



ENVIRONMENTAL PROTECTION DEPARTMENT

Guidelines for the Collection, Storage and Transport of Used Engine Oil

Introduction

The purpose of these guidelines is to provide generators and transporters of used engine oil with the requirements for the collection, storage, transportation and reporting requirements with respect to the management of used engine oil. Additionally, implementation of the guidelines should minimise indiscriminate disposal of used engine oil and reduce adverse impacts to the environment. Used oil of specifications defined below shall be delivered by transporters registered with the Environmental Protection Department (EPD) to a facility approved by EPD.

Used oil is generated from the operations of vehicle maintenance facilities and other users of petroleum products including garages, fleet maintenance activities, boat maintenance operations, farming operations and other similar establishments that use lubricants and oils in their operations. Used oil can consist of engine oil, transmission fluid, refrigeration oil, compressor oils, metalworking fluids, laminating oils, industrial hydraulic fluids, heat transfer fluids and oils used as buoyants. **Animal oil, vegetable oil, cooking oils, antifreeze (radiation fluid) or petroleum distillates used as solvents are not included.**

Definition: Used oil is defined as any oil that has been refined from crude oil or any synthetic oil that has been used and has become contaminated with chemical and physical impurities.

Authority:

These guidelines are based on the following laws and approved Policies:

Laws

1. Marine Pollution Control Act CAP 392A
2. Coastal Zone Management Act
3. Health Services Act CAP 44 and Regulations

Policies

1. National Oil Spill Contingency Plan, 2013
2. Management of Toxic Chemicals and Hazardous Waste Policy, 2006
3. Groundwater Protection Policy, 2020
4. Technical Guidelines for the Petroleum Storage Tanks, 2019.

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Ministry of Environment and National Beautification
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Dalkeith, St. Michael, Barbados

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Approved Disposal Facility

The Barbados National Oil Company Limited is the designated disposal facility and shall only receive used oil of the specifications outlined below or based on their discretion for final disposal from transporters registered with the EPD.

Approved Transporter

Approved transporters are those registered with the EPD and are subject to routine inspection of the equipment used to transport used oil.

Collection:

1. Collect and store the oil separately from all other liquids and fluids including water. The collected used oil should be free of water and other impurities.
2. The tank for the collection of used oil must be maintained in good condition with no evidence of rust or damage.
3. There must be a filtration system in use for the collection of the used oil to allow for the separation and removal of impurities including metal filings, dirt, solids and other debris from the oil to ensure that as much as possible, only oil is collected.
4. Oil filters should be squeezed to remove and collect excess oil with filters discarded separately.
5. No oil filters or rags or other debris should be discarded in the used engine oil collection tank.
6. The Used Oil Transporter shall provide means to transfer the compliant used oil by way of a pump to the transport container and for removal by vacuum truck or another approved transport vehicle. In either event the equipment provided shall be rated for petroleum products and for use in NFPA¹ 70 rated Class I Division I locations.
7. The Used Oil Transporter shall also provide the hoses to facilitate the transfer from the Generator's tank to the truck. Hoses shall be rubber and adhere to ISO 2929:2014 for handling of petroleum products. The customer installation should typically be equipped with Kamlock Twin-Kam type Quick Coupling (female) to mate with similar male fitting provided at end of Used Oil Transporter's hose. The coupling should be capped when transfer is not in use to prevent inadvertent leakage.
8. If any one batch of used engine oil exceeds 1,000 gallons, the Barbados National Oil Company would first sample and test the oil against a slate of parameters to ensure compliance and to better inform the method of handling for these larger volumes.

Storage:

1. Storage tanks at the Generator's sites should be engineered to minimize water ingress from external sources.
2. Storage of large quantities of used oil should comply with the Technical Guidelines for the Petroleum Storage Tanks, 2019. A copy is available of the EPD web site at www.epd.gov.bb.

¹ The National Fire Protection Association (NFPA) is a global self-funded non-profit organization, devoted to eliminating death, injury, property and economic loss due to fire, electrical and related hazards.

3. Storage tanks should also have a facility to drain water from the base of the tank- small amounts of water may naturally accumulate via condensation within the tank even if the tank is properly sealed. Oily water collected in this manner can be disposed at the Mangrove Sanitary Landfill within the guidelines of the Sanitation Service Authority (SSA) to minimize disposal issues of oil contaminated with water going to BNOCL.
4. Transporter should take a sample from the Generator's tanks and perform a simple visible check for water before taking receipt of the used oil.
5. Adequate spill prevention and mitigation measures should be in place to reduce the potential for the release of any used engine oil to the environment during storage. They may include the use of spill pallets for 55 gallon drums and containment areas for larger tanks.
6. Storage tanks and containers should be clearly labelled USED OIL.
7. The storage of used oil should be in tanks that are maintained in good condition, with no evidence of rust, leakage or damage. Storage tanks can be metal, plastic or concrete. Any damage or deterioration of the storage tanks must be repaired immediately or replaced with a new tank that meets the safety specifications.
8. Storage tanks and containers should be above ground with appropriate containment to prevent release to the environment. There should be no storage of used oil in lagoons or pits in the earth. Where existing facilities have existing underground tanks, leak detection methods should be in place.
9. The tanks should be equipped with an adequate pipe connection to facilitate safe transfer to the transportation vehicle. See point 7. above in "Collection"
10. All necessary steps should be taken to prevent leaks and spills.
11. There should be measures in place for the clean-up and containment of any spills that may occur, to ensure that there is minimal impact to the environment.

