

Hazards	fire, explosion, spills
Tools/Equipment	fuel pumps
Employee Group(s)	Campus Wide

Required PPE:



Safety Shoes



Eye Protection



Gloves

SAFE WORK PRACTICES

- Inspect required personal protective equipment (PPE) and replace if required.
- Ensure a proper fire extinguisher is in the refueling area and an eyewash is readily accessible.
- Ensure no smoking or sources of ignition within 20 feet of the refueling operation.
- Ensure spill kit is within close vicinity.

Filling Vehicles and Mobile Equipment

- Ensure entry way to pumps is clear of people, other equipment, protruding objects and slippery surfaces.
- Reduce speed and use extra caution when near fuel pumps.
- Engine must be shut off before starting to refuel.
- Inspect dispensing system for leaks before refueling.
- Ensure fuel nozzle is secure in fuel tank.
- Replace the fuel tank cap and return the pump nozzle and hose to their proper location.
- Inspect the vehicle and the site for leaks or spills. All leaks must be repaired before the vehicle is put in use. All spills must be cleaned up and reported to your supervisor.

Filling Portable Containers

- Use only CSA or UL approved containers.
- Inspect container, caps, vents, hoses and nozzles regularly for leaks.
- The contents of portable containers shall be clearly indicated on the container.
- Check SDS for proper grounding procedures if decanting (pouring from one container to another) the product.
- Fuel transfer should be carefully attended at all times.
- Take care not to overfill the container. Consider volume expansion due to warmer temperatures.
- Use nozzles, pouring spouts or funnels to help avoid spillage.
- All spills must be cleaned up or reported to the dispatcher/base person/supervisor.
- Do not refuel portable equipment or containers in truck boxes with molded plastic box liners.
- Ensure portable containers are located outside the passenger compartment and are secured against movement when transporting.

PROCEDURE

1. Follow Safe Work Practices.

NOTE: All PPE, tools and equipment shall be used in accordance with provincial OH&S legislation, manufacturer's specifications, applicable standards and codes of practice.