

EMERGENCY RESPONSE ACTION PLAN

Gulf of Mexico Region - North Response Zone



Prepared for:

Shell Pipeline Company LP (SPLC)
777 Walker Street
Two Shell Plaza
Houston, Texas 77002
(800) 922-3459

Prepared by:

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FIGURE 1.1
FACILITY INFORMATION

GENERAL INFORMATION									
Facility Name:	Gulf of Mexico Region - North Response Zone								
DOT/PHMSA Control Number:	137 & 147								
Operator Name:	Shell Pipeline Company LP (SPLC)								
Address:	<table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;"><i>Physical Address</i></th> <th style="text-align: left;"><i>Operators Address</i></th> </tr> </thead> <tbody> <tr> <td>777 Walker Street</td> <td>777 Walker Street</td> </tr> <tr> <td>Two Shell Plaza</td> <td>Two Shell Plaza</td> </tr> <tr> <td>Houston, Texas 77002</td> <td>Houston, Texas 77002</td> </tr> </tbody> </table>	<i>Physical Address</i>	<i>Operators Address</i>	777 Walker Street	777 Walker Street	Two Shell Plaza	Two Shell Plaza	Houston, Texas 77002	Houston, Texas 77002
<i>Physical Address</i>	<i>Operators Address</i>								
777 Walker Street	777 Walker Street								
Two Shell Plaza	Two Shell Plaza								
Houston, Texas 77002	Houston, Texas 77002								
Mainline Number:	(800) 922-3459 (24 Hours)								
Contact Person:	Carrie Hodgins, HSSE Manager								
Primary NAICS Code:									
Determination of Significant and Substantial Harm (DOT / PHMSA):	This Response Zone has been determined to meet the significant and substantial harm classification because at least one (1) line section within the response zone is greater than 6 5/8" in nominal outside diameter, 10 miles or longer and has met at least one of the criteria listed in 49 CFR 194.1032(c)(1).								
Operator Statement of (DOT / PHMSA) "Significant and Substantial Harm":	The Company's goal is to respond as quickly as possible to all uncontrolled releases of petroleum product, regardless of the source point location along the system. Based upon this goal and the definitions provided in 49 CFR 194.103 (c)(4) & (5), the Company is compelled to consider all the active line sections listed in this section as incapable of a release potentially causing "significant and substantial harm".								

QUALIFIED INDIVIDUAL

Certification: The Company grants full authority to the designated Qualified and Alternate Qualified Individuals to implement the Facility Response Plan and to:

- Activate and engage in contracting with oil spill removal organizations,
- Act as liaison with the pre-designated Federal On-Scene Coordinator (FOSC), and
- Obligate funds required to carry out response activities.

Qualified Individual:

Greg Smith President/GM SPLC (QI/IC)

Call Cell Phone (Home)
(713) 253-5689 (Cellular)

Alt. Qualified Individual:

Jill Derise Manager Control Center (AQI)

Call Cell Phone (Home)
(713) 806-7889 (Cellular)

PIPELINE LOCATION

States/Counties:

Illinois/Clinton, Franklin, Jefferson, Johnson, Marion, Massac, Pulaski, Will, Williamson; Kentucky/ Ballard, Carlisle, Fulton, Hickman, McCracken; Mississippi/Amite, Carroll, Copiah, Franklin, Grenada, Hinds, Holmes, Lincoln, Madison, Marshall, Panola, Tallahatchie, Tate, Yalobusha, Yazoo; Tennessee/Crockett, Dyer, Fayette, Haywood, Obion, Shelby, Tipton

***Pipeline System
Overview Diagram:***

See Figure 1.2

PHYSICAL DESCRIPTION - PIPELINE

Response Zone(s):

- Gulf of Mexico Region - North Response Zone

The tables below list the states and counties that are in the Gulf of Mexico Region - North Response Zone.

Illinois

Gulf of Mexico Region - North Response Zone - Illinois

Clinton	Massac
Franklin	Pulaski
Jefferson	Will
Johnson	Williamson
Marion	

Kentucky

Gulf of Mexico Region - North Response Zone - Kentucky

Ballard	Hickman
Carlisle	McCracken
Fulton	

Mississippi

Gulf of Mexico Region - North Response Zone - Mississippi

Amite	Madison
Carroll	Marshall
Copiah	Panola
Franklin	Tallahatchie
Grenada	Tate
Hinds	Yalobusha
Holmes	Yazoo
Lincoln	

Tennessee

Gulf of Mexico Region - North Response Zone - Tennessee	
Crockett Dyer Fayette Haywood	Obion Shelby Tipton

General:

- This plan includes pipeline sections described below as well as supporting equipment and facilities.
- This Plan is written in English and understood by personnel responsible for carrying out the Plan.

Pipeline Specifications:

- **Products Type:**

Crude Oil

- **Pipe Detail:** The pipeline system consists of the following pipeline section(s) with the indicated diameters.

Pipeline Specifications						
Gulf of Mexico - North Response Zone						
System Name	Name of Pipeline	Type of Oil	Starting Mile Post	Ending Mile Post	Counties	State
Capline	Louisiana/Mississippi State Line To The Mississippi/Tennessee State Line	Crude Oil	72.00	360.00	Amite, Franklin, Lincoln, Copiah, Hinds, Madison, Yazoo, Holmes, Carroll, Grenada, Tallahatchie, Yalobusha, Panola, Tate, Marshall	MS
Capline	Mississippi/Tennessee State Line To The Tennessee/Kentucky State Line	Crude Oil	360.00	470.00	Fayette, Shelby, Haywood, Tipton, Crockett, Dyer, Obion	TN
Capline	Tennessee/Kentucky State Line To the Kentucky/Illinois State Line	Crude Oil	470.00	522.00	Fulton, Carlisle, Hickman, Ballard, McCracken	KY
Capline	Kentucky/Illinois State Line To Patoka Station	Crude Oil	522.00	632.00	Johnson, Massac, Pulaski, Williamson, Franklin, Jefferson, Marion	IL

Pipeline Specifications						
Gulf of Mexico - North Response Zone						
System Name	Name of Pipeline	Type of Oil	Starting Mile Post	Ending Mile Post	Counties	State
Lockport Terminal Line	Enbridge To 24" Mustang Line (Was Lakehead to Lockport)	Crude Oil	0.00	1.13	Will	IL
Lockport Terminal Line	Lockport Terminal 20" (Idle)	Idle	0.00	0.86	Will	IL
Lockport	12" Citgo Connection	Crude Oil	0.00	0.07	Will	IL

RESPONSE ZONE INFORMATION

Response Resources:

Facility spill mitigation procedures and response guidelines are provided in Section 3.0 for discharges that could result from any of the following scenarios:

- Pipeline rupture/leak
- Explosion and/or fire
- Failure of facility piping
- Equipment failure (e.g. pumping system failure, relief valve failure, etc.)

These scenarios could result in the following discharge volumes (additional details in Appendix B):

Worst Case Discharge (WCD):

Response Zone	Discharge Scenario	Potential Oil Group	Planning Volume
Gulf of Mexico Region - North Response Zone	(b) (7)(F)		

FIGURE 2.1
INTERNAL NOTIFICATION SEQUENCE

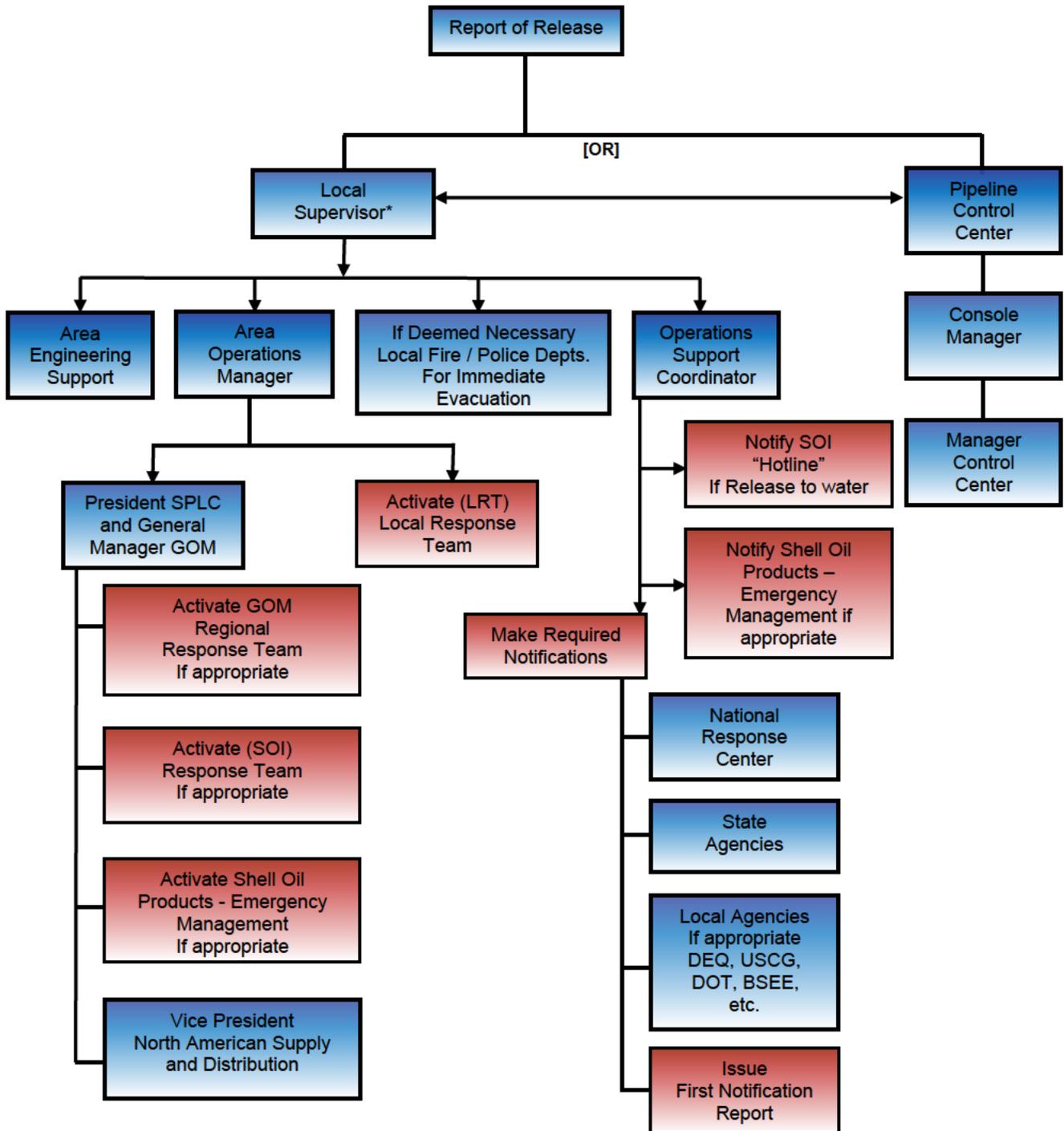
Internal Notification Sequence

[Click to view](#)

Notification of Company Personnel

[Click to view](#)

INTERNAL NOTIFICATION SEQUENCE



* For internal reporting procedures, refer to HSSE Incident Reporting and Investigation Procedure (including First Notification Form). Please note that during an emergency, the Control Center could be relocated to the backup site.

When an incident occurs or is suspected, notify the Control Center immediately. The following diagram shows the line of notification for incidents. Refer to Figure 2.2 for specific notification information.

If an individual is not available, contact the immediate supervisor.

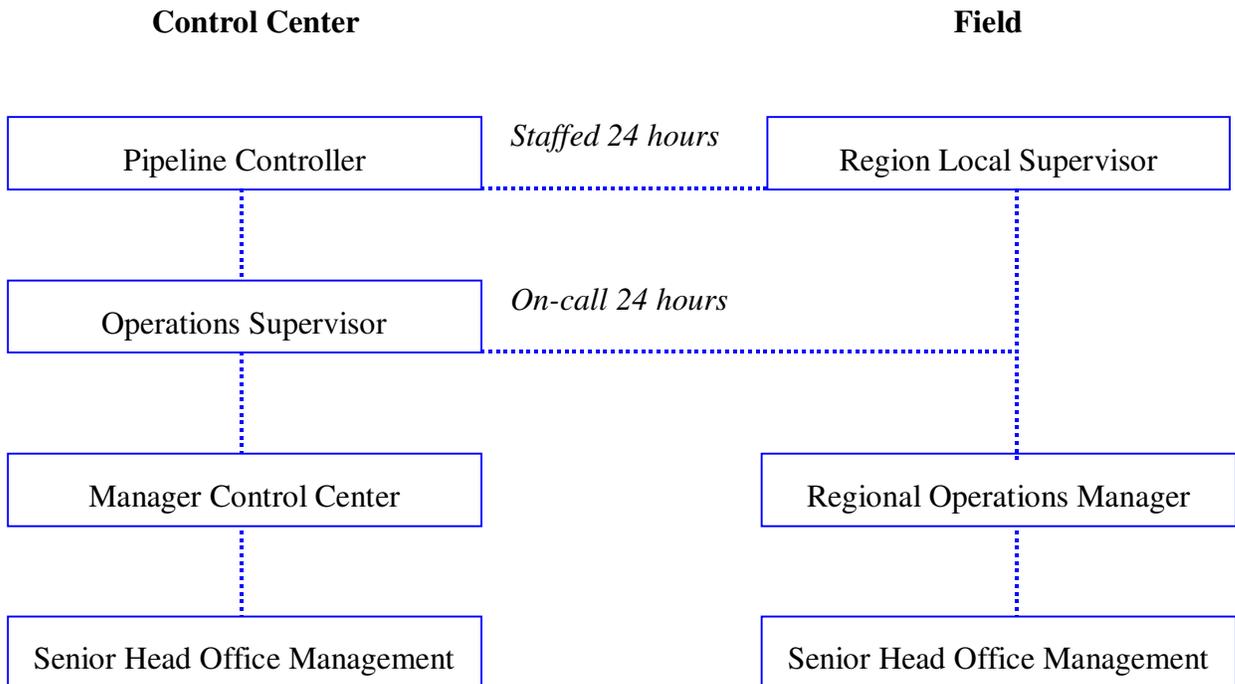


FIGURE 2.2
INTERNAL NOTIFICATION REFERENCES

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM				
POSITION/TITLE	NAME	OFFICE	(b) (6)	OTHER
Shipping Emergency 24 HR Contact No.	Motiva/SOPUS/STUSCO	(713) 241-2532		
Operation Support Coordinator	Gary Stovall	(504) 728-8209		(504) 228-2142 CELL
Operations Supervisor	Charles Leblanc	(985) 858-2540		(985) 860-1888 CELL
Emergency Response Manager	Billy Powell	(281) 544-2103		(281) 352-1798 CELL
Sr. Facility Eng LA/Capline	Ben Faulkner	(504) 728-7167		(225) 247-9348 CELL
President/GM SPLC (QI/IC)	Greg Smith	(504) 728-4474		(713) 253-5689 CELL
Asset Manager	Robert Hill	(225) 265-1135		(985) 705-4141 CELL
Asset Manager	Darwin Lyons	(504) 465-7055		(985) 703-2743 CELL
Manager - Offshore Operations	Daryl Rouse	(985) 858-2610		(985) 665-2629 CELL
GOM Craft Maintenance Manager	Dennis Cazenave	(985) 873-3454		(985) 860-0525 CELL
Facility Manager - West	Gerald Yandell	(713) 906-6387		(713) 906-6387 CELL
Senior Operations Supervisor	Mike Rome	(985) 858-2620		(985) 665-2472 CELL
Operations Supervisor	Tim Geiger	(618) 432-5740		(618) 292-3083 CELL
Operations Supervisor	Russell Foster	(504) 465-6954		(985) 817-0243 CELL
Operations Supervisor	Barry Gilmore	(985) 873-3456		(985) 856-7558 CELL

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM (Cont'd)				
POSITION/TITLE	NAME	OFFICE	(b) (6)	OTHER
Operations Supervisor	Greg Landry	(225) 265-1234		(985) 665-2651 CELL
Operations (Sorrento)	Don Labat	(225) 675-8419		(985) 860-6277 CELL
Operations (Gibson)	Philip Ladner	(985) 858-2609		(985) 226-8146 CELL
Operations Supervisor	Robin Babin	(985) 858-2550		(985) 790-3637 CELL
Safety Officer	Greg Kaul	(713) 423-3345		(713) 447-5180 CELL
Safety Officer	Michael Marciante	(504) 728-8536		(504) 390-8277 CELL
Safety Officer	Conrad Sansoucie	(985) 858-2568		(985) 226-1783 CELL
US Operations Support Manager	Larry Lamaison	(504) 728-3246		(985) 859-8066 CELL
Operation Support Coordinator	Keith Smith	(225) 746-2483		(225) 554-1467 CELL
Operations Assistant	James Hopkins	(985) 873-3409		(985) 855-0052 CELL
Asset Integrity & PL Mtce Manager	Scott Anderson (New Orleans)	(504) 728-4196		(504) 327-0911 CELL
Area Maintenance Supervisor	Kelly Angelette (Gibson)	(985) 858-2570		(985) 688-7446 CELL
Area Maintenance Supervisor	Kevin Arceneaux (Houma)	(985) 873-3429		(985) 790-2868 CELL
Area Maintenance Supervisor	Barney Callahan (St. James)	(225) 746-2450		(225) 445-6870 CELL
Area Supervisor	Randy Thompson (Patoka)	(618) 432-5747		(618) 292-3971 CELL

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM (Cont'd)				
POSITION/TITLE	NAME	OFFICE	(b) (6)	OTHER
Area Maintenance Supervisor	David Janwich (Port Arthur)	(409) 984-7009		(409) 273-5550 CELL
Procurement Manager	Sean Spansel	(504) 728-4602		(504) 202-8673 CELL
Head of US MF Communications	Johan Zaayman	(713) 246-6151		(713) 624-0248 CELL
Operations Support Supervisor	David Brignac (New Orleans)	(504) 728-4260		(985) 320-7714 CELL
Community Awareness (St. James)	Randall Zeringue	(225) 746-2468		(985) 665-3515 CELL
GOM Dock Coordinator	Tory Poche	(225) 746-2462		(225) 331-0474 CELL
Shell Oil Products Emergency Mngmt	Martin Padilla	(713) 241-3283		(713) 824-0986 CELL
Shell Oil Products Emergency Management	Steve Addison	(713) 241-1438		(713) 249-4739 CELL
Shell Oil Products Emergency Management	Todd Barr	(713) 241-6878		(832) 693-5717 CELL
Shell Oil Products Emergency Management	Rick Ferguson	(713) 241-6066		(281) 380-2019 CELL
Shell Oil Products Emergency Management	Bruce Johnson	(713) 241-1338		(713) 249-4744 CELL
Shell Oil Products Emergency Management	Steve Majid	(713) 241-6144		(443) 324-1841 CELL
Emergency Response Specialist	Tim Langford	(504) 728-6874		(504) 208-8193 CELL
Emergency Response Coordinator, EP Americas	Tommy Hutto	(504) 728-4369		(504) 884-1665 CELL
U.S. Incident Command	Phil Smith	(504) 728-4252		(504) 606-4252 CELL

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM (Cont'd)				
POSITION/TITLE	NAME	OFFICE	(b) (6)	OTHER
S&D HSSE/SD Manager North America	Carrie Hodgins	(713) 241-2838		(713) 516-3842 CELL
Land Agent (New Orleans)	Jamie Honses	(504) 728-4340		(504) 210-5821 CELL
Land Manager	Pam Alley	(713) 241-2066		(281) 974-9537 CELL
	Site Supervisor (24/7 On- site)	(504) 465-7342		(504) 915-9325 CELL
Emergency Response Coordinator	Michael Mitchell	(504) 465-6286		(504) 415-6148 CELL
GM S&D -US (QI/IC)	Anne Anderson	(713) 230-3199		(225) 954-9495 CELL
Lead Engineer (GOM)	Frank Maraia	(504) 728-7707		(504) 982-8091 CELL
Community Awareness (Calex)	Phil Barker	(713) 423-3382		(936) 828-0604 CELL

INTERNAL NOTIFICATIONS - QUALIFIED INDIVIDUAL				
POSITION/TITLE	NAME	OFFICE	HOME	OTHER
President/GM SPLC (QI/IC)	Greg Smith	(504) 728-4474	Call Cell Phone	(713) 253-5689 CELL

INTERNAL NOTIFICATIONS - ALTERNATE QUALIFIED INDIVIDUAL				
POSITION/TITLE	NAME	OFFICE	HOME	OTHER
Manager Control Center (AQI)	Jill Derise	(713) 241-9859	Call Cell Phone	(713) 806-7889 CELL

INTERNAL NOTIFICATIONS - CORPORATE RESPONSE PERSONNEL / OTHER COMPANY CONTACTS				
POSITION/TITLE	NAME	OFFICE	(b) (6)	OTHER
Regional Sec. Manager	Robert Ream			(832) 314-0139 CELL
	Williams Fire & Hazard Control	(800) 231-4613		(409) 727-2347 CELL
Manager Control Center (AQL)	Jill Derise	(713) 241-9859		(713) 806-7889 CELL
HSSE Manager	John Cancienne	(225) 562-6869		(225) 921-6207 CELL
Manager Asset Integrity	Peyton Ross	(713) 241-3935		(713) 826-2954 CELL
Sr. Security Advisor, S&D NA	Tim Hill	(713) 241-3199		(713) 732-9714 CELL
Legal Sr. Counsel	Carita Walker	(713) 241-5649		(713) 518-2996 CELL
GSAP HM/Supply Finance Manager	Pam Pepper	(713) 230-4949		(713) 304-3174 CELL
Manager Commercial Development/Vice President SPLC	Michele Joy	(713) 241-7979		(713) 213-4875 CELL
Manager Technical Offshore	Jason Dollar	(713) 241-3485		(504) 430-4373 CELL
Spill Response Manager / Ecol. & Emergency Response	Victoria Broje	(281) 544-7437		(281) 660-4353 CELL
	CHEM-TEL			(877) 242-7400 CELL
	Shell Corporate Aviation	(713) 241-7075		
Aviation Contract Manager	Patrick Riley	(985) 858-2632		(985) 630-4905 CELL
Aviation Advisor	Mark Adolph	(713) 241-7707		(281) 216-8528 CELL

INTERNAL NOTIFICATIONS - CORPORATE RESPONSE PERSONNEL / OTHER COMPANY CONTACTS (Cont'd)				
POSITION/TITLE	NAME	OFFICE	(b) (6)	OTHER
	VIH Cougar Helicopters Inc.*	(985) 475-4534 / (888) 757-4828		
Shell Corporate Security	Shell Corporate Security	(713) 241-4773		(713) 241-4773 CELL
Shell Corporation Medical	Shell			(800) 524-7747 CELL
	Shell Media Hotline	(713) 241-4544		
	Shell Exploration & Production Company (SEPCO)			(504) 889-4445 CELL
Emergency Response Coordinator, EP Americas	Tommy Hutto	(504) 728-4369		(504) 884-1665 CELL
Louisiana Operations Division Chief	Industrial Emergency Services (IES)	(800) 862-0466		(225) 218-6458 CELL

FIGURE 2.3
OIL SPILL REMOVAL ORGANIZATIONS

USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATIONS (OSRO)			
COMPANY	RESPONSE TIME	LOCATION	TELEPHONE
Oil Mop, Inc.	1 HR	Belle Chase, Louisiana	(800) 645-6671
Clean Harbors Environmental		Chicago, Illinois	(773) 646-6202 (24 Hr.)
Environmental Safety & Health Consulting Services	60 MIN MAX	Houma, Louisiana	(888) 422-3622 (24 Hr.)
Garner Environmental Services (Houston, TX)	60 MIN MAX	Deer Park, Texas	(800) 424-1716 (24 Hr.)
Heritage Environmental Services		Indianapolis, Indiana	(800) 487-7455 (24 Hr. Hotline)
Marine Pollution Control Corporation		Detroit, Michigan	(800) 521-8232 / (313) 849-2333 (24 Hr.)
Marine Spill Response Corporation (MSRC)		Herndon, Virginia	(800) OIL-SPIL / (800) 259-6772 (24 Hr.)
Oil Mop LLC	1 HR	Belle Chasse, Louisiana	(800) 645-6671 (24 Hr.)
Eagle - SWS		Panama City Beach, Florida	(800) 852-8878 (24 Hr.)
United States Environmental Services	1 HR	Meraux, Louisiana	(888) 279-9930 (24 Hr.)
SET Environmental, Inc.		Wheeling, Illinois	(877) 437-7455 (24 Hr.)
Veolia ES		New Lenox, Illinois	(800) 688-4005 (24 Hr.)

NOTIFICATION DATA SHEET

NOTIFICATION DATA SHEET		
Date: _____	Time: _____	
INCIDENT DESCRIPTION		
Reporter's Full Name: _____	Position: _____	
Day Phone: _____	Evening Phone: _____	
Company: Shell Pipeline Company LP (SPLC)	Organization Type: _____	
Facility Address: 777 Walker Street	Owner's Address: 777 Walker Street	
Two Shell Plaza	Two Shell Plaza	
Houston, Texas 77002	Houston, Texas 77002	
Facility Latitude: _____	Facility Longitude: _____	
Spill Location (if not at Facility): _____		
Responsible Party's Name: _____	Phone Number: _____	
Responsible Party's Address: _____		
Source and/or cause of discharge: _____		
Nearest City: _____		
County: _____	State: Texas	Zip Code: 77002
Section: _____	Township: _____	Range: _____
Distance from City: _____	Direction from City: _____	
Container Type: _____	Container Storage Capacity: _____	
Facility Oil Storage Capacity: _____		
Material: _____		
Total Quantity Released	Water Impact (YES or NO)	Quantity into Water
RESPONSE ACTION(S)		
Action(s) taken to Correct, Control, or Mitigate Incident: _____		
Number of Injuries: _____	Number of Deaths: _____	
Evacuation(s): _____	Number Evacuated: _____	
Damage Estimate: _____		
More information about impacted medium: _____		
CALLER NOTIFICATIONS		
National Response Center (NRC):	1-800-424-8802	
Additional Notifications (Circle all applicable):	USCG	EPA State OSHA Other _____
NRC Incident Assigned No.: _____		
ADDITIONAL INFORMATION		
Any information about the incident not recorded elsewhere in this report: _____		
NOTE: DO NOT DELAY NOTIFICATION PENDING COLLECTION OF ALL INFORMATION.		

FIGURE 2.5
EXTERNAL NOTIFICATION FLOWCHART

Flow Chart for Determining if a Hazardous Liquid Pipeline is Subject to DOT Regulation (49 CFR Part 195)

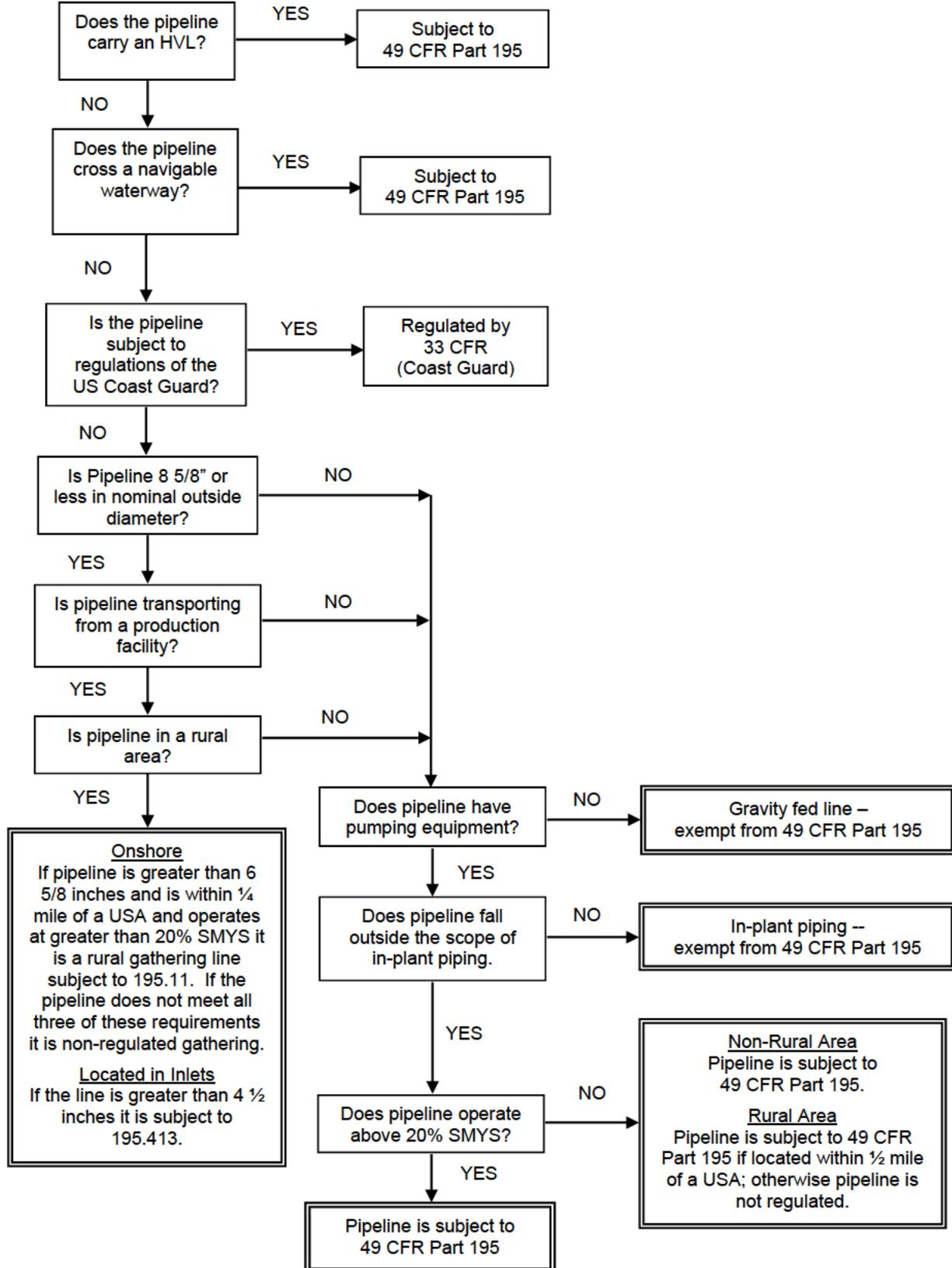


FIGURE 2.6
EXTERNAL NOTIFICATION REFERENCES

REQUIRED NOTIFICATIONS		
AGENCY	LOCATION	TELEPHONE
USCG Marine Safety Units Paducah	Paducah, Kentucky	(270) 442-1621 (Day Phone)
Wisconsin Div. of Emergency Mgmt (WDNR)	Milwaukee, Wisconsin	(800) 943-0003 / (414) 263-8500 (Day Phone)
National Response Center (NRC)	Washington, District Of Columbia	(800) 424-8802 (24 Hr.) (202) 267-2675 (Day Phone)
PHMSA OPS Headquarters		(202) 366-4595 (Day Phone)
PHMSA OPS Central Region	Kansas City, Missouri	(816) 329-3800 (Day Phone)
PHMSA OPS Southwest Region	Houston, Texas	(713) 272-2859 (Day Phone)
U.S. EPA Region V	Chicago, Illinois	(312) 353-2318 / (800) 621-8431 (24 Hr.) (312) 353-2000 (Day Phone)
U.S EPA Region 6	Dallas, Texas	(866) 372-7745 (24 Hr.) (214) 665-2200 (Day Phone)
USCG Sector Mobile	Mobile, Alabama	(251) 441-5976 (24 Hr.)
U.S. Coast Guard - Sector Ohio Valley	Louisville, Kentucky	(800) 253-7465 (24 Hr.) (502) 779-5400 (Day Phone)
U.S. Coast Guard - Sector Upper Mississippi	St. Louis, Missouri	(314) 269-2500 (24 Hr.)
US Coast Guard Sector Lower Mississippi River	Memphis, Tennessee	(866) 777-2784 / (901) 544-3912 (24 Hr.)
Illinois Emergency Management Agency	Springfield, Illinois	(800) 782-7860 (24 Hr.) (217) 782-7860 (Day Phone)
Kentucky Department of Environmental Protection -	Kentucky	(800) 928-2380 (Day Phone)
Kentucky Division of Emergency Management	Kentucky	(800) 255-2587 / (502) 607-5732 (LEPC Coord.) (Day Phone)

REQUIRED NOTIFICATIONS (Cont'd)		
AGENCY	LOCATION	TELEPHONE
Paducah National Weather Service		(270) 744-6440 (Day Phone)
Mississippi Emergency Management Agency (SERC)	Pearl, Mississippi	(800) 222-6362 (Day Phone)
Missouri Emergency Management Agency	Jefferson City, Missouri	(573) 526-9240 (Day Phone)
Missouri Department of Natural Resources	Jefferson City, Missouri	(573) 634-2436 (24 Hr.)
TN Dept of Environment and Conservation		(888) 891-8332 (Day Phone)
Tennessee Emergency Management Agency (TEMA)	Nashville, Tennessee	(615) 741-0001 (24 Hr.) (800) 262-3300 (Day Phone)

ADDITIONAL RESPONSE RESOURCES		
Planning and Incident Support		
COMPANY	LOCATION	TELEPHONE
Conastoga-Rovers Associates	Austin, Texas	(512) 506-8803
Accutest	Scott, Louisiana	(800) 304-5227
TEST America	Baton Rouge, Louisiana	(225) 755-8200
Shell Pipeline	Houma, Louisiana	(985) 873-3409
Wildlife Rehab & Education (Sharon Schmalz)	Houston, Texas	(281) 332-8319
Tri- State Bird Rescue Newark, Delaware	Newark, Delaware	(302) 737-7241
U.S. Fish and Wildlife Service	Houston, Texas	(800) 344-9453
National Marine Fisheries Service N.E. Region	Massachusetts	(978) 281-9291

LOCAL EMERGENCY SERVICES		
COMPANY	LOCATION	TELEPHONE
FBI Chicago	Chicago, Illinois	(312) 421-6700
FBI Springfield	Springfield, Illinois	(217) 522-9675
FBI Louisville	Louisville, Kentucky	(502) 263-6000
FBI New Orleans Office	New Orleans, Louisiana	(504) 816-3000
Franklin Co Disaster Preparedness	West Frankfort, Illinois	(618) 439-4362
FBI Jackson	Jackson, Mississippi	(601) 948-5000
FBI Knoxville	Knoxville, Tennessee	(865) 544-0751
Franklin Co State Highway Maintenance	Benton, Illinois	(618) 438-4891 / (217) 782-7820 (DOT)
Federal Bureau of Investigation (FBI) - Memphis	Memphis, Tennessee	(901) 747-4300
Jefferson Co. IL Forestry	Benton, Illinois	(618) 435-8138
Jefferson Co. IL State Hwy Dept Maint.	Mt. Vernon, Illinois	(618) 242-0051
Clinton County Sheriff	Carlyle, Illinois	(618) 594-4555
Jefferson Co. Civil Def or Disaster Preparedness	Mt. Vernon, Illinois	(618) 244-0123
Clinton County Highway Dept.	Carlyle, Illinois	(618) 594-2224
Jefferson Co IL Rend Lake Water Shed Civil Defense	Mt. Vernon, Illinois	(618) 244-0123

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Clinton County Forestry	Carlyle, Illinois	(618) 594-4475
Jefferson Co IL Rend Lake Water Shed Water Supply	Woodlawn, Illinois	(618) 279-7226
Clinton County Disaster Preparedness / Sheriff	Carlyle, Illinois	(618) 594-4555 / (618) 594-4455
Clinton County, IL State Highway Patrol Dist. 11	Illinois	(618) 346-3990
Clinton Co., IL State Hwy Department	Carlyle, Illinois	(618) 594-3001
Clinton Co., IL Local Emergency Planning Committee	Nashville, Illinois	(618) 327-4800 ext. 340
Carlyle, IL, Carlyle Lake Water Shed Sheriff	Carlyle, Illinois	(618) 594-4555
Carlyle Lake Water Shed Fire, Rescue, Ambulance	Carlyle, Illinois	(618) 594-4555
Carlyle Lake Water Shed Hospital (St. Joseph)	Breese, Illinois	(618) 526-4511
Hoffman, Kaskaskia Water Shed Police	Carlyle, Illinois	(618) 594-4555
Carlyle Lake Water Shed ESDA	Carlyle, Illinois	(618) 594-4455
Carlyle Lake Water Shed Water Supply	Carlyle, Illinois	(618) 594-3321 (River)
Hoffman, Kaskaskia Water Shed Fire / Rescue	Carlyle, Illinois	(618) 594-4555
Hoffman, Kaskaskia Water Shed Ambulance	Carlyle, Illinois	(618) 594-4555
Hoffman, Kaskaskia Water Shed Hosp. St. Mary's	Centralia, Illinois	(618) 532-6731

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Hoffman, Kaskaskia Water Shed Disaster Prepdness	Carlyle, Illinois	(618) 594-4455 / (618) 594-4555
Shattuc, Kaskaskia Water Shed Fire / Rescue	Carlyle, Illinois	(618) 594-4555
Shattuc, Kaskaskia Water Shed Ambulance	Carlyle, Illinois	(618) 594-4555
Shattuc, Kaskaskia Water Shed Hosp. St. Mary's	Centralia, Illinois	(618) 532-6731
Shattuc, Kaskaskia Water Shed Disaster Prepare	Carlyle, Illinois	(618) 594-4555
Shattuc, Kaskaskia Water Shed Water Supply	Centralia, Illinois	(618) 594-3321
USFWS - Region 3	Illinois	(612) 713-5360
Chemtec, Chemnet, and CHLOREP	Arlington, Virginia	(800) 424-9300
Franklin Co. Sheriff	Benton, Illinois	(618) 438-8211
Franklin Co. Highway	Benton, Illinois	(618) 439-0331
Franklin Co. Forestry	Benton, Illinois	(618) 435-8138
Franklin Co State Highway Patrol / Police	Du Quoin, Illinois	(618) 542-2171
Jefferson County Sheriff	Mt. Vernon, Illinois	(618) 244-8004
Jefferson Co. IL County Highway Dept	Mt. Vernon, Illinois	(618) 244-8031
Jefferson Co. IL State Police District 13	Du Quoin, Illinois	(618) 542-2171

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Jefferson Co IL LEPC	Illinois	(618) 244-7134
Jefferson Co. Waltonville Fire / Resuce	Mt. Vernon, Illinois	(618) 242-2151 (emergency) / (618) 244-3824
Jefferson Co. Rend Lake Water Shed Ambulance	Mt. Vernon, Illinois	(618) 244-3111
Jefferson Co Rend Lake Water Shed Hosp St. Mary's	Mt. Vernon, Illinois	(618) 242-4600
Jefferson Co Big Muddy Upper Water Shed Fire/Rescu	Mt. Vernon, Illinois	(618) 244-8004
Woodlawn Big Muddy Upper Water Shed Ambulance	Mt. Vernon, Illinois	(618) 244-3111
Woodlawn, Big Muddy Upper Water Shed Hosp.	Mt. Vernon, Illinois	(618) 242-4600
Woodlawn, Big Muddy Upper Water Shed Civil Def	Mt. Vernon, Illinois	(618) 237-8708
Woodlawn, Big Muddy Upper Water Shed Water Supply	Woodlawn, Illinois	(618) 735-2110
Johnson County IL Sheriff	Vienna, Illinois	(618) 658-8264 / (618) 658-8811
Johnson Co. IL County Highway	Vienna, Illinois	(618) 658-2741
Johnson Co. IL Forestry	Benton, Illinois	(618) 435-8138
Johnson Co IL Civil Defense or Disaster Prepard	Vienna, Illinois	(618) 658-8264
Johnson Co IL ESDA	Illinois	(618) 658-3818
Johnson Co IL LEPC	Illinois	(618) 658-3818

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Lake of Egypt Water Shed Police/Fire/Rescue	Vienna, Illinois	(618) 658-8264
Goreville, Lake of Egypt Water Shed Ambulance	Vienna, Illinois	(618) 658-8264
Goreville, Lake of Egypt Water Shed Hospital	Marion, Illinois	(618) 997-5311
Goreville, Lake of Egypt Water Shed Civil Def	Vienna, Illinois	(618) 658-8264
Goreville, Lake of Egypt Water Shed Water Supply	Goreville, Illinois	(618) 995-2157
Goreville, Lake of Egypt Water Shed Water and Sewa	Goreville, Illinois	(618) 995-2952
Vienna, Post Creek Water Shed Fire/Rescue/Amb	Vienna, Illinois	(618) 658-8264
Vienna, Post Creek Water Shed Hospital	Metropolis, Illinois	(618) 524-2176
Vienna, Post Creek Water Shed Civil Def	Vienna, Illinois	(618) 658-8264
Vienna, Post Creek Water Shed Water Works	Vienna, Illinois	(618) 658-3821
Vienna, Post Creek Water Shed Hosp St. Joseph's	Highland, Illinois	(618) 654-7421
Marion Co., IL Sheriff	Salem, Illinois	(618) 548-2141
Marion Co IL Forestry	Benton, Illinois	(618) 435-8138
Marion Co IL Civil Defense or Disaster Preparednes	Salem, Illinois	(618) 548-2141
Marion Co IL County Highway Department	Salem, Illinois	(618) 548-3887

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Marion Co IL State Highway Patrol	Effington, Illinois	(217) 347-2677 (emergency)
Marion Co IL State Highway Department	Salem, Illinois	(618) 548-0463
Marion Co IL LEPC	Salem, Illinois	(618) 548-3400
Marion Co IL State Police	Effington, Illinois	(217) 347-2677 / (217) 347-2711 (non-emergency)
Central City, Centralia Rsvr Water Shed Police	Centralia, Illinois	(618) 532-4779
Central City, Centralia Rsvr Water Shed Fire/Rescu	Illinois	911
Central City, Centralia Rsvr Water Shed Ambulance	Centralia, Illinois	(618) 532-3330
Centralia Rsvr Water Shed Hosp. St. Mary's	Centralia, Illinois	(618) 532-6731
Central City, Centralia Rsvr Water Shed Civil Def	Salem, Illinois	(618) 548-2141
Central City, Centralia Rsvr Water Shed City Hall	Centralia, Illinois	(618) 532-2123
Central City, Centralia Rsvr Water Shed Street Dep	Centralia, Illinois	(618) 532-1585
Central City, Centralia Rsvr Water Shed Water Supp	Centralia, Illinois	(618) 533-7683
Centralia Rsvr Water Shed Police/Fire/Rescue	Illinois	(618) 533-1331 / (618) 532-4771
Centralia, Kaskaskia Water Shed Ambulance	Centralia, Illinois	(618) 532-3330
Centralia Rsvr Water Shed Street Depart	Centralia, Illinois	(618) 533-7640

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Centralia Rsvr Water Shed Water Supply	Centralia, Illinois	(618) 533-7683
Centralia, Kaskaskia Water Shed Police/Fire/Rescue	Illinois	(618) 533-1331 / (618) 532-4771
Centralia, Kaskaskia Water Shed Hosp St. Mary's	Centralia, Illinois	(618) 532-6731
Centralia, Kaskaskia Water Shed Civil Defense	Salem, Illinois	(618) 548-2141
Centralia, Kaskaskia Water Shed Street Depart	Centralia, Illinois	(618) 533-7640
Centralia, Kaskaskia Water Shed Water Supply	Centralia, Illinois	(618) 533-7683
Iuka Fire Department	Salem, Illinois	(618) 548-2141
Junction City, Kaskaskia Water Shed Fire/Rescue/Am	Illinois	911
Junction City, Kaskaskia Water Shed Hosp St. Mary'	Centralia, Illinois	(618) 532-6731
Junction City, Kaskaskia Water Shed Civil Defense	Salem, Illinois	(618) 548-2141
Junction City, Kaskaskia Water Shed Water Supply	Centralia, Illinois	(618) 532-8569
Odin, Kaskaskia Water Shed Police	Salem, Illinois	(618) 548-3685
Odin, Kaskaskia Water Shed Fire/Rescue	Odin, Illinois	(618) 775-8292
Odin, Kaskaskia Water Shed Ambulance	Odin, Illinois	(618) 775-8474
Odin, Kaskaskia Water Shed Salem Township Hosp	Salem, Illinois	(618) 548-3194

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Odin, Kaskaskia Water Shed Civil Defense	Salem, Illinois	(618) 548-2141
Odin, Kaskaskia Water Shed City Hall	Centralia, Illinois	(618) 533-7622
Odin, Kaskaskia Water Shed Water Supply	Centralia, Illinois	(618) 533-7640
Patoka, Carlyle Lake Water Shed Police/Rescue	Salem, Illinois	(618) 548-2141
Patoka, Carlyle Lake Water Shed Patoka Fire Dept.	Patonka, Illinois	(618) 432-5336
Patoka, Carlyle Lake Water Shed Ambulance	Salem, Illinois	(618) 548-2141
Patoka, Carlyle Lake Water Shed Hosp St. Mary's	Centralia, Illinois	(618) 532-6731
Patoka, Carlyle Lake Water Shed Civil Defense	Salem, Illinois	(618) 548-2141
Patoka, Carlyle Lake Water Shed Street Depart	Patoka, Illinois	(618) 432-5855
Patoka, Carlyle Lake Water Shed Water Supply	Odin, Illinois	(618) 775-6339
Salem Police Department	Salem, Illinois	(618) 548-2232 (non-emergency)
Salem Fire Department	Salem, Illinois	(618) 548-1800 (non-emergency)
Salem Ambulance Service	Centralia, Illinois	(618) 548-2111
Sandoval, Kaskaskia Water Shed Police	Centralia, Illinois	(618) 247-3411 (emergency calls only)
Sandoval, Kaskaskia Water Shed Fire/Rescue/Amb	Sandoval, Illinois	(618) 247-3870 (non-emergency)

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Sandoval, Kaskaskia Water Shed Hosp St. Mary's	Centralia, Illinois	(618) 532-6731
Sandoval, Kaskaskia Water Shed Civil Defense	Centralia, Illinois	(618) 548-2141
Sandoval, Kaskaskia Water Shed Street Depart	Sandoval, Illinois	(618) 247-3845
Marion Co IL Southeastern Area Fire Dept	Centralia, Illinois	(618) 548-2141
Walnut Hill, Centralia Rsvr Fire/Rescue	Centralia, Illinois	(618) 533-7660 (non-emergency)
Walnut Hill, Centralia Reservoir Ambulance	Centralia, Illinois	(618) 532-3330
Walnut Hill, Centralia Rsvr Hospital St. Mary's	Centralia, Illinois	(618) 532-6731
Walnut Hill, Centralia Rsvr Civil Defense	Centralia, Illinois	(618) 548-2141
Walnut Hill, Centralia Rsvr Water Supply	Centralia, Illinois	(618) 532-8569
Massac Co., IL Sheriff	Metropolis, Illinois	(618) 524-2912 (non-emergency)
Massac Co., IL County Highway	Metropolis, Illinois	(618) 524-5227
Massac County, IL Forestry	Benton, Illinois	(618) 435-8138
Massac Co., IL Civil Def or Disaster Preparedness	Illinois	(618) 524-2002
Massac Co., IL LEPC	Illinois	(618) 524-2002
Pulaski Co., IL Sheriff	Mound City, Illinois	(618) 748-9124 (emergency) / (618) 748-9374

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Pulaski Co., IL County Highway	Villa Ridge, Illinois	(618) 342-6208
Pulaski Co., IL Forestry	Benton, Illinois	(618) 435-8138
Pulaski Co., IL County Civil Def or Disaster Prepa	Mount City, Illinois	(618) 748-9124
Pulaski Co., IL LEPC	Illinois	(618) 748-9437
Post Creek Water Shed Police/Fire/Rescue/Amb	Mound City, Illinois	(618) 748-9374
Karnak, Post Creek Water Shed Civil Def	Mound City, Illinois	(618) 748-9124
Karnak, Post Creek Water Shed Street Depart	Karnak, Illinois	(618) 634-9311
Karnak, Post Creek Water Shed Water Supply	Karnak, Illinois	(618) 634-9311 (well)
Will Co., IL Sheriff	Joliet, Illinois	(815) 727-8575 / (815) 727-6191
Will Co., IL State Police	Illinois	(815) 726-6291 / (815) 726-6377 (non-emergency)
Will Co., IL LEPC	Joliet, Illinois	(815) 740-0911
Beecher Police/Fire	Beecher, Illinois	(708) 946-2341 (non-emergency)
Beecher City Office	Beecher, Illinois	(708) 946-2261
Crete Police/Fire	Illinois	(708) 672-0911
Crete Township Office	Illinois	(708) 672-8279

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Frankfort Police	New Lenox, Illinois	(815) 485-2500 (non-emergency)
Frankfort Fire	Illinois	(815) 485-2121
Frankfort Township Office	Frankfort, Illinois	(815) 469-4907
Lockport Police Department	Lockport, Illinois	(815) 838-2131
Lockport Fire Department	Lockport, Illinois	(815) 838-3287
Monee Police / Fire	Monee, Illinois	(708) 534-8541
Monee Township Office	Monee, Illinois	(708) 534-6020
New Lenox Police	New Lenox, Illinois	(815) 485-2500 (non-emergency)
New Lenox Fire	Illinois	(815) 469-2121
Peotone Police	Peotone, Illinois	(708) 258-3003 (non-emergency)
Peotone Fire	Peotone, Illinois	(708) 258-6884 (non-emergency)
Williamson Co., IL Sheriff	Marion, Illinois	(618) 997-6541
Williamson Co., IL County Highway	Illinois	(618) 997-2147
Williamson Co., IL Forestry	Benton, Illinois	(618) 435-8138
Williamson Co IL Civil Def or Disaster Preparednes	Marion, Illinois	(618) 993-2323 / (618) 997-6541

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Williamson Co., IL LEPC	Marion, Illinois	(618) 997-6541
Big Muddy Lower Water Shed Police/Fire/Rescue	Marion, Illinois	(618) 997-6541
Freeman Spur, Big Muddy Lower Water Shed Amb	Herrin, Illinois	(618) 942-7911
Freeman Spur, Big Muddy Lower Water Shed Hosp	Herrin, Illinois	(618) 942-2171
Freeman Spur, Big Muddy Lower Water Shed Civil Def	Marion, Illinois	(618) 993-2323
Freeman Spur, Big Muddy Lower Water Shed Water Sup	Herrin, Illinois	(618) 942-3177
Herrin, Big Muddy Lower Water Shed Police	Illinois	(618) 942-4132
Herrin, Big Muddy Lower Water Shed Fire/Rescue	Herrin, Illinois	(618) 942-6514 (non emergency)
Herrin, Big Muddy Lower Water Shed Abmulance	Herrin, Illinois	(618) 942-7911
Herrin, Big Muddy Lower Water Shed Hospital	Herrin, Illinois	(618) 942-2171
Herrin, Big Muddy Lower Water Shed Street Depart	Illinois	(618) 942-2255
Herrin, Big Muddy Lower Water Shed Water Supply	Herrin, Illinois	(618) 942-3177
Marion Crab Orchard Lake& Rsvr Water Shed Police	Marion, Illinois	(618) 993-2124 (non- emergency)
Marion, Crab Orchard Lake & Rsvr Water Shed Amb	Marion, Illinois	(618) 997-4302
Marion Crab Orchard Lake&Rsvr Water Shed Fire/Resc	Marion, Illinois	(618) 997-5730 (non- emergency)

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Marion, Crab Orchard Lake & Rsvr Water Shed Hosp	Marion, Illinois	(618) 997-4302
Marion, Crab Orchard Lake & Rsvr Water Shed Civil	Marion, Illinois	(618) 993-2323
Marion, Crab Orchard Lake & Rsvr Water Shed Street	Marion, Illinois	(618) 993-3487
Marion, Crab Orchard Lake & Rsvr Water Shed Water	Marion, Illinois	(618) 997-6100
Ballard Co., KY Sheriff	Wickliff, Kentucky	(270) 335-3561
Ballard Co., KY County Department	Barlow, Kentucky	(270) 334-3938
Ballard County, KY Division of Forestry	Mayfield, Kentucky	(270) 247-3913
Ballard Co., KY County Civil Def or Disaster Prepa	La Center, Kentucky	(270) 665-9928
Ballard Co., KY State Police	Hictory, Kentucky	(270) 856-3721
Ballard Co., KY Department of Highways	Paducah, Kentucky	(270) 898-2431
Ballard Co., KY LEPC	Kentucky	(270) 748-5176
LaCenter, Ohio River Water Shed Police/Fire	LaCenter, Kentucky	(270) 665-5340 (PD) / (270) 665-9123 (non-emer.)
LaCenter, Ohio River Water Shed Ambulance	LaCenter, Kentucky	(270) 665-5000
LaCenter, Ohio River Water Shed Wrm Baptist Hosp	Paducah, Kentucky	(270) 575-2100
LaCenter, Ohio River Water Shed Civil Defense	LaCenter, Kentucky	(270) 665-9928

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
LaCenter, Ohio River Water Shed Street Depart	LaCenter, Kentucky	(270) 665-5162
LaCenter, Ohio River Water Shed Water Supply	LaCenter, Kentucky	(270) 665-5162
Wickliffe, Mayfield Creek Water Shed County Sherif	Wickliffe, Kentucky	(270) 335-3561
Wickliffe, Mayfield Creek Water Shed Fire	Wickliffe, Kentucky	(270) 335-5176
Wickliffe, Mayfield Creek Water Shed Ambulance/EMS	Wickliffe, Kentucky	(270) 665-5000 / (270) 335-3691 (Central Dispatch)
Wickliffe, Mayfield Creek Water Shed Wrm Baptist H	Paducah, Kentucky	(270) 575-2100
Wickliffe, Mayfield Creek Water Shed City Hall	LaCenter, Kentucky	(270) 665-9928
Wickliffe, Mayfield Creek Water Shed Street Depart	Wickliffe, Kentucky	(270) 335-3557
Wickliffe, Mayfield Creek Water Shed Water Supply	Wickliffe, Kentucky	(270) 335-3284
Carlisle Co., KY Sheriff	Bardwell, Kentucky	(270) 628-3377
Carlisle Co., KY County Road Depart	Bardwell, Kentucky	(270) 628-3744
Carlisle Co., KY Division of Forestry	Mayfield, Kentucky	(270) 247-3913
Carlisle Co., KY Office of Emergency Mgmt	Bardwell, Kentucky	(270) 628-3355
Carlisle Co., KY State Police	Hickory, Kentucky	(270) 856-3721
Carlisle Co., KY Department of Highways	Paducah, Kentucky	(270) 898-2431

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Carlisle Co., KY LEPC	Bardwell, Kentucky	(270) 628-3355
Arlington, Obion Creek Water Shed Police/Fire/Rescu	Bardwell, Kentucky	(270) 628-5420
Arlington, Obion Creek Water Shed Wm Baptist Hosp	Paducah, Kentucky	(270) 575-2100
Bardwell, Mayfield Creek Water Shed Police/Fire/Re	Bardwell, Kentucky	(270) 628-5420 (Dispatch)
Bardwell, Mayfield Creek Water Shed Hosp	Paducah, Kentucky	(270) 575-2100
Bardwell, Mayfield Creek Water Shed Civil Defense	Bardwell, Kentucky	(270) 628-5420
Bardwell, Mayfield Creek Water Shed Street Depart	Bardwell, Kentucky	(270) 628-5415
Bardwell, Mayfield Creek Water Shed Water Supply	Bardwell, Kentucky	(270) 628-3833
Fulton Co., KY Sheriff	Hickman, Kentucky	(270) 236-2545
Fulton Co., KY County Road Department	Hickman, Kentucky	(270) 236-2578
Fulton Co., KY Division of Forestry	Mayfield, Kentucky	(270) 247-3913
Fulton Co., KY County Civil Def or Disaster Prepar	Hickman, Kentucky	(270) 236-3480
Fulton Co., KY State Vehicle Enforcement	Fulton, Kentucky	(270) 472-1910
Fulton Co., KY Department of Highways	Paducah, Kentucky	(270) 898-2431
Fulton Co., KY LEPC	Hickman, Kentucky	(270) 236-3480

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Hickman, Bayou De Chien Water Shed Police/Fire	Hickman, Kentucky	(270) 236-2529
Hickman, Bayou De Chien Water Shed Rescue	Hickman, Kentucky	(270) 236-3480
Hickman, Bayou De Chien Water Shed Amb Svc	Fulton, Kentucky	(270) 472-3141
Hickman, Bayou De Chien Water Shed Pkwy Rgnl Hosp	Fulton, Kentucky	(270) 472-2522
Hickman, Bayou De Chien Water Shed Civil Def	Hickman, Kentucky	(270) 236-3480
Hickman, Bayou De Chien Water Shed Public Works De	Hickman, Kentucky	(270) 236-3441
Hickman, Bayou De Chien Water Shed Water Supply	Hickman, Kentucky	(270) 236-2535
Hickman, Obion Creek Water Shed Police/Fire	Hickman, Kentucky	(270) 236-2529
Hickman, Obion Creek Water Shed Rescue	Hickman, Kentucky	(270) 236-3480
Hickman, Obion Creek Water Shed Ambulance Svc	Fulton, Kentucky	(270) 472-3141
Hickman, Obion Creek Water Shed Civil Def	Hickman, Kentucky	(270) 236-3480
Hickman, Obion Creek Water Shed Public Works Dept	Hickman, Kentucky	(270) 236-3441
Hickman, Obion Creek Water Shed Pkwy Rgnl Hosp	Fulton, Kentucky	(270) 472-2522
Hickman Co., KY Sheriff	Clinton, Kentucky	(270) 653-2241
Hickman Co., KY Road Depart	Clinton, Kentucky	(270) 653-5811

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Hickman Co., KY Division of Forestry	Mayfield, Kentucky	(270) 247-3913
Hickman Co., KY County Civil Def or Disaster Prepa	Clinton, Kentucky	(270) 653-5871 (Dispatch) / (270) 653-8338
Hickman Co., KY State Police	Hickory, Kentucky	(270) 856-3721
Hickman Co., KY Department of Highway	Paducah, Kentucky	(270) 898-2431
Hickman Co., KY LEPC	Clinton, Kentucky	(270) 653-8338
Clinton, Obion Creek Water Shed Police	Kentucky	911
Clinton, Obion Creek Water Shed Fire	Clinton, Kentucky	(270) 653-2531
Clinton, Obion Creek Water Shed Rescue/Ambulance	Clinton, Kentucky	(270) 653-5871
Clinton, Obion Creek Water Shed Hospital	Fulton, Kentucky	(270) 472-2522
Clinton, Obion Creek Water Shed Civil Defense	Clinton, Kentucky	(270) 653-5871
Clinton, Obion Creek Water Shed Street Department	Clinton, Kentucky	(270) 653-6419
Moscow, Bayou De Chien Water Shed Police	Clinton, Kentucky	(270) 653-5871
Moscow, Bayou De Chien Water Shed Fire/Rescue	Clinton, Kentucky	(270) 653-2531
Moscow, Bayou De Chien Water Shed Ambulance	Clinton, Kentucky	(270) 653-5871
Moscow, Bayou De Chien Water Shed Hospital	Fulton, Kentucky	(270) 472-2522

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Moscow, Bayou De Chien Water Shed Civil Defense	Clinton, Kentucky	(270) 653-5871
Moscow, Bayou De Chien Water Shed Street Depart	Clinton, Kentucky	(270) 653-6419
Moscow, Bayou De Chien Water Shed Water Supply	Kentucky	(residential wells)
Oakton, Obion Creek Water Shed sheriff	Clinton, Kentucky	(270) 653-2241
Oakton, Obion Creek Water Shed Fire	Kentucky	(270) 653-5871
Oakton, Obion Creek Water Shed Hospital	Kentucky	(270) 472-2522
Oakton, Obion Creek Wtr Shed Rescue/Ambulance	Kentucky	(270) 653-5871
Oakton, Obion Creek Water Shed Civil Defense	Kentucky	(270) 653-5871
Oakton, Obion Creek Water Shed Street Department	Kentucky	(270) 653-6419
Oakton, Obion Creek Water Shed Water Supply	Kentucky	(residential wells)
McCracken County, KY Sheriff	Paducah, Kentucky	(270) 444-4719
McCracken County, KY Road Department	Kentucky	(270) 442-9163
McCracken County, KY Forestry	Mayfield, Kentucky	(270) 247-3913
McCracken Co, KY Disaster Emergency Svcs	Paducah, Kentucky	(270) 442-6381
McCracken County, KY State Police	Kentucky	(270) 575-7228

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
McCracken County, KY Department of Highways	Paducah, Kentucky	(270) 898-2431
McCracken County, KY LEPC	Paducah, Kentucky	(270) 442-6381
Pulaski County, KY Sheriff	Somerset, Kentucky	(606) 678-5145
Pulaski Co, KY Somerset Police Department	Somerset, Kentucky	(606) 678-5176
Pulaski Co., KY Disaster Emergency Services	Kentucky	(606) 677-4133
Pulaski Co, KY Department of Hwy 8th Dist Office	Somerset, Kentucky	(606) 677-4017
Amite Co., MS Sheriff	Liberty, Mississippi	(601) 657-8057
Amite Co., MS LEPC	Mississippi	(601) 657-1011
Carroll Co., MS Sheriff	Greenwood, Mississippi	(662) 237-9283
Carroll Co., MS LEPC	McCarley, Mississippi	(662) 237-1122
Copiah Co., MS Sheriff	Hazlehurst, Mississippi	(601) 894-3011
Copiah Co., MS LEPC	Mississippi	(601) 894-1658
Franklin Co., MS Sheriff	Meadville, Mississippi	(601) 384-2323
Franklin Co., MS LEPC	Mississippi	(601) 384-6104
Grenada Co., MS Sheriff	Grenada, Mississippi	(662) 226-2721

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Grenada Co., MS LEPC	Grenada, Mississippi	(662) 226-1076
Hinds Co., MS Sheriff	Terry, Mississippi	(601) 857-2600 / (601) 974-2900
Hinds Co., MS LEPC	Jackson, Mississippi	(601) 960-1476
Holmes Co., MS Sheriff	Lexington, Mississippi	(662) 834-1511
Holmes Co., MS LEPC	Tchula, Mississippi	(662) 235-5126
Lincoln Co., MS Sheriff	Mississippi	(601) 833-5231
Lincoln Co., MS LEPC	Brookhaven, Mississippi	(601) 833-8561
Madison Co., MS Sheriff	Canton, Mississippi	(601) 859-2345
Madison Co., MS LEPC	Canton, Mississippi	(601) 859-4188
Marshall Co., MS Sheriff	Holly Springs, Mississippi	(662) 252-1311
Marshall Co., MS LEPC	Mississippi	(662) 252-1204
Panola Co., MS Sheriff	Batesville, Mississippi	(662) 563-6230
Panola Co., MS LEPC	Batesville, Mississippi	(662) 563-6245
Tallahatchie Co., MS Sheriff	Charleston, Mississippi	(662) 647-5511
Tallahatchie Co., MS LEPC	Charleston, Mississippi	(662) 647-5511

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Tate Co., MS Sheriff	Senatobia, Mississippi	(662) 562-4434
Tate Co., MS LEPC	Senatobia, Mississippi	(662) 562-5012
Yalobusha Co., MS Sheriff	Water Valley, Mississippi	(662) 473-3602 / (662) 473-2722
Yalobusha Co., MS LEPC	Water Valley, Mississippi	(662) 473-2933
Yazoo Co., MS Sheriff	Yazoo City, Mississippi	(662) 746-5611
Yazoo Co., MS LEPC	Yazoo City, Mississippi	(662) 746-1569
Crockett County, TN Sheriff	Alamo, Tennessee	(731) 696-2104
Crockett Co, TN Highway Department	Alamo, Tennessee	(731) 696-2244
Crockett Co, TN Emergency Management Admin	Alamo, Tennessee	(731) 696-2459
Crockett County, TN State Highway Patrol	Memphis, Tennessee	(901) 543-6256
Crockett Co, TN State Highway Department	Jackson, Tennessee	(731) 935-0100
Crockett Co, TN LEPC	Alamo, Tennessee	(731) 696-2459
Chestnut Bluff, Forked Deer N. Wtr Shed Pol, Fir/R	Tennessee	For any emergency, refer to county
Chestnut Bluff, Forked Deer N. Wtr Shed Ambulance	Alamo, Tennessee	(731) 696-5571
Chestnut Bluff, Frked Deer NWtr Shd Dyersburg RMC	Dyersburg, Tennessee	(731) 285-2410

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Chestnut Bluff, Forked Deer N. Wtr Shed Civil Defe	Alamo, Tennessee	(731) 696-2459
Chestnut Bluff, Frked Deer S.Wtr Shd Pol,Fr/Re,Amb	Tennessee	For any emergency, refer to county
Chestnut Bluff, Forked Deer S Wtr Shed Dyersburg R	Dyersburg, Tennessee	(731) 285-2410
Chestnut Bluff, Forked Deer S.Wtr Shed Civil Def.	Alamo, Tennessee	(731) 696-2459
Dyer County, TN Sheriff	Dyersburg, Tennessee	(731) 285-2802
Dyer County, TN Highway Department	Dyersburg, Tennessee	(731) 286-7838
DyerCoTNStateHighwayPatrol	Dyersburg, Tennessee	(731) 286-8325
Dyer County, TN Forestry	Dyersburg, Tennessee	(731) 285-4647
Dyer Co, TN Co Civil Def. or Disaster Preparedness	Dyersburg, Tennessee	(731) 285-2802
Dyer Co ,TN Department of Transportation	Newbern, Tennessee	(731) 627-2503
Dyer Co, TN LEPC	Dyersburg, Tennessee	(731) 286-7831
Dyersburg,Forked Deer NWtr Shed Pol/Fire/Res/Amb	Tennessee	(731) 288-3588 /(731) 285 1212
Dyersburg,Forked Deer N Wtr Shed Dyersburg RMC	Dyersburg, Tennessee	(731) 285-2410
Dyersburg, Forked Deer N. Wtr Shed Civil Defense	Dyersburg, Tennessee	(731) 285-2802
Dyersburg, Forked Deer N. Wtr Shed Public Works	Dyersburg, Tennessee	(731) 288-7630

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Dyersburg, Forked Deer North Wtr Shed Wtr Supply	Dyersburg,	(731) 286-7604
Dyersburg, Forked Deer S.Wtr Shed Pol/Fr/Res/Amb	Tennessee	(731) 285-1212
Dyersburg, Forked Deer South Water Shed Hospital	Dyersburg, Tennessee	(731) 285-2410
Dyersburg, Forked Deer South Wtr Shed Civil Def	Dyersburg, Tennessee	(731) 285-2802
Dyersburg, Forked Deer S. Wtr Shed Street Dept	Dyersburg, Tennessee	(731) 288-7630
Dyersburg, Forked Deer South Wtr Shed Wtr Supply	Dyersburg, Tennessee	(731) 286-7604
Newbern, Forked Deer North Wtr Shed Police Fire	Newbern, Tennessee	(731) 627-2571 /(731) 627 2266
Newbern, Forked Deer North Wtr Shed Amb / EMS	Dyersburg, Tennessee	(731) 285-2222
Newbern, Forked Deer North Water Shed Hospital	Dyersburg, Tennessee	(731) 285-2410
Newbern, Forked Deer North Water Shed Civil Defens	Dyersburg, Tennessee	(731) 285-2802
Newbern, Forked Deer North Wtr Shed Street Dpt	Newbern, Tennessee	(731) 627-3753
Newbern, Forked Deer North Wtr Shed Wtr Supply	Newbern, Tennessee	(731) 627-3221
Fayette Co, TN Sheriff	Somerville, Tennessee	(901) 465-3456
Fayette Co, TN LEPC	Somerville, Tennessee	(901) 465-5239
Haywood County, TN Sheriff	Brownsville, Tennessee	(731) 772-2412 /(731) 772 6158

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Haywood Co, TN Highway Department	Tennessee	(731) 772-9423
Haywood Co, TN Division of Forestry	Brownsville, Tennessee	(731) 772-4592
Haywood Co, TN Co Civil Def or Disaster Prep.	Brownsville, Tennessee	(731) 772-1227
Haywood Co, TN State Highway Department	Brownsville, Tennessee	(731) 772-0793
Haywood Co, TN LEPC	Brownsville, Tennessee	(731) 772-1227
Brownsville, Hatchie River Water Shed Police	Brownsville, Tennessee	(731) 772-1215
Brownsville, Hatchie River Water Shed Fire	Brownsville, Tennessee	(731) 772-1396 /(731) 772 6624
Brownsville, Hatchie River Water Shed Rescue	Brownsville, Tennessee	(731) 772-1227
Brownsville, Hatchie River Water Shed Ambulance	Brownsville, Tennessee	(731) 772-4979
Brownsville, Hatchie Rvr Wtr Shed Haywood Co Hsp	Brownsville, Tennessee	(731) 772-4110
Brownsville, Hatchie River Wtr Shed Civil Defense	Brownsville, Tennessee	(731) 772-1227
Obion Co, TN Sheriff	Union, Tennessee	(731) 885-5832
Obion Co, TN Forestry Department	Dyersburg, Tennessee	(731) 285-4647 /(731) 364 2541
Obion Co, TN Co Civil Def or Disaster Preparedness	Union, Tennessee	(731) 885-1515
Obion Co, TN State Highway Patrol	Memphis, Tennessee	(901) 543-6256

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Obion Co, TN LEPC	Union, Tennessee	(731) 885-1515
Obion, Obion River Water Shed Sheriff	Union, Tennessee	(731) 885-5832
Obion, Obion River Water Shed Fire	Obion, Tennessee	(731) 536-6242
Obion, Obion River Water Shed County Rescue	Union, Tennessee	(731) 885-6656
Obion, Obion River Water Shed Ambulance	Tennessee	911
Obion, Obion River Water Shed Hospita	Union, Tennessee	(731) 885-2410
Obion, Obion River Water Shed Civil Defense	Union, Tennessee	(731) 885-1515
Obion, Obion River Water Shed Street Department	Obion, Tennessee	(731) 536-6242
Obion, Obion River Water Shed Water Supply	Obion, Tennessee	(731) 536-6242
Union City, Obion River Water Shed Police	Union, Tennessee	(731) 885-1515
Union City, Obion River Water Shed Fire	Union, Tennessee	(731) 885-2232
Union City, Obion River Water Shed Co Rescue	Union, Tennessee	(731) 885-6656
Union City, Obion River Water Shed Ambulance	Tennessee	911
Union City, Obion River Water Shed Hospital	Union, Tennessee	(731) 885-2410
Union City, Obion River Water Shed Civil Def.	Union, Tennessee	(731) 885-1515

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Union City, Obion River Wtr Shed Street Department	Union, Tennessee	(731) 885-9601
Union City, Obion River Wtr Shed Water Supply	Union, Tennessee	(731) 885-9622
Woodland Mills, Reel Foot Lake Wtr Shed Police	Union, Tennessee	(731) 885-1515
Woodland Mills, Reel Foot Lake Wtr Shed Fire/Res	Union, Tennessee	(731) 885-2232
Woodland Mills, Reel Foot Lake Wtr Shed Hosp	Union, Tennessee	(731) 885-2410
Woodland Mills, Reel Foot Lake Wtr Shed Civil Def	Union, Tennessee	(731) 885-1515
Woodland Mills, Reel Foot Lake Wtr Shed Wtr Supply	Union, Tennessee	(731) 885-9622
Shelby Co, TN Sheriff	Memphis, Tennessee	(901) 495-1180
Tipton Co., TN Sheriff	Covington, Tennessee	(901) 475-3300
Tipton Co., TN Public Works	Brighton, Tennessee	(901) 837-5900
Tipton Co., TN County Civil Def or Disaster Prepar	Tennessee	(901) 476-0222
Tipton Co., TN Highway Patrol	Memphis, Tennessee	(901) 543-6281 (Emergency number)
Tipton Co., TN State Highway Patrol	Memphis, Tennessee	(901) 543-6256
Tipton Co., TN LEPC	Tennessee	(901) 476-0222
Covington, Hatchie River Water Shed Police	Covington, Tennessee	(901) 476-5282 / (901) 476-0243

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Covington, Hatchie River Water Shed Fire	Covington, Tennessee	(901) 476-2578
Covington, Hatchie River Water Shed Rescue	Covington, Tennessee	(901) 475-3300
Covington, Hatchie River Water Shed Ambulance	Collierville, Tennessee	(901) 327-1956
Covington, Hatchie River Wtr Shed Baptist Tipton H	Covington, Tennessee	(901) 476-2621
Covington, Hatchie River Water Shed Civil Defense	Tennessee	(901) 476-0222
Covington, Hatchie River Water Shed Street Depart	Covington, Tennessee	(901) 476-9531
Covington, Hatchie River Water Shed Water Supply	Covington, Tennessee	(901) 476-9531
Milwaukee County Sheriff's Department (LEPC)	Milwaukee, Wisconsin	(414) 525-5770
Milwaukee Co., WI Police	Milwaukee, Wisconsin	(414) 933-4444
Milwaukee Co., WI State Patrol	Madison, Wisconsin	(608) 266-3212
Milwaukee Co., WI Mitchell Field Intl Airport Fire	Wisconsin	(414) 747-5348
Milwaukee Co., WI Ambulance	Wisconsin	911
Milwaukee Co., WI Sinai Samaritan Med Cntr	Wisconsin	(419) 219-7140
Milwaukee Co., WI State Fire Marshal	Milwaukee, Wisconsin	(414) 227-2100
Milwaukee Co., WI Depart of Natural Resources	Milwaukee, Wisconsin	(414) 263-8500

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Milwaukee Co., WI National Weather Service	Wisconsin	(262) 965-2906
Milwaukee Co., WI Local Sanitary/Storm Sewer Comp	Wisconsin	(414) 286-8333
Milwaukee Co., WI City of Milwaukee Water Supply	Wisconsin	(414) 286-8333

MEDIA NOTIFICATIONS		
AGENCY	LOCATION	TELEPHONE
WBBM AM	Chicago, Illinois	(800) 784-6397
Milwaukee Co., WI WKLH	Milwaukee, Wisconsin	(414) 978-9000
Milwaukee Co., WI Channel 10/36	Milwaukee, Wisconsin	(414) 297-8000
National Weather Service (Recorded Forecasts)	Chicago, Illinois	(815) 834-0675
WLS (ABC) - TV	Chicago, Illinois	(312) 750-7777

NOTIFICATION REQUIREMENTS

National Response Center (NRC)

For all facilities, immediately report all discharges of oil or refined petroleum product into, or likely to reach, navigable waters of the United States (including streams, lakes, rivers, and reservoirs.)

Notification of the regional Coast Guard Captain of the Port is also recommended if release has affected or might affect a navigable waterway.

Discharges of Hazardous Liquids or CO₂ From Pipeline

CFR §195.50; 195.52; 195.54; 195.402(c)(2)

Advisory Bulletin (ADB-02-04)

For a DOT pipeline or facility, immediately report (within 2 hours of discovery) any release of a hazardous liquid or carbon dioxide that:

- Results in an unintentional fire or explosion
- Causes a death or personal injury requiring hospitalization
- Causes property damage, including clean up costs exceeding \$50,000
- Is significant in other respects, or
- Is 5 gallons* or more.

*However, the First Notification Form is required for internal reporting of all releases of 3 gallons or more to land, including releases to secondary containment.

When notifying the NRC, please provide the most accurate release volume estimate available at the time.

Prompt follow-up reports during the emergency phase of a response are required for the following significant changes:

- An increase or decrease in the number of previously reported injuries or fatalities;
- A revised estimate of the product release amount that is at least 10 times greater than the amount reported;
- A revised estimate of the property damage that is at least 10 times greater than the reported property damage estimate.

An operator should tell the NRC representative if a previous report was filed for the incident and provide the NRC Report Number of the original telephonic.

Releases of Natural or Other Gases

CFR §191.3 and §191.5

For a DOT pipeline or facility, immediately report (within 2 hours of discovery) any event that involved a release of gas from a pipeline that results in one or more of the following consequences:

- A death, or personal injury necessitating in-patient hospitalization;

- Estimated property damage of \$50,000 or more, including loss to the operator or others, or both, but excluding cost lost;
- Unintentional estimated gas loss of three million cubic feet or more; or
- Is significant in other respects.

CERCLA Reporting

Immediately report any release of a CERCLA hazardous substance exceeding the reportable quantity (RQ). 40 CFR 302.4 lists the CERCLA hazardous substances with RQ's. MSDS's may also be used to determine if a spilled substance is reportable under CERCLA.

Under the CERCLA petroleum exclusion, refined petroleum product and crude oil spills do not have to be reported even though these products may contain hazardous substances.

Department of Transportation

Written Requirements

For DOT pipelines or facilities, a written report (DOT Form 7000-1) must be filed with the DOT within 30 days after discovery of the accident (fire or explosion, death or personal injury requiring hospitalization and estimated property damage including clean up costs exceeding \$50,000). This form must also be filed within 30 days for any spill that results in a loss of 5 or more gallons of hazardous liquid, carbon dioxide, or HVL, except for releases of less than 5 barrels (0.8 cubic meters) resulting from a pipeline maintenance activity if the release is:

- Not otherwise reportable
- Does not impact a body of water
- Confined to company property or ROW, and
- Cleaned up promptly

Be sure to review incident for possible employee drug and alcohol testing.

TYPE: In addition to the reporting of accidents to the NRC, a written accident report may be required for incidents.

VERBAL: Call to the NRC meets the required verbal notification under DOT reporting requirement.

WRITTEN: As soon as practicable, an accident meeting any of the requisite criteria must be reported on PHMSA Form 7000-1.

Louisiana Emergency Hazardous Materials Hotline (State Police)

Report to the Hazardous Materials Hotline any unauthorized discharge of any amount of **pollutant** that causes an **emergency condition** within 1 hour of learning of the discharge.

A **pollutant** is any substance introduced into the environment of the state by any means that would tend to degrade the chemical, physical, biological, or radiological integrity of such environment.

An **emergency condition** is any condition which could reasonably be expected to endanger the health and safety of the public, cause significant adverse impact to the land, water, or air environment, or cause severe damage to property.

Within 24 hours after learning of the discharge, report to the Hotline or the DEQ "single point of contact" line unauthorized discharges (not causing an **emergency condition**) of the following:

- **Oil (crude)** 14 gallons
- **Oil (products)** 42 gallons (1 barrel)
- Sweet pipeline gas (methane/ethane) over 1,000,000scf, or
- Any hazardous substance listed in 40 CFR 117.3 (CWA) or 40 CFR 302.4 (CERCLA) exceeding the listed reportable quantity.

Oil - any of numerous smooth, greasy, combustible hydrocarbons that are liquid or at least easily liquefiable on warming, are soluble in ether but not in water, including but not limited to crude oil, petroleum, fuel oil, sludge, oil refuse, and oil mixed with wastes other than dredged spoil.

A written report must be submitted within 7 days to the Department of Environmental Quality for any release requiring verbal notification.

Louisiana Department of Environmental Quality
Single Point of Contact Division
P.O. Box 66614
Baton Rouge, LA 70896

A written report is required to be submitted within 7 days for any unauthorized discharges which result in the contamination of the ground waters of the state or otherwise moves in, into, within, or on any saturated subsurface strata.

Title 33, Part I, Subpart 2, Chapter 39-Notification Regulations and Procedures For Unauthorized Discharges

Within one hour, report (to the Hazardous Materials Hotline) all releases of regulated hazardous materials that meet one or more of the following criteria:

- Causes any injury requiring hospitalization or any fatality,
- Results in fire or explosion which could reasonably be expected to affect the public safety,
- Exceeds the reportable quantity during any continuous 24 period when that reportable quantity could reasonably be expected to escape beyond the site of the facility,

- Any incident, accident or cleanup within a facility, which could reasonably be expected to affect public safety beyond the boundaries of the facility or where the owner or operator knows a protective action beyond the boundaries of the facility has been initiated,
- For transportation-related incidents, results in a continuing danger to life, health, or property at the place of the incident, or
- For transportation related incidents, results in property damage of more than \$10,000.

A written report must also be submitted within 5 days to:

Emergency Response Commission
Department of Public Safety and Corrections
Office of State Police, Transportation and Environmental
Safety Section
Mail Slip 21
P.O. Box 66614
Baton Rouge, LA 70896

Telephonic and written reports must also be filed with the LEPC.

Title 33, Part V, Subpart 2, Chapter 101-Hazardous Materials Information Development, Preparedness and Response Act

U.S. Coast Guard - Sector New Orleans

TYPE: Immediately for all spills that impact or threaten navigable water or adjoining shoreline.

VERBAL: Notification to the USCG is typically accomplished by the call to the NRC.

WRITTEN: As the agency may request depending on circumstances.

U.S. Environmental Protection Agency Region 5

TYPE: Immediately for spills that impact or threaten navigable water or adjoining shoreline.

VERBAL: Notification to the EPA is typically accomplished by the call to the NRC.

WRITTEN: Per SPCC requirements, a written report must be submitted within 60 days for a spill in excess of 1,000 gallons (approximately 24 Bbls) in a single event or two spill events within a twelve month period into or upon navigable waters of the United States or adjoining shorelines. The written report should contain all of the elements listed in 40 CFR 112.4(a).

As per RCRA regulations, a written report on the incident must be submitted to the Regional Administrator within 15 days from the date of the incident. The report must include:

1. Name, address, and telephone number of the owner or operator;
2. Name, address, and telephone number of the Facility;
3. Date, time, and type of incident (e.g., fire, explosion);
4. Name and quantity of material(s) involved;
5. The extent of injuries, if any;
6. An assessment of actual or potential hazards to human health or the environment, where this is applicable; and
7. Estimated quantity and disposition of recovered material that resulted from the incident.

Environmental Protection Agency - Region 6

TYPE: Immediately for all spills that impact or threaten navigable water or adjoining shoreline.

VERBAL: Notification to the EPA is typically accomplished by the call to the NRC.

WRITTEN: As the agency may request depending on circumstances.

Illinois Emergency Management Agency

Immediately report releases of hazardous materials which result in a sheen on water, 25 gallons or more release on land or incidents where:

- A member of the general public is killed
- A member of the general public receives injuries requiring hospitalization
- An authorized official of an emergency agency recommends evacuation of an area by the general public; or
- A motor vehicle has overturned on a public highway.

As soon as practicable after release, a written follow-up report is required to be submitted.

Title 29, Chapter I, Subchapter D, Part 430

An immediate telephonic notification is required if the reportable quantity (RQ) of a hazardous substance (as listed in 40 CFR 302.4) or extremely hazardous substance (as listed in Appendix A and B of 40 CFR Part 355.40) is exceeded. A written report must be submitted as soon as practicable. Telephonic and written reports must also be filed with the LEPC.

H₂S is listed in Appendix A and B of 40 CFR Part 355.40 as an extremely hazardous substance and has a RQ of 100 pounds. The amount of a crude oil spill required to meet the 100 pound RQ is as follows:

Capline Sweet and Intermediate Crude--153,210 bbls
Capline Sour Crude--27,202 bbls
Capline Heavy Sour Crude--11,677 bbls

MSDS's may be helpful in determining whether a spilled substance is reportable.

Kentucky Division of Emergency Management

An immediate telephonic notification is required if the reportable quantity (RQ) of a hazardous substance (as listed in 40 CFR 302.4) or extremely hazardous substance (as listed in Appendix A and B of 40 CFR Part 355.40) is exceeded. A written report must be submitted as soon as practicable. Telephonic and written reports must also be filed with the LEPC.

H₂S is listed in Appendix A and B of 40 CFR Part 355.40 as an extremely hazardous substance and has a RQ of 100 pounds. The amount of a crude oil spill required to meet the 100 pound RQ is as follows:

Capline Sweet and Intermediate Crude--153,210 bbls
Capline Sour Crude--27,202 bbls
Capline Heavy Sour Crude--11,677 bbls

MSDS's may be helpful in determining whether a spilled substance is reportable.

Milwaukee County Sheriff's Department (LEPC)

Immediately report any discharge that enters the lands or waters of the State exceeding an RQ.

A written follow-up report may be required.

Mississippi Emergency Management Agency (MEMA)

Immediately report any oil releases to water or land.

A written report must be filed within 7 days of the incident.

An immediate telephonic notification is required if the reportable quantity (RQ) of a hazardous substance (as listed in 40 CFR 302.4) or extremely hazardous substance (as listed in Appendix A and B of 40 CFR Part 355.40) is exceeded. A written report must be submitted as soon as practicable. Telephonic and written reports must also be filed with the LEPC.

MSDS's may be helpful in determining whether a spilled substance is reportable.

Missouri Emergency Management Agency

Report petroleum spills (releases), as soon as practicable, of 50 gallons of liquids or 300 cubic feet of gases into or onto land or air. Report any release of any quantity to waters of the state.

Notes:

- Petroleum includes crude oil or any fraction thereof, natural gas, natural gas liquids, and liquefied natural gas from interstate pipelines, or synthetic gas usable for fuel. Releases of natural gas, natural gas liquids, and liquefied natural gases from intrastate pipelines should be reported to:

Missouri Public Service Commission 800-392-4211 (in state)

- Waters of the state include surface and subsurface water.
- The report should provide the following information:
 - The substance(s) involved, and whether it is extremely hazardous.
 - The media or medium into which the release occurred.
 - Any known or anticipated acute or chronic health risks associated with the release, and, where appropriate, advice on medical attention necessary for exposed individuals.
 - Proper precautions to take as a result of the release, including evacuation.
 - The amount of substance(s) released or in danger or being released.
 - Location of the emergency and direction to the site.
 - Names, addresses, and phone numbers of persons who may have information on the substances involved.
 - When the emergency occurred, duration of the release, and when it was discovered.
 - Actions taken to clean up the release and to end the emergency, and when those actions will be taken.
 - Any other information required by the state.
- The state may request a written report on the incident.

Per Missouri Code of State Regulations, Section 10 CSR 24-3.010)

An immediate telephonic notification is required if the reportable quantity (RQ) of a hazardous substance (as listed in [40 CFR 302.4](#)) or extremely hazardous substance (as listed in [Appendix A and B of 40 CFR Part 355.40](#)) is exceeded. A written report must be submitted as soon as practicable. Telephonic and written reports must also be filed with the LEPC.

MSDS's may be helpful in determining whether a spilled substance is reportable.

Tennessee Emergency Management Agency

Report all oil releases of any amount.

An immediate telephonic notification is required if the reportable quantity (RQ) of a hazardous substance (as listed in [40 CFR 302.4](#)) or extremely hazardous substance (as listed in [Appendix A and B of 40 CFR Part 355.40](#)) is exceeded. A written report must be submitted as soon as practicable. Telephonic and written reports must also be filed with the LEPC.

H₂S is listed in Appendix A and B of 40 CFR Part 355.40 as an extremely hazardous substance and has a RQ of 100 pounds. The amount of a crude oil spill required to meet the 100 pound RQ is as follows:

Capline Sweet and Intermediate Crude--153,210 bbls
 Capline Sour Crude--27,202 bbls
 Capline Heavy Sour Crude--11,677 bbls

MSDS's may be helpful in determining whether a spilled substance is reportable.

Kentucky Department for Environmental Protection, Environmental Response Center

Immediately report all petroleum or petroleum product releases:

- that reach or threaten state waters, or
- that are 25 gallons or more (75 gallons for diesel fuel).

A written report must be filed within 7 days of spill.

Per KRS 224.01-400 (11-12)

Tennessee Department of Environment and Conservation

Immediately report any release to waters of the state.

A written follow-up report may be required.

Wisconsin Department of Natural Resources (WDNR)

Immediately report ALL discharges of hazardous substances that adversely impact, or threaten to adversely impact public health, welfare or the environment.

A written follow-up report may be required.

Lower Mississippi River Waterworks Warning Network

Report unauthorized discharges or spills which could reasonably be expected to interfere with or significantly impact downstream potable or industrial water usage to the Mississippi River or Bayou LaFourche.

Above the Sunshine Bridge at Donaldsonville, LA (Above Mile 167.4 AHP)

U.S. Fish and Wildlife Services

TYPE: Wildlife Protection/Rehabilitation

VERBAL: Immediately.

WRITTEN: As the agency may request depending on circumstances.

The U.S. Fish and Wildlife Service (USFWS) AND Texas Parks and Wildlife Department (TPWD) must license all wildlife rehabilitation organizations in the state of Texas. USFWS and TPWD are in charge of wildlife recovery and rehabilitation efforts and will serve as the Wildlife Recovery Branch Director in the Operation Sections of the ICS. Personnel utilized in rehabilitation must:

- Be authorized by the Wild Branch Director
- Have safety training, and
- Be TPWD and USFWS staff, or
- Licensed or permitted by TPWD and USFWS.