Transportation:

1. The collection and transportation of used engine oil must be done by a company registered with the Environmental Protection Department. This will include registration of the vehicles for the transportation of the used oil. The Used Oil Transporter Registration Form at **Appendix I** must be filled out and submitted by prospective used oil transporters.
2. Personnel responsible for the transport of the used oil must have a valid driver's licence, prove of training in the defensive driving, and basic oil spill response training.
3. The registered transport shall undergo a basic Health, Safety, Security and Environment (HSSE) Orientation and Site Familiarity Training by BNOCL with respect to the receiving location.
4. Generators will be required to register with EPD to have their oil collected and transported to the approved facility by a registered transportation contractor. Two days or forty-eight (48) hours' notice is required to facilitate the necessary arrangements with BNOCL.
5. The transporter will be required to provide the personnel at BNOCL with two (2) days' notice of the transport of used oil to the facility.
6. The fee for the collection and transportation of the used engine oil from the generator to the processor will be determined by the registered transporter and communicated to generators based on market rates.

Cost

The cost of transport of the used oil to the approved facility is the responsibility of the generator of the used engine oil in accordance with the Sustainable Development Policy 2004.

Record keeping

There must be adequate record keeping of all data related to the collection, storage and transportation of used engine in accordance with section 6 of the Marine Pollution Control Act, CAP 392A. This information must be submitted to the Director, Environmental Protection Department for review at a determined frequency and should be in a format that is satisfactory to the Director.

1. All generators of used engine oil will be required to register with the Environmental Protection Department. Registration information will be shared with the transporter.
2. The used Oil Generator Registration Form is provided at **Appendix II**.
3. Any spill shall be reported in accordance with National Oil Spill Contingency Plan, 2013.
4. All oil spill incidents related to the collection, storage and transportation of used oil should be reported to the Director, Environmental Protection Department for investigation. Reports should be submitted within 5 days of occurring and should include all measures taken to mitigate the impacts from the incident as well as to reduce the potential for negative impact to the environment. The Oil Spill Reporting Form is provided at **Appendix III** and should be used to report all incidents (National Oil Spill Contingency Plan, 2013).
5. Generators and transportation personnel must maintain individual records for the collection of the used engine oil, which can be reviewed by personnel from the Environmental Protection Department for cross referencing. This information should include volume in gallons, collection date and any maintenance activities which have been undertaken with respect to the storage. See **Appendix IV**.

General

1. Do not mix used oil with any other liquids.
2. Use appropriate leak proof containers for storage of the oil.
3. Conduct scheduled inspections of the storage tanks and its surroundings.
4. Schedule routine collection of used oil for transport to the processor to reduce having large volumes of oil on site at any given time.
5. All issues and challenges should be reported in writing to the Director, Environmental Protection Department.
6. Comments queries and suggestion are welcomed and should be submitted via email to epd.secretary@epd.gov.bb.

These Guidelines are issued by the Environmental Protection Department on 22nd March 2022.



ENVIRONMENTAL PROTECTION DEPARTMENT

APPENDIX I
Environmental Protection Department
USED OIL TRANSPORTER REGISTRATION FORM

COMPANY INFORMATION		
Company Name:		
Address:		
Contact Person:		
Telephone No.:		
Mobile No.:		
Email Address:		
VEHICLE INFORMATION		
Description of Vehicle (Make & Model including tank and collection fittings)	Registration Number	Capacity (Indicate Units: Gallons/Litres)

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APPENDIX II
Environmental Protection Department
Used Oil Generator Registration Form

GENERATOR INFORMATION	
Business Name	
Contact Name	
Address	
Telephone Number	
Mobile Number	
Email Address	
Type Of Operation (Vmf, Boat Maintenance, Fleet Maintenance)	
APPROXIMATE WEEKLY OIL GENERATION (Indicate Unit: Gallons Or Litres)	
Type Of Storage (Tank, Drum)	

GENERATOR INFORMATION WILL BE SHARED WITH THE
TRANSPORTER TO COORDINATE COLLECTION

COMPLETED FORM TO BE SUBMITTED VIA EMAIL TO:
Epd.secretary@epd.gov.bb

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APPENDIX III

Environmental Protection Department Oil Spill Incident Report Form

Prepared by: _____	
Date: _____	Time: _____
General Information	Spill Information
Date Incident occurred:	Material Spilled:
Time Incident Occurred:	Oil Type
Vessel/Facility Involved:	Oil Viscosity:
Owner(s) of Vessel/Facility:	API Gravity:
Type of Vessel/Facility:	Pour Point:
Vessel Point of Origin:	Estimate of Quantity Spilled:
Vessel Destination:	Estimate of Spill Potential:
Present Location of Vessel:	Apparent Cause of Spill:
Wind Speed and Direction:	
Current speed and direction:	Spill Status
Sea conditions:	Total Material Lost:
Name of Reporting Party:	Material Recovered:
Address of Reporting party:	Action taken to control spill:
Contact Info for Reporting Party:	Party responsible for control action:
Other Agencies Alerted:	Name:
	Address:
	Contact Information:
	Damage Observed:
ATTACH ADDITIONAL INFORMATION INCLUDING DIAGRAM/PHOTOS	
Report Submitted on ____/____/____	Name: _____ Signature: _____
Report Received on ____/____/____	Name: _____ Signature: _____

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APPENDIX IV
Environmental Protection Department
USED OIL TRANSPORTER REPORTING FORM

Transporter Name: _____

No	Date	Volume (Indicate Units Gallons/ Litres)	Type of Oil	Generator	Generator Signature	Delivered To	Signature/Stamp Disposer
1							
2							
3							
4							
5							
6							
7							
Comments/Remarks:							

Date Prepared: _____

Prepared by (PRINT NAME): _____

Signature: _____

COMPLETED FORM TO BE SUBMITTED TO THE ENVIRONMENTAL PROTECTION DEPARTMENT
VIA EMAIL AT:

Epd.secretary@epd.gov.bb

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