



WASTE MANAGEMENT
& RADIATION CONTROL

Division Waste Management and Radiation Control

USED OIL TRANSPORTER PERMIT



Permittee Name: Pioneer Tank Lines, Inc.

Permittee Mailing Address: 12501 Hudson Road S
Afton, MN 55001

Permittee Phone Number: (651) 436-8296

Permittee Contact: Scott Hebert, Safety and Compliance Director
Office: (651) 436-8296 x106
Cell: (651) 587-3868
Fax: (651) 436-8929
Email: shebert@pioneertanklines.com

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Afton, MN 55001

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Type of Permit: Used Oil Transporter Permit

Permit #: UOP-0161

Original Issue Date: May 25, 2016

EPA ID #: MND044176113

Signature: _____

Date: _____

Ty L. Howard, Director
Division of Waste Management and Radiation Control

I.A. Effect of Permit

- I.A.1. Pioneer Tank Lines, Inc. (hereafter referred to as “Permittee”) is hereby authorized to operate as a used oil transporter in accordance with all applicable requirements of R315-15 of the Utah Administrative Code and of the Used Oil Management Act (the Act) 19-6-701 et. seq., Utah Code Annotated and this Permit.
- I.A.2. This Permit shall be effective for a term not to exceed ten years in accordance with the requirements of R315-15-15 of the Utah Administrative Code. This Permit shall be reviewed by the Director five years after the Permit’s effective date of issuance or when the Director determines that the Permit requires review.
- I.A.3. Attachments incorporated by reference are enforceable conditions of this Permit, as are documents incorporated by reference into the attachments. Language in Conditions I and II supersedes any conflicting language in the attachments or documents incorporated into the attachments.

I.B. Permit Revocation

- I.B.1. Violation of any permit condition or failure to comply with any provision of the applicable statutes and rules shall be grounds for enforcement actions, including revocation of this Permit. The Director shall notify the Permittee in writing of his intent to revoke this Permit.

I.C. Permit Modification

- I.C.1. The Permittee may request modifications to any item or activity covered by this Permit by submitting a written permit modification request to the Director. If the Director determines the modification request is substantive, a public hearing, a 15-day public comment period or both may be required before the modification request may be determined. Implementing a substantive modification prior to the Director’s written approval constitutes a violation of the Permit and may be grounds for enforcement action or permit revocation.
- I.C.2. The Permittee shall notify the Director in writing of any non-substantive changes, such as changes to the contact person, within 20 days of the change.
- I.C.3. The Director may modify this Permit as necessary to protect human health and the environment, because of statutory or regulatory changes or because of operational changes affecting this Permit.

I.D. Spill Prevention

- I.D.1. The Permittee shall maintain and operate all used oil transportation vehicles and associated equipment to minimize the possibility of fire, explosion or sudden or non-sudden release of used oil to the air, ground, soil, surface and groundwater and sewer systems.

I.E. Record Retention

- I.E.1. The Permittee shall maintain all applicable used oil records required by R315-15 of the Utah Administrative Code and this Permit at the Permittee's facility located at 12501 Hudson Road S, Afton, Minnesota.
- I.E.2. All records shall be readily accessible for inspection by representatives of the Director. Records may be in a hard copy or electronic format. Records shall be maintained for a minimum of three years.

I.F. Tracking

- I.F.1. The Permittee shall keep written transportation records for both the collection and delivery of used oil. Collection and delivery records may be a log, invoice, manifest, bill of lading or other shipping document.
- I.F.2. For collections, the records shall include the Permittee's name, address, EPA identification number, the facility's vehicle number, driver name, date of collection, the volume of used oil collected and the type of collection (i.e., bulk oil in tankers or containerized, specifying container types and numbers). Additionally, the used oil records shall include the generator's, transporter's, transfer facility's, off-specification burner's or processor's name and signature (dated upon receipt), address and EPA identification number.
- I.F.3. The halogen content from screening tests or analytical laboratory testing shall be documented on the used oil record/bill of lading at each used oil collection location prior to loading for transportation
- I.F.4. The Permittee shall record the PCB concentration based on analytical results of used transformer oil prior to collection/transport in accordance with Condition II.D.3.
- I.F.5. The delivery records shall include the Permittee's name, address, EPA identification number, vehicle identification number, driver name, date of delivery, the volume of used oil delivered and the type of delivery (i.e., bulk oil in tankers or containerized, specifying container types and numbers). Additionally, the used oil records shall include the receiving transfer facilities', off-specification burner's, processor's or other transporter's name and signature (dated upon receipt), address and EPA identification number.
- I.F.6. The Permittee shall create a new delivery record for internal transfers between the Permittee's transportation vehicles.

I.G. Sampling and Analyses

- I.G.1. The Permittee shall follow all sampling and analytical procedures in Condition II.D., Used Oil Sampling and Analytical Procedures when conducting used oil sampling and analytical testing to meet the requirements of R315-15 of the Utah Administrative Code and this Permit.

I.H. Prohibited Waste

- I.H.1. Used oil that has been mixed with hazardous waste as defined by R315-260 and R315-261 of the Utah Administrative Code or PCBs as defined by R315-301-2(53) of the Utah Administrative Code shall no longer be managed as used oil and shall be subject to applicable hazardous waste and PCB-contaminated waste rules.
- I.H.2. Used oil shall not be stored in tanks, containers or storage units that previously stored hazardous waste unless these tanks, containers and storage units have been cleaned in accordance with R315-261-7 of the Utah Administrative Code.
- I.H.3. The Permittee shall not place, manage, discard or otherwise dispose of used oil in any manner other than specified in R315-15-1.3 of the Utah Administrative Code.

I.I. Waste Disposal

- I.I.1. The Permittee shall document and maintain records showing proper characterization, handling and disposal for used oil related wastes, including oily wastewater.
- I.I.2. The Permittee shall properly characterize used oil related wastes to determine if the wastes are hazardous or non-hazardous in accordance with R315-15-8 of the Utah Administrative Code. All wastes generated during used oil operations shall be handled in accordance with this Permit and R315-15 of the Utah Administrative Code. The wastes shall be taken to an appropriate facility permitted to handle the type of waste generated.

I.J. Used Oil Storage

- I.J.1. The Permittee shall not store used oil in Utah longer than 24 hours without first obtaining a transfer facility or processor permit for that storage location. This includes storing used oil in vehicles at loading and unloading docks and parking areas.
- I.J.2. The Permittee shall notify the Director if the 24-hour storage is exceeded due to mechanical failure of the Permittee's transportation vehicle prior to exceeding the 24-hour storage requirement.

I.K. Liability and Financial Requirements

- I.K.1. The Permittee shall procure and maintain general liability and sudden used oil third-party environmental pollution liability coverage for the Permittee's operations as required by R315-15-10 of the Utah Administrative Code.
- I.K.2. The Permittee shall provide documentation of financial responsibility, environmental pollution legal liability and general liability coverage annually to the Director for review and approval by March 1 of each reporting year or upon request by the Director.
- I.K.3. The Permittee shall notify the Director immediately of any changes to the extent and type of liability coverage in accordance with R315-15-10 of the Utah Administrative Code.

I.L. Used Oil Handler Certificate

I.L.1. In accordance with R315-15-4.1 of the Utah Administrative Code, the Permittee shall not operate as a used oil transporter without obtaining annually a Used Oil Handler Certificate from the Director. The Permittee shall pay a used oil handler fee, pursuant to Utah Code 63J-1-504, by December 31 of each calendar year to receive certification for the upcoming calendar year.

I.M. Inspection and Inspection Access

I.M.1. Any duly authorized employee of the Director may, at any reasonable time and upon presentation of credentials, have access to and the right to copy any records relating to used oil and to inspect, audit or sample. The employee may also make record of the inspection by photographic, electronic, audio, video or any other reasonable means to determine compliance.

I.M.2. In addition, the authorized employees may collect soil, groundwater or surface water samples to evaluate the facility's compliance.

I.M.3. Failure to allow reasonable access to the property by an authorized employee may constitute "denial of access" and may be grounds for enforcement action or permit revocation.

I.N. Annual Report

I.N.1. As required by R315-15-13.4 of the Utah Administrative Code, the Permittee shall prepare and submit an annual report of its used oil activities for the calendar year to the Director by March 1 of the year following the reported activity (Form UO 004 (Annual Report for Used Oil Transporter Facilities)). The annual report shall also include all financial assurance documentation required by Form UO 004.