TPWD and USFWS staff are:

- the **only** personnel permitted to collect oiled wildlife.
- to be notified when it is known or suspected that wildlife have been impacted or may be impacted by an incident, and
- to be notified about the activation of rehabilitation resources.

Occupational Safety and Health Administration (OSHA)

TYPE: Fatality from a work related incident or the inpatient hospitalization of three (3) or more employees as a result of a work related incident.

VERBAL: Immediately.

WRITTEN: As requested by the agency.

BSEE Spill Reporting Requirements (OCS Pipeline Operations)

- Immediately notify the National Response Center (NRC)
- Notify the BSEE GOMR Pipeline Section orally without delay in the event of a spill of one (1) bbl or more, all fatalities, all injuries that require evacuation of the injured person(s), all fires and explosions, and all collisions that result in property or equipment damage greater than \$25,000.
- A written follow-up report (hard copy or electronically transmitted) is required within 15 days of the incident.

Waste & Disposal

A list of Shell-approved waste contractors may be obtained by calling Conastaga-Rovers Associates (CRA) 512-506-8803 or 512-506-8823 Fax.

ALL WASTE DISPOSAL MUST BE HANDLED THROUGH THIS DEPARTMENT (third-party contractor)

FIGURE 3.1**SPECIFIC INITIAL RESPONSE CHECKLIST**

Remember, without exception, personnel safety is the first priority. excessive exposure to the vapors and liquid stage of the spilled product should be avoided.

The following figures describe initial response activity for specific types of incidents. They are intended as guidelines. Each individual responsible for a response action must evaluate each action to ensure Personal Safety Prior to conducting that action.

Initial Response Actions

Company Personnel

PERSONNEL RESPONSIBILITIES

Pipeline Controller

After identifying an incident, the Pipeline Controller should follow these steps.

1. Shutdown the pipeline and secure the facility to the extent possible.

Note: For more detailed information concerning "abnormal operations," refer to the Operations Manual for Controllers.

2. Notify the area supervisor or his designated alternate.
3. Notify the Operations Supervisor or his designated alternate.
4. Notify the National Response Center (NRC).

Operations Supervisor

After notification of an incident, the Operations Supervisor should contact:

- Regional Operations Manager (or his designated alternate), and
- Manager Control Center (or his designated alternate).

Area Personnel Responsibilities

After notification of an incident, area personnel should:

The area personnel's general response plan consists of the following four stages which may overlap or occur concurrently:

- Making an initial response
- Defining the problem
- Controlling the situation, and
- Cleaning up and repairing the damage.

Actions

1. Dispatch one or more area/contract employees to the release site and establish the Incident Command System (ICS).
2. Complete a Site Safety Plan. See Appendix H SPLC Site Safety Plan"

- Secure the area for safety concerns:

- Human life
- Explosion (including rectifiers)
- Fire, and
- Health (vapors, water contamination, etc.).

If additional site security help is needed, get assistance from Federal, State, and local officials.

- Assemble response equipment and personnel. Dispatch resources to the release site.
- Define the problem.
 - Locate the head (leading end) of the release.
 - Monitor the area to identify all existing hazards and extent of the exposed area.
 - Monitor the area to identify any environmental impact (wildlife, water supplies, etc.).
 - Determine the necessary personal protective equipment and precautions [oxygen, deficiencies, thermal exposure, high Lower Explosive Limit (LELs), and Permissible Exposure Limit (PELs)].
- Control the situation.
 - Secure the manual valves.
 - Take measures to prevent accidents associated with product movement, vapor clouds, or fire.

In highly populated areas:

- Eliminate potential sources of ignition, and
- Use police, fire department, and utility groups to help with evacuation, security, and protection.

In high traffic areas:

- Divert or stop all traffic in the immediate area, and
- Use police, fire department, and utility groups to help with traffic or crowd control.

- Activate contract employees and equipment as needed.
- Determine if assistance is needed from an oil spill cooperative (if available) or LRT. Activate them if needed.
- Collect the released material into containment sites as quickly as possible.
- Locate additional containment sites, if needed.
- Evaluate resources to confirm sufficient personnel and equipment.
- Clean up to minimize damage to public health and the environment.

- Repair the damage to the system.

Regional Operations Manager

After notification of an incident, the Regional Operations Manager should do the following.

Actions

1. Determine the class of the incident.
2. Activate the Location Response Team (LRT), if needed.
3. Coordinate additional regulatory calls (after the NRC call).
4. Determine if Head Office assistance is needed.
5. Advise Pipeline or Facility Owner if applicable, if the Owner is other than Shell.

Initial Response Action

The goal of the initial response is to reduce the adverse impacts of the incident.

Making an initial response includes the following.

- Shut the system down.
- Notify the appropriate SPLC personnel and governmental agencies.
- Evaluate system's potential for public hazards and identify immediate response areas utilizing
 - HCA data
 - Risk assessment data
 - Local knowledge
 - Feedback from public officials
- Use the Incident Command System.
- Ensure sufficient response resources are obtained.
- Emphasize to all response personnel the potential dangers of each task and to put safety first. Verify that all workers are trained and equipped for the hazards to which they are exposed. Verify compliance with all applicable Office of Safety and Health (OSHA) Hazardous Waste Operations and Emergency Response Regulations (HAZWOPER) requirements.

Initial Responder Guidelines

First Responder Awareness Level

The following guidelines should be observed by the first person(s) on scene at a release who would be classified as First Responder Awareness Level.

- Approach the release site safely and cautiously. Remain calm. (Your goal is release verification and personal and public safety.)
 - Observe wind direction in case of evacuation.
 - Approach from upwind direction.
 - Do not enter an area with heavy fumes or vapors.
 - Get only close enough to visually assess the area.
 - Attempt to locate the leading edge of the release. Without coming in contact with the product or vapor cloud, take steps to reduce the spread of the release if possible.
- If possible, eliminate source of release (keeping in mind that your goal is release verification and personal and public safety).
- Notify the Control Center of your findings.
- Call your supervisor and get help.
- The senior SPLC representative on site is to assume the role of Incident Commander and utilize the Incident Command System.
- Secure the area for safety reasons.
- Use local authorities to protect life and property. Divert or stop all traffic in the immediate area if necessary and assess the need for evacuation.
- Keep ignition sources away. DO NOT start vehicles in the vicinity of the vapors.
- If the chemical is on fire, remain at a safe distance on site. DO NOT attempt to extinguish the fire.

For HVLs:

- DO NOT ENTER the vapor cloud area, and
- Observe the wind conditions and determine the most likely direction of the vapor cloud movement.

For CARBON DIOXIDE:

- DO NOT ENTER the vapor cloud area
- Observe the wind conditions and determine the most likely direction of the vapor cloud movement, and
- DO NOT ENTER any low lying areas.

First Responder Operations Level

In addition to following all guidelines pertaining to First Responder Awareness Level, the first person(s) on

scene at a release who would be classified as First Responder Operations Level may additionally attempt to contain the release from a safe distance, keep it from spreading, and prevent exposures.

First Responder HAZMAT Technician Level

The following guidelines should be observed by the first person(s) on scene at a release who would be classified as First Responder HAZMAT Technician Level.

The following guidelines apply to all releases for facilities that handle crude oil, refined products, or chemicals.

- Do not enter the "Hot Zone" unless personal protective equipment is used along with the "Buddy System" and the responders are enrolled in the respiratory protection program.
- Minimum Personal Protective Equipment (PPE) required (however additional levels may be required depending upon the exposure potential):
 - Self contained breathing apparatus
 - Chemical resistant jacket (hip length, with hood)
 - Chemical pants and chemical resistant boots (or boot covers)
 - Chemical resistant gloves (taped)
 - Hard hat

Required monitoring equipment:

- Gas monitor(s) for measuring LEL, O₂, and if necessitated by release type H₂S, and
- Manual sampling pump with benzene tubes/chips.
- Approach the release site safely and cautiously.
- Continuously check the site with a monitor and immediately evacuate the hot zone area if any alarm sounds.
- Take benzene readings at various locations to define exposure levels and "zones".
- Document all monitoring data.
- Evaluate the monitoring data to determine exclusion, decontamination and safe zones and communicate results to IC for safety briefings, and future monitoring schedules.

Fire / Explosion Incidents

Fire and/or Explosion

Responding to a Fire

In the event of a fire at or near any of the SPLC facilities, SPLC personnel must take action as appropriate to protect employees and public safety.

Fire Control By Onsite Personnel

Contact local firefighting authorities. Fire containment and mitigation (e.g., shutting off the fuel or ignition sources, extinguishing the fire, etc.) may be initiated by onsite personnel only if it is safe to engage in such activities. If fire is in the incipient stage, trained personnel may utilize the facility fire extinguishers if safe to do so. Facility personnel are trained only to the incipient stage.

Guidelines

When a fire occurs, consider these guidelines.

- See "Initial Responder Guidelines" heading above.

People Related:

- Call for fire and medical assistance.
- Consider evacuating the area if there are nearby residential or commercial dwellings.
- Assist the emergency rescue personnel with injured and/or trapped individuals.

Fire Related:

- Determine when the fire started.
- Prevent secondary problems due to flame impingement, or spills and runoff. Spray other nearby tanks and structures with cool water to avoid ignition.
- Consult with local firefighting authorities for method of dealing with fire.

Tank Related:

- Determine the tank status (inactive, pumping in or out, gauge level, tank/roof condition).
- Isolate the tank from connecting lines and facilities if possible.
- Determine the tank contents (material and characteristics).

- Determine the type of roof (cone, external floater, internal floater, seal material) on the tank. If the tank has a cone roof, determine if it is equipped with flame arresters, emergency vent shutoffs, snuffers, or other types of fire prevention equipment.
- Review the fire wall area, drainage (dike drains), proximity of the equipment, and exposed piping.

Responding to Explosions Near or at a Pipeline Facility

In the event of an explosion at or near any of the SPLC facilities, SPLC personnel must take action as appropriate to protect employees and public safety.

Damage Assessment / Control By Onsite Personnel

Contact local firefighting authorities and police. Damage assessment/control may be initiated by on site personnel only if it is safe to engage in such activities.

Guidelines

When an explosion occurs, consider these guidelines.

- See "Initial Responder Guidelines" heading above.

People Related:

- Call for fire and medical assistance if necessary.
- Account for personnel known to be working at or near the facility.

Explosion Related:

- Survey the facility for damage.
- Try to determine if there is an obvious source of the explosion. For example, ignition of vapors, rapid release of gas or liquid, outside source (collision, bomb, etc.), electrical equipment (transformers, distribution panels, etc.).
- Considering the source of the explosion and damage if any, isolate the facility to limit additional fuel or fire or explosions.

Hazardous Spill or Gas Release

Oil on Water

Guidelines

If there is an oil release on water, consider these guidelines.

- See "[Initial Responder Guidelines](#)" heading above.
- Cease pumping and close valves to prevent any further release.
- Determine the release source and prevent any further flow from the pipeline. Contain the oil and prevent any further contact with water.
- Remember that flammable vapor concentrations can exist near spilled oil. (For example, as much as 50% of the original volume of gasoline can evaporate in 10 minutes at 60.5°F.) Use explosive meters and safety precautions to prevent fire, explosions, asphyxiation, or health risks to response personnel.
- Eliminate possible sources of ignition.
- Determine the actual speed of the oil on water. Remember that oil on water may not travel at the same velocity as the river or stream (due to wind, oil gravity). Use this knowledge for boom placement.
- Set booms considering river speeds and oil pickup points. Consider cascading booms (several layers) if necessary.
- Contact the Emergency Management Teams and other marine response cooperatives for emergency response assistance, if needed.
- Consider accessing the release sites by boat rather than land vehicles to protect shorelines and other sensitive areas.
- Close water intakes.

Tracking Oil

A number of techniques will be used to track the movement of an oil slick, including:

- Direct observation from aircraft, vessels, or elevated areas
- Buoy tracking systems
- Radiometric Oil Spill Surveillance Systems (ROSSS), and
- Spill trajectory predictions.

Buoy and ROSSS tracking systems could be accessed through response cooperatives. Trajectories could be generated by the Scientific Support Coordinator (i.e. through Unified Command) or by local personnel using the vector addition analysis method. The vector addition analysis method involves plotting the two primary factors that influence the movement of the slick (i.e. surface currents and wind) to determine the estimated trajectory of the slick.

Cleanup, Storage, Handling, and Disposal

To clean up, store, handle, and dispose of the oil on water, consider these guidelines.

- Use skimmers to remove the oil from the water surface.
- Use sorbent pads and sorbent booms to remove the oil sheen from the water surface.
- Try to limit the amount of water picked up with the oil when recovering oil.
- Consider alternatives to vacuum trucks for on-scene storage of recovered oil.
- Only use dispersants with agency approval and if advised by the Head Office Environmental Group.
- Make sure that the removal and disposal of oil, water, and debris is consistent with regulatory requirements. Consult a Company environmental representative.

Oil on Land

Guidelines

If a release of oil occurs on land, consider these guidelines.

- See "[Initial Responder Guidelines](#)" heading above.
- Cease pumping and close valves to prevent any further release of oil.
- Determine the release source and prevent further flow from the pipeline.
- Remember that flammable vapor concentrations can exist near spilled oil. (For example, as much as 50% of the original volume of gasoline can evaporate in 10 minutes at 60°F.) Use explosive meters and safety precautions to prevent fire, explosions, and asphyxiation or health risks to the response personnel.
- Eliminate possible sources of ignition. Do not start vehicles in the vicinity of volatile materials that have been released.
- To avoid vapor ignition, divert or stop traffic if the release impacts a roadway.
- Prevent oil from entering into drainage or sewer systems, water courses, irrigation channels, or culverts. Block drains, dam ditches, and boom water courses and irrigation channels.

Response Strategies

Oil either spreads out or penetrates downward when released on land. When the oil penetration is rapid and the depth of groundwater is shallow, the preferable strategy may be to let the oil spread. If the land surface is impermeable, the desirable strategy may be to allow or cause the oil to collect in pools. If oil collects in pools in a contained area, consider using water as a layer between the oil and the ground.

Cleanup, Storage, Handling, and Disposal

Consult with a Company environmental representative for guidance on cleanup, storage, handling and disposal. If possible, treat soil on site.

Estimating Volumes

The following describes several recommended methods that can be used to estimate the volume of material released during an incident. Each incident is considered unique and requires its own solution to determine the volume of released material, therefore, other methods not described below may also be used with the approval of the Head Office Environmental Support Group.

Method Determination

If possible, use more than one method for classified incidents. For most unclassified incidents, Method 1 should be adequate.

Note: Management reviews the volume estimated for regulatory reporting.

Method 1

In Method 1, the first foreman/Incident Commander arriving on the scene performs the estimate. The details of Method 1 are:

Detail	Description
Determination	Experience based and estimated by observed impact
Purpose	<ul style="list-style-type: none"> ● Volume estimate to determine an order of magnitude on which to classify release event ● Volume estimate for initial regulatory reporting
Estimate	Visual, determined by viewing the area covered and pooled oil (typically done without numerical calculation)

Method 2

Method 2 is an instrumentation-based calculation for classified incidents. Area personnel and Transportation Engineering personnel perform the estimate by using Control Center or other system instrumentation data. The details of Method 2 are:

Detail	Description
Determination	Calculated volume estimate
Purpose	<ul style="list-style-type: none"> • A release volume estimate calculated using data from system instrumentation and real time events • Confirmation of release volume estimate for Method 1
Estimate	$VR = [FR \times (DT + RT)] + DV$ VR = volume released FR = flow rate DT = detection time RT = response time (time to shut in and close valves) DV = drainage volume (including pressure release volume and line drainage volume)

Method 3

Method 3 is a calculation of the volume recovered and the loss of the material to the air, ground, and water. The Area and Transportation Engineering personnel perform the estimate with input from Control Center, Head Office Environmental Support Group and field survey data. The details of Method 3 are:

Detail	Description
Determination	A calculated volume estimate
Purpose	<ul style="list-style-type: none"> • Confirmation of release volume estimate for Methods 1 or 2, or • Calculated volume released when instrumentation data is insufficient
Estimate	$VR = VV + (SV \times SR) + PV$ VR = volume released VV = volatilized volume (calculated by E&T Environmental) SV = soil volume (field mapped to identify surface area covered and depth of penetration) SR = saturation ratio (field determined with Environmental Support - Transportation Engineering) PV = pooled volume (field determined)

Method 4

Method 4 is a line balance calculation from inventory and meter reading loss/gain changes following system restart and stabilization. Line balance is defined as:

$$(\text{Opening Inventory} + \text{Receipts}) - (\text{Closing Inventory} + \text{Deliveries}).$$

Area personnel and Transportation Engineering personnel perform the estimate with startup Control Center data or location data (as appropriate). The details of Method 4 are:

Detail	Description
Determination	System repack volume
Purpose	A confirmation of volume lost estimate for follow-up reporting
Estimate	$VR = LB_{post} - LB_{prior} - LR_{vol}$ VR = volume released LB _{post} = system imbalance following system startup and stabilization LB _{prior} = system imbalance prior to release occurrence LR _{vol} = line repair volume removed

The accuracy of this method depends upon:

- The amount of line drainage that occurs following the release
- How well the system was purged of air during restart
- System complexity
- Temperature changes, and
- Product batches in the system.

Method 5

Method 5 is a calculation based on the beginning batch size versus the delivered batch size. Area personnel, measurement and engineering personnel in Transportation Engineering perform the estimate with Control Center and/or field data defining batch loss/gain. The details of Method 5 are:

Detail	Description
Determination	Batch volume loss
Purpose	<ul style="list-style-type: none"> • Confirmation of release volume estimate for Methods 1 or 2, or • Calculated volume released when instrumentation data is insufficient
Estimate	$VR = VV + (SV \times SR) + PV$ VR = volume released VV = volatilized volume (calculated by E&T Environmental) SV = soil volume (field mapped to identify surface area covered and depth of penetration) SR = saturation ratio (field determined with Environmental Support - Transportation Engineering) PV = pooled volume (field determined)

Note: Only use this method if batch operations are occurring and the released material has been batch-identified. The spreading of batch interfaces during system downtime may be significant. This occurrence reduces the accuracy of this method.

Method 6

Method 6 is an executable program that may be used to calculate spill volumes on water. The program determines the volume of a spill based on the surface area of the oil on the water and color of the sheen. The program may be executed by clicking on the MMS Pipeline Leak Estimator program.

Method 7

Method 7 is a calculation for determining the amount of oil contained in contaminated soil. This calculation is based on the volume of the soil contaminated and pore space of the soil.

Detail	Description
Determination	A calculated volume estimate based on volume of soil contaminated and pore space of soil
Purpose	Confirmation of volume lost estimate for Method 1
Estimate	<ol style="list-style-type: none"> 1. Measure the volume of the soil contaminated. <i>width x length x depth = cubic feet</i> 2. Determine average pore space between the soil grains--15% to 26% (pure sand). 3. Determine the cubic feet of oil contained in the soil by multiplying the result of step 2 by result of step 1. 4. Determine the gallons of oil contained in the soil by multiplying the result of step 3 by 7.48 (gallons/cubic feet). 5. Determine the barrels of oil contained in the soil by dividing the result of step 3 by 42 (gallons/barrel).
Example	<p>You have a release site area of 30 feet by 25 feet by six inches. Determine the amount of oil in barrels contained in the soil. Assume the pore space to be 20%.</p> <ol style="list-style-type: none"> 1. Volume of soil contaminated=$30 \times 25 \times .5 = 375$ cubic feet 2. Average pore space=0.20 3. Oil contained in the soil (in cubic feet)=$375 \times 0.20 = 75$ cubic feet 4. Oil contained in the soil (in gallons)=$75 \times 7.48 = 555$ gallons 5. Oil contained in the soil (barrels)=$555 / 42 = 13.2$ barrels

Gas Detection & Confirmation by On Site Personnel

In the event of gas being detected in a building on or near SPLC facilities, SPLC personnel should take action as appropriate to protect employees and public safety.

Contact the gas utility companies and/or other gas pipeline operations in the immediate area. Begin leak detection procedures and mitigation procedures (e.g., shutting off the gas and ignition sources, etc.) only if it is safe to engage in such activities.

Guidelines

When gas is detected in or near a building, consider these guidelines.

- See "[Initial Responder Guidelines](#)" heading above.

People Related

- Consider evacuating the area if there are nearby residential or commercial dwellings.

Release Related

- Determine the location and source of the gas release.
- If a vapor cloud has developed, assess the extent and coverage of the vapor cloud and determine the hazardous areas.
- Refer to guidelines under the "Responding to Vapor Clouds" heading below.

Gasoline Containing MTBE on Land

Additional precautions are required during response and cleanup of gasoline containing MTBE because of its greater potential impact, than most other traditional components, upon the environment. Significant MTBE release characteristics are:

- It moves about 20 times faster in the underground than benzene
- It is about 24 times more soluble in water than benzene
- It degrades very slowly in the environment, and
- Groundwater remediation projects are 1.5 to 5 times more expensive.

Guidelines

If a release of gasoline occurs on land, follow these guidelines.

- See "[Initial Responder Guidelines](#)" heading above.
- Cease pumping and close valves to prevent any further release of gasoline.
- Determine the release source and prevent further flow from the pipeline.
- Remember that flammable vapor concentrations can exist near spilled gasoline. Use explosive meters and safety precautions to prevent fire, explosions, and asphyxiation or health risks to the response personnel.
- Eliminate possible sources of ignition. Do not start vehicles in the vicinity of volatile materials that have been released.

- To avoid vapor ignition, divert or stop traffic if the release impacts a roadway.
- Prevent gasoline from entering into drainage or sewer systems, water courses, irrigation channels, or culverts. Block drains, dam ditches, and boom water courses and irrigation channels.
- Make appropriate notifications to regulatory agencies, internal SPLC management, and Environmental Support.

Response Strategies

The following strategies are recommended for response to a gasoline release containing MTBE in order of normal occurrence.

- Minimize area of surface soil impacted by free product (e.g., damming). Contact with surface runoff or standing water should be prevented, whenever possible.
- Recover pooled hydrocarbon as soon as possible. Free hydrocarbons may be floated with water to aid recovery if increase vapors and agitation can be avoided. The water will act as barrier to reduce further infiltration of pure hydrocarbon into the soil. This water will later have to be removed and probably treated. If free hydrocarbon IS NOT present, do not add water to the impacted area.
- Recover all free water in contact with the release area.
- Remove heavily impacted soil (saturated with hydrocarbons, very strong hydrocarbon smell) as soon as possible after product/water removal. Place in a bin/rolloff or a waste pile lined on the bottom and covered on the top with plastic sheeting to prevent contact with rainwater and contamination of other areas. Drums may be used for very small spill cleanups.

If removal of heavily-impacted soil is delayed or contaminated soil is left in place pending final disposition, the follow action should be taken if the possibility of rain exists to minimize contact with rainfall.

- Cover area with plastic sheeting, overlap seams, weigh down with sandbags.
- Use shallow ditches to divert rainwater around contaminated site.
- Promptly remove any rain water that does accumulate on the site.

The following steps should be taken working together with environmental support to minimize long term risk from the site:

- Sample contaminated soil still in place
- Characterize and dispose of removed soil
- Estimate proper cleanup target
- Remove and dispose of more soil, if necessary
- Install groundwater monitoring wells or monitor existing wells if necessary, and
- Provide follow-up communication with regulatory agencies if necessary.

MTBE Characteristics

The following lists general facts associated with MTBE:

Item	Property
Appearance	Clear, colorless liquid
Concentration in gasoline	Up to 15%
Flash point	-15 to -20 °F
TLV-TWA	40 ppm (proposed)
Odor threshold	20-50 ppm (in water)
Boiling point	130 °F
Solubility in water	4.3%
RQ - CERCLA	1,000 pounds
Liquid specific gravity	0.74
Vapor density	3 times air

Vapor Cloud

Individual Who Discovers the Emergency

If an incident occurs when the pipeline is transporting gas or highly volatile liquids (HVLs) or refined products, there is a strong possibility of vapor cloud formation.

Material Specific Gravity

When an incident occurs, the specific gravity of the vapor material is relevant. Vapors that are heavier than air seek low spots, such as ditches and depressions in the ground. Therefore, the higher specific gravity of a material released, the more likely its vapor cloud would hug the ground.

The following table lists the specific gravities of possible release materials using the specific gravity for air as a base.

Material	Specific Gravity
Acetone	0.791
Air	1.00
Benzene	0.8835
Butadiene	0.63
Butane	2.04
Ethane	1.04
Ethylene	0.98
Gasoline	3.00
Hydrogen	0.07
Natural Gas	0.55
Propane	1.56
Propylene	1.45

Weather

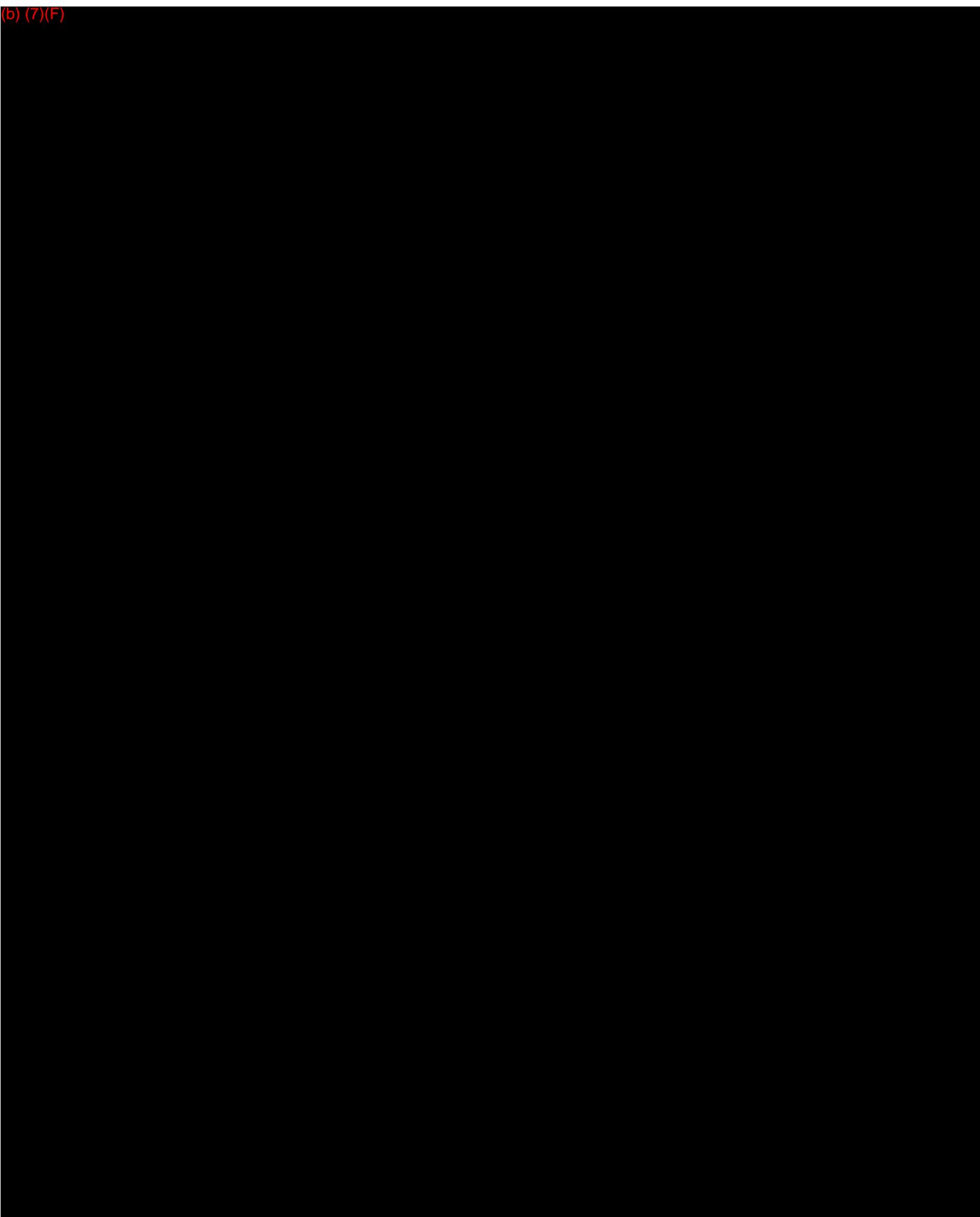
Wind and general weather conditions can affect vapor clouds. Such conditions can cause the boundary area to move and enlarge. If an incident occurs, determine the most likely direction of vapor cloud movement based on the wind direction.

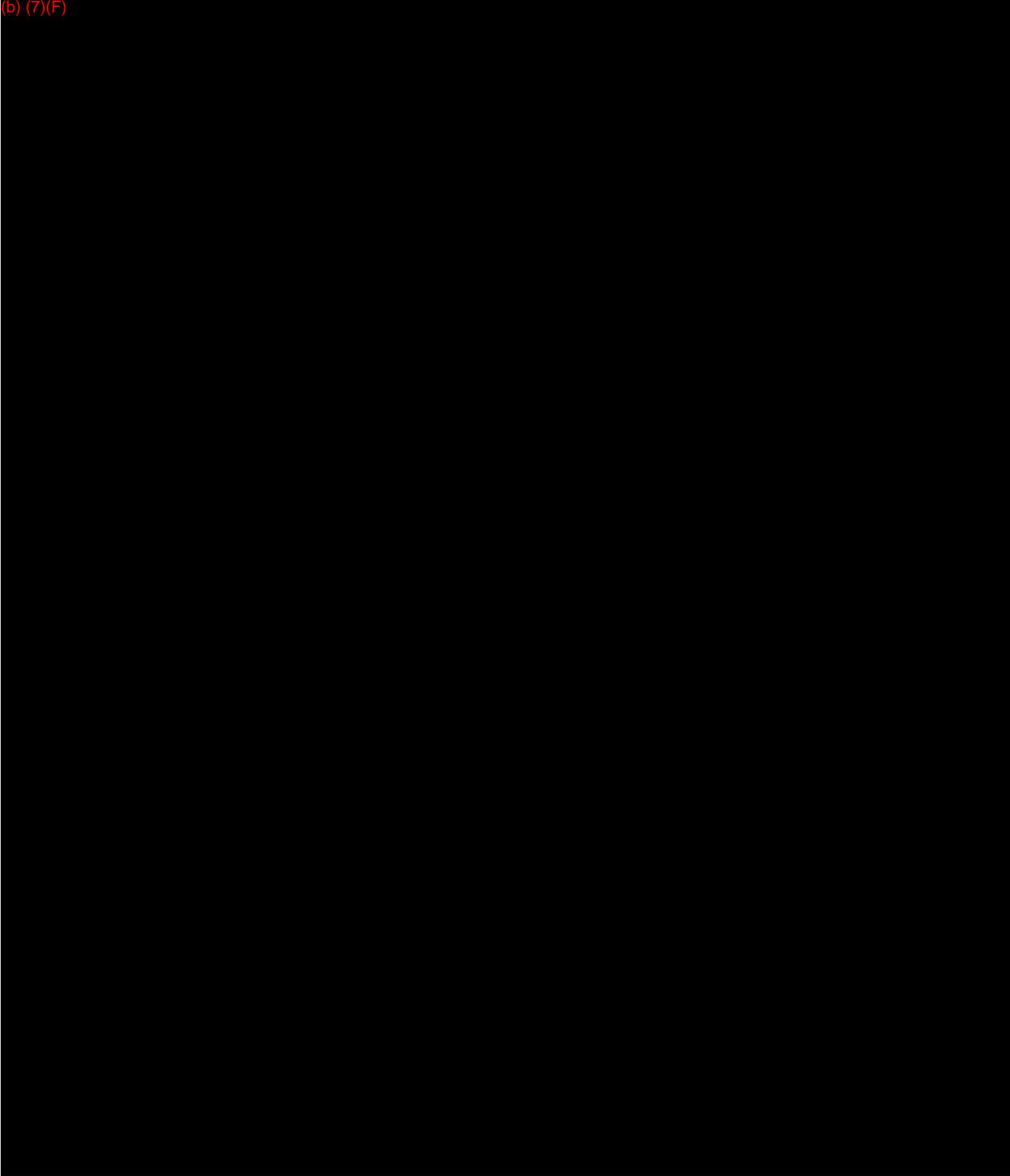
Response Actions

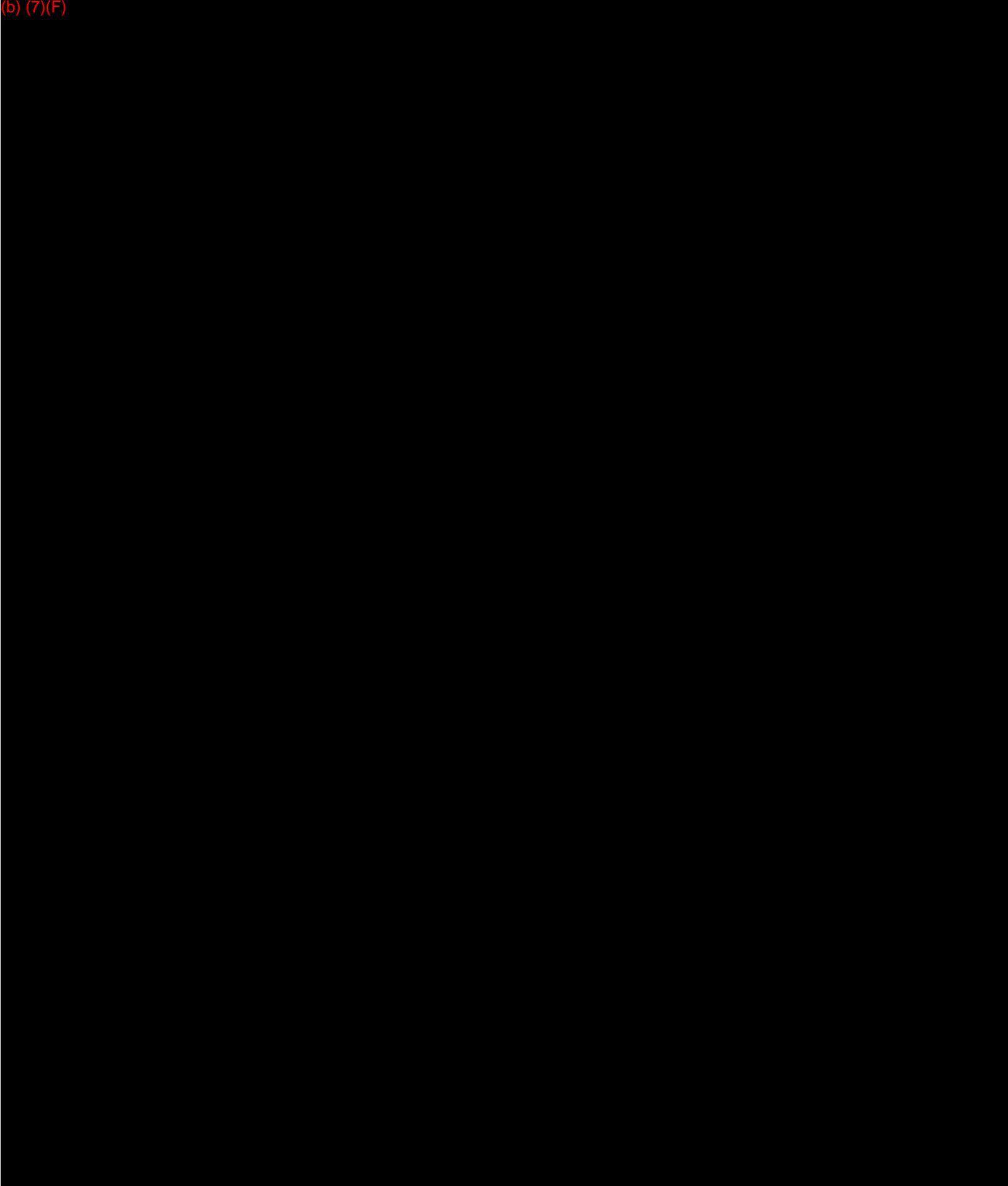
This table describes the procedure to follow if an incident causes a vapor cloud formation.

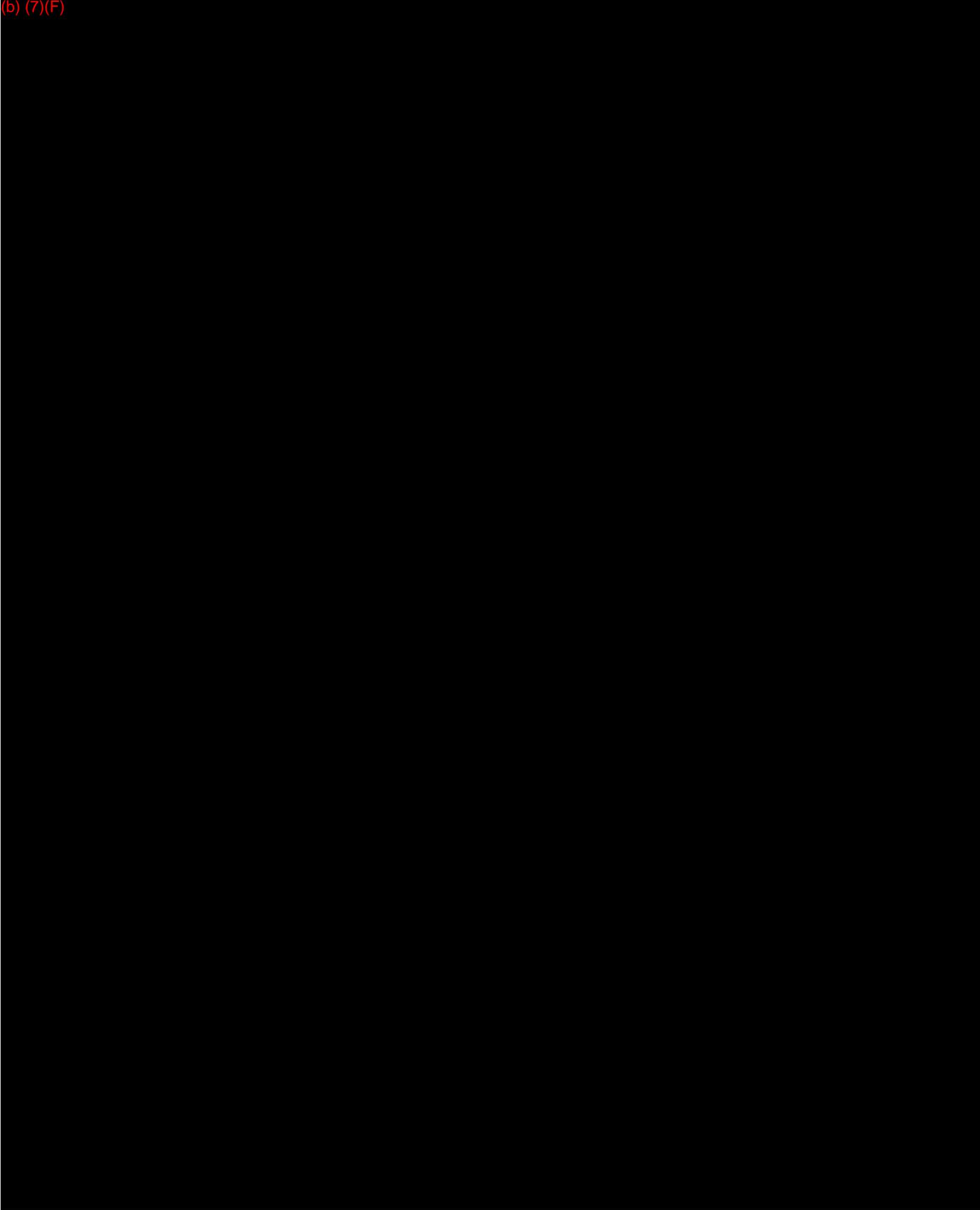
Step	Action						
1	<p>The Initial Responder:</p> <ul style="list-style-type: none"> • Discovers the vapor cloud • Determines the material causing the vapor cloud, and • Notifies the Controller and maintenance crew. <p>See "<u>Initial Responder Guidelines</u>" listed previously in this section.</p>						
2	<p>The Controller:</p> <ul style="list-style-type: none"> • Isolates the pipeline by closing the remotely-operated valves 						
3	The maintenance crew isolates the pipeline by closing the manually operated valves.						
4	The Initial Responder determines:						
	<table border="1"> <thead> <tr> <th>IF there is...</th> <th>THEN...</th> </tr> </thead> <tbody> <tr> <td>A fire</td> <td>Remain at a safe distance on site, until relieved.</td> </tr> <tr> <td>No fire</td> <td>Keep ignition sources away and work with fire department to disperse the vapor cloud.</td> </tr> </tbody> </table>	IF there is...	THEN...	A fire	Remain at a safe distance on site, until relieved.	No fire	Keep ignition sources away and work with fire department to disperse the vapor cloud.
	IF there is...	THEN...					
A fire	Remain at a safe distance on site, until relieved.						
No fire	Keep ignition sources away and work with fire department to disperse the vapor cloud.						
5	<p>The Initial Responder:</p> <ul style="list-style-type: none"> • Determines the boundary area of the vapor cloud and the vapor concentration using explosimeter or Draeger tube • Barricades or identifies the boundary area • Identifies the affected area that exists 1,500 feet outside of boundary area and the areas downwind of the vapor cloud • Determines the people and facilities within the affected area, and • Notifies the police to evacuate the affected area (including areas downwind of the vapor cloud, outside of the affected area). 						
6	Police evacuate the boundary area.						
7	Fire department disperses the vapor cloud with a sustained flow of water spray.						
8	<p>The Initial Responder stays on site until:</p> <ul style="list-style-type: none"> • Relief arrives • Vapor cloud is completely dispersed, or • Fire is burned out and the vapor cloud no longer exists. 						

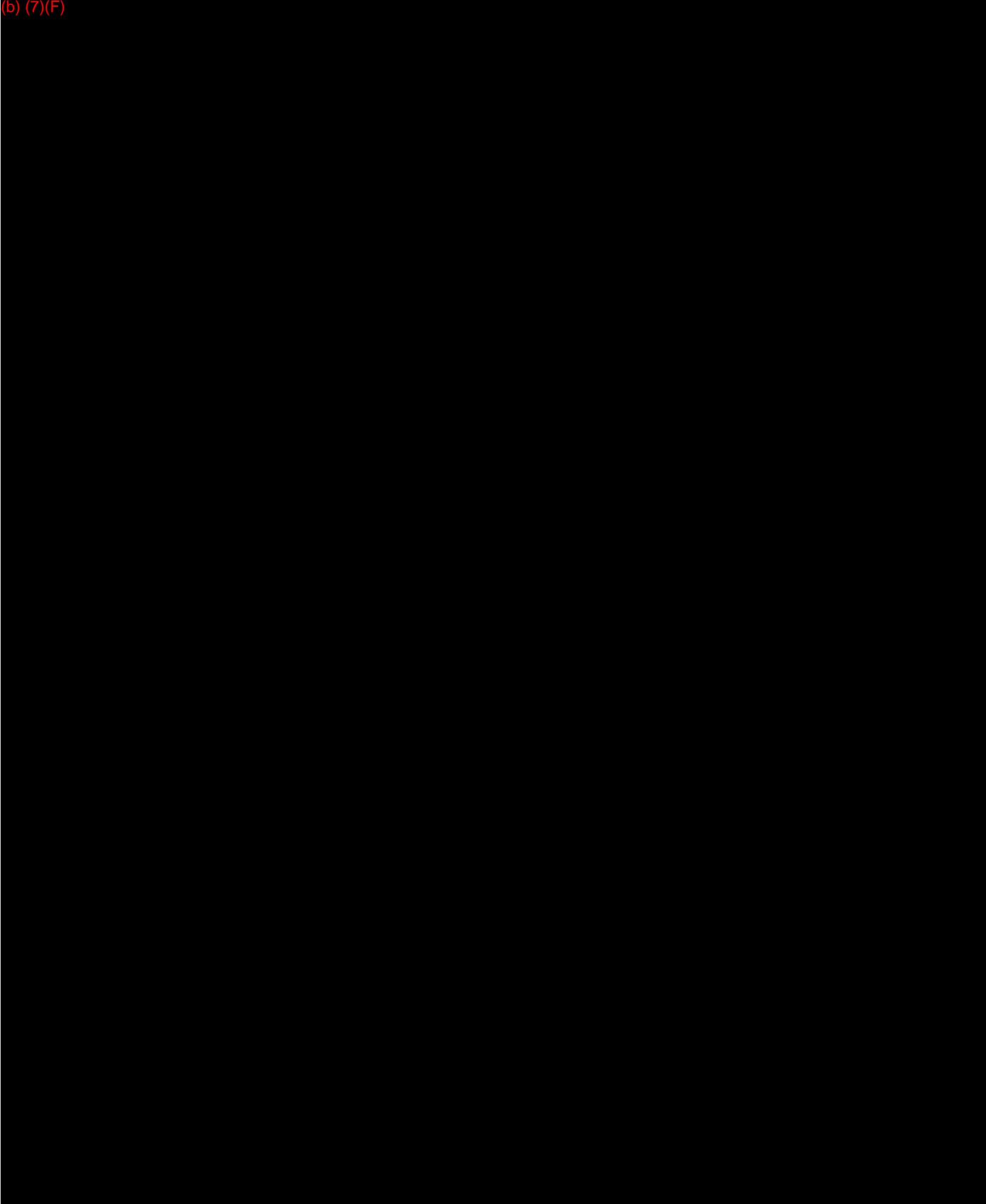
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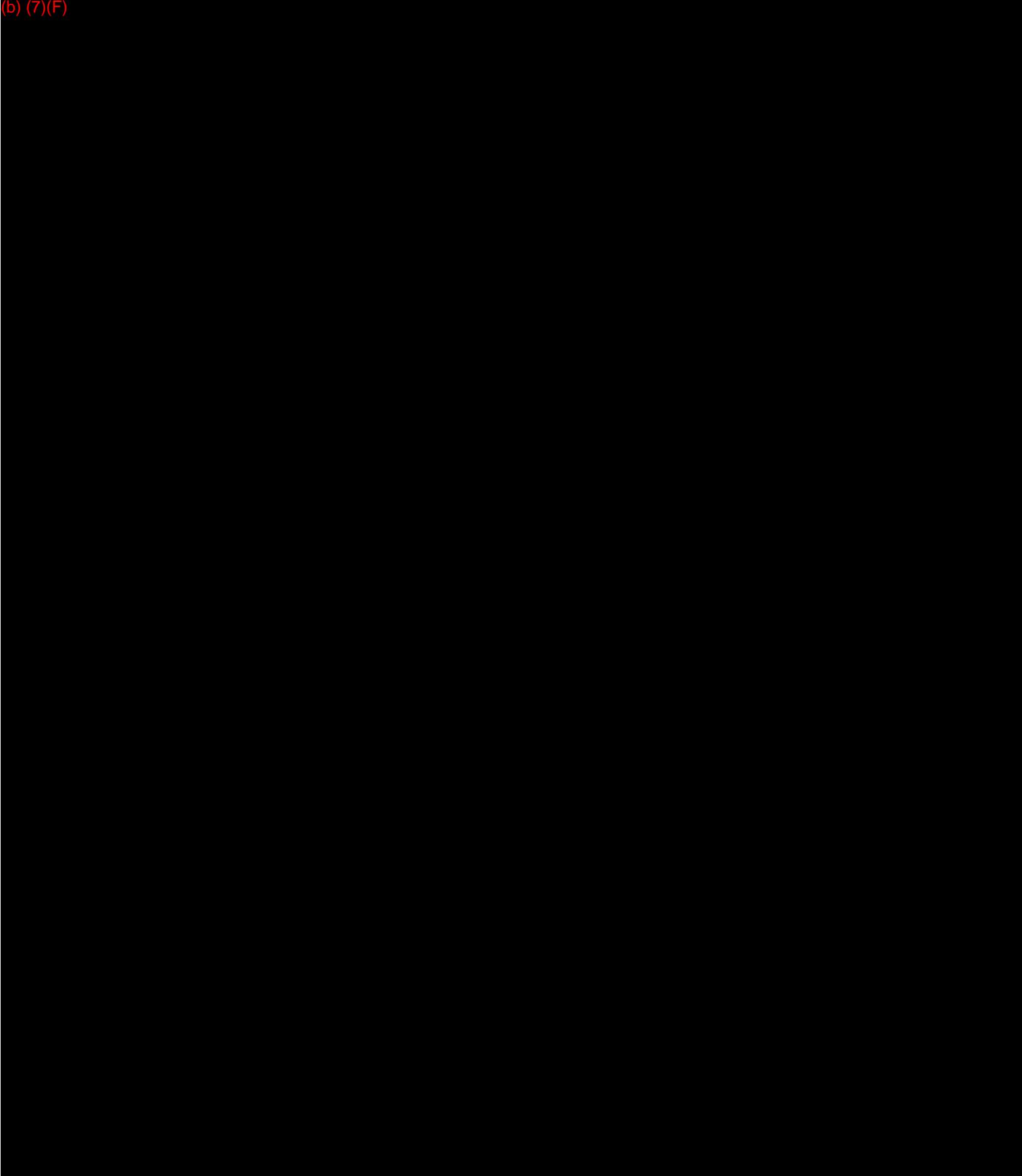












Hurricane

Hurricane Response

When a hurricane threatens:

- Monitor news reports to plot movement of the hurricane
- Determine which pipeline facilities will be affected by the hurricane, and
- Contact appropriate Company personnel.

Note: Company management will decide whether the pipeline facility will be attended and/or operated during the hurricane. Refer to the GOM Hurricane Response Plan for further guidance.

For pipeline facilities which will be affected by the hurricane:

- Secure equipment that will be susceptible to damage from high winds
- Board or tape windows
- Arrange for first aid, drinking water, emergency lighting and food if management decides to have the facility attended during the hurricane, and
- Maintain adequate inventory in tanks to prevent tanks from floating.

When a hurricane hits:

- Monitor the progress of the hurricane, and
- Monitor SCADA system for indications of leaks.

After a hurricane hits, correct any damage to the facility and restart operations after obtaining proper approval.

Natural Disaster Incidents

Tornado or Severe Storms

A tornado may be monitored and detected by:

- Listening to news reports--know the difference between tornado watch and tornado warning
- Sighting of a funnel formation on the ground or in the clouds, or
- Hearing a roar that sounds like a jet or a locomotive.

If a tornado is a direct threat to a pipeline facility:

- Notify appropriate Company personnel
- Shut down the pipeline facility
- Inform others and take appropriate shelter, and
- After the tornado passes, correct any damage to the facility and restart operations after obtaining proper approval.

Note: Circumstances may require changing the order in which these guidelines are performed.

Flooding

Flooding Response

Special Considerations

Below are the special considerations to take into account, depending on the magnitude of the flooding, amount of damage, and prevalent conditions.

- Be alert to areas of flooding and have personnel available for emergency response actions such as shutdown, isolation, and containment.
- Consider extending regulator vents and relief stacks above the level of anticipated flooding as appropriate.
- Evaluate the accessibility of pipeline facilities, such as valve setting needed to isolate water crossings or other sections of pipeline that might be jeopardized.
- Perform frequent patrols to evaluate right-of-way conditions at water crossings during flooding and after waters subside. Determine if flooding has exposed and/or undermined pipelines as a result of forming new channels or erosion of riverbeds.
- Coordinate with other pipeline companies in the flood area and provide personnel to emergency response centers to act as a liaison for pipeline issues. Provide maps and information on pipeline location and condition to emergency responders.

Determine if normally aboveground facilities (valves, regulator and relief sets, etc.) that have become submerged could be struck by craft operating in flooded areas and supply maps to emergency response centers and mark with buoys, as appropriate.

- Perform surveys to determine the depth of cover over pipelines and notify landowners of reduced cover. Agricultural agencies may be helpful in reminding farmers of the potential hazard of reduced cover over pipelines.
- Assure that line markers are still in place and remind contractors, highway departments, and others involved in excavation and clearing activities associated with flood clean-up of the presence of pipelines and the operating hazards that could occur due to reduced pipeline cover.

Ground, Marine and Air Traffic

Traffic Control Needs

The first responder or IC will evaluate the release site to determine whether or not ground and marine traffic will hamper the spill response. The FOSC may evaluate air traffic. In the event that control is required before local state, or federal agencies arrive, the first responder or IC will follow the guidelines presented in the table below.

Traffic Control Needed	Response Requirements
Ground	<p>Call 911 and describe the location and nature of the release.</p> <p>Request highway patrol, sheriff, police, or fire department assistance.</p> <p>If manpower permits:</p> <ul style="list-style-type: none"> ● Cordon off the area with hazard cones and yellow hazard tape ● Consider temporary use of vehicles to barricade streets if vehicular traffic is in danger, and ● Keep pedestrians away from the site.
Marine	<p>In the event that such a spill reaches marine waters:</p> <ul style="list-style-type: none"> ● Notify the Coast Guard immediately ● Request the Captain of the Port to provide assistance for controlling marine vessels, and ● To the extent possible, warn vessels and boats that traversing the release area may be dangerous and may jeopardize response operations. <p>Leave patrolling and control activities to the direction of Coast Guard or the Captain of the Port.</p>
Air	<p>Contact the Federal Aviation Administration (FAA) if it appears that air traffic control will be required. (Upon approval, the FAA will immediately issue a Notice to Airmen ("NOTAM")).</p> <p>Be prepared to describe the geographical location, or if known, the latitude and longitude of the release.</p>

FIGURE 3.3

PRODUCT SPECIFIC RESPONSE CONSIDERATIONS

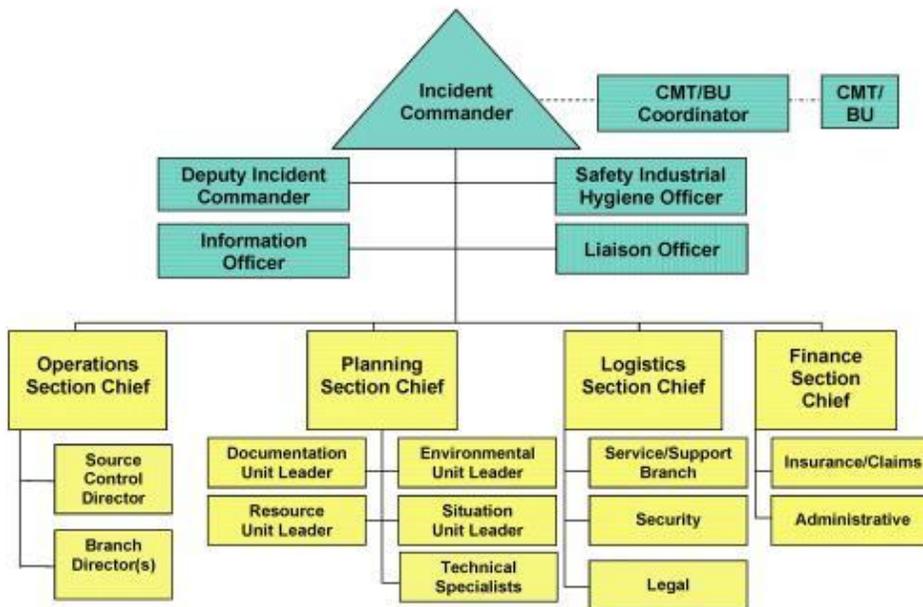
FLAMMABLE LIQUIDS (Non-Polar/Water-Immiscible)	
<p>The following information provides the initial responder(s) with data that may be useful in making quick decisions and executing prompt response actions. <u>The information is intended for guideline purposes only.</u></p>	
HEALTH	
GUIDE NO. 128	<ul style="list-style-type: none"> ● Inhalation or contact with material may irritate or burn skin and eyes. ● Fire may produce irritating, corrosive and/or toxic gases. ● Vapors may cause dizziness or suffocation. ● Runoff from fire control or dilution water may cause pollution.
FIRST AID	
<ul style="list-style-type: none"> ● Move victim to fresh air. ● Call 911 or emergency medical service. ● Give artificial respiration if victim is not breathing. ● Administer oxygen if breathing is difficult. ● Remove and isolate contaminated clothing and shoes. ● In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes. ● Wash skin with soap and water. ● In case of burns, immediately cool affected skin for as long as possible with cold water. Do not remove clothing if adhering to skin. ● Keep victim warm and quiet. ● Effects of exposure (inhalation, ingestion or skin contact) to substance may be delayed. ● Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves. 	
PUBLIC SAFETY	
<ul style="list-style-type: none"> ● Isolate spill or leak area immediately for at least 50 meters (150 feet) in all directions. ● Keep unauthorized personnel away. ● Stay upwind. ● Keep out of low areas. ● Ventilate closed spaces before entering. 	
EVACUATION	<p>Large Spill</p> <ul style="list-style-type: none"> ● Consider initial downwind evacuation for at least 300 meters (1,000 feet). <p>Fire</p> <ul style="list-style-type: none"> ● If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.
Information provided by the Emergency Response Guidebook 2008.	

COMPANY OWNED RESPONSE EQUIPMENT

Company Owned Response Equipment		
NAME	LOCATION	DESCRIPTION
	NONE	

INCIDENT MANAGEMENT TEAM - INCIDENT COMMAND STRUCTURE

COMMAND STAFF



Incident Commander

- Assess the situation and/or obtain a briefing from the prior IC.
- Determine Incident Objectives and strategy.
- Establish the immediate priorities.
- Establish an ICP.
- Brief Command Staff and Section Chiefs.
- Review meetings and briefings.
- Establish an appropriate organization.
- Ensure planning meetings are scheduled as required.
- Approve and authorize the implementation of an IAP.
- Ensure that adequate safety measures are in place.
- Coordinate activity for all Command and General Staff.
- Coordinate with key people and officials.
- Approve requests for additional resources or for the release of resources.
- Keep agency administrator informed of incident status.
- Approve the use of trainees, volunteers, and auxiliary personnel.
- Authorize release of information to the news media.
- Ensure incident Status Summary (ICS Form 209) is completed and forwarded to appropriate higher authority.
- Order the demobilization of the incident when appropriate.

Information Officer

- Determine from the IC if there are any limits on information release.
- Develop material for use in media briefings.
- Obtain IC approval of media releases.
- Inform media and conduct media briefings.
- Arrange for tours and other interviews or briefings that may be required.
- Obtain media information that may be useful to incident planning.
- Maintain current information summaries and/or displays on the incident and provide information on the status of the incident to assigned personnel.

Liaison Officer

- Be a contact point for Agency Representatives.
- Maintain a list of assisting and cooperating agencies and Agency Representatives. Monitor check-in sheets daily to ensure that all Agency Representatives are identified.
- Assist in establishing and coordinating interagency contacts.
- Keep agencies supporting the incident aware of incident status.
- Monitor incident operations to identify current or potential inter-organizational problems.
- Participate in planning meetings, providing current resource status, including limitations and capability of assisting agency resources.
- Coordinate response resource needs for Natural Resource Damage Assessment and Restoration (NRDAR) activities with the OPS during oil and HAZMAT responses.
- Coordinate response resource needs for incident investigation activities with the OPS.
- Ensure that all required agency forms, reports and documents are completed prior to demobilization.
- Coordinate activities of visiting dignitaries.

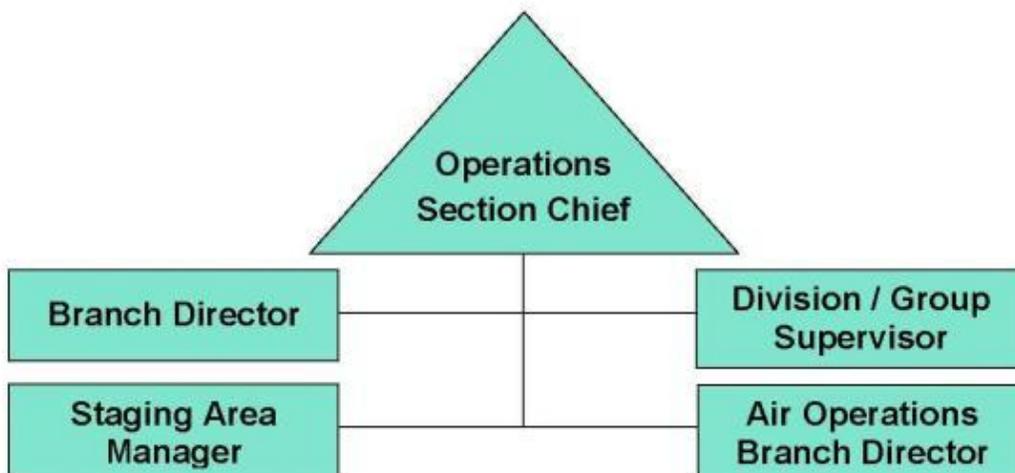
Safety Industrial Hygiene Officer

- Participate in planning meetings.
- Identify hazardous situations associated with the incident.
- Review the IAP for safety implications.
- Exercise emergency authority to stop and prevent unsafe acts.
- Investigate accidents that have occurred within the incident area.
- Review and approve the medical plan.
- Develop the Site Safety Plan and publish Site Safety Plan summary (ICS Form 208) as required.

Legal Officer

- Participate in planning meetings, if requested.
- Advise on legal issues relating to in-situ burning, use of dispersants, and other alternative response technologies.
- Advise on legal issues relating to differences between Natural Resource Damage Assessment Restoration (NRADR) and response activities.
- Advise on legal issues relating to investigations.
- Advise on legal issues relating to finance and claims.
- Advise on legal issues relating to response.

OPERATIONS SECTION



Operations Section Chief

- Develop operations portion of IAP.
- Brief and assign Operations Section personnel in accordance with the IAP.
- Supervise Operations Section.
- Determine need and request additional resources.
- Review suggested list of resources to be released and initiate recommendation for release of resources.
- Assemble and disassemble strike teams assigned to the Operations Section.
- Report information about special activities, events, and occurrences to the IC.
- Respond to resource requests in support of NRDAR activities.

Branch Director

- Develop with subordinates alternatives for Branch control operations.
- Attend planning meetings at the request of the OPS.
- Review Division/Group Assignment Lists (ICS Form 204) for Divisions/Groups within the Branch. Modify lists based on effectiveness of current operations.
- Assign specific work tasks to Division/Group Supervisors.
- Supervise Branch operations.
- Resolve logistic problems reported by subordinates.
- Report to OPS when: the IAP is to be modified; additional resources are needed; surplus resources are available; or hazardous situations or significant events occur.
- Approve accident and medical reports originating within the Branch.

Division / Group Supervisor

- Implement IAP for Division/Group.
- Provide the IAP to Strike Team Leaders, when available.
- Identify increments assigned to the Division/Group.
- Review Division/Group assignments and incident activities with subordinates and assign tasks.
- Ensure that the IC and/or Resources Unit is advised of all changes in the status of resources assigned to the Division/Group.
- Coordinate activities with adjacent Division/Group.
- Determine need for assistance on assigned tasks. Coordinate activities with adjacent Division/Group.
- Submit situation and resources status information to the Branch Director or the OPS.
- Report hazardous situations, special occurrences, or significant events (e.g., accidents, sickness, discovery of unanticipated sensitive resources) to the immediate supervisor.
- Ensure that assigned personnel and equipment get to and from assignments in a timely and orderly manner.
- Resolve logistics problems within the Division/Group.
- Participate in the development of Branch plans for the next operational period.

Staging Area Manager

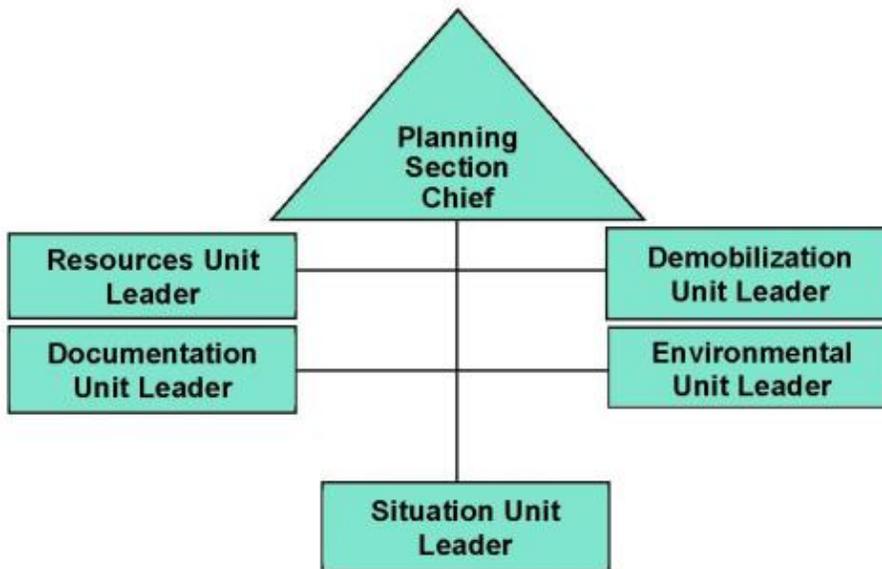
- Establish Staging Area layout.
- Determine any support needs for equipment, feeding, sanitation and security.
- Establish check-in function as appropriate.
- Post areas for identification and traffic control.
- Request maintenance service for equipment at Staging Area as appropriate.
- Respond to request for resource assignments.
- Obtain and issue receipts for radio equipment and other supplies distributed and received at Staging Area.
- Determine required resource levels from the OPS.

- Advise the OPS when reserve levels reach minimums.
- Maintain and provide status to Resource Unit of all resources in Staging Area.
- Demobilize Staging Area in accordance with the Incident Demobilization Plan.

Air Operations Branch Director

- Organize preliminary air operations.
- Request declaration (or cancellation) of restricted air space.
- Participate in preparation of the IAP through the OPS. Insure that the air operations portion of the IAP takes into consideration the Air Traffic Control requirements of assigned aircraft.
- Perform operational planning for air operations.
- Prepare and provide Air Operations Summary Worksheet (ICS Form 220) to the Air Support Group and Fixed-Wing Bases.
- Determine coordination procedures for use by air organization with ground Branches, Divisions, or Groups.
- Coordinate with appropriate Operations Section personnel.
- Supervise all air operations activities associated with the incident.
- Evaluate helibase locations.
- Establish procedures for emergency reassignment of aircraft.
- Schedule approved flights of non-incident aircraft in the restricted air space area.
- Coordinate with the Operations Coordination Center (OCC) through normal channels on incident air operations activities.
- Inform the Air Tactical Group Supervisor of the air traffic situation external to the incident.
- Consider requests for non-tactical use of incident aircraft.
- Resolve conflicts concerning non-incident aircraft.
- Coordinate with FAA.
- Update air operations plans.
- Report to the OPS on air operations activities.
- Report special incidents/accidents.
- Arrange for an accident investigation team when warranted.

PLANNING SECTION



Planning Section Chief

- Collect and process situation information about the incident.
- Supervise preparation of the IAP.
- Provide input to the IC and the OPS in preparing the IAP.
- Chair planning meetings and participate in other meetings as required.
- Reassign out-of-service personnel already on-site to ICS organizational positions as appropriate.
- Establish information requirements and reporting schedules for Planning Section Units (e.g., Resources, Situation Units).
- Determine the need for any specialized resources in support of the incident.
- If requested, assemble and disassemble Strike Teams and Task Forces not assigned to Operations.
- Establish special information collection activities as necessary (e.g., weather, environmental, toxics, etc.).
- Assemble information on alternative strategies.
- Provide periodic predictions on incident potential.
- Report any significant changes in incident status.
- Compile and display incident status information.
- Oversee preparation and implementation of the Incident Demobilization Plan.
- Incorporate plans (e.g., Traffic, Medical, Communications, Site Safety) into the IAP.

Resources Unit Leader

- Establish the check-in function at incident locations.
- Prepare Organization Assignment List (ICS Form 203) and Organization Chart (ICS Form 207).
- Prepare appropriate parts of Division Assignment Lists (ICS Form 204).
- Prepare and maintain the ICP display (to include organization chart and resource allocation and deployment).
- Maintain and post the current status and location of all resources.
- Maintain master roster of all resources checked in at the incident.

Situation Unit Leader

- Begin collection and analysis of incident data as soon as possible.
- Prepare, post, or disseminate resource and situation status information as required, including special requests.
- Prepare periodic predictions or as requested by the PSC.
- Prepare the Incident Status Summary Form (ICS Form 209).
- Provide photographic services and maps if required.

Documentation Unit Leader

- Set up work area; begin organization of incident files.
- Establish duplication service; respond to requests.
- File all official forms and reports.
- Review records for accuracy and completeness; inform appropriate units of errors or omissions.
- Provide incident documentation as requested.
- Store files for post-incident use.

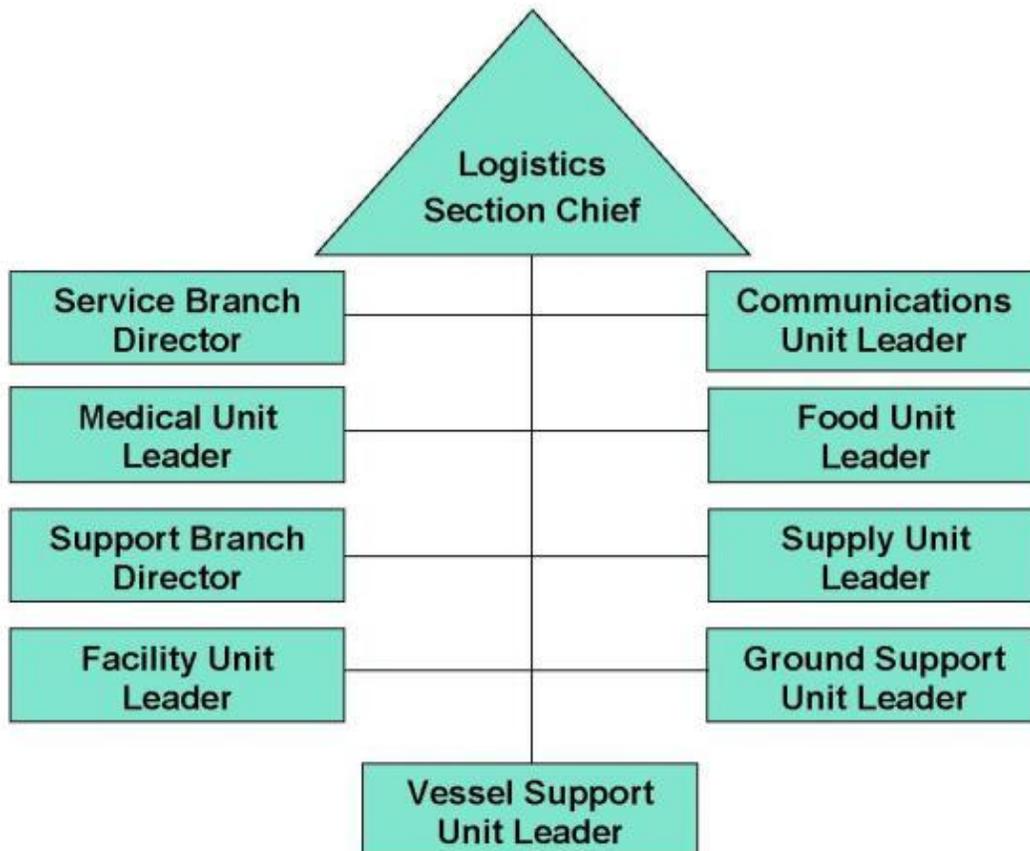
Demobilization Unit Leader

- Participate in planning meetings as required.
- Review incident resource records to determine the likely size and extent of demobilization effort.

- Based on the above analysis, add additional personnel, workspace, and supplies as needed.
- Coordinate demobilization with Agency Representatives.
- Monitor the on-going Operations Section resource needs.
- Identify surplus resources and probable release time.
- Develop incident check-out function for all units.
- Evaluate logistics and transportation capabilities to support demobilization.
- Establish communications with off-incident facilities, as necessary.
- Develop an Incident Demobilization Plan detailing specific responsibilities and release priorities and procedures.
- Prepare appropriate directories (e.g., maps, instructions, etc.) for inclusion in the demobilization plan.
- Distribute demobilization plan (on and off-site).
- Provide status reports to appropriate requestors.
- Ensure that all Sections/Units understand their specific demobilization responsibilities.
- Supervise execution of the Incident Demobilization Plan.
- Brief the PSC on demobilization progress.

Environmental Unit Leader

- Participate in Planning Section meetings.
- Identify sensitive areas and recommend response priorities.
- Following consultation with natural resource trustees, provide input on wildlife protection strategies (e.g., removing oiled carcasses, pre-emptive capture, hazing, and/or capture and treatment).
- Determine the extent, fate and effects of contamination.
- Acquire, distribute and provide analysis of weather forecasts.
- Monitor the environmental consequences of cleanup actions.
- Develop shoreline cleanup and assessment plans. Identify the need for, and prepare any special advisories or orders.
- Identify the need for, and obtain, permits, consultations, and other authorizations including Endangered Species Act (ESA) provisions.
- Following consultation with the FOSC's Historical/Cultural Resources Technical Specialist identify and develop plans for protection of affected historical/cultural resources.
- Evaluate the opportunities to use various response technologies.
- Develop disposal plans.
- Develop a plan for collecting, transporting, and analyzing samples.

LOGISTICS SECTION

Logistics Section Chief

- Plan the organization of the Logistics Section.
- Assign work locations and preliminary work tasks to Section personnel.
- Notify the Resources Unit of the Logistics Section units activated including names and locations of assigned personnel.
- Assemble and brief Branch Directors and Unit Leaders.
- Participate in preparation of the IAP.
- Identify service and support requirements for planned and expected operations.
- Provide input to and review the Communications Plan, Medical Plan and Traffic Plan.
- Coordinate and process requests for additional resources.
- Review the IAP and estimate Section needs for the next operational period.
- Advise on current service and support capabilities.
- Prepare service and support elements of the IAP.
- Estimate future service and support requirements.
- Receive Incident Demobilization Plan from Planning Section.
- Recommend release of Unit resources in conformity with Incident Demobilization Plan.
- Ensure the general welfare and safety of Logistics Section personnel.

Service Branch Director

- Determine the level of service required to support operations.
- Confirm dispatch of Branch personnel.
- Participate in planning meetings of Logistics Section personnel.
- Review the IAP.
- Organize and prepare assignments for Service Branch personnel.
- Coordinate activities of Branch Units.
- Inform the LSC of Branch activities.
- Resolve Service Branch problems.

Communications Unit Leader

- Prepare and implement the Incident Radio Communications Plan (ICS Form 205).
- Ensure the Incident Communications Center and the Message Center is established.
- Establish appropriate communications distribution/maintenance locations within the Base/Camp(s).
- Ensure communications systems are installed and tested.
- Ensure an equipment accountability system is established.
- Ensure personal portable radio equipment from cache is distributed per Incident Radio Communications Plan.
- Provide technical information as required on:
 - Adequacy of communications systems currently in operation.
 - Geographic limitation on communications systems.
 - Equipment capabilities/limitations.
 - Amount and types of equipment available.
 - Anticipated problems in the use of communications equipment.
- Supervise Communications Unit activities.
- Maintain records on all communications equipment as appropriate.
- Ensure equipment is tested and repaired.
- Recover equipment from Units being demobilized.

Medical Unit Leader

- Participate in Logistics Section/Service Branch planning activities.
- Prepare the Medical Plan (ICS Form 206).
- Prepare procedures for major medical emergency.
- Declare major emergency as appropriate.
- Respond to requests for medical aid, medical transportation, and medical supplies.
- Prepare and submit necessary documentation.

Food Unit Leader

- Determine food and water requirements.
- Determine the method of feeding to best fit each facility or situation.
- Obtain necessary equipment and supplies and establish cooking facilities.
- Ensure that well-balanced menus are provided.
- Order sufficient food and potable water from the Supply Unit.
- Maintain an inventory of food and water.
- Maintain food service areas, ensuring that all appropriate health and safety measures are being followed.
- Supervise caterers, cooks, and other Food Unit personnel as appropriate.

Support Branch Director

- Determine initial support operations in coordination with the LSC and Service Branch Director.
- Prepare initial organization and assignments for support operations.
- Assemble and brief Support Branch personnel.
- Determine if assigned Branch resources are sufficient.
- Maintain surveillance of assigned units work progress and inform the LSC of their activities.
- Resolve problems associated with requests from the Operations Section.

Supply Unit Leader

- Participate in Logistics Section/Support Branch planning activities.
- Determine the type and amount of supplies en route.
- Review the IAP for information on operations of the Supply Unit.
- Develop and implement safety and security requirements.
- Order, receive, distribute, and store supplies and equipment.
- Receive and respond to requests for personnel, supplies, and equipment.
- Maintain an inventory of supplies and equipment.
- Service reusable equipment.
- Submit reports to the Support Branch Director.

Facility Unit Leader

- Review the IAP.
- Participate in Logistics Section/Support Branch planning activities.
- Determine requirements for each facility, including the ICP.
- Prepare layouts of incident facilities.
- Notify Unit Leaders of facility layout.
- Activate incident facilities.
- Provide Base and Camp Managers and personnel to operate facilities.
- Provide sleeping facilities.
- Provide security services.
- Provide facility maintenance services (e.g., sanitation, lighting, clean up).

- Demobilize Base and Camp facilities.
- Maintain facility records.

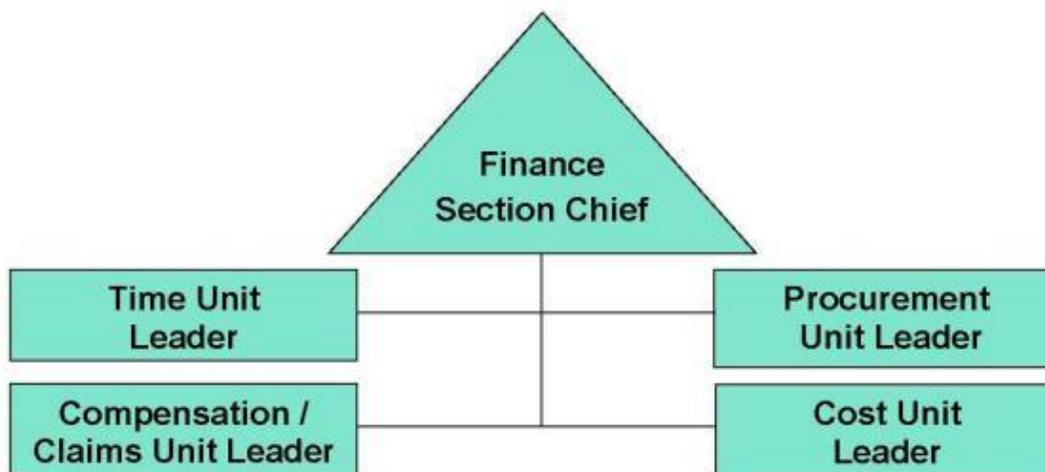
Ground Support Unit Leader

- Participate in Support Branch/Logistics Section planning activities.
- Develop and implement the Traffic Plan.
- Support out-of-service resources.
- Notify the Resources Unit of all status changes on support and transportation vehicles.
- Arrange for and activate fueling, maintenance, and repair of ground resources.
- Maintain Support Vehicle Inventory and transportation vehicles (ICS Form 218).
- Provide transportation services, IAW requests from the LSC or Support Branch Director.
- Collect information on rented equipment.
- Requisition maintenance and repair supplies (e.g., fuel, spare parts).
- Maintain incident roads.
- Submit reports to Support Branch Director as directed.

Vessel Support Unit Leader

- Participate in Support Branch/Logistics Section planning activities.
- Coordinate development of the Vessel Routing Plan.
- Coordinate vessel transportation assignments with the Protection and Recovery Branch or other sources of vessel transportation.
- Coordinate water-to-land transportation with the Ground Support Unit, as necessary.
- Maintain a prioritized list of transportation requirements that need to be scheduled with the transportation source.
- Support out-of-service vessel resources, as requested.
- Arrange for fueling, dockage, maintenance and repair of vessel resources, as requested.
- Maintain inventory of support and transportation vessels.

FINANCE SECTION



Finance / Administration Section Chief

- Attend planning meetings as required.
- Manage all financial aspects of an incident.
- Provide financial and cost analysis information as requested.
- Gather pertinent information from briefings with responsible agencies.
- Develop an operating plan for the Finance/Administration Section; fill supply and support needs.
- Determine the need to set up and operate an incident commissary.
- Meet with Assisting and Cooperating Agency Representatives, as needed.
- Maintain daily contact with agency(s) administrative headquarters on Finance/Administration matters.
- Ensure that all personnel time records are accurately completed and transmitted, according to policy.
- Provide financial input to demobilization planning.
- Ensure that all obligation documents initiated at the incident are properly prepared and completed.
- Brief administrative personnel on all incident-related financial issues needing attention or follow-up prior to leaving incident.

Time Unit Leader

- Determine incident requirements for time recording function.
- Determine resource needs.
- Contact appropriate agency personnel/representatives.
- Ensure that daily personnel time recording documents are prepared and in compliance with policy.
- Establish time unit objectives.
- Maintain separate logs for overtime hours.
- Establish commissary operation on larger or long-term incidents as needed.
- Submit cost estimate data forms to the Cost Unit, as required.
- Maintain records security.
- Ensure that all records are current and complete prior to demobilization. Release time reports from assisting agency personnel to the respective Agency Representatives prior to demobilization.
- Brief the Finance/Administration Section Chief on current problems and recommendations, outstanding issues, and follow-up requirements.

Procurement Unit Leader

- Review incident needs and any special procedures with Unit Leaders, as needed.
- Coordinate with local jurisdiction on plans and supply sources.
- Obtain the Incident Procurement Plan.
- Prepare and authorize contracts and land-use agreements.
- Draft memoranda of understanding as necessary.
- Establish contracts and agreements with supply vendors.
- Provide for coordination between the Ordering Manager, agency dispatch, and all other procurement organizations supporting the incident.
- Ensure that a system is in place that meets agency property management requirements. Ensure proper accounting for all new property.
- Interpret contracts and agreements; resolve disputes within delegated authority.
- Coordinate with the Compensation/Claims Unit for processing claims.
- Coordinate use of impress funds, as required.
- Complete final processing of contracts and send documents for payment.
- Coordinate cost data in contracts with the Cost Unit Leader.
- Brief the Finance/Administration Section Chief on current problems and recommendations, outstanding issues, and follow-up requirements.

Compensation / Claims Unit Leader

- Establish contact with the incident SO and LO (or Agency Representatives if no LO is assigned).
- Determine the need for Compensation for Injury and Claims Specialists and order personnel as needed.
- Establish a Compensation for Injury work area within or as close as possible to the Medical Unit.
- Review Incident Medical Plan (ICS Form 206).
- Ensure that Compensation/Claims Specialists have adequate workspace and supplies.
- Review and coordinate procedures for handling claims with the Procurement Unit.
- Brief the Compensation/Claims Specialists on incident activity.
- Periodically review logs and forms produced by the Compensation/Claims Specialists to ensure that they are complete, entries are timely and accurate and that they are in compliance with agency requirements and policies.
- Ensure that all Compensation for Injury and Claims logs and forms are complete and routed appropriately for post-incident processing prior to demobilization.
- Keep the Finance/Administration Section Chief briefed on Unit status and activity.
- Demobilize unit in accordance with the Incident Demobilization Plan.

Cost Unit Leader

- Coordinate cost reporting procedures.
- Collect and record all cost data.
- Develop incident cost summaries.
- Prepare resources-use cost estimates for the Planning Section.
- Make cost-saving recommendations to the Finance/Administration Section Chief.
- Ensure all cost documents are accurately prepared.
- Maintain cumulative incident cost records.
- Complete all records prior to demobilization.
- Provide reports to the Finance/Administration Section Chief.

D.1 EVACUATION

This evacuation plan shall be implemented in the event of an incident which requires the evacuation of one or more areas of the Facility.

The primary responsibility of the Incident Commander is to account for all employees and visitors in the emergency area.

Evacuation Planning

The primary evacuation routes were developed with the following factors taken into consideration:

- ✓ location of stored materials;
- ✓ hazard imposed by spilled material;
- ✓ spill flow direction;
- ✓ prevailing wind direction and speed;
- ✓ water currents, tides, or wave conditions (if applicable);
- ✓ arrival route of emergency response personnel and response equipment;
- ✓ evacuation routes;
- ✓ alternative routes of evacuation;
- ✓ transportation of injured personnel to nearest emergency medical facility;
- ✓ location of alarm/notification systems;
- ✓ the need for a centralized check-in area for evacuation validation (roll call);
- ✓ selection of a mitigation command center; and
- ✓ location of shelter at the facility as an alternative to evacuation.

All employees and contractors have been trained to evaluate the safety of the primary route prior to using it for evacuation.

The Evacuation Diagram in Appendix D shows the primary evacuation routes throughout the Facility.

Evacuation Response

Procedures and Schedules

Introduction

There are several training programs provided to SPLC employees who are expected to respond to incidents.

Requirements

SPLC employees must take incident responder training once and take refresher courses or demonstrate competence every year.

Who Needs This Training

All employees who are identified as potential incident responders must satisfy these training requirements.

Tracking

SPLC tracks all compliance training taken by employees (courses offered internally and externally, drills and actual responses) using Shell's training records management system. Upon notification of completion, the

designated area/location employee documents this training in an online system (which is accessible via company intranet). It is line management's responsibility to ensure compliance of initial and refresher training. Individual employee records are maintained through employment and retained for an additional five (5) years after employment.

Evaluation

SPLC will conduct personnel performance reviews and evaluate the effectiveness of the training program. Any changes to the training program that are required to ensure that it is effective will be made as necessary. The evaluation will be conducted once every calendar year, not to exceed 15 months. The supervisor will maintain thorough knowledge of the response procedures for which they are responsible.

OIL SPILL RESPONSE PLAN

Gulf of Mexico Region - North Response Zone



Prepared for:

**Shell Pipeline Company LP (SPLC)
777 Walker Street
Two Shell Plaza
Houston , Texas 77002**

Prepared by:

O'Brien's Response Management Inc.
818 Town & Country Blvd., Suite 200
Houston, TX 77024-4564
Phone: (281) 320-9796 | Fax: (281) 320-9700
www.obriensrm.com

ACKNOWLEDGMENT AND PLAN APPROVAL

The information and procedures in this Plan must be treated as guidelines only. The user should determine to what extent it is practical and advisable to follow them. This decision may involve considerations not discussed in this Plan.

The information and procedures contained herein are considered to be accurate as of this date and are consistent with the National Contingency Plan (NCP) and applicable Area Contingency Plans (ACP) as detailed in Section 1.5.

CERTIFICATION OF QUALIFIED INDIVIDUAL AND ALTERNATE QUALIFIED INDIVIDUAL

Shell Pipeline Company LP (SPLC) hereby certifies that the individuals identified as Qualified Individual and Alternate Qualified Individual in this Plan have the full authority in accordance with the applicable United States Federal and State regulations and as detailed in this Plan to:

1. Activate and engage in contracting with oil spill removal organizations.
2. Act as a liaison with the pre-designated Federal On-Scene Coordinator (OSC), and
3. Obligate funds required to carry out response activities.

Plan Approved:



Signature

Title

Name (please type or print)

Date

NOTE: O'Brien's Response Management (O'Brien'sRM) Inc. provided consulting and plan development services in the preparation of this Plan utilizing data provided by the owner/operator. O'Brien'sRM assumes no liability for injury, loss, or damage of any kind resulting directly or indirectly from the use of the regulatory interpretation, response planning, or information contained in this plan.

OPERATOR'S STATEMENT - SIGNIFICANT AND SUBSTANTIAL HARM AND CERTIFICATION OF RESPONSE RESOURCES

FACILITY NAME: Gulf of Mexico Region - North Response Zone
777 Walker Street
 CORPORATE ADDRESS: Two Shell Plaza
Houston, Texas 77002

- | | |
|---|---------------------|
| 1. Is the pipeline greater than 6 and 5/8 inches (168 mm) in outside nominal diameter, greater than 10 miles (16.1 km) in length? and | Yes [✓] No |
| 2. Has any line section experienced a release greater than 1,000 barrels (159 cubic meters) within the previous five years? or | Yes No [✓] |
| 3. Has any line section experienced two or more reportable releases, as defined in 49 CFR 195.50, within the previous five years? or | Yes No [✓] |
| 4. Does any line section contain any electric resistance welded pipe, manufactured prior to 1970 and operates at a maximum operating pressure established under 49 CFR 195.406 that corresponds to a stress level greater than 50 percent of the specified minimum yield strength of the pipe? or | Yes No [✓] |
| 5. Is any line located within a 5-mile (8 km) radius of potentially affected public drinking water intakes and could reasonably be expected to reach public drinking water intakes? or | Yes No [✓] |
| 6. Is any line located within a 1-mile (1.6 km) radius of potentially affected environmentally sensitive areas and could reasonably be expected to reach these areas? | Yes [✓] No |

Shell Pipeline Company LP (SPLC) hereby certifies to the Pipeline and Hazardous Materials Safety Administration of the U.S. Department of Transportation that we have identified and ensured, by contract or by other means, the availability of personnel and equipment to respond, to the maximum extent practicable, to a worst case discharge.



