

**BY ORDER OF THE  
SECRETARY OF THE AIR FORCE**



**AIR FORCE INSTRUCTION 23-502**

**31 OCTOBER 2014**

**KEESLER AIR FORCE BASE  
Supplement**

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Materiel Management**

**RECOVERABLE FUEL**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements Air Force Policy Directive (AFPD) 23-2, *Management of US Air Force Bulk Petroleum and Related Products*. It establishes goals, assigns responsibilities, and provides guidance for recoverable fuel (Jet, AVGAS, Unleaded, Diesel and Heating Oil). It requires HQ USAF to provide oversight and active duty, Air Force Reserve, Air National Guard (ANG), and subordinate activities to establish and implement operating and accounting procedures in connection with recovering or disposing of these products. At Air Force government-owned, government-operated (GOGO) locations, or government-owned, contractor-operated (GOCO) locations, government/contract personnel manage the recovery and disposal of fuels products according to prevailing federal, state, local, and host nation laws. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW the Air Force Records Disposition Schedule (RDS) located in the Air Force Records Information Management System (AFRIMS). DLA Energy requires Defense Working Capital Fund (DWCF) records be maintained IAW DLA Energy P-3, *Document/Data Control*

*and Retention.* Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*, and route AF Form 847s from the field through the appropriate functional chain of command. This publication may be supplemented at any level, but all (direct supplements) (Major Command (MAJCOM), Field Operating Agency (FOA), and Direct Reporting Unit (DRU) supplements) must be routed to AF/A4LE for coordination prior to certification and approval. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, or T-3”) number following the compliance statement. See Air Force Instruction (AFI) 33-360, *Publications and Forms Management*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

**(KEESLERAFB)** AFI 23-502, 31 October 2014, is supplemented as follows:

**(KEESLERAFB)** This supplement implements and extends the guidance in AFI 23-502 to include the Recoverable and Waste Petroleum Products Management Program. It applies to all Keesler AFB units and assigned personnel. The publication does not apply to the Air National Guard (ANG). The publication applies to Air Force, Air Force Reserve Command (AFRC) units, and contractors utilizing fuel products on the installation. This supplement establishes procedures from fuel receipt, storage, issue, and disposition of off-specification products. References: T.O. 35-1-3, T.O. 36-1-191, T.O. 42B-1-1, T.O. 42B-1-23, DoD 4140.25-M, Vol. II, AFI 23-502 and applicable DLA-E Interim Policy Letter Guidance. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF IMT 847s through publications/forms managers. This KEESLERAFBSUP may not be supplemented. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

### ***SUMMARY OF CHANGES***

This publication revises the guidance previously outlined in AFI 23-502, dated 25 August 2011. Major changes include incorporating the new requirements outlined in AFI 33-360; assigns tiered waiver authorities for wing/unit level compliance items and implements the roles and responsibilities resulting from the Headquarters Air Force (HAF) Program Action Directive (PAD) 12-02, *Implementation of the Secretary of the United States Air Force and Air Force Chief of Staff Direction to Implement the Air Force Installation Support Centralization (ISC) Vehicle and Fuels Management Initiative*.

## Chapter 1

### AIR FORCE GOALS

**1.1. Goals.** The Air Force supports Department of Defense (DoD) goals for fuel recovery and disposal by:

1.1.1. Supporting the DoD objective to efficiently operate fuel conservation and recovery programs to conserve natural resources, prevent pollution, and reduce waste.

1.1.2. Complying with all applicable federal, state, local, and host nation laws on environmental protection as described in Air Force Policy Directive (AFPD) 32-70, *Environmental Quality* and AFPD 90-8, *Environment, Safety and Occupational Health*.

1.1.3. Implementing Air Force environmental instructions related to the management of petroleum products and associated commodities or waste derived from the storage, handling, or use of those products IAW AFI 32-7042, *Waste Management*, AFI 32-7044, *Storage Tank Compliance*, and AFI 32-7001, *Environmental Management*.

