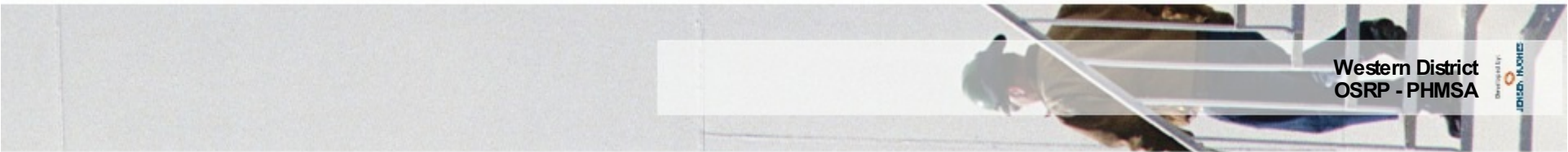




**Western District  
OSRP - PHMSA**

Developed by:  
  
**JENSEN HUGHES**



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# **Western District**

## **OSRP - PHMSA**

Developed by:



**JENSEN HUGHES**

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# **SECTION 1**

## **INTRODUCTION**

Last Revised: November 21, 2022

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**Figure 1-1 - Record of Changes**

**Figure 1-2 - Distribution List**

**Figure 1-3 - District Information Summary**

**Figure 1-4 - System Overview Map**

**Figure 1-5 - District Zone Map**

**1.1 Purpose / Scope of Plan**

**1.2 Plan Review and Update Procedure**

**1.3 Certification of Adequate Resources**

**1.4 Agency Submittal / Approval Letters**



**FIGURE 1-1 - RECORD OF CHANGES**

Changes to this Plan will be documented on this page. Plan review and modifications will be initiated and coordinated by the Environmental, Health, Safety, and Security Department (EHS&S) in conjunction with the Area Supervisor/Manager of Operations.

DATE OF CHANGE	DESCRIPTION OF CHANGE
7/3/2019	2019 Edition Published. Multiple updates including realigning the district to match the manager's district. Updated employee contacts, ER contacts, WCD. Added information on tank roof sinking, added Code Red Book, initial response actions and air monitoring checklist.
10/15/2019	OSRP - PHMSA   2 - Initial Response Actions   2.10 Flammable Vapor Cloud / Highly Volatile Liquid (HVL) Release   Figure 2.10-1 - Flammable Vapor Cloud / Highly Volatile Liquid (HVL) Release Response Action Checklist
2/19/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.2 Safety Officer
5/29/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.2 Safety Officer
5/29/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.5 Logistics Section Chief
5/29/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.7 Environmental Unit Leader
6/24/2020	OSRP - PHMSA   2 - Initial Response Actions   2.12 Air Monitoring Checklist
12/2/2020	OSRP - PHMSA   2 - Initial Response Actions   2.1 Spill Response   2.1.2 Spill Surveillance Guidelines
12/2/2020	OSRP - PHMSA   2 - Initial Response Actions   2.7 Ice/Snow Storm
12/2/2020	OSRP - PHMSA   2 - Initial Response Actions   2.11 Earthquake Checklist
12/2/2020	OSRP - PHMSA   2 - Initial Response Actions   2.10 Flammable Vapor Cloud / Highly Volatile Liquid (HVL) Release   Figure 2.10-1 - Flammable Vapor Cloud / Highly Volatile Liquid (HVL) Release Response Action Checklist
12/3/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.2 Safety Officer
12/3/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.1 Incident Commander
12/3/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.3 Operations Section Chief
12/3/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.4 Staging Manager
12/3/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.5 Logistics Section Chief
12/3/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.6 Planning Section Chief
12/3/2020	OSRP - PHMSA   4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.8 Accounting Unit Leader

FIGURE 1-1 - RECORD OF CHANGES, CONTINUED

DATE OF CHANGE	DESCRIPTION OF CHANGE
2/22/2021	OSRP - PHMSA  4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.2 Safety Officer
3/15/2021	OSRP - PHMSA  5 - Incident Planning   5.2 ICS Forms   5.2.1 Incident Briefing ICS 201-OS
9/1/2021	OSRP - PHMSA  4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.2 Safety Officer
12/10/2021	OSRP - PHMSA  2 - Initial Response Actions   2.1 Spill Response   Figure 2.1-1 - Spill Response Action Checklist   Response Action
3/10/2022	OSRP - PHMSA  4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.7 Environmental Unit Leader
3/10/2022	OSRP - PHMSA  4 - Response Team Organization   4.6 Spill Management Team (SMT) Job Descriptions and Guidelines   4.6.1 Incident Commander
4/13/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-2 - Release / Spill Report Form
6/16/2022	Published 2022 Updated plans which include new District Boundaries and associated line segments, counties, maps, sensitivities and emergency response contacts
7/6/2022	OSRP - PHMSA  1 - Introduction   1.4 Agency Submittal / Approval Letters
7/7/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Update Rick Bondy
7/7/2022	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Rick Bondy
7/18/2022	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX
7/18/2022	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX
7/18/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory   Update Forefront, Houma Louisiana Incident Management Team staffing
7/18/2022	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment / Response Capabilities and Limitations   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX
7/18/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX
7/20/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Insert Power Services Company
7/20/2022	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment / Response Capabilities and Limitations   Insert Power Services Company

FIGURE 1-1 - RECORD OF CHANGES, CONTINUED

DATE OF CHANGE	DESCRIPTION OF CHANGE
7/20/2022	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Insert Power Services Company
7/20/2022	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Insert Power Services Company
7/29/2022	OSRP - PHMSA  2 - Initial Response Actions   2.9 Hydrogen Sulfide (H2S) Release   2.9.2 Personal Respiratory Protection
8/17/2022	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Ryan Anderson
8/17/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Update Ryan Anderson
9/8/2022	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Eric Andrew
9/8/2022	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Keith Faucett
9/8/2022	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Ryan Anderson
9/8/2022	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Tobby Gonzales
9/8/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Insert Eric Andrew, Mgr Operations I
9/8/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Update Eric Andrew
9/8/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Update Keith Faucett
9/8/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Update Ryan Anderson
9/8/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Insert Tobby Gonzales, Technician II
9/8/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Update Tobby Gonzales
9/8/2022	OSRP - PHMSA  1 - Introduction   1.4 Agency Submittal / Approval Letters
9/14/2022	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment / Response Capabilities and Limitations   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX
9/14/2022	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX

FIGURE 1-1 - RECORD OF CHANGES, CONTINUED

DATE OF CHANGE	DESCRIPTION OF CHANGE
9/14/2022	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX
9/14/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX
9/26/2022	OSRP - PHMSA  1 - Introduction   Figure 1-3 - District Information Summary   Line Sections
9/30/2022	OSRP - PHMSA  1 - Introduction   1.4 Agency Submittal / Approval Letters
9/30/2022	OSRP - PHMSA  C - Hazard Evaluation and Risk Analysis   C.7 Supporting Documentation
10/4/2022	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Keith Blasi
10/4/2022	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Update Keith Blasi
10/10/2022	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   7.1.1 Response Equipment
11/21/2022	OSRP - PHMSA  1 - Introduction   1.4 Agency Submittal / Approval Letters
1/18/2023	OSRP - PHMSA  6 - Sensitive Areas / Response Tactics   6.9 Waterway and Tactical Sites   Waterway Overview
1/18/2023	OSRP - PHMSA  6 - Sensitive Areas / Response Tactics   6.9 Waterway and Tactical Sites   Tactical Sites
1/19/2023	OSRP - PHMSA  6 - Sensitive Areas / Response Tactics   6.9 Waterway and Tactical Sites   Tactical Sites
3/22/2023	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Rick Bondy
3/22/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Update Rick Bondy
4/17/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update EnviroServe OSRO #476
4/17/2023	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update EnviroServe OSRO #476
4/17/2023	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update EnviroServe OSRO #476
4/17/2023	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment / Response Capabilities and Limitations   Update EnviroServe OSRO #476



FIGURE 1-1 - RECORD OF CHANGES, CONTINUED

DATE OF CHANGE	DESCRIPTION OF CHANGE
5/30/2023	OSRP - PHMSA  1 - Introduction   Figure 1-3 - District Information Summary  Line Sections
5/30/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Insert GHD
6/15/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Jeremy Cantrell
6/15/2023	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Jeremy Cantrell
6/15/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update Environmental Protection Agency, Region VI Region VI covers TX, LA, AR, OK, NM
7/17/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update Platte County Road & Bridge (Glendo, Guemsey, Wheatland)
7/17/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update Rush Co. LEPC
9/26/2023	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Haz-Mat Response, Inc. OSRO #104
9/26/2023	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Haz-Mat Response, Inc. OSRO #104
9/26/2023	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment / Response Capabilities and Limitations   Update Haz-Mat Response, Inc. OSRO #104
9/26/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update Haz-Mat Response, Inc. OSRO #104
9/27/2023	OSRP - PHMSA  C - Hazard Evaluation and Risk Analysis   C.4 Spill Volume Calculations
9/29/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update CTEH Kemah and North Little Rock, AR
10/16/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Jeremy Cantrell
10/16/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Ryan Lance
10/16/2023	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Jeremy Cantrell
10/16/2023	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Ryan Lance
11/3/2023	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update A-Clean Environment

FIGURE 1-1 - RECORD OF CHANGES, CONTINUED

DATE OF CHANGE	DESCRIPTION OF CHANGE
11/3/2023	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Environmental Remediation Specialists Tulsa
11/3/2023	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update A-Clean Environment
11/3/2023	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Environmental Remediation Specialists Tulsa
11/3/2023	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment /Response Capabilities and Limitations   Update A-Clean Environment
11/3/2023	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment /Response Capabilities and Limitations   Update Environmental Remediation Specialists Tulsa
11/3/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update A-Clean Environment
11/3/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update Environmental Remediation Specialists Tulsa
11/20/2023	OSRP - PHMSA  1 - Introduction   Figure 1-3 - District Information Summary  Line Sections
11/30/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update F.I.R.S.T.- Provider of Safety Personnel
11/30/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update CTEH Kemah and North Little Rock, AR and Denver
11/30/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update F.I.R.S.T.- Provider of Safety Personnel
12/18/2023	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Insert Environmental Works OSRO #587
12/18/2023	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Insert Environmental Works OSRO #587
12/18/2023	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Insert Environmental Works OSRO #587
12/18/2023	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment /Response Capabilities and Limitations   Insert Environmental Works OSRO #587
1/3/2024	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment /Response Capabilities and Limitations   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX
1/3/2024	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment /Response Capabilities and Limitations   Update Haz-Mat Response - Great Bend OSRO #104
1/3/2024	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX

FIGURE 1-1 - RECORD OF CHANGES, CONTINUED

DATE OF CHANGE	DESCRIPTION OF CHANGE
1/3/2024	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Haz-Mat Response - Great Bend OSRO #104
1/3/2024	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX
1/3/2024	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Haz-Mat Response - Great Bend OSRO #104
1/3/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update Hull's Environmental OSRO 148- Wilson OK, Odessa TX
1/3/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update Haz-Mat Response - Great Bend OSRO #104
1/4/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Remove Stephen Day, Environmental Specialist Sr
1/4/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Insert JJ Jenkins, Supv Operations I
1/4/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory   Update JJ Jenkins
1/4/2024	OSRP - PHMSA  A - Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update JJ Jenkins
1/5/2024	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Josh Summers, Haz-Mat Response, Inc OSRO #104
1/5/2024	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Josh Summers, Haz-Mat Response, Inc OSRO #104
1/5/2024	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment / Response Capabilities and Limitations   Update Josh Summers, Haz-Mat Response, Inc OSRO #104
1/5/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update Josh Summers, Haz-Mat Response, Inc OSRO #104
1/9/2024	OSRP - PHMSA  C - Hazard Evaluation and Risk Analysis   C.6 Product Characteristics and Hazards
1/9/2024	OSRP - PHMSA  2 - Initial Response Actions   2.1 Spill Response   Figure 2.1-1 - Spill Response Action Checklist   Response Action
1/9/2024	OSRP - PHMSA  2 - Initial Response Actions   Figure 2-1 - Initial Response Action Checklist
2/22/2024	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment / Response Capabilities and Limitations   Update Environmental Restoration OSRO #156
2/22/2024	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Environmental Restoration OSRO #156

FIGURE 1-1 - RECORD OF CHANGES, CONTINUED

DATE OF CHANGE	DESCRIPTION OF CHANGE
2/22/2024	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Environmental Restoration OSRO #156
2/22/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update Environmental Restoration OSRO #156
2/23/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update EnviroServe OSRO #476
2/23/2024	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update EnviroServe OSRO #476
2/23/2024	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update EnviroServe OSRO #476
2/23/2024	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment /Response Capabilities and Limitations   Update EnviroServe OSRO #476
2/26/2024	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment /Response Capabilities and Limitations   Update Environmental Works KC OSRO #587
2/26/2024	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Environmental Works KC OSRO #587
2/26/2024	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Environmental Works KC OSRO #587
2/26/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update Environmental Works KC OSRO #587
5/1/2024	OSRP - PHMSA  C - Hazard Evaluation and Risk Analysis   C.6 Product Characteristics and Hazards
5/17/2024	OSRP - PHMSA  1 - Introduction   Figure 1-3 - District Information Summary  Line Sections
7/3/2024	OSRP - PHMSA  2 - Initial Response Actions   2.1 Spill Response   2.1.5 Initial Containment Actions
9/9/2024	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment /Response Capabilities and Limitations   Update Ambipar
9/9/2024	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment /Response Capabilities and Limitations   Update Ambipar - Colorado, Texas
9/9/2024	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Ambipar
9/9/2024	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Ambipar - Colorado, Texas
9/9/2024	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Ambipar



FIGURE 1-1 - RECORD OF CHANGES, CONTINUED

DATE OF CHANGE	DESCRIPTION OF CHANGE
9/9/2024	OSRP - PHMSA  B - Contractor Response Equipment  B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Ambipar - Colorado, Texas
9/9/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update F.I.R.S.T.- Provider of Safety Personnel
9/9/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update Ambipar
9/9/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update Ambipar - Colorado, Texas
9/9/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)  Update Ambipar
9/9/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)  Update Ambipar - Colorado, Texas
10/8/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update Adams Co. Sheriff
10/8/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update Aurora Police Department
10/8/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Chance Green
10/8/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Keith Blasi
10/8/2024	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Chance Green
10/8/2024	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Keith Blasi
10/10/2024	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Ryan Anderson
10/10/2024	OSRP - PHMSA  A- Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Steven Price
10/10/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Ryan Anderson
10/10/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Steven Price
10/10/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory  Update Wyoming DEQ Reporting Line
10/11/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Ray Haworth

FIGURE 1-1 - RECORD OF CHANGES, CONTINUED

DATE OF CHANGE	DESCRIPTION OF CHANGE
10/11/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Douglas Novak
10/11/2024	OSRP - PHMSA A- Training / Exercises  A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Ray Haworth
10/11/2024	OSRP - PHMSA A- Training / Exercises  A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Douglas Novak
10/22/2024	OSRP - PHMSA A- Training / Exercises  A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update JJ Jenkins
10/22/2024	OSRP - PHMSA A- Training / Exercises  A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Ricardo Alvarez
10/22/2024	OSRP - PHMSA A- Training / Exercises  A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Ray Haworth
10/22/2024	OSRP - PHMSA A- Training / Exercises  A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Rick Bondy
10/22/2024	OSRP - PHMSA A- Training / Exercises  A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Ryan Anderson
10/22/2024	OSRP - PHMSA A- Training / Exercises  A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Keith Blasi
10/22/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update JJ Jenkins
10/22/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Ricardo Alvarez
10/22/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Ray Haworth
10/22/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Rick Bondy
10/22/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Ryan Anderson
10/22/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Keith Blasi
10/29/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update JJ Jenkins
10/29/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Internal Contacts Directory  Update Chance Green
10/29/2024	OSRP - PHMSA A- Training / Exercises  A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update JJ Jenkins

FIGURE 1-1 - RECORD OF CHANGES, CONTINUED

DATE OF CHANGE	DESCRIPTION OF CHANGE
10/29/2024	OSRP - PHMSA  A - Training / Exercises   A2 Training Program   Figure A2-3 - Personnel Response Training Log   Update Chance Green
11/10/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   External Contacts Directory   Update D&D Water Services LLC
11/26/2024	OSRP - PHMSA  3 - Notifications / Telephone Numbers   3.1 Emergency Information and Notification Procedures   Figure 3.1-3 - Notifications and Telephone Numbers   Oil Spill Response Contractors (OSROs)   Update Josh Summers, Haz-Mat Response, Inc OSRO #104
11/26/2024	OSRP - PHMSA  7 - Sustained Response Actions   7.1 Response Resources   Figure 7.1-1 - Equipment / Response Capabilities and Limitations   Update Josh Summers, Haz-Mat Response, Inc OSRO #104
11/26/2024	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   B.1.1 OSRO Classification   Update Josh Summers, Haz-Mat Response, Inc OSRO #104
11/26/2024	OSRP - PHMSA  B - Contractor Response Equipment   B.1 Cooperatives And Contractors   Figure B.1-1 - Evidence of Contracts and Equipment Lists   Update Josh Summers, Haz-Mat Response, Inc OSRO #104
11/27/2024	OSRP - PHMSA  C - Hazard Evaluation and Risk Analysis   C.6 Product Characteristics and Hazards   Figure C.6-1 - Summary of Commodity Characteristics
11/27/2024	OSRP - PHMSA  1 - Introduction   Figure 1-3 - District Information Summary   Line Sections
12/4/2024	OSRP - PHMSA  1 - Introduction   Figure 1-3 - District Information Summary   Line Sections

FIGURE 1-2 - DISTRIBUTION LIST

Paper copies of this plan are issued to each operations supervisor and are also located at each manned facility. Electronic copies of this plan are located at unmanned facilities. Online versions of the plan is available to all employees with computer access.