I.O. Other Laws

I.O.1. Nothing in this Permit shall be construed to relieve the Permittee of his obligation to comply with any Federal, State or local law.

I.P. Enforceability

I.P.1. Violations documented through the enforcement process pursuant to Utah Code Annotated 19-6-112 may result in penalties in accordance with R315-102 of the Utah Administrative Code.

I.Q. Effective Date

I.Q.1. The permit is effective on the date of signature by the Director.

II.A. Transportation Operations

- II.A.1. The Permittee is authorized to transport used oil and deliver the used oil to another permitted transporter, transfer facility, processor and re-refiner or used oil burner in accordance with R315-15-4.4 of the Utah Administrative Code.
- II.A.2. Used oil recovered from oily water shall be managed as used oil in accordance with R315-15 of the Utah Administrative Code and this Permit.
- II.A.3. The Permittee shall comply with TSCA regulations when transporting used oil with PCB concentrations greater than or equal to 50 mg/kg.

II.B. Transport Vehicle Requirements

- II.B.1. The Permittee shall only transport used oil in the types of vehicles listed in Table II.B.

Table II.B: Vehicle Description

Type of Vehicle	Used Oil Capacity
53-foot van trailer	104 x 55-gallon drums

- II.B.2. All Permittee’s used oil transport vehicles shall have the words “USED OIL” on both sides of the transport vehicle in a contrasting color that is distinguishable from the background color and at least three inches tall. These designations shall be in place at all times the transport vehicle is transporting or storing used oil.
- II.B.3. All Permittee’s vehicles which transport used oil shall have a copy of the Permittee’s Used Oil Emergency Spill Plan maintained in the vehicle at all times.
- II.B.4. The Permittee shall maintain Emergency Spill Cleanup materials in all vehicles used to transport used oil as specified in Condition II.G of this Permit.

II.C. Used Oil Loading and Unloading Requirements

- II.C.1. The Permittee shall secure the vehicle by positioning wheel chocks and applying the emergency brakes before loading or unloading used oil.
- II.C.2. The Permittee shall inspect all used oil collection equipment, if applicable, (e.g., vehicles and associated pumping equipment) for any damage prior to use.
- II.C.3. The Permittee is not allowed to transfer used oil to or from rail cars.

II.D. Used Oil Sampling and Analytical Procedures

- II.D.1. The Permittee shall only accept used oil or oily water subject to R315-15 of the Utah Administrative Code that has halogen concentrations less than 1,000 ppm unless the Permittee meets the requirements of R315-15-4.1(f)(4) and R315-15-4.4(a).
- II.D.1.a. The Permittee shall document halogen content of used oil collected on shipment delivery records (e.g. Bill of Lading or manifest) through either analytical testing (field screening or laboratory data), a certification of halogen content on the shipping document from a prior used oil handler or by using “generator knowledge.” The Permittee shall have information on file which is sufficient, as determined by the Director, to support the use of generator knowledge.
- II.D.1.b. Used oil with halogen concentrations between 1,000 ppm and 4,000 ppm may be accepted for transport as used oil if the Permittee rebuts the hazardous waste presumption (II.E.) or has documentation (analytical data) from a prior used oil handler that the used oil is not a hazardous waste. The Permittee shall attach any analytical results used to rebut the hazardous waste presumption to the shipping documents.
- II.D.1.c. The Permittee shall obtain analytical data from the generator that confirms the PCB concentration of the used oil is less than 50 mg/kg, prior to accepting used transformer oil for transport as used oil.
- II.D.1.d. Used oil determined to be on-specification by a Utah-registered marketer can be collected and transported without further testing. Bills of lading, manifests or other used oil transportation records shall include copies of the analytical results for reference.

II.D.2. Halogen Laboratory Analytical Methods

- II.D.2.a. When relying on laboratory testing, the Permittee shall ensure that a representative used oil sample was submitted to a Utah-certified laboratory for analysis for total halogen concentrations using Method 9076 or other equivalent method approved by the Director.

