



Hengyi Industries Sdn Bhd
恒逸实业（文莱）有限公司

HYBN-T9-11-0037-2020-1

**No.2 Refinery Dept. Three Wastes
Management Rules**

炼油二部三废管理细则

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HYBN No.2 Refinery Dept
恒逸实业(文莱)炼油二部

Issued by: Mao Yi Qing
编制: 毛奕清

Checked by: Hai Cheng
审核: 海诚

Approved by: Sun Jian Huai

批准: 孙建怀

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Preface 前言

This rule is written based on "HYBN-T3-08-0003-2018-1_Environment Protection Regulation".

本细则依据《HYBN-T3-08-0003-2018-1_Environment Protection Regulation 环保管理制度》制定。

This rule is effective as of December 18, 2020.

本细则从 2020 年 12 月 18 日起实施。

The management rule is prepared by: Mao Yi Qing

本细则编制人：毛奕清

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 HENGYI	Hengyi Industries Sdn Bhd 恒逸实业（文莱）有限公司			
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1 Purpose 目的

This Plan is to ensure the effective implementation of environmental protection responsibilities of department, and to minimize the impact of three kinds of waste on the environment. Hereby make this rule

为保证部门环保责任的有效实施，最大限度降低三废对环境造成的影响。特制定本细则。

2 Scope of application 适用范围

These rules Apply to the three kinds of waste management work of No.2 Refinery Dept.

本细则适用于炼油二部三废管理的要求。

3 Management responsibilities 管理职责

The HSE discipline are responsible for the revision, supervision and inspection of these rules, and the team is responsible for the implementation of these rules.

由 HSE 专业负责本细则的修订、监督检查，班组负责本细则的执行落实。

4 Three kinds of waste Management content and requirements 三废管理内容及要求

4.1 Wastewater management 废水管理

4.1.1 In the unit : (i) oil build-up in the responsible area due to blockage of the sewage system; (ii) blockage of the ditches/channels by sludge or foreign materials; (iii) leakage of materials on the site;(IV) there must be no oil flowers in the rain ditch, All kinds of waste water shall be controlled and disposed in accordance with the principles of diverting Rainwater and oily sewage on a dividing basis.

装置内不能有油污堆积、沟渠积泥、杂物堵塞不畅或现场有物料跑冒等现象,雨水沟内不得有油花。各类废水应按照雨水和含油污水分流的原则进行控制与处置。

4.1.2 It is strictly prohibited to discharge all kinds of waste water by dilution.It is strictly prohibited to discharge sump oil, various residual liquid, general solid waste and hazardous solid waste etc. into sewage pipelines, open trenches or rainwater drainage systems.Strengthen the pollution control of inspection and maintenance, strengthen the management of on-site sampling barrels and oil receiving pans, dismantle the oil-containing machine pumps must be covered with inspection cloth, and must not pollute

the ground, Discarded oily rags must be promptly discarded in hazardous waste trash cans ; first use oil-absorbing felt to absorb oil, and then rinse the pump with water , Ground and spilled materials.

严禁采用稀释的方法排放各类废水。严禁将污油、各类残液、一般固废、危险固废等排入污水管线、明沟或雨排系统。加强检维修污染控制，加强现场取样桶、接油盘的管理，拆卸含油机泵必须铺检修布，不得污染地面，废弃的含油抹布必须及时丢弃在危险废弃物垃圾桶内；先用吸油毡进行吸油，再用水冲洗机泵、地面洒落的物料。

4.1.3 The initial rainwater of the device flows to a rainwater collection pond of No.1 Refinery Dept., and the oily sewage flows to the oily sewage ponds in each device. The Kerosene、diesell hydrogenation device is equipped with 14 oily sewage floor drain plugging stations, and the hydrocracking unit is equipped with 27 oily sewage floor drain plugging At the location, the LPG unit is equipped with 9 oily sewage floor drain plugging points, which are usually in a plugging state to prevent large amounts of rainwater from entering the oily sewage collection system during the storm. After the rain stops, check the ditch and find that the ditch has accumulated water and if there is oil in the ditch, raise the sand bag to drain the accumulated water in the ditch.

装置内初期雨水流向炼油一部雨水收集池，含油污水流向各装置内的含油污水池，煤柴油加氢装置设置了 14 处含油污水地漏封堵处，加氢裂化装置设置了 27 处含油污水地漏封堵处，气体分馏装置设置了 9 处含油污水地漏封堵处，平时处于封堵状态，防止暴雨来临时雨水大量进入含油污水收集系统。雨停后检查地沟，发现地沟积水、地沟有油的话提起砂袋排净沟内的积水。

4.1.4 Equipped with decontamination shunt diagram and placed in the special file box of the external operation room. The small sand bag for blocking the floor drain is placed near the diesel hydrogenation unit 1030-D502. The sand bags used in the accident state are placed on the east side between the instrument cabinets.

配备清污分流图放置在外操间专用文件盒内。堵地漏的小砂袋放置在柴油加氢装置 1030-D502 附近。事故状态下用的砂包放置在仪表机柜间东侧。

4.1.5 The HSE engineers in the department are responsible for checking and managing the implementation of the clean-up and diversion, and the team set up a special person to be responsible for the clean-up and diversion training of all foreign operations. Team members are responsible for execution.

部门 HSE 工程师负责检查与管理清污分流执行情况，班组设专人负责并对全体外操进行清污分流操作培训。班组人员负责执行。

4.1.6 Under normal circumstances, the oil-bearing sewage tank maintains a low liquid

level. regular monthly inspection, the surface oil in the oil-bearing sewage tank is cleaned by a diaphragm pump (placed at a fixed point). The team detects that the oil layer exceeds 10 cm, and the surface oil should be cleaned up as soon as possible.

