Operate Portable Retrieval Diesel Power Plants

Tank Farm Plant Operating Procedure

GENERAL

USQ# TF-18-1914-S, Rev. 0

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1.0 PURPOSE AND SCOPE

1.1 Purpose

This procedure is only applicable to Retrieval/Closure and support the start-up and operation of the diesel power plants as identified in Figure 1 that have been or will be present at the location for 1) more than 12 consecutive months, or 2) the same entire season for two consecutive years (e.g., all of summer 2018 and summer 2019). This procedure provides supplemental information to personnel assigned to operate Portable Diesel Power Plants as identified in Figure 1.

1.2 Scope

1.2.1 The intent of this procedure is for it to be used as a supplement to the manufacturers operating instructions found in the owner’s manual, and not as a stand-alone operating procedure.

1.2.2 This procedure is for operation of Portable Diesel Power plants as identified in Figure 1.

2.0 INFORMATION

2.1 Terms and Definitions

- HMI – Human Machine Interface
- GFCl. – Ground Fault Circuit Interrupter
- RPM – Revolutions Per Minute
- CKT – Circuit.
2.2 General Information

2.2.1 This equipment is used to support many different purposes and applications. It is supplied to customers with varying degrees of training and experience. For this reason, this equipment is designed for ease of operation. Operating instructions will be found in the owner’s manual provided with the Portable Diesel Power Plants, which identifies the steps necessary to safely operate the equipment. It is incumbent upon the operator to follow these instructions to ensure their safety and the safety of the equipment.

2.2.2 Portable Diesel Power Plants are normally mounted on a wheeled frame and are powered by a diesel engine.

2.2.3 The set up for use to support Tank Farm activities is performed in accordance with this procedure, the Owner’s manual and responsible Facility Management specifications.
3.0 PRECAUTIONS AND LIMITATIONS

3.1 Personnel Safety

3.1.1 Portable Diesel Power Plants must be free of obstructions during operation.

3.1.2 Do not operate Portable Diesel Power Plants in areas with insufficient ventilation or indoors due to the potential of carbon monoxide accumulation.

3.1.3 Place Portable Diesel Power Plants downwind and as far as possible from personnel and tent openings.

3.1.4 Do not place Portable Diesel Power Plants near breathing air compressors.

3.1.5 Portable Diesel Power Plants (generators only) are not required to be grounded if all of the following conditions are met:

NOTE - A cord with one to three molded receptacles may be connected to a receptacle on the Portable Diesel Power Plant. A portable GFCI may be used in lieu of a mounted GFCI on existing diesel power plant.

3.1.5.1 The Portable Diesel Power Plant is only being used to supply cord-and-plug connected equipment items through GFCI receptacles mounted on the power plants AND

The Portable Diesel Power Plant is not used to supply equipment for electric power distribution.

3.1.5.2 The non-current carrying metal parts of equipment and equipment grounding conductor terminals of the receptacles are bonded to the Portable Diesel Power Plant frame.

3.1.5.3 A neutral conductor shall be bonded to the Portable Diesel Power Plant frame. The bonding of any other conductor shall not be required.
3.2 Equipment Safety

CAUTION - To prevent damage to the starter, cranking time should be limited to five (5) seconds.

CAUTION - Running with improper oil level could cause damage to the Portable Diesel Power Plant engine.

CAUTION - Turning on more than four (4) lights before full illumination is reached on the Portable Diesel Power Plants equipped with HMI could result in failure.

3.3 Radiation and Contamination Control

3.3.1 An RWP may be required. An RWP is not required for all areas per HNF-5183, Tank Farms Radiological control Manual (TFRCM), and TFC-ESHQ-RP_RWP-C-04.

3.3.2 When this procedure is worked in radiological areas, an RWP is required. If radiological conditions or work performed falls outside the scope of the RWP, all work activities must be discontinued until a new or revised RWP has been issued in accordance with TFC-ESHQ-RP_RWP-C-03.
### 3.4 Environmental Compliance

3.4.1 Report any spills or releases immediately to the appropriate WRPS Shift Office.

3.4.2 Comply with configuration requirements listed in the following table:

<table>
<thead>
<tr>
<th>Area 1**(**)</th>
<th>Areas 2-6, 8 &amp; 9**(**)</th>
<th>Area 7**(**)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 light plants at ≤ 16.9 HP</td>
<td>8 light plants at ≤ 16.9 HP</td>
<td>4 light plants at ≤ 16.9 HP and 1 light plant at ≤ 71.3 HP 5 units Total</td>
</tr>
<tr>
<td>4 light plants at ≤ 16.9 HP and 1 light plant at ≤ 71.3 HP 5 units Total</td>
<td>2 light plants at ≤ 71.3 HP</td>
<td>2 light plants at ≤ 71.3 HP</td>
</tr>
<tr>
<td>2 light plants at ≤ 71.3 HP</td>
<td>4 light plants at ≤ 16.9 HP and 1 generator at ≤ 71.3 HP 5 units Total</td>
<td>1 light plant at ≤ 71.3 HP and 1 generator at ≤ 71.3 HP 2 units Total</td>
</tr>
</tbody>
</table>

* Quantities listed are not to exceed allowable configurations

** Refer to Figure 1
4.0 PREREQUISITES

4.1 Special Tools, Equipment and Supplies

The following supplies may be needed to perform this procedure:

- Drip pan
- Rags
- SAE 10W-30 weight oil (GHS-SDS #049876) or as approved by Maintenance
- Diesel in proper container (GHS-SDS #018169).

4.2 Performance Documents

The following documents may be needed to perform this procedure:

- Site Form A-6007-224, Visual Inspection To Operate Portable Diesel Power Plants; example shown in Figure 3.
- NOTICE IN USE Tag, shown in Figure 4
- TCF-OPS-OPER-C-70, Tank Farms Out of Service Tags.
5.0 PROCEDURE

5.1 Preparing Diesel Power Plant for Operation

5.1.1 IF installing new power plant, PERFORM Pre-Installation Maintenance and Configuration Check per Attachment 1.

NOTE - See Section 3.1 for Portable Diesel Power Plant grounding requirements.

- The Portable Diesel Power Plant must be off and on a level surface in order to get an accurate reading of oil, coolant, and fuel level.
- Drip pan(s) to catch minor oil and fuel leaks are required to be installed beneath the power plant prior to and during operation.

5.1.2 IF required by NEC Article 250.34, GROUND the Portable Diesel Power Plant.

5.1.3 POSITION the Portable Diesel Power Plant as close to level as possible.

5.1.4 DON gloves, leather or equivalent as a minimum, prior to checking fluid levels.

5.1.5 IF not already installed, PLACE a drip pan under the fuel storage and fill portions of the diesel power plant.

5.1.6 IF maintenance is required, NOTIFY the responsible Facility Manager.

5.1.7 IF not already installed, POST the Site Form A-6007-224, “Visual Inspection To Operate Portable Diesel Power Plants,” on the Diesel Power Plant.

5.1.8 IF not already installed, POST a NOTICE IN USE Tag on the “control” access door of the Portable Diesel Power Plant.
5.2 **Startup for Diesel Power Plants without HMI**

NOTE - The FWS/OE may determine it is not necessary to perform some steps and/or portions of steps in this section.

- Proper positioning of the fuel valve will be dependent upon preferences of the Portable Diesel Power Plant manufacturer, refer to the owner’s manual provided by the manufacturer for detailed instructions.

5.2.1 **SETUP** the Portable Diesel Power Plant outdoors in an area with adequate ventilation per the manufacturer’s instructions.

5.2.2 **PERFORM** a visual inspection per Site Form A-6007-224, Part A.

5.2.3 **ENSURE** the main output circuit breaker is OFF.

<table>
<thead>
<tr>
<th>CAUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>To prevent damage to the starter, cranking time should be limited to five (5) seconds.</td>
</tr>
</tbody>
</table>

5.2.4 **POSITION** the engine switch to RUN.

5.2.5 **DEPRESS** the preheater/prime button for approximately five (5) seconds.

5.2.6 **POSITION** the engine switch to START and **HOLD UNTIL** engine is running steady.

5.2.7 **IF** the engine fails to start after five (5) seconds, **WAIT** fifteen (15) seconds **AND**

**GO TO** Step 5.2.5.

5.2.8 **IF** the engine fails to start after three (3) attempts, **CONTACT** the Responsible Facility Manager **AND**

**REQUEST** Maintenance support.

5.2.9 **AFTER** the engine starts, **ALLOW** engine switch to return to RUN.

5.2.10 **ALLOW** the engine to warm up per the manufacturer’s specifications, **OR**

**IF** the warm up period is not specified, **ALLOW** the engine to warm up for three (3) to five (5) minutes.
5.2  **Startup for Diesel Power Plants without HMI (Cont.)**

5.2.11  **PERFORM** a visual inspection per Site Form A-6007-224, Part B.

**NOTE** - Some Portable Diesel Power Plant systems are designed to provide multiple voltage outputs.

5.2.12  **POSITION** the main light breaker to ON.

5.2.13  **POSITION** the remaining light breakers to ON.

5.2.14  **MONITOR** operating parameters to ensure the power plant is operating within the manufacturer’s specified ranges.

5.2.15  **IF** any abnormal conditions occur, **NOTIFY** the responsible Facility Manager.
5.3 Shutdown for Diesel Power Plant without HMI

5.3.1 IF the manufacturer has provided/posted shutdown instructions, SHUTDOWN Portable Diesel Power Plant in accordance with the instructions.

5.3.2 IF shut down instructions are not provided, PERFORM the following:

5.3.2.1 ENSURE any loads being supplied by the Portable Diesel Power Plant are in a shutdown condition as applicable.

5.3.2.2 POSITION the light breakers to OFF.

5.3.2.3 POSITION the main light breaker to OFF.

5.3.2.4 POSITION the engine switch to OFF.
5.4 **Startup for Diesel Power Plant with HMI**

NOTE - The FWS/OE may determine it is not necessary to perform some steps and/or portions of steps in this section.

- Proper positioning of the fuel valve will be dependent upon preferences of the Portable Diesel Power Plant manufacturer. Refer to the owner’s manual provided by the manufacturer for detailed instructions.

