

SL/LJL

Ms Sally Lindner

263113

Mr Paul Craven
Suffolk County Council
Trading Standards
St Edmund House
Rope Walk
IPSWICH IP4 1NF

C M Palk BSC DMS MCIEH
Group Manager
(Environmental Services)

18 January 1999

Dear Mr Craven

ENVIRONMENTAL PROTECTION ACT 1990, PART 1

Please find enclosed a copy of duly made application recently received from Meredith Service Station, Norwich Road, Ipswich to carry out unloading of petrol. I would be pleased to consider any comments you may have relating to air pollution control of this process. I would ask that you forward any such comments in writing within 28 days, so that the process of considering the authorisation can be carried out within a reasonable timescale.

If you have any queries or would like to discuss the matter, please do not hesitate to contact me.

Yours sincerely



Sally Lindner
Senior Environmental Health Assistant
Pollution Services

Enc

PETROL VAPOUR RECOVERY INSTALLATION

**Application for Authorisation; Part I,
Environmental Protection Act, 1990**

Section A: General Information

1. Name and address of premises where process is / will be carried out

Meredith S. Strn, Norwich Rd,
Ipswich

Post Code IPI 6JR

Telephone No. 01473 240933 Contact Name Jenny

Position operator

2. Name and Address of applicant (s)

BP Oil UK Ltd
500/600 Witan Gate, Central Milton Keynes
MK9 1ES

Tel: Contact Name:
01908 853225

M. Bailey
Position: Business Support

3. Name and address of registered office (if applicable)

In the case of partnerships, names and home addresses of the partners.

BP Oil UK Ltd, Witan Gate House, 500/600 Witan Gate, Central Milton Keynes, MK9 1ES

Tel: 01908 85 3000

4. Name of the ultimate holding company (if applicable)

BP Oil UK Ltd, Witan Gate House, 500/600 Witan Gate, Central Milton Keynes, MK9 1ES

Tel: 01908 85 3000

5. Address for correspondence if different from (1) above

...As...2.....

Post Code

Telephone No..... Contact Name

Position

6. Enclose a map/ plan with the application showing the location where the process is / will be carried out. Where the process is / will be carried out on only part of the premises please indicate the exact location on the plan enclosed.

Please find copies of the drawings attached.

7. Is the service station located under permanent living quarters or working areas?

Yes No

8. When was vapour balancing equipment installed or when will it be installed?

See attached drawings

March 1998

Section B. Process and Control Information

9. Volume of petrol unloaded into the service station in each of the last three calendar years (see Clause 9 of this note for the relevant timescales) ; in cubic metres (i.e. Litres divided by 1000). Circle the appropriate band

Year	<100	100-500	501-1000	>1000
1995	<100	100-500	501-1000	>1000
1996	<100	100-500	501-1000	>1000
1997	<100	100-500	501-1000	>1000

10. Are deliveries " Driver Controlled"

Yes No

11. At a maximum, how many tanker compartments discharge into storage tanks at any one time, or will do so once a vapour balancing system is in place. If the latter information is not known, a statement of what assessment will be made to determine this information and within what timescale. The information supplied under item 11 should be supplemented by a site specific assessment. (see Clause 17).

2 Spirit Compartments.

12. Measure taken or to be taken for vapour emission control, both during unloading and in storage

Vapour recovery system installed(i.e manifolded vents with pressure vacuum vent installed)

13. Please attach process diagrams and plans of vapour balancing equipment (including height and location of tank vent pipes)

Please find copies of the drawings attached.

14. Unloading procedure and instructions (please attach)

See attached training details provided by BP Operations

15. Details of Supervision, Training and Qualifications of Operating Staff

See attached "Competent Person Training" requirements, with the "Competent Person Pass" being kept on site.

16. Schedule of maintenance of vapour balancing controls (please attach)

Carried out in accordance with the requirements and recommendations contained in HS(G)41

17. Schedule of examination and testing for vapour balancing controls (please attach)

The system will be tested annually to ensure the pipework is "tight" ie free from "leaks" and the OPW's and pressure/vacuum vent visually inspected and tested as applicable.

18. Procedures or contingency measures in the event of vapour containment equipment failure. (please attach)

In the event of equipment failure ie pressure/vacuum vent failure, delivery will be impossible due to sealed system. Therefore delivery will be terminated, the problem reported to the engineer and maintenance department and the equipment replaced.

You may also supply any other information you wish the Local Authority to take into account when considering your application.

I hereby certify that I am authorised to sign this application and all the information contained in this application is correct to the best of my knowledge and belief.

Name (BLOCK CAPITALS): M. BAILEY
Signature: M. Bailey Date: 11/1/99
Destination: Business Support
Fee attached (cheques payable to the Council) £ 100

1) TIME SCALE

All new sites to have Stage IB. Existing sites should be converted. by 31/12/98,

2) MANIFOLD

Ideally the manifold should be installed below ground. However, for a retrofit the manifold should normally be located above ground at low level.

Current practice is not to include the diesel vent within the manifold. The Institute of Petroleum recommends that it should be included in order to achieve greater efficiency of recovery. However, there have been a few reported cases, across Europe, where the flash point of diesel has been found to have dropped significantly when the diesel vent has been manifolded in with the spirit vents. Therefore, until further tests have been completed the diesel vent should not be included in the manifold, although provision for future connection should be made.

