALS SPILL
CALL FIRE and EMERGENCY SERVICES DIVISION AT 911
NOTIFY YOUR COMMANDER/SUPERVISOR IMMEDIATELY**

The sign must have yellow background and black lettering. Information to purchase the signs can be acquired from the cognizant ECC.

TRAINING: Unit personnel shall be trained on all provisions of this ESOP. All training must be requested through unit ECO or AECOs -> ECC-> EMD/Environmental Compliance Branch (ECB)

a. Unit commanders shall ensure that personnel who perform operations such as vehicle maintenance, fueling, or washing are properly trained in the operation and maintenance of pollution abatement facilities. Personnel shall be trained on the environmental impact of oil and HM spills, and prevention of such incidents.

b. EM 101 - Initial Hazardous Material and Hazardous Waste Training - Required for all ECOs, AECOs, ECCs, and AST Operators

c. EM 102 - Refresher Hazardous Material and Hazardous Waste Training - Required annually for all ECOs, AECOs, ECCs, and AST Operators who have received EM 101

d. EM 103 - HM Transportation for Drivers - Required annually for all ECOs, AECOs, ECCs, and AST Operators

e. EM 104 - ECO/ECC Training Class - Required annually for ECOs, AECOs, and ECCs

f. EM 105 - UST and Veeder-Root Training - Required for all Marine Corps Community Services (MCCS) ECOs, AECOs, ECCs, and MCCS UST operators

g. EM 106 - Air Quality Training - Required for all ECOs, AECOs, ECCs, and Air Emission Source Operators

h. EM 107 - AST and Spill Prevention Control and Countermeasures (SPCC) Training - Required for all ECOs, AECOs, ECCs, and AST operators

i. EM 108 - PAF/OWS Training - Required for all ECOs, AECOs, ECCs, PAF, and OWS operators

j. Shop-Level Training Modules - Modules which involve various environmental media topics applicable to shop level personnel.

k. Computer-Based Training (CBT) - Numerous CBTs are provided within the Environmental Learning Management System (eLMS) for military & civilian Marines to utilize to improve their environmental knowledge. These CBTs can be accessed at <https://www.marinenet.usmc.mil/marinenet/Courses/Catalog.aspx>

l. Training should be documented in the individuals' training record using Form MCIEAST-MCB CAMLEJ/G-F/EMD/5090.9/27. This form can be found at [https://www.lejeune.marines.mil/Portals/27/Documents/EMD/MCIEAST-MCB_CAMLEJ_G-F_EMD_5090.9_27_\(Environmental_Personnel_Training_Record\).pdf](https://www.lejeune.marines.mil/Portals/27/Documents/EMD/MCIEAST-MCB_CAMLEJ_G-F_EMD_5090.9_27_(Environmental_Personnel_Training_Record).pdf).

REFERENCES:

- a. Resource Conservation and Recovery Act (RCRA)
- b. 40 C.F.R. Part 279, Standards for the Management of Used Oil
- c. MCO 5090.2, *Environmental Compliance Protection Program, Vol. 1-21*
- d. MCIEAST-MCB CAMLEJO 5090.4, *Environmental Compliance Evaluation Program Aboard MCB CAMLEJ*
- e. MCIEAST-MCB CAMLEJ *Storm Water Pollution Prevention Plan*
- f. ESOP 9.7, *Bulk Storage and Management of Hazardous Materials*

DEFINITIONS:

a. Antifreeze - Antifreeze is typically added to water in the cooling system of an internal-combustion engine so that it can be cooled below the freezing point of pure water (32 degrees F) without freezing. Ethylene glycol is the most widely used automotive cooling-system antifreeze; although methanol, ethanol, isopropyl alcohol, and propylene glycol are also used.

b. Discharge of Oil - Discharges that violate applicable water quality standards or cause a film or sheen upon, or discoloration of, the surface of the water or adjoining shoreline or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shores.

b. Fuel - Any petroleum-based fluid other than oil such as F24, JP5, JP8, gasoline, diesel, kerosene, etc.

c. Off Spec Fuel - Any petroleum-based fluid other than oil such as F24, JP5, JP8, gasoline, diesel, kerosene, etc., in which during normal use, impurities such as dirt, metal scrapings, water, or chemicals mix in with the fuel and no longer performs as designed.

d. Oil-Water Separator - A waste management unit, generally a tank,

that is used to separate oil or organics from water. A separator consists of not only the separation unit but also the fore bay and other separator basins, skimmers, grit chambers, and bar screens.

e. POLs - Petroleum, oils, and lubricants. All petroleum and associated products used by the Armed Forces.

f. Used Antifreeze - Used antifreeze is any antifreeze that has been used and as a result of such use is contaminated by physical or chemical impurities.

g. Used Oil - Any oil that has been refined from crude oil or any synthetic oil that has been used and as a result of such use is contaminated by physical or chemical impurities. Animal and vegetable oils are excluded from this definition.