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Operations Supervisor	<b>Office Address:</b> 2919 S. Linwood Avenue Cushing, OK 74023	0	1	Summer 22 (electronic)
Operations Supervisor	<b>Office Address:</b> 3510 SW 20th Street El Dorado, KS 67042	0	1	Summer 22 (electronic)
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Aurora Terminal	<b>Office Address:</b> 15000 E. Smith Road Aurora, CO 80011	0	1	Summer 22 (electronic)
Dupont Terminal	<b>Office Address:</b> 8160 Krameria St Dupont, CO 80024	0	1	Summer 22 (electronic)
Fountain Terminal	<b>Office Address:</b> 1004 South Santa Fe Ave Fountain, CO 80817	0	1	Summer 22 (electronic)
Cheyenne Terminal	<b>Office Address:</b> 1112 Parsley Blvd. Cheyenne, WY 82007	0	1	Summer 22 (electronic)
Environmental Specialist	<b>Office Address:</b> One Williams Center, OTC8 Tulsa, OK 74172	0	1	Online Access (electronic)
Environmental Specialist	<b>Office Address:</b> One Williams Center, OTC8 Tulsa, OK 74172	0	1	Online Access (electronic)
Emergency Response Coordinator	<b>Office Address:</b> One Williams Center, OTC8 Tulsa, OK 74172	0	1	Online Access (electronic)
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Scott City Terminal	<b>Office Address:</b> 100 Highway 4 P.O. Box 708 Scott City, KS 67871	0	1	Summer 22 (electronic)
South Cushing Terminal	<b>Office Address:</b> 351253 E. 750 Road Cushing, OK 74023	0	1	Summer 22 (electronic)
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Burlington Station	<b>Office Address:</b> c/o Area Supervisor 15000 E. Smith Road Aurora, CO 80011	0	1	Summer 22 (electronic)
Cheyenne Station	<b>Office Address:</b> 1112 Parsley Blvd Cheyenne, WY 82007	0	1	Summer 22 (electronic)
Commerce City Station	<b>Office Address:</b> 5601 Brighton Blvd Commerce City, CO 80022	0	1	Summer 22 (electronic)
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Drumright Station	<b>Office Address:</b> 55200 Highway 16 Drumright, OK 74030	0	1	Summer 22 (electronic)
El Dorado East Station	<b>Office Address:</b> 1309 Sunset El Dorado, KS 67042	0	1	Summer 22 (electronic)
El Dorado Sunset Station	<b>Office Address:</b> 1625 Sunset Road El Dorado, KS 67042	0	1	Summer 22 (electronic)
El Dorado West Station	<b>Office Address:</b> c/o Area Supervisor 3510 S.W. 20th El Dorado, KS 67042	0	1	Summer 22 (electronic)
Eureka Station	<b>Office Address:</b> c/o Supervisor 3510 Southwest 20th El Dorado, KS 67042	0	1	Summer 22 (electronic)
Fairfax Station	<b>Office Address:</b> c/o 2919 South Linwood Avenue Shidler, OK 74023	0	1	Summer 22 (electronic)
Flagler Station	<b>Office Address:</b> c/o Area Supervisor 15000 E. Smith Road Aurora, CO 80011	0	1	Summer 22 (electronic)
Fort Collins Station	<b>Office Address:</b> CO	0	1	Summer 22 (electronic)
Great Bend Station	<b>Office Address:</b> 1/4 Mile N Jct Hwy 56/Hwy 156 Great Bend, KS 67530	0	1	Summer 22 (electronic)
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Lane Station	<b>Office Address:</b> 20 West Hwy 96 Dighton, KS 67839	0	1	Summer 22 (electronic)
Lowland Station	<b>Office Address:</b> c/o Area Supervisor 15000 E. Smith Road Aurora, CO 80011	0	1	Summer 22 (electronic)
McPherson Station	<b>Office Address:</b> c/o Supervisor 3510 Southwest 20th El Dorado, KS 67042	0	1	Summer 22 (electronic)
North Cimarron El Dorado Station	<b>Office Address:</b> 2209 SW Boyer Road El Dorado, KS 67042	0	1	Summer 22 (electronic)
Pratt Station	<b>Office Address:</b> 110252 NW 30th Ave Luka, KS 67066	0	1	Summer 22 (electronic)
Pretty Prairie Station	<b>Office Address:</b> c/o Area Supervisor 3510 S.W. 20th El Dorado, KS 67042	0	1	Summer 22 (electronic)
Ralston Station	<b>Office Address:</b> 350840 E. 0390 Rd Ralston, OK 74650	0	1	Summer 22 (electronic)
Russellville South Station	<b>Office Address:</b> 8909 East Cherry Creek Road Franktown, CO 80116	0	1	Summer 22 (electronic)
Slater Station	<b>Office Address:</b> 216 Richeau Road Wheatland, WY 82201	0	1	Summer 22 (electronic)
Scott City Station	<b>Office Address:</b> Jct Hwy 83 and Hwy 4 Scott City, KS 67871	0	1	Summer 22 (electronic)

FIGURE 1-2 - DISTRIBUTION LIST, CONTINUED

PLAN HOLDER	ADDRESS	NUMBER OF COPIES		DISTRIBUTION DATE
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Sharon Springs Station	<b>Office Address:</b> c/o Scott City Terminal 100 Highway 4 P.O. Box 708 Scott City, KS 67871	0	1	Summer 22 (electronic)
Strouds Station	<b>Office Address:</b> 5200 E. Yellowstone HWY Evansville, WY 82636	0	1	Summer 22 (electronic)
Wilmot Station	<b>Office Address:</b> 10893 131st Road Winfield, KS 67156	0	1	Summer 22 (electronic)

FIGURE 1-3 - DISTRICT INFORMATION SUMMARY

<b>Owner/Operator:</b>	Magellan Pipeline Company, L.P. One Williams Center, PO Box 22186 Tulsa, TX 74121-2186
<b>Zone Name:</b>	Western District
<b>Zone Address:</b>	One Williams Center, PO Box 22186 Tulsa, TX 74121-2186
<b>Zone Telephone/Fax:</b>	9185747700 /
<b>Agency ID#:</b>	PHMSA Plan 3140

FIGURE 1-3 - DISTRICT INFORMATION SUMMARY, CONTINUED

\* 24-hour number

Qualified Individuals:		Work
	<p><b>Alternate Qualified Individual</b></p> <p>Response Training: 8 Hour Hazwoper  Refresher Prevention Training: 8 Hour  Hazwoper Refresher 29 CFR 1910.120  HAZWOPER  OPA90 Oil Spill Response  Q/IC Training  [REDACTED]</p>	<p><b>Office Address:</b>  One Williams Center PO Box 22186  Tulsa, OK 74172</p>
	<p>Manager - Operations Special Projects  <b>Qualified Individual</b></p> <p>29 CFR 1910.120 HAZWOPER  OPA90 Oil Spill Response  Q/IC Training  [REDACTED]</p>	<p><b>Office Address:</b>  One Williams Center PO Box 22186  Tulsa, OK 74172</p>
	<p>Supervisor - Area  <b>Alternate Qualified Individual</b>  Emergency Coordinator  Spill Prevention Coordinator</p> <p>Response Training: Annual HAZWOPER Refresher  Prevention Training: Annual Facility SPCC Training  Responsibility During Response Action: Spill  Management Team  29 CFR 1910.120 HAZWOPER  OPA90 Oil Spill Response  Q/IC Training  [REDACTED]</p>	<p><b>Office Address:</b>  23634 County Road 30  Hudson, CO 80642</p>

FIGURE 1-3 - DISTRICT INFORMATION SUMMARY, CONTINUED

\* 24-hour number

Qualified Individuals:		Work
	Supervisor - Area <b>Alternate Qualified Individual</b> Emergency Coordinator Spill Prevention Coordinator  Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training [REDACTED]	<b>Office Address:</b> 3510 Southwest 20th El Dorado, KS 67042
	Supervisor - Area <b>Qualified Individual</b>  Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training [REDACTED]	<b>Office Address:</b> 8160 Krameria St Dupont, CO 80024
	Supervisor - Area <b>Alternate Qualified Individual</b>  Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training [REDACTED]	<b>Office Address:</b> 3225 Eglin Rapid City, SD 57703



FIGURE 1-3 - DISTRICT INFORMATION SUMMARY, CONTINUED

\* 24-hour number

Qualified Individuals:		Work
	Supervisor - Area <b>Alternate Qualified Individual</b> Emergency Coordinator Spill Prevention Coordinator  Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response [REDACTED]	<b>Office Address:</b> 2919 South Linwood Avenue Cushing, OK 74023
	Supervisor - Area <b>Alternate Qualified Individual</b>  Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/MC Training [REDACTED]	<b>Office Address:</b> 15000 E Smith Road RR#3 Aurora, CO 80011
	Emergency Response & Security Specialist Senior <b>Alternate Qualified Individual</b>  Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/MC Training [REDACTED]	<b>Office Address:</b> 1120 S Meridian Valley Center, KS 67147

FIGURE 1-3 - DISTRICT INFORMATION SUMMARY, CONTINUED

\* 24-hour number

Qualified Individuals:		Work
	Supervisor - Operations II <b>Alternate Qualified Individual</b>  Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training [REDACTED]	<b>Office Address:</b> 2919 South Linwood Avenue Cushing, OK 74023
	Supervisor - Operations I <b>Alternate Qualified Individual</b>  Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training [REDACTED]	<b>Office Address:</b> 8160 Krameria St Dupont, CO 80024
	Technician - Senior <b>Alternate Qualified Individual</b>  Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Operations, Containment, and Recovery 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training [REDACTED]	<b>Office Address:</b> 8160 Krameria St Dupont, CO 80024

FIGURE 1-3 - DISTRICT INFORMATION SUMMARY, CONTINUED

\* 24-hour number

Qualified Individuals:		Work
	Damage Prevention Operator <b>Alternate Qualified Individual</b>  Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER Q/IC Training [REDACTED]	<b>Office Address:</b> 23634 County Road 30 Hudson, CO 80642
	Damage Prevention Operator <b>Alternate Qualified Individual</b>  29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training [REDACTED]	<b>Office Address:</b> 8160 Krameria St Dupont, CO 80024
	Technician - Senior <b>Alternate Qualified Individual</b>  Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training [REDACTED]	<b>Office Address:</b> 1004 S Santa Fe Ave Fountain, CO 80817

FIGURE 1-3 - DISTRICT INFORMATION SUMMARY, CONTINUED

\* 24-hour number

Qualified Individuals:		Work
	Technician II <b>Alternate Qualified Individual</b>  29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response [REDACTED]	<b>Office Address:</b> 15000 E Smith Road RR#3 Aurora, CO 80011 United States
	Technician III <b>Alternate Qualified Individual</b> 303-619-7911 [REDACTED]	<b>Office Address:</b> 15000 E Smith Road RR#3 Aurora, CO 80011 United States

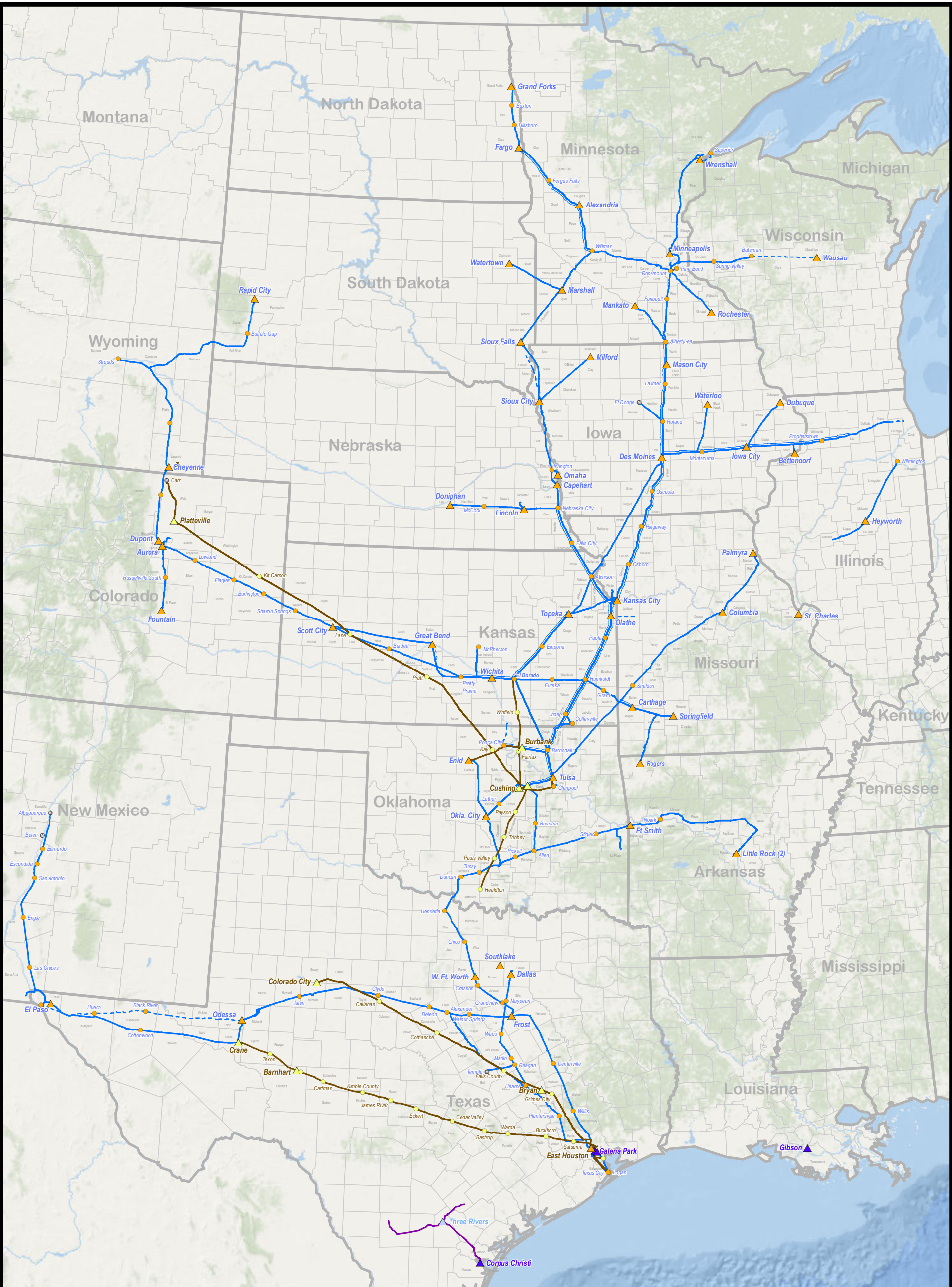
FIGURE 1-3 - DISTRICT INFORMATION SUMMARY, CONTINUED

<b>Description of Zone:</b>	The pipeline carries refined oil (including Crude Oil, Jet fuel, Gasoline, Diesel Fuel, Transmix, Toluene, Condensate, Butane) in the areas shown in <b>FIGURE 1-4</b> and <b>FIGURE 1-5</b>
<b>Response Zone Consists of the Following Counties:</b>	<b>Colorado:</b> Adams, Arapahoe, Cheyenne, Denver, Douglas, El Paso, Elbert, Kit Carson, Larimer, Lincoln, Morgan, Washington, and Weld <b>Kansas:</b> Barton, Butler, Chase, Chatauqua, Cowley, Edwards, Greenwood, Harper, Harvey, Hodgeman, Kingman, Lane, Logan, Lyon, McPherson, Ness, Pawnee, Pratt, Reno, Rush, Scott, Sedgwick, Sherman, Stafford, Sumner, Wallace, and Wichita <b>Oklahoma:</b> Creek, Lincoln, Osage, Pawnee, and Payne <b>South Dakota:</b> Custer, Fall River, and Pennington <b>Wyoming:</b> Converse, Laramie, Natrona, Niobrara, and Platt
<b>Alignment Maps (Piping, Plan Profiles):</b>	Maintained at: One Williams Center, OTC 9, Tulsa, OK
<b>Worst Case Discharge:</b>	<b>Central Cushing Terminal</b>
<b>Spill Detection and Mitigation Procedures:</b>	Refer to <b>SECTION 2</b> and <b>APPENDIX C</b> .
<b>Statement of Significant and Substantial Harm:</b>	The response zones in this system all contain pipelines greater than 6 5/8 inches and are longer than ten miles. At least one section of pipeline in each response zone crosses a major waterway or comes within five miles of a public drinking water intake. Therefore, in accordance with 49 CFR 194.103(c), each entire response zone described in this Plan will be treated as if expected to cause significant and substantial harm.
<b>Date Prepared:</b>	June 2022

The information contained in this Plan is intended to be used as guidelines for the spill responder. Actual circumstances will vary and will dictate the procedures to be followed, some of which may not be included in this manual.

**NOTE:** Further information on the Qualified Individuals training and qualifications is maintained on-site and at our Corporate Offices.





# Magellan Pipeline Systems

## Pipeline System Map



Source: MMP, ESRI  
© 2009-2020 Magellan Midstream Partners, L.P.



### Magellan Assets

#### Magellan Pipeline Company

- Petroleum Pipeline (Active)
- Petroleum Pipeline (Inactive)
- Crude Oil Pipeline
- Joint Venture (Operated by Others)
- Petroleum Terminal
- Petroleum Pump Station
- Crude Oil Terminals
- Crude Oil Pump Stations
- Joint Venture (Operated by Others)

**FIGURE 1-5 - DISTRICT ZONE MAP**

[Click to view/print Western District May 2022](#)



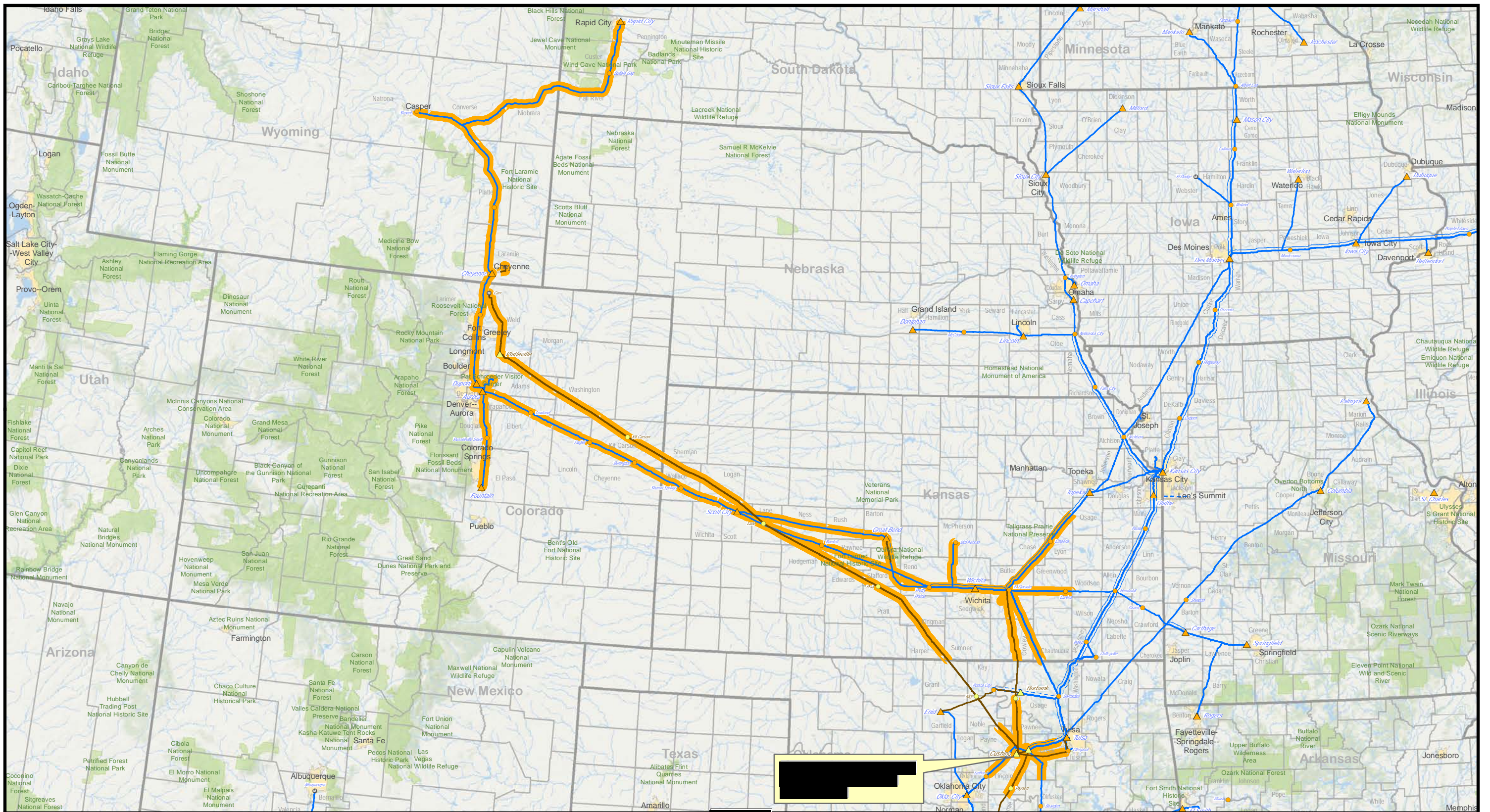


FIGURE 1-5  
Western District Map



## 1.1 PURPOSE / SCOPE OF PLAN

The purpose of this Spill Response Plan (Plan) is to provide guidelines to quickly, safely, and effectively respond to a spill from Magellan Pipeline Company, L.P.'s pipelines. The pipeline is owned and operated by Magellan Pipeline Company, L.P., herein referred to as "Company."

