

MIX TANK UNLOADING OPERATION

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Routing Information

Revision Log

Revision	Date	Description
1	2/2/2017	Initial Procedure

EXAMPLE

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1.0 PURPOSE

To ensure truck loading and unloading operations are completed safely and to eliminate the potential for injuries where vehicle and people interaction occurs.

2.0 SCOPE

This procedure applies to all employees, truck operators and other personnel involved in the loading and unloading operations of trucks on the wharf, in the maintenance yard and in any other Port operated areas where loading and unloading of trucks occurs. Cargo types could include containers, palletised cargo, bulk bags, casing and project cargo.

2.1 Responsibilities

The employee is responsible to comply with this procedure and follow instructions from the supervisor or person in charge. The employee is also responsible to report all hazards and/or incidents to the supervisor as soon as possible. All truck operators are responsible to secure loads correctly.

2.2 Background

Trucks may be loaded and unloaded either manually, by cranes and/or forklifts. The use of crane or forklift is determined by the Supervisor/person in charge. Loading/unloading cargo by forklift is to be done by the delegated competent forklift operator utilizing safe zones and work areas as per Forklift SOP.

3.0 PRECAUTIONS & LIMITATIONS

Employees must not stand on truck trailers during placement or removal of loads by cranes or forklifts. Access to truck trailers should be avoided where possible and only occur with the authorization of the supervisor/person in charge, once the load is landed and settled on the truck and where an adjacent platform, for example a trailer, work platform or stairs, is in place. Stairs need to be controlled by another person while in use.

4.0 PREREQUISITE ACTIONS

4.1 Radiological Concerns

None

4.2 Employee Safety

All Employees and Port Users are required to wear the minimum PPE requirements. For information on what requirements are to be met, employees can refer to the PPE SOP for more detailed information.

4.3 Special Tools and Equipment, Parts, and Supplies

None

4.4 Approvals & Notifications

4.4.1 **OBTAIN** Shift Manager approval prior to the initiation of this SOP.

4.5 Preliminary Actions

4.5.1 **REVIEW** safety video prior to initiation of this SOP.


4.6 Field Preparations

4.6.1 **REQUEST** Shift Manager to determine if Mix Tank manual valve lineup is required to be performed.

5.0 PERFORMANCE

Mix Tank Unloading Operation

5.1 Preparation of Mix Tank for Unloading



NOTE:
The steps below will ensure the Mix Tank is safe and ready to sample.

5.1.1 **ENSURE** the following Automatic Valves are in the CLOSED position:

COMPONENT ID	POSITION	CLOSED
MIXXV100U1	Closed	<input type="checkbox"/>
MIXXV101U1	Closed	<input type="checkbox"/>
MIXXV102U1	Closed	<input type="checkbox"/>
MIXXV105U1	Closed	<input type="checkbox"/>
MIXXV106U1	Closed	<input type="checkbox"/>
MIXXV108U1	Closed	<input type="checkbox"/>

5.1.2 **ENSURE** the following Automatic Valves are in the OPEN position:

check boxes

→ This note section

This table and checkboxes

COMPONENT ID	POSITION	OPEN
MIXXV103U1	Open	<input type="checkbox"/>
MIXXV104U1	Open	<input type="checkbox"/>
MIXXV107U1	Open	<input type="checkbox"/>

5.1.3 **ENSURE** pump MIXP101U1 is RUNNING.

Trouble-shooting Guide for 4-Valve™ Unit Injection	
This guide is designed to be used in conjunction with the Check System Guide for 4-Valve™ units. For more information, refer to the separate pages in the Service Guide.	
CAUSE	REMEDY
Leak in or around system. Check all	Check for leaks in system.
Motor unit under plunger not moving freely.	Check for free movement.
At low sensor state valve normally set.	Check sensor.
Valves or solenoid does not open.	Check valve for correct function.
Valves or solenoid does not close.	Check valve for correct function.
Control unit pump not operating.	Check pump motor, pump relay and pump.
Control unit pump operation.	Check solenoid system.
Control unit valve leaking.	Check solenoid valve.
Pressure in tank is too low.	Check tank pressure.
Pressure in tank is too high.	Check tank pressure.
Control unit pressure is too low.	Check tank pressure.
Control unit pressure is too high.	Check tank pressure.
Primary system pressure out of tolerance.	Check pressure and adjust with bleed.
Control unit pressure.	Check tank pressure for leaks.
Injection leaking, opening/closing time.	Check injection air valve.
Injection from tank/line not full.	Check for proper tank quantity.
Blank die setting incorrect.	Check and adjust die setting.
Throttle solenoid does not open completely.	Check solenoid and adjust in throttle manual.
Leakage control system not functioning correctly.	Check leakage control system.

5.2 Mix Tank Unloading

5.2.1 **SCAN** Mix Tank QR Code to verify proper location.

5.2.2 **RECORD** the Mix Tank level (gal).

5.2.3 **REVIEW** the Mix Tank temperature and concentration.

5.2.4 **RECORD** a 30 minute trend of the Mix Tank temperature and concentration.



WARNING:
If at any time during Unloading the Mix Tank Temperature MIXTC100U1 is < 195 DEG F, GO TO the 'Mix Tank Low Temperature' section and RETURN to step.

- This

5.2.5 **START** monitoring for Mix Tank Low Temperature.

5.2.6 **SAMPLE** the Mix Tank and send to lab for analysis.

5.2.7 **IS** the Mix Tank sample GOOD?

