



Oil-Water Separator Maintenance Log

Year _____

Making a difference...together

Oil-Water Separator (OWS) Calculations for Clean Out Requirements

OWS Wetted Height (WH) (cm) _____ (cm)
 Maximum Floating Oil & Grease 5% x _____ WH (cm) = _____ (cm) OR 5cm (circle the lesser of the 2 numbers)
 Maximum Settled Solids 25% x _____ WH (cm) = _____ (cm) OR 15cm (circle the lesser of the 2 numbers)

Separator Inspections

	1st Qtr Inspection (Jan - Mar)			2nd Qtr Inspection (Apr - Jun)			3rd Qtr Inspection (Jul - Sep)			4th Qtr Inspection (Oct - Dec)		
	1st Cmpt	2nd Cmpt	3rd Cmpt	1st Cmpt	2nd Cmpt	3rd Cmpt	1st Cmpt	2nd Cmpt	3rd Cmpt	1st Cmpt	2nd Cmpt	3rd Cmpt
Floating oil & grease (cm)												
Settled solids (cm)												
Date of measurements												
Inspected by												
Signature												

CLEAN-OUT WITHIN 7 DAYS if solids exceeds 15 cm (6 inches) or 25% wetted height OR the amount of floating oil & grease exceeds 5 cm (2 inches) or 5% of wetted height.

INSPECT AND RECORD levels of floating material and settled solids in EACH COMPARTMENT at least once every 3 months.

IMMEDIATELY take corrective action if there is evidence of petroleum bypass OR separator malfunction.

Separator Clean-out

	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec
Date removed												
Type* of material removed												
Quantity of material removed												
Contractor												

* solids, oil & grease or both

Separator must be cleaned out at least once every twelve months.

Off-Site Waste Management

Date removed												
Type* of material removed												
Quantity of material removed												
Contractor												

* waste oil, waste antifreeze, etc.

Keep records of the name, address and phone number of each disposal or recycling company that you engage.

Preventive Maintenance

Date of maintenance (Note the preventive maintenance performed in box below.)												
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IMMEDIATELY take corrective action on any malfunctioning item and record the corrective action below.

Accidental Discharge (greater than 100 Litres) include: (date, amount, details, corrective action)

Also include: Preventive maintenance observations and corrective action taken