This Plan is intended to satisfy the requirements of the Oil Pollution Act of 1990 (OPA 90), and the Company certifies that the plan has been prepared in accordance with the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) and applicable Area Contingency Plans (ACP), EPA Region VI, VII and VIII Regional Contingency Plans. Specifically, this Plan is intended to satisfy:

- Pipeline and Hazardous Materials Safety Administration (PHMSA), U.S. Department of Transportation requirements for an OPA 90 plan (49 CFR 194)
- Pipeline and Hazardous Materials Safety Administration (PHMSA), U.S. Department of Transportation requirements for Transportation of Hazardous Liquids by Pipeline (49 CFR 195.402)
- Occupational Safety and Health Administration (OSHA) requirements for emergency response plans (EAP and ERP) (29 CFR 1910)

### ACP Review Certification



Richard Bondy  
ER Program Manager

## 1.2 PLAN REVIEW AND UPDATE PROCEDURE

In accordance with Company policy and 49 CFR Part 194.121, this Plan will be reviewed annually and modified to address new or different operating conditions or information included in the Plan. Upon review of the response plan for each five-year period, the plan will be submitted to PHMSA prior to 5 years from the last approval date. In the event the Company experiences a Worst Case Discharge, the effectiveness of the plan will be evaluated and updated as necessary. If a new or different operating condition or information would substantially effect the implementation of the Plan, the Company will modify the Plan to address such a change and, within 30 days of making such a change, submit the change to PHMSA. Examples of changes in operating conditions that would cause a significant change to the Plan include:

CONDITIONS REQUIRING REVISIONS AND SUBMISSIONS
Relocation or replacement of the transportation system in a way that substantially effects the information included in the Plan, such as a change to the Worst Case Discharge volume.
A change in the type of oil handled, stored, or transferred that materially alters the required response resources.
A change in key personnel (Qualified Individuals).
A change in the name of the Oil Spill Removal Organization (OSRO).
Any other changes that materially affect the implementation of the Plan.
A change in the NCP or ACP that has significant impact on the equipment appropriate for response activities

All requests for changes must be made through the Plan Coordinator and will be submitted to PHMSA by the Emergency Response Program Manager.

**1.3 CERTIFICATION OF ADEQUATE RESOURCES****CERTIFICATION**

Pursuant to the Clean Water Act Section 311(j)(5)(F)  
Magellan Pipeline Company, L.P.

The Magellan Pipeline Company, L.P., hereby certify to the Pipeline and Hazardous Materials Safety Administration of the Department of Transportation that they have obtained, through contract or other approved means, the necessary private personnel and equipment to respond, to the maximum extent practicable, to a worst case discharge or a substantial threat of such a discharge.

A handwritten signature in cursive script that reads "Eric Andrews".

Eric Andrews  
District Manager



U.S. Department  
of Transportation  
**Pipeline and Hazardous  
Materials Safety Administration**

1200 New Jersey Avenue, S.E.  
Washington, D.C. 20590

November 21, 2022

Richard Bondy  
Emergency Response and Security Program Manager  
Magellan Pipeline Company, L.P.  
One Williams Center  
P.O. Box 22186  
Tulsa, OK 74172

**Subj: Approval of the Magellan Pipeline Company, L.P., Western District Oil Spill Response Plan**

Dear Mr. Bondy:

The Pipeline and Hazardous Materials Safety Administration (PHMSA) has received and reviewed Magellan Pipeline Company, L.P.'s amended Western District Oil Spill Response Plan (Sequence Number: 3140) dated September 2022. We conclude that the plan complies with PHMSA's regulations concerning onshore oil pipelines found at 49 Code of Federal Regulations (CFR) Part 194. Your response plan is approved.

This approval is valid for five years from the date of this letter. If discrepancies are found during PHMSA inspections, or if new or different operating conditions or information would substantially affect the implementation of this plan, you will be required to resubmit a revised plan. See 49 CFR § 194.121(b).

According to the 2016 National Preparedness for Response Program (PREP), "Plan holders are encouraged to notify their PHMSA regional office at least one month in advance of conducting their PREP exercises." Please send your annual PREP exercise schedule to [PHMSA.OPA90@dot.gov](mailto:PHMSA.OPA90@dot.gov). When possible, PHMSA will participate and provide feedback on your exercises.

Should you have any questions or concerns, please contact me at (202) 366-4595 or by email at the address listed above. Please include the sequence number and your PHMSA Operator Identification Number on any future correspondence.

Sincerely,

*Rick Raksnis*

Rick Raksnis, Supervisor  
Oil Spill Preparedness Branch  
Preparedness, Emergency Support and Security Division  
Office of Pipeline Safety

## **SECTION 2**

### **INITIAL RESPONSE ACTIONS**

Last Revised: July 3, 2024

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#### **Figure 2-1 - Initial Response Action Checklist**

##### **2.1 Spill Response**

###### **Figure 2.1-1 - Spill Response Action Checklist**

###### **2.1.1 Spill Detection and Mitigation Procedures**

###### **Figure 2.1-2 - Spill Mitigation Procedures**

###### **2.1.2 Spill Surveillance Guidelines**

###### **Figure 2.1-3 - Spill Surveillance Checklist**

###### **2.1.3 Spill Volume Estimating**

###### **Figure 2.1-4 - Spill Estimation Factors**

###### **2.1.4 Estimating Spill Trajectories**

###### **2.1.5 Initial Containment Actions**

###### **2.1.6 Safety Considerations**

##### **2.2 Fire and/or Explosion**

##### **2.3 Evacuation**

##### **2.4 Medical**

##### **2.5 Tornado**

##### **2.6 Flood**

##### **2.7 Ice/Snow Storm**

##### **2.8 Bomb Threat**

##### **2.9 Hydrogen Sulfide (H<sub>2</sub>S) Release**

###### **2.9.1 General Requirements**

## **SECTION 2**

### **INITIAL RESPONSE ACTIONS, CONTINUED**

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**Figure 2.9-1 - Hydrogen Sulfides Effects**

**Figure 2.9-2 - Hydrogen Sulfides Initial Response Action**

**2.9.2 Personal Respiratory Protection**

**2.10 Flammable Vapor Cloud / Highly Volatile Liquid (HVL) Release**

**Figure 2.10-1 - Flammable Vapor Cloud / Highly Volatile Liquid (HVL)  
Release Response Action Checklist**

**2.11 Earthquake Checklist**

**2.12 Air Monitoring Checklist**

**2.13 Sinking Roof**

**FIGURE 2-1 - INITIAL RESPONSE ACTION CHECKLIST**

**To be used in conjunction with Section 2.2 through 2.12**

Figure 2-1 - Initial Response Action Checklist
<b>First Person On-Scene</b>
Assume the role of Incident Commander until relieved.
Take appropriate personal protective measures.
Notify Emergency Responders (911).
Alert personnel in the area of any potential threat and/or initiate evacuation procedures.
Eliminate possible sources of ignition in the vicinity of any spilled product.
Notify the Magellan Spill Reporting Number.
Notify Qualified Individual and, if necessary, the Operations Control Center.
<b>Qualified Individual</b>
The Qualified Individual will assume or assign the role of Incident Commander.
Proceed to incident site and direct response and clean-up operations.
Restrict access to the incident scene and surrounding area as the situation demands. Take any other steps necessary to minimize any threat to health and safety.
If necessary to ensure the safety of employees, reduce the potential for accidental ignition, or to mitigate further damage, take action to safely halt vehicular and/or railroad traffic in the affected area. Coordinate all requests for halting railroad traffic through the local police or fire authorities. All required vehicular and/or railroad traffic control activities will be conducted with the approval of the local police and/or fire authorities.
Confirm safety aspects at site, including need for personal protective equipment, sources of ignition, and potential need for evacuation.
Initiate the appropriate Initial Response Actions ( <b>SECTION 2</b> ).
Activate the Spill Management Team (SMT), as the situation demands ( <b>SECTION 4</b> ).
Activate additional response contractors and local response resources, as the situation demands ( <b>SECTION 3</b> ).
Coordinate/complete additional Internal and External Notifications ( <b>SECTION 3</b> ).
Evaluate the Severity, Potential Impact, Safety Concerns, and Response Requirements based on the initial information provided by the First Person On-Scene.
Classify the incident ( <b>SECTION 3.1</b> ).
Most emergencies can be categorized using tiers to define the extent of the emergency as well as the potential resources to respond to the emergency.
Tier 1. A localized event that does not impact flowing waters and does not result in evacuations or closure of major roadways or railways.
Tier 2. An event that impacts flowing waters, may result in minor evacuations, may cause minor injuries, may shut down a minor waterway or may temporarily shut down a major roadway.
Tier 3. An event that has the potential to cause major economic or reputational damage to the Company including events which may involve major injuries or fatalities, cause mass evacuations, impact miles of waterways or close major navigable waters to marine traffic.
(See <b>SECTION 4.1</b> for SMT response)

**FIGURE 2-1 - INITIAL RESPONSE ACTION CHECKLIST, CONTINUED**

<b>Figure 2-1 - Initial Response Action Checklist, Continued</b>	
<b>Qualified Individual, Continued</b>	
Notify Manager of Operations or Director, as appropriate. Provide incident briefing and coordinate activation of Corporate Spill Management Team (SMT), as the situation demands.	
Ensure medical assistance has been requested for any injury.	
Ensure the Magellan Spill Reporting Number has been called to make appropriate regulatory notifications.	
Verify the type of product and quantity released, request/obtain Safety Data Sheets as necessary.	
Identify/ isolate the source and minimize the loss of product.	
Conduct regular briefings and updates of objectives and status during the early stages of a response.	
Document all response actions taken, including notifications, agency/media meetings, equipment and personnel mobilization and deployment, and area impacted. (Refer to <b>SECTION 5</b> for documentation.)	
Initiate spill tracking and surveillance operations. Determine extent of pollution via surveillance aircraft or vehicle. Estimate volume of spill utilizing information in <b>SECTIONS 2.2</b> and <b>2.3</b> . Send photographer / videographer if safe.	
<b>SECONDARY RESPONSE ACTIONS</b>	
(Refer to SMT job descriptions in <b>SECTION 4.6</b> )	
<b>FACILITY SPECIFIC RESPONSE CONSIDERATIONS</b>	
(Refer to <b>SECTION 6</b> for maps and sensitivity information.)	
Use Internet-based mapping software to obtain images of local topography.	
Use aerial assets early in the response to assess extent of release.	
Track released and recovered product separately from drained product.	
Obtain an air horn and command post structure - trailer, building, etc.	
Ensure conference calls are formally managed.	
Address landowner concerns early in a response - enlist corporate real estate personnel to assist.	
<b>Environmental Specialist</b>	
Notify appropriate regulatory agencies per the state reporting matrix and update any significant changes ( <b>FIGURE 3.1-3</b> ).	
<ul style="list-style-type: none"> <li>• Send out initial release report to Company personnel.</li> <li>• Work assigned role in Spill Management Team, as needed.</li> <li>• Contact environmental contractors, as needed.</li> </ul>	

## 2.1 SPILL RESPONSE

FIGURE 2.1-1 - SPILL RESPONSE ACTION CHECKLIST

## Response Action

Response Action	Person Taking Action (Initials)	Date/Time Action Taken
<b>First Person to Discover Spill</b>		
Take appropriate action to protect life and ensure safety of personnel. Contact the appropriate local emergency responders or request the office to do so.		
Obtain the information necessary to complete the Release/Spill Report Form ( <b>FIGURE 3.1-2</b> ) and phone this information to the Magellan Spill Reporting number to make appropriate regulatory notifications.		
Notify the Qualified Individual, and if necessary, the Operations Control Center.		
Immediately shutdown pipeline (if applicable). Remotely controlled motor operated valves will be closed by the Operations Center as soon as a leak is detected.		
Secure the scene: <ol style="list-style-type: none"> <li>1. Isolate the spill scene to assure the safety of people and the environment. Establish a SECURITY PERIMETER with barriers, roadblocks and fencing if possible. Keep non-essential personnel and onlookers outside the SECURITY PERIMETER. As soon as possible, assign security personnel to monitor roadblocks and other barriers, keep records of arriving responders, and to deny entry to unauthorized personnel.</li> <li>2. Establish an EXCLUSION ZONE encompassing all free liquids, hazardous vapors, or any potential hazards such as fire or explosion. As soon as possible define the Hotline with a physical barrier (such as warning tape), and if possible upgrade the hotline to safety fencing as soon as materials are available.</li> <li>3. All responders inside the SECURITY PERIMETER should wear high-visibility reflective vests for identification purposes.</li> <li>4. Personnel should not be permitted to enter the EXCLUSION ZONE unless they are wearing appropriate PPE, and have been directed by the Incident Commander to cross the Hotline.</li> </ol>		
<b>QI / Incident Commander</b>		
Assign personnel to close valves.		
Valve: _____ Closed by: _____ Time: _____ Valve: _____ Closed by: _____ Time: _____		
Start documenting response - use ICS 201		
Mobilize resources.		
Nearby Magellan spill resources such as boom, trailers, vac equipment		
Resource: _____ Time: _____ Resource: _____ Time: _____		
Resource: _____ Time: _____ Resource: _____ Time: _____		
Nearby Magellan personnel		
Local spill contractors/ excavation companies/vac truck/ nearby non-Magellan facility equipment		
Resource: _____ Time: _____ Resource: _____ Time: _____		
Resource: _____ Time: _____ Resource: _____ Time: _____		
OSRO Resource: _____ Time: _____		
Air monitoring		
Establish preliminary staging area for resources.		
Notify Manager.		
Head to the scene.		



## Response Action, Continued

Response Action, Continued		Person Taking Action (Initials)	Date/Time Action Taken
<b>QI / Incident Commander, Continued</b>			
<b>If Release Location Not Known</b>			
<input type="checkbox"/>	Identify search area.		
<input type="checkbox"/>	Contact local emergency response agency (911) to inform them of a possible pipeline response and identify yourself as the local POC.		
<input type="checkbox"/>	Conduct a methodical search.		
<input type="checkbox"/>	Prioritize high consequence areas such as population areas.		
<input type="checkbox"/>	Work with local emergency agencies to search waterways at culverts, bridges and overpasses.		
<input type="checkbox"/>	Mobilize aerial resource.		
<b>If Release Location Known</b>			
<input type="checkbox"/>	Establish staging area for resources.		
<input type="checkbox"/>	Establish initial objectives of which several are outlined below and document on ICS 201.		
<input type="checkbox"/>	Assign personnel to assess the impact and find leading edge of release. Examine culverts, ditches, drain tiles, or other potential pathways.		
<input type="checkbox"/>	Assign personnel to use air monitors.		
<input type="checkbox"/>	Neighborhoods		
<input type="checkbox"/>	Roadways		
<input type="checkbox"/>	Railways		
<input type="checkbox"/>	Determine if evacuations, road closings or rail shutdowns will be recommended to emergency response agencies; make notifications if necessary.		
<input type="checkbox"/>	Determine if electric utilities or other pipeline operators will be impacted, make notifications if necessary.		
<input type="checkbox"/>	Determine if sewers will be impacted, make notifications and take necessary actions.		
<input type="checkbox"/>	Determine immediate landowner impacts, make notifications if necessary.		
<input type="checkbox"/>	Use assessment to determine tiered response.		
<input type="checkbox"/>	Call out SMT and other resources depending on tier.		
<input type="checkbox"/>	Restrict access to the scene and establish check in process.		
<input type="checkbox"/>	Confirm safety aspects at the site and need for PPE.		
<input type="checkbox"/>	Use the sensitivity maps in the response plan, work with Environmental Specialists and local agencies to identify priority location for spill containment.		
<input type="checkbox"/>	Populated areas		
<input type="checkbox"/>	Sensitive areas such as water intakes, wetlands, lakes		
<input type="checkbox"/>	Use exclusion boom or diversion boom for protection		
<input type="checkbox"/>	Assign personnel and/or contractors to begin booming.		
<input type="checkbox"/>	Assign personnel and/or contractors to create underflow dams.		
<input type="checkbox"/>	Underflow dams can be created by Magellan contractors or by public works agencies.		
<input type="checkbox"/>	Ensure the outfall pipes are properly sized for the expected water flow including rainfall.		

## Response Action, Continued

Response Action, Continued		Person Taking Action (Initials)	Date/Time Action Taken
<b>QI / Incident Commander, Continued</b>			
<b>If Release Location Known, Continued</b>			
<input type="checkbox"/>	Establish command post or integrate into existing Unified Command at established command post.		
<input type="checkbox"/>	Establish unified objectives and document on ICS 201.		
<input type="checkbox"/>	Make initial Command and General Staff assignments.		
<input type="checkbox"/>	Safety		
<input type="checkbox"/>	Operations		
<input type="checkbox"/>	Logistics		
<input type="checkbox"/>	Planning		
<input type="checkbox"/>	Communicate initial objectives to staff.		
<input type="checkbox"/>	Establish initial and follow up meeting time and location.		
<input type="checkbox"/>	Conduct regular briefings and updates.		
<input type="checkbox"/>	Assess resource sufficiency and request additional resources for rapid response.		
Toluene Release Event: Toluene is highly flammable solvent which can affect gasket material. Use drum skimmers with textured surface or weir skimmers. Monitor vacuum truck exhaust and use scrubbers as needed.			
<b>Qualified Individual - Facility</b>			
If safe to do so, direct facility responders to shut down potential ignition sources in the vicinity of the spill, including motors, electrical pumps, electrical power, etc. Keep drivers away from truck rack if spill occurs there.			
If safe to do so, direct facility responders to shut down and control the source of the spill. Be aware of potential hazards associated with product and ensure that lower explosive limits (LELs) are within safe levels before sending personnel into the spill area.			

## Response Action, Continued

Response Action, Continued	Person Taking Action (Initials)	Date/Time Action Taken
<b>Qualified Individual - Facility, Continued</b>		
For gasoline releases from a tank inside a diked area, it may be practical to transfer product out of a tank rather than letting the contents of the tank drain out inside the dike. In some circumstances tank motors and valves inside a dike may be used if gravity feed is not an option.		
<ul style="list-style-type: none"> <li>• Conduct a hazard risk analysis before attempting operations. Consider: <ul style="list-style-type: none"> <li>• Motor operated valves are explosion proof</li> <li>• Tank pumps are not explosion proof but are generally sparkless</li> <li>• Air monitoring should be used to determine whether offensive actions can be conducted such as the use of non-explosion proof equipment. <ul style="list-style-type: none"> <li>• Foam may be used to reduce vapors <ul style="list-style-type: none"> <li>• Applied foam should be monitored and reapplied if the foam blanket is disturbed or if indicated by air monitoring</li> </ul> </li> </ul> </li> <li>• Tank motor starters should not be used if they are in a hazardous atmosphere</li> <li>• Submerged motors should not be used</li> <li>• Contact a Magellan electrical SME in Engineering and Construction</li> </ul> </li> </ul>		
If safe to do so, direct facility responders to stabilize and contain the situation. This may include berming or deployment of containment and/or sorbent boom.		
For low flash oil (<100°F); consider applying foam over the oil, using water spray to reduce vapors, grounding all equipment handling the oil, and using non-sparking tools.		
<b>Environmental Specialist</b>		
Notify appropriate regulatory agencies per the state reporting matrix, and update any significant changes (FIGURE 3.1-3).		
Send out initial release report to Company personnel.		
Work assigned role in spill management team, as needed.		
Contact environmental contractors, as needed.		
<b>Incident Commander/Qualified Individual</b>		
Activate all or a portion of Spill Management Team (SMT) (as necessary). Environmental Specialist will maintain contact with notified regulatory agencies.		

