



West Bay Sanitary District Code of Safe Practice

FOR IMMEDIATE RELEASE
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Questions or comments regarding this
Code of Safe Practice should be directed
to the Regulatory Compliance Coordinator.

Used Oil and Filter Disposal

Federal, State and local regulations and ordinances govern the disposal of used oil, filters, and other lubricating fluids and associated devices. The COSP does not address oil contaminated with polychlorinated biphenyls (PCBs). Consult with EHS for specific information pertaining to management of oils contaminated with PCBs.

USED OILS

- Create a segregated storage area or container. Label the container as “Used Oil Only.” Ensure that the container is equipped with a lid and that the lid remains securely in place except when immediately adding material to the container. If a drum is used as a collection container, a screw-in funnel with a lid can be used to facilitate adding material to the drum.
- Use a container with a maximum capacity of 55-gallons or less. If using a larger container or tank, consult with the fleet manager regarding applicability of other regulatory requirements.
- Oil is a dangerous pollutant in lakes, streams and the ocean. Therefore, it is important to take measures to prevent potential releases from reaching waterways. If possible, place the container within secondary containment. For indoor storage areas, keep the container away from floor drains. Indoor storage areas protected from the weather are strongly recommended. If the container is stored outside, place the container away from storm sewers street gutters, waterways, etc.
- Do not place other lubricating or automotive fluids (e.g., transmission fluids, brake fluids, etc.), solvents, oil contaminated with solvents, PCBs, non-petroleum based oils, or any other material in the collection container.
- Limit access to the container so that only used oil is added to the container.
- Do not burn used oil on-site or give to others to burn. A licensed hazardous waste hauler must remove used oil.

USED OIL FILTERS

- Used oil filters, when removed from equipment, can contain as much as 12 to 16 ounces of oil; therefore, all oil filters must be punctured on the dome end and hot-drained for 24 hours, or crushed and dismantled. “Hot-drained” means that the filters are drained immediately after being taken off a hot engine.
- Metal parts from filters that are drained and/or crushed can be recycled as scrap metal.
- Place punctured or crushed filters in a collection container equipped with a lid. Label the container as “Used Oil Filters.” Store the container in an area that is protected from the weather.

USED FUEL FILTERS

- Used fuel filters may be regulated as hazardous waste. Collect them in a labeled container equipped with a tight-fitting lid (e.g., 5-gallon bucket labeled as “Used Fuel Filters”). Used fuel filters must not be managed as scrap metal.

PERSONAL PROTECTIVE EQUIPMENT

Protection Area	PPE Required
Eye	Safety glasses or goggles meeting the ANSI Z87.1 Standard.
Face	Face shield when there is a potential of splashing to the face.
Hand	Work gloves.
Head	Hardhat while beneath a vehicle draining oil.
Foot	Leather steel toe safety shoes or boots.
Body	Protective coveralls to protect personal clothing.
Respiratory	
Hearing	Wear earplugs or earmuffs as necessary.