

Tallow Drum Best Management Practices and Spill Cleanup Procedures for Kitchen Staff

Goal: To prevent environmental damage and avoid costly fines due to discharges of cooking oil to storm drains and San Francisco Bay.

Best Management Practices:

1. All tallow drums must be placed on a flat surface away from storm drain catch basins and cannot be stored in unpaved areas. Secondary containment is required per EPA SPCC §112.12. Acceptable secondary containment includes trash enclosures with berm, drip pans (must have overhead coverage to keep rain water out and has enough capacity to contain the entire contents) and enclosed containment bins. The drums must also be secured to prevent spills and/or vandalism.
2. Kitchen staff must ensure that tallow drum lids fit properly onto drums and are securely fastened with the lid lock after each use. Staff must inspect areas surrounding tallow drums and trash enclosures weekly to ensure they are clean and free of oil and food residue, debris, and leaks. Staff responsible for maintaining tallow drums and trash enclosures must fill out a sign-in sheet to verify completion of the inspection. All food waste, oil and debris must be cleaned up immediately using dry methods. See spill cleanup procedures below.
 - a. **If the tallow drum lid is no longer functional or a new drum is needed:**
Kitchen staff must call Brandee Rasmussen at (650) 714-9215 from Residential and Dining Enterprises (R&DE) to contact the tallow vendor (SFPUC Greasecycle).
3. Annual refresher training on kitchen best management practices (BMPs) is provided by Stanford Utilities to kitchen staff. Kitchen staff are responsible for communicating among the housing residents regarding proper care of oil and compost waste. Please call Erica Kudyba at (650) 736-1946 or another member of the Water Planning & Stewardship team at suwater.stanford.edu/wps if you have questions regarding BMPs or training.
4. Schedule for cleaning tallow drums is agreed upon by R&DE and vendor. R&DE staff must keep all tallow drum maintenance records for at least three years indicating service, cleaning, repair, and/or replacement.

Spill Cleanup Procedures:

1. All spills must be contained immediately using dry absorbent materials and ensure protection by checking all nearby storm catchment basins to determine if spilled material was released to the storm drain. Spills less than 1 quart can be cleaned up using rags, paper towels, or mop and bucket (as long as water is collected and disposed of in mop sink).
2. For spills greater than **1 quart** contact Environmental Health and Safety (EH&S) at (650) 725-9999. Stay nearby until responder arrives.
 - a. State what happened, estimate how much was spilled
 - b. Your name and phone number
 - c. Location and time of incident
 - d. Is a storm drain impacted?
 - e. Request containers for waste
3. For any releases to the storm drain notify the Stanford Water Department immediately at (650) 723-1300 or (650) 723-2281 and contact Roto Rooter at (650) 325-3806 for assistance with cleanup of the catch basins.

Contacts:

Roto Rooter Service Representative: Chris Bennett (650) 642-6056; **Roto Rooter Main Office:** (650) 325-3806

SFPUC Greasecycle Service Representative: Lalonne Palega (415) 725-1607; **SFPUC Greasecycle Main Office:** (415) 695-7366

Environmental Health and Safety: (650) 725-9999

24-hour Urgent Maintenance: (650) 723-2281

Stanford Water Department: (650) 723-1300

Stanford Utilities Water Planning & Stewardship Team: Erica Kudyba (650) 736-1946; suwater.stanford.edu/wps