

EMERGENCY RESPONSE ACTION PLAN

Louisville Terminal



Prepared for:

**Valero Terminating & Distribution Company
One Valero Way
San Antonio, Texas 78249**

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EMERGENCY RESPONSE ACTION PLAN**TABLE OF CONTENTS****Qualified Individual Information****Notifications**[Internal Notification References](#)[Notification Data Sheet](#)[External Notification Flowchart](#)[External Notification References](#)**Initial Response Actions**[Specific Incident Response Checklist](#)[Incident Management Team - Command Structure](#)**Resources**[Facility Response Equipment](#)[Contracted Response Resources](#)**Evacuation**[Evacuation Plan](#)**Maps and Diagrams**[Facility Diagram](#)[Evacuation Diagram](#)[Drainage Diagram](#)[Environmental Sensitivity Map\(s\)](#)

FIGURE 1.1

FACILITY INFORMATION

GENERAL INFORMATION		
Facility Name:	Louisville Terminal	
	Physical Address	Mailing Address
	4411 Bells Lane Louisville, Kentucky 40211	4411 Bells Lane Louisville, Kentucky 40211
24 hr Telephone #:	(502) 776-6195	
Fax #:	(502) 776-5547	
EPA FRP #:	FRP04KY055	
DOT OPS Tracking:	1631	
USCG Tracking:	LOUMS010	
NAICS:	42472	
Latitude/Longitude:	(b) (7)(F), (b) (3)	
Dunn & Bradstreet Number:	TBD	
Company:	Owner: Physical Address	Operator: Physical Address
	Valero Terminating & Distribution Company One Valero Way San Antonio, Texas 78249	Valero Terminating & Distribution Company One Valero Way San Antonio, Texas 78249

FACILITY LOCATION	
County:	Jefferson
Area Map:	See Map at end of ERAP
Facility Diagram:	See Map at end of ERAP
Wellhead Protection Area:	N/A
Facility Distance to Navigable Water:	<input checked="" type="checkbox"/> 0 - 1/4 mile <input type="checkbox"/> 1/2 - 1 mile <input type="checkbox"/> 1/4 - 1/2 mile <input type="checkbox"/> >1 mile
Landside Directions:	Take I-65 N toward Louisville (Crossing into Kentucky). 163.3 mi. merge onto I-264 W via EXIT 131-A. 9.0 mi. Take the KY-2056/Bells Lane exit, EXIT 4, toward KY-2054/Algonquin Pkwy. 0.2 mi. Turn slight left to take the Bells Lane South ramp. 0.0 mi. Turn left onto Bells Ln/KY-2056. 1.1 mi. Arrive at 4411 BELLS LN.
Waterside Directions:	The Facility is located at MM 612.3 LDB.

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 carryout response activities.

Qualified Individual:

Mark Byrd	Supervisor Terminal	18596211221 (24 Hr.) (b) (6) (Home) (Cellular)
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Alt. Qualified Individual:

Andy Szabo	Sr Mgr Area Terminal	13145752852 (24 Hr.) (b) (6) (Home) (Cellular)
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PHYSICAL DESCRIPTION - GENERAL**Description of Operation:**

- The Facility serves as a petroleum product supply source for peripheral service stations, commercial and industrial sales customers and jobber bulk plants.
- The Facility's total aboveground oil storage capacity is (b) (7)(F), (b) (3) Daily throughput is approximately 2,392,386 bbls/year barrels per day.
- There are a total of 119 aboveground storage tanks. The capacity of the largest tank (138) is (b) (7)(F), (b) (3)
- The Facility operates 24 hours a day hours of operation.
- The Facility's Worst Case Discharge amount: (b) (7)(F), (b) (3)

Date of Initial Storage: 1919

Products Handled:

- Jet Fuel
- Gasoline
- Gasoline Additives
- Diesel
- Diesel Additives
- Lube Oils
- Aviation Gasoline

Note: A Product Specific Response Consideration sheet is provided at the end of Section 3.0. The Facility also maintains MSDS reference information on the products stored.

PHYSICAL DESCRIPTION - MARINE OPERATIONS

General Operation:

The Valero Louisville Terminal is between Bells Lane and the Morris-Forman Disposal Plant. The Terminal/ Lubricant Blend Plant has a total 122 tanks with a combined storage capacity of (b) (7) bbls. The following types of materials are handled: Automotive Gasolines, Diesel Fuel, Jet Fuel, Aviation Gasoline, Ethanol, and Lubricating Oil. Copies of the MSDS's for the above products are available at the Dock Building.

Dock Details:

During flood conditions, the maximum number of barges that can be unloaded at a time is two (2) barges. Maximum number of (diesel) barges that can be loaded at a time is 1 barge. The maximum number of barges that can be unloaded at a time is four (4) barges of up to 24,000 barrels capacity each. Barge type is Grade A Cargo, 54' wide x 277' long.

Maximum loading rate to a vessel: 24,000 Barrels/Hour

Maximum unloading rate from a vessel: 24,000 Barrels/Hour

The following table describes the type and maximum size of vessels which can call on each dock.

Dock Name/Number	Vessel Type/Quantity	Vessel Size	Draft
Valero Dock	Barge	54 feet wide x 277 feet long	15 feet

PHYSICAL DESCRIPTION - DOT/PHMSA OPERATIONS***General Pipeline Operations:***

The pipeline carries refined oil (including Gasoline, Turbine Fuel, Diesel Fuel, Unleaded Gasoline, Ethanol) and there is no DOT PHMSA pipeline. The Response Zone is the Eastern Response Zone in the Louisville Area. It is in Jefferson County located in the state of Kentucky. 75% credit is used for DOT WCD calculations.

DATES AND TYPES OF SUBSTANTIAL EXPANSIONS

There are no substantial expansions since Valero acquisition.

OTHER FACILITY DATA

N/A

FIGURE 2.1

INTERNAL NOTIFICATION REFERENCES

INTERNAL NOTIFICATIONS - QUALIFIED INDIVIDUALS				
NAME/ POSITION/TITLE	RESPONSE TIME	OFFICE	HOME	OTHER
Mark Byrd Supervisor Terminal	< 1 hr	15027766195	(b) (6)	
Andy Szabo Sr Mgr Area Terminal	4-5 Hours	19019478479		

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM				
NAME/ POSITION/TITLE	RESPONSE TIME	OFFICE	HOME	OTHER
Mark Byrd Supervisor Terminal	< 1 hr	15027766195	(b) (6)	
Andy Szabo Sr Mgr Area Terminal	4-5 Hours	19019478479		
Jeff Ritcheson Lead HS&E Specialist	> 8 hrs	(210) 345-2983		

FIGURE 2.2

OIL SPILL REMOVAL ORGANIZATIONS

USGC CLASSIFIED OIL SPILL REMOVAL ORGANIZATIONS (OSRO)			
COMPANY	RESPONSE TIME	LOCATION	TELEPHONE
National Response Corporation (NRC)	<1 Hour	Great River, New York	(631) 224-9141

FIGURE 2.3

NOTIFICATION DATA SHEET			
Date: _____		Time: _____	
INCIDENT DESCRIPTION			
Reporter's Full Name: _____		Position: _____	
Day Phone Number: _____		Evening Phone Number: _____	
Company: Valero Terminaling & Distribution Company		Organization Type: _____	
Facility Address: 4411 Bells Lane		Owner's Address: One Valero Way	
Louisville, Kentucky 40211		San Antonio, Texas 78249	
Facility Latitude: (b) (7)		Facility Longitude: (b) (7)	
Spill Location (if not at Facility): _____			
Responsible Party's Name: _____		Phone Number: _____	
Responsible Party's Address: _____			
Source and/or cause of discharge: _____			
Nearest City: Louisville			
County: Jefferson		State: Kentucky	
Section: _____		Zip Code: 40211	
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 2.4

EXTERNAL NOTIFICATION FLOWCHART

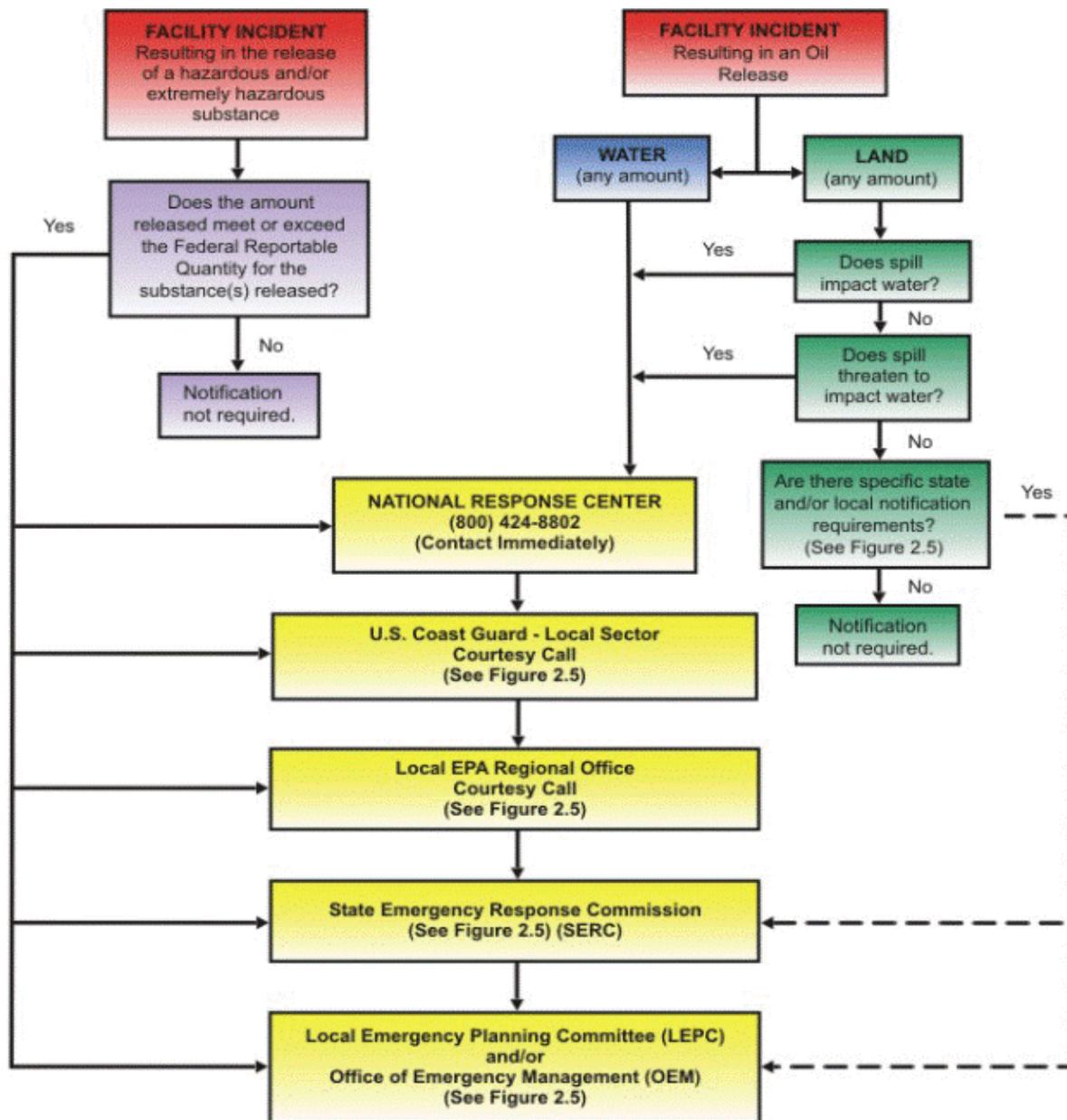


FIGURE 2.5**EXTERNAL NOTIFICATION REFERENCES**

REQUIRED NOTIFICATIONS	
National Response Center (NRC)	
c/o United States Coast Guard (CG-3RPF-2), 2100 2nd Street Southwest - Room 2111-B Washington, District Of Columbia 20593-0001	(800) 424-8802 (24 Hr.) (202) 267-2675 (Day Phone) (800) 337-7455 (Night Phone)
REPORTING REQUIREMENTS	
TYPE: Any discharge or sighting of oil on navigable waters.	
VERBAL: Immediate notification required (within 2 hours).	
WRITTEN: If an RQ limit is reached, refer to State requirements for written report requirements.	
NOTE: A call to the NRC must also be made for spills or releases of hazardous substances that meet or exceed their RQ.	
Indiana Department of Environmental Management	
Indianapolis, Indiana	(888) 233-7745 (24 Hr.) (317) 233-7745 (Day Phone)
REPORTING REQUIREMENTS	
TYPE: Any discharge that may threaten waters of the state or any petroleum spill to land > 55 gallons released offsite or > 1,000 gallons.	
VERBAL: Immediately	
WRITTEN: As requested by agency.	
NOTE:	
Jefferson Co. LEPC	
Kentucky	(502) 574-3900 (Day Phone)
REPORTING REQUIREMENTS	
TYPE: Any discharge that leaves Facility property	
VERBAL: Immediately	
WRITTEN: As the agency may request, depending on circumstances.	
NOTE:	

REQUIRED NOTIFICATIONS (Cont'd)	
Kentucky Department of Emergency Management	
Kentucky	(800) 928-2388 (Day Phone)
REPORTING REQUIREMENTS	
TYPE:	As Required
VERBAL:	As Required
WRITTEN:	As Required
NOTE:	

Kentucky Department of Environmental Protection -	
Kentucky	(800) 928-2380 (Day Phone)
REPORTING REQUIREMENTS	
TYPE:	As Required
VERBAL:	As Required
WRITTEN:	As Required
NOTE:	

OTHER POTENTIAL REQUIRED NOTIFICATIONS

Kentucky Department of Natural Resources

Kentucky	(502) 564-7815 (Day Phone)
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REPORTING REQUIREMENTS

TYPE: As Required
 VERBAL: As Required
 WRITTEN: As Required
 NOTE:

US EPA Region 4

3900 Commonwealth Boulevard M.S. 49 Tallahassee, Florida 32399	(404) 562-8700 (24 Hr.) (850) 245-2118 (Day Phone)
-------------------------------------------------------------------	-------------------------------------------------------

REPORTING REQUIREMENTS

TYPE: Immediately for spills that impact or threaten navigable waters or adjoining shoreline.
 VERBAL: Immediately.
 WRITTEN: As requested by agency.
 NOTE: N/A

U.S. Coast Guard - Sector Ohio Valley

600 Martin Luther King Pl, Rm 409-D Louisville, Kentucky 40202-2242	(800) 253-7465 (24 Hr.) (502) 779-5400 (Day Phone)
------------------------------------------------------------------------	-------------------------------------------------------

REPORTING REQUIREMENTS

TYPE: Any oil discharge that has impacted or threatens to impact navigable waters or release of hazardous substances in an amount equal to or greater than the reportable quantity.
 VERBAL: Immediately.
 WRITTEN: As requested by agency.
 NOTE: N/A

FIRE, POLICE, HOSPITALS, AIR MEDICAL SERVICE		
DIAL 911 for all Police, Fire, and Ambulance Emergencies		
AGENCY	LOCATION	TELEPHONE
Caritas Hospital	Kentucky	(502) 361-6000
Jefferson Co. Sheriff Department	Kentucky	(502) 574-5400 / (800) 280-6694
Louisville EMS	Kentucky	(502) 574-4260
Louisville Fire & Rescue	Kentucky	(502) 574-3711
Lake Dreamland Fire Department	Kentucky	(502) 447-6323 / (502) 447-6326
State Police	Kentucky	(800) 222-5555
State Fire Marshall	Kentucky	(502) 573-0832

MEDIA NOTIFICATIONS		
AGENCY	LOCATION	TELEPHONE
WHAS Radio	Louisville, Kentucky	(502) 479-2210
WHAS TV	Louisville, Kentucky	(502) 582-7711
National Weather Service	Louisville, Kentucky	(502) 969-8842

OTHER PUBLIC/INDUSTRY CONTACTS		
COMPANY	LOCATION	TELEPHONE
Aaron Oil	Kentucky	(800) 486-3105
Metropolitan Sewer District	Kentucky	(502) 540-6774
Marathon Ashland Petroleum	Kentucky	(502) 772-5200 / (502) 772-5205
Louisville Gas & Electric - Paddy's Run Guard Stat	Kentucky	(502) 449-8891
SPOil	Kentucky	(502) 776-4671
Airco Carbide	Kentucky	(502) 775-4100
Local Water Supply System	Kentucky	(502) 583-6610
Air Pollution Control District Jefferson County	Kentucky	(502) 574-6000

Medical Emergency/Rescue Incidents

Person Who Discovers the Medical Emergency

Personal Injuries Requiring Professional Medical Attention

- Only employees who are currently authorized to administer first response first aid/CPR are permitted to attend to an injured employee.
- Notify responder trained in first aid/CPR by radio or telephone and give the following information
 - Identify yourself
 - State location of the injured person
 - Brief information on the type of injury
- The trained responder renders first aid and assesses the seriousness of the injury.
- If the trained first aid responder is not available, the Terminal Manager should call 911 and request EMS assistance.
- If the injury requires professional medical treatment or observation, but does not require transportation by Ambulance, the Terminal Manager or designated employee contacts the hospital to authorize treatment, to relay the type of injury, and to relay when the injured employee should arrive. Terminal Manager accompanies employee to the medical treatment facility.
- The Terminal Manager follows-up with the treatment, condition, and work status of the employee.
- If the injury is serious and requires an Ambulance to transport the injured employee to the hospital, the following actions must be taken:
 - The Terminal Manager or his designee contacts the Ambulance (911) and relays to them the type of injury and the area of the Facility where the injured employee is located.
 - The Terminal Manager sends an employee to the gate to meet the incoming ambulance and direct it to the location of the injured employee.
 - The Terminal Manager, if he/she is not on site, is contacted as soon as possible if not already aware of the incident.
 - Trained first aid Responder renders appropriate first aid until the Ambulance personnel arrive.
 - The Terminal Manager or his designee notifies the Hospital, if possible, of the injury, authorizes treatment and requests that a doctor is at the hospital upon arrival of the ambulance.
 - The Terminal Manager goes to the hospital to follow-up on the treatment, condition, and work status of the employee.
 - In the event an employee is seriously injured requiring hospitalization, prompt notification will be given to the employee's family. In addition to informing them in a sensitive, understanding manner, this call should be used to assist them in reaching the employee. Responsibility for this initial call is the Terminal Manager's. Information as to which hospital is involved, who is the attending physician, etc. should be available. Determine from the family whether there are any problems, such as transportation to the hospital, with which Valero can help.
- Any requests for information from the public or media must be referred to the Media Department.
- Release of medical information on injured employee to the employee's immediate family should be handled by Human Resources or by the injured employee.

Fire / Explosion Incidents

Person Who Discovers the Fire/ Explosion

A spill due to explosion or fire at the barge dock may result in a Coast Guard worst-case discharge. If this occurs, the following procedures will be followed:

1. Stop all product transfers and close valves.
2. Notify the QI. If needed, the QI will call local Fire Department(s).
3. Check for injured persons and if needed call 911 for an ambulance(s).
4. Deploy booms and/or absorbent materials if oil is discharging into the channel.
5. Deploy absorbent materials on shore side to prevent product from entering the channel.
6. Assist emergency responders; inform them of product burning, storage of flammable or combustible products, location of tanks, etc.

Response to a spill of this magnitude may require the aid of OSROs and several area municipal fire departments. Because the potential for injuries due to fire or hazardous atmospheres is always imminent, established emergency response, health, and safety procedures will be followed during spill response activities.

Marine Incidents

Person Who Discovers the Marine Incident

Loading Arm or Manifold Failure

A failure of a loading arm, valve, pipe or other product transfer equipment at the Barge Dock will be responded to immediately by shutting down any barge/dock transfers in progress using the following procedures:

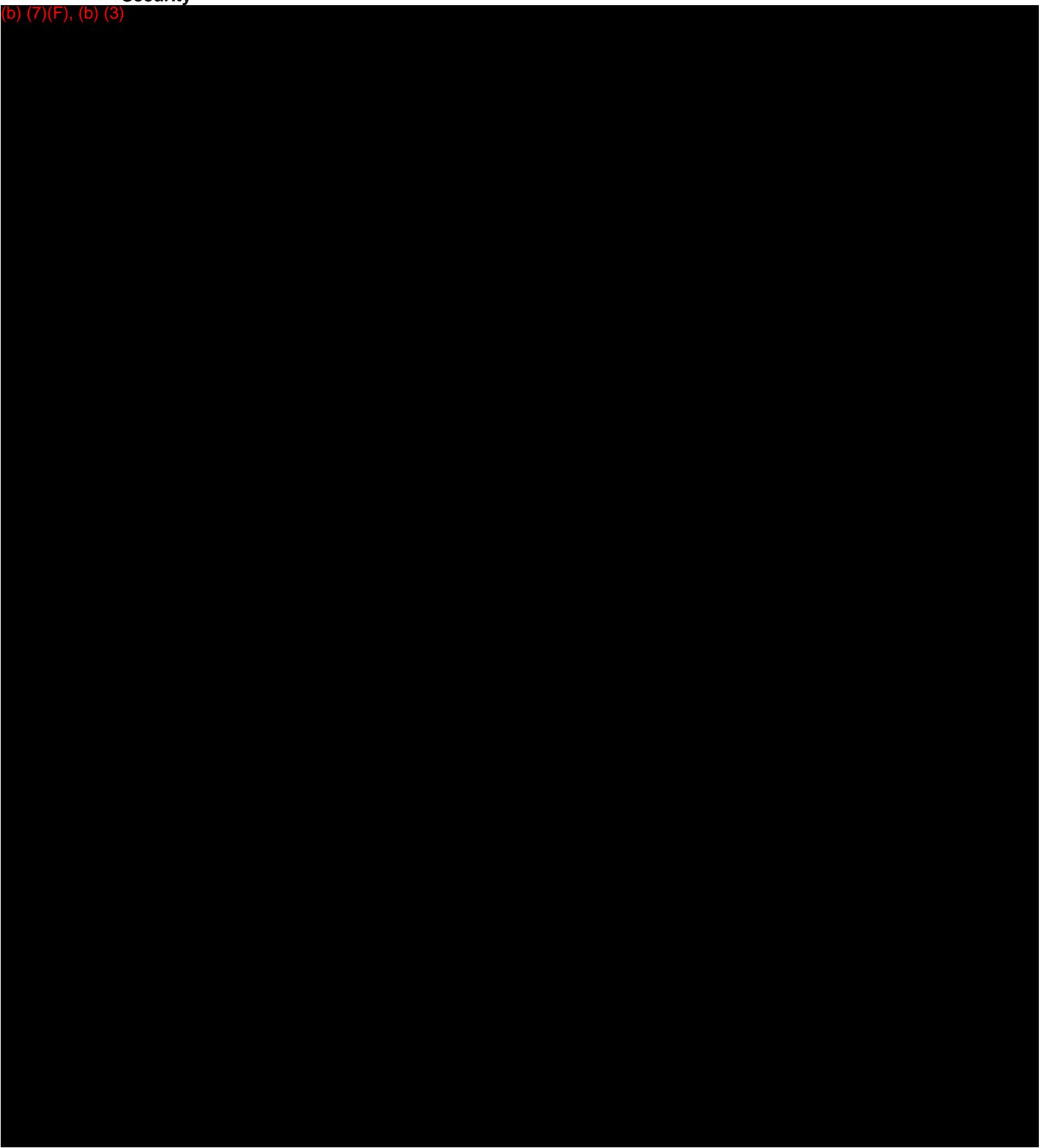
- Immediately notify the barge Tankerman or person in charge to stop the transfer. The person in charge will shut down the transfer if the barge is being filled, and the Tankerman will shut it down if the barge is being unloaded.
- **Safety Issues must be addressed before response actions are initiated.**
- Close the shore side tank inlet valve and dock valve.
- Have the Tankerman open loading valves on the barge and allow the product in the pipeline to gravitate back into the barge.
- Close the valves on the barge.
- The person in charge will immediately notify the Qualified Individual (QI) to initiate response.
- Deploy spill containment boom and/or absorbent material as required. Because a failure at these locations may potentially enter the Ohio River, boom will be deployed on the River to contain the spill if it enters the water. The spill will be cleaned up using vacuum trucks, pumps, and absorbent as necessary. If needed, Spill Response Contractors will be contacted by the QI.

MSDS's for products transferred at the Barge Dock are in the Barge Dock Operations Manual.

Security Incidents

Security

(b) (7)(F), (b) (3)



Inclement Weather Incidents

Tornado Response

Warning times for tornadoes may be very short and the information not very precise. The Terminal Manager should notify all employees of any tornado watch or tornado warning announced by the Weather Bureau.

If a tornado is sighted:

- The Terminal Manager should announce the sighting to all employees to report immediately to the Emergency Tornado Shelters.
- All Employees should proceed immediately to the Tornado shelters.
- After the Tornado is over, the Terminal Manager will organize search and rescue teams if anyone is not accounted for.
- Handle any injured personnel according to the severe injury procedure outlined in the beginning of this section.
- The Terminal Manager will assess the situation to determine the best approach to follow in returning to normal operations.

Severe Cold Weather Response

- Terminal Manager should make decision on fleet operation.
- Assign Facility personnel to snow removal and sanding.
- Review deliveries with Customer Service Center.
- Review work schedules.

Terminal Manager and facility employees should make preparations in advance when the weather forecast predicts below freezing temperatures. To protect equipment against freezing before the temperature reaches 32 degrees F, or prior to leaving equipment overnight. Protect equipment as follows:

- Drain or insulate outside water lines or establish a minimum flow.
- Check outside steam and condensate lines for properly functioning traps. Replace defective traps. Open steam lines and tracers where appropriate.
- For icing conditions arrange to spread sand around loading spots.
- Decide whether to drain the fire water spray system leaving it in condition to reactivate through a single valve.
- Verify operation of Emergency room heaters.

Power Outage

Power Outage

Electrical Utility Failure

- Loss of electrical power to the Facility will result in shut down of essentially all operations. Specifically, the following can be anticipated:
 - Loss of lighting. Battery operated emergency lighting will provide only enough light for safe movement into and out of the buildings. There will not be sufficient light to permit continuing operations. Do not operate equipment in unlighted areas.
 - Shut down of the computer equipment and administration systems.
 - Shut down of all loading, unloading, blending pumps and VRU.
- Notify the electric utility of the power outage
- Personnel should proceed with caution to the designated Safe Haven

Compressed Air Loss

- If compressor will not operate and an extended repair time is anticipated, rent a portable air compressor.
- Check system for moisture, purge.
- Protect from freezing.

Potable Water Loss

- Potable water provides the drinking water.
- If potable water is lost, call the City Water Department

Flooding

Flooding Response

Inform the Terminal Superintendent of any severe weather predictions.

Occasionally, sustained heavy rainfall may result in the area.

- When possible flooding conditions are predicted, operate the oily water drain system to keep the outside areas cleaned up. Pump all water through the separator to remove any oil.
- When possible, take necessary action to remove the petroleum inventory from the separator.
- If the loading/unloading spots become flooded all loading/unloading operations should be suspended.
- The Customer Service Center should be requested to notify customers not to send trucks to the Terminal until they receive confirmation that flooding has abated.
- If the flooding results in uncontained oil moving on the water surface to ditches outside the oily water drain system, handle this as a spill emergency.

Severe weather conditions will normally be predicted well in advance. As part of the daily routine during high-risk periods, a designated employee should check the weather predictions. Phone numbers for the National Weather Service and Local TV/Radio station phone numbers are in Section 2.

FIGURE 4.5
INCIDENT MANAGEMENT TEAM - COMMAND STRUCTURE

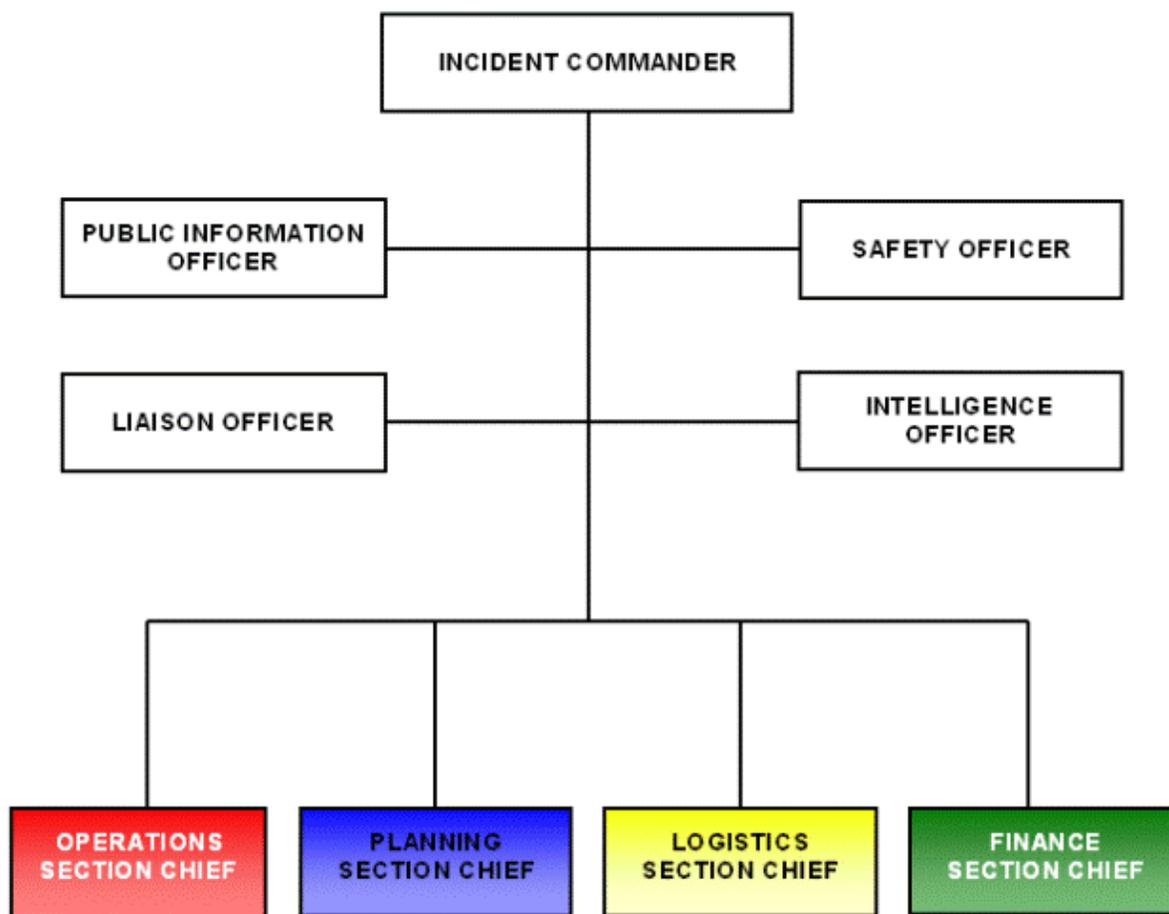


FIGURE A.1

EMERGENCY RESPONSE EQUIPMENT			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Fire/Rescue Equipment:			
Fire Fighting and Rescue Equipment			
Type/Year	Operational Status	Quantity	Location
		None	

FIGURE A.2

FACILITY RESPONSE EQUIPMENT						
Date of Last Update:		Last Inspection or Response Equipment Test Date:				
Inspected By:		Last Deployment Drill Date:				
Inspection Frequency:		Deployment Frequency:				
Hazardous Material/Oil Spill Equipment:						
SKIMMERS/PUMPS						
Type/Model/Year	Operational Status	Quantity	Capacity bbl/day	Daily Effective Recovery Rate	Storage Location(s)	Date Fuel Last Changed
		None				

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:		Last Inspection or Response Equipment Test Date:		
Inspected By:		Last Deployment Drill Date:		
Inspection Frequency:		Deployment Frequency:		
Hazardous Material/Oil Spill Equipment:				
BOOM				
Type/Model/ Year	Operational Status	Size (Length)	Containment Area	Storage Location(s)
	None			

FACILITY RESPONSE EQUIPMENT (Cont'd)						
Date of Last Update:			Last Inspection or Response Equipment Test Date:			
Inspected By:			Last Deployment Drill Date:			
Inspection Frequency:			Deployment Frequency:			
Hazardous Material/Oil Spill Equipment:						
CHEMICAL DISPERSANTS						
Type	Operational Status	Quantity/Amount	Date Purchased	Treatment Capacity	Storage Location(s)	Date Changed
			None			

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:			Last Inspection or Response Equipment Test Date:	
Inspected By:			Last Deployment Drill Date:	
Inspection Frequency:			Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:				
DISPERSANT DISPENSING EQUIPMENT				
Type/Year	Operational Status	Capacity	Storage Location(s)	Response Time
		None		

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:		Last Inspection or Response Equipment Test Date:		
Inspected By:		Last Deployment Drill Date:		
Inspection Frequency:		Deployment Frequency:		
Hazardous Material/Oil Spill Equipment:				
SORBENTS				
Brand Name/Type	Operational Status	Size	Treatment Capacity	Storage Location
	None			

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
HAND TOOLS			
Type/Year	Operational Status	Quantity	Storage Location
	None		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
COMMUNICATION EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location(s)/Number
	None		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
PERSONAL PROTECTIVE EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location
	None		

Set the counter

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
OTHER EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location
	None		

**FIGURE A.3
CONTRACTED RESPONSE RESOURCES**

USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATION (OSRO)							
OSRO Name	Response Time	Environment Type	Facility Classification Level				High Volume
			MM	W1	W2	W3	
National Response Corporation	<1 Hr.	River/Canal	Y	Y	Y	Y	No
		Inland	Y	Y	Y	Y	
		Nearshore			Y	Y	
		Offshore			Y	Y	

Note: Classification ratings taken from the USCG's internet site
www.uscg.mil/hq/nsfweb/nsfcc/ops/ResponseSupport/RRAB/osroclassifiedguidelines.asp

3.7 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 G shows the primary evacuation routes throughout the Facility.

Evacuation Response

Stored Material Location

- Located in oil storage area
- Identified in facility Plot Plan

Spilled Material Hazards

- Hazard is fire/explosion

Water Currents, Tides, or Wave Conditions

- Possible currents of over 10 feet per second.
- Not applicable

Evacuation Routes

- Routes are summarized on Evacuation Plan Diagram.
- Criteria for determining safest evacuation routes from facility may include: wind direction, potential exposure to toxins and carcinogens, intense heat, potential for explosion/fire, and blockage of planned route by fire, debris, or released liquid.

Alternate Evacuation Routes

- Alternate routes may exist, refer to Evacuation Plan Diagram.

Injured Personnel Transportation

- Emergency services can be mobilized to the facility

Alarm/Notification System Location

- Emergency Shutdown Devices (ESDs) are situated at several locations, at the loading racks, at the terminal office, and several other locations throughout the terminal.

Community Evacuation Plans

- Company may request local police, county sheriff and/or state police assistance. Community evacuations are the responsibility of these agencies.

Spill Flow Direction

- General site topography/drainage patterns in the vicinity of the Valero Louisville Terminal are as follows. The terminal is located approximately 1,000 feet from the Ohio River. The topography in the area is generally flat with some rolling hills however; the general trend is towards the Ohio River.
- Identified in facility drainage diagram

Prevailing Wind Direction Land Speed

- The prevailing wind direction in the area, according to the National Weather Service (NWS) is from the west. Current weather information can be obtained from the NWS automated service by phone at 502-585-1212.
- The prevailing wind direction in the area, according to the National Weather Service (NWS) is from the west.
- Because wind direction varies with weather conditions, consideration for evacuation routing will depend in part on wind direction.

Emergency Personnel/Response Equipment Arrival Route

- The primary emergency personnel/response equipment arrival route is via I-264 to the Bells Lane exit and west to the Terminal.
- Directions to nearest medical facility provided below.

Centralized Check-in Area (Personnel assembly area)

- The primary mustering point for the Terminal is located in the grassy field alongside the railroad tracks east of the office. If, however, the spill trajectory would place the primary location in the path of spilled product an alternate mustering location has been established at the Zeon Chemical Company located at 4111 Bells Lane.

Mitigation Command Center Location

- Initial Command Center located at the Terminal is evacuated, the Qualified Individual has established an off-site incident response Command Post. The Zeon Chemical Company main office lobby, located at 4111 Bells Lane is a possible offsite command post location, depending upon the extent of any area evacuations. Alternately, near-by hotels or meeting halls with adequate phone lines, fax lines and meeting space could also be utilized.
- Mobile Command Posts may be established as necessary.

Facility Shelter Location

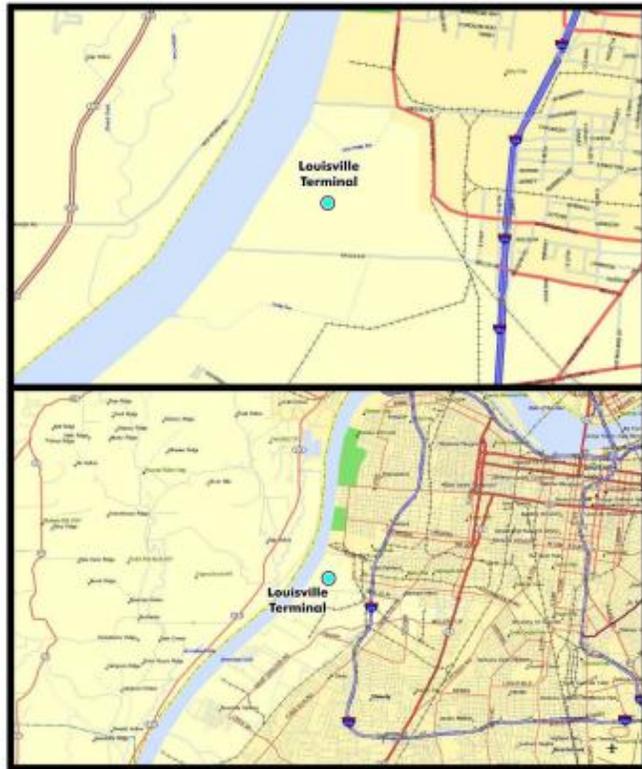
- None available onsite.
- Not a safe harbor from fires, explosions, vapor clouds, or other significant emergencies; however, may be used for temporary shelter from inclement weather.

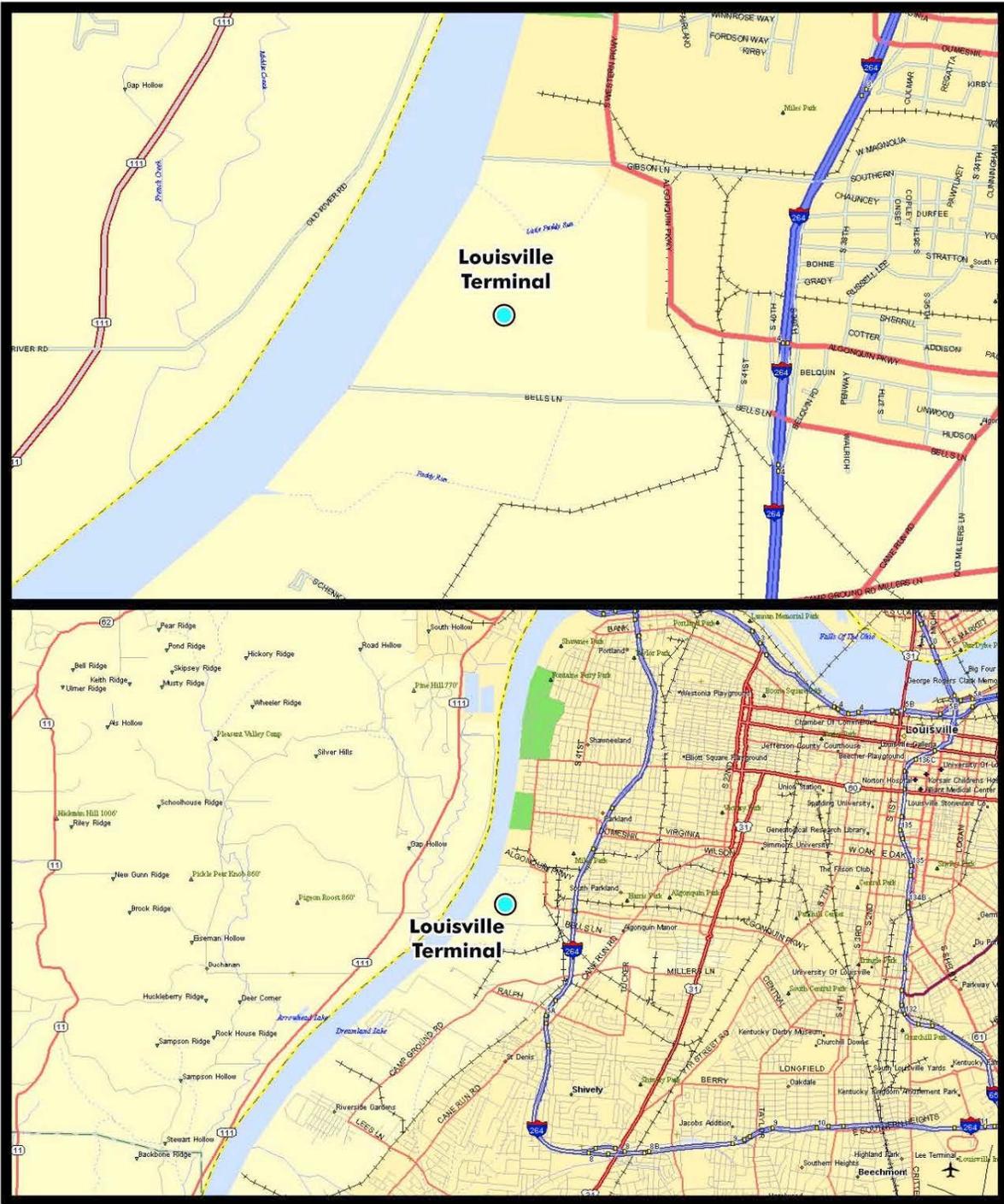
Directions to Nearest Medical Facility

Directions to Caritas Hospital, 1850 Bluegrass Avenue, Louisville, KY 40215 (502) - 361-6000:

- From the Valero terminal exit, take I-264 east, to Taylor Blvd. South, then to Bluegrass Avenue North. The hospital is approximately 6.8 miles from the Louisville Terminal.

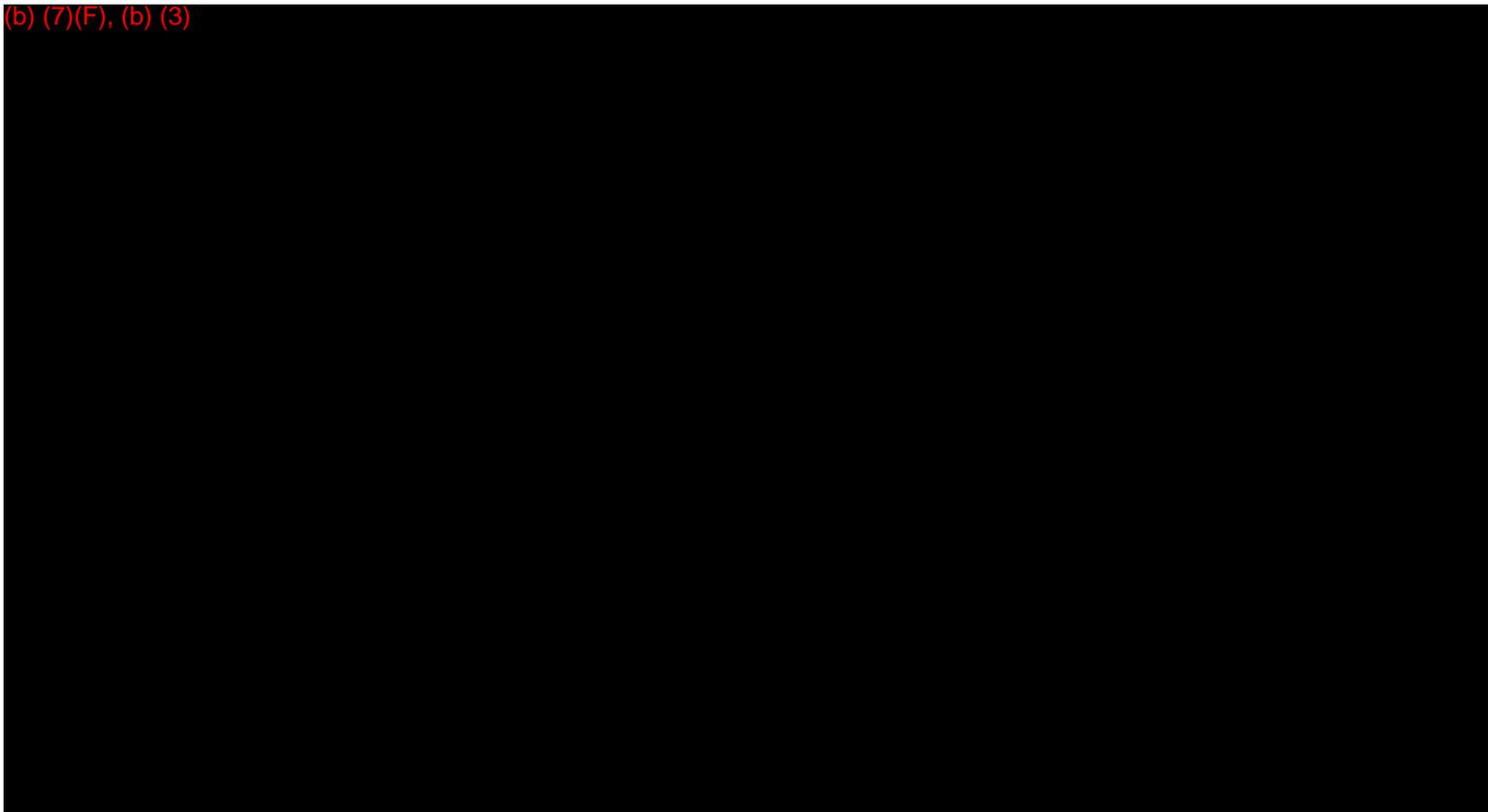
Area Map



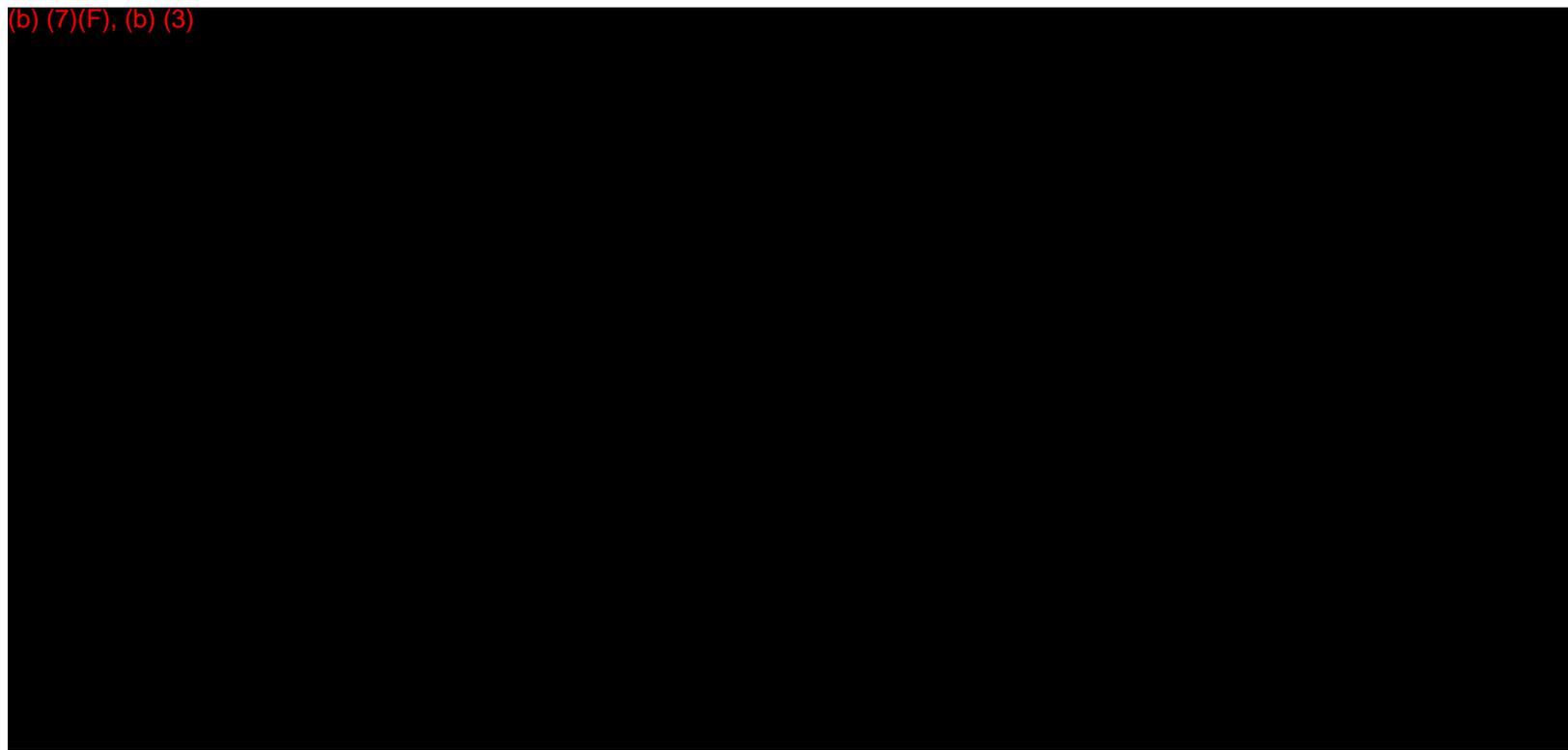


Facility Diagram

(b) (7)(F), (b) (3)

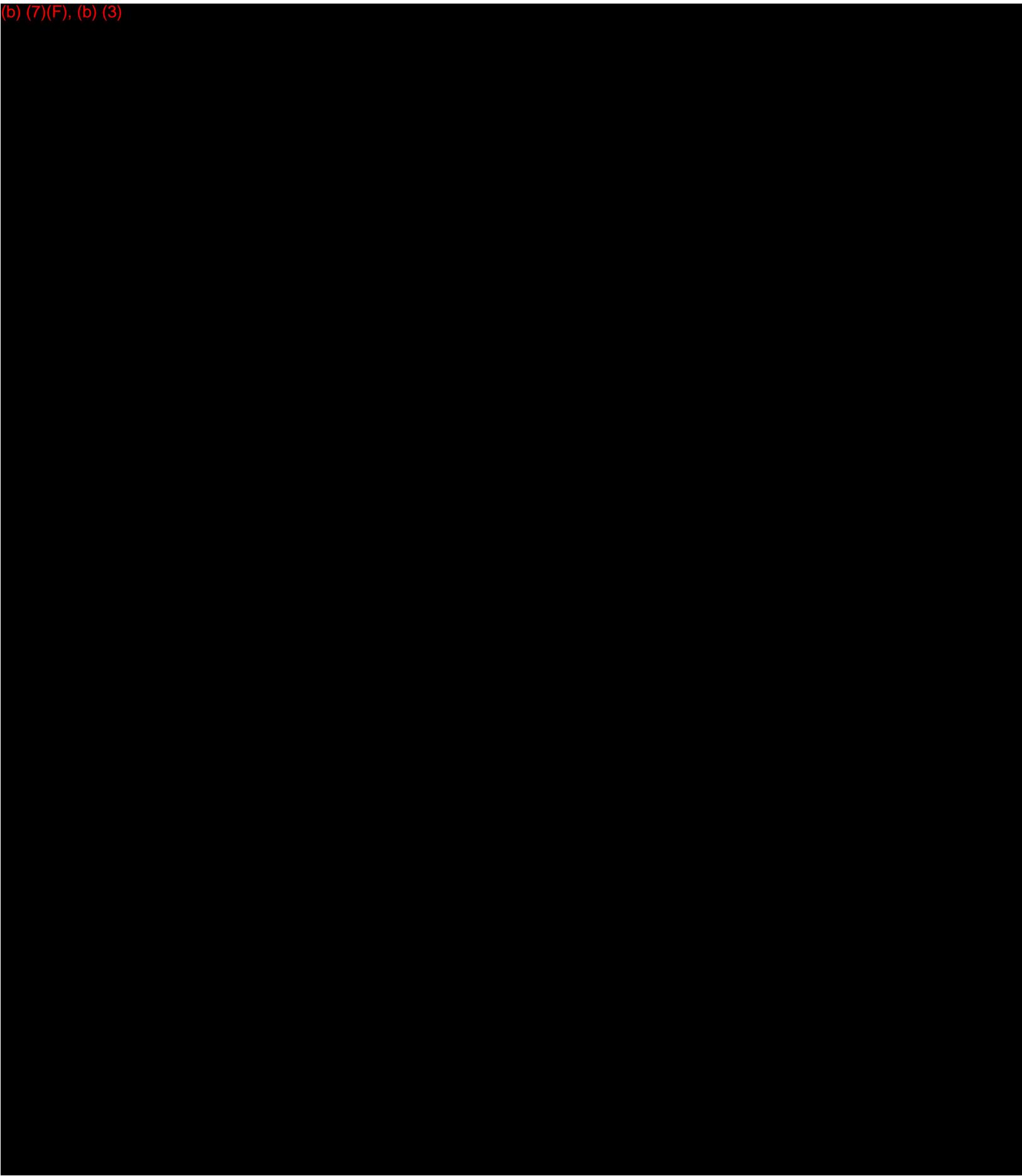


Evacuation Diagram



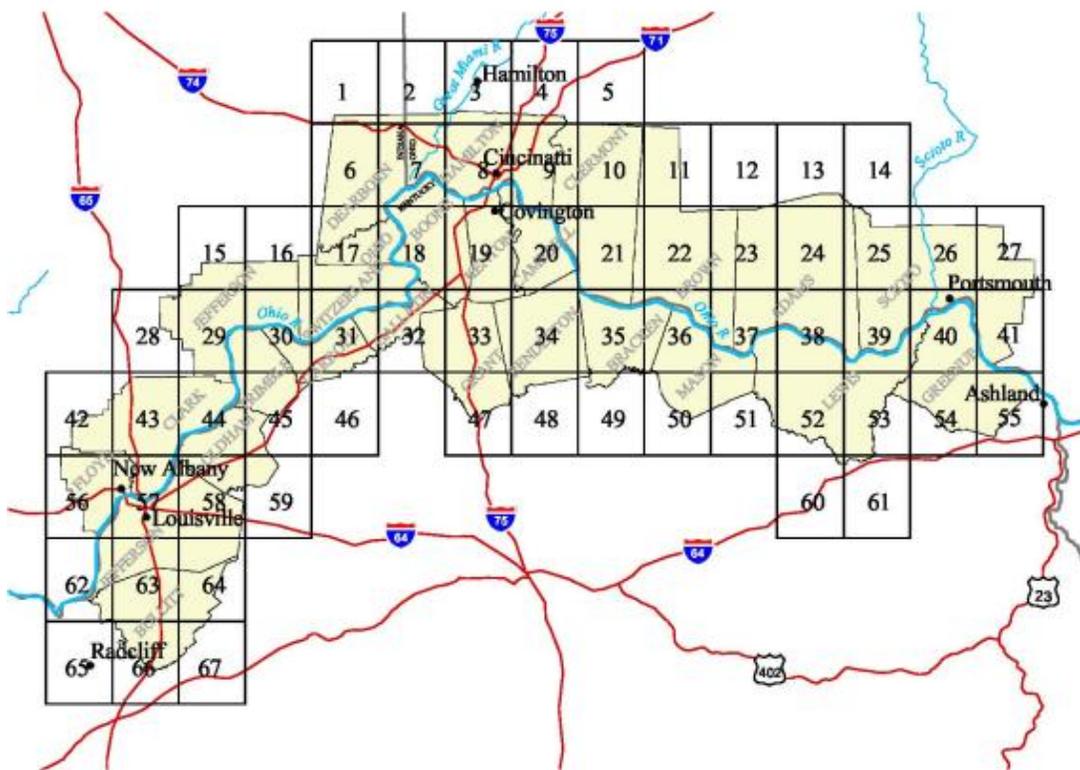
Drainage Diagram

(b) (7)(F), (b) (3)



Environmental Sensitivity Map OHR_MM_384-630

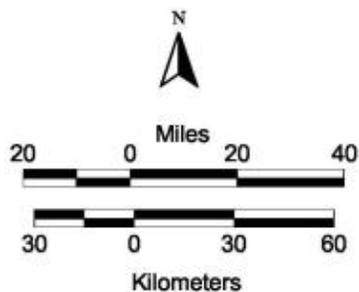
Middle Ohio River Mapping Area Index to Tiles



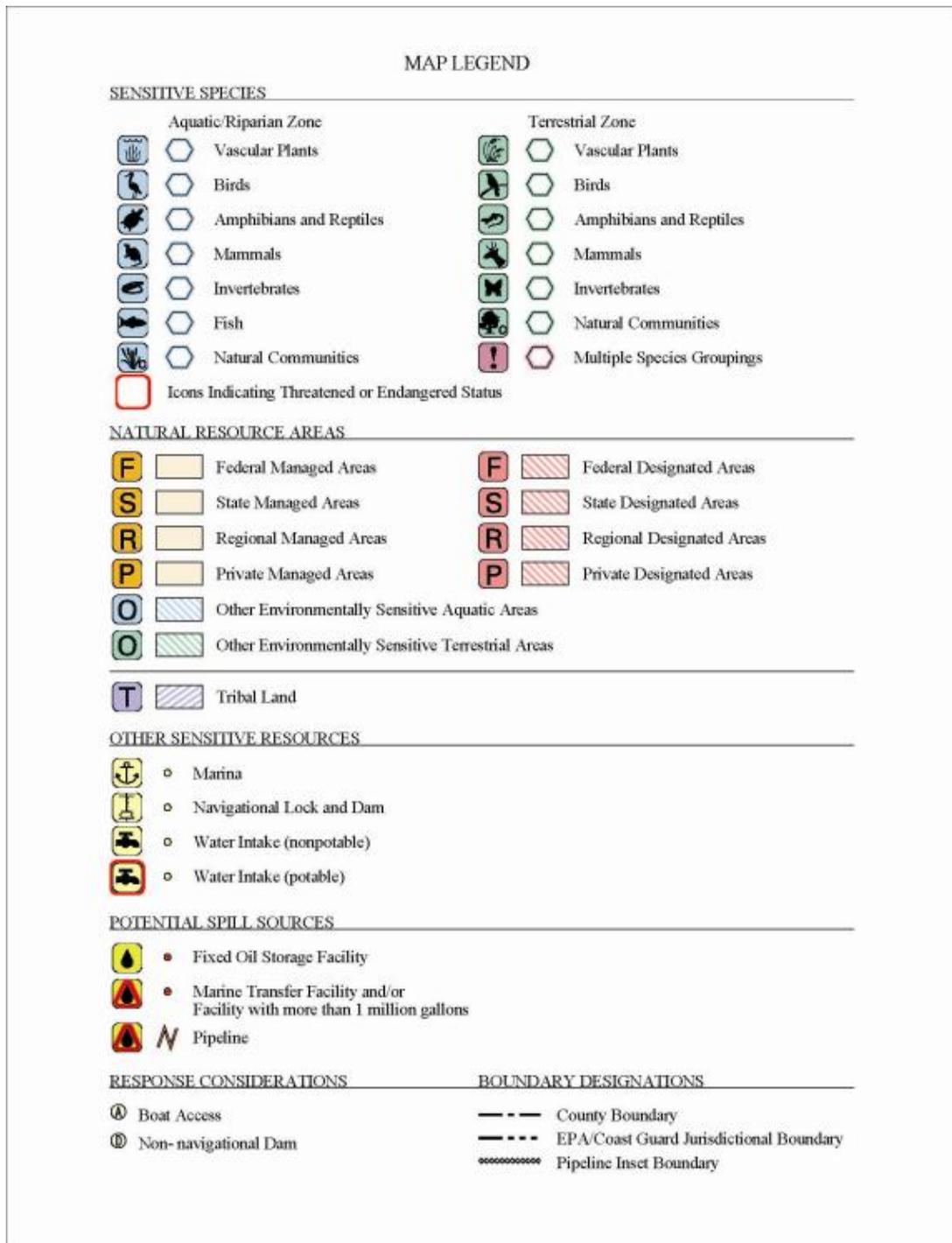
Location of Middle Ohio River Mapping Area



Tile numbers refer to detailed maps contained within this atlas.



