

Authored By: John Long	<b>Blanchard Refining Company LLC Galveston Bay Refinery</b>	Doc No.: REW-000020-GB Rev No: 0
Doc Custodian: Environmental Supervisor		<b>ENV-40 Used Oil Waste Management</b>
Approved By: Eric Kaysen		
Date Approved: 7/26/2021	Next Review Date: 8/31/2026	Effective Date: 8/20/2021

**TABLE OF CONTENTS**

<b>1.0</b>	Purpose .....	2
<b>2.0</b>	Scope .....	2
<b>3.0</b>	Procedure.....	2
3.1	Roles and Responsibilities.....	2
3.2	Used Oil Management Procedures .....	2
3.3	Used Oil Filter Management Procedure .....	3
3.4	Spill Clean Up and Response.....	3
<b>4.0</b>	Definitions .....	3
<b>5.0</b>	References.....	4
<b>6.0</b>	Attachments .....	4
<b>7.0</b>	Revision History .....	4
	Attachment A – Label Requirements for Used Oil .....	5
	Attachment B – Label Requirement for Used Oil Filters .....	6

Blanchard Refining Company LLC	Galveston Bay Refinery	
Title: ENV-40 Used Oil Waste Management	Doc Number: REW-000020-GB	Rev No: 0

## 1.0 Purpose

The purpose of this document is to define the requirements for used oil recycling and used oil waste management throughout the site, including operating units, office buildings, laboratories, dock areas, maintenance and infrastructure areas. The Resource Conservation and Recovery Act (RCRA) provides specific requirements for management of discarded materials and hazardous wastes, including used oil. The Texas Commission of Environmental Quality (TCEQ) administers and enforces the RCRA regulations in Texas, including the state regulatory requirements for used oil and wastes associated with it. The Department of Transportation (DOT) regulates and enforces the transportation of hazardous materials, including hazardous wastes. The Occupational Safety and Health Administration (OSHA) regulates and enforces communication standards for all chemicals and materials that may impose a hazard to employers and employees, including hazardous materials, hazardous substances, and hazardous wastes.

## 2.0 Scope

This procedure applies to all refinery (E/W Plants, Bay Plant, South Houston Green Power), docks, laboratory, storage, maintenance and contractor facilities.

## 3.0 Procedure

### 3.1 Roles and Responsibilities

- 3.1.1 Each unit/area within the refinery is responsible for the proper management of used oil waste and used oil filters according to the requirements in this procedure.
- 3.1.2 Each unit/area is responsible for maintaining secondary containment areas, labeling containers and tanks, scheduling used oil to be picked up and sent to recovery tanks, labeling drums of used oil filters, staging the drums for pickup, and complying with the other requirements outlined in this procedure.
- 3.1.3 The Environmental Department is responsible for coordinating the movement of used oil filter drums to the 90-day waste storage areas and to offsite disposal/recycling.

### 3.2 Used Oil Management Procedures

- 3.2.1 Used oil must be collected and accumulated in totes and/or tanks large enough to handle the volume anticipated. Transfer of used oil from totes to drums is prohibited unless approved by the Environmental Department.
- 3.2.2 Used oil collection totes/tanks must be provided with enough secondary containment to handle 110% of the capacity of the used oil tote/tank. Used oil must never be dumped into the sewers.
- 3.2.3 The used oil collection area must be accessible to vacuum trucks.
- 3.2.4 The used oil collection tote/tank must be labeled "USED OIL". [40 CFR 279.22(c)]
- 3.2.5 The used oil collection tote/tank must be in good condition and free of defects that would cause it to rupture or leak. [40 CFR 279.22(b)]
- 3.2.6 The used oil collection tote/tank must be closed when not being filled or emptied.
- 3.2.7 Only used oil meeting the definition provided in section 4.0 of this procedure may be stored in used oil collection totes/tanks. Chemicals, solvents, gasoline and/or other light ends shall not be mixed with the used oil. Hazardous waste must never be mixed with used oil.
- 3.2.8 Once the used oil collection tote/tank is full, the unit or service organization will contact the approved vacuum truck service to remove the used oil and take it to the oil recovery

Blanchard Refining Company LLC	Galveston Bay Refinery	
Title: ENV-40 Used Oil Waste Management	Doc Number: REW-000020-GB	Rev No: 0

tanks located at the Environmental Facility. The used oil generating unit or organization must request a vacuum truck that is dedicated to used oil service only.