**Response Action, Continued**

Response Action, Continued	Person Taking Action (Initials)	Date/Time Action Taken
<b>Incident Commander/Qualified Individual , Continued</b>		
Ensure the SMT has mobilized spill response contractors (if necessary). It is much better to demobilize equipment and personnel, if not needed, than to delay contacting them if they are needed.		
Document all response actions taken, including notifications, agency/media meetings, equipment and personnel mobilization and deployment, and area impacted. (Refer to <b>SECTION 5</b> for documentation.)		
Initiate spill tracking and surveillance operations. Determine extent of pollution via surveillance aircraft or vehicle. Estimate volume of spill utilizing information in <b>SECTION 2.2</b> and <b>SECTION 2.3</b> . Send photographer / videographer, if safe.		
<b>SECONDARY RESPONSE ACTIONS</b> (Refer to SMT job descriptions in <b>SECTION 4.6</b> )		
<b>FACILITY SPECIFIC RESPONSE CONSIDERATIONS</b> (Refer to <b>SECTION 6</b> for maps and sensitivity information).		

## Cold Weather Response

Cold Weather Response	Person Taking Action (Initials)	Date/Time Action Taken
<p>PPE is essential; use a layered approach</p> <ul style="list-style-type: none"> <li>• Base Layer - lightweight, snug fitting, and has the ability to wick perspiration away from the body (silk, polypropylene, etc.)</li> <li>• Mid Layer - insulating and wicking material (fleece, wool, microfiber, etc.)</li> <li>• Waterproof Outer Layer - wind proof, water repellant material, breathable (nylon, gore-tex, down, etc.)</li> <li>• Footwear - thin socks (nylon, silk, wool), heavier socks (wool), overboots (rubber, waterproof &amp; insulated)</li> <li>• Hand and Head Protection - layer with liners and waterproof shells as appropriate, 40-80% of heat loss is through the head (gore-tex, fleece, wool, down, etc.)</li> </ul> <p>Remember the COLD method; <u>C</u>lean (keep insulating layers clean), <u>O</u>verheating (adjust layers of clothing as needed), <u>L</u>oose Layers (wear several layers that don't impede circulation), <u>D</u>ry (stay dry, avoid cotton).</p>		
<p>Two major health considerations for cold weather response are Frostbite and Hypothermia.</p> <ul style="list-style-type: none"> <li>• Watch for signs of hypothermia (shivering, apathy, slurred speech, confusion, poor coordination and unconsciousness). Call for medical assistance if symptoms are present.</li> <li>• Windchill will affect the onset time for frostbite. Consult the NOAA windchill chart to assist in determining employee exposure risk.</li> <li>• Warming huts (ex pop-up fish house with portable heater) should be considered for operations in temperatures below 20 degrees Fahrenheit and located in a safe location.</li> <li>• For extremely low temperatures, consider a work/warming schedule with longer and more frequent warming periods for each time period worked.</li> </ul>		
<p>If spill involves a water body, assess water body conditions including:</p> <ul style="list-style-type: none"> <li>• Location of release and product</li> <li>• Current and direction of movement (spill movement will be slower under ice)</li> </ul>		
<p>Conducting oil recovery operations on iced bodies of water can be dangerous. Only personnel or OSROs trained in cold weather response tactics should undertake this type of effort.</p>		
<p>Rules and Tactics for Ice recovery operations by trained and qualified personnel:</p> <ul style="list-style-type: none"> <li>• Verify the temperature operating limits of air monitoring equipment.</li> <li>• Determine the stability of the ice (powered ice auger). Initial entry onto the ice to determine thickness should be done from within an inflatable/flat bottom boat or other similar protective buoyant working platform. Note: River ice conditions can be very unpredictable due to variation in currents and the stability/thickness of the ice could change suddenly within just a short distance. Extreme caution should be exercised.</li> <li>• If the ice is deemed stable, identify a safe working area for containment and recovery operations on the ice.</li> <li>• Always use a buddy system and wear a flotation device and harnesses tethered to a secure anchor point when working on the ice.</li> <li>• Do not stand over slotted ice.</li> <li>• Slotting involves cutting and removing ice blocks at a 30 degree angle to the current. The end of the slot should be wide enough to house an oil skimmer.</li> <li>• Slots should be cut with a slight "J" curve where the current would slow toward the shoreline recovery area.</li> <li>• Effective barriers can be installed by augering holes next to each other and installing plywood sheets to divert product to a sump area.</li> <li>• Airboats, flat bottom boats or inflatable boats may provide an effective and safer method of transportation and/or work platform on across the ice.</li> </ul>		

**Cold Weather Response, Continued**

Cold Weather Response, Continued	Person Taking Action (Initials)	Date/Time Action Taken
<p>Snow can absorb released product. Depending on the moisture content of the snow, it can act as a wick, pulling product away from the release site. Impacted snow can be addressed by techniques including:</p> <ul style="list-style-type: none"><li>• Temporary storage in a side dump to reduce or eliminate any leakage from melting snow or product</li><li>• Stockpiling under a rack so melt water and product drain to a sump</li><li>• Using a "thawzall" heating system to melt snow stockpiled under a rack or in a side dump.</li></ul>		
<p>Well-compacted snow lined with plastic can be used as a berming material.</p>		
<p>Employ standard spill response procedures, including:</p> <ul style="list-style-type: none"><li>• Establish incident command.</li><li>• Making proper notifications.</li><li>• Identify and Isolate the source.</li><li>• Monitor weather conditions.</li><li>• Use appropriate PPE.</li><li>• Monitor vapors.</li><li>• Establish site control.</li></ul>		

### 2.1.1 Spill Detection and Mitigation Procedures

See **APPENDIX C.1** for spill detection protocols.

Each spill mitigation situation is unique and must be treated according to the circumstance present. In every situation, however, personnel safety must be assessed as the first priority. The potential for ignition and/or toxic exposure must be promptly evaluated. Spill mitigation procedures are listed in **FIGURE 2.1-1**. Discharge volume calculations are provided in **APPENDIX C**.

**FIGURE 2.1-2 - SPILL MITIGATION PROCEDURES**

TYPE	MITIGATION PROCEDURE
Failure of Transfer Equipment	<ol style="list-style-type: none"> <li>1. Personnel safety is the first priority. Evacuate nonessential personnel or personnel at high risk.</li> <li>2. Terminate transfer operations and close block valves.</li> <li>3. Drain product into containment areas if possible.</li> <li>4. Eliminate sources of vapor cloud ignition by shutting down all engines and motors.</li> </ol>
Tank Overfill/Failure	<ol style="list-style-type: none"> <li>1. Personnel safety is the first priority. Evacuate nonessential personnel or personnel at high risk.</li> <li>2. Shut down or divert source of incoming flow to tank.</li> <li>3. Transfer fluid to another tank with adequate storage capacity (if possible).</li> <li>4. Shut down source of vapor cloud ignition by shutting down all engines and motors.</li> <li>5. Ensure that dike discharge valves are closed.</li> <li>6. Monitor diked containment area for leaks and potential capacity limitations.</li> <li>7. Begin transferring spilled product to another tank as soon as possible.</li> </ol>
Piping Rupture/Leak (under pressure and no pressure)	<ol style="list-style-type: none"> <li>1. Personnel safety is the first priority. Evacuate nonessential personnel or personnel at high risk.</li> <li>2. Shut down pumps. Close the closest block valves on each side of the rupture.</li> <li>3. Drain the line back into contained areas (if possible). Alert nearby personnel of potential safety hazards.</li> <li>4. Shut down source of vapor cloud ignition by shutting down all engines and motors.</li> <li>5. If piping is leaking and under pressure, then relieve pressure by draining into a containment area or back to a tank (if possible). Then repair line according to established procedures.</li> </ol>
Fire/Explosion	<ol style="list-style-type: none"> <li>1. Personnel safety is the first priority. Evacuate nonessential personnel or personnel at risk of injury.</li> <li>2. Notify local fire and police departments.</li> <li>3. Attempt to extinguish fire if it is in incipient (early) stage and <b>if it can be done safely</b>.</li> <li>4. Shut down transfer or pumping operation. Attempt to divert or stop flow of product to the hazardous area (if it can be done safely).</li> <li>5. Eliminate sources of vapor cloud ignition shutting down all engines and motors.</li> <li>6. Control fire before taking steps to contain spill.</li> </ol> <p>See also fire/explosion response steps in <b>SECTION 2.2</b>.</p>
Manifold Failure	<ol style="list-style-type: none"> <li>1. Personnel safety is the first priority. Evacuate nonessential personnel or personnel at high risk.</li> <li>2. Terminate transfer operations immediately.</li> <li>3. Isolate the damaged area by closing block valves on both sides of the leak/rupture.</li> <li>4. Shut down source of vapor cloud ignition by shutting down all engines and motors.</li> <li>5. Drain fluids back into containment areas (if possible).</li> </ol>

### 2.1.2 Spill Surveillance Guidelines

- Surveillance of an oil spill should begin as soon as possible following discovery to enable response personnel to assess spill size, movement, and potential impact locations
- Dispatch observers to crossings downstream or down gradient to determine the spill's maximum reach
- It can be difficult to adequately observe oil on water surfaces from a boat, dock or shoreline
- Use surface vessels to confirm the presence of any suspected oil slicks (if safe to do so); consider directing the vessels and photographing the vessels from the air, the latter to show their position and size relative to the slick
- Clouds, shadows, sediment, floating organic matter, submerged sand banks or wind-induced patterns on the water may resemble an oil slick if viewed from a distance
- Spill surveillance is best accomplished through the use of helicopters, small planes or drones; helicopters and drones are preferred due to their superior visibility and maneuverability
- If fixed-wing planes are to be used, high-wing types provide better visibility than low-wing types
- All observations should be documented in writing and with photographs and/or video
- Describe the approximate dimensions of the oil slick based on available reference points (i.e. vessel, shoreline features, facilities); you can use the aircraft or vessel to traverse the length and width of the slick while timing each pass; calculate the approximate size and area of the slick by multiplying speed and time
- Record aerial observations on detailed maps, such as topographic maps
- In the event of reduced visibility, such as dense fog or cloud cover, boats may have to be used to patrol the area and document the location and movements of the spill; however, this method may not be safe if the spill involves a highly flammable product
- Surveillance is also required during spill response operations to gauge the effectiveness of response operations; to assist in locating skimmers; and assess the spill's size, movement, and impact
- The use of UAS is governed by Magellan policy - only approved UAS operators will be used with appropriate, valid certificate of insurance
- An Spill Surveillance Checklist is provided in **FIGURE 2.1-3**



**FIGURE 2.1-3 - SPILL SURVEILLANCE CHECKLIST**

Record your observations of spilled oil either in a notebook or directly on a chart of the area under observation. This checklist is an aid for organizing your observations.

<b>General Information</b>	
Date:	Tidal or river stage (flood, ebb, slack, low water):
Time:	On-scene weather (wind, sea state, visibility):
Incident name:	Platform (helicopter, fixed-wing aircraft, boat):
Observer's name:	Flight path/trackline:
Observer's affiliation:	Altitude where observation taken:
Location of source (if known):	Areas not observed (i.e. foggy locations, restricted air spaces, shallow water areas):
<b>Oil Observations</b>	
Slick location(s):	Color and appearance (i.e. rainbow, dull or silver sheen, black or brown in color or mousse):
Slick dimensions:	Percent coverage:
Orientation of slick(s):	Is oil recoverable (Y/N)?:
Distribution of oil (i.e. windrows, streamers, pancakes or patches):	
<b>Considerations</b>	
<ul style="list-style-type: none"> <li>• During surveillance flights, travel beyond known impacted areas to check for additional oil spill sites</li> <li>• Include the name and phone number of the person making the observations</li> <li>• Clearly describe the locations where oil is observed and the areas where no oil has been seen</li> </ul>	
<b>Other Observations</b>	
<b>Response Operations</b>	
Equipment deployment (general locations where equipment is working and whether they are working in the heaviest concentration of oil):	
Boom deployment (general locations of boom, whether the boom contains oil, and whether the oil entrains under the boom):	
<b>Environmental Observations</b>	
Locations of convergence lines, terrain, and sediment plumes:	
Locations of debris and other features that could be mistaken for oil:	
Wildlife present in area (locations and approximate numbers):	

### 2.1.3 Spill Volume Estimating

Early in a spill response, estimation of spill volume is required in order to:

- Report to agencies
- Determine liquid recovery requirements
- Determine personnel and equipment requirements
- Estimate disposal and interim storage requirements

Some rapid methods to estimate spill size are:

- Transfer operations: Multiply the pumping rate by the elapsed time that the leak was in progress, plus the drainage volume of the line between the two closest valves or isolation points (volume loss = pump rate [bbls/min] x elapsed time [min] + line contents [bbl])
- Tank overfills: Elapsed time multiplied by the pumping rate
- Visual assessment of the surface area and thickness (**FIGURE 2.1-4**); the method may yield unreliable results because:
  - Interpretation of sheen color varies with different observers
  - Appearance of a slick varies depending upon amount of available sunlight, sea-state, and viewing angle
  - Different products may behave differently, depending upon their properties

**FIGURE 2.1-4 - SPILL ESTIMATION FACTORS**

OIL THICKNESS ESTIMATIONS				
Standard Form	Approx. Film Thickness		Approx. Quantity of Oil in Film	
	inches	mm		
Barely Visible	0.0000015	0.00004	25 gals/mile <sup>2</sup>	44 liters/km <sup>2</sup>
Silvery	0.000003	0.00008	50 gals/mile <sup>2</sup>	88 liters/km <sup>2</sup>
Slightly colored	0.000006	0.00015	100 gals/mile <sup>2</sup>	179 liters/km <sup>2</sup>
Brightly colored	0.000012	0.0003	200 gals/mile <sup>2</sup>	351 liters/km <sup>2</sup>
Dull	0.00004	0.001	666 gals/mile <sup>2</sup>	1,167 liters/km <sup>2</sup>
Dark	0.00008	0.002	1,332 gals/mile <sup>2</sup>	2,237 liters/km <sup>2</sup>
Thickness of light oils: 0.0010 inches to 0.00010 inches				
Thickness of heavy oils: 0.10 inches to 0.010 inches				

### 2.1.4 Estimating Spill Trajectories

In some cases, oil spill trajectories should be estimated in order to predict direction and speed of the slick movement. Trajectory calculations provide an estimate of where oil slicks may impact shorelines and other sensitive areas, and also provide an estimate of the most effective location in which to mobilize spill response resources for protection, containment, and recovery.

Oil spill trajectories can be estimated using vector addition or with computer programs. Hand calculations typically utilize the following assumptions:

- Oil moves at approximately the same direction and speed as the water currents, unless the winds are strong
- Wind speed can be multiplied by 0.034 to determine the effect of winds on speed and direction of spill movement
- The combined effects of winds and currents can be added to estimate spill movement speed and direction

More sophisticated predictions can be obtained from computer programs. Oil spill trajectory services can be obtained from:

- National Oceanic and Atmospheric Administration (NOAA) through the Federal On-Scene Commander (FOSC)
- Private consulting firms

### 2.1.5 Initial Containment Actions

Initial containment actions will focus on utilizing containment on site in the most effective manner to:

- Prevent the oil from becoming a danger to the public
- Prevent the oil from impacting water, thereby reduce the surface area and the shoreline to be cleaned
- Concentrate the oil (when safe to do so), making physical recovery more efficient
- Limit the environmental impact to the immediate spill area

Selection of the appropriate location and method will depend upon:

- Length of time spill occurs before being noticed
- Amount of spill
- Area of coverage
- Environmental factors such as wind speed and direction
- Oil's characteristics

### 2.1.6 Safety Considerations

- Containment actions should not be conducted during inclement weather or unsafe conditions such as high winds, fast currents, or unstable terrain
- Eliminate all ignition sources
- Avoid contact with the spilled product
- Use respiratory protection (if applicable)
- Ensure that the area remains secure to air traffic

## 2.2 FIRE AND/OR EXPLOSION

**Your first consideration is always the safety of people  
in the immediate area, including your own.**

**The first responder's initial objective is site management.**

**Your first consideration is always the safety of people  
in the immediate area, including your own.**

**The first responder's initial objective is site management.**

2.2 Fire and/or Explosion	Initials
TASK	
<b>At a manned facility</b>	
Evaluate the situation; approach cautiously from upwind; do not rush in	
<b>Warnings, Notifications, and Evacuation:</b> <ul style="list-style-type: none"> <li>Alert co-workers or others on-site; use alarm systems</li> <li>Account for all personnel</li> <li>Notify local police and fire departments (911), provide detailed information regarding material, product and equipment involved, wind direction</li> <li>Notify Operations Control Center</li> <li>Notify the Qualified Individual</li> <li>Notify the utility companies if on-site utilities, such as gas and electric, may be affected by the fire</li> </ul>	
<b>Site Control:</b> <ul style="list-style-type: none"> <li>Account for all personnel; use an entry/exit log that includes names, company and time</li> <li>Prepare evacuation routes and monitor incident for changes requiring evacuation</li> <li>Keep outside personnel from entering the facility; enlist aid from law enforcement</li> <li>Establish safety zones</li> <li>Meet fire personnel at gate; have copy of emergency plans and data on affected tank(s)</li> <li>Establish a safe media assembly area</li> </ul>	
<b>Fire Fighting:</b> <ul style="list-style-type: none"> <li>Trained company personnel may attempt to extinguish the fire if it is in the incipient (early) stage and IF IT CAN BE DONE SAFELY; personnel should be prepared to evacuate if fire is beyond their capabilities to fight</li> <li>If fire is too large for an employee to fight, the person sounding the alarm or making the phone call to 911 should stand by at a safe distance to direct the fire department and to keep personnel from entering the danger area</li> </ul>	
<b>Establish Command:</b> <ul style="list-style-type: none"> <li>Establish Incident Command</li> <li>Establish a Command Post and lines of communication; use radios and cell phones</li> <li>Provide fire department with contact numbers or facility radio</li> <li>Appoint a recorder</li> </ul>	
<b>Air Monitoring</b> <ul style="list-style-type: none"> <li>Use on-site resources to initiate perimeter air monitoring</li> <li>Use on-site and/or obtain additional resources to initiate community air monitoring</li> </ul>	
<b>Additional Resources:</b> <ul style="list-style-type: none"> <li>Call in additional resources if on scene personnel and equipment are inadequate to handle the emergency</li> <li>For tank fires or other large petroleum fires immediately contact               <ul style="list-style-type: none"> <li>Air Monitoring contractors identified in <b>SECTION 3</b> <ul style="list-style-type: none"> <li>Consider putting them immediately in touch with the local Fire Department or local health agency</li> <li>Ensure leadership is aware of the discussions</li> </ul> </li> <li>Specialty Fire-fighting services identified in <b>SECTION 3</b> <ul style="list-style-type: none"> <li>Consider putting them immediately in touch with the local Fire Chief to provide guidance</li> <li>Ensure leadership is aware of the discussions</li> </ul> </li> <li>Oil Spill Removal Organizations (OSROs)</li> </ul> </li> </ul>	