Record of Revision

Revision Number	Date	Summary of Change	Signature
UPDATE	XXXX2020	UPDATE FORMATTING AND CONTENT	<i>XX XXXX</i> ECB/EMD

DRUM SITE INSPECTION CHECKLIST

Instructions: One inspection checklist per drum set. (*) designates an item in non-conformance/unsatisfactory status; provide action in comment section to resolve problem and notify Environmental Protection Specialist if any significant deficiencies are identified.

Regulatory Driver: 40 CFR 112

Frequency: Weekly/Monthly

Drum Site Name: _____ Date: _____

Location: _____ Quantity of Drums: _____ Volume of Drums: _____ Content: _____

Inspection Guidance:

- > For equipment not included in this Standard, follow the manufacturer recommended inspection/testing schedules and procedures.
- > The periodic AST inspection is intended for monitoring the external AST condition and its containment structure. This visual inspection does not require a Certified Inspector. It shall be performed by an owner's inspector who is familiar with the site and can identify changes and developing problems.
- > (*) designates an item in a non-conformance status. This indicates that action is required to address a problem.
- > Non-conforming items important to tank or containment integrity require evaluation by an engineer experienced in AST design, a Certified Inspector, or a tank manufacturer who will determine the corrective action. Note the non-conformance and corresponding corrective action in the comment section.
- > Retain the completed checklist for 36 months.

Item	Area: _____	Area: _____	Area: _____
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1.0 AST Containment/Storage Area

1.1 AST's within designated storage area?	<input type="checkbox"/> Yes	<input type="checkbox"/> No*	<input type="checkbox"/> Yes	<input type="checkbox"/> No*	<input type="checkbox"/> Yes	<input type="checkbox"/> No*
1.2 Debris, spills, or other fire hazards in containment or storage areas?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No	<input type="checkbox"/> Yes*	<input type="checkbox"/> No	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
1.3 Water in outdoor secondary containment?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No	<input type="checkbox"/> Yes*	<input type="checkbox"/> No	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
1.3.1 Secondary Containment Drainage Log	Sheen Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Product Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Treatment Employed: <input type="checkbox"/> Yes <input type="checkbox"/> No Time Drain Valve Opened _____ Time Drain Valve Closed _____	Sheen Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Product Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Treatment Employed: <input type="checkbox"/> Yes <input type="checkbox"/> No Time Drain Valve Opened _____ Time Drain Valve Closed _____	Sheen Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Product Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Treatment Employed: <input type="checkbox"/> Yes <input type="checkbox"/> No Time Drain Valve Opened _____ Time Drain Valve Closed _____	Sheen Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Product Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Treatment Employed: <input type="checkbox"/> Yes <input type="checkbox"/> No Time Drain Valve Opened _____ Time Drain Valve Closed _____	Sheen Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Product Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Treatment Employed: <input type="checkbox"/> Yes <input type="checkbox"/> No Time Drain Valve Opened _____ Time Drain Valve Closed _____	Sheen Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Product Visible <input type="checkbox"/> Yes <input type="checkbox"/> No Treatment Employed: <input type="checkbox"/> Yes <input type="checkbox"/> No Time Drain Valve Opened _____ Time Drain Valve Closed _____
1.4 Drain valves operable and in a closed position?	<input type="checkbox"/> Yes	<input type="checkbox"/> No*	<input type="checkbox"/> Yes	<input type="checkbox"/> No*	<input type="checkbox"/> Yes	<input type="checkbox"/> No*
1.5 Egress pathways clear and gates/doors operable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No*	<input type="checkbox"/> Yes	<input type="checkbox"/> No*	<input type="checkbox"/> Yes	<input type="checkbox"/> No*

2.0 Leak Detection

2.1 Visible signs of leakage around the container or storage area?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No	<input type="checkbox"/> Yes*	<input type="checkbox"/> No	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
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3.0 Container

3.1 Noticeable container distortion buckling, denting or bulging?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No	<input type="checkbox"/> Yes*	<input type="checkbox"/> No	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
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(*) designates an item in non-conformance status. This indicates that action is required to address a problem.

Comments

Inspector: _____

Signature: _____

Date: _____

MCIEAST-MCB CAMP LEJEUNE SERVICE REQUEST

REQUEST Identification

Request Number: _____ Entered By: _____
Branch: _____ Entry Date: _____
Second Request: _____

UNIT IDENTIFICATION

Major Command: _____ Building: _____
Unit Name: _____ Phone Number: _____
Unit Point of Contact: _____ RCRS Commodity: _____

SERVICE DOCUMENTATION

Date Inspected: _____ Inspected By: _____
Date Picked Up: _____ Picked Up By: _____
Vehicle Used: _____ Amount Picked Up: _____ Unit: _____
FAC/STORAGE: _____ Chlor-n-oil ppm: _____

ADMIN NOTES:

DRIVER NOTES:

WEEKLY/MONTHLY STORAGE TANK SYSTEM INSPECTION CHECKLIST

Date: _____ Inspector: _____
 Tank ID: _____ Location: _____ Tank Size: _____ Content: _____

Item	Task	Tank ID:	Tank ID:	Tank ID:	Comments
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1.0 Tank Containment