- See Section 3.1 for grounding requirements of the Portable Diesel Power Plants.

- The Portable Diesel Power Plant must be OFF and on a level surface in order to get an accurate reading of oil, coolant, and fuel levels.

- Drip pan(s) to catch minor oil and fuel leaks are required to be installed beneath the Portable Diesel Power Plant prior to and during operation.

5.4.1 **IF** required by NEC Article 250.34, **GROUND** the Portable Diesel Power Plant.

5.4.2 **POSITION** the Portable Diesel Power Plant as close to level as possible.

5.4.3 **DON** gloves, leather or equivalent as a minimum prior to checking fluid levels.

5.4.4 **SETUP** the Portable Diesel Power Plant outdoors in an area with adequate ventilation per manufacturer’s instructions.

5.4.5 **PERFORM** a visual inspection per Site Form A-6007-224, Part A.

5.4.6 **ENSURE** the RUN/IDLE switch is in IDLE position.

5.4.7 **POSITION** the Control Power switch to ON.

5.4.8 **ENSURE** that “Manual Mode” is displayed at the top of the LCD window.

5.4.9 **PRESS AND RELEASE** the green Engine Start button.

5.4.10 **IF** the engine fails to start after ten (10) seconds, **WAIT** fifteen (15) seconds **AND GO TO** Step 5.4.9.

5.4.11 **IF** the engine fails to start after three (3) attempts, **CONTACT** the responsible Facility Manager **AND REQUEST** Maintenance Support.
5.4 Startup for Diesel Power Plant with HMI (Cont.)

5.4.12 ALLOW the engine to warm up per the manufacturer’s specifications, OR

IF the warm up period is not specified, ALLOW the engine to warm up for three (3) to five (5) minutes.

5.4.13 PERFORM a visual inspection per Site Form A-6007-224, Part B.

5.4.14 POSITION the RUN/IDLE switch to RUN.

NOTE - Some Portable Diesel Power Plant Systems are designed to provide multiple voltage outputs.

5.4.15 ENSURE Main Disconnect switch is ON.

CAUTION

Turning on more than four (4) lights before full illumination is reached on the Portable Diesel Power Plants equipped with HMI could result in generator failure.

5.4.16 POSITION four (4) light circuit switches to ON.

5.4.17 WAIT until the lights are fully illuminated.

5.4.18 IF lights fail to fully illuminate after ten (10) minutes, CONTACT Responsible Facility Manager AND GO TO Step 5.6.1.

5.4.19 POSITION the next four (4) circuits in sequence to ON; REPEAT until CKT 1 - CKT 16 are fully illuminated, as applicable.
5.5 **Shutdown for Diesel Power Plants with HMI**

5.5.1 **ENSURE** any loads being supplied by the Portable Diesel Power Plant are in a shutdown condition as applicable.

5.5.2 **POSITION** the light circuit switches CKT 1 – CKT 16 to OFF.

5.5.3 **POSITION** the Main Disconnect to OFF.

5.5.4 **WAIT** five (5) minutes.

5.5.5 **POSITION** the RUN/IDLE switch to IDLE.

5.5.6 **PRESS AND RELEASE** the red engine STOP button.

5.5.7 **POSITION** the Control Power switch to OFF.
5.6 Abnormal Condition/Alarm Response

5.6.1 NOTIFY the responsible Facility Manager of any abnormal condition and/or alarm.

5.6.2 FOLLOW the provided manufacturer specific abnormal condition and/or alarm response instructions found in the owner’s manual.

5.6.3 IF manufacturer specific abnormal condition and/or alarm response instructions are not provided, or are unclear, PERFORM Step 5.6.4.

Respond to Low Oil Level

CAUTION
Running with improper oil level could cause damage to the Portable Diesel Power Plant engine.

NOTE - Depending upon the manufacturer, a low oil pressure condition may or may not automatically shut down Portable Diesel Power Plant System.

5.6.4 IF oil pressure drops below the normal operating range and the engine does not automatically shut down, PERFORM following:

5.6.4.1 SHUT DOWN the Portable Diesel Power Plant per Sections 5.3 or 5.5.

5.6.4.2 ALLOW engine to cool down completely.

5.6.4.3 CHECK oil level AND

IF oil level is low, ADD oil.

5.6.4.4 ATTEMPT to restart per Sections 5.2 or 5.4.

5.6.4.5 IF oil pressure is not restored or the engine does not restart, NOTIFY the responsible Facility Manager that maintenance is required AND

DO NOT attempt another restart.

5.6.4.6 INSTALL an Out of Service Tag per TFC-OPS-OPER-C-70.

5.6.4.7 IF the engine restarts AND the oil pressure is restored, INSPECT the Portable Diesel Power Plants for oil leaks.
5.7 Diesel Power Plant Surveillance

5.7.1 COMPLETE surveillance once per week on Data Sheet 1, unless otherwise directed by Operations due to operational prohibition (e.g., safety concern, stop work).

5.7.1.1 IF no surveillance was completed in a specific Area due to no Portable Diesel Power Plants present, NOTE that no Portable Diesel Power Plants were present in that Area on Comments Page 1.