II.D.3. PCB Contaminated Used Oil

- II.D.3.a. The Permittee shall not accept for transport as used oil any material with PCB concentrations greater than or equal to 50 mg/kg. Used oils containing PCB concentrations greater than or equal to 50 mg/kg are subject to TSCA regulations 40 CFR 761. Used oils containing PCB concentrations greater than or equal to 2 mg/kg but less than 50 mg/kg are subject to both R315-15 of the Utah Administrative Code and 40 CFR 761.
- II.D.3.b. The Permittee shall obtain analytical results of dielectric oil used in transformers and other high voltage devices, verifying the PCB concentrations are less than 50 mg/kg prior to loading the used oil into the transportation vehicle.

- II.D.3.c. The Permittee shall ensure through written certification from the generator or laboratory testing that the PCB concentration of other used oils not specified in Condition II.D.5.b has been determined prior to acceptance.
- II.D.3.d. Used oil may not be diluted to avoid any provision of any federal or state environmental rules.
- II.D.3.e. Table II.D lists required laboratory PCB sample preparation and analytical methods.

Table II.D: PCB Sample Preparation and Analytical Methods

Sample Preparation Methods	Analytical Method	Analytes *	
		<i>PCB CAS RN</i>	<i>PCB Aroclor®</i>
3500C (General) 3580A (Preparation) 3665A (Cleanup)	8082A	12674-11-2	1016*
		147601-87-4	1210
		151820-27-8	1216
		11104-28-2	1221*
		37234-40-5	1231
		11141-16-5	1232*
		71328-89-7	1240
		53469-21-9	1242*
		12672-29-6	1248*
		165245-51-2	1250
		89577-78-6	1252
		11097-69-1	1254*
		11096-82-5	1260*
		37324-23-5	1262
11100-14-4	1268		
* Note: Analyses of the Aroclors® bolded/* in the last column are mandatory to analyze. Choose an additional two Aroclors® from the last column for analysis which could be contained in the oil. A total of seven Aroclors® are required.			

II.E. Rebuttable Presumption

- II.E.1. Used oil with total halogen concentrations greater than 1,000 parts per million (ppm) is presumed to have been mixed with a hazardous waste and shall be managed as a hazardous waste unless the Permittee successfully rebuts the presumption.
- II.E.2. The Permittee may rebut the hazardous waste presumption in accordance with R315-15-4.5 of the Utah Administrative Code if the Permittee can demonstrate that the used oil does not contain significant concentrations of any of the halogenated hazardous constituents listed in Appendix VIII of EPA 40 CFR Part 261 which includes volatiles, semi-volatiles, PCBs, pesticides, herbicides and dioxin/furans.
- II.E.3. If the additional tests show that used oil has been mixed with a listed hazardous waste listed in R315-261-30 through 32 of the Utah Administrative Code, the mixture is subject to regulation as a hazardous waste regardless of the level of halogenated constituents.
- II.E.4. The rebuttable presumption does not apply to metalworking oils/fluids containing chlorinated paraffins if they are processed through a tolling arrangement as described in R315-15-2.5(c) of the Utah Administrative Code to reclaim metalworking oils/fluids. The rebuttable presumption does apply to metalworking oils/fluids if such oils/fluids are recycled in any other manner or disposed.
- II.E.5. The rebuttable presumption does not apply to used oils contaminated with chlorofluorocarbons (CFCs) removed from refrigeration units if the CFCs are destined for reclamation. The rebuttable presumption does apply to used oils contaminated with CFCs that have been mixed with used oil from sources other than refrigeration units.

II.F. Used Oil Training

- II.F.1. The Permittee shall train used oil handlers of used oil activities in accordance with R315-15-4 of the Utah Administrative Code and the requirements of this Permit. New employees may not manage or transport used oil without a trained employee present until used oil training is completed.
- II.F.2. The Permittee shall follow the written training program in Attachment 2 – Training Plan. Employee training shall include documentation that the following topics were covered: identification of used oil, recordkeeping requirements and facility used oil procedures for handling, transporting, sampling and analysis, emergency response, spill reporting and personal safety.
- II.F.3. The Permittee shall provide, at a minimum, an annual used oil training refresher course for employees handling used oil. Additional training is required if the Permittee changes used oil handling procedures or this Permit is modified.
- II.F.4. The Permittee shall keep training records for each employee for a minimum of three years. Employees and supervisors shall sign and date training attendance sheets to document class attendance.