1.1.4. Efficiently collecting, using, and recovering or re-using government-owned fuel to the fullest extent permitted by sound considerations of economic, property management, fuel quality control, and environmental protection.

## Chapter 2

### ROLES AND RESPONSIBILITIES

**2.1. Headquarter United States Air Force (HQ USAF).** Air Staff offices oversee Recoverable and Waste (R&W) Petroleum Products Management Program according to this instruction.

2.1.1. HQ USAF Directorate of Logistics, (AF/A4L) develops Air Force implementing guidance and best practices to effectively manage recoverable fuel.

2.1.1.1. HQ USAF Directorate of Logistics, Materiel Support Division (AF/A4LE) approves waivers for this instruction for all non-tiered requirements.

2.1.1.1.1. Coordinates all changes to Air Force waste management implementing guidance and best practices through AF/A7C.

2.1.1.2. Air Force Petroleum Agency (AFPA). AFPA provides technical guidance and assistance on R&W fuel management.

2.1.1.2.1. Develops appropriate procedures and guidelines to effectively manage R&W fuel.

2.1.1.2.2. Provides technical assistance to base-level installations with problems involving fuel contamination, collection, reuse, and disposal.

2.1.1.2.3. Provides laboratory analysis for all petroleum product testing beyond base-level capability.

2.1.1.2.4. Provides guidance through technical order (T.O.) 42B-1-23, *Management of Recoverable and Waste Liquid Petroleum Products*, for handling and disposing of products covered in this instruction.

2.1.1.2.5. Ensures appropriate staff agencies review R&W Petroleum Products Management Program. **(T-2)**

2.1.2. HQ USAF Director of Civil Engineers (AF/A7C) develops guidance to implement regulatory compliance relating to Resource Conservation and Recovery Act (RCRA) or State regulated solid or hazardous waste management within the Air Force.

2.1.2.1. Air Force Civil Engineer Center (AFCEC) is responsible for providing technical assistance and criteria for real property assets and environmental compliance associated with the installation's R&W Petroleum Products Management Program.

**2.2. Base or Installation.** At the base or installation level, a number of individuals and agencies carry out activities related to fuel product recovery, collection, and disposal.

2.2.1. Wing Commander Responsibilities:

2.2.1.1. Oversees the development of a comprehensive installation R&W Petroleum Products Management Program to manage the collection, segregation, and disposition of all recoverable (reclaimable or recyclable) and waste petroleum products generated by the installation.

2.2.1.2. Incorporates program requirements outlined in **Chapter 3** of this instruction into the installation R&W Petroleum Products Management Program.

2.2.1.3. Submits the installation R&W Petroleum Products Management Program for functional review to the following base agencies: Safety Office, Bioenvironmental Office, Accounting and Finance Office, and Defense Logistics Agency (DLA) Disposition Services supporting the installation. **(T-2)**

2.2.1.4. Reviews and approves the installation R&W Petroleum Products Management Program and sends a copy to AFPA and AFCEC. **(T-2)**

#### 2.2.2. Base Civil Engineer (BCE) Responsibilities:

2.2.2.1. Directs base agencies on how to collect and store recovered or waste fuel for reuse or disposal IAW federal, state, local laws, or base procedures. This includes local/host nation environmental procedures outlined in the Final Governing Standards (FGS) and the Overseas Environmental Baseline Guidance Document (OEBGD). **(T-0)**

2.2.2.2. Maintains permanently installed petroleum recovery and/or waste facilities to meet installation requirements and provides standard design criteria drawings, as needed. **(T-1)**

2.2.2.3. Evaluates fuel operations to verify compliance with environmental program requirements and pollution prevention objectives. **(T-1)**

#### 2.2.3. Fuels Management Flight (FMF) Responsibilities:

2.2.3.1. Develops procedures to return on-specification, reclaimable fuel to base fuel inventory. **(T-3)**

2.2.3.2. Adheres to any applicable Federal Water Pollution Control Act (FWPCA) requirements and state equivalents when water is removed or discharged from fuel systems. **(T-0)**