## 2.2 FIRE AND/OR EXPLOSION, CONTINUED

2.2 Fire and/or Explosion, Continued		Initials
TASK, Continued		
<b>Tactical Considerations:</b> <ul style="list-style-type: none"> <li>The decision to take offensive or defensive measures in an active tank fire should be made after a thorough analysis of potential risks and consequences of both action and non-intervention. Air monitoring data, the opinion of professional firefighting services, the availability of firefighting resources and the potential reignition or release of petroleum vapors could be considered during this analysis.</li> <li>Any use of water should be accompanied by a water removal plan as significant amounts of water have the potential to flood a tank dike, float flaming product or impact the integrity of tank dikes.</li> <li>A water removal plan should also consider potential flow paths for water/product that escape the tank dike and precautionary measures such as booming, underflow dams or diking should be considered.</li> <li>A water removal plan should also consider storage locations for water/foam/oily water such as frac tanks, tanks, ships or barges.</li> <li>As part of fire fighting preparations, have resources available to quickly start product recovery if the extinguishing of a fire will result in a petroleum liquid release</li> </ul>		
Conduct a post-emergency evaluation and report		
<b>At an unmanned facility</b>		
Go to the incident scene to evaluate the situation; approach cautiously from upwind; do not rush in		
<b>Warnings and Notifications:</b> <ul style="list-style-type: none"> <li>Notify local police and fire departments (911)</li> <li>Notify Operations Control Center</li> <li>Notify the Qualified Individual</li> <li>Notify the utility companies if on-site utilities, such as gas and electric, may be affected by the fire</li> <li>Notify railroads or local emergency officials to halt traffic if roads or railroads are in the affected area</li> </ul>		
<b>Site Control:</b> <ul style="list-style-type: none"> <li>Account for all personnel</li> <li>Prepare evacuation routes and monitor incident for changes requiring evacuation</li> <li>Keep outside personnel from entering area – enlist aid from law enforcement</li> <li>Establish safety zones</li> <li>Meet fire personnel at scene; have copy of emergency plans and data on affected lines</li> </ul>		
<b>Valves and Controls:</b> <ul style="list-style-type: none"> <li>If the fire/explosion is a result of a pipe rupture, isolate product release by closing valves outside the affected area</li> <li>Stay in contact with Qualified Individual to update on valve closings</li> </ul>		
<b>Establish Command:</b> <ul style="list-style-type: none"> <li>Establish Incident Command</li> <li>Establish a Command Post and lines of communication -use radios and cell phones</li> <li>Provide fire department with contact numbers</li> <li>Appoint a recorder</li> </ul>		
<b>Air Monitoring</b> <ul style="list-style-type: none"> <li>Use on-site resources to initiate perimeter air monitoring</li> <li>Use onsite and/or obtain additional resources to initiate community air monitoring</li> </ul>		

## 2.2 FIRE AND/OR EXPLOSION, CONTINUED

2.2 Fire and/or Explosion, Continued		Initials
TASK, Continued		
<b>Additional Resources:</b> <ul style="list-style-type: none"> <li>• Call in additional resources if on scene personnel and equipment are inadequate to handle the emergency</li> <li>• For tank fires or other large petroleum fires immediately contact             <ul style="list-style-type: none"> <li>• Air Monitoring contractors identified in <b>SECTION 3</b> <ul style="list-style-type: none"> <li>• Consider putting them immediately in touch with the local Fire Department or local health agency</li> <li>• Ensure leadership is aware of the discussions</li> </ul> </li> <li>• Specialty Fire-fighting services identified in <b>SECTION 3</b> <ul style="list-style-type: none"> <li>• Consider putting them immediately in touch with the local Fire Chief to provide guidance</li> <li>• Ensure leadership is aware of the discussions</li> </ul> </li> </ul> </li> <li>• Oil Spill Removal Organizations (OSROs)</li> </ul>		
<b>Tactical Considerations:</b> <ul style="list-style-type: none"> <li>• The decision to take offensive or defensive measures in an active tank fire should be made after a thorough analysis of potential risks and consequences of both action and non-intervention. Air monitoring data, the opinion of professional firefighting services, the availability of firefighting resources and the potential reignition or release of petroleum vapors could be considered during this analysis.</li> <li>• Any use of water should be accompanied by a water removal plan as significant amounts of water have the potential to flood a tank dike, float flaming product or impact the integrity of tank dikes.</li> <li>• A water removal plan should also consider potential flow paths for water/product that escape the tank dike and precautionary measures such as booming, underflow dams or diking should be considered.</li> <li>• A water removal plan should also consider storage locations for water/foam/oily water such as frac tanks, tanks, ships or barges.</li> <li>• As part of fire fighting preparations, have resources available to quickly start product recovery if the extinguishing of a fire will result in a petroleum liquid release</li> </ul>		
Conduct a post-emergency evaluation and report		
Wildfires (Right-of-Way)		
<p>The possibility of a wild/brush fire can exist due to the amount and type of vegetation along certain sections of the pipeline Right-of-Way. Drought conditions or dry winters can cause grasses or brush to become susceptible to rapid ignition from sources such as lightning strikes or careless human activity. It is highly unlikely that a wild/brush fire would affect the buried pipeline but flaming material near above-ground valves or meters has a possibility of damaging sensitive equipment. A pipeline Right-of-Way can serve as a "fire fuel break" and could also serve as access to the area for emergency firefighting equipment (e.g. bulldozer and brush fire rigs). It is necessary to recognize the potential for mechanical damage to the pipeline from such equipment traveling over the pipe, and that a leak or rupture could fuel the fire and impede fire-fighting capabilities.</p>		

**2.2 FIRE AND/OR EXPLOSION, CONTINUED**

<b>2.2 Fire and/or Explosion, Continued</b>		<b>Initials</b>
<b>Wildfires (Right-of-Way), Continued</b>		
Storage facilities such as terminals can be impacted from a wildfire due to floating embers and ignition of dry grass inside the terminal. Employees and visitors can be impacted by heavy smoke.		
<b>In the Vicinity of the Pipeline Right-of-Way</b>		
Make emergency notifications including the Control Center. Observe and be prepared to report wind direction, wind velocity, and direction of fire travel.		
Unless specifically trained to fight a wild/brush fire, make no attempts at fire suppression. Relocate to a safe zone where the status of the fire can be monitored and reported.		
Work with the Control Center Supervisor, Operations Supervision, Pipeline Integrity Supervisor and the Fire Department (if necessary) to determine whether to shut down the active lines or to have them remain flowing in an effort to cool the lines and minimize any potential damage.		
<b>Pipeline Facilities and Terminals</b>		
Make emergency notifications including the Control Center. Observe and be prepared to report wind direction, wind velocity, and direction of fire travel.		
Determine the path of the fire and whether Magellan facilities could be impacted.		
Determine if the facility should be evacuated and operations shut down due to encroaching fire or heavy smoke.		
Determine PPE necessary if remaining in place – i.e., respiratory protection.		
Shut off or move potential fuel sources if possible.		
In case of heavy smoke, shut windows and doors to buildings – shut off air handling units or switch to recirculate.		
Work with fire officials or other agencies by providing them with facility information, including products stored and levels, and potential hazards.		
Work with the Control Center Supervisor, Operations Supervision, Pipeline Integrity Supervisor and the Fire Department (if necessary) to determine whether to shut down the active lines or to have them remain flowing in an effort to cool the lines and minimize any potential damage.		

**Fire and/or Explosion Upload**

No Files Uploaded

**2.3 EVACUATION**

<b>2.3 Evacuation</b>		<b>Initials</b>
<b>FACILITIES</b>		
Request assistance from off-site agencies; convey Command Post's location		
Assemble personnel at predetermined safe location: upwind/up gradient of release (regrouping area)		
Account for Company and contractor personnel		
Assess casualties (number/type/location)		
Determine probable location of missing personnel		
Secure site, establish re-entry point and check-in/check-out procedures		
Develop list of known hazards (confined spaces, electrical hazards, physical hazards, vapors, oxygen deficiency, fire/explosion, etc.)		
Monitor situation (weather, vapors, product migration) for significant changes		
Assist in developing a Rescue Plan, if necessary		



## 2.4 MEDICAL

MEDICAL CHECKLIST	
TASK	INITIALS
Summon Emergency Medical Services (EMS) to the scene	
Do not move the patient unless a situation (such as a fire) threatens their life	
If trained, provide first aid until the EMS arrives at the scene which may include trying to stop bleeding and keep the patient breathing until EMS arrives at the scene	
<p>The professional rescuer's role includes:</p> <ul style="list-style-type: none"> <li>• Removing the patient from any situation threatening their life or the lives of rescuers</li> <li>• Correcting life-threatening problems and immobilizing injured parts before transporting the patient</li> <li>• Transporting the patient in a way that minimizes further damage to injured parts</li> <li>• Administering essential life support while the patient is being transported</li> <li>• Observing and protecting the patient until medical staff can take over</li> <li>• Administering care as indicated or instructed</li> </ul>	
<b>Exposure to Petroleum</b>	
<b>Crude Oils, Heavy Oils</b>	
<p><b>Inhalation</b> Take precautions to ensure your own safety before attempting rescue (e.g. wear appropriate protective equipment). Immediately remove personnel to area of fresh air. For respiratory distress, give oxygen, rescue breathing, or administer CPR (cardiopulmonary resuscitation) if necessary. Obtain immediate medical attention.</p> <p><b>Eye Contact</b> Flush eyes with clean, low-pressure water for at least 15 minutes, occasionally lifting the eyelids. If pain or redness persists after flushing, obtain medical attention.</p> <p><b>Skin Contact</b> Immediately remove contaminated clothing. Wash affected skin thoroughly with soap and water. If irritation persists, obtain medical attention.</p> <p><b>Ingestion</b> Do not induce vomiting. Obtain immediate medical attention.</p>	
<b>Gasoline, Diesel, Denatured Ethanol</b>	
<p><b>Inhalation:</b> Take precautions to prevent a fire (e.g. remove sources of ignition). Take precautions to ensure your own safety before attempting rescue (e.g. wear appropriate protective equipment). Move victim to fresh air. Seek medical attention if the victim feels unwell.</p> <p><b>Eye Contact:</b> Quickly and gently blot or brush chemical off the face. Immediately flush the contaminated eye(s) with lukewarm, gently flowing water for 15 minutes, while holding the eyelid(s) open. If irritation or pain persists, seek medical attention.</p> <p><b>Skin Contact:</b> Quickly take off contaminated clothing, shoes and leather goods (e.g. watchbands, belts). Quickly and gently blot or brush away excess chemical. Wash gently and thoroughly with lukewarm, gently flowing water and non-abrasive soap for 15 minutes. Seek medical attention if the victim feels unwell. Thoroughly clean clothing, shoes and leather goods before reuse or dispose of safely.</p> <p><b>Ingestion:</b> Have victim rinse mouth with water. Do NOT induce vomiting. If vomiting occurs naturally, have victim lean forward to reduce risk of aspiration. Have victim rinse mouth with water again. Immediately seek medical attention.</p>	

## 2.5 TORNADO

2.5 Tornado	Initials
TASK	
Use television, radio, computers or smartphones to monitor news weather reports	
When a tornado warning is issued, sound the local alarm	
<b>Tornado Watch:</b> <ul style="list-style-type: none"> <li>• Tornado watch means conditions are favorable for tornadoes</li> <li>• Monitor television, radio or weather alert radio reports for approaching storms</li> <li>• Be prepared to take action if the watch is upgraded to a warning</li> <li>• Pre-Identify facility shelter locations               <ul style="list-style-type: none"> <li>• Sturdy building</li> <li>• Bottom floor</li> <li>• Innermost room with the maximum number of walls between occupants and outside</li> <li>• Minimum number of windows</li> </ul> </li> <li>• Watch for danger signs               <ul style="list-style-type: none"> <li>• Dark, often greenish clouds</li> <li>• Large hail</li> <li>• Wall cloud or funnel cloud</li> </ul> </li> </ul>	
<b>Tornado Warning:</b> <ul style="list-style-type: none"> <li>• Tornado warning means a tornado has been sighted. A warning may come from emergency officials but may also come from facility personnel who site a funnel formation and hear a roar similar to a jet engine               <ul style="list-style-type: none"> <li>• <b>People in its path should take shelter immediately</b></li> </ul> </li> <li>• Sound the local alarm</li> <li>• Have location personnel report to a designated shelter area</li> <li>• Consider shutting down operations if it can be done safely</li> <li>• Account for all personnel</li> <li>• Take shelter; under furniture using arms to protect head and neck</li> </ul>	
<b>After High Winds or Tornadoes:</b> <ul style="list-style-type: none"> <li>• Account for all personnel; check for injuries and contact emergency medical assistance, if needed</li> <li>• Evaluate the facility</li> <li>• Use caution when entering damaged buildings</li> <li>• Check for down power lines</li> <li>• Update the Qualified Individual/Supervisor</li> </ul>	
Perform Initial Response Actions functions as stated in <b>FIGURE 2-1</b>	
Conduct post-emergency evaluation and report	

## Tornado Upload

No Files Uploaded

## 2.6 FLOOD

2.6 Flood	Initials
TASK	
Continually monitor the situation using radio, television reports and internet sources. Consider using your local LEPC contacts	
Flood watch means flooding is possible	
Flood warning means flooding is occurring or is imminent	
Update the Qualified Individual/Supervisor, Management, Commercial and Operations Control when flooding is imminent	
Consider preparing a site specific shutdown procedure prior to the actual flooding event and share this information with location personnel. Use a site specific shutdown procedure when flooding is imminent	
Pre-establish an evacuation plan and action levels for executing shutdown and evacuation ( <b>SECTION 2.3</b> )	
Take preliminary actions to secure the facility before flooding and mandatory evacuation	
Forecast staffing requirements and plan accordingly	
Consider obtaining the following services early in the process to ensure availability: <ul style="list-style-type: none"> <li>• Sandbags</li> <li>• Portable pumps and hoses</li> <li>• Power generators</li> </ul>	
Consider sealing unnecessary building openings, cracks in floors and walls and creating sandbag and plastic barriers for doorways or critical equipment	
Consider sealing off floor drain openings to keep water entering into buildings from the backup of sewer or drainage lines - i.e. check valves, plumbers plugs	
Remove product from underground process equipment (i.e., sumps and separators, if applicable) and replace with water to prevent them from floating out of the ground	
Keep at least a normal bottom in all above ground tankage, more if possible. Consult facility tank flotation fill guides	
Ensure product level in each tank is recorded to account for any loss or water entry	
If time allows, consider removing pumps and motors that may be affected by a flood Plug all rack drains and facility drains connected to the sump	
Anchor, tether, move or otherwise protect all bulk additive tanks, fuel barrels, empty drums, and propane tanks (if applicable)	
Monitor locations of 30 day retention samples and gasoline cans	
Remove all vehicles from potential flood area	
Maintain contact with OSROs before and during flooding conditions	
Continually update Qualified Individual/Supervisor, Management, Commercial and Operations Control on facility status	
Back up computer files	
Remove or move to higher elevation assets such as files, computers, and spare parts	
Communicate potential for shutting off high voltage power and natural gas lines to energy providers	
Close all valves on product and additive storage tanks	
Shut off power to diesel powered equipment fuel systems	
Before evacuation, know where all the employees or contractors will be residing and obtain phone numbers so they can be contacted if additional emergencies occur	
Conduct a post-emergency evaluation and report	
Maintain hazards awareness: <ul style="list-style-type: none"> <li>• Structural damage</li> <li>• Downed power lines</li> <li>• Leaking natural gas, water, and sewer lines</li> <li>• Poisonous snakes and other wildlife sheltering in structures, vehicles, and furniture</li> <li>• Avoid direct contact with flood water, mud, and animal carcasses</li> </ul>	

## Flood Upload

No Files Uploaded

**2.7 ICE/SNOW STORM**

<b>2.7 Ice/Snow Storm</b>		<b>Initials</b>
<b>TASK</b>		
Monitor news and weather reports on television, radio, internet or smartphone		
Alert co-workers or others on-site that severe weather is approaching		
Obtain snow or ice removal equipment		
Obtain generators, if necessary to re-power facilities		
Establish and maintain communication with personnel in remote areas		
Ensure that vehicles have a full tank of gas and are functioning (heater, windshield wipers, etc.)		
Consider limiting vehicle traffic		
Obtain fresh water supplies		
Monitor ice and snow accumulation on tanks		
Be aware of the dangers posed by ice and snow falling from equipment		
Be aware of product release danger posed by ice falling on exposed piping		
Notify the supervisor/Qualified individual if the facility loses power or is otherwise unable to operate		

## 2.8 BOMB THREAT

2.8 Bomb Threat	Initials
TASK	
Treat the threat as real, <b>safeguard life</b>	
Maintain a log to record all events <ul style="list-style-type: none"> <li>• Begin with the receipt of the threat and continue until the episode is finished with all areas secure</li> <li>• The log should include the names of agencies and individuals contacted and the time, date and action taken or requested</li> </ul>	
All evidence in conjunction with the threat should be retained and preserved	
Keep the caller on the line; ask the following questions: <ul style="list-style-type: none"> <li>• When is the bomb going to explode?</li> <li>• Where is the bomb right now?</li> <li>• What kind of bomb is it?</li> <li>• What will cause it to explode?</li> <li>• Why?</li> </ul>	
Listen for any background sounds	
Listen for any distinguishing characteristics of the caller's voice	
If a caller ID number does not appear on the phone, after the caller hangs up, pick up the receiver, listen for the dial tone, dial *57 and write down the caller ID number that appears on the phone. Note: This may not function on all phone systems	
Immediately report the threat call to the Facility Security Officer or Facility Supervisor and to Corporate Security Officer.	
Based upon discussion with Corporate Security, determine if the threat is credible. If it is, call the appropriate local and/or government agencies (fire, police, etc.) and inform them of the threat (advise them the call was traced if your facility has the *57 feature and it was used for this incident). Additional actions/response to a threat can include: Attempt to determine which Facility(s) are at risk. Using facility personnel to check for suspicious or out of place packages. Partial Evacuation or Internal Evacuation. External Evacuation to an offsite location.	
Notify the police (911)	
If a detonation occurs, refer to <b>SECTION 2.3</b>	
Conduct a post-emergency evaluation and report	
<b>Do not use radios within 1,000 feet of an area that may contain a bomb.</b>	
<b>Do not turn on/off lights or use other electrical switches.</b>	

## 2.9 HYDROGEN SULFIDE (H<sub>2</sub>S) RELEASE

One of the most toxic substances in crude oil transportation is hydrogen sulfide gas.

All crude oils contain some concentration of hydrogen sulfide (H<sub>2</sub>S). Basically, crude oils are classified as either a sweet crude or sour crude, depending on the percent (by weight) concentration of sulfur contained within that specific type of crude.

Sweet crude containing sulfur in solution may not present an H<sub>2</sub>S hazard, but H<sub>2</sub>S analysis must be conducted to be sure.

- Sweet Crude - 0 to 0.50% sulfur (by weight)
- Sour Crude - over 0.50% sulfur (by weight)

Hydrogen sulfide is an extremely dangerous gas that may cause fatalities. It is colorless, may have a distinct rotten egg odor, is heavier than air, is soluble in fresh and salt water, and is highly flammable.

The key to handling sour crude safely is being knowledgeable of:

- established safety procedures to be followed,
- the hazards of H<sub>2</sub>S and where they can be encountered in the work place, and
- the proper use and maintenance of H<sub>2</sub>S monitoring and personal protective equipment.

H<sub>2</sub>S can be in either a gas (air) or liquid (oil) state. H<sub>2</sub>S levels can be higher in the air than in the oil from which it came. H<sub>2</sub>S can be multiple levels higher in small vapor spaces or other confined areas.

### 2.9.1 General Requirements

- Employees will be aware of Hydrogen Sulfide and/or potential Hydrogen Sulfide work areas.
- Employees will monitor known and/or potential H<sub>2</sub>S work areas with the appropriate atmospheric monitoring equipment and observe all warnings signs and wind indicators.
- All atmospheric monitoring equipment will be calibrated as identified in SIP and any problems with the equipment reported to the immediate Supervisor for repair/replacement.

Potential effects of H<sub>2</sub>S are listed in **FIGURE 2.11-1**. The levels at which these effects occur are guidelines and may be experienced at lower levels during certain health conditions (i.e. such as when you have a cold, allergies, or are taking medication).