II.G. Spill Response, Remediation, and Reporting

- II.G.1. In accordance with R315-15-9.1(a) of the Utah Administrative Code, the person responsible for the spill shall immediately take appropriate action to minimize the threat to human health and the environment and notify the DEQ Hotline at (801) 536-4123 if the spill is greater than 25 gallons or for smaller spills that pose threat to human health or the environment.
- II.G.2. Responders shall take action to prevent spill from spreading by utilizing absorbent, booms, pads, rags, etc. (Attachment 3 – Emergency Controls - Spill Plan).
- II.G.3. Once the material is containerized, a waste determination shall be made to determine the material’s disposition.
- II.G.4. The Director may require additional cleanup action to protect human health or the environment.
- II.G.5. All costs associated with the cleanup shall be at the expense of the Permittee.
- II.G.6. Vehicle spill kits shall contain, at a minimum, the equipment listed in Table II.G of this Permit and shall be checked daily prior to collection activities.
- II.G.7. A copy of the Spill Plan with Emergency Contact Numbers shall be carried in vehicles transporting used oil.
- II.G.8. The Permittee shall report all relevant information, including the amount of waste generated from cleanup efforts, the characterization of the waste (i.e. hazardous or non-hazardous), final waste determination, and disposal records. The report shall also include actions taken by the Permittee to prevent future spills.
- II.G.9. An air, rail, highway, or water transporter who has discharged used oil shall give notice, if required by 49 CFR 171.15, to the National Response Center at <http://nrc.uscg.mil/nrchp.html>, (800) 424-8802. In addition to the notification above, a written report, as required in 49 CFR 171.16, shall be presented to the Director, Office of Hazardous Materials Regulations, Materials Transportation Bureau located in Washington, D.C., 20590.
- II.G.10. In accordance with R315-15-9.4 of the Utah Administrative Code, the Permittee shall submit to the Director a written report within 15 days of any reportable release of used oil.

Table II.G: Spill Kit Equipment Requirements

Equipment Description	Quantity
Broom	1
Bucket	1
Spill Pads	10
Granulated Absorbent	5 gallons

ATTACHMENT 1
Pioneer Tank Lines, Inc.
Sample Collection Procedures

Pioneer Tank Lines will rely on the environmental services provider to provide the documentation to certify that the material is non-hazardous, off-specification used oil. Pioneer Tank lines will not accept any used oil without written documentation that the oil is off-specification used oil which is not hazardous waste. This documentation shall be attached to the Bill of Lading or equivalent tracking document.

ATTACHMENT 2

**Pioneer Tank Lines, Inc.
Training Plan**

Our drivers and used oil handlers are highly trained in the movement of Hazardous Materials and Hazardous Waste. The drivers and used oil handlers will also be instructed in the requirements for obtaining the proper analysis for shipments of used oil in Utah. The drivers are trained on proper procedures for handling spills or other incidents in accordance with our Spill Contingency Plan. This training will be presented pre-employment and annually thereafter.

Pioneer Tank Lines shall also follow the training requirements of permit conditions in II.F. Used Oil Training.

ATTACHMENT 3
Pioneer Tank Lines, Inc.
Emergency Controls - Spill Plan

Pioneer Tank Lines, Inc.
Driver's
Guide and Procedures
For
HazMat Security
HazMat Safety
Spill Contingency Procedures

This Guide shall be made a part of the HazMat Security Plan
of Pioneer Tank Lines, Inc.

Effective
January 21, 2014

Spill Response Coordinators
Larry Nielsen (651)247-4363
Ryan Goebel (651)247-4256

49CFR172.800-802 requires that carriers who transport certain materials to have a HazMat Security Plan in place.

These materials as shown below, are materials that could be used or combined with other materials to produce destructive devices intended to kill or injure large numbers of people or cause extreme property or environmental damage. **Only the materials applicable to the operation of PTL are listed.**

As used herein the term “large bulk quantity” refers to a quantity greater than 3,000 kg (6614 lbs) for solids or 3,000 liters (792 gal) for liquids and gasses in a single packaging such as a cargo tank or portable tank.