2.2.3.3. Assists base organizations in determining how to handle recoverable fuel.

2.2.3.3.1. Contacts the Aerospace Fuels Laboratory to request product support and disposition IAW T.O. 42B-1-23, *Management of Recoverable and Waste Liquid Petroleum Products*. **(T-2)**

2.2.3.4. Analyzes all recovered fuel to classify fuel as recoverable or waste to prevent product commingling. **(T-3)**

2.2.3.5. Obtains written approval from DLA Energy-QA via AFPA prior to regrading or blending IAW T.O. 42B-1-23, DLA Energy P-1, *Recording and Processing Inventory Transactions*, and DLA Energy I-9, *Quality/Technical Management*. **(T-0)**

2.2.3.6. Accepts and accounts for recoverable fuel that is returned to FMF inventories. **(T-3)**

#### 2.2.4. Generating Activity Responsibilities:

2.2.4.1. Supervises proper collection, segregation, handling, and disposition of R&W fuels IAW T.O. 42B-1-23, the installation R&W Petroleum Products Management Program, Environmental Protection Agency (EPA), federal, state, and applicable local

regulations. In the absence of such regulations, collection, segregation, handling, and disposition of R&W fuels will be IAW FGS for said location. **(T-0)**

2.2.4.2. Manages waste fuel IAW applicable guidance based on the results of the fuels laboratory analysis. **(T-3)**

2.2.4.3. Obtains enough suitable containers to properly segregate and store R&W fuel by product type. Procures fuel bowsers for aircraft ground support to meet the standard specifications outlined in T.O. 42B-1-23, Appendix A, paint or mark containers and bowsers according to T.O.s 42B-1-23, *Management of Recoverable and Waste Liquid Petroleum Products*, 35-1-3, *Corrosion Prevention, Painting, and Marking of US Air Force Support Equipment*, and 36-1-191, *Technical and Managerial Reference for Motor Vehicle Maintenance*, as appropriate. **(T-3)**

2.2.4.4. Organizes transportation of products to the designated collection or disposal points IAW the installation R&W Petroleum Products Management Program.

2.2.4.5. Manage the organization's recoverable and waste fuel IAW the installation R&W Petroleum Products Management Program.

2.2.4.6. Submits quantity and identity of R&W fuel, as required, to the designated installation environmental component for the installation R&W Petroleum Products Management Program. **(T-3)**

### Chapter 3

## RECOVERABLE AND WASTE PETROLEUM PRODUCTS MANAGEMENT PROGRAM

**3.1. Program Documentation.** Documentation may be in the form of a plan or a base operating instruction. Reference the T.O.s in the program documentation. The following T.O.s provide operational guidance:

3.1.1. T.O. 35-1-3, *Corrosion Prevention, Painting, and Marking for US Air Force Support Equipment*.

3.1.2. T.O. 36-1-191, *Technical and Managerial Reference for Motor Vehicle Maintenance*.

3.1.3. T.O. 42B-1-1, *Quality Control of Fuels and Lubricants*.

3.1.4. T.O. 42B-1-23, *Management of Recoverable and Waste Liquid Petroleum Products*.

3.1.5. DoD 4140.25-M, Vol. II, *DoD Management of Bulk Petroleum Products, Natural Gas, and Coal*.

3.1.6. Applicable DLA Energy Interim Policy Guidance can be found at: <https://east.esps.disa.mil/dod/dla/dlaenergy/scm/SitePages/Publications.aspx>.

**3.2. Program Content.** The program must state specific responsibilities and criteria for collecting, storing, returning to inventory, reclaiming, reusing, and disposing of all recoverable and/or waste fuel generated on the base. The program must be environmentally consistent with effective energy conservation, property management, quality control principles, and sound economics. At a minimum, the program must include:

3.2.1. Operating agencies and generating activities serving as stakeholders to the installation R&W Petroleum Products Management Program, i.e. Aircraft Maintenance, Civil Engineering (C.E.), Logistic Readiness, Fuels Management Flight (FMF), Morale Welfare and Recreation (MWR), Army Air Force Exchange Service (AAFES), etc.

