

Oil - Handling

Facility:	Written By:	Approved By:	Date Created:	Date of Last Revision

<b>Hazards Present:</b>	<b>PPE or Devices Required:</b>	<b>Additional Training Required:</b>
Slips	Gloves	Fire Extinguisher Training
Trips	Breathing apparatus	WHMIS
Fires	Steel toed boots	First Aid

**Safe Work Procedure:**

- 1) Fill tanks in well vented area outside.
- 2) Store all decanted oil in cool, clean dry area.
- 3) Label all decanted containers as per WHMIS.
- 4) Extinguish all flames, sparks and cigarettes while using it.
- 5) Turn off engine before filling equipment or slip tanks.
- 6) Decant into plastic or metal drip proof containers - (never glass containers).
- 7) Wash hands thoroughly after handling.
- 8) Wipe up small spills immediately with a clean rag and for large spills use absorbent material on floor.
- 9) Put oily rags and waste in a covered metal container.
- 10) Berm around bulk storage facilities.
- 11) Practice good housekeeping.

***If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure***

**REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR**

<p><b>Guidance Documents/Standards:</b>                  MB Workplace Safety &amp; Health Act &amp; Regulations:                  4 General Workplace Requirements                  5 First Aid                  6 Personal Protective Equipment                  35 W.H.M.I.S - Requirement, Labelling, MSDS                  36 Chemical &amp; Biological Substances</p>	This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years
	Reviewed By WSH Committee:  Date: