

**BY ORDER OF THE COMMANDER  
LUKE AIR FORCE BASE**

**LUKE AIR FORCE BASE  
INSTRUCTION 23-502**



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Materiel Management**

**MANAGEMENT OF PETROLEUM AND  
RELATED PRODUCTS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements and extends Air Force Policy Directive (AFPD) 23-2, *Management of US Air Force Bulk Petroleum and Related Products* and Air Force Instruction (AFI) 23-502, *Recoverable Fuel*. This instruction establishes procedures for collecting, storing, returning to inventory, reusing, recycling, and disposing of all recoverable, unusable, and hazardous waste petroleum products generated on base. This instruction applies to all units and agencies assigned to or attached to Luke Air Force Base including tenant units, Air Force Reserve and Air National Guard unit. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). 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 from the field to 56th Logistics Readiness Squadron (LRS) Fuels Management Flight. The authorities to waive wing/unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, for a description of the authorities associated with the Tier numbers.

## **1. General Policies.**

1.1. Organizations that generate recoverable or unusable petroleum products must adhere to this instruction. Every precaution will be taken to ensure petroleum products are not contaminated by foreign substances including different fuel types or foreign objects.

1.2. All recoverable fuel must meet minimum specifications according to Technical Order (T.O.) 42B-1-1, *Quality Control of Fuels and Lubricants*, to be returned to the 56 LRS Fuels Management Flight.

**2. Petroleum Products Stocked on Base.** Luke AFB stocks aviation fuel (Jet-A), automotive gasoline unleaded, and petroleum diesel fuels.

**3. Generators of Recoverable and Unusable Products.**

3.1. No organizations, with the exception of LRS Fuels Management, Aircraft Maintenance Squadrons (AMXS), and Aircraft Maintenance Units (AMU) anticipates the generation of recoverable or unusable petroleum products.

3.2. LRS Fuels Management, AMXS, and AMU's generate recoverable petroleum products from refueling unit sumps, fuel storage tanks, aircraft sumps, aircraft requiring fuel cell inspections and repairs and Aerospace Ground Equipment (AGE). This fuel will be collected and temporarily stored in approved portable fuel bowzers and containers. All water must be drained off by the generating unit prior to delivering the bowser to LRS Fuels Management for fuel reclamation and treated according to paragraph 3.3.

3.3. Wastewater collected from refueling unit sumps, mobile and fixed filter separator units, low point drains, aircraft sumps, and AGE will be collected in a wastewater container by the generating organization. Authorization for and disposal of wastewater must be coordinated through the 56th Civil Engineer Squadron (56 CES) Environmental Office.

**4. Collecting Recoverable or Unusable Petroleum Products.**

4.1. Each organization is responsible for establishing procedures for collecting recoverable or unusable fuel products. Contact the 56 CES Environmental Office for assistance (856-4569 or 856-3832).

**5. Methods, Equipment, and Facilities Available to Collect, Store, Return to Inventory, Reuse, Recycle, and Dispose of Products.**

5.1. Approved Containers: Portable fuel bowzers and 55-gallon or 30-gallon drums are approved containers for collecting petroleum products. Different fuel bowser sizes available for procurement can be found in Fed Log or [www.fedlog.info/](http://www.fedlog.info/)

5.2. Location of Fuel Bowzers on Base: The LRS Fuels Management Flight will maintain its fuel bowser in the following areas: Fuels Refueling Unit Parking Lot, building 312. AMXS will maintain their bowzers on the "ready line" at each AMU when not in use. Under no circumstance will any squadron other than LRS "store" their bowzers in the Fuels Refueling Unit Parking Lot, building 312. If an emergency requires the after-hours emptying of any bowser, the owning organization will contact the Maintenance Operations Control Center and request LRS Fuels Management Flight assistance. The requesting organization will provide an individual to act as a safety observer in this situation. That individual will remain with the bowser during the entire off-loading process. Whenever a fuel bowser has been emptied or if it has been refused due to contamination, the bowser will be moved back to its proper storage area.

