



Verification	Originator	Approved	Issued
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TITLE: COFL-FF-EP-4.4.6-2 SOP13 Storage of Pesticides and Fertilizer

System: Storage of Pesticides & Fertilizers	Procedure No. : SOP 13
Subsystem: Training	Page No. : Page 1 of 4
Person Responsible: Program Manager	Revision No. :
	Revision Date :

Improper storage of pesticides and fertilizers can contribute to loading of nutrients and toxic compounds to surface waters. This SOP addresses Best Management Practices for storing these materials. In this SOP, the term “pesticide” includes products used as herbicides.

1. Purpose:

- a. This SOP has been developed to promote safe work and responsible environmental practices related to the storage of pesticides and fertilizers and to provide for the proper management, including compliance with regulations and reducing the potential for negative environmental impacts.

2. Scope:

- a. This procedure applies to employees and contractors responsible for storage of pesticides and fertilizers within the Fleet Fenceline.

3. Responsibility:

- a. The **Area Supervisors** shall ensure that employees and contractors responsible for the storage of pesticides and fertilizers are properly trained.
- b. Adherence to these written procedures will be the responsibility of City employees and contractors, responsible for the storage of pesticides and fertilizers.
- c. This includes related maintenance of record keeping.



4. Procedure/process:

- a. Store pesticides and fertilizers in high, dry locations in accordance with the manufacturer's specifications.
- b. Store in cool, well-ventilated, and insulated areas to protect against temperature extremes.
- c. Store in an area which has been constructed in accordance with local fire codes for storing flammable or combustible materials.
- d. An SDS book must be present near the area used to store pesticides and fertilizers.
- d. Store materials in an enclosed area or in covered, impervious containment, such as a locked cabinet. The cabinet shall be located in a first story room or one which has direct access to the outdoors.
- e. Flammable products shall be stored separately from non-flammable products, preferably in a fire-proof cabinet.
- f. Small quantities (less than 500 lbs or 220 gallons) of pesticides can be stored in cabinets constructed of double-walled 18-gauge sheet metal.
- g. Large quantities (greater than 500 lbs or 220 gallons) of pesticides can be stored in a prefabricated Hazardous Material Storage building or in a purpose-built storage facility. It is not anticipated that we will store quantities in excess of 500 lbs or 220 gallons of pesticides.
- h. Building walls should have a two hour fire rating and be impervious to the stored materials.
- i. Floors should be water tight, impervious, and provide spill containment.
- j. For pesticides, storage cabinets should be kept locked and the door to the storage area should contain a weather proof sign warning of the existence and danger of pesticides inside. The door should be kept locked. The sign should be visible at a distance of twenty five feet and should read as follows:

**DANGER
PESTICIDE STORAGE
AREA
ALL UNAUTHORIZED
PERSONS KEEP OUT
KEEP DOORS LOCKED
WHEN NOT IN USE**

- k. Pesticides shall not be stored in the same place as ammonium nitrate fertilizer.
- l. Separate pesticides and fertilizers from other chemical storage and other flammable materials.
- m. Label containers with date of purchase, and use the older materials first.
- n. Clearly label secondary containers.
- o. Never leave unlabeled or unstable pesticides and fertilizers in uncontrolled locations.
- p. Order for delivery as close to time of use as possible to reduce the amount of chemical stored at the facility.
- q. Order only the amount of materials needed in order to minimize excess or obsolete materials, which require storage and disposal.
- r. Regularly inspect storage area for leaks and spills.
- s. Storage area should be equipped with easily accessible spill cleanup materials.



- t. Emergency eyewash stations and emergency drench showers should be located near the storage area.
- u. Dispose of excess or obsolete pesticides/fertilizers and associated waste materials in accordance with the manufacturer’s specifications and applicable regulations.

5. Training/Education

- a. Fertilizers should only be applied by properly trained personnel.
- b. Employees and contractors responsible for storage of pesticides and fertilizers must review and fully understand this SOP.
- c. This SOP is reviewed with employees and contractors responsible for storage of pesticides and fertilizers, and documented in the employee training log.

6. Consequences

Failure to comply with this SOP may:

- Result in fines for non-compliance to environmental laws and regulation relative to the discharge of hazardous waste.
- Violate COFL policy.

RECORDS

Record	Where Filed	Responsible Individual	Indexing Method	Minimum Retention Time

REVISION LOG

Revision No.	Revision Date	Description of Change(s)



AUTHORIZATION		
Name	Title	Date