OHR_MM_384-630



MAP LEGEND

SENSITIVE SPECIES

Aquatic/Riparian Zone		Terrestrial Zone	
	 Vascular Plants		 Vascular Plants
	 Birds		 Birds
	 Amphibians and Reptiles		 Amphibians and Reptiles
	 Mammals		 Mammals
	 Invertebrates		 Invertebrates
	 Fish		 Natural Communities
	 Natural Communities		 Multiple Species Groupings
	Icons Indicating Threatened or Endangered Status		

NATURAL RESOURCE AREAS

	 Federal Managed Areas		 Federal Designated Areas
	 State Managed Areas		 State Designated Areas
	 Regional Managed Areas		 Regional Designated Areas
	 Private Managed Areas		 Private Designated Areas
	 Other Environmentally Sensitive Aquatic Areas		
	 Other Environmentally Sensitive Terrestrial Areas		

  Tribal Land

OTHER SENSITIVE RESOURCES

	○ Marina
	○ Navigational Lock and Dam
	○ Water Intake (nonpotable)
	○ Water Intake (potable)

POTENTIAL SPILL SOURCES

	● Fixed Oil Storage Facility
	● Marine Transfer Facility and/or Facility with more than 1 million gallons
	N Pipeline

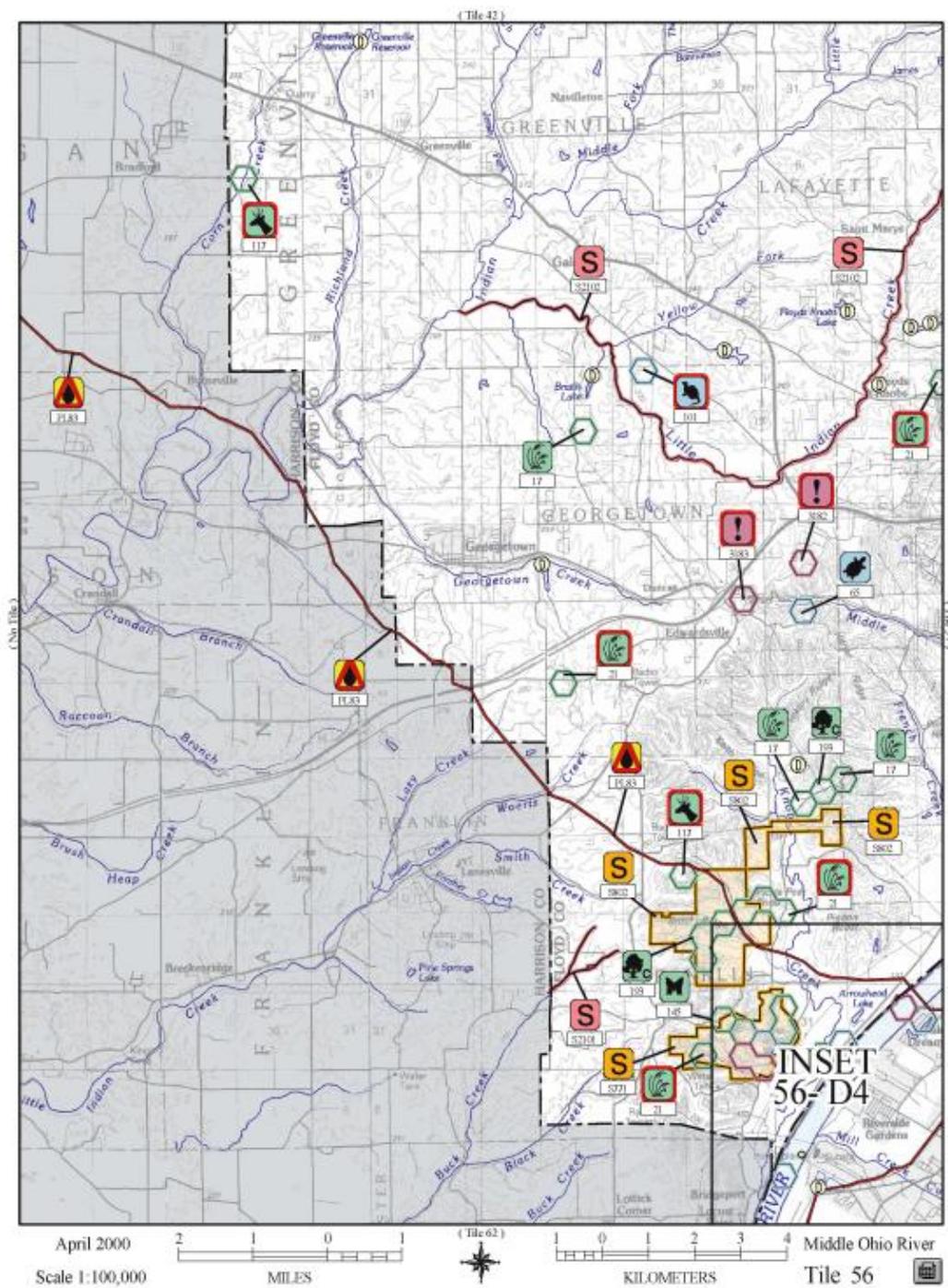
RESPONSE CONSIDERATIONS

- Ⓐ Boat Access
- Ⓓ Non-navigational Dam

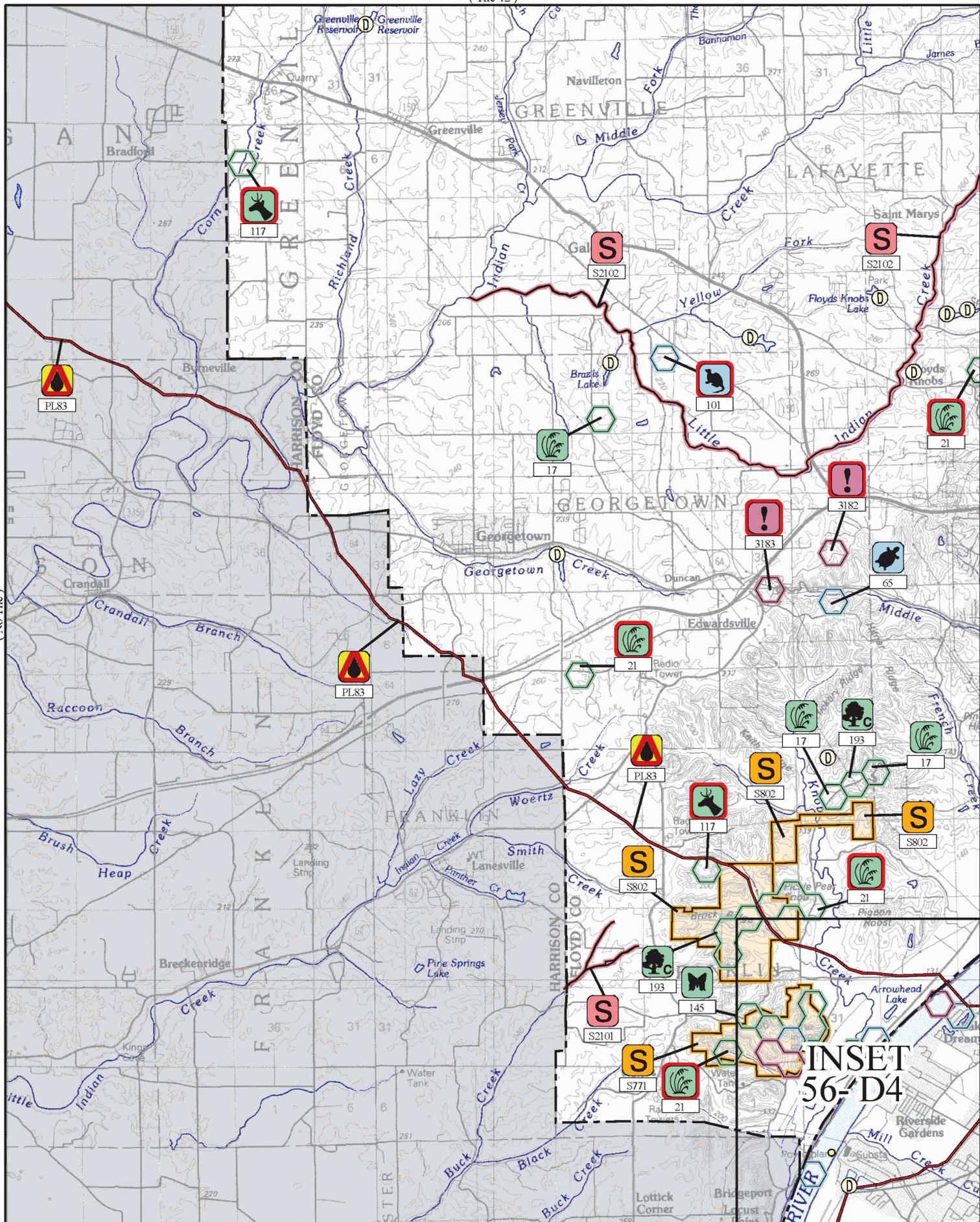
BOUNDARY DESIGNATIONS

- County Boundary
- EPA/Coast Guard Jurisdictional Boundary
- ⋄⋄⋄⋄⋄ Pipeline Inset Boundary

Tile 56



(Tile 42)



(No Tile)

(Tile 57)

(Tile 62)

April 2000



Scale 1:100,000

MILES



KILOMETERS

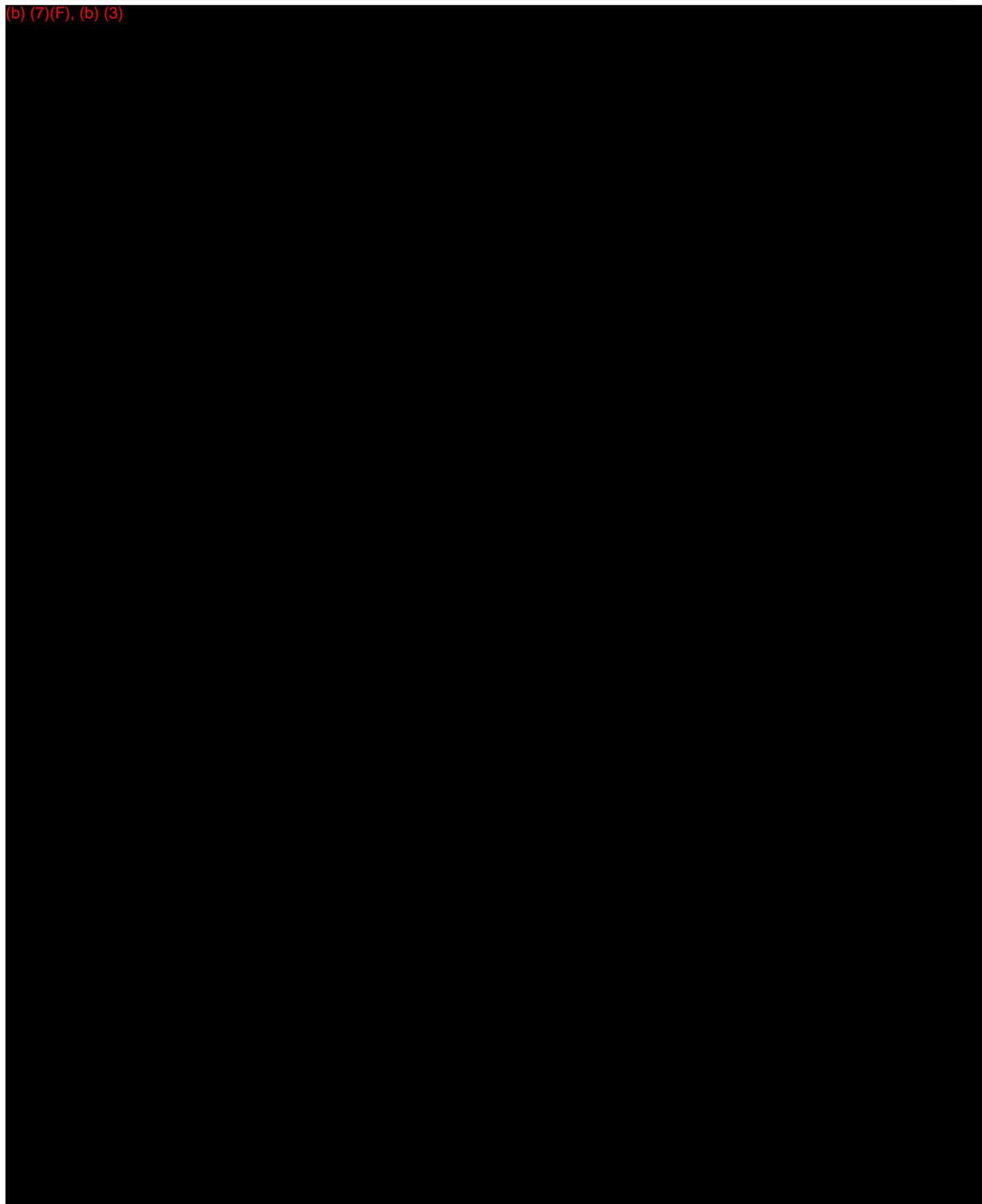
Middle Ohio River

Tile 56

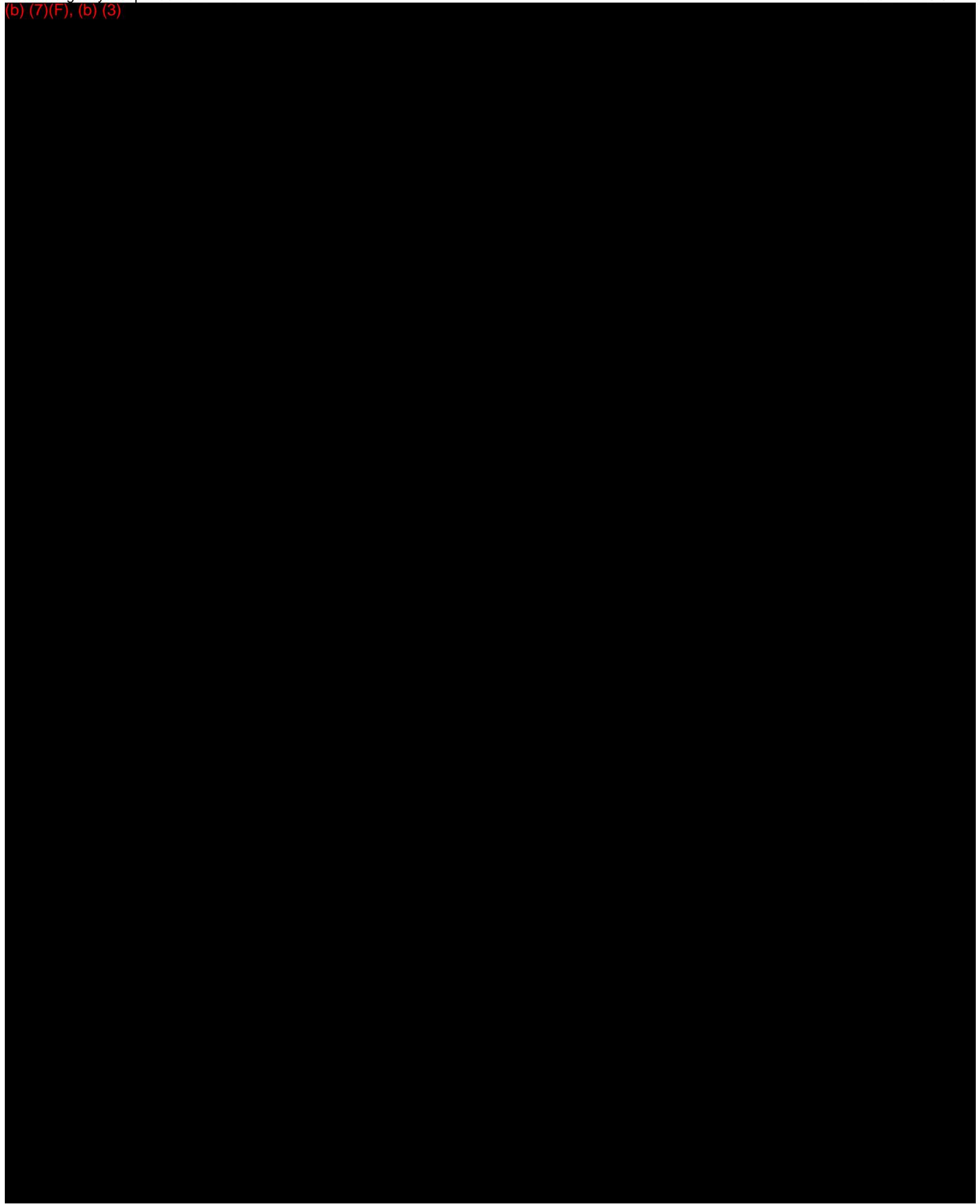


INSET
56-D4

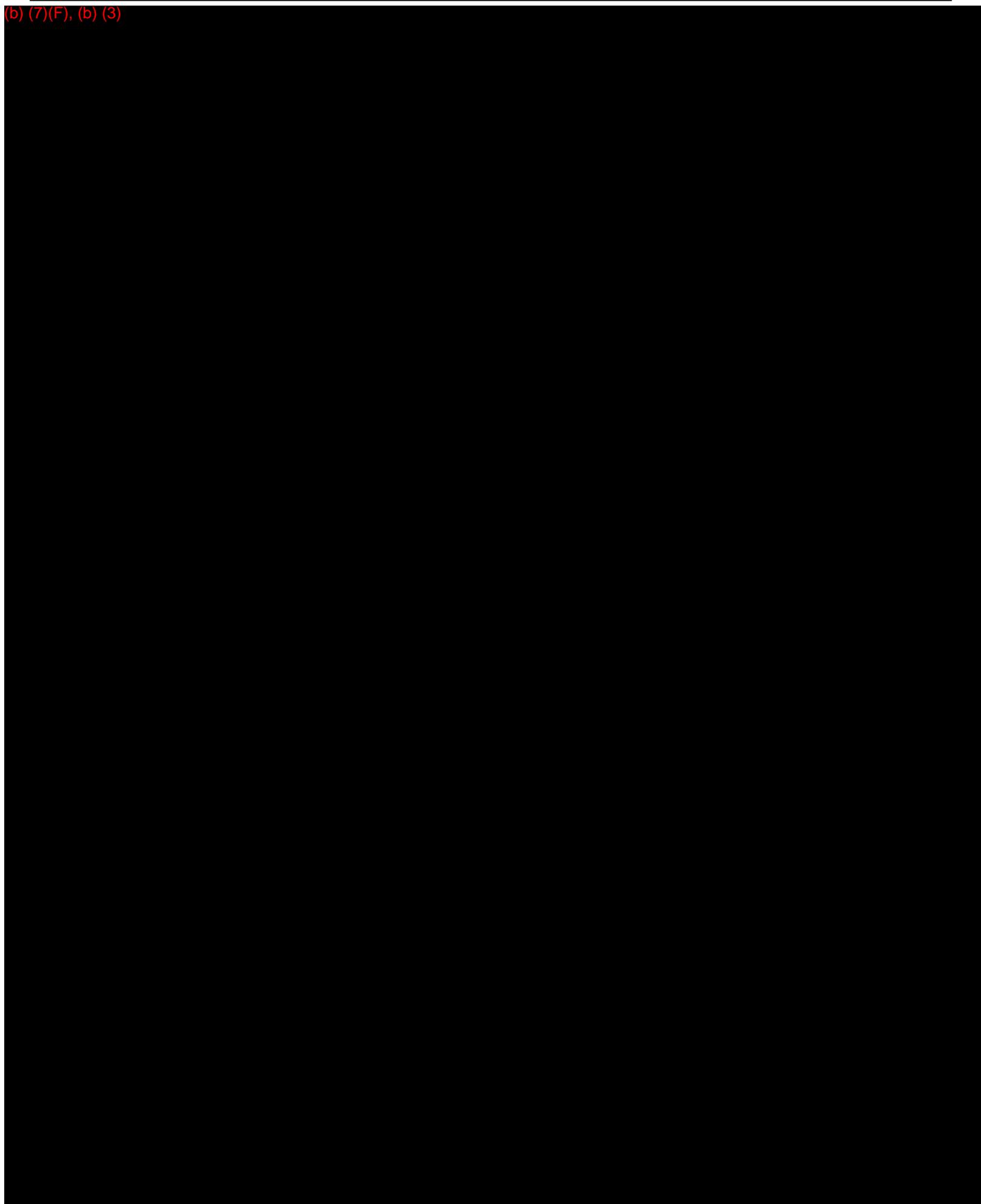
(b) (7)(F), (b) (3)



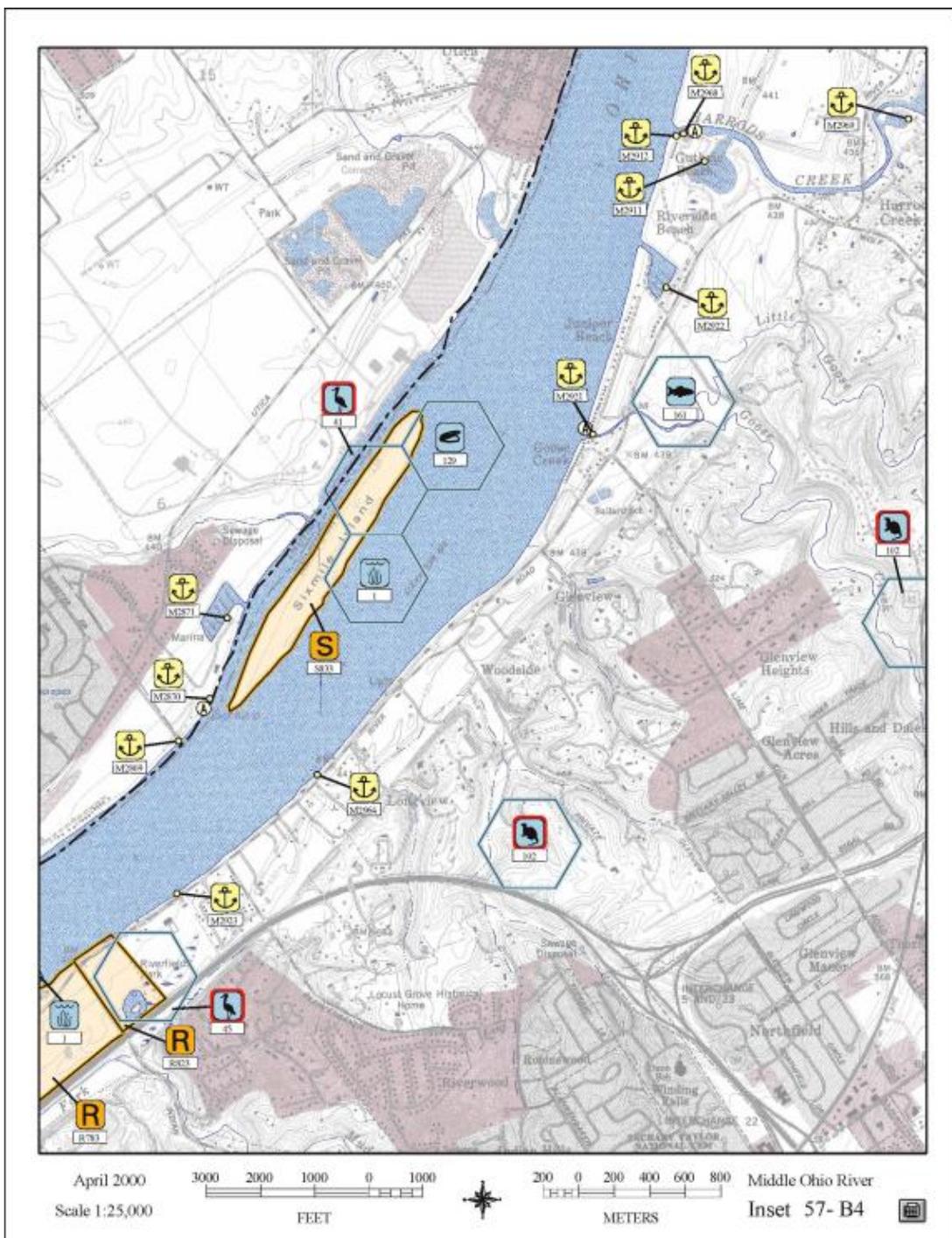
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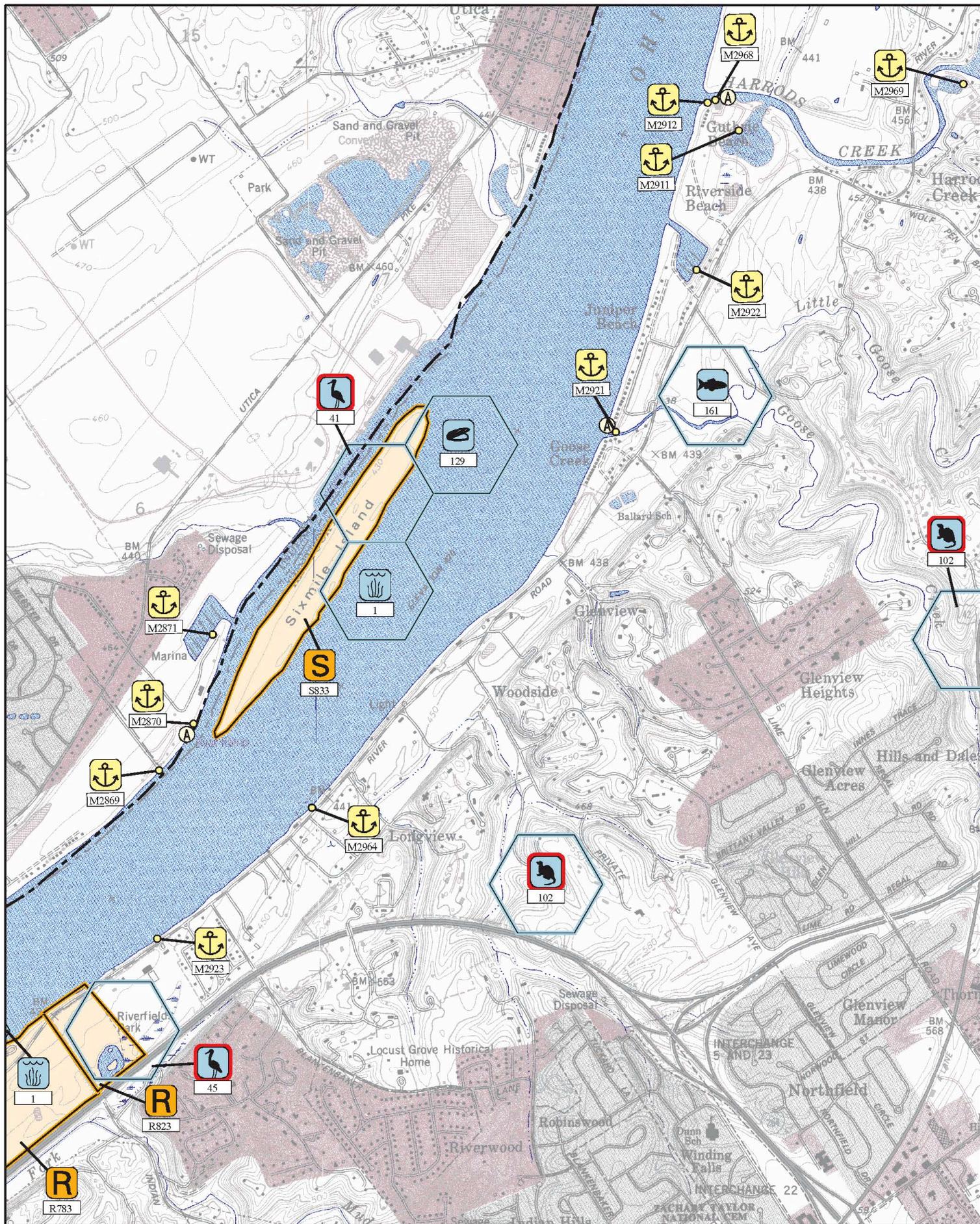


(b) (7)(F), (b) (3)

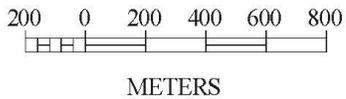
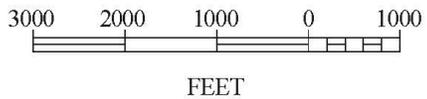


Inset 57-B4





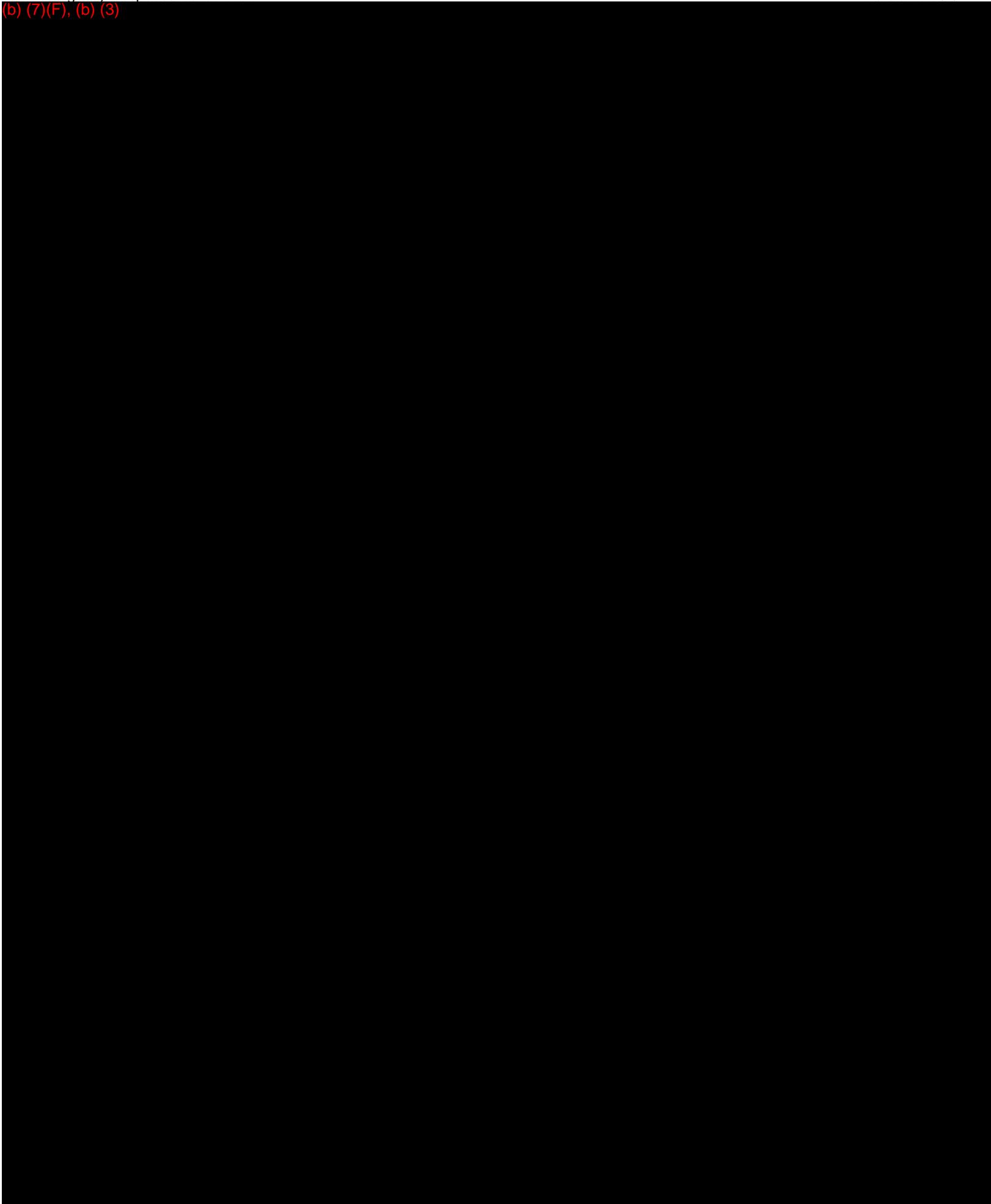
April 2000
Scale 1:25,000



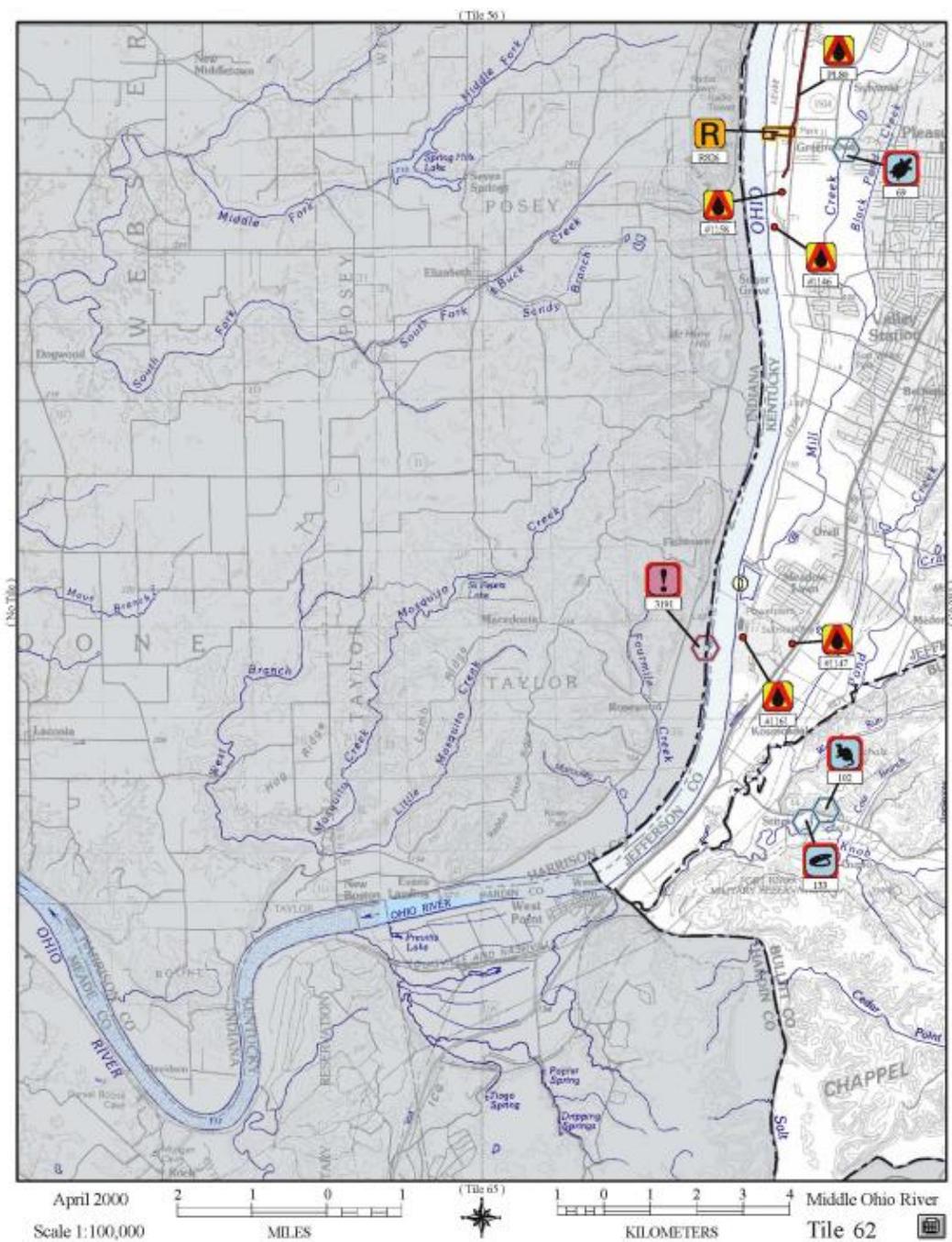
Middle Ohio River
Inset 57- B4

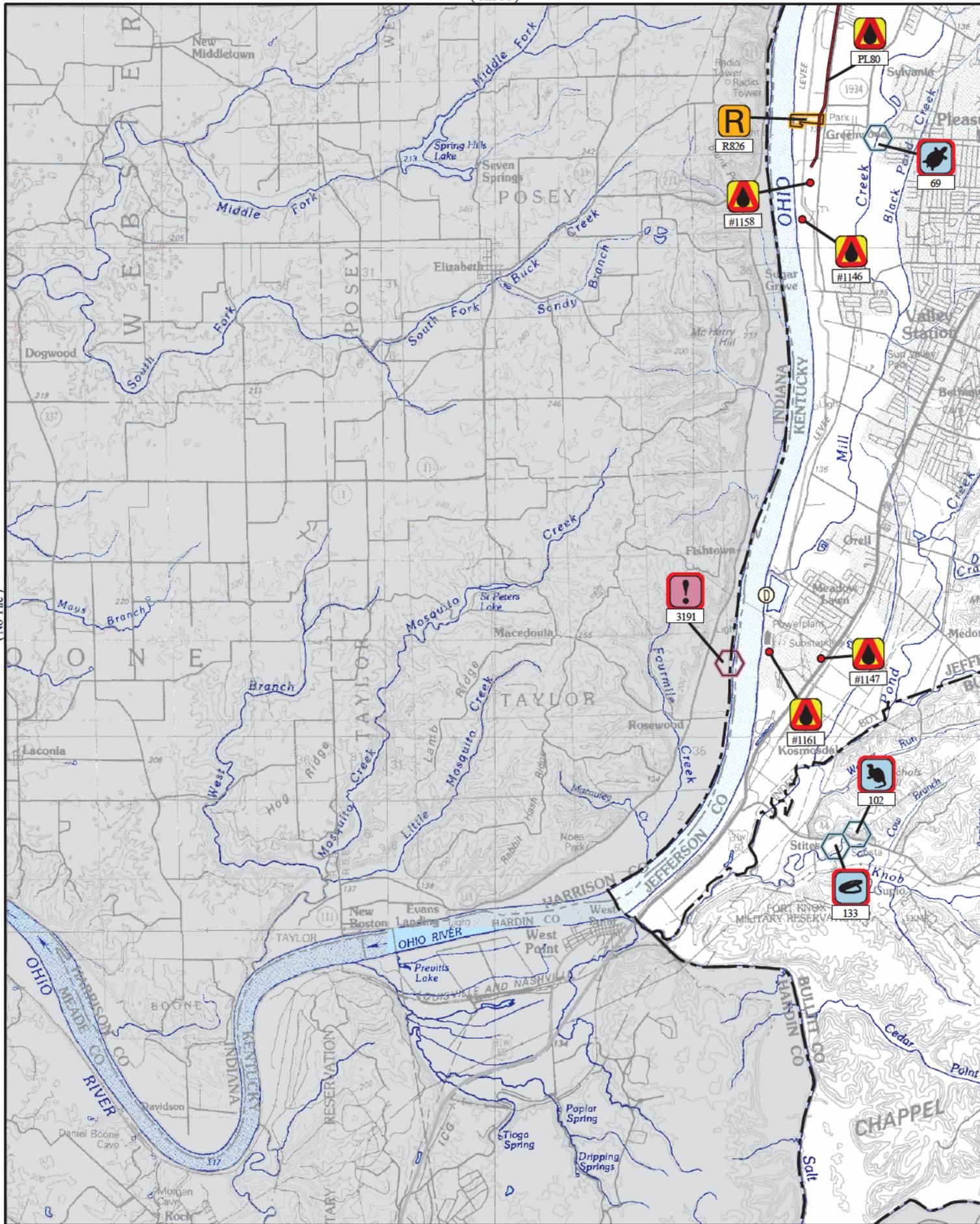


(b) (7)(F), (b) (3)



Tile 62

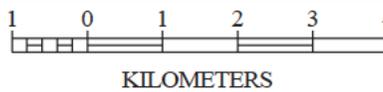
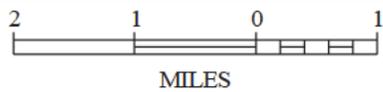




(No Tile)

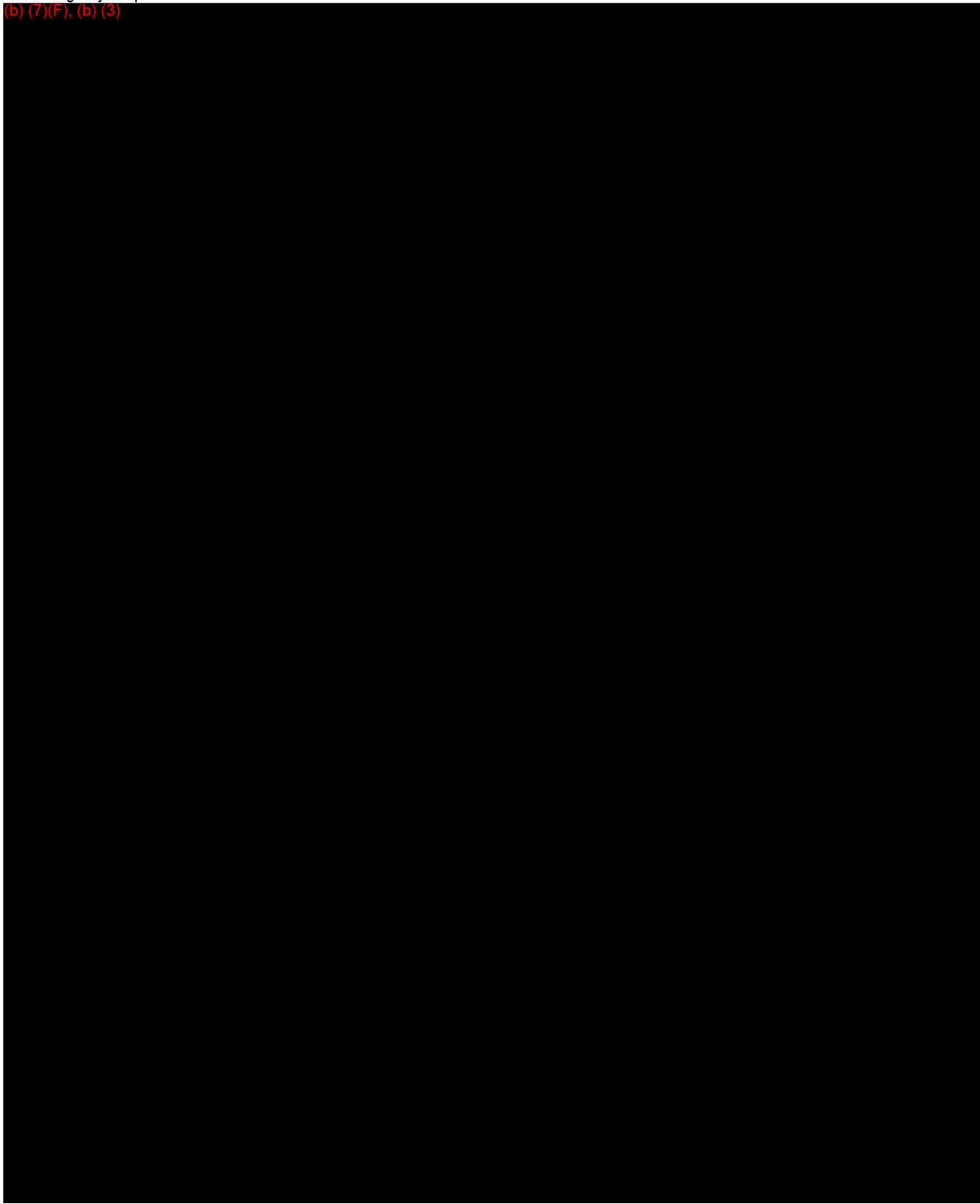
(Tile 63)

April 2000
Scale 1:100,000

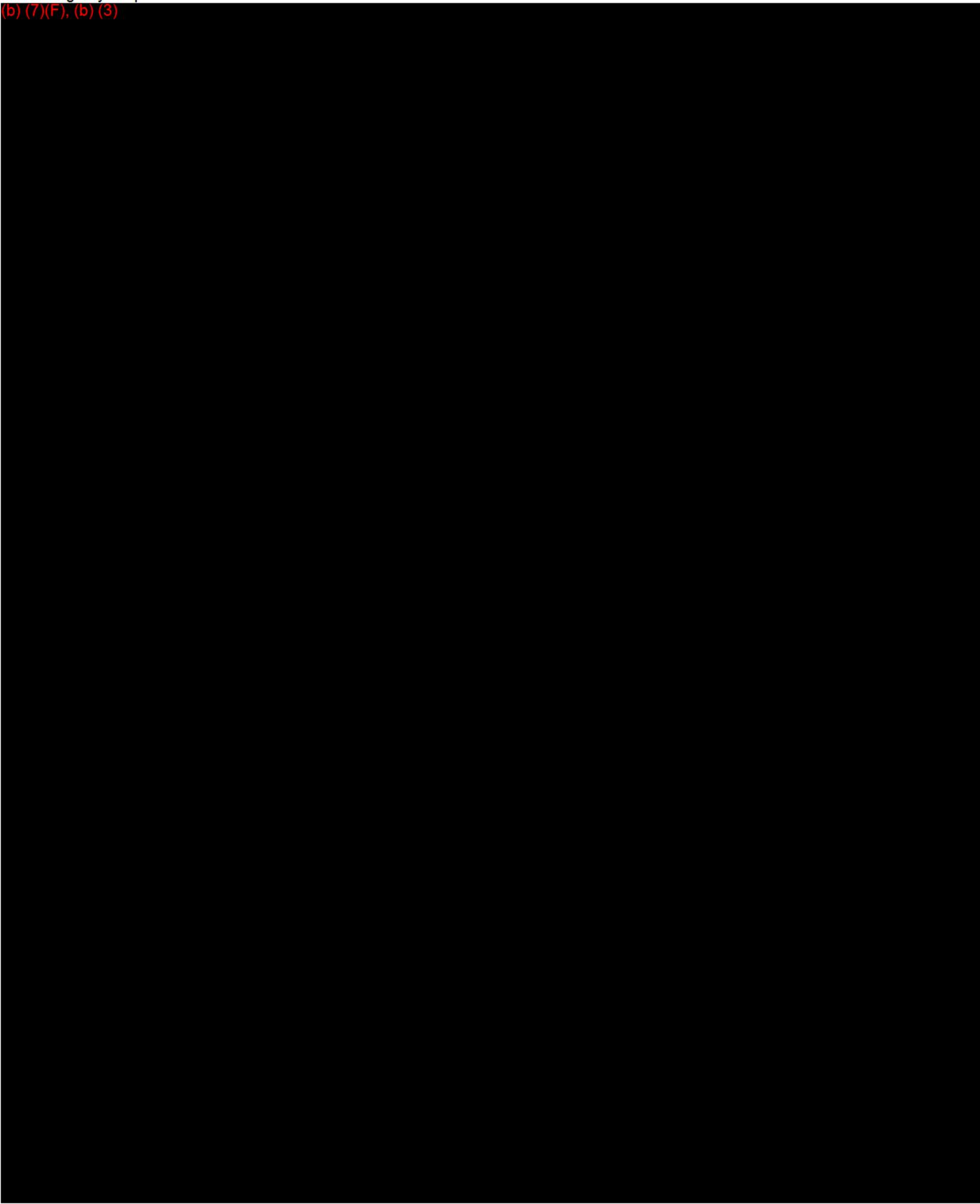


Middle Ohio River
Tile 62

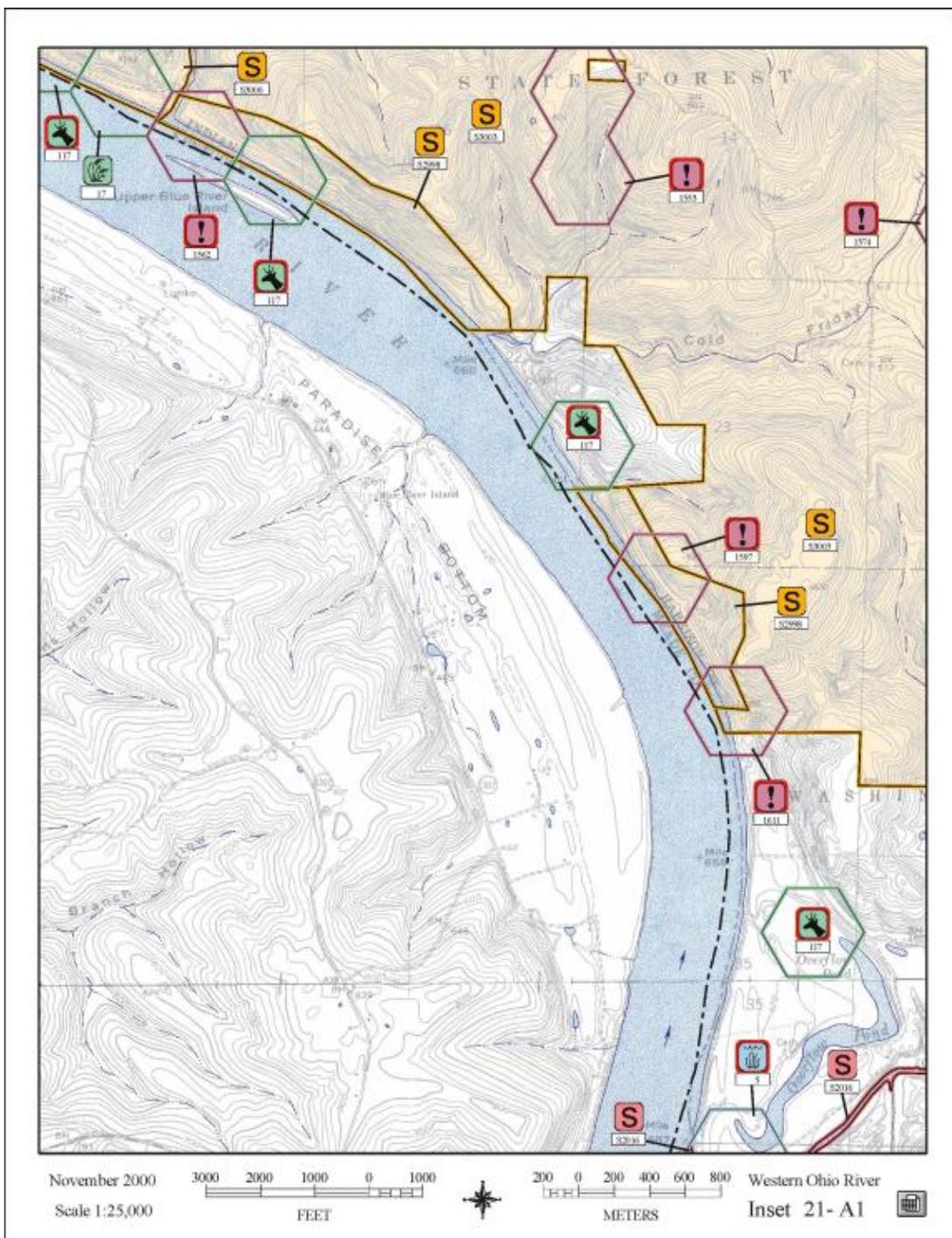
(b) (7)(F), (b) (3)



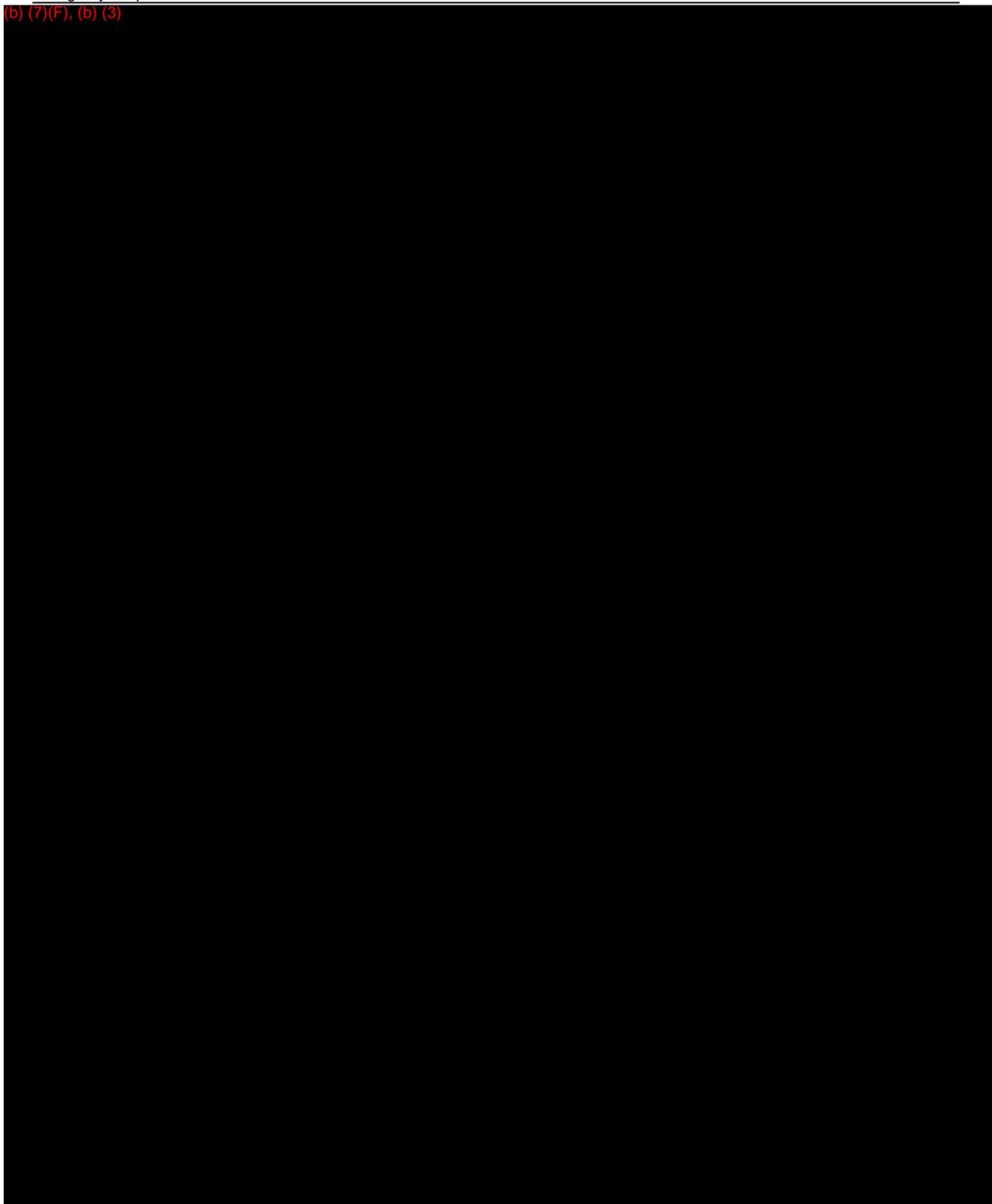
(b) (7)(F), (b) (3)



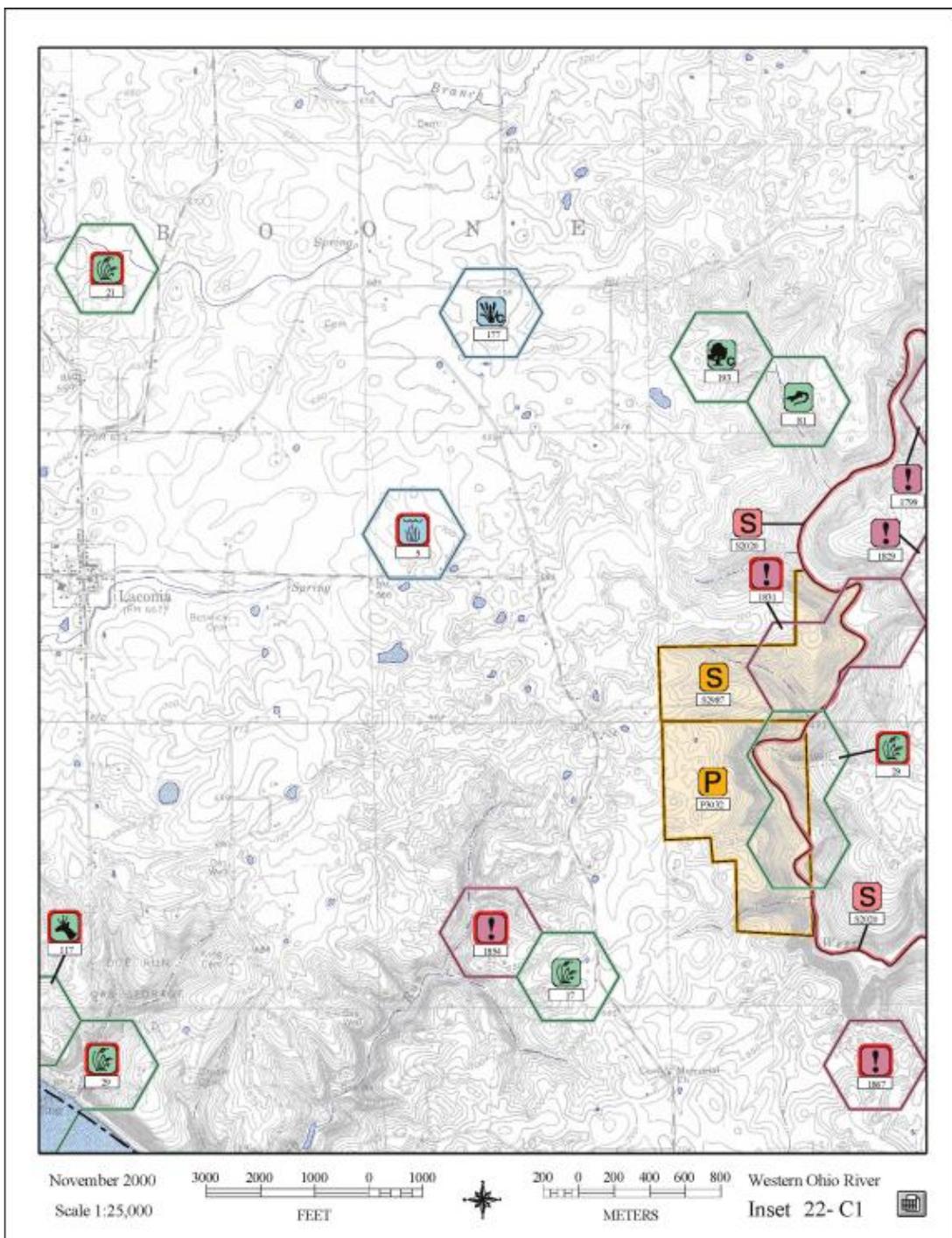
Inset 21-A1

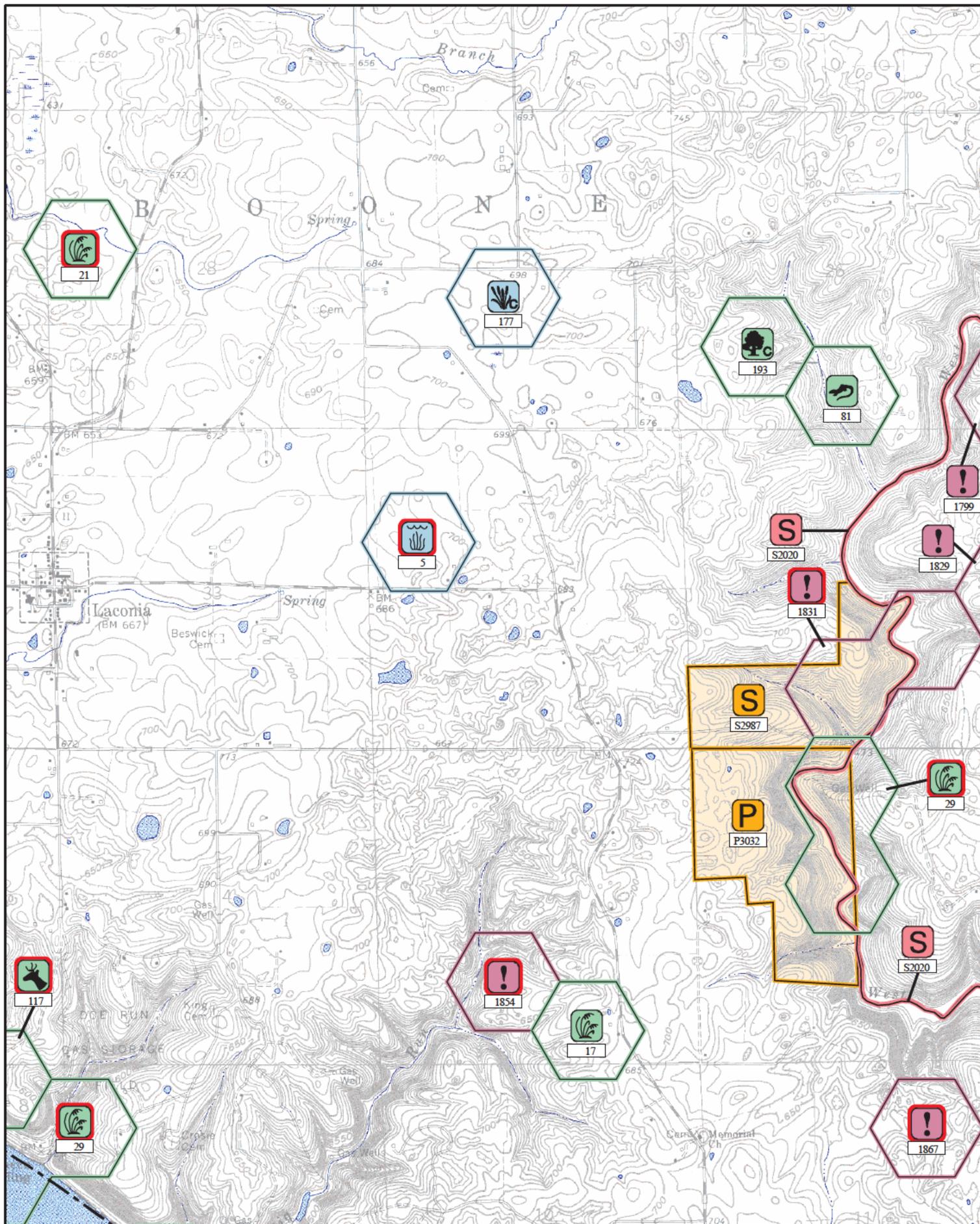


(b) (7)(F), (b) (3)



