

**Newport News Shipbuilding
Contractor Environmental, Health and Safety
Resource Manual**

**Oil and Other Liquid Hazardous Material Transfer
Operations**

OIL AND OTHER LIQUID HAZARDOUS MATERIAL TRANSFER OPERATIONS

1. Regulations

- a. NNS transfers oils and oily wastes in accordance with the following Coast Guard regulations: — 33 CFR parts 126, 154, 155 and 156. Compliance with these regulations is given in the Newport News Shipbuilding Manual for the Transfer of Oils and Oily Wastes. This is also known as the Coast Guard Operations (Ops) Manual.
- b. Response plans have also been developed in accordance with these regulations and Virginia regulation 9 VAC 25-90-10 *et seq* resulting in the U.S. Coast Guard Facility Response Plan.
- c. A Spill Prevention, Control and Countermeasures Plan has also been developed in accordance with 40 CFR 112, as well as provisions for the EPA Facility Response Plan.
- d. Contractors involved with the transfer of oil or other liquid hazardous materials shall obtain copies of the NNS plans mentioned above, and shall ensure compliance with the applicable requirements in these plans.
- e. Contractors who are required to notify* the Captain of the Port (United States Coast Guard) prior to transferring oils or oily wastes must first notify EE at 8-5523. If after hours, leave a message and proceed with U. S. Coast Guard notification.

2. Requirements

- a. All contractor employers shall report any and all spills to the communication center at *911 or 0-2222 (380-2222 for cell phones).
- b. Contractor employers shall not discharge oil, grease, fuel, other petroleum products, or hazardous material to the James River, IW outfalls, storm water outfalls or the sanitary sewer. Contractor employers shall contact the Environmental Engineering section of EH&S (O27) prior to transfer of any oil or hazardous material to determine applicable and appropriate requirements. The following requirements apply to all such transfers:
 - 1) A properly trained NNS Person-In-Charge shall supervise every transfer.

* See U. S. Coast Guard letter Number 16611.

- 2) The contractor employer shall complete a Declaration of Inspection.
 - 3) The contractor employer shall measure the transfer amount and receiving container capacity.
 - 4) The contractor employer shall ensure proper communications between transfer participants as per the above-mentioned plans.
- c. Contractors shall not add dispersants or emulsifiers (e.g. Joy dishwashing detergent) to oil for the purposes of discharging the resulting mixture or dispersing a spill.
 - d. Contractors shall use secondary containment, drip pans or other protective containers for all storage and transfer operations to catch incidental spillage and drips.
 - 1) Secondary containment shall have a capacity of 110% of capacity of the largest container in any single group or containers of 55 gallons or greater.
 - e. Contractors shall remove oil-contaminated material, and spill cleanup material from a drydock as soon as possible and in all cases prior to flooding the drydock.
 - f. Contractor employers shall contact the Environmental Engineering section of EH&S (O27) for instructions on the control and removal of discharged oil or hazardous material. Contractor employers shall ensure that cleanup is carried out promptly after an oil spill or a hazardous material spill is detected. Contractor employers shall conveniently store oil-absorbent materials so that they are immediately available in the event of a spill.
 - g. Contractor employers shall inform EE of design-phase projects involving oil transfer or storage facilities.
 - h. Contractor employers shall report any proposed change in the design, construction, operation, or maintenance of the facilities to EE.
 - i. Contractor employers shall properly dispose of recovered oil, hazardous material, and contaminated materials recovered from the cleanup of spills.