1.1 Containment Structure	Check for water,debris, cracks or fire hazard	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
1.2 Primary Tank	Check for water	N/A			**
1.3 Containment drain valves	Operable and in a closed position	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
1.4 Pathways and Entry	Clear and gates/ doors operable	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	

2.0 Leak Detection

2.1 Tank	Visible signs of leakage	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
2.2 Secondary Containment	Rainwater present in containment	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
	Visible signs of leakage	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
	Sheen or Product?	<input type="checkbox"/> Sheen <input type="checkbox"/> Product	<input type="checkbox"/> Sheen <input type="checkbox"/> Product	<input type="checkbox"/> Sheen <input type="checkbox"/> Product	
	Treatment employed (describe in comments)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Containment drained	Time Opened: _____ Time Closed: _____	Time Opened: _____ Time Closed: _____	Time Opened: _____ Time Closed: _____	
2.3 Surrounding Soil	Visible signs of leakage	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
2.4 Interstice	Visible signs of leakage	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	

3.0 Tank Equipment

3.1 Valves	a. Check for leaks	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
	b. Tank drain valves must be kept locked	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
3.2 Spill Containment boxes on fill pipe	a. Inspect for debris residue, and water in box and remove.	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
	b. Drain valves must be operable and closed.	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes* <input type="checkbox"/> No <input type="checkbox"/> N/A	
3.3 Liquid level equipment	a. Both visual and mechanical devices must inspected for physical damage.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	b. Check that the device is easily readable.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
3.4 Overfill Equipment	a. If equipped with a "test" button, activate the audible horn or light to confirm operation. This could be battery powered. Replace the battery if needed.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
	b. If overfill valve is equipped with a mechanical test mechanism, actuate the mechanism to confirm operation.	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
3.5 Piping Connections.	Check for leaks, corrosion and damage	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	

4.0 Tank Attachments and Appurtenances

4.1 Ladder and Platform Structure	Secure with no sign of severe corrosion or damage	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No* <input type="checkbox"/> N/A	
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5.0 Other Conditions

5.1 Are there other conditions that should be addressed for the continued safe operation or that may affect the site spill prevention plan?	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	<input type="checkbox"/> Yes* <input type="checkbox"/> No	
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* Designates an item in non-conformance/unsatisfactory status; provide action in comment section to resolve problem and notify Environmental Protection Specialist if any significant deficiencies are identified.

** In accordance with Section 3.2 of the SPCC Plan (Environmental Equivalence), inspection for water in the primary tank will be conducted annually and recorded on the STI SP001 Annual Inspection Checklist.

MCIEAST-MCB CAMP LEJEUNE SPILL REPORT

SHADED AREAS ARE FOR RCRS USE ONLY

TITLE/LOCATION

DATE TIME

RESPONSE NAME/UNIT:

SPILL CATEGORY (SELECT ONE) HAZMAT HAZWASTE POL WASTEWATER OTHER

PRODUCT SPILLED

QUANTITY SPILLED

LATITUDE LONGITUDE

HOW WAS SPILL DISCOVERED

SOURCE OF THE SPILL

CAUSE OF THE SPILL

MISSION IMPACT

WERE SAMPLES TAKEN (CHECK ONE) YES NO

ANALYSES REQUESTED / PERFORMED ON SAMPLES

DID THE SPILL (CHECK ONE)	ENTER A WATERWAY?	REACH WITHIN 100' OF SURFACE WATER?	REACH WITHIN 1500' OF A WATER SUPPLY WELL?	GO OFF BASE?
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO

HOW WAS THE SPILL CONTAINED?

WHAT DANGERS DID THE SPILL PRESENT?

WHAT WERE THE ENVIRONMENTAL IMPACTS?

WHAT RECOVERY EFFORTS WERE USED?

IF OIL SPILLED, WHAT PERCENT WAS RECOVERED?

HOW WERE RESIDUALS DISPOSED OF?

WEATHER CONDITIONS?

REPORTABLE SPILL? (CHECK ONE) YES NO WAS A REGULATORY AGENCY CONTACTED: YES NO

AGENCY NAME (IF) NCDEQ NCDEQ REPORT# NCDEM NCDEM REPORT#

REGULATORY DRIVER

NRC NOTIFIED YES NO NRC INCIDENT NUMBER:

WHAT MEASURES WERE PUT IN PLACE TO PREVENT RECURRENCE?

ADDITIONAL INFORMATION OR COMMENTS

SPILL POC E-MAIL PHONE

ENVIRONMENTAL PERSONNEL TRAINING RECORD

EMPLOYEE NAME:

EMPLOYEE UNIT:

JOB TITLE/DESCRIPTION:

DATE ASSIGNED:

DATE RECORD CLOSED/ARCHIVED:

DATE	DESCRIPTION OF TRAINING	NAME OF COMPANY OF TRAINER	TRAINING HOURS

Signature: _____
(Assigned Individual)

Date: _____

Signature: _____
(ECO or Supervisor)

Date: _____

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