1. A quantity of a Division 1.4, 1.5, or 1.6 material requiring placarding
2. Any quantity of a material poisonous by inhalation, as defined in 49 CFR 171.8
3. A large bulk quantity of a Class 3 material meeting the criteria for Packing Group I or II
4. A quantity of desensitized explosives meeting the definition of Division 4.1 or Class 3 material
5. A large bulk quantity of a Division 4.2 material meeting the criteria for Packing Group I or II
6. A quantity of a Division 4.3 material requiring placarding
7. A large bulk quantity of a Division 5.1 material in Packing Groups I or II; perchlorates; or ammonium nitrate, ammonium nitrate fertilizers, or ammonium nitrate emulsions, suspensions, or gels.
8. Any quantity of organic peroxide, Type B, liquid or solid, temperature controlled
9. A large bulk quantity of Division 6.1 material
10. A select agent or toxin regulated by the Centers for Disease Control and Prevention
11. A large bulk quantity of Class 8 material meeting the criteria for Packing Group I

Driver’s Duties and Responsibilities

Drivers shall:

Inspect the equipment for mechanical problems.

Vans must also be inspected for possible roof or other leaks, nails or other objects protruding from floor or walls, and proper securement devices (load bars or straps).

Tankers must be checked for proper equipment, including fittings and hoses for loading or offloading

Flatbeds must carry chains, load binders, load straps, and/or blocking material for the proper securement of the load. Chains and straps must be inspected for breaks or worn areas that could compromise their strength.

End dumps must have tarps that are not torn or worn in such a manner that will allow water to enter the trailer.

Roll offs must have proper tie downs and tarps (if required).

Check piece count (vans/flatbeds) and secure the cargo in accordance with the provisions of 49 CFR 177.834(a) as follows:

Any package containing any hazardous material, not permanently attached to a motor vehicle must be secured against shifting, including relative motion between packages, within the vehicle on which it is being transported, under conditions normally incident to transportation. Packages having valves or other fittings must be loaded in a manner to minimize the likelihood of damage during transportation.

Seal the door (vans) with seal provided by the shipper or if no seal is provided, with a PTL seal.

Padlock the door (vans) with a padlock provided by PTL.

Review the shipping papers (bills of lading or waste manifests) to determine piece count and placarding requirements. Note: When reviewing the shipping papers drivers must pay special attention to the presence of materials named in 49 CFR 172.800(b).

In addition to checking tires, drivers should inspect the seal, padlock, and any visible securement devices at the beginning of each duty period and at every stop. Also check for other potential problems such as fifth wheel released or trailer tandems unlatched.

Be observant. Note any suspicious activity whether at a dock or on the road. Many hijackings and cargo thefts are the result of insider information.

Never discuss load information with others.

Stop and park only at safe, well lit truck stops, rest areas or at the facilities of PTL or the receiver.

Maintain regular communication with dispatch. Drivers must call in when loaded, unloaded, and at least two times per day while en route.

Preplan your trip. Attempt to avoid residential areas or areas that are known for substantial criminal activity. Since many businesses are located in such areas, do not enter at night unless the receiver has a secured facility for parking.

Above all, drivers must be alert and aware of their surroundings, whether on the road or when parked.

PIONEER TANK LINES, INC. SPILL CONTINGENCY PLAN

EMERGENCY EQUIPMENT IN TRACTOR

Broom
Bucket
Spill Pads
Granulated Absorbent
DOT Emergency Response Guidebook
Emergency Reflective Triangles (3)

PERSONAL PROTECTIVE EQUIPMENT REQUIRED FOR DRIVER

Safety Glasses with Side Shields
Heavy Duty Work Boots with Skid Resistant Soles
Gloves

DRIVER TRAINING PROCEDURES

Drivers receive Hazardous Materials Training as required under 49CFR172 Subpart H. In addition, drivers receive specific training on the Following:

Hazardous Waste Manifesting
Hazardous Waste Labeling
Product Compatibility (including Lab Pack Exemptions)
Emergency Procedures

DRIVER'S RESPONSE AND DUTIES

- I. If a leak or spill becomes evident while driving, the driver should immediately find a safe place to park. If possible, try to park on an impervious surface away from drainage ditches, streams or buildings.
- II. Remain with vehicle and keep others away.
- III. Begin containment procedures using available spill containment material.
- IV. If the shipment is in a cargo tank (tanker), end dump, roll off box, or on a flatbed the following procedures shall apply:
 - A. Contact PTL Emergency Response Coordinator. Based on the information provided by the driver, a determination will be made as to the necessity of contacting state or local authorities and if a spill cleanup is required. Check the Emergency Response Guide to determine the immediate hazards and potential impact of the spill.
 - B. If the health and safety risks are at acceptable levels for the PPE available, the driver shall attempt to stop the leak.
 - C. If the health and safety risks are not at acceptable levels for the PPE available, the driver shall call 911 for assistance immediately.

