

**OPERATIONAL BEST PRACTICE - GROUND**

**Your Company Name Here:**

**Title: Preventing Contamination of FSII with DEF or any Other Product**

**No OBP- 36**

**Revision: October 18<sup>th</sup>, 2021**

<b>Purpose</b>	<p>To reduce the risk of FSII - Fuel System Icing Inhibitor being contaminated with DEF - Diesel Exhaust Fluid.</p> <p>Note: While DEF poses the greatest identified risk to FSII contamination the policies and procedures within this document apply equally to preventing FSII contamination with any other product.</p>
<b>Responsibility</b>	Chief Executive, General Manager, Environmental Health and Safety Director / Manager, Line Supervisor, Trainer/Training Coordinator (as applicable).
<b>PPE</b>	All staff shall follow the PPE recommendations found in the Safety Data Sheets (SDS) for FSII, DEF, and other fluids and chemicals.
<b>Staff Training</b>	<ol style="list-style-type: none"><li>1. Initial and recurrent training for all operations personnel (as defined by site) shall include:<ol style="list-style-type: none"><li>a. The purpose and function of FSII.</li><li>b. The purpose and function of DEF.</li><li>c. The identified risk of FSII contamination with DEF.</li><li>d. The importance of restricting the handling of FSII and DEF to trained personnel only.</li></ol></li><li>2. In addition to the above, initial, and recurrent training for individuals handling DEF and or FSII shall include:<ol style="list-style-type: none"><li>a. FSII fill points for jet fuel mobile refuelers and other refueling equipment as applicable.</li><li>b. DEF fill points on all equipment requiring DEF.</li><li>c. The use of clearly labeled, dedicated equipment when transferring FSII or DEF.</li><li>d. The policies and procedures defined in this OBP for the storage, handling, procurement, and labeling of FSII and DEF.</li></ol></li><li>3. Recurrent training should occur every 12 months.</li><li>4. Records for all training should be maintained for 36 months.</li></ol>



<p><b>Storage of Aviation Fuel Additives</b></p>	<ol style="list-style-type: none"> <li>1. FSII and other aviation fuel additives shall be stored in a separate location from DEF and other fluids, oils, and chemicals.</li> <li>2. FSII and DEF shall be stored in the original containers provided by the manufacturer.</li> <li>3. Locks for areas containing FSII and other aviation fuel additives shall be keyed differently from storage areas containing DEF and other fluids, oils, and chemicals.</li> <li>4. Keys for locks shall be labeled and kept on separate key rings and under the control of a trained supervisor.</li> </ol>
<p><b>Fluid Handling</b></p>	<ol style="list-style-type: none"> <li>1. Only trained personnel shall handle FSII or replenish FSII tanks/reservoirs on refueling equipment. All transfers of FSII shall be recorded in a log including: <ol style="list-style-type: none"> <li>a. Date / Time / Name of individual completing the transfer.</li> <li>b. Transfer to/from.</li> </ol> </li> <li>2. FSII transfers from in-service FSII storage drums or containers shall take place either: <ol style="list-style-type: none"> <li>a. Through an FSII fill point which is controlled by a keyed lock, where the unique key (key can only open this lock) is under the control of a trained supervisor and the key is signed out and returned after each use by trained and competent operating staff.</li> <li>b. Through a grade selective coupling/adaptor on the transfer hose and the permanently installed FSII vehicle reservoir/tank loading port. Example below:</li> </ol> </li> </ol>



<p><b>Procurement and Labelling</b></p>	<ol style="list-style-type: none"> <li>1. DEF should only be purchased in 2.5-gallon containers. Avoid purchasing DEF and FSII in containers of the same quantity (i.e.: 55-Gallon drums)</li> <li>2. Original manufacturer’s labels for FSII and DEF storage containers shall be intact, clearly legible, and leave no question as to what product is in the container.</li> <li>3. Where 55-gallon drums of FSII are used, the drumhead, in addition to the manufacturer label shall be clearly marked <i>FSII – Fuel System Icing Inhibitor Only</i>.</li> <li>4. FSII reservoirs/tanks/replaceable 5-gallon pails on refueling equipment must be labeled <i>FSII – Fuel System Icing Inhibitor Only</i> with labels being at least 3” high.  <p>Note: Where replaceable 5-gallon FSII pails are used, the pail’s original manufacture label shall be intact and clearly legible.</p> </li> <li>5. All equipment DEF tanks shall be labeled <i>DEF - Diesel Exhaust Fluid Only</i> with labels at least 3” high.</li> <li>6. Any equipment (containers, funnels, etc) used to transfer FSII or DEF shall be clearly labeled and “product dedicated” meaning: <ol style="list-style-type: none"> <li>a. FSII transfer equipment shall only be used with FSII.</li> <li>b. DEF transfer equipment shall only be used with DEF.</li> </ol> </li> </ol>
<p><b>If FSII Contamination is Suspected</b></p>	<ol style="list-style-type: none"> <li>1. Immediately quarantine all refueling equipment suspected of contamination.</li> <li>2. Immediately notify all pilot(s) in command of aircraft that may have been affected.</li> <li>3. Notify your fuel supplier.</li> </ol>
<p><b>Auditing</b></p>	<p>Internal audits of the training, storage, handling, procurement, and labeling practices defined in this document should occur at least annually.</p>

