

STANDARD OPERATING PROCEDURE

TRANSFERRING TRI DOCK STORAGE TANK TO REFILL TRI 145 SHIPPING TANK

CHECK	ACTION STEPS (ALL CAPS)	COMMENTS (BELOW STEPS)
_____	1. CHECK THE CHALK BOARD FOR THE STATUS OF THE DOCK TANK. ALL DOCK TANKS HAVE GOOD SHIPPABLE MATERIAL UNLESS OTHERWISE STATED.	
_____	2. CHECK THE HIGH AND LOW LEVEL ALARMS (AUDIBLE AND LIGHT) ON THE TRI 145 SHIPPING TANK.	
_____	3. CHECK THE TRI PUMP PIT MANIFOLD TO BE SURE VALVES ARE CLOSED TO SHIPPING AND FROM THE DOCK AREA.	
_____	4. A TS-1 OR TS-3 TANK CAN BE CIRCULATED AT THE SAME TIME A DOCK TANK IS TRANSFERRED TO THE TRI 145 SHIPPING TANK PROVIDED THE ISOLATION VALVE ON THE DISCHARGE MANIFOLD IS CLOSED.	
_____	5. GO TO DOCK STORAGE AND PUT THE APPROPRIATE TANK ON RECIRCULATION AND PUMPING BACK TO THE AREA.	
_____	6. RECORD ALL PERTINENT INFORMATION CONCERNING BEGINNING TANK LEVELS, TEMPERATURES, ETC. ON THE TRANSFER SHEET.	
_____	7. CHECK DOCK DRAINING VALVES AT DOCK STORAGE. CLOSE THEM FOR THE DURATION OF THE TRANSFER IF THEY ARE OPEN.	
_____	8. COME BACK TO THE AREA AND PROPERLY ALIGN THE INLET VALVE ON THE TRI 145 SHIPPING TANK AND LET SHIPPING PERSONNEL KNOW THAT YOU ARE GOING TO REFILL THE TANK.	
_____	9. OPEN THE DOCK AREA TRANSFER VALVE IN THE PUMP PIT ALONG WITH THE VALVE TO THE TRI 145 SHIPPING TANK.	
_____	10. MONITOR THE LEVEL GAIN ON THE BOARD VIA LEVEL TRANSMITTER.	
_____	11. STOP THE TRANSFER AT OR BELOW 26-0 LEVEL. IF THE TRI 145 SHIPPING TANK HIGH LEVEL ALARM LIGHT SHOULD BE ACTIVATED, THIS ALARM STATE MUST BE REMEDIED BY MOVING MATERIAL OUT OF THE SHIPPING TANK.	
_____	12. WHEN TRANSFER IS COMPLETED, ISOLATE THE 145 SHIPPING TANK THEN THE DOCK STORAGE TANK AND DOCK PUMP.	

Subject to Protective Order
of 14th Judicial District Court
No. 91-1145

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