

Environmental Standard Operating Procedure			
Originating Office: MCAS Miramar Environmental Management Department	Revision: Version 2	Prepared By: Compliance Division	Approved By:
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Title: Used Oil and Antifreeze Accumulation

1.0 PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to provide environmental guidelines for managing used oil and antifreeze during maintenance activities.

2.0 APPLICATION

This guidance applies to those individuals who perform maintenance on all equipment and vehicles while conducting fluid changes that produce used oil and antifreeze onboard Marine Corps Air Station (MCAS) Miramar. Used oil and antifreeze are two separate waste streams and therefore must be managed in accordance with the individual regulatory requirements.

3.0 REFERENCES

- 40 CFR 279
- 29 CFR 1910
- 22 CCR 66279; 66265.192(j); 66262.34
- Health and Safety Code 25143; 25250
- MCO P5090.2A (USMC Environmental Compliance and Protection Manual)
- MCAS Miramar Hazardous Waste Management Plan

4.0 PROCEDURE

4.1 Discussion:

The accumulation of used oil and antifreeze as a result of regular vehicle maintenance must be properly managed. When accumulating or collecting used oil and antifreeze, they must be collected separately and drained, stored, and labeled in separate, approved containers authorized for use aboard MCAS. The containers of used oil or used antifreeze must be marked with a hazardous waste label in accordance with the waste protocol sheet for used oil or used antifreeze.

Units are equipped with approved storage containers, above-ground storage tanks (ASTs), drum funnels, secondary containment devices, and labels. Units should contact the Environmental Management Department, Compliance Division if additional containers or materials are needed.

4.2 Operational Controls:

The following procedures apply:

1. SDSs (Safety Data Sheets) for oil and antifreeze must be available and current.
2. Only use close top bung containers or ASTs for the accumulation of used oil or used antifreeze.
3. Accumulation containers must be properly marked to identify the waste stream they are intended to collect.
4. Accumulation containers must be marked with the initial accumulation start date of when the waste was first placed in the container.
5. Accumulation containers that collect used oil must not collect antifreeze.
6. Accumulation containers that collect used antifreeze must not collect oil.
7. Accumulation containers must be kept close except when the waste is being placed in the container.
8. Drip pans and other transfer containers must be separated by the waste stream they are intended to collect.
9. Drip pans and transfer containers must be emptied daily into the correct accumulation container of all free flowing liquid at the close of each business day.
10. Spills must be properly cleaned up immediately and safely
11. All used oil AST's will be inspected on a daily basis and managed in accordance with the AST Certification & Engineering Assessment Exemption Notification.
12. Ensure used fluid is not contaminated with any other material. If used oil has been contaminated with antifreeze it must be disposed of as waste oil and placed in a separate drum.
13. Keep a spill kit nearby.
14. Keep fire extinguisher nearby.
15. Inspect waste accumulation sites on a weekly basis.
16. Turnover folder information must be kept for this Standard Operating Procedure.
17. If there are any specific situations or concerns not addressed by this procedure, Units should contact the Environmental Management Department, Compliance Division.

4.3 Documentation and Record Keeping:

The following records must be maintained for the accumulation of used oil and antifreeze:

- 1. SDS for oil and antifreeze.
- 2. Inspection, training, and disposal records.

4.4 Training:

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

- 1. General Environmental Awareness Training
- 2. Contingency Plan Sections 1 thru 4 Training
- 3. Hazardous Waste Coordinator Training
- 4. Hazardous Waste Coordinator Annual Refresher Training

4.5 Emergency Preparedness and Response Procedures:

Refer to unit specific Consolidated Emergency Response Contingency Plan and the Spill Contingency Plan for the Marine Corps Air Station Miramar.

4.6 Inspection and Corrective Action:

The Environmental Compliance Coordinator shall be designated to perform the required weekly and/or daily inspections of the used oil or antifreeze storage containers or tanks. The Environmental Compliance Coordinator shall ensure deficiencies noted during the inspections are corrected immediately. Actions taken to correct each deficiency shall be recorded on the inspection sheet.

Used Oil/ Antifreeze Accumulation – Inspection Checklist	
Date:	Time:
Installation:	Work Center:
Inspector’s Name:	Signature:

Inspection Items	Yes	No	Comments
1. Is the SDS for oil available and current?			
<i>(29 CFR 1910)</i>			

2. Is the SDS for antifreeze available and current? <i>(29 CFR 1910)</i>			
3. Is the accumulation containers kept closed except when waste is being added or removed? <i>[CCR 66264.173(a), APCD Rule 67.17]</i>			
4. Are accumulations containers must be properly marked to identify the waste stream they are intended to collect? <i>[CCR 66262.34(f)(1)&(3)]</i>			
5. Are drip pans and transfer containers segregated by waste streams collected? <i>(HWMP)</i>			
6. Are drip pans and transfer containers emptied daily of all free flowing liquid? <i>(HWMP)</i>			
7. Are spills properly cleaned up immediately and safely? <i>(HWMP)</i>			
8. Are accumulation containers properly marked to identify the waste stream they are intended to collect? <i>[CCR 66262.34(f)(1)&(3)]</i>			
9. Are accumulations containers must be kept close except when the waste is being placed in the container? <i>[CCR 66265.173(a)]</i>			
10. Are spill kits and fire extinguishers kept nearby? <i>[CCR 66265.32(a)-(d)]</i>			
11. Are training and inspection records maintained and available for inspection? <i>(HSC 25504(c); MCO 5090.2)</i>			

ADDITIONAL COMMENTS:

CORRECTIVE ACTION TAKEN:

Environmental Compliance Coordinator

Name: _____

Signature: _____

Date: _____