	SMITH CONSTRUCTION, INC. Safety Management System		Doc No:	SCI-S013
			Initial Issue Date	02/13/2025
			Revision Date:	10/06/2025
GENERAL TANK FARM WATER DRAW			Revision No.	1
			Next Review Date:	02/13/2026
Preparation: Safety Mgr	Authority: President	Issuing Dept: Safety	Page:	Page 1 of 3

Purpose

The purpose of this procedure is to define the requirements to safely and efficiently perform Tank Draws at the Tank Farm.

Scope

This policy details the Risks, PPE, Equipment, Key Responsibilities, instruction for General Tank Farm Water Draws. When performing vacuum truck operations inside Valero Ardmore Refinery, activities must be performed in accordance with SHG E-31 "Vacuum Truck Operation Safety & Health Guidelines".

Risks

- Damage to equipment during on-loading/off-loading
- Metal Splinters from Cable
- Slips, Trips, Sprang's, Strains during liner install
- Cuts and pinches during liner tear out

PPE

- Basic PPE

Equipment


- Vacuum Truck

Supervisors

- Shall ensure that this policy is followed and properly executed by trained personnel.

Employees

- Shall follow all aspects of this procedure.

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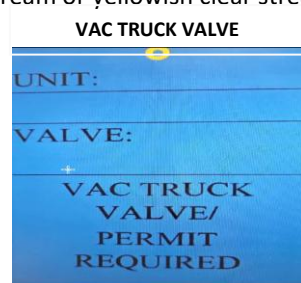
Process Instructions


Pre-Work & SET-UP

1. **Conduct Pre-Trip** on Equipment
2. **Complete the JSA**
3. **Obtain a permit** for water draw indicating the specific valve to operate during the process. Each Water Draw Valve will have an Identification marking its specific location.
Ex: Equipment TK18
Water Draw Valve "A"
 - a) Check wind direction and place vent hose accordingly and set cone at the discharge end of the vent hose.
 - b) Ensure the ground has been secured and the green light indicator is illuminated.
 - c) Place chalk block under rear truck tires.
4. **Ensure are clear** of other personnel down wind.
5. **Using a Ground Guide, Back Up to the tank to be serviced**, chalk wheels, connect ground cable and vent hose.
6. **Connect the 3" vacuum hose to the vacuum truck** and secure connection with orange safety straps.
7. **Ensure that the gate valve on the Tank is closed.**
8. **Connect the grounding cable to ground attachment** at the tank and ensure that ground light is on.
9. **Open vacuum truck Ball Valve.**
10. **Turn on PTO and engage the suction** on the vacuum pump, allow for at least 5psi of vacuum to build
11. **Ensure the collection tub is located directly under the Water Draw Valve.**

WATER DRAW

12. **Open the Water Draw Valve on the Tank, (THIS WILL BE INDICATED BY A BLUE TAG AS SHOWN BELOW),** a near clear stream or yellowish clear stream will begin to flow into the collection tub.



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13. Using the open end of the vacuum hose, vacuum the tub until the stream from the tank turns a greyish color, at this time, close the water draw valve closed. Before onloading is complete, make certain to get a sample of the stream.
14. Complete the vacuum truck log and record the amount of product drawn.
15. Once water draw is complete, close the vac truck valve, verify hose is empty.
16. Turn vacuum pump to neutral and disengage PTO.
17. Unhook ground cable, vent hose and secure chalk.

CLEAN-UP AND COMPLETION

18. Pick up all trash in the area, store hoses, ensure the water draw valve is closed and not leaking.
19. Proceed to desalter and offload per SCI-S001-Desalter Offload procedure.