

MINIMUM REQUIREMENT



WP/SEA MINIMUM REQUIREMENTS VACUUM TRUCK HOSE HANDLING



MEMORY JOGGERS

Ensure that the following conditions are met before proceeding. If not met, address on WP/SEA.

Communicate the **“RIGHT TO STOP WORK AUTHORITY POLICY”** and is exercised by all crewmembers and other personnel that believe something or some condition has changed. The job is to be stopped and accessed before proceeding. The WP/SEA may need to be modified or a new WP/SEA maybe required before starting the work task again.

All valves are operating freely.

Floats for liquid level indicators are working properly.

Hoses, connections, and fittings are in good condition, and the materials of construction are appropriate for the application.

All connections and other equipment are leak-free and in good condition.

The dispensing area shall at all times be in clear view of the attendant.

The **Dispensing Person** shall be trained in the proper operation of the dispensing equipment

The **Dispensing Person** shall be trained in the emergency shutdown systems of equipment.

The **Dispensing Person** shall be trained in the Company Emergency Response Procedures in the event of leakage, discharge or fire involving flammable or combustible liquids.

Verify containment is in place.

Verify Proper fire extinguishers are on location and are certified.

Verify ground wire is connected to any exposed metal, such as hose flange and non conductive hose.

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ENSURE MINIMUM REQUIREMENTS NUMBERS ARE RECORDED ON WP/SEA

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Verify All conditions identified in the “Memory Joggers” section are met (or are not applicable); if ANY are not met, STOP and add the necessary step to the WP/SEA to ensure the safest method possible.
Install containment pans below the Vacuum Truck drain valve, flanges and hose connections before starting evacuation or draining operations of the Vacuum truck.
Install the transfer pump, valves, piping and hose connections over a pollution containment pan located no more than 10 feet from the Vacuum truck.
Connect a 10’ hose between the vacuum truck drain valve and the transfer pump inlet suction valve.
Attach ground wires to the vacuum truck, hoses and offloading valves to prevent static sparking.
Verify that the vent and low point drains connected to the Vacuum Truck drain valve hose connection and the Transfer Pump suction valve hose connection are closed before evacuation or draining of the slurry materials.
Verify that the Vacuum Truck drain valve and transfer suction pump valve are closed.
Verify all Vacuum Truck vents and vacuum break relief valves are open before starting evacuation or draining of slurry materials from Vacuum truck. (This will prevent the tank from imploding)
Slowly open the drain valve to full position on the vacuum truck.
Perform visual inspection of the transfer pump, connections or hoses to verify there are no leaks in the.
Slowly open the transfer pump suction valve to the full position.
Perform visual inspection of the Vacuum Truck hose, connections or flanges for leaks.
Energize the transfer pump, sucking fluids from the Vacuum Truck and pumping the spent oil to the company disposal location.
Perform visual inspection of all connections, hoses and flanges to verify that there are no leaks in the connections or hoses.
Upon completing evacuation process close drain valve to the Vacuum Truck.
Open high point vent located next to the vacuum Truck drain valve outlet and continue to pump the oil out of the hose.
Once the oil is removed from the hose the vent will start sucking air.
Shut the transfer pump valve and the transfer pump off at this point.
Open the transfer pump low point bleed valve to drain the remaining oil left in the hose into the drain pans.
Once the hose has been drained remove the highest connection and complete draining of hose into containment.
Place a sealed cap on the hose located next to the Vacuum truck and seal closed
Next remove the hose from the transfer pump suction valve and seal closed with a hose cap.
Place sealed caps on transfer pump suction valve bank and on the vacuum truck drain valve.
Secure the hose and drain the drain pans into a proper sump.
The Designated person shall verify that all equipment and location have been left in a clean, safe condition before leaving.

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