

Used Oil Transfer Facility Checklist

- **Do you hold shipments of used oil more than 24 hours but no longer than 35 days?**
Note: If used oil is stored more than 35 days, the facility is a used oil storage facility and subject to the standards for Used Oil Processors and Re-Refiners in 6 CCR 1007-3 Part 279 Subpart F.
- **Do you have an EPA Identification Number valid for use in Colorado?**
- **Are you also a used oil transporter?** *Note: If you transport used oil, you must also meet the requirements of a used oil transporter.*
- **Is the oil stored in tanks or containers marked with the words “Used Oil?”**
- **Are fill ports leading to storage tanks labeled with the words “Used Oil?”**
- **Are all tanks and containers in good condition and not leaking?**
- **Do you have secondary containment for tanks and containers?**
- **Do you restrict processing activities only to those incidental to storage (consolidation, settling, water separation)?**
- **If your aboveground or underground storage tanks are also regulated by the Division of Oil and Public Safety at the Department of Labor and Employment, do you comply with those requirements?**
 - The Division of Oil and Public Safety regulates aboveground petroleum storage tanks with capacity between 660 gallons and 39,999 gallons and underground storage tanks with capacity greater than or equal to 110 gallons.
- **Do you have a Spill Prevention, Control and Countermeasure (SPCC) Plan, if required?**
- **If a spill or leak has occurred, did you report it?**
- **Have you taken the necessary corrective actions to clean up any releases?**
 - Have you stopped further releases and contained the oil?
 - Have you removed, repaired or replaced the defective tank, container or piping?
 - Have you properly disposed of used absorbents, contaminated media (water, soil) and recovered oil?
- **Do you have records of each shipment of used oil accepted at this facility?**
- **Do you have records of each shipment delivered to another transporter, burner, processor/re-refiner or disposal facility?**