The manifold should be in 75mm diameter pipe.

3) VENT RISER PIPE AND P/V VALVE

The vent pipe from the manifold should be in 50mm diameter pipe. The vent pipe should be fitted with a P/V valve (Risbridger 2798), a flame arrester and upward discharge cap (Risbridger 980VC MK 2). NB the 2798 includes the flame arrester and upward discharge cap.

The P/V valve should have the following capability: -

Flow rate	3000litres/minute	@ 70mbar (1psi)
Pressure setting	+ 35mbar (0.5psi)	- 2mbar (0.029psi)

4) VAPOUR HOSE CONNECTION POINT

In the case of Meredith S.Stn only one vapour hose connection point will be required.

The vapour hose connection point is located above ground, immediately to the left of the fill point looking from the tanker to the fill point.

The vapour hose connection point connector (OPW 1611-AV) and orange cap (1711-T) is 75mm and should incorporate a conical flame arrester. A padlock should also be provided.

The below ground manhole cover should be 600 * 600 orange Fibresec.

5) VAPOUR RETURN LINE

In the case of Meredith S.Stn the vapour return line is installed so as to minimise pressure losses. This can be achieved by ensuring that the line is as short as possible and by reducing the number of bends. For return lines longer than 10m a minimum of 100mm diameter pipe will be used. However, if the return line is shorter than 10m then a minimum of 75mm diameter pipe will be used.

6) CROSS-OVER & OVERFILL PREVENTION

As a minimum, cross-over prevention valves should be installed in the manifold. These should be OPW 320-DV. Where the site has overfill prevention valves or "Scully" overfill devices cross-over prevention valves are not required.

7) PIPEWORK AND FITTINGS

Where possible existing pipework should be used. All pipe work materials should be similar or compatible to the existing. All above ground pipe work should be in steel.

8) LABELLING

The following labels should be fitted:-

LABEL	LOCATION
Isolate vents.....	In the relevant tank manholes
Connect vapour line (orange Label) before off loading	At the above ground offset fill or in every fill manhole and adjacent to the vapour return line

9) DESIGN CONSIDERATION FOR P/V. VALVES

The Pressure side will be set by the number of hoses that could be flowing simultaneously during the delivery together with the size of the liquid delivery equipment.

If 4 inch /100mm hoses and pipework are being used then the flow rate per hose can be around 1000 to 1200 litres per minute. A maximum of two hoses will used during the off loading procedure so by specifying a valve of 3000 litres/ minute vapour flow gives a large factor net of safety.

For a 3 inch / 75mm hoses and pipework the corresponding figures are 800 to 1000 litres per minute, so again using a valve with a flow rate capable of 3000 litres per minute we have a large safety factor.

BP OIL UK LTD

PROCEDURES FOR UNLOADING PETROLEUM SPIRIT ON A SITE WHICH HAS A STAGE 1b VAPOUR BALANCING SYSTEM INSTALLED

Procedures

In addition to the requirements of discharge conditions the following procedure must be performed in sequential order:

- 1) The normal operation of the tankers air system is used to permit showing wet dips. Dip rods are then removed and stowed and dip caps secured.
- 2) The vapour recovery hose is firstly connected to the connection on the road tanker. Connecting the vapour recovery hose to the tanker deactivates the air system operated by the green button on the tanker.
- 3) The site vapour recovery hook up line cap is removed and the vapour hose is connected to the vapour recovery hook up pipe.
- 4) Connect up to a maximum of two spirit discharge hoses.
- 5) To perform the delivery the red button in the control box must be pulled out, followed by the individual numbered buttons for each compartment footvalve.
- 6) Following the delivery any confirmation that the compartments are empty should be by viewing the sight glass if fitted on each compartment outlet faucet.
- 7) Close down the system by depressing the red button - this will close all valves.
- 8) Disconnect discharge hoses.
- 9) Disconnect the vapour recovery hose from the site storage tank end and replace the cap.
- 10) Remove vapour balancing hose from the tanker end and replace vapour line cap.

BP OIL UK LTD

List of staff members trained to accept Petroleum deliveries at this site:

SEE SITE REGISTER

All persons trained in tanker delivery procedures are fully aware of the revised policy regarding the order in which the hoses are to be connected and disconnected.

All staff listed in the site register have passed the relevant BP training course and have been awarded the appropriate certificate.

BP OIL UK LTD

EMERGENCY PROCEDURE IN THE EVENT OF A VAPOUR LEAKAGE.

1.0 INTRODUCTION

The following procedure must be followed in the event of a vapour leak or suspected leak in the vapour recovery system.

2.0 SYMPTOMS

- 2.1 A strong smell of petrol vapours in the vicinity of the vent stack or vapour recovery hook up point may indicate a vapour leak.
- 2.2 A visible inspection of the vapour recovery system may indicate a problem with the connection terminal or pipework if manifolded above ground.
- 2.3 A presence of product discharging from the vapour recovery point indicates a problem with the overfill prevention valves fitted. Any vapour leak must be reported accordance with the standard procedure via the Territory Manager.
- 2.4 If the hose is seen to “kick” this may indicate an overfill situation.

