

Environmental Standard Operating Procedures (ESOP)	
Oil/Water Separators (OWS)	
Environmental Affairs (EA): Water Resources (760) 830-7883	Revised: 1 October 2023

Subj: OIL/WATER SEPARATORS

Ref: (a) Wastewater Treatment Plant WDR Board Order R7-2020-0003

1. Purpose. This document provides environmental protection guidelines for the operation, use, and management of oil/water separators.

2. Application. This guidance applies to individuals working with oil/water separators, aboard the Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) Twentynine Palms. For further references to MAGTFTC, MCAGCC in this document, the term installation will be used.

3. Procedures. Washing and cleaning is an essential element of vehicle and equipment maintenance and is critical to the mission of the installation. However, wastewater from vehicle and equipment washing is typically contaminated with sediment (sand, dirt, grit, mud, and similar materials) and oil/fuel. Sediment and oil/fuel can interfere with the performance of the installation wastewater collection and treatment systems. To prevent this, each washrack aboard the installation discharges to OWS to remove oils and sediment. To ensure OWS operate effectively, they must be periodically inspected and cleaned, and certain activities must be prohibited on washracks.

4. Operational Controls. The following controls apply:

a. Disposal or dumping of any materials or wastes such as Petroleum, Oil, and Lubricants (POLs) or water contaminated with POLs, antifreeze, solvents, and paints are strictly prohibited.

b. The use of soaps, detergents, cleansers, degreasers, or solvents is prohibited from use on washracks unless specifically authorized in writing by EA, Water Resources Office (Attachment 1).

c. Approvals for the use of soaps, detergents, cleansers, degreasers, or solvents provided by EA, Water Resources Office are only good for the period specified and shall not exceed of one year, requesters must obtain approval annually or at the end of the period specified.

d. Perform repairs and maintenance to OWSs in accordance with established Public Works Division procedures and Wastewater Treatment Plant WDR Board Order R7-2020-0003 requirements.

e. Should the OWS or any component of the OWS be inoperable, the OWS and contributing washrack(s) will be taken out of service until repaired. Additionally, notification of the shutdown action shall be made to the EA, Water Resources Office (760-830-7883) and all applicable units.

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f. Weekly inspections of each OWS shall be conducted and maintained on file for no less than three years. The enclosed check list may be used to satisfy this requirement.

g. If there are specific situations or other concerns not addressed by this procedure, contact the EA, Water Resources Office (760) 830-7883.

5. Documentation and Record Keeping. The following records must be maintained:

a. Inspection and training records maintained on file for no less than three years.

b. Service or maintenance records and work request tracking information for each OWS.

c. EA approval letters for the use of soaps, detergents, cleansers, degreasers, or solvents.

6. Training. All affected personnel must be trained in this document and the following:

a. General Environmental Awareness training.

b. Abatement ESOP.

c. Aircraft Washing ESOP.

d. Vehicle Washrack ESOP.

7. Emergency Preparedness and Response Procedures. Refer to the spill response procedures listed in the Abatement ESOP.

8. Inspection and Corrective Action. The Environmental Compliance Coordinator (ECC) shall ensure the designation of personnel to perform inspections. The ECC shall ensure immediate corrective action for deficiencies noted during weekly inspections. Actions taken to correct each deficiency shall be recorded on the weekly inspection sheet (including Work Request number(s)). Designated personnel shall conduct weekly inspections using this ESOP as guidance.



**UNITED STATES MARINE CORPS**  
 MARINE AIR GROUND TASK FORCE TRAINING COMMAND  
 MARINE CORPS AIR GROUND COMBAT CENTER  
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 TWENTYNINE PALMS, CALIFORNIA 92278-8100

CCO 5090.1H

From: \_\_\_\_\_  
 To: Environmental Affairs (EA), Water Resources, Marine Corps Base, 29 Palms  
 (Attn: Mr. Chris Elliott)

SUBJ: REQUEST FOR USE OF: SOAPS OR DEGREASERS AT WASHRACKS

1. Soaps and degreasers are not allowed to be used on washrack unless written approval is given. Written approval is only good for up to one year and approval is on a case-by-case basis. Populate the information below and submit to Chris Elliott at chris.elliott@usmc.mil or 760-830-7883 to request the use of soaps or degreasers.

2. Use and operation of the washrack will be in accordance with CCO 5090.5D, Environmental Standard Operational Procedures (ESOP) and shall not cause any violation of the Wastewater Treatment Plant WDR Board Order R7-2020-0003.

UNIT NAME: \_\_\_\_\_

POINT OF CONTACT #1: \_\_\_\_\_ Phone: \_\_\_\_\_

POINT OF CONTACT #2: \_\_\_\_\_ Phone: \_\_\_\_\_

EVENT START DATE: \_\_\_\_\_ ENDING DATE: \_\_\_\_\_

NUMBER OF AIRCRAFTS BEING WASHED: \_\_\_\_\_

NUMBER OF DAYS WILL YOU WASH AIRCRAFTS: \_\_\_\_\_

PRINT NAME/RANK: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

\* SDS's of the material being used must be provided with this sheet to receive approval.

EA APPROVAL:

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

TIME PERIOD APPROVED (from-to): \_\_\_\_\_

ECC/Unit Inspection Checklist - Oil/Water Separator

Date:	Time:
Installation:	Work Center:
Inspector's Name:	Signature:

Inspection Items	Yes	No	Comments/Action
1. Are general housekeeping and separator conditions satisfactory (i.e., no ground discoloration, trash, odors/chemical smell or excessive oil sheen)?			
2. Is there any evidence of spills or overflows of the OWS?			
3. Is there any evidence of dumping?			
4. Is there evidence of any other substance (i.e., detergents, solvents, antifreeze, etc.) present in the OWS?			
5. Is the rope skimmer operating and effectively removing oil?			
6. Is there a minimal amount of oil in the final stage of separator?			
7. Is documentation available to ascertain that a proper maintenance and/or pumping schedule (i.e., logbook showing weekly inspection of OWS fluid levels, Work Request for pumping, etc.) is accomplished?			
8. Are any access doors free of leaks?			
9. Is the OWS pumping station operating properly?			
10. Are training and inspection records maintained and available for inspection?			

Additional Comments:

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Corrective Action Taken:

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Unit Inspector:

Name: \_\_\_\_\_  
 Signature: \_\_\_\_\_