NOTE - Data Sheet 2 is not required on weekends or holidays, or otherwise directed by Operations due to operational prohibitions (e.g., safety concern, stop work).

- When performing daily surveillance on a Portable Diesel Power Plant within 60 hours until the required periodic service interval Data Sheet 2 may be open for several days until the maintenance on the unit is complete.

5.7.2 IF the Portable Diesel Power Plant is within 60 hours until the required periodic service interval is due, REQUEST OE to schedule maintenance.

5.7.2.1 INITIATE daily surveillance on Data Sheet 2 Portable Diesel Power Plants requiring service.

5.7.3 COMPLETE surveillance on Data Sheet 2 for Portable Diesel Power Plants that operate for 15 hours or more daily, for 2 consecutive days AND after completed maintenance record has been located.

5.7.4 FILE a copy of the completed maintenance record in the Completed Maintenance Records binder when service on Portable Diesel Power Plant has been completed.

5.7.5 ATTACH the “original” maintenance record to the Data Sheet 2 that corresponds to the unit(s) serviced.

5.7.6 IF the Portable Diesel Power Plant is found to be within 10 hours of its allowable periodic maintenance interval, or within 2 days of its annual maintenance, SHUT DOWN (if running) the Portable Diesel Power Plant per Sections 5.3 or 5.5 AND COMPLETE the following:

5.7.6.1 NOTE the unit number, Area location and a brief description on Comments Page 1.

5.7.6.2 NOTIFY the Shift Manager/OE

5.7.6.3 INSTALL an Out of Service Tag per TFC-OPS-OPER-C-70.
5.7 Diesel Power Plant Surveillance (Cont.)

5.7.7 IF current date is January 15-31, April 15-30, July 15-31, or October 15-31; and Data Sheet 3 has not been performed for the current month for all Portable Diesel Power Plants in Areas 1-9; COMPLETE surveillance on Data Sheet 3 for Areas 1-9 by performing the following for Areas to be surveyed:

NOTE - The visible emissions survey must not begin until all diesel power plants in the Area to be surveyed have been started and have reached normal operating temperature and RPM or have run for at least fifteen (15) minutes.

5.7.7.1 START all Portable Diesel Power Plants per Sections 5.2 and/or 5.4.

a. IF Portable Diesel Power Plant cannot be started (e.g., due to equipment malfunction or Out of Service Tag present), NOTIFY Shift Manager/OE.

b. COMPLETE Data Sheet 3 for all equipment that was successfully started, AND NOTE which equipment could not be started on Comments Page 1.

c. REQUEST that the Shift Manager/OE track the repair/restoration of the Portable Diesel Power Plant(s) that could not be started AND

IF Portable Diesel Power Plant is removed due to lack of future need, COMPLETE new Data Sheet 3 and NOTE on Comments Page 1 that visible emission survey was not completed due to out of service equipment removal.

d. COMPLETE new Data Sheet 3 once repair/restoration is complete, as applicable.

5.7.7.2 IF visible emissions are observed, SHUT DOWN the Portable Diesel Power Plant per Sections 5.3 or 5.5 AND NOTE the power plant number on the Comments Page 1.

5.7.7.3 IF visible emissions are observed and the Portable Diesel Power Plant was shut down REQUEST OE to notify Environmental to perform an EPA Method 9 visible emissions survey.

5.7.7.4 INSTALL an Out of Service Tag per TFC-OPS-OPER-C-70.
5.8 Records

5.8.1 **PERFORM** the following for records identified within this procedure.

5.8.1.1 **RECORD** the number of times the record was generated in applicable column,

**OR**

**PLACE** a check mark (✓) in the N/A column.

5.8.1.2 **SUBMIT** the package for verification of completed records.

<table>
<thead>
<tr>
<th>Records Submittal Checklist</th>
<th>Number of times completed</th>
<th>N/A (✓)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Sheets</td>
<td></td>
<td></td>
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<tr>
<td>Data Sheet 1</td>
<td></td>
<td></td>
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<tr>
<td>Data Sheet 2</td>
<td></td>
<td></td>
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<tr>
<td>Data Sheet 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comments Page</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comments Page 1 (If filled in)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FWS/ OE/Shift Manager** **SEND** the completed records to the Central Shift Office for records retention.

___________________________________/___________________________________/__________
Signature                          Print (First & Last)               Date
FWS/ OE/Shift Manager

The record custodian identified in the Company-Level Record Inventory and Disposition Schedule (RIDS) is responsible for record retention in accordance with TFC-BSM-IRM_DC-C-02.
# Data Sheet 1 – Weekly Diesel Power Plant Surveillance

