

**101-FR8-9007**  
**Manage Petroleum QS Program**  
**Status: Approved**

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**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 a quality surveillance (QS) program for petroleum products. Personnel and equipment required to perform the task: MOS qualified 92L Soldiers, an operational petroleum laboratory facility, fuel contamination test kits, ground fuel test kit, captured fuels test kits, sampling and gaging kits, aqua-glo test kits, and DD Form 2927. You have access to higher headquarters (HQ) operation plan (OPLAN) and/or operation order (OPORD), quality surveillance program, unit standing operating procedure (SOP), status reports, maps, overlays, facility response plan (FRP), spill prevention, control, and countermeasure plan (SPCCP), safety data sheets (SDS), and all applicable references to include MIL STD 3004, DOD 4140.25M, and TM 4-43.31.

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 the petroleum QS program meets the standards of MIL STD 3004, DoD 4140.25M, and TM 4-43.31. The quality of product is maintained and laboratory operations are conducted in accordance with the QS program.

**Special Condition:** None

**Safety Risk:** Low

**MOPP 4:** Never

<b>Task Statements</b>
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**Cue:** None

<b>DANGER</b>
None

<b>WARNING</b>
Petroleum, Oil and Lubricants (POL) handlers and laboratory specialists 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.

<b>CAUTION</b>
None

**Remarks:** None

**Notes:** None

### **Performance Steps**

1. IF a QS program is not available, THEN prepare a QS program and implement as required.
2. Ensure petroleum laboratory practices and procedures are in compliance with QS program.
3. Ensure proper sampling and testing equipment, and references are available to test petroleum products.
4. Ensure personnel conducting sampling procedures are properly trained.
5. Ensure petroleum laboratory is certified.
6. Ensure personnel use the proper sampling procedures.
  - a. Verify the proper sampling and testing equipment was used.
  - b. Verify the right type of sample in the proper quantity was taken.
  - c. Verify personnel take samples from a location in the tank or container that is representative of the total product.
  - d. Verify a sample number was assigned to each sample, recorded on DD Form 2927, and attached to the sample.
7. Verify information on DD Form 2927 is correct.
  - a. Type of product of sample.
  - b. Activity submitting the sample.
  - c. Quantity represented by sample.
  - d. Source of sample (storage tank or fuel farm number).
  - e. Name and title of person taking sample.
  - f. Date sampled.
  - g. Name, address, and phone number of individual to contact if additional information is required.
8. Account for products removed for samples according to AR 710-2 and DA Pamphlet 710-2-2.
9. Verify disposition of off-specification products.
  - a. For DLA-owned product, contact the Defense Fuel Supply Center for a decision.
  - b. For Army-owned product, contact the US Army Petroleum Center for a decision.
10. Perform field inspections of petroleum storage and distribution facilities for compliance with QS program during transportation, handling, and storage of bulk petroleum.
11. Ensure on-specification products are shipped in clean, inspected tank cars, tank trucks, pipelines, barges, and tankers to protect product quality.

(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. IF a QS program was not available, prepared and implemented a QS program.			
2. Ensured petroleum laboratory practices and procedures were in compliance with QS program.			
3. Ensured proper sampling and testing equipment and references were available to test petroleum products.			
4. Ensured personnel conducting sampling procedures were properly trained.			
5. Ensured petroleum laboratory was certified.			
6. Ensured personnel used the proper sampling procedures.			
7. Verified information on DD Form 2927 was correct.			
8. Accounted for products removed for samples according to AR 710-2 and DA Pamphlet 710-2-2.			
9. Verified disposition of off-specification products.			
10. Performed field inspections of petroleum storage and distribution facilities for compliance with QS program during transportation, handling, and storage of bulk petroleum.			
11. Ensured on-specification products were shipped in clean, inspected tank cars, tank trucks, pipelines, barges, and tankers.			

**Supporting Reference(s):**

Step Number	Reference ID	Reference Name	Required	Primary
	ATP 4-43	Petroleum Supply Operations	No	No
	DD FORM 2927	PETROLEUM AND LUBRICANTS SAMPLE IDENTIFICATION TAG	No	No
	DOD 4140.25-M	DOD Management of Bulk Petroleum Products, Natural Gas and Coal Volumes I - IV	No	No
	MIL-STD-3004D	Department of Defense Standard Practice Quality Assurance/Surveillance For Fuels, Lubricants and Related Products	No	No
	TM 4-43.31 (Revision, March 25, 2015)	Petroleum Laboratory Testing and Operations	No	No

**TADSS :** None

**Equipment Items (LIN):**

LIN	Name
W02115	Sampling and Gaging Kit: Petroleum Military Specification Document Type
G04106	DETECTOR KIT GTP323MM
P25743	Petroleum Quality Analysis System: Enhanced (PQAS-E)

**Materiel 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