

Procedure: Petroleum Bulk Storage
Responsible for Procedure: Environmental, Health and Safety
Governance Body Oversight: College Council
Date of Last Review: January 2022

Procedure Number: E-9
Most recent effective date: April 2022

Procedures

College personnel responsible for petroleum management activities shall ensure compliance with all DE64 68.cia11(n)

- x Ensure that traffic in the immediate vicinity of the transfer process is effectively controlled or eliminated.
- x Verify the carrier's vehicle is appropriately grounded during the transfer process.
- x Ensure adequate communication with the carrier during the transfer process (i.e., radios set at a designated frequency, etc.)
- x Once all of the above steps are completed, unlock the tank's fill port.
- x Monitor the tank site during the entire fill procedure to ensure that the tank is not over filled and/or that pipes are not leaking.

Prior to Transfer Designated Carrier Responsibilities

- x The carrier may not hook up or transfer any petroleum unless a qualified College employee is present during the entire transfer process.
- x Verify the integrity of the tank and its storage location.