**Weekly Diesel Power Surveillance**

**Area 1 (TRAILER)**

<table>
<thead>
<tr>
<th>Diesel Power Plant ID Number</th>
<th>Location</th>
<th>Current Reading</th>
<th>Hours Due(2)</th>
<th>Hours Until Required Service(3)</th>
<th>Site Form A-6007-224 &amp; NOTICE IN USE Tag Current (✓)</th>
<th>Power Plant Listed on Table 1 AND Meets Requirements in Section 3.4? (4)</th>
<th>Annual Service Due Within the Next Month? (5)</th>
<th>NCO Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td>Next to MO-1145</td>
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<td>YES / NO</td>
<td>YES / NO</td>
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<td>Trailer</td>
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<td></td>
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<td>YES / NO</td>
<td>YES / NO</td>
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<tr>
<td>Next to MO-597</td>
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<td>YES / NO</td>
<td>YES / NO</td>
<td>YES / NO</td>
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</tbody>
</table>

**Note:**
- If the Diesel Power Plants have moved, make note on Comments Page 1.
- Send a copy of completed Data Sheet 1 to Retrieval Environmental Group.
- Areas 2, 5 and 9 use a 300 hour service interval; Areas 1, 3, 4, 6, 7, and 8 use a 200 hour service interval.
- Taken from service/maintenance sticker.
- Subtract Current Reading from Hours Due.
- If the power plant is listed on Table 1 AND meets configuration requirements in Section 3.4, circle YES. Otherwise, circle NO and request OE to notify Environmental for a compliance review.
- If YES, REQUEST Shift Manager/OE to verify the maintenance records for the day the Annual Service is due and schedule the maintenance to be performed.

**Signature**

NCO / Print (First & Last) / Date

**Signature**

Shift Manager /OE / Print (First & Last) / Date

(Continued on Next Sheet)
## Data Sheet 1 – Weekly Diesel Power Plant Surveillance (Cont.)

### Weekly Diesel Power Surveillance

#### Area 2 (C FARM)\(^{(1)}\)

<table>
<thead>
<tr>
<th>Diesel Power Plant ID Number</th>
<th>Location</th>
<th>Current Reading</th>
<th>Hours Due(^{(2)})</th>
<th>Hours Until Required Service(^{(3)})</th>
<th>Site Form A-6007-224 &amp; NOTICE IN USE Tag Current (✓)</th>
<th>Power Plant Listed on Table 1 AND Meets Requirements in Section 3.4?(^{(4)})</th>
<th>Annual Service Due Within the Next Month?(^{(5)})</th>
<th>NCO Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td></td>
<td>YES / NO</td>
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**Note:** If the Diesel Power Plants have moved, make note on Comments Page 1.

- Send a copy of completed Data Sheet 1 to Retrieval Environmental Group.

(1) Areas 2, 5 and 9 use a 300 hour service interval; Areas 1, 3, 4, 6, 7, and 8 use a 200 hour service interval.

(2) Taken from service/maintenance sticker.

(3) Subtract Current Reading from Hours Due.

(4) If the power plant is listed on Table 1 AND meets configuration requirements in Section 3.4, circle YES. Otherwise, circle NO and request OE to notify Environmental for a compliance review.

(5) If YES, REQUEST Shift Manager/OE to verify the maintenance records for the day the Annual Service is due and schedule the maintenance to be performed.

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(Continued on Next Sheet)
**Operate Portable Retrieval Diesel Power Plants**

**Data Sheet 1 – Weekly Diesel Power Plant Surveillance (Cont.)**

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<th>Power Plant Listed on Table 1 AND Meets Requirements in Section 3.4(^{(4)})</th>
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**Note:**
- If the Diesel Power Plants have moved, make note on Comments Page 1.
- Send a copy of completed Data Sheet 1 to Retrieval Environmental Group.

\(^{(1)}\) Areas 2, 5 and 9 use a 300 hour service interval; Areas 1, 3, 4, 6, 7, and 8 use a 200 hour service interval.

\(^{(2)}\) Taken from service/maintenance sticker.

\(^{(3)}\) Subtract Current Reading from Hours Due.

\(^{(4)}\) If the power plant is listed on Table 1 AND meets configuration requirements in Section 3.4, circle YES. Otherwise, circle NO and request OE to notify Environmental for a compliance review.

\(^{(5)}\) If YES, REQUEST Shift Manager/OE to verify the maintenance records for the day the Annual Service is due and schedule the maintenance to be performed.

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*(Continued on Next Sheet)*
## Weekly Diesel Power Surveillance

### Area 4 (WASTE TRANSFER - EAST)

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<th>Site Form A-6007-224 &amp; NOTICE IN USE Tag Current (✓)</th>
<th>Power Plant Listed on Table 1 AND Meets Requirements in Section 3.4? &lt;sup&gt;(4)&lt;/sup&gt;</th>
<th>Annual Service Due Within the Next Month? &lt;sup&gt;(5)&lt;/sup&gt;</th>
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**Note:**
- If the Diesel Power Plants have moved, make note on Comments Page 1.
- Send a copy of completed Data Sheet 1 to Retrieval Environmental Group.
- Areas 2, 5 and 9 use a 300 hour service interval; Areas 1, 3, 4, 6, 7, and 8 use a 200 hour service interval.
- Taken from service/maintenance sticker.
- Subtract Current Reading from Hours Due.
- If the power plant is listed on Table 1 AND meets configuration requirements in Section 3.4, circle YES. Otherwise, circle NO and request OE to notify Environmental for a compliance review.
- If YES, REQUEST Shift Manager/OE to verify the maintenance records for the day the Annual Service is due and schedule the maintenance to be performed.