 President and General Manager, GOM

 Signature

 Title

 Greg G. Smith

 Name (please type or print)

 Date

NOTE: It is the responsibility of the holder of this Plan to ensure that all changes and updates are made. The Plan Holder must:

- Remove and discard obsolete pages.
- Replace obsolete pages with the updated pages.

REVISION RECORD		
CHANGE DATE	AFFECTED PAGE NUMBER(S)	DESCRIPTION OF CHANGE(S)
September, 2012	All	Re-Issue Entire New Manual

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3	Shell Pipeline Company LP Greg Landry Liberty Station 4605 Highway 24 Liberty, Mississippi 39645
4	Shell Pipeline Company LP Tim Geiger Collierville Station 858 Wingo Road Byhalia, Mississippi 38611
5,6,7	Shell Pipeline Company LP Randy Thompson Patoka Terminal (2-Patoka; 1-Lockport) 1643 Dickey Pond Road Patoka, Illinois 62892
(2) CDs Only	US DOT Office of Pipeline Safety Melanie Barber, Response Plans Officer 1200 New Jersey Avenue SE - E-22-321 Washington, District Of Columbia 20590

NOTE: The Distribution of this Plan is controlled by the Copy Number located on the front cover or CD label. The Plan Distribution Procedures provided in Section 1.3 and the Plan Review and Update Procedures provided in Section 1.4 should be followed when making any and all changes.



1.0 INTRODUCTION AND PLAN CONTENT

- 1.1 [Plan Purpose/Objectives](#)
 - 1.2 [Scope of Plan](#)
 - 1.3 [Controlled Plan Distribution Procedures](#)
 - 1.4 [Plan Review and Update Procedures](#)
 - 1.5 [Regulatory Compliance](#)
- Figure 1.1 [Facility Information](#)
- Figure 1.2 [Piping System Overview](#)

1.1 PLAN PURPOSE/OBJECTIVES

The purpose of this Oil Spill Response Plan (Plan) is to assist Shell Pipeline Company LP (SPLC) personnel in preparing for and responding quickly and safely to emergencies originating from the pipelines and associated facilities. The Plan provides techniques and guidelines for achieving an efficient, coordinated, and effective response to emergencies which may occur along the pipeline.

The specific objectives of the Plan are to:

- Establish Response Teams, assign individuals to fill the positions on the teams, and define the roles and responsibilities of team members.
- Define notification, activation, and mobilization procedures to be followed when a discharge occurs.
- Define organizational lines of responsibility to be adhered to during a response operation.
- Ensure compliance with federal, state, and local oil pollution regulations.
- Document equipment, manpower, and other resources available to assist with the response.
- Ensure compliance with the U.S. National Oil and Hazardous Substances Contingency Plan and associated Area Contingency Plan(s) for the area of operation.

1.2 SCOPE OF PLAN

This Plan has been developed in accordance with the regulation published in 49 CFR Part 194 - Response Plans for Onshore Oil Pipelines.

This Plan contains prioritized procedures for Company personnel to prevent or mitigate emergencies resulting from the operation of the pipeline. A description of the Pipeline's details is presented in Figure 1.1 with additional information provided in the sections, appendices and annexes.

1.3 CONTROLLED PLAN DISTRIBUTION PROCEDURES

The Response Plan Coordinator (RPC) is responsible for maintenance and distribution of the Plan. Distribution will be handled in the following manner:

- Distribution of controlled Plans is determined by the copy number assigned to agency and designated corporate Plan Holders. A distribution list is included in the Foreword.
- Company personnel who may be called upon to provide assistance during discharge response activities will have access to a copy of the Plan for their use and training.
- Any person holding a controlled copy of the Plan shall ensure that the copy is transferred to their replacement in the event of reassignment or change in responsibility.
- Various regulatory agencies will also be distributed a controlled copy of the Plan. The list of agencies is detailed in the Distribution List located in the Foreword.

1.4 PLAN REVIEW AND UPDATE PROCEDURES

Review/Update

The Plan resides as a web-based document, which permits authorized Corporate and field staff access to make:

- Appropriate revisions as required by operational or organizational changes.
- Appropriate revisions as required by changes in the names and phone numbers detailed in Section 2.0.
- Appropriate revisions as required by improved procedures or deficiencies identified during response team tabletop exercises or actual emergency responses.

Incorporation of Plan Revisions

Email notification allows Authorized Plan Holders to update hard copy Plans as changes occur.

The Individual Plan Holder shall:

- Review and insert the revised pages into the Plan.
- Discard or archive the obsolete pages.

Agency Revision Requirements

The company shall revise and resubmit changes to the U.S. DOT/PHMSA Pipeline Response Plans Officer within 30 days of each change that would substantially affect the implementation of the Response Plan. Examples of changes in operating conditions that would cause a significant change to the Plan include:

Conditions Requiring Changes

- An extension of the existing pipeline or construction of a new pipeline in a response zone not covered by the previously approved Plan.
- Relocation or replacement of portions of the pipeline, which in any way substantially affect the information included in this Plan, such as a change in the Worst Case Discharge volume.
- A change in the type of oil handled, stored, or transferred that materially alters the required response resources.
- A change in the name of the Oil Spill Removal Organization (OSRO).
- A material change in capabilities of the OSRO that provides equipment and personnel.
- A change in emergency response procedures.
- A change in the Qualified Individual.
- A change in the NCP or an ACP that has significant impact on the equipment appropriate for response activities.
- Any other changes that materially affect the implementation of the Plan.
- As a result of post incident or drill evaluations.

How Often to Review

SPLC shall review the Facility Response Plan to verify the information contained within is up-to-date and current at least as follows:

- once every 15 months (but at least once per calendar year), per federal (49 CFR Part 192 and 195).
- once every five years from the last approval date per Federal (49 CFR Part 194) regulations. The Plan must be re-submitted to Pipeline and Hazardous Materials Safety Administration (PHMSA) for approval following this review.

If the Plan is found to be current after conducting the five year review, the Plan does not have to be re-submitted to PHMSA. However, a letter must be sent to PHMSA stating that the Plan was reviewed and that the Plan was determined to be current.

Who is Responsible

SPLC's Response Plans Coordinator (RPC) has the overall responsibility of maintaining the Plan. The information below describes the responsibilities associated with reviewing the Response Plan.

Who Does It	What Happens
RPC	reviews the overall plan to verify that it is consistent with the NCP and ACP.
Regional Operations Manager	verifies that all local copies of the Plan are reviewed and current. (The Regional Operations Manager may delegate this responsibility.)
Control Center Manager	ensures that all Control Center copies of the Plan are reviewed and current. (The Control Center Manager may delegate this responsibility.)
RPC	verifies that the Head Office copies of the Plan are reviewed and current. (The RPC may delegate this responsibility.)
Plan holder	signs and dates the Plan Review Log in the front of the manual for each review.

Each Regional Operations Manager must make sure that the RPC is notified of all changes in the area that meet any of the criteria listed. (The Regional Operations Manager may delegate this responsibility.)

When to Revise

SPLC shall immediately revise the Plan if a new or different operating condition or information substantially affects the implementation of the Plan. These revisions shall be submitted to PHMSA and any applicable state agencies within thirty (30) days of making the change. The following are examples of changes in operating conditions that are considered to cause a significant change to the Plan:

- change in ownership
- an extension of an existing pipeline or construction of a new pipeline in a response zone not covered by the currently approved Plan
- relocation or replacement of a pipeline in a way that substantially affects the information included in the Plan, such as a change to the worst case discharge volume
- change in the type of oil transported, if the type affects the required response resources, such as a change from crude oil to gasoline
- change in the primary oil spill removal organization(s) required to mediate the worst case discharge volume
- post drill and post incident evaluation results which identify a significant deficiency in response capability
- change in emergency response procedures
- change in the qualified individual
- a change in the NCP or an ACP that has significant impact on the equipment appropriate for

response activities, and

- any other information relating to circumstances that may affect full implementation of the Plan.

Who is Responsible

SPLC's Response Plans Coordinator (RPC) has the overall responsibility for maintaining the Plan. Therefore, all changes and revisions to this manual must be accomplished through the RPC.

Each Regional Operations Manager must make sure that the RPC is notified of all changes in the area that meet any of the criteria listed. (The Regional Operations Manager may delegate this responsibility.)

Procedure for Revising

The information below describes the process for revising the Plan.

Stage	Who Does It	What Happens
1	Regional Operations Support Coordinator	The Regional Operations Support Coordinator sends proposed revisions to the Response Plans Coordinator.
2	Response Plans Coordinator	The Response Plans Coordinator: <ul style="list-style-type: none"> • reviews all proposed revisions and routes within applicable SPLC organizations for comment • has all necessary revisions drafted and dated • sends all drafted revisions to the Region Environmental Representative in each Region and the Control Center as appropriate.
3	Regional Operations Support Coordinator	The Regional Operations Support Coordinator distributes the revisions to all manual holders to update their copies.
4	Manual Holder	The Manual Holder updates the manual accordingly.
5	Response Plans Coordinator	The Response Plans Coordinator sends the appropriate regulatory agencies copies of all significant revisions.

1.5 REGULATORY COMPLIANCE

DOT/PHMSA must be provided with two copies of revisions. The Company must submit the DOT/PHMSA issued Facility Control Number with the changes (the PHMSA Control Number is listed in Figure 1.1). In addition to periodic updates, when applicable, the Facility will resubmit the Emergency Response Plan to DOT/PHMSA every five years from the last approval date of the Plan.

Except as provided above, amendments to the following do not require approval by DOT/PHMSA:

- Personnel and telephone number lists included in the Plan.

- OSRO(s) change which does not result in a material change in support capabilities.

The development, maintenance, and use of this Plan implements Company policy and addresses the following regulatory requirements and guidelines:

The response zones have been reviewed for consistency with the following plans:

- National Contingency Plan (NCP)
- EPA Region 6 - Regional Integrated Contingency Plan
- EPA Region 4 - Inland Area Contingency Plan
- EPA Region 7 - Inland Area Contingency Plan
- EPA Region 5 - Oil and Hazardous Substances Pollution Contingency Plan and Area Contingency Plan
- One Gulf Plan and its Sector New Orleans GRP

FIGURE 1.1

FACILITY INFORMATION

GENERAL INFORMATION									
Facility Name:	Gulf of Mexico Region - North Response Zone								
U.S. DOT/PHMSA Control Number:	137 & 147								
Operator Name:	Shell Pipeline Company LP (SPLC)								
Address:	<table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left; border: none;">Physical Address</th> <th style="text-align: left; border: none;">Operators Address</th> </tr> </thead> <tbody> <tr> <td style="border: none;">777 Walker Street</td> <td style="border: none;">777 Walker Street</td> </tr> <tr> <td style="border: none;">Two Shell Plaza</td> <td style="border: none;">Two Shell Plaza</td> </tr> <tr> <td style="border: none;">Houston, Texas 77002</td> <td style="border: none;">Houston, Texas 77002</td> </tr> </tbody> </table>	Physical Address	Operators Address	777 Walker Street	777 Walker Street	Two Shell Plaza	Two Shell Plaza	Houston, Texas 77002	Houston, Texas 77002
Physical Address	Operators Address								
777 Walker Street	777 Walker Street								
Two Shell Plaza	Two Shell Plaza								
Houston, Texas 77002	Houston, Texas 77002								
Mainline Number:	(800) 922-3459 (24 Hours)								
Contact Person:	Carrie Hodgins, HSSE Manager								
Primary NAICS Code:									
Determination of Significant and Substantial Harm (U.S. DOT PHMSA):	This Response Zone has been determined to meet the significant and substantial harm classification because at least one (1) line section within the response zone is greater than 6 5/8" in nominal outside diameter, 10 miles or longer and has met at least one of the criteria listed in 49 CFR 194.1032(c)(1).								
Operator Statement of (U.S. DOT PHMSA) "Significant and Substantial Harm":	The Company's goal is to respond as quickly as possible to all uncontrolled releases of petroleum product, regardless of the source point location along the system. Based upon this goal and the definitions provided in 49 CFR 194.103 (c)(4) & (5), the Company is compelled to consider all the active line sections listed in this section as incapable of a release potentially causing "significant and substantial harm".								

QUALIFIED INDIVIDUAL

Certification: The Company grants full authority to the designated Qualified and Alternate Qualified Individuals to implement the Facility Response Plan and to:

- Activate and engage in contacting with oil spill removal organizations,
- Act as liaison with the pre-designated Federal On-Scene Coordinator (OSC), and
- Obligate funds required to carry out response activities.

Qualified Individual:

Greg Smith President/GM SPLC (QI/IC)

Call Cell Phone (Home)
(713) 253-5689 (Cellular)

Alt. Qualified Individual:

Jill Derise Manager Control Center (AQI)

Call Cell Phone (Home)
(713) 806-7889 (Cellular)

PIPELINE LOCATION***States/Counties:***

Illinois/Clinton, Franklin, Jefferson, Johnson, Marion, Massac, Pulaski, Will, Williamson; Kentucky/ Ballard, Carlisle, Fulton, Hickman, McCracken; Mississippi/Amite, Carroll, Copiah, Franklin, Grenada, Hinds, Holmes, Lincoln, Madison, Marshall, Panola, Tallahatchie, Tate, Yalobusha, Yazoo; Tennessee/Crockett, Dyer, Fayette, Haywood, Obion, Shelby, Tipton

***Pipeline System
Overview Diagram:***

[See Figure 1.2](#)

PHYSICAL DESCRIPTION - PIPELINE

Response Zone(s):

- Gulf of Mexico Region - North Response Zone

The tables below list the states and counties that are in the Gulf of Mexico Region - North Response Zone.

Illinois

Gulf of Mexico Region - North Response Zone - Illinois	
Clinton	Massac
Franklin	Pulaski
Jefferson	Will
Johnson	Williamson
Marion	

Kentucky

Gulf of Mexico Region - North Response Zone - Kentucky	
Ballard	Hickman
Carlisle	McCracken
Fulton	

Mississippi

Gulf of Mexico Region - North Response Zone - Mississippi	
Amite	Madison
Carroll	Marshall
Copiah	Panola
Franklin	Tallahatchie
Grenada	Tate
Hinds	Yalobusha
Holmes	Yazoo
Lincoln	

Tennessee

Gulf of Mexico Region - North Response Zone - Tennessee	
Crockett Dyer Fayette Haywood	Obion Shelby Tipton

General:

- This plan includes pipeline sections described below as well as supporting equipment and facilities.
- This Plan is written in English and understood by personnel responsible for carrying out the Plan.

Pipeline Specifications:

- **Products Type:**

Crude Oil

- **Pipe Detail:** The pipeline system consists of the following pipeline sections with the indicated diameters.

Pipeline Specifications						
Gulf of Mexico - North Response Zone						
System Name	Name of Pipeline	Type of Oil	Starting Mile Post	Ending Mile Post	Counties	State
Capline	Louisiana/Mississippi State Line To The Mississippi/Tennessee State Line	Crude Oil	72.00	360.00	Amite, Franklin, Lincoln, Copiah, Hinds, Madison, Yazoo, Holmes, Carroll, Grenada, Tallahatchie, Yalobusha, Panola, Tate, Marshall	MS
Capline	Mississippi/Tennessee State Line To The Tennessee/Kentucky State Line	Crude Oil	360.00	470.00	Fayette, Shelby, Haywood, Tipton, Crockett, Dyer, Obion	TN
Capline	Tennessee/Kentucky State Line To the Kentucky/Illinois State Line	Crude Oil	470.00	522.00	Fulton, Carlisle, Hickman, Ballard, McCracken	KY
Capline	Kentucky/Illinois State Line To Patoka Station	Crude Oil	522.00	632.00	Johnson, Massac, Pulaski, Williamson, Franklin, Jefferson, Marion	IL

Pipeline Specifications						
Gulf of Mexico - North Response Zone						
System Name	Name of Pipeline	Type of Oil	Starting Mile Post	Ending Mile Post	Counties	State
Lockport Terminal Line	Enbridge To 24" Mustang Line (Was Lakehead to Lockport)	Crude Oil	0.00	1.13	Will	IL
Lockport Terminal Line	Lockport Terminal 20" (Idle)	Idle	0.00	0.86	Will	IL
Lockport	12" Citgo Connection	Crude Oil	0.00	0.07	Will	IL

RESPONSE ZONE INFORMATION

Response Resources:

Facility spill mitigation procedures and response guidelines are provided in Section 3.0 for discharges that could result from any of the following scenarios:

- Pipeline rupture/leak
- Explosion and/or fire
- Failure of facility piping
- Equipment failure (e.g. pumping system failure, relief valve failure, etc.)

These scenarios could result in the following discharge volumes (additional details in Appendix B):

Worst Case Discharge (WCD):

Response Zone	Discharge Scenario	Potential Oil Group	Planning Volume
Gulf of Mexico Region - North Response Zone	(b) (7)(F)		

FIGURE 1.2
PIPING SYSTEM OVERVIEW

[Click to view](#)



2.0 NOTIFICATION PROCEDURES

- 2.1 [Internal Notifications](#)
- 2.2 [External Notifications](#)
 - Figure 2.1 [Internal Notification Sequence](#)
 - Figure 2.2 [Internal Notification References](#)
 - Figure 2.3 [Oil Spill Removal Organizations](#)
 - Figure 2.4 [Notification Data Sheet](#)
 - Figure 2.5 [External Notification Flowchart](#)
 - Figure 2.6 [External Notification References](#)
- 2.3 [Notification Requirements](#)

This Section is a guide for notification procedures that should be implemented immediately after discovering an emergency incident. Internal and external notifications are described separately for clarification purposes only. All notifications are of extreme importance and must be completed in a timely manner.

2.1 INTERNAL NOTIFICATIONS

The following internal notifications should be made for each emergency incident to the extent that the incident demands. In no event shall notification be delayed because the immediate supervisor is inaccessible. Authorization is given to bypass management levels if necessary to provide timely notification to appropriate management. The typical notification responsibilities for each person potentially involved in the initial response are listed below.

Initial Response

The goal of the initial response is to reduce the adverse impacts of the incident.

Making an initial response includes the following.

- Shut the system down.
- Notify the appropriate SPLC personnel and governmental agencies.
- Evaluate system's potential for public hazards and identify immediate response areas utilizing.
 - HCA data
 - Risk assessment data
 - Local knowledge
 - Feedback from public officials
 - Use the Incident Command System.
 - Ensure sufficient response resources are obtained.
 - Emphasize to all response personnel the potential dangers of each task and to put safety first. Verify that all workers are trained and equipped for the hazards to which they are exposed. Verify compliance with all applicable Occupational Safety and Health Administration (OSHA) Hazardous Waste Operations and Emergency Response (HAZWOPER) requirements.

Communications

SPLC recognizes the media's legitimate interest in emergency situations and benefits from cooperation with them. This cooperation promotes rapid and accurate reporting of the facts, and dispels rumors and exaggerated accounts which can frequently occur.

When to Notify

Communications should be contacted when there is:

- A fatality or serious injury
- The potential for significant environmental damage

- A potential need to evacuate
- Substantial property damage
- News media involvement or the possibility to attract media attention
- Inconvenience to the public
- A charge of SPLC negligence, and/or
- A need for Communications support, as determined by the Incident Commander.

Responsibility

The Communications contact:

- Provides advice and counsel to the Incident Commander
- Assists in determining the need for on-scene Communications support
- Uses information obtained from the Incident Commander to write a holding statement (if necessary), and
- Coordinates press conferences (if necessary).

Insurance Activation

The following describes how insurance is activated. There are three categories of insurance:

- Liability
- Property damage
- Third Party bodily injury, property damage or both

Who Handles

Shell Financial Services - Risk & Insurance (SFS - R&I) is solely responsible for notifying the appropriate insurance underwriters after a significant event.

Any incident may give rise to a third party claim for bodily injury, property damage or both. If after an event has occurred claims have been filed, or for any reason a claim may arise out of an event, SFS - R&I should be contacted immediately. Based on the assessment of the situation, SFS - R&I will arrange to provide an "800" claims telephone number and if necessary activate the ESIS Catastrophe Response Team to manage claim activity.

When to Activate

The land agent should activate insurance within 48 hours of the incident. When an incident occurs, insurance activation is secondary. Primary responsibility is shutting down the pipeline, repairing the problem, and cleaning up the release.

Insurance Carrier

SPLC is covered by a master insurance program comprised of property and liability coverages. Under the property coverage of this program Shell is subject to a \$10,000,000 self-insured retention (per event, per occurrence). The liability coverage is subject to a \$20,000,000 self-insured retention (per event, per occurrence). These retentions must be individually exhausted before any insurance claim will be considered by the appropriate underwriter.

Emergency Classification

The following describes the Emergency Classification System used by SPLC to judge the seriousness of incidents. The seriousness depends on:

- Geographical impact, and/or
- Potential harm to human health and the environment.

Classification

SPLC classifies incidents to help determine:

- The level at which the crisis should be managed, and
- Involvement of the Head Office Emergency Management Team.

Incidents are classified as follows:

Class	Impact
Unclassified	Unlikely harm to the public or environment
Class I	Likelihood potential harm to the public and environment
Class II	Moderate potential harm to public and environment
Class III	Significant potential harm to public and environment

Unclassified Incident

An unclassified incident involves a release/event that is below required government notification limits.

The information below describes unclassified incidents.

Responsibility/Involvement	Impact
Head Office and Area Office	None or little
Cleanup	Local resources
Government	Limited, if any
Media	None or little

Class I Incident

A Class I incident involves a release/event with state and local implications.

The information below describes Class I incidents.

Responsibility/Involvement	Impact
Response Teams	Response by Local Response Team
Head Office and Area Office	Support provided as needed
Cleanup	Local and third-party resources
Government	Moderately high, primarily at state and local levels
Media	Moderately high, primarily at state and local levels

Class II Incident

A Class II incident involves a release/event with at least regional implications.

The information below describes Class II incidents.

Responsibility/Involvement	Impact
Response Teams	Response by Local Response Team and possibly Emergency Management Team and Head Office Crisis Leadership Team
Head Office and Area Office	Support normally on the scene
Cleanup	Local SPLC resources, and possibly third-party resources and head office management
Government	Moderately high, primarily at a regional level
Media	Moderately high, primarily at a regional level

Class III Incident

A Class III incident involves a release/event with national or global implications.

The information below describes Class III incidents.

Responsibility/Involvement	Impact
Head Office and Area Office	Significant resources committed
Cleanup	Maximum SPLC and third-party resources
Government	Intense
Media	Intense

FIGURE 2.1
INTERNAL NOTIFICATION SEQUENCE

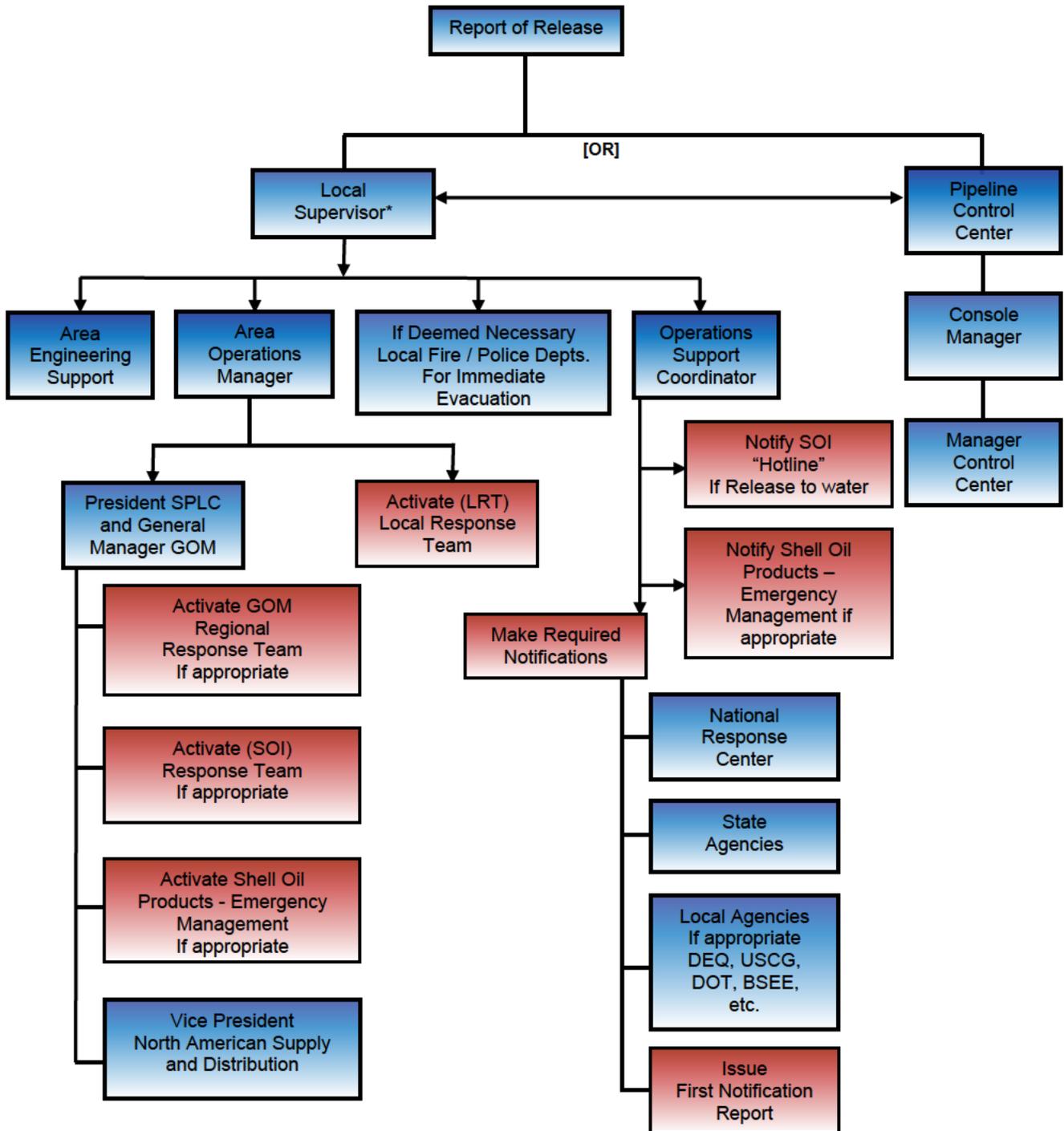
Internal Notification Sequence

[Click to view](#)

Notification of Company Personnel

[Click to view](#)

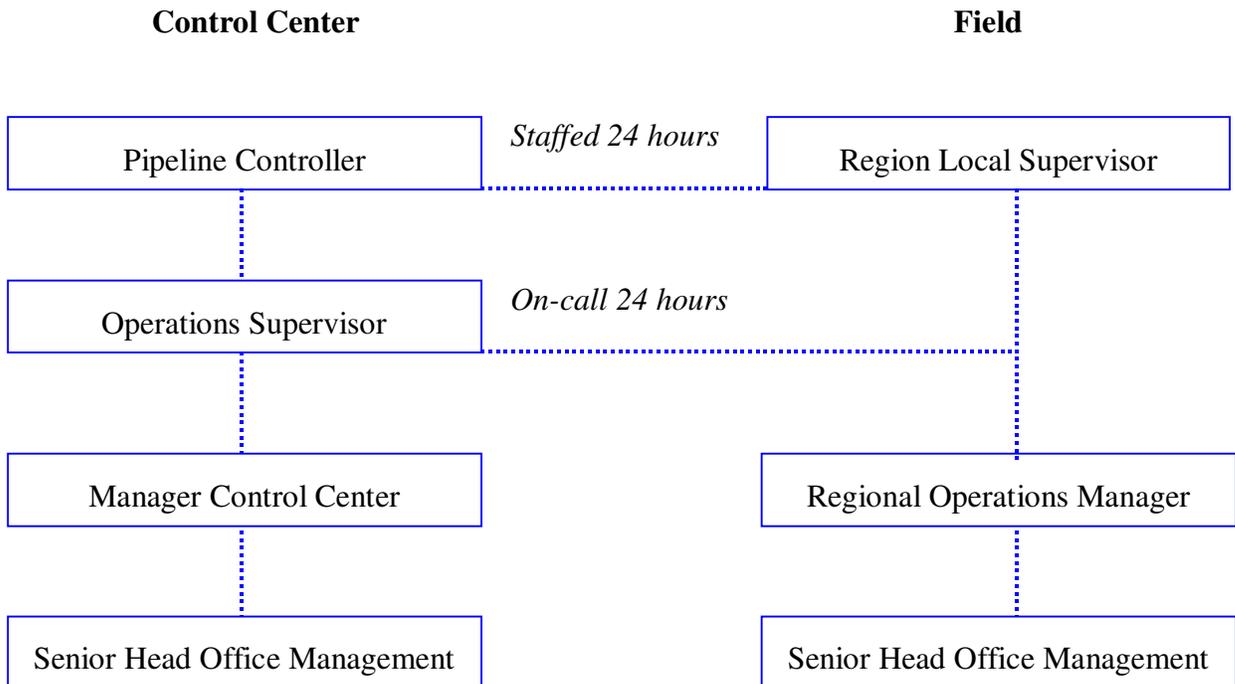
INTERNAL NOTIFICATION SEQUENCE



* For internal reporting procedures, refer to HSSE Incident Reporting and Investigation Procedure (including First Notification Form). Please note that during an emergency, the Control Center could be relocated to the backup site.

When an incident occurs or is suspected, notify the Control Center immediately. The following diagram shows the line of notification for incidents. Refer to Figure 2.2 for specific notification information.

If an individual is not available, contact the immediate supervisor.



2.2 EXTERNAL NOTIFICATIONS

Depending on the type and level of incident, certain external notification may be necessary. Responsibilities for each person potentially involved in the external notifications are listed below.

FIGURE 2.2
INTERNAL NOTIFICATION REFERENCES

INTERNAL NOTIFICATIONS - INCIDENT M (b) (6)			AM
POSITION/TITLE	NAME	OFFICE	OTHER
Shipping Emergency 24 HR Contact No.	Motiva/SOPUS/STUSCO	(713) 241-2532	
Operation Support Coordinator	Gary Stovall	(504) 728-8209	04) 228-2142 CELL
Operations Supervisor	Charles Leblanc	(985) 858-2540	85) 860-1888 CELL
Emergency Response Manager	Billy Powell	(281) 544-2103	81) 352-1798 CELL
Sr. Facility Eng LA/Capline	Ben Faulkner	(504) 728-7167	25) 247-9348 CELL
President/GM SPLC (QI/IC)	Greg Smith	(504) 728-4474	13) 253-5689 CELL
Asset Manager	Robert Hill	(225) 265-1135	85) 705-4141 CELL
Asset Manager	Darwin Lyons	(504) 465-7055	85) 703-2743 CELL
Manager - Offshore Operations	Daryl Rouse	(985) 858-2610	85) 665-2629 CELL
GOM Craft Maintenance Manager	Dennis Cazenave	(985) 873-3454	85) 860-0525 CELL
Facility Manager - West	Gerald Yandell	(713) 906-6387	13) 906-6387 CELL
Senior Operations Supervisor	Mike Rome	(985) 858-2620	85) 665-2472 CELL
Operations Supervisor	Tim Geiger	(618) 432-5740	18) 292-3083 CELL
Operations Supervisor	Russell Foster	(504) 465-6954	85) 817-0243 CELL
Operations Supervisor	Barry Gilmore	(985) 873-3456	85) 856-7558 CELL

INTERNAL NOTIFICATIONS - INCIDENT MANAGER (b) (6) (Cont'd)			
POSITION/TITLE	NAME	OFFICE	OTHER
Operations Supervisor	Greg Landry	(225) 265-1234	(985) 665-2651 CELL
Operations (Sorrento)	Don Labat	(225) 675-8419	(985) 860-6277 CELL
Operations (Gibson)	Philip Ladner	(985) 858-2609	(985) 226-8146 CELL
Operations Supervisor	Robin Babin	(985) 858-2550	(985) 790-3637 CELL
Safety Officer	Greg Kaul	(713) 423-3345	(713) 447-5180 CELL
Safety Officer	Michael Marciante	(504) 728-8536	(504) 390-8277 CELL
Safety Officer	Conrad Sansoucie	(985) 858-2568	(985) 226-1783 CELL
US Operations Support Manager	Larry Lamaison	(504) 728-3246	(985) 859-8066 CELL
Operation Support Coordinator	Keith Smith	(225) 746-2483	(225) 554-1467 CELL
Operations Assistant	James Hopkins	(985) 873-3409	(985) 855-0052 CELL
Asset Integrity & PL Mtce Manager	Scott Anderson (New Orleans)	(504) 728-4196	(504) 327-0911 CELL
Area Maintenance Supervisor	Kelly Angelette (Gibson)	(985) 858-2570	(985) 688-7446 CELL
Area Maintenance Supervisor	Kevin Arceneaux (Houma)	(985) 873-3429	(985) 790-2868 CELL
Area Maintenance Supervisor	Barney Callahan (St. James)	(225) 746-2450	(225) 445-6870 CELL
Area Supervisor	Randy Thompson (Patoka)	(618) 432-5747	(618) 292-3971 CELL

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM (Cont'd)			
POSITION/TITLE	NAME	OFFICE	OTHER
Area Maintenance Supervisor	David Janwich (Port Arthur)	(409) 984-7009	(409) 273-5550 CELL
Procurement Manager	Sean Spansel	(504) 728-4602	(504) 202-8673 CELL
Head of US MF Communications	Johan Zaayman	(713) 246-6151	(713) 624-0248 CELL
Operations Support Supervisor	David Brignac (New Orleans)	(504) 728-4260	(985) 320-7714 CELL
Community Awareness (St. James)	Randall Zeringue	(225) 746-2468	(985) 665-3515 CELL
GOM Dock Coordinator	Tory Poche	(225) 746-2462	(225) 331-0474 CELL
Shell Oil Products Emergency Mngmt	Martin Padilla	(713) 241-3283	(713) 824-0986 CELL
Shell Oil Products Emergency Management	Steve Addison	(713) 241-1438	(713) 249-4739 CELL
Shell Oil Products Emergency Management	Todd Barr	(713) 241-6878	(832) 693-5717 CELL
Shell Oil Products Emergency Management	Rick Ferguson	(713) 241-6066	(281) 380-2019 CELL
Shell Oil Products Emergency Management	Bruce Johnson	(713) 241-1338	(713) 249-4744 CELL
Shell Oil Products Emergency Management	Steve Majid	(713) 241-6144	(443) 324-1841 CELL
Emergency Response Specialist	Tim Langford	(504) 728-6874	(504) 208-8193 CELL
Emergency Response Coordinator, EP Americas	Tommy Hutto	(504) 728-4369	(504) 884-1665 CELL
U.S. Incident Command	Phil Smith	(504) 728-4252	(504) 606-4252 CELL

(b) (6)

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM (Cont'd)			
POSITION/TITLE	NAME	OFFICE	OTHER
S&D HSSE/SD Manager North America	Carrie Hodgins	(713) 241-2838	(713) 516-3842 CELL
Land Agent (New Orleans)	Jamie Honses	(504) 728-4340	(504) 210-5821 CELL
Land Manager	Pam Alley	(713) 241-2066	(281) 974-9537 CELL
	Site Supervisor (24/7 On- site)	(504) 465-7342	(504) 915-9325 CELL
Emergency Response Coordinator	Michael Mitchell	(504) 465-6286	(504) 415-6148 CELL
GM S&D -US (QI/IC)	Anne Anderson	(713) 230-3199	(225) 954-9495 CELL
Lead Engineer (GOM)	Frank Maraia	(504) 728-7707	(504) 982-8091 CELL
Community Awareness (Calex)	Phil Barker	(713) 423-3382	(936) 828-0604 CELL

(b) (6)

INTERNAL NOTIFICATIONS - QUALIFIED INDIVIDUAL				
POSITION/TITLE	NAME	OFFICE	HOME	OTHER
President/GM SPLC (QI/IC)	Greg Smith	(504) 728-4474	Call Cell Phone	(713) 253-5689 CELL

INTERNAL NOTIFICATIONS - ALTERNATE QUALIFIED INDIVIDUAL				
POSITION/TITLE	NAME	OFFICE	HOME	OTHER
Manager Control Center (AQI)	Jill Derise	(713) 241-9859	Call Cell Phone	(713) 806-7889 CELL

INTERNAL NOTIFICATIONS - CORPORATE RESPONSE PERSONNEL / OTHER COMPANY CONTACTS				
POSITION/TITLE	NAME	OFFICE	(b) (6)	OTHER
Regional Sec. Manager	Robert Ream			(832) 314-0139 CELL
	Williams Fire & Hazard Control	(800) 231-4613		(409) 727-2347 CELL
Manager Control Center (AQI)	Jill Derise	(713) 241-9859		(713) 806-7889 CELL
HSSE Manager	John Cancienne	(225) 562-6869		(225) 921-6207 CELL
Manager Asset Integrity	Peyton Ross	(713) 241-3935		(713) 826-2954 CELL
Sr. Security Advisor, S&D NA	Tim Hill	(713) 241-3199		(713) 732-9714 CELL
Legal Sr. Counsel	Carita Walker	(713) 241-5649		(713) 518-2996 CELL
GSAP HM/Supply Finance Manager	Pam Pepper	(713) 230-4949		(713) 304-3174 CELL
Manager Commercial Development/Vice President SPLC	Michele Joy	(713) 241-7979		(713) 213-4875 CELL
Manager Technical Offshore	Jason Dollar	(713) 241-3485		(504) 430-4373 CELL
Spill Response Manager / Ecol. & Emergency Response	Victoria Broje	(281) 544-7437		(281) 660-4353 CELL
	CHEM-TEL			(877) 242-7400 CELL
	Shell Corporate Aviation	(713) 241-7075		
Aviation Contract Manager	Patrick Riley	(985) 858-2632		(985) 630-4905 CELL
Aviation Advisor	Mark Adolph	(713) 241-7707		(281) 216-8528 CELL

INTERNAL NOTIFICATIONS - CORPORATE RESPONSE PERSONNEL / OTHER COMPANY CONTACTS (Cont'd)			
POSITION/TITLE	NAME	OFFICE	OTHER
	VIH Cougar Helicopters Inc.*	(985) 475-4534 / (888) 757-4828	
Shell Corporate Security	Shell Corporate Security	(713) 241-4773	(713) 241-4773 CELL
Shell Corporation Medical	Shell		(800) 524-7747 CELL
	Shell Media Hotline	(713) 241-4544	
	Shell Exploration & Production Company (SEPCO)		(504) 889-4445 CELL
Emergency Response Coordinator, EP Americas	Tommy Hutto	(504) 728-4369	(504) 884-1665 CELL
Louisiana Operations Division Chief	Industrial Emergency Services (IES)	(800) 862-0466	(225) 218-6458 CELL

(b) (6)

FIGURE 2.3
OIL SPILL REMOVAL ORGANIZATIONS

USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATIONS (OSRO)			
COMPANY	RESPONSE TIME	LOCATION	TELEPHONE
Oil Mop, Inc.	1 HR	Belle Chase, Louisiana	(800) 645-6671
Clean Harbors Environmental		Chicago, Illinois	(773) 646-6202 (24 Hr.)
Environmental Safety & Health Consulting Services	60 MIN MAX	Houma, Louisiana	(888) 422-3622 (24 Hr.)
Garner Environmental Services (Houston, TX)	60 MIN MAX	Deer Park, Texas	(800) 424-1716 (24 Hr.)
Heritage Environmental Services		Indianapolis, Indiana	(800) 487-7455 (24 Hr. Hotline)
Marine Pollution Control Corporation		Detroit, Michigan	(800) 521-8232 / (313) 849-2333 (24 Hr.)
Marine Spill Response Corporation (MSRC)		Herndon, Virginia	(800) OIL-SPIL / (800) 259-6772 (24 Hr.)
Oil Mop LLC	1 HR	Belle Chasse, Louisiana	(800) 645-6671 (24 Hr.)
Eagle - SWS		Panama City Beach, Florida	(800) 852-8878 (24 Hr.)
United States Environmental Services	1 HR	Meraux, Louisiana	(888) 279-9930 (24 Hr.)
SET Environmental, Inc.		Wheeling, Illinois	(877) 437-7455 (24 Hr.)
Veolia ES		New Lenox, Illinois	(800) 688-4005 (24 Hr.)

FIGURE 2.4 NOTIFICATION DATA SHEET

NOTIFICATION DATA SHEET		
Date: _____	Time: _____	
INCIDENT DESCRIPTION		
Reporter's Full Name: _____	Position: _____	
Day Phone: _____	Evening Phone: _____	
Company: Shell Pipeline Company LP (SPLC)	Organization Type: _____	
Facility Address: 777 Walker Street	Owner's Address: 777 Walker Street	
Two Shell Plaza	Two Shell Plaza	
Houston, Texas 77002	Houston, Texas 77002	
Facility Latitude: _____	Facility Longitude: _____	
Spill Location (if not at Facility): _____		
Responsible Party's Name: _____	Phone Number: _____	
Responsible Party's Address: _____		
Source and/or cause of discharge: _____		
Nearest City: _____		
County: _____	State: Texas	Zip Code: 77002
Section: _____	Township: _____	Range: _____
Distance from City: _____	Direction from City: _____	
Container Type: _____	Container Storage Capacity: _____	
Facility Oil Storage Capacity: _____		
Material: _____		
Total Quantity Released	Water Impact (YES or NO)	Quantity into Water
RESPONSE ACTION(S)		
Action(s) taken to Correct, Control, or Mitigate Incident: _____		
Number of Injuries: _____	Number of Deaths: _____	
Evacuation(s): _____	Number Evacuated: _____	
Damage Estimate: _____		
More information about impacted medium: _____		
CALLER NOTIFICATIONS		
National Response Center (NRC):	1-800-424-8802	
Additional Notifications (Circle all applicable):	USCG EPA State OSHA Other _____	
NRC Incident Assigned No.: _____		
ADDITIONAL INFORMATION		
Any information about the incident not recorded elsewhere in this report: _____		
NOTE: DO NOT DELAY NOTIFICATION PENDING COLLECTION OF ALL INFORMATION.		

FIGURE 2.5
EXTERNAL NOTIFICATION FLOWCHART

FIGURE 2.6
EXTERNAL NOTIFICATION REFERENCES

REQUIRED NOTIFICATIONS		
AGENCY	LOCATION	TELEPHONE
USCG Marine Safety Units Paducah	Paducah, Kentucky	(270) 442-1621 (Day Phone)
Wisconsin Div. of Emergency Mgmt (WDNR)	Milwaukee, Wisconsin	(800) 943-0003 / (414) 263-8500 (Day Phone)
National Response Center (NRC)	Washington, District Of Columbia	(800) 424-8802 (24 Hr.) (202) 267-2675 (Day Phone)
PHMSA OPS Headquarters		(202) 366-4595 (Day Phone)
PHMSA OPS Central Region	Kansas City, Missouri	(816) 329-3800 (Day Phone)
PHMSA OPS Southwest Region	Houston, Texas	(713) 272-2859 (Day Phone)
U.S. EPA Region V	Chicago, Illinois	(312) 353-2318 / (800) 621-8431 (24 Hr.) (312) 353-2000 (Day Phone)
U.S EPA Region 6	Dallas, Texas	(866) 372-7745 (24 Hr.) (214) 665-2200 (Day Phone)
USCG Sector Mobile	Mobile, Alabama	(251) 441-5976 (24 Hr.)
U.S. Coast Guard - Sector Ohio Valley	Louisville, Kentucky	(800) 253-7465 (24 Hr.) (502) 779-5400 (Day Phone)
U.S. Coast Guard - Sector Upper Mississippi	St. Louis, Missouri	(314) 269-2500 (24 Hr.)
US Coast Guard Sector Lower Mississippi River	Memphis, Tennessee	(866) 777-2784 / (901) 544-3912 (24 Hr.)
Illinois Emergency Management Agency	Springfield, Illinois	(800) 782-7860 (24 Hr.) (217) 782-7860 (Day Phone)
Kentucky Department of Environmental Protection -	Kentucky	(800) 928-2380 (Day Phone)

Kentucky Division of Emergency Management	Kentucky	(800) 255-2587 / (502) 607-5732 (LEPC Coord.) (Day Phone)
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REQUIRED NOTIFICATIONS (Cont'd)		
AGENCY	LOCATION	TELEPHONE
Paducah National Weather Service		(270) 744-6440 (Day Phone)
Mississippi Emergency Management Agency (SERC)	Pearl, Mississippi	(800) 222-6362 (Day Phone)
Missouri Emergency Management Agency	Jefferson City, Missouri	(573) 526-9240 (Day Phone)
Missouri Department of Natural Resources	Jefferson City, Missouri	(573) 634-2436 (24 Hr.)
TN Dept of Environment and Conservation		(888) 891-8332 (Day Phone)
Tennessee Emergency Management Agency (TEMA)	Nashville, Tennessee	(615) 741-0001 (24 Hr.) (800) 262-3300 (Day Phone)

ADDITIONAL RESPONSE RESOURCES		
Planning and Incident Support		
COMPANY	LOCATION	TELEPHONE
Conastoga-Rovers Associates	Austin, Texas	(512) 506-8803
Accutest	Scott, Louisiana	(800) 304-5227
TEST America	Baton Rouge, Louisiana	(225) 755-8200
Shell Pipeline	Houma, Louisiana	(985) 873-3409
Wildlife Rehab & Education (Sharon Schmalz)	Houston, Texas	(281) 332-8319
Tri- State Bird Rescue Newark, Delaware	Newark, Delaware	(302) 737-7241
U.S. Fish and Wildlife Service	Houston, Texas	(800) 344-9453
National Marine Fisheries Service N.E. Region	Massachusetts	(978) 281-9291

MEDIA NOTIFICATIONS		
AGENCY	LOCATION	TELEPHONE
WBBM AM	Chicago, Illinois	(800) 784-6397
Milwaukee Co., WI WKLH	Milwaukee, Wisconsin	(414) 978-9000
Milwaukee Co., WI Channel 10/36	Milwaukee, Wisconsin	(414) 297-8000
National Weather Service (Recorded Forecasts)	Chicago, Illinois	(815) 834-0675
WLS (ABC) - TV	Chicago, Illinois	(312) 750-7777

2.3 NOTIFICATION REQUIREMENTS

National Response Center (NRC)

For all facilities, immediately report all discharges of oil or refined petroleum product into, or likely to reach, navigable waters of the United States (including streams, lakes, rivers, and reservoirs.)

Notification of the regional Coast Guard Captain of the Port is also recommended if release has affected or might affect a navigable waterway.

Discharges of Hazardous Liquids or CO₂ From Pipeline

CFR §195.50; 195.52; 195.54; 195.402(c)(2)

Advisory Bulletin (ADB-02-04)

For a DOT pipeline or facility, immediately report (within 2 hours of discovery) any release of a hazardous liquid or carbon dioxide that:

- Results in an unintentional fire or explosion
- Causes a death or personal injury requiring hospitalization
- Causes property damage, including clean up costs exceeding \$50,000
- Is significant in other respects, or
- Is 5 gallons* or more.

*However, the First Notification Form is required for internal reporting of all releases of 3 gallons or more to land, including releases to secondary containment.

When notifying the NRC, please provide the most accurate release volume estimate available at the time.

Prompt follow-up reports during the emergency phase of a response are required for the following significant changes:

- An increase or decrease in the number of previously reported injuries or fatalities;
- A revised estimate of the product release amount that is at least 10 times greater than the amount reported;
- A revised estimate of the property damage that is at least 10 times greater than the reported property damage estimate.

An operator should tell the NRC representative if a previous report was filed for the incident and provide the NRC Report Number of the original telephonic.

Releases of Natural or Other Gases

CFR §191.3 and §191.5

For a DOT pipeline or facility, immediately report (within 2 hours of discovery) any event that involved a release of gas from a pipeline that results in one or more of the following consequences:

- A death, or personal injury necessitating in-patient hospitalization;
- Estimated property damage of \$50,000 or more, including loss to the operator or others, or both, but excluding cost lost;
- Unintentional estimated gas loss of three million cubic feet or more; or
- Is significant in other respects.

CERCLA Reporting

Immediately report any release of a CERCLA hazardous substance exceeding the reportable quantity (RQ). 40 CFR 302.4 lists the CERCLA hazardous substances with RQ's. MSDS's may also be used to determine if a spilled substance is reportable under CERCLA.

Under the CERCLA petroleum exclusion, refined petroleum product and crude oil spills do not have to be reported even though these products may contain hazardous substances.

Department of Transportation

Written Requirements

For DOT pipelines or facilities, a written report (DOT Form 7000-1) must be filed with the DOT within 30 days after discovery of the accident (fire or explosion, death or personal injury requiring hospitalization and estimated property damage including clean up costs exceeding \$50,000). This form must also be filed within 30 days for any spill that results in a loss of 5 or more gallons of hazardous liquid, carbon dioxide, or HVL, except for releases of less than 5 barrels (0.8 cubic meters) resulting from a pipeline maintenance activity if the release is:

- Not otherwise reportable
- Does not impact a body of water
- Confined to company property or ROW, and
- Cleaned up promptly

Be sure to review incident for possible employee drug and alcohol testing.

TYPE: In addition to the reporting of accidents to the NRC, a written accident report may be required for incidents.

VERBAL: Call to the NRC meets the required verbal notification under DOT reporting requirement.

WRITTEN: As soon as practicable, an accident meeting any of the requisite criteria must be reported on PHMSA Form 7000-1.

Louisiana Emergency Hazardous Materials Hotline (State Police)

Report to the Hazardous Materials Hotline any unauthorized discharge of any amount of **pollutant** that causes an **emergency condition** within 1 hour of learning of the discharge.

A **pollutant** is any substance introduced into the environment of the state by any means that would tend to degrade the chemical, physical, biological, or radiological integrity of such environment.

An **emergency condition** is any condition which could reasonably be expected to endanger the health and safety of the public, cause significant adverse impact to the land, water, or air environment, or cause severe damage to property.

Within 24 hours after learning of the discharge, report to the Hotline or the DEQ "single point of contact" line unauthorized discharges (not causing an **emergency condition**) of the following:

- **Oil (crude)** 14 gallons
- **Oil (products)** 42 gallons (1 barrel)
- Sweet pipeline gas (methane/ethane) over 1,000,000scf, or
- Any hazardous substance listed in 40 CFR 117.3 (CWA) or 40 CFR 302.4 (CERCLA) exceeding the listed reportable quantity.

Oil - any of numerous smooth, greasy, combustible hydrocarbons that are liquid or at least easily liquefiable on warming, are soluble in ether but not in water, including but not limited to crude oil, petroleum, fuel oil, sludge, oil refuse, and oil mixed with wastes other than dredged spoil.

A written report must be submitted within 7 days to the Department of Environmental Quality for any release requiring verbal notification.

Louisiana Department of Environmental Quality
Single Point of Contact Division
P.O. Box 66614
Baton Rouge, LA 70896

A written report is required to be submitted within 7 days for any unauthorized discharges which result in the contamination of the ground waters of the state or otherwise moves in, into, within, or on any saturated subsurface strata.

Title 33, Part 1, Subpart 2, Chapter 39-Notification Regulations and Procedures For Unauthorized Discharges

Within one hour, report (to the Hazardous Materials Hotline) all releases of regulated hazardous materials that meet one or more of the following criteria:

- Causes any injury requiring hospitalization or any fatality,
- Results in fire or explosion which could reasonably be expected to affect the public safety,
- Exceeds the reportable quantity during any continuous 24 period when that reportable quantity could reasonably be expected to escape beyond the site of the facility,

- Any incident, accident or cleanup within a facility, which could reasonably be expected to affect public safety beyond the boundaries of the facility or where the owner or operator knows a protective action beyond the boundaries of the facility has been initiated,
- For transportation-related incidents, results in a continuing danger to life, health, or property at the place of the incident, or
- For transportation related incidents, results in property damage of more than \$10,000.

A written report must also be submitted within 5 days to:

Emergency Response Commission
Department of Public Safety and Corrections
Office of State Police, Transportation and Environmental
Safety Section
Mail Slip 21
P.O. Box 66614
Baton Rouge, LA 70896

Telephonic and written reports must also be filed with the LEPC.

Title 33, Part V, Subpart 2, Chapter 101-Hazardous Materials Information Development, Preparedness and Response Act

U.S. Coast Guard - Sector New Orleans

TYPE: Immediately for all spills that impact or threaten navigable water or adjoining shoreline.

VERBAL: Notification to the USCG is typically accomplished by the call to the NRC.

WRITTEN: As the agency may request depending on circumstances.

U.S. Environmental Protection Agency Region 5

TYPE: Immediately for spills that impact or threaten navigable water or adjoining shoreline.

VERBAL: Notification to the EPA is typically accomplished by the call to the NRC.

WRITTEN: Per SPCC requirements, a written report must be submitted within 60 days for a spill in excess of 1,000 gallons (approximately 24 Bbls) in a single event or two spill events within a twelve month period into or upon navigable waters of the United States or adjoining shorelines. The written report should contain all of the elements listed in 40 CFR 112.4(a).

As per RCRA regulations, a written report on the incident must be submitted to the Regional Administrator within 15 days from the date of the incident. The report must include:

1. Name, address, and telephone number of the owner or operator;
2. Name, address, and telephone number of the Facility;
3. Date, time, and type of incident (e.g., fire, explosion);
4. Name and quantity of material(s) involved;
5. The extent of injuries, if any;
6. An assessment of actual or potential hazards to human health or the environment, where this is applicable; and
7. Estimated quantity and disposition of recovered material that resulted from the incident.

Environmental Protection Agency - Region 6

TYPE: Immediately for all spills that impact or threaten navigable water or adjoining shoreline.

VERBAL: Notification to the EPA is typically accomplished by the call to the NRC.

WRITTEN: As the agency may request depending on circumstances.

Illinois Emergency Management Agency

Immediately report releases of hazardous materials which result in a sheen on water, 25 gallons or more release on land or incidents where:

- A member of the general public is killed
- A member of the general public receives injuries requiring hospitalization
- An authorized official of an emergency agency recommends evacuation of an area by the general public; or
- A motor vehicle has overturned on a public highway.

As soon as practicable after release, a written follow-up report is required to be submitted.

Title 29, Chapter I, Subchapter D, Part 430

An immediate telephonic notification is required if the reportable quantity (RQ) of a hazardous substance (as listed in 40 CFR 302.4) or extremely hazardous substance (as listed in Appendix A and B of 40 CFR Part 355.40) is exceeded. A written report must be submitted as soon as practicable. Telephonic and written reports must also be filed with the LEPC.

H₂S is listed in Appendix A and B of 40 CFR Part 355.40 as an extremely hazardous substance and has a RQ of 100 pounds. The amount of a crude oil spill required to meet the 100 pound RQ is as follows:

Capline Sweet and Intermediate Crude--153,210 bbls
Capline Sour Crude--27,202 bbls
Capline Heavy Sour Crude--11,677 bbls

MSDS's may be helpful in determining whether a spilled substance is reportable.

Kentucky Division of Emergency Management

An immediate telephonic notification is required if the reportable quantity (RQ) of a hazardous substance (as listed in 40 CFR 302.4) or extremely hazardous substance (as listed in Appendix A and B of 40 CFR Part 355.40) is exceeded. A written report must be submitted as soon as practicable. Telephonic and written reports must also be filed with the LEPC.

H₂S is listed in Appendix A and B of 40 CFR Part 355.40 as an extremely hazardous substance and has a RQ of 100 pounds. The amount of a crude oil spill required to meet the 100 pound RQ is as follows:

Capline Sweet and Intermediate Crude--153,210 bbls
Capline Sour Crude--27,202 bbls
Capline Heavy Sour Crude--11,677 bbls

MSDS's may be helpful in determining whether a spilled substance is reportable.

Milwaukee County Sheriff's Department (LEPC)

Immediately report any discharge that enters the lands or waters of the State exceeding an RQ.

A written follow-up report may be required.

Mississippi Emergency Management Agency (MEMA)

Immediately report any oil releases to water or land.

A written report must be filed within 7 days of the incident.

An immediate telephonic notification is required if the reportable quantity (RQ) of a hazardous substance (as listed in 40 CFR 302.4) or extremely hazardous substance (as listed in Appendix A and B of 40 CFR Part 355.40) is exceeded. A written report must be submitted as soon as practicable. Telephonic and written reports must also be filed with the LEPC.

MSDS's may be helpful in determining whether a spilled substance is reportable.

Missouri Emergency Management Agency

Report petroleum spills (releases), as soon as practicable, of 50 gallons of liquids or 300 cubic feet of gases into or onto land or air. Report any release of any quantity to waters of the state.

Notes:

- Petroleum includes crude oil or any fraction thereof, natural gas, natural gas liquids, and liquefied natural gas from interstate pipelines, or synthetic gas usable for fuel. Releases of natural gas, natural gas liquids, and liquefied natural gases from intrastate pipelines should be reported to:

Missouri Public Service Commission 800-392-4211 (in state)

- Waters of the state include surface and subsurface water.
- The report should provide the following information:
 - The substance(s) involved, and whether it is extremely hazardous.
 - The media or medium into which the release occurred.
 - Any known or anticipated acute or chronic health risks associated with the release, and, where appropriate, advice on medical attention necessary for exposed individuals.
 - Proper precautions to take as a result of the release, including evacuation.
 - The amount of substance(s) released or in danger or being released.
 - Location of the emergency and direction to the site.
 - Names, addresses, and phone numbers of persons who may have information on the substances involved.
 - When the emergency occurred, duration of the release, and when it was discovered.
 - Actions taken to clean up the release and to end the emergency, and when those actions will be taken.
 - Any other information required by the state.
- The state may request a written report on the incident.

Per Missouri Code of State Regulations, Section 10 CSR 24-3.010)

An immediate telephonic notification is required if the reportable quantity (RQ) of a hazardous substance (as listed in 40 CFR 302.4) or extremely hazardous substance (as listed in Appendix A and B of 40 CFR Part 355.40) is exceeded. A written report must be submitted as soon as practicable. Telephonic and written reports must also be filed with the LEPC.

MSDS's may be helpful in determining whether a spilled substance is reportable.

Tennessee Emergency Management Agency

Report all oil releases of any amount.

An immediate telephonic notification is required if the reportable quantity (RQ) of a hazardous substance (as listed in 40 CFR 302.4) or extremely hazardous substance (as listed in Appendix A and B of 40 CFR Part 355.40) is exceeded. A written report must be submitted as soon as practicable. Telephonic and written reports must also be filed with the LEPC.

H₂S is listed in Appendix A and B of 40 CFR Part 355.40 as an extremely hazardous substance and has a RQ of 100 pounds. The amount of a crude oil spill required to meet the 100 pound RQ is as follows:

Capline Sweet and Intermediate Crude--153,210 bbls
 Capline Sour Crude--27,202 bbls
 Capline Heavy Sour Crude--11,677 bbls

MSDS's may be helpful in determining whether a spilled substance is reportable.

Kentucky Department for Environmental Protection, Environmental Response Center

Immediately report all petroleum or petroleum product releases:

- that reach or threaten state waters, or
- that are 25 gallons or more (75 gallons for diesel fuel).

A written report must be filed within 7 days of spill.

Per KRS 224.01-400 (11-12)

Tennessee Department of Environment and Conservation

Immediately report any release to waters of the state.

A written follow-up report may be required.

Wisconsin Department of Natural Resources (WDNR)

Immediately report ALL discharges of hazardous substances that adversely impact, or threaten to adversely impact public health, welfare or the environment.

A written follow-up report may be required.

Lower Mississippi River Waterworks Warning Network

Report unauthorized discharges or spills which could reasonably be expected to interfere with or significantly impact downstream potable or industrial water usage to the Mississippi River or Bayou LaFourche.

Above the Sunshine Bridge at Donaldsonville, LA (Above Mile 167.4 AHP)

U.S. Fish and Wildlife Services

TYPE: Wildlife Protection/Rehabilitation

VERBAL: Immediately.

WRITTEN: As the agency may request depending on circumstances.

The U.S. Fish and Wildlife Service (USFWS) AND Texas Parks and Wildlife Department (TPWD) must license all wildlife rehabilitation organizations in the state of Texas. USFWS

and TPWD are in charge of wildlife recovery and rehabilitation efforts and will serve as the Wildlife Recovery Branch Director in the Operation Sections of the ICS. Personnel utilized in rehabilitation must:

- Be authorized by the Wild Branch Director
- Have safety training, and
- Be TPWD and USFWS staff, or
- Licensed or permitted by TPWD and USFWS.

TPWD and USFWS staff are:

- the **only** personnel permitted to collect oiled wildlife.
- to be notified when it is known or suspected that wildlife have been impacted or may be impacted by an incident, and
- to be notified about the activation of rehabilitation resources.

Occupational Safety and Health Administration (OSHA)

TYPE: Fatality from a work related incident or the inpatient hospitalization of three (3) or more employees as a result of a work related incident.

VERBAL: Immediately.

WRITTEN: As requested by the agency.

BSEE Spill Reporting Requirements (OCS Pipeline Operations)

- Immediately notify the National Response Center (NRC)
- Notify the BSEE GOMR Pipeline Section orally without delay in the event of a spill of one (1) bbl or more, all fatalities, all injuries that require evacuation of the injured person(s), all fires and explosions, and all collisions that result in property or equipment damage greater than \$25,000.
- A written follow-up report (hard copy or electronically transmitted) is required within 15 days of the incident.

Waste & Disposal

A list of Shell-approved waste contractors may be obtained by calling Conastaga-Rovers Associates (CRA) **512-506-8803 or 512-506-8823 Fax.**

ALL WASTE DISPOSAL MUST BE HANDLED THROUGH THIS DEPARTMENT (third-party contractor)



3.0 RESPONSE ACTIONS

- 3.1 [Initial Response Actions](#)
- 3.2 [Documentation of Initial Response Actions](#)
- 3.3 [Oil Containment, Recovery and Disposal/Waste Management](#)
- 3.4 [Storage/Disposal](#)
- 3.5 [Sampling and Waste Analysis Procedures](#)
- 3.6 [Safety Awareness](#)
- 3.7 [Emergency Medical Treatment and First Aid](#)

Figure 3.1 [Specific Incident Response Checklist](#)

- [Initial Response Actions](#)
- [Fire / Explosion Incidents](#)
- [Hazardous Spill Or Gas Release](#)
- [Vapor Cloud](#)
- [Security Incidents](#)
- [Hurricane](#)
- [Natural Disaster Incidents](#)
- [Flooding](#)
- [Ground, Marine And Air Traffic](#)

Figure 3.2 [Product Specific Response Considerations](#)

3.1 INITIAL RESPONSE ACTIONS

Initial response actions are those taken by local personnel immediately upon becoming aware of a discharge or emergency incident, before the Local Response Team (described in Section 4.0) is formed and functioning. Timely implementation of these initial steps is of the utmost importance because they can greatly affect the overall response operation.

The pages that follow discuss initial response actions for a variety of emergencies that have the possibility of occurring. These emergencies are discussed in the order listed below:

- o Initial Response Actions
- o Fire / Explosion Incidents
- o Hazardous Spill Or Gas Release
- o Vapor Cloud
- o Security Incidents
- o Hurricane
- o Natural Disaster Incidents
- o Flooding
- o Ground, Marine And Air Traffic

It is important to note that **these actions are intended only as guidelines**. The appropriate response to a particular incident may vary depending on the nature and severity of the incident and on other factors that are not readily addressed. Note, that **without exception, employees and public safety is first priority**.

The first Company person on scene will function as the Incident Commander (IC) until relieved by an authorized supervisor who will assume the IC position. Transfer of command will take place as more senior management respond to the incident. For response operations within the control of the Local Response Team, the role of IC will typically be assumed and retained by area management.

The person functioning as **Incident Commander** during the initial response period **has the authority to take the steps necessary to control the situation and must not be constrained by these general guidelines**.

INITIAL RESPONSE ACTIONS - SUMMARY	
<u>PERSONNEL AND PUBLIC SAFETY IS FIRST PRIORITY</u>	
CONTROL	<ul style="list-style-type: none">• Eliminate sources of ignition• Isolate the source of the discharge, minimize further flow
NOTIFY	<ul style="list-style-type: none">• Make internal and external notifications• Activate local Company personnel as necessary• Activate response contractors and other external resources as necessary
CONTAIN	<ul style="list-style-type: none">• Begin spill mitigation and response activities• Monitor and control the containment and clean-up effort• Protect the public and environmental sensitive areas

In addition to the potential emergency events outlined in this Section, the Company has identified several "abnormal operations" that could occur at the pipeline facilities. The Company has defined the events and established procedures to identify, eliminate or mitigate the threat of a worst case discharge due to these events. In compliance with 49 CFR 195.402(d), these procedures are defined in the Company's Operations Manual.

Working with the Media

The following explains how to work with the media. When an incident occurs, you must know how to work appropriately with the media, the public, and other external audiences.

Note: SPLC seeks to maintain an open line of communication with the media, communities, customers, employees, and the general public. An adverse impression may occur if the public thinks that a company is unresponsive, confused, inept, reluctant, or unable to provide reliable information.

Objectives

The following table describes the primary objectives for working with the public and news media.

IF...	THEN...
Dealing with the crisis	Minimize the short-term effects.
Working with the news media	Minimize the long-term consequences.

Research has proven that the more media coverage given to an incident, the more important the public considers it. The media seeks and processes information, and then passes its version on to the general public. Therefore, the media can set the agenda for public discussion. It is important to make sure that the media gets the proper information.

Cooperating with the Media

In crisis situations, it is difficult for corporate people to "win" when they compete with the media, because the battle is always waged on the media's terms. It is easier for corporations to win when they collaborate with the media. When dealing with the media, corporate representatives should be:

- Accessible
- Up front
- Straightforward
- Responsive to the media's needs, and
- A resource before, during, and after a crisis.

Deadlines

The news business is driven by media deadlines. Be aware of deadlines and make them your targets. Knowing their deadlines makes dealing with the media easier. The following table describes the way the various news businesses operate.

Media Type	Description
Newspaper	<ul style="list-style-type: none"> ● Reporters need time to write their stories in final form. ● A copy editor reviews the story. ● Editors write the headlines and place the articles, not the reporter.
Radio	<ul style="list-style-type: none"> ● Stations need time to assemble and edit the interview for broadcast.
Television	<ul style="list-style-type: none"> ● Stations must edit the tape into final broadcast form. ● If the incident is a crisis, expect live coverage from the scene and additional in-depth reports during scheduled newscasts.

What To Do

The following table describes the actions to take in preparation for media response.

Step	Action
1	<p>Notify top management and Shell Oil Products Communications and Public Affairs.</p> <ul style="list-style-type: none"> ● Include at least "what happened" and "where." ● Use Shell Oil Products Communications and Public Affairs as an advisor. ● Indicate all the information that is significant at this point.
2	<p>Send inquiries to a designated Company spokesperson.</p> <ul style="list-style-type: none"> ● Make the reporters want to question the Company sources. ● Be well-informed, reliable, and responsive.
3	<p>Set up a news center to:</p> <ul style="list-style-type: none"> ● Give verified information directly to the media ● Improve efficiency by gathering, verifying, organizing, and delivering information, and ● Lessen the confusion for individuals dealing with the actual crisis.
4	<p>Make impact projections.</p> <ul style="list-style-type: none"> ● Help foresee potential problems. ● Send messages relevant to the incident. ● Be aware of all the possible implications of a crisis (chain reactions).

Step	Action
5	Gather a response team. Assemble people to: <ul style="list-style-type: none"> ● Answer phones ● Maintain a media contact log ● Track crisis events ● Verify factual information ● Interpret and analyze technical aspects, and ● Consider the Company-wide implications.
6	Make a dry run. Maintain training programs to keep potential emergency responders (including the spokesperson) informed of: <ul style="list-style-type: none"> ● Communicating with the media, and ● Current technology in dealing with spills, fires, and explosions.

Role of Public Affairs

Shell Oil Products Corporate Affairs - Public Affairs personnel are responsible for writing new media releases, staging news conferences, and coordinating most other media-related activities.

Insurance Activation

Activation Process

The following table describes the insurance activation process.

Person/Group Handling	Action
Field land agent	<ul style="list-style-type: none"> ● Notifies the SPLC insurance (optional) and Shell Pipeline Company corporate insurance departments. ● Maintains communication with the Shell Pipeline Company LP corporate insurance department.
Alliance corporate insurance department	<ul style="list-style-type: none"> ● Alerts appropriate carrier. ● Maintains communication with the field land agent.
Insurance carrier	<ul style="list-style-type: none"> ● Provides claims and investigating services through its SFS - R&I subsidiary (ACE). ● Coordinates claim if another carrier is involved.

No Activation

Insurance is not activated when the cost of the incident is less than the insurance deductible. Then, land agents determine the fair market value of the property damaged and make settlements with the individual(s) involved.

FIGURE 3.1**SPECIFIC INCIDENT RESPONSE CHECKLIST**

Remember, without exception, personnel safety is the first priority, excessive exposure to the vapor and liquid stages of the spilled product should be avoided.

The following figures describe initial response activity for specific types of incidents. They are intended as guidelines. Each individual responsible for a response action must evaluate each action to ensure Personal Safety prior to conducting that action.

Initial Response Actions

Company Personnel

PERSONNEL RESPONSIBILITIES

Pipeline Controller

After identifying an incident, the Pipeline Controller should follow these steps.

1. Shutdown the pipeline and secure the facility to the extent possible.

Note: For more detailed information concerning "abnormal operations," refer to the Operations Manual for Controllers.

2. Notify the area supervisor or his designated alternate.
3. Notify the Operations Supervisor or his designated alternate.
4. Notify the National Response Center (NRC).

Operations Supervisor

After notification of an incident, the Operations Supervisor should contact:

- Regional Operations Manager (or his designated alternate), and
- Manager Control Center (or his designated alternate).

Area Personnel Responsibilities

After notification of an incident, area personnel should:

The area personnel's general response plan consists of the following four stages which may overlap or occur concurrently:

- Making an initial response
- Defining the problem
- Controlling the situation, and
- Cleaning up and repairing the damage.

Actions

1. Dispatch one or more area/contract employees to the release site and establish the Incident Command System (ICS).
2. Complete a Site Safety Plan. See Appendix H SPLC Site Safety Plan"

- Secure the area for safety concerns:
 - Human life
 - Explosion (including rectifiers)
 - Fire, and
 - Health (vapors, water contamination, etc.).

If additional site security help is needed, get assistance from Federal, State, and local officials.

- Assemble response equipment and personnel. Dispatch resources to the release site.
- Define the problem.
 - Locate the head (leading end) of the release.
 - Monitor the area to identify all existing hazards and extent of the exposed area.
 - Monitor the area to identify any environmental impact (wildlife, water supplies, etc.).
 - Determine the necessary personal protective equipment and precautions [oxygen, deficiencies, thermal exposure, high Lower Explosive Limit (LELs), and Permissible Exposure Limit (PELs)].
- Control the situation.
 - Secure the manual valves.
 - Take measures to prevent accidents associated with product movement, vapor clouds, or fire.

In highly populated areas:

- Eliminate potential sources of ignition, and
- Use police, fire department, and utility groups to help with evacuation, security, and protection.

In high traffic areas:

- Divert or stop all traffic in the immediate area, and
- Use police, fire department, and utility groups to help with traffic or crowd control.
- Activate contract employees and equipment as needed.
- Determine if assistance is needed from an oil spill cooperative (if available) or LRT. Activate them if needed.
- Collect the released material into containment sites as quickly as possible.
- Locate additional containment sites, if needed.

- Evaluate resources to confirm sufficient personnel and equipment.
- Clean up to minimize damage to public health and the environment.
- Repair the damage to the system.

Regional Operations Manager

After notification of an incident, the Regional Operations Manager should do the following.

Actions

1. Determine the class of the incident.
2. Activate the Location Response Team (LRT), if needed.
3. Coordinate additional regulatory calls (after the NRC call).
4. Determine if Head Office assistance is needed.
5. Advise Pipeline or Facility Owner if applicable, if the Owner is other than Shell.

Initial Response Action

The goal of the initial response is to reduce the adverse impacts of the incident.

Making an initial response includes the following.

- Shut the system down.
- Notify the appropriate SPLC personnel and governmental agencies.
- Evaluate system's potential for public hazards and identify immediate response areas utilizing
 - HCA data
 - Risk assessment data
 - Local knowledge
 - Feedback from public officials
- Use the Incident Command System.
- Ensure sufficient response resources are obtained.
- Emphasize to all response personnel the potential dangers of each task and to put safety first. Verify that all workers are trained and equipped for the hazards to which they are exposed. Verify compliance with all applicable Office of Safety and Health (OSHA) Hazardous Waste Operations and Emergency Response Regulations (HAZWOPER) requirements.

Initial Responder Guidelines

First Responder Awareness Level

The following guidelines should be observed by the first person(s) on scene at a release who would be classified as First Responder Awareness Level.

- Approach the release site safely and cautiously. Remain calm. (Your goal is release verification and personal and public safety.)
 - Observe wind direction in case of evacuation.
 - Approach from upwind direction.
 - Do not enter an area with heavy fumes or vapors.
 - Get only close enough to visually assess the area.
 - Attempt to locate the leading edge of the release. Without coming in contact with the product or vapor cloud, take steps to reduce the spread of the release if possible.
- If possible, eliminate source of release (keeping in mind that your goal is release verification and personal and public safety).
- Notify the Control Center of your findings.
- Call your supervisor and get help.
- The senior SPLC representative on site is to assume the role of Incident Commander and utilize the Incident Command System.
- Secure the area for safety reasons.
- Use local authorities to protect life and property. Divert or stop all traffic in the immediate area if necessary and assess the need for evacuation.
- Keep ignition sources away. DO NOT start vehicles in the vicinity of the vapors.
- If the chemical is on fire, remain at a safe distance on site. DO NOT attempt to extinguish the fire.

For HVLs:

- DO NOT ENTER the vapor cloud area, and
- Observe the wind conditions and determine the most likely direction of the vapor cloud movement.

For CARBON DIOXIDE:

- DO NOT ENTER the vapor cloud area
- Observe the wind conditions and determine the most likely direction of the vapor cloud movement, and
- DO NOT ENTER any low lying areas.

First Responder Operations Level

In addition to following all guidelines pertaining to First Responder Awareness Level, the first person (s) on scene at a release who would be classified as First Responder Operations Level may additionally attempt to contain the release from a safe distance, keep it from spreading, and prevent exposures.

First Responder HAZMAT Technician Level

The following guidelines should be observed by the first person(s) on scene at a release who would be classified as First Responder HAZMAT Technician Level.

The following guidelines apply to all releases for facilities that handle crude oil, refined products, or chemicals.

- Do not enter the "Hot Zone" unless personal protective equipment is used along with the "Buddy System" and the responders are enrolled in the respiratory protection program.
- Minimum Personal Protective Equipment (PPE) required (however additional levels may be required depending upon the exposure potential):
 - Self contained breathing apparatus
 - Chemical resistant jacket (hip length, with hood)
 - Chemical pants and chemical resistant boots (or boot covers)
 - Chemical resistant gloves (taped)
 - Hard hat

Required monitoring equipment:

- Gas monitor(s) for measuring LEL, O₂, and if necessitated by release type H₂S, and
- Manual sampling pump with benzene tubes/chips.
- Approach the release site safely and cautiously.
- Continuously check the site with a monitor and immediately evacuate the hot zone area if any alarm sounds.
- Take benzene readings at various locations to define exposure levels and "zones".
- Document all monitoring data.
- Evaluate the monitoring data to determine exclusion, decontamination and safe zones and communicate results to IC for safety briefings, and future monitoring schedules.

Fire / Explosion Incidents

Fire and/or Explosion

Responding to a Fire

In the event of a fire at or near any of the SPLC facilities, SPLC personnel must take action as appropriate to protect employees and public safety.

Fire Control By Onsite Personnel

Contact local firefighting authorities. Fire containment and mitigation (e.g., shutting off the fuel or ignition sources, extinguishing the fire, etc.) may be initiated by onsite personnel only if it is safe to engage in such activities. If fire is in the incipient stage, trained personnel may utilize the facility fire extinguishers if safe to do so. Facility personnel are trained only to the incipient stage.

Guidelines

When a fire occurs, consider these guidelines.

- See "Initial Responder Guidelines" heading above.

People Related:

- Call for fire and medical assistance.
- Consider evacuating the area if there are nearby residential or commercial dwellings.
- Assist the emergency rescue personnel with injured and/or trapped individuals.

Fire Related:

- Determine when the fire started.
- Prevent secondary problems due to flame impingement, or spills and runoff. Spray other nearby tanks and structures with cool water to avoid ignition.
- Consult with local firefighting authorities for method of dealing with fire.

Tank Related:

- Determine the tank status (inactive, pumping in or out, gauge level, tank/roof condition).
- Isolate the tank from connecting lines and facilities if possible.
- Determine the tank contents (material and characteristics).

- Determine the type of roof (cone, external floater, internal floater, seal material) on the tank. If the tank has a cone roof, determine if it is equipped with flame arresters, emergency vent shutoffs, snuffers, or other types of fire prevention equipment.
- Review the fire wall area, drainage (dike drains), proximity of the equipment, and exposed piping.

Responding to Explosions Near or at a Pipeline Facility

In the event of an explosion at or near any of the SPLC facilities, SPLC personnel must take action as appropriate to protect employees and public safety.

Damage Assessment / Control By Onsite Personnel

Contact local firefighting authorities and police. Damage assessment/control may be initiated by on site personnel only if it is safe to engage in such activities.

Guidelines

When an explosion occurs, consider these guidelines.

- See "Initial Responder Guidelines" heading above.

People Related:

- Call for fire and medical assistance if necessary.
- Account for personnel known to be working at or near the facility.

Explosion Related:

- Survey the facility for damage.
- Try to determine if there is an obvious source of the explosion. For example, ignition of vapors, rapid release of gas or liquid, outside source (collision, bomb, etc.), electrical equipment (transformers, distribution panels, etc.).
- Considering the source of the explosion and damage if any, isolate the facility to limit additional fuel or fire or explosions.

Hazardous Spill or Gas Release

Oil on Water

Guidelines

If there is an oil release on water, consider these guidelines.

- See "[Initial Responder Guidelines](#)" heading above.
- Cease pumping and close valves to prevent any further release.
- Determine the release source and prevent any further flow from the pipeline. Contain the oil and prevent any further contact with water.
- Remember that flammable vapor concentrations can exist near spilled oil. (For example, as much as 50% of the original volume of gasoline can evaporate in 10 minutes at 60.5°F.) Use explosive meters and safety precautions to prevent fire, explosions, asphyxiation, or health risks to response personnel.
- Eliminate possible sources of ignition.
- Determine the actual speed of the oil on water. Remember that oil on water may not travel at the same velocity as the river or stream (due to wind, oil gravity). Use this knowledge for boom placement.
- Set booms considering river speeds and oil pickup points. Consider cascading booms (several layers) if necessary.
- Contact the Emergency Management Teams and other marine response cooperatives for emergency response assistance, if needed.
- Consider accessing the release sites by boat rather than land vehicles to protect shorelines and other sensitive areas.
- Close water intakes.

Tracking Oil

A number of techniques will be used to track the movement of an oil slick, including:

- Direct observation from aircraft, vessels, or elevated areas
- Buoy tracking systems
- Radiometric Oil Spill Surveillance Systems (ROSSS), and
- Spill trajectory predictions.

Buoy and ROSSS tracking systems could be accessed through response cooperatives. Trajectories could be generated by the Scientific Support Coordinator (i.e. through Unified Command) or by local personnel using the vector addition analysis method. The vector addition analysis method involves plotting the two primary factors that influence the movement of the slick (i.e. surface currents and wind) to determine the estimated trajectory of the slick.

Cleanup, Storage, Handling, and Disposal

To clean up, store, handle, and dispose of the oil on water, consider these guidelines.

- Use skimmers to remove the oil from the water surface.
- Use sorbent pads and sorbent booms to remove the oil sheen from the water surface.
- Try to limit the amount of water picked up with the oil when recovering oil.
- Consider alternatives to vacuum trucks for on-scene storage of recovered oil.
- Only use dispersants with agency approval and if advised by the Head Office Environmental Group.
- Make sure that the removal and disposal of oil, water, and debris is consistent with regulatory requirements. Consult a Company environmental representative.

Oil on Land

Guidelines

If a release of oil occurs on land, consider these guidelines.

- See "[Initial Responder Guidelines](#)" heading above.
- Cease pumping and close valves to prevent any further release of oil.
- Determine the release source and prevent further flow from the pipeline.
- Remember that flammable vapor concentrations can exist near spilled oil. (For example, as much as 50% of the original volume of gasoline can evaporate in 10 minutes at 60°F.) Use explosive meters and safety precautions to prevent fire, explosions, and asphyxiation or health risks to the response personnel.
- Eliminate possible sources of ignition. Do not start vehicles in the vicinity of volatile materials that have been released.
- To avoid vapor ignition, divert or stop traffic if the release impacts a roadway.
- Prevent oil from entering into drainage or sewer systems, water courses, irrigation channels, or culverts. Block drains, dam ditches, and boom water courses and irrigation channels.

Response Strategies

Oil either spreads out or penetrates downward when released on land. When the oil penetration is rapid and the depth of groundwater is shallow, the preferable strategy may be to let the oil spread. If the land surface is impermeable, the desirable strategy may be to allow or cause the oil to collect in pools. If oil collects in pools in a contained area, consider using water as a layer between the oil and the ground.

Cleanup, Storage, Handling, and Disposal

Consult with a Company environmental representative for guidance on cleanup, storage, handling and disposal. If possible, treat soil on site.

Estimating Volumes

The following describes several recommended methods that can be used to estimate the volume of material released during an incident. Each incident is considered unique and requires its own solution to determine the volume of released material, therefore, other methods not described below may also be used with the approval of the Head Office Environmental Support Group.

Method Determination

If possible, use more than one method for classified incidents. For most unclassified incidents, Method 1 should be adequate.

Note: Management reviews the volume estimated for regulatory reporting.

Method 1

In Method 1, the first foreman/Incident Commander arriving on the scene performs the estimate. The details of Method 1 are:

Detail	Description
Determination	Experience based and estimated by observed impact
Purpose	<ul style="list-style-type: none"> Volume estimate to determine an order of magnitude on which to classify release event Volume estimate for initial regulatory reporting
Estimate	Visual, determined by viewing the area covered and pooled oil (typically done without numerical calculation)

Method 2

Method 2 is an instrumentation-based calculation for classified incidents. Area personnel and Transportation Engineering personnel perform the estimate by using Control Center or other system instrumentation data. The details of Method 2 are:

Detail	Description
Determination	Calculated volume estimate
Purpose	<ul style="list-style-type: none"> • A release volume estimate calculated using data from system instrumentation and real time events • Confirmation of release volume estimate for Method 1
Estimate	$VR = [FR \times (DT + RT)] + DV$ VR = volume released FR = flow rate DT = detection time RT = response time (time to shut in and close valves) DV = drainage volume (including pressure release volume and line drainage volume)

Method 3

Method 3 is a calculation of the volume recovered and the loss of the material to the air, ground, and water. The Area and Transportation Engineering personnel perform the estimate with input from Control Center, Head Office Environmental Support Group and field survey data. The details of Method 3 are:

Detail	Description
Determination	A calculated volume estimate
Purpose	<ul style="list-style-type: none"> • Confirmation of release volume estimate for Methods 1 or 2, or • Calculated volume released when instrumentation data is insufficient
Estimate	$VR = VV + (SV \times SR) + PV$ VR = volume released VV = volatilized volume (calculated by E&T Environmental) SV = soil volume (field mapped to identify surface area covered and depth of penetration) SR = saturation ratio (field determined with Environmental Support - Transportation Engineering) PV = pooled volume (field determined)

Method 4

Method 4 is a line balance calculation from inventory and meter reading loss/gain changes following system restart and stabilization. Line balance is defined as:

$$(\text{Opening Inventory} + \text{Receipts}) - (\text{Closing Inventory} + \text{Deliveries}).$$

Area personnel and Transportation Engineering personnel perform the estimate with startup Control Center data or location data (as appropriate). The details of Method 4 are:

Detail	Description
Determination	System repack volume
Purpose	A confirmation of volume lost estimate for follow-up reporting
Estimate	$VR = LB_{post} - LB_{prior} - LR_{vol}$ VR = volume released LB _{post} = system imbalance following system startup and stabilization LB _{prior} = system imbalance prior to release occurrence LR _{vol} = line repair volume removed

The accuracy of this method depends upon:

- The amount of line drainage that occurs following the release
- How well the system was purged of air during restart
- System complexity
- Temperature changes, and
- Product batches in the system.

Method 5

Method 5 is a calculation based on the beginning batch size versus the delivered batch size. Area personnel, measurement and engineering personnel in Transportation Engineering perform the estimate with Control Center and/or field data defining batch loss/gain. The details of Method 5 are:

Detail	Description
Determination	Batch volume loss
Purpose	<ul style="list-style-type: none"> • Confirmation of release volume estimate for Methods 1 or 2, or • Calculated volume released when instrumentation data is insufficient
Estimate	$VR = VV + (SV \times SR) + PV$ VR = volume released VV = volatilized volume (calculated by E&T Environmental) SV = soil volume (field mapped to identify surface area covered and depth of penetration) SR = saturation ratio (field determined with Environmental Support - Transportation Engineering) PV = pooled volume (field determined)

Note: Only use this method if batch operations are occurring and the released material has been batch-identified. The spreading of batch interfaces during system downtime may be significant. This occurrence reduces the accuracy of this method.

Method 6

Method 6 is an executable program that may be used to calculate spill volumes on water. The program determines the volume of a spill based on the surface area of the oil on the water and color of the sheen. The program may be executed by clicking on the MMS Pipeline Leak Estimator program.

Method 7

Method 7 is a calculation for determining the amount of oil contained in contaminated soil. This calculation is based on the volume of the soil contaminated and pore space of the soil.

Detail	Description
Determination	A calculated volume estimate based on volume of soil contaminated and pore space of soil
Purpose	Confirmation of volume lost estimate for Method 1
Estimate	<ol style="list-style-type: none"> 1. Measure the volume of the soil contaminated. <i>width x length x depth = cubic feet</i> 2. Determine average pore space between the soil grains--15% to 26% (pure sand). 3. Determine the cubic feet of oil contained in the soil by multiplying the result of step 2 by result of step 1. 4. Determine the gallons of oil contained in the soil by multiplying the result of step 3 by 7.48 (gallons/cubic feet). 5. Determine the barrels of oil contained in the soil by dividing the result of step 3 by 42 (gallons/barrel).
Example	<p>You have a release site area of 30 feet by 25 feet by six inches. Determine the amount of oil in barrels contained in the soil. Assume the pore space to be 20%.</p> <ol style="list-style-type: none"> 1. Volume of soil contaminated=30x25x.5=375 cubic feet 2. Average pore space=0.20 3. Oil contained in the soil (in cubic feet)=375x0.20=75 cubic feet 4. Oil contained in the soil (in gallons)=75x7.48=555 gallons 5. Oil contained in the soil (barrels)=555/42=13.2 barrels

Gas Detection & Confirmation by On Site Personnel

In the event of gas being detected in a building on or near SPLC facilities, SPLC personnel should take action as appropriate to protect employees and public safety.

Contact the gas utility companies and/or other gas pipeline operations in the immediate area. Begin leak detection procedures and mitigation procedures (e.g., shutting off the gas and ignition sources, etc.) only if it is safe to engage in such activities.

Guidelines

When gas is detected in or near a building, consider these guidelines.

- See "[Initial Responder Guidelines](#)" heading above.

People Related

- Consider evacuating the area if there are nearby residential or commercial dwellings.

Release Related

- Determine the location and source of the gas release.
- If a vapor cloud has developed, assess the extent and coverage of the vapor cloud and determine the hazardous areas.
- Refer to guidelines under the "Responding to Vapor Clouds" heading below.

Gasoline Containing MTBE on Land

Additional precautions are required during response and cleanup of gasoline containing MTBE because of its greater potential impact, than most other traditional components, upon the environment. Significant MTBE release characteristics are:

- It moves about 20 times faster in the underground than benzene
- It is about 24 times more soluble in water than benzene
- It degrades very slowly in the environment, and
- Groundwater remediation projects are 1.5 to 5 times more expensive.

Guidelines

If a release of gasoline occurs on land, follow these guidelines.

- See "[Initial Responder Guidelines](#)" heading above.
- Cease pumping and close valves to prevent any further release of gasoline.
- Determine the release source and prevent further flow from the pipeline.
- Remember that flammable vapor concentrations can exist near spilled gasoline. Use explosive meters and safety precautions to prevent fire, explosions, and asphyxiation or health risks to the response personnel.
- Eliminate possible sources of ignition. Do not start vehicles in the vicinity of volatile materials that have been released.

