

Environmental Standard Operating Procedure (ESOP)	
Vehicle and Equipment Fluid Change (VCC)	
Environmental Affairs (EA): Abatement Chief (760) 830-5834	Revised: 1 October 2024

Subject: VEHICLE AND EQUIPMENT FLUID CHANGE

References: a) Integrated Contingency and Operations Plan  
b) Abatement ESOP

1. Purpose. This document provides environmental protection guidelines for vehicle and equipment fluid changes.
2. Application. This guidance applies to vehicle and equipment maintenance personnel conducting vehicle and equipment fluid changes dealing with but not limited to used oil, antifreeze, fuel, transmission oil, and hydraulic fluid 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. Fluid changes for vehicle and equipment must be managed in accordance with the Integrated Contingency and Operations Plan and Abatement ESOP. Depending on the type of vehicle or equipment being serviced, there are many different types of hazardous waste that may be generated. The most common waste streams generated by vehicle and equipment fluid changes are used oil, used antifreeze, waste fuel, hull drainage, or bilge waste.

When collecting and transferring used and waste fluids, only transfer containers with lids will be used. Transfer containers without lids are considered open containers and are not authorized for use aboard the installation.

4. Operational Controls. The following controls apply:
  - a. Only transfer containers equipped with lids for the collection and transfer of fluids will be used.
  - b. Transfer containers must be separated by the waste stream they are intended to collect.
  - c. Transfer containers will be emptied daily of free-flowing or standing liquids and should not be left unattended with standing fluid inside the transfer container.
  - d. Transfer containers must be marked properly with the waste stream they are intended to collect.
  - e. Used antifreeze will be placed in a proper container provided by the Hazardous Waste Management Branch (HWMB) for excluded recycling and reuse.

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- f. Used fluids will be placed in the proper container or portable consolidation container provided and properly labeled by HWMB.
  - g. If used oil has been contaminated with antifreeze or other contaminants, it must be disposed of as waste oil and placed in a separate drum. This waste stream is classified as hull drainage and bilge. If a new drum is needed to store this waste stream, contact HWMB via phone at (760) 830-7244.
  - h. Other waste streams must be separated and placed into their appropriate properly marked containers.
  - i. No fluid changes, maintenance, or repairs outside of designated areas will be conducted. To include the parking structures, parking lots, or family housing areas. The only authorized area on the installation for the maintenance of privately owned vehicles or equipment is the Marine Corps Community Service Auto Hobby Shop, Building 1083.
  - j. Spills must be properly cleaned up when identified.
  - k. If there are any specific situations or other concerns not addressed by this document, refer to the Integrated Contingency and Operations Plan or contact HWMB via phone at (760) 830-7244.
  - l. Review the following ESOPs: Abatement ESOP; Aboveground Storage Tank ESOP; and Used Oil and Antifreeze ESOP.
- 5. Documentation and Record Keeping. There is no required record keeping for this ESOP.
  - 6. Training. Affected personnel must be trained in this document and the following:
    - a. General Environmental Awareness training
  - 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) will confirm unit adherence to this ESOP. The ECC will confirm that unit personnel are trained in this ESOP and maintain appropriate documentation in accordance with this ESOP.