



# TECHNICAL BULLETIN

## CHEVRON ISOCLEAN® CERTIFIED LUBRICANTS TANK TRANSFER TO REFILLABLE IBC TOTE OR DEDICATED TRUCK TANK COMPARTMENT

### Reference Documents (located in Chevron Business Point / Marketing Hub):

- Chevron Branded Lubricants Packaging and Bulk Sale Manual
- Appendix A – Chain of Custody Logs
- Appendix F – Compatibility Guidelines
- Appendix F – Product Compatibility Groups
- Chevron ISOCLEAN® Certified Lubricants Flushing and Compatibility Guidelines

### Procedures:

The transfer of Chevron ISOCLEAN® Certified Lubricants from a dedicated bulk storage tank to refillable IBC tote or dedicated truck tank compartment is covered under the Chevron Branded Lubricants Packaging and Bulk Sale Manual and the Chevron ISOCLEAN® Certified Lubricants Flushing and Compatibility Guidelines. To maintain the target cleanliness code of refillable IBC tote or truck tank compartment it is important to follow the additional procedures:

**Initial IBC Tote Certification:** Prior to placing a dedicated refillable IBC tote into service, the IBC tote must complete the ISOCLEAN Certified Lubricant process for the desired dedicated ISOCLEAN Certified Lubricant. Only after a successful initial ISOCLEAN Certification of the dedicated ISOCLEAN Certified Lubricant has been completed can the IBC tote be utilized for refill from a bulk storage tank. The refillable IBC tote must remain dedicated to the ISOCLEAN Certified Lubricant and include a 3-micron air filter/breather element. Camlock or tight fill fittings must be installed and used to refill from bulk storage tank. Absolutely no open lid filling from bulk storage tank. Dust cover caps must always be installed over camlock or tight fill fittings. Dust caps can only be removed during delivery when the suction hose is connected from truck or when refilling of the IBC tote.

**Security Seals:** All openings, lids, and fill fittings of the dedicated IBC tote must remain sealed. Tamper-proof security seals or tamper-proof security tape must remain in place on all openings, lids, and air filter breathers except for the camlock or tight fill fitting during delivery or refilling. Once containers have been refilled, the tight fill fitting should be secured with security seals or tamper proof tape until product is being dispensed into user tank. If at any time the security seals or security tape has been broken or removed, the

IBC tote is no longer valid for refill until a new batch of the dedicated product has been ISOCLEAN Certified and all openings have been resealed with appropriate security seals.

**Filling IBC tote:** Prior to refilling a dedicated IBC tote, all fittings and seals need to be visually inspected to ensure security seals are in place except for the fill fitting. Absolutely no open lid filling. Only camlock or tight fill fittings are approved for refilling from ISOCLEAN Certified Lubricant bulk tank. A dedicated line/hose is required for refilling from the bulk tank. The ISOCLEAN Certification number from the bulk tank ISOCLEAN Certification, ISOCLEAN Certified Lubricant product label, and repack date must be documented on the IBC tote as well documented in the repackaging Chain of Custody Log. All breather openings on the IBC tote and bulk storage tank must include a 3-micron minimum filter/breather element. Refer to the filter/breather manufacturer's specifications for the correct filter/breather size to match required delivery specifications.

**Bulk Tank Truck Transfer:** All bulk tank truck deliveries which are transferred from a dedicated ISOCLEAN Certified Lubricant tank must be treated the same as a refillable IBC. The tank truck compartment must first complete an ISOCLEAN Certification of the dedicated product prior to refilling from a dedicated product bulk tank. The tank compartment must always remain sealed with appropriate breather as well security seals and camlock or tight fill fittings. This may require modifications to the bulk tank truck. The tank truck compartment must also be dedicated to the specific ISOCLEAN Certified Lubricant product. If at any time the security seals have been broken or another product has been hauled in, a dedicated compartment the ISOCLEAN Certification process will need to be completed prior to refilling with the dedicated ISOCLEAN Certified Lubricant product.

**Tote IBC or Truck Tank Compartment Retain:** Keep a sample retain in accordance with Chevron Branded Lubricants Packaging and Bulk Sale Manual. The retain should be taken from the initial flow of product from the delivery nozzle when pumping into the user's tank. Note: Chevron GST® and Regal® require a 1-quart sample retain. Sample should be correctly labeled and documented with the delivery log. This documentation should be included in the repackaging Chain of Custody Log. Retain must be kept for minimum 6 months.