

101-FR8-9011
Manage Petroleum Terminal Operations
Status: Approved

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1 - This training product has been reviewed by the training developers in coordination with the Fort Lee, VA foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

Condition: You are a Petroleum and Water Officer responsible for managing petroleum terminal operations in support of joint/multinational operations. Personnel and equipment required to perform the task: MOS qualified 92F Soldiers, an operational Tactical Petroleum Terminal (TPT) with petroleum products, communication equipment, safety data sheets (SDS), fire extinguishers, spill kits/containment and clean up equipment, Facility Response Plan (FRP), Spill Prevention Control and Countermeasures (SPCC) plan, Oil Discharge Contingency Plan (ODCP) (if required), oral or written operations order (OPORD), unit standing operating procedure (SOP) on TPT operations, daily pumping order, DA Form 2765-1 (Request for Issue or Turn-in), DA Form 3643 (Daily Issues of Petroleum Products), DA Form 3644 (Monthly Abstract of Issues of Petroleum Products and Operating Supplies), DA Form 3857 (Commercial Deliveries of Bulk Petroleum Products Checklist), DA Form 4193 (Petroleum Products Pump Station Hourly Operations Record), DA Form 4786 (Petroleum Products - Tank Farm Intake Record), DA Form 5463-R (Petroleum Products Tank Farm Outturn Record), DA Form 5464-R (Petroleum Products Pipeline Leakage Report), DD Form 250 (Materiel Inspection and Receiving Report), and DD Form 250-1 (Tanker/Barge Materiel Inspection and Receiving Report). You have access to higher headquarters (HQ) operation plan (OPLAN) and/or operation order (OPORD), unit standing operating procedure (SOP), all applicable references, status reports, maps, and overlays.

Operational environment (OE) variables and actors such as infrastructure, physical environment, and time, must be considered. Threat capabilities cover a full spectrum including information gathering, hostile force sympathizers, and terrorist activities. This task should not be trained in MOPP 4.

Standard: Ensure terminal operations can adequately handle the receipt, storage, and issue of bulk petroleum without damage to equipment or the environment. The petroleum requirements needed to support the mission must be met.

Special Condition: None

Safety Risk: Low

MOPP 4: Never

Task Statements

Cue: None

DANGER
None

WARNING
Petroleum, Oil and Lubricants (POL) handlers must be well trained and supervised to prevent catastrophic injury to both personnel and equipment, especially in storage and transfer operations. When monitoring or coordinating fuel operations, ensure static discharge grounding procedures are rigorously applied and all appropriate safety precautions are adhered to.

CAUTION
None

Remarks: None

Notes: None

Performance Steps

1. Verify a risk assessment has been completed and controls implemented. If not, THEN conduct a risk assessment and implement controls.
2. Ensure personnel are assigned specific duties and trained on the entire system.
3. Monitor the operation of terminal loading, unloading, refueling, and dispensing procedures to ensure compliance with regulations and unit SOP.
4. Ensure all terminal records and reports are prepared and maintained in accordance with regulations and unit SOP.
5. Monitor the scheduling and dispatching of terminal products to ensure compliance with pumping orders.
6. Ensure safety procedures are followed.
7. Ensure environmental protection measures are being followed.
8. Forecast future requirements by reviewing historical daily consumption reports.
9. Verify maintenance status of distribution equipment and storage facilities for operational readiness.
10. Monitor the quality surveillance program for compliance.
11. Adjust pipeline production schedules, distribution, and storage operational schedules as necessary.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO GO if any steps are failed. If the soldier scores a NO GO, show what was done wrong and how to do it correctly.

Evaluation Preparation: At the test site provide all materials that are relevant to the task to include those mentioned in the condition statement.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Verified a risk assessment had been completed and controls were implemented.			
2. Ensured personnel were assigned specific duties and trained on the entire system.			
3. Ensured operations were in compliance with regulations and unit SOP.			
4. Ensured all terminal records and reports were prepared and maintained in accordance with regulations and unit SOP.			
5. Ensured scheduling and dispatching of terminal products were in compliance with pumping orders.			
6. Ensured safety procedures were followed.			
7. Ensured environmental protection measures were being followed.			
8. Forecasted future requirements by reviewing historical daily consumption reports.			
9. Verified maintenance status of distribution equipment and storage facilities for operational readiness.			
10. Monitored the quality surveillance program for compliance.			
11. Adjusted pipeline production schedules, distribution, and storage operational schedules as necessary.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	ATP 4-43	Petroleum Supply Operations	No	No

TADSS : None

Equipment Items (LIN):

LIN	Name
R45543	Radio Set: AN/VRC-92F(C)
T56041	Terminal Tactical Petroleum: Marine

Material Items (NSN) :

Step ID	NSN	LIN	Title	Qty
No materiel items specified				

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to the current Environmental Considerations manual and the current GTA Environmental-related Risk Assessment card.

Safety: In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks : None

ICTL Data :

ICTL Title	Personnel Type	MOS Data
Petroleum and Water Officer ICTL (CMDT Appr 6 Mar 2014)	Officer	AOC: 90A, Rank: CPT, SI: R8, LIC: YY