3.0 VAPOUR LEAK

- 3.1 In the event of a vapour leak the attached reporting structure must be followed.
- 3.2 In the event of a leak which appears strong enough to cause a threat of ignition then the manager must immediately close the site.
- 3.3 The site manager is to maintain a detailed record of any incident.
All details and Contractor visits must be entered in the site register.

BP OIL UK LTD

MAINTENANCE SCHEDULE for the VAPOUR RECOVERY INSTALLATION

1.0 MAINTENANCE CONTRACT

The maintenance Contract is administered on behalf of BP Oil UK Ltd by

BP/Bovis Alliance
Witan Gate House
500-600 Witan Gate
Central Milton Keynes
Bucks MK9 1ES

Tel: 01908 853000
Fax: 01908 853276

2.0 SITE PARTICULARS

- 2.1 The offset fills are located next to the Site entrance.
- 2.2 The vapour recovery hook up point is located to left of the offset fills i.e. towards the rear of the tanker when off loading.
- 2.3 The vents are manifolded above ground.

3.0 MAINTENANCE SCHEDULE

- 3.1 The overfill prevention devices are to be checked in accordance with the manufacturers instructions to ensure that the mechanical float is fully operational.
The overfill prevention devices are to be installed on all sites where vent lines are manifolded at low level.
The overfill prevention devices installed at the above site are OPW ref.: 6150/4124.
- 3.2 The pressure vacuum vent valve is to be checked in accordance with the manufacturers instructions to ensure it is fully operational.
The pressure vacuum vent valve installed at the above site is the Risbridger ref.: 2798

3.3 The vapour recovery adaptor is to be checked to ensure that the poppet sealer and connection are fully operational.

The adaptor used at the above site is the Risbridger ref.: 3005.

3.4 The vapour recovery signage will be checked to ensure that all current signage is clean, securely fixed and visible upon inspection.

3.5 The flame arrestor within the vapour recovery adaptor is to be checked for obstructions and to ensure it is fully operational.

The arrestor installed at the above site is the Risbridger ref.: 2138.

4.0 PIPEWORK

4.1 The offset fill lines, vents and the suction lines including the vapour recovery system are to be tested in accordance with the Licensing Authorities requirements.

This test is to be carried out every five years, and the test certificate is to be completed by the Contractor, with a copy inserted in the site petroleum register.

5.0 GENERAL

5.1 All Contractors carrying out testing or preventative maintenance work are to complete site petroleum register and advise the relevant Licensing Authority of the appropriate dates of work and the test results.

COMPETENT PERSON TRAINING

The following is a list of the training given to all new members of staff who would be responsible for accepting Tankers on any Company Owned Company Operated site.

1. Attendance of a half day course covering Legislation, H & S, pre and post delivery procedures, this includes two videos one about Fire and extinguisher operation and another covering the receipt of a Licensee Controlled Delivery.
2. A test is then taken asking 30 questions with a multi-choice answer format. The pass. is 80% (24/30). Failure to get this would mean the candidate would have to go through this process again.
3. Three supervised Tankers to be seen in.
4. They must read the sites Petroleum Licence and be aware of any special conditions.
5. Pass a Site Specific test (10 questions - 100% is the only acceptable mark).
6. Attend or be registered for a Fire course (practical).

At this point if all the above criteria has been met a Competent Persons Pass will be issued for accepting LCD.

Driver Controlled Delivery

For DCD sites a further test is taken after watching a video that deals solely with DCD. This is again a Multi-choice test, where 80%(13/16) is the minimum pass mark. Once this has been successfully taken a separate pass is issued to be kept along with the LCD one that they would already have.

BP OIL UK LTD

(_____)

Emergency contact List

- 1) Contact Service Centre during normal office hours to initiate emergency response Contractors.

Tel: 0345 959994

- 2) If out of hours contact BP Security to request Duty Officer assistance.

Tel: 01442 225001 (24 hours)

- 3) Inform the Territory Manager (_____).

Tel(_____) (Home) (_____) (Mobile)

- 4) If (_____) unavaialble then contact (_____) the District Manager.

Tel(_____) (Home) (_____) (Mobile)

- 5) Inform (_____) Borough Council Environmental Services Department.

Tel: (_____) (____) (_____) (____)

- 6) Inform the Petroleum Officer.

Tel: (_____) (____)

- 7) Inform (____) Terminal (Deliveries) Inform (____) Terminal (Orders)

Tel (_____) (_____)

- 8) Once the vapour leak has been rectified, notify all parties to ensure that the site can recommence normal deliveries.

- 9) In case of site closure contact the Police.

Tel: (_____)

- 10) Site Manager is (_____)

Tel: (_____) (Home)

PRINTOUT.