Inset 22-C1





November 2000

3000 2000 1000 0 1000

Scale 1:25,000

FEET



200 0 200 400 600 800

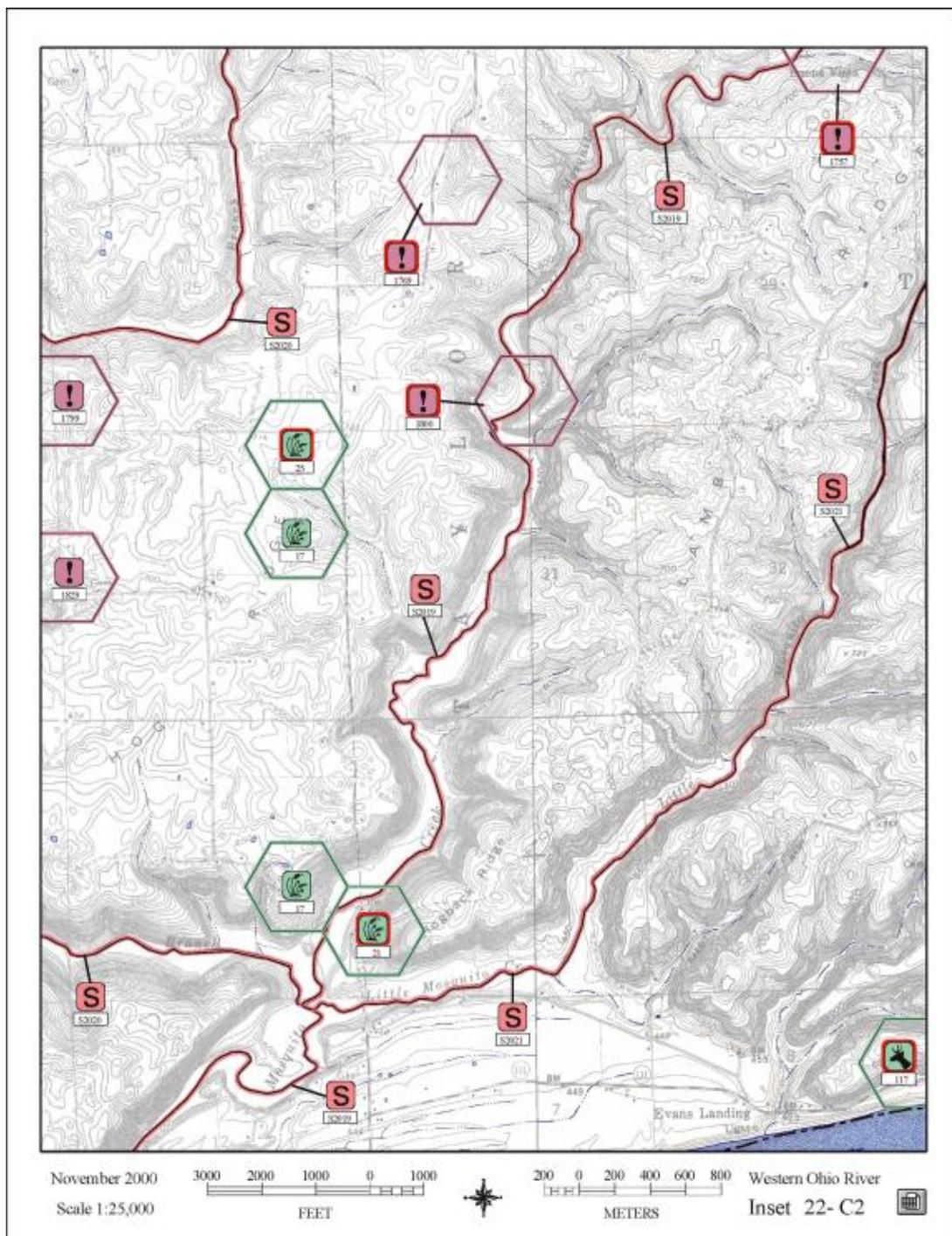
METERS

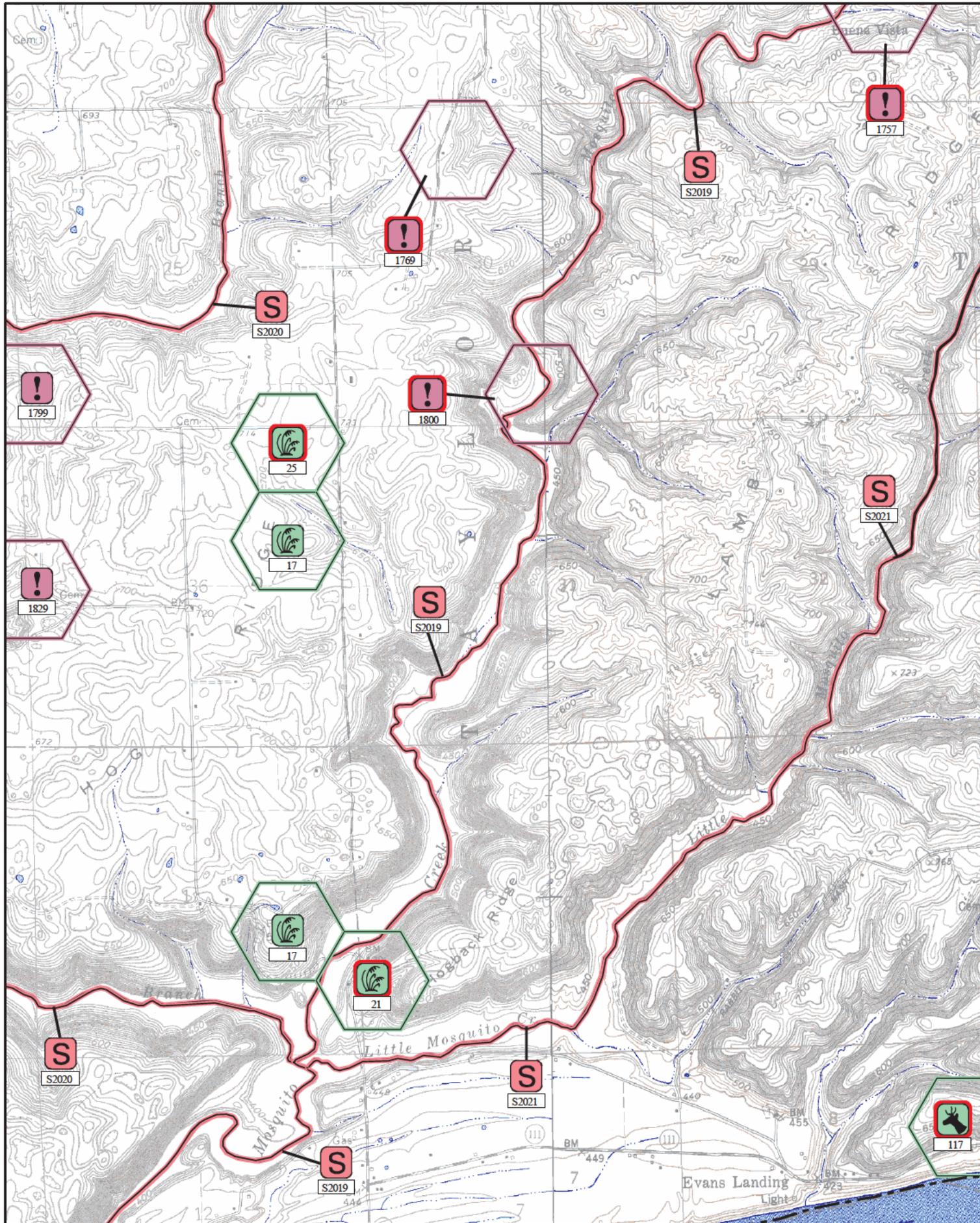
Western Ohio River

Inset 22- C1

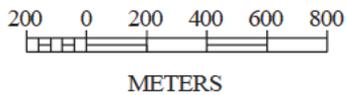
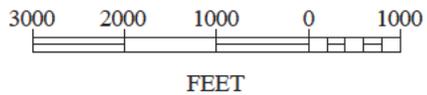


Inset 22-C2





November 2000



Western Ohio River

Inset 22- C2

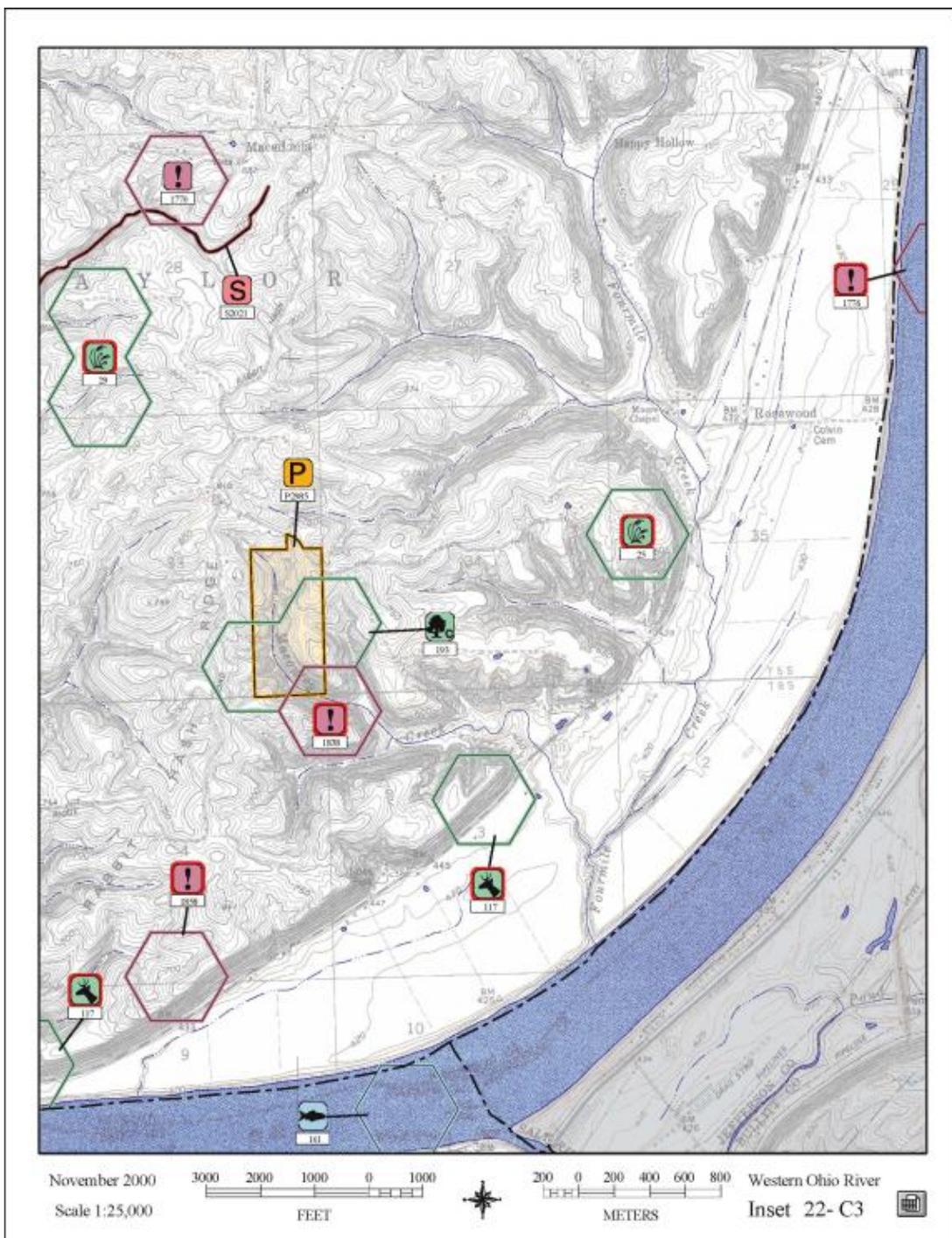


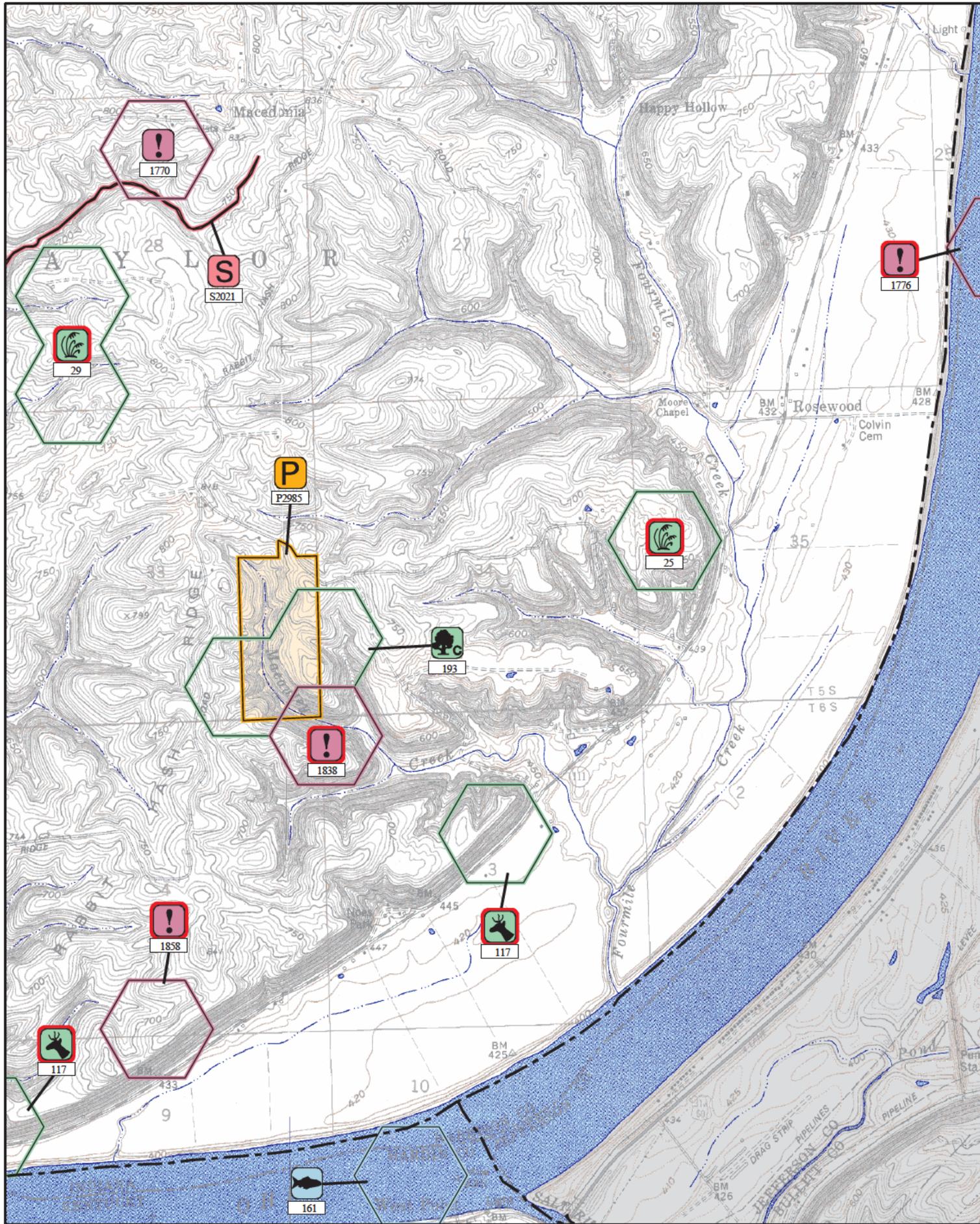
Scale 1:25,000

FEET

METERS

Inset 22-C3





November 2000

3000 2000 1000 0 1000

Scale 1:25,000

FEET



200 0 200 400 600 800

METERS

Western Ohio River

Inset 22- C3



FACILITY RESPONSE PLAN

Louisville Terminal



Prepared for:

**Valero Terminating & Distribution Company
One Valero Way
San Antonio, Texas 78249**

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

GENERAL INFORMATION	
Owner/Operator of Facility:	Valero Terminating & Distribution Company
Owner/Operator's Address:	One Valero Way San Antonio, Texas 78249
Owner/Operator's Telephone Numbers:	(925) 842-1000
Facility Name:	Louisville Terminal
Facility's Physical Address:	4411 Bells Lane Louisville, Kentucky 40211
Facility's Phone Number:	(502) 776-6195
Latitude:	(b) (7)(F), (b) (3)
Longitude:	
Dun & Bradstreet Number:	TBD
North American Industry Classification System (NAICS):	42472
Number of Aboveground Oil Storage Tanks:	119 (Aboveground Storage Tanks) 03 (Buried Storage Tanks) 0 (Other Sources)
Capacity of Largest Aboveground Oil Storage Tank:	(b) (7)(F), (b) (3)
Maximum Oil Storage Capacity:	
Worst Case Oil Discharge Amount:	(b) (7)(F), (b) (3)
Facility Distance to Navigable Water:	<input checked="" type="checkbox"/> 0 - 1/4 mile <input type="checkbox"/> 1/2 - 1 mile <input type="checkbox"/> 1/4 - 1/2 mile <input type="checkbox"/> >1 mile

CERTIFICATION OF THE APPLICABILITY OF THE EPA SUBSTANTIAL HARM CRITERIA

FACILITY NAME:	Louisville Terminal
FACILITY ADDRESS:	4411 Bells Lane
	Louisville, Kentucky 40211
<p>1. Does the facility transfer oil over water to or from vessels <u>and</u> does the facility have a total oil storage capacity greater than or equal to 42,000 gallons? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>2. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons <u>and</u> does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground oil storage tank area? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>3. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons <u>and</u> is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III to 40 CFR Part 112 or a comparable formula¹) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments? For further description of fish and wildlife and sensitive environments, see Appendices I, II, and III to DOC/NOAA's "Guidance for Facility and Vessel Response Plans: Fish and Wildlife and Sensitive Environments" (59 FR 14713, March 29, 1994) and the applicable Area Contingency Plan. Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>4. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons <u>and</u> is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III to 40 CFR Part 112 or a comparable formula¹) such that a discharge from the facility would shut down a public drinking water intake? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>5. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons <u>and</u> has the facility experienced a reportable oil spill in an amount greater than or equal to 10,000 gallons within the last 5 years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p style="margin-left: 40px;">1. If a comparable formula is used, documentation of the reliability and analytical soundness of the comparable formula must be attached to this form.</p> <p style="margin-left: 40px;">2. For the purposes of 40 CFR part 112, public drinking water intakes are analogous to public water systems as described at 40 CFR 143.2(c).</p>	
<p>I certify:</p> <ul style="list-style-type: none"> ● Under penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals responsible for obtaining this information, I believe that the submitted information is true, accurate, and complete. ● To the United States Coast Guard that the Company has ensured, by contract or other approved means as described in section 154.1028(a), the availability of the necessary private personnel and equipment to respond, to the maximum extent practicable to a worst case discharge or substantial threat of such a discharge from the Facility and that the plan meets the requirements of Subpart F to Part 154. 	
	Sr. Area Terminal Manager
Signature	Title
Andy Szabo	08/22/2011
Name (please type or print)	Date

NOTE: 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. O'Brien's Response Management Inc. (O'Brien'sRM) provided consulting and plan development services in the preparation of this plan utilizing data provided by the owner/operator and/or the Facility. 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: Louisville Terminal
 FACILITY ADDRESS: 4411 Bells Lane
Louisville, Kentucky 40211

1. Is the pipeline greater than 6 and 5/8 inches (168 mm) in outside nominal diameter, greater than 10 miles (16 km) in length? and
 Yes _____ No _____
2. Has any line section experienced a release greater than 1,000 barrels (159 cu. meters) within the previous five years? or
 Yes _____ No _____
3. Has any line section experienced two or more reportable releases, as defined in Sec. 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 Sec. 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 (8 km) radius of potentially affected environmentally sensitive areas and could reasonably be expected to reach these areas?
 Yes _____ No _____

Based on the following criteria per 49 CFR Part 194, the Facility can be classified as non-significant but, substantial harm.

Valero Terminating & Distribution Company hereby certifies to the Pipeline and Hazardous Materials Safety Administration of the 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.



Sr. Area Terminal Manager

Signature

Title

Andy Szabo

08/22/2011

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)
November, 2011	ERAP, FWD, Section 1, Section 2	Change of Address

DISTRIBUTION LIST	
COPY NUMBER	PLAN HOLDER
1	Valero Terminaling & Distribution Company Terminal Copy 4411 Bells Lane Louisville, Kentucky 40211
2	Valero Terminaling & Distribution Company Mark Byrd Supervisor Terminal 4411 Bells Lane Louisville, Kentucky 40211
3	Valero Terminaling & Distribution Company Andy Szabo Sr. Area Terminal Manager 321 Mallory Ave. Memphis, Tennessee 38109
4	Valero Terminaling & Distribution Company Jeff Ritcheson HSE One Valero Way San Antonio, Texas 78249
5	USCG Sector Ohio Valley Captain of the Port 2732 River Green Circle Louisville, Kentucky 40206
6	U.S. Department of Transportation Melanie Barber 1200 New Jersey Avenue, S.E. Room 22-210 Office of Pipeline Safety Washington, Washington 20590
7	U.S. Environmental Protection Agency Region IV Ted Walden 61 Forsyth Street, S.W. Waste Division, Emergency Response Removal Branch Atlanta, Georgia 30303-8960
8	O'Brien's Response Management Inc. Compliance Services 818 Town & Country Boulevard Suite 200 Houston, Texas 77024

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 [Format and Scope of Plan](#)
- 1.3 [Plan Distribution Procedures](#)
- 1.4 [Plan Review and Update Procedures](#)
- 1.5 [Regulatory Compliance](#)

Figure 1.1 [Facility Information](#)

1.1 PLAN PURPOSE/OBJECTIVES

The purpose of this Facility Response Plan ("Plan") is to assist the Louisville Terminal ("Facility") personnel prepare for and respond quickly and safely to an incident at the Facility. The Plan provides techniques and guidelines for achieving an efficient, coordinated and effective response to an incident which may occur at the Facility.

The specific objectives of the Plan are to:

- Establish an Emergency Response Team, assign individuals to fill the positions on the team and define the roles and responsibilities of team members.
- Define notification, activation, and mobilization procedures to be followed when an incident occurs.
- Define organizational lines of responsibility to be adhered to during a response operation.
- Ensure compliance with certain federal, state, and local regulatory requirements. A summary of the applicable regulations addressed by this plan is provided in Section 1.5.
- Ensure consistency with the National Contingency Plan and Area Contingency Plan(s) for the area of operation.

1.2 FORMAT AND SCOPE OF PLAN

This Plan has been developed under the general guidance published in the Federal Register by the EPA entitled "The National Response Team's Integrated Contingency Plan" (61 FR 28642). The NRT guidance was developed in conjunction with the Environmental Protection Agency, Department of Transportation (U.S. Coast Guard, Research and Special Programs Administration, replaced by PHMSA), Department of the Interior (Minerals Management Service, replaced by BOEMRE), and the Department of Labor (Occupational Safety and Health Administration). This guidance also provides for state and local contingency planning requirements to be incorporated into the Plan.

This Plan contains prioritized procedures for Facility personnel to mitigate or prevent any discharge resulting from the operations of the Facility. A description of the operations conducted at the Facility is provided in Figure 1.1 with additional information provided in the "Hazard Evaluation" located in Appendix C.

1.3 PLAN DISTRIBUTION PROCEDURES

Distribution will be handled in the following manner:

- This plan is designed to be electronically based. Access to the Plan will be through an interactive computer interface, which will provide efficient and straightforward guidance for the response team.
- In the event that the electronic plan is inaccessible, bound copies of the plan are available to the response team for their use during an emergency incident.
- Distribution of copies of the Plan is controlled by the number on the front cover. A Distribution List is provided in the Foreword to facilitate control.
- Company personnel who may be called upon to provide assistance during emergency response activities will have access to the Plan for their use and training.
- Certain individuals will be assigned to maintain bound copies of the Plan. It is the responsibility of any person holding a copy of the Plan to ensure that the copy is transferred to their replacement in the event of reassignment or change in responsibility.
- Copies of the Plan will also be distributed to various regulatory agencies. The list of agencies and control numbers is provided in the Distribution List.

1.4 PLAN REVIEW AND UPDATE PROCEDURES

Annual Review/Update

The Facility will coordinate the following Plan review and update procedures.

- Annually review the relevant portions of the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) and applicable Area Contingency Plan(s) and, if necessary, revise the FRP to ensure consistency.
- At least once each year, review and make appropriate revisions as required by operational or organizational changes.
- At least once each year, review and make appropriate revisions as required by changes in the names and telephone numbers detailed in Section 2.0.
- Opportunities may occur during response team tabletop exercises or actual emergency responses which may initiate Plan review/update.

Federal Agency Review/Revision Requirements

AGENCY TIMING REQUIREMENTS	EPA	USCG	DOT/PHMSA
Timing for Plan reviews.	Periodically but not to exceed five (5) years.	Within one (1) month of the anniversary of COTP approval letter.	Periodically but not to exceed five (5) years.
Timing for submission of significant Plan revisions as detailed in the table below.	60 days	30 days	30 days

EPA Requires any significant changes (see below) that materially may affect the response to a Worst Case Discharge to be submitted within 60 days of the change to the EPA's Regional Office. If the Facility is a significant and substantial harm facility, the Facility will review the Plan at least every five years from the date of Plan approval and resubmit changed portions of the Plan. [40 CFR 112.20(d)(1)]. If the Plan is still current, the Agency will accept a letter which serves as the resubmitted plan for EPA to review for completeness.

USCG Requires any significant changes (see below) to be submitted within 30 days to the COTP Sector [33 CFR 154.1065(b)]. The Plan annual review must occur within one (1) month of the anniversary date of the USCG approval letter. The revisions become effective not later than 30 days from their submission to the COTP unless the COTP indicates otherwise in writing. If no revisions are required, the facility owner or operator shall indicate the completion of the annual review on the Revision Record. The Facility must resubmit an updated plan every 5 years from the date of Plan approval. All re-submitted response plans must be accompanied by a cover letter containing a detailed listing of all revisions.

DOT/PHMSA The Facility shall revise and resubmit changes to the Pipeline Response Plans Officer within 30 days for new or different operating conditions or information which will substantially affect the implementation of the response plan [49 CFR 194.121]. For a substantial harm facility, the Facility will review the Plan at least every five years of the most recent date of submission and resubmit changed portions of the Plan. For a significant and substantial harm facility, the review will be conducted within 5 years of the date of approval. If the Plan is still current, the Agency will accept a letter which serves as the resubmitted plan for PHMSA to review for completeness.

The Facility shall revise and resubmit revised portions of the Plan for each change that may materially affect the response to a Worst Case Discharge, including:

CONDITIONS REQUIRING CHANGES	EPA	USCG	DOT/ PHMSA
Material change in the Facility's spill prevention and emergency response procedures.	✓	✓	✓
Change in the Facility's configuration that materially alters the information included in the Plan.	✓	✓	✓
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).	✓	✓	✓
Material change in capabilities of the Oil Spill Removal Organization (s) (OSROs) that provide equipment and personnel.	✓	✓	✓
Any other changes that materially affect the implementation of the Plan.	✓	✓	✓
A change in the listings of economically important or environmentally sensitive areas identified in the applicable ACP in effect six (6) months prior to the plan review.		✓	✓
Relocation or replacement of portions of the Facility (including the Pipeline) which in any way substantially affect the information included in the Plan, such as a change to the Worst Case Discharge Volume.			✓
Emergency response procedures.			✓
An extension of the existing pipeline or construction of a new pipeline in a response zone not covered by the previously approved plan.			✓
The qualified individual.			✓
A change in the NCP or an ACP that has significant impact on the equipment appropriate for response activities.			✓

1.5 REGULATORY COMPLIANCE

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

- Federal Oil Pollution Act of 1990: U.S. EPA Final Rule for Non-Transportation Related On-shore Facilities as published in 40 CFR Part 112.20.
- Federal Oil Pollution Act of 1990: U.S. Coast Guard Final Rule for Marine Transportation Related Facilities as published in 33 CFR Part 154.
- Federal Oil Pollution Act of 1990: U.S. DOT Final Rule for Transportation Related On-shore Facilities as published in 49 CFR 194.
- OSHA's HAZWOPER Regulation as published in 29 CFR 1910.120.
- OSHA's Emergency Action Plan Regulation as published in 29 CFR 1910.38(a), as applicable.

This Plan is consistent with the most recent version of the applicable Area Contingency Plans (ACPs). The applicable ACPs for the Facility are:

- DOT-RSPA (Research and Special Programs Administration), 49 CFR 194
- USCG - Sector Ohio Valley
- US Environmental Protection Agency Region IV

This Plan is consistent with the most recent version of the National Contingency Plan (NCP). The NCP for the Facility is:

- U.S. Environmental Protection Agency; National Oil and Hazardous Substances Pollution Contingency Plan; Final Rule.

**FIGURE 1.1
FACILITY INFORMATION**

GENERAL INFORMATION		
Facility Name:	Louisville Terminal	
	Physical Address	Mailing Address
	4411 Bells Lane Louisville, Kentucky 40211	4411 Bells Lane Louisville, Kentucky 40211
24 hr Telephone #:	(502) 776-6195	
Fax #:	(502) 776-5547	
EPA FRP #:	FRP04KY055	
DOT OPS Tracking:	1631	
USCG Tracking:	LOUMS010	
NAICS:	42472	
Latitude/Longitude:	(b) (7)(F), (b) (3)	
Dunn & Bradstreet Number:	TBD	
Company:	Owner: Physical Address	Operator: Physical Address
	Valero Terminaling & Distribution Company One Valero Way San Antonio, Texas 78249	Valero Terminaling & Distribution Company One Valero Way San Antonio, Texas 78249

FACILITY LOCATION		
County:	Jefferson	
Area Map:	See Appendix G	
Facility Diagram:	See Appendix G	
Wellhead Protection Area:	N/A	
Facility Distance to Navigable Water:	<input checked="" type="checkbox"/> 0 - 1/4 mile <input type="checkbox"/> 1/4 - 1/2 mile	<input type="checkbox"/> 1/2 - 1 mile <input type="checkbox"/> >1 mile
Landside Directions:	Take I-65 N toward Louisville (Crossing into Kentucky). 163.3 mi. merge onto I-264 W via EXIT 131-A. 9.0 mi. Take the KY-2056/Bells Lane exit, EXIT 4, toward KY-2054/Algonquin Pkwy. 0.2 mi. Turn slight left to take the Bells Lane South ramp. 0.0 mi. Turn left onto Bells Ln/KY-2056. 1.1 mi. Arrive at 4411 BELLS LN.	
Waterside Directions:	The Facility is located at MM 612.3 LDB.	

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:

Mark Byrd

Supervisor Terminal

18596211221 (24 Hr.)

(b) (6) (Home)
(Cellular)

Alt. Qualified Individual:

Andy Szabo

Sr Mgr Area Terminal

13145752852 (24 Hr.)

(b) (6) (Home)
(Cellular)

PHYSICAL DESCRIPTION - GENERAL**Description of Operation:**

- The Facility serves as a petroleum product supply source for peripheral service stations, commercial and industrial sales customers and jobber bulk plants.
- The Facility's total aboveground oil storage capacity is (b) (7)(F), (b) (3). Daily throughput is approximately 2,392,386 bbls/year barrels per day.
- There are a total of 119 aboveground storage tanks. The capacity of the largest tank (138) is (b) (7)(F), (b) (3).
- The Facility operates 24 hours a day
- The Facility's Worst Case Discharge amount: (b) (7)(F), (b) (3)

Date of Initial Storage: 1919

Products Handled:

- Jet Fuel
- Gasoline
- Gasoline Additives
- Diesel
- Diesel Additives
- Lube Oils
- Aviation Gasoline

Note: A Product Specific Response Consideration sheet is provided at the end of Section 3.0. The Facility also maintains MSDS reference information on the products stored.

PHYSICAL DESCRIPTION - MARINE OPERATIONS

General Operation:

The Valero Louisville Terminal is between Bells Lane and the Morris-Forman Disposal Plant. The Terminal/ Lubricant Blend Plant has a total 122 tanks with a combined storage capacity of 688,927 bbls. The following types of materials are handled: Automotive Gasolines, Diesel Fuel, Jet Fuel, Aviation Gasoline, Ethanol, and Lubricating Oil. Copies of the MSDS's for the above products are available at the Dock Building.

Dock Details:

During flood conditions, the maximum number of barges that can be unloaded at a time is two (2) barges. Maximum number of (diesel) barges that can be loaded at a time is 1 barge. The maximum number of barges that can be unloaded at a time is four (4) barges of up to 24,000 barrels capacity each. Barge type is Grade A Cargo, 54' wide x 277' long.

Maximum loading rate to a vessel: 24,000 Barrels/Hour

Maximum unloading rate from a vessel: 24,000 Barrels/Hour

The following table describes the type and maximum size of vessels which can call on each dock.

Dock Name/Number	Vessel Type/Quantity	Vessel Size	Draft
Valero Dock	Barge	54 feet wide x 277 feet long	15 feet

PHYSICAL DESCRIPTION - DOT/PHMSA OPERATIONS***General Pipeline Operations:***

The pipeline carries refined oil (including Gasoline, Turbine Fuel, Diesel Fuel, Unleaded Gasoline, Ethanol) and there is no DOT PHMSA pipeline. The Response Zone is the Eastern Response Zone in the Louisville Area. It is in Jefferson County located in the state of Kentucky. 75% credit is used for DOT WCD calculations.

DATES AND TYPES OF SUBSTANTIAL EXPANSIONS

There are no substantial expansions since Valero acquisition.

OTHER FACILITY DATA

N/A



2.0 NOTIFICATION PROCEDURES

2.1 [Internal Notifications](#)

2.2 [External Notifications](#)

Figure 2.1 [Internal Notification References](#)

Figure 2.2 [Oil Spill Removal Organizations](#)

Figure 2.3 [Notification Data Sheet](#)

Figure 2.4 [External Notification Flowchart](#)

Figure 2.5 [External Notification References](#)

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.

All emergency incidents will require some notification. The emergency category of the incident will affect the notifications and the initial response to the incident. It is important to properly classify the emergency category to ensure proper notifications and response.

Category 1 or Category 2 Incident - Business units will make appropriate notifications through normal business chains based on the nature and extent of the emergency.

Category 3 or Category 4 Incident -

- Each site will have an individual designated with primary responsibility for making internal notifications following an emergency. This individual should be part of the 24-hour shift organization and have no other emergency roles which would interfere with this assignment.
- Following initial notification of the site's emergency management team, Plant Manager or other key individual, the incident will be reported to the Corporate Executive responsible for the affected business unit (Refining - Regional Vice President, Ethanol Plants - Darrin Baron, Logistics - Paul Brochu, Transportation - Ken Applegate, Retail - Gary Arthur)
- As soon as feasible (typically within 30-minutes), either the site or the responsible corporate executive will notify Central Monitoring at **(800) 964-2210** or **(210) 736-2210**.
- The caller will remain on the line while Central monitoring sends an AlertFind notification to key members of the executive emergency management committee (Operations, HSE, and Corporate Communications) indicating there has been an emergency and inviting them to join a conference call. This process should only take 2-3 minutes.
- The caller will then be connected to the conference call with the emergency management committee in order to provide a briefing of the incident and assist in making decisions regarding additional notifications and/or activation of the corporate emergency operations center.

Central Monitoring

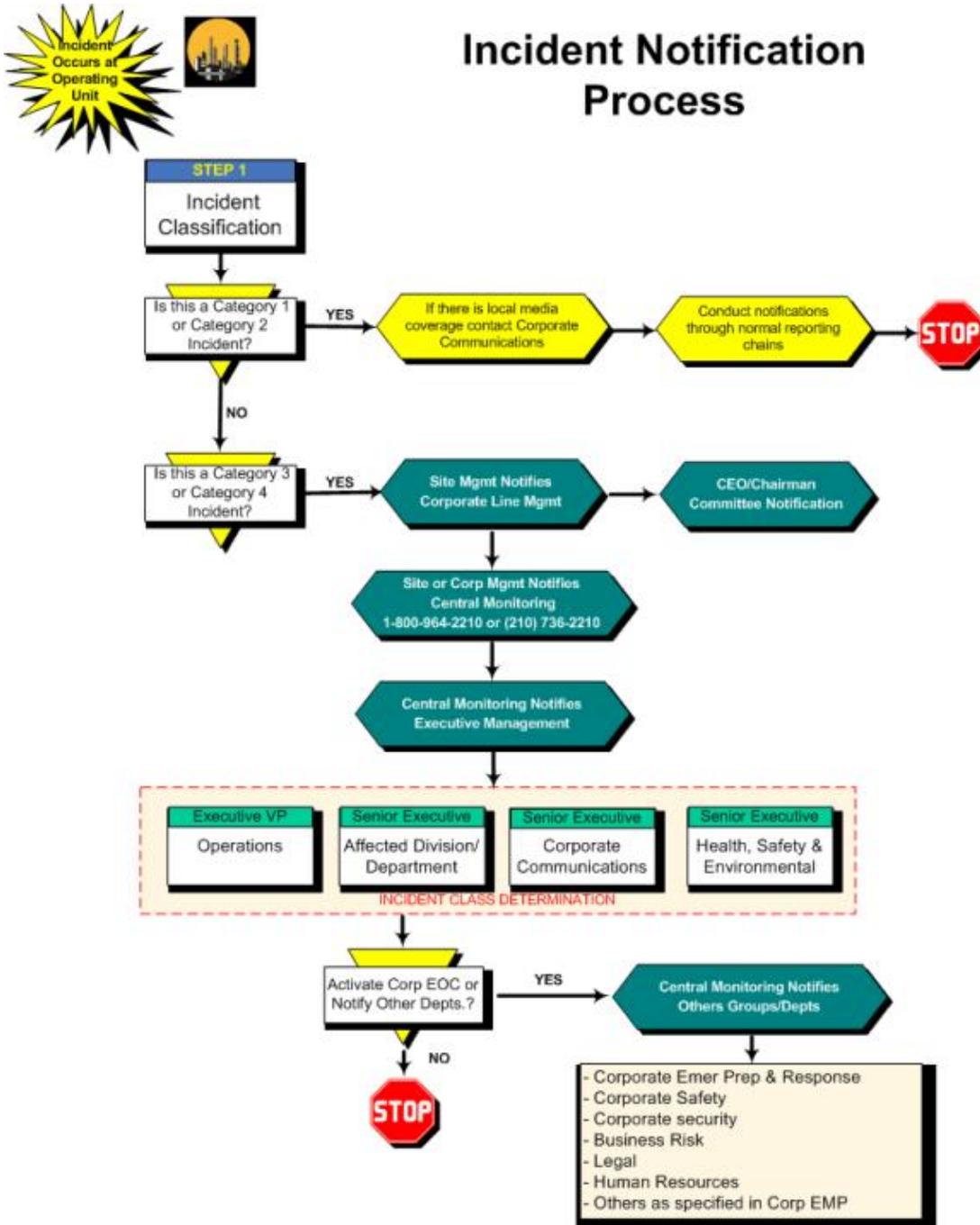
When calling Central Monitoring (CM) to notify Corporate of a Category 3/4 Incident, the caller will need to answer the questions listed below. Once CM has gathered the necessary information, the caller will be joined into a conference call with executive management. Remain on the line while CM places all parties in the conference call, there may be silence before you are joined into the conference call.

Caller needs to be prepared to answer the following and then remain on the line while being placed into the conference call:

- Caller's Name and call back number
- Location of emergency
- Type of Emergency (Category 3/4 Incident or Other)

Emergency/Incident Classification

Incident Category	CONSIDERATIONS			
	HEALTH/SAFETY	COMMUNITY IMPACT	ENVIRONMENTAL IMPACT	RELIABILITY IMPACT
I	No Onsite Injury to First Aid or No Injury to Public Small Fire - No ERT Response Required	No to Minor Impact to People or No Media Coverage	Minor Spill or Release No Reportable Quantity or No Agency Contact or No Response Needed	\$0 to \$100K
II	Onsite Recordable to Lost Time Injury or Nuisance to Public Moderate Fire - ERT Response Required	Community Warning or Local Media Coverage	Moderate Spill or Release Reportable Quantity with Agency Notification or Short Duration Remediation	From \$100K to \$1MM
III	Permanent Disabling Injury to Single or Multiple Fatality within the immediate area or Medical Treatment to Public Major Fire or Explosion - Mutual Aid Response Required	Shelter in Place or State to Regional Media Coverage	Major Spill or Release Reportable Quantity with Multi-Agency Involvement or Prolonged Remediation	From \$1MM to \$10MM
IV	Multiple Fatalities across the Site or Public Fatality Catastrophic Fire or Explosion	Public Evacuation or National Media Coverage	Catastrophic Spill or Release Agency Intervention or Permanent Environmental Damage	Greater than \$10MM



Person Discovering the Spill

Immediate Spill Response Action table summarizes general procedures that would be followed during the spill response:

1. If possible, stop the spill at the source, following all safety procedures for emergency shutdown of equipment.
2. Notify the QI immediately
3. The person reporting the spill will provide spill information to the QI. As much of the following information as possible should then be provided by the QI to the Premcor Environmental Department and responders.
 - o Approximate rate of the spill
 - o Type of material spilled
 - o Surface on which the oil spilled (pavement, soil, etc.)
 - o Amount of time before the spill will flow into a ditch, road, sewer, or other conveyance
 - o Cause of the spill, any damages or injuries
 - o Actions taken to mitigate the spill
 - o Evacuation needs

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.

Environmental and Safety Person

- Notify all regulatory/governmental agencies and other external organizations. (Contact information is listed in Figure 2.5). A Notification Record is provided in Figure 2.3 to assist personnel with the collection of information needed for reporting an incident. Document all communication on the form).
- Notify the local community using the Community Awareness and Emergency Response Hotline. For Category 3 or 4 Emergency Incidents, the Environmental and Safety Person will coordinate with the Public Information Officer if an Incident Command has been established. (Contact information is listed in Figure 2.5).

FIGURE 2.1

INTERNAL NOTIFICATION REFERENCES

INTERNAL NOTIFICATIONS - QUALIFIED INDIVIDUALS				
NAME/ POSITION/TITLE	RESPONSE TIME	OFFICE	HOME	OTHER
Mark Byrd Supervisor Terminal	< 1 hr	15027766195	(b) (6)	
Andy Szabo Sr Mgr Area Terminal	4-5 Hours	19019478479		

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM				
NAME/ POSITION/TITLE	RESPONSE TIME	OFFICE	HOME	OTHER
Mark Byrd Supervisor Terminal	< 1 hr	15027766195	(b) (6)	
Andy Szabo Sr Mgr Area Terminal	4-5 Hours	19019478479		
Jeff Ritcheson Lead HS&E Specialist	> 8 hrs	(210) 345-2983		

DEDICATED TELEPHONE PHONE LINES		
LOCATION	EXTENSION	COMMENTS
Louisville Terminal	(502) 776-6195	

FIGURE 2.2**OIL SPILL REMOVAL ORGANIZATIONS**

USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATIONS (OSRO)			
COMPANY	RESPONSE TIME	LOCATION	TELEPHONE
National Response Corporation (NRC)	<1 Hour	Great River, New York	(631) 224-9141

FIGURE 2.3

NOTIFICATION DATA SHEET		
Date: _____	Time: _____	
INCIDENT DESCRIPTION		
Reporter's Full Name: _____	Position: _____	
Day Phone: _____	Evening Phone: _____	
Company: Valero Terminaling & Distribution Company	Organization Type: _____	
Facility Address: 4411 Bells Lane Louisville, Kentucky 40211	Owner's Address: One Valero Way San Antonio, Texas 78249	
Facility Latitude: (b) (7)	Facility Longitude: (b) (7)	
Spill Location (if not at Facility): _____		
Responsible Party's Name: _____	Phone Number: _____	
Responsible Party's Address: _____		
Source and/or cause of discharge: _____		
Nearest City: Louisville		
County: Jefferson	State: Kentucky	Zip Code: 40211
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 2.4
EXTERNAL NOTIFICATION FLOWCHART

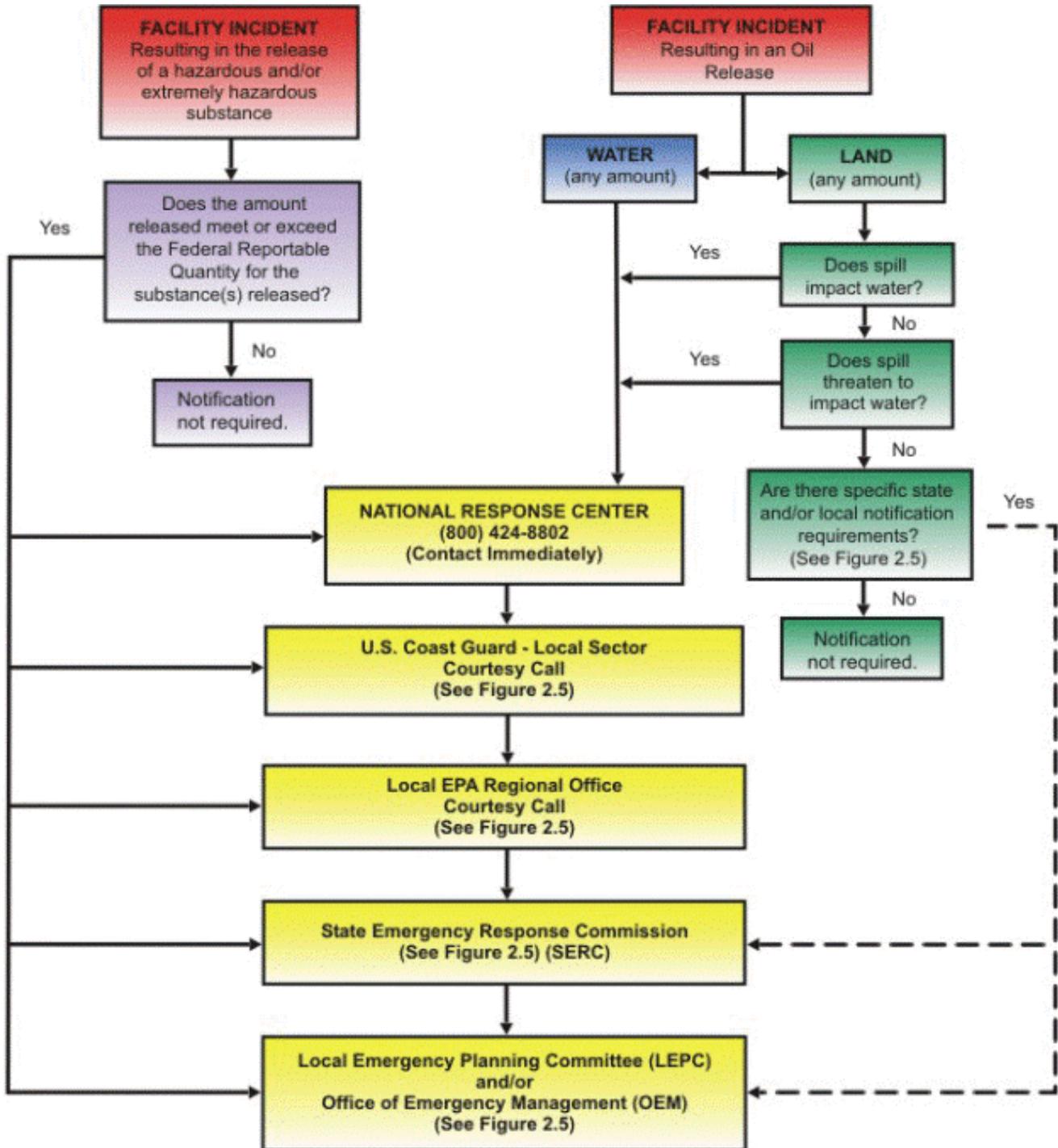


FIGURE 2.5
EXTERNAL NOTIFICATION REFERENCES

REQUIRED NOTIFICATIONS	
National Response Center (NRC)	
c/o United States Coast Guard (CG-3RPF-2), 2100 2nd Street Southwest - Room 2111-B Washington, District Of Columbia 20593-0001	(800) 424-8802 (24 Hr.) (202) 267-2675 (Day Phone) (800) 337-7455 (Night Phone)
REPORTING REQUIREMENTS	
TYPE: Any discharge or sighting of oil on navigable waters.	
VERBAL: Immediate notification required (within 2 hours).	
WRITTEN: If an RQ limit is reached, refer to State requirements for written report requirements.	
NOTE: A call to the NRC must also be made for spills or releases of hazardous substances that meet or exceed their RQ.	
Indiana Department of Environmental Management	
Indianapolis, Indiana	(888) 233-7745 (24 Hr.) (317) 233-7745 (Day Phone)
REPORTING REQUIREMENTS	
TYPE: Any discharge that may threaten waters of the state or any petroleum spill to land > 55 gallons released offsite or > 1,000 gallons.	
VERBAL: Immediately	
WRITTEN: As requested by agency.	
NOTE:	
Jefferson Co. LEPC	
Kentucky	(502) 574-3900 (Day Phone)
REPORTING REQUIREMENTS	
TYPE: Any discharge that leaves Facility property	
VERBAL: Immediately	
WRITTEN: As the agency may request, depending on circumstances.	
NOTE:	

REQUIRED NOTIFICATIONS (Cont'd)	
Kentucky Department of Emergency Management	
Kentucky	(800) 928-2388 (Day Phone)
REPORTING REQUIREMENTS	
TYPE:	As Required
VERBAL:	As Required
WRITTEN:	As Required
NOTE:	

Kentucky Department of Environmental Protection -	
Kentucky	(800) 928-2380 (Day Phone)
REPORTING REQUIREMENTS	
TYPE:	As Required
VERBAL:	As Required
WRITTEN:	As Required
NOTE:	

OTHER POTENTIAL REQUIRED NOTIFICATIONS	
Kentucky Department of Natural Resources	
Kentucky	(502) 564-7815 (Day Phone)
REPORTING REQUIREMENTS	
TYPE:	As Required
VERBAL:	As Required
WRITTEN:	As Required
NOTE:	

US EPA Region 4	
3900 Commonwealth Boulevard M.S. 49 Tallahassee, Florida 32399	(404) 562-8700 (24 Hr.) (850) 245-2118 (Day Phone)
REPORTING REQUIREMENTS	
TYPE:	Immediately for spills that impact or threaten navigable waters or adjoining shoreline.
VERBAL:	Immediately.
WRITTEN:	As requested by agency.
NOTE:	N/A

U.S. Coast Guard - Sector Ohio Valley	
600 Martin Luther King Pl, Rm 409-D Louisville, Kentucky 40202-2242	(800) 253-7465 (24 Hr.) (502) 779-5400 (Day Phone)
REPORTING REQUIREMENTS	
TYPE:	Any oil discharge that has impacted or threatens to impact navigable waters or release of hazardous substances in an amount equal to or greater than the reportable quantity.
VERBAL:	Immediately.
WRITTEN:	As requested by agency.
NOTE:	N/A

FIRE, POLICE, HOSPITALS, AIR MEDICAL SERVICE		
DIAL 911 for all Police, Fire, and Ambulance Emergencies		
AGENCY	LOCATION	TELEPHONE
Caritas Hospital	Kentucky	(502) 361-6000
Jefferson Co. Sheriff Department	Kentucky	(502) 574-5400 / (800) 280-6694
Louisville EMS	Kentucky	(502) 574-4260
Louisville Fire & Rescue	Kentucky	(502) 574-3711
Lake Dreamland Fire Department	Kentucky	(502) 447-6323 / (502) 447-6326
State Police	Kentucky	(800) 222-5555
State Fire Marshall	Kentucky	(502) 573-0832

MEDIA NOTIFICATIONS		
AGENCY	LOCATION	TELEPHONE
WHAS Radio	Louisville, Kentucky	(502) 479-2210
WHAS TV	Louisville, Kentucky	(502) 582-7711
National Weather Service	Louisville, Kentucky	(502) 969-8842

OTHER PUBLIC/INDUSTRY CONTACTS		
COMPANY	LOCATION	TELEPHONE
Aaron Oil	Kentucky	(800) 486-3105
Metropolitan Sewer District	Kentucky	(502) 540-6774
Marathon Ashland Petroleum	Kentucky	(502) 772-5200 / (502) 772-5205
Louisville Gas & Electric - Paddy's Run Guard Stat	Kentucky	(502) 449-8891
SPOil	Kentucky	(502) 776-4671
Airco Carbide	Kentucky	(502) 775-4100
Local Water Supply System	Kentucky	(502) 583-6610
Air Pollution Control District Jefferson County	Kentucky	(502) 574-6000



3.0 RESPONSE ACTIONS

- 3.1 [Initial Response Actions](#)
- 3.2 [Incident Specific Response Actions](#)
 - [Medical Emergency/Rescue Incidents](#)
 - [Fire / Explosion Incidents](#)
 - [Marine Incidents](#)
 - [Security Incidents](#)
 - [Inclement Weather Incidents](#)
 - [Power Outage](#)
 - [Flooding](#)
- 3.3 [Product Specific Response Considerations](#)
- 3.4 [Air Monitoring](#)
- 3.5 [Decontamination](#)
- 3.6 [Personal Protective Equipment](#)
- 3.7 [Evacuation](#)
- 3.8 [Documentation of Initial Response Actions](#)

3.1 INITIAL RESPONSE ACTIONS

Initial response actions are those actions taken by personnel immediately upon becoming aware of a discharge or emergency incident, before the appropriate Emergency Response Team (ERT) (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.

It is important to properly classify the emergency level to ensure a proper response. The emergency level of the incident will affect the notifications and the initial response to the incident.

Emergency/Incident Classification

Incident Category	CONSIDERATIONS			
	HEALTH/SAFETY	COMMUNITY IMPACT	ENVIRONMENTAL IMPACT	RELIABILITY IMPACT
I	No Onsite Injury to First Aid or No Injury to Public Small Fire - No ERT Response Required	No to Minor Impact to People or No Media Coverage	Minor Spill or Release No Reportable Quantity or No Agency Contact or No Response Needed	\$0 to \$100K
II	Onsite Recordable to Lost Time Injury or Nuisance to Public Moderate Fire - ERT Response Required	Community Warning or Local Media Coverage	Moderate Spill or Release Reportable Quantity with Agency Notification or Short Duration Remediation	From \$100K to \$1MM
III	Permanent Disabling Injury to Single or Multiple Fatality within the immediate area or Medical Treatment to Public Major Fire or Explosion - Mutual Aid Response Required	Shelter in Place or State to Regional Media Coverage	Major Spill or Release Reportable Quantity with Multi-Agency Involvement or Prolonged Remediation	From \$1MM to \$10MM
IV	Multiple Fatalities across the Site or Public Fatality Catastrophic Fire or Explosion	Public Evacuation or National Media Coverage	Catastrophic Spill or Release Agency Intervention or Permanent Environmental Damage	Greater than \$10MM

It is important to note that **the actions described in this section 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, personnel and public safety is first priority** .

INITIAL RESPONSE ACTIONS - SUMMARY

- 1 Assume responsibility and control of the situation.
- 2 Assess the incident - Personnel and Public Safety is first priority.
- 3 Provide immediate aid to the injured.
- 4 Eliminate any sources of ignition.
- 5 Isolate the source of a discharge, eliminate, or minimize further flow.
- 6 Conduct immediate notification to activate the alarm system and mobilize the Spill Management Team or Local Response Team, Fire Department, Oil Spill Response Team, or Hazmat Team as necessary.
- 7 Control the area - Evacuate as needed and prevent personnel from entering the area until trained responders have arrived.

Section 3.2 discusses initial response actions for specific incidents.

The first Company employee on scene will function as the Person-in-Charge until relieved by an authorized supervisor who will assume the role of on-scene Incident Commander. Transfer of command will take place as more senior management respond to the incident.

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**.

3.2 INCIDENT SPECIFIC RESPONSE ACTIONS

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.

Medical Emergency/Rescue Incidents

Person Who Discovers the Medical Emergency

Personal Injuries Requiring Professional Medical Attention

- Only employees who are currently authorized to administer first response first aid/CPR are permitted to attend to an injured employee.
- Notify responder trained in first aid/CPR by radio or telephone and give the following information
 - Identify yourself
 - State location of the injured person
 - Brief information on the type of injury
- The trained responder renders first aid and assesses the seriousness of the injury.
- If the trained first aid responder is not available, the Terminal Manager should call 911 and request EMS assistance.
- If the injury requires professional medical treatment or observation, but does not require transportation by Ambulance, the Terminal Manager or designated employee contacts the hospital to authorize treatment, to relay the type of injury, and to relay when the injured employee should arrive. Terminal Manager accompanies employee to the medical treatment facility.
- The Terminal Manager follows-up with the treatment, condition, and work status of the employee.
- If the injury is serious and requires an Ambulance to transport the injured employee to the hospital, the following actions must be taken:
 - The Terminal Manager or his designee contacts the Ambulance (911) and relays to them the type of injury and the area of the Facility where the injured employee is located.
 - The Terminal Manager sends an employee to the gate to meet the incoming ambulance and direct it to the location of the injured employee.
 - The Terminal Manager, if he/she is not on site, is contacted as soon as possible if not already aware of the incident.
 - Trained first aid Responder renders appropriate first aid until the Ambulance personnel arrive.
 - The Terminal Manager or his designee notifies the Hospital, if possible, of the injury, authorizes treatment and requests that a doctor is at the hospital upon arrival of the ambulance.
 - The Terminal Manager goes to the hospital to follow-up on the treatment, condition, and work status of the employee.
 - In the event an employee is seriously injured requiring hospitalization, prompt notification will be given to the employee's family. In addition to informing them in a sensitive, understanding manner, this call should be used to assist them in reaching the employee. Responsibility for this initial call is the Terminal Manager's. Information as to which hospital is involved, who is the attending physician, etc. should be available. Determine from the family whether there are any problems, such as transportation to the hospital, with which Valero can help.
- Any requests for information from the public or media must be referred to the Media Department.
- Release of medical information on injured employee to the employee's immediate family should be handled by Human Resources or by the injured employee.

Fire / Explosion Incidents

Person Who Discovers the Fire/ Explosion

A spill due to explosion or fire at the barge dock may result in a Coast Guard worst-case discharge. If this occurs, the following procedures will be followed:

1. Stop all product transfers and close valves.
2. Notify the QI. If needed, the QI will call local Fire Department(s).
3. Check for injured persons and if needed call 911 for an ambulance(s).
4. Deploy booms and/or absorbent materials if oil is discharging into the channel.
5. Deploy absorbent materials on shore side to prevent product from entering the channel.
6. Assist emergency responders; inform them of product burning, storage of flammable or combustible products, location of tanks, etc.

Response to a spill of this magnitude may require the aid of OSROs and several area municipal fire departments. Because the potential for injuries due to fire or hazardous atmospheres is always imminent, established emergency response, health, and safety procedures will be followed during spill response activities.

Marine Incidents

Person Who Discovers the Marine Incident

Loading Arm or Manifold Failure

A failure of a loading arm, valve, pipe or other product transfer equipment at the Barge Dock will be responded to immediately by shutting down any barge/dock transfers in progress using the following procedures:

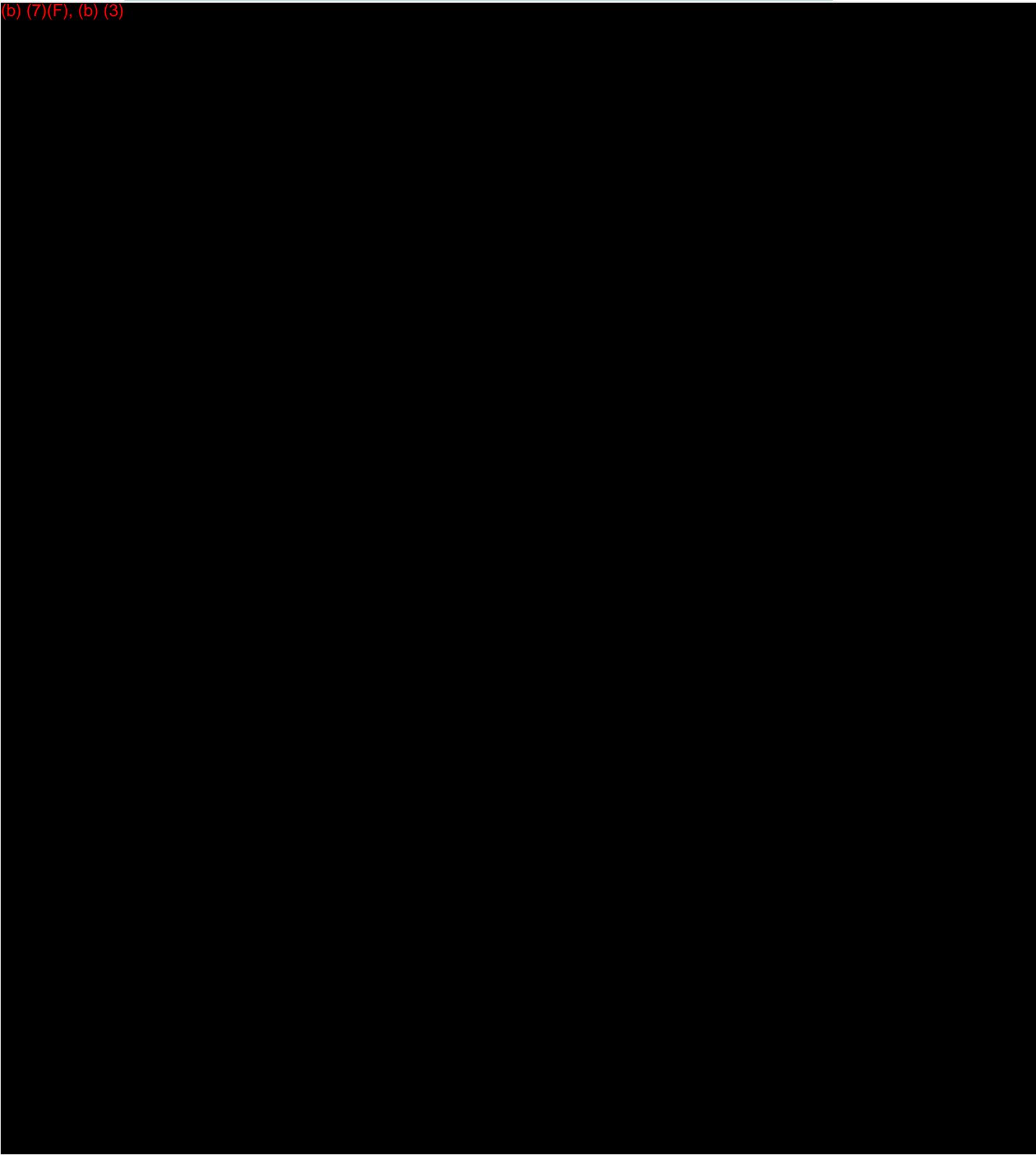
- Immediately notify the barge Tankerman or person in charge to stop the transfer. The person in charge will shut down the transfer if the barge is being filled, and the Tankerman will shut it down if the barge is being unloaded.
- **Safety Issues must be addressed before response actions are initiated.**
- Close the shore side tank inlet valve and dock valve.
- Have the Tankerman open loading valves on the barge and allow the product in the pipeline to gravitate back into the barge.
- Close the valves on the barge.
- The person in charge will immediately notify the Qualified Individual (QI) to initiate response.
- Deploy spill containment boom and/or absorbent material as required. Because a failure at these locations may potentially enter the Ohio River, boom will be deployed on the River to contain the spill if it enters the water. The spill will be cleaned up using vacuum trucks, pumps, and absorbent as necessary. If needed, Spill Response Contractors will be contacted by the QI.

MSDS's for products transferred at the Barge Dock are in the Barge Dock Operations Manual.

Security Incidents

Security

(b) (7)(F), (b) (3)



Inclement Weather Incidents

Tornado Response

Warning times for tornadoes may be very short and the information not very precise. The Terminal Manager should notify all employees of any tornado watch or tornado warning announced by the Weather Bureau.

If a tornado is sighted:

- The Terminal Manager should announce the sighting to all employees to report immediately to the Emergency Tornado Shelters.
- All Employees should proceed immediately to the Tornado shelters
- After the Tornado is over, the Terminal Manager will organize search and rescue teams if anyone is not accounted for.
- Handle any injured personnel according to the severe injury procedure outlined in the beginning of this section.
- The Terminal Manager will assess the situation to determine the best approach to follow in returning to normal operations.

Severe Cold Weather Response

- Terminal Manager should make decision on fleet operation.
- Assign Facility personnel to snow removal and sanding.
- Review deliveries with Customer Service Center.
- Review work schedules.

Terminal Manager and facility employees should make preparations in advance when the weather forecast predicts below freezing temperatures. To protect equipment against freezing before the temperature reaches 32 degrees F, or prior to leaving equipment overnight. Protect equipment as follows:

- Drain or insulate outside water lines or establish a minimum flow.
- Check outside steam and condensate lines for properly functioning traps. Replace defective trap Open team line and tracer where appropriate
- For icing conditions arrange to spread sand around loading spots.
- Decide whether to drain the fire water spray system leaving it in condition to reactivate through a single valve.
- Verify operation of Emergency room heaters.

Power Outage

Power Outage

Electrical Utility Failure

- Loss of electrical power to the Facility will result in shut down of essentially all operations. Specifically, the following can be anticipated:
 - Loss of lighting. Battery operated emergency lighting will provide only enough light for safe movement into and out of the buildings. There will not be sufficient light to permit continuing operations. Do not operate equipment in unlighted areas.
 - Shut down of the computer equipment and administration systems.
 - Shut down of all loading, unloading, blending pumps and VRU.
- Notify the electric utility of the power outage
- Personnel should proceed with caution to the designated Safe Haven

Compressed Air Loss

- If compressor will not operate and an extended repair time is anticipated, rent a portable air compressor.
- Check system for moisture, purge.
- Protect from freezing.