- To avoid vapor ignition, divert or stop traffic if the release impacts a roadway.
- Prevent gasoline from entering into drainage or sewer systems, water courses, irrigation channels, or culverts. Block drains, dam ditches, and boom water courses and irrigation channels.
- Make appropriate notifications to regulatory agencies, internal SPLC management, and Environmental Support.

Response Strategies

The following strategies are recommended for response to a gasoline release containing MTBE in order of normal occurrence.

- Minimize area of surface soil impacted by free product (e.g., damming). Contact with surface runoff or standing water should be prevented, whenever possible.
- Recover pooled hydrocarbon as soon as possible. Free hydrocarbons may be floated with water to aid recovery if increase vapors and agitation can be avoided. The water will act as barrier to reduce further infiltration of pure hydrocarbon into the soil. This water will later have to be removed and probably treated. If free hydrocarbon IS NOT present, do not add water to the impacted area.
- Recover all free water in contact with the release area.
- Remove heavily impacted soil (saturated with hydrocarbons, very strong hydrocarbon smell) as soon as possible after product/water removal. Place in a bin/rolloff or a waste pile lined on the bottom and covered on the top with plastic sheeting to prevent contact with rainwater and contamination of other areas. Drums may be used for very small spill cleanups.

If removal of heavily-impacted soil is delayed or contaminated soil is left in place pending final disposition, the follow action should be taken if the possibility of rain exists to minimize contact with rainfall.

- Cover area with plastic sheeting, overlap seams, weigh down with sandbags.
- Use shallow ditches to divert rainwater around contaminated site.
- Promptly remove any rain water that does accumulate on the site.

The following steps should be taken working together with environmental support to minimize long term risk from the site:

- Sample contaminated soil still in place
- Characterize and dispose of removed soil
- Estimate proper cleanup target
- Remove and dispose of more soil, if necessary
- Install groundwater monitoring wells or monitor existing wells if necessary, and
- Provide follow-up communication with regulatory agencies if necessary.

MTBE Characteristics

The following lists general facts associated with MTBE:

Item	Property
Appearance	Clear, colorless liquid
Concentration in gasoline	Up to 15%
Flash point	-15 to -20 °F
TLV-TWA	40 ppm (proposed)
Odor threshold	20-50 ppm (in water)
Boiling point	130 °F
Solubility in water	4.3%
RQ - CERCLA	1,000 pounds
Liquid specific gravity	0.74
Vapor density	3 times air

Vapor Cloud

Individual Who Discovers the Emergency

If an incident occurs when the pipeline is transporting gas or highly volatile liquids (HVLs) or refined products, there is a strong possibility of vapor cloud formation.

Material Specific Gravity

When an incident occurs, the specific gravity of the vapor material is relevant. Vapors that are heavier than air seek low spots, such as ditches and depressions in the ground. Therefore, the higher specific gravity of a material released, the more likely its vapor cloud would hug the ground.

The following table lists the specific gravities of possible release materials using the specific gravity for air as a base.

Material	Specific Gravity
Acetone	0.791
Air	1.00
Benzene	0.8835
Butadiene	0.63
Butane	2.04
Ethane	1.04
Ethylene	0.98
Gasoline	3.00
Hydrogen	0.07
Natural Gas	0.55
Propane	1.56
Propylene	1.45

Weather

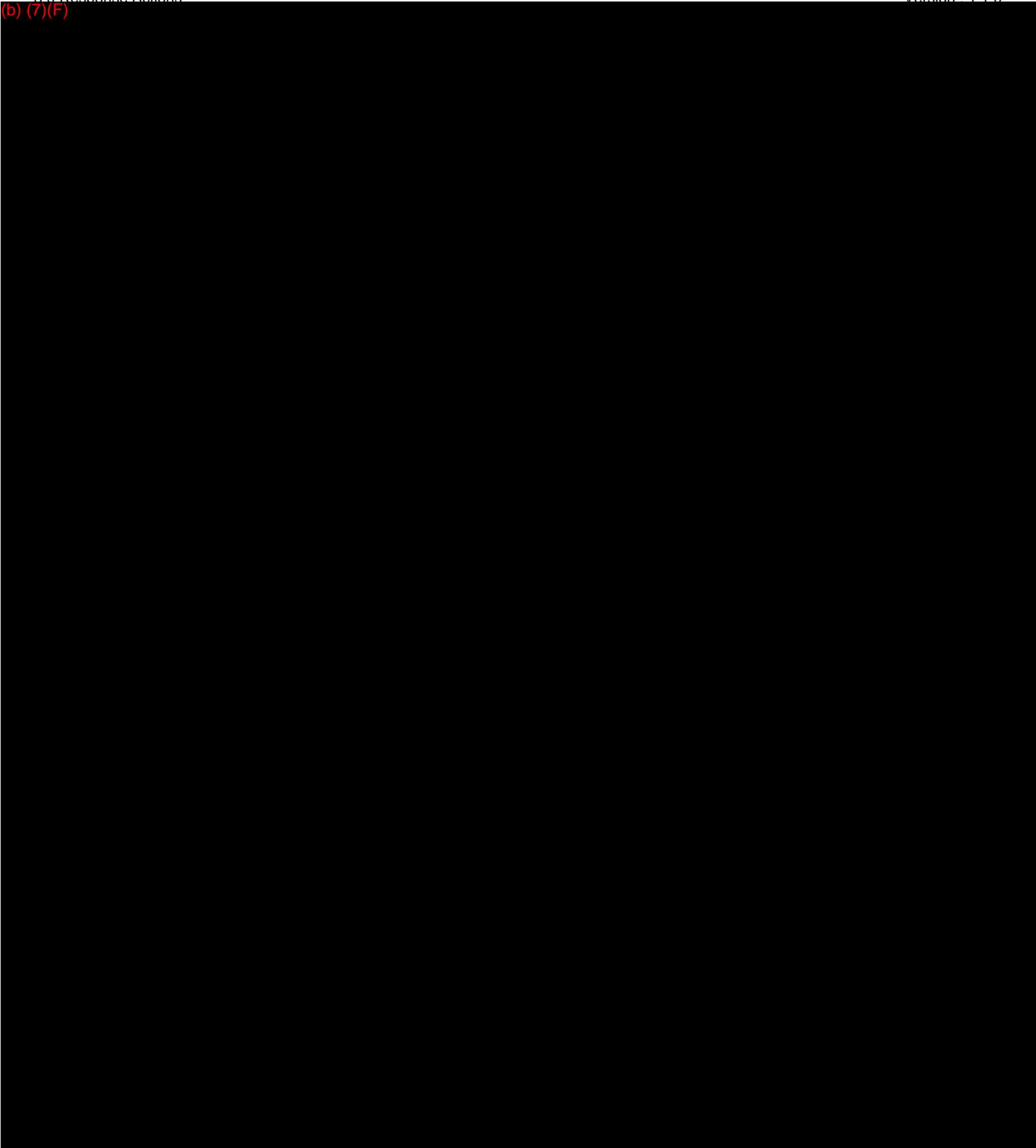
Wind and general weather conditions can affect vapor clouds. Such conditions can cause the boundary area to move and enlarge. If an incident occurs, determine the most likely direction of vapor cloud movement based on the wind direction.

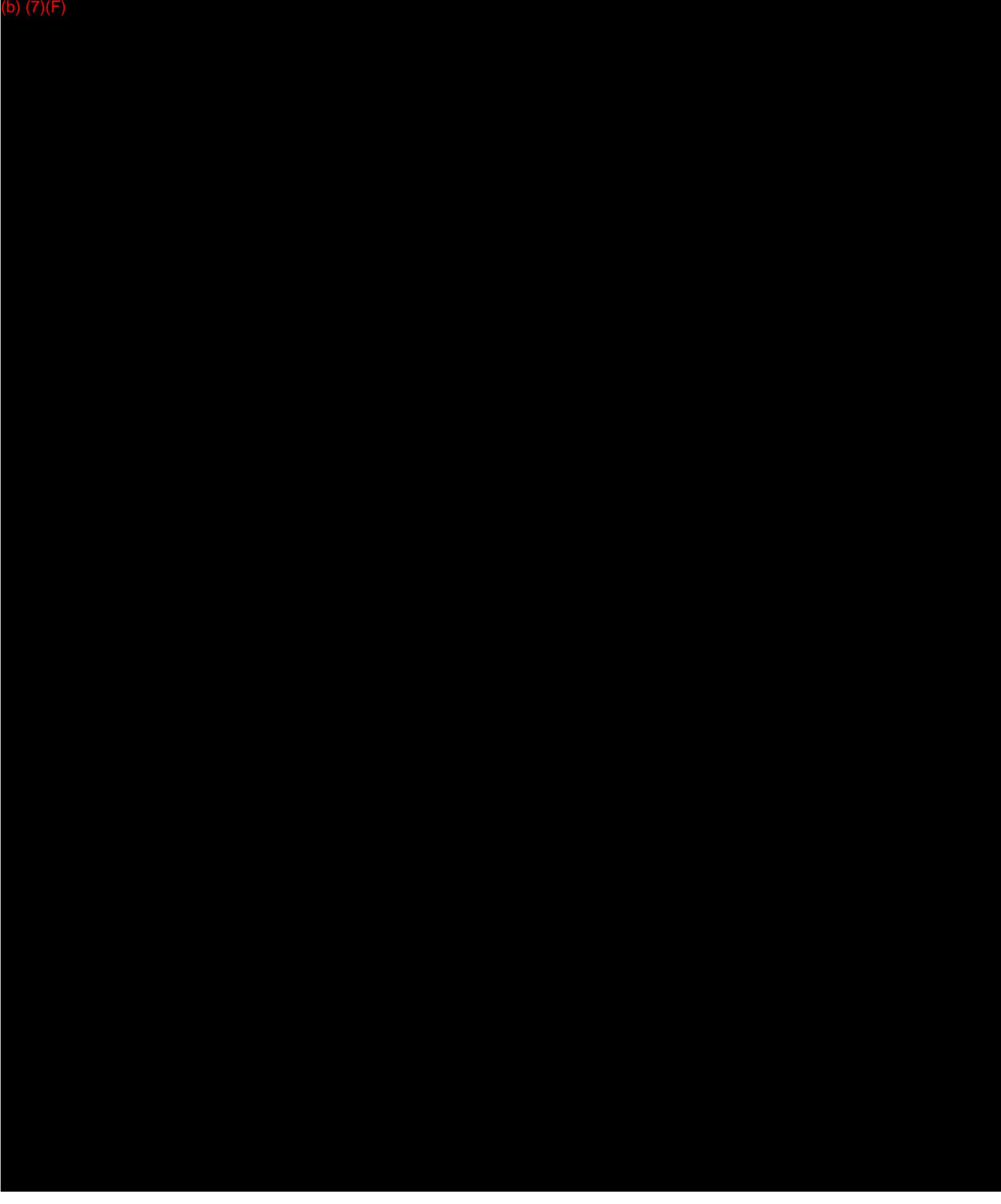
Response Actions

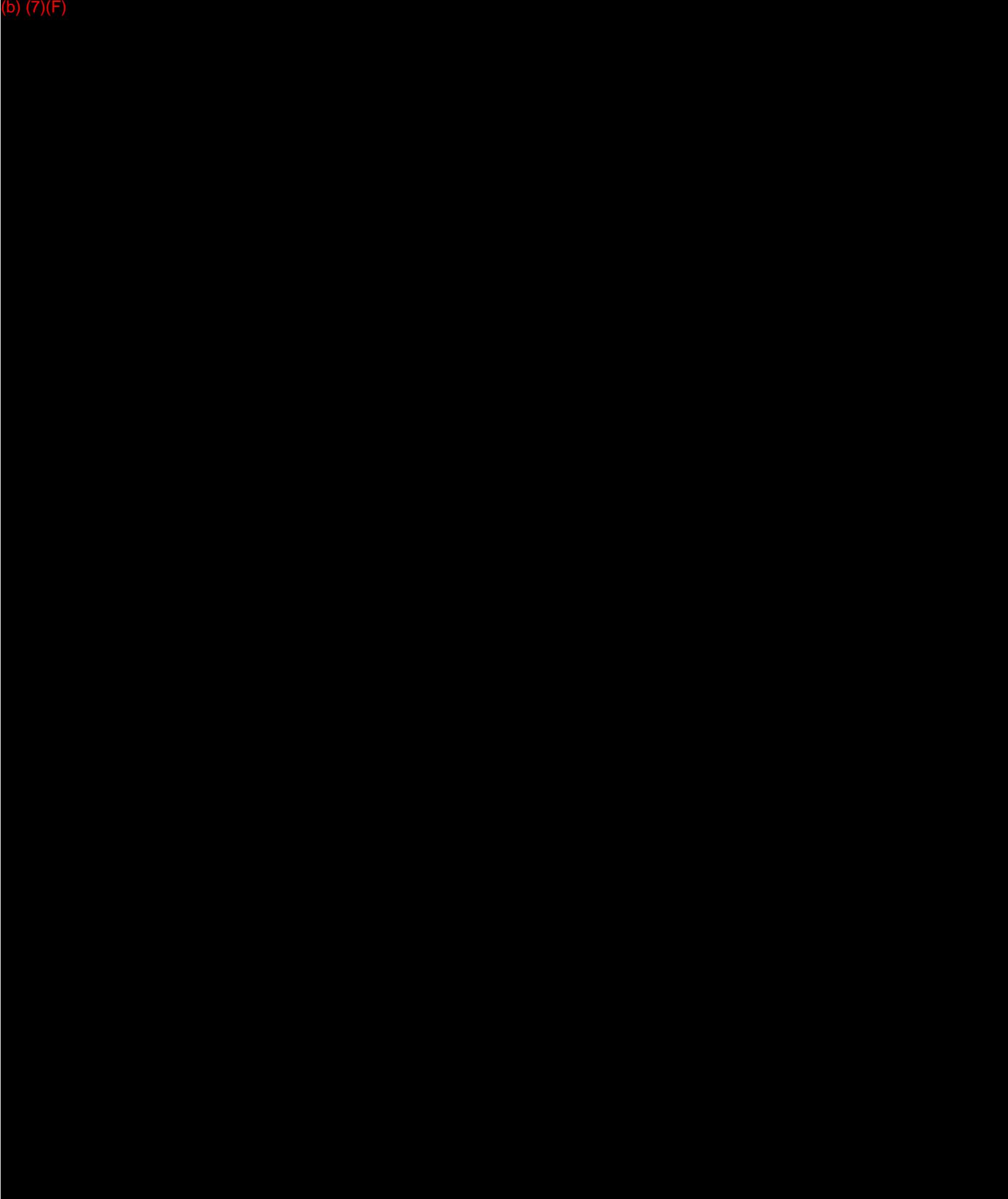
This table describes the procedure to follow if an incident causes a vapor cloud formation.

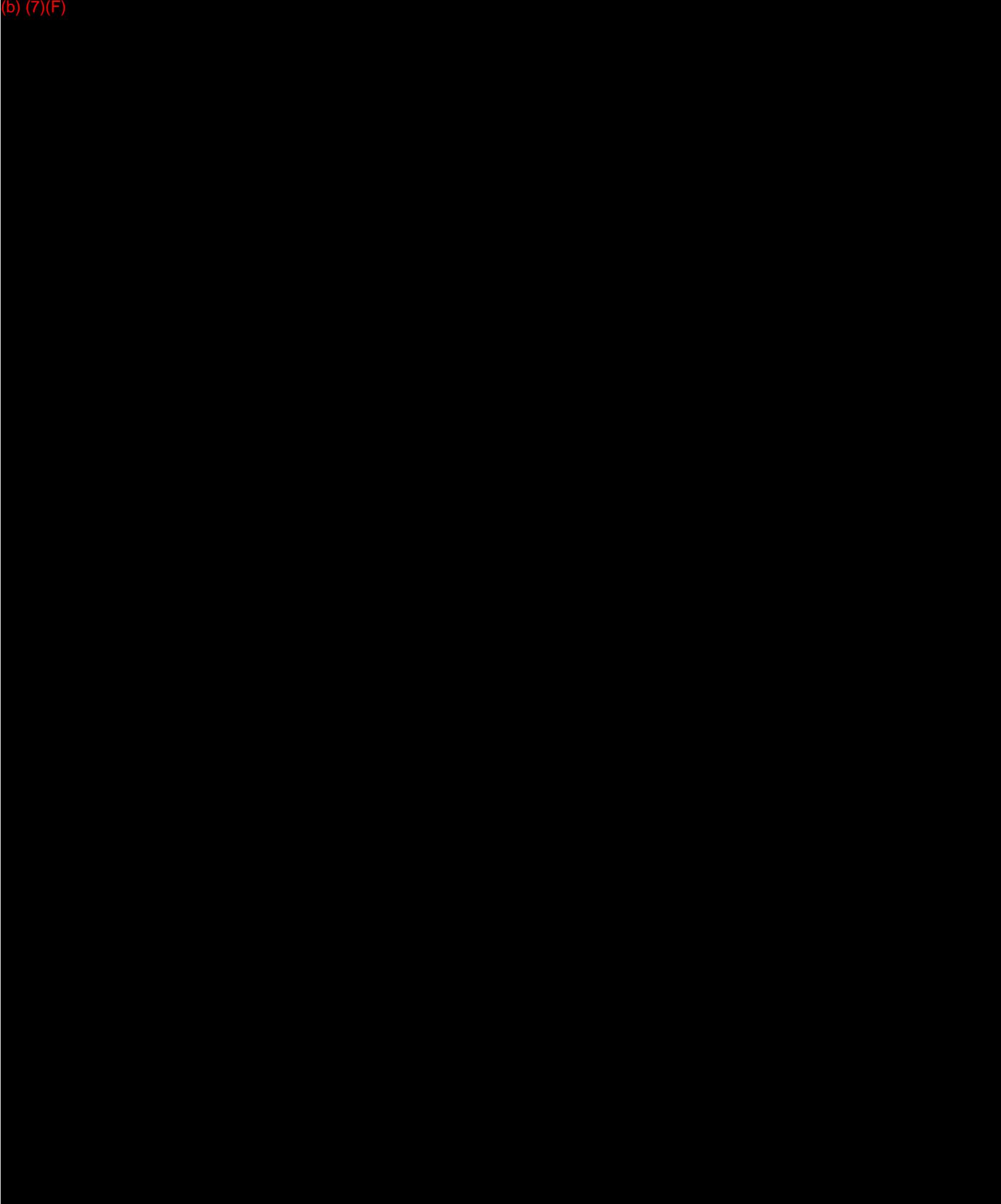
Step	Action						
1	<p>The Initial Responder:</p> <ul style="list-style-type: none"> • Discovers the vapor cloud • Determines the material causing the vapor cloud, and • Notifies the Controller and maintenance crew. <p>See "<u>Initial Responder Guidelines</u>" listed previously in this section.</p>						
2	<p>The Controller:</p> <ul style="list-style-type: none"> • Isolates the pipeline by closing the remotely-operated valves 						
3	The maintenance crew isolates the pipeline by closing the manually operated valves.						
4	The Initial Responder determines:						
	<table border="1"> <thead> <tr> <th>IF there is...</th> <th>THEN...</th> </tr> </thead> <tbody> <tr> <td>A fire</td> <td>Remain at a safe distance on site, until relieved.</td> </tr> <tr> <td>No fire</td> <td>Keep ignition sources away and work with fire department to disperse the vapor cloud.</td> </tr> </tbody> </table>	IF there is...	THEN...	A fire	Remain at a safe distance on site, until relieved.	No fire	Keep ignition sources away and work with fire department to disperse the vapor cloud.
	IF there is...	THEN...					
A fire	Remain at a safe distance on site, until relieved.						
No fire	Keep ignition sources away and work with fire department to disperse the vapor cloud.						
No fire	Keep ignition sources away and work with fire department to disperse the vapor cloud.						
5	<p>The Initial Responder:</p> <ul style="list-style-type: none"> • Determines the boundary area of the vapor cloud and the vapor concentration using explosimeter or Draeger tube • Barricades or identifies the boundary area • Identifies the affected area that exists 1,500 feet outside of boundary area and the areas downwind of the vapor cloud • Determines the people and facilities within the affected area, and • Notifies the police to evacuate the affected area (including areas downwind of the vapor cloud, outside of the affected area). 						
6	Police evacuate the boundary area.						
7	Fire department disperses the vapor cloud with a sustained flow of water spray.						
8	<p>The Initial Responder stays on site until:</p> <ul style="list-style-type: none"> • Relief arrives • Vapor cloud is completely dispersed, or • Fire is burned out and the vapor cloud no longer exists. 						

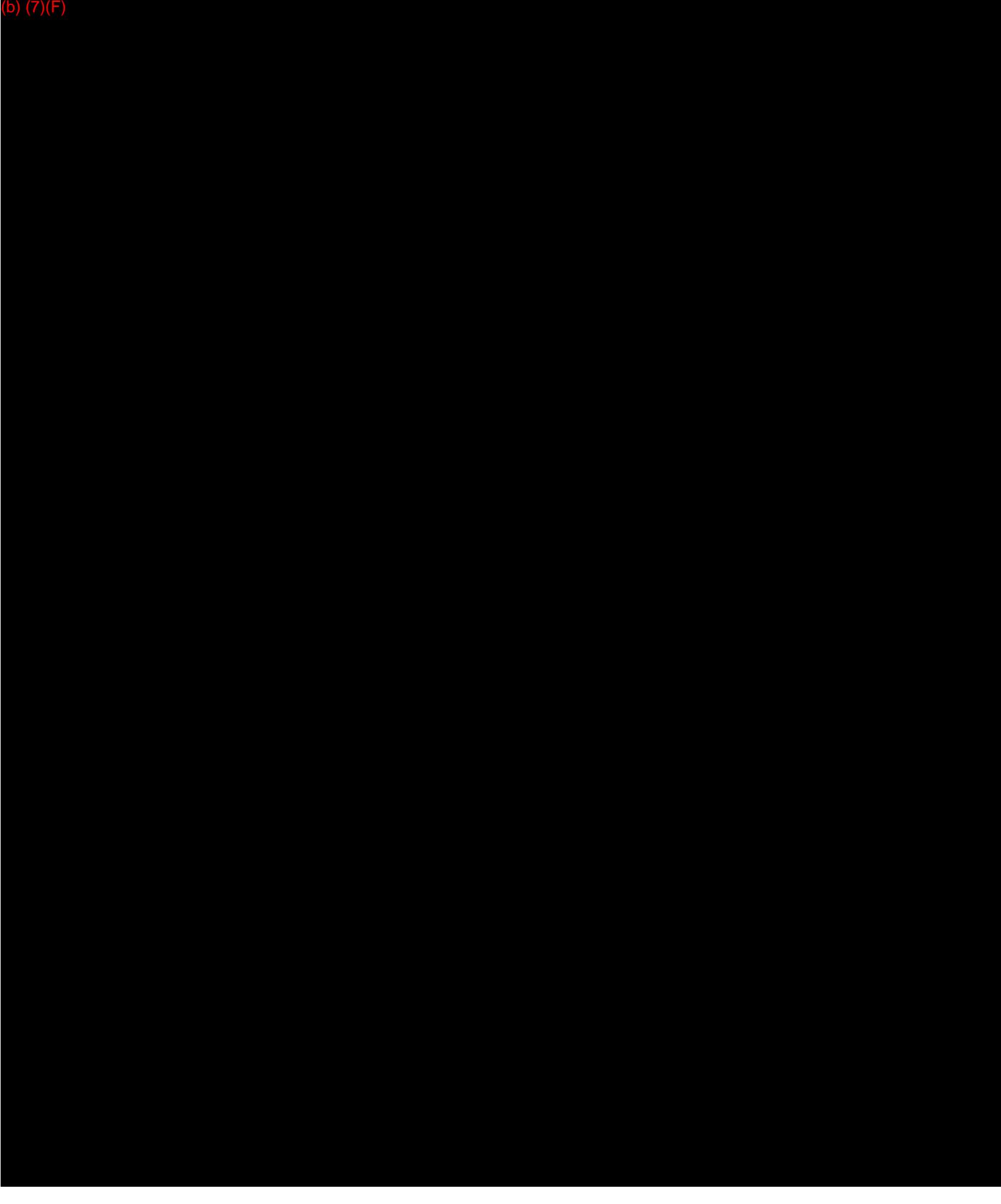
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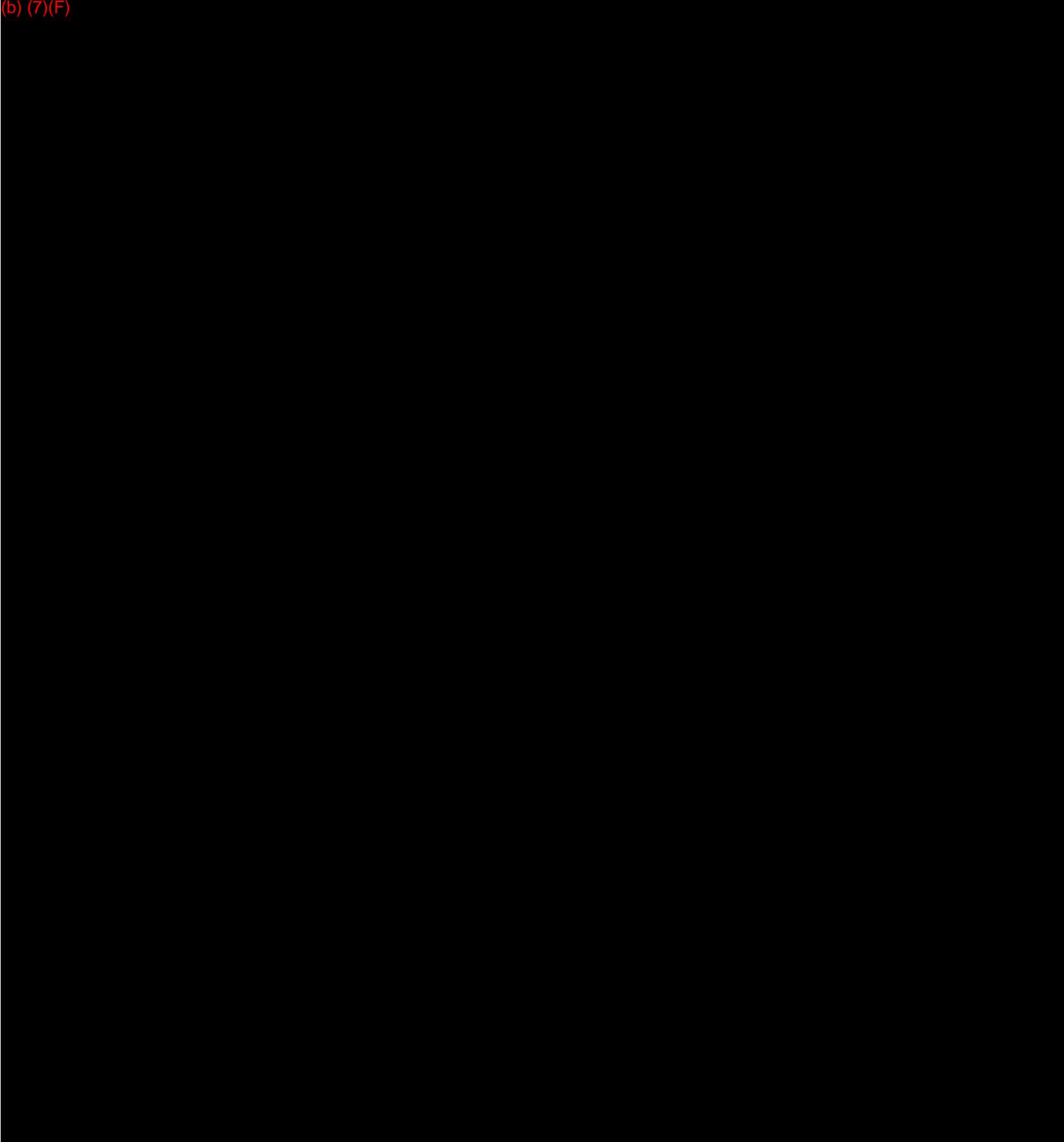












Hurricane

Hurricane Response

When a hurricane threatens:

- Monitor news reports to plot movement of the hurricane
- Determine which pipeline facilities will be affected by the hurricane, and
- Contact appropriate Company personnel.

Note: Company management will decide whether the pipeline facility will be attended and/or operated during the hurricane. Refer to the GOM Hurricane Response Plan for further guidance.

For pipeline facilities which will be affected by the hurricane:

- Secure equipment that will be susceptible to damage from high winds
- Board or tape windows
- Arrange for first aid, drinking water, emergency lighting and food if management decides to have the facility attended during the hurricane, and
- Maintain adequate inventory in tanks to prevent tanks from floating.

When a hurricane hits:

- Monitor the progress of the hurricane, and
- Monitor SCADA system for indications of leaks.

After a hurricane hits, correct any damage to the facility and restart operations after obtaining proper approval.

Natural Disaster Incidents

Tornado or Severe Storms

A tornado may be monitored and detected by:

- Listening to news reports--know the difference between tornado watch and tornado warning
- Sighting of a funnel formation on the ground or in the clouds, or
- Hearing a roar that sounds like a jet or a locomotive.

If a tornado is a direct threat to a pipeline facility:

- Notify appropriate Company personnel
- Shut down the pipeline facility
- Inform others and take appropriate shelter, and
- After the tornado passes, correct any damage to the facility and restart operations after obtaining proper approval.

Note: Circumstances may require changing the order in which these guidelines are performed.

Flooding

Flooding Response

Special Considerations

Below are the special considerations to take into account, depending on the magnitude of the flooding, amount of damage, and prevalent conditions.

- Be alert to areas of flooding and have personnel available for emergency response actions such as shutdown, isolation, and containment.
- Consider extending regulator vents and relief stacks above the level of anticipated flooding as appropriate.
- Evaluate the accessibility of pipeline facilities, such as valve setting needed to isolate water crossings or other sections of pipeline that might be jeopardized.
- Perform frequent patrols to evaluate right-of-way conditions at water crossings during flooding and after waters subside. Determine if flooding has exposed and/or undermined pipelines as a result of forming new channels or erosion of riverbeds.
- Coordinate with other pipeline companies in the flood area and provide personnel to emergency response centers to act as a liaison for pipeline issues. Provide maps and information on pipeline location and condition to emergency responders.

Determine if normally aboveground facilities (valves, regulator and relief sets, etc.) that have become submerged could be struck by craft operating in flooded areas and supply maps to emergency response centers and mark with buoys, as appropriate.

- Perform surveys to determine the depth of cover over pipelines and notify landowners of reduced cover. Agricultural agencies may be helpful in reminding farmers of the potential hazard of reduced cover over pipelines.
- Assure that line markers are still in place and remind contractors, highway departments, and others involved in excavation and clearing activities associated with flood clean-up of the presence of pipelines and the operating hazards that could occur due to reduced pipeline cover.

Ground, Marine and Air Traffic

Traffic Control Needs

The first responder or IC will evaluate the release site to determine whether or not ground and marine traffic will hamper the spill response. The FOSC may evaluate air traffic. In the event that control is required before local state, or federal agencies arrive, the first responder or IC will follow the guidelines presented in the table below.

Traffic Control Needed	Response Requirements
Ground	<p>Call 911 and describe the location and nature of the release.</p> <p>Request highway patrol, sheriff, police, or fire department assistance.</p> <p>If manpower permits:</p> <ul style="list-style-type: none"> ● Cordon off the area with hazard cones and yellow hazard tape ● Consider temporary use of vehicles to barricade streets if vehicular traffic is in danger, and ● Keep pedestrians away from the site.
Marine	<p>In the event that such a spill reaches marine waters:</p> <ul style="list-style-type: none"> ● Notify the Coast Guard immediately ● Request the Captain of the Port to provide assistance for controlling marine vessels, and ● To the extent possible, warn vessels and boats that traversing the release area may be dangerous and may jeopardize response operations. <p>Leave patrolling and control activities to the direction of Coast Guard or the Captain of the Port.</p>
Air	<p>Contact the Federal Aviation Administration (FAA) if it appears that air traffic control will be required. (Upon approval, the FAA will immediately issue a Notice to Airmen ("NOTAM")).</p> <p>Be prepared to describe the geographical location, or if known, the latitude and longitude of the release.</p>

3.2 DOCUMENTATION OF INITIAL RESPONSE ACTIONS

It is difficult, particularly during the first few minutes of an initial response operation, to think about the importance of documentation. A log should be maintained that documents the history of the events and communications that occur during the response. When recording this information, it is important to remember that the log may become instrumental in legal proceedings, therefore:

- Record only facts, do not speculate.
- Do not criticize the efforts and/or methods of other people/operations.
- Do not speculate on the cause of the spill.
- Do not skip lines between entries or make erasures. If an error is made, draw a line through it, add the correct entry above or below it, and initial the change.
- Record the recommendations, instructions, and actions taken by government/regulatory officials.
- Document conversations (telephone or in person) with government/regulatory officials.
- **Request that government/regulatory officials document and sign their recommendations or orders (especially if company personnel do not agree with the suggestions, instructions, or actions).**

3.3 OIL CONTAINMENT, RECOVERY AND DISPOSAL/WASTE MANAGEMENT

After initial response has been taken to stop further spillage and notifications made to the required agencies, the Company will begin spill containment, recovery, and disposal operations for any released material.

The Incident Commander will assess the size and hazards of the spill. The type of product, the location of the spill, and the predicted movement of the spill will be considered.

Based on this assessment, additional clean up personnel and equipment will be dispatched to the site and deployed to control and contain the spill. Boom may be deployed in waterways to contain the spill and to protect socio-economic and environmentally sensitive areas. Booms may also be used in waterways to deflect or guide the spill to locations where it can more effectively be cleaned up using skimmers, vacuum trucks, or sorbent material. Clean up equipment and material will be used in the manner most effective for rapid and complete clean-up of all spilled product.

Response and cleanup will continue until all recoverable product is removed, the environment is returned to its pre-spill state, and the unified command of the Company's Incident Commander and the On-Scene Coordinators determine that further response and cleanup is no longer necessary.

FIGURE 3.2

PRODUCT SPECIFIC RESPONSE CONSIDERATIONS

FLAMMABLE LIQUIDS (Non-Polar/Water-Immiscible)	
The following information provides the initial responder(s) with data that may be useful in making quick decisions and executing prompt response actions. <u>The information is intended for guideline purposes only.</u>	
HEALTH	
GUIDE NO. 128	<ul style="list-style-type: none"> ● Inhalation or contact with material may irritate or burn skin and eyes. ● Fire may produce irritating, corrosive and/or toxic gases. ● Vapors may cause dizziness or suffocation. ● Runoff from fire control or dilution water may cause pollution.
FIRST AID	
<ul style="list-style-type: none"> ● Move victim to fresh air. ● Call 911 or emergency medical service. ● Give artificial respiration if victim is not breathing. ● Administer oxygen if breathing is difficult. ● Remove and isolate contaminated clothing and shoes. ● In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes. ● Wash skin with soap and water. ● In case of burns, immediately cool affected skin for as long as possible with cold water. Do not remove clothing if adhering to skin. ● Keep victim warm and quiet. ● Effects of exposure (inhalation, ingestion or skin contact) to substance may be delayed. ● Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves. 	
PUBLIC SAFETY	
<ul style="list-style-type: none"> ● Isolate spill or leak area immediately for at least 25 to 50 meters (80 to 160 feet) in all directions. ● Keep unauthorized personnel away. ● Stay upwind. ● Keep out of low areas. ● Ventilate closed spaces before entering. 	
EVACUATION	<p>Large Spill</p> <ul style="list-style-type: none"> ● Consider initial downwind evacuation for at least 300 meters (1,000 feet). <p>Fire</p> <ul style="list-style-type: none"> ● If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.
Information provided by the Emergency Response Guidebook 2008.	

3.4 STORAGE/DISPOSAL

Introduction

The following describes the procedures used to store, handle, and dispose of materials generated during a release incident and the associated cleanup.

Note: Contact your local environmental representative for guidance on storing, handling, and disposing wastes generated from spills.

Materials Generated by a Release

SPLC has identified four distinct categories of materials generated by a release and the associated cleanup:

- Recovered oil
- Oil-contaminated natural debris (leaves, twigs, etc.)
- Oil-contaminated cleanup material (sorbent pads, oily rags, etc.), and
- Oil-impacted soil.

Storage Procedures

Recovered Oil

Possible storage methods include:

- Vacuum trucks
- Frac tanks
- Drums
- Storage tanks at SPLC facilities
- Barges
- Lined pits, or
- Other appropriate means.

When determining the type of storage container to use, consider the:

- Amount and type of oil to recover
- Availability of storage containers
- Time needed to obtain and set up the storage vessels, and
- Location of release.

Note: The Control Center may provide information on the type of material in the pipeline at the time of the release. Also, product/crude assays and Material Safety Data Sheets may be helpful in providing information about product/crude types in the pipeline.

Contaminated Natural Debris

When determining the type of storage container to use, check the amount and size of the contaminated natural debris. The table below describes the options.

If there is a...	Then consider using...
Small to moderate amount of debris	UN drums, dumpsters, or roll-off boxes.
Large amount of debris	Surface piles. Plastic linings, tarps, or other protection may be required under the piles to prevent further spread of contamination.

Contaminated Cleanup Material

When determining the type of storage container to use, check the amount of contaminated cleanup materials produced at the site. To store this material, use:

- UN approved drums
- Dumpsters, or
- Other appropriate containers.

Note: You can place small volumes of contaminated materials in six mil plastic bags or plastic buckets for easy handling.

Impacted Soil

If possible, leave the impacted soil in place so external storage is not needed. If soil removal is needed to facilitate cleanup, help repair the pipeline, or limit further environmental impact, then surface piles are acceptable for storage. Plastic liners under these piles may be necessary.

To limit storm water runoff, consider precautions such as:

- Covering piles with tarps or plastic, or
- Building a berm around the piles.

Note: If there is only a small amount of impacted soil, then consider storing it in a similar way as contaminated natural debris.

Handling Procedures

Recovered Oil

Possible methods to handle and transport recovered oil to a suitable pipeline injection point or refinery include:

- Vacuum trucks
- Transporters, or
- Other appropriate modes.

The actual equipment and method used depend on the:

- Amount and type of oil recovered
- Location
- Distance to be transported, and
- Equipment that is readily available in the area.

When a release occurs in water, take special care in handling and recovering the oil in order to limit the amount of water recovered with the oil. If you recover large amounts of water with the oil, consider using some sort of oil/water separator to reduce the amount of water to be handled and transported.

Handling Contaminated Natural Debris

To ensure proper treatment and handling of contaminated natural debris, classify it as hazardous or non hazardous. The options for classifications are:

- Use knowledge about similar debris from prior release sites, or
- If no prior knowledge, collect samples and have an SPLC approved laboratory perform the laboratory analysis.

Note: Contact a Company environmental representative for assistance with classification.

Make every effort to contain the oil and lessen the debris impacted. When determining the way to handle, consider the:

- Size
- Type
- Amount, and
- Classification.

The handling methods include:

- Hand collection
- Hand tools (rakes, shovels, etc.)
- Backhoes, and
- Bulldozers.

To handle and transport contaminated natural debris, follow these guidelines:

- Wear the required personal protective equipment (PPE) to handle any debris
- Follow all applicable RCRA, DOT, and hazardous communication regulations
- Check all containers for defects, proper placement, alignment, and closure.

Handling Contaminated Cleanup Material

To ensure proper treatment and handling of contaminated cleanup material, classify it as hazardous or non-hazardous. The options for classification are:

- Use knowledge about similar material from prior release sites if possible, or
- If no prior knowledge, collect samples and have an SPLC approved laboratory perform the laboratory analysis.

To reduce the amount of contaminated cleanup material to handle and transport, use sorbent and other materials appropriately during the response. Use and collect these cleanup materials by hand.

To handle and transport contaminated cleanup material, follow these guidelines:

- Wear the required PPE to handle any contaminated material.
- Follow all applicable RCRA, DOT, and hazardous communication regulations.
- Check all containers for defects, proper placement, alignment, and closure.

Impacted Soil

When possible, treat impacted soil in place. (See the pages entitled "Disposal" for further information on treating soils.) This procedure reduces the need for handling and transportation. When soils are handled, use normal excavating equipment, such as:

- Shovels
- Backhoes, and
- Bulldozers.

The particular method for a particular site is based on the:

- Amount and type of the soil
- Location of the release
- Availability of equipment, and
- Time constraints.

If you must transport the soil off site, follow all applicable Resource Conservation and Recovery Act (RCRA), Department of Transportation (DOT), and hazard communication regulations.

Disposal Procedures

Recovered Oil

When possible, do not dispose of recovered oil. Instead, recycle it by injecting it back into the pipeline system or into one of the recovery systems at a refinery.

Contaminated Natural Debris

To reduce the amount of natural debris needing disposal, make every effort to clean the natural debris (so it can stay in place) including:

- Low and high pressure flushing
- Manual removal of oil, and
- Other appropriate cleaning techniques.

Possible treatment/disposal options for contaminated natural debris include:

- Burning on or off site
- Remediation on or off site, or
- Landfilling.

Follow these guidelines to dispose of contaminated natural debris:

- Get input from a Company environmental representative and regulatory agency on the best approach for the given situation.
- Choose the disposal/treatment method.
- Have a Company environmental representative handle all the necessary permits and other details.

If you must dispose of the contaminated natural debris:

- Conduct all the necessary testing required by applicable regulations and the particular disposal sites. Have an SPLC approved laboratory carry out all tests, and
- Use a SPLC approved disposal site to discard all debris.

Contaminated Cleanup Material

To reduce the amount of contaminated cleanup material needing disposal, recycle and reuse response materials (booms, boots, etc.) whenever possible.

However, you must properly dispose of some materials used in the clean up (such as sorbent pads, disposable gloves, etc.). Follow these guidelines to dispose of contaminated cleanup material:

- Get a laboratory analysis to help determine what type of facility is appropriate for a given material (hazardous or nonhazardous)
- Make sure that an SPLC approved laboratory runs all the tests, and
- Dispose of all waste in an SPLC approved facility.

Have the Company environmental representative:

- Assist in collecting test samples
- Obtain necessary permits
- Select disposal facilities, and
- Carry out the disposal.

Impacted Soil

In most cases, you should try to remediate impacted soil instead of disposing of it. The following table describes the factors to consider when treating/disposing of impacted soil.

Factor	Description
Decision-making criteria	<ul style="list-style-type: none"> • Sampling results • Soil characteristics • Location
Strategy	<p>Possible remediation techniques include:</p> <ul style="list-style-type: none"> • Natural biodegradation • Soil vapor extraction • Landfarming, and • Other methods.
Monitoring Protocols	EPA method SW846 is followed.
Obtaining regulatory approval	The local environmental representative contacts the regulatory agencies to get the necessary permits.
Obtaining equipment	The local environmental representative contacts environmental consultants to conduct sampling and provide remediation equipment.

If you cannot remediate the contaminated soils and must dispose of them, conduct the tests required by the disposal facility and consider the following:

- Have an SPLC approved laboratory run all tests, and
- Dispose of the waste in an SPLC approved facility.

3.5 SAMPLING AND WASTE ANALYSIS PROCEDURE

The Company's sampling and waste analysis practices are governed by the regulations for the applicable state and the United States Environmental Protection Agency (EPA). These regulations outline methods and procedures for determining the chemical and physical characteristics of wastes generated by the terminal, including waste associated with spills, so that they may be properly stored, treated, or disposed of.

3.6 SAFETY AWARENESS**General Response Safety**

All Company and contractor personnel are expected to comply with the Site Safety and Health Plan for each spill incident. This document would be written as a supplement to the Facility Safety and Health Plan or to a specific Health and Safety Plan that may be written by a contractor working at the Facility Terminal to fulfill the Company's language contained in specific contract documents between the contractor and the Company.

- Any concern regarding health or safety issues should be immediately addressed.
- The First Responder must consider the spill site as dangerous and the local atmosphere explosive until air monitoring procedures prove that the area is safe.
- The First Responder must exit the area against or across the wind if possible and must also evacuate others who are working in the area.
- All injuries, no matter how minor, must be reported to the Terminal Manager in a timely manner.
- Prior to entering a spill area, a qualified person must perform an initial safety and health evaluation of the site.

Air Monitoring

- A Safety Monitor shall be designated who is trained in the operation of air monitoring equipment. The Incident Commander must ensure that Safety Monitors are trained and that their equipment is maintained and ready for use.
- The air monitoring equipment shall be activated and checked at the location in which it is stored.
- Air monitoring measurements which are to be made prior to entry into the spill area include:
 - Lower Explosive Limit (LEL)
 - Oxygen content
 - Benzene level
- LEL readings above 10% require immediate evacuation of the area and elimination of ignition sources.
- Oxygen readings below 19.5% require the use of air supplied respiratory protection.
- After assuring that there are no hazards relating to explosion or oxygen depletion, sampling for benzene shall dictate the appropriate respiratory devices to be used by persons entering the area as follows:
 - ***Benzene***
 - 0.50 PPM or less, none required
 - 0.50 to 1.0 PPM, half face air purifying
 - to 50.0 PPM, full face air purifying
 - 50.0 PPM or greater, pressure demand SCBA
 - The Incident Commander is responsible for industrial hygiene monitoring in the post discovery period.

Decontamination

Through training programs, terminal personnel know and understand the importance of the removal of hazardous substances from their person if they are contaminated. Within the terminal, eyewash stations and, in some cases, safety showers are located strategically to quickly remove gross contamination of harmful agents, including gasoline. Personnel must immediately shower and remove any clothing which is wet or otherwise contaminated.

Showers in the change room are to be used for thorough cleansing. Persons should inspect themselves thoroughly before donning a fresh change of clothing. Employees who become saturated with gasoline should supply a urine sample (for the benzene standard's phenol test) at the end of their shift.

Contaminated clothing should be allowed to dry, protected from an ignition source, then laundered before wearing again. Contaminated personal protective equipment must be washed and sanitized before re-using. The washing of contaminated equipment is performed in a "contained area" to assure that the disposal of the wash water can be handled properly.

Establishing "Exclusion - Hot", "Decontamination - Decon", and "Support - Safe" zones are required to prevent the removal of contaminants from the containment area as well as unauthorized entry into contaminated areas.

- Regardless of the decontamination facilities available, all efforts to minimize personnel exposure should be taken.
- Decontamination facilities should be positioned prior to employee/ contractor entrance to areas where the potential for exposure to contamination exists. The appropriate Material Safety Data Sheets (MSDS) are available to aid health professionals treating the injured parties. MSDS are separately maintained at the Facility.
- Decontamination facilities should be designed to prevent further contamination of the environment and should have a temporary storage area for items that will be reused in the contaminated area.
- Particular attention should be paid to personal hygiene prior to eating, drinking, or smoking.
- The appropriate decontamination procedure will depend on the contaminant and its physical properties. The decontamination stations and process should be confined to the Contamination Reduction Zone. Steps for personnel decontamination are outlined in the Eight-Step Decontamination Plan in Appendix H.
- Additional information regarding decontamination requirements can be found in the Terminal Manual.

Personal Protective Equipment (PPE)

The following represents OSHA/USEPA designated PPE levels for responding to emergencies, post emergency cleanup sites, and/or Temporary Storage and Disposal (TSD) sites. The responder's PPE should be chosen based on his/her level of training and assigned job duties.

Personal Protective Equipment (PPE)	
<p>LEVEL A</p> <ul style="list-style-type: none"> ● Self Contained Breathing Apparatus (SCBA) (worn inside suit) ● Encapsulated Chemical Protective Suit ● Chemical Protective Gloves ● Chemical Protective Boots ● Hard Hat ● Safety Toe Footwear ● Safety Glasses 	To be selected when the greatest level of skin, respiratory, and eye protection is required.
<p>LEVEL B</p> <ul style="list-style-type: none"> ● SCBA (worn outside suit) ● Chemical Protective Suit w/Hood ● Chemical Protective Boots ● Chemical Protective Gloves ● Hard Hat ● Safety Toe Footwear ● Safety Glasses 	To be selected when the highest level of respiratory protection is necessary but a lesser level of skin is needed.
<p>LEVEL C</p> <ul style="list-style-type: none"> ● Air Purifying Respirator (APR) ● APR a½ Face / Full Face ● Hard Hat ● Glasses (worn with a½ face APR) ● Chemical Protective Boots ● Chemical Protective Gloves ● Chemical Protective Suit/Tyvek ● Safety Toe Footwear ● Safety Glasses 	To be selected when the concentration and type of airborne substances is known and the criteria for using air purifying respirators are met.
<p>MODIFIED LEVEL C</p> <ul style="list-style-type: none"> ● Same as level C except no APR requirements. 	To be selected when the concentration and type of airborne substances is known and the criteria for using air purifying respirators are met.
<p>LEVEL D</p> <ul style="list-style-type: none"> ● Hard Hat ● Safety Glasses ● Work Uniform / Clothes ● Leather Gloves ● Safety Boots ● Nomex (if required by the Company) 	The atmosphere contains no known hazard and work functions preclude the potential for unexpected inhalation of or contact with hazardous levels of any chemicals.

3.7 EMERGENCY MEDICAL TREATMENT AND FIRST AID

General Medical and First Aid Procedures

If personnel are injured, immediate steps will be taken to address the injuries, and medical treatment will be requested as soon as possible. Any emergency medical treatment administered prior to the arrival of medical personnel will be limited to addressing the immediate needs of the individual as necessary.



4.0 RESPONSE TEAMS

4.1 [Introduction](#)

4.2 [Qualified Individual](#)

4.3 [Response Teams](#)

4.4 [Incident Command System](#)

4.5 [Unified Command](#)

Figure 4.1 [Command Staff](#)

Figure 4.2 [Operations Section](#)

Figure 4.3 [Planning Section](#)

Figure 4.4 [Logistics Section](#)

Figure 4.5 [Finance Section](#)

4.1 INTRODUCTION

This section describes organizational features and duties of the Qualified Individual and the Gulf of Mexico Region - North Response Zone Incident Command System (ICS).

The Gulf of Mexico Region - North Response Zone ICS is based upon the National Incident Management System and is consistent with the ICS procedures utilized by many agencies and the oil industry worldwide.

The Local Response Team will provide first response to an incident at a facility. Emergency Management (EM)-managed Teams will respond, to the degree necessary, to incidents exceeding local capability and when requested. If additional assistance is needed, the Local Incident Commander will activate the EM-managed Teams, which may include:

- An AWAY Team
- A National Response Team (NRT)
- The Houston Command Center (HCC)
- A Corporate Emergency Response Team (CERT)
- The SOP US/Motiva Crisis Management Team (CMT)

An explanation of ICS and the roles and responsibilities for primary members of the Local Response Team is provided in this Section.

The U.S. Occupational Safety and Health Administration (OSHA) requires that organizations which respond to emergencies involving hazardous materials adopt a nationally recognized Incident Command System [29 CFR 1910.120(q)(3)(i)]. The Incident Management System (IMS) is based upon *The National Incident Management System (NIMS)*, as developed by the Department of Homeland Security. Personnel assigned specific positions on response teams are thoroughly familiar with their roles and responsibilities, and participate in specified training programs and exercises simulating oil spill events.

The NIMS ICS is used to manage emergency response activities. Because ICS is a management tool that is readily adaptable to incidents of varying magnitude, it will typically be used for all emergency incidents. Staffing levels will be adjusted to meet specific response team needs based on incident size, severity, and type of emergency.

The USCG Incident Management Handbook (IMH) contains an in-depth description of all ICS positions, ICS development, response objectives and strategies, command responsibilities, ICS specific glossary/acronyms, resource typing, the Incident Action Plan (IAP) process, and meetings.

4.2 QUALIFIED INDIVIDUAL

The Qualified Individual (QI) is responsible for the full implementation of the Facility Response Plan and is trained for these responsibilities. The Designated Alternate provides relief to the QI as needed to ensure that at least one QI is available to respond on a 24 hour basis. The QI/AQI is responsible for implementing response plans, directing response operations, and resolving internal conflicts that arise during response operations either directly or through the use of qualified designees.

It is the responsibility of the Qualified Individual (QI) or his/her designee to coordinate with the Federal On-Scene Coordinator (FOSC) and State On-Scene Coordinator (SOSC) throughout the response.

Vital duties of the Qualified Individual (QI) include:

- Initiate internal notifications and hazard communication systems to notify all Facility personnel.
- Notify all response personnel, as needed.
- Identify the character, exact source, amount, and extent of the release, as well as the other items needed for notification.
- Notify and provide necessary information to the appropriate Federal, State, and local authorities with designated response roles, including the National Response Center (NRC), State Emergency Response Commission (SERC), and local agencies.
- Assess the interaction of the spilled substance with water and/or other substances stored at the Facility and notify response personnel at the scene of that assessment.
- Assess the possible hazards to human health and the environment due to the release. This assessment must consider both the direct and indirect effects of the release (i.e., the effects of any toxic, irritating, or asphyxiating gases that may be generated or the effects of any hazardous surface water runoffs from water or chemical agents used to control fire and heat-induced explosion).
- Assess and implement prompt removal actions to contain and remove the substance released.
- Coordinate rescue and response actions as previously arranged with all response personnel.
- Activate and engage in contracting with oil spill removal organizations.
- Use authority to immediately access Company funding to initiate cleanup activities.
- Direct cleanup activities until properly relieved of this responsibility.
- Arrangements will be made to ensure that the Qualified Individual (QI) or the Alternate Qualified Individual (AQI) is available on a 24-hour basis and is able to arrive at the Facility in a reasonable time.
- The AQI shall replace the QI in the event of his/her absence and have the same responsibilities and authority.

4.3 RESPONSE TEAMS

LOCAL RESPONSE TEAM - TIER I

The first Company person on scene will function as the person-in-charge until relieved by an authorized/trained supervisor who will then assume the position of Incident Commander (IC). Transfer of command may take place as more senior management respond to the incident. For response operations within the control of the Local Response Team, the role of IC will typically be assumed and retained by terminal management.

The number of positions/personnel required to staff the Local Response Team (LRT) will depend on the size and complexity of the incident. The duties of each position may be performed by the IC directly or delegated, as the situation demands. The IC is always responsible for directing the response activities and will assume the duties of all the primary positions until the duties can be delegated to other qualified personnel.

Refer to the job descriptions detailed in this Section for the primary response team positions.

The LRT should try to fill the positions and request additional support from Emergency Management to fill/back up all of the remaining positions, as the incident dictates. Telephone reference is provided in Figure 2.1. Job descriptions of the primary response team positions are detailed in this Section.

EM-MANAGED RESPONSE TEAMS - TIER II & III

Shell and Motiva management resources available for incident response include:

- A National Response Team
- AWAY Team
- Houston Command Center (HCC)
- Corporate Emergency Response Team (CERT)
- SOP US/Motiva Crisis Management Teams

National Response Center

Shell and Motiva maintain one National Response Team that covers the entire US for incidents that require a Tier II or Tier III response.

A National Response Team, once fully staffed, is designed to cover all aspects of a comprehensive and prolonged incident response. During a prolonged response, additional personnel from within the Company may be cascaded in, and more than one level within the Team may be involved to sustain 24-hour operations.

National Response Team Organization

The National Response Team is organized according to Incident Command System (ICS) principles. Led by Unified Command (UC), the team includes the following principal components:

- Command Staff
- Operations
- Planning

- Logistics
- Finance

Membership

The National Team is staffed by specially trained personnel from various Shell and Motiva business units and by consultants.

AWAY Team

The AWAY Team is a component of the National Response Team, and is composed of designated, Houston-based personnel from various Shell and Motiva departments. Upon activation, the AWAY Team will preliminarily:

- Assess the magnitude of the incident and its potential impact;
- Estimate the level of effort necessary for minimizing its impact; and
- Depart to the scene of an incident from the Shell Corporate Hanger at Houston Bush Intercontinental Airport as soon as possible, typically within two hours after being activated.

Once on scene, the AWAY Team will use the Incident Command System to:

- Manage the incident response; or
- Support the Local Team by integrating with the local response organization, providing liaison to government agencies and the news media, supporting or taking over any duties mutually agreed to, and helping keep the HCC and the SOP US/Motiva CMT informed.

Houston Command Center

When activated, the Houston Command Center (HCC) will be staffed to provide 24-hour facility support, including managing field activities from the HCC until the AWAY Team and/or National Team arrives on scene.

For vessel incidents, the HCC will be the initial command post and Spill Management Team until an AWAY Team and/or National Team arrives and a new Incident Command Post is established. Once this is complete, the HCC will support the incident until no longer needed.

Corporate Emergency Response Team

The Corporate Emergency Response Team (CERT) is a cross functional team of emergency responders from the operating business units. CERT members possess skills in one or more of the following areas:

- Incident Command
- Safety Officer
- Medical Unit Leader
- Operations Skill Pool
 - Fire fighting leadership
 - Hazardous materials response
 - Rescue

- Planning Section Chief

CERT members may be activated to respond to any non-oil spill emergency. In the event ICS support positions are required that are external to the CERT, personnel from the National Response Team will fill those positions.

Shell Oil Products US/Motiva Crisis Management Teams

The SOP US/Motiva Crisis Management Teams manage crisis-related issues at the SOP US/Motiva Executive Leadership level. The Teams provide guidance on issues that have the potential to significantly impact the Company's reputation or operations, or pose a significant legal, regulatory, or financial liability.

The appropriate CEO, in accordance with the SOP US/Motiva Crisis Management Plan, will activate the SOP US/Motiva Crisis Management Team.

4.4 INCIDENT COMMAND SYSTEM

The Incident Command System (ICS) is intended to be used as an emergency management tool to aid in mitigating all types of emergency incidents. This system is readily adaptable to very small emergency incidents as well as more significant or complex emergencies. The Incident Command System utilizes the following criteria as key operational factors:

- Assigns overall authority to one individual
- Provides structured authority, roles and responsibilities during emergencies
- The system is simple and familiar and is used routinely at all incidents
- Communications are structured
- There is a structured system for response and assignment of resources
- The system provides for expansion, escalation, and transfer/transition of roles and responsibilities
- The system allows for "Unified Command" where agency involvement at the command level is required

Effective establishment and utilization of the Incident Command System during response to all types of emergencies can:

- Provide for increased safety
- Shorten emergency mitigation time by providing more effective and organized mitigation
- Cause increased confidence and support from local, state, federal and public sector emergency response personnel
- Provide a solid cornerstone for emergency planning efforts

A description of each ICS position, the primary responsibilities, and pre-emergency planning activities are provided in Figures 4.1 - 4.5.

A brief overview of the entire ICS Structure is presented below.

ICS Overview
[Click to view](#)

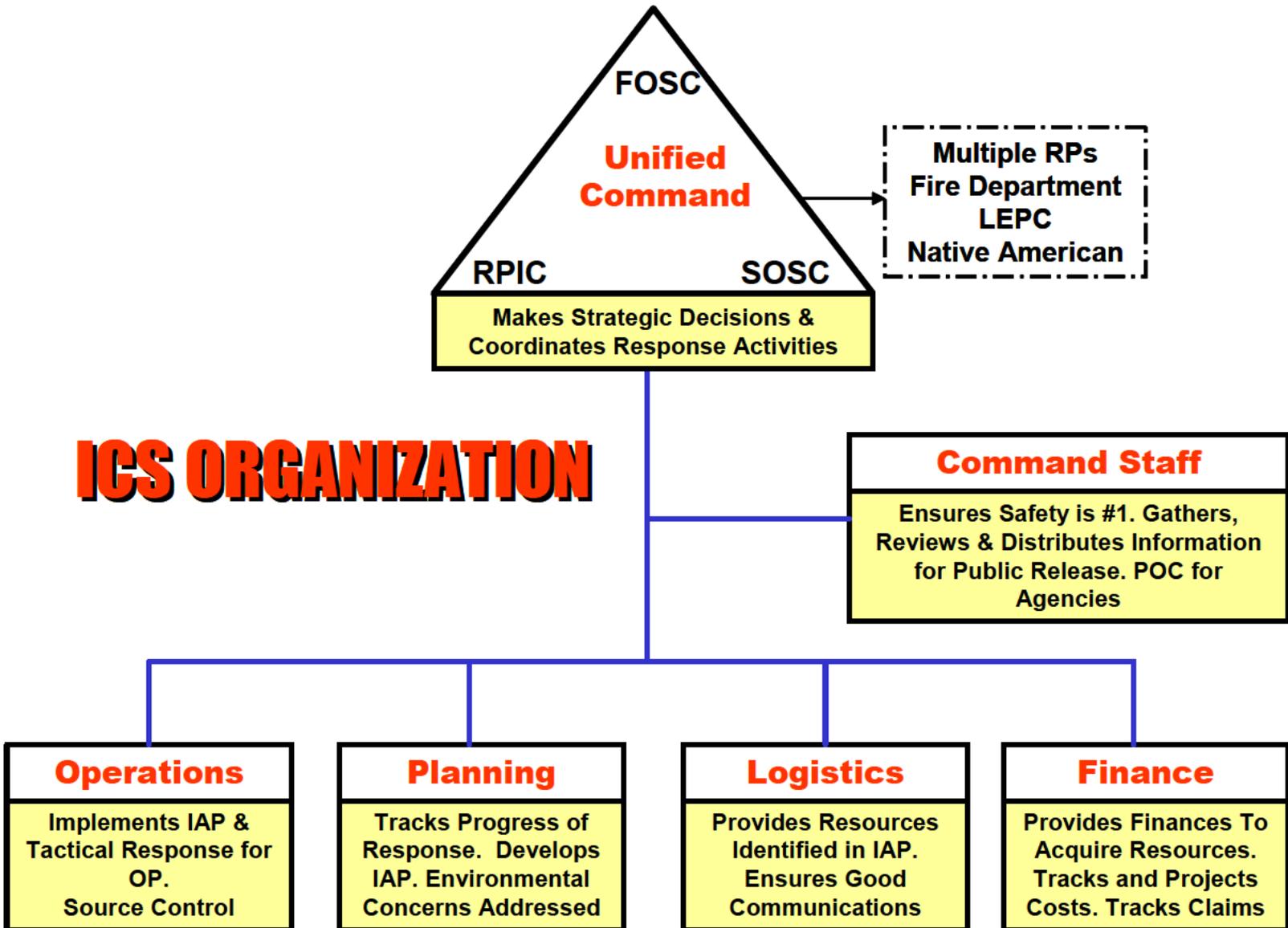
Emergency Management

Martin Padilla - Manager

**NATIONAL
RESPONSE
TEAM**

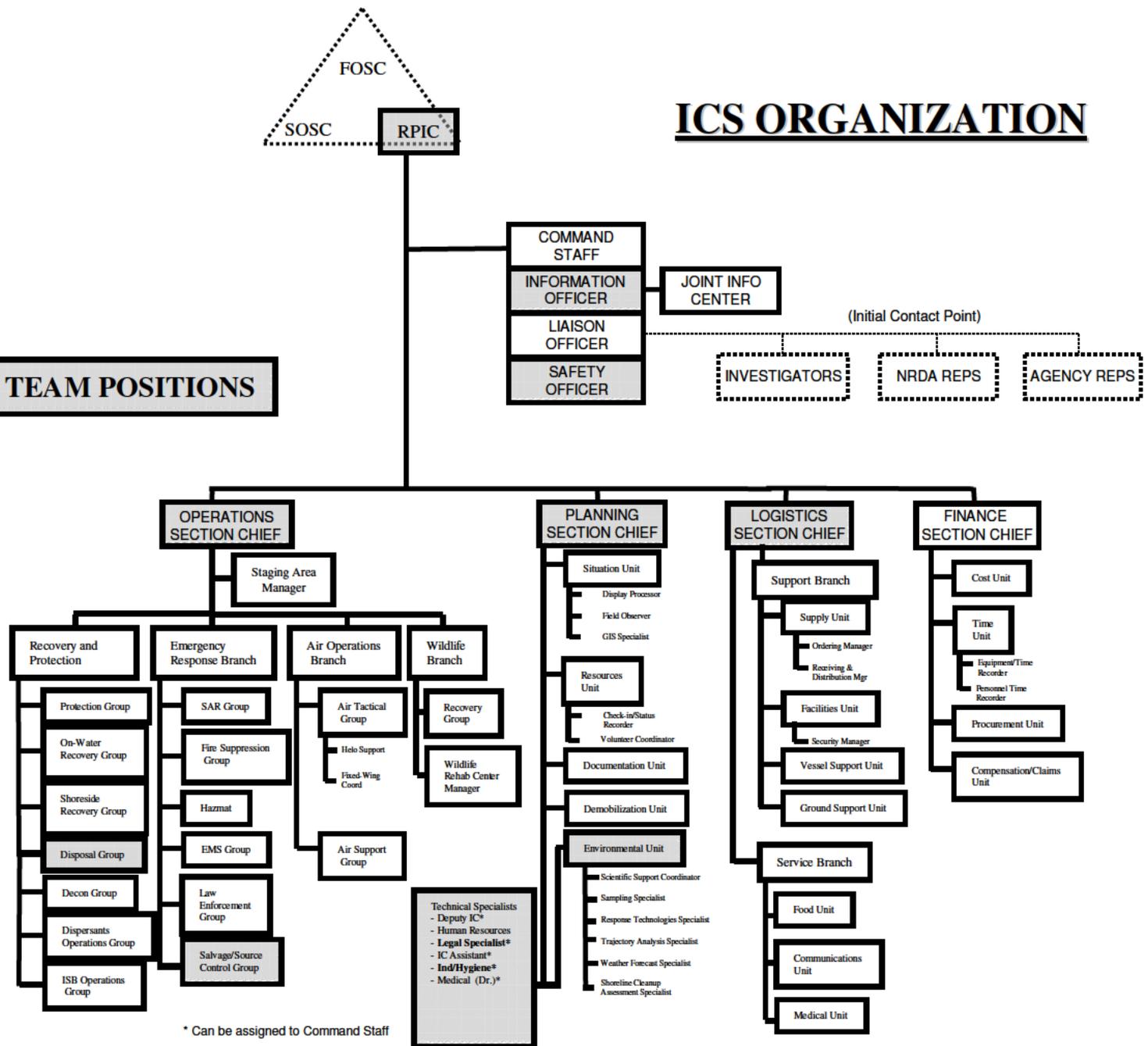
Steve Addison
Rick Ferguson
Bruce Johnson
Billy Powell
Todd Barr





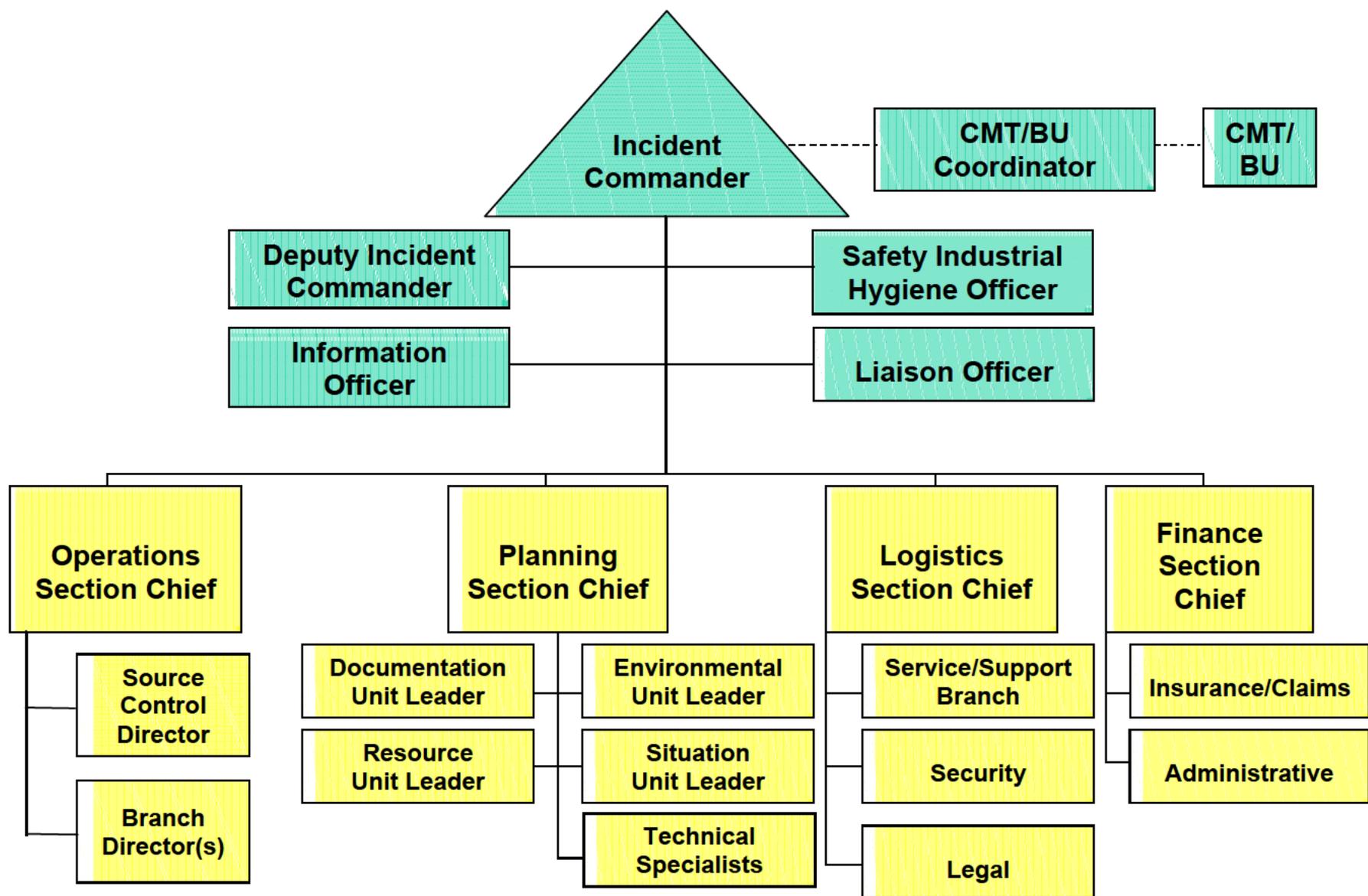
ICS ORGANIZATION

AWAY TEAM POSITIONS



* Can be assigned to Command Staff

HCC ORGANIZATION (ICS)



4.5 UNIFIED COMMAND

As a component of an ICS, the Unified Command (UC) is a structure that brings together the Incident Commanders of all major organizations involved in the incident to coordinate an effective response while still meeting their own responsibilities. The UC links the organizations responding to the incident and provides a forum for the Responsible Party and responding agencies to make consensus decisions. Under the UC, the various jurisdictions and/or agencies and responders may blend together throughout the organization to create an integrated response team. The ICS process requires the UC to set clear objectives to guide the on-scene response resources.

Multiple jurisdictions may be involved in a response effort utilizing Unified Command. These jurisdictions could be represented by any combination of:

- Geographic boundaries
- Government levels
- Functional responsibilities
- Statutory responsibilities

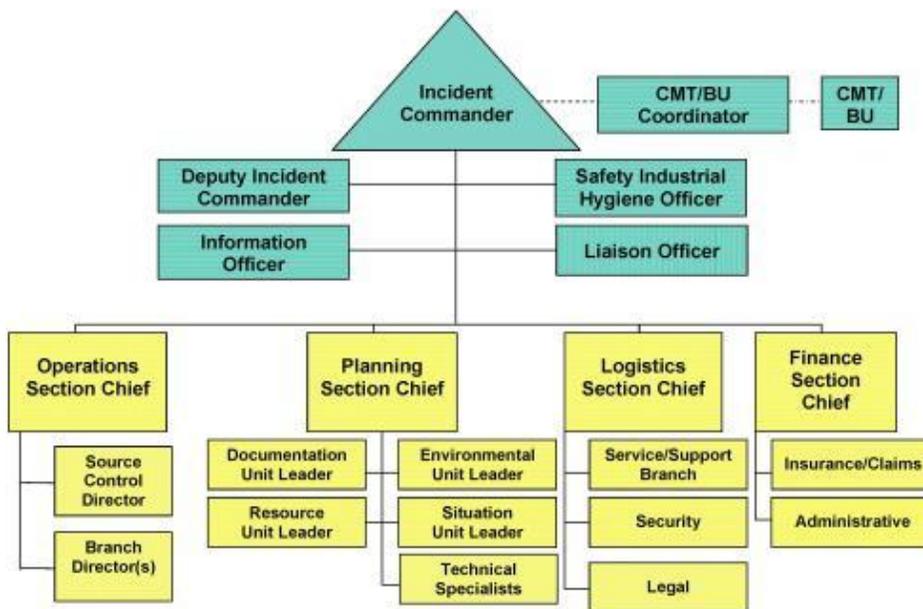
The participants of Unified Command for a specific incident will be determined taking into account the specifics of the incident and existing response plans and/or decisions reached during the initial meeting of the UC. The UC may change as an incident progress in order to account for changes in the situation.

The UC is responsible for overall management of an incident. The UC directs incident activities and approves and releases resources. The UC structure is a vehicle for coordination, cooperation and communication which is essential to an effective response.

UC representatives must be able to:

- Agree on common incident objectives and priorities
- Have the capability to sustain a 24-hour-7-day-a-week commitment to the incident
- Have the authority to commit agency or company resources to the incident
- Have the authority to spend agency or company funds
- Agree on an incident response organization
- Agree on the appropriate Command and General Staff assignments
- Commit to speak with “one voice” through the Public Information Officer or Joint Information Center
- Agree on logistical support procedures
- Agree on cost-sharing procedures

FIGURE 4.1
COMMAND STAFF



Incident Commander

- Assess the situation and/or obtain a briefing from the prior IC.
- Determine Incident Objectives and strategy.
- Establish the immediate priorities.
- Establish an ICP.
- Brief Command Staff and Section Chiefs.
- Review meetings and briefings.
- Establish an appropriate organization.
- Ensure planning meetings are scheduled as required.
- Approve and authorize the implementation of an IAP.
- Ensure that adequate safety measures are in place.
- Coordinate activity for all Command and General Staff.
- Coordinate with key people and officials.
- Approve requests for additional resources or for the release of resources.
- Keep agency administrator informed of incident status.
- Approve the use of trainees, volunteers, and auxiliary personnel.
- Authorize release of information to the news media.
- Ensure incident Status Summary (ICS Form 209) is completed and forwarded to appropriate higher authority.
- Order the demobilization of the incident when appropriate.

Information Officer

- Determine from the IC if there are any limits on information release.
- Develop material for use in media briefings.
- Obtain IC approval of media releases.
- Inform media and conduct media briefings.
- Arrange for tours and other interviews or briefings that may be required.
- Obtain media information that may be useful to incident planning.
- Maintain current information summaries and/or displays on the incident and provide information on the status of the incident to assigned personnel.

Liaison Officer

- Be a contact point for Agency Representatives.
- Maintain a list of assisting and cooperating agencies and Agency Representatives. Monitor check-in sheets daily to ensure that all Agency Representatives are identified.
- Assist in establishing and coordinating interagency contacts.
- Keep agencies supporting the incident aware of incident status.
- Monitor incident operations to identify current or potential inter-organizational problems.
- Participate in planning meetings, providing current resource status, including limitations and capability of assisting agency resources.
- Coordinate response resource needs for Natural Resource Damage Assessment and Restoration (NRDAR) activities with the OPS during oil and HAZMAT responses.
- Coordinate response resource needs for incident investigation activities with the OPS.
- Ensure that all required agency forms, reports and documents are completed prior to demobilization.
- Coordinate activities of visiting dignitaries.

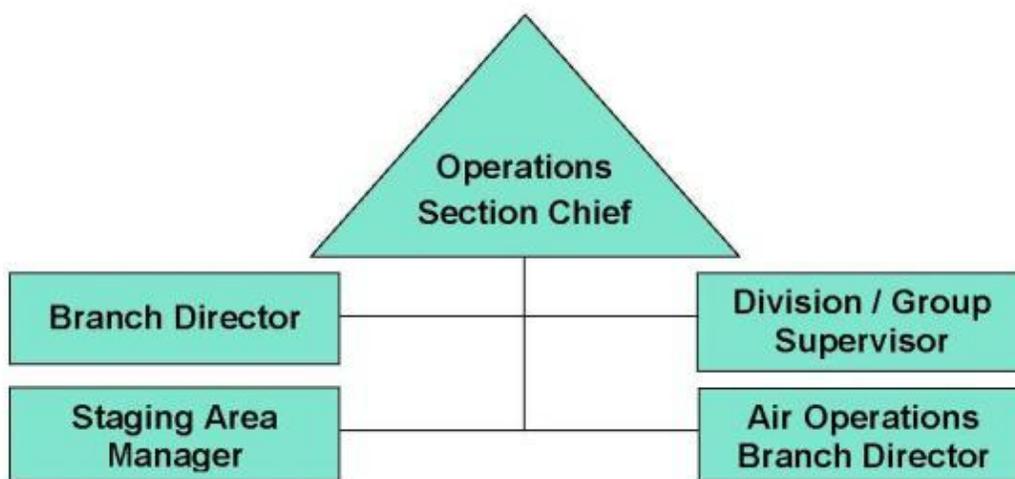
Safety Industrial Hygiene Officer

- Participate in planning meetings.
- Identify hazardous situations associated with the incident.
- Review the IAP for safety implications.
- Exercise emergency authority to stop and prevent unsafe acts.
- Investigate accidents that have occurred within the incident area.
- Review and approve the medical plan.
- Develop the Site Safety Plan and publish Site Safety Plan summary (ICS Form 208) as required.

Legal Officer

- Participate in planning meetings, if requested.
- Advise on legal issues relating to in-situ burning, use of dispersants, and other alternative response technologies.
- Advise on legal issues relating to differences between Natural Resource Damage Assessment Restoration (NRADR) and response activities.
- Advise on legal issues relating to investigations.
- Advise on legal issues relating to finance and claims.
- Advise on legal issues relating to response.

FIGURE 4.2
OPERATIONS SECTION



Operations Section Chief

- Develop operations portion of IAP.
- Brief and assign Operations Section personnel in accordance with the IAP.
- Supervise Operations Section.
- Determine need and request additional resources.
- Review suggested list of resources to be released and initiate recommendation for release of resources.
- Assemble and disassemble strike teams assigned to the Operations Section.
- Report information about special activities, events, and occurrences to the IC.
- Respond to resource requests in support of NRDAR activities.

Branch Director

- Develop with subordinates alternatives for Branch control operations.
- Attend planning meetings at the request of the OPS.
- Review Division/Group Assignment Lists (ICS Form 204) for Divisions/Groups within the Branch. Modify lists based on effectiveness of current operations.
- Assign specific work tasks to Division/Group Supervisors.
- Supervise Branch operations.
- Resolve logistic problems reported by subordinates.
- Report to OPS when: the IAP is to be modified; additional resources are needed; surplus resources are available; or hazardous situations or significant events occur.
- Approve accident and medical reports originating within the Branch.

Division / Group Supervisor

- Implement IAP for Division/Group.
- Provide the IAP to Strike Team Leaders, when available.
- Identify increments assigned to the Division/Group.
- Review Division/Group assignments and incident activities with subordinates and assign tasks.
- Ensure that the IC and/or Resources Unit is advised of all changes in the status of resources assigned to the Division/Group.
- Coordinate activities with adjacent Division/Group.
- Determine need for assistance on assigned tasks. Coordinate activities with adjacent Division/Group.
- Submit situation and resources status information to the Branch Director or the OPS.
- Report hazardous situations, special occurrences, or significant events (e.g., accidents, sickness, discovery of unanticipated sensitive resources) to the immediate supervisor.
- Ensure that assigned personnel and equipment get to and from assignments in a timely and orderly manner.
- Resolve logistics problems within the Division/Group.
- Participate in the development of Branch plans for the next operational period.

Staging Area Manager

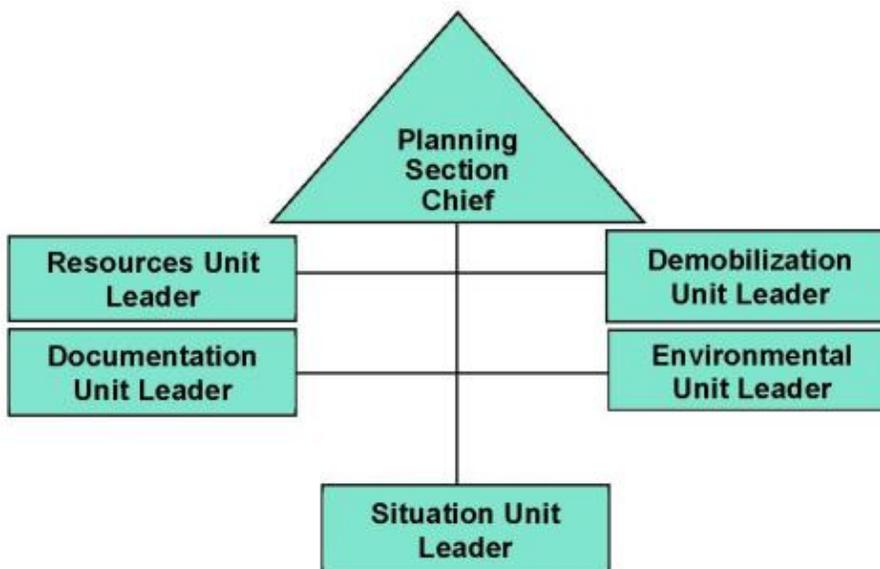
- Establish Staging Area layout.
- Determine any support needs for equipment, feeding, sanitation and security.
- Establish check-in function as appropriate.
- Post areas for identification and traffic control.
- Request maintenance service for equipment at Staging Area as appropriate.
- Respond to request for resource assignments.

- Obtain and issue receipts for radio equipment and other supplies distributed and received at Staging Area.
- Determine required resource levels from the OPS.
- Advise the OPS when reserve levels reach minimums.
- Maintain and provide status to Resource Unit of all resources in Staging Area.
- Demobilize Staging Area in accordance with the Incident Demobilization Plan.

Air Operations Branch Director

- Organize preliminary air operations.
- Request declaration (or cancellation) of restricted air space.
- Participate in preparation of the IAP through the OPS. Insure that the air operations portion of the IAP takes into consideration the Air Traffic Control requirements of assigned aircraft.
- Perform operational planning for air operations.
- Prepare and provide Air Operations Summary Worksheet (ICS Form 220) to the Air Support Group and Fixed-Wing Bases.
- Determine coordination procedures for use by air organization with ground Branches, Divisions, or Groups.
- Coordinate with appropriate Operations Section personnel.
- Supervise all air operations activities associated with the incident.
- Evaluate helibase locations.
- Establish procedures for emergency reassignment of aircraft.
- Schedule approved flights of non-incident aircraft in the restricted air space area.
- Coordinate with the Operations Coordination Center (OCC) through normal channels on incident air operations activities.
- Inform the Air Tactical Group Supervisor of the air traffic situation external to the incident.
- Consider requests for non-tactical use of incident aircraft.
- Resolve conflicts concerning non-incident aircraft.
- Coordinate with FAA.
- Update air operations plans.
- Report to the OPS on air operations activities.
- Report special incidents/accidents.
- Arrange for an accident investigation team when warranted.

FIGURE 4.3
PLANNING SECTION



Planning Section Chief

- Collect and process situation information about the incident.
- Supervise preparation of the IAP.
- Provide input to the IC and the OPS in preparing the IAP.
- Chair planning meetings and participate in other meetings as required.
- Reassign out-of-service personnel already on-site to ICS organizational positions as appropriate.
- Establish information requirements and reporting schedules for Planning Section Units (e.g., Resources, Situation Units).
- Determine the need for any specialized resources in support of the incident.
- If requested, assemble and disassemble Strike Teams and Task Forces not assigned to Operations.
- Establish special information collection activities as necessary (e.g., weather, environmental, toxics, etc.).
- Assemble information on alternative strategies.
- Provide periodic predictions on incident potential.
- Report any significant changes in incident status.
- Compile and display incident status information.
- Oversee preparation and implementation of the Incident Demobilization Plan.
- Incorporate plans (e.g., Traffic, Medical, Communications, Site Safety) into the IAP.

Resources Unit Leader

- Establish the check-in function at incident locations.
- Prepare Organization Assignment List (ICS Form 203) and Organization Chart (ICS Form 207).
- Prepare appropriate parts of Division Assignment Lists (ICS Form 204).
- Prepare and maintain the ICP display (to include organization chart and resource allocation and deployment).
- Maintain and post the current status and location of all resources.
- Maintain master roster of all resources checked in at the incident.

Situation Unit Leader

- Begin collection and analysis of incident data as soon as possible.
- Prepare, post, or disseminate resource and situation status information as required, including special requests.
- Prepare periodic predictions or as requested by the PSC.
- Prepare the Incident Status Summary Form (ICS Form 209).
- Provide photographic services and maps if required.

Documentation Unit Leader

- Set up work area; begin organization of incident files.
- Establish duplication service; respond to requests.
- File all official forms and reports.
- Review records for accuracy and completeness; inform appropriate units of errors or omissions.
- Provide incident documentation as requested.
- Store files for post-incident use.

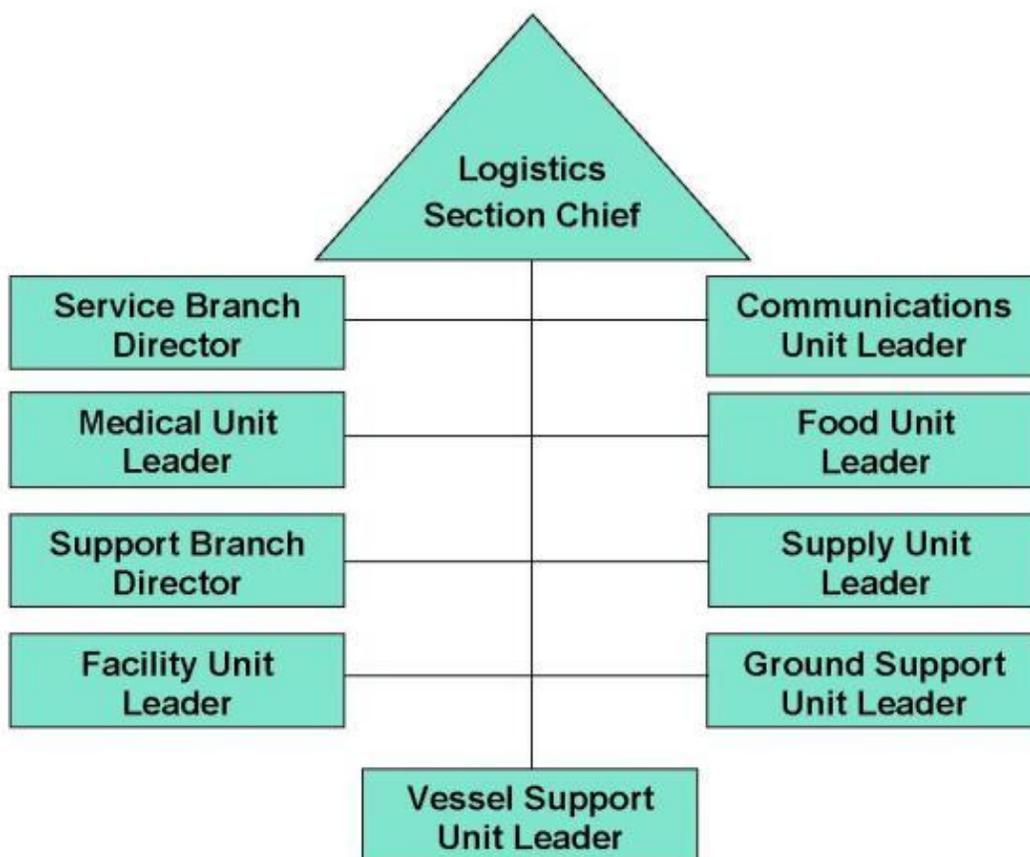
Demobilization Unit Leader

- Participate in planning meetings as required.
- Review incident resource records to determine the likely size and extent of demobilization effort.
- Based on the above analysis, add additional personnel, workspace, and supplies as needed.
- Coordinate demobilization with Agency Representatives.
- Monitor the on-going Operations Section resource needs.
- Identify surplus resources and probable release time.
- Develop incident check-out function for all units.
- Evaluate logistics and transportation capabilities to support demobilization.
- Establish communications with off-incident facilities, as necessary.
- Develop an Incident Demobilization Plan detailing specific responsibilities and release priorities and procedures.
- Prepare appropriate directories (e.g., maps, instructions, etc.) for inclusion in the demobilization plan.
- Distribute demobilization plan (on and off-site).
- Provide status reports to appropriate requestors.
- Ensure that all Sections/Units understand their specific demobilization responsibilities.
- Supervise execution of the Incident Demobilization Plan.
- Brief the PSC on demobilization progress.