3.2.1.1. Specific responsibilities assigned to base organizations.

3.2.1.1.1. **(KEESLERAFB)** 1 (Added) Follow the guidance listed in T.O. 42B-1-23 (*Management of Recoverable and Waste Liquid Petroleum Products*), **Chapter 2** (Collection and Segregation), Paragraphs 2-1 through 2-5 and **Chapter 3** (Disposition of Fuels), Paragraphs 3.1 through 3.3. Generating Activities should also consult Table 3-1 (Recovery Test Criteria) for additional guidance procedures. For portable fuel bowser painting and marking requirement, consult T.O. 35-1-3 (*Corrosion Prevention and Control, Cleaning, Painting, and Marking of USAF Support Equipment*).

3.2.1.1.2. Include all generating agencies by organization, including source, and approximate quantities. **(T-3)**

3.2.1.1.2.1. **(Added-KEESLERAFB)** 403d AFRC Aircraft Maintenance Squadrons (aircraft fuel tanks/bowsers), CE Power Production (generator support tanks), 81 LRS, Vehicle Maintenance (vehicle fuel tanks), 81 LRS Contracted FMF (fuel bowsers), MWR (equipment fuel support tanks), DECA (generator support tanks), AAFES (ground fuel tanks). NOTE: Organization will notify Fuels Management at

(228-377-2964) of the fuel source and approximate quantity at the time assistance is requested.

3.2.1.3. Primary supporting agencies to provide technical assistance and resources to effectively implement and manage the installation R&W Petroleum Products Management Program. **(T-2)**

3.2.1.4. **(Added-KEESLERAFB)** Wing Safety Office (228) 377-2915, Bioenvironmental Office (228) 376-3218, DLA Disposition Services (859) 883-4858, and Accounting and Finance Office (228) 376-8204.

3.2.2. Facilities and methods used to recover, store, and/or dispose of products.

3.2.2.1. **(Added-KEESLERAFB)** Facilities: Facility 4419 (aviation fuel) and Facility 4037 (ground fuels) will be utilized for recovered, on specification fuel products for returned to active inventory. Generating Activities will utilize 55 gallon drums or portable fuel bowsers to store, segregate, or transport fuel products for recovery, downgrading, or disposition IAW T.O. 42B-1-23 procedures.

3.2.3. Guidelines on using, inspecting, and maintaining oil-water separators. **(T-2)**

3.2.3. **(KEESLERAFB)** 1 (Added) Guidelines on using Oil Water Separators (OWS) is located in UFC-3-240-01, Paragraph 3-2.3. Inspection and maintenance of OWS(s) is performed by the BCE Utilities

Shop.

3.2.4. Accounting procedures to credit using organizations for recoverable fuel can be found in DoD 4140.25-M, DLA Energy P-7, *Accountability and Custodial Responsibilities for Defense Working Capital Fund (DWCF) Inventory and Government Property*. **(T-0)**

3.2.4. **(KEESLERAFB)** 1 (Added) The contracted Fuels Management Flight (FMF) at 228-377-2964 will perform accounting procedures to credit using organizations for recoverable fuels IAW DoD 4140.25-M and DLA-Energy P-7 procedures.

3.2.5. Specific procedures for the entry, exit, and control of vehicles needed to remove waste products from the installation. If escort control is necessary, develop procedures IAW AFI 23-204, *Organizational Fuel Tanks*. The procedures must ensure positive product control by designating pick up locations and verifying pick up quantities. **(T-3)**

3.2.5. **(KEESLERAFB)** 1 (Added) Installation gate #11 (Surge Pit) is designated the entry and exit point for vehicles needed to remove waste products from the installation. The installation Environmental Office, HAZWASTE Manager at 228-377-5802 designates or performs escort for designated pick up locations and verifying pick up quantities.