Potable Water Loss

- Potable water provides the drinking water.
- If potable water is lost, call the City Water Department

Flooding

Flooding Response

Inform the Terminal Superintendent of any severe weather predictions.

Occasionally, sustained heavy rainfall may result in the area.

- When possible flooding conditions are predicted, operate the oily water drain system to keep the outside areas cleaned up. Pump all water through the separator to remove any oil.
- When possible, take necessary action to remove the petroleum inventory from the separator.
- If the loading/unloading spots become flooded all loading/unloading operations should be suspended.
- The Customer Service Center should be requested to notify customers not to send trucks to the Terminal until they receive confirmation that flooding has abated.
- If the flooding results in uncontained oil moving on the water surface to ditches outside the oily water drain system, handle this as a spill emergency.

Severe weather conditions will normally be predicted well in advance. As part of the daily routine during high-risk periods, a designated employee should check the weather predictions. Phone numbers for the National Weather Service and Local TV/Radio station phone numbers are in Section 2.

3.3 PRODUCT SPECIFIC RESPONSE CONSIDERATIONS

The following emergency response guides may be used by first responders during the initial phases of a hazardous material incident.

3.4 AIR MONITORING

During an incident in which oil or hazardous material has been spilled or potentially could affect the response, prior to engaging in any spill response activity, air monitoring should be conducted in the affected area.

It is imperative that all air monitoring equipment is operated and their data interpreted by trained personnel thoroughly familiar with the equipment.

- The air monitoring equipment should be calibrated before and after every use using the equipment manufacturer's recommended procedures and standards.
- Air monitoring measurements which are to be made prior to entry into the spill area include:
 - Lower Explosive Limit (LEL)
 - Oxygen content
- 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.
- Where unknown and multiple contaminants may be present, instrument readings should be interpreted conservatively.

The Incident Commander is responsible for industrial hygiene monitoring in the post discovery period and may refer to the Safety Officer.

3.5 DECONTAMINATION

Establishing "Exclusion (Hot)", "Decontamination (Decon)", and "Support (Safe)" zones are required to prevent the removal of contaminants from the contaminated area by response personnel and activities 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.

Simple Decontamination

Step 1 - Drop tools and equipment which will be utilized during the ongoing response.

Step 2 - Wash responder and equipment with water or cleaning agent.

Step 3 - Apply chemical solution using a long handle brush.

Step 4 - Rinse off all residue of the chemical solution.

Step 5 - Remove boot covers and outer boots.

Step 6 - Change SCBA Tank

- Responder returns to Hot Zone, or
- Continues decontamination

Step 6a - If returning to the Emergency:

- Redress at the Hot Line and re-enter the emergency area.

Step 7 - Rewash personal protective equipment

- Allow PPE to air dry or wipe dry with absorbent pads
- Remove boots, gloves, and outer garments for disposal, additional off-site decontamination, or storage
- Remove SCBA
- Store decontamination gear and equipment for further use.

Step 8 - Field wash

- Redress into work clothes

Step 9 - Receive medical check-up

Clothing - Clothing not completely decontaminated must be placed into plastic bags for further decontamination or placed into disposal drums.

Equipment - All equipment must be decontaminated or be placed into properly labeled disposal drums.

Spent Chemical or Wash Water - All Spent Chemical neutralization solution or wash water must be collected and be disposed of:

- As hazardous waste, or
- Into disposal drums, or
- Through a proper waste water treatment facility.

First Aid Procedure - Emergency Decontamination

If Life Threatening

1. Provide medical attention to stabilize injured workers before decontamination in Life - Threatening situations.
2. Ensure that personnel administering medical assistance are dressed in rubber boots, eye protection, rubber gloves and respirator.

3. All efforts should be made to decontaminate the injured person prior to placement in an ambulance or evacuation vehicle, so long as decontamination does not interfere with the life saving process.
4. Place the injured contaminated worker only in areas covered by plastic sheeting, including the inside of the ambulance or evacuation vehicle.
5. Notify the hospital of the delivery of a contaminated, injured patient so it can take special contamination prevention precautions.

If Non-Life Threatening

1. Perform decontamination on all injured workers in a Non-Life Threatening situation before administering medical attention.

Decontamination Team

Trained Employees - Specific employees have been designated and trained as a decontamination team.

Responsibilities:

- Pre-Plan for decontamination
- Set up the decontamination facility
- Prepare the chemical decon solutions
- Decontaminate each responder
- Dispose of clothing, equipment, chemical rinse
- Clean and restore all decon equipment at the end of activities
- Decontaminate each team member prior to leaving the decon area.
- Collect and manage wastes generated

At Least PPE Level "C" Protection

- Each team member must wear at least level "C" PPE protection:
 - Coveralls
 - Rubber boots
 - Splash goggles
 - Gloves (Elbow Length)
 - Full face respirator
- Wear one level lower of PPE than the level of PPE being worn by the responders being decontaminated.

Large Response Equipment

- Consideration must be given to establishing a decontamination process for large response equipment such as boats, back-hoes, fire apparatus, and boom.
- Locate an area at the edge of the Hot Zone where contaminated equipment can be isolated and the decontamination process can be undertaken.
- Physical barriers must be erected to limit the spread of the contaminants and to allow for collecting the decontamination solution.
- Cleaning solutions should be physically separated and arranged in order of descending contamination, as in personal decontamination.

- Equipment must be physically moved or driven to the next decon station.
- Rinse solution, spent neutralization agent, or other contaminated solutions shall be collected and be stored in drums or be diverted to the process sewer system.
- These materials shall be sampled and tests performed to determine if they meet the definition of regulated hazardous materials or waste.

Electronic Equipment

- Procedures shall be instituted to limit the contamination of electronic equipment such as laptop computers, radios, meters, or other electronic equipment.
- Only necessary or required electronic equipment should enter the Hot Zone.
- If electronic equipment must enter the contaminated area, covering the equipment with plastic prior to entering the Hot Zone will reduce the overall level of contamination.
- An isolation area should be established at the edge of the Hot Zone for electronic equipment such as radios, which may be required in the Hot Zone and are difficult to decontaminate.
- Once the event is completed, contaminated equipment should be decontaminated, if possible, or stored in recovery drums and be considered waste material.

Conclusion of Activities

- Workers - Decontamination workers must decontaminate each other, their tools, and their equipment.
- Stations - Decontamination stations must be washed out and wiped dry using absorbent pads.
- Disposal - Decontamination workers must dispose of their suits and plastic sheeting in disposal drums.
- Store Equipment - Store decontamination equipment for future use.
- Reorder Supplies - Reorder neutralization solutions, brushes, pads, and other supplies for future needs.

3.6 PERSONAL PROTECTIVE EQUIPMENT (PPE)

The following table represents OSHA/EPA 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> <p>Self Contained Breathing Apparatus (SCBA) (worn inside suit) Encapsulated Chemical Protective Suit Chemical Protective Gloves Chemical Protective Boots Hard Hat</p>	<p>LEVEL B</p> <p>SCBA (worn outside suit) Chemical Protective Suit w/Hood Chemical Protective Boots Chemical Protective Gloves Hard Hat</p>
<p>LEVEL C</p> <p>Air Purifying Respirator (APR) APR ½ Face / Full Face Hard Hat Glasses (worn with ½ face APR) Chemical Protective Boots Chemical Protective Gloves Chemical Protective Suit/Tyvek</p>	<p>LEVEL D</p> <p>Hard Hat Safety Glasses Work Uniform / Clothes Leather Gloves Safety Boots</p>
<p>MODIFIED LEVEL C</p> <p>Same as Level C except no APR requirements</p>	

3.7 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 G shows the primary evacuation routes throughout the Facility.

Evacuation Response

Stored Material Location

- Located in oil storage area
- Identified in facility Plot Plan

Spilled Material Hazards

- Hazard is fire/explosion

Water Currents, Tides, or Wave Conditions

- Possible currents of over 10 feet per second.
- Not applicable

Evacuation Routes

- Routes are summarized on Evacuation Plan Diagram.
- Criteria for determining safest evacuation routes from facility may include: wind direction, potential exposure to toxins and carcinogens, intense heat, potential for explosion/fire, and blockage of planned route by fire, debris, or released liquid.

Alternate Evacuation Routes

- Alternate routes may exist, refer to Evacuation Plan Diagram.

Injured Personnel Transportation

- Emergency services can be mobilized to the facility

Alarm/Notification System Location

- Emergency Shutdown Devices (ESDs) are situated at several locations, at the loading racks, at the terminal office, and several other locations throughout the terminal.

Community Evacuation Plans

- Company may request local police, county sheriff and/or state police assistance. Community evacuations are the responsibility of these agencies.

Spill Flow Direction

- General site topography/drainage patterns in the vicinity of the Valero Louisville Terminal are as follows. The terminal is located approximately 1,000 feet from the Ohio River. The topography in the area is generally flat with some rolling hills however; the general trend is towards the Ohio River.
- Identified in facility drainage diagram

Prevailing Wind Direction Land Speed

- The prevailing wind direction in the area, according to the National Weather Service (NWS) is from the west. Current weather information can be obtained from the NWS automated service by phone at 502-585-1212.
- The prevailing wind direction in the area, according to the National Weather Service (NWS) is from the west.
- Because wind direction varies with weather conditions, consideration for evacuation routing will depend in part on wind direction.

Emergency Personnel/Response Equipment Arrival Route

- The primary emergency personnel/response equipment arrival route is via I-264 to the Bells Lane exit and west to the Terminal.
- Directions to nearest medical facility provided below.

Centralized Check-in Area (Personnel assembly area)

- The primary mustering point for the Terminal is located in the grassy field alongside the railroad tracks east of the office. If, however, the spill trajectory would place the primary location in the path of spilled product an alternate mustering location has been established at the Zeon Chemical Company located at 4111 Bells Lane.

Mitigation Command Center Location

- Initial Command Center located at the Terminal is evacuated, the Qualified Individual has established an off-site incident response Command Post. The Zeon Chemical Company main office lobby, located at 4111 Bells Lane is a possible offsite command post location, depending upon the extent of any area evacuations. Alternately, near-by hotels or meeting halls with adequate phone lines, fax lines and meeting space could also be utilized.
- Mobile Command Posts may be established as necessary.

Facility Shelter Location

- None available onsite.
- Not a safe harbor from fires, explosions, vapor clouds, or other significant emergencies; however, may be used for temporary shelter from inclement weather.

Directions to Nearest Medical Facility

Directions to Caritas Hospital, 1850 Bluegrass Avenue, Louisville, KY 40215 (502) - 361-6000:

- From the Valero terminal exit, take I-264 east, to Taylor Blvd. South, then to Bluegrass Avenue North. The hospital is approximately 6.8 miles from the Louisville Terminal.

3.8 DOCUMENTATION OF INITIAL RESPONSE ACTIONS

The Incident Commander, starting with the initial responder, must document the events and communications occurring around an incident. Initially, events and communications may be written in a personal notepad and transcribed to a more formal format at a later time. Once the Incident Management Team is activated, all records are to be kept using the appropriate ICS forms. When recording information during an event, it is important to capture only the pertinent facts as related to response activities.

The criteria for incident documentation varies according to the type of incident. Any incident requiring documentation under applicable Federal and/or State regulations will be documented and maintained as follows:

- Agency notification logs will be filed and be maintained.
- Any follow-up letters required by regulation will be maintained.
- A root cause investigation will be performed for the facility in which the incident occurred. The investigation report as well as records of follow-up actions and activities generated by the investigation will be maintained.
- When a formal response critique occurs, the incident response critique and records of follow-up activities will be maintained.
- If drill or exercise credit under the National Preparedness for Response Exercise Program (PREP) is to be taken for an actual response, the appropriate PREP documentation will be maintained.
- All records of Lessons Learned during actual incidents will also be maintained.

Examples of what to record:

- Record only facts.
- 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 orders or recommendations (especially if Company personnel do not agree with their suggestions, instructions, or actions).**

Examples of what **NOT** to put into the records.

- × Speculations.
- × Criticisms of efforts and/or methods of other people/operations.
- × Skipping lines or making erasures unless an error is made. If an error is made, then line through it, add the correct entry above or below it, and initial the change.

If response to an actual event is to be used for PREP credit, the following information will be included in the documentation:

- The type of response
- Date and time of the response
- A description of the incident and the response
- The Plan components addressed in the response (see Appendix D - Training and Drills)
- The PREP requirements fulfilled by the response
- Lessons learned



4.0 RESPONSE TEAMS

- 4.1 [Introduction](#)
- 4.2 [Qualified Individual](#)
- 4.3 [Emergency Response Team \(ERT\)](#)
- 4.4 [Incident Management Team \(IMT\)](#)
- 4.5 [Corporate Emergency Management Group](#)
- 4.6 [Incident Command System](#)
- 4.7 [Unified Command](#)
- 4.8 [National Response Framework](#)

Figure 4.1 [Response Organization](#)

Figure 4.2 [Federal Representation on National Response Team](#)

Figure 4.3 [U.S. Environmental Protection Agency \(EPA\) Regional Offices](#)

Figure 4.4 [U.S. Coast Guard \(USCG\) Districts](#)

Figure 4.5 [Incident Management Team - Command Structure](#)

Figure 4.6 [ICS Roles and Responsibilities](#)

Figure 4.7 [Emergency Operations Center](#)

4.1 INTRODUCTION

This section describes organizational features and duties of the Qualified Individual and the Louisville Terminal Incident Command System (ICS).

The Louisville Terminal ICS is based upon the National Incident Management System and is consistent with the ICS procedures utilized by many agencies and the oil industry around the world.

The Louisville Terminal Incident Management Organization effectively integrates three elements - the on-scene Emergency Response Team (ERT), an Incident Management Team (IMT) and an Emergency Operations Center (EOC) - into a single organization. Each of these elements has predefined roles and responsibilities summarized below.

- **Emergency Response Team.** Consists of Louisville Terminal personnel, industrial mutual aid, and environmental contractor's units, operating at the scene of an emergency under the command of the On-Scene Commander. Depending upon the nature of the incident, emergency response team operations could include firefighting, HAZMAT, medical, oil spill response, technical rescue, and scene safety.
- **Incident Management Team (IMT) (e.g., Command Staff, Planning, Logistics, and Finance Sections).** Consists of senior Louisville Terminal managers and support staff, who are responsible for managing the overall emergency response, addressing corporate, external and governmental notifications, and supporting emergency and process control operations in the field.
- **Corporate Emergency Management Group (EMG)** Consists of senior company personnel that support the IMT on policy and strategy issues related to Crisis Management, Assets, Law, Government/Public Affairs, Human Resources and Digital Business.

The key to an effective emergency response is a rapid, coordinated, tiered response by the affected Unit and the ERT/IMT and the Oil Spill Removal Organization (OSRO), consistent with the magnitude of an incident. OSRO roles and responsibilities will be defined by the Incident Commander through the Unified Command depending on the severity of the incident.

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 Incident Command System (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:

- Activate internal alarms 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 response 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 EMERGENCY RESPONSE TEAM (ERT)

The Emergency Response Team (ERT) consists of company personnel throughout the Facility. The ERT is available 24/7 to handle emergencies and is composed of a specialized group of personnel trained to respond to fires, HAZMAT, and spill response. The number of positions/personnel required for any response will depend on the size and complexity of the incident with the purpose of protecting people, property and the environment from the effects of an incident or release.

4.4 INCIDENT MANAGEMENT TEAM (IMT)

The Incident Management Team (IMT) consists of managers, supervisors, engineers, and environmental and safety professionals, who may have managerial duties in case of a release of oil or hazardous material. The IMT is available on a 24-hour basis. A list of IMT personnel is located in the internal notifications in Section 2. The IMT personnel are proficient in NIMS ICS and may be called on to support the ERT, as required.

4.5 CORPORATE EMERGENCY MANAGEMENT GROUP

The Corporate Emergency Management Group consists of senior Company personnel that support the IMT. The EMG is available on a call out basis. A list of team members is located in the Internal Notifications in Section 2. The organization and responsibilities are described in Figure 4.6.

4.6 INCIDENT COMMAND SYSTEM

The Incident Command System 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
- ICS provides for expansion, escalation, and transfer/transition of roles and responsibilities
- ICS 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

The Incident Command structure for the Louisville Terminal, including incident specific Operations Section command structure is shown in Figure 4.5. A description of each ICS position, the primary responsibilities, and pre-emergency planning activities are provided in Figure 4.6.

4.7 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 Federal, State and Local 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

4.8 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)*

The NRCC, a functional component of the HSOC, is a multi-agency center that provides overall Federal response coordination.

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 recently 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 4.1).

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 4.2. Normally, the NRT is chaired by the EPA representative while the USCG representative 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 4.1
RESPONSE ORGANIZATION**

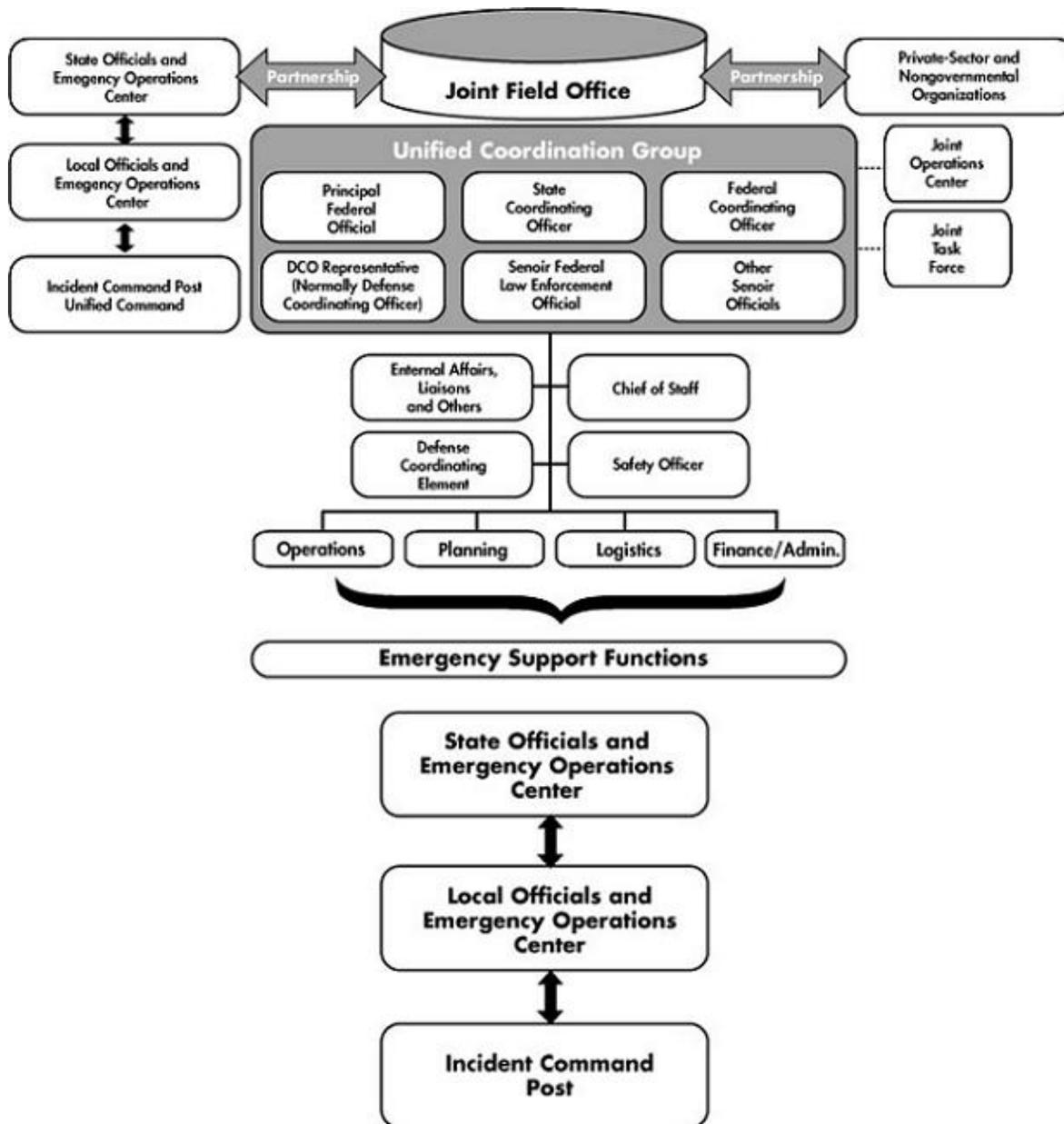


FIGURE 4.2
FEDERAL REPRESENTATION ON NATIONAL RESPONSE TEAM

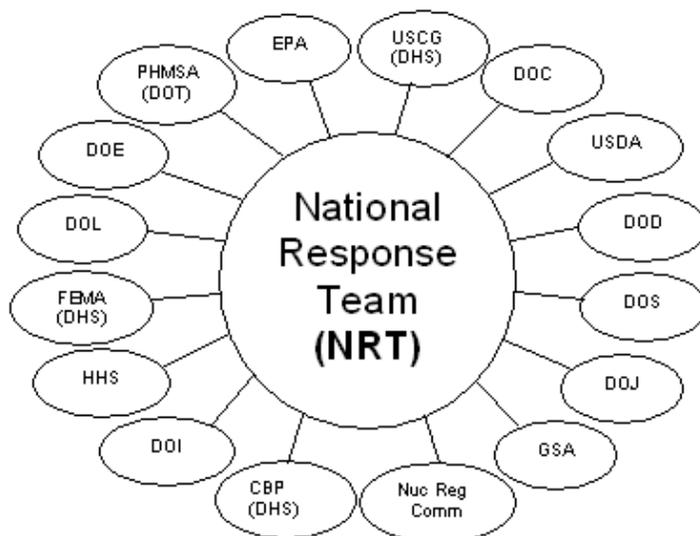


FIGURE 4.3

U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA) REGIONAL OFFICES

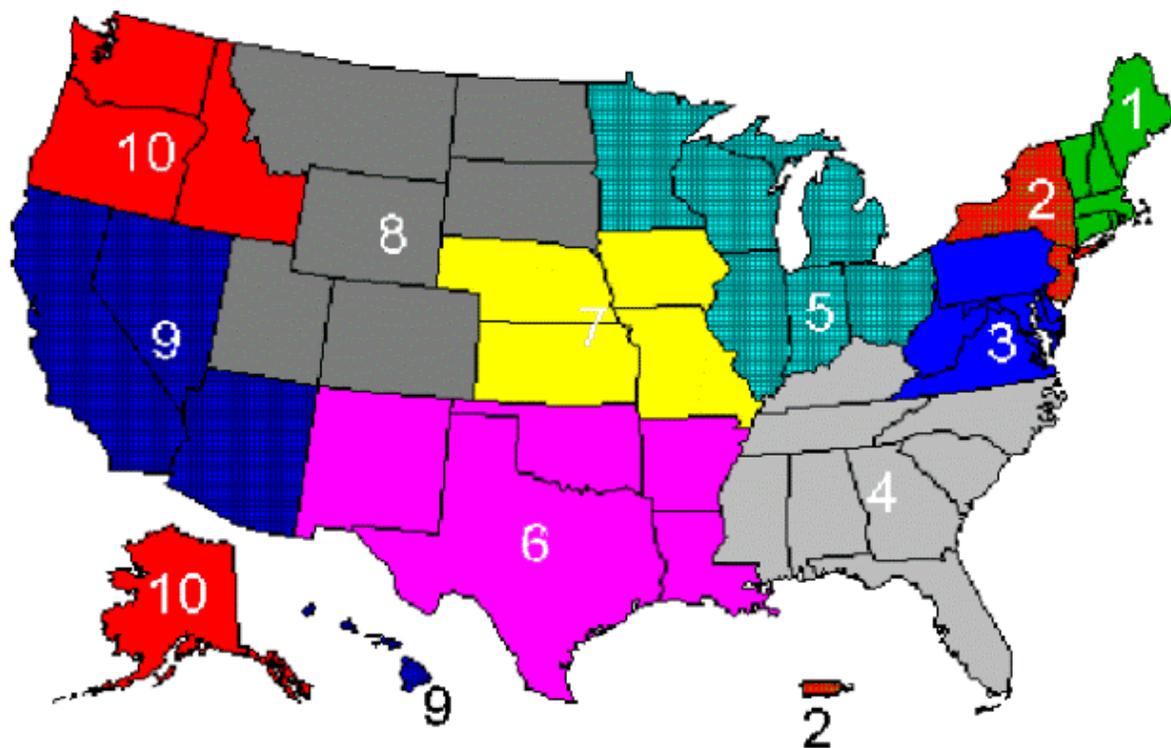


FIGURE 4.4
U.S. COAST GUARD (USCG) DISTRICTS

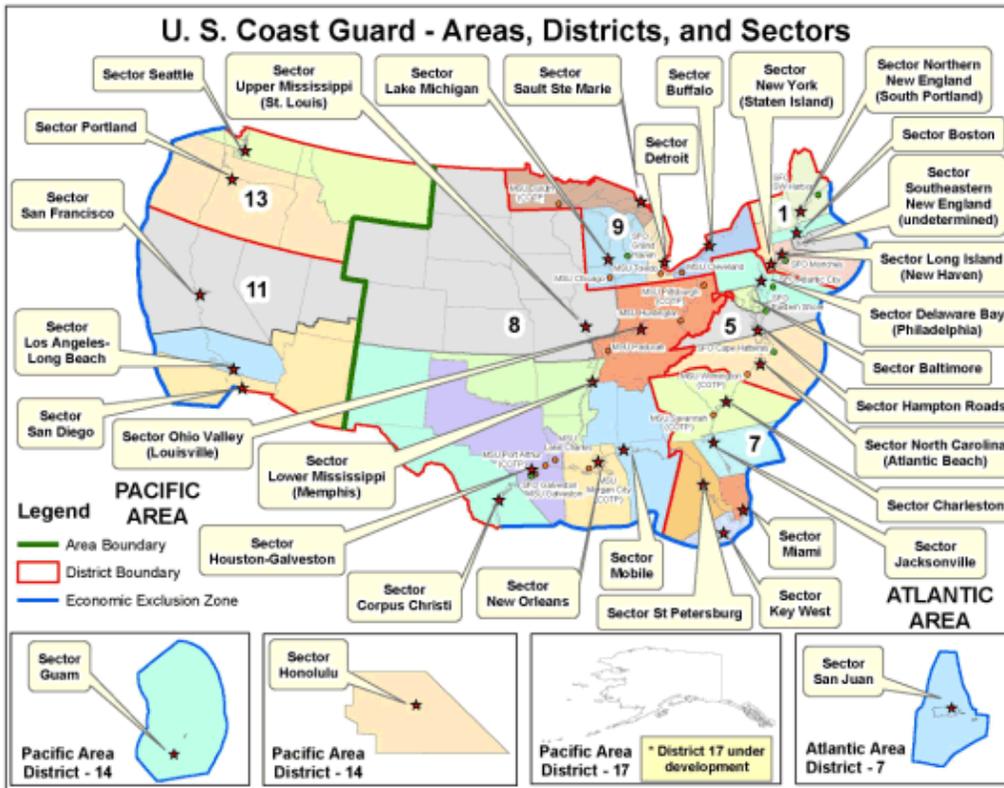


FIGURE 4.5
INCIDENT MANAGEMENT TEAM - COMMAND STRUCTURE

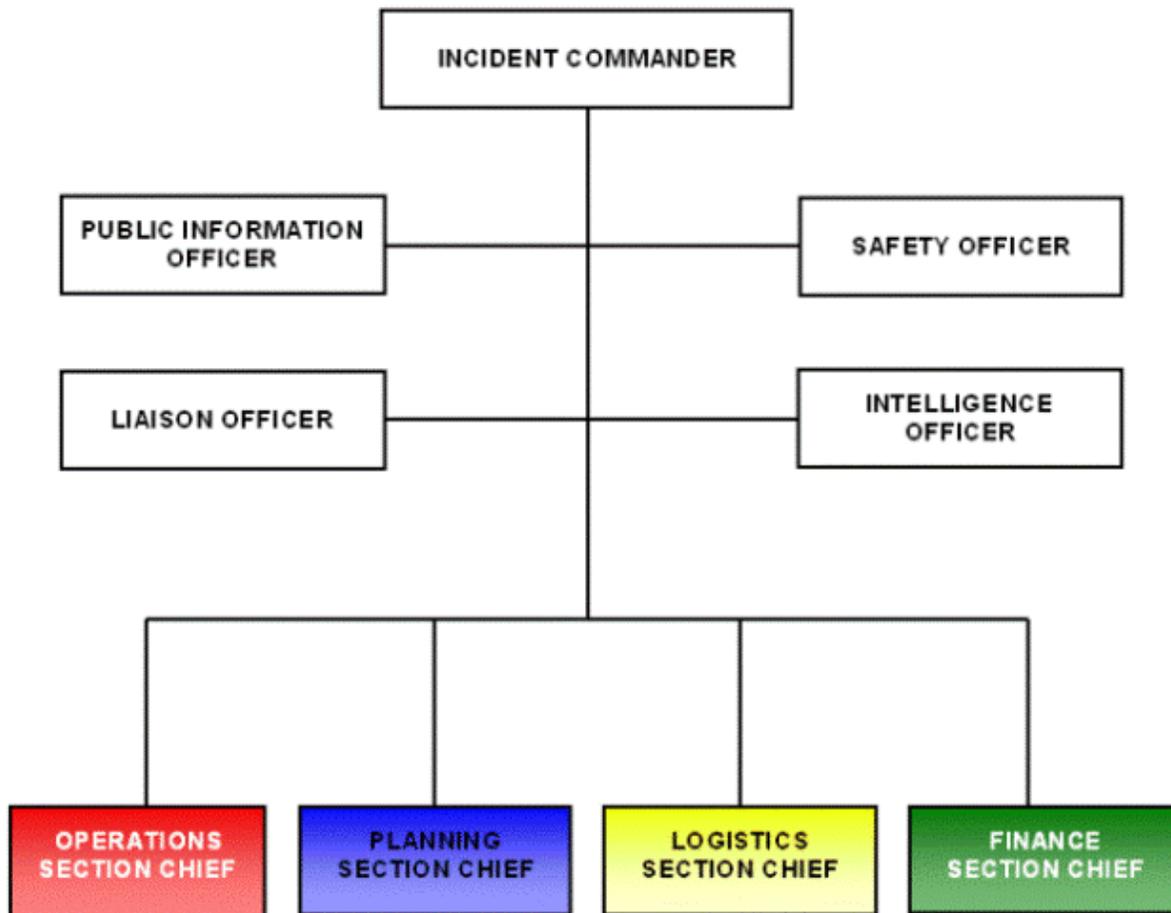


FIGURE 4.6**ICS ROLES AND RESPONSIBILITIES****COMMON RESPONSIBILITIES**

The following is a checklist applicable to all personnel in an ICS organization:

- Receive assignment, including:
 - Job assignment
 - Resource order number and request number
 - Reporting location
 - Reporting time
 - Travel instructions
 - Special communications instructions
- Upon arrival, check-in at designated check-in location.
- Receive briefing from immediate supervisor.
- Acquire work materials.
- Supervisors maintain accountability for assigned personnel.
- Organize and brief subordinates.
- Know your assigned radio frequency(s) and ensure communications equipment is operating properly.
- Use clear text and ICS terminology (no codes) in all communications.
- Complete forms and reports required of the assigned position and send to Documentation Unit.
- Maintain unit records, including Unit/Activity Log (ICS Form 214).
- Response to demobilization orders and brief subordinates regarding demobilization.

UNIT LEADER RESPONSIBILITIES

In ICS, a Unit Leader's responsibilities are common to all units in all parts of the organization. Common responsibilities of Unit Leaders are listed below.

- Review common responsibilities.
- Receive briefing from Incident Commander, Section Chief or Branch Director, as appropriate.
- Participate in incident planning meetings, as required.
- Determine current status of unit activities.
- Order additional unit staff, as appropriate.
- Determine resource needs.
- Confirm dispatch and estimated time of arrival of staff and supplies.
- Assign specific duties to staff; supervise staff.
- Develop and implement accountability, safety, and security measures for personnel and resources.
- Supervise demobilization of unit, including storage of supplies.
- Provide Supply Unit Leader with a list of supplies to be replenished.
- Maintain unit records, including Unit/Activity Log (ICS Form 214).

COMMAND

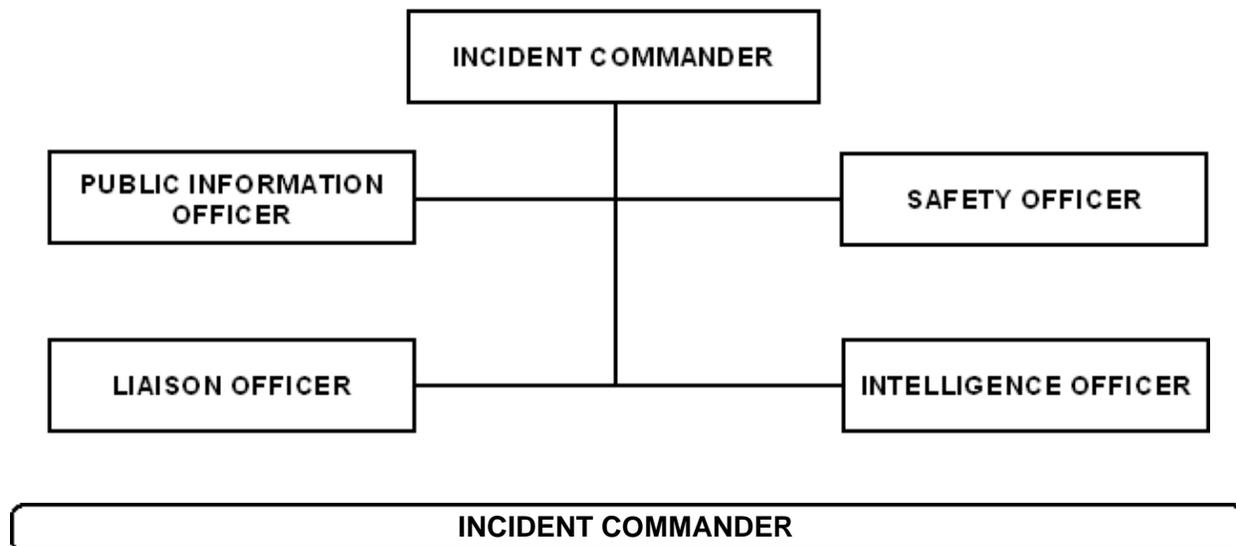
Incident Commander

Public Information Officer

Liaison Officer

Safety Officer

Intelligence Officer



- 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.

PUBLIC 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 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.

INTELLIGENCE OFFICER

- Participate in meetings and briefings as required.
- Collect and analyze incoming intelligence information from all sources.
- Determine the applicability, significance, and reliability of incoming intelligence information.
- As requested, provide intelligence briefings to the IC/UC.
- Review the IAP for intelligence implications.
- Answer intelligence questions and advise Command and General Staff as appropriate.
- Supervise, coordinate, and participate in the collection, analysis, processing, and dissemination of intelligence.
- Establish liaison with all participating law enforcement agencies including the CGIS, FBI/JTTF, State and local police departments.
- Prepare all required intelligence reports and plans.
- Ensure that all required agency forms, reports and documents are completed prior to demobilization.

OPERATIONS

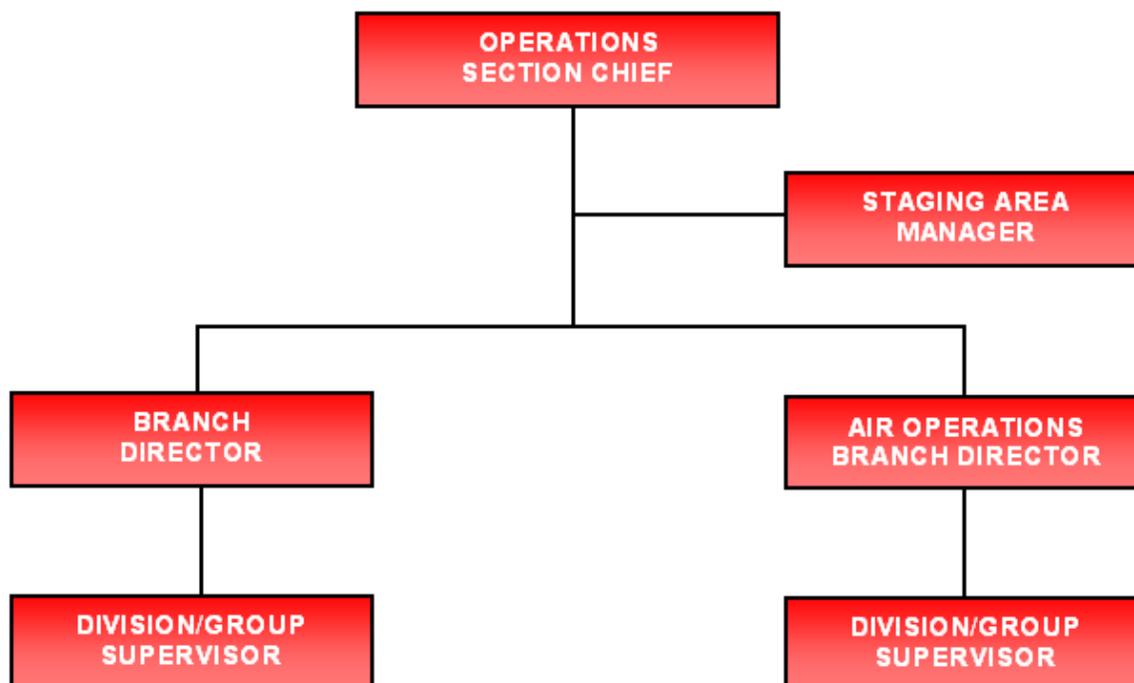
Operations Section Chief

Branch Director

Division/Group Supervisor

Staging Area Manager

Air Operations Branch Director



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 are 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.
- 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. Ensure 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 Emergency Group Supervisor of the air traffic situation external to the incident.
- Consider requests for non-emergency 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

Planning Section Chief

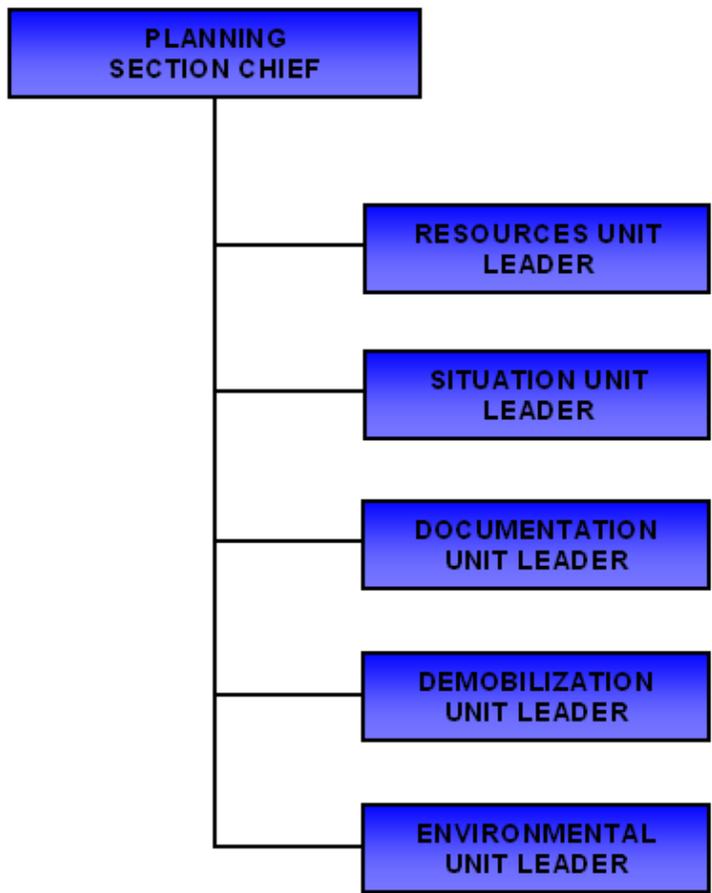
Resources Unit Leader

Situation Unit Leader

Documentation Unit Leader

Demobilization Unit Leader

Environmental Unit Leader



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.

RESOURCE 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

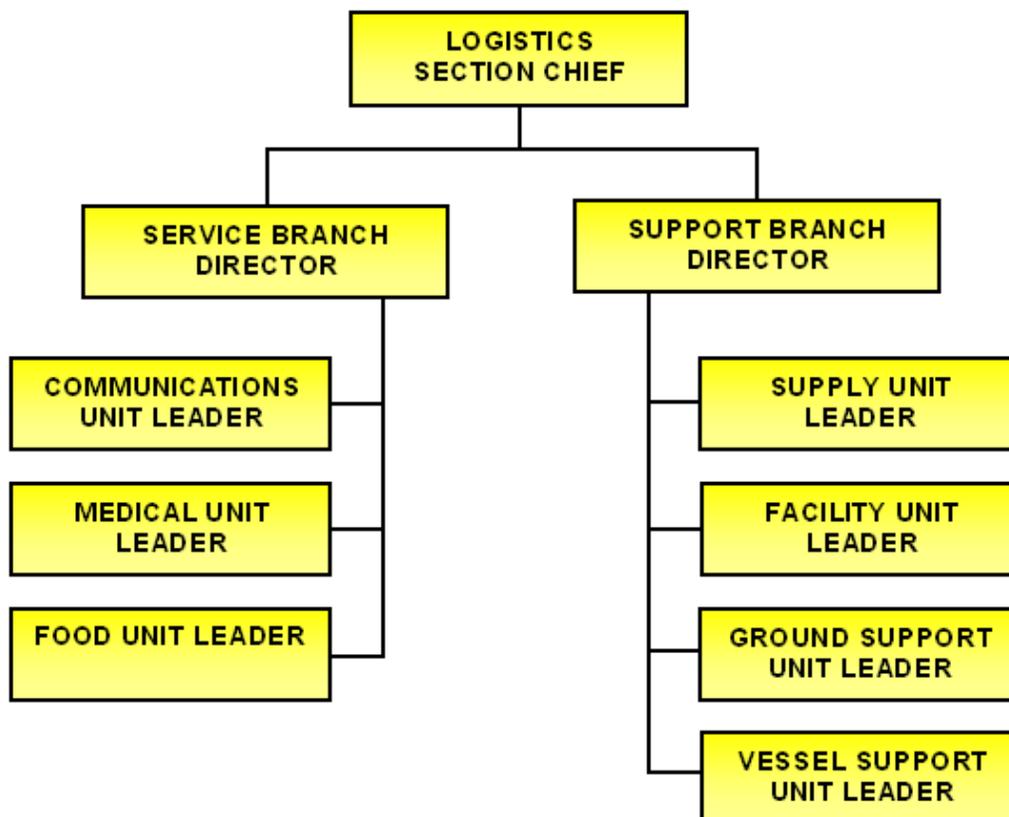
- Participate in planning meetings as required.
- Review incident resource records to determine the likely size and extent of demobilization effort.
- Based on the above analysis, add additional personnel, workspace, and supplies as needed.
- Coordinate demobilization with Agency Representatives.
- Monitor 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 offsite).
- 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., 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

Logistics Section Chief
Service Branch Director
Communications Unit Leader
Medical Unit Leader
Food Unit Leader
Support Branch Director
Supply Unit Leader
Facility Unit Leader
Ground Support Unit Leader
Vessel Support Unit Leader



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 enroute.
- 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, cleanup).
- 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, etc.).
- 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/ADMINISTRATION

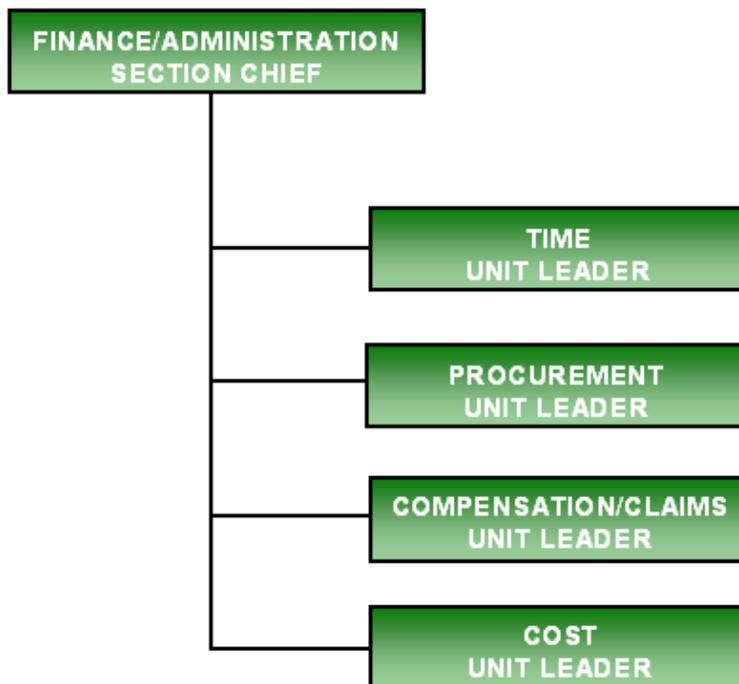
Finance/Administration Section Chief

Time Unit Leader

Procurement Unit Leader

Compensation/Claims Unit Leader

Cost Unit Leader



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 Safety Officer (SO) and Liaison Officer (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.

FIGURE 4.7
FACILITY SPECIFIC INCIDENT MANAGEMENT

Qualified Individual

The Qualified Individual or alternates for the Louisville Terminal have the full authority to activate and engage in contracting with spill removal organizations, act as liaison with the Federal On-Scene Coordinator (OSC), and obligate funds required to carry out all necessary or directed response activities. In addition to interaction with the Federal On-Scene Coordinator (FOSC), the Qualified Individual will also act as a liaison with State and local responders and any external response organizations.

The Qualified Individual (QI) or alternates are English-speaking representatives located in the United States and are available on a 24-hour basis. They are familiar with implementation of the Facility Response Plan, and have been trained in their responsibilities specified by this plan, including the following duties:

1. When a release (any escape, disposal, spilling, leaking, pumping, emitting, or emptying) from a failure of any transfer equipment is discovered of any reportable quantity, the Qualified Individual will notify all facility personnel at the Distribution Center Bulk Tank Storage areas through the use of phones and the portable radio system.
2. Notify all personnel on the Emergency Response Personnel list in Section 2.
3. Identify the character, source, amount, and extent of release, as well as the other items needed to complete the Incident Briefing ICS Form 201 provided in Section 5.
4. Notify and provide initial information to the appropriate Federal, State, and local authorities which are identified in priority order on Incident Briefing ICS Form 201.
5. Direct the on-site personnel in mitigation efforts, or implement this Plan by notifying the designated emergency response Oil Spill Response Organization (OSRO).
6. Assess the possible hazards and threat to human health and the environment due to the release. This of any toxic, irritating, or asphyxiating gases which may be generated, or the effects of hazardous surface water runoffs from water or chemical agents used to control any fire or heat-induced explosion.
7. Coordinate with the Fire Department, Incident Command Center and other government onscene coordinators to evaluate the hazards imposed by the material released, spill flow direction, prevailing wind direction and speed, to determine the appropriate actions to be taken by emergency response and rescue crews.
8. Ensure that adequate storage volume for recovered materials is maintained at the facility. Ensure that incompatible materials from the clean-up are properly segregated and direct clean-up activities.
9. Respond to inquiries from the media with the facts from the reported incident in accordance with corporate media policy.

Command and Control

In order to maintain adequate command and control, the following procedures will be followed by the QI or designee:

Startup:

- Upon notification of the incident, decide startup strategy, consult with appropriate advisors, and conduct site inspections
- Request required government agency approval for dispersant use if appropriate
- Designate the Mitigation Command Center
- Hold strategy and startup planning meetings with advisors at spill locations
- Establish response priorities
- Authorize procurement of agreed equipment, manpower, and services
- Keep senior management informed of situation
- Notify government agencies of proposed activities and confirm that appropriate agencies have been notified
- Identify technical requirements needed for handling the oil spill emergency

Daily:

- Hold planning meeting with advisors
- Meet with government agencies to obtain agreement on acceptable levels of response and environmental cleanup
- Conduct site inspection to verify objectives are accomplished
- Meet with media representatives
- Evaluate and adjust response priorities
- Transmit updated status report and press releases to senior management
- Maintain a log of actions/events

Periodic:

- Authorize procurement of agreed equipment, manpower, and services
- Approve invoices for payment
- Attend press and local audience conferences

Stand-Down:

- Before leaving site, prepare a copy of notes and observations made during the operation for use at the post- incident meeting
- Monitor the Spill Response Team

Points to Consider:

- Before the team initiates spill response efforts, hold a meeting to ensure everyone understands how information will pass between team members, ecological and socioeconomic sensitive areas to protect first, the handling of each task, and the present status of response efforts
- Frequent press statements and public meeting may increase public confidence
- Plan for a worst-case situation when oil spill emergencies occur

- To the greatest extent possible, purchase materials, equipment, & other resources used in the cleanup effort from the local community to minimize the economic impact of the situation
- During oil spill emergencies, require consultants and technical personnel to support their recommendations with proven examples and data
- Show appreciation for accomplishments by Response Team members to increase morale
- Know how to contact each team member at all times
- Maintain a log of actions/events

Periodic:

- Prepare and distribute safety bulletins
- Investigate, report, and record all accidents and develop remedial actions to avoid future occurrences
- Attend induction and debriefing of contractors

Spill Operations

The spill operation is lead by the QI who is in charge of all field operations relating to the oil spill cleanup efforts. The QI communicates frequently with assistants to inform them of various phases of the operation, identify future requirements of staff, and arrange more equipment or personnel. In addition, the QI is responsible for all field operations involved in the removal of oil from waters and shorelines. The following procedures will be followed:

Startup:

- Assist in the preparation of the Spill Response Notification Form
- Prepare input to and attend startup briefing at incident location
- Prepare containment plans (land and water)
- Evaluate situations at oil spill sites, including an evaluation of the level of shoreline protection and cleanup required
- Work with local authorities to decide the extent of cleanup to be carried out
- Ensure that response personnel are aware of and follow company policies and appropriate governmental agency directives
- Ensure the safety of all response personnel

Daily:

- Ensure that response personnel have the equipment, materials, and supplies needed to conduct response operations in a safe, effective, and efficient manner
- Provide the Public Information Officer with status reports
- Attend planning meetings
- Attend briefing meetings
- Maintain a log of actions/events

Stand-Down:

- Communicate with relevant governmental and local authorities about acceptable stand-down conditions at each cleanup site
- Monitor developments of shore cleanup techniques and equipment
- Monitor developments of containment and recovery techniques and equipment
- Maintain an up-to-date register of a qualified oil spill removal contractor to be kept in the Plan

Planning

The individual responsible for planning will coordinate the collection, evaluation, dissemination, and use of information about the forecasted condition of the spill and the status of resources assigned to the response operation. This person will utilize information from site personnel and strategic objectives of the Plan. This individual will make current information available to on-site supervisors, coordinate the notification of Response Team Members, and document all aspects of the incident's control and response operations. The person responsible for planning is also responsible for providing all scientific technical support for response operations, coordinating the preparation of the Plan, and notifying team members and documenting all events. The following procedures will be followed:

Startup:

- Ensure designated Response Team members have been notified of activity status
- Attend startup incident briefing
- Gather information on the prediction of extent and nature of spill impact
- Communicate with dispersant experts and appropriate governmental officials to obtain information on the potential for using chemical dispersants
- Communicate with on-scene supervisors to obtain information concerning damage or potential damage to environment
- Ensure logbooks, mail systems, office equipment, record keeping systems, and administrative support are available

Daily:

- Attend daily planning meetings
- Attend briefing meetings
- Conduct section meetings and make section assignments
- Monitor effects of cleanup operations on ecology
- Ensure minutes of meeting are transcribed and distributed within 24 hours
- Maintain a log of actions/events

Periodic:

- Coordinate monitoring activities with governmental agencies
- Monitor oil impact in treated and untreated areas
- Communicate with the liaison and the Public Information Officer to ensure environmental authorities and institutions are informed of the status of cleanup operations
- If the spill is of sufficient magnitude, ensure aerial surveillance is conducted to locate endangered wildlife habitats that may be threatened
- Approve hiring of consultants to research response decisions and difficulties that occurred during similar emergencies
- Provide input to establish priorities for shoreline protection
- Monitor the quantity of recovered oil that can be recycled

Stand-Down:

- Prepare a copy of any notes or observations made during the operation for use at the post-incident meeting
- Review developments in oil spill chemical treatment and ensure report findings are periodically forwarded to the appropriate authorities
- Review any amendments made to approved dispersant lists and stay abreast of new and advanced planning initiatives
- Review stand-down conditions of each cleanup site with relevant governmental and local authorities
- Ensure full chronological report is prepared

Logistics and Support

The Logistics Support person has the responsibility for seeing that adequate food, shelter, protective clothing, transportation, security, communications, and first aid facilities are available for all personnel on the site requiring such assistance. This person is responsible for the prompt supply of all equipment, vehicles, aircraft, and materials required for cleanup operations and providing food and shelter arrangements for cleanup personnel. The following procedures will be followed:

Startup:

- Attend startup incident briefing
- Make arrangements for initial catering and janitorial services and initial block booking of hotel accommodations
- Assist in establishing incident command post
- Arrange for office furniture, equipment, administrative services, and personnel as required

Daily:

- Attend planning and briefing meetings
- Provide service and equipment needed for the implementation of operation plans
- Assist in the development of information on equipment and manpower resources
- Establish likely future demand on logistic services
- Arrange approval of logistics services contractors' time sheets
- Maintain a log of actions/events

Stand-Down:

- Prepare a copy of notes and observations made during the operation for use at the post-incident meeting

Finance

The Finance representative will oversee all procurement and personnel requirements for the oil spill cleanup team and record all payments, receipts, and contracts as the cleanup progresses. These responsibilities include monitoring the amount of oil spilled, cleaned up, disposed of, sold, and recycled. This person's responsibilities include financial record keeping of the oil spill cleanup team and provide all accounting, audit, and procurement requirements. The following procedures will be followed:

Startup:

- Attend startup incident briefing
- Forward prepared stocks of expense claim forms to QI
- Prepare general ledger for tracking expenses
- Establish bank and cash arrangements
- Establish volume accounting (oil) arrangements
- Ensure that contractors are aware of invoice and audit requirements
- Monitor warehouse inventories and stock control procedures
- Set up charge accounts with local vendors and merchants
- Set up record keeping system for contracts, work orders, purchase orders, invoices, and correspondence
- Prepare accountant's information report
- Ensure necessary manpower resources are available to perform tasks
- Ensure lodging and meal arrangements for personnel are complete

Daily:

- Attend all meetings and provide financial update
- Update a cost-to-date summary
- Process invoices
- Conduct an on-site audit and check that material charged is used or in stock, contract labor is working on the project, and equipment is gainfully employed
- Maintain a log of actions/events

Periodic:

- Assist with the preparation of contracts and purchase orders and expediting material receipts

Stand-Down:

- Prepare a copy of any notes or observations made during the operation for use at the post-incident meeting
- Prepare cost summary
- Ensure an adequate supply of expense forms are held in readiness

Points to Consider

- Contractors, consultants, and vendors may overcharge during emergencies
- Oil spill contractors may charge technician rates for unskilled labor

Public Information

The Public Information Officer must develop accurate and complete information regarding incident's cause, size, current situation, resources committed, and other matters of general interest. The Public Information Officer usually will be the point of contact for the media. This position is responsible for the formulation and release of information about incidents to the news media and other appropriate agencies and organizations. The following procedures will be followed:

Startup:

- Obtain briefing from QI
- Establish single incident information center whenever possible
- Prepare initial information summary as soon as possible after arrival

Daily:

- Observe constraints on the release of information imposed by the QI

Periodic:

- Obtain approval for information release from the QI
- Arrange meetings with the media
- Attend meetings to update information releases and ensure information is valid
- Release news to the media
- Provide escort service at the spill site to the media and other officials
- Respond to special requests for information

Safety

The person responsible for safety is well versed in safe operation practices and hazardous waste operations (HAZWOPER) training requirements, and has basic knowledge of first aid and cardiopulmonary resuscitation (CPR). This person will also identify potential safety problems at the spill site and communicate this information to the response team. The safety person is responsible for ensuring that response personnel receive appropriate safety training on safe practices to be followed in oil spill control and response operations. The following procedures will be followed:

Liaison with Governmental Agencies

This individual communicates information to local, state, and federal authorities. In addition, this person ensures that company response operations are not counterproductive with efforts or programs of the various governmental agencies involved. The following procedures will be followed:

Startup:

- Provide information on all government agency contacts for inclusion in initial incident briefing
- Attend the incident startup briefing
- Ensure that all appropriate regulatory bodies have been notified of the spill
- Assist in obtaining approval from appropriate governmental agencies for proposed control and response operations
- Assist in the determination of appropriate disposal sites

Daily:

- Attend planning meetings and provide relevant input
- Provide status reports to governmental agencies
- Assist in the preparation and update of information releases
- Monitor all operations subject to governmental agency regulations to ensure compliance with statutory requirements; assist in obtaining regulatory approvals and permits for waste storage and disposal, dispersant use, burning operations, wildlife rescue and rehabilitation operations, and access to government land and equipment
- Keep the Public Information Officer informed of the concerns of local, state, and federal authorities
- Maintain a log of actions/events

Periodic:

- Conduct observation tours for government agency representatives, as required

Stand-Down:

- Before leaving the site, prepare a copy of notes and observations made during the operation for use at the post-incident meeting
- Monitor changes and additions to all relevant policies and regulations of governmental agencies
- Develop and maintain awareness of local and national lines of communication to governmental agencies
- Hold and maintain an up-to-date list of relevant government agencies

Points to Consider:

- Response team members should not make statements about the government's response or involvement
- Questions from agencies should be directed to the liaison
- It is important for all company personnel and contractors to have a constructive, positive attitude toward governmental agencies



5.0 RESPONSE PLANNING

5.1 [Incident Action Plan](#)

5.2 [Planning P](#)

5.3 [Site Safety Plan](#)

Figure 5.1 [Incident Briefing](#)

Figure 5.2 [ICS IAP Cover](#)

Figure 5.3 [Incident Objectives](#)

Figure 5.4 [Organization Assignment List](#)

Figure 5.5 [Assignment List](#)

Figure 5.6 [Incident Radio Communications Plan](#)

Figure 5.7 [Medical Plan](#)

Figure 5.8 [Unit Log](#)

Figure 5.9 [Resources at Risk Summary](#)

Figure 5.10 [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 Figure 5.1), 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 include, but are not limited to:

ICS FORM NUMBER	FORM TITLE	PREPARED BY*	PLAN LOCATION
201	Incident Briefing	Initial Response IC	Figure 5.1
None	ICS IAP Cover	Situation Unit Leader	Figure 5.2
202	Incident Objectives	Planning Section Chief	Figure 5.3
203	Organization Assignment List	Resources Unit Leader	Figure 5.4
204	Assignment List	Operations Section Chief & Resources Unit Leader	Figure 5.5
205	Incident Radio Communications Plan	Communications Unit Leader	Figure 5.6
206	Medical Plan	Medical Unit Leader	Figure 5.7
214	Unit Log	All Sections	Figure 5.8
232	Resources at Risk Summary	Situation Unit Leader	Figure 5.9
SSP	Site Safety Plan	Safety Officer	Figure 5.10

* 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.

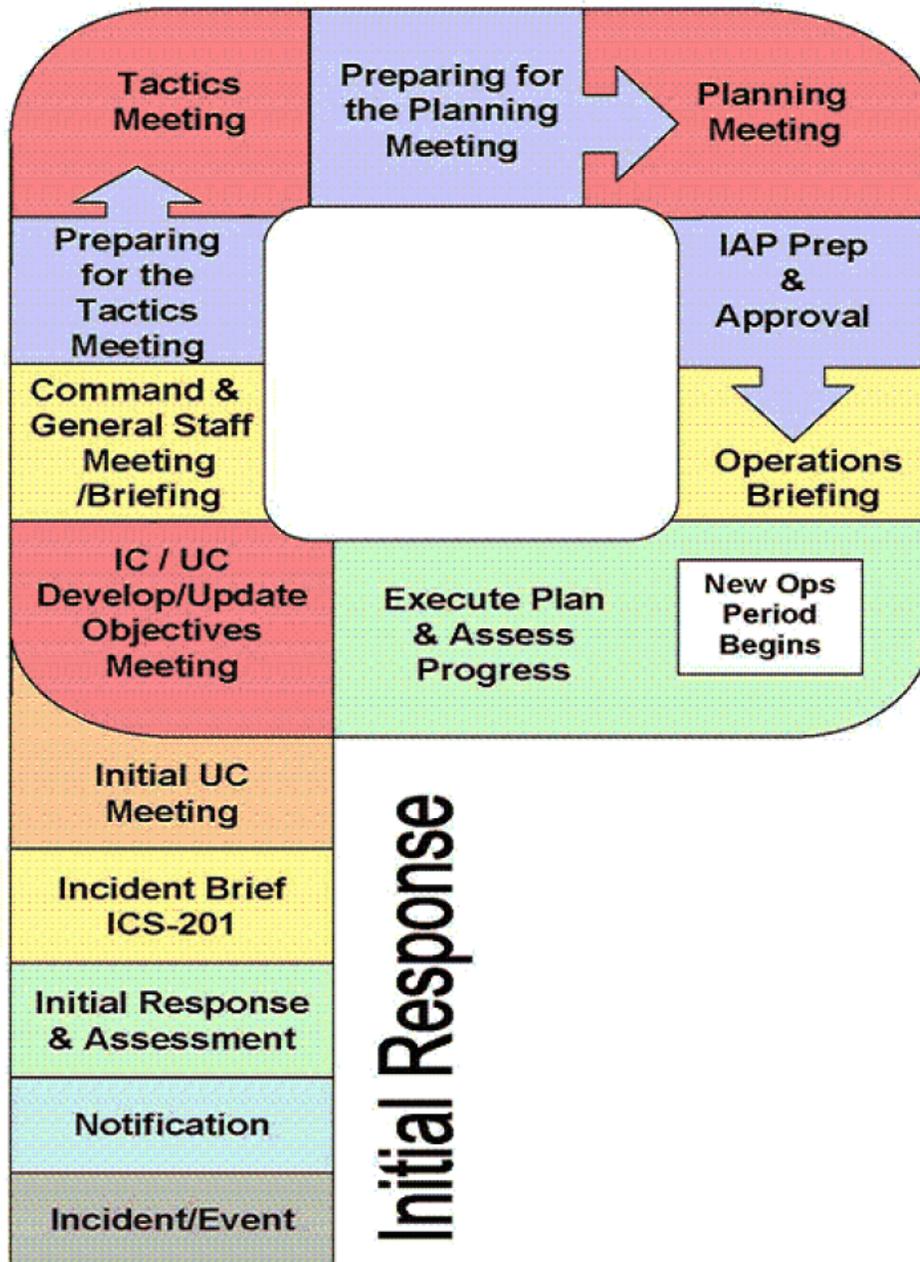
Depending on the nature and severity of the emergency, additional documents may be included in the IAP. These may include:

- Sensitivity Maps (Provided in Appendix G)
- Waste Management & Disposal Plans (Provided in Appendix E)
- 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
Operations Period Planning

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 as Figure 5.10.

