	Position	Name	Signature
Created by:	**Consultant MENEX EOOD**	**Hristo Menzilev**	
Validated by:	**Director ENVEO ASTON Ltd.**	**Yoanna Devaney**	

1.0 Aim/Scope

This procedure defines the requirements and responsibilities for storage of waste oil.

2.0 Affected activities

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

3.0 Records form

EA-R 20 Inspection of pipelines, tanks and bunds

4.0 References

Waste Permit (not yet issued)

5.0 Definitions

Oil-water separator - dimensions of 4 x 5 x 1.40 meters, executed with reinforced concrete walls and foundation, completely proofed with specialised impermeable coating, resistant to water and oil. The total volume - 28 m^3. The separator is covered by a rigid hood, protecting it against rainfall. The separator is equipped with a pump, level indicator and inspection points. The oil-water separator is connected to the loading area with a pipe for receiving any contingent spills during the loading/unloading activities and/or ingress of rainwater.

6.0 Procedure

6.1 General storage requirements:

6.1.1 Storage areas will be clearly marked and signed with regard to the waste codes allowed for storage.

6.1.2 The total maximum storage capacity of the site will be clearly and unambiguously stated in writing, accompanied with details of the method used to calculate the volumes held against this maximum and set out in the site plan. The stated maximum capacity of storage areas will not be exceeded, and the site plan updated to reflect any changes before they are implemented.

6.1.3 Both stationary tank containers will be clearly labelled with the relevant hazard code(s), and a unique reference number or code enabling identification through stock control and cross-reference to pre-acceptance and acceptance records. All labelling will be resilient enough to stay attached and legible throughout the whole time of storage at the installation.

6.1.4 Storage area drainage infrastructure will ensure that all contaminated run-off is contained, that drainage from incompatible wastes cannot come into contact with each other and that fire cannot spread between storage / treatment areas via the drainage system:

- Any unlikely leakage inside the bunded area will be treated with adsorbents which will later be handed over to a licensed collector.
- Any leakage in the loading / unloading area will be directed to an oil-water separator with the help of a raised concrete guard curb, a ditch and an underground pipe.
- Rainwater from the loading / unloading area, possibly oil contaminated, may discharge into the oil-water separator. The emulsion formulated this way will be gravitationally separated into two layers: oil (top) and water (bottom). The oil layer will be periodically pumped towards the stationary tank containers. The residual contaminated water and emulsion will be sent to licenced processors for regeneration/disposal. No wastewater will be discharged into sewage system or in water body.

6.1.5 The rainwater within the bunded area with the stationary tank containers will remain there until self-evaporation or will be sent to licenced processors for regeneration/disposal.

6.1.6 An instruction for operation and maintenance of equipment, including pipelines, tanks and bunds (*EA-I 01*) has been made. For the applying of the instruction there is a Record form kept on site (*EA-R 20 Inspection of pipelines, tanks and bunds*).

6.1.7 There should be daily inspection of the condition of the stationary tank containers and written records should be kept of these inspections. If a container is found to be damaged, leaking or in a state of deterioration, its contents should immediately be transferred to another container.

6.1.8 All spillages of hazardous wastes should be logged, where spillages >200 litre then additionally the Regulator will be informed.

6.1.9 Activities that create a clear fire risk will not be carried out within the storage area.

6.2 Turnover:

6.2.1 Following receipt, wastes should be treated or removed off-site as soon as possible.

6.3 Aged stock

6.3.1 It is important to avoid accumulations of waste, which may in turn lead to a deterioration in the stationary tank container resulting in spillage or, in extreme cases, the deformation of the container to such an extent that it cannot be moved.

6.4 Segregation

6.4.1 Mineral oils, cooking oils, halogenated oils, brake fluids, antifreeze, washer fluids and oily waters are different categories and must not be mixed by producers or carriers collecting them

6.4.2 Oil and water mixes, with different concentrations of similar oils, can be mixed – the resultant mix is classified as a hazardous waste

6.4.3 Mineral oils of similar composition from different sources can be mixed – if they have different classifications, each would need to be classified separately

6.5 Bulk storage stationary tank containers

6.5.1 The bulk storage stationary tank containers will be located on an impervious surface that is resistant to material being stored, with sealed construction joints within a bunded area with a capacity at least 110% of the largest container or 25% of the total tankage volume, whichever is the greater.

6.5.2 The supporting structures, pipes, hoses and connections will be resistant to the substances (and mix of substances) being stored. Periodic thickness testing of the stationary tank containers will be performed.

6.5.3 No open-topped tanks, vessels or pits will be used for storage of waste oil.

6.5.4 No uncontrolled venting to atmosphere will exist.

6.5.5 All connections between the stationary tank containers will be capable of being closed via suitable valves.

6.5.6 Plant and equipment taken out of use will be decontaminated and removed.

6.5.7 Pipework will be routed above ground.

6.6 Stationary tank container & process pipework labelling

6.6.1 Both stationary tank containers will be clearly signed as to their contents and capacity and will have a unique identifier.

6.6.2 Written records of all both stationary tank containers should be kept detailing:

- unique identifier
- capacity
- construction including materials
- maintenance schedules and inspection results
- fittings (including joints and gaskets etc.)
- waste types that may be stored/treated in the stationary tank container.

6.6.3 A suitable pipework coding system should be used, for example, RAL European standard colour coding.

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 All the information received through the pre-acceptance procedures is kept for 3 years**.**

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