正常情况下，含油污水池维持低液位，每月定期检查，班组检测发现有油层超过 10 厘米应尽快将表层油进行清理。将含油污水池的表层油用隔膜泵（定点放置）清理一次。

4.1.7 In a major accident, Once an accident is found, the pump should be started immediately to raise the accident water in the oil-containing sewage tank to the sewage treatment station, and use the sand bag to block the rain drain of the device to hydrogenation FRD-H Wells and FRD-W wells, hydrocracking FRD-41 wells were cracked to prevent accidental water from entering the external rainwater pipeline network.

重大事故状态下，一旦发现事故应立即启泵将含油污水池内的事故水提升至污水处理站，用砂包堵住装置的雨排口加氢 FRD-H 井和 FRD-W 井，加裂 FRD-41 井，做到控制事故水不进入装置外雨水管网。

4.1.8 In an emergency, the sewage in the oily sewage tank can be applied for discharge(notify the sewage treatment station and dispatch). In a non-emergency situation, all sewage discharged to the sewage treatment station must contact the Public Works Department and must not be delivery without authorization.

在紧急状态下，含油污水池内污水可申请排放（通知污水处理站、调度）。非紧急情况，所有排往污水处理站的污水联系公用工程部，不得擅自外送。

4.2 Solid waste management 废渣管理

4.2.1 The hazardous wastes、the general wastes、Household garbage shall be collected separately; Dangerous waste is discarded into red trash cans, and general industrial solid waste is discarded into blue trash cans. Dispose of domestic garbage in a green trash can. Discard liquid waste into designated waste oil drums and underground sewage oil tanks.

危险废物、一般工业固体废物、生活垃圾分开收集；危险废物丢弃至红色垃圾桶，一般工业固体废物丢弃至蓝色垃圾桶，生活垃圾丢弃至绿色垃圾桶。液态废物丢弃至指定的废油桶和地下污油罐内。

4.2.2 In the industrial solid waste hazardous wastes include Waste catalysts,, waste adsorbents, waste oil, explosive barrels, used batteries, oil stained rags, refined (steamed) oil residues, industrial waste acid and waste alkali, waste water treatment sludge and residues, waste chemical reagents, waste solvents, etc.the general wastes include Waste refractories, waste porcelain balls, scrap metal, packaging materials, fillers,

construction waste, etc.

工业固体废弃物中危险废物包括废触媒、废吸附剂、废机油、药桶、废旧蓄电池、油抹布、精（蒸）油残渣、工业废酸废碱、废水处理污泥和残渣、废弃化学试剂、废弃溶剂等。一般工业固废包括废耐火材料、废瓷球、废金属、包装材料、填料、建筑垃圾等。

4.2.3 After the generation of hazardous wastes, the team or group on duty shall immediately sort and classify the hazardous wastes and store them in red trash cans.

在危险废物产生后，当班班组立刻将危险废物拣开、分类，丢弃到红色垃圾桶内。

4.2.4 Domestic waste shall be placed in the domestic trash cans set around the unit, and it is forbidden to be mixed with other types of wastes.

生活垃圾应放置在单位周边设置的生活垃圾桶内，禁止混入其他类废弃物；

4.2.5 There should be no debris on the ground, frame, and platform in the unit, and no water in the main gallery and Per platform. There should be no large areas of moss on the ground.

装置内地面、框架、平台不能有杂物，主管廊和各平台不能有大面积积水。地面不能有大面积青苔。

4.3 Exhaust gas management 废气管理

4.3.1 During the production of this department, the exhaust gas mainly comes from the emission of chimneys and the toxic and harmful gases emitted by various disassembly operations.

本部门生产期间废气主要来源于烟筒排放和各类拆卸作业散发的有毒有害气体。

4.3.2 Where the production, loading/unloading and storage will emit toxic and harmful gases or dust materials, the sealing, purification or other protection and treatment measure must be taken.

生产、装卸、贮存能够散发有毒有害气体或者粉尘物质的，必须采取密闭、净化或其他防护与治理措施。

4.3.3 Where a sudden accident (event) causes or may cause an atmospheric pollution accident, the corresponding emergency plan shall be started immediately.

发生突发性事故（件）造成或者可能造成大气污染事故的，应立即启动相应的应急预案。

5 Supervision and assessment 监督与考核

5.1 The management rules of unit three kinds of waste shall be under the management of HSE discipline.

装置三废管理细则，由 HSE 专业归口管理。

5.2 Department leaders are responsible for supervision and inspection.

部门领导负责监督检查。

5.3 The assessment is conducted based on 《Employee Performance Evaluation Rules of No.2 Refinery Department》.

考核依据《炼油二部绩效考核细则》。

6 Supplementary Rules 附则

6.1 The rules are managed by the No.2 Refinery Dept. For the unfinished matters, please refer to the company's professional management systems.

本细则由炼油二部归口管理，未尽事宜参照公司各专业管理制度等执行。

6.2 The preparation and approval of the version of these rules are shown in Table 1.

本细则版本编制和审批情况见表 1。

表 1 文件版本编制和审批情况

1	18/12/2020	Mao Yi Qing 毛奕清	Hai Cheng 海诚	Sun Jian Huai 孙建怀
Version 版本	Issued Date 颁布日期	Compiler 编制人	Reviewer 审核人	Approval 批准人