1/2

SITE SURVEY

N° E26

Surveyor M.C. BRYAN Survey Date 19.9.97 Time 12.25

Site Name & Address MEREDITH STIN, NORWICH ED, IPSWICH

Site Contact P. PAMMENT Tel. No. 01473 240933

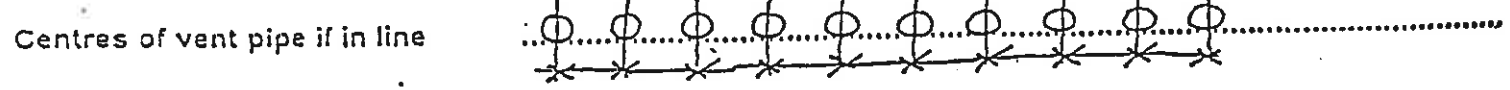
P.O. Name & Address TRADING STANDARDS ST. EDMUND HOUSE, ROPE WALK, IPSWICH. Tel. No.

	T1	T2	T3	T4	T5	T6	T7	T8
ABOVE GROUND								
BELOW GROUND	✓	✓	✓	✓	✓			
CAPACITY (LITRES)	26458	26458	52915	52915	26458			
GRADE	4*	SUL	4*	UNL	D			
O. SET FILL (above/below)	B	B	B	B	B			
DIRECT FILL								
FILLPIPE DIAMETER	4"	4"	4"	4"	4"			
FILL CAP TYPE	CAM	CAM	CAM	CAM	CAM			
OVERFILL TYPE	NOT EVIDENT							
SUCTION No.								
DIAMETER								
VENT DIAMETER	5x2 VENTS BEHIND BUILDING							
SPARE SOCKET SIZE	CRANKED AROUND FASCIA							
SPARE FLANGE SIZE								
DEPTH OF PIPES								
DEPTH TO LID								
STATE OF MANHOLE								
TYPE OF MANHOLE LID	x	ALL FIBRELITE GOOD						
FEEDING PUMP No								

* B=BRICK C=CONCRETE Plus: G=GOOD F=FAIR P=POOR
 x S=STEEL F=FIBRESET H=HEAVY Plus: A=ACCEPTABLE R=REPLACEABLE

Type of Gauges: / SERIAL NO'S NORMOND LSI. WITH ALARM NO 96653

Is vent stack circular? NO



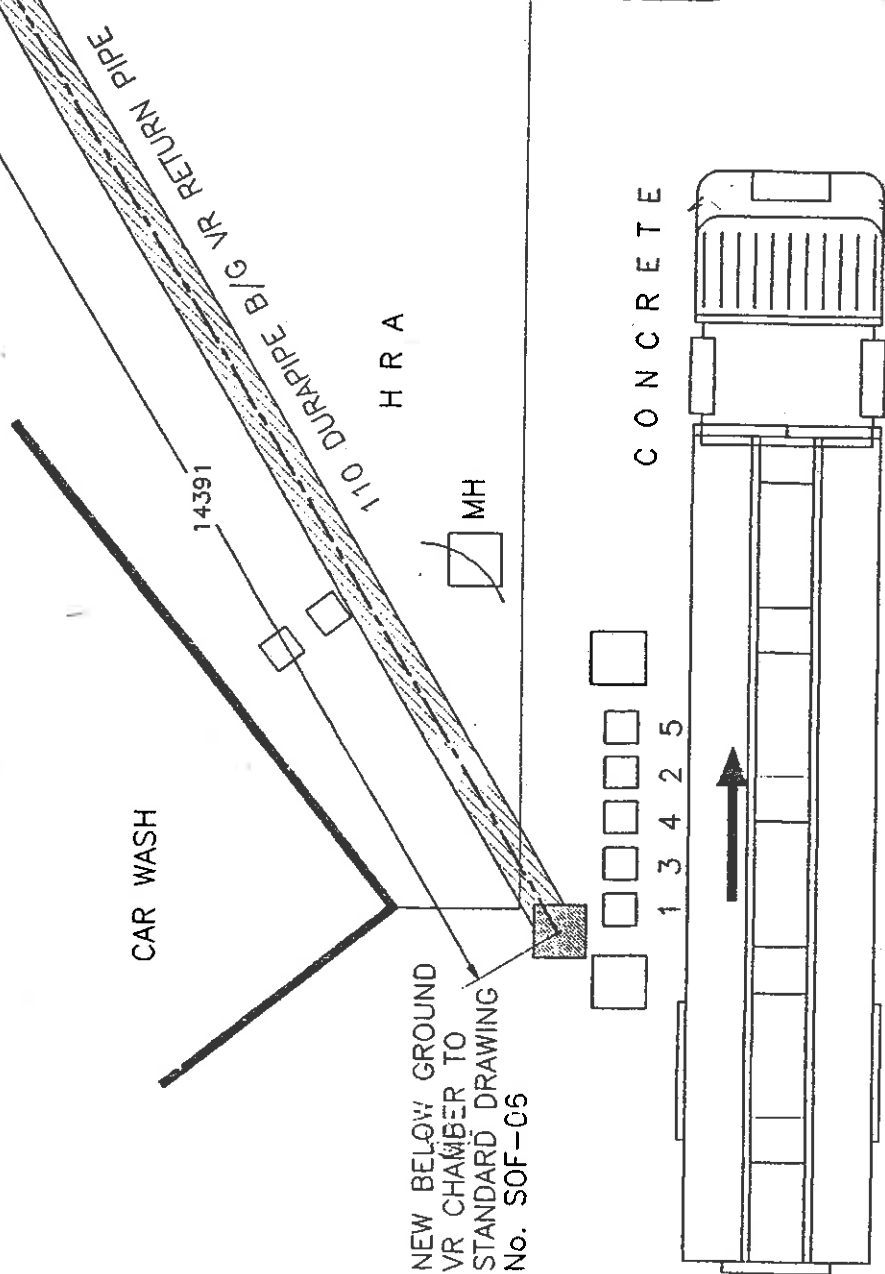
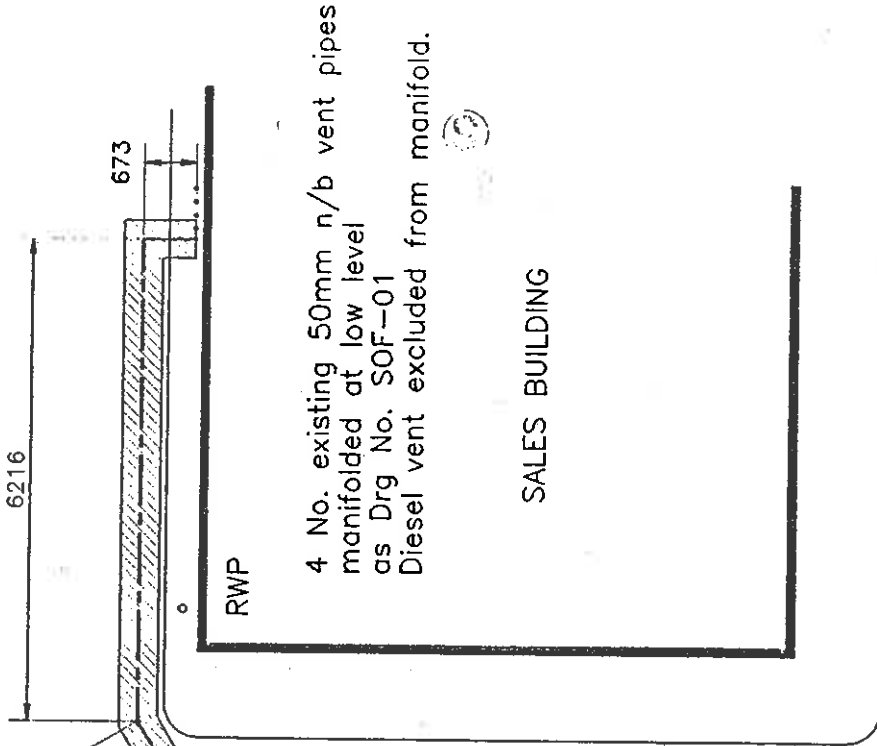
Position of Diesel vent

