

This Standard Operating Procedure contains guidelines for the storage, use and disposal of used oil. Used oil is not a hazardous waste, but is a general environmental hazard, and an unauthorized release to surface water can be subject to heavy penalties. For advice on oil spill prevention, contact the Division of Safety and Compliance at 265-9818.

### Storage of Used Oil

- Do NOT STORE NEAR DRAINS or waterway.
- Use spill CONTAINMENT (spill pallets) where possible.
- Containers must be compatible with type of oil stored, temperature and pressure.
- Containers must NOT LEAK or have severe rusting, structural defects or signs of deterioration.
- Clearly MARK the words "USED OIL" on containers.
- DO NOT STORE MORE THAN one 55-gallon container at a site at any time.
- Use lighting and locked compounds if storage area is near water or drain.
- If storage area is provided with a means to collect spilled product (i.e., containment pallet), the containment structure should be examined for oil prior to emptying. If sorbent material is used to collect spilled oil, it should be disposed of correctly.
- Conduct INSPECTIONS of oil storage areas at least monthly.
- DOCUMENT inspections and keep with the SPCC Plan at your unit for **3 years**.

### Use of Used Oil

- Used oil may be re-used **ON SITE** (i.e., as a lubricant) if the oil is not contaminated with hazardous material. The above-listed storage requirements also apply.
- Do Not use as a dust suppressant.
- Do Not store used oil in waste piles.
- **Use Funnels** – Minimize decanting used oil into and from containers.
- Do NOT MIX used oil with other types of oil, unless prior approval has been received from the Division of Research Safety (DRS), Chemical Safety and Waste Management Section at 244-9278.

### Disposal of Used Oil

Used oil may be collected at its point of generation by DRS. For more information about disposal, see the *UIUC Chemical Waste Management Guide* on the web at <http://www.ehs.uiuc.edu/css/> or call DRS (244-9278) to begin the process. DRS reserves the right to refuse to transport any used oil until such conditions as required by DRS are met.

- **DO NOT BURN** used oil as a method of disposal without prior notification to DRS and the owner of the combustion unit.
- **DO NOT LEAVE OIL-FILLED CONTAINERS** outside the locked storage compound at the Physical Plant Services Building. **ONLY AUTHORIZED FACILITIES & SERVICES PERSONNEL** are permitted to decant used oil into drums in this compound. Storage restrictions listed above also apply.

**Used Oil**  
Regulations & Inspection Form

University Unit: \_\_\_\_\_ Storage Location (bldg/room): \_\_\_\_\_

Container/System (drum, contents, etc): \_\_\_\_\_

**\*\* Visually inspect the top, bottom and sides of the container. Container must not have exterior dents, bulges, holes, missing bungs or caps, rust or other signs that might indicate leakage or potential leakage of contents. Container expiration/replacement date must be present on the container.**

Date	Name of Inspector	Amount Stored	Condition of Container(s)	Condition of Secondary Containment	Condition of Diversionary Equipment	Evidence of Release	Comments	Initials

Remarks: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature (*Inspector or Supervisor*) \_\_\_\_\_ Date: \_\_\_\_\_