- D. The driver shall continue containment procedures and evacuate the immediate area as necessary for the safety of the public.
- E. If Emergency Response or cleanup contractor is on site, the driver shall assist in any safe manner to protect others or facilitate in the cleanup and/or decontamination and follow up.
- V. If the shipment is in an enclosed van the following procedures shall apply:
 - A. Contact PTL Emergency Coordinator. A review of the shipping papers will be made to determine the classes of hazard, the known characteristics of the material (including ERG information), and the characteristics of any non-hazardous material on board. From this information it will be determined if the driver may safely enter the trailer.
 - B. If it is determined that there is no health or safety risk, the following procedures shall apply:
 - 1. The driver will enter the trailer and identify the source of the leak.
 - 2. Continue containment procedures using absorbent material within the trailer and repair the source of the leak if possible.
 - 3. Contact PTL Emergency Coordinator with update on the material spilled, the quantity actually reaching the ground, and the status of the leak.
 - 4. Based on this information, the Emergency Coordinator will determine whether notification of state authorities and cleanup and/or decontamination is required.
 - C. If, based on available or inconclusive information, it is determined that the driver may not safely enter the trailer, the following procedures shall apply:
 - 1. Call 911 for Police and Fire Department assistance. Assess risks with Emergency Response Personnel. Check Bills of Lading or Hazardous Waste Manifests to determine, if possible, what the leaking material might be.
 - 2. Check the Emergency Response Guide for applicable risk factors.
 - 3. If a determination can be made by examination of the shipping papers or through contact with the shipper that there is no health risk (i.e. toxic fumes, inhalation hazard, irritants) or that the risk is sufficiently mitigated by the use of PPE, the doors may be opened to allow Emergency Response Personnel to enter the trailer to attempt to stop the source of the spill.
- VI. If Emergency Responders are unable to enter a van trailer or if cleanup and/or decontamination of a spill from any the trailer is required the following shall apply:
 - A. The driver shall stay with vehicle and continue with containment efforts. These efforts should be primarily aimed at keeping the spill from contaminating the ground or drainage areas.
 - B. Assist Emergency Responders in keeping bystanders away from the trailer.
 - C. When cleanup and/or decontamination is completed, driver shall insure that all material has been properly packaged and manifested if it is to be shipped to the original destination.
 - D. Driver shall remain at the scene until any Spill Response Personnel have completed their field tests and investigations.

- E. Driver must remain in contact with the PTL Emergency Coordinator during the cleanup process and when the process is completed.

PTL EMERGENCY RESPONSE COORDINATOR'S DUTIES AND RESPONSE

The Emergency Response Coordinator shall gather the following information:

If the person reporting the incident is not the driver.

1. Name and phone number of the person reporting incident.
2. Time and location of the incident.
3. Type of incident (spill, accident).
4. If driver is injured or unable to communicate for any reason find out the location and physical condition of the driver.
5. Whether Emergency Response (911) has been called, if not, call immediately.

If the driver is reporting the incident:

1. The name of the shipper and consignee.
2. Time and location of the incident.
3. Type of incident.
4. The nature and extent of spill to make a preliminary determination if a clean-up contractor will be necessary.
5. All pertinent information from the shipping paper (shipments with numerous waste manifests will require immediate contact with the shipper).

Emergency Response Coordinator will take the following actions:

1. Review the available information from the shipping papers to assess the risks and the characteristics of the hazardous material involved as well as the characteristics of any non-hazardous material in the trailer.
2. Determine if the driver may safely enter the trailer to stop the leak and/or effect containment procedures.
3. If the driver may safely enter the trailer, review procedures and instructions for containment and repair of the container.
4. Communicate with the driver to determine if assistance from Emergency Personnel (Fire Department or Police) is required.
5. Based on the information provided by the driver and/or Emergency Responders, determine if appropriate state authorities must be notified.
6. If based on available information, or if the incident involves a hazardous waste shipment with numerous manifests, it cannot be conclusively determined that the driver may safely enter the trailer, the driver shall be instructed to call 911 for Police and Fire Department assistance.
7. Emergency Response Coordinator will contact the Shipper's emergency number to determine the quantities of each hazard class.
8. Consult with the Shipper to determine the appropriate course of action
9. Communicate with driver and/or Emergency Responders to determine if cleanup and or equipment decontamination is required.
10. If it is determined that the spill requires cleanup and/or equipment requires decontamination, coordinate with the shipper or state spill response agencies to select a contractor to commence cleanup and/or decontamination operations.

