

DISCLAIMER: These Standard Operating Procedures (SOP's) are for the exclusive use of Navy Public Works Center (PWC) Norfolk. They are promulgated as guidance for their NAVFAC Commands. If intended to be used by other activities, they must be tailored to each activity's particular requirements and must be reviewed/approved by the activity's safety professionals prior to use.

Standard Operating Procedures
Handling Oil in the Wet Well

PPE Required:

Face Shield
Work gloves
Hard hat
Safety shoes
Personal harness retrieval unit
Disposable protective clothing
Rubber boots
Rubber gloves

Equipment Required:

Gas-free meter
Fiberglass ladder
Explosion-proof lighting

References:

1. PWC Occupational Safety and Health Program Manual, PWCNORVAINST 5100.33E
2. PWC Occupational Safety and Health Standard Operating Procedures For Confined Space Entry Program, Safety Office SOP No. 001

Procedures:

1. Work center receives a report of oil in the wet well.
2. Determine location of the station.
3. Go to the station.
4. Lift wet well cover.
5. Without entering wet well, obtain verification of suspected spill (visual/odor).
6. Prior to entering the station, verify the exhaust fan is operating. If exhaust fan is not operating refer to SOP 621.3

SAN 023, Confined Space Entry - Dry Well with Inoperable Ventilation System.

7. Enter the station.

8. Shut off pumps at station.

Note: Throughout this procedure, monitor level of sewage in wet well. If level goes above _____, remove boom(s) and pump down sewage as necessary.

9. Gas-free the wet well. Refer to SOP 621.3 SAN 022, Confined Space Entry - Wet Wells.

10. Measure oil in the wet well.

11. For less than 2 inches of oil, use oil boom to recover oil. (Note: 1 inch of oil in an 8'x12' wet well equals approximately 60 gallons of oil.) If there are 2 or more inches of oil present in the wet well, proceed to step no. 14 below.

a. For less than 1 inch of oil use one oil boom (oil boom capacity is 50 gallons of oil.)

b. For more than 1 inch of oil, but less than 2 inches of oil, use two oil booms.

12. Investigate for source of spill. Refer to SOP 621.3 SAN 027, Investigate for Source of Oil in the Wet Well.

13. Within 4 to 8 hours check booms. Change booms as necessary.

14. Continue checking/changing booms every 4 to 8 hours.

15. If there are 2 or more inches of oil in the wet well do not use oil boom(s), call Oil Recovery, Code _____, at extension _____ and then proceed with investigating for the source of the spill.

16. After Oil Recovery pumps oil to their truck, treat any residual oil in the wet well with oil boom(s).

17. After the oil spill is resolved, remove boom(s) from the wet well.

18. Place contaminated boom(s) in 55 gallon drums.

19. Replace wet well cover.

20. Return pumps to normal operation.

21. Call Oil Recovery to pick up drums.

22. Secure job-site.