**BARTON COMMUNITY COLLEGE**

**COURSE SYLLABUS**

1. **GENERAL COURSE INFORMATION**

Course Number: MLTR 1042

Course Title: Military Petroleum Operations

Credit Hours: 3 Credit Hours

Division and Discipline: Military Programs

Course Description: This course serves as an introduction to the United States Army’s basic petroleum refueling operations. An emphasis will be on the use, operation, and maintenance of fueling vehicles and pumping equipment. The course will include the principles of record keeping, accountability, performing physical chemical tests, and observing for various forms of contaminants.

1. **CLASSROOM POLICY**

Students and faculty of Barton Community College constitute a special community engaged in the process of education. The college assumes that its students and faculty will demonstrate a code of personal honor, which is based upon courtesy, integrity, common sense, and respect for others both within and outside the classroom.

The college reserves the right to suspend a student for conduct, which is detrimental to the college’s educational endeavors as outlined in the college catalog.

Academic dishonesty on any academic endeavor at Barton Community College will not be tolerated.

Anyone seeking accommodation under provisions of the Americans with Disabilities Act should notify the instructor and the BCC Coordinator of Instructional Services.

Please visit the BCC Fort Riley website at <http://fr.barton.cc.ks.us/> for specific college policy and notices concerning: Non-Discrimination, Civil Rights act of 1964, Family Education Rights Act (FERPA), Privacy Act, Sexual Harassment, Academic Clemency Policy, and Academic Suspension.

**Student grievance procedures:** BCC policy is to secure, at the lowest possible level, equitable solutions to problems during the conduct of our academic and vocational programs. Student concerns that cannot be resolved with the course instructor should be directed to Coordinator BCCC Military Programs (1-785-239-9769) or Director Military Programs (1-785-238-8550).

1. **COURSE AS VIEWED IN TOTAL CURRICULUM**

This course serves as an introduction to the Army’s basic petroleum refueling equipment and re-supply systems. The class provides the students the opportunity to gain knowledge in recognizing, preparing, handling, and communicating the hazards of the many petroleum products that are stored and transported by the U.S. Army on a daily basis.

1. **ASSESSMENT OF STUDENT LEARNING/COURSEOUTCOMES**

Barton Community College is committed to the assessment of student learning and to quality education. Assessment activities provide a means to develop an understanding of how students learn, what they know, and what they can do with their knowledge. Results from these various activities guide Barton, as a learning college, in finding ways to improve student learning.

Course Outcomes

1. Identify the fire hazards of petroleum products.
2. Identify the health hazards of petroleum product exposure.
3. Develop an understanding of basic accountability required for petroleum operations.
4. Operate bulk and retail petroleum dispensing equipment.
5. Perform a Quality Surveillance operation.
6. Develop an understanding of hazardous materials compliance for petroleum products.
7. **COURSE COMPETENCIES**
8. Identify the fire hazards of petroleum products.
9. List the elements needed to produce a fire.
10. List the methods for extinguishing a fire.
11. Explain the types of equipment used to extinguish a fire.
12. Describe the purpose and components of electrical bonding and grounding.
13. Identify the health hazards of petroleum product exposure.
    1. Describe the three main health hazards and effects?
    2. Demonstrate first aid measures for injuries.
    3. Identify the basic safety fundamentals for all petroleum operations.
14. Develop an understanding of basic accountability required for petroleum operations.
15. Utilize the various Department of the Army (DA) record keeping forms:
16. DA Form 2765-1 Request for Issue or Turn-In
17. DA Form 3643 Daily Issue of Petroleum Products
18. DA Form 3644 Monthly Abstract of Petroleum Products
19. DA Form 4702-R Monthly Bulk Petroleum Accounting Summary
20. DA Form 3853-1 Innage Gage Sheet
21. Define inventory methods and procedures.
22. Operate bulk and retail petroleum dispensing equipment.
23. Perform various refueling operations utilizing the M978 Heavy Expanded Mobil Tactical Truck (HEMTT).
24. Conduct bulk refueling operations utilizing 5k tankers.
25. Perform various retail refueling operations utilizing a Tank and Pump Unit (TPU).
26. Perform a Quality Surveillance operation.
27. Demonstrate how to visually check for contaminants.
28. Describe the method and procedures for the API (American Petroleum Institute) Gravity test.
29. Identify the reasons for collecting and sending fuels sample for laboratory analysis.
30. Develop an understanding of hazardous materials compliance for petroleum products.
31. Identify if a petroleum product is regulated as a hazardous material
32. Identify the requirements for markings petroleum containers.
33. Identify the labels and placards required for shipments of petroleum products.
34. **INSTRUCTOR EXPECTATIONS OF STUDENTS IN CLASS**
35. **TEXT AND SUPPLEMENTARY MATERIALS USED IN THE COURSE**
36. **REFERENCES**
37. **METHODS OF INSTRUCTION AND EVALUATION**
38. **ATTENDANCE REQUIREMENTS**
39. **COURSE OUTLINE**