3.2.6. Stress sound conservation and property management of waste products and the on-base reclamation of fuel products. The priorities for reclaiming or disposing of products are:

3.2.6.1. Return on-specification fuel to FMF's inventories for use as the original grade.

3.2.6.1. **(KEESLERAFB)** 1 (Added) Keesler AFB Generating Activities will coordinate with FMF at 228-377-2964 on proper procedures to return on-specification fuel products back to active inventories.

3.2.6.2. Collaborate with the FMF to determine disposition of off-specification product IAW T.O. 42B-1-23. The Air Force Petroleum Agency will perform laboratory analysis prior to final disposition. **(T-0)**

3.2.6.2. **(KEESLERAFB)** 1 (Added) Keesler AFB Generating Activities will collaborate with FMF at 228-377-2964 to determine off-specification products disposition IAW T.O. 42B-1-23. AFPET/AFOT will perform analysis prior to final disposition.

3.2.6.3. Coordinate local procedures through the base environmental function to maximize the use of recovered products that cannot be reclaimed.

3.2.6.3. **(KEESLERAFB)** 1 (Added) Keesler AFB Generating Activities will follow T.O. 42B-1-23, Table 3-1 for initial fuel recovery test procedures in collaboration with FMF. If quality cannot be determined locally, FMF will contact AFPET/AFOT and submit composite samples to the area fuels laboratory IAW T.O 42B-1-1, Table 4-1 guidance.

## Chapter 4

### INVENTORY CONTROL AND FINANCIAL MANAGEMENT

**4.1. General Guidelines.** Recoverable fuel represents a significant economic resource. Endeavor to collect, segregate, and reclaim on-specification fuel to recoup product value or to reuse IAW T.O. 42B-1-23. The FMF's Fuels Service Center (FSC) performs inventory control and product accountability procedures for R&W fuel.

4.1.1. Credit reclaimed aviation fuel, non-fly aviation fuel, and ground fuel returned as the original grade to bulk fuels storage at the DoD standard price to the aircraft or organization from which the fuel was collected. When multiple agencies contribute to a central collection point, credit the fuel on a percentage basis to each organization. Follow DoD 4140.25-M and DLA Energy P-7, *Accountability and Custodial Responsibilities for Defense Working Capital Fund (DWCF) Inventory and Government Property* for Defense Working Capital Fund (DWCF) fuel.

4.1.2. Account for aviation fuel, non-fly aviation fuel, and ground fuel returned to bulk fuels storage in a grade different from its original grade through procedures outlined in DoD 4140.25-M, T.O. 42B-1-1, *Quality Control of Fuels and Lubricants*, and the following:

4.1.2.1. Fuel analysis must be performed by the Aerospace Fuels Laboratory prior to regrading, downgrading, or blending of recovered fuel. Once analysis is completed, written approval is required from DLA Energy-QA via AFPA IAW T.O. 42B-1-23. **(T-0)**

4.1.3. Products that cannot be returned to base inventory, used in a secondary application on-base, or transferred to other DoD activities for reuse are considered surplus products and may be eligible for disposition by the DLA Disposition Services.

4.1.4. Reprocessing may be a viable alternative for off-specification fuel not suitable for downgrading. FMF investigates the potential for reprocessing large quantities of off-specification fuel in coordination with AFPA, DLA Energy, and base contracting function.

4.1.4.1. Forward requests to fund the reprocessing of DWCF fuel to AFPA. AFPA will review and forward to DLA Energy to determine feasible vendor and location. **(T-2)**

4.1.4.2. The installation bears the reprocessing costs for non-capitalized fuel. **(T-0)**

4.1.4.3. Research the local commercial refining or reprocessing capability.

4.1.4.3.1. Compare the costs to reprocess the product with the costs to purchase the new product, including the costs to dispose of the unusable product.