Environmental Unit Leader

- Participate in Planning Section meetings.
- Identify sensitive areas and recommend response priorities.
- Following consultation with natural resource trustees, provide input on wildlife protection strategies (e.g., removing oiled carcasses, pre-emptive capture, hazing, and/or capture and treatment).
- Determine the extent, fate and effects of contamination.
- Acquire, distribute and provide analysis of weather forecasts.
- Monitor the environmental consequences of cleanup actions.
- Develop shoreline cleanup and assessment plans. Identify the need for, and prepare any special advisories or orders.
- Identify the need for, and obtain, permits, consultations, and other authorizations including Endangered Species Act (ESA) provisions.
- Following consultation with the FOSC's Historical/Cultural Resources Technical Specialist identify and develop plans for protection of affected historical/cultural resources.
- Evaluate the opportunities to use various response technologies.
- Develop disposal plans.
- Develop a plan for collecting, transporting, and analyzing samples.

FIGURE 4.4
LOGISTICS SECTION



Logistics Section Chief

- Plan the organization of the Logistics Section.
- Assign work locations and preliminary work tasks to Section personnel.
- Notify the Resources Unit of the Logistics Section units activated including names and locations of assigned personnel.
- Assemble and brief Branch Directors and Unit Leaders.
- Participate in preparation of the IAP.
- Identify service and support requirements for planned and expected operations.
- Provide input to and review the Communications Plan, Medical Plan and Traffic Plan.
- Coordinate and process requests for additional resources.
- Review the IAP and estimate Section needs for the next operational period.
- Advise on current service and support capabilities.
- Prepare service and support elements of the IAP.
- Estimate future service and support requirements.
- Receive Incident Demobilization Plan from Planning Section.
- Recommend release of Unit resources in conformity with Incident Demobilization Plan.
- Ensure the general welfare and safety of Logistics Section personnel.

Service Branch Director

- Determine the level of service required to support operations.
- Confirm dispatch of Branch personnel.
- Participate in planning meetings of Logistics Section personnel.
- Review the IAP.
- Organize and prepare assignments for Service Branch personnel.
- Coordinate activities of Branch Units.
- Inform the LSC of Branch activities.
- Resolve Service Branch problems.

Communications Unit Leader

- Prepare and implement the Incident Radio Communications Plan (ICS Form 205).
- Ensure the Incident Communications Center and the Message Center is established.
- Establish appropriate communications distribution/maintenance locations within the Base/Camp(s).
- Ensure communications systems are installed and tested.
- Ensure an equipment accountability system is established.
- Ensure personal portable radio equipment from cache is distributed per Incident Radio Communications Plan.
- Provide technical information as required on:
 - Adequacy of communications systems currently in operation.
 - Geographic limitation on communications systems.
 - Equipment capabilities/limitations.
 - Amount and types of equipment available.
 - Anticipated problems in the use of communications equipment.
- Supervise Communications Unit activities.
- Maintain records on all communications equipment as appropriate.
- Ensure equipment is tested and repaired.
- Recover equipment from Units being demobilized.

Medical Unit Leader

- Participate in Logistics Section/Service Branch planning activities.
- Prepare the Medical Plan (ICS Form 206).
- Prepare procedures for major medical emergency.
- Declare major emergency as appropriate.
- Respond to requests for medical aid, medical transportation, and medical supplies.
- Prepare and submit necessary documentation.

Food Unit Leader

- Determine food and water requirements.
- Determine the method of feeding to best fit each facility or situation.
- Obtain necessary equipment and supplies and establish cooking facilities.
- Ensure that well-balanced menus are provided.
- Order sufficient food and potable water from the Supply Unit.
- Maintain an inventory of food and water.
- Maintain food service areas, ensuring that all appropriate health and safety measures are being followed.
- Supervise caterers, cooks, and other Food Unit personnel as appropriate.

Support Branch Director

- Determine initial support operations in coordination with the LSC and Service Branch Director.
- Prepare initial organization and assignments for support operations.
- Assemble and brief Support Branch personnel.
- Determine if assigned Branch resources are sufficient.
- Maintain surveillance of assigned units work progress and inform the LSC of their activities.
- Resolve problems associated with requests from the Operations Section.

Supply Unit Leader

- Participate in Logistics Section/Support Branch planning activities.
- Determine the type and amount of supplies en route.
- Review the IAP for information on operations of the Supply Unit.
- Develop and implement safety and security requirements.
- Order, receive, distribute, and store supplies and equipment.
- Receive and respond to requests for personnel, supplies, and equipment.
- Maintain an inventory of supplies and equipment.
- Service reusable equipment.
- Submit reports to the Support Branch Director.

Facility Unit Leader

- Review the IAP.
- Participate in Logistics Section/Support Branch planning activities.
- Determine requirements for each facility, including the ICP.
- Prepare layouts of incident facilities.
- Notify Unit Leaders of facility layout.
- Activate incident facilities.
- Provide Base and Camp Managers and personnel to operate facilities.
- Provide sleeping facilities.
- Provide security services.

- Provide facility maintenance services (e.g., sanitation, lighting, clean up).
- Demobilize Base and Camp facilities.
- Maintain facility records.

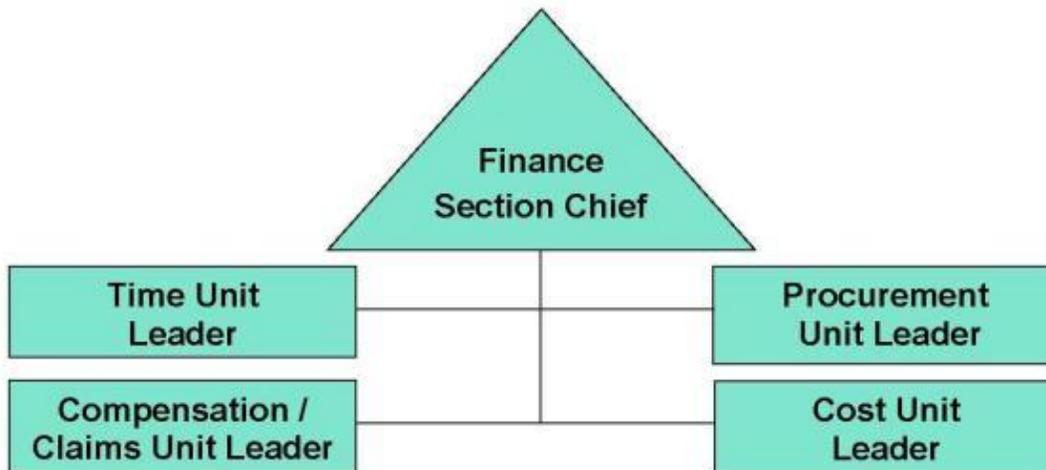
Ground Support Unit Leader

- Participate in Support Branch/Logistics Section planning activities.
- Develop and implement the Traffic Plan.
- Support out-of-service resources.
- Notify the Resources Unit of all status changes on support and transportation vehicles.
- Arrange for and activate fueling, maintenance, and repair of ground resources.
- Maintain Support Vehicle Inventory and transportation vehicles (ICS Form 218).
- Provide transportation services, IAW requests from the LSC or Support Branch Director.
- Collect information on rented equipment.
- Requisition maintenance and repair supplies (e.g., fuel, spare parts).
- Maintain incident roads.
- Submit reports to Support Branch Director as directed.

Vessel Support Unit Leader

- Participate in Support Branch/Logistics Section planning activities.
- Coordinate development of the Vessel Routing Plan.
- Coordinate vessel transportation assignments with the Protection and Recovery Branch or other sources of vessel transportation.
- Coordinate water-to-land transportation with the Ground Support Unit, as necessary.
- Maintain a prioritized list of transportation requirements that need to be scheduled with the transportation source.
- Support out-of-service vessel resources, as requested.
- Arrange for fueling, dockage, maintenance and repair of vessel resources, as requested.
- Maintain inventory of support and transportation vessels.

FIGURE 4.5
FINANCE SECTION



Finance / Administration Section Chief

- Attend planning meetings as required.
- Manage all financial aspects of an incident.
- Provide financial and cost analysis information as requested.
- Gather pertinent information from briefings with responsible agencies.
- Develop an operating plan for the Finance/Administration Section; fill supply and support needs.
- Determine the need to set up and operate an incident commissary.
- Meet with Assisting and Cooperating Agency Representatives, as needed.
- Maintain daily contact with agency(s) administrative headquarters on Finance/Administration matters.
- Ensure that all personnel time records are accurately completed and transmitted, according to policy.
- Provide financial input to demobilization planning.
- Ensure that all obligation documents initiated at the incident are properly prepared and completed.
- Brief administrative personnel on all incident-related financial issues needing attention or follow-up prior to leaving incident.

Time Unit Leader

- Determine incident requirements for time recording function.
- Determine resource needs.
- Contact appropriate agency personnel/representatives.
- Ensure that daily personnel time recording documents are prepared and in compliance with policy.
- Establish time unit objectives.
- Maintain separate logs for overtime hours.
- Establish commissary operation on larger or long-term incidents as needed.
- Submit cost estimate data forms to the Cost Unit, as required.
- Maintain records security.
- Ensure that all records are current and complete prior to demobilization. Release time reports from assisting agency personnel to the respective Agency Representatives prior to demobilization.
- Brief the Finance/Administration Section Chief on current problems and recommendations, outstanding issues, and follow-up requirements.

Procurement Unit Leader

- Review incident needs and any special procedures with Unit Leaders, as needed.
- Coordinate with local jurisdiction on plans and supply sources.
- Obtain the Incident Procurement Plan.
- Prepare and authorize contracts and land-use agreements.
- Draft memoranda of understanding as necessary.
- Establish contracts and agreements with supply vendors.
- Provide for coordination between the Ordering Manager, agency dispatch, and all other procurement organizations supporting the incident.
- Ensure that a system is in place that meets agency property management requirements. Ensure proper accounting for all new property.
- Interpret contracts and agreements; resolve disputes within delegated authority.
- Coordinate with the Compensation/Claims Unit for processing claims.
- Coordinate use of impress funds, as required.

- Complete final processing of contracts and send documents for payment.
- Coordinate cost data in contracts with the Cost Unit Leader.
- Brief the Finance/Administration Section Chief on current problems and recommendations, outstanding issues, and follow-up requirements.

Compensation / Claims Unit Leader

- Establish contact with the incident SO and LO (or Agency Representatives if no LO is assigned).
- Determine the need for Compensation for Injury and Claims Specialists and order personnel as needed.
- Establish a Compensation for Injury work area within or as close as possible to the Medical Unit.
- Review Incident Medical Plan (ICS Form 206).
- Ensure that Compensation/Claims Specialists have adequate workspace and supplies.
- Review and coordinate procedures for handling claims with the Procurement Unit.
- Brief the Compensation/Claims Specialists on incident activity.
- Periodically review logs and forms produced by the Compensation/Claims Specialists to ensure that they are complete, entries are timely and accurate and that they are in compliance with agency requirements and policies.
- Ensure that all Compensation for Injury and Claims logs and forms are complete and routed appropriately for post-incident processing prior to demobilization.
- Keep the Finance/Administration Section Chief briefed on Unit status and activity.
- Demobilize unit in accordance with the Incident Demobilization Plan.

Cost Unit Leader

- Coordinate cost reporting procedures.
- Collect and record all cost data.
- Develop incident cost summaries.
- Prepare resources-use cost estimates for the Planning Section.
- Make cost-saving recommendations to the Finance/Administration Section Chief.
- Ensure all cost documents are accurately prepared.
- Maintain cumulative incident cost records.
- Complete all records prior to demobilization.
- Provide reports to the Finance/Administration Section Chief.

Development Examples

The examples below demonstrate how the ICS development process might work in various situations.

Example 1

A Pipeliner comes across a small (1/2 gallon) outdoor spill from a solvent drum. The Pipeliner assumes the role of Incident Commander (IC) and decides that the situation can be handled without additional assistance. The Pipeliner also assumes the roles of the functions that report directly to the IC (Safety Officer, Source Chief, Operations Chief, Planning Chief, Information Officer, Liaison Officer, Logistics Chief, and Finance Chief). The Pipeliner takes action to resolve the problem and then notifies the Supervisor.

Example 2

The Controller at the Control Center determines there is cause to shutdown a pipeline due to a suspected problem and potential release. The local Maintenance Foreman is called out to investigate. He discovers that the pipeline has a leak, assumes the role of Incident Commander, radios for assistance, and starts the process of notifications. As more individuals arrive, the IC assigns individuals to the positions of Safety Officer and Operations Chief.

At this point, the Maintenance Foreman is still acting as IC and the unassigned ICS positions (Information Officer, Liaison Officer, Source Chief, Logistics Chief, Planning Chief, and Finance Chief) are his responsibility.

The Regional Operations Manager arrives on-scene, and confers with the Maintenance Foreman. They determine that the incident will require substantially more resources even though the group is beginning to resolve the problem. The Regional Operations Manager assumes the role of IC and the Maintenance Foreman is assigned the job of Planning Chief.

As more individuals arrive on-scene, the IC assigns the roles of Logistics Chief, Finance Chief, and Information Officer. The IC also provides individuals for the Operations Chief's group. The Regional Operations Manager remains IC and Liaison Officer. Due to the nature of the incident, the IC assembles a relief team of individuals to staff the ICS for a second shift so the first team can rest and return the next day. These two teams of responders work for three days to resolve the problem and clean up the affected area.

Zone LRT

SPLC requires that each Regional Operations Manager:

- maintain a list of the individuals assigned to fill the LRT, and
- appoints one person as the LRT Coordinator as appropriate.

LRT Coordinator

The LRT Coordinator is responsible for:

- Coordinating LRT drills and meetings
- Managing the regional emergency response equipment, inventory, and contractor list
- Identifying individuals for LRT positions
- Coordinating the LRT list with Emergency Management Team
- Updating LRT positions when staff changes occur

Activation Process

In a classified incident, the LRT activation process is as follows:

Stage	Responsible Party	Process	
1	Control Center	When notified of or confirms an incident, contacts Region management and local maintenance crews who respond to emergency.	
2	Region Management	Activates LRT, and notifies senior Head Office management who activates the Response Leadership Team.	
3	LRT	Arrives on scene and communicates updated emergency assessment to Region Management.	
4	Region Management	Classifies incident:	
		WHEN incident is...	THEN the...
		Class I	LRT manages incident and updates Response Leadership Team.
Class II or III	<ul style="list-style-type: none"> • Regional Operations Manager activates Emergency Management Teams. • LRT begins managing incident, updates Response Leadership Team, and integrates Emergency Management Teams as they arrive on scene. 		

LRT Activation

Depending on the incident, the LRT may be activated. The following shows the activation decision.

Please refer to Appendix H for LRT Activation Chart.

Structure of the Response Leadership Team

The Response Leadership Team organizational structure follows. The members are activated as needed by the Team Leader.

Please refer to Appendix H for Structure of the Response Leadership Team Chart.

Activation of the Response Leadership Team

Depending on the class of the incident, the CLT may be activated. The chart which shows the steps involved with activating the CLT during an incident is referenced in Appendix H.



5.0 RESPONSE PLANNING

- 5.1 [Incident Action Plan](#)
- 5.2 [Planning P](#)
- 5.3 [Site Safety Plan](#)

5.1 INCIDENT ACTION PLAN

Emergency response activities are planned and coordinated through the use of an Incident Action Plan (IAP) which is developed for each Operational Period of a response by the Incident Management Team. For small responses, an ICS 201 (Incident Briefing Form provided in Appendix H), may be used as the IAP and, for all incidents, the ICS 201 will serve as the initial IAP.

For larger or more complex incidents a more complete IAP will be necessary. These IAPs are generally created through the completion and compilation of several standard ICS forms. These forms are located in the Electronic Document Library and examples are located in Appendix H.

ICS FORM NUMBER	FORM TITLE	PREPARED BY*
201	Incident Briefing	Initial Response IC
None	ICS IAP Cover	Situation Unit Leader
202	Incident Objectives	Planning Section Chief
203	Organization Assignment List	Resources Unit Leader
204	Assignment List	Operations Section Chief & Resources Unit Leader
205	Incident Radio Communications Plan	Communications Unit Leader
206	Medical Plan	Medical Unit Leader
SSP	Site Safety Plan	Safety Officer

* The Planning Section Chief may assign preparation of forms to other personnel on the Incident Management Team if identified position is unassigned or vacant when the IAP is produced.

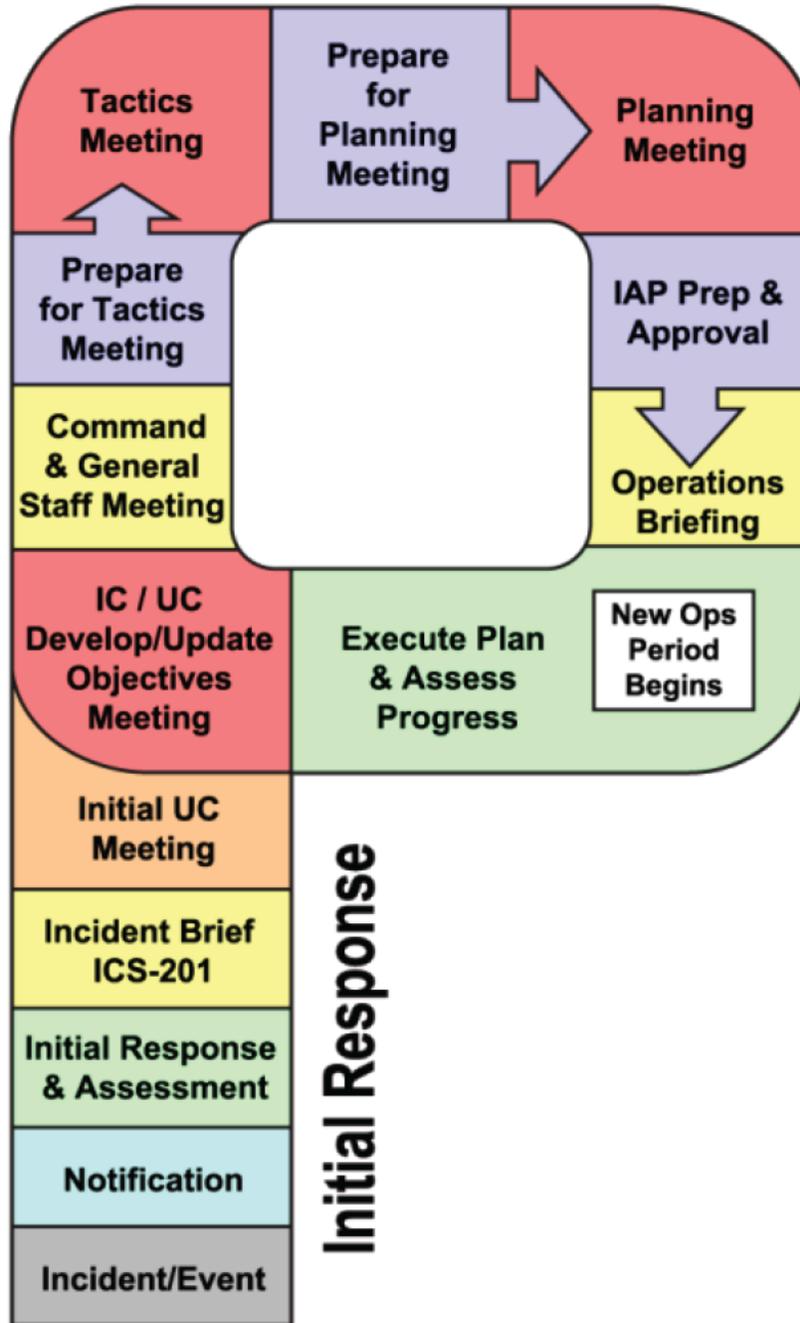
Depending on the nature and severity of the emergency, additional documents may be included in the IAP. These may include:

- Sensitivity Maps (Provided in Section 6.0)
- Waste Management & Disposal Plans (Provided in Appendix F)
- Plans for use of Alternative Technologies (Dispersant/In-situ Burn/Bioremediation)
- Security Plans
- Decontamination Plans
- Traffic Plans

5.2 PLANNING P

UNITED STATES COAST GUARD

The Operational Planning "P"



5.3 SITE SAFETY PLAN

Site Safety Plans (SSP) are required by OSHA (29CFR1910.120(b)(4)) for all hazardous waste operations. The SSP should address all on-site operations and hazardous as well as on-site emergency procedures. A template for use in producing an SSP is provided in Appendix H.

The SSP is typically prepared by the Safety Officer and approved by the Incident Commander or the Unified Command. All personnel must be familiar with the contents of the SSP and the SSP must be updated as conditions, operations and hazards associated with the response change.



6.0 SPILL IMPACT CONSIDERATIONS

- 6.1 [Critical Areas to Protect](#)
- 6.2 [Environmental/Socio-Economic Sensitivities](#)
- 6.3 [Fisheries and Wildlife Protection](#)
- 6.4 [Staging Areas](#)
- 6.5 [Containment and Recovery of Spilled Product](#)
- 6.6 [Vulnerability Analysis](#)
- 6.7 [Alternative Response Strategies](#)

Figure 6.1 [On-Water Response Flowchart](#)

Figure 6.2 [Environmental Sensitivity Maps](#)
[Capline Pipeline System](#)

Figure 6.3 [Endangered/Threatened Species Listing](#)

6.1 CRITICAL AREAS TO PROTECT

The critical areas to protect are classified as high, moderate, and low sensitivity to oil for non-coastal/inland environments. The Federal, State, and Local authorities will further clarify these categories at the time of the response. The categories are defined as follows:

HIGH SENSITIVITY
<ul style="list-style-type: none"> ● Areas which are high in productivity, abundant in many species, extremely sensitive, difficult to rehabilitate, or inhabited by threatened/endangered species. ● Areas which consist of forested areas, brush/grassy areas, wooded lake areas, freshwater marshes, wildlife sanctuaries/refuges, and vegetated river/stream banks.
MODERATE SENSITIVITY
<ul style="list-style-type: none"> ● Areas of moderate productivity, somewhat resistant to the effects of oiling. ● Areas which consist of degraded marsh habitat, clay/silt banks with vegetated margins, and gravel/cobble beaches.
LOW SENSITIVITY
<ul style="list-style-type: none"> ● Areas of low productivity, man-made structures, and/or high energy. ● Areas which consist of gravel, sand, or clay material, barren/rocky riverbanks and lake edges, man-made structures, and concrete/compacted earthen drainage ditches.

6.2 ENVIRONMENTAL/SOCIO-ECONOMIC SENSITIVITIES

Environmental/Socio-economic sensitivities are of extreme importance when planning a response effort. The health and safety of the public and the environment, as well as the protection of the various socio-economic sensitivities, must be promptly addressed in order to mitigate the extent of damage and minimize the cost of the clean-up effort.

The Company will explore, where appropriate, equivalent environmental protection systems, methods, devices, or technologies that maintain or may be less damaging to the character of heritage resources or archeological sites. If a release from the pipeline impacts a heritage resource, the Company will respond as outlined in Section 3.0, report to the appropriate authority prescribed by law, cleanup and restore the area as required by regulation, and conduct such sampling, analyses, or associated monitoring during and after restoration.

All environmental/socio-economic sensitivities are worthy of protection, but must be prioritized during a response effort. When making decisions on which areas to designate as collection areas and which to protect, the following sources may be consulted:

- U.S. Fish and Wildlife Service and related state agencies
- Applicable Area Contingency Plans
- Other industry and private experts

The environmental and socio-economic sensitivities in the vicinity of the Pipeline have been broken down into specific categories and identified in this Section. To further clarify the location of the sensitive areas of concern, references to published Area Contingency Plans and Environmental Sensitivity Maps are also provided in this section.

6.3 FISHERIES AND WILDLIFE PROTECTION

The Company will work with Federal, State, and local agency personnel to provide labor and transportation to retrieve, clean, and rehabilitate birds and wildlife affected by an oil spill, as necessary. Oversight of the Company's wildlife preservation activities and coordination with Federal, State, and Local agencies during an oil spill is the responsibility of the Incident Commander.

Protecting fish habitat (e.g. spawning and rearing grounds) is important to both consumers and commercial fisheries. Beyond typical response strategies, other options could include moving floating facilities, temporarily sinking facilities using cages designed for this purpose, temporary suspension of water intakes, or closing sluice gates to isolate the facilities from contamination.

Special consideration should be given to the protection and rehabilitation of endangered species and other wildlife and their habitat in the event of an oil spill and subsequent response. Jurisdictional authorities should be notified and worked with closely on all response/clean-up actions related to wildlife protection and rehabilitation. Laws with significant penalties are in place to ensure appropriate protection of these species.

Wildlife Rescue

The Company will work with Federal, Province/State, and Local agency personnel to provide labor and transportation to retrieve, clean, and rehabilitate wildlife affected by an oil spill, as the situation demands.

The following are items which should be considered for wildlife rescue and rehabilitation during a spill response:

- Bird relocation can be accomplished using a variety of deterrents, encouraging birds to avoid areas of spilled oil. Bird relocation can be accomplished by utilizing deterrent methods including:
 - Use of visual stimuli, such as inflatable bodies, owls, stationary figures, or helium balloons, etc.
 - Use of auditory stimuli, such as propane cannons, recorded sounds, or shell crackers.
 - Use of herding with aircraft, boats, vehicles, or people (as appropriate). Use of capture and relocation.

Search and Rescue - Points to consider

- **The Company's involvement should be limited to offering assistance as needed or requested by the agencies.**
- Prior to initiating any organized search and rescue plan, **authorization must be obtained from the appropriate Federal/State agency.**
- **Initial search and rescue efforts, if needed, should be left up to the appropriate agencies.** They have the personnel, equipment, and training to immediately begin capturing contaminated wildlife.
- With or without authorization, it must be anticipated that volunteer citizens will aid distressed/contaminated wildlife on their own. It is important to communicate that it may be illegal to handle wildlife without express authority from appropriate agencies. Provisions should be made to support an appropriate rehabilitator; however, **no support should be given to any unauthorized volunteer rescue efforts.**
- The regulatory agencies and response personnel should be provided the name and location of a qualified rehabilitator in the event contaminated wildlife is captured.
- Resources and contacts that can assist with wildlife rescue and rehabilitation are provided in Section 2.0. This list includes:
 - Outside rehabilitation organizations
 - Local regulatory agencies
 - Other resources

6.4 STAGING AREAS

When establishing personnel and equipment staging areas for a response to a Pipeline discharge, the following criteria should be evaluated:

- Access to waterborne equipment launching facilities and/or land equipment.
- Access to open space for staging/deployment of heavy equipment and personnel.
- Access to public services utilities (electricity, potable water, public phone, restroom and washroom facilities, etc.).
- Access to the environmental and socio-economically sensitive areas which are projected for impact.

6.5 CONTAINMENT AND RECOVERY OF SPILLED PRODUCT

General descriptions of various specific response techniques that may be applied during a response effort are discussed below. Company responders are free to use all or any combination of these methods as incident conditions require, provided they meet the appropriate safety standards and other requirements relative to the situation encountered. Data was obtained from reports, manuals and pamphlets prepared by the American Petroleum Institute, Environmental Protection Agency, and the United States Coast Guard. The most effective cleanup of a product spill will result from an integrated combination of clean-up methods. Each operation should complement and assist related operations and not merely transfer spillage problems to areas where they could be more difficult to handle.

The spill should be assessed as soon as possible to determine the source, extent and location of travel. Terrain and other physical conditions downgradient of the spill site will determine the methods of control at a point in advance of the moving product. Often, the bulk of a spill can be contained at a single location or a few key locations in the immediate vicinity of the source point. When possible, the execution of this type of initial containment strategy helps confine a spill to a relatively limited area.

Spill on Land (Soil Surfaces)

• Confinement Methods

Product can be trapped in ditches and gullies by earth dams. Where excavating machinery is available, dams can be bulldozed to contain lakes of product. Dams, small and large, should be effectively employed to protect priority areas such as inlets to drains, sewers, ducts and watercourses. These can be constructed of earth, sandbags, absorbents, or any other effective method. If time does not permit a large dam, many small ones can be made, each one holding a portion of the spill as it advances. The terrain will dictate the placement of the dams. If the spill is minor, natural dams or earth absorption will usually stop the product before it advances a significant distance. Cleanup is the main concern in such situations.

In situations where vapors from a spill present a clear and present danger to property or life (possible ignition because of passing automobiles, nearby houses, or work vehicles approaching the area), spraying the surface of the spill with dispersant will greatly reduce the release of additional vapors from the product. This method is especially adapted to gasoline spills on soil surfaces.

Prior to the use of dispersant agents, ensure that permission has been granted by government authorities and local landowner. Local government authorities to be contacted may include city council, county board of commissioners, city or county fire chiefs, the county forestry commission or firetower, and the local environmental protection agency. In seeking permission from these authorities, be prepared to convince them that adequate safety precautions have been and will be taken during the operation.

• Removal Methods

The recovery and removal of free product from soil surfaces is a difficult job. The best approaches at present seem to be:

- Removal with suction equipment to tank truck if concentrated in volumes large enough to be picked up. Channels can be formed to drain pools of product into storage pits. The suction equipment can then be used.
- Small pockets may have to be dipped up by hand.

Spill in Nearshore Urban Areas

Oil spills in urban areas can greatly impact recreational use, human health, wildlife habitat(s), and potential beach or park closures. Manmade structures along waterways require unique protection strategies. Manmade structures could include vertical shore protection structures such as seawalls, piers, and bulkheads, as well as riprap revetments and groins, breakwaters, and jetties. Vertical structures can be constructed of concrete, wood, and corrugated metal. They usually extend below the water surface, although seawalls can have beaches or riprap in front of them. These structures are very common along developed shores, particularly in harbors, marinas, and residential areas.

The range in degree of exposure to waves and currents varies widely, from very low in dead-end canals, to very high on offshore breakwaters. Boat wakes can generate wave energy in otherwise sheltered areas.

Maintaining shipping or other kinds of vessel traffic through navigation channels or waterways during a spill response is a difficult consideration because there is usually economic and political pressure to re-establish normal operations as soon as possible. For these reasons, recovery efforts must be coordinated through the Unified Command to ensure the cooperation of all parties involved.

- **Confinement Methods**

In harbor areas, oil can often be contained by a vessel of opportunity or a dedicated Oil Spill Response Vessel (OSRV) using containment booms and skimmers. Optimum conditions for recovery operations would be with currents of 3 knots or less. The facility could also deploy boom from shore to contain and concentrate product in the vicinity of the release point until the product can be removed.

Spill on Small to Medium Size Streams (Fast-Flowing Creeks)

• Confinement Methods

The techniques used for product containment on fast-flowing shallow streams are quite different from the ones used on lakes, ponds, or other still bodies of water. The containment and removal processes require a calm stretch of water to allow the product to separate onto the surface of the water. If a calm stretch of water does not exist naturally, a deep slow-moving area should be created by damming. The dam can be constructed by using sandbags, planks or earth. If a dam is required, it should be situated at an accessible point where the stream has high enough banks. The dam should be constructed soundly and reinforced to support the product and water pressure.

- Underflow dam - The underflow dam is one method that can be used, especially on small creeks. The water is released at the bottom, of the dam using a pipe or pipes which are laid during construction of the dam. The flow rate through the pipe must be sufficient to keep the dam from overflowing. One method is to lay the pipe at an angle through the dam (while dam is being constructed) so that the height of the downstream end of the pipe will determine the height the water will rise behind the dam.
- Overflow dam - Another method of containment is the overflow type dam. The dam is constructed so that water flows over the dam, but a deep pool is created which slows the surface velocity of the water. Therefore, the condition of a calm stretch of water is met. The overflow dam may be used where larger flow rates (medium size creeks) of water are involved.

With this type dam, a separate barrier (floating or stationary boom) must be placed across the pool created by the dam. The separate barrier arrests the surface layer of product. At the same time, the water is flowing under the barrier and over the top of the dam. The barrier should be placed at an angle of 45 % across the pool to decrease the effective water velocity beneath it. Also, it helps to concentrate the product at the bank and not all along the barrier. A second barrier should be placed approximately 10 to 15 feet downstream of the first one as a secondary back-up.

The stationary boom type barrier should be made of wood planks or other suitable material. The stationary boom should be soundly constructed and sealed against the bank. The ends of the planks can be buried in the banks of the stream and timber stakes driven into the stream bed for support as needed. The necessary length of the boom will be approximately 1-1/2 times the width of the waterway.

The plank boom should extend six to eight inches deep into the water and about two inches or higher above the water level. If the increase in velocity under the stationary boom is causing release of trapped product, it should be moved upward slightly. At no time should barrier be immersed more than 20% of the depth of the pool at the barrier location; that is, if the pool created by damming is three feet deep, do not exceed an immersion depth of seven inches with the barrier at the position the barrier is installed.

Another method used with the underflow dam is having the pipe or pipes sized to carry only a portion of the flow needed. The pipe would be placed at the bottom of the dam and level with the creek bed. The remaining flow of the creek could be siphoned or preferably pumped around the dam from a point away from the dam and from the deepest portion of the pool. The pumping or siphoning can be controlled to maintain the desired water level at the dam. The key is the removal of water through or around the dam at the lowest point in the basin. This prevents the oil from escaping with the released water.

A floating boom can be used in place of the stationary type if the created pool's size (bank to bank) and depth will permit. Since changing the depth and/or length of a standard floating boom in a small stream is difficult, the use of the stationary type permits adjustments to be made in depth to provide for a better separation of product and water. The advantages of using a floating boom are the speed of deployment and the fact that there is no need for additional support as with the stationary boom.

- **Multiple Impoundments** - Since emergency built dams (either underflow or overflow) are seldom perfect, a series of dams is usually required. The first one or two will trap the bulk and the ones that are downstream will trap the last traces of product. Precautions should be taken to ensure that the foundations of emergency dams are not washed away by the released water. If earth is used to construct an overflow dam, a layer of earth-filled bags should be placed on top of the dam so erosion will not take place.

- **Removal Methods**

Once the containment dams are constructed, the problem of removal of the product from the water surface should be the prime consideration. The removal must be continuous or else build-up of product behind the dams or booms might lead to product escaping the traps.

The type of removal procedures used depends largely on the amount of product being trapped in a given span of time, if the amount of product moving down the stream is of sufficient quantity, the first dam or fixed boom would quite possibly trap enough for the floating skimmer to work efficiently. The skimmer will pump the product and possibly some water to a tank truck or other holding tank. Separated water may be released from the bottom of the tank truck if it becomes necessary. The absorbents could then be used at downstream dams or booms. It is inadvisable to place an absorbent in the stream prior to or at the first dam in anticipation of the arriving product. Let the product accumulate at the first dam and use the floating skimmer to recover the product.

Disposal of gross amount of product-soaked absorbent would not then be a problem. Follow directions on use of each absorbent. Some are designed to be placed on water before product arrives; others are intended only to be placed on the product after it accumulates on the water. Plastic sheets should be used to place the product-soaked absorbent on as it is hand skimmed from the water. Alternatively, the material may be placed in drums or lined roll-off boxes.

The containment and removal of spilled product on small to medium fast-flowing streams might require a combination of underflow or overflow dams, fixed booms, skimmers, and absorbents, to ensure a complete cleanup.

Spill on Lake or Pond (Calm or Slow-Moving Water)

• Confinement Methods

A lake or pond offers the best conditions for removal of product from water. Although the removal is no easy task, the lake or pond presents the favorable conditions of low or no current and low or no waves.

The movement of product on a lake or pond is influenced mainly by wind. The product will tend to concentrate on one shore, bank or inlet. Booms should be set up immediately to hold the product in the confined area in the event of a change in wind direction.

If the spill does not concentrate itself on or near a shore (no wind effect), then a sweeping action using boats and floating booms will be necessary.

The essential requirement for this operation is that it be done very slowly. The booms should be moved at not more than 40 feet per minute. Once the slick is moved to a more convenient location (near shore), the normal operations of removal should begin.

If the slick is small and thin (rainbow effect) and not near the shoreline, an absorbent boom instead of a regular boom should be used to sweep the area very slowly and absorb the slick. The product may not have to be moved to the shoreline.

• Removal Methods

If the confined slick is thick enough, regular suction equipment may be used first; however, in most instances, a floating skimmer should be used.

If the floating skimmer starts picking up excess water (slick becomes thin), drawing the boom closer to the bank as product is removed will also keep film of product thicker. However, when the slick becomes too thin, the skimmer should be stopped and an absorbent applied (with a boat if necessary) to remove the final amounts. The floating skimmer (if speed is a must) or hand skimmers (if water is shallow enough) or both can be used to pick up the product-soaked absorbent. Before pumping the product-soaked absorbent with a floating skimmer, ensure that the absorbent in question can be pumped and will not harm the pump. Several types are nonabrasive to pump internals. If the floating skimmer is used first, the product-soaked absorbent/water mixture should be pumped into a tank truck.

A better method of retrieving the product-soaked absorbent is to draw it in as close to the shore as possible with the booms used to confine the product initially. The absorbent can then be hand skimmed from the water surface and placed in drums, on plastic sheets or in lined roll-off boxes. It should then be disposed of by acceptable means.

The final rainbow on the surface can be removed with additions of more absorbent.

Spill on Large Streams and Rivers

• Confinement Methods

The containment techniques differ considerably on large streams and rivers versus small streams. First, the smooth calm area of water necessary for product-water separation must be found along the stream or river rather than making one as with small streams. Floating booms (rather than fixed booms or dams) must be used to trap the surfaced product.

Local conditions of current and wind must be considered when selecting the site for the boom. A point with a low water velocity near the bank, sufficient depth to operate the product removal equipment, and good access are required. The fact that wind may tend to concentrate the product against one bank must be considered. A smooth, undisturbed area of water is required immediately upstream of the boom to ensure that the product has opportunity to separate out onto the surface. The boom should be positioned where the current is at a minimum. It is more effective to boom at a wide, slow position than on a narrow, fast stretch of water.

If the current of the entire river is 1/2 knot (0.8 ft/sec) or less, then a boom can be positioned straight across the river or large stream, but angled slightly in relation of the banks. By placing the boom at an angle to the banks, product on the surface is diverted along the boom to the side of the river.

The current velocity is usually much slower near the river bank than in the center and the product will move along the boom toward the bank for removal. A water-tight seal between the bank and the boom is essential. A secondary boom should be set up immediately downstream of the first one to capture the amounts that escape the upstream boom. A boom can be employed parallel to the river flow at the bank to form the seal with the booms used to trap the product.

Where the current velocity of the chosen site exceeds 1/2 knot, the boom should be positioned in two smooth curves from a point of maximum velocity (usually the center of the river) to both banks. However, this double-boom required product to be removed from both sides of the river. To determine the appropriate angle of boom placement and support (mooring) needed to hold the booms in position, the current velocity should be measured by timing a floating object which is 80% submerged over a distance of 100 feet. A time of 60 seconds over this distance indicates a water current of approximately 1 knot.

For currents from 1 to 2.5 knots (1.7 to 4.2 ft./sec.), the more the boom will have to be angled acute to the bank. The length of the boom will have to be such to reach the center of the river. For currents between 1/2 and 1 knot (0.8 and 1.7 ft./sec.), the angle of employment can be enlarged.

The major load on the boom is taken by the terminal moorings, particularly the one in the center of the river. However, intermediate moorings are also required both to maintain the smooth curve of the boom to prevent breaking of the boom and to assist with preventing skirt deflection. The intermediate moorings are preferably positioned every 25 feet and must be adjusted to avoid the formation of indentations in the boom profile. These trap product in pockets, prevent its deflection to the bank, and also encourage diving currents. The moorings' ropes should be five times the water depth.

In certain situations, it might be advantageous to position booms to deflect the approaching spilled product to a slower moving area. Naturally, additional booms would have to be positioned around this slower moving area prior to deflecting the product to the area. This approach has been used along river which has lagoons, etc., with a very low current action. The recovery would take place in the lagoons and not along the river bank.

- **Removal Methods**

The product collected upstream of the floating booms in a large stream or river should be removed from the water surface as it accumulates. Regular suction equipment, a floating skimmer, and/or absorbents (including absorbent booms) should be used to remove the product as appropriate to the quantity being trapped in a given span of time. If the amount moving down the stream is of sufficient quantity, the primary floating boom would possibly trap enough for the floating skimmer to work efficiently. The skimmer will pump the product and some water to a tank truck or other holding tank.

The absorbents would then be used upstream of the secondary boom to absorb the underflow from the primary boom. An absorbent boom can also be placed between the primary and secondary booms to help the other absorbents control the underflow from the primary boom.

It is best to hand skim the saturated absorbents and place on plastic sheets. However, if the absorbent used can be pumped after product absorption and speed of removal is a necessity, the floating skimmer can be used to remove the product-soaked absorbent.

The disadvantage of pumping the product-soaked absorbent to a truck is the volume that will accumulate (skimmer will pump excess water) and the disposal problems associated with the large water/product-soaked absorbent mixture.

Spill on Stream which Flows into Lake or Pond

In certain locations where streams (small and large ones) flow into lakes or ponds at relatively short distances, it is conceivable that a spill could reach the lake before containment and recovery operations are set up. If time permits for containment operations to be set up on the stream in question, it then would be handled as described above depending upon the stream size involved.

However, if product in the stream is near the lake site or if product is flowing into the lake with a significant amount yet to arrive, a different containment should be employed.

- **Confinement Methods**

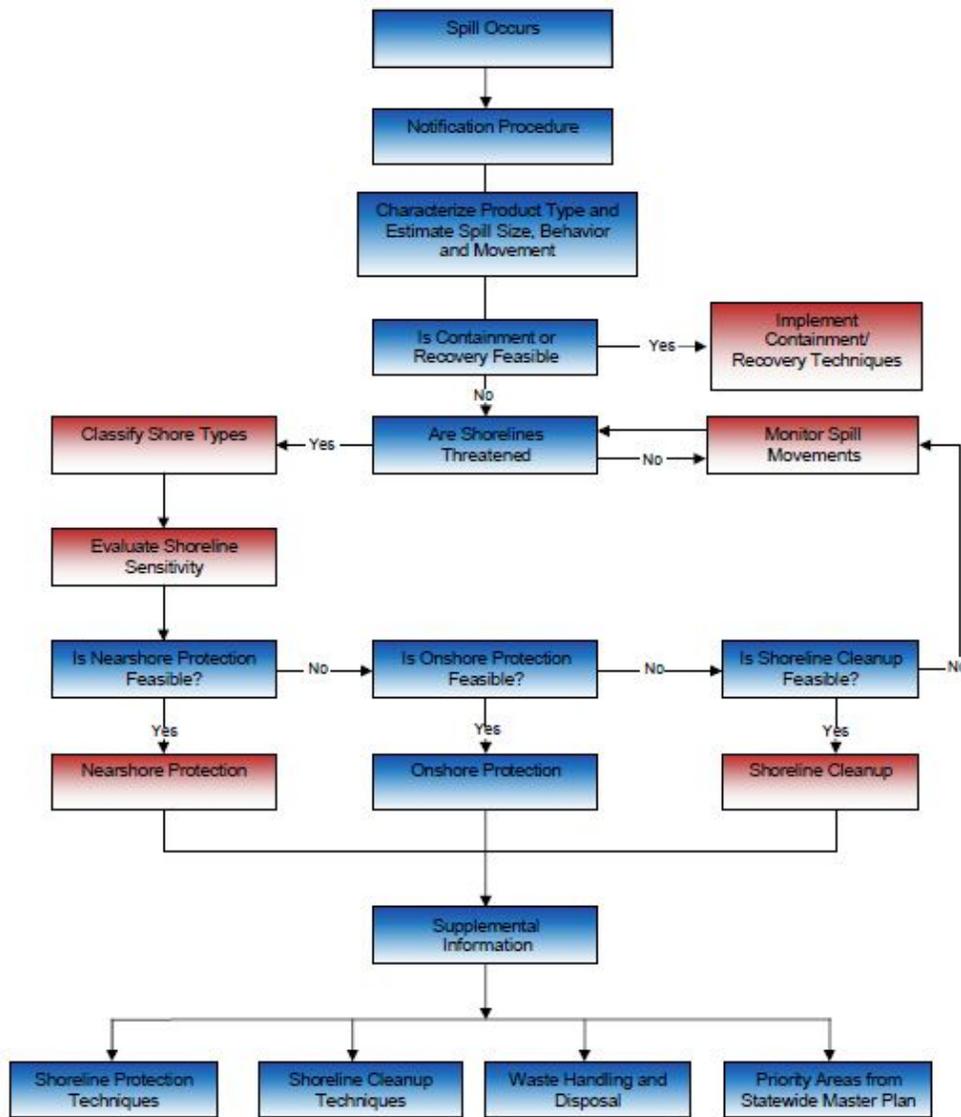
Product on a stream flowing into a lake should be boomed as close to the entrance as possible. The boom should be positioned on the lake at an angle to the residential stream current so as to direct the surface water to a slower moving area. The area where the product is being deflected should be enclosed by booms to contain it. An additional boom for sweeping the product to the bank will be required. This area of containment should not have a current velocity of more than 1/2 knot (0.8 ft./sec.), preferably less.

- **Removal Methods**

The removal of product from the lake or pond's surface would be handled as described earlier.

For sizable releases, collected product will usually be pumped into tank trucks and transported to a storage facility. Tank trucks are available at several locations throughout.

**FIGURE 6.1
ON-WATER RESPONSE FLOWCHART**



6.6 VULNERABILITY ANALYSIS

The thorough examination of published Area Contingency Plans (ACPs) was conducted to identify sensitive areas in all the response zones.

The Environmental Sensitivity Maps located in Figure 6.2 identify sensitive areas along the Pipeline. The appropriate Area Contingency Plan maps are also included to provide more detailed information on sensitivities and possible potential response options.

6.7 ALTERNATIVE RESPONSE STRATEGIES

There are no pre-approved response options for inland spills within the United States. Any plans to use dispersants or in situ burn by the Company will be submitted to the Federal On-Scene Coordinator for Regional Response Team approval prior to such action being taken.

FIGURE 6.2
ENVIRONMENTAL SENSITIVITY MAPS

Capline Pipeline System		
Mississippi	Illinois	Kentucky
Tennessee		

FEDERAL ENDANGERED/THREATENED SPECIES LISTING

(The following list of species is taken from the U.S. Fish and Wildlife Service Website http://ecos.fws.gov/tess_public/StateList.asp.)

FIGURE 6.3

ANIMALS (Illinois)		
Status	Species Name	Scientific Name
E	Amphipod, Illinois cave	<i>Gammarus acherondytes</i>
E	Bat, gray	<i>Myotis grisescens</i>
E	Bat, Indiana	<i>Myotis sodalis</i>
E	Beetle, American burying	<i>Nicrophorus americanus</i>
E	Blossom, tubercled (pearlymussel) Entire Range; Except where listed as Experimental Populations	<i>Epioblasma torulosa torulosa</i>
E	Butterfly, Karner blue	<i>Lycaeides melissa samuelis</i>
E	Catspaw (=purple cat's paw pearlymussel) Entire Range; Except where listed as Experimental Populations	<i>Epioblasma obliquata obliquata</i>
E	Clubshell Entire Range; Except where listed as Experimental Populations	<i>Pleurobema clava</i>)
E	Curlew, Eskimo	<i>Numenius borealis</i>
E	Dragonfly, Hine's emerald	<i>Somatochlora hineana</i>
E	Fanshell	<i>Cyprogenia stegaria</i>
E	Higgins eye (pearlymussel)	<i>Lampsilis higginsii</i>
E	Mapleleaf, winged Entire; except where listed as experimental populations	<i>Quadrula fragosa</i>
E	Mucket, pink (pearlymussel)	<i>Lampsilis abrupta</i>)
E	Mussel, scaleshell	<i>Leptodea leptodon</i>
E	Pearlymussel, cracking Entire Range; Except where listed as Experimental Populations	<i>Hemistena lata</i>
E	Pimpleback, orangefoot (pearlymussel)	<i>Plethobasus cooperianus</i>
E	Plover, piping Great Lakes watershed	<i>Charadrius melodus</i>
E	Pocketbook, fat	<i>Potamilus capax</i>
E	Puma (=cougar), eastern	<i>Puma (=Felis) concolor cougar</i>
E	Riffleshell, northern	<i>Epioblasma torulosa rangiana</i>
E	Ring pink (mussel)	<i>Obovaria retusa</i>
E	Snail, Iowa Pleistocene	<i>Discus macclintocki</i>
E	Sturgeon, pallid	<i>Scaphirhynchus albus</i>
E	Tern, least interior pop.	<i>Sterna antillarum</i>
E	Wartyback, white (pearlymussel)	<i>Plethobasus cicatricosus</i>

ANIMALS (Cont'd)		
Status	Species Name	Scientific Name
E	Wolf, gray Lower 48 States, except where delisted and where EXPN. Mexico.	<i>Canis lupus</i>
E	Wolf, gray Western Great Lakes DPS	<i>Canis lupus</i>
E	Woodpecker, ivory-billed	<i>Campephilus principalis</i>

ANIMALS (Kentucky)		
Status	Species Name	Scientific Name
E	Bat, gray	<i>Myotis grisescens</i>
E	Bat, Indiana	<i>Myotis sodalis</i>
E	Bat, Virginia big-eared	<i>Corynorhinus (=Plecotus) townsendii virginianus</i>
E	Bean, Cumberland (pearlymussel) Entire Range; Except where listed as Experimental Populations	<i>Villosa trabalis</i>
E	Beetle, American burying	<i>Nicrophorus americanus</i>
E	Clubshell Entire Range; Except where listed as Experimental Populations	<i>Pleurobema clava</i>
E	Combshell, Cumberlandian Entire Range; Except where listed as Experimental Populations	<i>Epioblasma brevidens</i>
E	Curlew, Eskimo	<i>Numenius borealis</i>
T	Dace, blackside	<i>Phoxinus cumberlandensis</i>
E	Darter, relict	<i>Etheostoma chienense</i>
E	Elktoe, Cumberland	<i>Alasmidonta atropurpurea</i>
E	Fanshell	<i>Cyprogenia stegaria</i>
E	Mucket, pink (pearlymussel)	<i>Lampsilis abrupta</i>
E	Mussel, oyster Entire Range; Except where listed as Experimental Populations	<i>Epioblasma capsaeformis</i>
E	Mussel, scaleshell	<i>Leptodea leptodon</i>
E	Pearlymussel, cracking Entire Range; Except where listed as Experimental Populations	<i>Hemistena lata</i>
E	Pearlymussel, dromedary Entire Range; Except where listed as Experimental Populations	<i>Dromus dromas</i>
E	Pearlymussel, littlewing	<i>Pegias fabula</i>
E	Pigtoe, rough	<i>Pleurobema plenum</i>
E	Pimpleback, orangefoot (pearlymussel)	<i>Plethobasus cooperianus</i>
T	Plover, piping except Great Lakes watershed	<i>Charadrius melodus</i>
E	Pocketbook, fat	<i>Potamilus capax</i>
E	Puma (=cougar), eastern	<i>Puma (=Felis) concolor cougar</i>
E	purple cat's paw (=purple cat's paw pearlymussel) Entire Range; Except where listed as Experimental Populations	<i>Epioblasma obliquata obliquata</i>
E	Riffleshell, northern	<i>Epioblasma torulosa rangiana</i>
E	Riffleshell, tan	<i>Epioblasma florentina walkeri</i> (= <i>E. walkeri</i>)

ANIMALS (Cont'd)		
Status	Species Name	Scientific Name
E	Ring pink (mussel)	<i>Obovaria retusa</i>
E	Shiner, palezone	<i>Notropis albizonatus</i>
E	Shrimp, Kentucky cave	<i>Palaemonias ganteri</i>
E	Sturgeon, pallid	<i>Scaphirhynchus albus</i>
E	Tern, least interior pop.	<i>Sterna antillarum</i>
E	Wartyback, white (pearlymussel)	<i>Plethobasus cicatricosus</i>
E	Wolf, gray Lower 48 States, except MN and where EXPN. Mexico.	<i>Canis lupus</i>
E	Woodpecker, ivory-billed entire	<i>Campephilus principalis</i>

ANIMALS (Mississippi)		
Status	Species Name	Scientific Name
E	Bat, Indiana	<i>Myotis sodalis</i>
T	Bear, Louisiana black	<i>Ursus americanus luteolus</i>
E	Beetle, American burying	<i>Nicrophorus americanus</i>
E	Clubshell, black	<i>Pleurobema curtum</i>
E	Clubshell, ovate	<i>Pleurobema perovatum</i>
E	Clubshell, southern	<i>Pleurobema decisum</i>
E	Combshell, Cumberlandian Entire Range; Except where listed as Experimental Populations	<i>Epioblasma brevidens</i>
E	Combshell, southern	<i>Epioblasma penita</i>
E	Crane, Mississippi sandhill	<i>Grus canadensis pulla</i>
E	Curlew, Eskimo	<i>Numenius borealis</i>
T	Darter, bayou	<i>Etheostoma rubrum</i>
E	Frog, Mississippi gopher Wherever found west of Mobile and Tombigbee Rivers in AL, MS, and LA	<i>Rana capito sevosa</i>
T	Heelsplitter, Alabama (=inflated)	<i>Potamilus inflatus</i>
T	Moccasinshell, Alabama	<i>Medionidus acutissimus</i>
T	Mucket, orangenacre	<i>Lampsilis perovalis</i>
E	Panther, Florida	<i>Puma (=Felis) concolor coryi</i>
E	Pigtoe, flat	<i>Pleurobema marshalli</i>
E	Pigtoe, heavy	<i>Pleurobema taitianum</i>
T	Plover, piping except Great Lakes watershed	<i>Charadrius melodus</i>
E	Pocketbook, fat	<i>Potamilus capax</i>
T	Sea turtle, green except where endangered	<i>Chelonia mydas</i>
E	Sea turtle, hawksbill	<i>Eretmochelys imbricata</i>
E	Sea turtle, Kemp's ridley	<i>Lepidochelys kempii</i>
E	Sea turtle, leatherback	<i>Dermochelys coriacea</i>
T	Sea turtle, loggerhead	<i>Caretta caretta</i>
T	Snake, eastern indigo	<i>Drymarchon corais couperi</i>

ANIMALS (Cont'd)		
Status	Species Name	Scientific Name
E	Stirrupshell	<i>Quadrula stapes</i>
E	Sturgeon, Alabama	<i>Scaphirhynchus suttkusi</i>
T	Sturgeon, gulf	<i>Acipenser oxyrinchus desotoi</i>
E	Sturgeon, pallid	<i>Scaphirhynchus albus</i>
E	Tern, least interior pop.	<i>Sterna antillarum</i>
T	Turtle, ringed map	<i>Graptemys oculifera</i>
T	Turtle, yellow-blotched map	<i>Graptemys flavimaculata</i>
E	Whale, finback	<i>Balaenoptera physalus</i>
E	Whale, humpback	<i>Megaptera novaeangliae</i>
E	Wolf, gray Lower 48 States, except MN and where EXPN. Mexico.	<i>Canis lupus</i>
E	Woodpecker, ivory-billed entire	<i>Campephilus principalis</i>
E	Woodpecker, red-cockaded	<i>Picoides borealis</i>

ANIMALS (Tennessee)		
Status	Species Name	Scientific Name
E	Acornshell, southern	<i>Epioblasma othcaloogensis</i>
E	Bat, gray	<i>Myotis grisescens</i>
E	Bat, Indiana	<i>Myotis sodalis</i>
E	Bean, Cumberland (pearlymussel) Entire Range; Except where listed as Experimental Populations	<i>Villosa trabalis</i>
E	Bean, purple	<i>Villosa perpurpurea</i>
E	Beetle, American burying	<i>Nicrophorus americanus</i>
E	Blossom, green (pearlymussel)	<i>Epioblasma torulosa gubernaculum</i>
E	Blossom, turgid (pearlymussel) Entire Range; Except where listed as Experimental Populations	<i>Epioblasma turgidula</i>
E	Blossom, yellow (pearlymussel) Entire Range; Except where listed as Experimental Populations	<i>Epioblasma florentina florentina</i>
E	Catspaw (=purple cat's paw pearlymussel) Entire Range; Except where listed as Experimental Populations	<i>Epioblasma obliquata obliquata</i>
T	Chub, slender	<i>Erimystax cahni</i>
T	Chub, spotfin Entire	<i>Erimonax monachus</i>
E	Clubshell Entire Range; Except where listed as Experimental Populations	<i>Pleurobema clava</i>
E	Clubshell, ovate	<i>Pleurobema perovatum</i>
E	Clubshell, southern	<i>Pleurobema decisum</i>
E	Combshell, Cumberlandian Entire Range; Except where listed as Experimental Populations	<i>Epioblasma brevidens</i>
E	Combshell, upland	<i>Epioblasma metastriata</i>
E	Crayfish, Nashville	<i>Orconectes shoupi</i>
E	Curlew, Eskimo	<i>Numenius borealis</i>
T	Dace, blackside	<i>Phoxinus cumberlandensis</i>
E	Darter, amber	<i>Percina antesella</i>
E	Darter, bluemask (=jewel)	<i>Etheostoma sp.</i>
E	Darter, boulder	<i>Etheostoma wapiti</i>
E	Darter, duskytail Entire	<i>Etheostoma percnurum</i>
T	Darter, goldline	<i>Percina aurolineata</i>
T	Darter, slackwater	<i>Etheostoma boschungii</i>

ANIMALS (Cont'd)		
Status	Species Name	Scientific Name
T	Darter, snail	<i>Percina tanasi</i>
E	Elktoe, Appalachian	<i>Alasmidonta raveneliana</i>
E	Elktoe, Cumberland	<i>Alasmidonta atropurpurea</i>
E	Fanshell	<i>Cyprogenia stegaria</i>
E	Kidneyshell, triangular	<i>Ptychobranthus greenii</i>
E	Lampmussel, Alabama Entire Range; Except where listed as Experimental Populations	<i>Lampsilis virescens</i>
E	Lilliput, pale (pearlymussel)	<i>Toxolasma cylindrellus</i>
E	Logperch, Conasauga	<i>Percina jenkinsi</i>
E	Madtom, pygmy	<i>Noturus stanauli</i>
E	Madtom, smoky Entire	<i>Noturus baileyi</i>
T	Madtom, yellowfin except where EXPN	<i>Noturus flavipinnis</i>
E	Marstonia, royal (snail)	<i>Pyrgulopsis ogmorhappe</i>
E	Moccasinshell, Coosa	<i>Medionidus parvulus</i>
E	Monkeyface, Appalachian (pearlymussel)	<i>Quadrula sparsa</i>
E	Monkeyface, Cumberland (pearlymussel) Entire Range; Except where listed as Experimental Populations	<i>Quadrula intermedia</i>
E	Mucket, pink (pearlymussel)	<i>Lampsilis abrupta</i>
E	Mussel, oyster Entire Range; Except where listed as Experimental Populations	<i>Epioblasma capsaeformis</i>
E	Mussel, scaleshell	<i>Leptodea leptodon</i>
E	Panther, Florida	<i>Puma (=Felis) concolor coryi</i>
E	Pearlymussel, birdwing Entire Range; Except where listed as Experimental Populations	<i>Conradilla caelata</i>
E	Pearlymussel, cracking Entire Range; Except where listed as Experimental Populations	<i>Hemistena lata</i>
E	Pearlymussel, dromedary Entire Range; Except where listed as Experimental Populations	<i>Dromus dromas</i>
E	Pearlymussel, littlewing	<i>Pegias fabula</i>
E	Pigtoe, Cumberland	<i>Pleurobema gibberum</i>
E	Pigtoe, finereyed Entire Range; Except where listed as Experimental Populations	<i>Fusconaia cuneolus</i>
E	Pigtoe, rough	<i>Pleurobema plenum</i>

ANIMALS (Cont'd)		
Status	Species Name	Scientific Name
E	Pigtoe, shiny Entire Range; Except where listed as Experimental Populations	<i>Fusconaia cor</i>
E	Pigtoe, southern	<i>Pleurobema georgianum</i>
E	Pimpleback, orangefoot (pearlymussel)	<i>Plethobasus cooperianus</i>
E	Puma (=cougar), eastern	<i>Puma (=Felis) concolor cougar</i>
E	Rabbitsfoot, rough	<i>Quadrula cylindrica strigillata</i>
E	Riffleshell, tan	<i>Epioblasma florentina walkeri (=E. walkeri)</i>
E	Ring pink (mussel)	<i>Obovaria retusa</i>
E	Riversnail, Anthony's Entire Range; Except where listed as Experimental Populations	<i>Athearnia anthonyi</i>
T	Shiner, blue	<i>Cyprinella caerulea</i>
E	Shiner, palezone	<i>Notropis albizonatus</i>
T	Snail, painted snake coiled forest	<i>Anguispira picta</i>
E	Spider, spruce-fir moss	<i>Microhexura montivaga</i>
E	Squirrel Carolina northern flying	<i>Glaucomys sabrinus coloratus</i>
E	Sturgeon, pallid	<i>Scaphirhynchus albus</i>
E	Tern, least interior pop.	<i>Sterna antillarum</i>
E	Wartyback, white (pearlymussel)	<i>Plethobasus cicatricosus</i>
E	Wolf, gray Lower 48 States, except where delisted and where EXPN. Mexico.	<i>Canis lupus</i>
E	Woodpecker, ivory-billed	<i>Campephilus principalis</i>

FIGURE 6.3 (Cont'd)

PLANTS (Illinois)		
Status	Species Name	Scientific Name
T	Aster, decurrent false	<i>Boltonia decurrens</i>
T	Bush-clover, prairie	<i>Lespedeza leptostachya</i>
E	Clover, running buffalo	<i>Trifolium stoloniferum</i>
T	Daisy, lakeside	<i>Hymenoxys herbacea</i>
T	Milkweed, Mead's	<i>Asclepias meadii</i>
T	Orchid, eastern prairie fringed	<i>Platanthera leucophaea</i>
T	Pogonia, small whorled	<i>Isotria medeoloides</i>
T	Potato-bean, Price's	<i>Apios priceana</i>
E	Prairie-clover, leafy	<i>Dalea foliosa</i>
T	Thistle, Pitcher's	<i>Cirsium pitcheri</i>

PLANTS (Kentucky)		
Status	Species Name	Scientific Name
E	Clover, running buffalo	<i>Trifolium stoloniferum</i>
E	Goldenrod, Short's	<i>Solidago shortii</i>
T	Goldenrod, white-haired	<i>Solidago albopilosa</i>
T	Potato-bean, Price's	<i>Apios priceana</i>
E	Rock-cress, Braun's	<i>Arabis perstellata</i>
T	Rosemary, Cumberland	<i>Conradina verticillata</i>
E	Sandwort, Cumberland	<i>Arenaria cumberlandensis</i>
T	Spiraea, Virginia	<i>Spiraea virginiana</i>

PLANTS (Mississippi)		
Status	Species Name	Scientific Name
E	Chaffseed, American	<i>Schwalbea americana</i>
E	Pondberry	<i>Lindera melissifolia</i>
T	Potato-bean, Price's	<i>Apios priceana</i>
E	Quillwort, Louisiana	<i>Isoetes louisianensis</i>

PLANTS (Tennessee)		
Status	Species Name	Scientific Name
E	Aster, Ruth's golden	<i>Pityopsis ruthii</i>
E	Avens, spreading	<i>Geum radiatum</i>
E	Bladderpod, Spring Creek	<i>Lesquerella perforata</i>
E	Bluet, Roan Mountain	<i>Hedyotis purpurea var. montana</i>
E	Chaffseed, American	<i>Schwalbea americana</i>
E	Coneflower, Tennessee purple	<i>Echinacea tennesseensis</i>
T	Fern, American hart's-tongue	<i>Asplenium scolopendrium var. americanum</i>
T	Goldenrod, Blue Ridge	<i>Solidago spithamea</i>
E	Grass, Tennessee yellow-eyed	<i>Xyris tennesseensis</i>
E	Ground-plum, Guthrie's (=Pyne's)	<i>Astragalus bibullatus</i>
E	Lichen, rock gnome	<i>Gymnoderma lineare</i>
E	Pitcher-plant, green	<i>Sarracenia oreophila</i>
T	Pogonia, small whorled	<i>Isotria medeoloides</i>
T	Potato-bean, Price's	<i>Apios priceana</i>
E	Prairie-clover, leafy	<i>Dalea foliosa</i>
E	Rock-cress, Braun's	<i>Arabis perstellata</i>
T	Rosemary, Cumberland	<i>Conradina verticillata</i>
E	Sandwort, Cumberland	<i>Arenaria cumberlandensis</i>
T	Skullcap, large-flowered	<i>Scutellaria montana</i>
T	Spiraea, Virginia	<i>Spiraea virginiana</i>

E = Endangered

T = Threatened

Federally Endangered Species: Any species which is in danger of extinction throughout all or a significant portion of its range.

Federally Threatened Species: Any species which is likely to become an endangered species within the foreseeable future throughout all or a significant portion of its range.



APPENDIX A

RESPONSE EQUIPMENT / RESOURCES

- A.1 [Company Owned Response Equipment](#)
 - A.2 [Other Company Resources](#)
 - A.3 [Contract Resources](#)
 - A.4 [Cooperative/Mutual Aid Resources](#)
 - A.5 [Volunteers](#)
 - A.6 [Communications](#)
-
- Figure A.1 [Company Owned Spill Response Equipment](#)
 - Figure A.2 [Response Resources](#)
 - Figure A.3 [USCG OSRO Classifications](#)
 - Figure A.4 [OSRO Agreements/Contracts](#)

A.1 COMPANY OWNED RESPONSE EQUIPMENT

Facility does not maintain response equipment on site.

A.2 OTHER COMPANY RESOURCES

A.3 CONTRACT RESOURCES

In the event of a discharge which is beyond the initial response capabilities of the Local Response Team, contract manpower and equipment resources can be obtained through Oil Spill Removal Organization(s) (OSRO). These OSROs can provide manpower and containment/clean-up equipment for the response operation.

The resources will be secured from a Company approved contractor. Management will typically handle notification/implementation of these resources. Figure A.2 provides a quick reference to the Oil Spill Removal Organizations and details their response capability and estimated response times. **Telephone reference is provided in Figure 2.3.** (Note: The Company will ensure that each OSRO has a comprehensive maintenance program and applicable training / drills programs in place at contract renewal.)

A.4 COOPERATIVE/MUTUAL AID RESOURCES

The Facility is not currently associated with a Cooperative/ Mutual Aid system. All response resources would be either Company owned or contracted.

A.5 VOLUNTEERS

Volunteers will not be utilized by the Company for responding to spills originating from the Facility. All volunteers will be referred to the State or Federal On-Scene Coordinator (EPA).

A.6 COMMUNICATIONS

SPLC recognizes the media's legitimate interest in emergency situations and benefits from cooperation with them. This cooperation promotes rapid and accurate reporting of the facts, and dispels rumors and exaggerated accounts which can frequently occur.

When to Notify

Communications should be contacted when there is:

- A fatality or serious injury
- The potential for significant environmental damage
- A potential need to evacuate
- Substantial property damage
- News media involvement or the possibility to attract media attention
- Inconvenience to the public
- Is a charges of SPLC negligence, and/or
- A need for Communications support, as determined by the Incident Commander.

Responsibility

The Communications contact:

- Provides advice and counsel to the Incident Commander
- Assists in determining the need for on-scene Communications support
- Uses information obtained from the Incident Commander to write a holding statement (if necessary), and
- Coordinates press conferences (if necessary).

The following communications systems may be used for notification and emergency response operations:

- cellular phones - the majority of supervisors and key operations personnel have cellular phones.
- land line phones - the manned facilities, and many of unmanned facilities, have land line phones, and
- mobile satellite phones - are located throughout the Regions.

As the need arises, additional communications equipment can be cascaded in from the MSRC.

Central Communications System

Prearranged communication channels are of the utmost importance in dealing with Company emergencies. The notification procedures and telephone contacts documented in Section 2.0 will be reviewed in accordance with the earlier documented updating procedures. The predetermined communications channels include the following:

- A list of emergency telephone numbers for internal management and emergency response personnel (Figure 2.2).
- A list of emergency telephone numbers for various external resources such as the Fire Departments, Public Officials and local agencies is provided in the Annexes.
- A list of emergency telephone numbers for contract response resources (Figure 2.6).

Communications Equipment

Field communications during a spill response will be handled via radios, telephones, cellular phones, fax machines, and computers and will be maintained by Company personnel. In the event of a Worst Case Discharge, field communications will be enhanced with contract resources as the situation demands.

Communications Type

Voice communications may be conducted over the public telephone system or Company provided two-way radio equipment.

Radios- Handheld and vehicle mounted radio sets are the most effective means of communication for the field response operation. The units are battery operated, multi-channelled, and have a typical range that will cover the area of the response operation. Additional radio sets and battery packs/charges will be necessary in the event of a prolonged response operation.

Telephone (Conventional)- Conventional land line telephones are the most effective means of communication for regulatory and advisory notifications during a spill response operation. Additional telephone lines can be installed in the event of a prolonged response operation.

Cellular- Cellular telephones allow for added mobility and response effectiveness. Cellular phones are commonly maintained by certain Facility personnel. Additional cellular phones can be secured in the event of a prolonged response operation.

FAX Machines- FAX machines allow for a rapid transfer of information/documentation such as status reports/updates, written notifications, and purchase orders.

Computers- Computers are commonly used in networks which allow access to various other locations and company personnel. Computers also speed the consolidation of information and preparation of written reports.

FIGURE A.1
COMPANY OWNED SPILL RESPONSE EQUIPMENT

Company Owned Response Equipment		
NAME	LOCATION	DESCRIPTION
	NONE	

FIGURE A.2
RESPONSE RESOURCES

USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATION (OSRO)							
OSRO Name	Response Time	Environment Type	Facility Classification Level				High Volume Port
			MM	W1	W2	W3	
Clean Harbors Environmental		River/Canal	Y	Y	Y	Y	No
		Great Lakes			Y	Y	
		Inland	Y		Y	Y	
Environmental Safety & Health Consulting Services, Inc.		River/Canal	Y	Y	Y	Y	No
		Inland	Y	Y	Y	Y	
Garner Environmental Services (Houston, TX)		River/Canal	Y	Y	Y	Y	No
		Inland	Y		Y	Y	
		Nearshore			Y	Y	
		Offshore			Y	Y	
		Open Ocean			Y	Y	
Heritage Environmental Services		River/Canal	Y	Y	Y	Y	No
		Great Lakes	Y	Y	Y	Y	
		Inland	Y	Y	Y	Y	
Marine Pollution Control Corporation		River/Canal	Y	Y	Y	Y	No
		Great Lakes		Y	Y	Y	
		Inland	Y	Y	Y	Y	
Marine Spill Response Corporation (MSRC)		River/Canal	Y	Y	Y	Y	No
		Inland	Y	Y	Y	Y	
		Nearshore			Y	Y	
		Offshore			Y	Y	
		Open Ocean			Y	Y	
Oil Mop LLC		River/Canal	Y	Y	Y	Y	No
		Inland	Y	Y	Y	Y	
Eagle - SWS		River/Canal	Y	Y	Y	Y	No
		Inland	Y	Y	Y	Y	
United States Environmental Services		River/Canal	Y	Y	Y	Y	No
		Inland	Y	Y	Y		
SET Environmental Inc.		River/Canal	Y				No
		Inland	Y				
USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATION (OSRO)(Cont'd)							
OSRO Name	Response Time	Environment Type	Facility Classification Level				High Volume Port
			MM	W1	W2	W3	
Veolia ES		River/Canal	Y	Y	Y	Y	No
		Great Lakes	Y	Y	Y	Y	
		Inland	Y		Y	Y	

Note: Classification ratings taken from the USCG's internet site
www.uscg.mil/hq/nsfweb/nsfcc/ops/ResponseSupport/RRAB/osroclassifiedguidelines.asp

FIGURE A.3

USCG OSRO CLASSIFICATIONS

The USCG has classified OSROs according to their response capabilities, within each Captain of the Port (COTP) zone, for vessels and for facilities in four types of environments. Response capabilities are rated MM, W1, W2, or W3 as described below.

MINIMUM EQUIPMENT REQUIREMENTS FOR OSRO CLASSIFICATIONS				
Classification	Resource Quantity Guidelines		Maximum Facility Response Times	Maximum Vessel Response Times
Rivers/Canals				
MM	Protective Boom:	4,000*ft	High Volume Ports: 6 hours	High Volume Ports: 12 hours
	EDRC:	1,200 bbls	Other Ports: 12 hours	Other Ports: 24 hours
	TSC:	2,400 bbls		
W1	Protective Boom:	25,000*ft	High Volume Ports: 12 hours	High Volume Ports: 12 hours
	EDRC:	1,875 bbls	Other Ports: 24 hours	Other Ports: 24 hours
	TSC:	3,750 bbls		
W2	Protective Boom:	25,000*ft	High Volume Ports: 30 hours	High Volume Ports: 36 hours
	EDRC:	3,750 bbls	Other Ports: 36 hours	Other Ports: 48 hours
	TSC:	7,500 bbls		
W3	Protective Boom:	25,000*ft	High Volume Ports: 54 hours	High Volume Ports: 60 hours
	EDRC:	7,500 bbls	Other Ports: 60 hours	Other Ports: 72 hours
	TSC:	15,000 bbls		
Great Lakes				
MM	Protective Boom:	6,000*ft	All Ports: 6 hours	All Ports: 12 hours
	EDRC:	1,250 bbls		
	TSC:	2,500 bbls		
W1	Protective Boom:	30,000*ft	High Volume Ports: 12 hours	High Volume Ports: 12 hours
	EDRC:	6,250 bbls	Other Ports: 24 hours	Other Ports: 24 hours
	TSC:	12,500 bbls		
W2	Protective Boom:	30,000*ft	All Ports: 36 hours	All Ports: 42 hours
	EDRC:	12,500 bbls		
	TSC:	25,000 bbls		
W3	Protective Boom:	30,000*ft	All Ports: 60 hours	All Ports: 66 hours
	EDRC:	25,000 bbls		
	TSC:	50,000 bbls		

MINIMUM EQUIPMENT REQUIREMENTS FOR OSRO CLASSIFICATIONS			
Classification	Resource Quantity Guidelines	Maximum Facility Response Times	Maximum Vessel Response Times
Inland			
MM	Protective Boom: 6,000*ft EDRC: 1,200 bbls TSC: 2,400 bbls	High Volume Ports: 6 hours Other Ports: 12 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W1	Protective Boom: 30,000*ft EDRC: 12,500 bbls TSC: 25,500 bbls	High Volume Ports: 12 hours Other Ports: 24 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W2	Protective Boom: 25,000*ft EDRC: 12,500 bbls TSC: 25,500 bbls	High Volume Ports: 30 hours Other Ports: 36 hours	High Volume Ports: 36 hours Other Ports: 48 hours
W3	Protective Boom: 25,000*ft EDRC: 50,500 bbls TSC: 100,500 bbls	High Volume Ports: 54 hours Other Ports: 60 hours	High Volume Ports: 60 hours Other Ports: 72 hours
Great Lakes			
MM	Protective Boom: 8,000*ft EDRC: 1,200 bbls TSC: 2,400 bbls	High Volume Ports: 6 hours Other Ports: 12 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W1	Protective Boom: 30,000*ft EDRC: 12,500 bbls TSC: 25,500 bbls	High Volume Ports: 12 hours Other Ports: 24 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W2	Protective Boom: 30,000*ft EDRC: 25,500 bbls TSC: 50,500 bbls	High Volume Ports: 30 hours Other Ports: 36 hours	High Volume Ports: 36 hours Other Ports: 48 hours
W3	Protective Boom: 30,000*ft EDRC: 50,000 bbls TSC: 100,000 bbls	High Volume Ports: 54 hours Other Ports: 60 hours (for open ocean, plus travel time from shore)	High Volume Ports: 60 hours Other Ports: 72 hours (for open ocean, plus travel time from shore)

MINIMUM EQUIPMENT REQUIREMENTS FOR OSRO CLASSIFICATIONS				
Classification	Resource Quantity Guidelines		Maximum Facility Response Times	Maximum Vessel Response Times
Offshore				
MM	Protective Boom:	6,000*ft	High Volume Ports:	High Volume Ports: 12 hours
	EDRC:	1,200 bbls	Other Ports:	Other Ports: 24 hours
	TSC:	2,400 bbls		
W1	Protective Boom:	15,000*ft	High Volume Ports:	High Volume Ports: 24 hours
	EDRC:	12,500 bbls	Other Ports:	Other Ports: 48 hours
	TSC:	25,500 bbls		
W2	Protective Boom:	15,000*ft	High Volume Ports:	High Volume Ports: 36 hours
	EDRC:	25,000 bbls	Other Ports:	Other Ports: 48 hours
	TSC:	50,000 bbls		
W3	Protective Boom:	15,000*ft	High Volume Ports:	High Volume Ports: 60 hours
	EDRC:	50,000 bbls	Other Ports:	Other Ports: 72 hours
	TSC:	100,000 bbls		
Open Ocean				
MM	Protective Boom:	0*ft	High Volume Ports:	High Volume Ports: 12 hours
	EDRC:	1,200 bbls	Other Ports:	Other Ports: 24 hours
	TSC:	2,400 bbls		
W1	Protective Boom:	0*ft	High Volume Ports:	High Volume Ports: 12 hours
	EDRC:	12,500 bbls	Other Ports:	Other Ports: 24 hours
	TSC:	25,500 bbls		
W2	Protective Boom:	0*ft	High Volume Ports:	High Volume Ports: 36 hours
	EDRC:	25,000 bbls	Other Ports:	Other Ports: 48 hours
	TSC:	50,000 bbls		
W3	Protective Boom:	0*ft	High Volume Ports:	High Volume Ports: 60 hours
	EDRC:	50,000 bbls	Other Ports:	Other Ports: 72 hours
	TSC:	100,000 bbls		

1. Rivers/canals include bodies of water, including the Intracoastal Waterway and other bodies artificially created for navigation, confined within an inland area and having a project depth of 12 feet (3.66 meters).
2. EDRC stands for "effective daily recovery capacity," or the calculated recovery capacity of oil recovery devices determined by using a formula that takes into account limiting factors such as daylight, weather, sea state, and emulsified oil in the recovered material.
3. TSC stands for "temporary storage capacity," meaning sufficient storage capacity equal to twice the EDRC of an OSRO. Temporary storage may include inflatable bladders, rubber barges, certified barge capacity, or other temporary storage that can be utilized on scene at a spill response and which is designed and intended for the storage of flammable or combustible liquids. It does not include vessels or barges of opportunity for which no pre-arrangements have been made. Fixed shore-based storage capacity, ensured available by contract or other means, will be acceptable.

* In addition, 1,000 feet of containment boom plus 300 feet per skimming system.

FIGURE A.4**OSRO AGREEMENTS/CONTRACTS**

Clean Harbors Environmental

[Click to view the file - Clean Harbors 20_6_2012_14_15_28.pdf](#)

Environmental Safety & Health Consulting Services

[Click to view the file - ESH Consulting Services 20_6_2012_14_17_6.pdf](#)

Garner Environmental Services

[Click to view the file - Garner 20_6_2012_14_17_28.pdf](#)

Heritage Environmental Services

[Click to view the file - Heritage Environmental 20_6_2012_14_18_31.pdf](#)

Marine Pollution Control Corporation

[Click to view the file - Marine Pollution Control 20_6_2012_14_19_27.pdf](#)

Marine Spill Response Corporation

[Click to view the file - MSRC - Contract 20_6_2012_14_30_47.pdf](#)

Oil Mop LLC

[Click to view the file - Oil Mop - Contract 20_6_2012_14_19_49.pdf](#)

Eagle - SWS

[Click to view the file - SWS Environmental 20_6_2012_14_21_8.pdf](#)

United States Environmental Services

[Click to view the file - USES 20_6_2012_14_21_27.pdf](#)

Veolia ES

[Click to view the file - Veolia 20_6_2012_14_22_43.pdf](#)

CLEAN HARBORS COOPERATIVE, L.L.C.
OPERATING AGREEMENT

THIS OPERATING AGREEMENT, made and entered into as of the ___ day of January, 1995, by and between the parties executing the original of this Agreement or a counterpart hereof being hereinafter sometimes referred to collectively as "Members".

WITNESSETH:

WHEREAS, each of the parties hereto has an interest, both financial and civic, in the prompt and efficient removal of oil spills occurring on or in the public and private properties, beaches, harbors, offshore islands and the navigable portions of certain inland waterways along the coast of the States of New York and New Jersey; and

WHEREAS, the parties desire to provide resources for and to develop, maintain, and improve the procedure among the Members for mutual assistance and cooperation in the control of major oil spill emergencies, occurring within the above described geographical area, and to supplement the capabilities of present cleanup contractors in the Area of Interest (as hereinafter defined); and

WHEREAS, the Members desire to cooperate and reciprocate with governmental agencies, private organizations and industries concerned with the cleanup of oil spills, and to investigate and acquire appropriate equipment and materials for the cleanup of oil spills, and

PUBLIC SERVICE ELECTRIC
AND GAS COMPANY

By: _____
Title: _____
Date: _____

STAR ENTERPRISE

By: _____
Title: _____
Date: _____

ROYAL PETROLEUM - Div. of Kerr
Mc Gee Refining Corporation

By: _____
Title: _____
Date: _____

STOLTHAVEN (PERTH AMBOY) INC.

By: _____
Title: _____
Date: _____

SEARIVER MARITIME, INC.

By: _____
Title: _____
Date: _____

SUN REFINING AND MARKETING
COMPANY

By: _____
Title: _____
Date: _____

SHELL OIL COMPANY

By: 
Title: Plant Manager
Date: 2/13/95

RESIDUAL/WASTE ENVIRONMENTAL SERVICES AGREEMENT

Agreement No: RESA-0005-LDC

Effective Date: January 27, 2000

This Residual/Waste Environmental Services Agreement ("Agreement"), made and entered into as of the 27th day of January, 2000, by and between EQUILON ENTERPRISES LLC (Equilon) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest or MOTIVA ENTERPRISES LLC (Motiva) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest, a Delaware limited liability company, ("Company"), and Environmental Safety & Health Consulting Services, Inc., a Louisiana corporation, ("Contractor").

WHEREAS, Company wishes to have access to Contractor's services and resources on an as-needed basis in order to obtain environmental, geological and engineering services as may be requested by Company within Contractor's geographical area of operations; and

WHEREAS, Contractor is in the business of providing such services and is willing and able to make its equipment, material, personnel, and services available to Company upon Company's request.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. DEFINITIONS AND GENERAL PROVISIONS

(a) Definitions

"Company" means as set forth in the first paragraph and any of its Members, Subsidiaries, Affiliates and Joint Venture Partners to the extent of their interest for whose benefit Company will be requesting the Work from Contractor.

"Contractor Representative" means a party duly authorized by Contractor to act on its behalf, with whom the Company may consult at all reasonable times concerning the administration of this Agreement, and whose instructions, requests, and decisions issued or made as provided for in this Agreement shall be binding on Contractor. The Contractor Representative shall identify to the Company the person or persons who, as site coordinator, supervisor, or foreman, shall be responsible for receiving and coordinating the Work directions given by Company and for carrying out Contractor's obligations under this Agreement.

1) "Contractor's Personnel" means personnel supplied by Contractor for the performance of the Work and shall include both Contractor's regular employees and any such temporary or subcontract personnel employed or contracted by Contractor in order for Contractor to provide the requested Work to Company.

"Designated Contractor" means a Contractor designated by Company to perform Work normally subcontracted by Contractor. Company will contract directly with Designated Contractor.

"Oil" means petroleum (including crude oil and/or any of its fractions or related distillate products).

"Order" means as set forth in Section 2.

31. SURVIVAL

The warranty, liability, indemnity, audit, ownership of tangible work product, patent, and confidentiality (including publicity releases) provisions of this Agreement shall survive its termination or final settlement. The provisions of this Agreement relating to termination and settlement of disputes and claims (including choice of law) shall survive its termination, but not its final settlement.

32. INVALIDITY

If any clause, phrase or provision of this Agreement is determined to be contrary to law, then that clause, phrase or provision shall be disregarded but the remainder of the Agreement shall remain in effect.

Executed in one or more counterparts, each of which shall be deemed an original.

Equiva Services LLC for and on behalf
Of Equilon Enterprises LLC and Motiva
Enterprises LLC
Company

By:

L. D Casey
L. D CASEY
Print Name

Title

CONTRACT SPECIALIST

Date

02/01/00

ENVIRONMENTAL SAFETY & HEALTH CONSULTING SERVICES, INC

Contractor

By:

PATRICK J. BERGERON JR., REM
Patrick J. Bergeron Jr.
Print Name

Title

MANAGER, CONSULTING DIVISION

Date

01/27/00

EMERGENCY SPILL RESPONSE AGREEMENT

Agreement No: **ERA-0017-GCL**

Effective Date: **May 12, 2000**

This Emergency Spill Agreement ("Agreement"), made and entered into as of the 12th day of May, 2000, by and between EQUILON ENTERPRISES LLC (Equilon) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest or MOTIVA ENTERPRISES LLC (Motiva) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest, a Delaware limited liability company, ("BUYER"), and Gamer Environmental Services, Inc., a Texas corporation, ("VENDOR").

WHEREAS, BUYER wishes to have access to VENDOR's services and resources on an as-needed basis in order to obtain environmental, geological engineering services as may be requested by BUYER within VENDOR's geographical area of operations; and

WHEREAS, VENDOR is in the business of providing such services and is willing and able to make its equipment, material, personnel, and services available to BUYER upon BUYER's request.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. DEFINITIONS AND GENERAL PROVISIONS

(a) Definitions

"BUYER" means as set forth in the first paragraph and any of its Members, Subsidiaries, Affiliates and Joint Venture Partners to the extent of their interest for whose benefit BUYER will be requesting the Work from VENDOR.

"VENDOR Representative" means a party duly authorized by VENDOR to act on its behalf, with whom the BUYER may consult at all reasonable times concerning the administration of this Agreement, and whose instructions, requests, and decisions issued or made as provided for in this Agreement shall be binding on VENDOR. The VENDOR Representative shall identify to the BUYER the person or persons who, as site coordinator, supervisor, or foreman, shall be responsible for receiving and coordinating the Work directions given by BUYER and for carrying out VENDOR's obligations under this Agreement.

"VENDOR's Personnel" means personnel supplied by VENDOR for the performance of the Work and shall include both VENDOR's regular employees and any such temporary or subcontract personnel employed or contracted by VENDOR in order for VENDOR to provide the requested Work to BUYER.

"Designated VENDOR" means a VENDOR designated by BUYER to perform Work normally subcontracted by VENDOR. BUYER will contract directly with Designated VENDOR.

"Oil" means petroleum (including crude oil and/or any of its fractions or related distillate products).

"Order" means a written or verbal request for work to be performed.

"Work Site" means the location(s) at which the Work is performed, whether or not such location(s) is on BUYER's property.

"Work" means as set forth in Section 2.

29. ASSIGNMENT

Neither this Agreement nor any money earned by VENDOR under this Agreement is assignable without BUYER's written consent.

30. SETOFF

BUYER is authorized to deduct any sums owed it by VENDOR (whether or not the debt arises out of this Agreement) from the payments due VENDOR under this Agreement. BUYER may also withhold payment from VENDOR in an amount sufficient to protect BUYER from any claims of third parties or any liens which arise as a result of VENDOR's or its subcontractor's performance of the Work.

31. SURVIVAL

The warranty, liability, indemnity, audit, ownership of tangible work product, patent, and confidentiality (including publicity releases) provisions of this Agreement shall survive its termination or final settlement. The provisions of this Agreement relating to termination and settlement of disputes and claims (including choice of law) shall survive its termination, but not its final settlement.

32. INVALIDITY

If any clause, phrase or provision of this Agreement is determined to be contrary to law, then that clause, phrase or provision shall be disregarded but the remainder of the Agreement shall remain in effect.

Executed in one or more counterparts, each of which shall be deemed an original.

Equiva Services LLC for and on behalf
Of Equilon Enterprises LLC and Motiva
Enterprises LLC

BUYER

By: *G. C. Laplante*

G. C. Laplante
Print Name

Title Industry Mgr., SH&E

Date 5/12/00

GARVER ENVIRONMENTAL SERVICE, INC
VENDOR

By: *Raymond G. Meyer*

RAYMOND G. MEYER
Print Name
EXECUTIVE VICE PRESIDENT

Title _____

Date 4/24/00



August 24, 2001

Garner Environmental Services, Inc.
1717 W. 13th Street
Deer Park, TX. 77536

Attn: Raymond G. Weyer.

