1.0 Purpose

The purpose of this procedure is to define the requirements for identifying and managing potentially contaminated excavated soil throughout the refinery and chemical manufacturing areas, including operating units, docks, maintenance and infrastructure areas. The Environmental Protection Agency (EPA) provides specific regulations covering the identification, treatment, storage and disposal of hazardous waste, including excavated soils that meet the definition of hazardous waste. The Texas Commission on Environmental Quality (TCEQ) administers the state hazardous waste program for the EPA and also regulates non-hazardous industrial waste, including contaminated soils removed during excavation/construction activities.

2.0 Scope

This procedure applies to the Galveston Bay Refinery and Docks operating areas, and includes storage, maintenance and contractor areas outside the battery limits of the operating units.

3.0 Procedure

3.1 Responsibilities

3.1.1 The unit/area/capital project supervision performing work in an area described in section II of this procedure are responsible for notifying the Environmental Department and the Industrial Hygiene (IH) Department at least 10 days in advance before any work involving excavations into the site subsurface is commenced, except for underground leak repair (e.g. fire water, service water line, etc.). For underground leak repair, the Environmental Department shall be notified as soon as practically possible.

3.1.2 The Environmental Department is responsible for testing and characterizing the excavated soil to determine if it is contaminated or re-usable as clean back fill.

3.1.3 The Environmental Department is responsible for coordinating containerization, labeling, transportation and disposal of the excavated soil if necessary.

3.1.4 Prior to performing excavation, unit/area/capital project supervision shall review the requirements of this procedure.

3.1.5 The GBR Maintenance Supervisor is responsible for ensuring that the contractor representative understands the requirements of this procedure.

3.2 Step by Step Procedure

3.2.1 The unit/area/capital project supervision shall contact the Environmental Department and the Industrial Hygiene Department as soon as possible but at least 10 days before any excavation of soil/earth is started, except for underground leak repair (e.g. fire water, service water line, process line etc.). This notification shall include at least an-email describing the project scope and include depth, size of the proposed excavation, and an adequate description of the location of the excavation. Drawings and other engineering tools should be provided if needed and if available. The refinery plume map can be found at the Environmental Department Teamview site under Waste and Water Documents http://ww7.mpcconnect.com/sites/ref-gbr-hess-org/Pages/Environmental.aspx. For underground leaks repair the Environmental Department at (409) 771-2256 or Environmental Department pager/radio number (409) 941–8000 shall be notified as soon

as practically possible and coordinate their activities with the environmental field engineers.

3.2.2 The Environmental Department shall visually inspect the area and shall determine if enough historical data exists to classify the soil based on process/plant knowledge. If unable to do so, the Environmental Department shall schedule any necessary soil borings, analytical testing or other investigative tools to determine if the soil is contaminated or non-contaminated. The Environmental Department shall communicate findings to the unit/area/capital project supervision as soon as possible, with additional notification made to the Industrial Hygiene department if soil is determined to be contaminated.

3.2.3 Excavated Soil

Excavated soil shall be placed on plastic or in roll-off boxes per the applicable excavation procedure requirements.

3.2.3.1 If the proposed excavation area is determined by the Environmental Department to be non-contaminated, the excavated soil can be placed near the excavation and used to back fill the hole once the project or repair is complete. There is no further action required at this point.

3.2.3.2 If excavated non-contaminated soil is not used as backfill in the excavated hole (e.g., the hole shall be used for concrete foundation), it shall be recycled offsite to an Environmental Department approved commercial facility. The Environmental Department shall coordinate this task.

3.2.3.3 If excavated soil is found to be contaminated, it shall be classified according to state and federal regulations by the Environmental Department and disposed of or recycled offsite at an approved commercial facility. The Environmental Department shall coordinate the task.

3.2.4 The owner of the project requiring the excavation is only required to remove the amount of excavated soil produced within the scope of the project. Any historical contamination issues found during excavation shall be addressed by the Environmental Department.

3.3 Purchasing Clean Backfill

3.3.1 Owners of excavation projects requesting clean backfill shall go through Procurement for suppliers. Procurement shall receive written assurance from suppliers that backfill materials (fill sand, clay, limestone, etc.) are from virgin, non-industrial sources and are not from potentially contaminated areas. A letter in the file from the suppliers giving assurance of this shall normally suffice. GBR reserves the right to request analytical data to support this requirement.

3.4 Environmental Department Contact Information

3.4.1 The Environmental Department can be contacted for assistance by using the department service number (409) 771–2256 or by the department pager/radio number (409) 941–8000.

4.0 Definitions

None

5.0 References

None

6.0 Attachments

None

7.0 Revision History

Revision Number	Description of Change	Written by	Approved by	Revision Date	Effective Date
0	Original Issue.	M.K. Alberts	K.M. Casey S.W. Dio	29-Jun-08	29-Jun-08
1	Review by Environmental Waste Team. Eliminated BP Job Representative references per MOC M2010923-001	M.K. Alberts	Mark J. Berlinger O.O. Niederhofer	12-Jan-11	12-Jan-11
2	Reformatted as MPC GBR Procedure	M.K. Alberts	B. Contractor	28-Sep-14	28-Sep-14