Colour of paint on vents BEIGE

OPT 4 MOBILTYPE DOG BONE ISLANDS - 950 MM

TANK DETAILS

TANK 1	4*	26458L	NORMOND LSI
TANK 2	SUL	26458L	NORMOND LSI
TANK 3	4*	52915L	NORMOND LSI
TANK 4	UL	52915L	NORMOND LSI
TANK 5	D	26458L	NORMOND LSI



PRIORITY 2

Site Address: MEREDITH SERVICE STATION NORWICH ROAD IPSWICH	Site Ref No: E26
M & H Associates, 19 Lapwing Close, Northampton, NN4 0RT. Tel/Fax No: 01604 706351 e-mail: Mmh@AOL.COM	Drawn: MCB
	Survey Date: 19.9.97
	Scale: 1:100



TOKHIM SOFITAM

PETROL VAPOUR RECOVERY INSTALLATION

Application for Authorisation; Part I,
Environmental Protection Act, 1990

Section A: General Information

1. Name and address of premises where process is / will be carried out

Meredith S. Str., Norwich rd,
Ipswich

Post Code I P 1 6 J R

Telephone No. 01473 240933 Contact Name Jenny

Position Operator

2. Name and Address of applicant (s)

BP oil UK Ltd
500/600 Witan Gate, Central Milton Keynes
MK9 1ES

Tel: 01908 853225

Contact Name: M. Bailey
Position: Business Support

3. Name and address of registered office (if applicable)

In the case of partnerships, names and home addresses of the partners.

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Tel: 01908 85 3000

4. Name of the ultimate holding company (if applicable)

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Tel: 01908 85 3000

5. Address for correspondence if different from (1) above

...As...2.....

Post Code

Telephone No..... Contact Name

Position

6. Enclose a map/ plan with the application showing the location where the process is / will be carried out. Where the process is / will be carried out on only part of the premises please indicate the exact location on the plan enclosed.

Please find copies of the drawings attached.

7. Is the service station located under permanent living quarters or working areas?

Yes No

8. When was vapour balancing equipment installed or when will it be installed?

See attached drawings

March 1998

Section B. Process and Control Information

9. Volume of petrol unloaded into the service station in each of the last three calendar years (see Clause 9 of this note for the relevant timescales) ; in cubic metres (i.e. Litres divided by 1000). Circle the appropriate band

Year	VOLUME OF PETROL / m ³			
1995	<100	100-500	501-1000	<input checked="" type="radio"/> >1000
1996	<100	100-500	501-1000	<input checked="" type="radio"/> >1000
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10. Are deliveries " Driver Controlled"

Yes No

11. At a maximum, how many tanker compartments discharge into storage tanks at any one time, or will do so once a vapour balancing system is in place. If the latter information is not known, a statement of what assessment will be made to determine this information and within what timescale. The information supplied under item 11 should be supplemented by a site specific assessment. (see Clause 17).