**Signature** / Print (First & Last) / Date

**NCO** / Print (First & Last) / Date

**Signature** / Print (First & Last) / Date

**Shift Manager /OE**

(Continued on Next Sheet)
### Data Sheet 1 – Weekly Diesel Power Plant Surveillance (Cont.)

**Weekly Diesel Power Surveillance**

**Area 5 (AN FARM)**

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<th>Site Form A-6007-224 &amp; NOTICE IN USE Tag Current (√)</th>
<th>Power Plant Listed on Table 1 AND Meets Requirements in Section 3.4?&lt;sup&gt;(4)&lt;/sup&gt;</th>
<th>Annual Service Due Within the Next Month?&lt;sup&gt;(5)&lt;/sup&gt;</th>
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**Note:**
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(1) Areas 2, 5 and 9 use a 300 hour service interval; Areas 1, 3, 4, 6, 7, and 8 use a 200 hour service interval.
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(4) If the power plant is listed on Table 1 AND meets configuration requirements in Section 3.4, circle YES. Otherwise, circle NO and request OE to notify Environmental for a compliance review.
(5) If YES, REQUEST Shift Manager/OE to verify the maintenance records for the day the Annual Service is due and schedule the maintenance to be performed.

---

**Signature** / ____________________________ / ____________________________

NCO

**Signature** / ____________________________ / ____________________________

Shift Manager/OE

(Continued on Next Sheet)
## Weekly Diesel Power Surveillance

### Area 6 (AY/AZ DMI-LT Light)

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1. Areas 2, 5 and 9 use a 300 hour service interval; Areas 1, 3, 4, 6, 7, and 8 use a 200 hour service interval.
2. Taken from service/maintenance sticker.
3. Subtract Current Reading from Hours Due.
4. If the power plant is listed on Table 1 AND meets configuration requirements in Section 3.4, circle YES. Otherwise, circle NO and request OE to notify Environmental for a compliance review.
5. If YES, REQUEST Shift Manager/OE to verify the maintenance records for the day the Annual Service is due and schedule the maintenance to be performed.

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(Continued on Next Sheet)
### Weekly Diesel Power Surveillance

**Area 7 (AY-102 Control Trailer Area)**

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(Continued on Next Sheet)
### Weekly Diesel Power Surveillance

**Area 8 (MO098, MO164, MO173, MO174 Trailer Area)**

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<th>Site Form A-6007-224 &amp; NOTICE IN USE Tag Current (✓)</th>
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**Note** - If the Diesel Power Plants have moved, make note on Comments Page 1.
- Send a copy of completed Data Sheet 1 to Retrieval Environmental Group.
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2. Taken from service/maintenance sticker.
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5. If YES, REQUEST Shift Manager/OE to verify the maintenance records for the day the Annual Service is due and schedule the maintenance to be performed.

---

**Signature** / __________________________ / __________________________
NCO

**Signature** / __________________________ / __________________________
Shift Manager /OE

(Continued on Next Sheet)
**Weekly Diesel Power Surveillance**

**Area 9 (AX Farm Area)**

<table>
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<th>Location</th>
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</tbody>
</table>

**Note**
- If the Diesel Power Plants have moved, make note on Comments Page 1.
- Send a copy of completed Data Sheet 1 to Retrieval Environmental Group.

(1) Areas 2, 5 and 9 use a 300 hour service interval; Areas 1, 3, 4, 6, 7, and 8 use a 200 hour service interval.
(2) Taken from service/maintenance sticker.
(3) Subtract Current Reading from Hours Due.
(4) If the power plant is listed on Table 1 AND meets configuration requirements in Section 3.4, circle YES. Otherwise, circle NO and request OE to notify Environmental for a compliance review.
(5) If YES, REQUEST Shift Manager/OE to verify the maintenance records for the day the Annual Service is due and schedule the maintenance to be performed.

**Signature**

/______________________________/

Print (First & Last) Date

NCO

/______________________________/

Print (First & Last) Date

Shift Manager /OE
### Data Sheet 2 – Daily Diesel Power Plants Surveillance

#### Daily Diesel Power Surveillance

<table>
<thead>
<tr>
<th>Diesel Power Plant ID Number</th>
<th>Location</th>
<th>Area Number from Figure 1</th>
<th>Current Reading</th>
<th>Hours Due&lt;sup&gt;(2)&lt;/sup&gt;</th>
<th>Hours Until Required Service&lt;sup&gt;(3)&lt;/sup&gt;</th>
<th>Site Form A-6007-224 &amp; NOTICE IN USE Tag Current (✓)?</th>
<th>(4) Power Plant Listed on Table 1?</th>
<th>Annual Service Due Within the Next Month?&lt;sup&gt;(6)&lt;/sup&gt;</th>
<th>NCO Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td>Yes / No</td>
<td>Yes / No</td>
<td>Yes / No</td>
<td></td>
</tr>
</tbody>
</table>

**Note:**
- If the Diesel Power Plants have moved, make note on Comments Page 1.
- Send a copy of completed Data Sheet 2 to Retrieval Environmental Group.
1. Areas 2, 5, and 9 use a 300 hour service interval; Areas 1, 3, 4, 6, 7, and 8 use a 200 hour service interval.
2. Taken from service/maintenance sticker.
3. Subtract Current Reading from Hours Due.
4. If NO, request the OE to notify Environmental for a compliance review.
5. If NO, notify OE and note findings on the Comments Page 1.
6. If YES, request Shift Manager/OE to verify the maintenance records for the day the Annual Service is due, and schedule the maintenance to be performed.

