MINIMUM STANDARD

Refuelling

The following Minimum Standard is applicable on all projects

This minimum standard applies to the refuelling of plant and equipment and to oil changes to plant and equipment carried out on Unitas sites, or at depots. The term oil is deemed to include diesel, petrol, gas oil and lubricating oil.

Oil in the environment is toxic and poisons wildlife. It forms a film on the surface of water which stops oxygen getting into the water. Plants, animals and fish that live in the water can be poisoned or suffocated. Just five litres of oil can form a film that will cover a lake the size of two football pitches.

Site/job specific requirements for refuelling must be detailed in relevant method statements, risk assessments and the Environmental Aspect & Impact Assessment/Environmental Management Plan

These requirements must be communicated to all relevant staff, including operatives and subcontractors

Receiving deliveries

- Fuel/oil deliveries should always be supervised
- Drums, cans and intermediate bulk containers (IBCs) shall be placed within a secondary containment/ secure storage area immediately on delivery. Never leave in unsecure, high risk locations, such as within 10m of drains or watercourses

Refuelling Plant and Site Vehicles

- Wherever possible use plant with an integrated refuelling pump and hose, with auto shut-off
- Use proprietary fuel dispensing hoses with automatic cut-off trigger nozzles, which can't be left propped open
- Refuelling should , wherever practicable, be carried out in a designated area with an impermeable surface sited away from watercourses, ditches or drains
- Refuelling should always be supervised and never be left unattended
- A plant nappy or equivalent pad must be placed under plant or equipment during refuelling
- Fuel and Jerry cans must be returned to secondary containment/ secure storage area immediately after use

Refuelling or changing oil away from the designated area

- Never allow oil to spill directly to ground
- Use a plant nappy or other secondary containment solution
- Use funnels or other appropriate filling equipment to avoid spills
- Return all oil containers (including mobile bowsers), funnels, couplings, hoses etc. to the designated storage area after use
- Deal with any spilt oil and drips into the secondary containment immediately, using proprietary spill clean-up materials
- Store and dispose of waste oil and contaminated spill clean-up materials as hazardous / special waste and
- Never empty waste oil or oily wastes onto the ground or into drains

Planning

The positioning of the designated refuelling area shall take into account the following:

- Availability of an impermeable surface
- The need to be at least 10m away from drains, ditches and watercourses
- The need for safe delivery and access but away from site traffic routes
- Any fire protection requirements for site or premises
- If the area is at risk of flooding

Procurement

- Approved oil storage containers appropriate for the task or situation
- Appropriate plant nappies for placement under hoses / refuelling points
- Correct spill kits with oil resistant gloves to be included as a minimum in case of a spill. The size of the spill kit should be based on the quantity of oil/fuel stored and the potential volume that could be spilled.
- Hazardous / special waste container for clean-up materials / cloths etc.

Competence / Training

- All operatives who carry out refuelling activities or supervise deliveries should be aware of the site requirements for safe deliveries; handling oils and containers on site and what to do in the event of a spill
- Spill Response Training (via relevant Toolbox Talk or formal training)

Documentation

- COSHH Register / Assessments (SHEMS-FOR-GR-027)
- Toolbox Talk records

Further Guidance / Reference

Pollution Prevention Standard SHEMS-STD-GR-064
Working at Construction and Demolition Sites PPG6: Pollution Prevention Guidance (Environment Agency) Minimum Standard for Fuel Storage

OPERATION – REFUELLING CHECKLIST

Project:

Contract No: Date:

Name of Person Undertaking check or monitoring:

Check	Y	N
Are refuelling areas on an impermeable surface, away from drains, ditches and watercourses (>10m distance)?		
Is refuelling equipment (e.g. nozzles, couplings, funnels, etc.) stored within secondary containment when not in use?		
Where refuelling is away from the designated area, are suitable drip trays / plant nappies available?		
Are emergency plans and spill equipment available at refuelling areas?		
Has staff been trained in the use of spill kits and in emergency plans?		
Are suitable containers for hazardous / special waste available in the event of a spill?		