

An Environmental Work Practice is a set of positive guidelines or "Do's and Don'ts" on how to control an aspect of the services, activities, or products of Yukon Energy that may have a negative effect on the environment.

Fuels, Lubricants and Coolants

EMS-EWP-005

1.0 Introduction

1.1 Purpose

The purpose of the **Environmental Work Practice for Fuels, Lubricants and Coolants** is to provide the steps required to purchase, store, use, and dispose of fuels, lubricants and coolants in compliance with applicable laws and otherwise in an environmentally responsible manner.

2.0 Fuels, Lubricants and Coolants

Spills and leaks of oils, coolants, liquids and fuels can harm soil and water and human health if not managed properly. Spills need to be documented, reported, and cleaned up immediately. When hazardous substances such as fuel oil are spilled, the environment and public health can be seriously harmed. Yukon Energy expects the best industry practice as regards storage, handling, and disposal of hazardous materials such as fuels, lubricants and coolants.

2.1 Requirements

- All fuel storage containers should have secondary containment and ideally include integral leak detection and recovery capabilities.
- In addition to absorbent material required to cleanup drips, leaks and minor spills, a fully stocked spill kit shall be available where substances are stored and/or where oil filled equipment will be working.
- Once a spill kit is used, any materials taken out shall be replaced as soon as possible.
- Replacement materials can be obtained through the Procurement Department and Environment Department.
- Lead hands will be responsible for storing spill response supply on hand in their areas of responsibility.
- All service vehicles transporting hazardous materials and all heavy equipment, must maintain suitable spill response equipment with the vehicle/equipment at all times.
- Staff and contractors on site will be familiar with the contents of onsite spill kits and will be trained in the proper use of spill kits.
- Due to the risk of spill and fire, fuels and /or other petroleum or combustible products will not be stored in any large quantity on site (except in designated areas for plant operation). It is suggested that only small fuel containers, such as approved safety containers or tidy tanks properly mounted in trucks will be allowed on site for any extended period of time.

- Store liquid hazardous materials in a tank if the volume is more than 200 litres or a competent drum or other suitable container for smaller amounts.
- Use external secondary containment for single-walled tanks, for double-walled tanks with capacities more than 4,000 litres, or when storing more than twenty-four 45-gallon drums in one group.
- For 45-gallon drums, use drip pans or similar containers.
- For single walled tanks or double walled tanks over 4,000L, use an approved liner or a curbed concrete pad surrounding the tank, and a spill containment device attached to the intake valve. The liner or pad and spill containment device must be made of materials that are compatible with the stored materials.

Records Maintenance

- Spill Contingency Plans will be located at each facility. Project managers, lead hands and the site supervisors shall have a copy of the spill contingency plan available on site at a central location.
- Spill contingency plans will also be located in T&D service vehicles.
- Material Safety Data Sheets (MSDS) will be maintained at the work site for each hazardous material located there. All personnel working with, or potentially exposed to, such materials must have read and be familiar with relevant MSDSs.
- Monthly summaries of fuel inventories must be maintained on site as well as records of anytime fuel is added to the system

Reporting

- If a fuel system fails a leak test, it must be reported to the Yukon Energy Department of Environment
- Reporting to an environmental protection officer (through YEC Dept of Environment) is necessary if;
 - There is a shortage of 1.0% on monthly tank capacity or tank throughput,
 - if there are 4 shortages of 50 litres or more;
 - or consecutive losses totaling 200 litres or more

Fuelling

- Ensure personnel is present during fuelling
- Do not refuel equipment within 30m of a watercourse or waterbody. Exceptions to this requirement include equipment refueled within secondary containment (e.g., water pump contained within spill tray).
- Ensure written standard operating procedures, work practices or guidelines (this EWP) are in place during fuelling activities.

- Keep adequate quantities of spill response equipment near fuelling areas
- Use secondary containment at all times when refueling.

Transportation

- All fuels, lubricants, coolants and other hazardous substances must be transported under applicable Transportation of Dangerous Goods Act and Regulation. When transporting any hazardous materials, refer to TDG regulations and the MSDS sheet for the product.
- Contractors hauling hazardous goods for YEC must have Transportation of Dangerous Goods training and certification as well as MSDS sheets for the product in the vehicle.

Waste Handling

WHITEHORSE PLANTS: PUT OILY WASTE INTO RED METAL CONTAINERS.

- Put all contaminated absorbent pads, spent oil filters and contaminated rags into the red oily waste bins in the Whitehorse Hydro and Diesel plants. Oily waste bins will get emptied into a larger dumpster for oily waste outside the WH Diesel plant. Disposal of this material will be facilitated by the Lead hand and Environmental Coordinator.
- Do not line red bins with plastic bags as it could cause a fire.
- Waste oil/fuel/solvents/coolants must be stored in clearly labeled and sealed containers, located upright and out of the elements (i.e., not exposed to precipitation or excessive ultraviolet light), and ideally will be stored in outdoor shelters, or indoors on pallets, with integral leak containment – i.e., spill pallets and spill shelters. Containers must not be stored on pervious surfaces (wood, soil) or otherwise come in contact with moist earth.
- Keep storage sites secure
- Keep containers at least 30m away from surface waters, catch basins (stormwater), private and public water supply wells.

Waste Records Collection & Retention

- Leadhands are responsible for storing this material and coordinating with waste collection contractor for regular pick-ups.
- Properly completed and signed records and waste manifests must be completed for all waste disposal events and must be retained and regularly provided to Yukon Energy Records Management for filing.

3.0 Applicable Legislation

- Yukon Environment Act, *Spills Regulations*, Yukon Territorial Government
- The storage of hazardous substances is regulated under the *Yukon's Storage Tank Regulations*

- Oil and Gas Act, *Gas Processing Plant Regulations*, Yukon Territorial Government

4.0 Additional Information

YEC Spill Contingency Plans

Can be found on the EMS SharePoint site under Environmental Documents.