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

NRC Incident No. # _____

1. Incident Name _____	2. Prepared by: (name) _____ Date: _____ Time: _____	INCIDENT BRIEFING ICS 201-CG
6. Current Organization (fill in additional appropriate organization)		
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Command</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>— Safety Officer _____</p> <p>— Liaison Officer _____</p> <p>— Information Officer _____</p> </div> <div style="width: 60%;"> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="border: 1px solid black; padding: 5px; width: 20%;">Operations Section</div> <div style="border: 1px solid black; padding: 5px; width: 20%;">Planning Section</div> <div style="border: 1px solid black; padding: 5px; width: 20%;">Logistics Section</div> <div style="border: 1px solid black; padding: 5px; width: 20%;">Finance Section</div> </div>		

FIGURE 5.2

ICS IAP COVER

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): <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%; text-align: center; border-bottom: 1px solid black;">ORG</th> <th style="width: 15%; text-align: center; border-bottom: 1px solid black;">NAME</th> </tr> </thead> <tbody> <tr><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td></tr> <tr><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td></tr> <tr><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td></tr> <tr><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td></tr> <tr><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td></tr> </tbody> </table>			ORG	NAME	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
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<h2 style="margin: 0;">INCIDENT ACTION PLAN</h2> <p style="margin: 5px 0 0 40px;">The items checked below are included in this Incident Action Plan:</p> <ul style="list-style-type: none"> <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 202-CG (Response Objectives) _____ <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 203-CG (Organization List) – OR – ICS 207-CG (Organization Chart) _____ <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 204-CGs (Assignment Lists) One Copy each of any ICS 204-CG attachments: _____ <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 205-CG (Communications Plan) _____ <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 206-CG (Medical Plan) <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 208-CG (Site Safety Plan) or Note SSP Location _____ <li style="margin-bottom: 10px;"><input type="checkbox"/> Map/Chart <li style="margin-bottom: 10px;"><input type="checkbox"/> Weather forecast / Tides/Currents <li style="margin-bottom: 10px;"><u>Other Attachments</u> <li style="margin-bottom: 10px;"><input type="checkbox"/> _____ 														
4. Prepared by: _____		Date/Time _____												

FIGURE 5.3

INCIDENT OBJECTIVES

1. Incident Name [REDACTED]	2. Operational Period (Date/Time) From: [REDACTED] To: [REDACTED]	INCIDENT OBJECTIVES ICS 202-CG
3. Objective(s) [REDACTED]		
4. Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions) [REDACTED]		
Approved Site Safety Plan Located at: [REDACTED]		
5. Prepared by: (Planning Section Chief) [REDACTED]	Date/Time [REDACTED]	

FIGURE 5.4
ORGANIZATION ASSIGNMENT LIST

1. Incident Name █		2. Operational Period (Date/Time) From: █ To: █		ORGANIZATION ASSIGNMENT LIST ICS 203-CG	
3. Incident Commander(s) and Staff			7. OPERATION SECTION		
Agency	IC	Deputy		Chief	█
█	█	█		Deputy	█
█	█	█		Deputy	█
█	█	█		Staging Area Manager	█
█	█	█		Staging Area Manager	█
█	█	█		Staging Area Manager	█
Safety Officer:		█		█	█
Information Officer:		█		█	█
Liaison Officer:		█		█	█
█		█		█	█
4. Agency Representatives			a. Branch – Division Groups		
Agency	Name		Branch Director	█	
█	█		Deputy	█	
█	█		Division Group	█	█
█	█		Division Group	█	█
█	█		Division Group	█	█
█	█		Division/Group	█	█
█	█		Division/Group	█	█
5. PLANNING/INTEL SECTION			b. Branch – Division/Groups		
Chief	█		█ Branch Director	█	
Deputy	█		Deputy	█	
Resources Unit	█		Division/Group	█	█
Situation Unit	█		Division/Group	█	█
Intel Unit	█		Division/Group	█	█
Scientific Unit	█		Division/Group	█	█
Documentation Unit	█		Division/Group	█	█
Demobilization Unit	█		Division/Group	█	█
Technical Specialists	█		c. Branch – Division/Groups		
█	█		█ Branch Director	█	
█	█		Deputy	█	
█	█		Division/Group	█	█
█	█		Division/Group	█	█
█	█		Division/Group	█	█
█	█		Division/Group	█	█
█	█		Division/Group	█	█
6. LOGISTICS SECTION			d. Air Operations Branch		
Chief	█		Air Operations Br. Dir	█	
Deputy	█		Helicopter Coordinator	█	
a. Support Branch			█		
Director	█		8. FINANCE/ADMINISTRATION SECTION		
Supply Unit	█		Chief	█	
Facilities Unit	█		Deputy	█	
Transportation Unit	█		Time Unit	█	
Vessel Support Unit	█		Procurement Unit	█	
Ground Support Unit	█		Compensation/Claims Unit	█	
b. Service Branch			Cost Unit	█	
Director	█		█	█	
Communications Unit	█		9. Prepared By: (Resources Unit)		
Medical Unit	█		█		Date/Time
Food Unit	█		█		█
█			█		

FIGURE 5.5 ASSIGNMENT LIST

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	▼
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_____	_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____			

FIGURE 5.6

INCIDENT RADIO COMMUNICATIONS PLAN

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)

FIGURE 5.9 RESOURCES AT RISK SUMMARY

1. Incident Name 		2. Operational Period (Date/Time) From: To:		RESOURCES AT RISK SUMMARY ICS 232-OS
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		June 2000	ICS 232-OS	

FIGURE 5.10

Date: _____

NRC Assigned Number: _____

SITE SAFETY PLAN

Page 1 of 5

I. General						
<input type="checkbox"/> Platform	<input type="checkbox"/> Air	<input type="checkbox"/> Spill to Water	<input type="checkbox"/> Excavation	<input type="checkbox"/> Other: _____	AFE #: _____	
Facility: <u>Louisville Terminal</u>				Issuing Date: _____ Time: _____		
Location: _____				Temperature: _____		
Work to be performed: _____				Wind Direction: _____		
				Humidity: _____		
II. Hazards to be Evaluated						
Y	N	Y	N	Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Oxygen Deficient/Enriched
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ingestion / Skin Absorption
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flammable Atmosphere
				<input type="checkbox"/>	<input type="checkbox"/>	Chemical/MSDS # _____
				<input type="checkbox"/>	<input type="checkbox"/>	(Explosion Fire)
<input type="checkbox"/>	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical Hazard _____
<input type="checkbox"/>	<input type="checkbox"/>	<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"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vapor Cloud
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confined Space
				<input type="checkbox"/>	<input type="checkbox"/>	Other (see comments) _____
III. Testing & Monitoring (Check required items)						
<i>Tests are to be performed in the order listed.</i>						
ACCEPTABLE ENTRY CONDITIONS						
Y	N	Continuous	Frequency	No Respiratory Protection Needed	Special Work Practices or PPE Required	Leave Area Work Efforts Should Be Directed At Reducing Concentrations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	19.5 - 23.0% in air	<19.5% or 23.0% in air	<16.0 or >23.5% in air
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	<10% in air	≥10.0 but <20.0% in air	≥20.0% in air
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	<10 ppm	≥10 but <100 ppm	≥100 ppm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	<.5 ppm	≥.5 but <10 ppm	≥10 ppm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	<300 ppm	≥300 but <750 ppm	≥750 ppm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	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.		
IV. Required Personal Protective Equipment (PPE) (Check for required use)						
Genera	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/Escapes	<input type="checkbox"/> Ear Plugs	<input type="checkbox"/> Leather	<input type="checkbox"/> Steel-toes	<input type="checkbox"/> F.R. 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"/> Tyvek
<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"/> Coated Tyvek
	<input type="checkbox"/> Tinted Lens	Cartridge Type: <input type="checkbox"/> OV <input type="checkbox"/> Hepa-OVV		<input type="checkbox"/> PVC	<input type="checkbox"/> _____	<input type="checkbox"/> Saranyx
				<input type="checkbox"/> _____		<input type="checkbox"/> _____
Any other special PPE: _____						
V. Emergency Information and Rescue Services						
Emergency Contact Person:				Contact by: _____		
Fire Department: 911				Contact by: _____		
Ambulance: 911				Contact by: _____		
Hospital: 911				Contact by: _____		
Rescue Services: 911				Contact by: _____		
(if not provided by above)						

Date: _____

NRC Assigned Number: _____

Page 4 of 5

XI. Work Area Diagram

Please include wind direction, exclusion zone, support zone, decon zone, evacuation routes and significant landmarks.

A large grid area for drawing a Work Area Diagram. The grid is composed of small squares and is intended for the user to draw and label various zones and landmarks as specified in the instructions above.



6.0 SPILL IMPACT CONSIDERATIONS

- 6.1 [Critical Areas to Protect](#)
- 6.2 [Environmental/Socio-Economic Sensitivities](#)
- 6.3 [Wildlife Protection and Rehabilitation](#)
- 6.4 [Staging Areas](#)
- 6.5 [Vulnerability Analysis](#)
- 6.6 [General Industry Standards for Containment and Recovery](#)
- 6.7 [Industry Standards for Shoreline & Habitat Response Zone Cleanup](#)
- 6.8 [Environmental Sensitivity Maps](#)
- 6.9 [Booming Strategies](#)
- 6.10 [Alternative Response Strategies](#)

Figure 6.1 [Animals](#)

Figure 6.2 [Plants](#)

6.1 CRITICALS AREAS TO PROTECT

The critical areas to protect are classified as having high, moderate, or low sensitivity to oil. Because a shoreline's sensitivity and type can change over time, the Shoreline Cleanup Assessment Team (SCAT) should perform on-site confirmations of sensitivity levels at the time of a spill. 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

- Areas which are high in productivity, abundant in many species, extremely sensitive, difficult to rehabilitate, or inhabited by threatened or endangered species.
- Areas which consist of forested areas, brush/grassy areas, wooded lake areas, freshwater marshes, wildlife sanctuaries/refuges, and vegetated river and stream banks with vegetation present.

MODERATE SENSITIVITY

- Areas of moderate productivity, somewhat resistant to the effects of drilling.
- Areas which consist of degraded marsh habitat, clay/silt banks with vegetated margins, gravel/cobble beaches.

LOW SENSITIVITY

- 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 sensitive areas are of extreme importance and must be considered when planning a response effort. Protection of the health and safety of the public and the environment, as well as the protection of the various socio-economic sensitivities, must also be promptly addressed in order to mitigate the extent of damage and minimize the cost of the clean-up effort.

All environmental and socio-economic sensitive areas 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
- Maps showing environmentally sensitive areas
- Other industry and private experts

The environmental and socio-economic sensitive areas in the vicinity of the Facility have been broken down into specific categories and identified in this Section.

Priority consideration will be given to those areas in the immediate vicinity of the Facility property. Specific actions that will be considered (as appropriate) include:

- Containment of the spill as close as possible to Facility property.
- Protection of shoreline areas to minimize environmental impact.
- Protection of the public boat ramps and private marinas.
- Protection of Public Parks.
- Protection of neighboring facility docks.
- Protection of the water intakes.
- Protection of fleet vessels/barges in the area.

To further clarify the location of the sensitive areas of concern, Environmental Sensitivity Maps are provided in Appendix G.

6.3 WILDLIFE PROTECTION AND REHABILITATION

The Company will work with Federal, State, and local agency personnel to provide labor and transportation to retrieve, clean, and rehabilitate 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.

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.

Endangered/Threatened Species

The U.S. Fish and Wildlife Service (USFWS) and related state agencies classify the status of various wildlife species in the potentially affected states. A summary of critical birds, reptiles, mammals, and plant species status as related to the Facility's operating area is presented in Figure 6.1 and Figure 6.2.

Wildlife Rescue

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 spill impacted areas. Care must be taken to avoid taking actions that could be construed as disturbing the wildlife instead of being a deterrent.
 - 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.

Wildlife 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 to the public that it may be illegal to handle wildlife without express authority from appropriate agencies. Provisions should be made to support an appropriate wildlife rehabilitation organization; 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. 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 Facility 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 VULNERABILITY ANALYSIS

Water Intakes

(b) (7)(F), (b) (3)



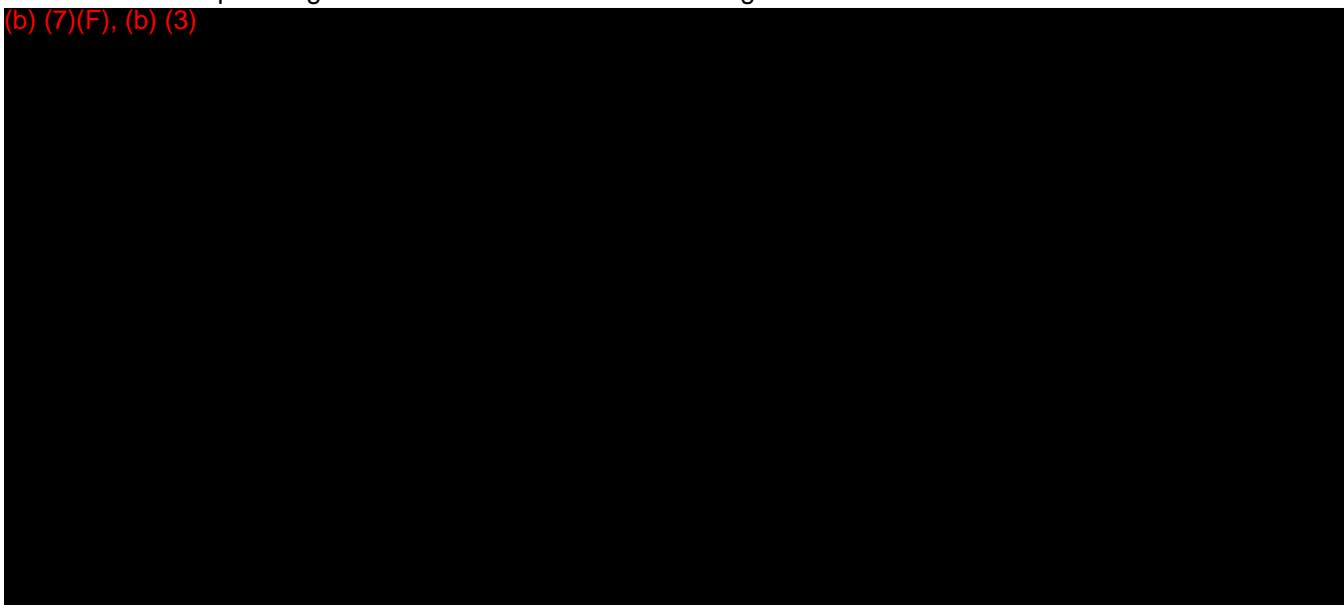
Residential Areas

The Valero Louisville Terminal is located in a heavily industrial area with very few residential communities located to the south and southeast within a 2-3 mile radius of the Valero Louisville Terminal. These residential communities consist of single family residences. These communities are located downgradient of the facility and could be impacted by a WCD.

Schools

Schools, like residential areas may be affected in various ways. These may include but are not limited to, higher traffic volumes, evacuations, and possible exposure. Schools located within the planning distance are shown in the following table:

(b) (7)(F), (b) (3)

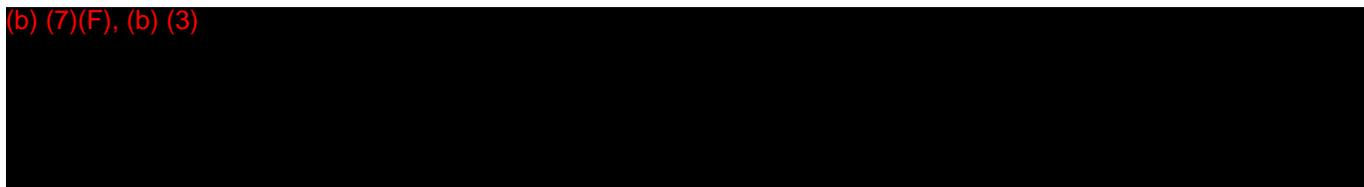


Any evacuation efforts for these school(s) will be coordinated by the local emergency assistance agencies (police department, fire department, etc.).

Medical Facilities

Medical facilities may be called on to care for injured personnel or people exposed to hazardous materials. Medical facilities located within the planning distance are shown in the

(b) (7)(F), (b) (3)



Any evacuation efforts for these medical facilities will be coordinated by the local emergency assistance agencies (police department, fire department, etc.).

Businesses

A release could impact property and disrupt business activities. Businesses located within the planning distance are shown in the following table:

BUSINESSES	LOCATION/DISTANCE
North: Marathon Ashland Terminal and BP Products Terminal	4510 Algonquin Parkway and 1500 (approximately 1/4 mile)
TransMontaigne Terminating, Inc., Miller Oil Co	4504 Bells Lane, Louisville, KY
Carbide Industries	4400 Bells Ln Louisville, KY
East: Zeon Chemicals LLP	4100 Bells Ln, Louisville, KY

Any evacuation efforts for these areas will be coordinated by the local emergency assistance agencies (police department, fire department, etc.).

Wetlands and other Sensitive Environments

Wetland areas located in the immediate area of the Valero Louisville Terminal include those located near the banks of the Ohio River downgradient of the facility, which could be impacted by a WCD.

Fish and Wildlife

Fish and wildlife (amphibians, crustaceans, birds, insects, mammals, mollusks, reptiles, plants, forests, and parks) located downstream of the Valero Louisville Terminal from MM 612 to 650 would be impacted by a WCD.

Lakes and Streams

The following waterbodies could be impacted by a release from the Facility within the planning distance:

LAKES AND STREAMS

The following water bodies identified within the planning distance from the Facility may potentially be impacted by a discharge originating from the Facility: Mills Creek Cutoff, Bullitt and Hardin Little Blue River.

Endangered Flora and Fauna

The endangered flora and fauna that may be potentially impacted by a discharge originating at the Facility are detailed in Figure 6.1 and Figure 6.2. USFWS and applicable state agencies will be contacted for information regarding endangered species.

Recreational Areas

Shipping port Island Rookey State Natural Area, The Falls of the Ohio National Wildlife Conservation Area, Shawnee Park, Chickasaw Park, Riverview Park & Boat Ramp, Salt River Park & Boat Ramp, Otter Creek Park & Boat Ramp, and Brandenburg City Park.

Transportation Routes (air, land, and water)

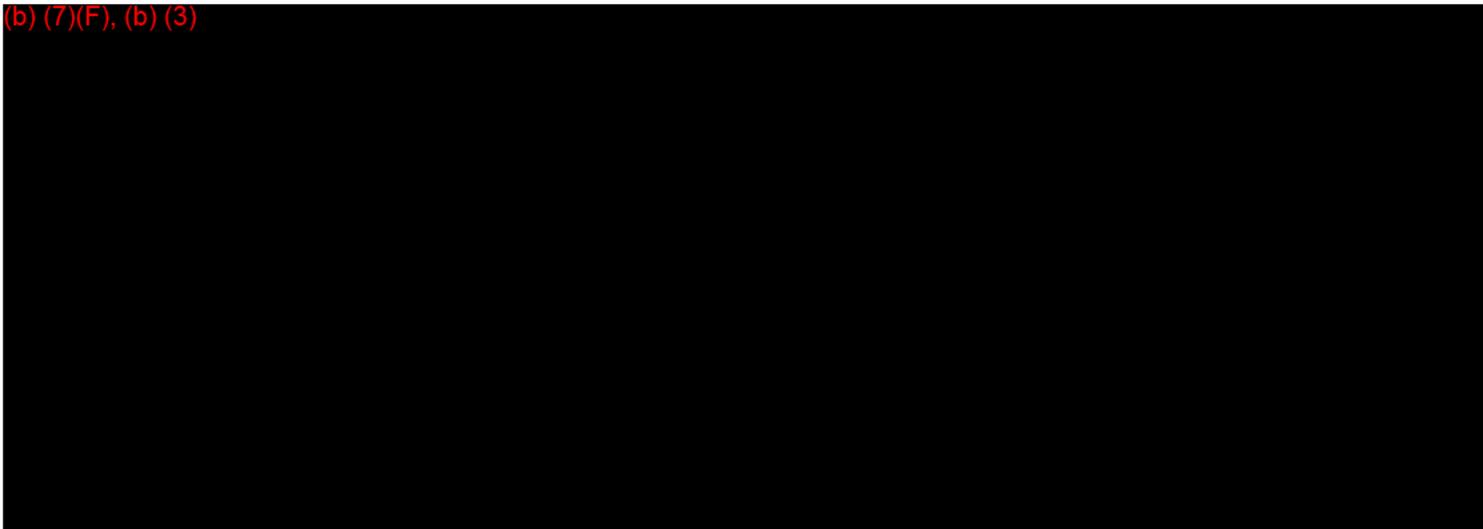
There are various public roadways and waterways which may be potentially affected by a discharge originating from the Facility.

TRANSPORTATION ROUTES	LOCATION/DISTANCE
US Interstate 264	Approximately 0.5 mile to the east of the Terminal and runs north/south and connects to US Interstate 64 to the north and US Interstate 65 to the south
Louisville International Airport	Approximately 7 miles southeast of the Valero Louisville Terminal

The local emergency assistance agencies (police department, fire department, etc.) and Federal agencies (i.e. USCG, DOT, FAA) would be contacted, as needed, for traffic control in the area of the discharge.

Utilities

(b) (7)(F), (b) (3)



Other Areas of Economic Importance

No other areas of economic importance have been noted.

Other Areas of Potential Impacts

There are none at this time.

6.6 GENERAL INDUSTRY STANDARDS FOR CONTAINMENT AND RECOVERY

General descriptions of various specific response techniques that may be applied during a response effort are discussed below. The Company's responders are free to use all or any combination of these methods as incident conditions require, provided they meet the agency approval, 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. Also, see Section 6.9 for Facility specific booming strategies.

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.

6.7 INDUSTRY STANDARDS FOR SHORELINE & HABITAT RESPONSE ZONE CLEANUP**Spills in Inland Environment****Wetland Habitats****• Description**

- Wetlands are characterized by water, unique soils that differ from adjacent upland areas, and vegetation adapted to wet conditions.
- Wetlands include a range of habitats such as marshes, bogs, and bottomland.
- Substrate, vegetation, hydrology, seasonality, and biological use of inland wetlands are highly variable, making characterization difficult.
- The surfaces of wetlands usually have a low gradient and vegetated areas are typically at or under the water level.
- There can be distinct channels or drainages with flowing water, except at the exposed outer fringe; however, natural physical processes are minimal.
- Water levels may vary seasonally, and the wetland may be simply a zone of water-saturated soils during the dry season.

• Predicted Oil Behavior

- The threat of or direct oiling of endangered/threatened species using the wetland often drives efforts to remove the oil.
- If oil and/or cleanup efforts causes a loss of the more sensitive plants or modifies the ecosystem structure, then feeding and breeding of dependent wildlife may be affected.

• Response Considerations

- Natural recovery may be appropriate where destruction of sensitive habitats may have greater impact on endangered/threatened species.
- Sorbents are useful but care must be taken during placement and recovery to minimize disturbance of substrate and vegetation.
- Vacuum removal is most effective where access is good and substrate can support vehicles and oil is pooled; however, in soft substrate, it will probably cause extensive physical disruption.

Vegetated Shoreline Habitats

• Description

- Vegetated shoreline habitats consist of the non-wetland vegetated banks that are common features of river systems and lakes.
- Bank slopes may be gentle or steep, and the vegetation consists of grasses, bushes, or trees common to the adjacent terrestrial habitats.
- The substrate is not water-saturated and can range from clay to gravel.
- The banks may flood seasonally and are exposed to relatively high-energy removal processes, at least periodically.
- Along undeveloped shorelines, there can be leafy litter and woody debris trapped among the vegetation.
- In developed areas, yards and gardens may abut the lake or river.

• Predicted Oil Behavior

- Vegetated shoreline habitats are considered to have medium to high sensitivity to oil spills.
- They are not particularly important habitats for sensitive animals and plants, although many animals use vegetated banks for drinking, washing food, crossing bodies of water, and feeding.
- Bank plants oiled during a flood period could be susceptible, especially if the flood rapidly subsides, allowing oil to penetrate into bank sediments and to contact root systems.
- Stranded oil could remain in the habitat until another flood reaches the same level and provides a mechanism for natural flushing.
- On steep banks, the oil is likely to form a band, or multiple bands, at the waterline.
- On gentle banks, there is a greater potential for oil to accumulate in pools, penetrate the substrate, and coat large areas of vegetation, thus raising the issue of shoreline cleanup.
- In developed urban and suburban areas, human use and aesthetics would be the main reasons for cleanup.

• Response Considerations

- Natural recovery may be appropriate for small spills and lighter oils where the product will not be transported to more sensitive habitats
- Flooding may be appropriate for gentle banks where persistent oil has pooled, assuming the released oil can be directed towards recovery devices
- Low-pressure, cold-water flushing may be effective for washing lighter oil stranded on the banks into the water for recovery
- Vegetation cover minimizes the potential for sediment erosion from flushing
- Sorbents are useful for recovering sheens, even for gasoline spills
- Vacuum removal is most effective where access is good and substrate can support vehicles and oil is pooled

Spills on Ice

Accessible and Inaccessible

- **Description**

- Ice forms on the water surface during winter in cold climates and can persist for several months.
- Most water surface ice is floating but can be frozen to the bottom.
- Accessible ice can safely support the personnel and equipment suitable for response to a particular oil spill on, in, under, or adjacent to solid ice.
- Inaccessible ice cannot safely support response personnel and response equipment.

- **Predicted Oil Behavior**

- Ice along the shoreline can act as a natural barrier, reducing the amount of oil that might otherwise make contact with the shoreline substrate.
- During the ice growth phase, oil in or under the ice can become encapsulated within the ice.
- During a thaw, or if the surface of the ice is melting and wet, oil is unlikely to adhere to the ice surface and will tend to remain on the water surface or in leads.
- In the spring, before the ice becomes inaccessible, oil in or below the ice will often migrate through channels to the surface.

- **Response Considerations**

- The ice habitat presents unique safety issues in terms of cold, ice stability, and wildlife interactions.
- Oil spills on, in, under, or adjacent to brash ice, small or fast moving flows, or other ice types which are "inaccessible" must be treated from the air or from vessels working in, or alongside, the ice.
- Some methods, including flooding, debris removal, sediment reworking, vegetation cutting and removal, high-pressure flushing, sand blasting, solidifiers, and shoreline cleaning agents, are not considered suitable for use in these environments.

6.8 ENVIRONMENTAL SENSITIVITY MAPS

Environmental Sensitivity Maps have been prepared to assist in locating areas that will need protection during a hazardous material spill incident. Environmental Sensitivity Maps are located in Appendix G. These maps are to be utilized as guidelines only. During a real response effort Federal, State, and Local agencies should be contacted to provide further assistance in the proper identification and protection of the various environmental and socio-economic sensitive areas. The Company places maximum priority upon the protection of the environment that may be endangered, and the immediate commitment of response resources to protect all sensitive and endangered areas.

6.9 BOOMING STRATEGIES

The Facility will use the Environmental Sensitivity Index (ESI) maps taken from the USCG Area Contingency Plan as guidance. The responders will contact the cognizant Federal, State, and Local environmental agencies to get the most current available data on environmental sensitive areas within a spill effected zone prior to developing containment/recovery strategies.

6.10 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. All Facility response personnel have been informed that detergents or other surfactants are prohibited for use on water and that dispersants can only be used with the approval of the Federal Regional Response Team and the SOSC.

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/StateListing.)

FIGURE 6.1

ANIMALS (Indiana)		
Status	Species Name	Scientific Name
E	Bat, gray	<i>Myotis grisescens</i>
E	Bat, Indiana	<i>Myotis sodalis</i>
E	Beetle, American burying	<i>Nicrophorus americanus</i>
E	Butterfly, Karner blue	<i>Lycaeides melissa samuelis</i>
E	Butterfly, Mitchell's satyr	<i>Neonympha mitchellii mitchellii</i>
E	Catspaw (=purple cat's paw pearlymussel) Entire Range; Except where listed as Experimental Populations	<i>Epioblasma obliquata obliquata</i>
E	Catspaw, white (pearlymussel)	<i>Epioblasma obliquata perobliqua</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	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	Pigtoe, rough	<i>Pleurobema plenum</i>
E	Pimpleback, orangefoot (pearlymussel)	<i>Plethobasus cooperianus</i>
E	Plover, piping Great Lakes watershed	<i>Charadrius melodus</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	Riffleshell, northern	<i>Epioblasma torulosa rangiana</i>
E	Ring pink (mussel)	<i>Obovaria retusa</i>
T	Snake, copperbelly water MI, OH, IN N of 400 N. Lat.	<i>Nerodia erythrogaster neglecta</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>

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>

FIGURE 6.2
PLANTS (Indiana)

PLANTS (Indiana)		
Status	Species Name	Scientific Name
E	Clover, running buffalo	<i>Trifolium stoloniferum</i>
T	Milkweed, Mead's	<i>Asclepias meadii</i>
T	Orchid, eastern prairie fringed	<i>Platanthera leucophaea</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>

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 [Emergency Response Equipment](#)
 - A.2 [Contract Resources](#)
 - A.3 [Cooperative/Mutual Aid Resources](#)
 - A.4 [Experts and Consultants](#)
 - A.5 [Volunteers](#)
 - A.6 [Communications](#)
-
- Figure A.1 [Emergency Response Equipment](#)
 - Figure A.2 [Facility Response Equipment](#)
 - Figure A.3 [Contracted Response Resources](#)
 - Figure A.4 [USCG OSRO Classifications](#)
 - Figure A.5 [OSRO Contracts](#)

A.1 EMERGENCY RESPONSE EQUIPMENT

The Facility is not equipped with emergency response equipment. The Facility has contracts in place with Oil Spill Removal Organizations and other clean-up contractors for response to a discharge.

The Qualified Individual has the authority to activate other Company resources or that of private contractors and other experts and consultants as the situation demands.

A.2 CONTRACT RESOURCES

The Facility has agreements in place with the OSRO(s) that would be activated if necessary. These resources are contracted to ensure that sufficient personnel and equipment is available to protect environmentally and economically sensitive areas during a worst case discharge as described in Appendix B. Figure A.3 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 2.2.** Figure A.4 is a description of the USCG classifications according to the OSRO response capabilities. Figure A.5 includes the current OSRO contracts. These resources along with Company personnel, as necessary, will provide trained personnel and equipment to conduct a spill response for at least seven days. (Note: The Company receives annual PREP letters to ensure that each OSRO has a comprehensive maintenance program and applicable training/drills programs in place.)

A.3 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.4 EXPERTS AND CONSULTANTS

The Company maintains a relationship with various environmental and technical consultants that can provide support in the event of an emergency incident. These consultants can provide expertise and support in the areas of emergency response management, environmental services, site assessment, permitting, waste treatment, recycling, dewatering, hazardous waste disposal, and remediation.

A.5 VOLUNTEERS

Volunteers will not be utilized by the Company for the response operations. All volunteers will be referred to the State or Federal On-Scene Coordinator.

A.6 COMMUNICATIONS

Effective and efficient communications systems are essential for emergency response at every level. The communications system will be utilized to gather information and current status reports as well as to provide coordination and direction to widely separated work groups involved in search, containment/diversion, repair, traffic control, public control or evacuation, and restoration. (*Note: All communication equipment used during a response within an area that may potentially contain a flammable atmosphere will be intrinsically safe. During regular operations, any device that is not intrinsically safe will not be allowed in transfer areas, safety zones, or any other area containing flammable atmospheres.*)

Communication Types

Telephone (Conventional)- Conventional land-line telephones are the most effective means of communication for regulatory and advisory notifications during response operations. Additional telephone lines can be installed in the event of a prolonged response operation.

Telephone (Cellular)- Cellular telephones allow for added mobility and response effectiveness. Cellular phones are commonly maintained by certain Company personnel. Additional cellular phones can be secured in the event of a prolonged response operation.

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.

Pagers- Pagers are used for rapid notification to field personnel when radio and telephone resources are limited. Most response team members carry a pager.

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 report.

Sirens- Sirens, when present, are used to rapidly communicate basic emergency information Plant-wide. The system is loud enough to be heard by all personnel on the facility.

Prearranged Communications

Prearranged communication channels are of the utmost importance in dealing with Company emergencies. The notification procedures and telephone contacts documented in Section 2 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 (Figures 2.1).
- A list of emergency telephone numbers for various external resources such as the fire and police department, medical, and regulatory agencies (Figure 2.5).
- A list of emergency telephone numbers for contract response resources (Figure 2.2).
- Pre-determined radio frequencies are used for incident communications. A description of these radio frequencies is provided later in this section.

During a spill incident, the communication between the Company and the responsible government agencies in the Federal Regional Response Team (RRT) will occur between the Incident Commander and the Federal On-Scene Coordinator.

Communications Equipment

Telephones

Nextel cell phones, land lines and electronically (e-mails).

Radios

Open Channel

Channel	Group	No. Units	Frequency (MHz)	
			Transmit	Receive

Pagers

None Applicable.

Fax Machines

Fax Machines available on site.

Computers

Computers are available in network

Sirens

Sirens used as specified.

FIGURE A.1

EMERGENCY RESPONSE EQUIPMENT			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Fire/Rescue Equipment:			
Fire Fighting and Rescue Equipment			
Type/Year	Operational Status	Quantity	Location
		None	

FIGURE A.2

FACILITY RESPONSE EQUIPMENT						
Date of Last Update:			Last Inspection or Response Equipment Test Date:			
Inspected By:			Last Deployment Drill Date:			
Inspection Frequency:			Deployment Frequency:			
Hazardous Material/Oil Spill Equipment:						
SKIMMERS/PUMPS						
Type/Model/Year	Operational Status	Quantity	Capacity bbl/day	Daily Effective Recovery Rate	Storage Location(s)	Date Fuel Last Changed
		None				

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:		Last Inspection or Response Equipment Test Date:		
Inspected By:		Last Deployment Drill Date:		
Inspection Frequency:		Deployment Frequency:		
Hazardous Material/Oil Spill Equipment:				
BOOM				
Type/Model/ Year	Operational Status	Size (Length)	Containment Area	Storage Location(s)
		None		

FACILITY RESPONSE EQUIPMENT (Cont'd)						
Date of Last Update:			Last Inspection or Response Equipment Test Date:			
Inspected By:			Last Deployment Drill Date:			
Inspection Frequency:			Deployment Frequency:			
Hazardous Material/Oil Spill Equipment:						
CHEMICAL DISPERSANTS						
Type	Operational Status	Quantity/ Amount	Date Purchased	Treatment Capacity	Storage Location(s)	Date Changed
		None				

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:			Last Inspection or Response Equipment Test Date:	
Inspected By:			Last Deployment Drill Date:	
Inspection Frequency:			Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:				
DISPERSANT DISPENSING EQUIPMENT				
Type/Year	Operational Status	Capacity	Storage Location(s)	Response Time
	None			

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:			Last Inspection or Response Equipment Test Date:	
Inspected By:			Last Deployment Drill Date:	
Inspection Frequency:			Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:				
SORBENTS				
Brand Name/Type	Operational Status	Size	Treatment Capacity	Storage Location
	None			

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
HAND TOOLS			
Type/Year	Operational Status	Quantity	Storage Location
	None		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
COMMUNICATION EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location(s)/Number
	None		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
PERSONAL PROTECTIVE EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location
	None		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
OTHER EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location
	None		

**FIGURE A.3
CONTRACTED RESPONSE RESOURCES**

USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATION (OSRO)							
OSRO Name	Response Time	Environment Type	Facility Classification Level				High Volume
			MM	W1	W2	W3	
National Response Corporation	<1 Hr.	River/Canal	Y	Y	Y	Y	No
		Inland	Y	Y	Y	Y	
		Nearshore			Y	Y	
		Offshore			Y	Y	

Note: Classification ratings taken from the USCG's internet site
www.uscg.mil/hq/nswfweb/nsfcc/ops/ResponseSupport/RRAB/osroclassifiedguidelines.asp

**FIGURE A.4
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 Other Ports: 12 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W 1	Protective Boom:	25,000*ft	High Volume Ports: 12 hours Other Ports: 24 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W 2	Protective Boom:	25,000*ft	High Volume Ports: 30 hours Other Ports: 36 hours	High Volume Ports: 36 hours Other Ports: 48 hours
W 3	Protective Boom:	25,000*ft	High Volume Ports: 54 hours Other Ports: 60 hours	High Volume Ports: 60 hours Other Ports: 72 hours
Great Lakes				
MM	Protective Boom:	6,000*ft	All Ports: 6 hours	All Ports: 12 hours
W 1	Protective Boom:	30,000*ft	High Volume Ports: 12 hours Other Ports: 24 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W 2	Protective Boom:	30,000*ft	All Ports: 36 hours	All Ports: 42 hours
W 3	Protective Boom:	30,000*ft	All Ports: 60 hours	All Ports: 66 hours

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
Inland				
MM	Protective Boom:	6,000*ft		
	EDRC:	1,200 bbls	High Volume Ports: 6 hours	High Volume Ports: 12 hours
	TSC:	2,400 bbls	Other Ports: 12 hours	Other Ports: 24 hours
W 1	Protective Boom:	30,000* ft		
	EDRC:	12,500 bbls	High Volume Ports: 12 hours	High Volume Ports: 12 hours
	TSC:	25,000 bbls	Other Ports: 24 hours	Other Ports: 24 hours
W 2	Protective Boom:	30,000* ft		
	EDRC:	25,000 bbls	High Volume Ports: 30 hours	High Volume Ports: 36 hours
	TSC:	50,000 bbls	Other Ports: 36 hours	Other Ports: 48 hours
W 3	Protective Boom:	30,000* ft		
	EDRC:	50,000 bbls	High Volume Ports: 54 hours	High Volume Ports: 60 hours
	TSC:	100,000 bbls	Other Ports: 60 hours	Other Ports: 72 hours
Nearshore				
MM	Protective Boom:	8,000* ft		High Volume Ports: 12 hours
	EDRC:	1,200 bbls	High Volume Ports: 6 hours	Other Locations: 24 hours
	TSC:	2,400 bbls	Other Ports: 12 hours	(for open ocean, plus travel time from shore)
W 1	Protective Boom:	30,000* ft		
	EDRC:	12,500 bbls	High Volume Ports: 12 hours	High Volume Ports: 12 hours
	TSC:	25,000 bbls	Other Ports: 24 hours	Other Locations: 24 hours
W 2	Protective Boom:	30,000* ft		
	EDRC:	25,000 bbls	High Volume Ports: 30 hours	High Volume Ports: 36 hours
	TSC:	50,000 bbls	Other Locations: 36 hours	Other Locations: 48 hours
W 3	Protective Boom:	30,000* ft		
	EDRC:	50,000 bbls	High Volume Ports: 54 hours	High Volume Ports: 60 hours
	TSC:	100,000 bbls	Other Locations: 60 hours (for open ocean, plus travel time from shore)	Other Locations: 72 hours (for open ocean, plus travel time from shore)

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
Offshore				
MM	Protective Boom:	8,000* ft		
	EDRC: TSC:	1,200 bbls 2,400 bbls	High Volume Ports: 6 hours Other Ports: 12 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W 1	Protective Boom:	15,000* ft		
	EDRC: TSC:	12,500 bbls 25,000 bbls	High Volume Ports: 24 hours Other Ports: 48 hours	High Volume Ports: 24 hours Other Ports: 48 hours
W 2	Protective Boom:	15,000* ft		
	EDRC: TSC:	25,000 bbls 50,000 bbls	High Volume Ports: 30 hours Other Ports: 36 hours	High Volume Ports: 36 hours Other Ports: 48 hours
W 3	Protective Boom:	15,000* ft		
	EDRC: TSC:	50,000 bbls 100,000 bbls	High Volume Ports: 54 hours Other Ports: 60 hours	High Volume Ports: 60 hours Other Ports: 72 hours
Open Ocean				
MM	Protective Boom:	0 ft		
	EDRC: TSC:	1,200 bbls 2,400 bbls	High Volume Ports: 6 hours Other Ports: 12 hours	High Volume Ports: 12 hours Other Locations: 24 hours
W 1	Protective Boom:	0 ft		
	EDRC: TSC:	12,500 bbls 25,000 bbls	High Volume Ports: 6 hours Other Ports: 12 hours	High Volume Ports: 12 hours Other Locations: 24 hours
W 2	Protective Boom:	0 ft		
	EDRC: TSC:	25,000 bbls 50,000 bbls	High Volume Ports: 30 hours Other Locations: 36 hours	High Volume Ports: 36 hours Other Locations: 48 hours
W 3	Protective Boom:	0 ft		
	EDRC: TSC:	50,000 bbls 100,000 bbls	High Volume Ports: 54 hours Other Locations: 60 hours	High Volume Ports: 60 hours Other Locations: 72 hours

**FIGURE A.5
OSRO CONTRACTS**

[Click to view the file - NRC-VTDC covered facilities List 16 8 2011 17 8 30.pdf](#)



SPILL RESPONSE CONTRACT CERTIFICATION

National Response Corporation (NRC), by its President, hereby certifies that the entities listed in Schedule 1 (the "Clients") have ensured, by contract with NRC, the availability of private personnel and equipment necessary to respond, to the maximum extent practicable, to a worst case discharge for the named Facilities in Schedule 1. NRC agrees that the Clients have the right to name NRC and its resources, including those within its Independent Contractor Network (ICN), for Oil Pollution Act of 1990 (OPA) coverage for the named Facilities in Schedule 1. NRC has filed its Spill Response Plan Appendix with the U.S. Coast Guard, and the Clients are authorized to reference this Appendix in their Facility Response Plan. This Appendix presently covers all ports in the U.S. East, West and Gulf Coasts, Great Lakes and the U.S. Caribbean. NRC reserves the right to rescind this authorization in the event of termination of its contractual arrangements with the Facilities.

Covered Facilities

(SEE ATTACHED SCHEDULE)

Acknowledged by:
National Response Corporation

Date: April 1, 2009

A handwritten signature in black ink, appearing to read "Steven A. Candito".

Steven A. Candito
President, NRC



EXHIBIT No.1
To
Services Release

VTDC Covered Facilities

Name of Facility	Location of Facility
Alsip Terminal	3600 W. 131 st Street, Blue Island, IL 60406
Collierville Terminal	772 Wingo Road, Byhalia, MS 38611
Delaware City Terminal	1811 River Road, Delaware City, DE 19706
Fannett Terminal	16151 Craigen Road, Fannett, TX 77705
Hammond Distribution Center	1020 141 st Street, Hammond, IN 46320
Hartford Distribution Center	201 E. Hawthorne St., Hartford, IL 62048
Lucas Station	9405 Port Arthur Rd., Beaumont, TX 77705
Memphis Truck Rack	643 W. Mallory Ave., Memphis, TN 38109
Riverside Terminal	11237 Riverside Drive, Memphis, TN 38106
Texas Crude Gathering System	21 S. Juniper St. (office), Perryton, TX 79070
Turpin Terminal	P.O. Box 98, Turpin, OK 73950
West Memphis Terminal	1282 South 8 th Street, West Memphis, AR 72301
Fontana Terminal	9686 Kaiser Way; Fontana, CA 92335
Louisville Terminal	4401 Bells Lane; Louisville, KY 40211
Lexington Terminal	1750 Old Frankford Pike; Lexington, KY 40504
Arkansas City Asphalt Terminal	1400 South M Street, Arkansas City, KS 67005
Corpus Christi Asphalt Terminal	6746 Up River Road, Corpus Christi, TX 78409
Houston Asphalt Terminal	9704 Clinton Drive, Houston, TX 77029
St. James Asphalt Terminal	10455 Hwy 18, St. James, LA 70086



APPENDIX B

WORST CASE DISCHARGE ANALYSIS AND SCENARIO

B.1 [Introduction](#)

B.2 [Response Planning Volume Calculations](#)

B.3 [Response Capability Scenarios](#)

[Small/Average Most Probable Discharge](#)

[Medium/Maximum Most Probable Discharge](#)

[EPA Worst Case Discharge](#)

[DOT/PHMSA Worst Case Discharge](#)

[USCG Worst Case Discharge](#)

B.4 [Planning Distance Calculation](#)

Figure B-1 [AMPD Information - FRP](#)

Table B-1 [EPA/USCG Tables for Worst Case Discharge Response Resources
Determination and Removal Capacity Planning](#)

B.1 INTRODUCTION

The Louisville Terminal is classified as a "Complex Facility".

“Complex Facility” means a facility possessing a combination of transportation-related and non-transportation-related components that is subject to the jurisdiction of more than one Federal agency under section 311(j) of the Clean Water Act (CWA).

Complex Facilities must perform discharge calculations for each jurisdictional agency and plan for the largest Worst Case Discharge Volume pursuant to the respective regulations. The discharge volume calculations are described as follows:

EPA Discharge Volume Calculation

- **Worst Case Discharge (WCD)**
100% of the largest single tank
- **Medium Discharge (MD)**
Discharge greater than 2,100 gallons (50 Bbls) and less than or equal to 36,000 gallons (857 Bbls) or 10% of the capacity of the largest tank, whichever is less and not to exceed the WCD
- **Small Discharge (SD)**
Discharge of less than or equal to 2,100 gallons (50 Bbls), not to exceed the WCD

DOT - PHMSA Discharge Volume Calculation

- **Worst Case Discharge(WCD)**
The largest volume (Bbls) of the following:
 - *Pipeline's maximum release time (hrs), plus the maximum shutdown response time (hrs), multiplied by the maximum flow rate (Bbls/hr.), plus the largest line drainage volume after shutdown of the line section.*

-- OR --

 - *Largest foreseeable discharge for the line section is based on the maximum historic discharge, if one exists, adjusted for any subsequent corrective action or preventative action taken.*

-- OR --

 - *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.*

USCG Discharge Volume Calculation

- **Worst Case Discharge(WCD)**

Discharge from all piping carrying oil between the marine transfer manifold and the non-transportation-related portion of the Facility. The discharge from each pipe is calculated as follows:

*{[Maximum Discovery Time (hrs) + Maximum Shutdown Time (hrs.)] * Maximum Flow Rate (Bbls/Hr)} + Total Line Fill (Bbls) = WCD (Bbls)*

- **Maximum Most Probable Discharge (MMPD)**

1,200 Bbls or 10% of the WCD, whichever is less

- **Average Most Probable Discharge (AMPD)**

50 Bbls or 1% of the WCD, whichever is less

The following planning volume calculations must be performed to determine the required response resources for a Worst Case Discharge:

Planning Volume for On-Shore Recovery (OSR)

OSR = WCD * % Oil on Shore * Emulsification Factor

Planning Volume for On-Water Recovery (OWR)

OWR = WCD * % Recovered Floating Oil * Emulsification Factor

Recovery Capacity (RC)

RC = OWR * On-Water Recovery Resource Mobilization Factors

The recovery capacity determined by these equations is compared to the appropriate response capability caps from the EPA tables. The actual contracted response amount is the lesser of the two values. If the calculated capacity exceeds the capability caps, sufficient response resources should be available for twice the amount of the caps or up to the total planning volume, whichever is less.

B.2 RESPONSE PLANNING VOLUME CALCULATIONS

Assumptions and factors are provided in 40 CFR 112 and Appendix C to 33 CFR Part 154 for Worst Case Discharge resources and removal capacity planning determination. This information is summarized in the table entitled "EPA/USCG Tables for Worst Case Discharge Response Resources Determination and Removal Capacity Planning".

Response planning volume calculations were developed using the largest Worst Case Discharge for each of the oil groups. These calculations are summarized herein. The results, as shown in the summary below, provide the WCD planning volume and are used in the subsequent response resource calculation.

Discharge Scenario	Potential Oil Group	Planning Volumes (bbls)			
		EPA	DOT/PHMSA	USCG	Complex Maximum
Small / Average Most Probable	1	(b) (7)(F), (b) (3)			
Medium / Maximum Most Probable	1	(b) (7)(F), (b) (3)			
Worst Case	(b) (7)(F), (b) (3)	(b) (7)(F), (b) (3)			

TABLE B-1

**EPA/USCG TABLES
FOR WORST CASE DISCHARGE RESPONSE RESOURCES DETERMINATION
AND REMOVAL CAPACITY PLANNING**

Spill Location Sustainability of on-water oil recovery	Rivers & Canals			Nearshore/Inland/Great Lakes		
	3 Days			4 Days		
Oil Group	% Natural Dissipation	% Recovered Floating Oil	% Oil On Shore	% Natural Dissipation	% Recovered Floating Oil	% Oil On Shore
1. Non-persistent oils	80	10	10	80	20	10
2. Light Crudes	40	15	45	50	50	30
3. Medium crudes and fuels	20	15	65	30	50	50
4. Heavy crudes and fuels	5	20	75	10	50	70

EMULSION FACTORS

NON-PERSISTENT OIL	
Group 1	1.0
PERSISTENT OIL	
Group 2	1.8
Group 3	2.0
Group 4	1.4
Group 5	1.0

RESPONSE CAPABILITY CAPS (bbls/day)

(Maximum Required Recovery levels)

AREA	TIER 1	TIER 2	TIER 3
Rivers and Canals	1,875	3,750	7,500
Great Lakes	6,350	12,300	25,000
Inland/Nearshore	12,500	25,000	50,000

ON-WATER OIL RECOVERY RESOURCE MOBILIZATION FACTORS

AREA	TIER 1	TIER 2	TIER 3
River	.30	.40	.60
Inland/Nearshore Great Lakes	.15	.25	.40

NOTE: These mobilization factors are for total resources mobilized, not incremental response resources.

RESPONSE TIME (hours)

AREA	TIER 1	TIER 2	TIER 3
Higher volume port area	6	30	54
All Other	12	36	60

Louisville Terminal

Response Planning Volume Calculations for USCG:

Location Data			
Location Type	River/ Canal		
Port Type	Non-High Volume Port or Great Lakes		
WCD Product Type	Refined Products		
Product Group	1		
USCG WCD Volume (bbls)	(b)		
Discharge Volumes/Calculations			
Average Most Probable or Small Discharge (bbls)	(b) (7)(F), (b) (3)		
Maximum Most Probable or Medium Discharge (bbls)	(b) (7)(F), (b) (3)		
Worst Case Discharge - Based on USCG criteria (bbls)	(b) (7)(F), (b) (3)		
Selected Calculation Factors (Based on EPA Tables)			
Removal Capacity Planning Volume - Percent Natural Dissipation	80%		
Removal Capacity Planning Volume - Percent Recovered Floating Oil	10%		
Removal Capacity Planning Volume - Percent Oil Onshore	10%		
Emulsification Factor	1		
Tier 1 - On Water Oil Recovery Resource Mobilization Factor	30%		
Tier 2 - On Water Oil Recovery Resource Mobilization Factor	40%		
Tier 3 - On Water Oil Recovery Resource Mobilization Factor	60%		
Response Planning Volume Calculation			
On-Water Recovery Volume (bbls)	192		
Shoreline Recovery Volume (bbls)	192		
Shoreline Cleanup Volume (bbls)	192		
	Tier 1	Tier 2	Tier 3
On-Water Recovery Cpcty (bbls/day)	57	77	115
Shallow Water Resp Cpblty (bbls/day)	11	15	23
Storage Capacity (bbls/day)	115	153	230
On-Water Response Caps (bbls/day)	1,875	3,750	7,500
Additional Response Req'd (bbls/day)	(b) (7)(F), (b) (3)		
Response Time (hrs)	12	36	60

Louisville Terminal

Response Planning Volume Calculations for DOT:

Location Data			
Location Type	River/ Canal		
Port Type	Non-High Volume Area		
WCD Product Type	Refined Products		
Product Group	1		
PHMSA WCD Volume (bbls)	(b) (7)		
Discharge Volumes/Calculations			
Worst Case Discharge - Based on PHMSA criteria (bbls)	(b) (7)		
Selected Calculation Factors (Based on EPA Tables)			
Removal Capacity Planning Volume - Percent Natural Dissipation	80%		
Removal Capacity Planning Volume - Percent Recovered Floating Oil	10%		
Removal Capacity Planning Volume - Percent Oil Onshore	10%		
Emulsification Factor	1		
Tier 1 - On Water Oil Recovery Resource Mobilization Factor	30%		
Tier 2 - On Water Oil Recovery Resource Mobilization Factor	40%		
Tier 3 - On Water Oil Recovery Resource Mobilization Factor	60%		
Response Planning Volume Calculation			
On-Water Recovery Volume (bbls)	2,429		
Shoreline Recovery Volume (bbls)	2,429		
Shoreline Cleanup Volume (bbls)	2,429		
	Tier 1	Tier 2	Tier 3
On-Water Recovery Cpcty (bbls/day)	729	972	1,458
Shallow Water Resp Cpblty (bbls/day)	146	194	292
Storage Capacity (bbls/day)	1,458	1,943	2,915
On-Water Response Caps (bbls/day)	1,875	3,750	7,500
Additional Response Req'd (bbls/day)	(b) (7)(F), (b) (3)		
Response Time (hrs)	12	36	60

Louisville Terminal

Response Planning Volume Calculations for EPA:

Location Data			
Location Type	River/ Canal		
Port Type	Non-High Volume Port or Great Lakes		
WCD Product Type	Refined Products		
Product Group	1		
Capacity of the Largest Single Tank (bbls)	(b) (7)		
Discharge Volumes/Calculations			
			(b) (7)(F), (b) (3)
Average Most Probable or Small Discharge (bbls)			
Maximum Most Probable or Medium Discharge (bbls)			
Worst Case Discharge - Based on EPA criteria (bbls)			
EPA WCD Calculation: 100% * Capacity of the Largest Single Tank			
Selected Calculation Factors (Based on EPA Tables)			
Removal Capacity Planning Volume - Percent Natural Dissipation			80
Removal Capacity Planning Volume - Percent Recovered Floating Oil			10
Removal Capacity Planning Volume - Percent Oil Onshore			10
Emulsification Factor			1
Tier 1 - On Water Oil Recovery Resource Mobilization Factor			30%
Tier 2 - On Water Oil Recovery Resource Mobilization Factor			40%
Tier 3 - On Water Oil Recovery Resource Mobilization Factor			60%
Response Planning Volume Calculation			
On-Water Recovery Volume (bbls)			8,422
Shoreline Recovery Volume (bbls)			8,422
Shoreline Cleanup Volume (bbls)			8,422
	Tier 1	Tier 2	Tier 3
On-Water Recovery Cpcty (bbls/day)	2,527	3,369	5,053
Shallow Water Resp Cpblty (bbls/day)	505	674	1,011
Storage Capacity (bbls/day)	5,053	6,738	10,107
On-Water Response Caps (bbls/day)	1,875	3,750	7,500
Additional Response Req'd (bbls/day)	(b) (7)(F), (b) (3)		
Response Time (hrs)	12	36	60

B.3 RESPONSE CAPABILITY SCENARIOS

The occurrence of a Small, Medium, or Worst Case Discharge could be the result of any number of scenarios at the Facility including:

- Failure of manifold, mechanical loading arm, other transfer equipment, or hoses, as appropriate.
- Tank overfill and/or failure.
- Piping line, valve, or flange leak and/or rupture.
- Tank truck and/or tank car loading overfill and/or failure.
- Explosion or fire.
- Equipment failure (e.g. pumping system failure, relief valve failure, or other general equipment relevant to operational activities associated with internal or external facility transfers).

Events and conditions that pose a substantial threat of a Worst Case Discharge might include:

- Tank and associated piping fire.
- Catastrophic tank shell failure.
- Natural disaster induced tank shell or major piping failure.

A sudden release of tank contents due to the above potential threats could result in a breach of the tank basin secondary containment.

Actions to prevent or mitigate a Worst Case Discharge due to the above potential threats include:

- Periodic inspection of the tank to confirm integrity.
- Periodic inspection of the tank basin secondary containment to confirm integrity.
- Preventive maintenance as appropriate of the tank and associated piping.
- Training of facility personnel on the proper procedures in event of a natural disaster to minimize the potential impact.

Abnormal operations, which could result in a substantial threat of a worst case discharge, may include:

- Unintended closure of valves.
- Pressure differential exceeds or drops below the normal operating limits.
- Loss of communications.
- Operations of any safety device (i.e., relief valve or rupture disc).

If any of these events occur, the affected system will be investigated, corrective action initiated, and the situation monitored by pipeline personnel. All corrective actions will be performed by qualified personnel appropriate to the task.

The response actions to each of these scenarios are outlined in Section 3. The response resources, including detail on equipment and manpower, are identified in Appendix A. Facility response personnel list/telephone numbers and other internal/external resources telephone numbers are detailed in Figures 2.2 and 2.5.

Small/Average Most Probable Discharge = 50 Bbls (EPA) / (b) (7)(F), (b)

A small discharge at this Facility is considered to be a discharge that does not exceed 50 barrels (2,100 gallons).

Description

13:00 A tank truck just completed loading 5000 gallons of Motor jet fuel, at the Truck Loading Rack. As the truck is driving through the Facility near the Terminal, the truck overturns in the curve of the road and begins to spill during a thunderstorm. Personnel at the Terminal loading rack see the truck overturn and proceed to activate the Emergency Shutdown Device (ESD) system and notify the Terminal Manager (Qualified Individual). The ESD activates the alarm at the Terminal. Because the incident occurs during business hours, the Terminal Manager is at the facility.

13:05 Personnel proceed to the tank truck to insure the driver is safe. The Terminal Manager calls 911 to alert the Fire/Police/Ambulance.

13:10 On-site personnel that are a part of the Facility Response Team (FRT) attempt to contain the discharge after determining that it is safe to do so. The FRT proceeds to contain spill and block manhole near the area to prevent spill from entering storm drain, however spilled oil has already entered the manhole.

13:15 Terminal Manager proceeds to call the NRC, USCG, KY DEP, and OSRO cleanup contractors.

13:25 Fire/Police/Ambulance arrive on the scene. The driver is examined and seems to be ok, with only minor scratches and bruises, however he is taken to the Hospital for further observation. The Fire Department examines the tank truck and determines that no ignitables are present.

13:30 The Terminal Manager determines that approximately 12 bbls (approximately 500 gallons) of oil was released from the leak in the tank truck onto the ground and approximately 50 gallons has entered the storm drain. The Terminal Manager identifies the spill as a small discharge. The Terminal Manager notifies the Valero Products Company Area Operations Manager.

13:45 Cleanup contractor (OSRO) arrives on the scene and begins cleanup operations.

14:20 OSRO begins river investigation and finds only minimal amount of water. OSRO deploys boom and uses an oil skimmer to collect approximately 30 gallons of oil. The oil is taken back to the Terminal and put in oil/water separator.

14:30 USCG investigates the River where spill has occurred and determines that the spill has been cleaned up and no further cleanup is needed.

15:00 Recovered discharge materials are taken to the oil/water separator, and soil wastes put in drums and labeled.

Small volume spills can often be handled utilizing existing terminal personnel without requiring offsite emergency assistance. If conditions during a small case discharge escalated to the point that additional resources were necessary to contain and cleanup the spill then any of the resources identified in the Medium and Worst Case spill scenarios could be mobilized.

Additional Comments

The closest body of water is the Ohio River, less than one-quarter mile west of the Facility.

Proximity to fish, wildlife and sensitive environments are discussed in Section 6 and Figure 6.2. In the event of a release, transfer operations would cease and containment/recovery operations initiated as appropriate.

Response Requirement

The Facility shall identify sufficient resources, by contract or other approved means, to respond to a Small Discharge. The response resources shall, as appropriate, include:

- 1,000' of containment boom and a means of deploying it within one (1) hour of the discovery of a spill.
- Oil recovery devices with an effective daily recovery capacity (50 bbls/day) equal to the amount of oil discharged in a *Small Discharge* which is available at the Facility within two (2) hours of the detection of an oil discharge.
- Oil storage capacity (100 bbls) for recovered oily material equivalent to twice the effective daily recovery rate.

Facility Response Resources/Capability

The Facility will respond to a ***Small Discharge*** with the manpower detailed in Figures 2.1 as well as local contract resources as detailed in Figure 2.2 and Appendix A.

Notes

- Equipment and personnel resources are detailed in Section 4.0 and Appendix A.
- Telephone notification and contact references are provided in Figures 2.1, 2.2, and 2.5.
- Response personnel are trained for responding to small discharges through regularly scheduled tabletop exercises, discharge prevention/safety meetings, FRP reviews, and actual responses to spills.

FIGURE B.1 AMPD INFORMATION - FRP

AMPD Response Coverage Information for

National Response Corporation

(company name)

1. **AMPD response provider** (check one): Plan Holder OSRO

If OSRO, company name(s):

Expiration date (Contract/other approved means)

National Response Corporation

2. **Equipment deployment personnel** are (check one):

Located at equipment site On recall

3. **Physical location** (street address) of AMPD equipment (boom/skimmer/temporary storage) and qualified deployment personnel.

Equipment Address (*1-hour response time):

Boom: On Recall

Equipment Address (*2-hour response time)

Skimmer:

On Recall

Temporary Storage:

On Recall

**Planning Assumptions: On-water speed, 5 knots; land speed, 35 miles per hour; notification/mobilization – 30 minutes*

Medium/Maximum Most Probable Discharge = (b) (7)(F), (b) (3)

A medium discharge at this Facility is considered to be a discharge that does not exceed 857 barrels (36,000 gallons).

Description

This size discharge would most likely occur due to a major equipment failure or during product transfer. Examples may include, but not limited to,

- Line or flange rupture;
- Valve rupture;
- Tank failure;
- Tank overfill; and
- Pipeline manifold rupture.

Due to the design of the Facility, a discharge of this size from the storage tank would most likely remain inside of the secondary containment area. Discharges from transfer piping outside of the containment area may allow a discharge to leave the property. If a spill of this size escaped the property, it would most travel along the low lying areas to the south. Adverse weather conditions would increase the chances of the discharge flowing far enough to reach the nearest body of water.

Additional Comments

The closest body of water is the Ohio River, less than one-quarter mile east of the Facility. Proximity to fish, wildlife and sensitive environments are discussed in Section 6 and Figure 6.2. In the event of a release, transfer operations would cease and containment/recovery operations initiated as appropriate.

