FORT RUCKER
Environmental Document

ENV-SW007: Management of Used Oil and Fuel Filters
(01 OCTOBER 2026)

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1.0 PURPOSE

This procedure defines the requirements for managing used oil filters and used fuel filters from vehicle maintenance or equipment shops on Fort Rucker.

Control of environmental procedures is addressed in procedure ENV-P002: Document Control.

2.0 SCOPE

This procedure applies to all vehicles and equipment operations that generate used oil and fuel filters, including those activities located at facilities outside the contiguous boundary of Fort Rucker's main cantonment area. The requirements of this procedure are applicable to all military, civilian, and contract personnel at Fort Rucker utilizing installation resources to manage these waste streams. Personnel utilizing a separate contractor for POL disposal/recycling should coordinate with DPW-ENRD if their operations make it necessary to deviate from this procedure.

3.0 DEFINITIONS

Term	Definition
DPW-ENRD	Directorate of Public Works, Environmental and Natural Resources Division, located in Bldg. 1121, telephone number 334-255-0487.
HMCC	Hazardous Material Control Center, located in Bldg. 1315, telephone number 334-255-1470.
HWMP	The Fort Rucker Hazardous Waste Management Plan documents procedures to ensure each step in the "cradle-to-grave" management of waste with hazardous characteristics is carried out in a consistent manner and in accordance with regulatory requirements. Procedures are either referenced or included in the HWMP, as necessary, to provide documented waste management instructions, from the time of waste generation until it is transported offsite for reuse or disposal.

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POL	Petroleum, Oils, and Lubricants - petroleum-based fuels, oils, lubricants that require proper storage, handling, use, and disposal in accordance with applicable Army, federal, state, and local environmental regulations.

4.0 RESPONSIBILITIES

4.1 All Fort Rucker Organizations

It is the responsibility of each unit, organization, or contractor working on Fort Rucker to follow these procedures. Any deviation from this procedure due to utilization of a different disposal/recycling contractor should be coordinated with DPW-ENRD to ensure continued environmental protection.

4.2 DPW-ENRD

DPW-ENRD responsibilities include periodically performing waste and recycling drum surveys to validate conformance with this procedure. DPW-ENRD will conduct formal inspections as described in ENV-P003: Internal Auditing.

5.0 PROCEDURE

5.1 Management of Used Oil Filters

5.1.1 Non-metal used oil filters must be drained of all free flowing liquid, and then may be disposed of in regular trash by the organization generating the waste.

5.1.2 Metal used oil filters:

5.1.2.1 Generating organizations are responsible for removing free flowing oil from used oil filters.

5.1.2.2 Metal filters may be returned to the HMCC directly or placed in designated blue totes for pick up by HMCC delivery personnel.

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5.1.2.3 Metal filters will be crushed and recycled by the HMCC. The HMCC will do the following:

(a) Crush filters in a suitable machine so that the scrap metal can be recycled, and the used oil captured and transferred into the used oil accumulation container or tank (labeled “USED OIL”).
(b) Place crushed metal filters into collection containers for scrap metal recycling.
(c) Do not place any filters in the scrap metal collection containers unless they have been crushed.
(d) Check bottom of collection container for free liquid. Pump out or absorb any oil that has accumulated to avoid a leak or spill. It is recommended that collection containers be lined with absorbent pads to absorb residual oil from filters once crushed.
(e) Any containers of used filters awaiting crushing must be marked with the words “USED OIL FILTERS”. Additional words may also be used if desired for clarity, such as “USED OIL FILTERS FOR RECYCLING”.
(f) All containers must be closed except when adding or removing filters.
(g) All used oil containers or tanks must also be marked “USED OIL” and managed per current procedures for used oil management.

5.2 Management of Fuel Filters (all fuels except gasoline)

5.2.1 For all used aviation fuel or diesel filters, handle per instructions for used metal and non-metal oil filters above. Approved and grounded metal containers should be used for all fuels.

5.2.2 Drain filters and manage used fuel separately from used oil.

5.2.3 Organization personnel must not leave the fuel filters unattended while draining.

5.3 Management of Gasoline Filters

5.3.1 Drain into separate approved and grounded metal container designated for gasoline only, until there is no free-flowing liquid or seepage from filters.

5.3.2 Collect filters in container(s) separately from other waste streams marked “USED GASOLINE FUEL FILTERS”. Used gasoline fuel filters must be stored as hazardous waste and managed in accordance with the procedures described in Section 5 of the HWMP.

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5.4 Management of Terne-Plated Filters

5.4.1 Different handling and disposal requirements may apply to filters from buses, semi-tractors, heavy equipment, or construction equipment. Generators of filters from these equipment types must contact DPW-ENRD to obtain specific guidance. The reason for this is to confirm if filters are terne-plated. Terne (a lead-tin alloy) serves as a plating on some larger filters which may require different handling as hazardous waste. Light-duty automobiles and trucks typically use non-terne-plated filters.

6.0 FORMS AND RECORDS

AVCOE Form 2758, *Containerized Waste Turn-In Form*

7.0 REFERENCES

ENV-P002: Document Control
ENV-P003: Internal Auditing
ENV-SW001: Waste Turn-In Procedure
Hazardous Waste Management Plan (HWMP)
Alabama Administrative Code 335-14-17-.02(1)(c)
40 CFR 261.4(b)(13)