

ENVIRONMENTAL PROCEDURE 4 SITE FUEL AND OIL ENVIRONMENTAL CONTROLS

1. Scope:

- To ensure that controls are implemented on The University of Warwick sites regarding fuel tanks, bowsers, generators, oil storage drums and other fuel or oil holding equipment are effective in minimising pollution incidents. All outdoor bowsers or Tanks delivered to site must comply with The Control of Pollution (Oil Storage) (England) Regulations 2001.

2. Site Controls which must be adhered to:

- If you are working within 10 metres of an open drain or watercourse on campus, the method for site fuel and/or oil storage must be agreed in writing with the University Estates Office.
- All bowsers to be double skinned, be type tested to a recognised standard and be strong enough to hold the oil without leaking or bursting
- All an oil or fuel storage container has to be located over a bund constructed to contain 110% minimum of tank capacity. Where there is multiple storage of containers, the bund must be capable of holding 110% of the largest tank or 25% of the total storage capacity
- Bunds must be impermeable to material stored and water. These must be checked daily for leaks and the quantity of material it is currently holding
- All dispensing equipment is to be kept within the bund
- Any flexible pipe, tap or valve must be fitted with a lock where it leaves the container and be locked shut when not in use
- Flexible delivery pipes must be fitted with manually operated pumps or a valve at the delivery end that closes automatically when not in use
- You must be familiar with and implement the COSHH controls for the material being stored
- All drums to be placed on a drip tray with minimum 25% capacity of contents
- All generators are to have suitable and drip trays or plant nappies correctly located underneath them
- Bowsers, tanks, generators and drums are to be sited away from plant traffic routes
- Generators to be sited near to fuel supply when possible
- Bowsers or tanks to be kept locked when not in use or site vacated
- Spill Kits must be available at all Sites, refer to Campus map**
- Should spill occur, stop work immediately, contain the spill using spill kits and notify site supervisor
- The used spill kits or the contents of drip trays and bunds must be removed from site by a licensed waste carrier as hazardous waste. Liquid Waste from drip trays will be absorbed using an inert substance such as sand or granules before disposal as hazardous waste. Larger amounts of contaminated rainwater will be pumped out into a bowser or suitable container for transfer off site.

**IF YOU IDENTIFY ANY PROBLEMS OR CONCERNS WITH THE STORAGE OF OIL
OR THE EQUIPMENT USED INFORM THE ESTATES OFFICE IMMEDIATELY**

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Key to document prefixes: EE=Environmental Statement of Principles ; EM=EMS Manual; ER=EMS Register; EP=EMS Procedure; EL=EMS Legal Register; EK=EMS KPI Objectives & Programmes; EO=Environmental Report; EF=Environmental Form; EA=Environmental Audit; ET=Environmental Training; EC=Environmental Record; EV=EMS Management Review		