

## USED OIL COLLECTION CENTERS AND AGGREGATION POINTS

This guide summarizes the requirements to operate a collection center or aggregation point.

A **collection center** is a site that accepts [used oil](#) from [household do-it-yourselfers](#) (DIY) and/or from other used oil generators who transport their own used oil in amounts of 55 gallons or less to the collection center.

An **aggregation point** is a site that a facility uses as a central location to consolidate oils from that same facility's multiple locations. Each shipment must be in amounts of 55 gallons or less. This site may also accept oil from household DIY.

### Used oil collection centers and aggregation points must:

1. Provide written notification to the DEQ Waste and Hazardous Materials Division (WHMD) about the collection program [R 299.9811]. This can be done by applying online through [MiTAPS](#) or by submitting the form [EQP5150](#). If the site does not have any other regulated waste activity, it is not subject to the application fee for obtaining a site identification number (include an explanation in the comments field that there is no other regulated waste activity). To confirm what sites have notified the DEQ, search the [Waste Data System](#) (WDS):
  - a. Select advanced search in the top banner
  - b. Choose MI from the drop down menu in the state field for a list of all Michigan facilities, or enter other general site information to narrow the results
  - c. Click on the "Hazardous & Liquid Industrial Waste Site Activity Information" banner
  - d. Select applicable "Used Oil Collection or Aggregation Point"
  - e. Select the Green Search rectangular button on the bottom or top of screen
2. Manage the oil appropriately. To do a self audit, see the [inspection form](#). See the [Other Used Oil Generator Requirements](#) guidance for more information. The basic requirements include:
  - ✓ Signing the receipt when accepting 55 gallons or less of used oil in one shipment from a facility and keeping a copy of the receipt for 3 years. The used oil generator is required to have a receipt with the shipment indicating where the waste is from, a description of the waste, how much, and where it is being taken. DIY are not required to have shipping records.
  - ✓ Storing used oil in containers or tanks that are in good condition and not leaking. If using underground storage tanks, discuss additional requirements with the WHMD Storage Tank Unit at 517-335-7211.
  - ✓ Keeping containers and tanks closed at all times when the oil isn't being added or removed.
  - ✓ Protecting tanks and containers from weather, fire, physical damage, and vandals. Recommend restricting access to the containers by using a fence or lockable fill caps to protect from unauthorized dumping into them. **Leaving containers exposed to weather or vandals is a common violation.**
  - ✓ Labeling the containers, tanks, and fill pipes with "Used Oil." **Improper labeling is a common violation.**
  - ✓ Stopping, containing, and cleaning up any spills.
  - ✓ Reporting spills when required. **If in doubt, report the spill by calling PEAS at 800-292-4706 (or from out of state call 517-373-7660) and 911. If the release got into navigable waters or adjoining shorelines, or occurred during transportation, also call the National Response Center at 800-424-8802.** In some instances a site may also be subject to other regulations that requires reporting. [Release reporting information](#) is available online at [www.michigan.gov/deqrelease](http://www.michigan.gov/deqrelease).



- ✓ Meeting additional emergency planning and storage requirements under other federal and state regulations if all the oils and fuels on-site are in a single 660 gallon aboveground tank, or the aboveground aggregate amount is 1320 gallons or more. See the [Other Used Oil Generator Requirements](#) guidance.
- ✓ If shipping the collected oil off-site, hire a [permitted and registered liquid industrial waste transporter](#) to transport the oil. A list of recyclers can be found in the Oils and Solvents category of the [Recycled Materials Market Directory](#) at [www.michigan.gov/degrmmd](http://www.michigan.gov/degrmmd). See the [Other Used Oil Generator Requirements](#) guidance for information on manifesting or alternative shipping records requirements and obtaining a site identification number if one is not already assigned to the site.
- ✓ If burning the collected oil, meet the additional used oil burning requirements. See the [Used Oil Burning](#) guidance.

### Considerations before accepting oil from the public or another business:

Business owners and municipalities are encouraged to offer used oil collection services. Before establishing a collection site or aggregation point, consider three main issues:

- Potential pollution from leaks and spills of used oil
- Potential contamination of the used oil with other wastes
- Fluctuating used oil market may create an economic liability

Although these are legitimate concerns, they usually can be avoided. Proper storage and handling of the used oil will help minimize leaks and spills. Educating the public and staff about not mixing used oil with any other materials will reduce your chances of having contaminated oils. Most facilities provide the collection as a customer service but some facilities charge a minimal fee to cover management costs.

The following tips may help ensure a successful used oil collection or aggregation program:

- Check with local authorities and insurance company for any of their requirements or restrictions.
- Upon receipt, visually inspect the used oil. Do not accept suspicious oil, such as oils with unusual or solvent odors, or having unusual colors, or showing separate liquid layers. Direct DIY to [local household hazardous waste collection programs](#) for disposal of contaminated oils. Companies must determine if their oil is hazardous waste and manage under their applicable hazardous waste regulations and not bring hazardous waste oils to a collection program.
- Consider using a separate tank or drum for publicly dropped off oil to avoid potential contamination of the used oil generated at your business. Clearly label all oil storage containers “Used Oil.”
- Restrict access to the storage container by having employees transfer the oil into your container, fencing or building other barriers around container, and locking the fill cap when unattended.
- Have the person bringing in the oil sign a log with a statement verifying the material is only used oil and nothing else has been added to it, unless your recycler allows mixtures.
- Encourage participants to use reusable, resealable containers, such as the original oil containers or milk or cider jugs. Discourage them from using containers holding household chemicals. Recommend DIY regularly bring in used oil because the plastic may dissolve over time and a leak may occur. Discuss disposal options for the empty containers with your solid waste disposal company.
- Use wide mouth funnels that automatically close to minimize spillage when transferring the oil and help ensure having a closed container. Use drip pans under spigots if containers have them.
- Post recycling instructions on a sign near the collection site and provide written educational materials. Check with the [MSU Extension Office](#) or local environmental groups for any recycling materials they have available for distribution.
- Include your public service in your advertisements.

This guidance was developed May 2007 by the MDEQ Environmental Science and Services and Waste and Hazardous Materials Divisions. Regulations are subject to change.

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