

**MnDOT Office of Environmental Stewardship  
Environmental Investigation Unit  
Used Oil Filter Management**

**Contact Information:**

Environmental Investigation Unit  
Mark Vogel: 651-366-3630  
Jackie Klein: 651-366-3637  
Summer Allen-Murley: 651-366-3635

This guidance document is prepared by MnDOT personnel and is intended only for use on MnDOT projects, including partnership projects, and MnDOT Maintenance Operations.

The intent of this guidance document is to provide general procedural information for MnDOT personnel to ensure proper handling of used oil filters. Any deviation from procedures contained in this document must be discussed with Environmental Investigation Unit personnel prior to implementation.

This document should not be construed as a full description of all regulations pertaining to the subject matter. Contact the Environmental Investigation Unit in the MnDOT Office of Environmental Stewardship for additional information or legal requirements.

**Subject: Management of Used Oil Filters General Requirements**

1. Immediately after the oil filter is removed from the vehicle, puncture the dome end of the filter and drain the oil into a container for a minimum of 24 hours.
2. After draining for 24 hours, the oil filter can be properly containerized.
3. Used oil filters from various truck stations can be consolidated at one MnDOT facility for storage.

**Storage**

Follow waste handling guidance at:

<http://www.dot.state.mn.us/environment/regulatedmaterials/wastemgmt.html>

Note: Many used oil filter recycling contractors will only take used oil filters contained in drums supplied by the contractor. This may involve a drum deposit.

### **Disposal**

MnDOT facilities must recycle used oil filters through a MnDOT's approved vendors.

### **Transportation**

Used oil filters can be transported by MnDOT personnel in MnDOT vehicles.

### **Recordkeeping**

Facilities generating and receiving used oil filters for recycling must create a document containing the following information (log can be found under "Waste Handling" at

<http://www.dot.state.mn.us/environment/regulatedmaterials/wastemgmt.html>):

1. Name and address of the facility shipped from (MnDOT facility);
2. Name and address of the facility shipped to (facility accepting the used oil for recycling or MnDOT facility accepting the used oil for energy recovery/burning);
3. Quantity shipped;
4. Dates of shipment and acceptance at recycling or energy recovery/burning facility.

Note: Retaining a copy of the shipping paper containing the above information would be sufficient to meet record keeping requirements.

Records shall be maintained at MnDOT generating facility for a minimum of three years. After three years, the records can be sent to OES for permanent storage.