Subject: Agreement Number **ERA-0017-GCL dated May 12, 1999**

In reference to the subject Agreement mentioned above, please be **advised** that the following changes apply to the subject Agreement and are effective immediately:

Alteration 1 dated August 24, 2001, is being issued to add the Company Contractor Safety, Health & Environmental Standard (as attached) and revise invoicing requirements for the subject Agreement as noted as follows:

Contractor Safety, Health & Environmental Standard (see attached)

Invoices submitted for payment must include the sales tax as a separate item on the invoice, however, if the services provided are not taxable the invoices must reflect the following statement "All sales taxes have been paid to the proper tax authorities." Invoices which do not reflect this information will not be processed for payment.

Consolidated Invoices are no longer acceptable. Invoices must be specific to the Services billed and must include all the necessary back-up documentation.

Except as modified hereinabove, all other terms and conditions of this Agreement shall remain in full force and effect.

Equiva Services LLC for and on behalf
Of Equilon Enterprises LLC and Motiva
Enterprises LLC

By: [Signature]

G. Y. OWUSU
Print Name

Title: Commodity Manager

Date August 24, 2001

Garner Environmental Services, Inc.

By: [Signature]

Otis Chambers
Print Name

Title: Executive Vice President

Date: August 29, 2001

EMERGENCY SPILL RESPONSE AGREEMENT

Agreement No: **ERA-0020-GCL**

Effective Date: **May 31, 2000**

This Emergency Response Agreement ("Agreement"), made and entered into as of the 31st day of May, 2000, by and between EQUILON ENTERPRISES LLC (Equilon) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest or MOTIVA ENTERPRISES LLC (Motiva) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest, a Delaware limited liability company, ("Company"), and Heritage Environmental Services, LLC, a Indiana limited liability company, ("Contractor").

WHEREAS, Company wishes to have access to Contractor's services and resources on an as-needed basis in order to obtain environmental, geological engineering services as may be requested by Company within Contractor's geographical area of operations; and

WHEREAS, Contractor is in the business of providing such services and is willing and able to make its equipment, material, personnel, and services available to Company upon Company's request

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. DEFINITIONS AND GENERAL PROVISIONS

(a) Definitions

"Company" means as set forth in the first paragraph and any of its Members, Subsidiaries, Affiliates and Joint Venture Partners to the extent of their interest for whose benefit Company will be requesting the Work from Contractor.

"Contractor Representative" means a party duly authorized by Contractor to act on its behalf, with whom the Company may consult at all reasonable times concerning the administration of this Agreement, and whose instructions, requests, and decisions issued or made as provided for in this Agreement shall be binding on Contractor. The Contractor Representative shall identify to the Company the person or persons who, as site coordinator, supervisor, or foreman, shall be responsible for receiving and coordinating the Work directions given by Company and for carrying out Contractor's obligations under this Agreement

"Contractor's Personnel" means personnel supplied by Contractor for the performance of the Work and shall include both Contractor's regular employees and any such temporary or subcontract personnel employed or contracted by Contractor in order for Contractor to provide the requested Work to Company.

"Designated Contractor" means a Contractor designated by Company to perform Work normally subcontracted by Contractor. Company will contract directly with Designated Contractor.

"Oil" means petroleum (including crude oil and/or any of its fractions or related distillate products).

"Order" means as set forth in Section 2.

"Work Site" means the location(s) at which the Work is performed, whether or not such location(s) is on Company property.

"Work" means as set forth in Section 2.

31. SURVIVAL

The warranty, liability, indemnity, audit, ownership of tangible work product, patent, and confidentiality (including publicity releases) provisions of this Agreement shall survive its termination or final settlement. The provisions of this Agreement relating to termination and settlement of disputes and claims (including choice of law) shall survive its termination, but not its final settlement.

32. INVALIDITY

If any clause, phrase or provision of this Agreement is determined to be contrary to law, then that clause, phrase or provision shall be disregarded but the remainder of the Agreement shall remain in effect.

Executed in one or more counterparts, each of which shall be deemed an original.

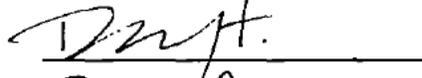
Equiva Services LLC for and on behalf
Of Equilon Enterprises LLC and Motiva
Enterprises LLC
Company

By: 
G. C. Laplante
Print Name

Title Industry Mgr., SH&E

Date 4/12/00

HERITAGE ENVIRONMENTAL SERVICES, LLC.
Contractor

By: 
DEAN CROFT
Print Name

Title SERVICE CENTER MANAGER

Date 5/23/00



September 26, 2000

Heritage Environmental Services
15330 Canal Bank Road
Lemont, IL 60439

Attention: Dean Croft

Subject: Agreement Number **ERA-0020-GCL dated May 31, 2000, Alteration 1**

In reference to the subject Agreement mentioned above, please be advised that the following changes apply to the subject Agreement and are effective immediately:

Alteration 1 dated September 26, 2000, is being issued to add the exhibits to cover services provided by Heritage Environmental Services as attached.

Added the following Exhibits:

- Exhibit D
- Exhibit E
- Exhibit F
- Exhibit G

Except as modified hereinabove, all other terms and conditions of this Agreement shall remain in full force and effect.

Equiva Services LLC for and on behalf
Of Equilon Enterprises LLC and Motiva
Enterprises LLC

Heritage Environmental Services, LLC

By: *L. D. Casey-Hanney*

By: *Dean Croft*

L. D. Casey-Hanney
Print Name

Dean Croft
Print Name

Title: Industry Manager

Title: Service Center Manager

Date: 09-26-00

Date: 9-27-00

EMERGENCY RESPONSE AGREEMENT

Agreement No: **ERA-0024-GCL**

Effective Date: June 27, 2000

This Emergency Response Agreement ("Agreement"), made and entered into as of the 27th day of June, 2000, by and between EQUILON ENTERPRISES LLC (Equilon) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest or MOTIVA ENTERPRISES LLC (Motiva) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest, a Delaware limited liability company, ("Company"), and Industrial Marine Service, Inc., a Virginia corporation, ("Contractor").

WHEREAS, Company wishes to have access to Contractor's services and resources on an as-needed basis in order to obtain environmental, geological engineering services as may be requested by Company within Contractor's geographical area of operations; and

WHEREAS, Contractor is in the business of providing such services and is willing and able to make its equipment, material, personnel, and services available to Company upon Company's request.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. DEFINITIONS AND GENERAL PROVISIONS

(a) Definitions

"Company" means as set forth in the first paragraph and any of its Members, Subsidiaries, Affiliates and Joint Venture Partners to the extent of their interest for whose benefit Company will be requesting the Work from Contractor.

"Contractor Representative" means a party duly authorized by Contractor to act on its behalf, with whom the Company may consult at all reasonable times concerning the administration of this Agreement, and whose instructions, requests, and decisions issued or made as provided for in this Agreement shall be binding on Contractor. The Contractor Representative shall identify to the Company the person or persons who, as site coordinator, supervisor, or foreman, shall be responsible for receiving and coordinating the Work directions given by Company and for carrying out Contractor's obligations under this Agreement.

"Contractor's Personnel" means personnel supplied by Contractor for the performance of the Work and shall include both Contractor's regular employees and any such temporary or subcontract personnel employed or contracted by Contractor in order for Contractor to provide the requested Work to Company.

"Designated Contractor" means a Contractor designated by Company to perform Work normally subcontracted by Contractor. Company will contract directly with Designated Contractor.

"Oil" means petroleum (including crude oil and/or any of its fractions or related distillate products).

"Order" means as set forth in Section 2.

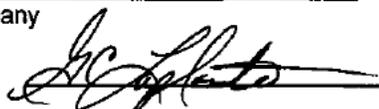
"Work Site" means the location(s) at which the Work is performed, whether or not such location(s) is on Company property.

"Work" means as set forth in Section 2

Executed in one or more counterparts, each of which shall be deemed an original.

Equiva Services LLC for and on behalf
Of Equilon Enterprises LLC and Motiva
Enterprises LLC
Company

Marine Pollution Control Corp., a Michigan corporation
Contractor

By: 
G. C. Laplante
Print Name

By: 
Michael Snyder
Print Name

Title Industry Mgr., SH&E

Title V.P. Administration

Date 6/27/00

Date June 20, 2000



January 22, 2001

Marine Pollution Control Corp.
8631 W. Jefferson Ave.
Detroit , Michigan 48209-2691

Attention: Mr. Michael Snyder

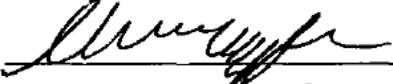
Subject: EMERGENCY RESPONSE AGREEMENT NUMBER ERA-0024-GCL

This alteration is issued to correct Contractor's name to **Marine Pollution Control Corp.** from Industrial Marine Service, Inc.

All other terms and conditions remain unchanged.

Please sign below and return one original to my attention at the address below

Equiva Services LLC for and on behalf
Of Equilon Enterprises and Motiva Enterprises LLC

By: 
GEORGE Y. OWUSU
PRINT NAME

Title: COMMODITY MANAGER

Date: 2-12-2001

Marine Pollution Control Corp.

By: 
MICHAEL SNYDER
PRINT NAME

Title: V.P. ADMINISTRATION

Date: 2-5-2001

**MARINE SPILL RESPONSE CORPORATION
SERVICE AGREEMENT**

EXECUTION INSTRUMENT

The MSRC SERVICE AGREEMENT attached hereto (together with this execution instrument, the "Agreement"), a standard form of agreement amended and restated as of September 27, 1996, is hereby entered into by and between

MOTIVA ENTERPRISES LLC (AS ASSIGNEE OF STAR ENTERPRISE)
[Name of COMPANY]

a Delaware Limited Liability Company
[Type of entity and place of organization]

with its principal offices located at 1100 Louisiana Street, Houston TX 77002

(the "COMPANY"), and MARINE SPILL RESPONSE CORPORATION, a nonprofit corporation organized under the laws of Tennessee ("MSRC"), and shall be identified as

SERVICE AGREEMENT No. 6MPA049 [This is to be provided by MSRC.]

IN WITNESS WHEREOF, the parties hereto each have caused this Agreement to be duly executed and effective as of July 1, 1998.

MOTIVA ENTERPRISES LLC [COMPANY]

By: Rich P. Frazier [signature]
Rich P. Frazier [print name]
Title: General Counsel

Address: 1100 Louisiana Street
Houston, TX 77002

Telephone: 713-277-8150 Fax: 713-277-9920

MARINE SPILL RESPONSE CORPORATION:

By: Judith A. Roos
Judith A. Roos
Marketing & Customer Service Manager
455 Spring Park Place, Suite 200
Herndon, VA 20170
703/326-5617; Fax: 703/326-5660

**MARINE SPILL RESPONSE CORPORATION
SERVICE AGREEMENT**

EXECUTION INSTRUMENT

The **MSRC SERVICE AGREEMENT** attached hereto (together with this execution instrument, the "Agreement"), a standard form of agreement amended and restated as of September 27, 1996, is hereby entered into by and between

EQUILON ENTERPRISES LLC

[Name of COMPANY]

a Delaware Limited Liability Company

[Type of entity and place of organization]

with its principal offices located at 1100 Louisiana, Houston, TX 77002

(the "COMPANY"), and **MARINE SPILL RESPONSE CORPORATION**, a nonprofit corporation organized under the laws of Tennessee ("MSRC"), and shall be identified as

SERVICE AGREEMENT No. WMPA Eto (This is to be provided by MSRC.)

IN WITNESS WHEREOF, the parties hereto each have caused this Agreement to be duly executed and effective as of Jan. 1, 1998.

EQUILON ENTERPRISES LLC

[COMPANY]

By: D. E. Kinnan [signature]

D. E. Kinnan [print name]

Title: General Counsel

Address: 1100 Louisiana Street

Houston, TX 77002

Telephone: 713-277-7150 Fax: 713-277-9836

MARINE SPILL RESPONSE CORPORATION:

By: Judith A. Roos
Judith A. Roos
Marketing & Customer Service Manager
455 Spring Park Place, Suite 200
Herndon, Virginia 20170

703/326-5617; Fax: 703/326-5660

EMERGENCY RESPONSE AGREEMENT

Agreement No: **ERA-0013-GCL**

Effective Date: **March 30, 2000**

This Emergency Response Agreement ("Agreement"), made and entered into as of the 30th day of March, 2000, by and between EQUILON ENTERPRISES LLC (Equilon) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest or MOTIVA ENTERPRISES LLC (Motiva) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest, a Delaware limited liability company, ("Company"), and Oil Mop LLC, a Louisiana corporation, ("Contractor").

WHEREAS, Company wishes to have access to Contractor's services and resources on an as-needed basis in order to obtain environmental, geological engineering services as may be requested by Company within Contractor's geographical area of operations; and

WHEREAS, Contractor is in the business of providing such services and is willing and able to make its equipment, material, personnel, and services available to Company upon Company's request.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. DEFINITIONS AND GENERAL PROVISIONS

(a) Definitions

"Company" means as set forth in the first paragraph and any of its Members, Subsidiaries, Affiliates and Joint Venture Partners to the extent of their interest for whose benefit Company will be requesting the Work from Contractor.

"Contractor Representative" means a party duly authorized by Contractor to act on its behalf, with whom the Company may consult at all reasonable times concerning the administration of this Agreement, and whose instructions, requests, and decisions issued or made as provided for in this Agreement shall be binding on Contractor. The Contractor Representative shall identify to the Company the person or persons who, as site coordinator, supervisor, or foreman, shall be responsible for receiving and coordinating the Work directions given by Company and for carrying out Contractor's obligations under this Agreement.

"Contractor's Personnel" means personnel supplied by Contractor for the performance of the Work and shall include both Contractor's regular employees and any such temporary or subcontract personnel employed or contracted by Contractor in order for Contractor to provide the requested Work to Company.

"Designated Contractor" means a Contractor designated by Company to perform Work normally subcontracted by Contractor. Company will contract directly with Designated Contractor.

"Oil" means petroleum (including crude oil and/or any of its fractions or related distillate products).

"Order" means as set forth in Section 2.

"Work Site" means the location(s) at which the Work is performed, whether or not such location(s) is on Company property.

"Work" means as set forth in Section 2.

Executed in one or more counterparts, each of which shall be deemed an original.

Equiva Services LLC for and on behalf
Of Equilon Enterprises LLC and Motiva
Enterprises LLC

Oil Mop , LLC
145 Keating Drive
Belle Chasse, LA 70037

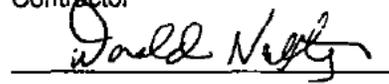
Company

Contractor

By:



By:



G. C. Laplante
Print Name

DONALD NALTY
Print Name

Title

Industry Mgr., SH&E

Title

CEO

Date

3/30/00

Date

3-24-00

VENDOR: SWS Environmental First Response
[Blanket / Purchase] Agreement: ERA-0048-GYO
Issue Date: July 19, 2004

[Shell Oil Company] April 1, 2004

To Be Used For: EMERGENCY RESPONSE ONLY

Commodity Codes

VENDOR:	Supplier Name: SWS Environmental First Response	TAX ID: 65-0183433	Invoicing Information:
Address:	1619 Moylan Road Panama City Beach, FL 32407		Please mail invoice with Freight bill (when Prepaid/Add to Invoice) and bills of lading. For questions regarding payment of invoices, please call: As indicated on BUYER's Release Document
Attn:	Jamie Michael		
Telephone:	813-241-0282		
Fax:	803-241-6765		
Internet:	www.swsefr.com		

Ship To: As Per BUYER's Release.

Bill To: As Per BUYER's Release

Non-Taxable	Taxable	Own Use	Resale	Accounting Code, BUYER's Release Document or AFE: As Per BUYER's Release
-------------	---------	---------	--------	---

1. Payment Terms of Net 30 will be based on the date invoice is received.
All invoices and packing slips must reference the applicable BUYER Release Document or Account Code and be forwarded to the "Bill To" address. Failure to do so may delay or prevent payment.

Delivery term: As per BUYER's Release

Shipping Directions: As Per BUYER's Release

Freight Charges: Prepaid & Allowed Prepaid/Add to Invoice Collect

Notice: This form contains a Liability-Indemnity clause. Please read carefully.

Scope & Duration

This [Blanket / Purchase] Agreement ("Agreement") between Shell Oil Company ("BUYER") and SWS Environmental First Response ("VENDOR"), having its principal office in Panama City Beach, Florida sets forth the terms and conditions pursuant to which VENDOR is to furnish [*] all Goods and/or Services (individually and/or collectively, "Work"), including necessary tools, equipment, materials, supplies (other than those materials or supplies furnished by BUYER), transportation, testing, clean up, permits, and labor and supervision (including costs of worker's compensation and/or employer's liability insurance and all payroll taxes on such labor) necessary to provide the Goods and Services. This Agreement is effective as of April 1, 2004 (the "Effective Date") and shall remain in effect until terminated in accordance with the provision contained herein. In the event of any conflict between the terms and conditions set forth in a BUYER Release Document hereunder and this Agreement, the terms and conditions of this Agreement prevail except to the extent the terms or conditions of the BUYER Release Document specifically state they supersede or amend the terms or conditions of this Agreement.

SWS Environmental First Response, Agreement number ERA-0048-GYO

construed as if not containing the particular invalid or unenforceable provision or provisions, and the rights and obligations of each party shall be construed and enforced accordingly.

42. Entire Agreement.

This Agreement, its attachments and the BUYER Release Documents entered into hereunder set forth the entire agreement between BUYER and VENDOR with respect to the supply of the Goods and Services by VENDOR to BUYER from the Effective Date and supersede and replace any other agreement or understanding in respect of such subject matter whether in writing or otherwise, entered into or existing prior to the Effective Date. Neither this Agreement nor any BUYER Release Document hereunder shall be altered, amended or modified except in writing duly signed by both parties.

43. Acceptance.

By signing below, each party signifies that it has carefully examined and agrees to be bound by all terms and conditions which are contained in this Agreement (including all front pages, the Standard Terms and Conditions contained in Articles 1 through 17 and the Additional Terms and Conditions contained in Articles 18 through 43).

Authorized BUYER Representative

Signature: <u>Mark A Garcia</u>	Date: <u>8/25/04</u>
Name: <u>MARK A. GARCIA</u>	Title: <u>COMMODITY MANAGER</u>
Telephone: <u>713 241-8426</u>	Fax: <u>713 241-8410</u>

Authorized VENDOR Representative

Signature: <u>Jamie Michale</u>	Date: <u>7/29/04</u>
Name: <u>Jamie Michale</u>	Title: <u>Contracts Manager</u>
Telephone: <u>813 241-0282</u>	Fax: <u>813 241-6765</u>

EMERGENCY SPILL RESPONSE AGREEMENT

Agreement No: **ERA-0002-GCL**

Effective Date: **January 11, 2000**

This Emergency Response Agreement ("Agreement"), made and entered into as of the 11th day of January, 2000, by and between EQUILON ENTERPRISES LLC (Equilon) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest or MOTIVA ENTERPRISES LLC (Motiva) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest, a Delaware limited liability company, ("Company"), and United States Environmental Services, LLC., a Louisiana corporation, ("Contractor").

WHEREAS, Company wishes to have access to Contractor's services and resources on an as-needed basis in order to obtain environmental, geological engineering services as may be requested by Company within Contractor's geographical area of operations; and

WHEREAS, Contractor is in the business of providing such services and is willing and able to make its equipment, material, personnel, and services available to Company upon Company's request.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. DEFINITIONS AND GENERAL PROVISIONS

(a) Definitions

"Company" means as set forth in the first paragraph and any of its Members, Subsidiaries, Affiliates and Joint Venture Partners to the extent of their interest for whose benefit Company will be requesting the Work from Contractor.

"Contractor Representative" means a party duly authorized by Contractor to act on its behalf, with whom the Company may consult at all reasonable times concerning the administration of this Agreement, and whose instructions, requests, and decisions issued or made as provided for in this Agreement shall be binding on Contractor. The Contractor Representative shall identify to the Company the person or persons who, as site coordinator, supervisor, or foreman, shall be responsible for receiving and coordinating the Work directions given by Company and for carrying out Contractor's obligations under this Agreement.

"Contractor's Personnel" means personnel supplied by Contractor for the performance of the Work and shall include both Contractor's regular employees and any such temporary or subcontract personnel employed or contracted by Contractor in order for Contractor to provide the requested Work to Company.

"Designated Contractor" means a Contractor designated by Company to perform Work normally subcontracted by Contractor. Company will contract directly with Designated Contractor.

"Oil" means petroleum (including crude oil and/or any of its fractions or related distillate products).

"Order" means as set forth in Section 2.

"Work Site" means the location(s) at which the Work is performed, whether or not such location(s) is on Company property.

"Work" means as set forth in Section 2.

31. SURVIVAL

The warranty, liability, indemnity, audit, ownership of tangible work product, patent, and confidentiality (including publicity releases) provisions of this Agreement shall survive its termination or final settlement. The provisions of this Agreement relating to termination and settlement of disputes and claims (including choice of law) shall survive its termination, but not its final settlement.

32. INVALIDITY

If any clause, phrase or provision of this Agreement is determined to be contrary to law, then that clause, phrase or provision shall be disregarded but the remainder of the Agreement shall remain in effect.

Executed in one or more counterparts, each of which shall be deemed an original.

Equiva Services LLC for and on behalf
Of Equilon Enterprises LLC and Motiva
Enterprises LLC
Company

By:



G. C. Laplante
Print Name

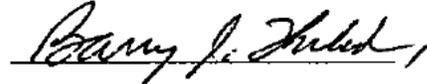
Title Industry Mgr., SH&E

Date

12/3/99

United States Environmental
Services, L.L.C.
Contractor

By:



Barry J. Thibodeaux
Print Name

Title President

Date

12/20/99

EMERGENCY RESPONSE AGREEMENT

Agreement No: **ERA-0016-GCL**

Effective Date: **May 15, 2000**

This Emergency Response Agreement ("Agreement"), made and entered into as of the 15th day of May, 2000, by and between EQUILON ENTERPRISES LLC (Equilon) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest or MOTIVA ENTERPRISES LLC (Motiva) its members, subsidiaries, affiliates and joint venture partners to the extent of their interest, a Delaware limited liability company, ("Company"), and Superior Special Services, Inc., a Wisconsin corporation, ("Contractor").

WHEREAS, Company wishes to have access to Contractor's services and resources on an as-needed basis in order to obtain environmental, geological engineering services as may be requested by Company within Contractor's geographical area of operations; and

WHEREAS, Contractor is in the business of providing such services and is willing and able to make its equipment, material, personnel, and services available to Company upon Company's request.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. DEFINITIONS AND GENERAL PROVISIONS

(a) Definitions

"Company" means as set forth in the first paragraph and any of its Members, Subsidiaries, Affiliates and Joint Venture Partners to the extent of their interest for whose benefit Company will be requesting the Work from Contractor.

"Contractor Representative" means a party duly authorized by Contractor to act on its behalf, with whom the Company may consult at all reasonable times concerning the administration of this Agreement, and whose instructions, requests, and decisions issued or made as provided for in this Agreement shall be binding on Contractor. The Contractor Representative shall identify to the Company the person or persons who, as site coordinator, supervisor, or foreman, shall be responsible for receiving and coordinating the Work directions given by Company and for carrying out Contractor's obligations under this Agreement.

"Contractor's Personnel" means personnel supplied by Contractor for the performance of the Work and shall include both Contractor's regular employees and any such temporary or subcontract personnel employed or contracted by Contractor in order for Contractor to provide the requested Work to Company.

"Designated Contractor" means a Contractor designated by Company to perform Work normally subcontracted by Contractor. Company will contract directly with Designated Contractor.

"Oil" means petroleum (including crude oil and/or any of its fractions or related distillate products).

"Order" means as set forth in Section 2.

"Work Site" means the location(s) at which the Work is performed, whether or not such location(s) is on Company property.

"Work" means as set forth in Section 2.

Executed in one or more counterparts, each of which shall be deemed an original.

Equiva Services LLC for and on behalf
Of Equilon Enterprises LLC and Motiva
Enterprises LLC

SUPERIOR SPECIAL SERVICES, INC.

Company

Contractor

By:



By:



G. C. Laplante

RICHARD P. BURGARD

Print Name

Print Name

Title

Industry Mgr., SH&E

Title

CONTRACT ADMINISTRATION

Date

5/15/00

Date

5/10/2000



APPENDIX B

WORST CASE DISCHARGE ANALYSIS AND SCENARIOS

[Introduction](#)

[Gulf of Mexico Region - North Response Zone](#)

[Worst Case Discharge Planning Volume Calculations](#)

INTRODUCTION

This Appendix identifies potential causes for oil discharges and discusses the response efforts that are necessary for successful mitigation. Included in this Appendix are hypothetical scenarios for various types of spills that have the potential to occur along the system. It is anticipated that the Company will respond to spills in a consistent manner regardless of the location. Therefore, the guidelines discussed in this Appendix will apply to all spills whenever possible.

United States Department of Transportation/Pipeline and Hazardous Materials Safety Administration Discharge Volume Calculation
<ul style="list-style-type: none"> ● Worst Case Discharge <i>The largest volume (Bbls) of the following:</i> <ul style="list-style-type: none"> ■ <i>Pipeline's maximum release time (hrs), plus the maximum shutdown response time (hrs), multiplied by the maximum flow rate (bph), plus the largest line drainage volume after shutdown of the line section.</i> <li style="text-align: center;">--OR-- ■ <i>Largest foreseeable discharge for the line section is based on the maximum historic discharge, if one exists, adjusted for any subsequent corrective action or preventive action taken.</i> <li style="text-align: center;">--OR-- ■ <i>Capacity of the single largest breakout tank or battery of tanks within a single secondary containment system, adjusted for the capacity or size of the secondary containment system.</i>

Scenario Types

The worst case discharge location was chosen because the release:

- Could affect an environmentally sensitive area
- Involves the largest volume release, and
- Occurs during adverse weather conditions (rainy and windy) weather conditions.

Mitigation Tactics for Worst Case Discharge & Other Areas

Tactical plans have been developed for the following locations and are included in the subsequent tabs.

- Capline - Big Black River
- Capline - Hatchie River
- Capline - Ohio River

The tactical plans set forth the response strategy including site descriptions and characteristics, resources and personnel needed, tactical objectives, and assignment lists.

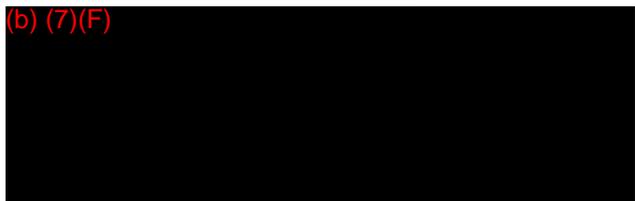
Worst Case Discharge (Pipeline)

Volume

(b) (7)(F)

Location of Worst Case DischargePipeline System

Capline

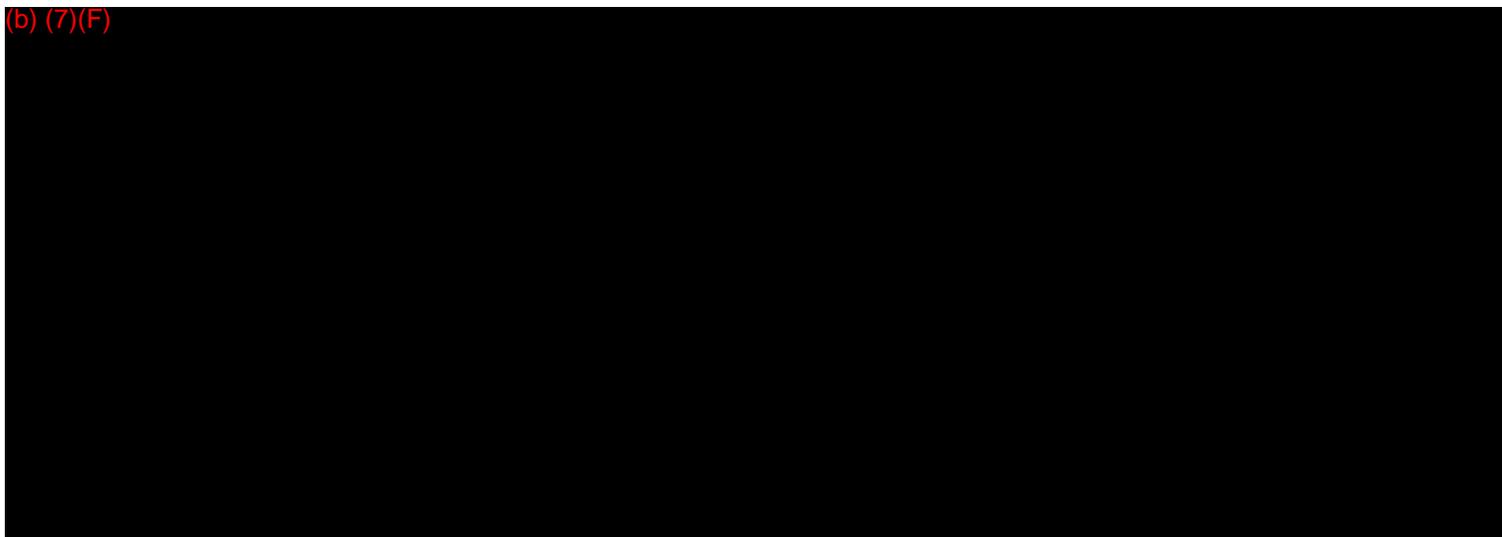
Line Section or Mile Post(b) (7)(F)
**Type of Product**

Crude oil

Weather Conditions

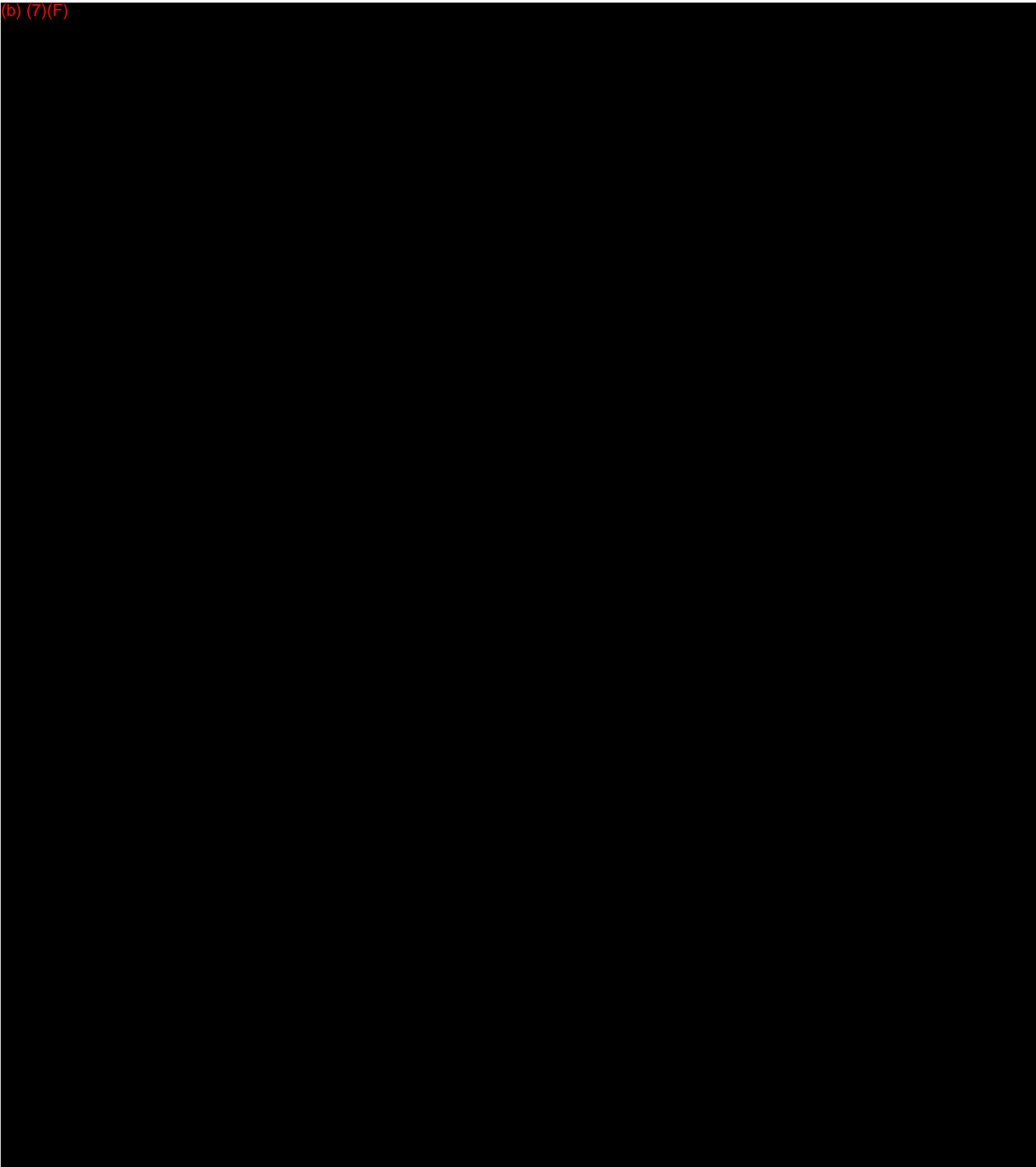
The worst case discharge calculation considers the following adverse conditions:

- 35° F temperature, and
- Medium intensity rain.

(b) (7)(F)


*Drainage volume is based on *Shell's Spill Model*. This program is a proprietary computer program designed to calculate the drainage volume and time for a liquid pipeline which has completely ruptured. The effects of pipeline elevation, block valves and check valves on drainage are taken into account.

(b) (7)(F)



RESPONSE CAPABILITY SCENARIOS

Gulf of Mexico Region - North Response Zone

PHMSA Worst Case Discharge = (b) (7)(F)

A worst case discharge for the Gulf of Mexico Region - North Response Zone is considered to be discharge that does not exceed (b) (7)(F)

Pipeline Worst Case Discharge = (b) (7)(F)

Description

The worst case discharge location was chosen because the release:

- Could affect an environmentally sensitive area
- Involves the largest volume release, and
- Occurs during adverse weather conditions (rainy and windy) weather conditions.

(b) (7)(F)

*Drainage volume is based on *Shell's Spill Model*. This program is a proprietary computer program designed to calculate the drainage volume and time for a liquid pipeline which has completely ruptured. The effects of pipeline elevation, block valves and check valves on drainage are taken into account.

Response Requirement

The Company has identified sufficient response resources, by contract or other approved means, to respond to a Worst Case Discharge to the maximum extent practicable. These response resources include:

- Resources capable of arriving at the staging area within the applicable response tier requirements for non-high volume areas (Tier 1 = 12 hours; Tier 2 = 36 hours; Tier 3 = 60 hours).
- Resources capable of arriving at the staging area within the applicable response tier requirements for high volume areas (Tier 1 = 6 hours; Tier 2 = 30 hours; Tier 3 = 54 hours).
- Resources capable of oil recovery in inclement weather conditions (i.e. heavy rain, snow, ice).

Notes

- Contracted and Company owned equipment and manpower resources are detailed in Figure 2.6 and Appendix A.
- Telephone references are provided in Figures 2.2 and 2.6.

Breakout Tank Worst Case Discharge (b) (7)(F)	
Description	
Terminal	
Patoka	
Tank	(b) (7)(F)
County/State	
Marion County, IL	
Type of Product	
Crude Oil	
Weather Conditions	
The worst case discharge calculation considers the following adverse conditions:	
<ul style="list-style-type: none"> • 35 F temperature, and • medium intensity rain. 	
Volume	
The WCD scenario involves the capacity of the largest single tank, or battery of tanks within a single secondary containment system.	
(b) (7)(F)	

- 35 F temperature, and
- medium intensity rain.

RESPONSE PLANNING VOLUME CALCULATIONS

Location Data			
Location Type			Nearshore/ Inland
Port Type			High Volume Area
WCD Product Type			Crude Oil
Product Group			3
Pipeline and Hazardous Materials Safety Administration WCD Volume (bbls)			(b) (7)
Discharge Volumes/Calculations			
Worst Case Discharge - Based on Pipeline and Hazardous Materials Safety Administration criteria (bbls)			(b) (7)
Selected Calculation Factors (Based on USCG Tables)			
Removal Capacity Planning Volume - Percent Natural Dissipation			30 %
Removal Capacity Planning Volume - Percent Recovered Floating Oil			50%
Removal Capacity Planning Volume - Percent Oil Onshore			50%
Emulsification Factor			2
Tier 1 - On Water Oil Recovery Resource Mobilization Factor			15%
Tier 2 - On Water Oil Recovery Resource Mobilization Factor			25%
Tier 3 - On Water Oil Recovery Resource Mobilization Factor			40%
Response Planning Volume Calculation			
On-Water Recovery Volume (bbls)			(b) (7)(F)
Shoreline Recovery Volume (bbls)			
Shoreline Cleanup Volume (bbls)			
	Tier 1	Tier 2	Tier 3
On-Water Recovery Cpcty (bbls/day)	60,000	100,000	160,000
Shallow Water Resp Cpblty (bbls/day)	12,000	20,000	32,000
Storage Capacity (bbls/day)	120,000	200,000	320,000
On-Water Response Caps (bbls/day)	0	0	0
Additional Response Req'd (bbls/day)	60,000	100,000	160,000
Response Time (hrs)	6	30	54



APPENDIX C

HAZARD EVALUATION / PREVENTION

- C.1 [Release Detection](#)
- C.2 [Leak Detection Systems](#)
- C.3 [Discharge Prevention Systems](#)

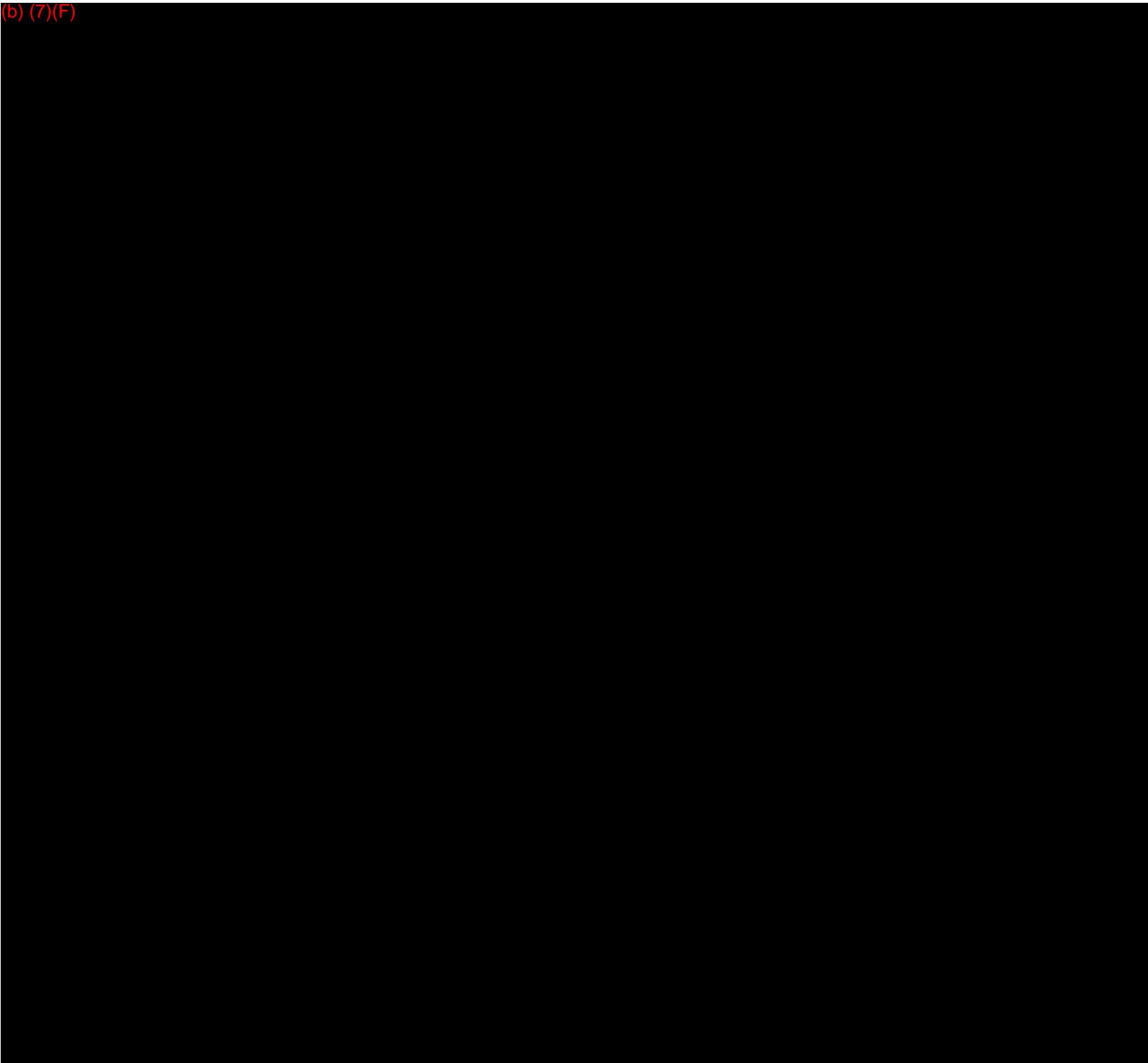
HAZARD EVALUATION / PREVENTION

Leak detection and discharge prevention is accomplished through safe operating procedures and maintenance procedures outlined in the Company Operations and Maintenance (O&M) Manual. The Company Operations and Maintenance Manual is designed to meet the requirements found in Title 49, US Code of Federal Regulations, Part 195, Transportation of Hazardous Liquids by Pipeline.

C.1 RELEASE DETECTION

Leak detection is accomplished by personnel surveillance. All pipelines are inspected

(b) (7)(F)



(b) (7)(F)

Drug and Alcohol Testing

All personnel (including supervisors and contractors) associated with the operation and maintenance of the pipeline facilities covered by this Plan are subject to drug and alcohol testing as dictated by the United States Department of Transportation (DOT) under 49 CFR Part 199. These regulations provide for mandatory pre-employment, random, and post accident drug and alcohol testing.

Security of Facilities

All pipelines subject to DOT jurisdiction must comply with the security requirements listed in 49 CFR Part 195.

C.3 DISCHARGE PREVENTION SYSTEMS

PREVENTION PROGRAMS

SPLC's philosophy is prevention of emergencies to ensure:

- A safe work environment for employees, and
- Protection of the general population and environment.

In order to support SPLC's prevention philosophy, the following programs are provided:

Program	Description
Safety	Promotes safe work practices and procedures.
Preventive Maintenance	Provides preventive maintenance procedures and inspections for: <ul style="list-style-type: none"> • Cathodic protection • Computer systems • Communications systems • Electrical equipment and controls • Mechanical equipment and controls • Paint • Pipeline coatings and inhibitors, and • Tanks and pressure vessels.
Field Inspections	Inspection programs that enable SPLC to assess: <ul style="list-style-type: none"> • Status of and need for corrective actions in the preventive maintenance programs • Input from field staff, and • Effectiveness of operation and maintenance procedures.

Program	Description
Pipeline Rights of Way (ROW) Inspection	As specified by Department of Transportation (DOT) Code of Federal Regulations (CFR), Part 192 and/or 195, pipeline inspections are documented and maintained.
One-Call System	In states where SPLC has facilities, SPLC actively participates in One-Call systems by: <ul data-bbox="695 447 1177 541" style="list-style-type: none">● Paying dues● Using and promoting the system, and● Requiring contractors to use the system.



APPENDIX D

EVACUATION PLAN

D.1 [Evacuation](#)

D.1 EVACUATION

This evacuation plan shall be implemented in the event of an incident which requires the evacuation of one or more areas of the Facility.

The primary responsibility of the Incident Commander is to account for all employees and visitors in the emergency area.

Evacuation Planning

The primary evacuation routes were developed with the following factors taken into consideration:

- ✓ location of stored materials;
- ✓ hazard imposed by spilled material;
- ✓ spill flow direction;
- ✓ prevailing wind direction and speed;
- ✓ water currents, tides, or wave conditions (if applicable);
- ✓ arrival route of emergency response personnel and response equipment;
- ✓ evacuation routes;
- ✓ alternative routes of evacuation;
- ✓ transportation of injured personnel to nearest emergency medical facility;
- ✓ location of alarm/notification systems;
- ✓ the need for a centralized check-in area for evacuation validation (roll call);
- ✓ selection of a mitigation command center; and
- ✓ location of shelter at the facility as an alternative to evacuation.

All employees and contractors have been trained to evaluate the safety of the primary route prior to using it for evacuation.

The Evacuation Diagram shows the primary evacuation routes throughout the Facility.

Evacuation Response

Procedures and Schedules

Introduction

There are several training programs provided to SPLC employees who are expected to respond to incidents.

Requirements

SPLC employees must take incident responder training once and take refresher courses or demonstrate competence every year.

Who Needs This Training

All employees who are identified as potential incident responders must satisfy these training requirements.

Tracking

SPLC tracks all compliance training taken by employees (courses offered internally and externally, drills and actual responses) using Shell's training records management system. Upon notification of completion, the designated area/location employee documents this training in an online system (which is accessible via company intranet). It is line management's responsibility to ensure compliance of initial and refresher training. Individual employee records are maintained through employment and retained for an additional five (5) years after employment.

Evaluation

SPLC will conduct personnel performance reviews and evaluate the effectiveness of the training program. Any changes to the training program that are required to ensure that it is effective will be made as necessary. The evaluation will be conducted once every calendar year, not to exceed 15 months. The supervisor will maintain thorough knowledge of the response procedures for which they are responsible.



APPENDIX E

TRAINING AND DRILLS

E.1 [Response Team Training](#)

[Oil Spill Response Plan Review](#)

[Hazardous Waste Operations and Emergency Response \(29 CFR 1910.120\)](#)

[Incident Command System](#)

[Training Records Maintenance](#)

[Contractor Training](#)

[Training Qualifications](#)

[Drug and Alcohol Testing](#)

E.2 [Response Team Exercises](#)

[Quarterly QI Notification Exercise](#)

[Annual Equipment Deployment Exercise](#)

[Annual Response Team Tabletop Exercise](#)

[Government-Initiated Unannounced Exercise](#)

[Area Exercises](#)

[Exercise Documentation](#)

E.3 [Incident Response Review](#)

[Introduction](#)

[Review of FRP Implementation and Adequacy](#)

[Review of Operational Response](#)

[Area Only Review](#)

[Area and Control Center Review](#)

E.1 RESPONSE TEAM TRAINING

Shell Pipeline Company requires that all response personnel, including contractors and casual labor, have the appropriate training necessary to serve on a response team during an emergency. Team members will receive training in the following:

HAZWOPER (29 CFR 1910.120)--Federal and state regulations require that response team members maintain up-to-date HAZWOPER training necessary to function in their assigned positions. At a minimum, Company employees will receive "First Responder Awareness Level" training. All "Non-Company" personnel responding to a Company incident must satisfy the applicable HAZWOPER training requirements of 29 CFR 1910.120.

INCIDENT COMMAND SYSTEM--Response team members will receive ICS training, and may also receive supplemental training in other, related general topics.

VOLUNTEERS-Shell Pipeline Company will not use volunteers for emergency incident response, and no Company provisions exist to train them. Volunteers may be used by government response entities, as allowed by applicable policies/procedures. Through the various training methods described below the Company's training program is intended to ensure the following results:

That all personnel know:

- Their responsibilities under the Plan.
- The name, address and procedures for contacting the Control Center on a 24-hour basis.
- The name of and procedures for contacting the Qualified Individual on a 24-hour basis.

That all reporting personnel know:

- The Pipelines and Response Zone details for the affected area (Response Zones Annexes).
- The telephone number of the Federal, State and local agencies and other required notifications (Section 2.0).
- The notification process. (Section 2.0).

That all response personnel know:

- The characteristics and hazards of the oil discharged (Section 3.0 and Appendix H - MSDS).
- The conditions that is likely to worsen emergencies, including the consequences of pipeline malfunctions, and the appropriate corrective actions.
- The steps necessary to control any accidental discharge of oil and to minimize the potential for fire, explosion, toxicity or environmental damage (Section 3.0).

Oil Spill Response Plan Review

All Response Team Members should review their Oil Spill Response Plan whenever their job position or responsibilities change under the Plan. A copy of this Plan will be available at all times to Team Members.

HAZARDOUS WASTE OPERATIONS AND EMERGENCY RESPONSE (29 CFR 1910.120)

Federal and State regulations require that Response Team Members maintain up-to-date Hazardous Waste Operations and Emergency Response training necessary to function in their assigned positions. At a minimum, team members will receive "First Responder Awareness Level" training. All personnel responding to an incident must satisfy the applicable Hazardous Waste Operations and Emergency Response training requirements of 29 CFR 1910.120.

OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION HAZARDOUS WASTE OPERATIONS AND EMERGENCY RESPONSE TRAINING REQUIREMENTS		
Responder Classification	Required Training Hours	Refresher
29CFR 1910.120(q) Emergency Response		
First Responder - Awareness Level	2-4 hrs demonstration of competency	same
First Responder - Operations Level	8 hrs	8 hrs
Hazardous Materials Technician	24 hrs plus competency	8 hrs
Hazardous Materials Specialist	24 hrs plus competency in specialized areas	8 hrs
Incident Commander	24 hrs plus competency	8 hrs
29CFR 1910.120(e) Clean Up Sites		
General Site Workers	40 hrs / 3 days on the job training	8 hrs
Occasional Workers (Limited Tasks)	24 hrs / 1 day on the job training	8 hrs
General Site Workers (Low Hazard)	24 hrs / 1 day on the job training	8 hrs
Supervisors	8 hrs supervisor training	8 hrs
* Previous work experience and/or training certified as equivalent by employer.		

Incident Command System

Response Team Members will receive Incident Command System training and may also receive supplemental training in other related general topics.

Training Records Maintenance

Emergency response training records are maintained at the Company's office. Training records for response personnel will be maintained for as long as personnel have duties in this Emergency Response Plan.

Contractor Training

The Company also recognizes that contract personnel must also have sufficient training to respond emergency response situations. The Company communicates this training need to its key contractors during contract negotiations and often specifically spells out this requirement in its contracts. The Company uses well-known spill response contractors whose reputation and experience levels help ensure personnel who respond will be trained to appropriate levels.

Training Qualifications

As no formalized method of certifying training instructors has been provided by the Occupational Safety and Health Administration, the Company ensures the competency of its instructors and training organizations by selecting trainers and/or organizations with professional reputations and extensive hands-on and classroom experience in their subject matter. The Company personnel with responsibility to coordinate the training program also conduct periodic informal audits of training courses selected for the Company training program to ensure their suitability for the program.

Drug and Alcohol Testing

All personnel (including supervisors and contractors) associated with the operation and maintenance of the pipeline facilities covered by this Plan are subject to drug and alcohol testing as dictated by the United States Department of Transportation (DOT) under 49 CFR Part 199. These regulations provide for mandatory pre-employment, random, and post accident drug and alcohol testing.

E.2 RESPONSE TEAM EXERCISES

Spill Management Team members, government agencies, contractors, and other resources must participate in response exercises required by Federal, State, or local regulations and as detailed in the "National Preparedness for Response Exercise Program (PREP) Guidelines." The Company will conduct announced drills to maintain compliance, and each plan-holder must participate in at least one exercise annually. The following table lists the triennial exercise cycle for facilities (see National Preparedness for Response Exercise Program Guidelines for full details).

TRIENNIAL CYCLE		
Total Number	Frequency	Exercise Type/Description
12	Quarterly	Qualified Individual Notification Exercise
3	Annually	Equipment Deployment Exercise (<i>Facility-owned equipment</i>)
3	Annual	Response Team Tabletop Exercise
3	Annual	Equipment Deployment Exercise (<i>facilities with Oil Spill Removal Organization-owned equipment</i>)
3	3 per Triennial Cycle	Unannounced Exercise (<i>not a separate exercise</i>) Actual response can be considered as an unannounced exercise. Credit can also be given for unannounced equipment deployment and Response Team tabletop exercises.
NOTES: 1) All Emergency Response Plan components must be exercised at least once in the Cycle. 2) Triennial cycle is completed for each response zone.		

Quarterly QI Notification Exercise

- **Scope:** Exercise communication between Pipeline personnel and the Qualified Individual(s) and/or designated alternate(s). At least once each year, one of the notification exercises should be conducted during non-business hours.

- **Objective:** Contact must be made with a Qualified Individual or designated alternate, as identified in the Plan.
- **General:** All personnel receiving notification shall respond to the notification and verify their receipt of the notification. Personnel who do not respond should be contacted to determine whether or not they received the notification.

Annual Equipment Deployment Exercise (for operator and/or Oil Spill Removal Organization equipment)

- **Scope:** Demonstrate ability to deploy spill response equipment identified in the Oil Spill Response Plan.
 - May consist entirely of operator or OSRO owned equipment, or a combination of OSRO and operator equipment.
 - The number of equipment deployment exercises conducted should be such that equipment and personnel assigned to each Response Zone are exercised at least once a year and semi-annually for each terminal with response equipment. If the same personnel and equipment respond to multiple zones, they need only exercise once per year. If different personnel and equipment respond to various Response Zones, each must participate in an annual equipment deployment exercise.
- **Objective:** Demonstrate personnel's ability to deploy and operate response equipment. Ensure that the response equipment is in proper working order.
- **General:** The Facility may take credit for actual equipment deployment to a spill, or for training sessions, as long as the activities are properly documented.

Annual Response Team Tabletop Exercise

- **Scope:** Exercise the response team's organization, communication, and decision-making in managing a spill response. Each team identified within the Plan must conduct an annual Response Team Tabletop Exercise.
- **Objective:** Exercise the response team in a review of the following:
 - Knowledge of the Plan.
 - Proper notifications.
 - Communications system.
 - Ability to access an OSRO.
 - Coordination of internal spill response personnel.
 - Review of the transition from an initial team to a regional team.
 - Ability to effectively coordinate response activity with the National Response System (NRS) Infrastructure.
 - Ability to access information in the Area Contingency Plan.
- **General:** A minimum of one Response Team Tabletop Exercise in a triennial cycle will involve a Worst Case Discharge scenario.

Government-Initiated Unannounced Exercise

- **Scope:** Demonstrate ability to respond to a Worst Case Discharge spill event.
- **Objectives:** Designated Oil Spill Response Team Members should demonstrate adequate knowledge of their Emergency Response Plan and the ability to organize, communicate, coordinate, and respond in accordance with that Plan.
- **General:** Maximum of 20 unannounced Pipeline and Hazardous Materials Safety Administration exercises conducted annually for the pipeline industry as a whole. A single owner or operator will not be required to participate in a PHMSA-initiated unannounced exercise if they have already participated in one within the previous 36 months.

Area Exercises

- **Objective:** The purpose of the area exercise is to exercise the entire response community in a particular area. An area is defined as that geographic area for which a separate and distinct Area Contingency Plan has been prepared, as described in Oil Pollution Act 90. The response community includes the Federal, State, and local government and industry. The area exercises are designed to exercise the government and industry interface for spill response.
- **General:** The goal is to ensure that all areas of the country are exercised triennially. All of the area exercises will be developed by an exercise design team. The exercise design team is comprised of representatives from the Federal, State, and local government and industry. A lead plan holder would lead each area exercise. The lead plan holder is the organization (government or industry) that holds the primary plan that is exercised in the area exercise. The lead plan holder would have the final word on designing the scope and scenario of the exercise.

Exercise Documentation

- All exercises should be documented and maintained at the Company office; documentation should specify:
 - The type of exercise;
 - Date and time of the exercise;
 - A description of the exercise;
 - The objectives met in the exercise;
 - The components of the response plan exercised; and
 - Lessons learned.
- Exercise documentation should be kept on file for the required length of time depending on the regulating agency (three (3) years for the U.S. Coast Guard and five (5) years for the Pipeline and Hazardous Materials Safety Administration and the U.S. Environmental Protection Agency).

E.3 INCIDENT RESPONSE REVIEW

Introduction

The following explains the guidelines to follow for conducting a review of the incident response. Shell Supply and Distribution (S&D) must conduct a review of responses to certain incidents in accordance with:

- 49 CFR 194.121(b) after containment and initial cleanup of a "oil spill" to evaluate the implementation of the FRP and its adequacy, and
- 49 CFR 195.402(e)(9) to evaluate the effectiveness of emergency operational procedures.

The Shell Supply & Distribution North America Incident Reporting and Investigation procedure shall also be referred to for additional response review requirements.

Review of FRP Implementation and Adequacy (49 CFR Part 194)

Certain "oil spills" result in Shell Supply and Distribution (S&D) implementing its Facility Response Plan (FRP) and activating its location response team. In these cases, a review of the plans' implementation and the plan's adequacy must be conducted. This review should begin as soon as possible while the facts of the incident are fresh in the responders' minds. Ideally, this would be initiated during the proactive phase of the incident or immediately following conclusion of the response. The following table outlines the responsibilities and the procedures for conducting a review of a response to contain and mitigate an "oil spill:"

Step	Action
1	Identify the review leader. Unless specifically directed otherwise by management, the review leader will be the Incident Commander for the facility or Location Response Team, as appropriate.
2	The review leader will determine the depth of the review based upon the magnitude of the response and improvements encountered.
3	The Incident Commander may assign members of the response team as necessary to assist with the review.
4	Discuss all improvements regarding the response or the plan's adequacy with Shell S&D's HSSE Manager (crude or products) before issuing the formal review.

Step	Action
5	All reviews must be documented on form SP-30, "Incident Response Review."
6	Consider the following guidelines in review preparation: <ul style="list-style-type: none"> • State only the facts • Do not express opinions • Do not assign blame, and • Do not evaluate individual performance.
7	Route in accordance with instructions on SP-30.
8	Shell S&D's HSSE Manager (crude or products) will serve as the focal point for addressing any noted improvements.

Review of Operational Response - 49 CFR Part 195

All operational responses to emergency conditions for hazardous liquid pipelines are required to be reviewed to determine the adequacy of the procedures in mitigating the different types of emergencies. Depending upon how the affected facility is operated, this review can either be solely the Area's responsibility or a joint Area and Control Center responsibility.

Area Only Review - 49 CFR Part 195

The following table outlines the responsibilities and procedures for conducting a review of the operational procedures to mitigate an emergency involving only the Area.

Step	Action
1	Identification of the review leader. Unless specifically directed otherwise by management, the supervisor/foreman responsible for the affected system(s) will conduct the review.
2	The review leader will determine the depth of the review based upon the magnitude of the response and improvements encountered.

Step	Action
3	<p>As applicable, the review must cover the adequacy of the procedures which address the following:</p> <ul style="list-style-type: none"> ● Receiving emergency notifications and evaluating the appropriate response ● Prompt and effective response to notifications for the various types of emergencies ● Personnel, equipment, instruments, tools, and materials as needed at the scene of an emergency ● Emergency shutdown or pressure reduction to minimize the volume of hazardous liquid that is released from any section of a pipeline system in the event of a failure ● Control of the released product on site to minimize the hazards ● Protection of the public by assisting with evacuation and traffic control ● Notification of fire, police, and other appropriate public officials and response coordination as appropriate for hazardous liquids, carbon dioxide, or highly volatile liquids (HVL), and ● Use of appropriate instruments to assess the extent and coverage of vapor cloud and hazardous areas resulting from HVL releases.
4	<p>The review must contain as a minimum the following:</p> <ul style="list-style-type: none"> ● A "check mark" indicating that the review was performed ● A signature of the person who performed the review, and ● A date indicating when the review was performed.
5	<p>A copy of all reviews shall be sent to:</p> <ul style="list-style-type: none"> ● General Manager ● Operations Manager and ● Shell S&D HSSE Manager (crude or products).
6	<p>The review leader will serve as the focal point for addressing any noted improvements.</p>

Area and Control Center Review - 49 CFR Part 195

The following table outlines the responsibilities and procedures for conducting a review of the operational procedures to mitigate an emergency involving both the Area and the Control Center.

Step	Action
1	Identification of the review leader. Unless specifically directed otherwise by management, the supervisor/foreman responsible for the affected system(s) will conduct the review.
2	The review leader will determine the depth of the review based upon the magnitude of the response and improvements encountered.
3	<p>As applicable, the Area will review the adequacy of the procedures which address the following:</p> <ul style="list-style-type: none"> ● Receiving emergency notifications and evaluating the appropriate response ● Prompt and effective response to notifications for the various types of emergencies ● Personnel, equipment, instruments, tools, and materials as needed at the scene of an emergency ● Emergency shutdown or pressure reduction to minimize the volume of hazardous liquid that is released from any section of a pipeline system in the event of a failure ● Control of the released product on site to minimize the hazards ● Protection of the public by assisting with evacuation and traffic control ● Notification of fire, police, and other appropriate public officials and response coordination as appropriate for hazardous liquids, carbon dioxide, or highly volatile liquids (HVL), and ● Use of appropriate instruments to assess the extent and coverage of vapor cloud and hazardous areas resulting from HVL releases.
4	<p>The review must contain as a minimum the following:</p> <ul style="list-style-type: none"> ● A "check mark" indicating that the review was performed ● A signature of the person who performed the review, and ● A date indicating when the review was performed.
5	Forwarded the review to the appropriate Operations Supervisor.

Step	Action
6	<p>As applicable, the Operations Supervisor will review the adequacy of the procedures which address the following:</p> <ul style="list-style-type: none"> ● Receiving emergency notifications and evaluating the appropriate response ● Prompt and effective response to notifications for the various types of emergencies ● Personnel, equipment, instruments, tools, and materials as needed at the scene of an emergency ● Emergency shutdown or pressure reduction to minimize the volume of hazardous liquid that is released from any section of a pipeline system in the event of a failure, and ● Notification of fire, police, and other appropriate public officials and response coordination as appropriate for hazardous liquids, carbon dioxide, or highly volatile liquids (HVL).
7	<p>The review must contain as a minimum the following:</p> <ul style="list-style-type: none"> ● A "check mark" indicating that the review was performed ● A signature of the person who performed the review, and ● A date indicating when the review was performed.
8	<p>A copy of all reviews shall be sent to:</p> <ul style="list-style-type: none"> ● Originating foreman/supervisor ● General Manger ● Operations Manager ● Shell S&D HSSE Manager (crude or products) ● Manager Control Center, and ● Community Safety.
9	<p>The originating foreman/supervisor shall be responsible for following-up on any Area noted improvements.</p>
10	<p>The Operations Supervisor shall be responsible for following-up on any Control Center noted improvements.</p>



APPENDIX F

DISPOSAL PLAN

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WASTE MANAGEMENT

OVERVIEW

A major oil spill response would generate significant quantities of waste materials ranging from oily debris and sorbent materials to sanitation water and used batteries. All these wastes need to be classified and separated (i.e., oily, liquid, etc.), transported from the site, and treated and/or disposed of at approved disposal sites. Each of these activities demands that certain health and safety precautions be taken, which are strictly controlled by federal and state laws and regulations. This section provides an overview of the applicable state regulations governing waste disposal, and a discussion of various waste classification, handling, transfer, storage, and disposal techniques. It is the responsibility of the Company's HSSE Department to manage waste disposal needs during an oil spill cleanup.

WASTE CLASSIFICATION

Oily - Liquid Wastes

Oily liquid wastes (i.e., oily water and emulsions) that would be handled, stored, and disposed of during response operations are very similar to those handled during routine storage and transfer operations. The largest volume of oily liquid wastes would be produced by recovery operations (e.g., through the use of vacuum devices or skimmers). In addition, oily water and emulsions would be generated by vehicle operations (e.g., spent motor oils, lubricants, etc.), and equipment cleaning operations.

Non-Oily - Liquid Wastes

Response operations would also produce considerable quantities of non-oily liquid wastes. Water and other non-oily liquid wastes would be generated by the storage area and stormwater collection systems, vessel and equipment cleaning (i.e., water contaminated with cleaning agents), and office and field operations (i.e., sewage, construction activities).

Oily - Solid/Semi-Solid Wastes

Oily solid/semi-solid wastes that would be generated by containment and recovery operations include damaged or worn-out booms, disposable/soiled equipment, used sorbent materials, saturated soils, contaminated beach sediments, driftwood, and other debris.

Non-Oily - Solid/Semi-Solid Wastes

Non-oily solid/semi-solid wastes would be generated by emergency construction operations (e.g., scrap, wood, pipe, and wiring) and office and field operations (i.e., refuse). Vessel, vehicle, and aircraft operations also produce solid wastes.

WASTE HANDLING

A primary concern in the handling of recovered oil and oily debris is contaminating unaffected areas or recontaminating already cleaned areas. Oily wastes generated during the response operations would need to be separated by type and transferred to temporary storage areas and/or transported to incineration or disposal sites. Proper handling of oil and oily wastes is imperative to ensure personnel health and safety.

Safety Considerations

Care would be taken to avoid or minimize direct contact with oily wastes. All personnel handling or coming into contact with oily wastes would wear protective clothing. A barrier cream can be applied prior to putting on gloves to further reduce the possibility of oily waste absorption. Safety goggles would be worn by personnel involved in waste handling activities where splashing might occur. Any portion of the skin exposed to oily waste would be washed with soap and water as soon as possible.

Decontamination zones would be set up during response operations to ensure personnel are treated for oil exposure.

Waste Transfer

During response operations, it may be necessary to transfer recovered oil and oily debris from one point to another several times before the oil and oily debris are ultimately recycled, incinerated or disposed of at an appropriate disposal site. Depending on the location of response operations, any or all of the following transfer operations may occur:

- From portable or vessel-mounted skimmers into flexible bladder tanks, storage tanks of the skimming vessel itself, or a barge.
- Directly into the storage tank of a vacuum device.
- From a skimming vessel or flexible bladder to a barge.
- From a vacuum device storage tank to a barge.
- From a barge to a tank truck.
- From a tank truck to a processing system (e.g., oil/water separator).
- From a processing system to a recovery system and/or incinerator.
- Directly into impermeable bags that, in turn, are placed in impermeable containers.
- From containers to trucks.

There are four general classes of transfer systems that may be employed to affect oily waste transfer operations:

- **Pumps:** Rotary pumps, such as centrifugal pumps, may be used when transferring large volumes of oil, but they may not be appropriate for pumping mixtures of oil and water. The extreme shearing action of centrifugal pumps tends to emulsify oil and water, thereby increasing the viscosity of the mixture and causing low, inefficient transfer rates. The resultant emulsion would also be more difficult to separate into oil and water fractions. Lobe or "positive displacement" pumps work well on heavy, viscous oils, and do not emulsify the oil/water mixture. Double-acting piston and double acting diaphragm pumps are reciprocating pumps that may also be used to pump oily wastes.

WASTE HANDLING (Cont'd)

Waste Transfer (Cont'd)

- **Vacuum Systems:** A vacuum truck may be used to transfer viscous oils but they usually pick up a very high water/oil ratio.
- **Belt/Screw Conveyors:** Conveyors may be used to transfer oily wastes containing a large amount of debris. These systems can transfer weathered debris laden oil either horizontally or vertically for short distances (i.e., 10 feet) but are bulky and difficult to set up and operate.
- **Wheeled Vehicles:** Wheeled vehicles may be used to transfer liquid wastes or oily debris to storage or disposal sites. These vehicles have a limited transfer volume (i.e., 100 barrels) and require good site access.

Table 1 provides a comparative evaluation of 15 types of transfer systems that could be available for transfer operations.

WASTE STORAGE

Interim storage of recovered oil, oily and non-oily waste would be considered to be an available means of holding the wastes until a final management method is selected. In addition, the segregation of wastes according to type would facilitate the appropriate method of disposal. The storage method used would depend upon:

- The type and volume of material to be stored.
- The duration of storage.
- Access.

During an oil spill incident, the volume of oil that can be recovered and dealt with effectively depends upon the available storage capacity. Typical short-term storage options are summarized in Table 2. The majority of these options can be used either onshore or offshore. If storage containers such as bags or drums are used, the container must be clearly marked and/or color-coded to indicate the type of material/waste contained and/or the ultimate disposal option. Bladder or pillow tanks would be acceptable, if the available space can support the weight of both the container and the product.

Fuel barges may be the best option for temporary storage of oil recovered in open waters. Depending on size, these vessels may be able to hold up to 6,000 barrels of oil and water. The barge deck can be used as a platform for operating oil spill clean-up equipment and storing containment boom.

Empty barges have four to six feet draft which would increase when these barges are filled with oil or loaded with cargo. Consequently, they may not be able to enter shallow, nearshore waters.

It may be difficult to offload recovered oil stored inside barges. Due to natural forces which affect spilled oil, recovered oil may be very viscous or emulsified, rather than free-flowing. It may be necessary to use steam to heat viscous oil before pumping it from the barge.

WASTE STORAGE (Cont'd)

Steel or rubber tanks can be used to store oil recovered near the shoreline. To facilitate offloading, demulsifiers may be used to break emulsions prior to placing the recovered substance into the barges or storage tanks.

Use of any site for storage is dependent on the approval of the local authorities. The following elements affect the choice of a potential storage site:

- Geology.
- Ground water.
- Soil.
- Flooding.
- Surface water.
- Slope.
- Covered material.
- Capacity.
- Climatic factors.
- Land use.
- Toxic air emissions.
- Security.
- Access.
- Public contact.

Temporary storage sites should use the best achievable technology to protect the environment and human health. They should be set up to prevent leakage, contact, and subsequent absorption of oil by the soil. The sites should be bermed (1 to 1.5 meters high) and double lined with plastic or visqueen sheets 6-10 millimeters or greater in thickness, without joints, prior to receiving loose and bagged debris. The edges of the sheet should be weighted with stones or earth to prevent damage by wind, and the sheet should be placed on a sand layer or an underfelt thick enough to prevent piercing. A reinforced access area for vehicles at the edge of the site should be provided. In addition, the oily debris should be covered by secured visqueen or tarps and an adequate stormwater runoff collection system for the size and location of the site would be utilized. Additionally, the sites should be at least 3 meters above mean sea level.

Oily debris can be hauled to an approved temporary storage sites in visqueen lined trucks or other vehicles. Burnable, non-burnable, treatable and re-usable materials can be placed in well defined separate areas at temporary storage sites.

When the last of the oily debris leaves a temporary storage site, the ground protection would be removed and disposed of with the rest of the oily debris. Any surrounding soil which has become contaminated with oil would also be removed for disposal or treatment. If the soils were removed for treatment, they may be replaced if testing proves acceptable levels have been achieved. Treatment and remediation is encouraged when feasible. The temporary storage should be returned to its original condition.

WASTE DISPOSAL

Techniques for Disposal of Recovered Oil

Recovery, reuse, and recycling are the best choices for remediation of a spill, thereby reducing the amount of oily debris to be bermed onsite or disposed of at a solid waste landfill. Treatment is the next best alternative, but incineration and burning for energy recovery have more options within the state. There are some limitations and considerations in incinerating for disposal. Environmental quality of incineration varies with the type and age of the facility. Therefore, when incineration becomes an option during an event, local air quality authorities would be contacted for advice about efficiency and emissions of facilities within their authority. Approval of the local air authorities is a requirement for any incineration option. Landfilling is the last option. Final disposal at a solid or dangerous waste landfill is the least environmentally sound method of dealing with a waste problem such as oily debris.

During an oil spill incident, the Company would consult with the federal and state On Scene Coordinator (OSC) to identify the acceptable disposal methods and sites appropriately authorized to receive such wastes. The Company maintains a list of approved disposal sites that satisfy local, state, and federal regulations and company requirements. This identification of suitable waste treatment and disposal sites would be prepared by the HSSE Department of the Company Response Team in the form of an Incident Disposal Plan which must be authorized by the U.S. Coast Guard and/or the EPA. An Incident Disposal Plan would include predesignated interim storage sites, segregation strategies, methods of treatment and disposal for various types of debris, and the locations/contacts of all treatment and disposal site selections. Onsite treatment/disposal will be preferred.

In order to obtain the best overall Incident Disposal Plan, a combination of methods should be used. There is no template or combination of methods that can be used in every spill situation. Each incident should be reviewed carefully to ensure an appropriate combination of disposal methods are employed.

The different types of wastes generated during response operations would require different disposal methods. To facilitate the disposal of wastes, they should be separated by type for temporary storage, transport and disposal. Table 3 lists some of the options that would be available to segregate oily wastes. The table also depicts methods that may be employed to separate free and/or emulsified water from the oily liquid waste.

The following is a brief discussion of some disposal techniques available for recovered oil and oily debris.

Recycling

This technique entails removing water from the oil and blending the oil with uncontaminated oil. Recovered oil can be shipped to refineries provided that it is exempt from hazardous waste regulations. There it can be treated to remove water and debris, and then blended and sold as a commercial product.

The Company's **HSSE Department** is responsible for ensuring that all waste materials be disposed of at a Company internally approved disposal site.

WASTE DISPOSAL (Cont'd)

Incineration

This technique entails the complete destruction of the recovered oil by high temperature thermal oxidation reactions. There are licensed incineration facilities as well as portable incinerators that may be brought to a spill site. Incineration may require the approval of the local Air Pollution Control Authority. Factors to consider when selecting an appropriate site for onsite incineration would include:

- Proximity to recovery locations.
- Access to recovery locations.
- Adequate fire control.
- Approval of the local air pollution control authorities.

In Situ Burning/Open Burning

Burning techniques entail igniting oil or oiled debris and allowing it to burn under ambient conditions. These disposal techniques are subject to restrictions and permit requirements established by federal, state and local laws. They would not be used to burn PCBs, waste oil containing more than 1,000 parts per million of halogenated solvents, or other substances regulated by the EPA. Permission for *in situ* burning may be difficult to obtain when the burn takes place near populated areas.

As a general rule, *in situ* burning would be appropriate only when atmospheric conditions will allow the smoke to rise several hundred feet and rapidly dissipate. Smoke from burning oil will normally rise until its temperature drops to equal the ambient temperature. Afterwards, it will travel in a horizontal direction under the influence of prevailing winds.

Landfill Disposal

This technique entails burying the recovered oil in an approved landfill in accordance with regulatory procedures. Landfill disposal of free liquids is prohibited by federal law in the United States.

With local health department approval, non-burnable debris which consists of oiled plastics, gravel and oiled seaweed, kelp, and other organic material may be transported to a licensed, lined, approved municipal or private landfill and disposed of in accordance with the landfill guidelines and regulations. Landfill designation would be planned only for those wastes that have been found to be unacceptable by each of the other disposal options (e.g., waste reduction, recycling, energy recovery). Wastes would be disposed of only at Company-approved disposal facilities. The Company's **HSSE Department** is responsible for ensuring that all waste materials are disposed of at a Company internally approved disposal site. Disposal at a non-approved facility would require approval by the Company **HSSE Department** prior to sending any waste to such a facility.

TABLE 1

COMPARATIVE EVALUATION OF OIL SPILL TRANSFER SYSTEMS

CHARACTERISTICS OF TRANSFER SYSTEMS	CENTRIFUGAL PUMP	LOBE PUMP	GEAR PUMP	INTERMESHING SCREW	VALVE PUMP	FLEXIBLE IMPELLER	SCREW/AUGER PUMP	PROGRESSING CAVITY	PISTON PUMP	DIAPHRAGM PUMP	AIR CONVEYOR	VACUUM TRUCK	PORTABLE VACUUM PUMP	CONVEYOR BELT	SCREW CONVEYOR	WHEELED VEHICLES
High Viscosity Fluids	1	5	5	5	3	2	5	5	5	3	5	4	4	5	4	5
Low Viscosity Fluids	5	2	2	2	3	4	1	3	3	4	5	5	5	1	1	5
Transfer Rate	5	2	1	1	3	4	1	2	2	3	4	5	3	2	2	2
Debris Tolerance																
◦ Silt/Sand	5	3	1	1	1	4	5	5	3	4	5	5	5	5	5	5
◦ Gravel/Particulate	5	2	1	1	1	2	5	3	2	3	5	5	4	5	4	5
◦ Seaweed/Stringy Matter	2	3	4	3	2	2	4	4	3	3	4	4	3	5	4	5
Tendency to Emulsify Fluids	1	4	3	3	3	3	5	5	2	5	5	5	5	5	5	5
Ability to Run Dry	5	3	2	1	2	3	4	3	3	2	5	5	5	4	3	
Ability to Operate Continuously	5	3	2	2	2	3	3	3	4	4	3	3	3	3	2	4
Self Priming	1	3	2	2	2	5	1	5	4	4	5	5	5	5	5	
Suction/Head	2	3	2	2	3	4	1	5	5	2	5	4	3			
Back Pressure/Head	1	5	5	5	4	3	4	5	2	4	1	1	1	3	3	
Portability	5	3	3	2	4	4	3	2					2	1	1	
Ease of Repair	5	3	2	2	3	4	3	2	3	5	1	1	2	3	2	3
Cost	5	B	2	2	3	3	1	2	3	5	1	1	2	2	2	3
Comments	E,J	B	B	B,J		F	A	B	B,D	A,C,D	F,G,I	F,G,I	F,G			G,H,I

KEY TO RATINGS:

5 = Best; 1 = Worst

KEY TO COMMENTS:

- A. Normally require remote power sources, thus are safe around flammable fluids.
- B. Should have a relief valve in the outlet line to prevent bursting hoses.
- C. Air powered units tend to freeze up in sub-freezing temperatures.
- D. Units with work ball valves are difficult to prime.
- E. Some remotely powered types are designed to fit in a tanker's butterworth hatch.
- F. Can also pump air at low pressure.
- G. Transfer is batch-wise rather than continuous.
- H. Waste must be in separate container for efficient transfer.
- I. Transportable with its own prime mover.
- J. High shear action tends to emulsify oil and water mixtures.

TABLE 2
TEMPORARY STORAGE METHODS

CONTAINER	ONSHORE	OFFSHORE	SOLIDS	LIQUIDS	NOTES
Barrels	x	x	x	x	May require handling devices. Covered and clearly marked.
Tank Trucks	x	x		x	Consider road access. Barge-mounted offshore.
Dump/Flat Bed Trucks	x		x		May require impermeable liner and cover. Consider flammability of vapors at mufflers.
Barges		x	x	x	Liquids only in tanks. Consider venting of tanks.
Oil Storage Tanks	x	x		x	Consider problems of large volumes of water in oil.
Bladders	x	x		x	May require special hoses or pumps for oil transfer.

TABLE 3
OILY WASTE SEPARATION AND DISPOSAL METHODS

TYPE OF MATERIAL	SEPARATION METHODS	DISPOSAL METHODS
LIQUIDS		
Non-emulsified oils	Gravity separation of free water	Incineration Use of recovered oil as refinery/production facility feedstock
Emulsified oils	Emulsion broken to release water by: <ul style="list-style-type: none"> ● heat treatment ● emulsion breaking chemicals ● mixing with sand ● centrifuge ● filter/belt press 	Use of recovered oil as refinery/production facility feedstock
SOLIDS		
Oil mixed with sand	Collection of liquid oil leaching from sand during temporary storage Extraction of oil from sand by washing with water or solvent Removal of solid oils by sieving	Incineration Use of recovered oil as refinery/production facility feedstock Direct disposal Stabilization with inorganic material Degradation through land farming or composting
Oil mixed with cobbles or pebbles	Screening Collection of liquid oil leaching from materials during temporary storage Extraction of oil from materials by washing with water or solvent	Incineration Direct Disposal Use of recovered oil as refinery/production facility feedstock
Oil mixed with wood, seaweed and sorbents	Screening Collection of liquid oil leaching from debris during temporary storage Flushing of oil from debris with water	Incineration Direct disposal Degradation through land farming or composting for oil mixed with seaweed or natural sorbents
Tar balls	Separation from sand by sieving	Incineration Direct disposal



APPENDIX G

NATIONAL RESPONSE FRAMEWORK

G.1 [National Response Framework](#)

Figure G.1 [Response Organization](#)

Figure G.2 [Federal Representation on National Response Team](#)

Figure G.3 [U.S. Environmental Protection Agency \(EPA\) Regional Offices](#)

Figure G.4 [U.S. Coast Guard \(USCG\) Districts](#)

G.1 NATIONAL RESPONSE FRAMEWORK

National Response Framework

The National Response Framework (NRF) presents the guiding principles that enable all response partners to prepare for and provide a unified national response to disasters and emergencies - from the smallest incident to the largest catastrophe. The Framework defines the key principles, roles and structures that organize the way we respond as a Nation. It describes how communities, tribes States, the Federal Government, and private-sector and nongovernmental partners apply these principles for a coordinated, effective national response. The National Response Framework is always in effect, and elements can be implemented at any level at any time.

Emphasis on Local Response

All incidents are handled at the lowest possible organizational and jurisdictional level. Police, fire, public health and medical, emergency management, and other personnel are responsible for incident management at the local level. For those events that rise to the level of an Incident of National Significance, the Department of Homeland Security provides operational and/or resource coordination for Federal support to on-scene incident command structures.

Proactive Federal Response to Catastrophic Events

The National Response Framework provides mechanisms for expedited and proactive Federal support to ensure critical life-saving assistance and incident containment capabilities are in place to respond quickly and efficiently to catastrophic incidents. These are high-impact, low-probability incidents, including natural disasters and terrorist attacks that result in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions.

Multi-Agency Coordination Structures

The National Response Framework establishes multi-agency coordinating structures at the field, regional and headquarters levels. These structures:

- Enable the execution of the responsibilities of the President through the appropriate Federal department and agencies;
- Integrate Federal, State, local, tribal, non-governmental organization, and private-sector efforts; and
- Provide a national capability that addresses both site-specific incident management activities and broader regional or national issues, such as impacts to the rest of the country, immediate regional or national actions required to avert or prepare for potential subsequent events, and the management of multiple incidents.

New Coordinating Mechanisms Include:**Homeland Security Operations Center (HSOC)**

The HSOC serves as the primary national-level multi-agency situational awareness and operational coordination center. The HSOC includes elements of the Department of Homeland Security and other Federal departments and agencies.

- *National Response Coordination Center (NRCC)*

The NRCC, a functional component of the HSOC, is a multi-agency center that provides overall Federal response coordination.

- *Regional Response Coordination Center (RRCC)*

At the regional level, the RRCC coordinates regional response efforts and implements local Federal program support until a Joint Field Office is established.

Interagency Incident Management Group (IIMG)

A tailored group of senior level Federal interagency representatives who provide strategic advice to the Secretary of Homeland Security during an actual or potential Incident of National Significance.

Joint Field Office (JFO)

A temporary Federal facility established locally to provide a central point for Federal, State, local, and tribal representatives with responsibility for incident support and coordination.

Principal Federal Official (PFO)

A PFO may be designated by the Secretary of Homeland Security during a potential or actual Incident of National Significance. While individual Federal officials retain their authorities pertaining to specific aspects of incident management, the PFO works in conjunction with these officials to coordinate overall Federal incident management efforts.

National Contingency Plan

In 1968, the National Oil and Hazardous Substance Pollution Contingency Plan (NCP) was established to coordinate Federal activities for preventing oil spills and mitigating environmental damages when spills occur. During June 1970, this plan was incorporated as part of the Code of Federal Regulations and applied to all navigable waters and adjoining shorelines of the United States. The plan was modified (September 1994) to implement changes made to the Clean Water Act by the Oil Pollution Act of 1990.

To ensure adequate preplanning and provisions for responding to oil spills, the National Contingency Plan established the National Response Center, the National Response Team, the Regional Response Center, Regional Response Teams and the On-Scene Coordinator (Figure G.1).

National Response Team (NRT)

National planning and coordination for oil spill response is the responsibility of the National Response Team (NRT). The NRT is responsible for evaluating methods for responding to oil spills and hazardous substances spills, and recommending changes to the National Contingency Plan. The NRT also develops procedures to coordinate activities for Federal, State and local governments, and private response organizations.

The NRT consists of representatives from each of the agencies shown in Figure G.2. Normally, the NRT is chaired by the EPA representative (Figure G.3) while the USCG representative (Figure G.4) serves as the Vice-Chairman. If it is activated for spills within the coastal zone of the United States, the USCG representative will hold the Chair.

The NRT can be activated when an oil spill exceeds the capability of the Regional Response Team in which it occurs, crosses national boundaries, or presents a significant threat to a population, national policy, property, or national resources; or when requested by any NRT member.

Once activated, the NRT may:

1. Monitor the spill, evaluate reports from the On-Scene Coordinator (OSC), and recommend appropriate actions for abating the spill.
2. Request oil spill response resources from Federal, State and local governments or private agencies.
3. Coordinate the supply of equipment, personnel, or technical advice to the affected region from other regions or districts.
4. Since the NCP is a regulation subject to notice and comment requirements, modifications will require future rulemaking not available at this time.

