

Environmental Standard Operating Procedure			
Originating Office:  <b>Environmental Management Department</b>	Revision:  Original	Prepared By:  Engineering Division	Approved By:  William Moog
File Name: DGS-ESOP	Effective Date: 24 April 2007	Document Owner: Luis Eria	

## Title: Degreasing-Solvent

### 1.0 PURPOSE

The purpose of this Standard Operating Procedure is to provide environmental guidelines for the use of parts washers containing organic and aqueous solvents.

### 2.0 APPLICATION

This guidance applies to those individuals working with organic and aqueous solvent parts washers aboard MCAS Miramar.

### 3.0 REFERENCES

- 40 CFR 261, 403,
- 40 CFR 51.100
- 29 CFR 1910
- Air Quality Management Plan (AQMP)
- Hazardous Waste Management Plan (HWMP)

### 4.0 PROCEDURE

#### 4.1 Discussion:

The use of self-contained parts washers is an effective means of recycling solvents and preventing contamination of wastewater. However, solvent selection can have environmental consequences. Depending on the solvent selected, organic solvent parts washers may generate hazardous waste and air pollution, while water-based solvents may be corrosive to mechanical and human parts.

Waste organic-based and water-based solvents must be managed as hazardous waste at the unit level. MCAS Miramar units are required to purchase solvents through the hazardous Material Minimization (HazMIN) Center. MCAS Miramar Units must use solvents listed on Unit's Hazardous Material Authorized Use List.

A unit may choose to enter into a service agreement with a vendor to supply parts washer service for the machine, solvent and regularly scheduled service. The unit/contractor must provide the

Environmental Management Department (EMD) with the type of machine, solvent used, maintenance schedule, and where solvent will be recycled. The contractor shall manifest all waste solvent through the EMD, Waste Management Division.

The unit may also purchase their own equipment, and solvent. The unit shall consult with EMD prior to procurement of any solvent machines.

#### **4.2 Operational Controls:**

The following procedures apply **to all Parts Washers**:

1. Use only MCAS Miramar approved solvents.
2. Ensure solvent being utilized is on unit's Hazardous Material Authorization Use List.
3. MSDSs for solvents must be available.
4. Parts washers must be marked on the outside with the name of the solvent being utilized.
5. Drain all parts before placing in the parts washer.
6. Remove gross contamination before placing in the parts washer.
7. Ensure the parts washer is free of visible leaks.
8. Parts washer cover must be operating properly and closed when not in use.
9. Ensure waste fluids and residue are collected and taken to the unit satellite accumulation area for disposal.
10. Ensure waste solvent or its residue is stored in closed and properly labeled containers.
11. Ensure equipment is operated and maintained in strict accordance with the manufacturer's recommendations.
12. Keep a spill kit nearby.
13. Keep fire extinguisher nearby.
14. When parts are washed, allow excess solvent to drain back into the parts washer.
15. Turnover folder information must be kept for this Standard Operating Procedure.
16. If there are any specific situations or other concerns not addressed by this procedure, contact EMD

Office.

17. Ensure solvent used in parts washer has a minimum flashpoint of 142° Fahrenheit. Refer to appropriate MSDs for flashpoint of solvent used.

#### 4.3 Documentation and Record Keeping:

The following records must be maintained for parts washers:

1. MSDS for solvent.
2. Unit's Authorized Use List for Hazardous Material.
3. Inspection and Training records.

#### 4.4 Training:

All affected personnel must be trained in this Standard Operating Procedure and the following:

1. Hazard Communication training.
2. General Environmental Awareness training.

#### 4.5 Emergency Response Procedures:

CALL 9-1-1

#### 4.6 Inspection and Corrective Action:

The Environmental Compliance Coordinator (ECC) shall designate personnel to perform inspections. The ECC shall ensure deficiencies noted during the inspections are corrected immediately. Actions taken to correct each deficiency shall be recorded on the inspection sheet. Designated personnel shall conduct inspections.

Parts Washer – Inspection Checklist	
Date:	Time:
Installation:	Work Center:
Inspector's Name:	Signature:

Inspection Items	Yes	No	Comments
1. Are solvents used in the parts washer MCAS Miramar approved?			
2. Is MSDS available for solvent being used? (29 CFR 1910.1200, Appendix E, Section 3)			
3. Are parts washers marked on the outside with the name of the solvent being utilized?			
4. Are all parts drained and gross contamination removed before placing them in the parts washer?			
5. Is the solvent tank free of visible leaks?			
6. Is the cover operating properly and closed when not in use?			
7. Are waste fluids and residue collected and taken to the unit satellite accumulation area for disposal?			
8. Are solvents, including waste solvent or its residue, stored in closed and properly labeled containers?			
9. Is the equipment operated and maintained in strict accord with the manufacturer's recommendations?			
10. Is solvent on Unit's Hazardous Material Authorized Use List?			
11. Are spill kits and fire extinguishers kept nearby?			
12. Are training and inspection records maintained and available for inspection?			

**ADDITIONAL COMMENTS:**

---



---



---



---

**CORRECTIVE ACTION TAKEN:**

---

---

---

---

**Environmental Compliance Coordinator**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_