	INSTRUCTION FOR ACTIONS DURING WASTE OIL LOADING/UNLOADING	EA-I 05
2024		Page: 1/2

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1.0 Aim/Scope

This instruction defines the methods and responsibilities for actions during waste oil loading/unloading.

2.0 Affected activities

- Collection and temporary storage of hazardous waste – used oils.

3.0 Records form

None.

4.0 References

Waste Permit (not yet issued)

5.0 Definitions

None.


6.0 Instruction

6.1 Steps for unloading of used oil

- The operator connects a hose to the corresponding tap of the vessel in which the waste oil is transported (road tanker, ISO tank).
- Mandatory checks for tight connection and integrity of the system
- The driver opens the top hatch of the road tanker/ISO container
- The operator turns on the pump
- Until the completion of the unloading process is the operator visually monitors the level of waste oil in the vessel.
- When the set level is reached, the operator stops the pump.

In the case of a detected leak from the system, the pump is immediately stopped and the issue is dealt with following the procedural rules.

- #### 6.2 Steps for loading used oils – the activity is performed following the same procedure, with the operator reversing the pump, directing the flow from the stationary tank-container to the tanker truck.

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6.3 Personnel requirements - Loading/unloading of waste oils must only be carried out by personnel who have been previously instructed and trained to work with the relevant equipment.

6.4 Liability - The person responsible for the proper operation and maintenance of the equipment is the Operator.

7.0 Records

7.1 Type of Records – All records are kept electronically. They shall be printed out at the end of each year or upon request by the competent authority.

7.2 Compliance – The records must be stored in accordance with Procedure EA-P 04 – Documents management