2 Spirit Compartments.

12. Measure taken or to be taken for vapour emission control, both during unloading and in storage

Vapour recovery system installed(i.e manifolded vents with pressure vacuum vent installed)

13. Please attach process diagrams and plans of vapour balancing equipment (including height and location of tank vent pipes)

Please find copies of the drawings attached.

14. Unloading procedure and instructions (please attach)

See attached training details provided by BP Operations

15. Details of Supervision, Training and Qualifications of Operating Staff

See attached "Competent Person Training" requirements, with the "Competent Person Pass" being kept on site.

16. Schedule of maintenance of vapour balancing controls (please attach)

Carried out in accordance with the requirements and recommendations contained in HS(G)41

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The system will be tested annually to ensure the pipework is "tight" ie free from "leaks" and the OPW's and pressure/vacuum vent visually inspected and tested as applicable.

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In the event of equipment failure ie pressure/vacuum vent failure, delivery will be impossible due to sealed system. Therefore delivery will be terminated, the problem reported to the engineer and maintenance department and the equipment replaced.

You may also supply any other information you wish the Local Authority to take into account when considering your application.

I hereby certify that I am authorised to sign this application and all the information contained in this application is correct to the best of my knowledge and belief.

Name (BLOCK CAPITALS): M. BAILEY
Signature: M. Bailey Date: 11/1/99
Destination: Business Support
Fee attached (cheques payable to the Council) £ 100

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Telephone No. 01473 240933 Contact Name Pamela Pamment

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500 - 600 Witan Gate
Central Milton Keynes
MK91ES

Tel: 01908 853225

Contact Name: Michelle Bailey

Position: Operations Support Assistant

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Central Milton Keynes
MK91ES

Tel: 01908 853000

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2: No Spirit Compartments.

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I hereby certify that I am authorised to sign this application and all the information contained in this application is correct to the best of my knowledge and belief.

Name (BLOCK CAPITALS): M. BAILEY
Signature: M. Bailey Date: 17/7/98
Destination: Business Support
Fee attached (cheques payable to the Council) £ 100

BP OIL UK LTD

MEREDITH SERVICE STATION

PROCEDURES FOR UNLOADING PETROLEUM SPIRIT ON A SITE WHICH HAS A STAGE 1b VAPOUR BALANCING SYSTEM INSTALLED

Procedures

In addition to the requirements of discharge conditions the following procedure must be performed in sequential order:

- 1) The normal operation of the tankers air system is used to permit showing wet dips. Dip rods are then removed and stowed and dip caps secured.
- 2) The vapour recovery hose is firstly connected to the connection on the road tanker. Connecting the vapour recovery hose to the tanker deactivates the air system operated by the green button on the tanker.
- 3) The site vapour recovery hook up line cap is removed and the vapour hose is connected to the vapour recovery hook up pipe.
- 4) Connect up to a maximum of two spirit discharge hoses.
- 5) To perform the delivery the red button in the control box must be pulled out, followed by the individual numbered buttons for each compartment footvalve.
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- 7) Close down the system by depressing the red button - this will close all valves.
- 8) Disconnect discharge hoses.
- 9) Disconnect the vapour recovery hose from the site storage tank end and replace the cap.
- 10) Remove vapour balancing hose from the tanker end and replace vapour line cap.

BP OIL UK LTD

MEREDITH SERVICE STATION

List of staff members trained to accept Petroleum deliveries at this site:

SEE SITE REGISTER

All persons trained in tanker delivery procedures are fully aware of the revised policy regarding the order in which the hoses are to be connected and disconnected.

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MEREDITH SERVICE STATION

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1.0 INTRODUCTION

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2.0 SYMPTOMS

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2.2 A visible inspection of the vapour recovery system may indicate a problem with the connection terminal or pipework if manifolded above ground.

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2.4 If the hose is seen to “kick” this may indicate an overfill situation.

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3.1 In the event of a vapour leak the attached reporting structure must be followed.

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3.3 The site manager is to maintain a detailed record of any incident.
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BP OIL UK LTD

MEREDITH SERVICE STATION

MAINTENANCE SCHEDULE for the VAPOUR RECOVERY INSTALLATION

1.0 MAINTENANCE CONTRACT

The maintenance Contract is administered on behalf of BP Oil UK Ltd by

BP/Bovis Alliance
Witan Gate House
500-600 Witan Gate
Central Milton Keynes
Bucks MK9 1ES

Tel: 01908 853000

Fax: 01908 853276

2.0 SITE PARTICULARS

- 2.1 The offset fills are located on the HGV pump island located to the right of the sales building.
- 2.2 The vapour recovery hook up point is located to left of the offset fills i.e. towards the rear of the tanker when off loading.
- 2.3 The vents are manifolded below ground, with the vent stack located at the bottom end of the site, adjacent to the forecourt ingress position.