Yes



NOTE:
These steps will prepare and UNLOAD the Mix Tank to a truck.

- This

5.2.7.1 **INSPECT** all truck hoses for leaks and wet spots.

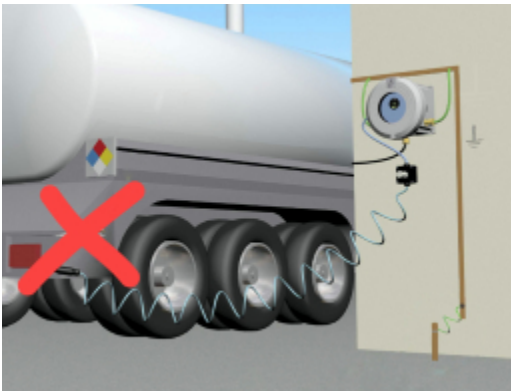




5.2.7.2 **SECURE** the tank vehicle with wheel chocks and interlocks.



5.2.7.3 **VERIFY** the vehicle's parking brakes are set.

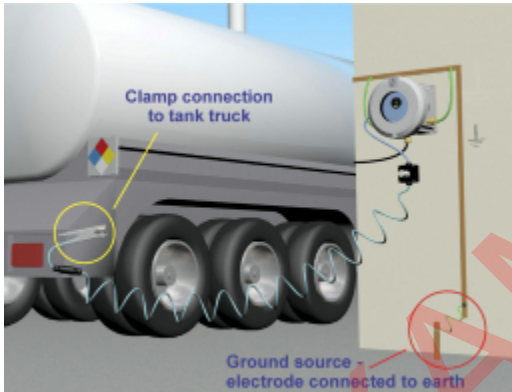
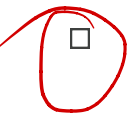





5.2.7.4 **ESTABLISH** adequate bonding/grounding prior to connecting to the fuel transfer point.





5.2.7.5 **ENSURE** cell phones are turned OFF.



	CAUTION: Driver must stay with the vehicle at all times during loading/unloading activities.
	CAUTION: Facility Manager or designee should observe the delivery driver during loading/unloading.
	CAUTION: Periodically inspect all systems, hoses, and connections.

All of this caution signs

5.2.7.6 **ENSURE** agitator MIXM100U1 is STOPPED.

5.2.7.7 **ENSURE** MIXXV106U1 is OPEN.


5.2.7.8 **ENSURE** MIXXV107U1 is CLOSED.

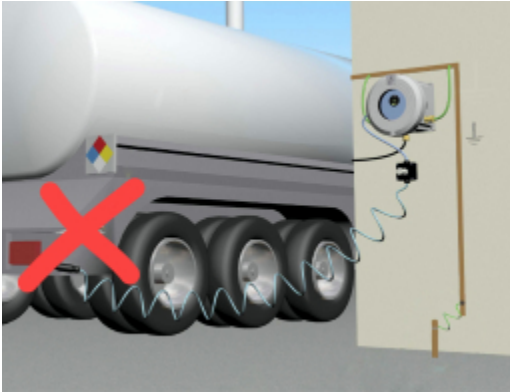
No


- This

[illegible]

This





	Note: Drip pans can be used to drain product from hoses.
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5.3.1.4 **ENSURE** hoses are drained to remove the remaining product before moving them away from the connection.



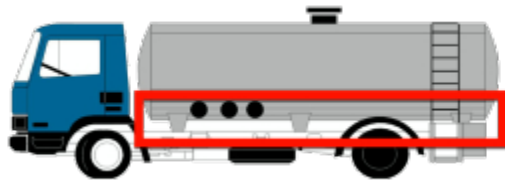
5.3.1.5 **ENSURE** caps are placed at the end of the hose and other connecting devices.



5.3.1.6 **REMOVE** wheel chocks and interlocks.



5.3.1.7 **INSPECT** the lowermost drain and all outlets on tank truck prior to departure.



False

5.3.1.8 **ENSURE** MIXXV105U1 is **CLOSED**.

5.3.2 **RECORD** the Mix Tank level (gal).

5.3.3 **CALCULATE** the amount of gallons transferred.

5.3.4 **RECORD** a 30 minute trend of the Mix Tank level.

6.0 REFERENCES

6.1 Performance References

1. SOP-0011, Forklift Operations
2. SOP-0022, Lifting Equipment Maintenance and Storage
3. SOP-0033, Personal Protective Equipment (PPE)
4. SOP-0044, Traffic Management SOP
5. SOP-0055, Hazard and Incident Reporting Procedure.

Accept input

6.2 Source Requirements

1. OSHA 1910.178, Powered industrial trucks
2. OSHA 1910.132, General Requirements (PPE)
3. OSHA 1910.147, Portable fire extinguishers


7.0 RECORDS

This completed procedure is to be retained and dispositioned as directed by company policy.

8.0 ATTACHMENTS

None

11.0 MIX TANK LOW TEMPERATURE

	NOTE: The next steps will attempt to increase the Mix Tank temperature by adjusting the manual steam flow control.
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11.1 **IF** Mix Tank Steam Flow MIXFC101 OUTPUT \geq 90%,

True

11.1.1 **REQUEST** Maintenance to investigate Mix Tank Steam Flow.

False

11.1.2 **INCREASE** Mix Tank Steam Flow MIXFC101U1 OUTPUT by 10% but do not exceed 90%.

GO TO step 5.2.5