Questions regarding H<sub>2</sub>S exposure shall be communicated to the Safety Representative and/or the HSE Manager's representative the operations Supervisor in charge.

**FIGURE 2.9-1 - HYDROGEN SULFIDES EFFECTS**

LEVEL	EFFECTS
1 ppm	Rotten egg odor detectable.
10 ppm	OSHA, PEL Limit (8-hour) May experience eye and/or throat irritation.
15 ppm	OSHA, STEL Limit (15-minute) May experience eye and/or throat irritation.
100 ppm	Sense of smell loss in seconds; increased eye/throat irritation.
300 ppm	OSHA, IDLH Limit (Immediately Dangerous) Sense of smell loss; severe eye/throat irritation; headache, dizziness or nausea may occur.
>500 ppm	Rapid unconsciousness and respiratory paralysis; death can occur within minutes unless rescued promptly and given CPR.

**FIGURE 2.9-2 - HYDROGEN SULFIDES INITIAL RESPONSE ACTION**

ACTION
1. Keep people away. Avoid contact with gas.
2. Shut off ignition sources and call the fire department.
3. Evacuate area in case of large discharges.
4. Stay upwind.
5. Notify local health and pollution control agencies.
<b>If there is fire:</b>
Flashback along vapor trail may occur and may explode if ignited in an enclosed area.
1. Stop flow if possible.
2. Cool exposed containers and personnel effecting shutoff with water.
<b>If there is exposure:</b>
1. Call for medical aid. Vapor is poisonous if inhaled. It is also irritating to eyes.
2. If breathing has stopped, give artificial respiration.
3. If in EYES, hold eyelids open and flush with plenty of water.
<b>If there is water pollution:</b>
1. Protect water intakes and notify operators.
2. Notify local health and wildlife officials. H <sub>2</sub> S is harmful to aquatic life in very low concentrations.

Source: Chemical Hazards Response Information System (CHRIS) Hazardous Chemical Data Manual, U.S. Department of Transportation, United States Coast Guard, 1998

### 2.9.2 Personal Respiratory Protection

Company Safety Standard "Respiratory Protection" in the SIP defines selection, wearing, maintenance and inspection of respirators. Self Contained Breathing Apparatus (SCBA) is the only approved respiratory protective equipment that can be used when working in a H<sub>2</sub>S contaminated environment.

**2.10 FLAMMABLE VAPOR CLOUD / HIGHLY VOLATILE LIQUID (HVL) RELEASE****FIGURE 2.10-1 - FLAMMABLE VAPOR CLOUD / HIGHLY VOLATILE LIQUID (HVL) RELEASE RESPONSE ACTION CHECKLIST**

SPECIFIC RESPONSE ACTIONS				COMMENTS
Liquid butane is a highly volatile liquid (HVL) petroleum product that vaporizes at atmospheric pressure and room temperature. Upon release, the liquid vaporizes into a highly flammable white or nearly transparent fog-like cloud. Because the vapor is heavier than air, it stays close to the ground and settles into low-lying areas. Butane clouds can leave behind hard to detect small pools of liquid butane. While the liquid is not odorized, it has a faint but noticeable petroleum-like smell. Observation of a vapor or a fog-like cloud is typically how butane is detected in the atmosphere near a release.				
As liquid butane pools, it will cool the ground beneath it and the vaporization can slow, even with high outside temperatures				
Because of the unique characteristics of butane, a release should be handled differently than a petroleum product spill. Because butane's boiling point is around 31 degrees, in cold weather, butane can act as a liquid and may remain in liquid form. At room temperature, butane vapor is heavier than air. Butane vapors may sink and follow terrain in a downhill path. The vapors may travel to an ignition source and flash back to the point of release. Vapor cloud may be white, but color will dissipate as cloud disperses - fire and explosion hazard is still present!				
On release, liquid butane may evaporate quickly, displacing the air and causing risk of suffocation in confined areas.				
Butane may cause frostbite if it comes in contact with exposed skin.				
Alert all personnel as soon as possible after discovering that a flammable or otherwise hazardous vapor cloud is present.				
Assess wind direction and vapor cloud movement. <b>STAY UP WIND, UP HILL, AND UP GRADE OF THE VAPOR CLOUD AND THE SOURCE.</b> Be aware of possible weather changes that could affect cloud movement.				
Eliminate possible sources of ignition in the vicinity of the incident.				
<b>Isolate the Hazard Area (particularly around the ends of storage tanks) and deny entry</b> - direct all persons to move in a crosswind direction away from the release to the distance specified below; then, consider protective actions (such as evacuation) within the specified distance downwind of the spill. Refer to the <a href="#">Emergency Response Guidebook</a> for additional information regarding public safety. Restrict access to authorized essential personnel.				
Material	ERG Guide #	First Isolate The Hazard Area	Then Protect Downwind	
Propane, Butane and other NGL	115	330 feet (100 m) radius	0.5 Mile (800 m)	
Propane, Butane Tank Fire	115	1 mile (1600m)	1 mile (1600m)	
Source: ERG 2020				



**FIGURE 2.10-1 - FLAMMABLE VAPOR CLOUD / HIGHLY VOLATILE LIQUID (HVL) RELEASE RESPONSE ACTION CHECKLIST, CONTINUED**

<b>SPECIFIC RESPONSE ACTIONS</b>	<b>COMMENTS</b>
Air monitoring personnel should be obtained for significant releases or any release involving evacuations.	
Appropriate PPE is required if emergency response team members are entering the Hazard Area.	
Rescue should be performed from an uphill and upwind location if possible.	
Request medical assistance if an injury has occurred.	
Verify the type of product and quantity released, and request/obtain Safety Data Sheets as necessary.	
Identify/ isolate the source and minimize the loss of product.	
Determine the concentrations of flammable gases present using both fixed monitors (if available) and portable intrinsically safe instruments.	
Ensure that site emergency workers are using the proper protective equipment and clothing equal to the hazards present. <b>Do not place untrained or inexperienced workers in an unsafe emergency repair situation.</b>	
Determine whether the incident should be handled offensively, defensively, or by non-intervention. Remember that offensive tactics increase the risks to emergency responders.	
If volatile liquid leaks originate from an outdoor continuous source such as a piping system, mainline (pipeline), storage vessel, or tank truck, initiate offensive tactics which will reduce or stop the leakage if it can be accomplished without undue risk. Options which should be considered include: <ol style="list-style-type: none"> <li>1. Isolating the leak by closing in valves upstream and downstream of the leak. Use E-stop buttons, if appropriate.</li> <li>2. Reducing line pressures by partially closing upstream and downstream valves as necessary or shutting down pumps.</li> <li>3. Plug or patch leaks using appropriate leak control devices.</li> <li>4. Transfer the product from the leaking container to a compatible non-leaking container.</li> </ol> To perform these offensive maneuvers, personnel may need to have specialized training and experience as well as appropriate tools and rescue personnel standing by.	
Due to the physical properties of propane and butane, it may not be possible to recover released liquids	
For events involving a continually releasing product, consider using the services of a specialized HVL contractor identified in the emergency contractor contact list.	

## 2.11 EARTHQUAKE CHECKLIST

<b>2.11 Earthquake Checklist</b>
<b>SPECIFIC RESPONSE ACTIONS</b>
Operations Control will follow their own procedures.
<b>Inside a building:</b>
Do not attempt to leave the building. You are much safer inside the building until the shaking stops.
Move away from windows, tall fire cabinets, and other things that could fall on or crush you.
Do not try to stand in the doorway. Doors are heavy and can cause damage when they swing during an earthquake.
Drop to the floor, find cover and hold on. Shelter yourself by getting under a table or desk.
Protect yourself by putting your head as close to your lap as possible, or kneel down and protect your head.
Remain calm. Major earthquakes generally last less than 60 seconds.
<b>Outside a building:</b>
Seek protection away from buildings. Falling glass, power lines, trees and debris can be very hazardous.
Drop to the ground and stay there until the shaking stops
<b>After an Earthquake:</b>
Wait in your safe place until the shaking stops, then check for injuries and account for all employees
Move carefully and watch out for hazards and debris
Be prepared for aftershocks.
Exit and stay out of damaged buildings. Damaged buildings may collapse during an aftershock.
Once it is safe to do so, contact Supervisory personnel and the Operations Control Center to advise them of your location and report the earthquake.
Conduct a thorough facility assessment. Take precautions against hazards such as debris, downed power lines, unsafe structures.
Take appropriate actions if necessary as outlined in Spill Response ( <b>SECTION 2.1</b> ), Fire ( <b>SECTION 2.2</b> ) Medical ( <b>SECTION 2.4</b> )



## 2.12 AIR MONITORING CHECKLIST

2.12 Air Monitoring Checklist		Initials
Air Monitoring Checklist - Facility and Right of Way		
TASK		
<b>Use of Monitor</b> <ul style="list-style-type: none"> <li>Follow manufacturer's procedure and SIP for testing and operating an electric air monitor.</li> <li>High readings can overwhelm an air monitor so additional air monitors should be obtained and used as backups while the original air monitor resets.</li> <li>Sustained readings are those readings sustained for over 1 minute of continuous instrument operation.</li> <li>Employees should use the Air Monitoring booklet to document readings.</li> </ul>		
Facility Air Monitoring		
<b>Facility Perimeter Monitoring</b> <ul style="list-style-type: none"> <li>If sustained readings are obtained at the perimeter fenceline.               <ul style="list-style-type: none"> <li>Conduct air monitoring downwind until sustained non-detect readings are obtained</li> <li>Document the value and location of sustained non-detect readings.</li> </ul> </li> <li>If readings are detected at nearby roadways               <ul style="list-style-type: none"> <li>LEL - 10% or greater</li> <li>H2S - 5 ppm</li> <li>Request Fire Department response and discuss readings with Emergency Responders who will decide if they need to close roads.</li> <li>NOTE: Different monitoring parameters are appropriate at roadways given the momentary presence of passing vehicles.</li> </ul> </li> <li>If readings are detected in nearby communities (residential, commercial, or retail)               <ul style="list-style-type: none"> <li>LEL - 10%</li> <li>Benzene - 1 ppm</li> <li>H2S - 1 ppm</li> <li>Request Fire Department response and discuss readings with Emergency Responders.</li> </ul> </li> <li>If readings are anticipated to continue for greater than 1 hour               <ul style="list-style-type: none"> <li>Contact local air monitoring contractor or spill contractor with air monitoring capabilities.</li> <li>Establish an air monitoring program in accordance with this checklist and review with Safety Specialist</li> <li>Work with Emergency Agencies to establish action levels for readings</li> </ul> </li> <li>If readings are anticipated to continue greater than 1 day or if the public has been evacuated or advised to shelter in place due to potential inhalation concerns               <ul style="list-style-type: none"> <li>Contact local and national air monitoring contractor – (Note: national air monitoring contractor has a 6 hour response time).                   <ul style="list-style-type: none"> <li>Consider quickly putting the air monitoring contractor in direct contact with local health or fire authorities.</li> </ul> </li> <li>Use local air monitoring contractor until national air monitoring contractor arrives.</li> <li>Establish an air monitoring program in accordance with this checklist.</li> <li>Provide data to Emergency Agencies to establish action levels for readings.</li> </ul> </li> <li>Continue air monitoring program until no sustained readings are detected outside the perimeter.</li> </ul>		

## 2.12 AIR MONITORING CHECKLIST, CONTINUED

2.12 Air Monitoring Checklist, Continued	Initials
Pipeline Corridor & Right-of-Way Air Monitoring	
<p><b>Monitoring of Release Site</b></p> <ul style="list-style-type: none"> <li>• WARNING: Do not enter hot zone without proper PPE. Use the air monitor and this checklist to establish the hot (hazardous) and cold (safe) zones.</li> <li>• Do not enter IDLH atmospheres</li> <li>• Head towards the release site from upwind. Identify alternate routes of escape and any potential ignition sources such as motor vehicles.</li> <li>• Continually monitor as nearing release site from upwind</li> <li>• Establish zones and working parameters. Action levels for specific substances are:             <ul style="list-style-type: none"> <li>• Benzene - 1ppm</li> <li>• H<sub>2</sub>S - 10ppmm</li> <li>• VOC - 25ppm (12.5ppm for Crude Oil)</li> <li>• LEL - 10%</li> </ul> </li> <li>• Once the zones are properly identified, evacuate persons within hot zone that are without proper PPE.</li> <li>• If sustained readings are obtained at the edge of right-of-way             <ul style="list-style-type: none"> <li>• Conduct air monitoring downwind until sustained non-detect readings are obtained.</li> </ul> </li> <li>• If readings are detected at nearby roadways             <ul style="list-style-type: none"> <li>• LEL - 10% or greater</li> <li>• H<sub>2</sub>S - 5ppm</li> <li>• Request Fire Department response and discuss readings with Emergency Responders who will decide if they need to close roads.</li> <li>• NOTE: Different monitoring parameters are appropriate at roadways given the momentary presence of passing vehicles.</li> </ul> </li> <li>• If readings are detected in nearby communities             <ul style="list-style-type: none"> <li>• LEL - 10%</li> <li>• Benzene - 1ppm</li> <li>• H<sub>2</sub>S - 1ppm</li> <li>• Request Fire Department/Health Department response and discuss readings with Emergency responders who will decide on best response technique.</li> </ul> </li> <li>• Recheck zones within the first hour to determine if levels require redefining zones and need for air monitoring program.</li> <li>• If readings are anticipated to continue for greater than 1 hour.             <ul style="list-style-type: none"> <li>• Contact local air monitoring contractor or spill contractor with air monitoring capabilities.</li> <li>• Establish an air monitoring program and review with Safety Specialist.</li> <li>• Work with Emergency Agencies to establish action levels for readings.</li> </ul> </li> <li>• If readings are anticipated to continue greater than 1 day             <ul style="list-style-type: none"> <li>• Contact local and national air monitoring contractor – (Note: national air monitoring contractor has a 6 hour response time).</li> <li>• Use local air monitoring contractor until national air monitoring contractor arrives.</li> <li>• Establish an air monitoring program.</li> <li>• Provide data to Emergency Agencies to establish action levels for readings.</li> </ul> </li> <li>• Continue air monitoring program until no sustained readings are detected outside the right of way.</li> </ul>	

## 2.12 AIR MONITORING CHECKLIST, CONTINUED

2.12 Air Monitoring Checklist, Continued	Initials
Pipeline Corridor & Right-of-Way Air Monitoring, Continued	
<p><b>Initial Monitoring of Release Site</b></p> <ul style="list-style-type: none"> <li>• WARNING: Do not enter hot zone without proper PPE. Use the air monitor and this checklist to establish the hot (hazardous) and cold (safe) zones.</li> <li>• Do not enter IDLH atmospheres</li> <li>• Head towards the release site from upwind. Identify alternate routes of escape and any potential ignition sources such as motor vehicles.</li> <li>• Continually monitor as nearing release site.</li> <li>• Establish working parameters. Action levels for specific substances are:             <ul style="list-style-type: none"> <li>• Benzene - 1 ppm</li> <li>• H<sub>2</sub>S - 10 ppm</li> <li>• VOC - 25 ppm (12.5ppm for Crude Oil)</li> <li>• LEL - 10%</li> </ul> </li> <li>• Once the zones are properly identified,             <ul style="list-style-type: none"> <li>• Evacuate personnel within hot zone that are without proper PPE.</li> <li>• Keep unauthorized personnel away from the area.</li> <li>• Clearly mark hot zone boundaries with physical barrier – e.g. barrier tape, snow fence, signs, ropes, etc.</li> <li>• Recheck zones within the first hour to determine if levels require redefining zones and need for air monitoring program.</li> </ul> </li> <li>• If vapors are above action levels or threaten to be above action levels (wind is pushing vapors) in occupied areas such as offices, buildings, truck rack or outside the facility perimeter.             <ul style="list-style-type: none"> <li>• Evacuate affected areas or use proper PPE as appropriate.</li> <li>• Establish facility perimeter monitoring to ensure vapors are not migrating outside the facility.</li> </ul> </li> <li>• If readings continue for greater than 1 hour             <ul style="list-style-type: none"> <li>• Establish an air monitoring program in accordance with this checklist and review with Safety Specialist.</li> <li>• Work with Emergency Agencies to establish action levels for readings outside the facility perimeter.</li> </ul> </li> </ul>	

**2.12 AIR MONITORING CHECKLIST, CONTINUED**

<b>2.12 Air Monitoring Checklist, Continued</b>		<b>Initials</b>
<b>Tank Fires</b>		
<b>Tank Fires</b> <ul style="list-style-type: none"> <li>• Immediately establish air monitoring program.</li> <li>• Immediately contact local and national air monitoring contractors.</li> <li>• Establish community and worker safety air monitoring programs.</li> </ul>		
<b>Air Monitoring and National Contractors</b>		
<b>Air Monitoring Program</b> <ul style="list-style-type: none"> <li>• Use local personnel unless additional resources are required.</li> <li>• Use tested monitors.</li> <li>• Test storm sewers and sanitary sewers (either within the facility or along the right-of-way) that may be affected, upwind, downwind, uphill and downhill of release site. <ul style="list-style-type: none"> <li>• Use marking paint on sewer covers, track manhole covers and readings on map.</li> </ul> </li> <li>• Identify ignition sources and monitor.</li> <li>• Have contractor assume monitoring function upon arrival.</li> <li>• Documentation provided to Safety Officer or Incident Commander: <ul style="list-style-type: none"> <li>• Name of personnel conducting monitoring,</li> <li>• Description or name of air monitoring instrument,</li> <li>• Location of all readings,</li> <li>• Time stamp of all readings, and</li> <li>• All readings shown or indicated (regardless of value) on air monitor.</li> </ul> </li> <li>• Incident Commander shall provide air monitoring data to Emergency Agencies in order to establish action levels for readings.</li> </ul>		
<b>National Contractor Capabilities</b> <ul style="list-style-type: none"> <li>• Community air monitoring</li> <li>• Worker safety air monitoring</li> <li>• 6-hour response time</li> <li>• Initial team of 6-7 responders</li> <li>• Remote weather station</li> <li>• Wireless air monitoring</li> <li>• GPS linked air readings</li> <li>• Real time plume modeling</li> </ul>		

## 2.13 SINKING ROOF

2.13 Sinking Roof	Initials
<p>A sinking or sunk roof on a floating roof tank can result in several hazardous conditions:</p> <ul style="list-style-type: none"> <li>• A release of flammable or explosive vapors</li> <li>• Irregular landing of tank legs causing roof and floor damage</li> <li>• Potential for statically charged air associated with foam application</li> <li>• High LEL on tank roof</li> </ul>	
<p>Managing this type of event involves the careful coordination of SMEs both inside and outside of the company, most likely including: Operations, Safety, Environmental - Air, Environmental, Emergency Response, Asset Integrity - Tanks, Industrial Firefighting, Professional Air Monitoring, Local Fire.</p>	
<p>If a roof has been identified as sinking or sunk</p> <ul style="list-style-type: none"> <li>• Notify Operations leadership</li> <li>• Notify EHS</li> <li>• Notify Asset Integrity - Tank Group</li> </ul>	
<ul style="list-style-type: none"> <li>• Consider notifying: <ul style="list-style-type: none"> <li>• Professional Air Monitoring company</li> <li>• Professional Industrial Firefighters</li> <li>• Local Fire Department</li> </ul> </li> </ul>	
<ul style="list-style-type: none"> <li>• Create an action plan which can include: <ul style="list-style-type: none"> <li>• Restricting roof access</li> <li>• Fire contingency plan - foam, water, nozzles, methods of attack</li> <li>• Air monitoring plan - frequency, duration, documentation, action levels, locations</li> <li>• Tank drainage plan - methods (tank pumps, vac trucks, transfer pumps), rates</li> <li>• Roof drainage plan - methods (water jets, hot taps), contractors, contingencies</li> <li>• Tank access plan - methods (water jets, etc.), contractors, contingencies</li> <li>• Local fire department on-site briefing</li> </ul> </li> </ul>	
<p>Safely emptying a tank can take up to a week or so.</p>	
<p>If a fire or spill results from the incident, Perform Initial Response Actions functions as stated in <b>FIGURE 2-1</b>.</p>	
<p>Conduct post-emergency evaluation and report.</p>	

## **SECTION 3**

# **NOTIFICATIONS / TELEPHONE NUMBERS**

Last Revised: November 26, 2024

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### **3.1 Emergency Information and Notification Procedures**

**Figure 3.1-1 - Emergency Notification Flow Chart**

**Figure 3.1-2 - Release / Spill Report Form**

**Figure 3.1-3 - Notifications and Telephone Numbers**



### 3.1 EMERGENCY INFORMATION AND NOTIFICATION PROCEDURES

The notification sequence for a spill is as follows:

- Facility personnel will identify and control the source of a spill, if safe to do so, and then will make the following notifications, as appropriate. The order of notifications can be dependent on the event:
  - QI
  - Operations Control Center
  - 911
  - Magellan Spill Reporting
- The Qualified Individual will assume or assign the role of Incident Commander, and will conduct notifications of response contractors, spill management team members and other company personnel. The priority of actions and response procedures will depend upon actual circumstances and will be determined by the Incident Commander.
- During an Operations Control Center Initiated Event, the Controller will assume the role of Incident Commander until the time the responsibility is transferred to Field Operations.