---

**Signature** / **Print (First & Last)** / **Date**

**NCO**

---

**Signature** / **Print (First & Last)** / **Date**

**Shift Manager/OE**
# Data Sheet 3 – Visible Emission Survey

<table>
<thead>
<tr>
<th>Area Number</th>
<th>January Visible Emissions Observed (1)</th>
<th>April Visible Emissions Observed (1)</th>
<th>July Visible Emissions Observed (1)</th>
<th>October Visible Emissions Observed (1)</th>
<th>New Installation Visible Emissions Observed (1)</th>
<th>Diesel Power Plant ID Number</th>
<th>NCO Name (First &amp; Last)</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>NO</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>NO</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>NO</td>
<td></td>
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<tr>
<td>4</td>
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<td>YES / NO</td>
<td>YES / NO</td>
<td>YES / NO</td>
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<td></td>
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<tr>
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<td>YES / NO</td>
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<td>YES / NO</td>
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<tr>
<td>6</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>YES / NO</td>
<td>YES / NO</td>
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<tr>
<td>7</td>
<td>YES / NO</td>
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<td>YES / NO</td>
<td>YES / NO</td>
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<tr>
<td>8</td>
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<tr>
<td>9</td>
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<td>YES / NO</td>
<td>NO</td>
<td></td>
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</tr>
</tbody>
</table>

Notes:
- Send a copy of completed Data Sheet 3 to Retrieval Environmental Group.
- The visible emissions survey must not begin until all diesel power plants in the Area to be surveyed have been started and have reached normal operating temperature and RPM or have run for at least fifteen (15) minutes.

________________________ / ______________________ / ______________________
Signature Print (First & Last) Date
Shift Manager /OE
Figure 1 - Diesel Power Plant Areas

Area Key:
1. C Farm Trailer Area
2. C Farm Area
3. Waste Transfer Corridor West Area
4. Waste Transfer Corridor East Area
5. AN Farm Area
6. AV/AZ DMI-LT Area
7. AY-102 Control Trailer Area
8. M0098, M0164, M0173, M0174 Trailer Area
9. AX Farm Area
**Figure 2 – Maintenance Record Template**

<table>
<thead>
<tr>
<th>PERMITTED/STATIONARY LIGHT PLANT/GENERATOR/COMPRESSOR</th>
<th>PERMITTED/STATIONARY LIGHT PLANT/GENERATOR/COMPRESSOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Periodic and Annual Maintenance and Lubrication</td>
<td>Annual Maintenance and Lubrication Service**</td>
</tr>
<tr>
<td></td>
<td>(M): Heavy Equipment Mechanic</td>
</tr>
<tr>
<td></td>
<td>(O): Heavy Equipment Oiler</td>
</tr>
</tbody>
</table>

- **Type**: Operate Portable Retrieval Diesel Power Plants
- **Reference Document No.**: TO-020-915
- **Rev/Mod**: A-16
- **Release Date**: 12/11/2018
- **Page**: 32 of 37

<table>
<thead>
<tr>
<th>Item</th>
<th>Periodic Maintenance and Lubrication Service</th>
<th>Annual Maintenance and Lubrication Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Inspect air filter intake housing and tubes for damage that could lead to leakage (M)</td>
<td>Replace engine fan belts, inspect pulleys and bearings (M)</td>
</tr>
<tr>
<td>2</td>
<td>Verify air intake hose mounting clamps and bolts are tight (M)</td>
<td>Check battery and electrical connections (M)</td>
</tr>
<tr>
<td>3</td>
<td>Inspect and replace fan belt, as needed (M)</td>
<td>Check for loose or missing fastener hardware (M)</td>
</tr>
<tr>
<td>4</td>
<td>Check fuel clamps and lines for leaks (M)</td>
<td>Check emergency stop switch operation (M)</td>
</tr>
<tr>
<td>5</td>
<td>Inspect coolant and exhaust system for leakage (M)</td>
<td>Inspect turbocharger, if equipped (M)</td>
</tr>
<tr>
<td>6</td>
<td>Inspect radiator fins and shroud for debris (M)</td>
<td>Items Below May Be Completed at the Discretion of the User/Owner or Mechanic/Oiler (not emission-related) (N/A if Not Completed)</td>
</tr>
<tr>
<td>7</td>
<td>Change engine oil and oil filter (O)</td>
<td>Inspect and adjust brakes, visually check tires (M)</td>
</tr>
<tr>
<td>8</td>
<td>Replace engine air filter (O)</td>
<td>Inspect winch brake and cables for wear (M)</td>
</tr>
<tr>
<td>9</td>
<td>Replace fuel filter (O)</td>
<td>Inspect mast operation and safety lock (M)</td>
</tr>
<tr>
<td>10</td>
<td>Clean/replace fuel water separator element, if equipped (O)</td>
<td>Repack wheel bearings and replace seals (M)</td>
</tr>
<tr>
<td>11</td>
<td>Check engine coolant level, add if needed (O)</td>
<td>Inspect coupler pocket and mounting bolts (M)</td>
</tr>
</tbody>
</table>

*Ensure new periodic/cover sticker is posted on equipment after completing Periodic Maintenance and Lubrication Service. Use a 200-hour interval for non-regulated equipment and a 300-hour interval for regulated equipment.