Response Requirement

The Facility shall identify sufficient response resources, by contract or other approved means, to respond to a Medium Discharge. The response resources shall, as appropriate, include:

- Oil recovery devices with an effective daily recovery capacity equal to 50% of the *Medium Discharge* volume that is capable of arriving on scene within the required time limits. (See Recovery Times on Table B-1.)
- Sufficient quantity of containment boom must arrive within the required time limits for oil collection and containment and for protection of fish and wildlife and sensitive environments, as appropriate. (See Recovery Times on Table B-1.)
- Temporary storage capacity equal to twice the daily recovery capacity.

Facility Response Resources/Capability

The Facility will initially respond to a **Medium Discharge** with a similar response to the Small Discharge. Additional response resources will be activated from an Oil Spill Removal Organization (s) (OSRO) as detailed in Figure 2.2 and Appendix A.

Notes

- Equipment and personnel resources are detailed in Section 4.0 and Appendix A.
- Telephone notification and contact references are provided in Figures 2.1, 2.2, and 2.5.
- Spill response personnel, including Facility members, are continually trained to respond to medium discharges through regularly scheduled tabletop exercises, discharge prevention/safety meetings, FRP reviews, HAZWOPER training, and other PREP training.

EPA Worst Case Discharge = (b) (7)(F),

(b) (7)(F), (b) (3)

Description

The National Weather Service issues a severe weather warning for Jefferson County, Kentucky and surrounding areas. Valero 's Louisville Terminal is in normal operation. No trucks were being loaded or barges offloading at this time. There is one operator on shift.

At 0510, a funnel cloud traveling in a southeasterly direction impacts and collapses tank #138, immediately releasing its entire contents of Jet Fuel A (b) (7)(F), (b) Debris from the tank has damaged the southwest containment wall; the wall has been damaged in a 40-foot section, losing approximately 2 1/2 feet of wall height. Initial high winds and the damaged wall has caused approximately 20,000 bbls of product to escape the dike and the levee into the surrounding area, ultimately discharging to the Ohio River.

The operator on shift activates the emergency alarm and all terminal personnel, drivers, and contractors evacuate the premises and assemble for a head count at the established emergency evacuation meeting points. The operator then calls 911, notifies the Terminal Manager/QI, and the terminal's OSRO. The Terminal Manager/QI arrives at the scene in 20 minutes.

The facility is shut down in order to reduce ignition sources. The terminal personnel deploy the terminal's FRP and initiate the Incident Command System. With the use of the FRP, all notifications to the appropriate State, Federal, and local agencies are quickly made and an initial assessment is started.

The Fire Department, who arrived on-scene within a matter of minutes after they were dispatched, place a layer of foam on the Jet Fuel that remains inside the containment area.

The Response contractors and maintenance contractors are mobilized. The OSRO provides qualified personnel, vacuum trucks, air pumps, absorbent pads, boom, boats, portable oil/water separators, and associated spill clean up equipment to the scene.

With the help of light winds and a slow current, the spill creeps down the river. In the Terminal, the pumping of jet fuel is proceeding slowly, high capacity pumps are on their way but will not arrive until later that evening.

At 1300 hours, the first of Valero's company-wide spill response team arrives, the Advisory and Resources Team arrives with essential personnel to assist the region in mounting the clean-up effort. The remaining Valero company-wide response teams arrive at 1500 hours.

Throughout the night, responders work on plans and address problems as they arise. At 0200 hours, the high capacity pumps rupture a discharge hose and spill more Jet Fuel in another area of the tank farm. This would slow the progress of emptying the containment of Jet Fuel A Workboats that were readied for deployment at 1000 hours are cancelled when the weather changes, high winds and a fast current make operating dangerous.

At first light, two surveillance flights go up, one from Valero and one from the USCG station. Both flights search the River for the main slick. None are found. A small slick is noted leading from the containment boom at the Louisville Gas & Electric Pipeline Crossing, River mile marker 641.4. Additional flights are sent up later in the morning. During the day, protection booming continues. Small boats towing sorbent boom clean oil from the slick just south of the containment. The

pumping of oil continues without interruption until the containment is dry around noon.

The Incident Action Plan is completed around 1500. A briefing meeting is held to define the next day's plan and begin closure to cleanup activities.

In the event of a worst case discharge of gasoline; diesel fuel, or jet fuels, the Facility would attempt to use 1 a tank for recovery that holds the same product as what is spilled. If the tank is full or partially full, the tank would be emptied and the contents transferred to another tank at the Facility. The empty tank is then used for recovery of released fuel. Frac tanks provided by Valero's OSRO's and/ or common carrier petroleum transport trailers would also be utilized, as necessary, for temporary storage of recovered liquids.

It will be the goal of Valero and the OSRO to efficiently collect and transport material immediately from any offish; site point of collection rather than temporarily store the material. Material recovered at the terminal will be transferred to the transmix tank and product will be reclaimed. Likewise contaminated soil will be stockpiled on-site in a lined, bermed storage area for reclamation or disposal. Off-site contaminated soil will be transported to the temporary soil stockpile area or directly to a recycler.

Additional Comments

The closest body of water is the Ohio River, less than one-quarter mile east of the Facility. Proximity to fish, wildlife and sensitive environments are discussed in Section 6 and Figure 6.2. In the event of a release, transfer operations would cease and containment/recovery operations initiated as appropriate.

Response Requirement

The Facility shall identify sufficient response resources, by contract or other approved means, to respond to a Worst Case Discharge to the maximum extent practicable. The response resources shall, as appropriate, include:

- Oil recovery devices with an effective daily recovery capacity equal to the lesser of the WCD Response Planning Volume Calculation or the response caps. If the daily recovery rate exceeds the applicable contracting caps (see Table), then the Facility must identify additional resources equal to twice the cap or the amount necessary to reach the calculated planning volume.
- Temporary storage capacity equal to twice the daily recovery capacity.
- At least 20% of the on-water response equipment should be capable of operating in water of 6 feet or less depth.
- Containment boom for oil collection and containment and for protection of areas of environmental sensitivity or economic importance.
- Identify resources capable of responding to a shoreline clean-up operation involving the calculated volume of oil and emulsified oil that might impact the affected shoreline.
- The above Response Planning Volume requirements, including response times, are based on Attachment E-1 of Appendix E to 40 CFR Part 112. (See Recovery Times on Table B-1.)

Facility Response Resources/Capability

The Facility will respond to a Worst Case Discharge (WCD) initially with a similar response as identified for a Small or Medium Discharge. Facility Management will initiate “response actions” located in Section 3 immediately upon discovering a spill. Additional OSRO(s) will be activated as the situation demands. The response resources will be capable of arriving within the required response tiers and will include:

Notes

- Equipment and personnel resources are detailed in Section 4.0 and Appendix A.
- Telephone notification and contact references are provided in Figures 2.1, 2.2 and 2.5.
- Spill response personnel, including Facility members, are continually trained to respond to worst case discharges through regularly scheduled PREP exercises (i.e. TTX, QI notification, equipment deployment), discharge prevention/safety meetings, FRP reviews, and HAZWOPER training. A minimum of one tabletop exercise (TTX) in a triennial cycle will involve a Worst Case Discharge scenario.

DOT/PHMSA Worst Case Discharge = (b) (7)(F), (b)

(b) (7)(F), (b) (3)

Description

The Response Zone is the Eastern Response Zone in the Louisville Area. It is in Jefferson County and in the state of Kentucky.

Volume

There is no pipeline flow and the Worst Case is based on tank volume.

Pipeline's maximum release time (hrs), plus the maximum shutdown response time (hrs), multiplied by the maximum flow rate (bbls / hr), plus the largest line drainage volume after shutdown of the line section.

WCD= (b) (7)(F),

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

<u>Spill Prevention Measures</u>	<u>Percent Reduction Allowed</u>
Secondary containment capacity greater than 100% capacity of tank and designed according to NFPA 30.	50%
Tank built, rebuilt, and repaired according to API Std 620/650/653.	10%
Overfill protection	5%
Designed according to API RP 2350	
Testing/cathodic protection designed according to API Std 650/651/653.	5%
Tertiary containment/ drainage/ treatment in accordance to NFPA 30.	5%
Maximum allowable credit or reduction	75 (sum of above)

Largest Breakout Tank * Maximum Allowable Credit = **Breakout Tank Worst Case Discharge**

Worst Case Discharge = (Greater of Breakout or Pipeline WCD) (b) (7)(F), (b)

USCG Worst Case Discharge = (b) (7)(F),

Discharge from the maximum number of piping theoretically possible to be conducting transfers simultaneously and carrying oil between the marine transfer manifold and the non-transportation-related portion of the Facility. The discharge from each pipe is calculated as follows:

$$\{ [\text{Maximum Discovery Time (hrs)} + \text{Maximum Shutdown Time (hrs)}] * \text{Maximum Flow Rate (Bbls/Hr)} \} + \text{Total Line Fill (Bbls)} = \text{WCD (Bbls)}$$

Potential simultaneous pumping operations (SO):

Line Item: 1

Pumping flow rate (MFR):

Discharge discovery time (MDT) :

Discharge shut down time (MSDT):

Maximum Line Fill Volume (LFV)

(b) (7)(F), (b) (3)

(b) (7)(F), (b) (3)

B.4 PLANNING DISTANCE CALCULATION

The Planning Distance is 47 miles.



APPENDIX C

HAZARD EVALUATION

C. 1 [Hazard Identification](#)

C. 2 [Discharge Detection](#)

C. 3 [Facility Self-Inspections](#)

C. 4 [Analysis of the Potential for a Spill](#)

C. 5 [Reportable Spill History](#)

Table C-1 [Reportable Oil Spill History](#)

Table C-2 [Potential Spill Sources and Container Identification Tables](#)

Figure C.1 [Tank Inspection Checklist](#)

Figure C.2 [Secondary Containment Inspection Checklist](#)

C.1 HAZARD IDENTIFICATION

Loading / Unloading of Transportation Vehicles

Truck Unloading Area

The Facility includes five separate truck unloading manifolds. Potential spillage could occur from connecting and disconnecting the loading hoses, line rupture, and truck tank failure. Spillage from these operations should be contained within the truck unloading area containment.

The unloading operations are continually monitored by the driver, enabling immediate shut down of the system should a fillhose rupture or other problem occur.

Truck Unloading Area Drainage

If the truck unloading area secondary containment needs to be drained, the following procedure will be used:

- The stormwater in the containment is thoroughly checked to ensure that no product is present. If any product is discovered, cleanup operations will commence immediately.
- If it is determined that no product is present, the lock securing the drainage valve can be removed.
- The valve can then be opened. Operators will remain nearby to close the valve if product is discovered in the containment area.
- Upon completion of the draining, the drainage valve will be closed and secured with a chain and lock.

Day-to-Day Operations

The day-to-day operations at the Facility that may present a risk of discharging oil or releasing a hazardous substance are:

- Unloading operations
- Pipeline transfer operations
- Maintenance operations

Work such as piping replacement/repair is rare and would only be done on portions of the system that are isolated from the active system.

Secondary Containment Drainage

The product storage tank containment is constructed of natural soil. There is no drainage system for the containment area. Stormwater that collects inside of the secondary containment is allowed to naturally dissipate.

Security

(b) (7)(F), (b) (3)

Hazard Identification Tank Tables

Hazard Identification Tank Tables are located in Table C-2.

C.2 DISCHARGE DETECTION

The Facility has a discharge detection program which is intended to limit the effects of a hazardous material release.

Detection by Personnel

All Facility personnel and contract personnel receive training on discharge detection. They will be able to detect a discharge and conduct initial response procedures to mitigate the damage caused by the discharge.

Automated Detection Systems

(b) (7)(F), (b) (3)

C.3 FACILITY SELF-INSPECTIONS

Written procedures for and record of the Facility inspections of tanks and secondary containment are documented in this section. The Facility self-inspection requires two steps: 1) a checklist of items to inspect, and 2) a method of recording the actual inspection findings. All inspection records are maintained for a minimum of 5 years.

Tank Inspections

A visually inspect of all tanks shall be performed by an owner or operator personnel, and can be done by other than authorized inspectors as defined in API 653 Section 3.5. Personnel performing this inspection should be knowledgeable of the storage facility operations, the tank, and the characteristics of the product stored. Additional inspection and testing of all aboveground tanks follows: API STANDARD 653. Periodic in-service inspection of tanks shall be performed as defined herein. The purpose of this inspection is to assure continued tank integrity. Inspections, other than those defined in 6.3, shall be directed by an authorized inspector.

Tank Roof Inspections

The tank roof inspection and repairs shall follow API 653 Section 4.1.1 through 4.2.4.4. External floating roofs and cone roof tanks shall be inspected using an ultrasonic mobile scanner or hand held ultrasonic thickness meter. All roof plates will be scanned the full length

or five (5) UT measurements per plate. A Valero engineer or inspector shall determine the minimum acceptable deck plate thickness for continued service.

Internal Floating Roof Inspection

Internal floating roofs will be visually inspected every 5 years and UT inspected during a tank outage.

Tank Shell Inspection

Consumed in following Sections C. Hazard Evaluation The tank shell inspection and repairs should be in accordance with API 653. A Valero engineer or inspector shall determine the minimum acceptable shell plate thickness for continued service. The shell will be scanned using an ultrasonic mobile scanner. Insulated tanks will have inspections ports for ultrasonic thickness measurements every two feet apart or four (4) inspection ports per shell course.

Tank Bottom Inspection

The tank bottom inspection and repairs should be in accordance with API 653 Sections 4.4.1 through 4.4.8.5. A Valero engineer or inspector shall determine the minimum acceptable floor plate thickness for continued service. The tank bottom shall be inspected by the MFE method and hand held ultrasonic thickness meter. All floor plates will be MFE scanned the full length and five (5) UT measurements per plate. All indications will be proven up with ultrasonic thickness measurements using a hand held ultrasonic thickness meter. Quantifying the minimum remaining thickness of tank bottoms based on the results of measurement can be done by the method outlined in 4.4.7.1. Other approaches such as the probabilistic method in 4.4.7.2 may be used.

Tank Foundation and Apron Inspection

The tank foundation inspection and repairs shall be in accordance with API 653 Sections 4.5.1.1 through 4.5.3. The visual inspection of the foundation will be conducted by a Valero employee. The interval of such inspections shall be consistent with conditions at the particular site but shall not exceed one month.

Dike Wall Inspection

Consumed in following Sections C. Hazard Evaluation The dike wall inspection is conducted in accordance with NFPA 30. All areas of the dike wall(s) are inspected to identify areas, which do not conform to the code. These areas are identified for repair.

Inspection Reports

API 653 Section 6.8.1 - General Inspection records form the basis of a scheduled inspection/maintenance program. (It is recognized that records may not exist for older tanks, and judgments must be based on experience with tanks in similar services.) The owner/operator shall maintain a complete record file consisting of three types of records, namely: construction records, inspection history, and repair/alteration history. Any discrepancies noted during the inspection are reported to the Shift Supervisor. Response actions to be taken are discussed in Section 3.0.

FIGURE C.1 TANK INSPECTION CHECKLIST

The tanks are inspected against the following checklist at a minimum:

- Check tanks for leaks, specifically looking for:
 - Drip marks
 - Discoloration of tanks
 - Puddles containing spilled or leaked material
 - Corrosion
 - Cracks
 - Localized dead vegetation

- Check foundation for:
 - Cracks
 - Discoloration
 - Puddles containing spilled or leaked material
 - Settling
 - Gaps between tank and foundations
 - Damage caused by vegetation roots

- Check piping for:
 - Droplets of stored material
 - Discoloration
 - Corrosion
 - Bowing of pipe between supports
 - Evidence of stored material seepage from valves or seals
 - Localized dead vegetation

Records of the inspections are maintained at the Facility. These records are maintained for a period of five (5) years and are available for review at any time at the Facility Office.

FIGURE C.2 SECONDARY CONTAINMENT INSPECTION CHECKLIST

The Secondary Containment systems are inspected against the following checklist:

- Dike or berm system
 - Level of precipitation in dike/available capacity
 - Operational status of drainage valves
 - Dike or berm permeability
 - Debris
 - Erosion
 - Permeability of the earthen floor of diked area
 - Location/status of pipes, inlets, drainage beneath tanks, etc.

- Secondary containment
 - Cracks
 - Discoloration
 - Presence of spilled or leaked material (standing liquid)
 - Corrosion
 - Valve conditions

- Retention and drainage ponds (as applicable)
 - Erosion
 - Available capacity
 - Presence of spilled or leaked material
 - Debris
 - Stressed vegetation

Records of the inspections are maintained in the Facility. These records are maintained for a period of five (5) years and are available for review at any time at the Facility Office.

C.4 ANALYSIS OF THE POTENTIAL FOR A SPILL

The potential for a spill has been analyzed and deemed to be present, but unlikely. The probability of tank failure for single-wall storage tanks is 1.0×10^{-4} /tank-year (U.S. DOT, FEMA, and U.S. EPA Handbook of Chemical Hazard Analysis Procedures). The facility has 119 single-wall tanks which gives a spill frequency of 0.0119 spills/year.

Oil Spill History

Refer to the Reportable Oil Spill History portion of this Appendix for details concerning spill history for the life of the Facility.

Tank Age

Refer to the Hazard Identification Table located in this Appendix for the year of construction of each of the bulk storage containers at the Facility.

Horizontal Range of a Spill

Secondary containment dikes at the Facility will in most cases prevent the horizontal migration of a spill. Attenuations of any spilled material which might escape a diked area would be accomplished through the implementation of spill response activities by: (1) Facility personnel, or if necessary, (2) the spill response contractor listed in this Plan.

Vulnerability to a Natural Disaster

All storage tanks and ancillary piping are fabricated in compliance with rigorous nationally recognized design specifications. The specifications include wind-load allowances (must withstand minimum 100 mph wind) and recognition of any applicable seismic considerations. These factors minimize the risk of vulnerability to natural disasters. In addition to the above referenced factors, it should also be noted that Facility inspection and response drills, as well as Standard Operating Procedures (SOPs) contribute to minimization of spill potential at the Facility.

Other Factors

Other factors such as unstable soils, earthquake zones, Karst topography, etc. are not of concern to this Facility.

C.5 REPORTABLE OIL SPILL HISTORY

NRC Reports subject to OPA 90 regulations as of the publication date of this Plan are summarized in the following table. Details obtained from Incident Reports are maintained on-site.

The reports contain the below listed information to the extent that such information is reasonably identifiable.

- Date of discharge.
- Location of discharge.
- Discharge cause(s)
- Material(s) discharged.
- Amount discharged.
- Amount of discharge that reached navigable waters.
- Amount recovered.
- Effectiveness and capacity of secondary containment.
- Clean-up actions taken.
- Steps taken to reduce possibility of recurrence.
- Total storage capacity of the tank(s) or impoundment(s) from which the material discharged.
- Enforcement actions.
- Effectiveness of monitoring equipment.
- Description of how spill was detected.

TABLE C-1

REPORTABLE OIL SPILL HISTORY
TO DATE THIS FACILITY HAS NOT EXPERIENCED A REPORTABLE SPILL

TABLE C-2

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Any container that stores oil)						
Container I.D.	Substance Stored (Oil & Haz. Substance)	Average Quantity Stored (Gallons)	Maximum Capacity (Gallons)	Container Type (i.e. floating roof, fixed roof, etc.)	Year Built	Secondary Containment Capacity (Volume - Gallons)
BULK STORAGE CONTAINERS						
T-44	Delo 400-15W40	(b) (7)(F), (b) (3)		Steel Weld	1936	(b) (7)(F), (b) (3)
T-45	Ashland 325N			Steel Weld	Unknown	
T-47	Ashland 325N			Steel Weld	1950	
T-61	G2 (med) 230 HC			Steel Weld	Unknown	
T-65	Penn 100HC			Steel Weld	1930	
T-67	G1 (med) 230HC			Steel Weld	1949	
T-77	RPM 15W40			Steel Weld	1918	
T-78	UCBO5R			Steel Weld	1918	
T-79	HYD AW M68			Steel Weld	1918	
T-81	Supreme ATF			Steel Weld	1943	
T-82	Tractor HYD			Steel Weld	1943	
T-84	G/L 80w90			Steel Weld	1943	
T-85	Swing Tank			Steel Weld	1943	
T-86	Mach Oil AW220			Steel Weld	1943	
T-87	Gear Camp EP 460			Steel Weld	1943	
T-88	G/L 85w140			Steel Weld	1943	
T-89	Mach Oil AW100			Steel Weld	1943	

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Cont'd)						
Container I.D.	Substance Stored (Oil & Haz. Substance)	Average Quantity Stored (Gallons)	Maximum Capacity (Gallons)	Container Type (i.e. floating roof, fixed roof, etc.)	Year Built	Secondary Containment Capacity (Volume - Gallons)
BULK STORAGE CONTAINERS						
T-90	Swing Tank	(b) (7)(F), (b) (3)		Steel Weld	1943	(b) (7)(F), (b) (3)
T-92	Star 12 Base Oil			Steel Weld	1943	
T-97	Swing Tank			Steel Weld	1953	
T-98	Dela 6430			Steel Weld	1953	
T-99A	Flush Oil			Steel Weld	1953	
T-102	Supreme 5W30			Steel Weld	1958	
T-103	RPM 10			Steel Weld	1958	
T-104	RPM30			Steel Weld	1958	
T-105	HYDAW 68			Steel Weld	1958	
T-111	HYDAW 46			Steel Weld	1963	
T-112	Ergon 2000			Steel Weld	1963	
T-113	Lubrizol 9802L			Steel Weld	1963	
T-114	ERGON 100			Steel Weld	1963	
T-115	OLOA 6073			Steel Weld	1963	
T-116	Swing Tank			Steel Weld	1958	
T-117	Drive Train 30			Steel Weld	1963	
T-118	GST32			Steel Weld	1963	

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Cont'd)						
Container I.D.	Substance Stored (Oil & Haz. Substance)	Average Quantity Stored (Gallons)	Maximum Capacity (Gallons)	Container Type (i.e. floating roof, fixed roof, etc.)	Year Built	Secondary Containment Capacity (Volume - Gallons)
BULK STORAGE CONTAINERS						
T-119	Swing Tank	(b) (7)(F), (b) (3)		Steel Weld	1963	(b) (7)(F), (b) (3)
T-120	DIAATF SP			Steel Weld	1963	
T-121	Supreme 10W30			Steel Weld	1963	
T-122	PENN 75HC			Steel Weld	1963	
T-133	HITEC 5723/5744			Steel Weld	1990	
T-134	Lubrizol 4998			Steel Weld	1990	
T-135	Delo 400 15W40			Steel Weld	Unknown	
T-136	PED 6430			Steel Weld	Unknown	
T-137	DELO 400-30			Steel Weld	Unknown	
T-139	Bright Stock 150			Steel Weld	Unknown	
T-140	Ashland 100N			Steel Weld	Unknown	
T-141	Angalmol 6043CA			Steel Weld	Unknown	
T-142	Lubrizol 5178F			Steel Weld	Unknown	
T-143	HITEC 5755			Steel Weld	Unknown	
T-144	OLOA 5872			Steel Weld	Unknown	
T-145	Lubrizol 9636G			Steel Weld	Unknown	
T-146	HITEC 6888			Steel Weld	Unknown	

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Cont'd)						
Container I.D.	Substance Stored (Oil & Haz. Substance)	Average Quantity Stored (Gallons)	Maximum Capacity (Gallons)	Container Type (i.e. floating roof, fixed roof, etc.)	Year Built	Secondary Containment Capacity (Volume - Gallons)
BULK STORAGE CONTAINERS						
T-147	Viscoplex 1-3006	(b) (7)(F), (b) (3)		Steel Weld	Unknown	(b) (7)(F), (b) (3)
T-148	Swing Tank			Steel Weld	Unknown	
T-149	Lyondell XL			Steel Weld	Unknown	
T-151	HYDAW 46			Steel Weld	Unknown	
T-153	DELO 6170 20W40			Steel Weld	Unknown	
T-154	HYDAW 32			Steel Weld	1990	
T-155	Lubrizol 4994C			Steel Weld	1990	
T-156	Penn 100HC			Steel Weld	1990	
T-163	Lubrizol 49990			Steel Weld	1992	
T-164	Lubrizol 7075F			Steel Weld	1992	
T-165	Oloa 2000			Steel Weld	1992	
T-166	Quench 70			Steel Weld	1992	
T-167	Swing Tank			Steel Weld	1992	
T-168	Swing Tank			Steel Weld	1992	
T-169	Swing Tank			Steel Weld	1992	
T-170A	VISTAC Swing Tank			Steel Weld	2002	
T-1708	Swing Tank			Steel Weld	1990	

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Cont'd)						
Container I.D.	Substance Stored (Oil & Haz. Substance)	Average Quantity Stored (Gallons)	Maximum Capacity (Gallons)	Container Type (i.e. floating roof, fixed roof, etc.)	Year Built	Secondary Containment Capacity (Volume - Gallons)
BULK STORAGE CONTAINERS						
T-171	Swing Tank	(b) (7)(F), (b) (3)		Steel Weld	1990	(b) (7)(F), (b) (3)
T-171A	Swing Tank			Steel Weld	2002	
T-172	Swing Tank			Steel Weld	1990	
T-173	Swing Tank			Steel Weld	1990	
T-174	Swing Tank			Steel Weld	1999	
T-175	Swing Tank			Steel Weld	1999	
T-176	Swing Tank			Steel Weld	2002	
T-177	Hyd. Machine Oil			Steel Weld	2002	
T-178	Viscoplex 12-413			Steel Weld	2002	
T-179	Paratone 8451			Steel Weld	2002	
T-180	Motor oil (Swing)			Steel Weld	2002	
T-181	GAST/AIO Clarity Swing			Steel Weld	2002	
T-182	GAST/AIO Clarity Swing			Steel Weld	2002	
T-183	GAST/AIO Clarity Swing			Steel Weld	2002	
T-189	OLOA 5540			Steel Weld	2004	
T-701	PA04			Steel Weld	1990	
T-702	OLOA 6124A			Steel Weld	1990	

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Cont'd)						
Container I.D.	Substance Stored (Oil & Haz. Substance)	Average Quantity Stored (Gallons)	Maximum Capacity (Gallons)	Container Type (i.e. floating roof, fixed roof, etc.)	Year Built	Secondary Containment Capacity (Volume - Gallons)
BULK STORAGE CONTAINERS						
T-703	PENN Brt Stk 290	(b) (7)(F), (b) (3)	(b) (7)(F), (b) (3)	Steel Weld	1990	(b) (7)(F), (b) (3)
T-704	OLOA 6126			Steel Weld	1990	
T-705	Locksol N 5409			Steel Weld	1990	
T-708	Viscoplex 6-954			Steel Weld	1990	
T-707	OLOA 6117			Steel Weld	1990	
T-708	Paranox 1560			Steel Weld	1991	
T-800	OLOA 55001			Steel Weld	2003	
T-801	OLOA 99166			Steel Weld	1991	
T-803	Not In Service			Steel Weld	Unknown	
T-804	Fuel Oil			Steel Weld	Unknown	
T-900	Recovered Oil			Steel Weld	Unknown	
T-901	Recovered Oil			Steel Weld	Unknown	
46	Out of Service			Steel Rivet	01/01/1919	
63	Conventional Supreme			Steel Weld	01/01/2000	
66	Water			Steel Weld	01/11/1933	
91	Transmix			Steel Weld	01/01/1949	
93	Ultra-Low Sulfur Diesel	Steel Weld	01/11/1997			

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Cont'd)						
Container I.D.	Substance Stored (Oil & Haz. Substance)	Average Quantity Stored (Gallons)	Maximum Capacity (Gallons)	Container Type (i.e. floating roof, fixed roof, etc.)	Year Built	Secondary Containment Capacity (Volume - Gallons)
BULK STORAGE CONTAINERS						
94	Ethanol	(b) (7)(F), (b) (3)		Steel Weld	01/11/1949	(b) (7)(F), (b) (3)
95	Transmix			Steel Weld	01/01/1951	
96	AV Gas			Steel Weld	01/01/1952	
101	Ultra-Low Sulfur Diesel			Steel Weld	01/01/1952	
106	PBOB Gasoline			Steel Weld	01/01/1998	
126	Jet A			Steel Weld	01/01/1964	
127	Conventional Unleaded Gasoline			Steel Weld	01/01/1964	
128	Jet			Steel Weld	01/01/1965	
129	RBOB Gasoline			Steel Weld	01/01/1965	
130	Unleaded Gasoline			Steel Weld	01/01/1965	
132	UL/CQ			Steel Weld	01/01/1967	
138	Jet			Steel Weld	01/01/1965	
150	Empty			Steel Weld	01/01/1984	
152	Techron Additive			Steel Weld	01/01/1988	
204	Exxon Additive			Steel Weld		
205	Diesel Lubricity					
206	Red Dye					

Comments

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Any container that stores oil)						
Container I.D.	Substance Stored <i>(Oil & Haz. Substance)</i>	Average Quantity Stored <i>(Gallons)</i>	Maximum Capacity <i>(Gallons)</i>	Container Type <i>(i.e. floating roof, fixed roof, etc.)</i>	Year Built	Secondary Containment Capacity <i>(Volume - Gallons)</i>
OIL FILLED OPERATIONAL EQUIPMENT						
There is no regulated Operational Equipment at this facility.						

Comments

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Any container that stores oil)						
Container I.D.	Substance Stored <i>(Oil & Haz. Substance)</i>	Average Quantity Stored <i>(Gallons)</i>	Maximum Capacity <i>(Gallons)</i>	Container Type <i>(i.e. floating roof, fixed roof, etc.)</i>	Year Built	Secondary Containment Capacity <i>(Volume - Gallons)</i>
OIL FILLED MANUFACTURING EQUIPMENT						
There is no regulated Manufacturing Equipment at this facility.						

Comments

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Any container that stores oil)						
Container I.D.	Substance Stored <i>(Oil & Haz. Substance)</i>	Average Quantity Stored <i>(Gallons)</i>	Maximum Capacity <i>(Gallons)</i>	Container Type <i>(i.e. floating roof, fixed roof, etc.)</i>	Year Built	Secondary Containment Capacity <i>(Volume - Gallons)</i>
COMPLETELY BURIED TANKS						
O/W Separator 1	Oil/Water	(b) (7)(F), (b) (3)		Horizontal		(b) (7)(F), (b) (3)
O/W Separator 2	Oil/Water			Horizontal		
O/W Separator 3	Oil/Water			Horizontal		

Comments

POTENTIAL SPILL SOURCES					
SI Number	Substance Stored (Oil & Haz. Substance)	Average Quantity Stored (Gallons)	Maximum Capacity (Gallons)	Surface Area	Year Built
SURFACE IMPOUNDMENT					
There are no Surface Impoundments at this facility.					

Comments

STORAGE TANK FAILURE			
Container I.D.	Substance Stored (Oil & Haz. Substance)	Date of Failure	Cause
None			



APPENDIX D

TRAINING AND DRILLS

- D.1 [General Training](#)
- D.2 [Hazwoper Training](#)
- D.3 [Response Team Training](#)
- D.4 [Response Team Exercises](#)
- D.5 [Purpose of Review and Evaluation](#)

D.1 GENERAL TRAINING

All new employees are carefully trained and supervised during the first year of employment. Each new employee is accompanied by trained personnel on each new work assignment and instructed regarding proper operational and maintenance spill prevention, and emergency response procedures. New employees are not given sole responsibility for any specific work assignment until they have proven themselves qualified by conducting normal assignments under the direct supervision of trained personnel.

D.2 HAZWOPER TRAINING

HAZWOPER (29 CFR 1910.120)

OSHA HAZWOPER training requirements are shown in the table below.

OSHA HAZWOPER TRAINING REQUIREMENTS		
Responder Classification	Required Training Hours	Refresher
29CFR 1910.120(q) Emergency Response		
First Responder - Employee Awareness Level	2 - 4 hrs demonstration of competency	Same
First Responder - Operations Level	24 hrs plus competency	8 hrs*
Incident Commander	24 hrs plus competency	8 hrs*

* Or sufficient content and duration to maintain competency.

All personnel responding to an incident must satisfy the applicable HAZWOPER training requirements of 29 CFR 1910.120. Personnel are trained to the level of HAZWOPER necessary to perform their emergency response duties. Team members are required under state and federal regulations to have appropriate up-to-date HAZWOPER training necessary to function in their assigned positions. Refresher training or a demonstration of competency is required annually to maintain HAZWOPER qualifications.

D.3 RESPONSE TEAM TRAINING

Emergency Response Team

Training sessions will be conducted at the facility as needed for all personnel involved in the Plan to review the manual and the latest revisions and update spill cleanup procedures. Training programs should also be responsive to changes brought on by new employees, transfers, or promotions which involve spill response duties, and acquisition or introduction of new response equipment. Training will be conducted annually at a minimum, and should be repeated or upgraded when employee performance observed during drills or actual spill response reveals a need for improvement by the QI or Operations. Frequency of training sessions will be conducted on an as needed basis. Additionally, a review of applicable regulations and other governmental requirements (HAZWOPER, USCG Captain of Ports Directives, and U.S. EPA guidelines) will be discussed.

All response personnel shall know:

The characteristics and hazards of the oil discharged (Section 3.0).

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).

The proper firefighting procedures and use of equipment, fire suits, and breathing apparatus (Section 3.0).

All response team members (QI, AQI, Response Team) should review the appropriate parts of the Facility 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.

Qualified Individuals

Persons designated in the Plan as Qualified Individuals (QI's) have received the necessary training required to fulfill their responsibilities as described in Section 4.2.

Various training programs are in place to furnish these Qualified Individuals with required training.

Qualified Individual personnel are provided general information regarding the background and requirements of OPA 90 and the contents/purpose of the facility's response plan. These individuals may also be assigned other responsibilities within the response, such as Incident Commander, and will receive additional training for those roles, as required.

Additional personnel will receive the same training and will act as alternates to ensure 24 hour availability.

Incident Management Team

Assigned IC team members will receive ICS training and may also receive supplemental training in other related general topics.

Incident Commander: IC is trained to assume control of an incident. Training includes the Company's Incident Command System, how to implement the Facility's Response Plan, the associated risks of employees working in chemical protective clothing, decontamination procedures, how to implement the local emergency response plan, and knowledge of the state emergency response plan and of the Federal Regional Response Team.

Other Response Support

Personnel from other aspects of the Response Team can be made available depending on the spill event.

Other personnel whose skills are needed temporarily to perform immediate emergency support work (such as dump truck drivers and crane operators) are not required to meet the training requirements discussed above. However, these personnel must be briefed on the potential hazards and the duties to be performed at the site before participating in response operations. They must also receive instruction in the use of any safety and personal protective equipment needed and on all other appropriate safety and health precautions.

Company and Other Specialist Support

Experts would provide technical advice or guidance during response to a spill incident. Examples of such specialists might include chemists, biologists, industrial hygienists, physicians, or others with skills useful during a spill response operation. Such persons must receive appropriate training or demonstrate competency in their specialty. There are no specific requirements on training content or hours of training for these persons. However, the training must be sufficient for the individuals to maintain competency in their specific area of expertise. Training and demonstration of competency for skilled support personnel and specialists should be documented.

Contractor Training

The Company also recognizes that contract personnel must also have sufficient training in responding to emergency situations in accordance with HAZWOPER training requirements. 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 also tends to use well-known spill response contractors whose reputation and experience levels help ensure personnel who respond will be trained to appropriate levels. If contractors sub-contract to labor pools, documentation as to the training of casual laborers will be required.

The Company does not intend to utilize volunteer labor during response activities.

However, should Unified Command specify the use of volunteers, the Training Coordinator will be responsible for training volunteers to the standards specified in 29CFR1910.120 (OSHA).

Training Records and Maintenance

Training records for team members will be maintained at the Facility according to Federal, State, and local government requirements. Records must be maintained for personnel as long as they have response duties in this plan.

D.4 RESPONSE TEAM EXERCISES

ERT/IMT 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 and unannounced drills to maintain compliance. The following table lists the triennial exercise cycle for facilities (see PREP Guidelines for full details).

TRIENNIAL CYCLE		
Total Number	Frequency	Exercise Type/Description
12	Quarterly	QI Notification Exercise
12 (optional)	Quarterly	Emergency Procedures Exercise
6	Semi-Annual (Annually-DOT)	Equipment Deployment Exercise (<i>Facility-owned equipment</i>)
3	Annual	Response Team Tabletop Exercise
3	Annual	Equipment Deployment Exercise (<i>facilities with OSRO-owned equipment</i>)
3	Annual	Unannounced Exercise (<i>not a separate exercise</i>) Actual response can be considered as an unannounced exercise.

NOTE: All response plan components must be exercised at least once in the Cycle.

Quarterly QI Notification Exercise

- **Scope:** Exercise communication between facility personnel and the QI(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 QI 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.

Emergency Procedure Exercise (optional)

- **Scope:** Exercise the emergency procedures for the facility to mitigate or prevent any discharge or substantial threat of a discharge of oil or hazardous material from facility operational activities associated with oil transfers.
- **Objective:** Conduct an exercise of the facility's emergency procedures to ensure personnel knowledge of the actions to be taken to mitigate a spill. This exercise may be a walk-through of the emergency procedures.
- **Optional:** This is offered as an optional exercise to provide facilities with an exercise that may be conducted unannounced to fulfill the internal unannounced exercise requirement.

Semi-Annual/Annual Equipment Deployment Exercise (for facilities with equipment)

- **Scope:** Deploy and operate facility response equipment identified in the response plan. The equipment to be deployed must include the following, at a minimum:
 - 1,000 feet of representative type of boom;
 - one of each type of skimming system; or
 - the equipment necessary to respond to the facility's Small/Average Most Probable Discharge (AMPD), whichever is less.
- **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 Equipment Deployment Exercise(OSRO-owned equipment)

- **Review:** The Facility should verify that the OSRO(s) has completed the equipment deployment exercise requirements and has maintained the necessary documentation. The OSRO may deploy equipment at any location, so long as it occurs within an operating environment similar to the Facility's.
- **Scope:** USCG certified OSRO's must ensure and document that an exercise or response has been conducted in each response area in which they are certified. Non-certified OSRO's must deploy and operate response equipment identified in this response plan. The equipment to be deployed must include the following, at a minimum:
 - 1,000 feet of each type of boom listed in the plan.
 - One of each type of skimming system listed in the plan.
- **Objective:** OSRO must demonstrate the ability of the personnel (OSRO) to deploy and operate response equipment (OSRO). Ensure that the response equipment (OSRO) is in proper working order.

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 a local 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.

Unannounced Exercise

- An unannounced exercise is not a separate exercise. Any of the previously described exercises may be used as an unannounced exercise, except for the Quarterly QI Notification and annual OSRO-owned Equipment Deployment. An unannounced exercise is where the exercise participants do not have prior knowledge of the exercise, as would be the situation in an actual spill incident.

Government-Initiated Unannounced Exercise

- **Scope:** The Facility is required to participate in only one unannounced exercise every 36 months from the date of the last government-initiated unannounced exercise.
 - Exercises are limited to approximately four hours in duration.
 - Exercises would involve response to a Small/Average Most Probable Discharge scenario.
 - Exercise would involve equipment deployment to respond to a spill scenario.
- **Objective:** Conduct proper notifications to respond to unannounced scenario of a Small/Average Most Probable Discharge.
 - Demonstrate that the response is timely, conducted with an adequate amount of equipment for the scenario, and properly conducted.
- **General:** This exercise is only applicable to those facilities which are randomly chosen.

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 OPA 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 facility; 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/or DOT/PHMSA and five (5) years for the U.S. Environmental Protection Agency).
- Appropriate agencies will be notified of all exercises and an exercise tracking number will be obtained.

D.5 PURPOSE OF REVIEW AND EVALUATION

This section provides procedures and information useful to responders for post incident/exercise review and evaluation. Post incident/exercise reviews should be conducted in a timely manner following an incident/exercise. The Plan should be evaluated to determine its usefulness during the incident/exercise and appropriate revisions should be made. All incident/exercise documentation should be included in the Plan evaluation process.

Attendees

The following individuals should be in attendance at the Critique, as appropriate.

1. Emergency Response Coordinator
2. Incident Commander
3. Section Chiefs / Leaders
4. Safety Officers
5. Participating Managers / Supervisors
6. Representative from Environmental
7. Response Team Members
8. Designated Scribe
9. Facilitator / Discussion Leader
(To be appointed by the Emergency Response Coordinator)

Critique Tracking Number

1. A Critique Tracking Number must be obtained from the Safety Department Incident Investigation Tracker.
2. Once the Critique is completed, it will be circulated through the Managers for review and sign off.
3. Critiques will be posted for review.
4. All Critiques will be filed in the Safety Office by the Emergency Response Coordinator.

Agenda for Critique

The Critique should be considered by the following agenda.

Specific follow-up questions are listed following this agenda.

Notification

- Immediate area of the emergency
- Total Facility
- Community (as appropriate to the incident; could include notification of the appropriate agencies)
- ERT

Response to Notification

- Emergency Responders
- Total Facility
- Community (as appropriate)

Management of Incident (Incident Command Staff)

- Incident assessment of scene
- Security (of immediate area / reminder of plant)
- Communication / Information needs and flow
- Equipment / Training
- Medical Aspects
- Continuing Supplies / Manpower
- Cleanup / Decontamination
- All Clear

Outline of Review

Given below are items a team composed of outside people knowledgeable in spill response and key members of the response teams should examine. These questions are intended as guidelines only; many other questions are likely to be appropriate at each stage of a critique.

• *Detection*

- Was the spill detected promptly?
- How was it detected?
- By whom?
- Could it have been detected earlier? How?
- Are any instruments or procedures available to consider which might aid in spill detection?

• *Notification*

- Were proper procedures followed in notifying government agencies? Were notifications prompt?
- Was management notified promptly?
- Was management response appropriate?
- Was the Facility / Company notified promptly? If so, why, how, and who? If not, why not?

• *Assessment/Evaluation*

- Was the magnitude of the problem assessed correctly at the start?
- What means were used for this assessment?
- Are any guides or aids needed to assist spill evaluation?
- What sources of information were available on winds and on water currents?
- Is our information adequate?
- Was this information useful (and used) for spill trajectory forecasts? Were such forecasts realistic?
- Do we have adequate information on product properties?
- Do we need additional information on changes of product properties with time, i.e., as a result of weathering and other processes?

- **Mobilization**

- What steps were taken to mobilize spill countermeasures?
- What resources were used?
- Was mobilization prompt?
- Could it have been speeded up or should it have been?
- What about mobilization of manpower resources?
- Was the local spill cooperative used appropriately?
- How could this be improved?
- Was it appropriate to mobilize the Facility/company resources and was this promptly initiated?
- What other corporate resources are available and have they been identified and used adequately?

- **Response - Strategy**

- Is there an adequate spill response plan for the location?
- Is it flexible enough to cope with unexpected spill events?
- Does the plan include clear understanding of local environmental sensitivities?
- What was the initial strategy for response to this spill?
- Is this strategy defined in the spill plan?
- How did the strategy evolve and change during this spill and how were these changes implemented?
 - What caused such changes?
 - Are there improvements needed? More training?

- **Response - Resources Used**

- What resources were mobilized?
- How were they mobilized?
- How did resource utilization change with time? Why?
- Were resources used effectively?
 - Contractors
 - Government agencies
 - Company resources
 - Cooperatives
 - Volunteers
 - Consultants
 - Other (e.g., bird rescue centers)
- What changes would have been useful?
- Do we have adequate knowledge of resource availability?
- Do we have adequate knowledge of waste disposal capabilities?

- **Response - Effectiveness**

- Was containment effective and prompt?
- How could it have been improved?
- Should the location or the local cooperative have additional resources for containment?
- Was recovery effective and prompt?
- How could it have been improved?
- Should the location or the local cooperative have additional resources for recovery of spilled product?
- Was contaminated equipment disposed of promptly and safely?
- Was there adequate in-house product separation, recovery, and disposal?
- How could it have been improved?
- Was there adequate outside disposal resources available?

- **Command Structure**

- Who was initially in charge of spill response?
- What sort of organization was initially set up?
- How did this change with time? Why?
- What changes would have been useful?
- Was there adequate surveillance?
- Should there be any changes?
- Were communications adequate?
- What improvements are needed?
- How did the strategy evolve and change during this spill and how were these changes implemented?
- What caused such changes? Should financial procedures be developed to handle such incidents?

- **Measurement**

- Was there adequate measurement or estimation of the volume of product spilled?
- Was there adequate measurement or estimation of the volume of product recovered?
- Was there adequate measurement or estimation of the volume of product disposed of?
- Should better measurement procedures be developed for either phase of operations?
- If so, what would be appropriate and acceptable?

- **Government Relations**

- What are the roles and effects of the various government agencies which were involved?
- Was there a single focal point among the government agencies for contact?
- Were government agencies adequately informed at all stages?
- Should there have been better focus of communications to the agencies?
- Were government agencies adequately informed at all stages?
- Were too many agencies involved?

- Are any changes needed in procedures to manage government relations?
 - Examples of affected U.S. agencies (there may be others):
 - U.S. Coast Guard
 - Environmental Protection Agency
 - National Oceanic and Atmospheric Administration
 - Dept of Fish and Wildlife
 - State Parks
 - Harbors and Marinas
 - States
 - Cities
 - Counties
 - Was there adequate agreement with the government agencies on disposal methods?
 - Was there adequate agreement with the government agencies on criteria for cleanup?
 - How was this agreement developed?
 - Were we too agreeable with the agencies in accepting their requests for specific action items (e.g., degree of cleanup)?
 - Should there be advance planning of criteria for cleanup, aimed at specific local environmentally sensitive areas? (Such criteria should probably also be designed for different types of product.)
- **Public Relations**
 - How were relations with the media handled?
 - What problems were encountered?
 - Are improvements needed?
 - How could public outcry have been reduced? Was it serious?
 - Would it be useful to undertake a public information effort to "educate" reporters about product and effects to it if spilled?
 - These areas should be investigated shortly after the incident to assure that actions taken are fresh in people's minds.



APPENDIX E

DISPOSAL PLAN

[Click here to View](#)

Disposal Plan

The facility has an environmental management system in place to ensure that wastes are properly characterized, evaluated, managed, and disposed of in accordance with state and federal requirements. All permits required to transport or dispose of recovered materials will be obtained by the organizations contracted for transportation or disposal. In the event of an oil release, we expect the following specific wastes: recovered ethanol and natural gasoline, contaminated debris and soil, contaminated personal protective equipment, contaminated response equipment and materials, and spent sorbents. Disposal plans for each are as follows:

- Recovered Ethanol and Natural Gasoline – Recovered liquids will be reused where possible. Recovered oil will not be considered a hazardous waste unless there is reason to believe it has been contaminated with other hazardous chemicals and can not be reused in the process. If the recovered oil cannot be reused, the collected materials will be placed in proper containers and will be properly marked, labeled, and placarded according to DOT and RCRA requirements.
- Contaminated Debris and Soil – Depending on the volume and concentration of oil-contaminated debris and soil, it will be disposed of as a special waste and landfilled, landfarmed, or used as daily cover at landfills. Storage containers and material shipments will be properly marked, labeled, and placarded according to DOT requirements.
- Contaminated Personal Protective Equipment (PPE) and Spent Sorbents – Depending on the concentration of oil, some contaminated PPE can be landfilled or incinerated. Shipments will be properly marked, labeled, and placarded according to DOT requirements.
- Contaminated Equipment and Materials – Contaminated equipment will be appropriately cleaned and residual material will be properly disposed. Storage containers and disposal shipments will be properly marked, labeled, and placarded according to DOT requirements.



APPENDIX F

SAMPLE MISCELLANEOUS FORMS

Containment Drainage Record

[Click to view the file - Containment Drainage Record 7 12 2009 15 43 50 12 9 2011 14 50 29.pdf](#)

AST Visual Inspection and Repair Log

[Click to view the file - AST Visual Inspection and Repair Log 7 12 2009 16 2 16 12 9 2011 14 51 13.pdf](#)

Example Discharge Prevention Meeting Log

[Click to view the file - Example Discharge Prevention Meeting Log 7 12 2009 15 44 11 12 9 2011 14 51 33.pdf](#)

Example Response Equipment Checklist & Inspection Log

[Click to view the file - Example Response Equipment Checklist & Inspection Log 7 12 2009 16 3 54 12 9 2011 14 52 2.pdf](#)

Exercise, Drill, and Incident Evaluation

[Click to view the file - Exercise, Drill, and Incident Evaluation 7 12 2009 16 2 47 12 9 2011 14 52 32.pdf](#)

Personnel Response Training Log

[Click to view the file - Personnel Response Training Log 7 12 2009 15 44 44 12 9 2011 14 53 0.pdf](#)

Response Equip Testing and Deployment Drill Log

[Click to view the file - Response Equip Testing and Deployment Drill Log 7 12 2009 15 45 18 12 9 2011 14 53 32.pdf](#)

Containment Drainage Record

This report must be completed when storm water is drained from the secondary containment dike of oil storage containers (in areas that do not discharge to the onsite wastewater treatment facility). The report must be filed with the environmental files and kept for a minimum of three years.

Inspector Name:		
Inspection Date:	Time:	Conditions:
Name of containment being drained		
Approximate water depth		inches
Does the storm water have an oil sheen on the surface? Circle one		Yes No
Monitor during drainage		Yes No
Close the bypass valve after the drainage is complete		Yes No
Work Performed by:		
If the water has a sheen, contact environmental leader to make arrangements for proper disposal.		
Comments:		

AST Visual Inspection and Repair Log

AREAS INSPECTED	VISUAL INSPECTIONS													LEAK DETECTION			
	WEEKLY													MONTHLY			
	1.) Have releases occurred from the tank system? Date of Inspection and Initials of Person Inspecting Tanks																
Date ⇄	/	/	/	/	/	/	/	/	/	/	/	/	/	/	4.) Has the monthly leak detection for the area below the tank floor been performed on this tank? If so, circle the method used	MONTHLY	
Initials ⇄															For more information, see the <i>Types of Monitoring</i> page at the beginning of the calendar for leak detection options.	/ /	
Tank #1 150 Proof	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	Y	N	Visual Interstitial Vapor Recirculation
Tank #2 200 Proof	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	Y	N	Visual Interstitial Vapor Recirculation
Tank #3 Denaturant	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	Y	N	Visual Interstitial Vapor Recirculation
Tank #4 Denatured Ethanol 1	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	Y	N	Visual Interstitial Vapor Recirculation
Tank #5 Denatured Ethanol 2	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	Y	N	Visual Interstitial Vapor Recirculation
Tank #6 Fuel Additive	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	Y	N	Visual Interstitial Vapor Recirculation
Tank #7 Sulfuric Acid	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	Y	N	Visual Interstitial Vapor Recirculation
Tank #8	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	N	Y	Y	N	Visual Interstitial Vapor Recirculation
2.) Were repairs needed or releases encountered?	If so, indicate the date, Tank #, and what was done about it:																

Visual Inspection Requirements:

- During transfers—at least one person needs to be present during substance loading or unloading of the tanks to visually monitor and terminate the transfer.
- Weekly or 72 hour check for leaks—Owners or operators need to conduct visual monitoring to verify that no releases have occurred from the tank system. This needs to be done weekly if the tank complies with "new" tank standards for secondary containment or every 72 hours if the tank complies with the standards established for tanks installed before November 1998. For more information, contact the MPCA Small Business Assistance Program.
- Monthly inspections—Visual check of tanks, piping, valves, pumps and other equipment for cracks, corrosion, releases, and maintenance needs. Walk through the site to identify cracks or other defects in the secondary containment areas and substance transfer areas.

Other Activities Performed:
For example: stormwater discharges from the containment areas; impressed current system inspections; internal and external tank inspections; tank installations or removals.

Additional records on the inspections and tank work performed should be maintained.

Date/ Name _____
Remarks _____

Example Response Equipment Checklist & Inspection Log

Description	Location	Quantity	Accessibility (time to respond)	Status/Condition (leave blank if OK)	Use or Testing
Booms					
Containment Boom					
Sorbents					
Mini-Booms					
Sorbent Pads					
Sorbent Rolls					
Sorbent Pillows					
Hand Tools					
Shovels					
Flashlights					
Communication Equipment					
Phones					
Security Radios					
Personal Protective Equipment					
Gloves					
Face Shields					
Goggles					
Full Respirator					
Chemical Resistant Boots					
Class B Spill Response Suit					
Tyvek Coveralls					
Other					
Completed by:				Date:	

Response Equipment Testing and Deployment Drill Log**Date of Last Update:** _____

Last Inspection or Response Equipment Test Date:	
Inspection Frequency:	Quarterly
Last Deployment Drill Date:	
Deployment Frequency:	Semi Annual
Oil Spill Removal Organization Certification (if applicable):	

Date of Last Update: _____

Last Inspection or Response Equipment Test Date:	
Inspection Frequency:	Quarterly
Last Deployment Drill Date:	
Deployment Frequency:	Semi Annual
Oil Spill Removal Organization Certification (if applicable):	National Response Corporation (Primary)

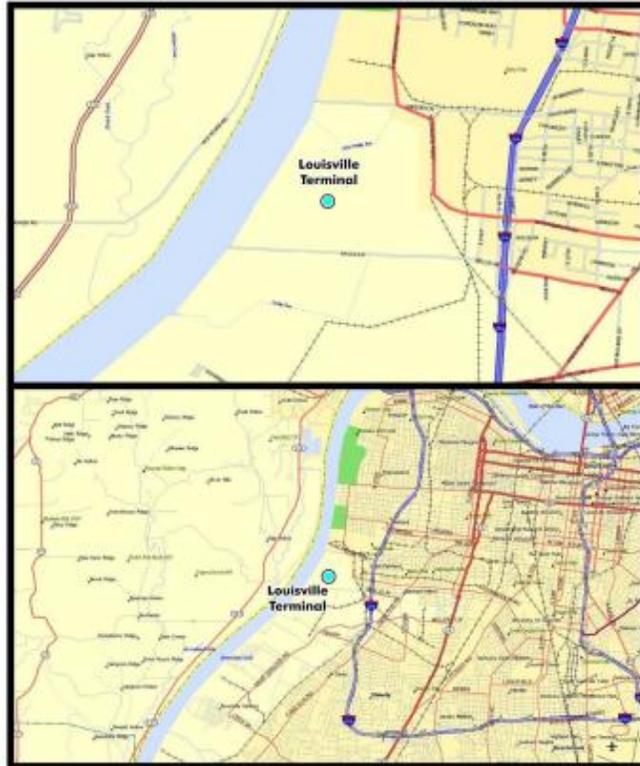
Mobilization		
What resources were mobilized?		
Were the resources available within the expected time?		
What could have made the mobilization of equipment, supplies, OSRO, or ERT personnel faster?		
Were resources needed but not available? If so why?		
Were resources unnecessarily mobilized?		
Did the OSRO or other spill response contractor mobilize in an acceptable amount of time?		
Were the Local Emergency First Responders prompt? Were they able to follow the ICP?		
Were corporate resources and funding available and sufficient?		
How were contractors, government agencies, and volunteers used?		
Is there sufficient knowledge of available resources?		
Incident-Specific Response Checklists		
Was the incident-specific checklist adequate? (i.e. sufficient detail, yet flexible enough to respond to the unique characteristics of the incident within the type and scope of the checklist)		
What was the initial response to the incident and how did it change during the response?		
Could the response have been improved?		
How were wastes generated from the incident handled?		
Response Equipment and Supplies		
What equipment and supplies were used and how were they used?		
Were the equipment and supplies sufficient and located in a way that facilitated their use?		
Did the OSRO have necessary equipment?		
Response		
Was the response to the incident effective and prompt?		
How could you improve the response?		
How did the ERT perform?		