Note: NRC reporting must be made at the earliest practical moment following an NRC reportable event, which includes any failure that resulted in pollution of any stream, river, lake, reservoir or similar body of water that violated applicable water quality standards.

This section also contains the following:

- **FIGURE 3.1-2** provides a Release/Spill Report Form. This form is utilized for initial and follow-up notifications. Follow-up notifications are the responsibility of the Liaison Officer.
- **FIGURE 3.1-3** provides a notification summary and documentation form to assist in documenting notifications.

FIGURE 3.1-1 - EMERGENCY NOTIFICATION FLOW CHART

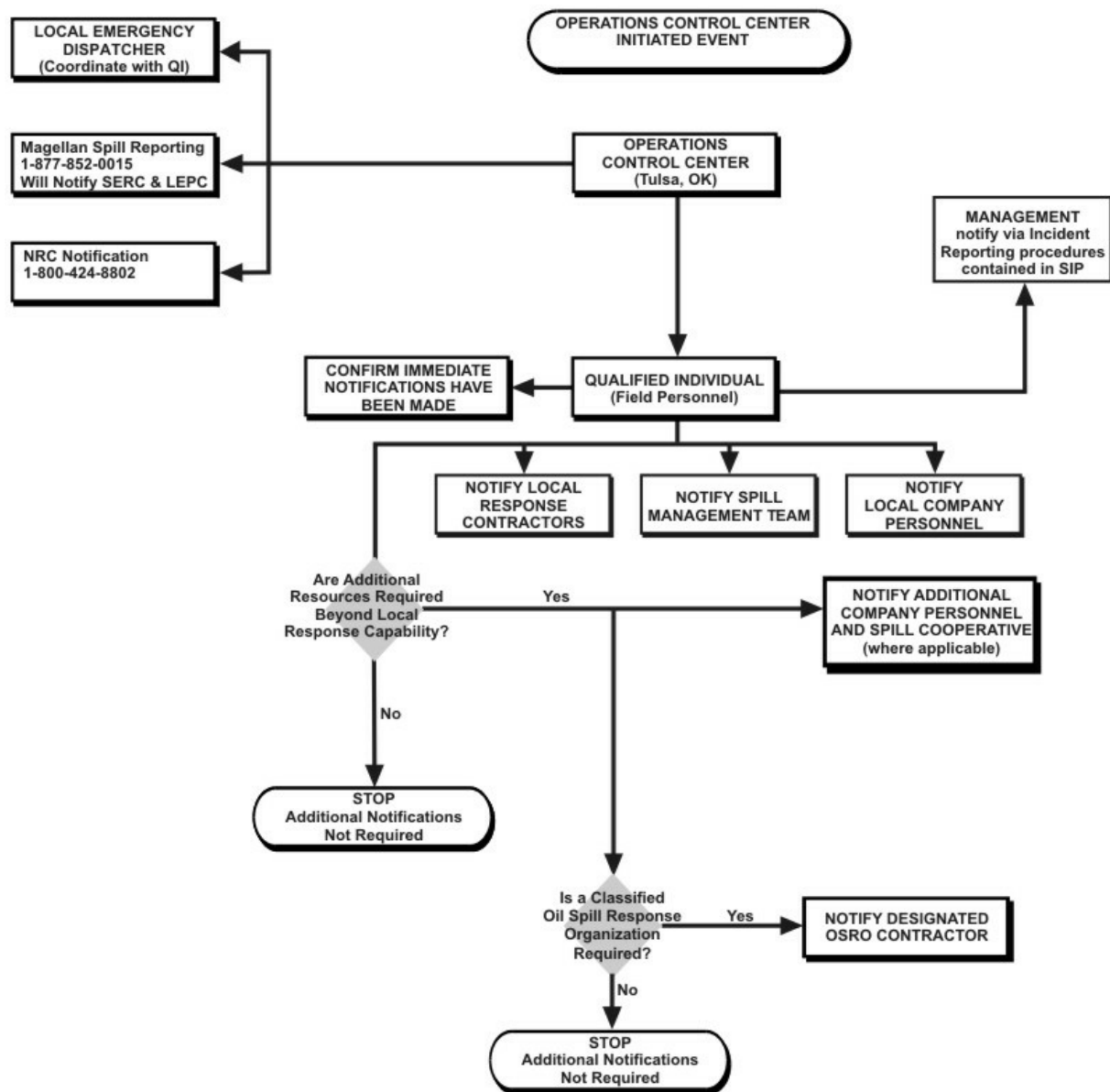


FIGURE 3.1-1 - EMERGENCY NOTIFICATION FLOW CHART, CONTINUED

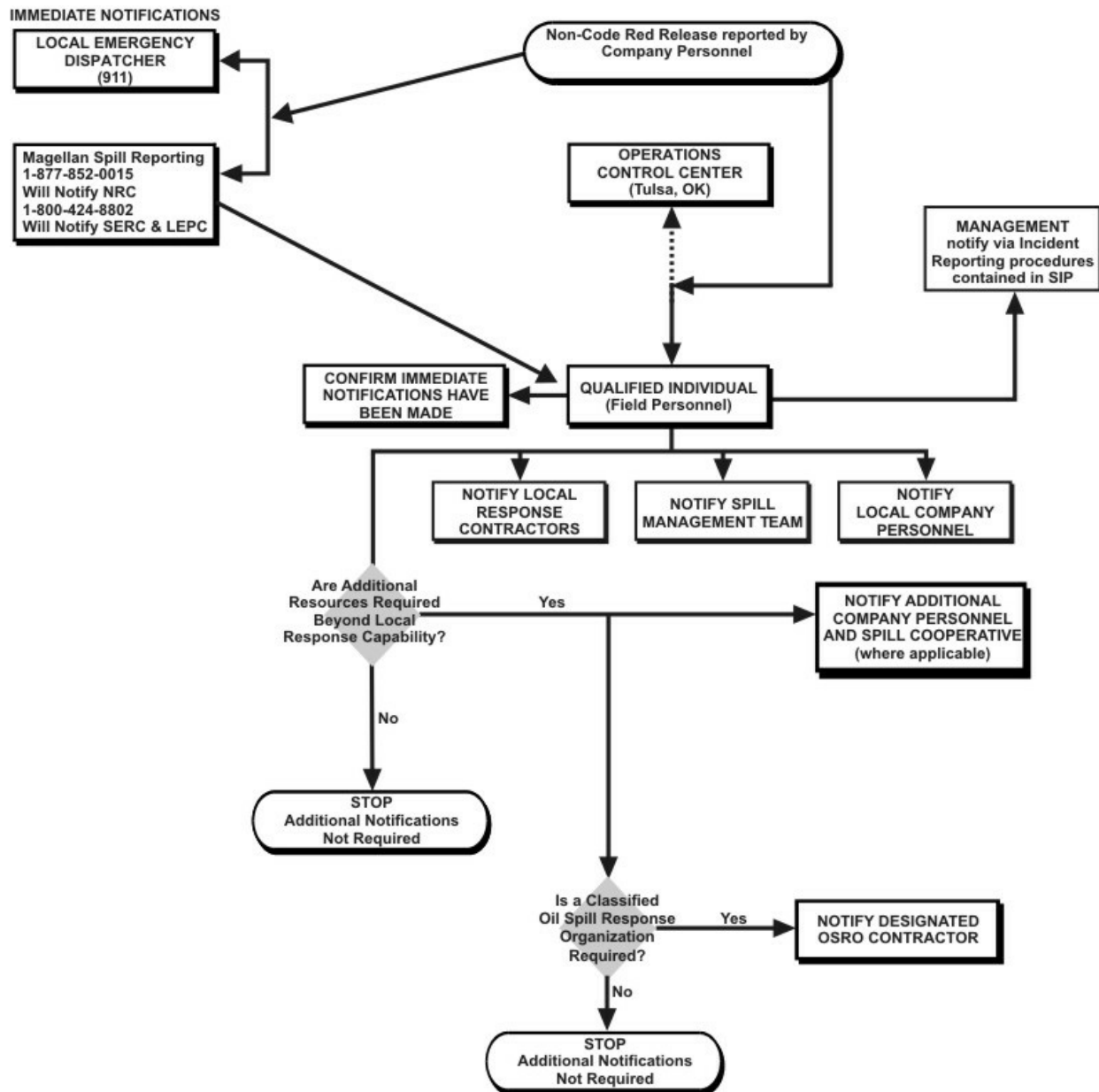


FIGURE 3.1-2 - RELEASE / SPILL REPORT FORM


Call Magellan Spill Reporting at 1-877-852-0015 to report all releases (suspected or confirmed)							
Is this a drill:		Type of Drill:					
Reporter's Name:		Report Time:					
Reporter's Company:		Job Title:					
Company address:							
Phone Number:							
Date Release Occurred:							
Month		Day		Year		State	
Material:		Estimated	Released	0 (gallons)			
CHRIS Code		Estimated Discharge to Water		0 (gallons)			
		Estimated Free Liquids Recovered		0 (gallons)			
*Released to:		Estimated Amount Recovered Soil		0 (gallons)			
		Estimated Total Amount Recovered		0 (gallons)			
Define Other:		Estimated Amount Not Recovered		0 (gallons)			
Note: *For a release to be contained inside of a "dike" it must be a permanent dike designed specifically to contain releases.							
Was maintenance being performed at the time of the incident?				Intentional Blowdown?			
Release Reportable?		Waterway Affected?		Waterway Name:			
AGENCY NOTIFICATIONS							
It is not necessary to wait for all information before calling NRC. National Response Center—1-800-424-8802 or direct telephone: 202-267-2675.							
Report	Date	Number	Time	Name	Title	City	State
NRC <input type="checkbox"/>							
SERC <input type="checkbox"/>							
Was a written report requested?				Time Frame	Days		
Specific State Agency <input type="checkbox"/>							
If a written report is requested, do not provide it. Contact Environmental Specialist.							
LEPC <input type="checkbox"/>							
Other <input type="checkbox"/>							
Facility Name Release Occurred:		Facility Type:					
Facility Capacity:		Tank Capacity:					
Did release occur on loading rack or non-breakout tank/piping?				If yes, Ignore Pipeline Information			
Pipeline Name Release Occurred:							
Pipeline Interstate Asset?							
Incident Description: (Include details of container type, and facility and container volumes in gallons, and the distance and direction from the nearest city in miles and degrees)							
Response Actions:							
Impact: (Include description of the medium affected and any relevant additional information; and in addition, provide the details of any evacuations, including the number of persons evacuated)							

FIGURE 3.1-2 - RELEASE / SPILL REPORT FORM, CONTINUED

Call Magellan Spill Reporting at 1-877-852-0015 to report all releases (suspected or confirmed)					
Release Discovered by:		Discover Time:			
Release Verified:		Verification Time:		Release Stop Time:	
BU:	District:	Area:			
Area Supervisor:		Asset Integrity Contact: (COM/Maint Supervisor)			
Address of Release:			City:		
Distance from Nearest City:		County:	Zip Code:		
Caller's E-mail Address:			Provide spelling of e-mail address.		
Suspected Responsible Party (if other than Magellan) Address					
Pipeline Address:					
Section	Township	Range	Milepost	Tract #	
Borough	Latitude	Longitude			
Were materials Discharged: Y N		Meeting Federal Obligations to Report: Y N		Confidential: Y N	
Origin of Release:					
Cause (pre-investigation) Check all that apply:					
<input type="checkbox"/> Third Party Damage	<input type="checkbox"/> Human Error - Contractor	<input type="checkbox"/> Equipment Failure			
<input type="checkbox"/> Internal Corrosion	<input type="checkbox"/> Human Error - Company Personnel	<input type="checkbox"/> Unknown			
<input type="checkbox"/> External Corrosion	<input type="checkbox"/> Human Error - Driver	<input type="checkbox"/> Other			
<input type="checkbox"/> Natural Forces	<input type="checkbox"/> Pipe or Weld Failure - Other than Corrosion				
Temp	Relative Humidity	Precipitation:			
Cloud Cover	Wind Speed	Wind Direction:			
Injury	Fire	Fatality	Explosion	Unconsciousness	
Injury Requiring Hospitalization?		Significant News Coverage:			
Incident Classification:		Loss/Damage Estimate:			
Loss and damage estimate should include all costs associated with clean-up (maintenance, cleanup, product loss).					
Environmental Contact for release:					
Safety Contact for this release:					
Form completed by:			Completion Date:		
Latest revision date for form		04/13/22		Magellan Midstream Partners, L.P. One Williams Center, P.O. Box 22186 Tulsa, OK 74172	
Replaces previous revision date		07/11/18			

## FIGURE 3.1-3 - NOTIFICATIONS AND TELEPHONE NUMBERS

## Internal Contacts Directory

\* 24-hour number

INTERNAL CONTACTS DIRECTORY	
Company Personnel	
<p><b>Alternate Qualified Individual</b></p> <p>Response Training: 8 Hour Hazwoper Refresher  Prevention Training: 8 Hour Hazwoper Refresher  29 CFR 1910.120 HAZWOPER  OPA90 Oil Spill Response  Q/IC Training</p>	
<p><b>Qualified Individual</b></p> <p>29 CFR 1910.120 HAZWOPER  OPA90 Oil Spill Response  Q/IC Training</p>	<p>Special Projects</p> <p>(Office)</p>
<p>Supervisor - Area</p> <p><b>Alternate Qualified Individual</b></p> <p>Emergency Coordinator  Spill Prevention Coordinator</p> <p>Response Training: Annual HAZWOPER Refresher  Prevention Training: Annual Facility SPCC Training  Responsibility During Response Action: Spill Management Team  29 CFR 1910.120 HAZWOPER  OPA90 Oil Spill Response  Q/IC Training</p>	

## Internal Contacts Directory, Continued

\* 24-hour number

INTERNAL CONTACTS DIRECTORY, CONTINUED	
, Continued Company Personnel	
<div>██████████ Area</div> <div>Alternate Qualified Individual</div> <div>Emergency Coordinator</div> <div>Spill Prevention Coordinator</div> <div>Responsibility During Response Action: Spill Management Team</div> <div>29 CFR 1910.120 HAZWOPER</div> <div>OPA90 Oil Spill Response</div> <div>Q/IC Training</div>	
<div>Supervisor - Area</div> <div>Qualified Individual</div> <div>Response Training: Annual HAZWOPER Refresher</div> <div>Prevention Training: Annual Facility SPCC Training</div> <div>Responsibility During Response Action: Spill Management Team</div> <div>29 CFR 1910.120 HAZWOPER</div> <div>OPA90 Oil Spill Response</div> <div>Q/IC Training</div>	██████████
<div>Alternate Qualified Individual</div> <div>Response Training: Annual HAZWOPER Refresher</div> <div>Prevention Training: Annual Facility SPCC Training</div> <div>Responsibility During Response Action: Spill Management Team</div> <div>29 CFR 1910.120 HAZWOPER</div> <div>OPA90 Oil Spill Response</div> <div>Q/IC Training</div>	██████████

## Internal Contacts Directory, Continued

\* 24-hour number

INTERNAL CONTACTS DIRECTORY, CONTINUED	
, Continued Company Personnel	
<div>██████████</div> <div>██████████</div> <div>Alternate Qualified Individual</div> <div>Emergency Coordinator</div> <div>Spill Prevention Coordinator</div> <div>Response Training: Annual HAZWOPER Refresher</div> <div>Prevention Training: Annual Facility SPCC Training</div> <div>Responsibility During Response Action: Spill Management Team</div> <div>29 CFR 1910.120 HAZWOPER</div> <div>OPA90 Oil Spill Response</div> <div>Q/IC Training</div>	<div>██████████</div>
<div>██████████ - Area</div> <div>██████████</div> <div>Alternate Qualified Individual</div> <div>Response Training: Annual HAZWOPER Refresher</div> <div>Prevention Training: Annual Facility SPCC Training</div> <div>Responsibility During Response Action: Spill Management Team</div> <div>29 CFR 1910.120 HAZWOPER</div> <div>OPA90 Oil Spill Response</div> <div>Q/IC Training</div>	<div>██████████</div>
<div>Emergency Response &amp; Security Specialist Senior</div> <div>██████████</div> <div>Alternate Qualified Individual</div> <div>Responsibility During Response Action: Spill Management Team</div> <div>29 CFR 1910.120 HAZWOPER</div> <div>OPA90 Oil Spill Response</div> <div>Q/IC Training</div>	<div>██████████</div>



## Internal Contacts Directory, Continued

\* 24-hour number

INTERNAL CONTACTS DIRECTORY, CONTINUED	
, Continued Company Personnel	
<div>██████████ Operations II</div> <div>Alternate Qualified Individual</div> <div>Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training</div>	██████████
<div>██████████ Operations I</div> <div>Alternate Qualified Individual</div> <div>Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training</div>	██████████
<div>██████████ - Senior</div> <div>Alternate Qualified Individual</div> <div>Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Operations, Containment, and Recovery 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training</div>	██████████

## Internal Contacts Directory, Continued

\* 24-hour number

INTERNAL CONTACTS DIRECTORY, CONTINUED	
Continued Company Personnel	
<p>Operator  Alternate Qualified Individual</p> <p>Response Training: Annual HAZWOPER Refresher  Prevention Training: Annual Facility SPCC Training  Responsibility During Response Action: Spill Management Team  29 CFR 1910.120 HAZWOPER  Q/IC Training</p>	
<p>Operator  Alternate Qualified Individual</p> <p>29 CFR 1910.120 HAZWOPER  OPA90 Oil Spill Response  Q/IC Training</p>	
<p>Alternate Qualified Individual</p> <p>Response Training: Annual HAZWOPER Refresher  Prevention Training: Annual Facility SPCC Training  Responsibility During Response Action: Spill Management Team  29 CFR 1910.120 HAZWOPER  OPA90 Oil Spill Response  Q/IC Training</p>	
<p>Technician II  Alternate Qualified Individual</p> <p>29 CFR 1910.120 HAZWOPER  OPA90 Oil Spill Response  Q/IC Training</p> <p>United States</p>	7