**Perform Periodic Maintenance and Lubrication Service when performing Annual Maintenance and Lubrication Service.

**Items Below May Be Completed at the Discretion of the User/Owner or Mechanic/Oiler (not emission-related) (N/A if Not Completed)

Comments:

---

This Light Plant/Generator is safe to operate:

- [ ] Yes
- [ ] No

Mechanic:

- [ ] Print First and Last Name
- [ ] Signature
- [ ] Date

Oiler (N/A if same as Mechanic):

- [ ] Print First and Last Name
- [ ] Signature
- [ ] Date

Page 1 of 1

BC-8007-161 (REV 3)
## VISUAL INSPECTION TO OPERATE PORTABLE DIESEL POWER PLANTS

- **PART A -**

Perform the following steps **PRIOR TO STARTING** Power Plant.  
**IF a problem is identified, **DO NOT START** and **CONTACT** the Responsible Facility manager.

- Verify that maintenance is current by checking equipment maintenance stickers.  
- Check oil, coolant, and fuel levels.  
- Check for discolored oil on dipstick.  
- Visually check that all guards are in place and securely fastened.  
- Visually check fuel hoses and clamp bands.  
- Visually check fuel filter for water accumulation.  
- Visually check fuel filter/water separator unit for water accumulation, if equipped.  
- Visually check radiator hoses and clamp bands.  
- Visually check radiator exterior.  
- Visually check intake air line.  
- Visually check exhaust system for loose/damaged components.  
- Squeeze pre-cleaner dirt dump valve, if equipped.

- **PART B -**

Perform the following steps **AFTER STARTING** Power Plant.  
**IF a problem is identified, **SHUT OFF THE EQUIPMENT** **CONTACT** Environmental Field Representative, and **CONTACT** the Responsible Facility manager.

- Check diagnostic lights on control panel for abnormal condition, if equipped.  
- Verify air cleaner flow is adequate by checking air service indicator (*generators only*).  
- Verify engine start-up condition.  
- Verify engine slow-down and acceleration behavior.  
- Listen for abnormal engine noise.  
- Verify that exhaust fumes are at the most, only slightly colored.  
- Check for oil, coolant, and fuel leaks.
Figure 4 – NOTICE IN USE Tag

**NOTICE**

Under environmental permit requirements.

**DO NOT OPERATE**

without permission of Retrieval Operations.
Table 1 - Equipment Identification Numbers Approved for Use in Areas 1-9

Equipment identified below has been reviewed by Environmental and has been certified by the manufacturer to meet air emission requirements at the time of manufacture.

<table>
<thead>
<tr>
<th>Light Plants ≤ 16.9 HP</th>
<th>Light Plants ≤ 71.3 HP</th>
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<tbody>
<tr>
<td>74-3808</td>
<td>74-4568</td>
</tr>
<tr>
<td>74-3809</td>
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</table>
Record any comments or instructions from FWS/OE/Shift Manager during performance of this procedure.
Attachment 1 - Pre-Installation Maintenance and Configuration Check

1. **IDENTIFY** Diesel Power Plant ID Number for equipment slated for installation in Areas 1-9.
2. **ENSURE** current maintenance record matches template shown in Figure 2.
3. For diesel power plant installation in Area 1, 3, 4, 6, 7, or 8; **ENSURE** difference between maintenance interval sticker and hour meter reading on current maintenance record is ≤ 200 hours.
   a. **IF** difference exceeds 200 hours:
      i. **SELECT** alternate diesel power plant **AND RESTART** process at step 1 **OR**
      ii. **CONTACT** Property Management to have new maintenance interval sticker added to diesel power plant. Interval written on new maintenance interval sticker must be 200 + hour meter reading on current maintenance record.
4. For diesel power plant installation in Area 2, 5, or 9; **ENSURE** difference between hour meter reading on current maintenance record and maintenance interval sticker is ≤ 300 hours.
   a. **IF** difference exceeds 300 hours:
      i. **SELECT** alternate diesel power plant **AND RESTART** process at step 1 **OR**
      ii. **CONTACT** Property Management to have new maintenance interval sticker added to diesel power plant. Interval written on new maintenance interval sticker must be 300 + hour meter reading on current maintenance record.
5. **ENSURE** installation will not exceed configuration requirements in Section 3.4.
6. **PERFORM** Data Sheet 2 for diesel power plant slated for installation.
7. **PERFORM** Data Sheet 3 for diesel power plant slated for installation.