5.3. Returning fuel to LRS Fuels Management: Aviation fuel may be returned to the LRS Fuels Management Flight provided it meets the established specifications according to T.O. 42B-1-1, *Quality Control of Fuels and Lubricants*, or the fuel may be downgraded to a

different product according to T.O 42-B-1-23, *Management of Recoverable and Waste Liquid Petroleum Products*. It must be free of both chemical and solid contaminants. Any person or organization found to be intentionally disposing of hydraulic fluid, brake fluid, or any other foreign substance (chemical or solid) in a marked fuel bowser could face possible disciplinary action. The fuels laboratory is the focal point to determine if the petroleum product is suitable for return to the base fuels inventory. Quality and quantity of product will be determined by an LRS Fuels Management Flight representative. Browsers found to contain contaminated fuel will be retrieved by the owning organization.

5.4. Accounting for Fuel Returned to LRS Fuels Management: An LRS Fuels Management Flight representative will determine the quantity of product recovered and document it on a DD Form 1898, *Energy Sale Slip*. The DD Form 1898 will be forwarded to the Fuels Accounting Office to be processed through the Fuels Enterprise Hub for credit to the generating organization.

## **6. Storage and Disposal Requirements for Unusable Petroleum Products.**

6.1. All organizations that collect unusable petroleum products must maintain containers either in a controlled area or in a secured posture using locks with a positive key control system. The storage area should be equipped with either acceptable spill containment equipment or a permanent or portable diked area. Best management practices must be employed to assure that a spill will not enter groundwater, surface water, or the sanitary sewer and storm water collection system.

6.2. Organizations can coordinate with the 56 CES Environmental Office (856-4569 or 856-3832) to turn in waste fuel at facility 888 (Adjacent to building 944). In limited circumstances, the 56 CES Environmental Office may arrange pick-up and removal of waste fuel directly from the LRS Fuels Management Flight facilities.

## **7. Unusable products must be recycled through positive means whenever possible.**

7.1. The following prioritized guidelines have been established for sound property conservation and management of recoverable and unusable petroleum products.

7.2. On-specification fuel: On-specification fuel will be returned to the LRS Fuels Management Flight's inventory for use as the original grade.

7.3. Off-specification fuel: Off-specification fuel can be returned to the LRS Fuels Management Flight for possible blending into the original product or downgrading to another product. Feasibility of this will be determined by fuel sample results returned from area lab and Air Force Petroleum Office (AFPET) guidance. In the event the fuel cannot be returned to stock, the generating organization will be responsible for arranging for disposal.

7.4. Waste Fuel: Fuel that cannot be returned to the LRS Fuels Management Flight inventory should be categorized as waste fuel. This fuel may be turned in to the 56 CES Environmental Office at facility 888 (Adjacent to building 944) for recycling or disposal.

TODD D. CANTERBURY  
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**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 23-2, *Management of US Air Force Bulk Petroleum and Related Products*, 2 August 2017

AFI 23-502, *Recoverable Fuel*, 31 October 2014

AFMAN 33-363, *Management of Records*, 1 March 2008

AFPD 23-2, *Management of US Air Force Bulk Petroleum and Related Products*, 02 August 2017

T.O. 42B-1-1, *Quality Control of Fuels and Lubricants*, 15 November 2016

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

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*

DD Form 1898, *Energy Sale Slip*

***Abbreviations and Acronyms***

**AFMAN**—Air Force Manual

**AFPET**—Air Force Petroleum Office

**AGE**—Aerospace Ground Equipment

**AMU**—Aircraft Maintenance Unit

**AMXS**—Aircraft Maintenance Squadron

**CES**—Civil Engineering Squadron

**LRS**—Logistics Readiness Squadron

**OPR**—Office of Primary Responsibility

**RDS**—Records Disposition Schedule

**T.O.**—Technical Order