- 3.2.9 Vacuum trucks used in the retrieval of transmission of used oil shall be cleaned immediately following use as required by Use of Vacuum Truck Procedure.

### 3.3 Used Oil Filter Management Procedure

- 3.3.1 **Under no circumstances will used oil filters be mixed with process filters.** Process filters are used to filter/purify process substances, product lines, additives and any other oil products we refine. Process filters are separate, regulated solid wastes and must be handled separately as required by Spent Process Filter Procedure. The generating unit must contact the Environmental Department at (409) 771-2256 if uncertain of the oil filter's classification.
- 3.3.2 Used oil filters generated by the filtering of lubricating oil from automobiles, compressors, generators, and other heavy equipment must be 'gravity hot-drained' for at least 24 hours into an oil catch basin such that there are no visible signs of free-flowing oil. The drained oil collected may then be recycled in a used oil collection tote/tank. [40 CFR 261.4(b)(13)]
- 3.3.3 The drained used oil filters must then be placed in 55-gallon steel drums and labeled with non-hazardous waste stickers with the description "Used Oil Filters". Once a drum of used oil filters is full and ready for pickup it will be staged on a pallet near a convenient pickup point.
- 3.3.4 The Environmental Department must be contacted within 24 hours to pick-up the used oil filters drum for relocation to a waste management storage unit. Contact the Environmental Department at (409) 772-2256 for assistance in scheduling drum pickups.

### 3.4 Spill Clean Up and Response

- 3.4.1 In the event of a spill contact the security operations center (SOC) immediately at x1762 or x1765. Call (409) 945-1762 or 1765 if outside the plant. The SOC will contact the Environmental Department.
- 3.4.2 Any used oil spills or leaks must be stopped, and the release contained and cleaned up promptly. Any repairs needed for a damaged used oil tote/tank must be completed before any used oil is placed in the tote/tank. [40 CFR 279.22(d)]

## 4.0 **Definitions**

- 4.1 **Used oil** – Any oil that has been refined from crude oil or synthetic oil that, as a result of usage, has been contaminated by physical or chemical impurities. Used oil does not include ethylene glycol, solvents, gasoline, chemicals or other light ends and these must not be mixed with the oil for purposes of disposal. Used oil is spent lubricating oils from automobiles, compressors, generators, heavy equipment, tec., and hydraulic fluid used in heavy equipment. Used oil includes crankcase oil, transmission fluid, and machining oil.
- 4.2 **Used oil generator** – A site whose act or process produces used oil or whose act first causes used oil to become subject to regulation. Galveston Bay Refinery is a used oil generator.
- 4.3 **Used oil filter** – any device that is an integral part of an oil flow system, the primary purpose of which is to remove contaminants from flowing oil contained in the system, and as a result of use has become contaminated and is no longer suitable for its original purpose, is removed from service and contains entrapped used oil.
- 4.4 **Gravity hot-drained** - the oil filter is drained near engine operating temperature and above room temperature (57 FR 21524, 21532; May 20, 1992).

Blanchard Refining Company LLC	Galveston Bay Refinery	
Title: ENV-40 Used Oil Waste Management	Doc Number: REW-000020-GB	Rev No: 0

**5.0 References**

5.1 40 CFR 279; 30 TAC 324

**6.0 Attachments**

6.1 Attachment A – Label Requirements for Used Oil

6.2 Attachment B – Label Requirement for Used Oil Filters.

**7.0 Revision History**

Revision Number	Description of Change	Written by	Approved by	Revision Date	Effective Date
0	Original Issue. New integrated site procedure replaces GBR-HESS-ENV-40 under MOC 93391.	J. E. Long	E. R. Kaysen	7/26/2021	8/20/2021

**Attachment A – Label Requirements for Used Oil**



Or alternative label



Blanchard Refining Company LLC	Galveston Bay Refinery	
Title: ENV-40 Used Oil Waste Management	Doc Number: REW-000020-GB	Rev No: 0

**Attachment B – Label Requirement for Used Oil Filters**

**NON-HAZARDOUS WASTE**

**BLANCHARD REFINING CO. LLC  
GALVESTON BAY REFINERY**

**Call 409-771-2256 when full.**

**Waste:** USED OIL FILTERS

**Date:** \_\_\_\_\_ **WO#:** \_\_\_\_\_

**Location:** GARAGE (for example)

beAed BNF 474-0390-01

MATERIAL MASTER 90216326

**Got a waste issue –**  **DON'T STRESS or GUESS?** 

**Call 409-771-2256 for guidance** 