4.1.5. Fuel not returned to base storage, reused on-base, or at other DoD installations and deemed not suitable for AF use will be managed IAW the base Hazardous Waste Management Plan. Properly identify these products on appropriate item records and dispose of IAW the base Hazardous Waste Management Plan. **(T-3)**

4.1.5.1. Dispose of recoverable fuel through DLA Disposition Services once disposition is approved by Fuels Management Flight and Air Force Petroleum Office. **(T-3)**

4.1.5.2. Each installation will properly credit proceeds from the sale of recoverable fuel to the U.S. Treasury. **(T-0)**

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## Attachment 1

## GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

*References*

AFI 23-204, *Organizational Fuel Tanks*, 24 July 2012

**(Added-KEESLERAFB) AFI 23-502**, *Recoverable Fuel*

AFI 32-7001, *Environmental Management*, 04 November 2011

AFI 32-7042, *Waste Management*, 15 April 2009

AFI 32-7044, *Storage Tank Environmental Compliance*, 25 April 2012

AFI 33-360, *Publications and Forms Management*, 25 September 2013

AFMAN 33-363, *Management of Records*, 01 March 2008

**(Added-KEESLERAFB) AFMAN 33-363**, *Management of Records*

AFPAM 32-7043, *Hazardous Waste Management Guide*, 01 November 1995

AFPD 23-2, *Management of US Air Force Bulk Petroleum and Related Products*, 17 December 2012

AFPD 32-70, *Environmental Quality*, 20 July 1994

AFPD 90-8, *Environment, Safety, & Occupational Health Management and Risk Management*, 02 February 2012

DLA Energy P-1, *Recording and Processing Inventory Transactions*, 23 December 2013

DLA Energy P-3, *Document/Data Control and Retention*, 21 February 2012

DLA Energy P-7, *Accountability and Custodial Responsibilities for Defense Working Capital Fund (DWCF) Inventory and Government Property*, 05 February 2014

DLA Energy I-9, *Quality/Technical Management*, 09 January 2012

DoD 4140.25-M, *DoD Management of Bulk Petroleum Products, Natural Gas, and Coal*, 26 February 2009

**(Added-KEESLERAFB) DoD 4140.25M**, *Petroleum Management*

**(Added-KEESLERAFB) T.O. 35-1-3**, *Corrosion Prevention and Control, Cleaning, Painting, and marking of USAF Support Equipment*

T.O. 35-1-3, *Corrosion Prevention and Control, Cleaning, Painting, and Marking of USAF Support Equipment (SE)*, 26 April 2014

**(Added-KEESLERAFB) T.O. 36-1-191**, *Technical and Managerial Reference for Motor Vehicle Maintenance*

T.O. 36-1-191, *Technical and Managerial Reference for Motor Vehicle Maintenance*, 02 January 2014

**(Added-KEESLERAFB) T.O. 42B-1-1**, *Quality Control of Fuels and Lubricants*

T.O. 42B-1-1, *Quality Control of Fuels and Lubricants*, 01 August 2014

**(Added-KEESLERAFB) T.O. 42B-1-23**, *Management of Recoverable and Waste Liquid Petroleum Products*

T.O. 42B-1-23, *Management of Recoverable and Waste Liquid Petroleum Products*, 25 June 2012

T.O. 42B1-1-16, *Quality Control Procedures for JPTS Thermally Stable Turbine Fuel*, 08 April 2014