**FIGURE G.1
RESPONSE ORGANIZATION**

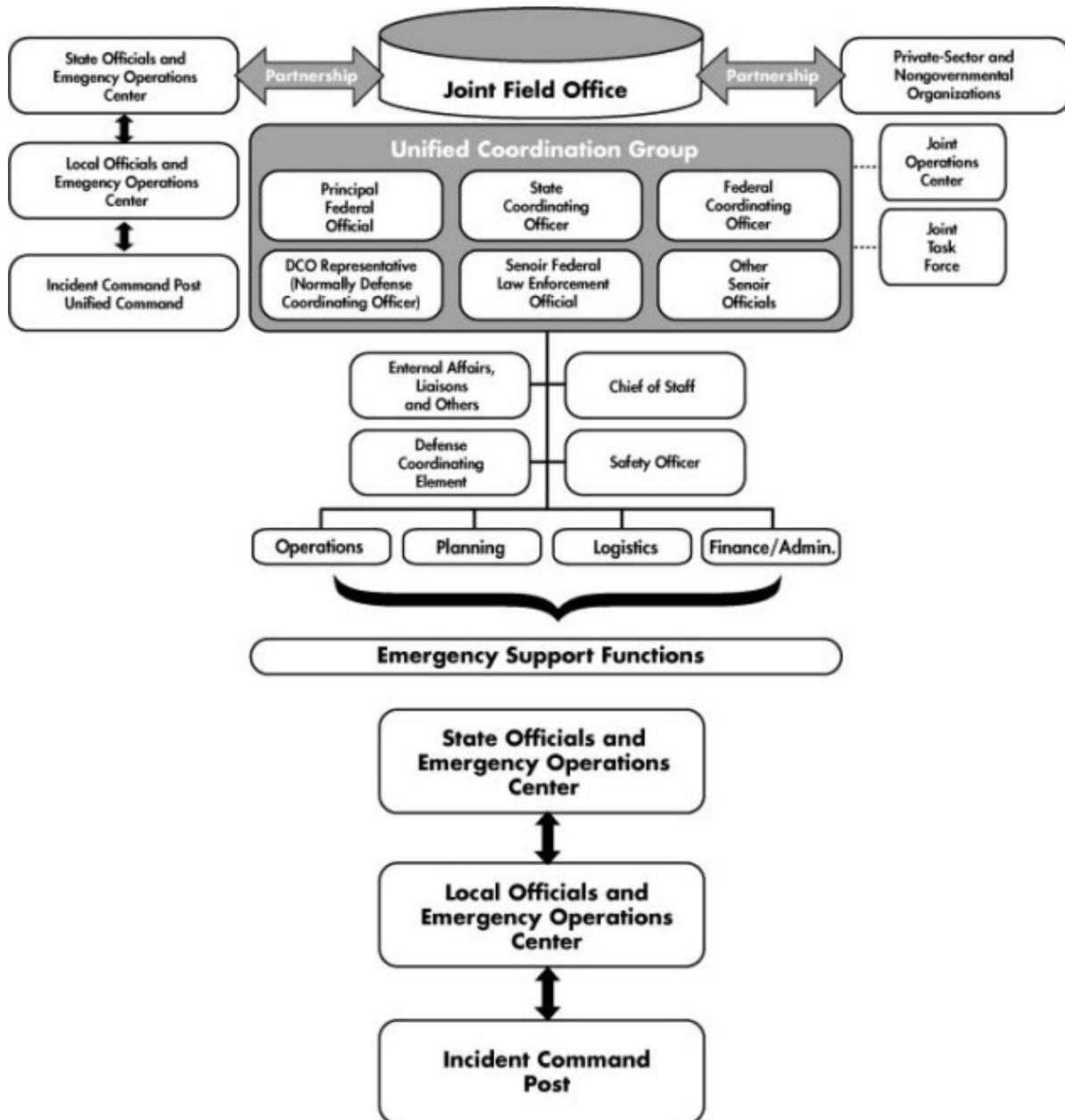


FIGURE G.2
FEDERAL REPRESENTATION ON NATIONAL RESPONSE TEAM

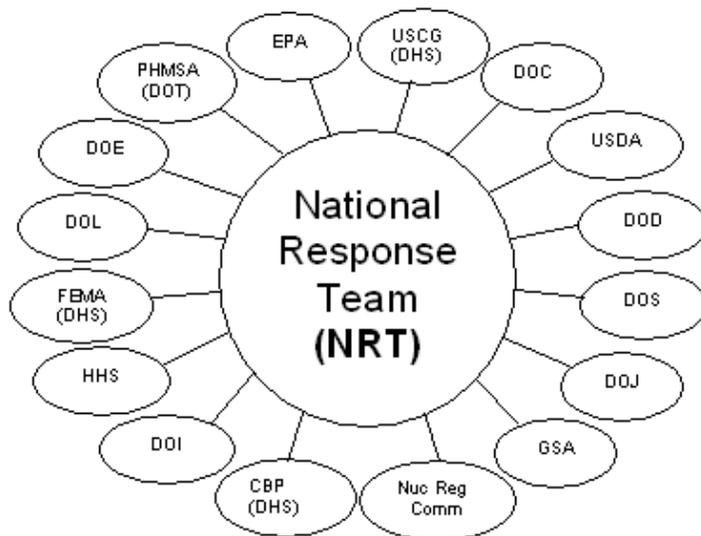


FIGURE G.3

U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA) REGIONAL OFFICES

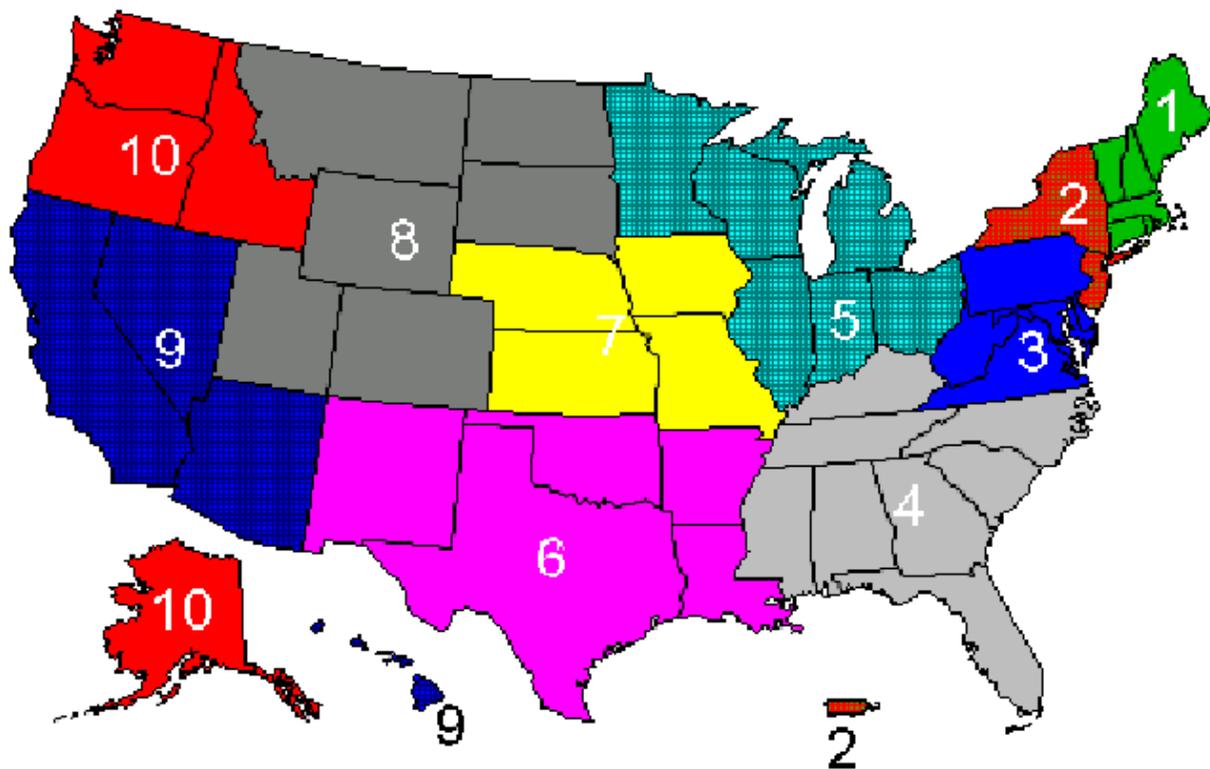
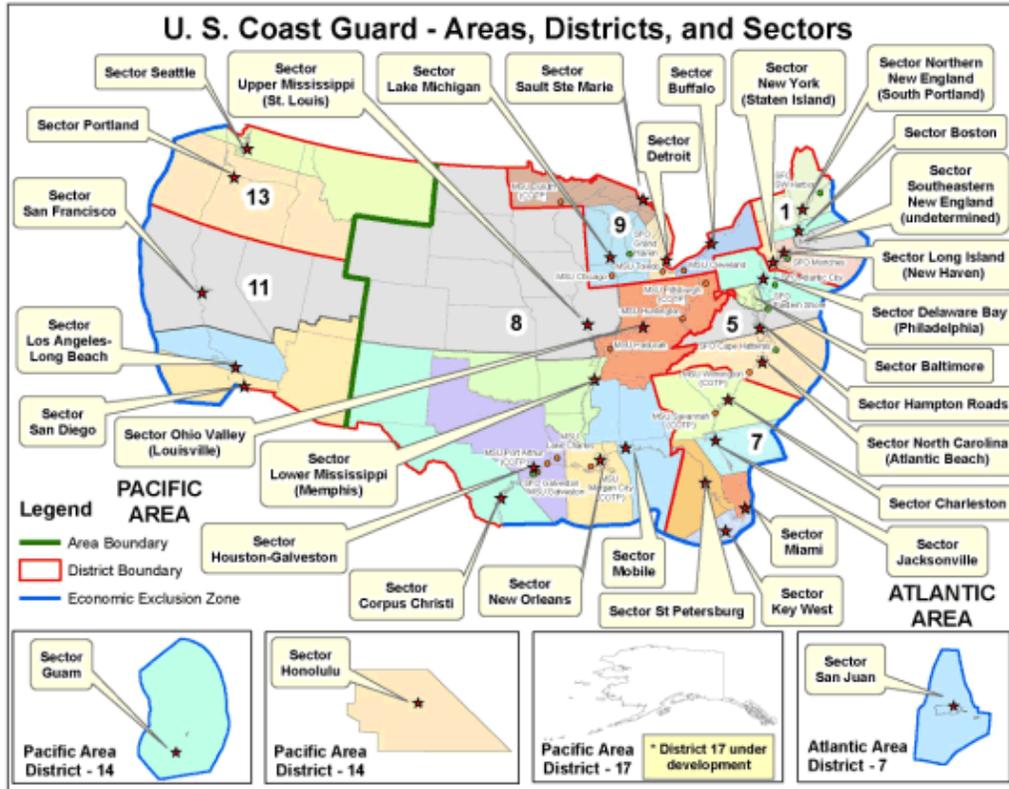


FIGURE G.4
U.S. COAST GUARD (USCG) DISTRICTS





APPENDIX H

MISCELLANEOUS FORMS

Emergency Equipment Inspection

[Click to view](#)

Equipment Deployment Exercise

[Click to view](#)

First Notification of Incident

[Click to view](#)

ICS Forms and Site Safety Plan

[Click to view](#)

Notification Exercise Form

[Click to view](#)

Phone Threat Checklist

[Click to view](#)

Recommended Guideline for Inspection and Testing

[Click to view](#)

Spill Management Team Tabletop Exercise

[Click to view](#)

SPLC Site Safety Plan

[Click to view](#)

Activation of Response Leadership Team

[Click to view](#)

Eight-Step Decontamination Plan For Personnel

[Click to view](#)

Flowchart for Determining Hazardous Liquids

[Click to view](#)

LRT Activation Chart

[Click to view](#)

Structure of the Response Leadership Team

[Click to view](#)

NRC Incident No. # _____

1. Incident Name	2. Operational Period to be covered by IAP (Date/Time) From: _____ To: _____	CG IAP COVER SHEET
-------------------------	--	-------------------------------

3. Approved by Incident Commander(s):

<u>ORG</u>	<u>NAME</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

INCIDENT ACTION PLAN

The items checked below are included in this Incident Action Plan:

- ICS 202-CG (Response Objectives) _____
- ICS 203-CG (Organization List) – OR – ICS 207-CG (Organization Chart) _____
- ICS 204-CGs (Assignment Lists)
One Copy each of any ICS 204-CG attachments: _____
- ICS 205-CG (Communications Plan) _____
- ICS 206-CG (Medical Plan)
- ICS 208-CG (Site Safety Plan) or Note SSP Location _____
- Map/Chart
- Weather forecast / Tides/Currents

Other Attachments

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

4. Prepared by: _____	Date/Time _____
------------------------------	------------------------

NRC Incident No. # _____

1. Incident Name	2. Operational Period (Date/Time) From: _____ To: _____	EXECUTIVE SUMMARY
3. Operations:		
4. Environmental		
5. Planning		
6. Other		
7. Prepared by:		Date/Time
EXECUTIVE SUMMARY		June 2000

NRC Incident No. # _____

INITIAL INCIDENT INFORMATION	INCIDENT NAME		Information as of:	
			Date	Time
NAME OF PERSON REPORTING THE INCIDENT				
Call-Back Number(s) of person reporting the incident:				
VESSEL/FACILITY INFORMATION AND POINTS OF CONTACT				
Vessel / Facility Name:		Number of people onboard/on site:		
Location:				
Type of Vessel / Facility:				
Contact / Agent:		Phone:		
Owner:		Phone:		
Operator / Charterer:		Phone:		
VESSEL SPECIFIC INFORMATION				
Last Port of Call:		Destination:		Flag:
Particulars: Length:	Ft.	Tonnage (Gross/Net/DWT):	Draft Fwd:	Aft: Year Built:
Type of Hull: <input type="checkbox"/> Single <input type="checkbox"/> Double <input type="checkbox"/> Double-Bottom <input type="checkbox"/> Double-Sided				
Hull Material:				
Type of Propulsion: <input type="checkbox"/> Diesel <input type="checkbox"/> Steam <input type="checkbox"/> Gas Turbine <input type="checkbox"/> Nuclear <input type="checkbox"/> Other				
Petroleum Products or Crude Oil <input type="checkbox"/> Yes <input type="checkbox"/> No				
Type of Cargo:		Total Number of Tanks on Vessel:		
Total Quantity:	Barrels x 42 =	Gallons	Total Capacity:	Barrels
Type of Fuel:	Quantity on Board:		Barrels	
INCIDENT INFORMATION				
Location:		Lat/Long:		
Type of Casualty: <input type="checkbox"/> Grounding <input type="checkbox"/> Collision <input type="checkbox"/> Allision <input type="checkbox"/> Explosion <input type="checkbox"/> Fire <input type="checkbox"/> Other				
Number of Tanks Impacted: Total Capacity of Affected Tanks:				
Material(s) Spilled:		Viscosity:		
Estimated Quantity Spilled:		(<input type="checkbox"/> Gallons/ <input type="checkbox"/> Barrels)	Classification: <input type="checkbox"/> Minor <input type="checkbox"/> Medium <input type="checkbox"/> Major	
Source Secured?: <input type="checkbox"/> Yes <input type="checkbox"/> No		If Not, Estimated Spill Rate:		<input type="checkbox"/> Barrels <input type="checkbox"/> Gallons / Hour
Notes:				
INCIDENT STATUS				
Injuries/Casualties:				<input type="checkbox"/> SAR Underway
Vessel Status: <input type="checkbox"/> Sunk <input type="checkbox"/> Aground <input type="checkbox"/> Dead in Water		Set and Drift:		
<input type="checkbox"/> Anchored <input type="checkbox"/> Berthed <input type="checkbox"/> Under Tow		Estimated Time to Dock / Anchor:		
<input type="checkbox"/> Enroute to Anchorage / Berth Under Own Power		Estimated Time of Arrival:		
<input type="checkbox"/> Holed: <input type="checkbox"/> Above Waterline <input type="checkbox"/> Below Waterline <input type="checkbox"/> At Waterline		Approximate Size of Hole:		
<input type="checkbox"/> Fire: <input type="checkbox"/> Extinguished <input type="checkbox"/> Burning		<input type="checkbox"/> Assistance Enroute <input type="checkbox"/> Assistance On-Scene		
<input type="checkbox"/> Flooding: <input type="checkbox"/> Dewatering <input type="checkbox"/> Lightering		<input type="checkbox"/> Assistance Enroute <input type="checkbox"/> Assistance On-Scene		
<input type="checkbox"/> List: <input type="checkbox"/> Port <input type="checkbox"/> Starboard Degrees:		<input type="checkbox"/> Trim: <input type="checkbox"/> Bow <input type="checkbox"/> Stern Degrees:		
ENVIRONMENTAL INFORMATION				
Wind Speed:	Knots	Wind Direction:	Air Temperature: F°	Water Temperature: F°
Wave Height:	Feet	Wave Direction:	Conditions:	Tide: <input type="checkbox"/> Slack <input type="checkbox"/> Flood <input type="checkbox"/> Ebb
Current:	Knots	Current Direction:		High Tide at: Hours
Swell Height:	Feet	Swell Direction:		Low Tide at: Hours
Prepared By:		Date / Time Prepared		June 2000 INITIAL INCIDENT INFORMATION

1. Incident Name	2. Prepared by: (name) Date: _____ Time: _____	INCIDENT BRIEFING ICS 201-CG
3. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, overflight results, trajectories, impacted shorelines, or other graphics depicting situational and response status)		
4. Current Situation: _____ _____ _____ _____ _____ _____ _____ _____ _____		

1. Incident Name	2. Operational Period (Date/Time) From: _____ To: _____	ORGANIZATION ASSIGNMENT LIST ICS 203-CG																		
3. Incident Commander(s) and Staff Agency IC Deputy <table border="1" style="width:100%; border-collapse: collapse;"> <tr><td style="width:30%;"></td><td style="width:35%;"></td><td style="width:35%;"></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td></tr> </table> Safety Officer: _____ Information Officer: _____ Liaison Officer: _____																			7. OPERATION SECTION Chief _____ Deputy _____ Deputy _____ Staging Area Manager _____ Staging Area Manager _____ Staging Area Manager _____ a. Branch – Division Groups Branch Director _____ Deputy _____ Division Group _____ Division Group _____ Division Group _____ Division/Group _____ Division/Group _____ b. Branch – Division/Groups Branch Director _____ Deputy _____ Division/Group _____ Division/Group _____ Division/Group _____ Division/Group _____ Division/Group _____ c. Branch – Division/Groups Branch Director _____ Deputy _____ Division/Group _____ Division/Group _____ Division/Group _____ Division/Group _____ Division/Group _____ d. Air Operations Branch Air Operations Br. Dir _____ Helicopter Coordinator _____	
4. Agency Representatives <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:30%;">Agency</th> <th style="width:70%;">Name</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> </tbody> </table>	Agency	Name																		
Agency	Name																			
5. PLANNING/INTEL SECTION Chief _____ Deputy _____ Resources Unit _____ Situation Unit _____ Environmental Unit _____ Documentation Unit _____ Demobilization Unit _____ Technical Specialists _____ _____ _____ _____																				
6. LOGISTICS SECTION Chief _____ Deputy _____ a. Support Branch Director _____ Supply Unit _____ Facilities Unit _____ Vessel Support Unit _____ Ground Support Unit _____ b. Service Branch Director _____ Communications Unit _____ Medical Unit _____ Food Unit _____	8. FINANCE/ADMINISTRATION SECTION Chief _____ Deputy _____ Time Unit _____ Procurement Unit _____ Compensation/Claims Unit _____ Cost Unit _____																			
9. Prepared By: (Resources Unit)	Date/Time																			

1. Incident Name		2. Operational Period (Date/Time) From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch		4. Division/Group/Staging			
5. Operations Personnel					
	Name	Affiliation	Contact # (s)		
Operations Section Chief: _____					
Branch Director: _____					
Division/Group Supervisor/STAM: _____					
6. Resources Assigned "X" indicates 204a attachment with additional instructions					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# Of Persons	Reporting Info/Notes/Remarks	
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
7. Work Assignments					
8. Special Instructions					
9. Communications (radio and/or phone contact numbers needed for this assignment)					
<u>Name/Function</u>	<u>Radio: Freq./System/Channel</u>	<u>Phone</u>	<u>Cell/Pager</u>	_____	
_____	_____	_____	_____	_____	
_____	_____	_____	_____	_____	
_____	_____	_____	_____	_____	
Emergency Communications					
Medical	_____	Evacuation	_____	Other	_____
10. Prepared by:		11. Reviewed by (PSC):		12. Reviewed by (OSC):	
	Date/Time		Date/Time		Date/Time

1. Incident Name		2. Operational Period (Date/Time)		ASSIGNMENT LIST ATTACHMENT	
		From: _____ To: _____		ICS 204a-CG	
3. Branch			4. Division/Group		
5. Strike Team/Task Force/Resource (Identifier)		6. Leader		7. Assignment Location	
8. Work Assignment Special Instructions, Special Equipment/Supplies Needed for Assignment, Special Environmental Considerations, Special Site Specific Safety Considerations					
Approved Site Safety Plan Located at:					
9. Other Attachments (as needed)					
<input type="checkbox"/> Map/Chart		<input type="checkbox"/> Weather Forecast/Tides/Currents		<input type="checkbox"/> _____	
<input type="checkbox"/> _____		<input type="checkbox"/> _____		<input type="checkbox"/> _____	
10. Prepared by: _____ Date/Time _____		11. Reviewed by (PSC): _____ Date/Time _____		12. Reviewed by (OSC): _____ Date/Time _____	

1. Incident Name		2. Operational Period (Date / Time) From: _____ To: _____			INCIDENT RADIO COMMUNICATIONS PLAN ICS 205-CG	
3. BASIC RADIO CHANNEL USE						
SYSTEM / CACHE	CHANNEL	FUNCTION	FREQUENCY	ASSIGNMENT	REMARKS	
4. Prepared by: (Communications Unit)				Date / Time		
INCIDENT RADIO COMMUNICATIONS PLAN					ICS 205-CG (Rev.07/04)	

1. Incident Name	2. Operational Period (Date/Time) From: _____ To: _____	INCIDENT ORGANIZATION CHART ICS 207-CG
3.	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> Incident Commander(s)/Unified Command <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> </div>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> PUBLIC INFORMATION OFFICER <hr/> SAFETY OFFICER <hr/> INTELLIGENCE OFFICER <hr/> LIAISON OFFICER </div> <p style="text-align: right; margin-top: 10px;">..... Indicates initial contact point</p>
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 5px; margin: 5px;">AGENCY REPS.</div> <div style="border: 1px solid black; width: 50px; height: 30px; margin: 5px;"></div> <div style="border: 1px solid black; width: 50px; height: 30px; margin: 5px;"></div> </div>		
<div style="display: flex; justify-content: space-between; margin-bottom: 10px;"> <div style="border: 1px solid black; padding: 5px; width: 20%;">OPERATIONS SECTION CHIEF</div> <div style="border: 1px solid black; padding: 5px; width: 20%;">PLANNING SECTION CHIEF</div> <div style="border: 1px solid black; padding: 5px; width: 20%;">LOGISTICS SECTION CHIEF</div> <div style="border: 1px solid black; padding: 5px; width: 20%;">FINANCE/ADMIN SECTION CHIEF</div> </div>		
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">STAGING AREA MANAGER</div> <div style="display: flex; justify-content: space-around;"> <div style="width: 22%;"> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> </div> <div style="width: 22%;"> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> </div> <div style="width: 22%;"> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> </div> <div style="width: 22%;"> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; height: 20px; margin-bottom: 5px;"></div> </div> </div> </div> <div style="width: 50%;"> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">SITUATION UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">RESOURCE UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">DOCUMENTATION UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">DEMOBILIZATION UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center; height: 20px;"></div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center; height: 20px;"></div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center; height: 20px;"></div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">TECHNICAL SPECIALISTS</div> </div> <div style="width: 50%;"> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">SUPPORT BRANCH DIRECTOR</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">SUPPLY UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">FACILITIES UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">VESSEL SUPPORT UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">GROUND SUPPORT UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">SERVICE BRANCH DIRECTOR</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">FOOD UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">MEDICAL UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">COMMUNICATIONS UNIT LEADER</div> </div> <div style="width: 50%;"> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">COST UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">TIME UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">PROCUREMENT UNIT LEADER</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px; text-align: center;">COMPENSATION UNIT LEADER</div> </div> </div>		
4. Prepared By: (Resources Unit Leader)	5. Date/Time Prepared:	

1. Incident Name		2. Operational Period (Date / Time) From: To: Time of Report		INCIDENT STATUS SUMMARY ICS 209-CG	
3. Type of Incident					
<input type="checkbox"/>	Oil Spill	<input type="checkbox"/>	HAZMAT	<input type="checkbox"/>	AMIO
<input type="checkbox"/>	SAR/Major SART	<input type="checkbox"/>	SI/Terrorism	<input type="checkbox"/>	Natural Disaster
<input type="checkbox"/>	Marine Disaster	<input type="checkbox"/>	Civil Disturbance	<input type="checkbox"/>	Military Outload
<input type="checkbox"/>	Planned Event	<input type="checkbox"/>	Maritime HLS/Prevention	<input type="checkbox"/>	
4. Situation Summary as of Time of Report:					
5. Future Outlook/Goals/Needs/Issues:					
6. Safety Status/Personnel Casualty Summary					
		Since Last Report	Adjustments To Previous Op Period	Total	
Responder Injury					
Responder Death					
Public Missing (Active Search)					
Public Missing (Presumed Lost)					
Public Uninjured					
Public Injured					
Public Dead					
Total Public Involved					
7. Property Damage Summary					
Vessel				\$	
Cargo				\$	
Facility				\$	
Other				\$	
8. Attachments with clarifying information					
<input type="checkbox"/>	Oil/HAZMAT	<input type="checkbox"/>	SAR/LE	<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>	Marine Disaster	<input type="checkbox"/>	Civil Disturbance	<input type="checkbox"/>	Military Outload

9. Equipment Resources					
Kind	Notes	# Ordered	# Available	# Assigned	# Out of Service
USCG Assets					
Aircraft – Helo					
Aircraft – Fixed Wing					
Vessels – USCG Cutter					
Vessels – Boat					
Vehicles – Car					
Vehicles – Truck					
Pollution Equip – VOSS/SORS					
Pollution Equip – Portable Storage					
Pollution Equip – Boom					
Non-CG/Other Assets					
Aircraft – Helo					
Aircraft – Fixed Wing					
Vessels – SAR/LE Boat					
Vessels – Work/Crew Boat					
Vessels – Tug/Tow Boat					
Vessels – Pilot Boat					
Vessels – Deck Barge					
Vessels –					
Vehicles – Car					
Vehicles – Ambulance					
Vehicles – Truck					
Vehicles – Fire/Rescue/HAZMAT					
Vehicles – Vac/Tank Truck					
Vehicles –					
Pollution Equip – Skimmers					
Pollution Equip – Tank Vsl/ Barge					
Pollution Equip – Portable Storage					
Pollution Equip – OSRV					
Pollution Equip – Boom					
Pollution Equip –					
10. Personnel Resources					
Agency				Total # of People	
USCG					
DHS (other than USCG)					
NOAA					
FBI					
DOD (USN Supsalv, CST, etc.)					
DOI (US Fish & Wildlife, Nat Parks, BLM, etc.)					
RP					
State					
Local					
Total Personnel Resources Used From all Organizations:					
11. Prepared by:			Date/Time Prepared:		

1. Incident Name		2. Operational Period (Date / Time) From: To: Time of Report		ICS 209-CG OIL/HAZMAT ATTACHMENT		
3. HAZMAT/Oil Spill Status (Estimated, in gallons)						
Common Name(s):						
UN Number:		<input type="checkbox"/> Secured		<input type="checkbox"/> Unsecured		
CAS Number:		Remaining Potential (bbl):		Rate of Spillage (bbl/hr):		
	Adjustments To Previous Operational Period	Since Last Report	Total			
Volume Spilled/Released						
Mass Balance - HAZMAT/Oil Budget						
Recovered HAZMAT/Oil						
Evaporation/Airborne						
Natural Dispersion						
Chemical Dispersion						
Burned						
Floating, Contained						
Floating, Uncontained						
Onshore						
Total HAZMAT/Oil accounted for:	N/A	N/A				
Comments:						
4. HAZMAT/Oil Waste Management (Estimated, Since Last Report)						
	Recovered	Disposed	Stored			
HAZMAT/Oil (bbl)						
Oily Liquids (bbl)						
Liquids (bbl)						
Oily Solids (tons)						
Solids (tons)						
Comments:						
5. HAZMAT/Oil Shoreline Impacts (Estimated in miles)						
Degree of Impact	Affected	Cleaned	To Be Cleaned			
Light						
Medium						
Heavy						
Total						
Comments:						
6. HAZMAT/Oil Wildlife Impacts (Since Last Report)						
					Died in Facility	
Type of Wildlife	Captured	Cleaned	Released	DOA	Euthanized	Other
Birds						
Mammals						
Reptiles						
Fish						
Total						
Comments:						
7. Prepared by:				Date/Time Prepared:		

1. Incident Name		2. Operational Period (Date / Time) From: To: Time of Report		ICS 209-CG SAR/LE ATTACHMENT	
3. Evacuation Status					
	Since Last Report	Adjustments To Previous Operational Period	Total		
Total to be Evacuated					
Number Evacuated					
4. Migrant Interdiction Status					
	Since Last Report	Adjustments To Previous Op Period	Total		
Vessels Interdicted					
Migrants Interdicted at Sea					
Migrants Interdicted Ashore					
Injured					
MEDEVAC'd					
Deaths					
Migrants Repatriated					
5. Sorties/Patrols Summary (List of Sorties Since Last Report)					
<u>Air</u>		Since Last Report	Total		
Number of Sorties/Patrols					
Area Covered (square miles)					
Total Time On-Scene (In Hours)					
<u>Surface</u>		Since Last Report	Total		
Number of Sorties/Patrols					
Area Covered (square miles)					
Total Time On-Scene (In Hours)					
6. Use of Force Summary					
<u>Category</u>		Since Last Report	Total		
III - Soft Empty Hand Control					
IV - Hard Empty Hand Control					
V - Intermediate Weapons					
VI - Deadly Force					
VSL - Force to Stop Vessel from Cutter/Boat					
A/C - Force to Stop Vessel From Aircraft					
Arrests					
Seizures					
Deaths					
7. Operational Controls Summary					
<u>Currently In Force</u>					
Type	Initiating Unit	Initiated Date	Activity #		
<u>Removed Since Last Report</u>					
Type	Initiating Unit	Initiated Date	Date Removed	Activity #	
18. Prepared by:				Date/Time Prepared:	

NRC Incident No. # _____

1. Incident Name	2. Operational Period (Date / Time) From: _____ To: _____	STATUS CHANGE ICS 210-OS
3. Personnel / Resource Name or I.D.		
4. New Status <input type="checkbox"/> Available / Staged <input type="checkbox"/> Assigned _____ <input type="checkbox"/> Out of Service		
5. FROM Location or Status	6. TO Location or Status	
7. Time of Location / Status Change		
8. Comments		
9. Prepared by:		Date / Time
10. Processed by: (Resource Unit)		Date / Time
STATUS CHANGE	June 2000	ICS 210-OS

NRC Incident No. # _____

1. Incident Name	2. Date and Time of Message	GENERAL MESSAGE ICS 213-CG
3. TO: ICS Position		
4. FROM: ICS Position		
5. Subject:		
6. Message		
7 Reply		
8. Signature/Position (person replying)		Date/Time of reply
GENERAL MESSAGE		ICS 213-CG (04/04)

NRC Incident No. # _____

1. Incident Name		2. Operational Period (Date / Time) From: _____ To: _____				AIR OPERATIONS SUMMARY ICS 220-CG							
3. Distribution <input type="checkbox"/> Fixed-Wing Bases _____ <input type="checkbox"/> Helibase _____													
4. Personnel and Communications						5. Remarks (Spec. Instructions, Safety Notes, Hazards, Priorities)							
	Air Operations Director	Air / Air Frequency	Air / Ground Frequency										
Air Operations Director	_____	_____	_____										
Air Tactical Supervisor	_____	_____	_____										
Air Support Supervisor	_____	_____	_____										
Helicopter Coordinator	_____	_____	_____										
Fixed-Wing Coordinator	_____	_____	_____										
6. Location / Function	7. Assignment		8. Fixed-Wing		9. Helicopter		10. Time		11. Aircraft Assigned	12. Operating Base			
			NO.	TYPE	NO.	TYPE	Available	Commence					
		13. TOTALS											
14. Air Operation Support Equipment					15. Prepared by			Date / Time					
AIR OPERATIONS SUMMARY								ICS 220-CG (Rev.07/04)					

1. Incident Name	2. Operational Period (Date / Time) From: _____ To: _____	DEMOB. CHECK-OUT ICS 221-CG
3. Unit / Personnel Released		4. Release Date / Time
<p>5. Unit / Personnel</p> <p>You and your resources have been released, subject to signoff from the following: (Demob. Unit Leader "X" appropriate box(es))</p> <p>Logistics Section</p> <p><input type="checkbox"/> Supply Unit _____</p> <p><input type="checkbox"/> Communications Unit _____</p> <p><input type="checkbox"/> Facilities Unit _____</p> <p><input type="checkbox"/> Ground Unit _____</p> <p>Planning Section</p> <p><input type="checkbox"/> Documentation Unit _____</p> <p>Finance / Admin. Section</p> <p><input type="checkbox"/> Time Unit _____</p> <p>Other</p> <p><input type="checkbox"/> _____</p> <p><input type="checkbox"/> _____</p> <p><input type="checkbox"/> _____</p>		
<p>6. Remarks</p> <hr/> <hr/> <hr/> <hr/>		
7. Prepared by: _____		Date / Time _____
DEMOB. CHECK-OUT		ICS 221-CG (Rev.07/04)

1. Incident Name		2. Operational Period (Date/Time) From: _____ To: _____		DAILY MEETING SCHEDULE ICS 230-CG	
3. Meeting Schedule (Commonly-held meetings are included)					
Date/ Time	Meeting Name	Purpose	Attendees	Location	
	Unified Command Objectives Meeting	Review/ identify objectives for the next operational period.	Unified Command members		
	Command & General Staff Meeting	IC/UC gives direction to Command & General staff including incident objectives and priorities	IC/UC, Command & General Staff		
	Tactics Meeting	Develop/Review primary and alternate Strategies to meet Incident Objectives for the next Operational Period.	PSC, OSC, LSC, RESL & SITL		
	Planning Meeting	Review status and finalize strategies and assignments to meet Incident Objectives for the next Operational Period.	Determined by the IC/UC		
	Operations Briefing	Present IAP and assignments to the Supervisors / Leaders for the next Operational Period.	IC/UC, Command & General Staff, Branch Directors, Div/Gru Sups., Task Force/Strike Team Leaders and Unit Leaders		
4. Prepared by: (Situation Unit Leader)			Date/Time		
DAILY MEETING SCHEDULE				ICS 230-CG (Rev.07/04)	

NRC Incident No. # _____

1. Incident Name	2. Meeting Date/Time	MEETING SUMMARY ICS 231-OS
3. Meeting Name		
4. Meeting Location		
5. Facilitator		
6. Attendees		
7. Notes (with summary of decisions and action items)		
8. Prepared by:		Date/Time
MEETING SUMMARY	June 2000	ICS 231-OS

1. Incident Name		2. Operational Period (Date/Time) From: _____ To: _____		RESOURCES AT RISK SUMMARY ICS 232-CG	
3. Environmentally-Sensitive Areas and Wildlife Issues					
Site #	Priority	Site Name and/or Physical Location	Site Issues		
Narrative					
4. Archaeo-cultural and Socio-economic Issues					
Site #	Priority	Site Name and/or Physical Location	Site Issues		
Narrative					
5. Prepared by: (Environmental Unit Leader)			Date/Time		
RESOURCES AT RISK SUMMARY				ICS 232-CG (Rev.07/04)	

NRC Incident No. # _____

1. Incident Name		2. Operational Period (Date/Time) From: To:		ACP Site Index ICS 232a-CG
3. Index to ACP/GRP sites shown on Situation Map				
Site #	Priority	Site Name and/or Physical Location	Action	Status
Note: This form is designed to be posted next to the situation map. Use additional sheets, as needed.				
4. Prepared by:		Date/Time		
ACP Site Index		ICS 232a-CG (Rev.07/04)		

Date: _____

NRC Incident No. # _____

SITE SAFETY PLAN

I. General - Spill / Release

Land Air Water HAZMAT Other: _____

Facility: _____

Location: _____

Objectives: _____

Operational Period: **Date** _____ **Time:** _____ **to** _____

II. Hazards to be Evaluated

Y	N	<input type="checkbox"/>	<input type="checkbox"/>	Oxygen Deficient/Enriched	Y	N	<input type="checkbox"/>	<input type="checkbox"/>	Chemical/MSDS # _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flammable Atmosphere	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical Site Hazard _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toxic Atmosphere: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Traffic _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Boat Operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other* (see comments) _____

III. Weather

Skies: _____ Tide: _____ Water Temperature: _____

Temperature: _____ Current: _____ Kts. Current Direction: _____

Wind Velocity: _____ Wind Direction: _____

IV. Control Measures

Isolation & Lockout (Identify items to be locked out): _____

Decon: _____

Ventilation: Natural Mechanical: _____ Continuous: No Yes

Flagman/Watchman: _____

V. Testing & Monitoring (Check required items)

Tests are to be performed in the order listed.

Y	N	Continuous	Frequency
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____

ACCEPTABLE ENTRY CONDITIONS

SPECIAL WORK PRACTICES OR PPE REQUIRED		WORK EFFORTS SHOULD BE DIRECTED AT REDUCING CONCENTRATIONS
19.5 – 22.0% in air*	< 19.5% or 22.0% in air*	<16.0 or ≥ 23.5% in air
< 10% in air	≥ 10.0 but < 20.0% in air†	≥ 20.0% in air
< 10 ppm	≥ 10 but < 100 ppm	≥ 100 ppm
< 1 ppm	≥ 1 but < 3000 ppm	≥ 3000 ppm

As allowed by applicable standard(s) *Acceptable for 5325 feet of elevation and below. †Hot work is not permitted when LEL is greater than 10% in air.

VI. Required Personal Protective Equipment (Check for required use)

General	Eye Prot.	Respiratory Prot.	Hearing Prot.	Gloves	Footwear	Clothing
<input type="checkbox"/> Hard Hat	<input type="checkbox"/> Safety Glasses	<input type="checkbox"/> SCBA/Air Line w/Escape	<input type="checkbox"/> Ear Plugs	<input type="checkbox"/> Leather	<input type="checkbox"/> Steel-toes	<input type="checkbox"/> FR Coveralls
<input type="checkbox"/> Safety Harness	<input type="checkbox"/> Goggles	<input type="checkbox"/> Air Line	<input type="checkbox"/> Ear Muffs	<input type="checkbox"/> Rubber	<input type="checkbox"/> Rubber	<input type="checkbox"/> Level A
<input type="checkbox"/> PFD	<input type="checkbox"/> Face-shield	<input type="checkbox"/> Air Purifying (Full Mask)	<input type="checkbox"/> Combination	<input type="checkbox"/> Nitrile	<input type="checkbox"/> Hip-boots	<input type="checkbox"/> Level B
	<input type="checkbox"/> Tinted Lens	Cartridge Type: <input type="checkbox"/> OV <input type="checkbox"/> Hepa-OVV		<input type="checkbox"/> PVC	<input type="checkbox"/> Chemical Resistant	<input type="checkbox"/> Level C
				<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> Level D

Any other special PPE: _____

VII. Emergency Information and Rescue Services

Emergency Contact Person: _____ Contact by: _____

Fire Department: _____ Contact by: _____

Ambulance: _____ Contact by: _____

Hospital: _____ Contact by: _____

Rescue Services: _____ Contact by: _____

(if not provided by above)

VIII. Required Safety & Rescue Equipment (on site)

Lights Fall Protection First Aid Kit Drinking Water Fire Extinguisher Tripod Other: _____

Ladder Retrieval Lines Defibrillator Communication Method _____

Date: _____

NRC Incident No. # _____

IX. Comments or Special Work Procedures

X. Report All Injuries Immediately - "Notify Site Safety Officer"

Radio Channel: _____ Radio Frequency: _____ Telephone No. _____

Call 911 if life threatening

XI. Monitoring Results

Zone															
Oxygen	Time														
	Level														
	By														
LEL	Time														
	Level														
	By														
Hydrogen Sulfide	Time														
	Level														
	By														
Benzene	Time														
	Level														
	By														
VOC	Time														
	Level														
	By														
	Time														
	Level														
	By														
	Time														
	Level														
	By														
	Time														
	Level														
	By														

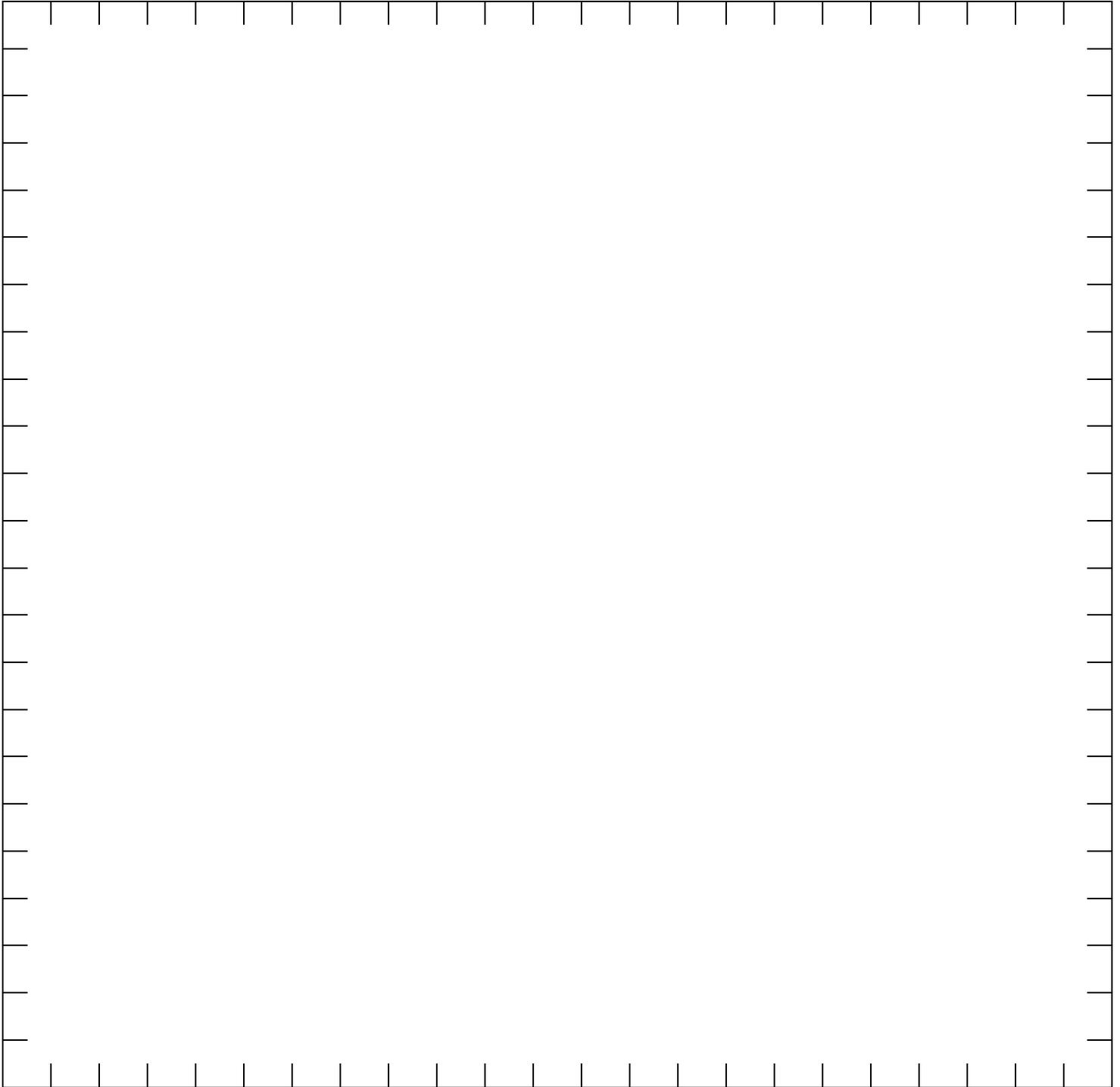
Equipment: Type: _____ Mnfr: _____ Calibration / Expiration: _____
 Type: _____ Mnfr: _____ Calibration / Expiration: _____

Date: _____

NRC Incident No. # _____

XII. Work Area Diagram

Please include wind direction, exclusion zone, support zone, decon area and significant landmarks.



Notification Exercise Form

1. Date performed: _____
2. Exercise or actual response? Exercise Actual response
3. Type of facility initiating exercise: Vessel Facility Pipeline Offshore
4. Exercise included:
- Facility LRT (Name): _____
- Equiva Crisis Management
- Head Office Crisis Leadership Team
- OSRO (Name): _____
- Other: _____
5. Was the qualified individual included in this exercise? Yes No
6. Time initiated: _____ AM PM
- Did the exercise require the qualified individual to respond? Yes No
- Time of qualified individual response: _____ AM PM
7. Method used to contact: Phone Pager Radio Other _____
8. Description of notification procedure:
- _____
- _____
- _____

9. Identify which of the 15 core components of the response plan were exercised during this particular exercise:

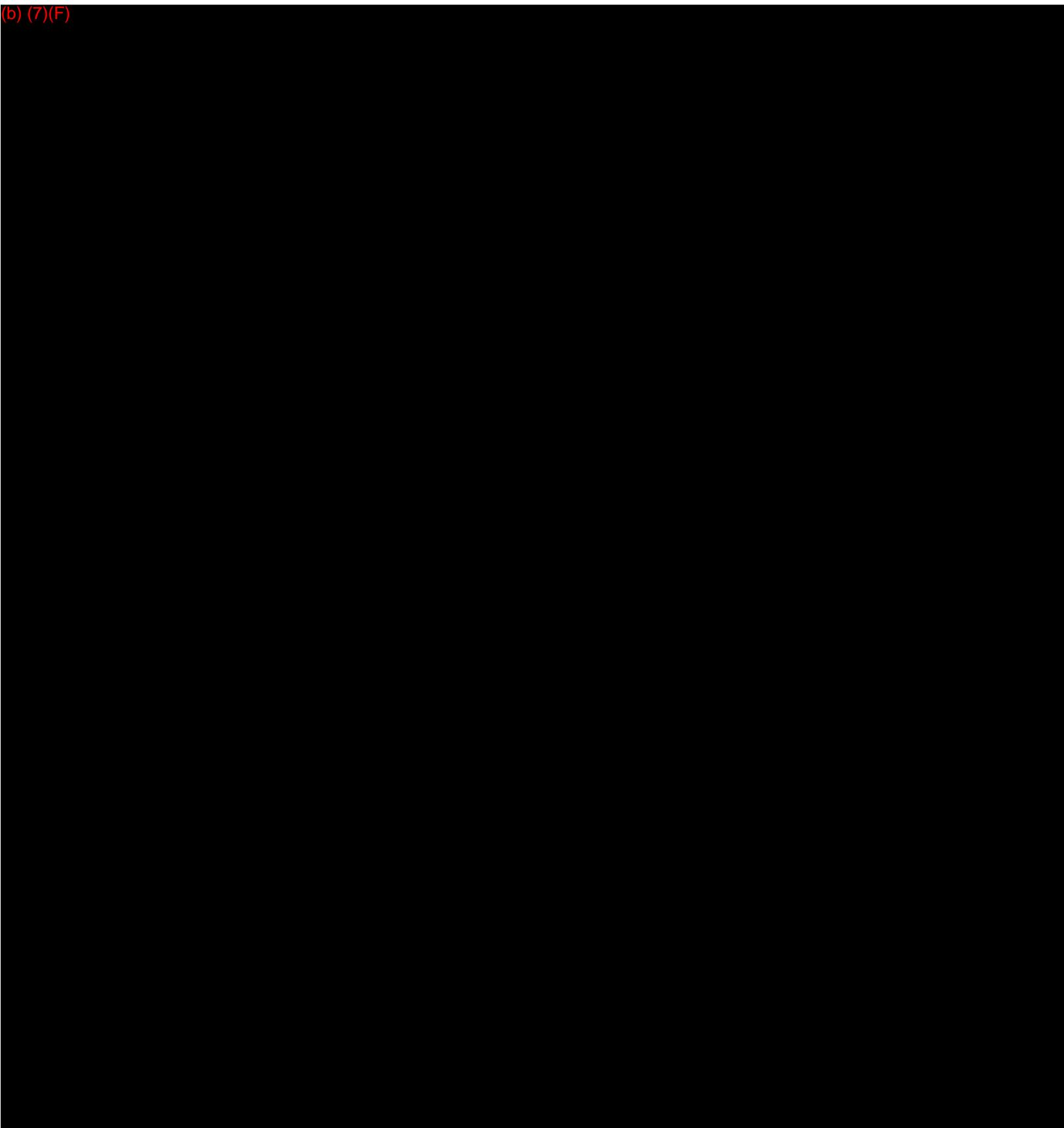
Notifications Staff mobilization Other (list) _____

Certifying signature

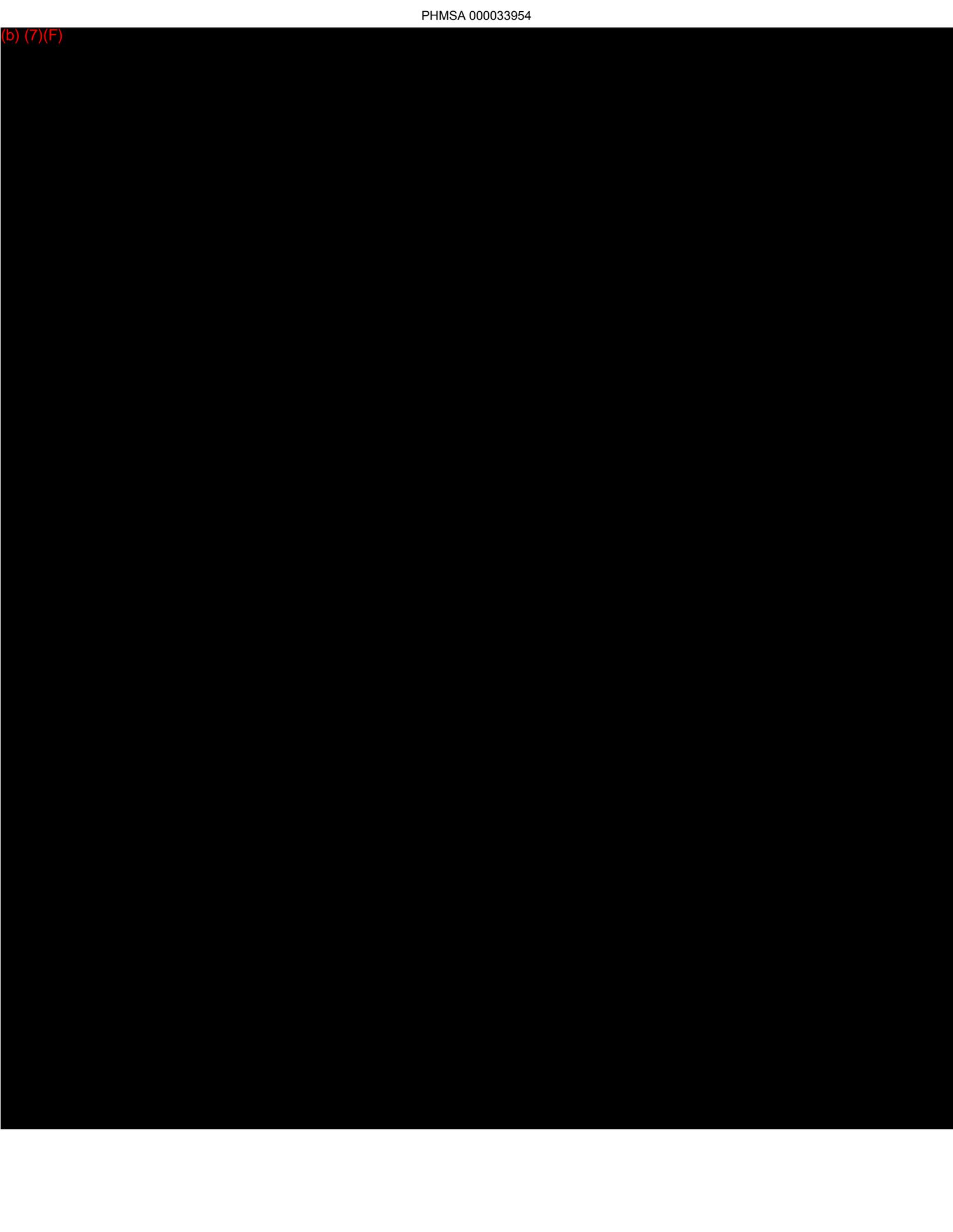


Retain this form for a minimum of 3 years (for USCG/RSPA/MMS) or 5 years (for EPA).

(b) (7)(F)



(b) (7)(F)



Recommended Guidelines For Inspection & Testing

Frequency of Inspection

The frequency for inspecting and maintaining emergency response equipment is listed below.

Equipment to be Inspected	Frequency of Inspection
Spill trailer <ul style="list-style-type: none"> • manuals • supplies 	Annually or after deployment of equipment during drill or actual emergency
Generators	Annually
Outboard motors	Annually
Pumps	Annually
Chain saws, blowers, and other small two-cycle engines	Annually
Communications equipment	Annually (quarterly for batteries)
Boom trailer (if applicable)	Annually or after deployment of equipment during drill or actual emergency

Guidelines For Inspection and Maintenance

Guidelines for inspection and maintenance of emergency response equipment are as follows:

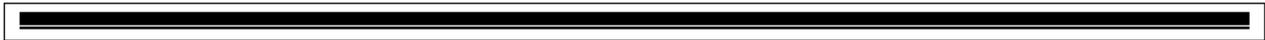
Equipment to be Tested	Procedure
Generators	<p>Run a minimum of 10 minutes under a load.</p>  <p>Run more often if deemed necessary by the area.</p> <p>Do the following steps prior to long-term storage.</p> <ul style="list-style-type: none"> • Put the fuel stabilizer in the fuel tank. • Run the engine long enough to get the fuel stabilizer into the carburetor and then cut the fuel off at the tank. Run the engine dry. • Top off the fuel tank to prevent any condensation. • Clean and store dry small fuel tanks. • Remove the spark plug and spray inside the cylinder with a mist of WD-40 or other parts protector. Replace the spark plug. • Drain the fuel lines if possible.

Equipment to be Tested	Procedure
Outboard motors	<p data-bbox="654 384 1255 562">Run a minimum of 10 minutes. Either place the lower unit in a drum of water or use an adapter to connect the water hose to the lower unit. Do the following steps prior to long-term storage.</p> <ul data-bbox="654 583 1255 1098" style="list-style-type: none"><li data-bbox="654 583 1182 615">• Put the fuel stabilizer in the fuel tank.<li data-bbox="654 625 1255 730">• Run the engine long enough to get the fuel stabilizer into the carburetor and then cut off the fuel at the tank. Run the engine dry.<li data-bbox="654 741 1157 804">• Top off the fuel tank to prevent any condensation.<li data-bbox="654 814 1166 846">• Clean and store dry small fuel tanks.<li data-bbox="654 856 1206 919">• Drain the lower unit and replace with a fresh lower-unit oil.<li data-bbox="654 930 1255 1035">• Remove the spark plugs and spray inside the cylinder with a mist of WD-40 or other parts protector. Replace the spark plug.<li data-bbox="654 1045 1230 1098">• Drain the fuel lines if possible. Consider having a spare fuel line available.

Equipment to be Tested	Procedure
Pumps	<p>Run for at least 10 minutes. Do the following steps prior to long-term storage.</p> <ul style="list-style-type: none"> • Flush the pump with fresh water. • Drain the pump of all water and spray a heavy mist of WD-40 or other parts protector into the suction of the pump. • Put the fuel stabilizer into the fuel tank. • Run the engine long enough to get the fuel stabilizer into the carburetor. • Turn the fuel off at the tank and run the carburetor dry.  <p>If the carburetor has a drain plug, open the drain to remove any fuel left.</p>
Chain saws, blowers, and other small two-cycle engines	<p>Do not test provided that you follow these long-term storage procedures.</p> <ul style="list-style-type: none"> • Run the engine dry of fuel. • Air-dry the fuel tank. • Remove the spark plug and spray inside the cylinder with a mist of WD-40 or other parts protector. Replace the spark plug. • Spray or wipe with a light coating of oil on bar and chain of chain saw.

Equipment to be Tested	Procedure	
Communications equipment	Do the following according to type of equipment.	
	Equipment	Procedure
	Two-way radio	Check the power and frequency with a service monitor.
	Satellite	Assemble the transportable INMSRSAT terminal. Set up and make a call.
	NICAD battery	Cycle all batteries including spares using the battery cycle system. Store in the proper case.
Battery inverter and DC power supplies	Check under load.	

SITE SAFETY PLAN



NAME OF INCIDENT

REPORT NUMBER

DATE PREPARED

FEDERAL REPRESENTATIVE

NAME

DATE

TIME

STATE REPRESENTATIVE

NAME

DATE

TIME

SHELL REPRESENTATIVE

NAME

DATE

TIME

SPLC EMERGENCY RESPONSE—RELEASE SITE SAFETY PLAN SITE ENTRY PLAN

PRODUCT RELEASED:

MSDS ON SITE	
YES	<input type="checkbox"/>
NO	<input type="checkbox"/>
#	<input type="text"/>

SWEET CRUDE	<input type="checkbox"/>	JET FUEL	<input type="checkbox"/>	NATURAL GAS	<input type="checkbox"/>
SOUR	<input type="checkbox"/>	DIESEL	<input type="checkbox"/>	GASOLINE	<input type="checkbox"/>
OTHER: _____					

PERSONAL PROTECTIVE EQUIPMENT REQUIRED:

HARD HAT	<input type="checkbox"/>	SAFETY SHOES	<input type="checkbox"/>	GLASSES	<input type="checkbox"/>
GLOVES	<input type="checkbox"/>	RUBBER	<input type="checkbox"/>	GOGGLE	<input type="checkbox"/>

RESPIRATORY:

	YES	NO
SELF CONTAINED	<input type="checkbox"/>	<input type="checkbox"/>
PARTICLE MASK	<input type="checkbox"/>	<input type="checkbox"/>
REMARKS:	_____	

CLOTHING:

	YES	NO
CHEMICAL RESISTANT	<input type="checkbox"/>	<input type="checkbox"/>
FIRE RETARDANT	<input type="checkbox"/>	<input type="checkbox"/>

ATMOSPHERIC CONDITIONS:

WIND DIRECTION	_____	RAIN	<input type="checkbox"/>	CLOUDY	<input type="checkbox"/>
WIND VELOCITY	_____	SHOWERS	<input type="checkbox"/>	CLEAR	<input type="checkbox"/>
24 HOUR FORECAST	_____	DRY	<input type="checkbox"/>	DUSTY	<input type="checkbox"/>

TIME	AM <input type="checkbox"/>	PM <input type="checkbox"/>	FIRE DANGER PRESENT	YES <input type="checkbox"/>	NO <input type="checkbox"/>
DATE	_____		FIRE CONTROL ON SITE	<input type="checkbox"/>	<input type="checkbox"/>
REMARKS:	_____				

SITE MONITORING:

INITIAL MONITORING PERFORMED

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

ADDITIONAL MONITORING REQUIRED

CONTINUOUS	<input type="checkbox"/>	<input type="checkbox"/>
HOURLY	<input type="checkbox"/>	<input type="checkbox"/>
EVERY TWO HOURS	<input type="checkbox"/>	<input type="checkbox"/>
EVERY FOUR HOURS	<input type="checkbox"/>	<input type="checkbox"/>
EVERY EIGHT HOURS	<input type="checkbox"/>	<input type="checkbox"/>

REMARKS _____

MONITOR READINGS

BENZENE	<input type="text"/>	PPM
H2S	<input type="text"/>	PPM
OXYGEN	<input type="text"/>	%
LEL	<input type="text"/>	%
_____	<input type="text"/>	_____

MONITOR TYPE: _____
 SERIAL # _____
 CALIBRATION DATE: _____

MONITORING REQUIREMENTS TO BE REEVALUATED UPON ANY CHANGE IN CONDITIONS.

PLAN PREPARED BY: _____

Date _____

Time _____

SPLC EMERGENCY RESPONSE—RELEASE SITE SAFETY PLAN SAFE WORK AND HEALTH PLAN

FACILITY / SYSTEM

CITY: _____

STREET ADDRESS: _____

NEAREST CROSS STREET: _____

AIR MILE MARKER: _____

Y-MAP: _____

STATION: _____

PRODUCT RELEASED: _____

ESTIMATED INITIAL VOLUME: _____

REMARKS: _____
_____**MANAGEMENT:**

YES

NO

INCIDENT COMMAND SYSTEM IMPLEMENTED

SEE ORGANIZATION CHART

COMMUNICATIONS ESTABLISHED

FOR COMMAND STRUCTURE

SATELLITE

RADIO

PHONE

AND LEADER IDENTIFICATION.

STAGING AREA IDENTIFIED

LOCATION: _____

REMARKS: _____
_____**ENGINEERING CONTROLS:**CONTROL CENTER
NOTIFIED

YES

NO

UPSTREAM

VALVE # _____

OPEN

CLOSED

SITE AREA
SECURED

DOWNSTREAM

VALVE # _____

OPEN

CLOSED

FACILITY SHUT DOWN

OTHER: _____

REMARKS: _____
_____**PLAN PREPARED BY:** _____**Date** _____**Time** _____

SPLC EMERGENCY RESPONSE—RELEASE SITE SAFETY PLAN SAFE WORK AND HEALTH PLAN

WATER AFFECTED:

PRODUCT IN WATER CREEK RIVER OCEAN

YES NO BAY CANAL TIDELANDS

OTHER: _____

REMARKS: _____

DESCRIPTION OF SITE AND TOPOGRAPHY:

MOUNTAINS BRUSH GRASS FARMING DRY

FOOTHILLS FOREST CROPS LEVEL WET

OTHER: _____

REMARKS: _____

LAND USE:

PUBLIC CITY RESIDENTIAL INDUSTRIAL

PRIVATE COUNTY RECREATION FARMING

FEDERAL STATE OTHER: _____

REMARKS: _____

PROPERTY DAMAGE:

OWNER NOTIFIED YES NO CROP TYPE _____

CROPS AFFECTED YES NO AREA DAMAGED _____

LIVESTOCK YES NO NUMBER : _____ TYPE: _____

STRUCTURES YES NO COMMERCIAL PRIVATE

REMARKS: _____

PLAN PREPARED BY: _____

Date _____

Time _____

SPLC EMERGENCY RESPONSE—RELEASE SITE SAFETY PLAN SITE WORK PLAN

INCIDENT COMMANDER: _____ OPERATIONS CHIEF: _____

SAFETY OFFICER: _____ PLANNING CHIEF: _____

SAFETY MEETING: ALL PERSONNEL ENTERING THE RESPONSE AREA WILL BE REQUIRED TO PRODUCE HAZWOPER CERTIFICATION PAPERS UPON REQUEST.

THE SAFETY OFFICER WILL CONDUCT A SAFETY MEETING WITH THE WORK CREWS PRIOR TO THEIR ENTERING THE JOB SITE TO DISCUSS ALL KNOWN HAZARDS THAT MAY BE ENCOUNTERED AT THE SITE LOCATION.

FIRE DANGER - CONFINED SPACE - RESPIRATORY - MOVING EQUIPMENT

EVACUATION PLAN NEEDED YES NO

THE SAFETY OFFICER WILL PREPARE AN EVACUATION PLAN IF NEEDED.

IF PRODUCT CONTAINS BENZENE INSURE ADEQUATE PERSONAL PROTECTION IN PLACE.

OTHER: _____

PRODUCT CONTAINMENT:

	YES	NO		TIMES	
				AM	PM
VACUUM TRUCKS REQUIRED	<input type="checkbox"/>	<input type="checkbox"/>	TRUCKS ORDERED _____		
PORTABLE PUMPS REQUIRED	<input type="checkbox"/>	<input type="checkbox"/>	PUMPS ORDERED _____		
PORTABLE TANKS REQUIRED	<input type="checkbox"/>	<input type="checkbox"/>	TANKS ORDERED _____		
REMARKS:	_____				

ESTIMATED TIME FOR CONTAINMENT, PICKUP AND REMOVAL _____

EXCAVATION:

	YES	NO	EQUIPMENT ORDERED		
SHORING REQUIRED	<input type="checkbox"/>	<input type="checkbox"/>	BACK HOE <input type="checkbox"/>	TRACKLAYER <input type="checkbox"/>	
SLOPING OR BENCHING	<input type="checkbox"/>	<input type="checkbox"/>	EXCAVATOR <input type="checkbox"/>	GRADER <input type="checkbox"/>	
EXCAVATION PERMIT ON SITE	<input type="checkbox"/>	<input type="checkbox"/>	960 LOADER <input type="checkbox"/>	DRAGLINE <input type="checkbox"/>	
USA ALERT NOTICE SENT	<input type="checkbox"/>	<input type="checkbox"/>	DUMP TRUCK <input type="checkbox"/>	BOTTOM DUMP <input type="checkbox"/>	
OVER 5' (CAOSHA NOTIFIED) (OSHA TRENCHING AND SHORING)	<input type="checkbox"/>	<input type="checkbox"/>	OTHER: _____		
COMPETENT PERSON ON SITE	<input type="checkbox"/>	<input type="checkbox"/>	NAME: _____		
SOIL CLASSIFIED	<input type="checkbox"/>	<input type="checkbox"/>	CLASSIFICATION:	A <input type="checkbox"/>	B <input type="checkbox"/>
REMARKS:	_____				

ESTIMATED TIME TO EXCAVATE SITE FOR REPAIR _____

PLAN PREPARED BY: _____ **Date** _____ **Time** _____

SPLC EMERGENCY RESPONSE—RELEASE SITE SAFETY PLAN

SITE WORK PLAN

REPAIR:

	YES	NO	EQUIPMENT / MATERIALS	
PIPE REPLACEMENT NEEDED API 1104	<input type="checkbox"/>	<input type="checkbox"/>	PORTABLE WELDER	<input type="checkbox"/>
FULL SLEEVE REPAIR NEEDED API 1107	<input type="checkbox"/>	<input type="checkbox"/>	HYDRO CRANE	<input type="checkbox"/>
RECTIFIER TURNED OFF	<input type="checkbox"/>	<input type="checkbox"/>	PORTABLE LIGHTS	<input type="checkbox"/>
HOT WORK PERMIT ISSUED PL	<input type="checkbox"/>	<input type="checkbox"/>	FIRE EXTINGUISHERS	<input type="checkbox"/>
LOCK OUT/TAG OUT DONE SAFETY PROCEDURES MANUAL	<input type="checkbox"/>	<input type="checkbox"/>	RADIOGRAPHIC INSPECTION	<input type="checkbox"/>
WELD PROCEDURE ON SITE	<input type="checkbox"/>	<input type="checkbox"/>	DRY ICE <input type="checkbox"/> NITROGEN <input type="checkbox"/>	
WELDERS TEST PAPERS ON SITE	<input type="checkbox"/>	<input type="checkbox"/>	NAME: _____	
TESTED PIPE VERIFICATION	<input type="checkbox"/>	<input type="checkbox"/>	TEST # _____	
FIRE WATCH ESTABLISHED	<input type="checkbox"/>	<input type="checkbox"/>	NAME: _____	
REMARKS: _____				
ESTIMATED TIME TO COMPLETE REPAIR _____				

SANITATION:

	YES	NO	NOTE
EMPLOYEE DECONTAMINATION FACILITIES IN PLACE	<input type="checkbox"/>	<input type="checkbox"/>	POTABLE WATER
EQUIPMENT DECONTAMINATION AREA ESTABLISHED	<input type="checkbox"/>	<input type="checkbox"/>	MAY BE OBTAINED
DECONTAMINATION WASTE FLUID CONTAINERS ON SITE	<input type="checkbox"/>	<input type="checkbox"/>	THROUGH VACUUM
POTABLE WATER AVAILABLE	<input type="checkbox"/>	<input type="checkbox"/>	TRUCK SERVICE.
PORTABLE TOILETS & WASHING FACILITIES ON SITE	<input type="checkbox"/>	<input type="checkbox"/>	
REMARKS: _____			
ESTIMATED TIME TO SET SANITATION FACILITIES _____			

WASTE CONTAINMENT:

		YES	NO	TYPE OF CONTAINMENT NEEDED
CONTAMINATED SOIL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CONTAIN ON AND COVER WITH VISQUEEN IF AUTHORIZED-USE HAZWASTE BINS USE D.O.T. 17 H DRUMS IF OVER 4 CUBIC YARDS AND MATERIALS ARE NON FLAMMABLE USE BINS. NOTE: Do not remove waste from site unless authorized by Environmental Rep.
CONTAMINATED DEBRIS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CONTAMINATED RAGS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CONTAMINATED PADS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
CONTAMINATED BOOM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
REMARKS: _____				
ESTIMATED TIME TO CONTAIN CONTAMINATED MATERIALS _____				

PLAN PREPARED BY:

Date

Time

SPLC EMERGENCY RESPONSE—RELEASE SITE SAFETY PLAN

SITE WORK PLAN

N



SITE SKETCH:

REMARKS:

TOTAL ESTIMATED TIME FOR RESPONSE REPAIR COMPLETION

NOTE: IF TOTAL RESPONSE REPAIR TIME EXCEEDS

HOURS.

ESTABLISH EMPLOYEE SHIFTS OF

HOURS EACH.

PLAN PREPARED BY:

Date

Time

SPLC EMERGENCY RESPONSE—RELEASE SITE SAFETY PLAN

SITE WORK PLAN

SITE EMERGENCY INFORMATION:

911

CAN 911 BE USED TO REQUEST EMERGENCY MEDICAL, FIRE, OR POLICE HELP? YES NO

LOCAL AMBULANCE SERVICE

NAME: _____ TOWN: _____

PHONE NO: _____

LOCAL HOSPITAL

NAME: _____ TOWN: _____

PHONE NO: _____

IS A MAP SHOWING THE ROUTE OR DIRECTIONS TO THE HOSPITAL POSTED? YES NO

SITE MAP OR SKETCH

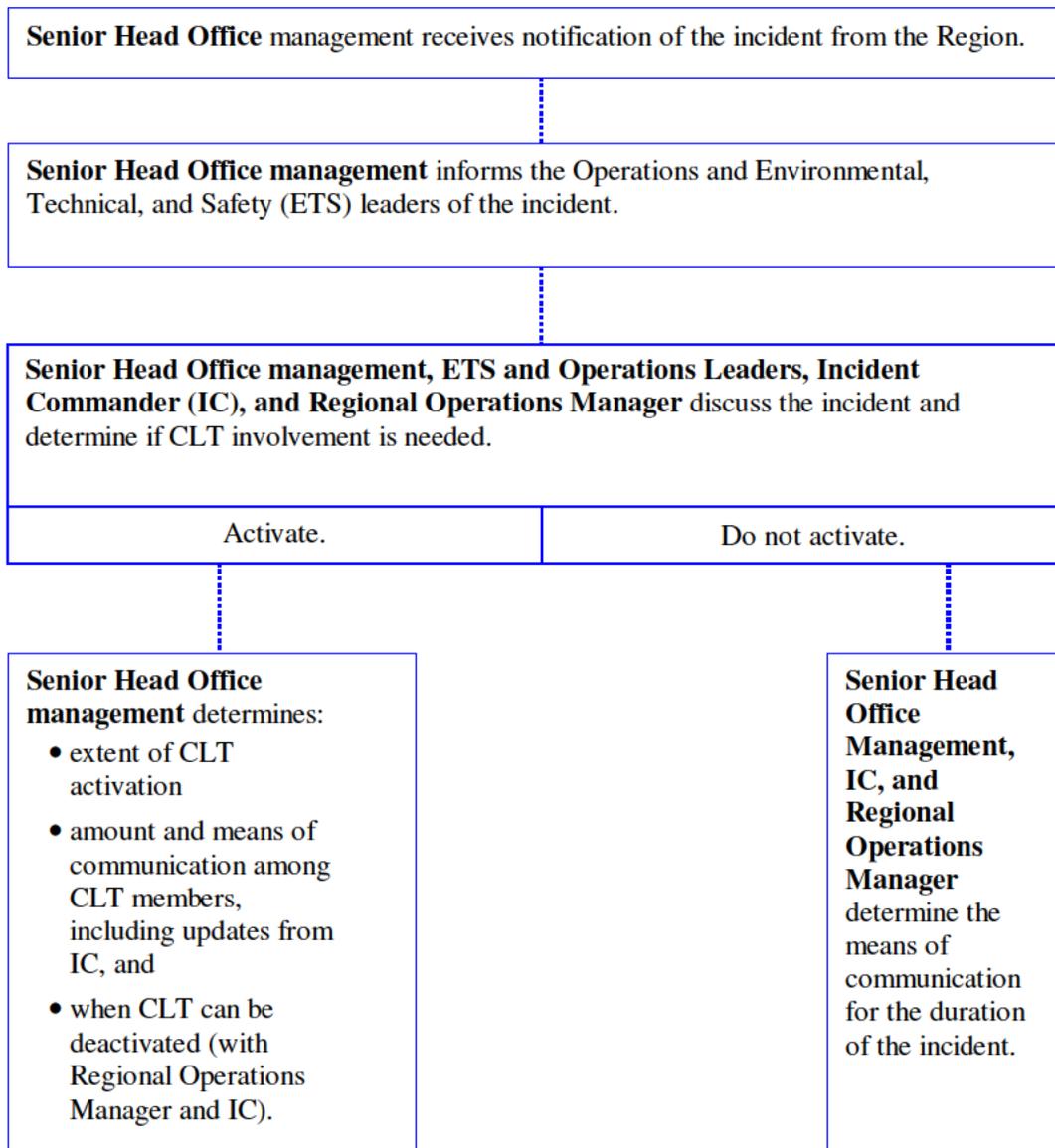
IS A MAP OR SKETCH OF THE WORK AREA AND FACILITIES POSTED? YES NO

REMARKS: _____

PLAN PREPARED BY: _____ **Date** _____ **Time** _____

Activation of Response Leadership Team

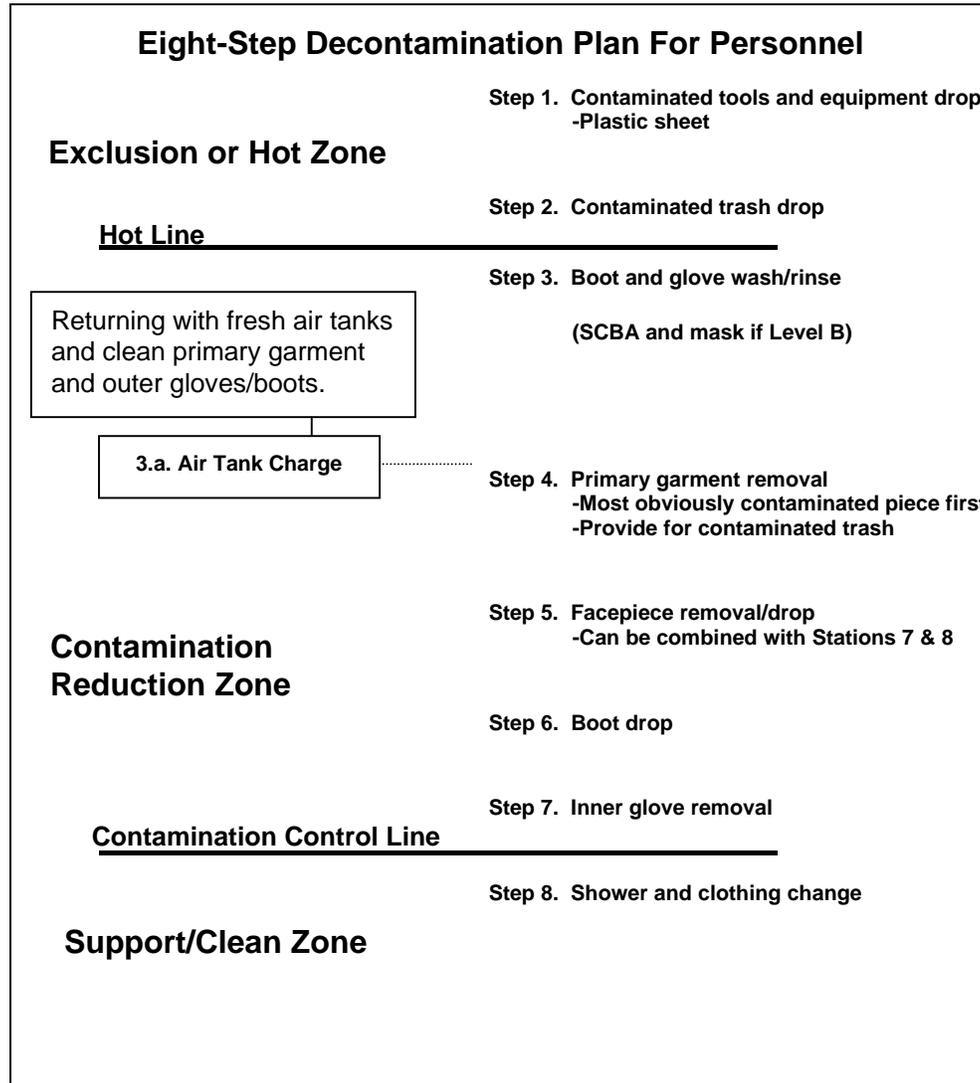
Depending on the class of the incident, the CLT may be activated. The following chart shows the steps involved with activating the CLT during an incident.



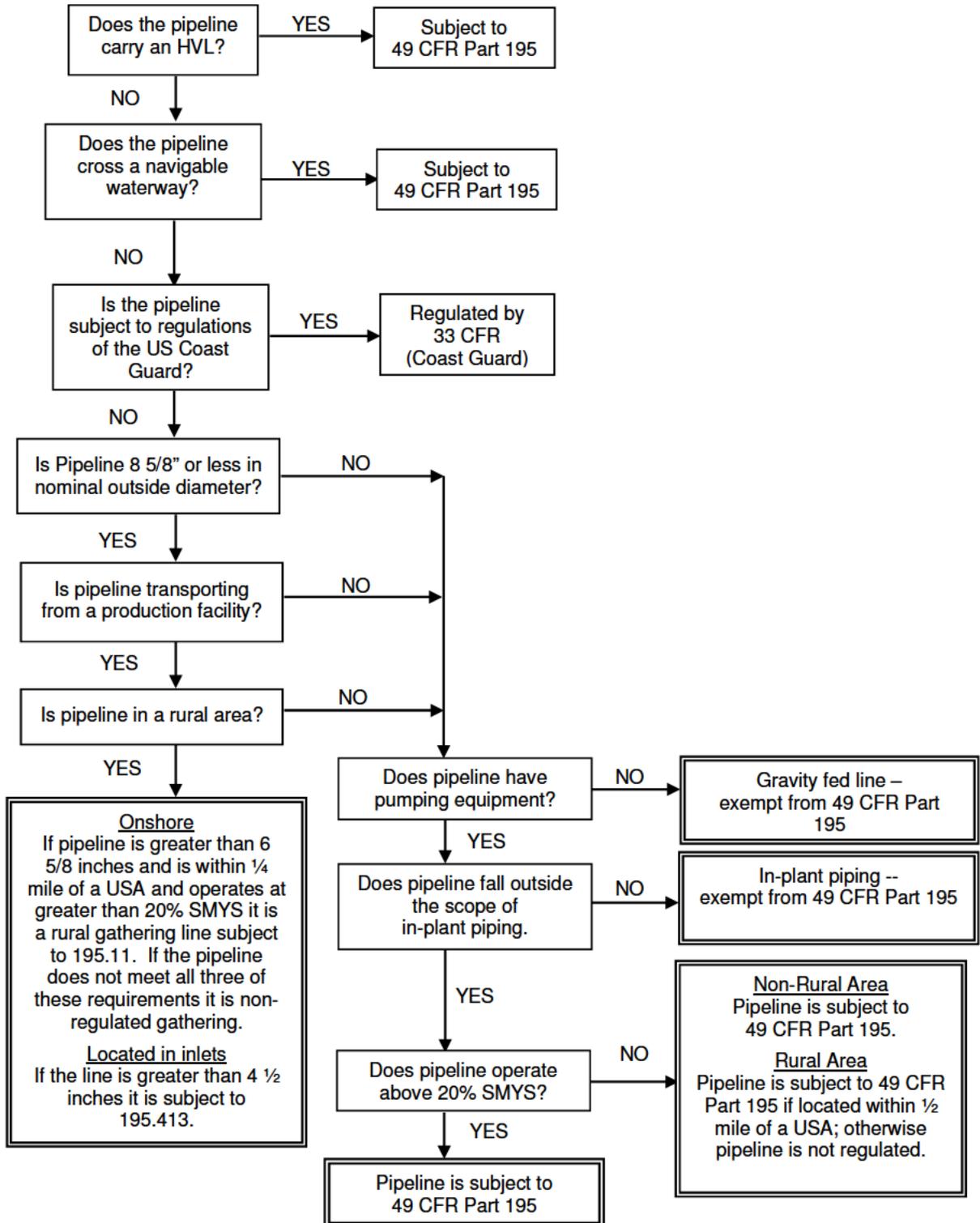
Decontamination

CCR §817.02(f)(8)

The appropriate decontamination procedure will depend on the contaminant and its physical properties. The decontamination stations and process should be confined to the Contamination Reduction Zone. Steps for personnel decontamination are outlined below.

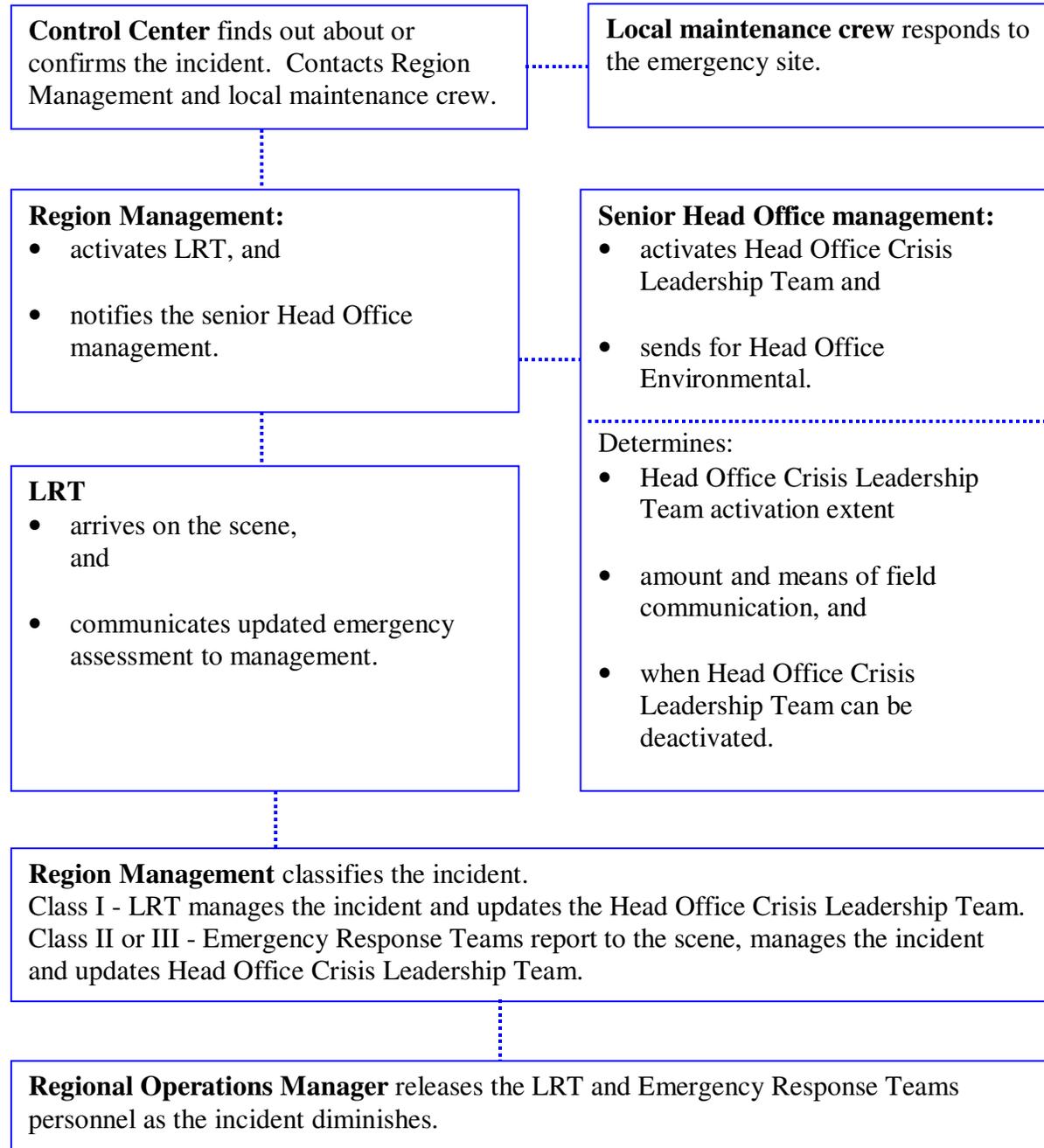


Flow Chart for Determining if a Hazardous Liquid Pipeline Is Subject to DOT Regulation (49 CFR Part 195)



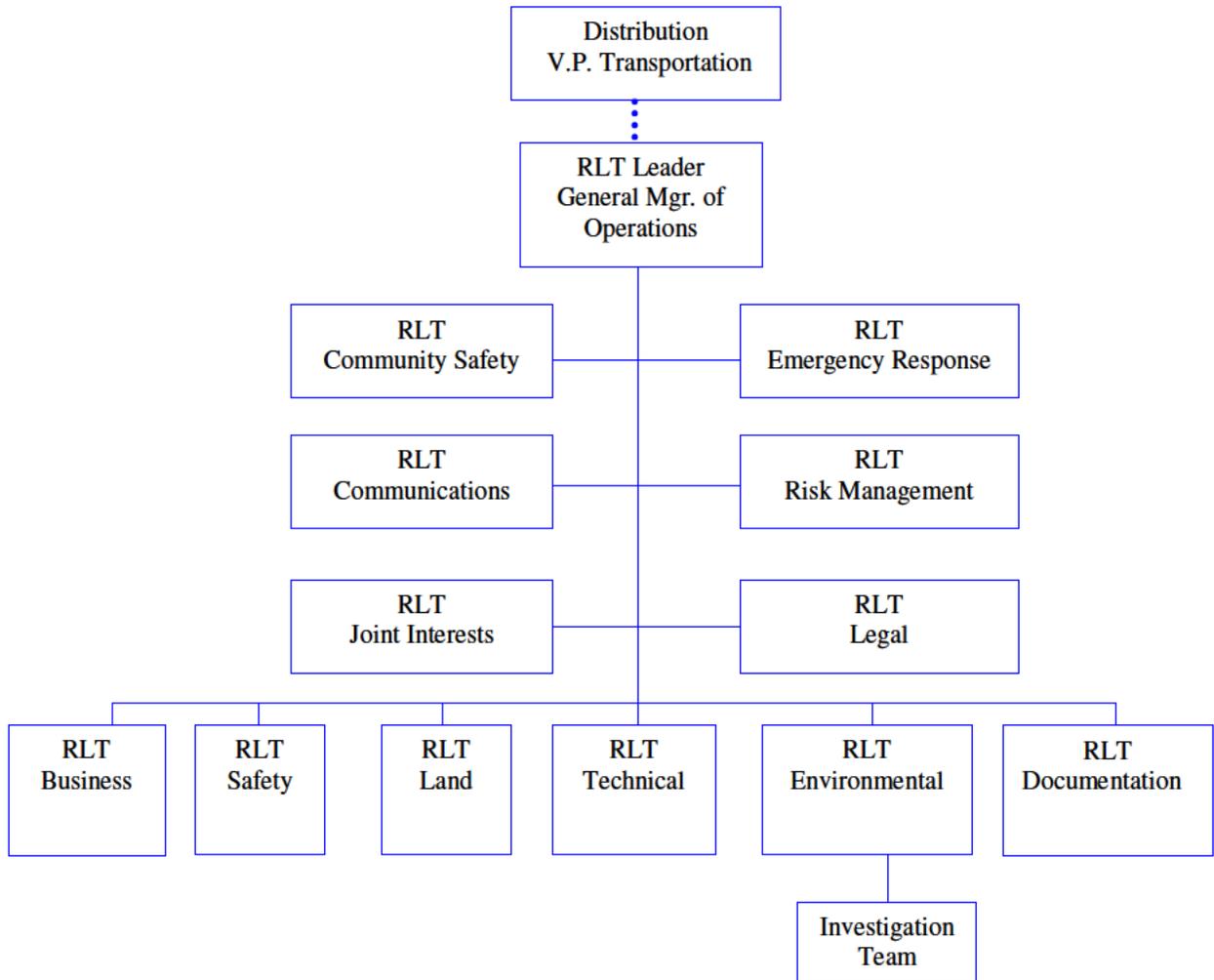
LRT Activation

Depending on the incident, the LRT may be activated. The following shows the activation decision.



Structure of the Response Leadership Team

The Response Leadership Team organizational structure follows. The members are activated as needed by the Team Leader.





GLOSSARY OF TERMS AND ACRONYMS

[Glossary of Terms](#)

[Acronyms](#)

GLOSSARY OF TERMS

This glossary contains definitions of terms that will be used frequently during the course of response operations.

Activate: The process of mobilizing personnel and/or equipment within the response organization to engage in response operations.

Activator: An individual in the response organization whose responsibilities include notifying other individuals or groups within the organization to mobilize personnel and/or equipment.

Adverse Weather: The weather conditions that will be considered when identifying response systems and equipment in a response plan for the applicable operating environment. Factors to consider include significant wave height, ice, temperature, weather - related visibility, and currents within the Captain of the Port (COTP) zone in which the systems or equipment are intended to function.

Agency Representative: Individual assigned to an incident from an agency who has been delegated full authority to make decisions on all matters affecting that agency's participation in response operations.

Area Committee: As defined by Sections 311(a)(18) and (j)(4) of CWA, as amended by OPA, means the entity appointed by the President consisting of members from Federal, State, and local agencies with responsibilities that include preparing an Area Contingency Plan for the area designated by the President. The Area Committee may include ex-officio (i.e., non-voting) members (e.g., industry and local interest groups).

Area Contingency Plan: As defined by Sections 311(a)(19) and (j)(4) of CWA, as amended by OPA, means the plan prepared by an Area Committee, that in conjunction with the NCP, shall address the removal of a discharge including a worst-case discharge and the mitigation or prevention of a substantial threat of such a discharge from a vessel, offshore facility, or onshore facility operating in or near an area designated by the President.

Average Most Probable Discharge: A discharge of the lesser of 50 barrels or 1% of the volume of the worst case discharge.

Barrel (bb1): Measure of space occupied by 42 U.S. gallons at 60 degrees Fahrenheit.

Bioremediation Agents: Means microbiological cultures, enzyme additives, or nutrient additives that are deliberately introduced into an oil discharge and that will significantly increase the rate of biodegradation to mitigate the effects of the discharge.

Boom: A piece of equipment or a strategy used to either contain free floating oil to a confined area or protect an uncontaminated area from intrusion by oil.

Booming Strategies: Strategic techniques which identify the location and quantity of boom required to protect certain areas. These techniques are generated by identifying a potential spill source and assuming certain conditions which would affect spill movement on water.

Bulk: Material that is stored or transported in a loose, unpackaged liquid, powder, or granular form capable of being conveyed by a pipe, bucket, chute, or belt system.

Chemical Agents: Means those elements, compounds, or mixtures that coagulate, disperse, dissolve, emulsify, foam, neutralize, precipitate, reduce, solubilize, oxidize, concentrate, congeal, entrap, fix, make the pollutant mass more rigid or viscous, or otherwise facilitate the mitigation of deleterious effects or the removal of the oil pollutant from the water. Chemical agents include biological additives, dispersants, sinking agents, miscellaneous oil spill control agents, and burning agents, but do not include solvents.

Clean-up Contractor: Persons contracted to undertake a response action to clean up a spill.

Cleanup: For the purposes of this document, cleanup refers to the removal and/or treatment of oil, hazardous substances, and/or the waste or contaminated materials generated by the incident. Cleanup includes restoration of the site and its natural resources.