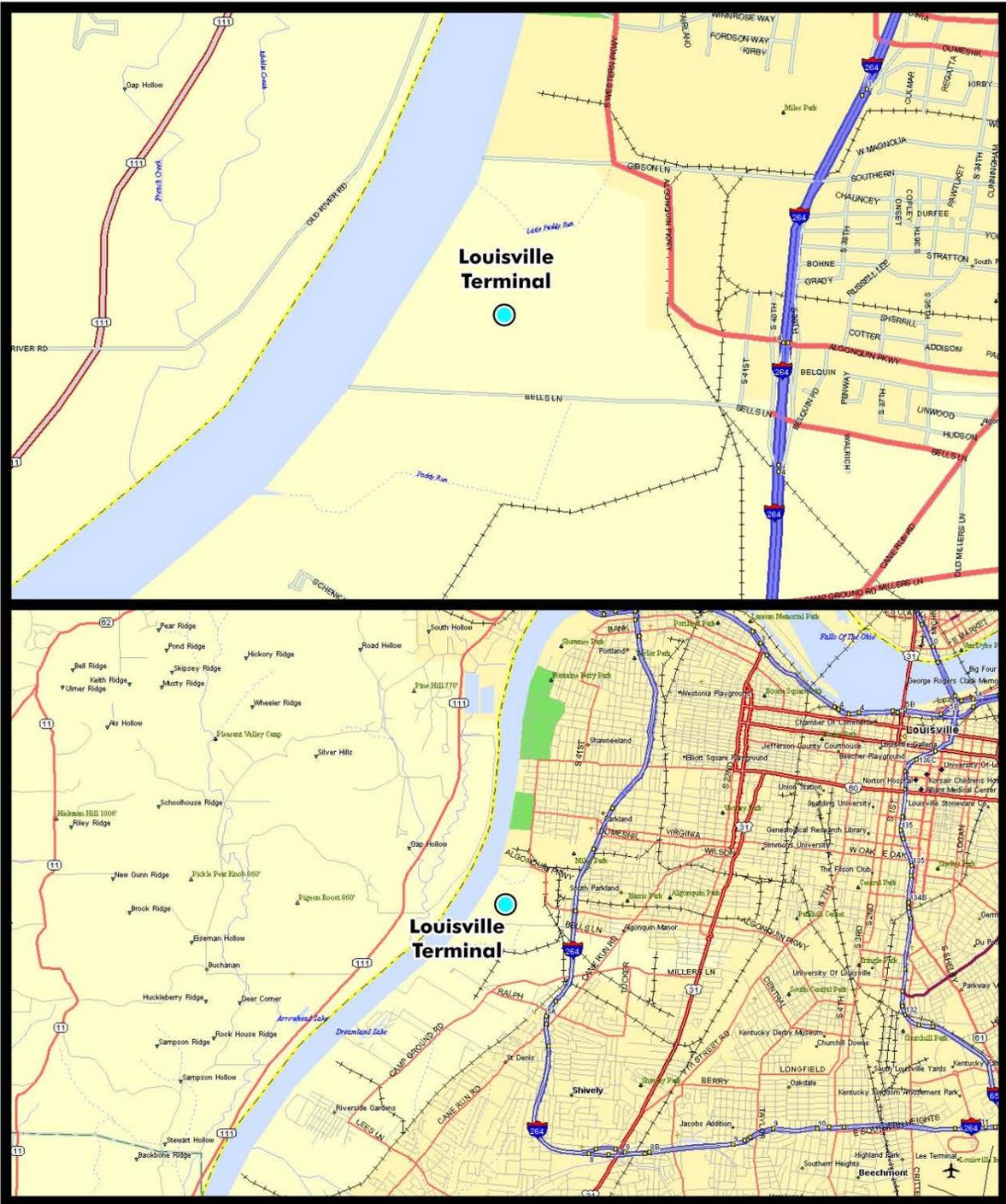


APPENDIX G

MAPS AND DIAGRAMS

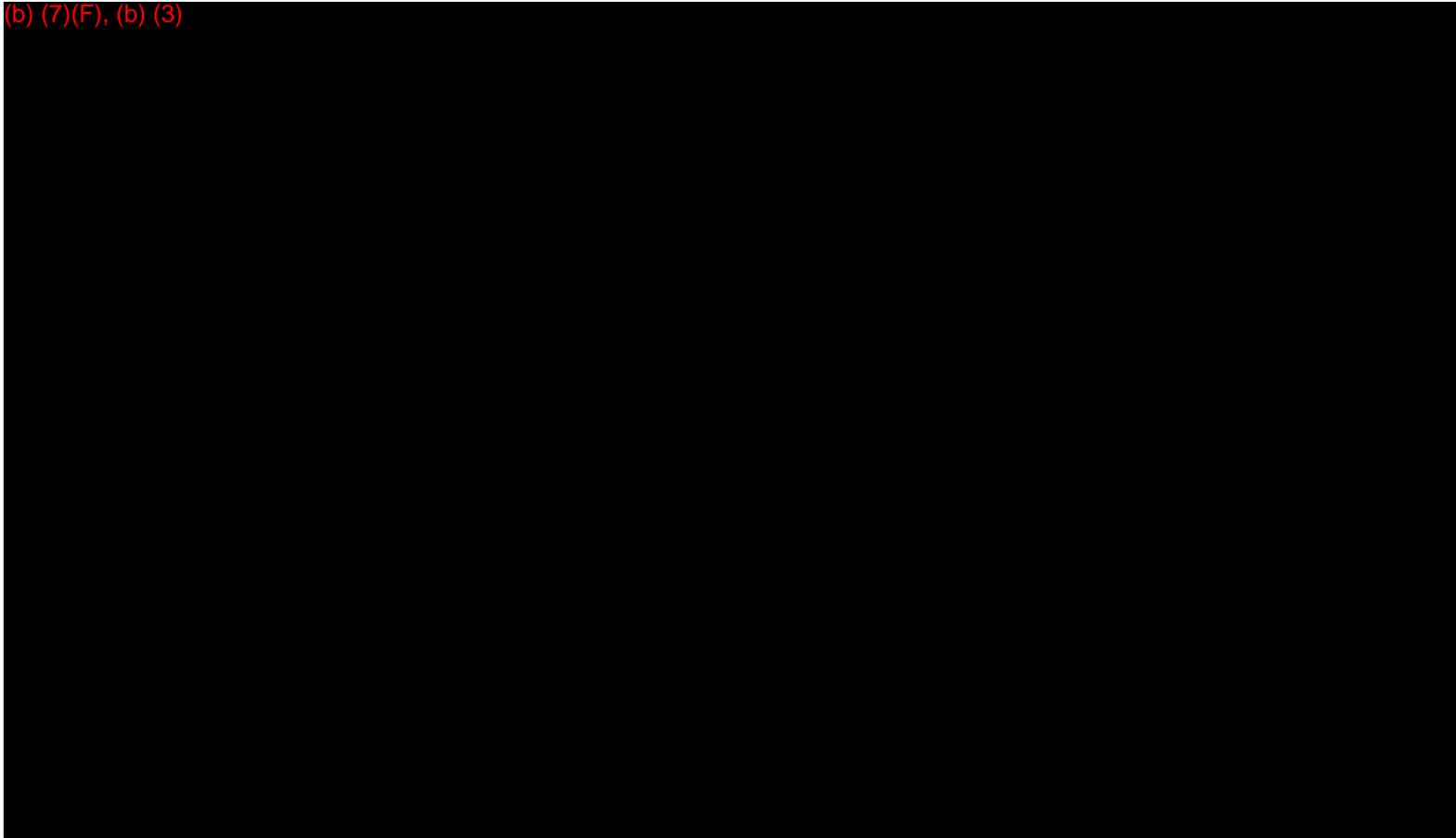
Area Map





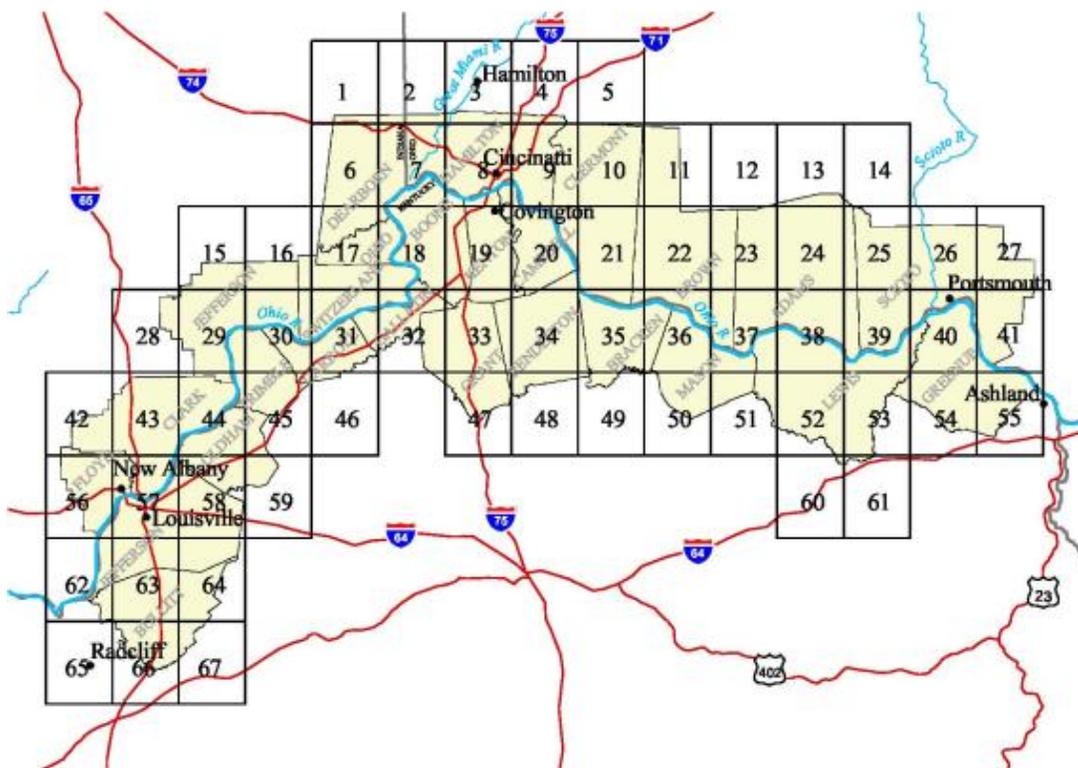
Facility Diagram

(b) (7)(F), (b) (3)



Environmental Sensitivity Map
OHR_MM_384-630

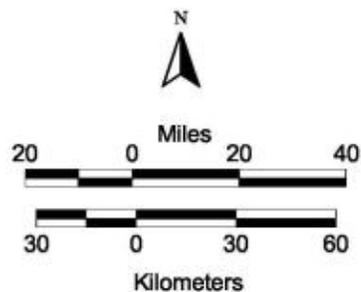
Middle Ohio River Mapping Area
Index to Tiles



Location of Middle Ohio River Mapping Area

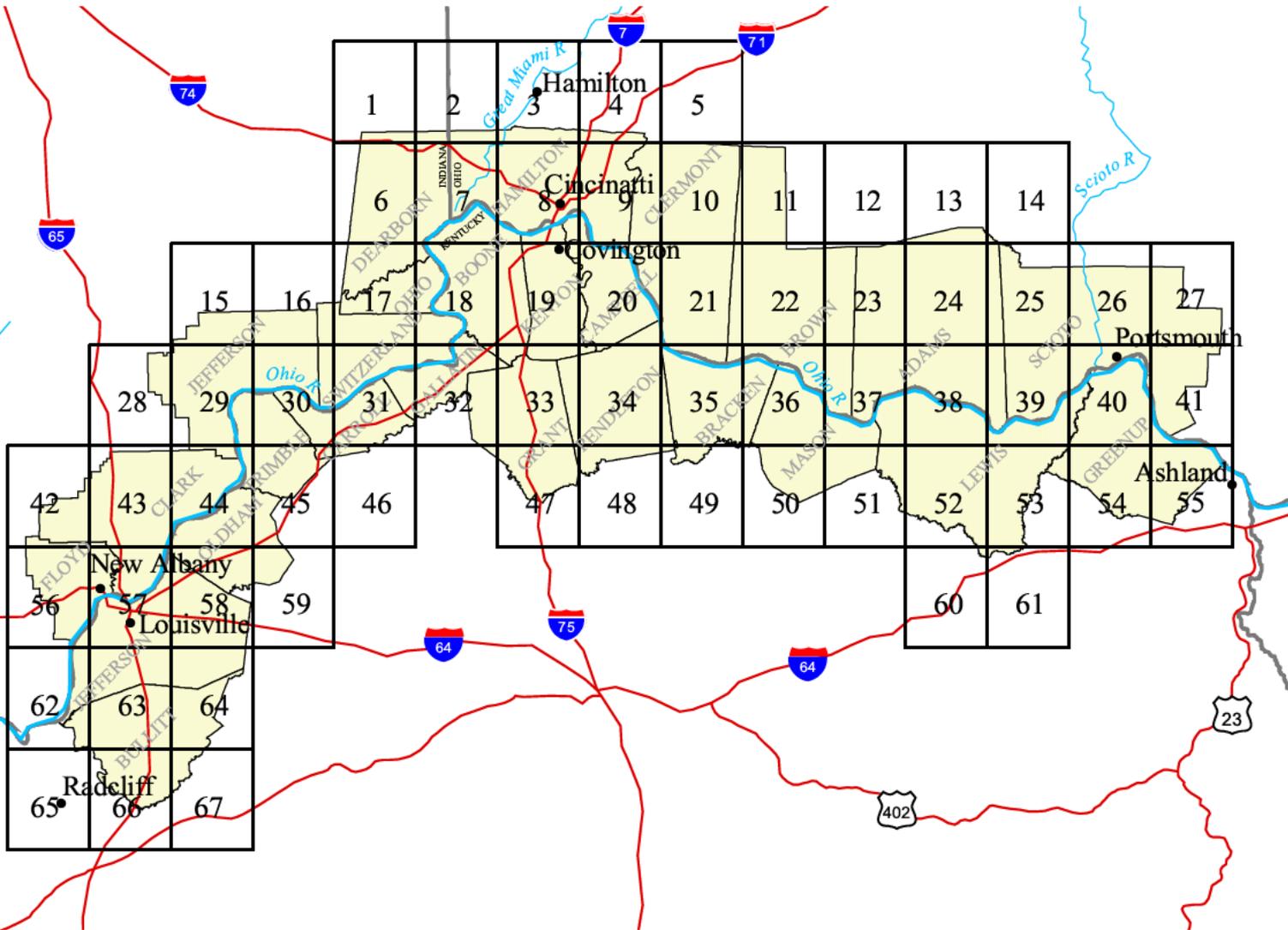


Tile numbers refer to detailed maps contained within this atlas.



PHMSA 000084310
Middle Ohio River Mapping Area

Index to Tiles



Tile numbers refer to detailed maps contained within this atlas.

Location of Middle Ohio River Mapping Area



Kilometers

OHR_MM_384-630

MAP LEGEND

SENSITIVE SPECIES

<p>Aquatic/Riparian Zone</p> <ul style="list-style-type: none"> ○ Vascular Plants ○ Birds ○ Amphibians and Reptiles ○ Mammals ○ Invertebrates ○ Fish ○ Natural Communities 	<p>Terrestrial Zone</p> <ul style="list-style-type: none"> ○ Vascular Plants ○ Birds ○ Amphibians and Reptiles ○ Mammals ○ Invertebrates ○ Natural Communities ○ Multiple Species Groupings
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Icons Indicating Threatened or Endangered Status

NATURAL RESOURCE AREAS

<ul style="list-style-type: none"> Federal Managed Areas State Managed Areas Regional Managed Areas Private Managed Areas Other Environmentally Sensitive Aquatic Areas Other Environmentally Sensitive Terrestrial Areas 	<ul style="list-style-type: none"> Federal Designated Areas State Designated Areas Regional Designated Areas Private Designated Areas
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Tribal Land

OTHER SENSITIVE RESOURCES

- Marina
- Navigational Lock and Dam
- Water Intake (nonpotable)
- Water Intake (potable)

POTENTIAL SPILL SOURCES

- Fixed Oil Storage Facility
- Marine Transfer Facility and/or Facility with more than 1 million gallons
- M Pipeline

<p>RESPONSE CONSIDERATIONS</p> <ul style="list-style-type: none"> Boat Access Non-navigational Dam 	<p>BOUNDARY DESIGNATIONS</p> <ul style="list-style-type: none"> County Boundary EPA/Coast Guard Jurisdictional Boundary Pipeline Inset Boundary
-------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

MAP LEGEND

SENSITIVE SPECIES

Aquatic/Riparian Zone		Terrestrial Zone	
	 Vascular Plants		 Vascular Plants
	 Birds		 Birds
	 Amphibians and Reptiles		 Amphibians and Reptiles
	 Mammals		 Mammals
	 Invertebrates		 Invertebrates
	 Fish		 Natural Communities
	 Natural Communities		 Multiple Species Groupings
	Icons Indicating Threatened or Endangered Status		

NATURAL RESOURCE AREAS

	 Federal Managed Areas		 Federal Designated Areas
	 State Managed Areas		 State Designated Areas
	 Regional Managed Areas		 Regional Designated Areas
	 Private Managed Areas		 Private Designated Areas
	 Other Environmentally Sensitive Aquatic Areas		
	 Other Environmentally Sensitive Terrestrial Areas		
	 Tribal Land		

OTHER SENSITIVE RESOURCES

	○ Marina
	○ Navigational Lock and Dam
	○ Water Intake (nonpotable)
	○ Water Intake (potable)

POTENTIAL SPILL SOURCES

	● Fixed Oil Storage Facility
	● Marine Transfer Facility and/or Facility with more than 1 million gallons
	N Pipeline

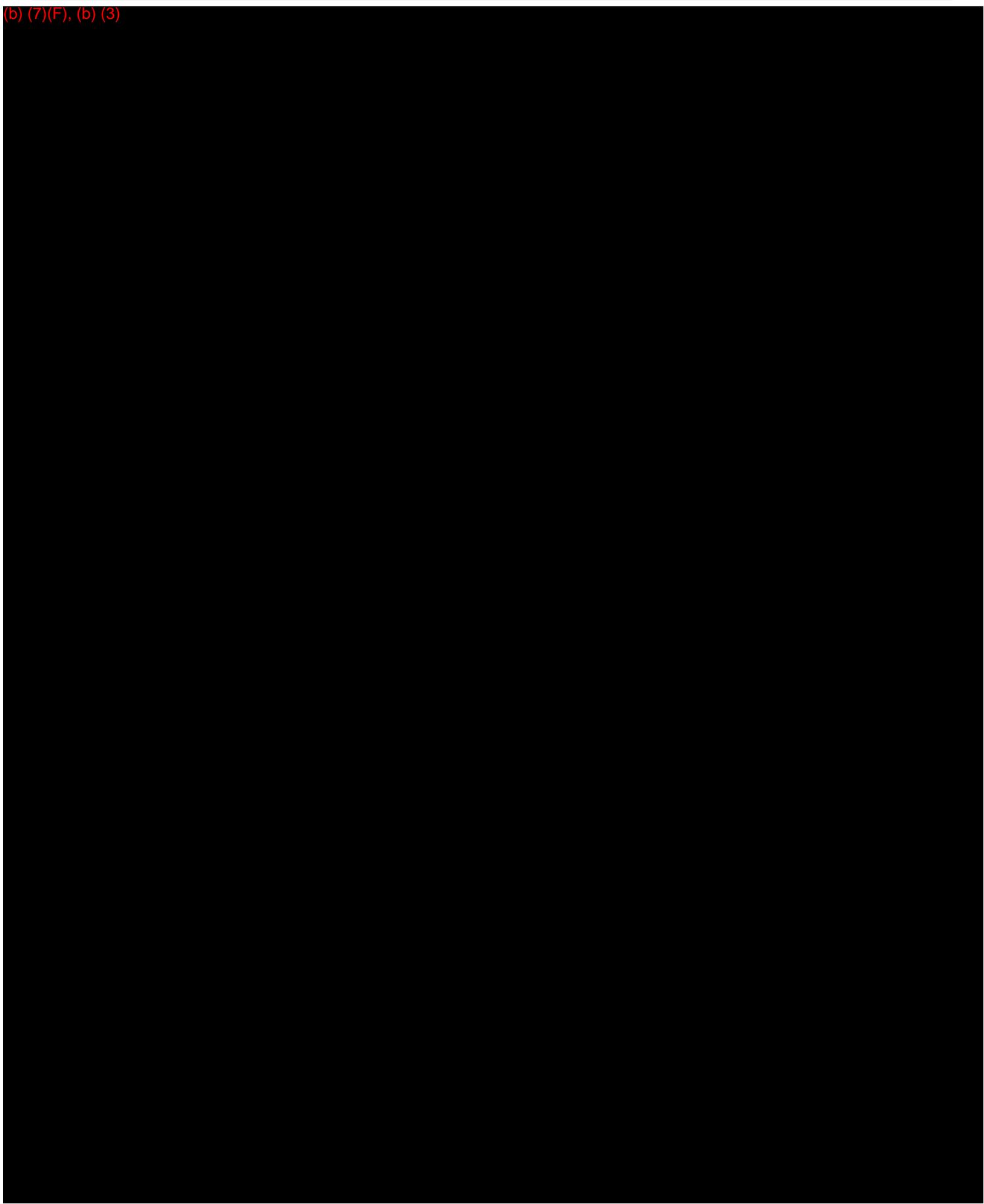
RESPONSE CONSIDERATIONS

- Ⓐ Boat Access
- Ⓓ Non- navigational Dam

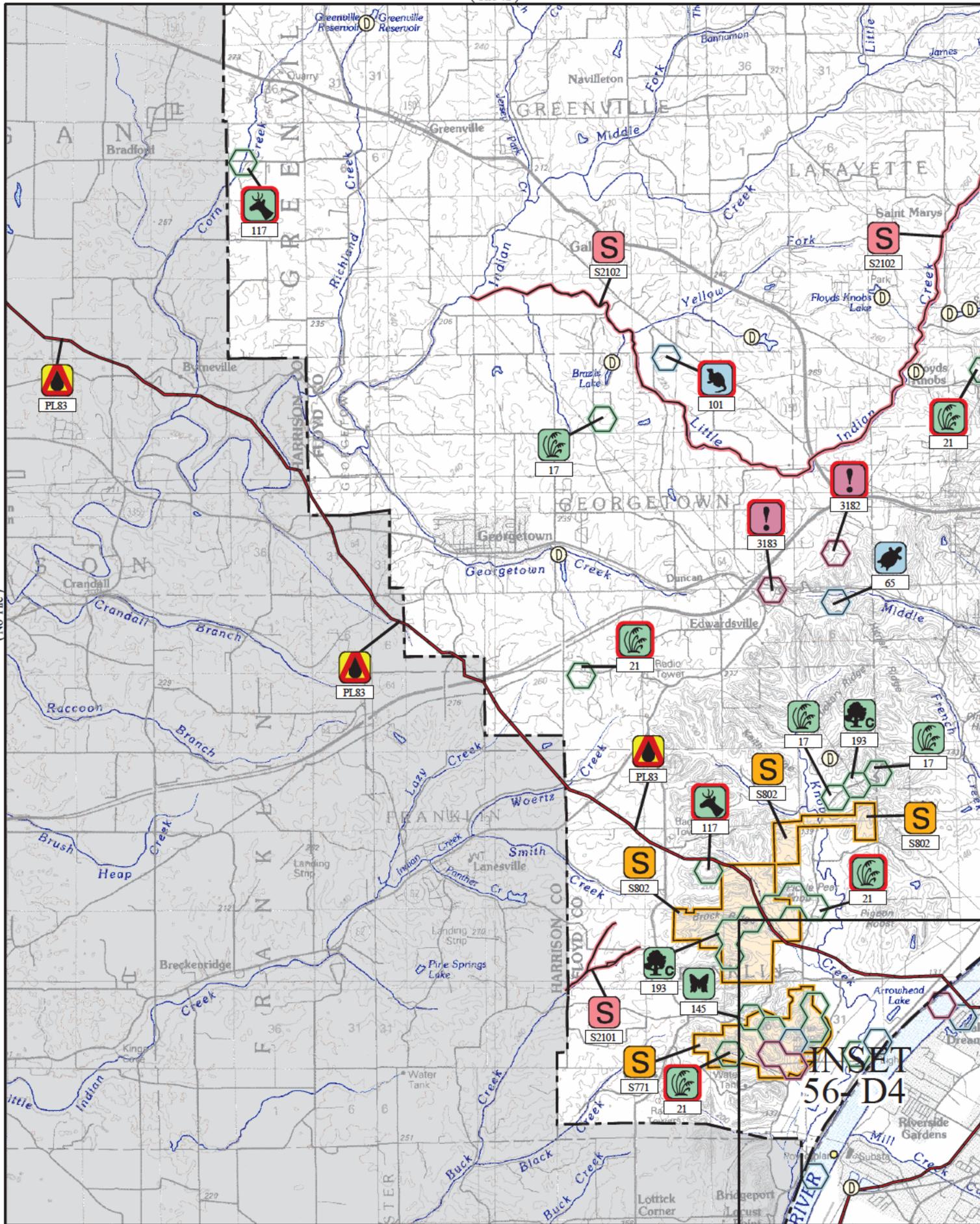
BOUNDARY DESIGNATIONS

- County Boundary
- EPA/Coast Guard Jurisdictional Boundary
- ⋯ Pipeline Inset Boundary

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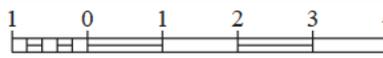
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April 2000



Scale 1:100,000

MILES

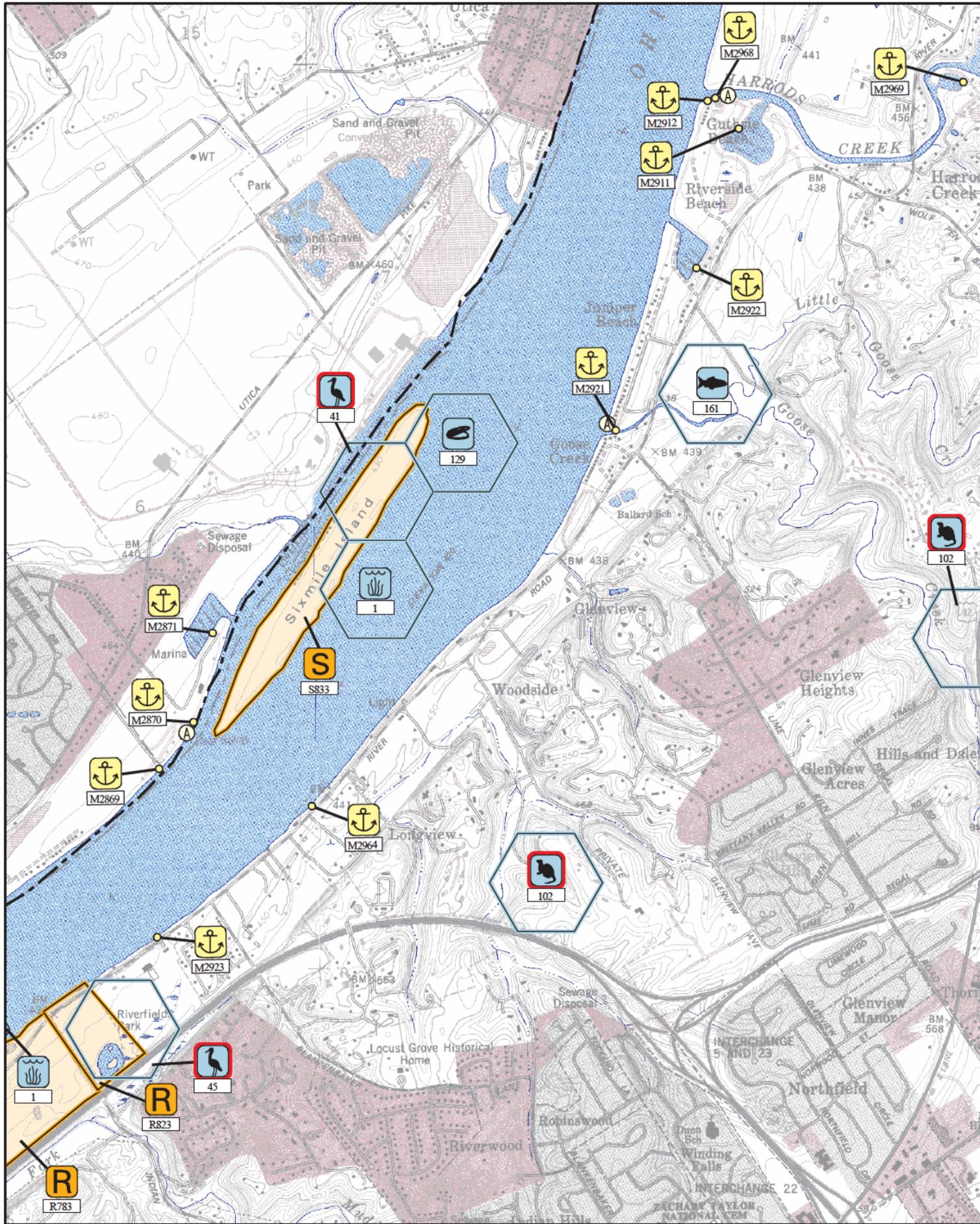


KILOMETERS

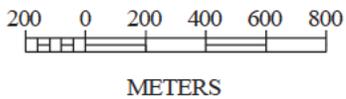
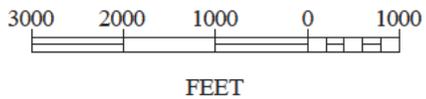
Middle Ohio River

Tile 56

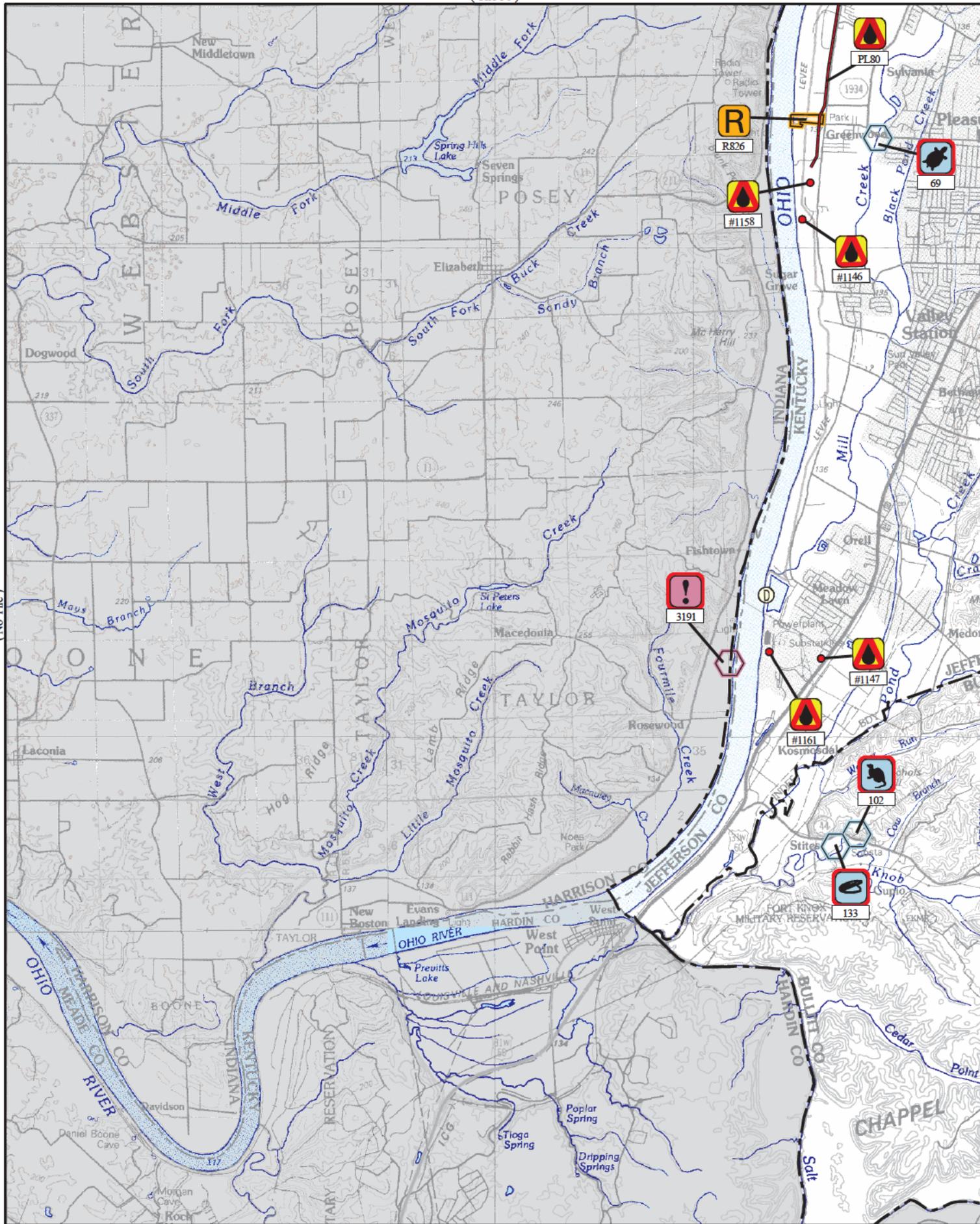




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Scale 1:25,000



Middle Ohio River
Inset 57- B4



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(Tile 63)

April 2000



Scale 1:100,000

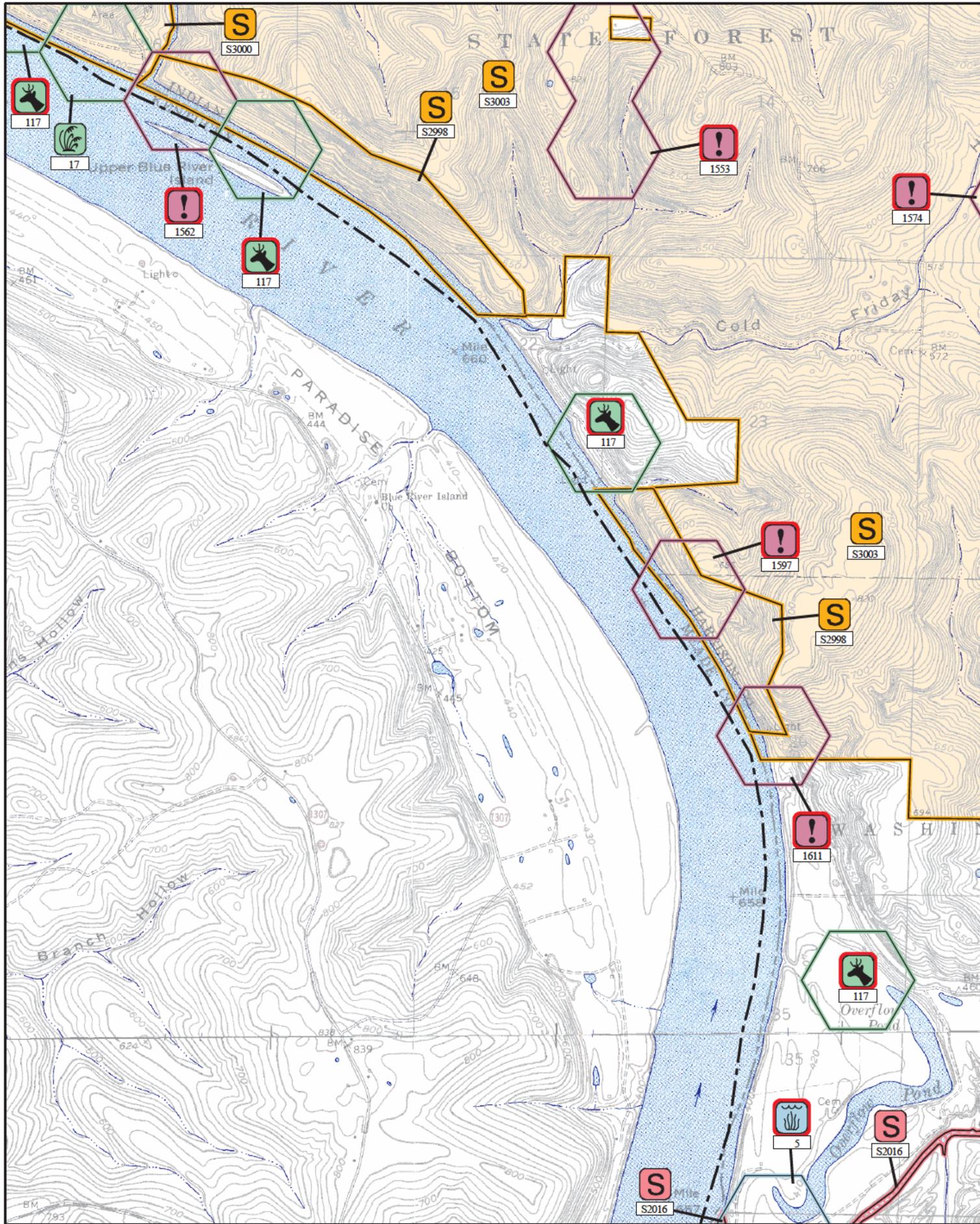
MILES



KILOMETERS

Middle Ohio River

Tile 62



November 2000

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Scale 1:25,000

FEET



200 0 200 400 600 800

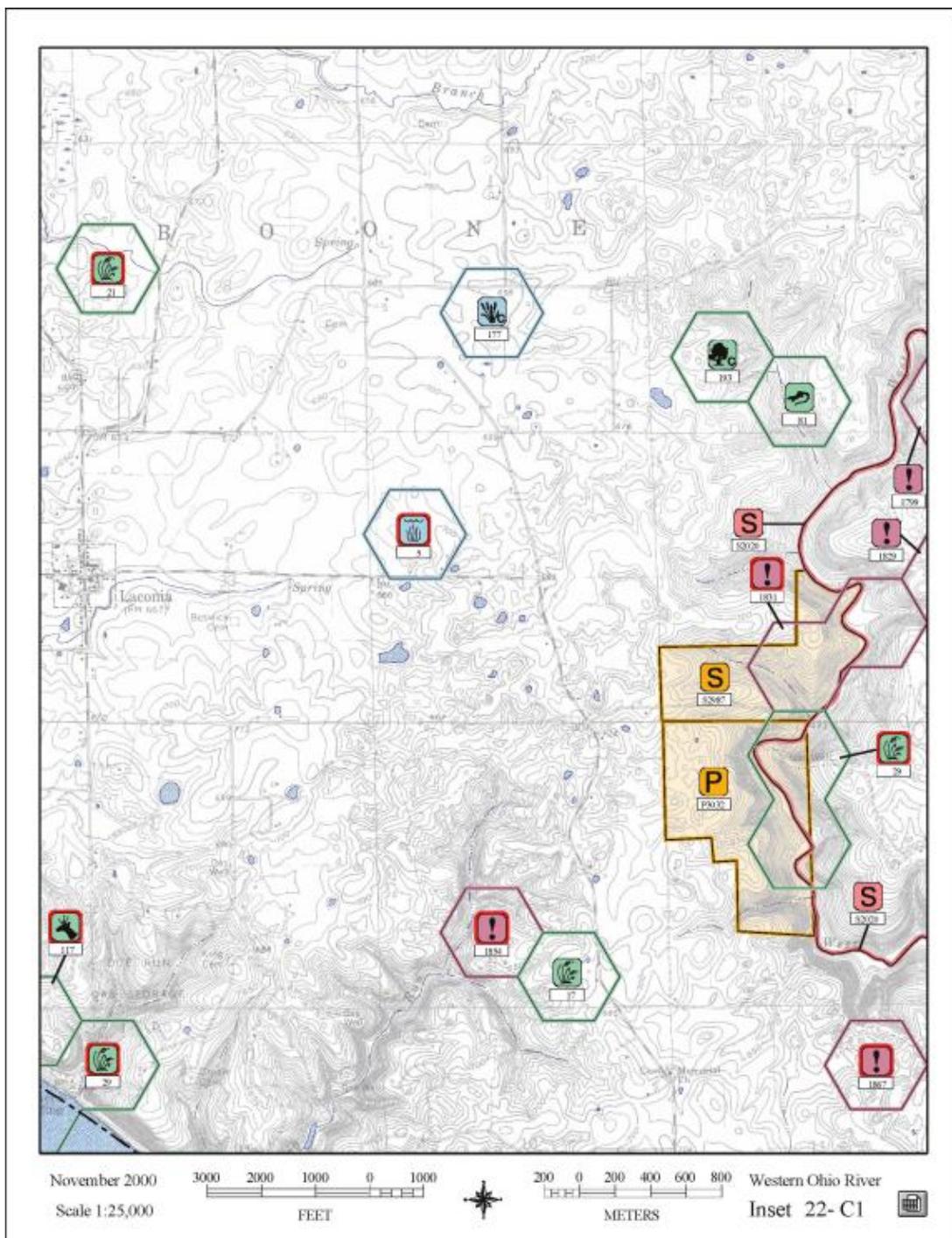
METERS

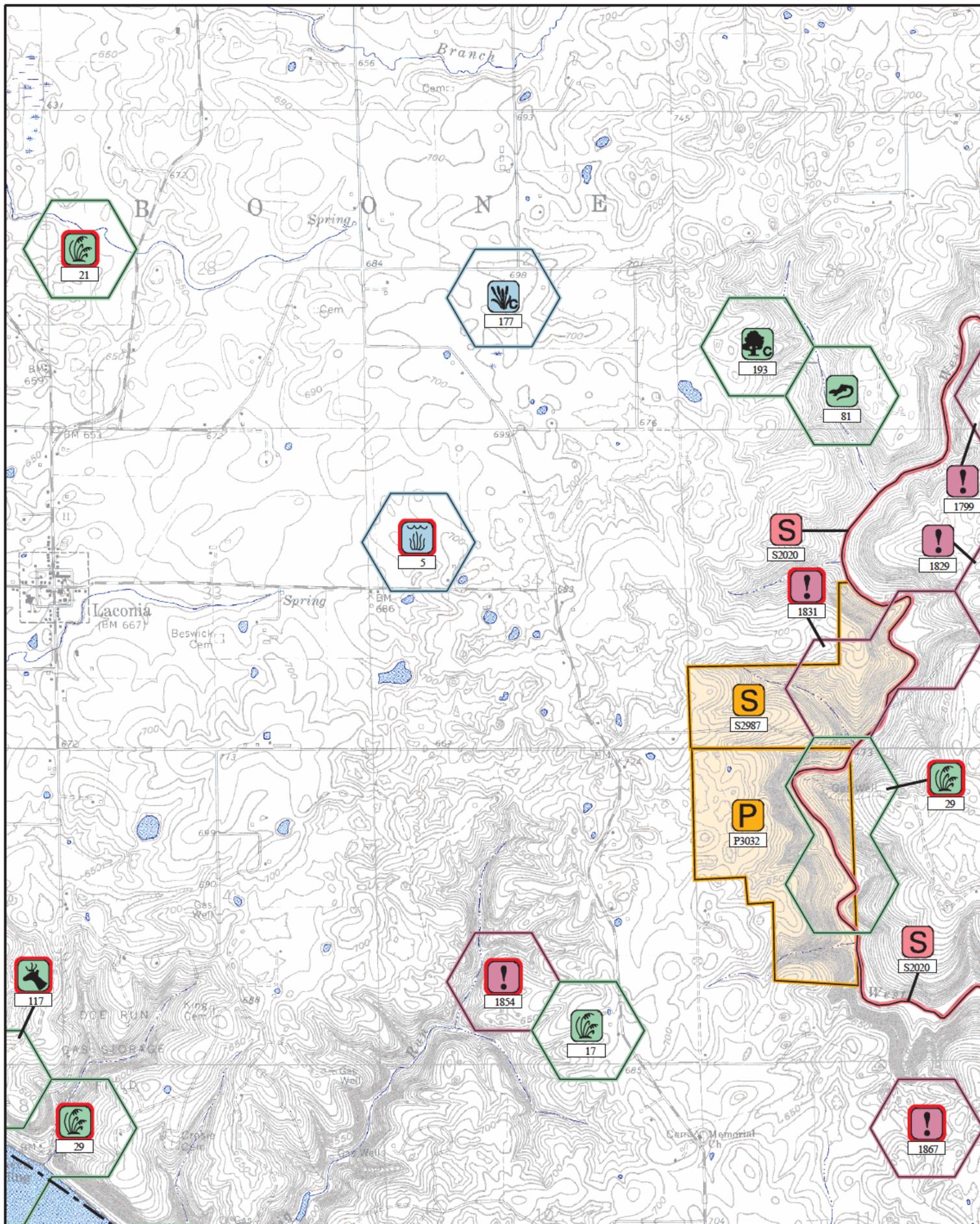
Western Ohio River

Inset 21- A1

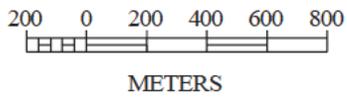
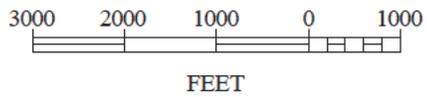


Inset 22-C1





November 2000



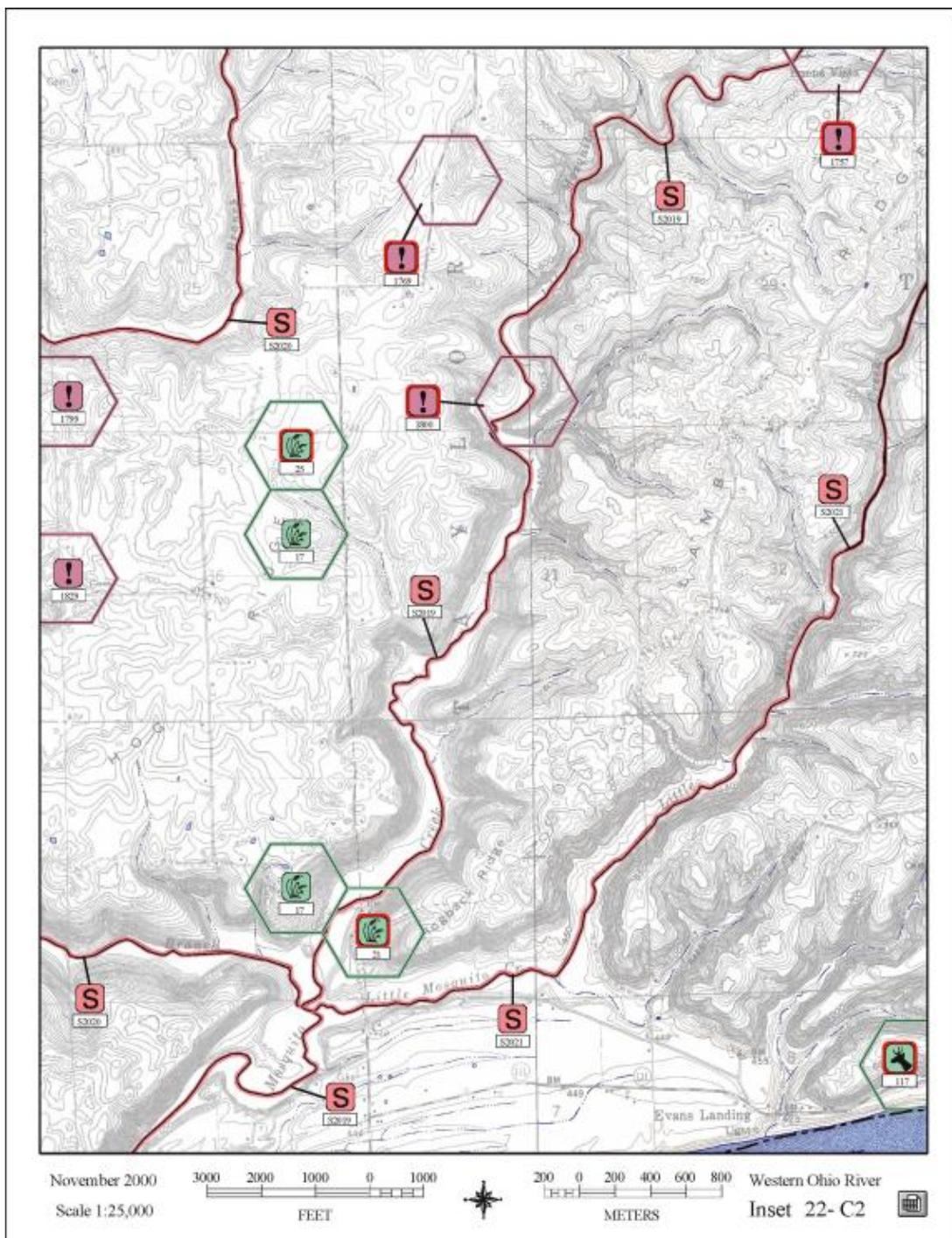
Western Ohio River

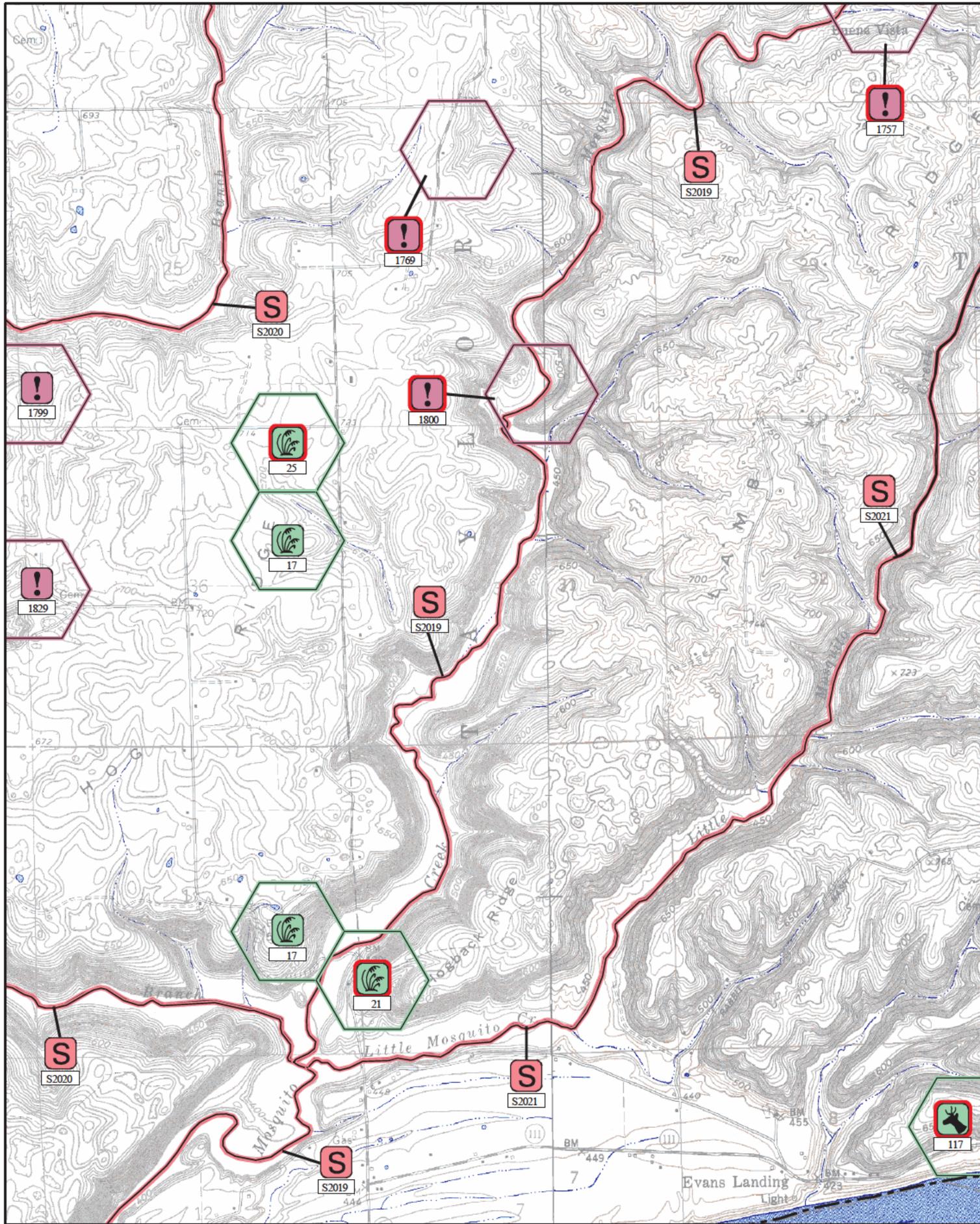
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Inset 22- C1

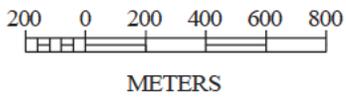
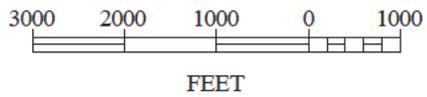


Inset 22-C2





November 2000



Western Ohio River

Inset 22- C2

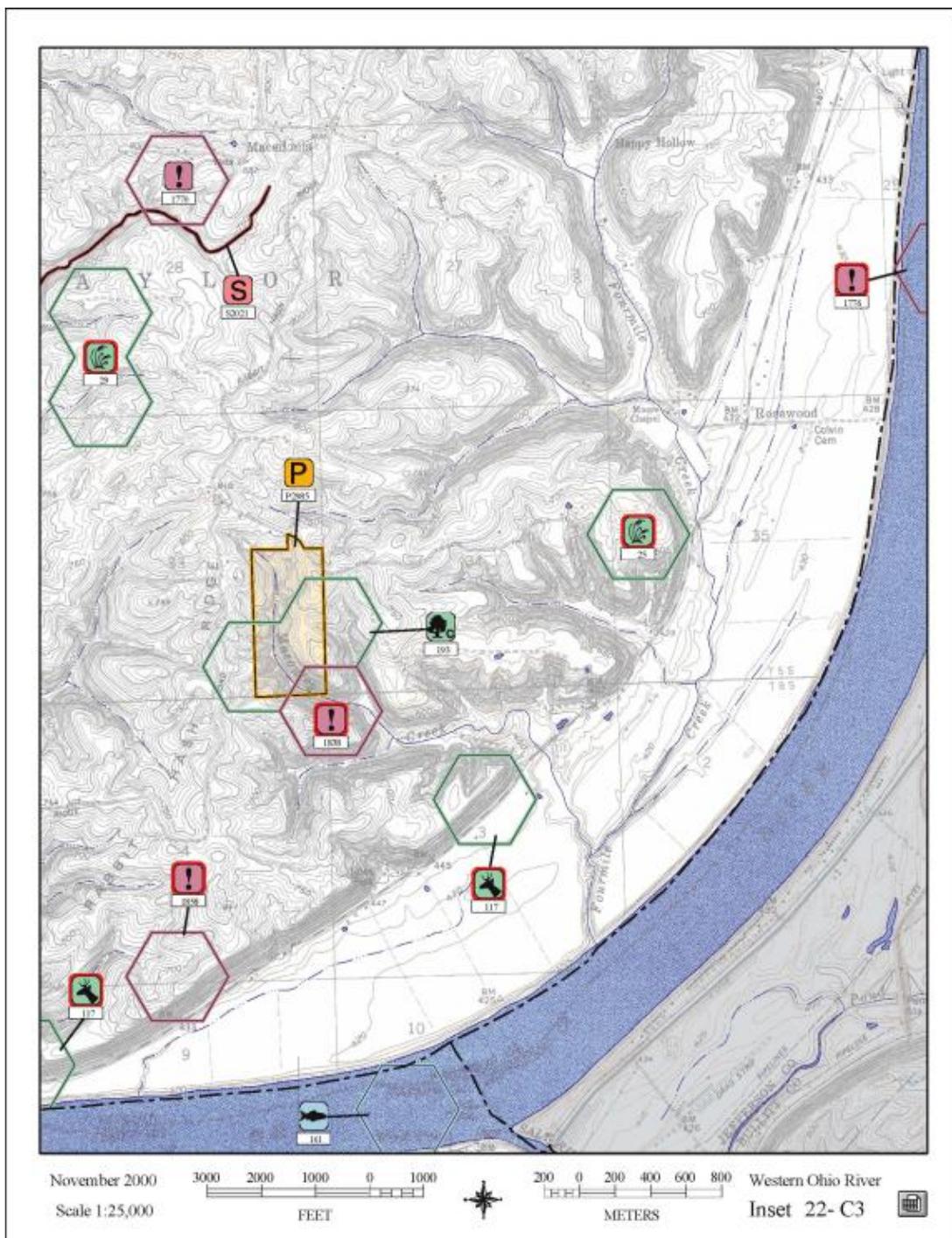


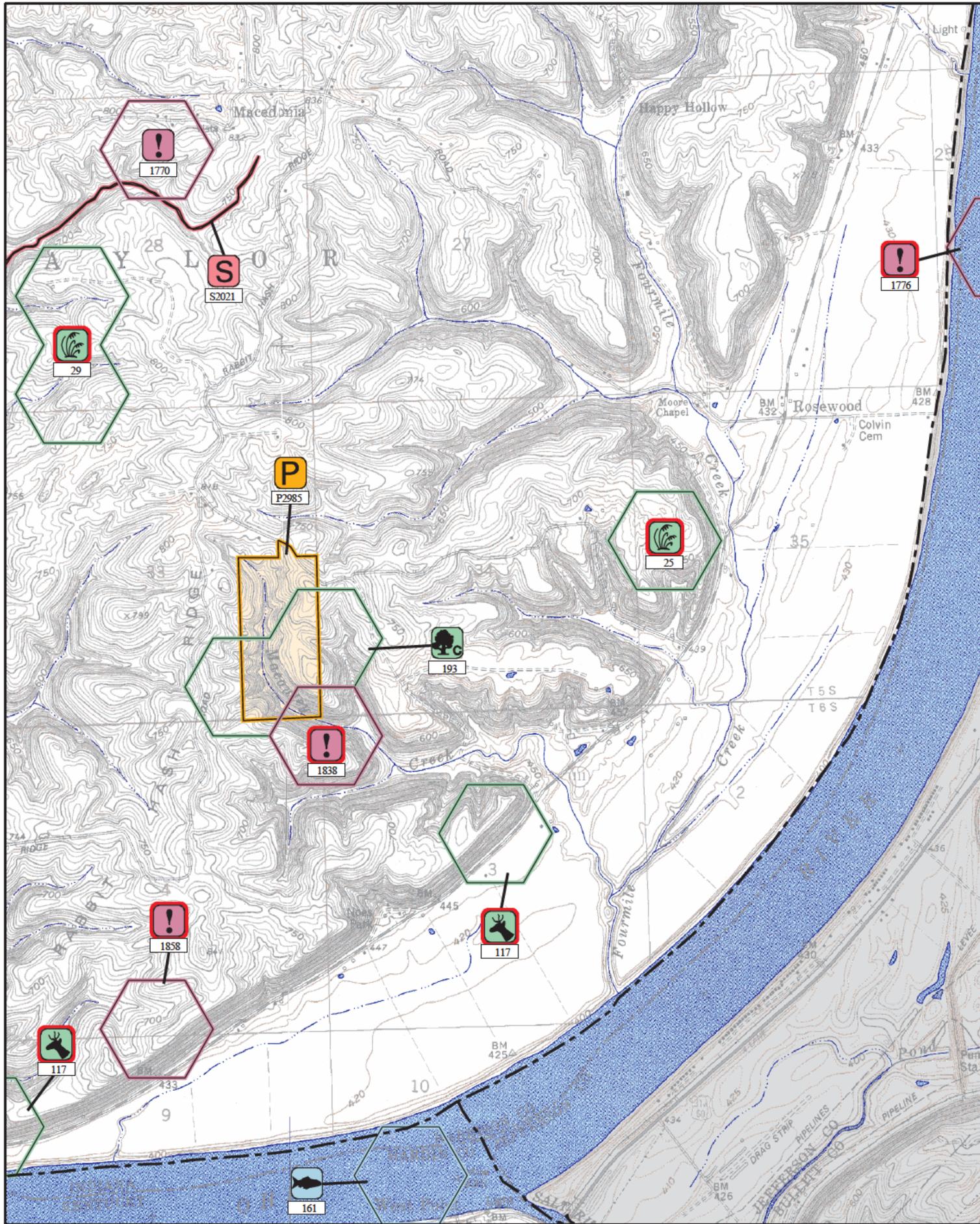
Scale 1:25,000

FEET

METERS

Inset 22-C3





November 2000

3000 2000 1000 0 1000

Scale 1:25,000

FEET



200 0 200 400 600 800

METERS

Western Ohio River

Inset 22- C3





APPENDIX H

STATE REQUIREMENTS

- H. 1 [State Regulatory Requirements](#)
- H. 2 [State Notifications](#)
- H. 3 [State Response Teams](#)
- H. 4 [State Impact Considerations](#)
- H. 5 [State Worst Case Discharge](#)
- H. 6 [Hazard Evaluation](#)
- H. 7 [Training and Drills](#)
- H. 8 [Other State Information](#)

H.1 STATE REGULATORY REQUIREMENTS

None

H.2 STATE NOTIFICATIONS

None

H.3 STATE RESPONSE TEAMS

None

H.4 STATE IMPACT CONSIDERATIONS

None

H.5 STATE WORST CASE DISCHARGE

None

H.6 HAZARD EVALUATION

None

H.7 TRAINING AND DRILLS

None

H.8 OTHER STATE INFORMATION

None



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 (bbl): 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.

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.

Clean-up Contractor: Persons contracted to undertake a response action to clean up a spill.

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. A 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. A 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.

Diversion 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.

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 any other area 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 non radioactive 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 by 40 CFR 110.1 means the waters of the United States, including the territorial seas. The term includes:

All waters that are currently used, were used in the past, or may be susceptible to use in interstate or foreign commerce, including all waters that are subject to the ebb and flow of the tide;

Interstate waters, including interstate wetlands;

All other waters such as interstate lakes, rivers, streams (including intermittent streams), mudflats, sandflats, and wetlands, the use, degradation, or destruction of which would affect or could affect interstate or foreign commerce including any such waters:

- that are or could be used by interstate or foreign travelers for recreational or other purposes;
- from which fish or shellfish are or could be taken and sold in interstate or foreign commerce;
- and
- that are used or could be used for industrial purposes by industries in interstate commerce.

All impoundments of waters otherwise defined as navigable waters under this section;

Tributaries of waters identified in paragraphs (a) through (d) of this definition, including adjacent wetlands; and

Wetlands adjacent to waters identified in paragraphs (a) through (e) of this definition: Provided, that waste treatment systems (other than cooling ponds meeting the criteria of this paragraph) are not waters of the United States.

Waters of the United States do not include prior converted cropland. Notwithstanding the determination of an area's status as prior converted cropland by any other federal agency, for the purposes of the Clean Water Act jurisdiction remains with EPA.

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: Naturally occurring liquid hydrocarbons at atmospheric temperature and pressure coming from the earth, including condensate and natural gasoline, and any fractionation thereof, including, but not limited to, crude oil, petroleum gasoline, fuel oil, diesel oil, oil sludge, oil refuse, and oil mixed with wastes other than dredged spoil. Oil does not include any substance listed in Table 302.4 of 40 CFR Part 302 adopted August 14, 1989, under Section 101(14) of the federal comprehensive environmental response, compensation, and liability act of 1980, as amended by P. L. 99-499.

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 area 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.

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 a 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 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.

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.

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.

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 (40 CFR 112.2(y)).

