

Safe Work Procedure

Used Oil Transfer

Facility:	Written By:	Approved By:	Date Created	Date of Last Revision:

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Pinch points Chemical fumes	Steel toed boots Eye protection Hand protection/ rubber gloves Spill kit	Spill containment training

Safe Work Procedure:
<ol style="list-style-type: none"> 1 Park the mobile tank on even ground 2 Use dipstick to ensure enough room in storage tank for the transfer 3 Don rubber gloves 4 Connect the hose from the mobile tank to the storage tank 5 Turn on the pump at the mobile tank 6 Stay with the pump until the storage tank is full or the mobile tank is empty 7 Shut off the pump on the mobile tank 8 Put hoses away 9 Clean up any spilled oils with appropriate spill containment procedure 10 Store the gloves in the spill kit for next use or dispose of properly 11 Move mobile tank to appropriate storage area

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

Guidance Documents/Standards: MB Workplace Safety & Health Act & Regulations: 6 Personal Protective Equipment 16 Machines, Tools and Robots 35 WHMIS	This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years Reviewed By Worker Rep/WSH Committee: Date:
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