3.0 MAINTENANCE SCHEDULE

- 3.1 The overfill prevention devices are to be checked in accordance with the manufacturers instructions to ensure that the mechanical float is fully operational.
The overfill prevention devices are to be installed on all sites where vent lines are manifolded at low level.
The overfill prevention devices installed at the above site are OPW ref.: 6150/4124.
- 3.2 The pressure vacuum vent valve is to be checked in accordance with the manufacturers instructions to ensure it is fully operational.
The pressure vacuum vent valve installed at the above site is the Risbridger ref.: 2798

3.3 The vapour recovery adaptor is to be checked to ensure that the poppet sealer and connection are fully operational.

The adaptor used at the above site is the Risbridger ref.: 3005.

3.4 The vapour recovery signage will be checked to ensure that all current signage is clean, securely fixed and visible upon inspection.

3.5 The flame arrestor within the vapour recovery adaptor is to be checked for obstructions and to ensure it is fully operational.

The arrestor installed at the above site is the Risbridger ref.: 2138.

4.0 PIPEWORK

4.1 The offset fill lines, vents and the suction lines including the vapour recovery system are to be tested in accordance with the Licensing Authorities requirements.

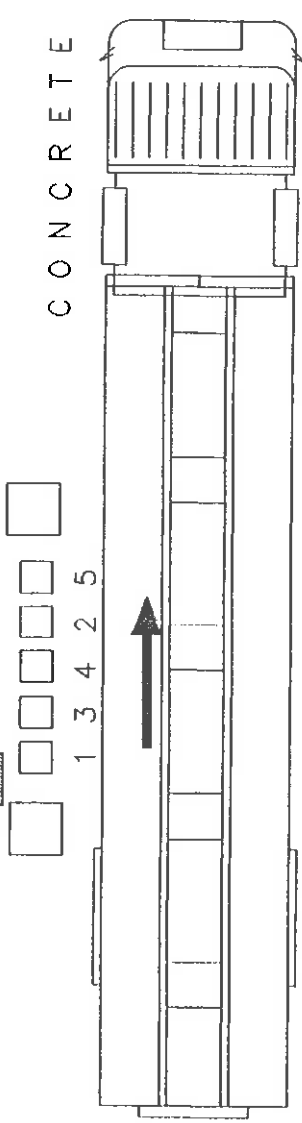
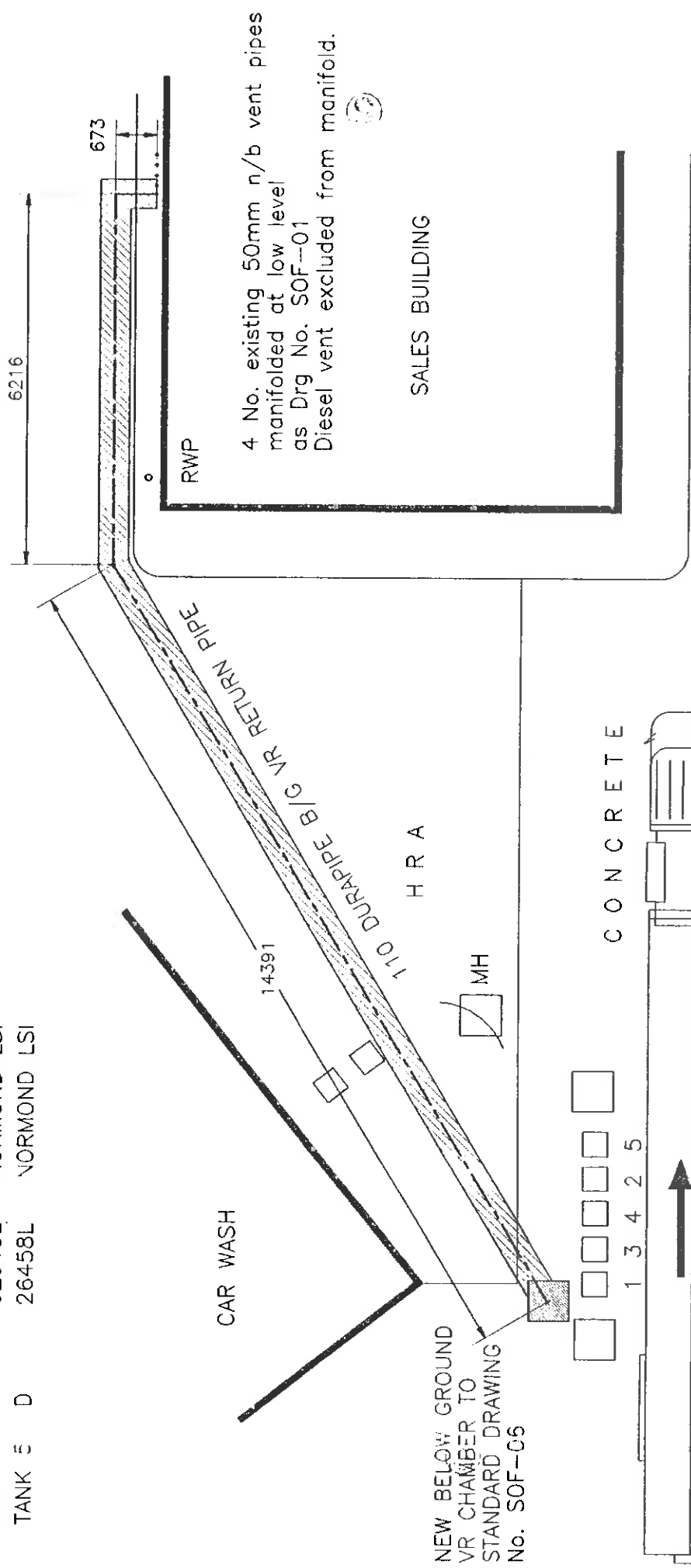
This test is to be carried out every five years, and the test certificate is to be completed by the Contractor, with a copy inserted in the site petroleum register.