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

AC	Area Committee
AOR	Area of Review
AQI	Alternate Qualified Individual
ACP	Area Contingency Plan
ACPs	Area Contingency Plans
bb/hr	Barrel per Hour
BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management
BPD	Barrels Per Day
BOD	Biological Oxygen Demand
BOEMRE	Bureau of Ocean Energy Management Regulation and Enforcement
BOM	Bureau of Mines
CAER	Community Awareness and Emergency Response
CAS Number	Chemical Abstracts Service
CERCLA	Comprehensive Environmental Response, Compensation and Liability Act
CFR	Code of Federal Regulations
CG	Coast Guard
CHEMTREC	Chemical Transportation Emergency Center
COE	U.S. Army Corps of Engineers
COTP	Captain of the Port
CPI	Corrugated Plate Interceptor
CRZ	Contamination Reduction Zone
CST	Civil Support Team
CWA	Clean Water Act (Federal - Public Law 100-4)
CWS	Community Water System
CZM	Coastal Zone Management
DECON	Decontamination
DENR	Department of Environment and Natural Resources
DHS	Department of Homeland Security
DNR	Department of Natural Resources
DOC	Department of Commerce
DOCL	Documentation Unit Leader
DOD	Department of Defense
DOE	Department of Energy
DOI	Department of Interior
DOJ	Department of Justice
DOL	Department of Labor
DOS	Department of State
DOT	Department of Transportation

EBS	Emergency Broadcast System
EDRC	Estimated Daily Recovery Capability
EET	Environmental Emergency Team
EHS	Extremely Hazardous Substance
EMS	Emergency Management System
EOC	Emergency Operations Center
EPA	U. S. Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act of 1986 (Title III of SARA)
EQ	Environmental Quality
ESA	Endangered Species Act
ETA	Estimated Time of Arrival
FAA	Federal Aviation Administration
FAX	Facsimile Machine
FBI	Federal Bureau of Investigation
FCC	Federal Communications Commission
FEMA	Federal Emergency Management Agency
FIR	Field Investigation Report
FOSC	Federal On-Scene Coordinator
FR	Federal Register
FRDA	Federal Resources Damage Assessment
FRF	Federal Revolving Fund
GIS	Geographic Information System
GSA	General Services Administration
HAZMAT	Hazardous Material
HAZWOPER	Hazardous Waste Operations and Emergency Response Standard
HEPA OVV	High Efficiency Particle Air Device
HF ERW	High Frequency Electric-Resistance Weld
HHS	Department of Health and Human Services
HLS	Homeland Security
HOPD	Head Office Products Distribution
HVAC	Heating, Ventilating, and Air Conditioning
IAP	Incident Action Plan
IBRRC	International Bird Rescue Research Center
IC	Incident Commander
ICS	Incident Command System
ID NO.	Identification Number
IMH	Incident Management Handbook
IMS	Incident Management System
KM	Kilometer
KP	Kilometer Point
LE	Law Enforcement
LEPC	Local Emergency Planning Committee

LFL	Lower Flammable Limit
LO	Liaison Officer
LOSC	Local On-Scene Coordinator
LPG	Liquefied Petroleum Gas
LRT	Local Response Team
LSC	Logistics Section Chief
LF ERW	Low Frequency Electric-Resistance Weld
LEL	Lower Explosive Limit
MBL	Mobile
MEDEVAC	Medical Evacuation
MMS	Minerals Management Service, replaced by BOEMRE
MOU	Memorandum of Understanding
MSDS	Material Safety Data Sheets
MSO	Marine Safety Office
MSRC	Marine Spill Response Corporation
NCP	National Contingency Plan
NCWS	Non-Community Water System
NEECP (CA)	National Environmental Emergencies Contingency Plan
NEPA	National Environmental Policy Act
NFPA	National Fire Protection Association
NIMS	National Incident Management System
NOAA	National Oceanographic Atmospheric Administration
NRC	National Response Center
NRDAR	Natural Resource Damage Assessment and Restoration
NRS	National Response System
NRT	National Response Team
NSF	National Strike Force
NSFCC	National Strike Force Coordination Center
O&M	Operations and Maintenance
OCC	Operations Coordination Center
OP	Operational Period
OPA	Oil Pollution Act
OPS	Operations
OSC	On-Scene Coordinator
OSC	Operation Section Chief
OSHA	Occupational Safety & Health Administration
OSLTF	Oil Spill Liability Trust Fund
OSPRA	Oil Spill Prevention and Response Act
OSRO	Oil Spill Removal Organization
OSRP	Oil Spill Response Plan
OSRV	Oil Spill Response Vessel
OV	Organic Vapor
PCB	Polychlorinated Biphenyl's

PFD	Personal Floatation Device
PGR	Pager
PHMSA	Pipeline and Hazardous Materials Safety Administration
PIAT	Public Information Assist Team
POC	Point of Contact
POLREP	Pollution Report
PPE	Personal Protective Equipment
PPM	Parts Per Million
PREP	Preparedness for Response Exercise Program
PSC	Planning Section Chief
PSD	Prevention of Significant Deterioration
PVC	Polyvinyl Chloride
PWSD	Public Water Supply District
QI	Qualified Individual
RACT	Reasonably Achievable Control Technology
RCP	Regional Contingency Plan
RCRA	Resource Conservation and Recovery Act
RECON	Reconnaissance
REP	Radiological Emergency Preparedness
RERT	Radiological Emergency Response Team
RESL	Resource Leader
RP	Responsible Party
RPIC	Responsible Party Incident Commander
RQ	Reportable Quantity
RRT	Regional Response Team
RSPA	Research and Special Programs Administration (replaced by PHMSA)
R/W	Right-of-Way
RWD	Rural Water District
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act
SART	Search and Rescue Transporter
SCADA	Supervisory Control and Data Acquisition
SCBA	Self Contained Breathing Apparatus
SDWA	Safe Drinking Water Act
SERC	State Emergency Response Center
SERC	State Emergency Response Commission
SI	Security Incident
SIC	State Implementation Plan
SITL	Situation Unit Leader
SMT	Spill Management Team
SO	Security Officer
SONS	Spill of National Significance

SOP	Standard Operating Procedure
SOR	Statutory Orders and Regulations
SORS	Spilled oil Recovery System
SOSC	State On-Scene Coordinator
SPCC	Spill Prevention, Control, and Countermeasure
Sq. Ft.	Square Foot
SSC	Scientific Support Coordinator (NOAA)
SSPs	Site Safety Plans
STAM	Staging Area Manager
STEL	Short Term Exposure Limits
SUPSALV	United States Navy Supervisor of Salvage
SWD	Salt Water Disposal
TBA	To be Assigned
TSB	Transportation Safety Board
TSC	Temporary Storage Capacity
TSCA	Toxic Substances Control Act
TSD	Temporary Storage and Disposal
TSDF	Treatment, Storage or Disposal Facility
TWIC	Transportation Worker Identification Credential
UC	Unified Command
UCS	Unified Command System
UN Number	United Nations
US	United States
USACOE	U. S. Army Corps of Engineers
USCG	United States Coast Guard
USDA	U. S. Department of Agriculture
USDL	U. S. Department of Labor
USDOD	U. S. Department of Defense
USDOE	U. S. Department of Energy
USDW	Underground Source of Drinking Water
USEPA	U. S. Environmental Protection Agency
USFWS	U. S. Fish and Wildlife Services
USGS	U. S. Geological Survey
VOC	Volatile Organic Compound
Vol.	Volume
VOSS	Vessel of Opportunity Skimmer System
Vsl.	Vessel
WCD	Worst Case Discharge



REGULATORY CROSS REFERENCE

[U.S. EPA - OPA 90](#)

[USCG OPA 90 Final Rule](#)

[DOT/PHMSA](#)

[OSHA Emergency Action Plans](#)

[OSHA HAZWOPER](#)

U.S. EPA - OPA 90 40 CFR Part 112.21 and Appendix F			
40 CFR 112.21	40 CFR 112Appendix F	BRIEF DESCRIPTION	LOCATION IN PLAN
-----	1.0	<i>Model Facility-Specific Response Plan</i>	-----
(1)	1.1	<i>Emergency Response Action Plan</i>	-----
(1)(i)		1. Qualified Individual Information	ERAP - QI Info
(1)(ii)		2. Emergency Notification Phone List	ERAP - Notifications
(1)(iii)		3. Spill Response Notification Form	ERAP - Notifications
(1)(iv)		4. Response Equipment List and Location	ERAP - Facility Equipment List
-----		5. Response Equipment Testing and Deployment	ERAP - Facility Equipment List
(1)(v)		6. Facility Response Team	ERAP - Local Response Team
(1)(vi)		7. Evacuation Plan	ERAP - Evacuation Diagram
(1)(vii)		8. Immediate Actions	ERAP - Initial Response Actions
(1)(viii)		9. Facility Diagram	ERAP - Facility Diagram(s)
(2)	1.2	<i>Facility Information</i>	-----
	1.2.1	Facility name and location	Fig 1.1
	1.2.2	Latitude and Longitude	Fig 1.1
	1.2.3	Wellhead Protection Area	Fig 1.1
	1.2.4	Owner/operator	Fig 1.1
	1.2.5	Qualified Individual	Fig 1.1
	1.2.6	Date of Oil Storage Start-up	Fig 1.1
	1.2.7	Current Operation	Fig 1.1
	1.2.8	Dates and Types of Substantial Expansion	Fig 1.1
(3)	1.3	<i>Emergency Response Information</i>	-----
(3)(iii)	1.3.1	Notification	2.0
(3)(i)	1.3.2	Response Equipment List/Location	App A
(3)(ii)	1.3.3	Response Equipment Testing/Deployment	App D
(3)(vi)	1.3.3	Response Equipment Testing/Deployment	App D
(3)(i)	1.3.4	Personnel	Fig 2.1
(3)(iv)	----	A description of information to pass to response personnel	Fig 2.3

U.S. EPA - OPA 90 40 CFR Part 112.21 and Appendix F			
40 CFR 112.21	40 CFR 112Appendix F	BRIEF DESCRIPTION	LOCATION IN PLAN
(3)(v)	----	A description of response personnel capabilities, including:	----
	----	<ul style="list-style-type: none"> duties of persons at the Facility during a response action 	3.2
	----	<ul style="list-style-type: none"> response times and qualifications... 	Fig 2.1
(3)(ii)	----	<ul style="list-style-type: none"> Evidence of Contractual Arrangements 	App A
(3)(vii)	1.3.5	Evacuation Plan/Diagrams	3.7
(3)(viii)	1.3.5	Evacuation Plan/Diagrams	App G
----	1.3.6	Qualified Individual's Duties	4.2
(3)(ix)	----	A description of the duties of the qualified individual that include	----
(3)(ix)(A)	----	Activate internal alarms and hazard communications systems	4.2
(3)(ix)(B)	----	Notify all response personnel, as needed	4.2
(3)(ix)(C)	----	Identify the character, exact source, amount, and extent of release	4.2
(3)(ix)(D)	----	Notify and provide necessary information to the appropriate Federal, State, and local authorities	4.2
(3)(ix)(E)	----	Assess the interaction of the spilled substance with water and/or other substances stored at the Facility	4.2
(3)(ix)(F)	----	Assess the possible hazards to human health and environment	4.2
(3)(ix)(G)	----	Assess and implement prompt removal actions	4.2
(3)(ix)(H)	----	Coordinate rescue and response actions	4.2
(3)(ix)(I)	----	Use authority to immediately access company funding	4.2
(3)(ix)(J)	----	Direct cleanup activities until properly relieved	4.2
(4)	1.4	Hazard Evaluation	----
	1.4.1	Hazard Identification	Fig 1.1, App C
	1.4.2	Vulnerability Analysis	6.5
	1.4.3	Analysis of the Potential for an Oil Spill	App C
	1.4.4	Facility Reportable Oil Spill History	App C

U.S. EPA - OPA 90 40 CFR Part 112.21 and Appendix F			
40 CFR 112.21	40 CFR 112 Appendix F	BRIEF DESCRIPTION	LOCATION IN PLAN
(5)	1.5	Discharge Scenarios	-----
(5)(ii)	1.5.1	Small and Medium Discharges	App B
(5)(iii)	1.5.2	Small and Medium Discharges	App B
(5)(i)	1.5.3	Worst Case Discharge	App B
(6)	1.6	Discharge Detection Systems	-----
	1.6.1	Discharge Detection by Personnel	App C.2
(3)(ix)(A)	1.6.2	Automated Discharge Detection	App C.2
(7)	1.7	Plan Implementation	-----
(7)(i)	1.7.1	Response actions to be carried out by facility personnel or contracted personnel, Response Resources for Small, Medium, and Worst Case Spills	3.1, 3.2, App B
(7)(iii)	1.7.2	Disposal Plans	App E
(7)(iv)	1.7.3	Containment and Drainage Planning	App C.1
(8)	1.8	Self-Inspection, Drills/Exercises, and Response Training	-----
(8)(i)	1.8.1	Facility Self-Inspection	App C
(8)(i)	1.8.1.1	Tank Inspection/Secondary Containment	App C
(8)(i)	1.8.1.2	Response Equipment Inspection	App A
(8)(ii)	1.8.2	Facility Drills/Exercises	App D
(8)(iv)	1.8.2.1	Qualified Individual Notification Drill Log	App F
(8)(iv)	1.8.2.2	Spill Management Team Tabletop Exercise Log	App F
(8)(iii)	1.8.3	Response Training	App D
(8)(iv)	1.8.3.1	Personnel Response Training Log	App F
(8)(iv)	1.8.3.2	Discharge Prevention Meeting Log	App F
(9)	1.9	Diagrams	-----
		(1) Site Plan Diagram	App G
		(2) Site Drainage Plan Diagram	App G
		(3) Site Evacuation Plan Diagram	App G
(10)	1.10	Security	App C
(11)	2.0	Response Plan Cover Sheet	Fig 1.1
-----	3.0	Acronyms	Glossary and Acronyms Tab

U.S. EPA - OPA 90 40 CFR Part 112.21 and Appendix F			
40 CFR 112.21	40 CFR 112 Appendix F	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	1.8.2	Develop a training and drill program that satisfies the requirements of this section	App D
(b)	1.8.3	Develop a facility response training program to train personnel involved in response activities.	App D
(b)(1)	1.8.3	Proper instruction of facility personnel in the procedures to respond to discharges of oil and in applicable oil spill response laws, rules, and regulations	App D
(b)(2)	1.8.3	Training shall be functional in nature according to job tasks for both supervisory and non-supervisory operational personnel	App D
(b)(3)	1.8.2	Trainers shall develop specific lesson plans on subject areas relevant to facility personnel involved in oil spill response and cleanup	App D
(c)	1.8.2	Develop a program of facility response drills/ exercises, including evaluation procedures. Can follow PREP.	App D

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1026	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	The response plan must identify a qualified individual and at least one alternate that meet the requirements of this section.	ERAP, Fig 1.1
(c)	The owner or operator shall provide each qualified individual and alternate qualified individual identified in the plan with a document designating them as a qualified individual and specifying their full authority to...(1)...contract with OSRO, (2) act as liaison with FOSC; and (3) obligate funds...	Fig 1.1
33 CFR 154.1028		
(a)	When required in this subpart, the availability of response resources must be ensured...	App A
33 CFR 154.1029		
(a)	The response plan must use the appropriate criteria in this section to develop the worst case discharge.	App B
33 CFR 154.1030		
(a)	The plan must be written in English.	Entire Plan
(b)	A response plan must be divided into the sections listed in this paragraph and formatted in the order specified herein unless noted otherwise. It must also have some easily found marker identifying each section listed below. The following are the sections and subsections of a facility response plan:	ERAP, TOC, Tabs and Cross Reference
(b)(1)	Introduction and plan contents.	1.0
(b)(2)	Emergency response action plan:	----
(b)(2)(i)	Notification procedures.	ERAP, 2.0, 2.1, 2.2, Fig 2.1, Fig 2.5
(b)(2)(ii)	Facility's spill mitigation procedures.	ERAP, 3.1, 3.2
(b)(2)(iii)	Facility's response activities.	ERAP, 3.2, 3.3, 3.4
(b)(2)(iv)	Fish and wildlife and sensitive environments.	ERAP, 6.0, Fig 6.1, Fig 6.2
(b)(2)(v)	Disposal plan.	App E
(b)(3)	Training and Exercises:	----
(b)(3)(i)	Training procedures.	App D.1
(b)(3)(ii)	Exercise procedures.	App D.2
(b)(4)	Plan review and update procedures.	1.4
(b)(5)	Appendices.	----
(b)(5)(i)	Facility-specific information.	Fig 1.1
(b)(5)(ii)	List of contacts.	Fig 2.1, 2.5

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1030	BRIEF DESCRIPTION	LOCATION IN PLAN
(b)(5)(iii)	Equipment lists and records.	Fig A.1, A.2, A.5, App A.6
(b)(5)(iv)	Communications plan.	App A.6
(b)(5)(v)	Site-specific safety and health plan.	5.3, Fig 5.10
(b)(5)(vi)	List of acronyms and definitions.	Glossary of Terms/Acronyms
(b)(5)(vii)	A geographic-specific Appendix for each zone in which a mobile facility operates.	N/A
(c)	The required contents for each section and subsection of the plan are contained in 154.1035, 154.1040, and 154.1041, as appropriate.	-----
(d)	The sections and subsections of response plans submitted to the COTP must contain at a minimum all the information required in 154.1035, 154.1040, and 154.1041, as appropriate. It may contain other appropriate sections, subsections, or information that are required by other Federal, State, and local agencies.	See Cross Reference
(e)	For initial and subsequent submission, a plan that does not follow the format specified in paragraph (b) of this section must be supplemented with a detailed cross-reference section to identify the location of the applicable sections required by this subpart.	See Cross Reference
(f)	The information contained in a response plan must be consistent with the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) (40 CFR part 300) and the Area Contingency Plan(s) (ACP) covering the area in which the facility operates. Facility owners or operators shall ensure that their response plans are in accordance with the ACP in effect 6 months prior to initial plan submission or the annual plan review required under 154.1065(a). Facility owners or operators are not required to, but may at their option, conform to an ACP which is less than 6 months old at the time of plan submission.	1.4, 1.5
33 CFR 154.1035		
(a)	<i>Introduction and plan content.</i> This section of the plan must include facility and plan information as follows:	-----
(a)(1)	The facility's name, street address, city, county, state, ZIP code, facility telephone number, and tele-facsimile number, if so equipped. Include mailing address if different from street address.	Fig 1.1

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1035	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)(2)	The facility's location described in a manner that could aid both a reviewer and a responder in locating the specific facility covered by the plan, such as, river mile or location from a known landmark that would appear on a map or chart.	Fig 1.1
(a)(3)	The name, address, and procedures for contacting the facility's owner or operator on a 24-hour basis.	Fig 1.1
(a)(4)	A table of contents.	TOC
(a)(5)	During the period that the submitted plan does not have to conform to the format contained in this subpart, a cross index, if appropriate.	Cross Reference
(a)(6)	A record of change(s) to record information on plan updates.	Foreword (Revision Record)
(b)	Emergency Response Action Plan. This section of the plan must be organized in the subsections described in this paragraph:	----
(b)(1)	<i>Notification procedures.</i> (i) This subsection must contain a prioritized list identifying the person(s), including name, telephone number, and their role in the plan, to be notified of a discharge or substantial threat of a discharge of oil. The telephone number need not be provided if it is listed separately in the list of contacts required in the plan. This Notification Procedures listing must include --	2.0
(b)(1)(A)	Facility response personnel, the spill management team, oil spill removal organizations, and the qualified individual(s) and the designated alternate(s); and	Fig 1.1, Fig 2.1, Fig 2.5
(b)(1)(B)	Federal, State, or local agencies, as required.	Fig 2.5
(b)(1)(B)(ii)	This subsection must include a form, which contains information to be provided in the initial and follow-up notifications to Federal, State, and local agencies.	Fig 2.3
(b)(2)	<i>Facility's spill mitigation procedures.</i> (i) This subsection must describe the volume(s) and oil groups that would be involved in the --	----
(b)(2)(A)	Average most probable discharge from the MTR facility;	App B (Response Capability Scenarios)
(b)(2)(B)	Maximum most probable discharge from the MTR facility;	App B (Response Capability Scenarios)
(b)(2)(C)	Worst case discharge from the MTR facility; and	App B (Response Capability Scenarios)

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1035	BRIEF DESCRIPTION	LOCATION IN PLAN
(b)(2)(D)	Where applicable, the worst case discharge from the non-transportation-related facility. This must be the same volume provided in the response plan for the non-transportation-related facility.	App B (Response Capability Scenarios)
(b)(2)(D)(ii)	This subsection must contain prioritized procedures for facility personnel to mitigate or prevent any discharge or substantial threat of a discharge of oil resulting from operational activities associated with internal or external facility transfers including specific procedures to shut down affected operations. Facility personnel responsible for performing specified procedures to mitigate or prevent any discharge or potential discharge shall be identified by job title. A copy of these procedures shall be maintained at the facility operations center. These procedures must address actions to be taken by facility personnel in the event of a discharge, potential discharge, or emergency involving the following equipment and scenarios:	-----
(b)(2)(D)(ii)(A)	Failure of manifold, mechanical loading arm, other transfer equipment, or hoses, as appropriate;	3.2, App B.3
(b)(2)(D)(ii)(B)	Tank overfill;	3.2, App B.3
(b)(2)(D)(ii)(C)	Tank failure;	3.2, App B.3
(b)(2)(D)(ii)(D)	Piping rupture;	3.2, App B.3
(b)(2)(D)(ii)(E)	Piping leak, both under pressure and not under pressure, if applicable;	3.2, App B.3
(b)(2)(D)(ii)(F)	Explosion or fire; and	3.2, App B.3
(b)(2)(D)(ii)(G)	Equipment failure (e.g. pumping system failure, relief valve failure, or other general equipment relevant to operational activities associated with internal or external facility transfers.)	App B.3
(b)(2)(D)(iii)	This subsection must contain a listing of equipment and the responsibilities of facility personnel to mitigate an average most probable discharge.	Fig A.1, 3.1
(b)(3)	<i>Facility's response activities.</i> (i) This subsection must contain a description of the facility personnel's responsibilities to initiate a response and supervise response resources pending the arrival of the qualified individual.	3.1, 4.2
(b)(3)(ii)	This subsection must contain a description of the responsibilities and authority of the qualified individual and alternate as required in 154.1026.	4.0
(b)(3)(iii)	This subsection must describe the organizational structure that will be used to manage the response actions. This structure must include the following functional areas.	Fig 4.6
(b)(3)(iii)(A)	Command and control;	Fig 4.6
(b)(3)(iii)(B)	Public information;	Fig 4.6

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1035	BRIEF DESCRIPTION	LOCATION IN PLAN
(b)(3)(iii)(C)	Safety;	Fig 4.6
(b)(3)(iii)(D)	Liaison with government agencies;	Fig 4.6
(b)(3)(iii)(E)	Spill Operations;	Fig 4.6
(b)(3)(iii)(F)	Planning;	Fig 4.6
(b)(3)(iii)(G)	Logistics support; and	Fig 4.6
(b)(3)(iii)(H)	Finance.	Fig 4.6
(b)(3)(iv)	This subsection must identify the oil spill removal organizations and the spill management team to:	----
(b)(3)(iv)(A)	Be capable of providing the following response resources:	----
(b)(3)(iv)(A)(1)	Equipment and supplies to meet the requirements of 154.1045, 154.1047 or subparts H or I of this part, as appropriate; and	App A
(b)(3)(iv)(A)(2)	Trained personnel necessary to continue operation of the equipment and staff of the oil spill removal organization and spill management team for the first 7 days of the response.	App A
(b)(3)(iv)(B)	This section must include job descriptions for each spill management team member within the organizational structure described in paragraph (b)(3)(iii) of this section. These job descriptions should include the responsibilities and duties of each spill management team member in a response action.	Fig 4.6, Fig 4.7
(b)(3)(v)	For mobile facilities that operate in more than one COTP zone, the plan must identify the oil spill removal organization and the spill management team in the applicable geographic-specific Appendix The oil spill removal organization(s) and the spill management team discussed in paragraph (b)(3)(iv)(A) of this section must be included for each COTP zone in which the facility will handle, store, or transport oil in bulk.	N/A
(b)(3)(vi)	For facilities that handle, store, or transport group II through group IV petroleum oils, and that operate in waters where dispersant use in pre-authorized, this subsection of the plan must also separately list the resource providers and specific resources, including appropriately trained dispersant-application personnel, necessary to provide the dispersant capabilities required in the subpart. All resources providers and resources must be available by contract or other approved means as described in §154.1028(a). The dispersant resources to be listed within this section must include the following:	App A
(b)(3)(vi)(A)	Identification of each primary dispersant staging site to be used by each dispersant-application platform to meet the requirements of this subpart.	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1035	BRIEF DESCRIPTION	LOCATION IN PLAN
(b)(3)(vi)(B)	Identification of the platform type, resource-providing organization, location, and dispersant payload for each dispersant-application platform identified. Location data must identify the distance between the platform's home base and the identified primary dispersant staging site for this section.	App A
(b)(3)(vi)(C)	For each unit of dispersant stockpile required to support the effective daily application capacity (EDAC) of each dispersant-application platform necessary to sustain each intended response tier of operation, identify the dispersant product resource provider, location, and volume. Location data must include the stockpile's distance to the primary staging sites where the stockpile would be loaded onto the corresponding platforms.	App A
(b)(3)(vi)(D)	If an oil spill removal organization has been evaluated by the Coast Guard, and its capability is equal to or exceeds the response capability needed by the owner or operator, the section may identify only the oil spill removal organization, and not the information required in paragraphs (b)(3)(vi)(A) through (b)(3)(vi)(C) of this section.	App A
(b)(3)(vii)	This subsection of the plan must also separately list the resource providers and specific resources necessary to provide aerial oil tracking capabilities required in this subpart. The oil tracking resources to be listed within this section must include the following:	App A
(b)(3)(vii)(A)	The identification of a resource provider; and	App A
(b)(3)(vii)(B)	Type and location of aerial surveillance aircraft that are ensured available, through contract or other approved means, to meet the oil tracking requirements of §154.1045(j).	App A
(b)(3)(viii)	For mobile facilities that operate in more than one COTP zone, the plan must identify the oil spill removal organization and the spill management team in the applicable geographic-specific appendix. The oil spill removal organization(s) and the spill management team discussed in paragraph (b)(3)(iv) or this section must be included for each COTP zone in which the facility will handle, store, or transport oil in bulk.	App A
(b)(3)(ix)	For mobile facilities that operate in more than one COTP zone, the plan must identify the oil spill removal organization and the spill management team in the applicable geographic-specific appendix. The oil spill removal organization(s) and the spill management team discussed in paragraph (b)(3)(iv)(A) of this section must be included for each COTP zone in which the facility will handle, store, or transport oil in bulk.	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1035	BRIEF DESCRIPTION	LOCATION IN PLAN
(b)(4)	<i>Fish and wildlife and sensitive environments.</i> (i) This section of the plan must identify areas of economic importance and environmental sensitivity, as identified in the ACP, which are potentially impacted by a worst case discharge. ACPs are required under section 311(j)(4) of the FWPCA to identify fish and wildlife and sensitive environments. The applicable ACP shall be used to designate fish and wildlife and sensitive environments in the plan. Changes to the ACP regarding fish and wildlife and sensitive environments shall be included in the annual update of the response plan, when available.	6.0
(b)(4)(ii)	For a worst case discharge from the facility, this section of the plan must --	----
(b)(4)(ii)(A)	List all fish and wildlife and sensitive environments identified in the ACP which are potentially impacted by a discharge of persistent oils, non-persistent oils, or non-petroleum oils.	Fig 6.1
(b)(4)(ii)(B)	Describe all the response actions that the facility anticipates taking to protect these fish and wildlife and sensitive environments.	6.7
(b)(4)(ii)(C)	Contain a map or chart showing the location of those fish and wildlife and sensitive environments which are potentially impacted. The map or chart shall also depict each response action that the facility anticipates taking to protect these areas. A legend of activities must be included on the map page.	App G
(b)(4)(iii)	For a worst case discharge, this section must identify appropriate equipment and required personnel, available by contract or other approved means as described in 154.1028, to protect fish and wildlife and sensitive environments which fall within the distances calculated using the methods outlined in this paragraph as follows:	----
(b)(4)(iii)(A)	Identify the appropriate equipment and required personnel to protect all fish and wildlife and sensitive environments in the ACP for the distances, as calculated in paragraph (b)(4)(iii)(B) of this section, that the persistent oils, non-persistent oils, or non-petroleum oils are likely to travel in the noted geographic area(s) and number of days listed in Table 2 of Appendix C of this part;	App A
(b)(4)(B)	Calculate the distances required by paragraph (b)(4)(iii)(A) of this section by selecting one of the methods described in this paragraph;	----
(b)(4)(B)(1)	Distances may be calculated as follows:	App B
(b)(4)(B)(1)(i)	For persistent oils and non-petroleum oils discharged into non-tidal waters, the distance from the facility reached in 48 hours at maximum current.	----

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1035	BRIEF DESCRIPTION	LOCATION IN PLAN
(b)(4)(B)(1)(ii)	For persistent and non-petroleum oils discharged into tidal waters, 15 miles from the facility down current during ebb tide and to the point of maximum tidal influence or 15 miles, whichever is less, during flood tide.	-----
(b)(4)(B)(1)(iii)	For non-persistent oils discharged into non-tidal waters, the distance from the facility reached in 24 hours at maximum current.	-----
(b)(4)(B)(1)(iv)	For non-persistent oils discharged into tidal waters, 5 miles from the facility down current during ebb tide and to the point of maximum tidal influence or 5 miles, whichever is less, during flood tide.	-----
(b)(4)(B)(2)	A spill trajectory or model may be substituted for the distances calculated under paragraph (b)(4)(iii)(B)(I) of this section. The spill trajectory or model must be acceptable to the COTP.	N/A
(b)(4)(B)(3)	The procedures contained in the Environmental Protection's Agency's regulations on oil pollution prevention for non-transportation-related onshore facilities at 40 CFR part 112, Appendix C, Attachment C-III may be substituted for the distances listed in non-tidal and tidal waters; and	App B (Response Planning Volume Calculations)
(b)(4)(C)	Based on historical information or a spill trajectory or model, the COTP may require the additional fish and wildlife and sensitive environment's also be protected.	-----
(b)(5)	<i>Disposal Plan.</i> This subsection must describe any actions to be taken or procedures to be used to ensure that all recovered oil and oil contaminated debris produced as a result of any discharge are disposed according to Federal, state, or local requirements	App E
(c)	<i>Training and exercises.</i> This section must be divided into the following two subsections:	-----
(c)(1)	<i>Training procedures.</i> This subsection must describe the training procedures and programs of the facility owner or operator to meet the requirements in 154.1050.	D.3
(c)(2)	<i>Exercise procedures.</i> This subsection must describe the exercise program to be carried out by the facility owner or operator to meet the requirements in 154.1055.	D.4
(d)	<i>Plan review and update procedures.</i> This section must address the procedures to be followed by the facility owner or operator to meet the requirements of 154.1065 and the procedures to be followed for any post-discharge review of the plan to evaluate and validate its effectiveness.	1.4
(e)	<i>Appendices.</i> This section of the response plan must include the appendices described in this paragraph.	-----
(e)(1)	<i>Facility-specific information.</i> This Appendix must contain a description of the facility's principal characteristics.	-----

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1035	BRIEF DESCRIPTION	LOCATION IN PLAN
(e)(1)(i)	There must be a physical description of the facility including a plan of the facility showing the mooring areas, transfer locations, control stations, locations of safety equipment, and the location and capacities of all piping and storage tanks.	Fig 1.1, App G
(e)(1)(ii)	The Appendix must identify the sizes, types, and number of vessels that the facility can transfer oil to or from simultaneously.	Fig 1.1
(e)(1)(iii)	The Appendix must identify the first valve(s) on facility piping separating the transportation-related portion of the facility from the non-transportation-related portion of the facility, if any. For piping leading to a manifold located on a dock serving tank vessels, this valve is the first valve inside the secondary containment required by 40 CFR part 112.	App G
(e)(1)(iv)	The Appendix must contain information on the oil(s) and hazardous material handled, stored, or transported at the facility in bulk. A material safety data sheet meeting the requirements of 29 CFR 1910.1200, 33 CFR 154.310(a)(5) or an equivalent will meet this requirement. This information can be maintained separately providing it is readily available and the Appendix identifies its location. This information must include --	Maintained separately at the Facility
(e)(1)(iv)(A)	The generic or chemical name;	Maintained separately at the Facility
(e)(1)(iv)(B)	A description of the appearance and odor;	Maintained separately at the Facility
(e)(1)(iv)(C)	The physical and chemical characteristics;	Maintained separately at the Facility
(e)(1)(iv)(D)	The hazards involved in handling the oil(s) and hazardous materials. This shall include hazards likely to be encountered if the oil(s) and hazardous materials come in contact as a result of a discharge; and	Maintained separately at the Facility
(e)(1)(iv)(E)	A list of firefighting procedures and extinguishing agents effective with fires involving the oil(s) and hazardous materials.	Maintained separately at the Facility
(e)(1)(iv)(E)(v)	The Appendix may contain any other information which the facility owner or operator determines to be pertinent to an oil spill response.	-----

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1035	BRIEF DESCRIPTION	LOCATION IN PLAN
(e)(2)	<i>List of contacts.</i> This Appendix must include information on 24-hour contact of key individuals and organizations. If more appropriate, this information may be specified in a geographic-specific Appendix The list must include --	-----
(e)(2)(i)	The primary and alternate qualified individual(s) for the facility;	Fig 1.1
(e)(2)(ii)	The contact(s) identified under paragraph (b)(3)(iv) of this section for activation of the response resources; and	Fig 2.2
(e)(2)(iii)	Appropriate Federal, State, and local officials.	Fig 2.5
(e)(3)	<i>Equipment list and records.</i> This Appendix must include the information specified in this paragraph.	-----
(e)(3)(i)	The Appendix must contain a list of equipment and facility personnel required to respond to an average most probable discharge, as defined in 154.1020. The Appendix must also list the location of the equipment.	App A, Fig A.1, App B
(e)(3)(ii)	The Appendix must contain a detailed listing of all the major equipment identified in the plan as belonging to an oil spill removal organization(s) that is available, by contract or other approved means as described in 154.1028(a), to respond to a maximum most probable or worst case discharge, as defined in 154.1020. The detailed listing of all major equipment may be located in a separate document referenced by the plan. Either the Appendix or the separate document referenced in the plan must provide the location of the major response equipment.	N/A
(e)(3)(iii)	It is not necessary to list response equipment from oil spill removal organization(s) when the organization has been classified by the Coast Guard and their capacity has been determined to equal or exceed the response capability needed by the facility. For oil spill removal organization(s) classified by the Coast Guard, the classification must be noted in this section of the plan. When it is necessary for the Appendix to contain a listing of response equipment, it shall include all of the following items that are identified in the response plan: Skimmers; booms; dispersant application, in-situ burning, bioremediation equipment and supplies, and other equipment used to apply other chemical agents on the NCP Product Schedule (if applicable); communications, firefighting, and beach cleaning equipment; boats and motors; disposal and storage equipment; and heavy equipment. The list must include for each piece of equipment --	App A
(e)(3)(iii)(A)	The type, make, model, and year of manufacture listed on the nameplate of the equipment;	N/A
(e)(3)(iii)(B)	For oil recovery devices, the effective daily recovery rate, as determined using section 6 of Appendix C of this part;	N/A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1035	BRIEF DESCRIPTION	LOCATION IN PLAN
(e)(3)(iii)(C)	For containment boom, the overall boom height (draft and freeboard) and type of end connectors;	N/A
(e)(3)(iii)(D)	The spill scenario in which the equipment will be used for or which it is contracted;	N/A
(e)(3)(iii)(E)	The total daily capacity for storage and disposal of recovered oil;	N/A
(e)(3)(iii)(F)	For communication equipment, the type and amount of equipment intended for use during response activities. Where applicable, the primary and secondary radio frequencies must be specified.	N/A
(e)(3)(iii)(G)	Location of the equipment; and	N/A
(e)(3)(iii)(H)	The date of the last inspection by the oil spill removal organization(s).	N/A
(e)(4)	<i>Communications plan.</i> This Appendix must describe the primary and alternate method of communication during discharges, including communications at the facility and at remote locations within the areas covered by the response plan. The Appendix may refer to additional communications packages provided by the oil spill removal organization. This may reference another existing plan or document.	A.6
(e)(5)	<i>Site-specific safety and health plan.</i> This Appendix must describe the safety and health plan to be implemented for any response location(s). It must provide as much detailed information as is practicable in advance of an actual discharge. This Appendix may reference another existing plan requiring under 29 CFR 1910.120.	5.3, Fig 5.10
(e)(6)	<i>List of acronyms and definitions.</i> This Appendix must list all acronyms used in the response plan including any terms or acronyms used by Federal, State, or local governments and any operational terms commonly used at the facility. This Appendix must include all definitions that are critical to understanding the response plan.	Glossary of Terms/Acronyms
33 CFR 154.1045		
(a)	The owner or operator of a facility that handles, stores, or transports Group I through Group IV petroleum oils shall use the criteria in this section to evaluate response resources identified in the response plan for the specified operating environment.	App A
(a)(1)	The criteria in Table 1 of appendix C of this part are to be used solely for identification of appropriate equipment in a response plan. These criteria reflect conditions used for planning purposes to select mechanical response equipment and are not conditions that would limit response actions or affect normal facility operations.	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1045	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)(2)	The response resources must be evaluated considering limitations for the COTP zones in which the facility operates, including but not limited to--	App A
(a)(2)(i)	Ice conditions;	
(a)(2)(ii)	Debris;	
(a)(2)(iii)	Temperature ranges;	
(a)(2)(iv)	Weather-related visibility; and	
(a)(2)(v)	Other appropriate environmental conditions as determined by the COTP.	
(a)(3)	The COTP may reclassify a specific body of water or location within the COTP zone. Any reclassifications will be identified by the COTP in the applicable ACP. Reclassifications may be to--	App A
(a)(3)(i)	A more stringent operating environment if the prevailing wave conditions exceed the significant wave height criteria during more than 35 percent of the year; or	App A
(a)(3)(ii)	A less stringent operating environment if the prevailing wave conditions do not exceed the significant wave height criteria for the less stringent operating environment during more than 35 percent of the year.	App A
(b)	Response equipment must--	----
(b)(1)	Meet or exceed the operating criteria listed in Table 1 of appendix C of this part;	App A
(b)(2)	Function in the applicable operating environment; and	App A
(b)(3)	Be appropriate for the petroleum oil carried.	App A
(c)	The response plan for a facility that handles, stores, or transports Group I through Group IV petroleum oils must identify response resources that are available, by contract or other approved means as described in Sec. 154.1028(a)(1)(4), to respond to the facility's average most probable discharge. The response resources must include, at a minimum--	App A
(c)(1)	1,000 feet of containment boom or two times the length of the largest vessel that regularly conducts petroleum oil transfers to or from the facility, whichever is greater, and the means of deploying and anchoring the boom available at the spill site within 1 hour of the detection of a spill; and	App A
(c)(2)	Oil recovery devices and recovered oil storage capacity capable of being at the spill site within 2 hours of the discovery of a petroleum oil discharge from a facility.	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1045	BRIEF DESCRIPTION	LOCATION IN PLAN
(d)	The response plan for a facility that handles, stores, or transports Group I through Group IV petroleum oils must identify response resources that are available, by contract or other approved means as described in Sec. 154.1028(a)(1)(4), to respond to a discharge up to the facility's maximum most probable discharge volume.	App A
(d)(1)	The response resources must include sufficient containment boom, oil recovery devices, and storage capacity for any recovery of up to the maximum most probable discharge planning volume, as contained in Appendix C.	App A
(d)(2)	The response resources must be appropriate for each group of petroleum oil identified in Sec. 154.1020 that is handled, stored, or transported by the facility.	App A
(d)(3)	These response resources must be positioned such that they can arrive at the scene of a discharge within the following specified times:	App A
(d)(3)(i)	The equipment identified in paragraphs (c)(1) and (c)(2) of this section or in Sec. 154.1040(d) must arrive within the times specified in those paragraphs or that section, as appropriate.	App A
(d)(3)(ii)	In higher volume port areas and the Great Lakes, response resources must be capable of arriving on scene within 6 hours of the discovery of a petroleum oil discharge from a facility.	App A
(d)(3)(iii)	In all other locations, response resources must be capable of arriving on scene within 12 hours of the discovery of a petroleum oil discharge from a facility.	App A
(d)(4)	The COTP may determine that mobilizing response resources to an area beyond the response times indicated in this paragraph invalidates the response plan. In this event, the COTP may impose additional operational restrictions (e.g., limitations on the number of transfers at a facility), or, at the COTP's discretion, the facility may operate with temporarily modified response plan development and evaluation criteria (e.g., modified response times, alternate response resources, etc.).	App A
(e)	The response plan for a facility that handles, stores, or transports Group I through Group IV petroleum oils must identify the response resources that are available, by contract or other approved means as described in Sec. 154.1028(a)(1)(4), to respond to the worst case discharge volume of petroleum oil to the maximum extent practicable.	App A
(e)(1)	The location of these response resources must be suitable to meet the response times identified in paragraph (f) of this section for the applicable geographic area(s) of operation and response tier.	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1045	BRIEF DESCRIPTION	LOCATION IN PLAN
(e)(2)	The response resources must be appropriate for--	N/A
(e)(2)(i)	The volume of the facility's worst case discharge;	App A
(e)(2)(ii)	Group(s) of petroleum oil as identified in Sec. 154.1020 that are handled, stored, or transported by the facility; and	ERAP, Figure 1.1
(e)(2)(iii)	The geographic area(s) in which the facility operates.	ERAP, Figure 1.1
(e)(3)	The response resources must include sufficient boom, oil recovery devices, and storage capacity to recover the worst case discharge planning volumes.	App A
(e)(4)	The guidelines in appendix C of this part must be used for calculating the quantity of response resources required to respond at each tier to the worst case discharge to the maximum extent practicable.	App A
(e)(5)	When determining response resources necessary to meet the requirements of this section, a portion of those resources must be capable of use in close-to-shore response activities in shallow water. The following percentages of the response equipment identified for the applicable geographic area must be capable of operating in waters of 6 feet or less depth.	App A
(e)(5)(i)	Offshore-- 10 percent.	App A
(e)(5)(ii)	Nearshore/inland/Great Lakes/rivers and canals--20 percent.	App A
(e)(6)	The COTP may determine that mobilizing response resources to an area beyond the response times indicated in this paragraph invalidates the response plan. In this event, the COTP may impose additional operational restrictions (e.g., limitations on the number of transfers at a facility), or, at the COTP's discretion, the facility may be permitted to operate with temporarily modified response plan development and evaluation criteria (e.g., modified response times, alternate response resources, etc.).	App A
(f)	(f) Response equipment identified in a response plan for a facility that handles, stores, or transports Group I through Group IV petroleum oils must be capable of arriving on scene within the times specified in this paragraph for the applicable response tier in a higher volume port area, Great Lakes, and in other areas. Response times for these tiers from the time of discovery of a discharge are...	App A
(g)	For the purposes of arranging for response resources for a facility that handles, stores, or transports Group I through Group IV petroleum oils, by contract or other approved means as described in Sec. 154.1028(a)(1)-(4), response equipment identified for Tier 1 plan credit must be capable of being mobilized and en route to the scene of a discharge within 2 hours of notification. The notification procedures identified in the plan must provide for notification and authorization of mobilization of identified Tier 1 response resources--	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1045	BRIEF DESCRIPTION	LOCATION IN PLAN
(g)(1)	Either directly or through the qualified individual; and	App A
(g)(2)	Within 30 minutes of a discovery of a discharge or substantial threat of discharge.	App A
(h)	Response resources identified for Tier 2 and Tier 3 plan credit must be capable of arriving on scene within the time specified for the applicable tier.	App A
(h)(i)	The owner or operator of a facility that handles, stores, or transports groups II through IV petroleum oils within the inland, nearshore, or offshore areas where pre-authorization for dispersant use exists must identify in their response plan, and ensure the availability of, through contract or other approved means, response resources capable of conducting dispersant operations within those areas.	App A
(h)(1)	Dispersant response resources must be capable of commencing dispersant-application operations at the site of a discharge within 7 hours of the decision by the Federal On-Scene Coordinator to use dispersants.	App A
(h)(2)	Dispersant response resources must include all of the following:	App A
(h)(2)(i)	Sufficient volumes of dispersants for application as required by paragraph (i)(3) of this section. Any dispersants identified in a response plan must be of a type listed on the National Oil and Hazardous Substances Pollution Contingency Plan Product Schedule (which is contained in 40 CFR part 300, and available online from the U.S. Government Printing Office).	App A
(h)(2)(ii)	Dispersant-application platforms capable of delivering and applying the dispersant on a discharge in the amounts as required by paragraph (i)(3) of this section. At least 50 percent of each EDAC tier requirement must be achieved through the use of fixed-wing, aircraft-based application platforms. For dispersant-application platforms not detailed within the DMP2, adequacy of performance criteria must be documented by presentation of independent evaluation materials (e.g., field tests and reports of actual use) that record the performance of the platform.	App A
(h)(2)(iii)	Dispersant-application systems that are consistent in design with, and are capable of applying dispersants within, the performance criteria in ASTM F1413-07 (incorporated by reference, see Sec. 154.106). For dispersant-application systems not fully covered by ASTM F1413-07, such as fire monitor-type applicators, adequacy of performance criteria must be documented by presentation of independent evaluation materials (e.g., laboratory tests, field tests, and reports of actual use) that record the design of performance specifications.	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1045	BRIEF DESCRIPTION	LOCATION IN PLAN
(h)(2)(iv)	Dispersant-application personnel trained in and capable of applying dispersants according to the recommended procedures contained within ASTM F1737-07 (incorporated by reference, see Sec. 154.106).	App A
(h)(3)	Dispersant stockpiles, application platforms, and other supporting resources must be available in a quantity and type sufficient to treat a facility's worst-case discharge (as determined by using the criteria in appendix C, section 8) or in quantities sufficient to meet the requirements in Table 154.1045 (i) of this section, whichever is the lesser amount.	App A
(i)	Tiers for Effective Daily Application Capability Note to Table 154.1045(i): Gulf Coast Tier 1 is higher due to greater potential spill size and frequency in that area, and it is assumed that dispersant stockpiles would be centralized in the Gulf area. Alternative application ratios may be considered based upon submission to Coast Guard Headquarters, Office of Incident Management and Preparedness (CG-533, 202-372-2234, 2100 2nd Street, SW., room 2100, Washington, DC 20593) of peer-reviewed scientific evidence of improved capability.	App A
(j)	The owner or operator of a facility handling Groups I through IV petroleum oil as a primary cargo must identify in the response plan, and ensure the availability through contract or other approved means, of response resources necessary to provide aerial oil tracking to support oil spill assessment and cleanup activities. Facilities operating exclusively on inland rivers are not required to comply with this paragraph. Aerial oil tracking resources must:	App A
(j)(1)	Be capable of arriving at the site of a discharge in advance of the arrival of response resources identified in the plan for tiers 1, 2, and 3 Worst-Case Discharge response times, and for a distance up to 50 nautical miles from shore (excluding inland rivers);	App A
(j)(2)	Be capable of supporting oil spill removal operations continuously for three 10-hour operational periods during the initial 72 hours of the discharge;	App A
(j)(3)	Include appropriately located aircraft and personnel capable of meeting the response time requirement for oil tracking from paragraph (j)(1) of this section; and	App A
(j)(4)	Include sufficient numbers of aircraft, pilots, and trained observation personnel to support oil spill removal operations, commencing upon initial assessment, and capable of coordinating on-scene cleanup operations, including dispersant and mechanical recovery operations. Observation personnel must be trained in:	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1045	BRIEF DESCRIPTION	LOCATION IN PLAN
(j)(4)(i)	The protocols of oil-spill reporting and assessment, including estimation of slick size, thickness, and quantity; and	App A
(j)(4)(ii)	The use of assessment techniques in ASTM F1779-08 (incorporated by reference, see Sec. 154.106), and familiar with the use of other guides, such as NOAA's "Open Water Oil Identification Job Aid for Aerial Observation," and NOAA's "Characteristic Coastal Habitats" guide (available on the Internet at http://response.restoration.noaa.gov /use the following links in the order presented: Home[bond]Emergency Response[bond] Responding to Oil Spills).	App A
(k)	A response plan for a facility that handles, stores, or transports Group I through Group IV petroleum oils must identify response resources with firefighting capability. The owner or operator of a facility that does not have adequate firefighting resources located at the facility or that can not rely on sufficient local firefighting resources must identify and ensure, by contract or other approved means as described in Sec. 154.1028(a)(1)-(4), the availability of adequate firefighting resources. The response plan must also identify an individual located at the facility to work with the fire department for petroleum oil fires. This individual shall also verify that sufficient well-trained firefighting resources are available within a reasonable time to respond to a worst case discharge. The individual may be the qualified individual as defined in Sec. 154.1020 and identified in the response plan or another appropriate individual located at the facility.	App A
(l)	The response plan for a facility that handles, stores, or transports Groups I through IV petroleum oils must identify equipment and required personnel available, by contract or other approved means as described in Sec. 154.1028(a) (1)-(4), to protect fish and wildlife and sensitive environments.	App A
(l)(1)	Except as set out in paragraph (k)(2) of this section, the identified response resources must include the quantities of boom sufficient to protect fish and wildlife and sensitive environments as required by Sec. 154.1035(b)(4).	App A
(l)(2)	The resources and response methods identified in a facility response plan must be consistent with the required resources and response methods to be used in fish and wildlife and sensitive environments, contained in the appropriate ACP. Facility owners or operators shall ensure that their response plans are in accordance with the ACP in effect 6 months prior to initial plan submission or the annual plan review required under Sec. 154.1065(a). Facility owners or operators are not required to, but may at their option, conform to an ACP which is less than 6 months old at the time of plan submission.	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1045	BRIEF DESCRIPTION	LOCATION IN PLAN
(m)	The response plan for a facility that handles, stores, or transports Groups I through IV petroleum oils must identify an oil spill removal organization(s) with response resources that are available, by contract or other approved means as described in Sec. 154.1028(a) (1)-(4), to effect a shoreline cleanup operation commensurate with the quantity of emulsified petroleum oil to be planned for in shoreline cleanup operations.	App A
(m)(1)	Except as required in paragraph (l)(2) of this section, the shoreline cleanup response resources required must be determined as described in appendix C of this part.	App A
(m)(2)	The resources and response methods identified in a facility response plan must be consistent with the required shoreline cleanup resources and methods contained in the appropriate ACP. Facility owners or operators shall ensure that their response plans are in accordance with the ACP in effect 6 months prior to initial plan submission or the annual plan review required under Sec. 154.1065(a). Facility owners or operators are not required to, but may at their option, conform to an ACP which is less than 6 months old at the time of plan submission.	App A
(n)	Appendix C of this part describes the procedures to determine the maximum extent practicable quantity of response resources that must be identified and available, by contract or other approved means as described in Sec. 154.1028(a) (1)-(4), for the maximum most probable discharge volume, and for each worst case discharge response tier.	App A
(n)(1)	Included in appendix C of this part is a cap that recognizes the practical and technical limits of response capabilities that an individual facility owner or operator can be expected to contract for in advance.	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1045	BRIEF DESCRIPTION	LOCATION IN PLAN
(n)(2)	<p>Table 5 in appendix C of this part lists the caps that apply in February 18, 1993, and February 18, 1998. Depending on the quantity and type of petroleum oil handled by the facility and the facility's geographic area of operations, the resource capability caps in this table may be reached. The owner or operator of a facility whose estimated recovery capacity exceeds the applicable contracting caps in Table 5 shall identify sources of additional equipment equal to twice the cap listed in Tiers 1, 2, and 3 or the amount necessary to reach the calculated planning volume, whichever is lower. The identified resources must be capable of arriving on scene not later than the Tier 1, 2, and 3 response times in this section. No contract is required. While general listings of available response equipment may be used to identify additional sources, a response plan must identify the specific sources, locations, and quantities of equipment that a facility owner or operator has considered in his or her planning. When listing Coast Guard classified oil spill removal organization (s) which have sufficient removal capacity to recover the volume above the response capability cap for the specific facility, as specified in Table 5 in appendix C of this part, it is not necessary to list specific quantities of equipment.</p>	App A
(o)	<p>The Coast Guard will continue to evaluate the environmental benefits, cost efficiency and practicality of increasing mechanical recovery capability requirements. This continuing evaluation is part of the Coast Guard's long term commitment to achieving and maintaining an optimum mix of oil spill response capability across the full spectrum of response modes. As best available technology demonstrates a need to evaluate or change mechanical recovery capacities, a review of cap increases and other requirements contained within this subpart may be performed. Any changes in the requirements of this section will occur through a public notice and comment process. During this review, the Coast Guard will determine if established caps remain practicable and if increased caps will provide any benefit to oil spill recovery operations. The review will include, at least, an evaluation of:</p> <ol style="list-style-type: none"> 1. Best available technologies for containment and recovery; 2. Oil spill tracking technology; 3. High rate response techniques; 4. Other applicable response technologies; and 5. Increases in the availability of private response resources. 	App A

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1050	BRIEF DESCRIPTION	LOCATION IN PLAN
33 CFR 154.1050		
(a)	A response plan submitted to meet the requirements of Sec. 154.1035 or Sec. 154.1040, as appropriate, must identify the training to be provided to each individual with responsibilities under the plan. A facility owner or operator must identify the method to be used for training any volunteers or casual laborers used during a response to comply with the requirements of 29 CFR 1910.120.	D.3
(b)	A facility owner or operator shall ensure the maintenance of records sufficient to document training of facility personnel; and shall make them available for inspection upon request by the U.S. Coast Guard. Records for facility personnel must be maintained at the facility for 3 years.	D.3
(c)	Where applicable, a facility owner or operator shall ensure that an oil spill removal organization identified in a response plan to meet the requirements of this subpart maintains records sufficient to document training for the organization's personnel and shall make them available for inspection upon request by the facility's management personnel, the qualified individual, and U.S. Coast Guard. Records must be maintained for 3 years following completion of training.	D.3
(d)	The facility owner or operator remains responsible for ensuring that all private response personnel are trained to meet the Occupational Safety and Health Administration (OSHA) standards for emergency response operations in 29 CFR 1910.120.	D.3
33 CFR 154.1055		
(a)(1)	Qualified individual notification exercises (quarterly).	D.4
(a)(2)	Spill management team tabletop exercises (annually). In a 3-year period, at least one of these exercises must include a worst case discharge scenario.	D.4
(a)(3)(i)	Equipment deployment exercises: Semiannually for facility owned and operated equipment.	D.4
(a)(3)(ii)	Equipment deployment exercises: Annually for oil spill removal organization equipment.	D.4
(a)(4)	Emergency procedures exercises (optional)	D.4

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1057	BRIEF DESCRIPTION	LOCATION IN PLAN
33 CFR 154.1057 Inspection and maintenance of response resources.		
(a)	A facility owner or operator required to submit a response plan under this part must ensure that--	----
(a)(1)	Containment booms, skimmers, vessels, and other major equipment listed or referenced in the plan are periodically inspected and maintained in good operating condition, in accordance with manufacturer's recommendations, and best commercial practices; and	Fig A.2
(a)(2)	All inspection and maintenance is documented and that these records are maintained for 3 years.	App D.4
(b)	For equipment which must be inspected and maintained under this section the Coast Guard may--	Fig A.2
(b)(1)	Verify that the equipment inventories exist as represented;	----
(b)(2)	Verify the existences of records required under this section;	----
(b)(3)	Verify that the records of inspection and maintenance reflect the actual condition of any equipment listed or referenced; and	----
(b)(4)	Inspect and require operational tests of equipment.	----
(c)	This section does not apply to containment booms, skimmers, vessels, and other major equipment listed or referenced in the plan and ensured available from an oil spill removal organization through the written consent required under Sec. 154.1028(a)(5).	N/A
33 CFR 154.1060 Submission and approval procedures.		
(a)	The owner or operator of a facility to which this subpart applies shall submit one copy of a facility response plan meeting the requirements of this subpart to the COTP for initial review and, if appropriate, approval.	1.5, Distribution List
(b)	The owner or operator of a facility to which this subpart applies shall include a statement certifying that the plan meets the applicable requirements of subparts F, G, H, and I of this part, as appropriate.	Foreword
(c)	For an MTR facility that is located in the inland response zone where the EPA Regional Administrator is the predesignated Federal On- Scene Coordinator, the COTP may consult with the EPA Federal On-Scene Coordinator prior to any final approval.	----
(d)	For an MTR facility identified in Sec. 154.1015(c) of this subpart that is also required to prepare a response plan under 40 CFR part 112, if the COTP determines that the plan meets all applicable requirements and the EPA Regional Administrator raises no objection to the response plan contents, the COTP will notify the facility owner or operator in writing that the plan is approved.	Whole Document

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1060	BRIEF DESCRIPTION	LOCATION IN PLAN
(e)	The plan will be valid for a period of up to 5 years. The facility owner or operator must resubmit an updated plan every 5 years as follows:	1.4
(e)(1)	For facilities identified in only Sec. 154.1015(b) of this subpart, the 5-year period will commence on the date the plan is submitted to the COTP.	1.4
(e)(2)	For facilities identified in Sec. 154.1015(c) of this subpart, the 5-year period will commence on the date the COTP approves the plan.	1.4
(e)(3)	All resubmitted response plans shall be accompanied by a cover letter containing a detailed listing of all revisions to the response plan.	1.4
(f)	For an MTR facility identified in Sec. 154.1015(c)(2) the COTP will notify the facility owner or operator in writing that the plan is approved.	-----
(g)	If a COTP determines that a plan does not meet the requirements of this subpart either upon initial submission or upon 5-year resubmission, the COTP will return the plan to the facility owner or operator along with an explanation of the response plan's deficiencies. The owner or operator must correct any deficiencies in accordance with Sec. 154.1070 and return the plan to the COTP within the time specified by the COTP in the letter describing the deficiencies.	-----
(h)	The facility owner or operator and the qualified individual and the alternative qualified individual shall each maintain a copy of the most current response plan submitted to the COTP. One copy must be maintained at the facility in a position where the plan is readily available to persons in charge of conducting transfer operations.	Distribution List
33 CFR 154.1065 Plan review and revision procedures.		
(a)	A facility owner or operator must review his or her response plan (s) annually. This review shall incorporate any revisions to the plan, including listings of fish and wildlife and sensitive environments identified in the ACP in effect 6 months prior to plan review.	1.4
(a)(1)	For an MTR facility identified in Sec. 154.1015(c) of this subpart as a "significant and substantial harm facility," this review must occur within 1 month of the anniversary date of COTP approval of the plan. For an MTR facility identified in Sec. 154.1015(b) of this subpart, as a "substantial harm facility" this review must occur within 1 month of the anniversary date of submission of the plan to the COTP.	1.4
(a)(2)	The facility owner or operator shall submit any revision(s) to the response plan to the COTP and all other holders of the response plan for information or approval, as appropriate.	1.4

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1065	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)(2)(i)	Along with the revisions, the facility owner or operator shall submit a cover letter containing a detailed listing of all revisions to the response plan.	1.4
(a)(2)(ii)	If no revisions are required, the facility owner or operator shall indicate the completion of the annual review on the record of changes page.	1.4
(a)(2)(iii)	The COTP will review the revision(s) submitted by the owner or operator and will give written notice to the owner or operator of any COTP objection(s) to the proposed revisions within 30 days of the date the revision(s) were submitted to the COTP. The revisions shall become effective not later than 30 days from their submission to the COTP unless the COTP indicates otherwise in writing as provided in this paragraph. If the COTP indicates that the revision(s) need to be modified before implementation, the owner or operator will modify the revision(s) within the time period set by the COTP.	-----
(3)	Any required revisions must be entered in the plan and noted on the record of changes page.	Foreword
(3)(b)	The facility owner or operator shall submit revisions to a previously submitted or approved plan to the COTP and all other holders of the response plan for information or approval within 30days, whenever there is--	1.4
(3)(b)(1)	A change in the facility's configuration that significantly affects the information included in the response plan;	1.4
(3)(b)(2)	A change in the type of oil (petroleum oil group) handled, stored, or transported that affects the required response resources;	1.4
(3)(b)(3)	A change in the name(s) or capabilities of the oil spill removal organization required by Sec. 154.1045;	1.4
(3)(b)(4)	A change in the facility's emergency response procedures;	1.4
(3)(b)(5)	A change in the facility's operating area that includes ports or geographic area(s) not covered by the previously approved plan. A facility may not operate in an area not covered in a plan previously submitted or approved, as appropriate, unless the revised plan is approved or interim operating approval is received under Sec. 154.1025; or	N/A
(3)(b)(6)	Any other changes that significantly affect the implementation of the plan.	1.4

USCG OPA 90 FINAL RULE 33 CFR Part 154		
33 CFR 154.1065	BRIEF DESCRIPTION	LOCATION IN PLAN
(3)(c)	Except as required in paragraph (b) of this section, revisions to personnel and telephone number lists included in the response plan do not require COTP approval. The COTP and all other holders of the response plan shall be advised of these revisions and provided a copy of the revisions as they occur.	1.4
(3)(d)	The COTP may require a facility owner or operator to revise a response plan at any time as a result of a compliance inspection if the COTP determines that the response plan does not meet the requirements of this subpart or as a result of inadequacies noted in the response plan during an actual pollution incident at the facility.	-----

DOT/PHMSA 49 CFR Part 194		
49 CFR 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	N/A (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.	N/A (App B)
(b)(4)	Operators may claim prevention credits for breakout tank secondary containment and other specific spill prevention measures as follows:...	N/A (App B)
49 CFR 194.107		
(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.	5.0, App A
(b)	An operator must certify in the plan ... reviewed NCP and each applicable ACP...	Foreword
(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...	4.5
(b)(1)(ii)	Establish provisions to ensure the protection of safety at the response site; and	5.3
(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...	6.8, 6.10
(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, App A, App B, App E
(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

DOT/PHMSA 49 CFR Part 194		
49 CFR 194.107	BRIEF DESCRIPTION	LOCATION IN PLAN
(b)(2)(iv)	Establish the procedures for obtaining an expedited decision on use of dispersants or other chemicals.	6.8, 6.10
(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, App B
(c)(1)(iv)	The name, address, and telephone number of the oil spill response organization, if appropriate,	Fig 2.2, App A
(c)(1)(v)	Response activities and response resources,	3.0, App A
(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 2.5
(c)(1)(vii)	Training procedures,	App D
(c)(1)(viii)	Equipment testing,	App A
(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 OPS will determine if the program is equivalent to PREP.	App D
(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.	N/A
(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
49 CFR 194.111		
(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

DOT/PHMSA 49 CFR Part 194		
49 CFR 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
(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
(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
(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.	FWD
(b)(6)	The type of oil and volume of the worst case discharge.	Fig 1.1
49 CFR 194.115		
(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
49 CFR 194.117		
(a)	Each operator shall conduct training to ensure that:	-----
(a)(1)	All personnel know --	-----
(a)(1)(I)	Their responsibilities under the response plan	App D
(a)(1)(ii)	The name and address of, and the procedure for contacting, the operator on a 24-hour basis	App D
(a)(1)(iii)	The name of, and procedures for contacting, the qualified individual on a 24-hour basis	App D

DOT/PHMSA 49 CFR Part 194		
49 CFR 194.117	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)(2)	Reporting personnel know --	-----
(a)(2)(i)	The content of the information summary of the response plan.	App D
(a)(2)(ii)	The toll-free telephone number of the National Response Center	App D
(a)(2)(iii)	The notification process	App D
(a)(3)	Personnel engaged in response activities know --	-----
(a)(3)(I)	The characteristics and hazards of the oil discharged	App D
a)(3)(ii)	The conditions that are likely to worsen emergencies, including the consequences of facility malfunctions or failures, and the appropriate corrective actions.	App D
(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	App D
(a)(3)(iv)	The proper firefighting procedures and use of equipment, fire suits, and breathing apparatus	App D
(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	-----
(b)(1)	Records for operator personnel must be maintained at the operator's headquarters	App D
(b)(2)	Records for personnel engaged in response, other than operator personnel, shall be maintained as determined by the operator.	App D
(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 D
49 CFR 194.119		
(a)	Each owner shall submit two copies...	Distribution
(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...	N/A
(f)	...PHMSA may require an operator to provide a copy of the response plan to the OSC...	-----

OSHA EMERGENCY ACTION PLANS (29 CFR Part 1910.38) and Employee Alarm Systems (29 CFR Part 1910.165)		
29 CFR	BRIEF DESCRIPTION	LOCATION IN PLAN
1910.38	<i>Emergency action plan:</i>	
(a)	Application	1.0
(b)	Written and Oral Emergency Plans	Entire Plan
(c)	Elements:	-----
(c)(1)	Procedures for reporting a fire or other emergency;	2.0
(c)(2)	Procedures for emergency evacuation, including type of evacuation and exit route assignments;	3.7
(c)(3)	Procedures to be followed by employees who remain to operate critical plant operations before they evacuate;	3.0
(c)(4)	Procedures to account for all employees after emergency evacuation has been completed.	3.7
(c)(5)	Procedures to be followed by employees performing rescue and medical duties;	3.2
(c)(6)	The name or job titles of every employee who may be contacted by employees who need more information about the plan or an explanation of their duties under the plan.	2.0
(d)	Alarm system	2.1
(e)	Training	App D
(f)	Review of Emergency Action Plan	1.4
1910.165	<i>Employee alarm systems:</i>	
(b)	General requirements	2.1
(b)(1)	Purpose of alarm system	2.1
(b)(4)	Preferred means of reporting emergencies	2.1
(d)	Maintenance and testing	App A

OSHA HAZWOPER 29 CFR Part 1910.120		
29 CFR	BRIEF DESCRIPTION	LOCATION IN PLAN
1910.120(q)	<i>Emergency response to hazardous substance releases:</i>	
(1)	Emergency response plan	Entire Plan
(2)	Elements of an emergency response plan:	-----
(i)	Pre-emergency planning and coordination with outside parties	2.0, App A
(ii)	Personnel roles, lines of authority, training, and communication	2.0, 4.0, App D
(iii)	Emergency recognition and prevention	3.0
(iv)	Safe distances and places of refuge	3.7
(v)	Site security and control	App C.1
(vi)	Evacuation routes and procedures	3.7
(vii)	Decontamination procedures	3.5
(viii)	Emergency medical treatment and response procedures	3.2
(ix)	Emergency alerting and response procedures	2.0, 3.0
(x)	Critique of response and follow-up	App D.5
(xi)	PPE and emergency equipment	3.6, App A
(xii)	Emergency response plan coordination and integration	1.2
(3)	Procedures for handling emergency response:	-----
(i)	The senior emergency response official responding to an emergency shall become the individual in charge of a site-specific Incident Command System (ICS).	3.0, 4.0, 5.0
(ii)	The individual in charge of the ICS shall identify, to the extent possible, all hazardous substances or conditions, present and shall address as appropriate site analysis, use of engineering controls, maximum exposure limits, hazardous substance handling procedures, and use of any new technologies.	3.0, 4.0, 5.0
(iii)	Implementation of appropriate emergency operations and use of PPE.	3.0, 4.0, 5.0
(iv)	Employees engaged in emergency response and exposed to hazardous substances presenting an inhalation hazard or potential inhalation hazard shall wear positive pressure self-contained breathing apparatus while engaged in emergency response.	3.0, 4.0, 5.0
(v)	The individual in charge of the ICS shall limit the number of emergency response personnel at the emergency site, in those areas of potential or actual exposure to incident or site hazards, to those who are actively performing emergency operations.	3.0, 4.0, 5.0
(vi)	Backup personnel shall stand by with equipment ready to provide assistance or rescue.	3.0, 4.0, 5.0

OSHA HAZWOPER 29 CFR Part 1910.120		
29 CFR	BRIEF DESCRIPTION	LOCATION IN PLAN
1910.120(q)	<i>Emergency response to hazardous substance releases (cont'd):</i>	
(vii)	The individual in charge of the ICS shall designate a safety official, who is knowledgeable in the operations being implemented at the emergency response site.	3.0, 4.0, 5.0
(viii)	When activities are judged by the safety official to be an IDLH condition and/or to involve an imminent danger condition, the safety official shall have authority to alter, suspend, or terminate those activities.	3.0, 4.0, 5.0
(ix)	After emergency operations have terminated, the individual in charge of the ICS shall implement appropriate decontamination procedures.	3.0, 4.0, 5.0
(x)	When deemed necessary for meeting the tasks at hand, approved self-contained compressed air breathing apparatus may be used with approved cylinders from other approved self-contained compressed air breathing apparatus provided that such cylinders are of the same capacity and pressure rating.	3.0, 4.0, 5.0
(4)	Skilled support personnel	4.0
(5)	Specialist employees	4.0
(6)	Training	App D
(7)	Trainers	App D
(8)	Refresher training	App D
(9)	Medical surveillance and consultation	App D
(10)	Chemical protective clothing	App D
(11)	Post-emergency response operations	3.0, 5.0, App D