11. Decontamination and Cleanup Procedures

A tractor, trailer or other equipment exposed to a spill or leak will be decontaminated at the site in order to prevent any further release to the extent that it can be transported (or moved under its own power) to an authorized facility capable of further decontamination if necessary. Any rinse water, contaminated clothing or clean-up materials will be stored and disposed of in accordance with all federal, state and local regulations.

With containment effected and the spillage source controlled, cleanup will commence utilizing an approved site remediation contractor. At a minimum, the following procedures will be performed:

If the spill is contained on an impervious surface, absorbent materials will be used. If the spill is on a pervious surface or if the contaminate has reached the ground, the contaminated soil will be removed. Sampling of the spill area will determine the extent of the contamination. The samples will be analyzed by a qualified laboratory. Sampling techniques and analytical methods will follow approved procedures as required by federal, state or local regulations. All contaminated soil will be removed to an appropriately permitted disposal site.

Emergency Response Coordinator Follow up

1. Assist in facilitating all aspects of cleanup and/or decontamination.
2. If it is concluded that the incident is a Reportable Spill in accordance with 49CFR171.15, the Emergency Response Coordinator shall as soon as practical, but in no case later than 12 hours after the occurrence of the incident, provide notice by telephone to the National Response Center.
3. Subject to the requirements set forth in 49CFR172.16(a) and (b), a Hazardous Materials Incident Report (DOT Form F 5800) will be submitted within 30 days of the occurrence of the incident (except when the provisions of Part 172.16(d) apply). An update will be filed in accordance with the provisions of Part 172.16(c). Report shall be submitted to:

US DOT
Informations Systems Manager, PPH-60
Pipeline and Hazardous Materials Safety Administration
East Building
1200 New Jersey Ave SE
Washington DC 20590

4. File reports as needed with state and local officials.
5. Review procedures to determine effectiveness of the plan, and implement changes as needed

This Driver's Guide and Procedures shall provide for the training required in CFR49172.704(a)(3), (a)(4), and (a)(5) and shall become a part of Pioneer Tank Lines, Inc. HazMat Security Plan.

UTAH ADDENDUM
Pioneer Tank Lines, Inc. Spill Response Procedures

In the event of a release of used oil, the person responsible for the material at the time of the release shall immediately:

(a) Take appropriate action to minimize the threat to human health and the environment.

(1) Stop the release;

(2) Contain the release;

(3) Clean up and manage properly the released material as described in R315-15-9.3; and

(4) If necessary, repair or replace any leaking used oil tanks, containers, and ancillary equipment prior to returning them to service.

(b) Notify the Utah State Department of Environmental Quality, 24-hour Answering Service, 801-536-4123 for used oil releases exceeding 25 gallons, or smaller releases that pose a potential threat to human health or the environment. Small leaks and drips from vehicles are considered de minimis and are not subject to the release clean-up provisions of R315-15-9.

(c) Provide the following information when reporting the release:

(1) Name, phone number, and address of person responsible for the release.

(2) Name, title, and phone number of individual reporting.

(3) Time and date of release.

(4) Location of release--as specific as possible including nearest town, city, highway, or waterway.

(5) Description contained on the manifest and the amount of material released.

(6) Cause of release.

(7) Possible hazards to human health or the environment and emergency action taken to minimize that threat.

(8) The extent of injuries, if any.

(d) An air, rail, highway, or water transporter who has discharged used oil shall:

(1) Give notice, if required by 49 CFR 171.15 to the National Response Center, <http://nrc.uscg.mil/nrchp.html>, 800-424-8802 or 202-426-2675; and

(2) Report in writing as required by 49 CFR 171.16 to the Director, Office of Hazardous Materials Regulations, Materials Transportation Bureau, Department of Transportation, Washington, D.C. 20590.