5.0 GENERAL

5.1 All Contractors carrying out testing or preventative maintenance work are to complete site petroleum register and advise the relevant Licensing Authority of the appropriate dates of work and the test results.

TANK DETAILS

TANK 1	4*	26458L	NORMOND LSI
TANK 2	SUL	26458L	NORMOND LSI
TANK 3	4*	52915L	NORMOND LSI
TANK 4	UL	52915L	NORMOND LSI
TANK 5	D	26458L	NORMOND LSI



PRIORITY 2

Site Address: MEREDITH SERVICE STATION NORWICH ROAD IPSWICH	Site Ref No: E26
M & H Associates, 19 Lapwing Close, Northampton, NN4 0RT. Tel/Fax No: 01604 706351 e-mail: Mhndh.Assoc@AOL.COM	Drawn: MCB
	Survey Date: 19.9.97
	Scale: 1:100



TOKHIM SOFITAM

PRINTOUT.

SITE SURVEY

Surveyor M.C. BRYAN Survey Date 19.9.97 Time 12.25

Site Name & Address MEREDITH STIN, NORWICH RD, IPSWICH

Site Contact P. PAMMENT Tel. No. 01473 240933
SUFFOLK. C. C.

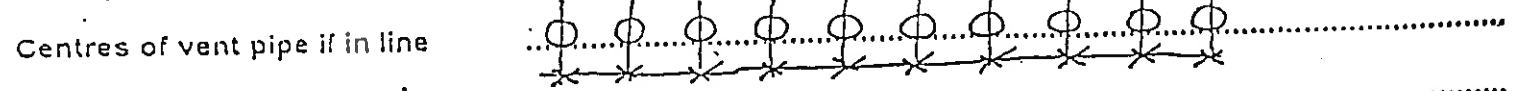
P.O. Name & Address TRADING STANDARDS Tel. No.
ST EDMUND HOUSE, ROPE WALK, IPSWICH.

	T1	T2	T3	T4	T5	T6	T7	T8
ABOVE GROUND								
BELOW GROUND	✓	✓	✓	✓	✓			
CAPACITY (LITRES)	26458	26458	52915	52915	26458			
GRADE	4*	SUL	4*	UNL	D			
SET FILL (above/below)	B	B	B	B	B			
DIRECT FILL								
FILLPIPE DIAMETER	4"	4"	4"	4"	4"			
FILL CAP TYPE	CAM	CAM	CAM	CAM	CAM			
OVERFILL TYPE	NOT EVIDENT							
SUCTION No.								
DIAMETER								
VENT DIAMETER	5x2 VENTS BEHIND BUILDING							
SPARE SOCKET SIZE	CRANKED AROUND FASCIA							
SPARE FLANGE SIZE								
DEPTH OF PIPES								
DEPTH TO LID								
STATE OF MANHOLE								
TYPE OF MANHOLE LID	x	ALL FIBRELITE GOOD						
FEEDING PUMP No								

*: B=BRICK C=CONCRETE Plus: G=GOOD F=FAIR P=POOR
x: S=STEEL F=FIBRESET H=HEAVY Plus: A=ACCEPTABLE R=REPLACEABLE

Type of Gauges: / SERIAL NO'S NORMOND LSI. WITH ALARM No 96653

Is vent stack circular? NO



Position of Diesel vent

Colour of paint on vents BEIGE

~~OPT 4 MOBIL TYPE DOG BONE ISLANDS - 950 mm~~
~~... AT EACH END OF EACH~~

COMPETENT PERSON TRAINING

The following is a list of the training given to all new members of staff who would be responsible for accepting Tankers on any Company Owned Company Operated site.

1. Attendance of a half day course covering Legislation, H & S, pre and post delivery procedures, this includes two videos one about Fire and extinguisher operation and another covering the receipt of a Licensee Controlled Delivery.
2. A test is then taken asking 30 questions with a multi-choice answer format. The pass is 80% (24/30). Failure to get this would mean the candidate would have to go through this process again.
3. Three supervised Tankers to be seen in.
4. They must read the sites Petroleum Licence and be aware of any special conditions.
5. Pass a Site Specific test (10 questions - 100% is the only acceptable mark).
6. Attend or be registered for a Fire course (practical).

At this point if all the above criteria has been met a Competent Persons Pass will be issued for accepting LCD.

Driver Controlled Delivery

For DCD sites a further test is taken after watching a video that deals solely with DCD. This is again a Multi-choice test, where 80%(13/16) is the minimum pass mark. Once this has been successfully taken a separate pass is issued to be kept along with the LCD one that they would already have.