Coastal Waters: For the purpose of classifying the size of discharges, means the waters of the coastal zone except for the Great Lakes and specified ports and harbors on inland rivers.

Coastal Zone: As defined for the purpose of the NCP, means all United States waters subject to the tide, United States waters of the Great Lakes, specified ports and harbors on inland rivers, waters of the contiguous zone, other waters of the high seas subject to the NCP, and the land surface or land substrata, ground waters, and ambient air proximal to those waters. The term coastal zone delineates an area of federal responsibility for response action. Precise boundaries are determined by EPA/USCG agreements and identified in federal regional contingency plans.

Coast Guard District Response Group (DRG): As provided for by CWA sections 311(a)(20) and (j)(3), means the entity established by the Secretary of the department in which the USCG is operating within each USCG district and shall consist of: the combined USCG personnel and equipment, including firefighting equipment, of each port within the district; additional prepositioned response equipment; and a district response advisory team.

Command: The act of controlling manpower and equipment resources by virtue of explicit or delegated authority.

Command Post: A site located at a safe distance from the spill site where response decisions are made, equipment and manpower deployed, and communications handled. The Incident Commander and the On-Scene Coordinators may direct the on-scene response from this location.

Communications Equipment: Equipment that will be utilized during response operations to maintain communication between the Company employees, contractors, Federal/State/Local agencies. (Radio/ telephone equipment and links)

Containment Boom: A flotation/freeboard device, made with a skirt/curtain, longitudinal strength member, and ballast unit/weight designed to entrap and contain the product for recovery.

Contingency Plan: A document used by (1) federal, state, and local agencies to guide their planning and response procedures regarding spills of oil, hazardous substances, or other emergencies; (2) a document used by industry as a response plan to spills of oil, hazardous substances, or other emergencies occurring upon their vessels or at their facilities.

Contract or Other Approved Means: For OPA 90, a written contract with a response contractor; certification by the facility owner or operator that personnel and equipment are owned, operated, or under the direct control of the facility, and available within the stipulated times; active membership in a local or regional oil spill removal organization; and/or the facility's own equipment.

Critical Areas to Monitor: Areas which if impacted by spilled oil may result in threats to public safety or health.

Cultural Resources: Current, historic, prehistoric and archaeological resources which include deposits, structures, ruins, sites, buildings, graves, artifacts, fossils, or other objects of antiquity which provide information pertaining to the historical or prehistorical culture of people in the state as well as to the natural history of the state.

Damage Assessment: The process of determining and measuring damages and injury to the human environment and natural resources, including cultural resources. Damages include differences between the conditions and use of natural resources and the human environment that would have occurred without the incident, and the conditions and use that ensued following the incident. Damage assessment includes planning for restoration and determining the costs of restoration.

Decontamination: The removal of hazardous substances from personnel and their equipment necessary to prevent adverse health effects.

Discharge: Any spilling, leaking, pumping, pouring, emitting, emptying, or dumping.

Dispersants: Means those chemical agents that emulsify, disperse, or solubilize oil into the water column or promote the surface spreading of oil slicks to facilitate dispersal of the oil into the water column.

Diversions Boom: A floatation/freeboard device, made with a skirt/curtain, longitudinal strength member, and ballast unit/weight designed to deflect or divert the product towards a pick up point, or away from certain areas.

Drinking Water Supply: As defined by Section 101(7) of CERCLA, means any raw or finished water source that is or may be used by a public water system (as defined in the Safe Drinking Water Act) or as drinking water by one or more individuals.

EM: Emergency Management. Serves as the focal point for senior management support of an incident.

Economically Sensitive Areas: Those areas of explicit economic importance to the public that due to their proximity to potential spill sources may require special protection and include, but are not limited to: potable and industrial water intakes; locks and dams; and public and private marinas.

Emergency Management: The personnel identified to staff the organizational structure identified in a response plan to manage response plan implementation.

Emergency Service: Those activities provided by state and local government to prepare for and carry out any activity to prevent, minimize, respond to, or recover from an emergency.

Environmentally Sensitive Areas: Streams and water bodies, aquifer recharge zones, springs, wetlands, agricultural areas, bird rookeries, endangered or threatened species (flora and fauna) habitat, wildlife preserves or conservation areas, parks, beaches, dunes, or other areas protected or managed for its natural resource value.

Facility: Either an onshore facility or an offshore facility and includes, but is not limited to structures, equipment, and appurtenances thereto, used or capable of being used to transfer oil to or from a vessel or a public vessel. A facility includes federal, state, municipal, and private facilities.

Facility Operator: The person who owns, operates, or is responsible for the operation of the facility.

Federal Fund: The spill liability trust fund established under OPA.

Federal Regional Response Team: The federal response organization (consisting of representatives from selected federal and state agencies) which acts as a regional body responsible for planning and preparedness before an oil spill occurs and providing advice to the FOSC in the event of a major or substantial spill.

Federal Response Plan (FRP): Means the agreement signed by 25 federal departments and agencies in April 1987 and developed under the authorities of the Earthquake Hazards Reduction Act of 1977 and the Disaster Relief Act of 1974, as amended by the Stafford Disaster Relief Act of 1988.

First Responders, First Response Agency: A public health or safety agency (e.g., fire service or police department) charged with responding to a spill during the emergency phase and alleviating immediate danger to human life, health, safety, or property.

Handle: To transfer, transport, pump, treat, process, store, dispose of, drill for, or produce.

Harmful Quantity Of Oil: The presence of oil from an unauthorized discharge in a quantity sufficient either to create a visible film or sheen upon or discoloration of the surface of the water or a shoreline, tidal flat, beach, or marsh, or to cause a sludge or emulsion to be deposited beneath the surface of the water or on a shoreline, tidal flat, beach, or marsh.

Hazardous Material: Any nonradioactive solid, liquid, or gaseous substance which, when uncontrolled, may be harmful to humans, animals, or the environment. Including but not limited to substances otherwise defined as hazardous wastes, dangerous wastes, extremely hazardous wastes, oil, or pollutants.

Hazardous Substance: Any substance designed as such by the Administrator of the EPA pursuant to the Comprehensive Environmental Response, Compensation, and Liability Act; regulated pursuant to Section 311 of the Federal Water Pollution Control Act, or discharged by the SERC.

Hazardous Waste: Any solid waste identified or listed as a hazardous waste by the Administrator of the EPA pursuant to the federal Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act (RCRA), 42 U.S.C., Section 6901, et seq as amended. The EPA Administrator has identified the characteristics of hazardous wastes and listed certain wastes as hazardous in Title 40 of the Code of Federal Regulations, Part 261, Subparts C and D respectively.

HAZMAT: Hazardous materials or hazardous substances, exposure to which may result in adverse effects on health or safety of employees.

HAZWOPER: Hazardous Waste Operations and Emergency Response Regulations published by OSHA to cover worker safety and health aspects of response operations.

Heat Stress: Dangerous physical condition caused by over exposure to extremely high temperatures.

Hypothermia: Dangerous physical condition caused by over exposure to freezing temperatures.

Incident: Any event that results in a spill or release of oil or hazardous materials. Action by emergency service personnel may be required to prevent or minimize loss of life or damage to property and/or natural resources.

Incident Briefing Meeting: Held to develop a comprehensive, accurate, and up-to-date understanding of the incident, nature of status of control operations, and nature and status of response operations; ensure the adequacy of control and response operations; begin to organize control and response operations; and prepare for interactions with outside world.

Incident Command Post (ICP): That location at which all primary command functions are executed.

Incident Command System (ICS): The combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for the management of assigned resources at an incident.

Incident Commander (IC): The one individual in charge at any given time of an incident. The Incident Commander will be responsible for establishing a unified command with all on-scene coordinators.

Indian Tribe: As defined in OPA section 1001, means any Indian tribe, band, nation, or other organized group or community, but not including any Alaska Native regional or village corporation, which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians and has governmental authority over lands belonging to or controlled by the Tribe.

Initial Cleanup: Remedial action at a site to eliminate acute hazards associated with a spill. An initial clean-up action is implemented at a site when a spill of material is an actual or potentially imminent threat to public health or the environment, or difficulty of cleanup increases significantly without timely remedial action. All sites must be evaluated to determine whether initial cleanup is total cleanup, however, this will not be possible in all cases due to site conditions (i.e., a site where overland transport or flooding may occur).

Initial Notification: The process of notifying necessary the Company personnel and Federal/ State/Local agencies that a spill has occurred, including all pertinent available information surrounding the incident.

Initial Response Actions: The immediate actions that are to be taken by the spill observer after detection of a spill.

Inland Area: The area shoreward of the boundary lines defined in 46 CFR part 7, except that in the Gulf of Mexico, it means the area shoreward of the lines of demarcation (COLREG lines) as defined in §80.740 through 80.850 of this chapter. The inland area does not include the Great Lakes.

Inland Waters: State waters not considered coastal waters; lakes, rivers, ponds, streams, underground water, et. al.

Inland Zone: Means the environment inland of the coastal zone excluding the Great Lakes, and specified ports and harbors on inland rivers. The term inland zone delineates an area of federal responsibility for response action. Precise boundaries are determined by EPA/USCG agreements and identified in federal regional contingency plans.

Interim Storage Site: A site used to temporarily store recovered oil or oily waste until the recovered oil or oily waste is disposed of at a permanent disposal site. Interim storage sites include trucks, barges, and other vehicles, used to store waste until the transport begins.

Lead Agency: The government agency that assumes the lead for directing response activities.

Lead Federal Agency: The agency which coordinates the federal response to incident on navigable waters. The lead federal agencies are:

- **U.S. Coast Guard:** Oil and chemically hazardous materials incidents on navigable waters.
- **Environmental Protection Agency:** Oil and chemically hazardous materials incidents on inland waters.

Lead State Agency: The agency which coordinates state support to federal and/or local governments or assumes the lead in the absence of federal response.

Loading: Transfer from Facility to vehicle.

Local Emergency Planning Committee (LEPC): A group of local representatives appointed by the State Emergency Response Commission (SERC) to prepare a comprehensive emergency plan for the local emergency planning district, as required by the Emergency Planning and Community Right-to-know Act (EPCRA).

Local Response Team: Designated Facility individuals who will fulfill the roles determined in the oil spill response plan in the event of an oil or hazardous substance spill. They will supervise and control all response and clean-up operations.

Lower Explosive Limit: Air measurement utilized to determine the lowest concentration of vapors that support combustion. This measurement must be made prior to entry into a spill area.

Marinas: Small harbors with docks, services, etc. for pleasure craft.

Medium Discharge: Means a discharge greater than 2,100 gallons (50 Bbls) and less than or equal to 36,000 gallons (85+ Bbls) or 10% of the capacity of the largest tank, whichever is less and not to exceed the WCD.

National Contingency Plan: The plan prepared under the Federal Water Pollution Control Act (33 United State Code §1321 et seq) and the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (42 United State Code § 9601 et seq), as revised from time to time.

National Pollution Funds Center (NPFC): Means the entity established by the Secretary of Transportation whose function is the administration of the Oil Spill Liability Trust Fund (OSLTF). Among the NPFC's duties are: providing appropriate access to the OSLTF for federal agencies and states for removal actions and for federal trustees to initiate the assessment of natural resource damages; providing appropriate access to the OSLTF for claims; and coordinating cost recovery efforts.

National Response System (NRS): Is the mechanism for coordinating response actions by all levels of government in support of the OSC. The NRS is composed of the NRT, RRTs, OSC, Area Committees, and Special Teams and related support entities.

National Strike Force (NSF): Is a special team established by the USCG, including the three USCG Strike Teams, the Public Information Assist Team (PIAT), and the National Strike Force Coordination Center. The NSF is available to assist OSCs in their preparedness and response duties.

National Strike Force Coordination Center (NSFCC): Authorized as the National Response Unit by CWA section 311(a)(23) and (j)(2), means the entity established by the Secretary of the department in which the USCG is operating at Elizabeth City, North Carolina, with responsibilities that include administration of the USCG Strike Teams, maintenance of response equipment inventories and logistic networks, and conducting a national exercise program.

Natural Resource: Land, fish, wildlife, biota, air, water, ground water, drinking water supplies, and other such resources belonging to, managed by, held in trust by, appertaining to or otherwise controlled by the state, federal government, private parties, or a municipality.

Navigable Waters: As defined in section 502(7) of the FWPCA. The term includes:

All navigable waters of the United States, as defined in judicial decisions prior to the passage of the 1972 Amendments of the Federal Water Pollution Control Act, (FWPCA) (Pub. L. 92-500) also known as the Clean Water Act (CWA), and tributaries of such waters;

Interstate waters;

Intrastate lakes, rivers, and streams which are utilized by interstate travelers for recreational or other purposes;

Intrastate lakes, rivers, and streams from which fish or shellfish are taken and sold in interstate commerce.

Nearshore Area: For OPA 90, the area extending seaward 12 miles from the boundary lines defined in 46 CFR Part 7, except in the Gulf of Mexico. In the Gulf of Mexico, it means the area extending seaward 12 miles from the line of demarcation defined in §80.740 - 80.850 of title 33 of the CFR.

Non-persistent or Group I Oil: A petroleum-based oil that, at the time of shipment, consists of hydrocarbon fractions:

1. At least 50% of which by volume, distill at a temperature of 340 degrees C (645 degrees F);
2. At least 95% of which volume, distill at a temperature of 370 degrees C (700 degrees F).

Ocean: The open ocean, offshore area, and nearshore area as defined in this subpart.

Offshore area: The area up to 38 nautical miles seaward of the outer boundary of the nearshore area.

Oil or Oils: Oil means oil of any kind or in any form, including, but not limited to: fats, oils, or greases of animal, fish, or marine mammal origin; vegetable oils, including oils from seeds, nuts, fruits, or kernels; and, other oils and greases, including petroleum, fuel oil, sludge, synthetic oils, mineral oils, oil refuse, or oil mixed with wastes other than dredged spoil.

Oil Spill Liability Trust Fund: Means the fund established under section 9509 of the Internal Revenue Code of 1986 (26 U.S.C. 9509).

Oily Waste: Product contaminated waste resulting from a spill or spill response operations.

On-Scene Coordinator (OSC): Means the federal official predesignated by the EPA or the USCG to coordinate and direct response under subpart D.

On-site: Means the areal extent of contamination and all suitable areas in very close proximity to the contamination necessary for implementation of a response action.

Open Ocean: Means the area from 38 nautical miles seaward of the outer boundary of the nearshore area, to the seaward boundary of the exclusive economic zone.

Owner or Operator: Any person, individual, partnership, corporation, association, governmental unit, or public or private organization of any character.

Persistent Oil: A petroleum-based oil that does not meet the distillation criteria for a non-persistent oil. For the purposes of this Appendix, persistent oils are further classified based on specific gravity as follows:

1. Group II specific gravity less than .85
2. Group III specific gravity between .85 and less than .95
3. Group IV specific gravity .95 and including 1.0
4. Group V specific gravity greater than 1.0

Plan Holder: The plan holder is the industry transportation related facility for which a response plan is required by federal regulation to be submitted by a vessel or facility's owner or operator.

Post Emergency Response: The portion of a response performed after the immediate threat of a release has been stabilized or eliminated and cleanup of the sites has begun.

Post Emergency: The phase of response operations conducted after the immediate threat of the release has been stabilized, and cleanup operations have begun.

Primary Response Contractors or Contractors: An individual, company, or cooperative that has contracted directly with the plan holder to provide equipment and/or personnel for the containment or cleanup of spilled oil.

Qualified Individual (QI): That person or entity who has authority to activate a spill cleanup contractors, act as liaison with the "On-Scene Coordinator" and obligate funds required to effectuate response activities.

Recreation Areas: Publicly accessible locations where social/sporting events take place.

Regional Response Team (RRT): The Federal response organization (consisting of representatives from selected Federal and State agencies) which acts as a regional body responsible for overall planning and preparedness for oil and hazardous materials releases and for providing advice to the OSC in the event of a major or substantial spill.

Remove or Removal: As defined by section 311(a)(8) of the CWA, refers to containment and removal of oil or hazardous substances from the water and shorelines or the taking of such other actions as may be necessary to minimize or mitigate damage to the public health or welfare (including, but not limited to, fish, shellfish, wildlife, public and private property, and shorelines and beaches) or to the environment. For the purpose of the NCP, the term also includes monitoring of action to remove discharge.

Response Activities: The containment and removal of oil from the water and shorelines, the temporary storage and disposal of recovered oil, or the taking of other actions as necessary to minimize or mitigate damage to public health or welfare, or the environment.

Response Contractors: Persons/companies contracted to undertake a response action to contain and/or clean up a spill.

Response Guidelines: Guidelines for initial response that are based on the type of product involved in the spill, these guidelines are utilized to determine clean-up methods and equipment.

Response Plan: A practical manual used by industry for responding to a spill. Its features include: (1) identifying the notifications sequence, responsibilities, response techniques, etc. in an easy to use format; (2) using decision trees, flowcharts, and checklists to insure the proper response for spills with varying characteristics; and (3) segregating information needed during the response from data required by regulatory agencies to prevent confusion during a spill incident.

Response Priorities: Mechanism used to maximize the effective use of manpower and equipment resources based upon their availability during an operational period.

Response Resources: All personnel and major items of equipment available, or potentially available, for assignment to incident tasks on which status is maintained.

Responsible Party: Any person, owner/operator, or facility that has control over an oil or hazardous substance immediately before entry of the oil or hazardous substance into the atmosphere or in or upon the water, surface, or subsurface land of the state.

Restoration: The actions involved in returning a site to its former condition.

Rivers and Canals: A body of water confined within the inland area that has a project depth of 12 feet or less, including the Intracoastal Waterway and other waterways artificially created for navigation.

Securing the Source: Steps that must be taken to stop discharge of oil at the source of the spill.

Sinking Agents: Means those additives applied to oil discharges to sink floating pollutants below the water surface.

Site Characterization: An evaluation of a cleanup site to determine the appropriate safety and health procedures needed to protect employees from identified hazards.

Site Conditions: Details of the area surrounding the facility, including shoreline descriptions, typical weather conditions, socioeconomic breakdowns, etc.

Site Safety and Health Plan: A site specific plan developed at the time of an incident that addresses:

- Safety and health hazard analysis for each operation.
- Personal protective equipment to be used.
- Training requirements for site workers.
- Medical surveillance requirements.
- Air monitoring requirements.
- Site control measures.
- Decontamination procedures.
- Emergency response procedures.
- Confined space entry procedures.

Site Security and Control: Steps that must be taken to provide safeguards needed to protect personnel and property, as well as the general public, to ensure an efficient clean-up operation.

Skimmers: Mechanical devices used to skim the surface of the water and recover floating oil. Skimmers fall into four basic categories (suction heads, floating weirs, oleophilic surface units, and hydrodynamic devices) which vary in efficiency depending on the type of oil and size of spill.

Snare Boom: Oil will adhere to the material of which this boom is made of and thus collect it.

Sorbents: Materials ranging from natural products to synthetic polymeric foams placed in confined areas to soak up small quantities of oil. Sorbents are very effective in protecting walkways, boat decks, working areas, and previously uncontaminated or cleaned areas.

Spill: An unauthorized discharge of oil or hazardous substance into the waters of the state.

Spill Observer: The first Facility individual who discovers a spill. This individual must function as the first responder and person-in-charge until relieved by an authorized supervisor.

Spill of National Significance (SONS): Means a spill which due to its severity, size, location, actual or potential impact on the public health and welfare or the environment, or the necessary response effort, is so complex that it requires extraordinary coordination of federal, state, local, and responsible party resources to contain and cleanup the discharge.

Spill Management Team: The personnel identified to staff the organizational structure identified in a response plan to manage response plan implementation.

Spill Response: All actions taken in responding to spills of oil and hazardous materials, e.g.: receiving and making notifications; information gathering and technical advisory phone calls; preparation for and travel to and from spill sites; direction of clean-up activities; damage assessments; report writing, enforcement investigations and actions; cost recovery; and program development.

Spill Response Personnel: Federal, state, local agency, and industry personnel responsible for participating in or otherwise involved in spill response. All spill response personnel will be pre-approved on a list maintained in each region.

Staging Areas: Designated areas near the spill site accessible for gathering and deploying equipment and/or personnel.

State Emergency Response Commission(SERC): A group of officials appointed by the Governor to implement the provisions of Title III of the Federal Superfund Amendments and Re-authorization Act of 1986 (SARA). The SERC approves the State Oil and Hazardous Substance Discharge Prevention and Contingency Plan and Local Emergency Response Plans.

Surface Collecting Agents: Means those chemical agents that form a surface film to control the layer thickness of oil.

Surface Washing Agent: Is any product that removes oil from solid surfaces, such as beaches and rocks, through a detergency mechanism and does not involve dispersing or solubilizing the oil into the water column.

Tanker: A self-propelled tank vessel constructed or adapted primarily to carry or hazardous material in bulk in the cargo spaces.

Tidal Current Tables: Tables which contain the predicted times and heights of the high and low waters for each day of the year for designated areas.

Trajectory Analysis: Estimates made concerning spill size, location, and movement through aerial surveillance or computer models.

Transfer: Any movement of oil to, from, or within a vessel by means of pumping, gravitation, or displacement.

Trustee: Means an official of a federal natural resources management agency designated in subpart G of the NCP or a designated state official or Indian tribe or, in the case of discharges covered by the OPA, a foreign government official, who may pursue claims for damages under section 1006 of the OPA.

Underwriter: An insurer, a surety company, a guarantor, or any other person, other than an owner or operator of a vessel or facility, that undertakes to pay all or part of the liability of an owner or operator.

Unified Command: The method by which local, state, and federal agencies and the responsible party will work with the Incident Commander to:

- Determine their roles and responsibilities for a given incident.
- Determine their overall objectives for management of an incident.
- Select a strategy to achieve agreed-upon objectives.
- Deploy resources to achieve agreed-upon objectives.

Unified or Coordinated Command Meeting: Held to obtain agreement on strategic objectives and response priorities; review tactical strategies; engage in joint planning, integrate response operations; maximize use of resources; and minimize resolve conflicts.

Volunteers: An individual who donates their services or time without receiving monetary compensation.

Waste: Oil or contaminated soil, debris, and other substances removed from coastal waters and adjacent waters, shorelines, estuaries, tidal flats, beaches, or marshes in response to an unauthorized discharge. Waste means any solid, liquid, or other material intended to be disposed of or discarded and generated as a result of an unauthorized discharge of oil. Waste does not include substances intended to be recycled if they are in fact recycled within 90 days of their generation or if they are brought to a recycling facility within that time.

Waters of the United States: See **Navigable Waters** in this Glossary.

Wetlands: Those areas that are inundated or saturated by surface or groundwater at a frequency or duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include playa lakes, swamps, marshes, bogs, and similar areas such as sloughs, prairie potholes, wet meadows, prairie river overflows, mudflats, and natural ponds.

Wildlife Rescue: Efforts made in conjunction with Federal and State agencies to retrieve, clean, and rehabilitate birds and wildlife affected by an oil spill.

Worst Case Discharge: The largest foreseeable discharge under adverse weather conditions. For facilities located above the high water line of coastal waters, a worst case discharge includes those weather conditions most likely to cause oil discharged from the facility to enter coastal waters.

ACRONYMS

AMIO	- Alien Migration Interdiction Operation
AQI	- Alternate Qualified Individual
AM	- Ante Meridiem
ACP	- Area Contingency Plan
ACP	- Area Contingency Plans
Avg.	- Average
bbl/hr	- Barrel per Hour
Br	- Branch
BLM	- Bureau of Land Management
COTP	- Captain of the Port
Ctr.	- Center
CAS Number	- Chemical Abstracts Service
CST	- Civil Support Team
CG	- Coast Guard
CFR	- Code of Federal Regulations
Cont'd	- Continued
CMT	- Crisis Management Team
DOA	- Dead on Arrival
Dept.	- Department
DOD	- Department of Defense
DENR	- Department of Environment and Natural Resources
DHS	- Department of Homeland Security
DOI	- Department of Interior
DNR	- Department of Natural Resources
DOT	- Department of Transportation
D.C.	- District of Columbia
Div.	- Division
DOCL	- Documentation Unit Leader
EMS	- Emergency Management System
EM	- Emergency Manager
EOC	- Emergency Operations Center
ESA	- Endangered Species Act
EET	- Environmental Emergency Team
EDRC	- Estimated Daily Recovery Capability
EPA	- Environmental Protection Agency
ETA	- Estimated Time of Arrival
etc.	- Et Cetera
exempli gratia e.g.	- For Example
FAA	- Federal Aviation Administration
FBI	- Federal Bureau of Investigation
FOSC	- Federal On-Scene Coordinator
Ft./Sec.	- Feet/Second
FIR	- Field Investigation Report
FR	- Fire Retardant
FWD	- Forward
Freq.	- Frequency
GRP	- Group
Gru Sups.	- Group Supervisors
HAZMAT	- Hazardous Material
HAZWOPER	- Hazardous Waste Operations and Emergency Response Standard
HVAC	- Heating, Ventilating, and Air Conditioning
HEPA OVV	- High Efficiency Particle Air Device
HF ERW	- High Frequency Electric-Resistance Weld
HLS	- Homeland Security
Hrs.	- Hours
ID NO.	- Identification Number

IL	- Illinois
IDNR	- Illinois Department of Natural Resources
IAW	- In Accordance With
IAP	- Incident Action Plan
ICS	- Incident Command System
ICS	- Incident Command System
IC	- Incident Commander
IMH	- Incident Management Handbook
IMS	- Incident Management System
Info.	- Information
KS	- Kansas
KM	- Kilometer
KP	- Kilometer Point
LE	- Law Enforcement
LO	- Liaison Officer
LPG	- Liquefied Petroleum Gas
LEPC	- Local Emergency Planning Committee
LRT	- Local Response Team
LSC	- Logistics Section Chief
LF ERW	- Low Frequency Electric-Resistance Weld
LEL	- Lower Explosive Limit
MO	- Missouri
MSDS	- Material Safety Data Sheets
MEDEVAC'D	- Medical Evacuation
NCP	- National Contingency Plan
NE	- Nebraska
NEECP (CA)	- National Environmental Emergencies Contingency Plan
NFPA	- National Fire Protection Association
NIMS	- National Incident Management System
ND	- North Dakota
NOAA	- National Oceanographic Atmospheric Administration
NCP (U.S.)	- National Oil and Hazardous Substances Contingency Plan
NRC	- National Response Center
NRDAR	- Natural Resource Damage Assessment and Restoration
N	- No
NW	- North West
N/A	- Not Available
OSHA	- Occupational Safety & Health Administration
OSRO	- Oil Spill Removal Organization
OSRP	- Oil Spill Response Plan
OSRV	- Oil Spill Response Vessel
OSC	- On-Scene Coordinate
OSC	- Operation Section Chief
OP	- Operational Period
Op.	- Operations
OPS	- Operations
O&M	- Operations and Maintenance
OCC	- Operations Coordination Center
OV	- Organic Vapor
PPM	- Parts Per Million
PFD	- Personal Floatation Device
PPE	- Personal Protective Equipment
PHMSA	- Pipeline and Hazardous Materials Safety Administration
PSC	- Planning Section Chief
PSC	- Planning Section Chief
POC	- Point of Contact
PVC	- Polyvinyl Chloride
P.M.	- Post Meridiem

PREP	- Preparedness for Response Exercise Program
Prot.	- Protection
PWSD	- Public Water Supply District
QI	- Qualified Individual
RPT	- Regional Preparedness Team
Req.	- Required
RCRA	- Resource Conservation and Recovery Act
RESL	- Resource Leader
RP	- Responsible Party
RPIC	- Responsible Party Incident Commander
Rev.	- Revision
R/W	- Right-of-Way
RWD	- Rural Water District
SAR	- Search and Rescue
SART	- Search and Rescue Transporter
SD	- South Dakota
SI	- Security Incident
SO	- Security Officer
SCBA	- Self Contained Breathing Apparatus
SSPs	- Site Safety Plans
SITL	- Situation Unit Leader
Spec.	- Special
SPCC	- Spill Prevention, Control, and Countermeasure
SORS	- Spilled oil Recovery System
Sq. Ft.	- Square Foot
STAM	- Staging Area Manager
SERC	- State Emergency Response Center
SERC	- State Emergency Response Commission
SOSC	- State On-Scene Coordinator
SOR	- Statutory Orders and Regulations
SCADA	- Supervisory Control and Data Acquisition
TOC	- Table of Contents
TSD	- Temporary Storage and Disposal
TSC	- Temporary Storage Capacity
id est, I.E.	- That is
TBA	- To be Assigned
TSB	- Transportation Safety Board
TWIC	- Transportation Worker Identification Credential
UC	- Unified Command
UN Number	- United Nations
US	- United States
USCG	- United States Coast Guard
USN	- US Navy Supervisor Salvage
Vsl.	- Vessel
VOSS	- Vessel of Opportunity Skimmer System
VOC	- Volatile Organic Compound
Vol.	- Volume
W	- West
WCD	- Worst Case Discharge
Y	- Yes



REGULATORY CROSS REFERENCE

[DOT/PHMSA 49 CFR Part 194 Cross Reference](#)

DOT/PHMSA 49 CFR PART 194		
§ 194.105	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	... determine the worst case discharge ... provide methodology, including calculations, used to arrive at the volume.	App B
(b)	The worst case discharge is the largest volume, in barrels, of the following:	----
(b)(1)	... maximum release time in hours, plus the maximum shutdown response time in hours, multiplied by the maximum flow rate expressed in barrels per hour, plus the largest line drainage volume after shutdown of the line section(s) ...; or	App B
(b)(2)	The largest foreseeable discharge for the line section(s) within a response zone, expressed in barrels, based on the maximum historic discharge, if one exists, adjusted for any subsequent corrective or preventative action taken; or	App B
(b)(3)	If the response zone contains one or more breakout tanks, the capacity of the single largest tank or battery of tanks within a single secondary containment system, adjusted for the capacity or size of the secondary containment system, expressed in barrels.	App B
(b)(4)	Operators may claim prevention credits for breakout tank secondary containment and other specific spill prevention measures as follows:...	App B
§ 194.107	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	Each response plan must plan for resources for responding, to the maximum extent practicable, to a worst case discharge, and to a substantial threat of such a discharge.	App A
(b)	An operator must certify in the plan ... reviewed NCP and each applicable ACP...	FWD-2
(b)(1)	As a minimum to be consistent with the NCP as a facility response plan must:	----
(b)(1)(i)	Demonstrate an operator's clear understanding of the function of the Federal response structure...	§ 4.0, App G
(b)(1)(ii)	Establish provisions to ensure the protection of safety at the response site; and	§ 3.6, 4.0 (Command), § 5.0
(b)(1)(iii)	Identify the procedures to obtain any required Federal and State permissions for using alternative response strategies such as in-situ burning and dispersants...	§ 6.7
(b)(2)	As a minimum, to be consistent with the applicable ACP the plan must:	----
(b)(2)(i)	Address the removal of a worst case discharge and the mitigation or prevention of a substantial threat of a worst case discharge;	§ 3.0, App B
(b)(2)(ii)	Identify environmentally and economically sensitive areas;	§ 6.0
(b)(2)(iii)	Describe the responsibilities of the operator and of Federal, State and local agencies in removing a discharge and in mitigating or preventing a substantial threat of a discharge; and	§4.0, 6.0
(b)(2)(iv)	Establish the procedures for obtaining an expedited decision on use of dispersants or other chemicals.	§ 6.7
(c)	Each response plan must include:	----
(c)(1)	A core plan consisting of ...	----
(c)(1)(i)	An information summary as required in § 194.113,	Fig 1.1
(c)(1)(ii)	Immediate notification procedures,	§ 2.0
(c)(1)(iii)	Spill detection and mitigation procedures,	§ 3.0
(c)(1)(iv)	The name, address, and telephone number of the oil spill response organization, if appropriate,	Fig 2.3, App A
(c)(1)(v)	Response activities and response resources,	§ 3.0, App A

DOT/PHMSA 49 CFR PART 194		
§ 194.107	BRIEF DESCRIPTION	LOCATION IN PLAN
(c)(1)(vi)	Names and telephone numbers of Federal, State, and local agencies which the operator expects to have pollution control responsibilities or support,	Fig 2.6
(c)(1)(viii)	Equipment testing,	App E.2
(c)(1)(ix)	Drill program - an operator will satisfy the requirement for a drill program by following the National Preparedness for Response Exercise Program (PREP) guidelines. An operator choosing not to follow PREP guidelines must have a drill program that is equivalent to PREP. The operator must describe the drill program in the response plan and PHMSA will determine if the program is equivalent to PREP.	App E.2
(c)(1)(x)	Plan review and update procedures;	§ 1.4
(c)(2)	An appendix for each response zone that includes the information required in paragraph (c)(1)(i)-(ix) of this section and the worst case discharge calculations that are specific to that response zone. An operator submitting a response plan for a single response zone does not need to have a core plan and a response zone appendix. The operator of a single response zone onshore pipeline shall have a single summary in the plan that contains the required information in § 194.113.7; and.	Response Zone Annex
(c)(3)	A description of the operator's response management system including the functional areas of finance, logistics, operations, planning, and command. The plan must demonstrate that the operator's response management system uses common terminology and has a manageable span of control, a clearly defined chain of command, and sufficient trained personnel to fill each position.	§ 4.0
§ 194.111	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	Each operator shall maintain relevant portions of its response plan at the operator's headquarters and at other locations from which response activities may be conducted, for example, in field offices, supervisor's vehicles, or spill response trailers.	Foreword Distribution List
(b)	Each operator shall provide a copy of its response plan to each qualified individual	Foreword Distribution List
§ 194.113	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	The information summary for the core plan, required by § 194.107, must include:	----
(a)(1)	The name and address of the operator.	Fig 1.1
(a)(2)	For each response zone which contains one or more line sections that meet the criteria for determining significant and substantial harm as described in § 194.103, a listing and description of the response zones, including county(s) and state(s).	Fig 1.1, Response Zone Annex
(b)	The information summary for the response zone appendix, required in § 194.107, must include:	----
(b)(1)	The information summary for the core plan.	Fig 1.1
(b)(2)	The names or titles and 24-hour telephone numbers of the qualified individual(s) and at least one alternate qualified individual(s);	Fig 1.1, Fig 2.2
(b)(3)	The description of the response zone, including county(s) and state(s), for those zones in which a worst case discharge could cause substantial harm to the environment.	Fig 1.1, Response Zone Annex
(b)(4)	A list of line sections for each pipeline contained in the response zone, identified by milepost or survey station number, or other operator designation.	Fig 1.1
(b)(5)	The basis for the operator's determination of significant and substantial harm.	Foreword
(b)(6)	The type of oil and volume of the worst case discharge.	App B

DOT/PHMSA 49 CFR PART 194		
§ 194.115	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	Each operator shall identify and ensure, by contract or other approved means, the resources necessary to remove, to the maximum extent practicable, a worst case discharge and to mitigate or prevent a substantial threat of a worst case discharge.	App A
(b)	An operator shall identify in the response plan the response resources which are available to respond within the time specified, after discovery of a worst case discharge, or to mitigate the substantial threat of such a discharge.	App A
§ 194.117	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	Each operator shall conduct training to ensure that:	----
(a)(1)	All personnel know --	----
(a)(1)(i)	Their responsibilities under the response plan	§ 3.0
(a)(1)(ii)	The name and address of, and the procedure for contacting, the operator on a 24-hour basis	§ 2.0, § 4.0
(a)(1)(iii)	The name of, and procedures for contacting, the qualified individual on a 24-hour basis	§ 2.0, Fig 2.2
(a)(2)	Reporting personnel know --	----
(a)(2)(i)	The content of the information summary of the response plan.	Fig 1.1
(a)(2)(ii)	The toll-free telephone number of the National Response Center	Fig 2.6
(a)(2)(iii)	The notification process	§ 2.0, Fig 2.5
(a)(3)	Personnel engaged in response activities know --	----
(a)(3)(i)	The characteristics and hazards of the oil discharged	Fig 3.2
(a)(3)(ii)	The conditions that are likely to worsen emergencies, including the consequences of facility malfunctions or failures, and the appropriate corrective actions.	§ 3.0
(a)(3)(iii)	The steps necessary to control any accidental discharge of oil and to minimize the potential for fire, explosion, toxicity, or environmental damage	§ 3.0
(a)(3)(iv)	The proper firefighting procedures and use of equipment, fire suits, and breathing apparatus	§ 3.0
(b)	Each operator shall maintain a training record for each individual that has been trained as required by this section. These records must be maintained in the following manner as long as the individual is assigned duties under the response plan	App E.1
(b)(1)	Records for operator personnel must be maintained at the operator's headquarters	App E.1
(b)(2)	Records for personnel engaged in response, other than operator personnel, shall be maintained as determined by the operator.	App E.1
(b)(3)	Nothing in this section relieves an operator from the responsibility to ensure that all response personnel are trained to meet the OSHA standards for emergency response operations in 29 CFR 1910.120 ...	App E.1
§ 194.119	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	Each owner shall submit two copies...	Foreword Distribution List
(b)	...PHMSA will notify the operator of any alleged deficiencies...	----
(c)	The operator...may petition PHMSA for reconsideration within 30 days...	----
(d)	...PHMSA will approve the Response Plan...	----
(e)	...The operator may submit a certification to PHMSA...that the operator has obtained, through contract or other approved means, the necessary private personnel and equipment to record, to the maximum extent practicable, to a worst case discharge...	Foreword Operator's Statement
(f)	...PHMSA may require an operator to provide a copy of the response plan to the OSC...	----

DOT/PHMSA 49 CFR PART 194		
§ 194.121	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	Each operator shall update its response plan to address new or different operating conditions or information. In addition, each operator shall review its response plan in full at least every 5 years from the date of the last submission or the last approval as follows:	§ 1.4
(a)(1)	For substantial harm plans, an operator shall resubmit every 5 years from the last approval date.	§ 1.4
(a)(2)	For significant and substantial harm plans, an operator shall resubmit every 5 years from the last approval date.	§ 1.4
(b)	If a new or different operating condition or information would substantially affect the implementation of a response plan, the operator must immediately modify its response plan to address such a change...	§ 1.4
(b)(1)	An extension of the existing pipeline or construction of a new pipeline in a response zone not covered by the previously approved plan;	§ 1.4
(b)(2)	Relocation or replacement of the pipeline in a way that substantially affects the information included in the response plan, such as a change to the worst case discharge volume;	§ 1.4
(b)(3)	The type of oil transported, if the type affects the required response resources, such as a change from crude oil to gasoline;	§ 1.4
(b)(4)	The name of the spill removal organization;	§ 1.4
(b)(5)	Emergency response procedures;	§ 1.4
(b)(6)	The qualified individual;	§ 1.4
(b)(7)	A change in the NCP or an ACP that has significant impact on the equipment appropriate for response activities; and	§ 1.4
(b)(8)	Any other information relating to circumstances that may affect full implementation of the plan.	§ 1.4
(c)	If PHMSA determines that a change to a response plan does not meet the requirements of this part, PHMSA will notify the operator of any alleged deficiencies, and provide operator...opportunity to correct deficiencies.	----
(d)	An operator who disagrees with a determination that proposed revisions to a plan are deficient may petition PHMSA for reconsideration, within 30 days from the date of receipt of PHMSA's notice...	----



RESPONSE ZONE INFORMATION

Gulf of Mexico Region - North Response Zone

RESPONSE ZONE CONTACT INFORMATION

Owner Name: Shell Pipeline Company LP (SPLC)

Addresses: Physical Address
777 Walker Street
Two Shell Plaza
Houston, Texas 77002

24 Hour Emergency Contact Phone Numbers: (800) 922-3459 (24 Hours)

Telephone/Fax: Telephone references, including 24 hour numbers, for the Facility, Owner, and Qualified Individual/Alternate Qualified Individual are provided in Figure 2.2.

States Traversed: Illinois/Canton, Franklin, Jefferson, Johnson, Marion, Massac, Pulaski, Will, Williamson; Kentucky/ Ballard, Carlisle, Fulton, Hickman, McCracken; Mississippi/Amite, Carroll, Copiah, Franklin, Grenada, Hinds, Holmes, Lincoln, Madison, Marshall, Panola, Tallahatchie, Tate, Yalobusha, Yazoo; Tennessee/Crockett, Dyer, Fayette, Haywood, Obion, Shelby, Tipton

INFORMATION SUMMARY

Determination of Significant and Substantial Harm (United States Department of Transportation/Pipeline and Hazardous Materials Safety Administration):

This Response Zone has been determined to meet the significant and substantial harm classification because at least one (1) line section within the response zone is greater than 6 5/8" in nominal outside diameter, 10 miles or longer and has met at least one of the criteria listed in 49 CFR 194.1032(c)(1).

Worst Case Discharge (Refer to Appendix B for calculations):

Potential Oil Group: 3

United States Department of Transportation/Pipeline and Hazardous Materials Safety Administration Planning Volume: (b) (7)(F)

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM				
POSITION/TITLE	NAME	OFFICE	(b) (6)	OTHER
Shipping Emergency 24 HR Contact No.	Motiva/SOPUS/STUSCO	(713) 241-2532		
Operation Support Coordinator	Gary Stovall	(504) 728-8209		(504) 228-2142 CELL
Operations Supervisor	Charles Leblanc	(985) 858-2540		(985) 860-1888 CELL
Emergency Response Manager	Billy Powell	(281) 544-2103		(281) 352-1798 CELL
Sr. Facility Eng LA/Capline	Ben Faulkner	(504) 728-7167		(225) 247-9348 CELL
President/GM SPLC (QI/IC)	Greg Smith	(504) 728-4474		(713) 253-5689 CELL
Asset Manager	Robert Hill	(225) 265-1135		(985) 705-4141 CELL
Asset Manager	Darwin Lyons	(504) 465-7055		(985) 703-2743 CELL
Manager - Offshore Operations	Daryl Rouse	(985) 858-2610		(985) 665-2629 CELL
GOM Craft Maintenance Manager	Dennis Cazenave	(985) 873-3454		(985) 860-0525 CELL
Facility Manager - West	Gerald Yandell	(713) 906-6387		(713) 906-6387 CELL
Senior Operations Supervisor	Mike Rome	(985) 858-2620		(985) 665-2472 CELL
Operations Supervisor	Tim Geiger	(618) 432-5740		(618) 292-3083 CELL
Operations Supervisor	Russell Foster	(504) 465-6954		(985) 817-0243 CELL
Operations Supervisor	Barry Gilmore	(985) 873-3456		(985) 856-7558 CELL

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM (Cont'd)			
POSITION/TITLE	NAME	OFFICE	OTHER
Operations Supervisor	Greg Landry	(225) 265-1234	(985) 665-2651 CELL
Operations (Sorrento)	Don Labat	(225) 675-8419	(985) 860-6277 CELL
Operations (Gibson)	Philip Ladner	(985) 858-2609	(985) 226-8146 CELL
Operations Supervisor	Robin Babin	(985) 858-2550	(985) 790-3637 CELL
Safety Officer	Greg Kaul	(713) 423-3345	(713) 447-5180 CELL
Safety Officer	Michael Marciante	(504) 728-8536	(504) 390-8277 CELL
Safety Officer	Conrad Sansoucie	(985) 858-2568	(985) 226-1783 CELL
US Operations Support Manager	Larry Lamaison	(504) 728-3246	(985) 859-8066 CELL
Operation Support Coordinator	Keith Smith	(225) 746-2483	(225) 554-1467 CELL
Operations Assistant	James Hopkins	(985) 873-3409	(985) 855-0052 CELL
Asset Integrity & PL Mtce Manager	Scott Anderson (New Orleans)	(504) 728-4196	(504) 327-0911 CELL
Area Maintenance Supervisor	Kelly Angelette (Gibson)	(985) 858-2570	(985) 688-7446 CELL
Area Maintenance Supervisor	Kevin Arceneaux (Houma)	(985) 873-3429	(985) 790-2868 CELL
Area Maintenance Supervisor	Barney Callahan (St. James)	(225) 746-2450	(225) 445-6870 CELL
Area Supervisor	Randy Thompson (Patoka)	(618) 432-5747	(618) 292-3971 CELL

INTERNAL NOTIFICATIONS - INCIDENT MANA (b) (6) (Cont'd)			
POSITION/TITLE	NAME	OFFICE	OTHER
Area Maintenance Supervisor	David Janwich (Port Arthur)	(409) 984-7009	(409) 273-5550 CELL
Procurement Manager	Sean Spansel	(504) 728-4602	(504) 202-8673 CELL
Head of US MF Communications	Johan Zaayman	(713) 246-6151	(713) 624-0248 CELL
Operations Support Supervisor	David Brignac (New Orleans)	(504) 728-4260	(985) 320-7714 CELL
Community Awareness (St. James)	Randall Zeringue	(225) 746-2468	(985) 665-3515 CELL
GOM Dock Coordinator	Tory Poche	(225) 746-2462	(225) 331-0474 CELL
Shell Oil Products Emergency Mngmt	Martin Padilla	(713) 241-3283	(713) 824-0986 CELL
Shell Oil Products Emergency Management	Steve Addison	(713) 241-1438	(713) 249-4739 CELL
Shell Oil Products Emergency Management	Todd Barr	(713) 241-6878	(832) 693-5717 CELL
Shell Oil Products Emergency Management	Rick Ferguson	(713) 241-6066	(281) 380-2019 CELL
Shell Oil Products Emergency Management	Bruce Johnson	(713) 241-1338	(713) 249-4744 CELL
Shell Oil Products Emergency Management	Steve Majid	(713) 241-6144	(443) 324-1841 CELL
Emergency Response Specialist	Tim Langford	(504) 728-6874	(504) 208-8193 CELL
Emergency Response Coordinator, EP Americas	Tommy Hutto	(504) 728-4369	(504) 884-1665 CELL
U.S. Incident Command	Phil Smith	(504) 728-4252	(504) 606-4252 CELL

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM (Cont'd)				
POSITION/TITLE	NAME	OFFICE	(b) (6)	OTHER
S&D HSSE/SD Manager North America	Carrie Hodgins	(713) 241-2838		(713) 516-3842 CELL
Land Agent (New Orleans)	Jamie Honses	(504) 728-4340		(504) 210-5821 CELL
Land Manager	Pam Alley	(713) 241-2066		(281) 974-9537 CELL
	Site Supervisor (24/7 On- site)	(504) 465-7342		(504) 915-9325 CELL
Emergency Response Coordinator	Michael Mitchell	(504) 465-6286		(504) 415-6148 CELL
GM S&D -US (QI/IC)	Anne Anderson	(713) 230-3199		(225) 954-9495 CELL
Lead Engineer (GOM)	Frank Maraia	(504) 728-7707		(504) 982-8091 CELL
Community Awareness (Calex)	Phil Barker	(713) 423-3382		(936) 828-0604 CELL

QUALIFIED INDIVIDUAL				
POSITION/TITLE	NAME	OFFICE	HOME	CELL
President/GM SPLC (QI/IC)	Greg Smith	(504) 728-4474	Call Cell Phone	(713) 253-5689

ALTERNATE QUALIFIED INDIVIDUAL				
POSITION/TITLE	NAME	OFFICE	HOME	CELL
Manager Control Center (AQI)	Jill Derise	(713) 241-9859	Call Cell Phone	(713) 806-7889

LOCAL EMERGENCY SERVICES		
COMPANY	LOCATION	TELEPHONE
FBI Chicago	Chicago, Illinois	(312) 421-6700
FBI Springfield	Springfield, Illinois	(217) 522-9675
FBI Louisville	Louisville, Kentucky	(502) 263-6000
FBI New Orleans Office	New Orleans, Louisiana	(504) 816-3000
Franklin Co Disaster Preparedness	West Frankfort, Illinois	(618) 439-4362
FBI Jackson	Jackson, Mississippi	(601) 948-5000
FBI Knoxville	Knoxville, Tennessee	(865) 544-0751
Franklin Co State Highway Maintenance	Benton, Illinois	(618) 438-4891 / (217) 782-7820 (DOT)
Federal Bureau of Investigation (FBI) - Memphis	Memphis, Tennessee	(901) 747-4300
Jefferson Co. IL Forestry	Benton, Illinois	(618) 435-8138
Jefferson Co. IL State Hwy Dept Maint.	Mt. Vernon, Illinois	(618) 242-0051
Clinton County Sheriff	Carlyle, Illinois	(618) 594-4555
Jefferson Co. Civil Def or Disaster Preparedness	Mt. Vernon, Illinois	(618) 244-0123
Clinton County Highway Dept.	Carlyle, Illinois	(618) 594-2224
Jefferson Co IL Rend Lake Water Shed Civil Defense	Mt. Vernon, Illinois	(618) 244-0123

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Clinton County Forestry	Carlyle, Illinois	(618) 594-4475
Jefferson Co IL Rend Lake Water Shed Water Supply	Woodlawn, Illinois	(618) 279-7226
Clinton County Disaster Preparedness / Sheriff	Carlyle, Illinois	(618) 594-4555 / (618) 594-4455
Clinton County, IL State Highway Patrol Dist. 11	Illinois	(618) 346-3990
Clinton Co., IL State Hwy Department	Carlyle, Illinois	(618) 594-3001
Clinton Co., IL Local Emergency Planning Committee	Nashville, Illinois	(618) 327-4800 ext. 340
Carlyle, IL, Carlyle Lake Water Shed Sheriff	Carlyle, Illinois	(618) 594-4555
Carlyle Lake Water Shed Fire, Rescue, Ambulance	Carlyle, Illinois	(618) 594-4555
Carlyle Lake Water Shed Hospital (St. Joseph)	Breese, Illinois	(618) 526-4511
Hoffman, Kaskaskia Water Shed Police	Carlyle, Illinois	(618) 594-4555
Carlyle Lake Water Shed ESDA	Carlyle, Illinois	(618) 594-4455
Carlyle Lake Water Shed Water Supply	Carlyle, Illinois	(618) 594-3321 (River)
Hoffman, Kaskaskia Water Shed Fire / Rescue	Carlyle, Illinois	(618) 594-4555
Hoffman, Kaskaskia Water Shed Ambulance	Carlyle, Illinois	(618) 594-4555
Hoffman, Kaskaskia Water Shed Hosp. St. Mary's	Centralia, Illinois	(618) 532-6731

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Hoffman, Kaskaskia Water Shed Disaster Preprdness	Carlyle, Illinois	(618) 594-4455 / (618) 594-4555
Shattuc, Kaskaskia Water Shed Fire / Rescue	Carlyle, Illinois	(618) 594-4555
Shattuc, Kaskaskia Water Shed Ambulance	Carlyle, Illinois	(618) 594-4555
Shattuc, Kaskaskia Water Shed Hosp. St. Mary's	Centralia, Illinois	(618) 532-6731
Shattuc, Kaskaskia Water Shed Disaster Prepare	Carlyle, Illinois	(618) 594-4555
Shattuc, Kaskaskia Water Shed Water Supply	Centralia, Illinois	(618) 594-3321
USFWS - Region 3	Illinois	(612) 713-5360
Chemtrec, Chemnet, and CHLOREP	Arlington, Virginia	(800) 424-9300
Franklin Co. Sheriff	Benton, Illinois	(618) 438-8211
Franklin Co. Highway	Benton, Illinois	(618) 439-0331
Franklin Co. Forestry	Benton, Illinois	(618) 435-8138
Franklin Co State Highway Patrol / Police	Du Quoin, Illinois	(618) 542-2171
Jefferson County Sheriff	Mt. Vernon, Illinois	(618) 244-8004
Jefferson Co. IL County Highway Dept	Mt. Vernon, Illinois	(618) 244-8031
Jefferson Co. IL State Police District 13	Du Quoin, Illinois	(618) 542-2171

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Jefferson Co IL LEPC	Illinois	(618) 244-7134
Jefferson Co. Waltonville Fire / Resuce	Mt. Vernon, Illinois	(618) 242-2151 (emergency) / (618) 244-3824
Jefferson Co. Rend Lake Water Shed Ambulance	Mt. Vernon, Illinois	(618) 244-3111
Jefferson Co Rend Lake Water Shed Hosp St. Mary's	Mt. Vernon, Illinois	(618) 242-4600
Jefferson Co Big Muddy Upper Water Shed Fire/Rescu	Mt. Vernon, Illinois	(618) 244-8004
Woodlawn Big Muddy Upper Water Shed Ambulance	Mt. Vernon, Illinois	(618) 244-3111
Woodlawn, Big Muddy Upper Water Shed Hosp.	Mt. Vernon, Illinois	(618) 242-4600
Woodlawn, Big Muddy Upper Water Shed Civil Def	Mt. Vernon, Illinois	(618) 237-8708
Woodlawn, Big Muddy Upper Water Shed Water Supply	Woodlawn, Illinois	(618) 735-2110
Johnson County IL Sheriff	Vienna, Illinois	(618) 658-8264 / (618) 658- 8811
Johnson Co. IL County Highway	Vienna, Illinois	(618) 658-2741
Johnson Co. IL Forestry	Benton, Illinois	(618) 435-8138
Johnson Co IL Civil Defense or Disaster Prepard	Vienna, Illinois	(618) 658-8264
Johnson Co IL ESDA	Illinois	(618) 658-3818
Johnson Co IL LEPC	Illinois	(618) 658-3818

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Lake of Egypt Water Shed Police/Fire/Rescue	Vienna, Illinois	(618) 658-8264
Goreville, Lake of Egypt Water Shed Ambulance	Vienna, Illinois	(618) 658-8264
Goreville, Lake of Egypt Water Shed Hospital	Marion, Illinois	(618) 997-5311
Goreville, Lake of Egypt Water Shed Civil Def	Vienna, Illinois	(618) 658-8264
Goreville, Lake of Egypt Water Shed Water Supply	Goreville, Illinois	(618) 995-2157
Goreville, Lake of Egypt Water Shed Water and Sewa	Goreville, Illinois	(618) 995-2952
Vienna, Post Creek Water Shed Fire/Rescue/Amb	Vienna, Illinois	(618) 658-8264
Vienna, Post Creek Water Shed Hospital	Metropolis, Illinois	(618) 524-2176
Vienna, Post Creek Water Shed Civil Def	Vienna, Illinois	(618) 658-8264
Vienna, Post Creek Water Shed Water Works	Vienna, Illinois	(618) 658-3821
Vienna, Post Creek Water Shed Hosp St. Joseph's	Highland, Illinois	(618) 654-7421
Marion Co., IL Sheriff	Salem, Illinois	(618) 548-2141
Marion Co IL Forestry	Benton, Illinois	(618) 435-8138
Marion Co IL Civil Defense or Disaster Preparednes	Salem, Illinois	(618) 548-2141
Marion Co IL County Highway Department	Salem, Illinois	(618) 548-3887

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Marion Co IL State Highway Patrol	Effington, Illinois	(217) 347-2677 (emergency)
Marion Co IL State Highway Department	Salem, Illinois	(618) 548-0463
Marion Co IL LEPC	Salem, Illinois	(618) 548-3400
Marion Co IL State Police	Effington, Illinois	(217) 347-2677 / (217) 347-2711 (non-emergency)
Central City, Centralia Rsvr Water Shed Police	Centralia, Illinois	(618) 532-4779
Central City, Centralia Rsvr Water Shed Fire/Rescu	Illinois	911
Central City, Centralia Rsvr Water Shed Ambulance	Centralia, Illinois	(618) 532-3330
Centralia Rsvr Water Shed Hosp. St. Mary's	Centralia, Illinois	(618) 532-6731
Central City, Centralia Rsvr Water Shed Civil Def	Salem, Illinois	(618) 548-2141
Central City, Centralia Rsvr Water Shed City Hall	Centralia, Illinois	(618) 532-2123
Central City, Centralia Rsvr Water Shed Street Dep	Centralia, Illinois	(618) 532-1585
Central City, Centralia Rsvr Water Shed Water Supp	Centralia, Illinois	(618) 533-7683
Centralia Rsvr Water Shed Police/Fire/Rescue	Illinois	(618) 533-1331 / (618) 532-4771
Centralia, Kaskaskia Water Shed Ambulance	Centralia, Illinois	(618) 532-3330
Centralia Rsvr Water Shed Street Depart	Centralia, Illinois	(618) 533-7640

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Centralia Rsvr Water Shed Water Supply	Centralia, Illinois	(618) 533-7683
Centralia, Kaskaskia Water Shed Police/Fire/Rescue	Illinois	(618) 533-1331 / (618) 532-4771
Centralia, Kaskaskia Water Shed Hosp St. Mary's	Centralia, Illinois	(618) 532-6731
Centralia, Kaskaskia Water Shed Civil Defense	Salem, Illinois	(618) 548-2141
Centralia, Kaskaskia Water Shed Street Depart	Centralia, Illinois	(618) 533-7640
Centralia, Kaskaskia Water Shed Water Supply	Centralia, Illinois	(618) 533-7683
Iuka Fire Department	Salem, Illinois	(618) 548-2141
Junction City, Kaskaskia Water Shed Fire/Rescue/Am	Illinois	911
Junction City, Kaskaskia Water Shed Hosp St. Mary'	Centralia, Illinois	(618) 532-6731
Junction City, Kaskaskia Water Shed Civil Defense	Salem, Illinois	(618) 548-2141
Junction City, Kaskaskia Water Shed Water Supply	Centralia, Illinois	(618) 532-8569
Odin, Kaskaskia Water Shed Police	Salem, Illinois	(618) 548-3685
Odin, Kaskaskia Water Shed Fire/Rescue	Odin, Illinois	(618) 775-8292
Odin, Kaskaskia Water Shed Ambulance	Odin, Illinois	(618) 775-8474
Odin, Kaskaskia Water Shed Salem Township Hosp	Salem, Illinois	(618) 548-3194

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Odin, Kaskaskia Water Shed Civil Defense	Salem, Illinois	(618) 548-2141
Odin, Kaskaskia Water Shed City Hall	Centralia, Illinois	(618) 533-7622
Odin, Kaskaskia Water Shed Water Supply	Centralia, Illinois	(618) 533-7640
Patoka, Carlyle Lake Water Shed Police/Rescue	Salem, Illinois	(618) 548-2141
Patoka, Carlyle Lake Water Shed Patoka Fire Dept.	Patoka, Illinois	(618) 432-5336
Patoka, Carlyle Lake Water Shed Ambulance	Salem, Illinois	(618) 548-2141
Patoka, Carlyle Lake Water Shed Hosp St. Mary's	Centralia, Illinois	(618) 532-6731
Patoka, Carlyle Lake Water Shed Civil Defense	Salem, Illinois	(618) 548-2141
Patoka, Carlyle Lake Water Shed Street Depart	Patoka, Illinois	(618) 432-5855
Patoka, Carlyle Lake Water Shed Water Supply	Odin, Illinois	(618) 775-6339
Salem Police Department	Salem, Illinois	(618) 548-2232 (non-emergency)
Salem Fire Department	Salem, Illinois	(618) 548-1800 (non-emergency)
Salem Ambulance Service	Centralia, Illinois	(618) 548-2111
Sandoval, Kaskaskia Water Shed Police	Centralia, Illinois	(618) 247-3411 (emergency calls only)
Sandoval, Kaskaskia Water Shed Fire/Rescue/Amb	Sandoval, Illinois	(618) 247-3870 (non-emergency)

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Sandoval, Kaskaskia Water Shed Hosp St. Mary's	Centralia, Illinois	(618) 532-6731
Sandoval, Kaskaskia Water Shed Civil Defense	Centralia, Illinois	(618) 548-2141
Sandoval, Kaskaskia Water Shed Street Depart	Sandoval, Illinois	(618) 247-3845
Marion Co IL Southeastern Area Fire Dept	Centralia, Illinois	(618) 548-2141
Walnut Hill, Centralia Rsvr Fire/Rescue	Centralia, Illinois	(618) 533-7660 (non-emergency)
Walnut Hill, Centralia Reservoir Ambulance	Centralia, Illinois	(618) 532-3330
Walnut Hill, Centralia Rsvr Hospital St. Mary's	Centralia, Illinois	(618) 532-6731
Walnut Hill, Centralia Rsvr Civil Defense	Centralia, Illinois	(618) 548-2141
Walnut Hill, Centralia Rsvr Water Supply	Centralia, Illinois	(618) 532-8569
Massac Co., IL Sheriff	Metropolis, Illinois	(618) 524-2912 (non-emergency)
Massac Co., IL County Highway	Metropolis, Illinois	(618) 524-5227
Massac County, IL Forestry	Benton, Illinois	(618) 435-8138
Massac Co., IL Civil Def or Disaster Preparedness	Illinois	(618) 524-2002
Massac Co., IL LEPC	Illinois	(618) 524-2002
Pulaski Co., IL Sheriff	Mound City, Illinois	(618) 748-9124 (emergency) / (618) 748-9374

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Pulaski Co., IL County Highway	Villa Ridge, Illinois	(618) 342-6208
Pulaski Co., IL Forestry	Benton, Illinois	(618) 435-8138
Pulaski Co., IL County Civil Def or Disaster Prepa	Mount City, Illinois	(618) 748-9124
Pulaski Co., IL LEPC	Illinois	(618) 748-9437
Post Creek Water Shed Police/Fire/Rescue/Amb	Mound City, Illinois	(618) 748-9374
Karnak, Post Creek Water Shed Civil Def	Mound City, Illinois	(618) 748-9124
Karnak, Post Creek Water Shed Street Depart	Karnak, Illinois	(618) 634-9311
Karnak, Post Creek Water Shed Water Supply	Karnak, Illinois	(618) 634-9311 (well)
Will Co., IL Sheriff	Joliet, Illinois	(815) 727-8575 / (815) 727-6191
Will Co., IL State Police	Illinois	(815) 726-6291 / (815) 726-6377 (non-emergency)
Will Co., IL LEPC	Joliet, Illinois	(815) 740-0911
Beecher Police/Fire	Beecher, Illinois	(708) 946-2341 (non-emergency)
Beecher City Office	Beecher, Illinois	(708) 946-2261
Crete Police/Fire	Illinois	(708) 672-0911
Crete Township Office	Illinois	(708) 672-8279

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Frankfort Police	New Lenox, Illinois	(815) 485-2500 (non-emergency)
Frankfort Fire	Illinois	(815) 485-2121
Frankfort Township Office	Frankfort, Illinois	(815) 469-4907
Lockport Police Department	Lockport, Illinois	(815) 838-2131
Lockport Fire Department	Lockport, Illinois	(815) 838-3287
Monee Police / Fire	Monee, Illinois	(708) 534-8541
Monee Township Office	Monee, Illinois	(708) 534-6020
New Lenox Police	New Lenox, Illinois	(815) 485-2500 (non-emergency)
New Lenox Fire	Illinois	(815) 469-2121
Peotone Police	Peotone, Illinois	(708) 258-3003 (non-emergency)
Peotone Fire	Peotone, Illinois	(708) 258-6884 (non-emergency)
Williamson Co., IL Sheriff	Marion, Illinois	(618) 997-6541
Williamson Co., IL County Highway	Illinois	(618) 997-2147
Williamson Co., IL Forestry	Benton, Illinois	(618) 435-8138
Williamson Co IL Civil Def or Disaster Preparednes	Marion, Illinois	(618) 993-2323 / (618) 997-6541

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Williamson Co., IL LEPC	Marion, Illinois	(618) 997-6541
Big Muddy Lower Water Shed Police/Fire/Rescue	Marion, Illinois	(618) 997-6541
Freeman Spur, Big Muddy Lower Water Shed Amb	Herrin, Illinois	(618) 942-7911
Freeman Spur, Big Muddy Lower Water Shed Hosp	Herrin, Illinois	(618) 942-2171
Freeman Spur, Big Muddy Lower Water Shed Civil Def	Marion, Illinois	(618) 993-2323
Freeman Spur, Big Muddy Lower Water Shed Water Sup	Herrin, Illinois	(618) 942-3177
Herrin, Big Muddy Lower Water Shed Police	Illinois	(618) 942-4132
Herrin, Big Muddy Lower Water Shed Fire/Rescue	Herrin, Illinois	(618) 942-6514 (non emergency)
Herrin, Big Muddy Lower Water Shed Ambulance	Herrin, Illinois	(618) 942-7911
Herrin, Big Muddy Lower Water Shed Hospital	Herrin, Illinois	(618) 942-2171
Herrin, Big Muddy Lower Water Shed Street Depart	Illinois	(618) 942-2255
Herrin, Big Muddy Lower Water Shed Water Supply	Herrin, Illinois	(618) 942-3177
Marion Crab Orchard Lake& Rsvr Water Shed Police	Marion, Illinois	(618) 993-2124 (non- emergency)
Marion, Crab Orchard Lake & Rsvr Water Shed Amb	Marion, Illinois	(618) 997-4302
Marion Crab Orchard Lake&Rsvr Water Shed Fire/Resc	Marion, Illinois	(618) 997-5730 (non- emergency)

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Marion, Crab Orchard Lake & Rsvr Water Shed Hosp	Marion, Illinois	(618) 997-4302
Marion, Crab Orchard Lake & Rsvr Water Shed Civil	Marion, Illinois	(618) 993-2323
Marion, Crab Orchard Lake & Rsvr Water Shed Street	Marion, Illinois	(618) 993-3487
Marion, Crab Orchard Lake & Rsvr Water Shed Water	Marion, Illinois	(618) 997-6100
Ballard Co., KY Sheriff	Wickliff, Kentucky	(270) 335-3561
Ballard Co., KY County Department	Barlow, Kentucky	(270) 334-3938
Ballard County, KY Division of Forestry	Mayfield, Kentucky	(270) 247-3913
Ballard Co., KY County Civil Def or Disaster Prepa	La Center, Kentucky	(270) 665-9928
Ballard Co., KY State Police	Hictory, Kentucky	(270) 856-3721
Ballard Co., KY Department of Highways	Paducah, Kentucky	(270) 898-2431
Ballard Co., KY LEPC	Kentucky	(270) 748-5176
LaCenter, Ohio River Water Shed Police/Fire	LaCenter, Kentucky	(270) 665-5340 (PD) / (270) 665-9123 (non-emer.)
LaCenter, Ohio River Water Shed Ambulance	LaCenter, Kentucky	(270) 665-5000
LaCenter, Ohio River Water Shed Wrm Baptist Hosp	Paducah, Kentucky	(270) 575-2100
LaCenter, Ohio River Water Shed Civil Defense	LaCenter, Kentucky	(270) 665-9928

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
LaCenter, Ohio River Water Shed Street Depart	LaCenter, Kentucky	(270) 665-5162
LaCenter, Ohio River Water Shed Water Supply	LaCenter, Kentucky	(270) 665-5162
Wickliffe, Mayfield Creek Water Shed County Sherif	Wickliffe, Kentucky	(270) 335-3561
Wickliffe, Mayfield Creek Water Shed Fire	Wickliffe, Kentucky	(270) 335-5176
Wickliffe, Mayfield Creek Water Shed Ambulance/EMS	Wickliffe, Kentucky	(270) 665-5000 / (270) 335-3691 (Central Dispatch)
Wickliffe, Mayfield Creek Water Shed Wrn Baptist H	Paducah, Kentucky	(270) 575-2100
Wickliffe, Mayfield Creek Water Shed City Hall	LaCenter, Kentucky	(270) 665-9928
Wickliffe, Mayfield Creek Water Shed Street Depart	Wickliffe, Kentucky	(270) 335-3557
Wickliffe, Mayfield Creek Water Shed Water Supply	Wickliffe, Kentucky	(270) 335-3284
Carlisle Co., KY Sheriff	Bardwell, Kentucky	(270) 628-3377
Carlisle Co., KY County Road Depart	Bardwell, Kentucky	(270) 628-3744
Carlisle Co., KY Division of Forestry	Mayfield, Kentucky	(270) 247-3913
Carlisle Co., KY Office of Emergency Mgmt	Bardwell, Kentucky	(270) 628-3355
Carlisle Co., KY State Police	Hickory, Kentucky	(270) 856-3721
Carlisle Co., KY Department of Highways	Paducah, Kentucky	(270) 898-2431

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Carlisle Co., KY LEPC	Bardwell, Kentucky	(270) 628-3355
Arlington, Obion Creek Water Shed Police/Fire/Rescu	Bardwell, Kentucky	(270) 628-5420
Arlington, Obion Creek Water Shed Wm Baptist Hosp	Paducah, Kentucky	(270) 575-2100
Bardwell, Mayfield Creek Water Shed Police/Fire/Re	Bardwell, Kentucky	(270) 628-5420 (Dispatch)
Bardwell, Mayfield Creek Water Shed Hosp	Paducah, Kentucky	(270) 575-2100
Bardwell, Mayfield Creek Water Shed Civil Defense	Bardwell, Kentucky	(270) 628-5420
Bardwell, Mayfield Creek Water Shed Street Depart	Bardwell, Kentucky	(270) 628-5415
Bardwell, Mayfield Creek Water Shed Water Supply	Bardwell, Kentucky	(270) 628-3833
Fulton Co., KY Sheriff	Hickman, Kentucky	(270) 236-2545
Fulton Co., KY County Road Department	Hickman, Kentucky	(270) 236-2578
Fulton Co., KY Division of Forestry	Mayfield, Kentucky	(270) 247-3913
Fulton Co., KY County Civil Def or Disaster Prepar	Hickman, Kentucky	(270) 236-3480
Fulton Co., KY State Vehicle Enforcement	Fulton, Kentucky	(270) 472-1910
Fulton Co., KY Department of Highways	Paducah, Kentucky	(270) 898-2431
Fulton Co., KY LEPC	Hickman, Kentucky	(270) 236-3480

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Hickman, Bayou De Chien Water Shed Police/Fire	Hickman, Kentucky	(270) 236-2529
Hickman, Bayou De Chien Water Shed Rescue	Hickman, Kentucky	(270) 236-3480
Hickman, Bayou De Chien Water Shed Amb Svc	Fulton, Kentucky	(270) 472-3141
Hickman, Bayou De Chien Water Shed Pkwy Rgnl Hosp	Fulton, Kentucky	(270) 472-2522
Hickman, Bayou De Chien Water Shed Civil Def	Hickman, Kentucky	(270) 236-3480
Hickman, Bayou De Chien Water Shed Public Works De	Hickman, Kentucky	(270) 236-3441
Hickman, Bayou De Chien Water Shed Water Supply	Hickman, Kentucky	(270) 236-2535
Hickman, Obion Creek Water Shed Police/Fire	Hickman, Kentucky	(270) 236-2529
Hickman, Obion Creek Water Shed Rescue	Hickman, Kentucky	(270) 236-3480
Hickman, Obion Creek Water Shed Ambulance Svc	Fulton, Kentucky	(270) 472-3141
Hickman, Obion Creek Water Shed Civil Def	Hickman, Kentucky	(270) 236-3480
Hickman, Obion Creek Water Shed Public Works Dept	Hickman, Kentucky	(270) 236-3441
Hickman, Obion Creek Water Shed Pkwy Rgnl Hosp	Fulton, Kentucky	(270) 472-2522
Hickman Co., KY Sheriff	Clinton, Kentucky	(270) 653-2241
Hickman Co., KY Road Depart	Clinton, Kentucky	(270) 653-5811

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Hickman Co., KY Division of Forestry	Mayfield, Kentucky	(270) 247-3913
Hickman Co., KY County Civil Def or Disaster Prepa	Clinton, Kentucky	(270) 653-5871 (Dispach) / (270) 653-8338
Hickman Co., KY State Police	Hickory, Kentucky	(270) 856-3721
Hickman Co., KY Department of Highway	Paducah, Kentucky	(270) 898-2431
Hickman Co., KY LEPC	Clinton, Kentucky	(270) 653-8338
Clinton, Obion Creek Water Shed Police	Kentucky	911
Clinton, Obion Creek Water Shed Fire	Clinton, Kentucky	(270) 653-2531
Clinton, Obion Creek Water Shed Rescue/Ambulance	Clinton, Kentucky	(270) 653-5871
Clinton, Obion Creek Water Shed Hospital	Fulton, Kentucky	(270) 472-2522
Clinton, Obion Creek Water Shed Civil Defense	Clinton, Kentucky	(270) 653-5871
Clinton, Obion Creek Water Shed Street Department	Clinton, Kentucky	(270) 653-6419
Moscow, Bayou De Chien Water Shed Police	Clinton, Kentucky	(270) 653-5871
Moscow, Bayou De Chien Water Shed Fire/Rescue	Clinton, Kentucky	(270) 653-2531
Moscow, Bayou De Chien Water Shed Ambulance	Clinton, Kentucky	(270) 653-5871
Moscow, Bayou De Chien Water Shed Hospital	Fulton, Kentucky	(270) 472-2522

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Moscow, Bayou De Chien Water Shed Civil Defense	Clinton, Kentucky	(270) 653-5871
Moscow, Bayou De Chien Water Shed Street Depart	Clinton, Kentucky	(270) 653-6419
Moscow, Bayou De Chien Water Shed Water Supply	Kentucky	(residential wells)
Oakton, Obion Creek Water Shed sheriff	Clinton, Kentucky	(270) 653-2241
Oakton, Obion Creek Water Shed Fire	Kentucky	(270) 653-5871
Oakton, Obion Creek Water Shed Hospital	Kentucky	(270) 472-2522
Oakton, Obion Creek Wtr Shed Rescue/Ambulance	Kentucky	(270) 653-5871
Oakton, Obion Creek Water Shed Civil Defense	Kentucky	(270) 653-5871
Oakton, Obion Creek Water Shed Street Department	Kentucky	(270) 653-6419
Oakton, Obion Creek Water Shed Water Supply	Kentucky	(residential wells)
McCracken County, KY Sheriff	Paducah, Kentucky	(270) 444-4719
McCracken County, KY Road Department	Kentucky	(270) 442-9163
McCracken County, KY Forestry	Mayfield, Kentucky	(270) 247-3913
McCracken Co, KY Disaster Emergency Svcs	Paducah, Kentucky	(270) 442-6381
McCracken County, KY State Police	Kentucky	(270) 575-7228

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
McCracken County, KY Department of Highways	Paducah, Kentucky	(270) 898-2431
McCracken County, KY LEPC	Paducah, Kentucky	(270) 442-6381
Pulaski County, KY Sheriff	Somerset, Kentucky	(606) 678-5145
Pulaski Co, KY Somerset Police Department	Somerset, Kentucky	(606) 678-5176
Pulaski Co., KY Disaster Emergency Services	Kentucky	(606) 677-4133
Pulaski Co, KY Department of Hwy 8th Dist Office	Somerset, Kentucky	(606) 677-4017
Amite Co., MS Sheriff	Liberty, Mississippi	(601) 657-8057
Amite Co., MS LEPC	Mississippi	(601) 657-1011
Carroll Co., MS Sheriff	Greenwood, Mississippi	(662) 237-9283
Carroll Co., MS LEPC	McCarley, Mississippi	(662) 237-1122
Copiah Co., MS Sheriff	Hazlehurst, Mississippi	(601) 894-3011
Copiah Co., MS LEPC	Mississippi	(601) 894-1658
Franklin Co., MS Sheriff	Meadville, Mississippi	(601) 384-2323
Franklin Co., MS LEPC	Mississippi	(601) 384-6104
Grenada Co., MS Sheriff	Grenada, Mississippi	(662) 226-2721

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Grenada Co., MS LEPC	Grenada, Mississippi	(662) 226-1076
Hinds Co., MS Sheriff	Terry, Mississippi	(601) 857-2600 / (601) 974-2900
Hinds Co., MS LEPC	Jackson, Mississippi	(601) 960-1476
Holmes Co., MS Sheriff	Lexington, Mississippi	(662) 834-1511
Holmes Co., MS LEPC	Tchula, Mississippi	(662) 235-5126
Lincoln Co., MS Sheriff	Mississippi	(601) 833-5231
Lincoln Co., MS LEPC	Brookhaven, Mississippi	(601) 833-8561
Madison Co., MS Sheriff	Canton, Mississippi	(601) 859-2345
Madison Co., MS LEPC	Canton, Mississippi	(601) 859-4188
Marshall Co., MS Sheriff	Holly Springs, Mississippi	(662) 252-1311
Marshall Co., MS LEPC	Mississippi	(662) 252-1204
Panola Co., MS Sheriff	Batesville, Mississippi	(662) 563-6230
Panola Co., MS LEPC	Batesville, Mississippi	(662) 563-6245
Tallahatchie Co., MS Sheriff	Charleston, Mississippi	(662) 647-5511
Tallahatchie Co., MS LEPC	Charleston, Mississippi	(662) 647-5511

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Tate Co., MS Sheriff	Senatobia, Mississippi	(662) 562-4434
Tate Co., MS LEPC	Senatobia, Mississippi	(662) 562-5012
Yalobusha Co., MS Sheriff	Water Valley, Mississippi	(662) 473-3602 / (662) 473-2722
Yalobusha Co., MS LEPC	Water Valley, Mississippi	(662) 473-2933
Yazoo Co., MS Sheriff	Yazoo City, Mississippi	(662) 746-5611
Yazoo Co., MS LEPC	Yazoo City, Mississippi	(662) 746-1569
Crockett County, TN Sheriff	Alamo, Tennessee	(731) 696-2104
Crockett Co, TN Highway Department	Alamo, Tennessee	(731) 696-2244
Crockett Co, TN Emergency Management Admin	Alamo, Tennessee	(731) 696-2459
Crockett County, TN State Highway Patrol	Memphis, Tennessee	(901) 543-6256
Crockett Co, TN State Highway Department	Jackson, Tennessee	(731) 935-0100
Crockett Co, TN LEPC	Alamo, Tennessee	(731) 696-2459
Chestnut Bluff, Forked Deer N. Wtr Shed Pol, Fir/R	Tennessee	For any emergency, refer to county
Chestnut Bluff, Forked Deer N. Wtr Shed Ambulance	Alamo, Tennessee	(731) 696-5571
Chestnut Bluff, Frked Deer NWtr Shd Dyersburg RMC	Dyersburg, Tennessee	(731) 285-2410

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Chestnut Bluff, Forked Deer N. Wtr Shed Civil Defe	Alamo, Tennessee	(731) 696-2459
Chestnut Bluff, Frked Deer S.Wtr Shd Pol,Fr/Re,Amb	Tennessee	For any emergency, refer to county
Chestnut Bluff, Forked Deer S Wtr Shed Dyersburg R	Dyersburg, Tennessee	(731) 285-2410
Chestnut Bluff, Forked Deer S.Wtr Shed Civil Def.	Alamo, Tennessee	(731) 696-2459
Dyer County, TN Sheriff	Dyersburg, Tennessee	(731) 285-2802
Dyer County, TN Highway Department	Dyersburg, Tennessee	(731) 286-7838
DyerCoTNStateHighwayPatrol	Dyersburg, Tennessee	(731) 286-8325
Dyer County, TN Forestry	Dyersburg, Tennessee	(731) 285-4647
Dyer Co, TN Co Civil Def. or Disaster Preparedness	Dyersburg, Tennessee	(731) 285-2802
Dyer Co ,TN Department of Transportation	Newbern, Tennessee	(731) 627-2503
Dyer Co, TN LEPC	Dyersburg, Tennessee	(731) 286-7831
Dyersburg,Forked Deer NWtr Shed Pol/Fire/Res/Amb	Tennessee	(731) 288-3588 /(731) 285 1212
Dyersburg,Forked Deer N Wtr Shed Dyersburg RMC	Dyersburg, Tennessee	(731) 285-2410
Dyersburg, Forked Deer N. Wtr Shed Civil Defense	Dyersburg, Tennessee	(731) 285-2802
Dyersburg, Forked Deer N. Wtr Shed Public Works	Dyersburg, Tennessee	(731) 288-7630

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Dyersburg,Forked Deer North Wtr Shed Wtr Supply	Dyersburg,	(731) 286-7604
Dyersburg, Forked Deer S.Wtr Shed Pol/Fr/Res/Amb	Tennessee	(731) 285-1212
Dyersburg, Forked Deer South Water Shed Hospital	Dyersburg, Tennessee	(731) 285-2410
Dyersburg, Forked Deer South Wtr Shed Civil Def	Dyersburg, Tennessee	(731) 285-2802
Dyersburg, Forked Deer S. Wtr Shed Street Dept	Dyersburg, Tennessee	(731) 288-7630
Dyersburg, Forked Deer South Wtr Shed Wtr Supply	Dyersburg, Tennessee	(731) 286-7604
Newbern, Forked Deer North Wtr Shed Police Fire	Newbern, Tennessee	(731) 627-2571 /(731) 627 2266
Newbern, Forked Deer North Wtr Shed Amb / EMS	Dyersburg, Tennessee	(731) 285-2222
Newbern, Forked Deer North Water Shed Hospital	Dyersburg, Tennessee	(731) 285-2410
Newbern, Forked Deer North Water Shed Civil Defens	Dyersburg, Tennessee	(731) 285-2802
Newbern, Forked Deer North Wtr Shed Street Dpt	Newbern, Tennessee	(731) 627-3753
Newbern, Forked Deer North Wtr Shed Wtr Supply	Newbern, Tennessee	(731) 627-3221
Fayette Co, TN Sheriff	Somerville, Tennessee	(901) 465-3456
Fayette Co, TN LEPC	Somerville, Tennessee	(901) 465-5239
Haywood County, TN Sheriff	Brownsville, Tennessee	(731) 772-2412 /(731) 772 6158

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Haywood Co, TN Highway Department	Tennessee	(731) 772-9423
Haywood Co, TN Division of Forestry	Brownsville, Tennessee	(731) 772-4592
Haywood Co, TN Co Civil Def or Disaster Prep.	Brownsville, Tennessee	(731) 772-1227
Haywood Co, TN State Highway Department	Brownsville, Tennessee	(731) 772-0793
Haywood Co, TN LEPC	Brownsville, Tennessee	(731) 772-1227
Brownsville, Hatchie River Water Shed Police	Brownsville, Tennessee	(731) 772-1215
Brownsville, Hatchie River Water Shed Fire	Brownsville, Tennessee	(731) 772-1396 / (731) 772 6624
Brownsville, Hatchie River Water Shed Rescue	Brownsville, Tennessee	(731) 772-1227
Brownsville, Hatchie River Water Shed Ambulance	Brownsville, Tennessee	(731) 772-4979
Brownsville, Hatchie Rvr Wtr Shed Haywood Co Hsp	Brownsville, Tennessee	(731) 772-4110
Brownsville, Hatchie River Wtr Shed Civil Defense	Brownsville, Tennessee	(731) 772-1227
Obion Co, TN Sheriff	Union, Tennessee	(731) 885-5832
Obion Co, TN Forestry Department	Dyersburg, Tennessee	(731) 285-4647 / (731) 364 2541
Obion Co, TN Co Civil Def or Disaster Preparedness	Union, Tennessee	(731) 885-1515
Obion Co, TN State Highway Patrol	Memphis, Tennessee	(901) 543-6256

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Obion Co, TN LEPC	Union, Tennessee	(731) 885-1515
Obion, Obion River Water Shed Sheriff	Union, Tennessee	(731) 885-5832
Obion, Obion River Water Shed Fire	Obion, Tennessee	(731) 536-6242
Obion, Obion River Water Shed County Rescue	Union, Tennessee	(731) 885-6656
Obion, Obion River Water Shed Ambulance	Tennessee	911
Obion, Obion River Water Shed Hospita	Union, Tennessee	(731) 885-2410
Obion, Obion River Water Shed Civil Defense	Union, Tennessee	(731) 885-1515
Obion, Obion River Water Shed Street Department	Obion, Tennessee	(731) 536-6242
Obion, Obion River Water Shed Water Supply	Obion, Tennessee	(731) 536-6242
Union City, Obion River Water Shed Police	Union, Tennessee	(731) 885-1515
Union City, Obion River Water Shed Fire	Union, Tennessee	(731) 885-2232
Union City, Obion River Water Shed Co Rescue	Union, Tennessee	(731) 885-6656
Union City, Obion River Water Shed Ambulance	Tennessee	911
Union City, Obion River Water Shed Hospital	Union, Tennessee	(731) 885-2410
Union City, Obion River Water Shed Civil Def.	Union, Tennessee	(731) 885-1515

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Union City, Obion River Wtr Shed Street Department	Union, Tennessee	(731) 885-9601
Union City, Obion River Wtr Shed Water Supply	Union, Tennessee	(731) 885-9622
Woodland Mills, Reel Foot Lake Wtr Shed Police	Union, Tennessee	(731) 885-1515
Woodland Mills, Reel Foot Lake Wtr Shed Fire/Res	Union, Tennessee	(731) 885-2232
Woodland Mills, Reel Foot Lake Wtr Shed Hosp	Union, Tennessee	(731) 885-2410
Woodland Mills, Reel Foot Lake Wtr Shed Civil Def	Union, Tennessee	(731) 885-1515
Woodland Mills, Reel Foot Lake Wtr Shed Wtr Supply	Union, Tennessee	(731) 885-9622
Shelby Co, TN Sheriff	Memphis, Tennessee	(901) 495-1180
Tipton Co., TN Sheriff	Covington, Tennessee	(901) 475-3300
Tipton Co., TN Public Works	Brighton, Tennessee	(901) 837-5900
Tipton Co., TN County Civil Def or Disaster Prepar	Tennessee	(901) 476-0222
Tipton Co., TN Highway Patrol	Memphis, Tennessee	(901) 543-6281 (Emergency number)
Tipton Co., TN State Highway Patrol	Memphis, Tennessee	(901) 543-6256
Tipton Co., TN LEPC	Tennessee	(901) 476-0222
Covington, Hatchie River Water Shed Police	Covington, Tennessee	(901) 476-5282 / (901) 476-0243

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Covington, Hatchie River Water Shed Fire	Covington, Tennessee	(901) 476-2578
Covington, Hatchie River Water Shed Rescue	Covington, Tennessee	(901) 475-3300
Covington, Hatchie River Water Shed Ambulance	Collierville, Tennessee	(901) 327-1956
Covington, Hatchie River Wtr Shed Baptist Tipton H	Covington, Tennessee	(901) 476-2621
Covington, Hatchie River Water Shed Civil Defense	Tennessee	(901) 476-0222
Covington, Hatchie River Water Shed Street Depart	Covington, Tennessee	(901) 476-9531
Covington, Hatchie River Water Shed Water Supply	Covington, Tennessee	(901) 476-9531
Milwaukee County Sheriff's Department (LEPC)	Milwaukee, Wisconsin	(414) 525-5770
Milwaukee Co., WI Police	Milwaukee, Wisconsin	(414) 933-4444
Milwaukee Co., WI State Patrol	Madison, Wisconsin	(608) 266-3212
Milwaukee Co., WI Mitchell Field Intl Airport Fire	Wisconsin	(414) 747-5348
Milwaukee Co., WI Ambulance	Wisconsin	911
Milwaukee Co., WI Sinai Samaritan Med Cntr	Wisconsin	(419) 219-7140
Milwaukee Co., WI State Fire Marshal	Milwaukee, Wisconsin	(414) 227-2100
Milwaukee Co., WI Depart of Natural Resources	Milwaukee, Wisconsin	(414) 263-8500

LOCAL EMERGENCY SERVICES (Cont'd)		
COMPANY	LOCATION	TELEPHONE
Milwaukee Co., WI National Weather Service	Wisconsin	(262) 965-2906
Milwaukee Co., WI Local Sanitary/Storm Sewer Comp	Wisconsin	(414) 286-8333
Milwaukee Co., WI City of Milwaukee Water Supply	Wisconsin	(414) 286-8333

Pipeline Specifications			
LOCATION	TYPE OF OIL	STATE	COUNTY
Louisiana/Mississippi State Line To The Mississippi/Tennessee State Line	Crude Oil	MS	Amite, Franklin, Lincoln, Copiah, Hinds, Madison, Yazoo, Holmes, Carroll, Grenada, Tallahatchie, Yalobusha, Panola, Tate, Marshall
Mississippi/Tennessee State Line To The Tennessee/Kentucky State Line	Crude Oil	TN	Fayette, Shelby, Haywood, Tipton, Crockett, Dyer, Obion
Tennessee/Kentucky State Line To the Kentucky/Illinois State Line	Crude Oil	KY	Fulton, Carlisle, Hickman, Ballard, McCracken
Kentucky/Illinois State Line To Patoka Station	Crude Oil	IL	Johnson, Massac, Pulaski, Williamson, Franklin, Jefferson, Marion
Enbridge To 24" Mustang Line (Was Lakehead to Lockport)	Crude Oil	IL	Will
Lockport Terminal 20" (Idle)	Idle	IL	Will
12" Citgo Connection	Crude Oil	IL	Will
2 - 6" Des Plaines Terminal to O'Hare Airport	Jet Fuel	IL	Cook
10" Mitchell Field Terminal to Mitchell Field Airport	Jet Fuel	WI	Milwaukee

Company Owned Response Equipment		
NAME	LOCATION	DESCRIPTION
	NONE	

Breakout Tanks

FACILITY NAME	TANK NUMBER	CAPACITY	TYPE OF OIL
(b) (7)(F)			