T.O. 42B1-1-22, *Quality Control of Aviation Gasoline*, 23 July 2012

40 CFR 261.3, *Definition of Hazardous Waste*, 01 July 2011

### **Websites**

<https://east.esps.disa.mil/dod/dla/dlaenergy/scm/SitePages/Publications.aspx>

### **Adopted Forms**

AF Form 673, *Air Force Publication/Form Action Request*

AF Form 847, *Recommendation for Change of Publication*

### **Abbreviations and Acronyms**

**AAFES**—Army Air Force Exchange Service

**AF**—Air Force

**AF/A4L**—HQ USAF Directorate of Logistics

**AF/A4LE**—HQ USAF Directorate of Logistics, Materiel Support Division

**AF/A7C**—HQ USAF Director of Civil Engineers

**AFCEC**—Air Force Civil Engineer Center

**AFI**—Air Force Instruction

**AFMAN**—Air Force Manual

**AFPA**—Air Force Petroleum Agency

**AFPA/PTOT**—Air Force Petroleum Agency, Technical Assistance Team

**AFPA/PTPLA**—Air Force Petroleum Agency, Aerospace Fuels Laboratory

**AFPD**—Air Force Policy Directive

**(Added-KEESLERAFB) AFPET**—Air Force Petroleum Agency

**(Added-KEESLERAFB) AFRC**—Air Force Reserve Command

**AFRIMS**—Air Force Records Information Management System

**ANG**—Air National Guard

**BCE**—Base Civil Engineer

**CE**—Civil Engineering

**(Added-KEESLERAFB) DECA**—Defense Commissary Agency  
**DLA**—Defense Logistics Agency  
**DoD**—Department of Defense  
**DRU**—Direct Reporting Unit  
**DWCF**—Defense Working Capital Fund  
**EPA**—Environmental Protection Agency  
**FGS**—Final Governing Standards  
**FMF**—Fuels Management Flight  
**FOA**—Field Operating Agency  
**FSC**—Fuels Service Center  
**FWPCA**—Federal Water Pollution Control Act  
**GOCO**—Government-Owned, Contractor-Operated  
**GOGO**—Government-Owned, Government-Operated  
**(Added-KEESLERAFB) HAZWASTE**—Hazardous Waste  
**HQ**—Headquarters  
**HAF**—Headquarters Air Force  
**IAW**—in accordance with  
**ISC**—Installation Support Center  
**MAJCOM**—Major Command  
**MWR**—Morale, Welfare, and Recreation  
**OEBGD**—Overseas Environmental Baseline Guidance Document  
**OPR**—Office of Primary Responsibility  
**(Added-KEESLERAFB) OWS**—Oil Water Separator  
**PAD**—Program Action Directive  
**RCRA**—Resource Conservation and Recovery Act  
**RDS**—Records Disposition Schedule  
**R&W**—Recoverable and Waste  
**T.O**—Technical Order  
**(Added-KEESLERAFB) UFC**—Unified Facilities Criteria  
**USAF**—United States Air Force

### *Terms*

**Final Governing Standards**—Documents developed to address the protection of human health and the environment in each foreign country where DoD maintains substantial installations.

**Generating Activity**—A base agency (host, tenant, or contractor) that generates recoverable or waste fuel.

**Hazardous Waste**—Any waste deemed hazardous pursuant to 40 CFR Part 261.3, state laws or regulations or host nation rules and/or regulations.

**Off-Specification Fuel**—A fuel that does not meet its specification. Off-specification fuel is not identified as waste/hazardous waste fuel.

**On-Specification Fuel**—A fuel that has a suitable quality to be returned to the base inventory. T.O. 42B-1-23, *Management of Recoverable and Waste Liquid Petroleum Products*, Table 3-1, *Recovery Test Criteria*, and the product specification sets the criteria for suitable quality.

**Overseas Environmental Baseline Guidance Document**—Comprises a set of objective criteria and management practices developed by DoD to update established policy and assigned responsibilities for managing environmental compliance to protect human health and safety outside the United States on installations under DoD control.

**Reclaimable Fuel**—Fuel of known or determinable quality that can be used for the original grade without reprocessing.

**Recoverable Fuels**—Fuel that still has useful physical or chemical properties (two parts; reclaimable or recyclable).

**Recyclable Fuel**—Fuel that does not meet its original specification, but which through processing can be recovered to its original grade or a lower grade without reprocessing except through settling time, filtration, and/or blending.

**Reprocessing**—The use of refining or clay filtering to bring off-specification fuel to specification.

**Waste Fuel**—A fuel that is no longer suitable for any use on an installation because of excessive contamination or quality degradation. Do not return fuel deemed unsuitable for AF use to base storage or attempt to reuse on-base or any other DoD installations in the vicinity.