## Internal Contacts Directory, Continued

\* 24-hour number

INTERNAL CONTACTS DIRECTORY, CONTINUED	
, Continued Company Personnel	
<div>██████ Ops and Maintenance</div> <div>29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response QI/C Training</div>	████████████████████
<div>██████ Technician III Alternate Qualified Individual</div> <div>United States</div>	████████████████████
<div>██████ Emergency Response &amp; Security SMT Coordinator Response Training: Annual HAZWOPER Refresher Prevention Training: Annual Facility SPCC Training Responsibility During Response Action: Spill Management Team Response Time: 12 (hours) 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response QI/C Training</div>	████████████████████

Refer to **APPENDIX A, FIGURE A.2-3** for personnel training records

## External Contacts Directory

\* 24-hour number

EXTERNAL NOTIFICATIONS	
<b>Initial</b>	
Verisk 3E (SDS only)	877-852-0015 Ext. Opt 5*
Magellan Release Reporting System	800-720-2417*
National Response Center (NRC)	800-424-8802* 202-267-2675*
CSB Call or email with NRC number within 4 hours of qualifying event	202-261- Ext. 7600* (Office) report@csb.gov (Email)
<b>Federal Agencies</b>	
U.S. Environmental Protection Agency, Region VII Region VII covers MO,IA,NE,KS	913-281-0991* (Spill Line)
Environmental Protection Agency, Region VI Region VI covers TX,LA,AR,OK,NM	866-372-7745* 800-887-6063*
Environmental Protection Agency, Region VIII Region VIII covers CO,UT,ND,SD,MT,WY	303-293-1788* 303-312-6510*
<b>State Agencies - Colorado</b>	
Colorado Environmental Release and Incident Reporting Line (Colorado Department of Public Health and Environment)	877-518-5608*
Colorado Emergency Planning Commission (Includes State Fire Marshal)	303-279-8855*
Colorado Highway Patrol	303-239-4501*
Colorado Public Works Utilities Commission	303-894-2000 303-239-4655 (Kevin Kline)
Colorado State Patrol - Homeland Security Section	303-279-8855
Colorado Wildlife Division	303-291-7227
Oil Inspection Section Colorado Department of Labor and Employment	303-318-8525
<b>County Agencies - Colorado - Adams</b>	
Adams Co. LEPC	720-523-6600
Adams Co. Sheriff	911* 303-288-1535* (Dispatch)
<b>County Agencies - Colorado - Arapahoe</b>	
Arapahoe County Sheriff & LEPC	303-795-4711* (24 Dispatch)
Aurora Police Department	303-627-3135 911*
<b>County Agencies - Colorado - Cheyenne</b>	
Cheyenne Co. LEPC	719-767-5633* 719-349-2150 (Darci Jansen)
Cheyenne Co. Sheriff Department	719-767-5633*
<b>County Agencies - Colorado - Denver</b>	
Denver Co. LEPC EMS	720-865-7600 720-913-2200
Denver Police Department	720-913-2000
Denver Fire Department	720-913-2400*
<b>County Agencies - Colorado - Douglas</b>	
Douglas Co. LEPC	303-660-7589

## External Contacts Directory, Continued

\* 24-hour number

EXTERNAL NOTIFICATIONS, CONTINUED	
<b>County Agencies - Colorado - Douglas, Continued</b>	
Douglas Co. Public Safety 24-Dispatcher	303-660-7500*
<b>County Agencies - Colorado - Elbert</b>	
Elbert Co. LEPC	303-621-2341 (Option 9 then Option 1)
Elbert Co. Sheriff Department	303-621-2027 303-660-7500* (24 Dispatch)
<b>County Agencies - Colorado - El Paso</b>	
El Paso Co. Public Safety Dispatch & LEPC	719-390-5555
Colorado Springs Police & Fire	719-444-7000
<b>County Agencies - Colorado - Kit Carson</b>	
Kit Carson Co. Sheriff Department & LEPC	719-346-9325* (24 Dispatch)
<b>County Agencies - Colorado - Larimer</b>	
Larimer County Public Safety Dispatch	970-416-1985*
Ft. Collins Police, Fire and Medical	970-221-6545
Larimer County LEPC	970-498-5310 (Office)
<b>County Agencies - Colorado - Lincoln</b>	
Lincoln Co. LEPC	719-743-2526 (Richard Johnson)
Lincoln Co. Sheriff Department	719-743-2846 719-743-2426* (24 Dispatch)
<b>County Agencies - Colorado - Morgan</b>	
Morgan County Sheriff Dispatch County 911 system	970-867-2461*
Morgan County LEPC	970-867-8531
<b>County Agencies - Colorado - Washington</b>	
Washington County Sheriff Dispatch 24 Hour 911 Center	970-345-2244*
Washington County LEPC	970-345-2244*
<b>County Agencies - Colorado - Weld</b>	
Weld County Public Safety Dispatch & LEPC	970-350-9600 Ext. 4*
Weld County Sheriff's Department	970-356-4015
<b>Colorado Water Districts</b>	
North Weld County Water District	970-356-3020* (Emergency)
Henrylyn Irrigation District Southeast Weld County	303-536-4702* (Emergency)
N. Poudre Irrigation Co	970-568-3612* (Emergency)
High Line Canal Company	720-767-2452* (Emergency)
SE Colorado Water Conservancy Dist	719-948-2400 (Office)
Farmers Reservoir and Irrigation Co	303-659-7373 (Office)

## External Contacts Directory, Continued

\* 24-hour number

EXTERNAL NOTIFICATIONS, CONTINUED	
<b>Colorado Water Districts, Continued</b>	
Greeley Loveland Irrigation	970-352-0495 (Office)
<b>State Agencies - Kansas</b>	
DOT Kansas Office of Pipeline Safety	816-329-3800 800-467-4922*
Kansas Bureau of Environmental Remediation	316-337-6020
Kansas Department of Health and Environment	785-291-3333*
Kansas Department of Wildlife and Parks	785-273-6740
Kansas Highway Patrol (Troop A, Olathe KS)	913-782-8100*
Kansas Highway Patrol (Troop B, Topeka KS)	785-296-3102*
Kansas State Fire Marshall	785-296-3401
<b>County Agencies - Kansas - Barton</b>	
Barton Co. Communications 24 hr Dispatch Police/Fire/EMS	620-793-1920*
Barton Co. LEPC	417-682-2201 620-793-1919 (Amy Miller)
<b>County Agencies - Kansas - Butler</b>	
Butler Co. LEPC	316-733-9796
Butler Co. Sheriff Department	316-320-1294* 316-322-4398*
<b>County Agencies - Kansas - Chase</b>	
Chase Co. LEPC	620-794-5053
Chase County Sheriff's Department	620-273-6313 Ext. 1*
<b>County Agencies - Kansas - Chatauqua</b>	
Chatauqua Co. LEPC	620-725-3109
Chatauqua Co. Sheriff Department	620-725-3108*
<b>County Agencies - Kansas - Cowley</b>	
Cowley Co. LEPC	620-221-0470
Cowley Co. Sheriff Department	620-221-5555* 620-221-5547*
<b>County Agencies - Kansas - Edwards</b>	
Edwards County Sheriff 24 hr 911 Center	620-659-3636*
Edwards County LEPC	620-659-2188
<b>County Agencies - Kansas - Greenwood</b>	
Greenwood Co. LEPC	620-583-5045 620-583-5568*
Greenwood Co. Sheriff Department	620-583-5568*
<b>County Agencies - Kansas - Harper</b>	
Harper County EMS	911* 620-842-3506

## External Contacts Directory, Continued

\* 24-hour number

EXTERNAL NOTIFICATIONS, CONTINUED	
<b>County Agencies - Kansas - Harper, Continued</b>	
Harper County Sheriff Department Dispatches for entire county	620-842-3086
<b>County Agencies - Kansas - Harvey</b>	
Harvey Co. LEPC	316-283-4190*
Harvey Co. Sheriff Department	316-284-6960 316-283-4190*
<b>County Agencies - Kansas - Hodgeman</b>	
Hodgeman Co. Sheriff Department & LEPC	620-357-8391*
<b>County Agencies - Kansas - Kingman</b>	
Kingman County LEPC	620-532-5081
Kingman County Sheriff Department Dispatches for entire county	620-532-3138
<b>County Agencies - Kansas - Lane</b>	
Lane Co. LEPC	620-397-5172
Lane Co. Sheriff Department	620-397-2452* 620-397-2828*
<b>County Agencies - Kansas - Logan</b>	
Logan Co. LEPC	405-282-0494
Logan Co. Sheriff Department	785-671-3288 785-671-3219*
<b>County Agencies - Kansas - Lyon</b>	
Lyon County LEPC	620-341-3205 Ext. 3*
Lyon County Sheriff Department	620-342-5545 Ext. 3* 620-343-4225*
<b>County Agencies - Kansas - McPherson</b>	
McPherson County Communications Center Dispatches for entire county	620-245-1266 620-245-1267
McPherson County LEPC	620-245-1260
<b>County Agencies - Kansas - Ness</b>	
Ness Co. LEPC	785-798-3349 785-798-2080
Ness Co. Sheriff Department	785-798-3611*
<b>County Agencies - Kansas - Pawnee</b>	
Pawnee Co. LEPC	620-285-8966 620-285-5285*(Mark Wagner)
Pawnee Co. Sheriff Department	620-285-2211 620-285-8545*
<b>County Agencies - Kansas - Pratt</b>	
Pratt County LEPC	620-672-4130
Pratt County Sheriff Dispatches for entire county	620-672-5551
<b>County Agencies - Kansas - Reno</b>	
Reno Co. LEPC	620-694-2974

## External Contacts Directory, Continued

\* 24-hour number

EXTERNAL NOTIFICATIONS, CONTINUED	
<b>County Agencies - Kansas - Reno, Continued</b>	
Reno County 911 Center	620-694-2800*
<b>County Agencies - Kansas - Rush</b>	
Rush Co. LEPC	785-222-6911*
Rush Co. Sheriff Department	785-222-2578*
<b>County Agencies - Kansas - Scott</b>	
Scott Co. LEPC	620-872-5805*
Scott Co. Sheriff Department	620-872-5805*
<b>County Agencies - Kansas - Sedgwick</b>	
Sedgwick Co. LEPC	316-660-5959
Sedgwick Co. Sheriff Department	316-263-6011*
<b>County Agencies - Kansas - Sherman</b>	
Sherman County LEPC	785-332-6484
Sherman County Sheriff Dispatch	785-890-4835 785-890-4575*
<b>County Agencies - Kansas - Stafford</b>	
Stafford Co. LEPC	620-549-3765
Stafford Co. Sheriff Department	620-549-3247*
<b>County Agencies - Kansas - Sumner</b>	
Sumner County LEPC	620-326-7376 (Office)
Sumner County Communication Center	620-326-2884*
Sumner Co. Sheriff Department	620-326-8941
<b>County Agencies - Kansas - Wallace</b>	
Wallace Co. LEPC	785-852-4288*
Wallace Co. Sheriff Department	785-852-4288*
<b>County Agencies - Kansas - Wichita</b>	
Wichita Co. LEPC	620-375-2723*
Wichita Co. Sheriff Department	620-375-2723*
<b>State Agencies - Oklahoma</b>	
Oklahoma Corporation Commission	405-521-2211 800-522-0034*
Oklahoma DEQ (SERC)	405-702-6100 800-522-0206*
Oklahoma Environmental Remediation Specialist (Tulsa, OK)	918-832-8888*
Oklahoma State Fire Marshall	405-522-5005 800-522-8666*
Oklahoma Water Resources Board	405-530-8800



## External Contacts Directory, Continued

\* 24-hour number

EXTERNAL NOTIFICATIONS, CONTINUED	
<b>County Agencies - Oklahoma - Creek</b>	
Creek Co. Sheriff Department & LEPC	918-224-4964*
<b>County Agencies - Oklahoma - Lincoln</b>	
Lincoln Co. Sheriff Department & LEPC Contact	405-258-9933*
<b>County Agencies - Oklahoma - Osage</b>	
Osage Co. LEPC	918-287-2285
Osage Co. Sheriff Department	918-287-3535 918-287-3131*
<b>County Agencies - Oklahoma - Pawnee</b>	
City of Cleveland 24 hr Dispatch Fire/EMS, East side of Pawnee County	918-358-3112*
City of Pawnee 24 hr Dispatch Fire/EMS, West side of Pawnee County	918-762-3166*
Pawnee County LEPC	918-762-3655
<b>County Agencies - Oklahoma - Payne</b>	
Payne Co. LEPC	405-372-4522
Payne Co. Sheriff Department	405-533-6816*
<b>State Agencies - South Dakota</b>	
South Dakota Dept. of Environmental & Natural Resources / Division of Emergency & Disaster Service	605-773-3296 800-438-3367
South Dakota - Highway Patrol	605-367-5700
South Dakota - Homeland Security & Emergency Management	605-773-3450 605-773-3231*
South Dakota Highway Patrol - Hot Springs	605-745-5155*
South Dakota Highway Patrol - Rapid City	605-394-2286 605-393-8121*
<b>County Agencies - South Dakota - Custer</b>	
Custer County Public Safety Dispatch & LEPC	605-673-8176*
Custer Co. Sheriff Department	605-673-8146
<b>County Agencies - South Dakota - Fall River</b>	
Fall River County Public Safety Dispatch & LEPC	605-745-5155*
Fall River Co. Sheriff Department	605-745-4444
<b>County Agencies - South Dakota - Pennington</b>	
Pennington County Public Safety Dispatch (LEPC)	605-394-2192*(Communication Center dispatch) 605-394-2194*(Co. Sheriff dispatch) 605-394-4131*(Rapid City Police)
<b>State Agencies - Wyoming</b>	
Wyoming DEQ Reporting Line	307-777-7501
Wyoming OSHA	307-777-7786 800-321-6742*

## External Contacts Directory, Continued

\* 24-hour number

EXTERNAL NOTIFICATIONS, CONTINUED	
<b>County Agencies - Wyoming - Converse</b>	
County Sheriff Office Public Safety dispatch & LEPC	307-358-4700* 307-358-6880
<b>County Agencies - Wyoming - Laramie</b>	
Laramie County Road & Bridge	307-633-4302
Laramie County Public Safety Dispatch	307-637-6524* 307-635-4185*
<b>County Agencies - Wyoming - Natrona</b>	
Natrona County Public Safety Dispatch & LEPC	307-235-8278*
Natrona County Sheriff	307-235-9282 (Office)
<b>County Agencies - Wyoming - Niobrara</b>	
Niobrara Public Safety Dispatch & LEPC	307-334-2240*
<b>County Agencies - Wyoming - Platte</b>	
Platte County Road & Bridge (Glendo, Guemsey, Wheatland)	307-322-3113*
Platte County Public Safety Dispatch & LEPC	307-322-2331*
<b>Service Providers</b>	
Williams Fire & Hazard Control, Port Arthur, TX Tank Firefighting & Equipment	409-727-2347*
Belfor Environmental  Responsibility During Response Action: Containment and Recovery Operations Response Time: 0 (hours) 29 CFR 1910.120 HAZWOPER	303-425-7526 800-856-3333*
Ambipar - Colorado, Texas  Responsibility During Response Action: Clean-up and remediation. Response Time: 0 (hours) 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response Q/IC Training	800-310-7445* 303-423-9949
Environmental Management Services, Inc.  Responsibility During Response Action: Containment and Recovery 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response	800-457-1042* 563-322-9000*
Seneca Companies, Inc (Sioux City)  Responsibility During Response Action: Containment and recovery operations Response Time: 2 (hours) 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response	800-369-5500* 402-494-7941

## External Contacts Directory, Continued

\* 24-hour number

EXTERNAL NOTIFICATIONS, CONTINUED	
Service Providers, Continued	
Iowa / Illinois Taylor Insulation, Inc. - asbestos contractor	866-480-8100 800-292-1280 866-397-4496
Mid-Iowa Environmental (asbestos) Des Moines, IA	515-244-5766 515-971-0801* (Chris) 515-202-0539* (Randy)
Mas Tec	816-728-1323
Suzann Robinson - 24hr contact, Satellite Shelters - Mobile Office Space www.satelliteco.com	972-393-2200 281-502-2609 (Houston) 816-281-3694 (KC) 817-813-8329 (Dallas)
United Rentals (Equipment Rentals)	800-877-3687* 24 hour call center
Williams Scottsman Office (trailers, nationwide locations)	800-782-1500 (Not 24hr)
Mobil Mini	480-894-6311* (Office) 346-306-7263 (Mobile)
Air monitoring	
CTEH Kemah and North Little Rock, AR and Denver	866-869-2834* 501-801-8500
GHD	713-734-3090 (Houston) 432-686-0086 (Midland) 972-331-8500 (Dallas) 512-506-8803 (Austin)
Aviation Companies	
Aircraft Data, Inc., Benton, KS	316-258-4100* (Barney Rahal)
Eagle SkyPatrol (John Kruse)	605-578-1176 651-395-0973* (Shawn Schimmelman)
Responsibility During Response Action: Aerial Overflights	605-920-1176* (John Kruse)
Hawkeye Helicopter	785-242-2557 785-229-7707 785-229-7717* (Jarrod Scott)
Environmental Sampling	
ApexCo. LLC	515-727-8025 515-979-1444* (Dave Hruby)
TestAmerica Environmental Testing	918-671-2922* (Bernie Siemens)
Excavation Contractors	
Albert Hogoboom Oil Field Trucking, Inc.	316-321-1397
Responsibility During Response Action: Recovery Operations	
Barnharts Excavation Chanute, KS	620-431-0959*
CA Excavation	303-419-1456* (Office)
CD&H	316-320-7187
Responsibility During Response Action: Cleanup Operations	
Diamond Concrete Spirit Lake	712-336-9062 712-540-9843* (Josh Nelson)
Earl Le Dozer	918-352-2072 (Office) 918-629-4008* (Mobile)
Graber Excavating Newton, KS	316-283-4488 316-772-1223* (Clint Clark)
Jomax	620-708-9956* (Office)
Justins Backhoe	620-437-6009* (Office)
Russell Sapp Excavating (Russell and Debbie Sapp)	573-443-4888 573-881-6100*
Marlatt Construction	913-367-3342*

Atchison, KS	
Savage Services Corp. Eldorado, KS	316-321-3184

## External Contacts Directory, Continued

\* 24-hour number

EXTERNAL NOTIFICATIONS, CONTINUED	
<b>Excavation Contractors, Continued</b>	
Sterling Construction	307-389-9416* (Office)
<b>ICS - Spill Management Contractors</b>	
EMSI - Incident Management Team Coaching	251-654-1959 540-426-9004*
Forefront, Houma Louisiana Incident Management Team staffing	844-427-7767*
The Response Group - IAP Software, Badging	800-651-3942* 281-880-5000*
Witt O'Brien's Response Management, Incident Management Team Staffing	985-781-0804*
F.I.R.S.T.- Provider of Safety Personnel	281-930-7686 (Main Office)
Prime Energy Services - Safety	281-506-7168 (Office) 832-728-1477* (Mobile)
Spirit Safety Solutions	918-964-0723* (Office) 918-964-0731* (Mobile)
<b>Transport Companies</b>	
Albert Hogoboom Oil Field Trucking, Inc.	316-321-1397
Responsibility During Response Action: Recovery Operations	
Baker Tank South Roxana, IL	618-254-8700
Bosselman Carriers Grand Island, NE	308-381-6900 855-260-6900*
Davies Oil Troy, KS	816-279-0887 785-985-3553 816-262-1631* (Gary Davies)
Dick's Oilfield Service (Water Trucks) Great Bend, KS	620-793-0063
Groendyke Transport Wichita, KS	316-755-1266
Kelly Maclaskkey Oil Field Services	316-321-9011 (Office)
Leon's Tank Service	785-483-4069
Manito Transport	800-252-6874*
Robertson-Williams Transport Kansas City, MO	816-923-0700
Sully Transport	800-695-3435
Transport Delivery Company	573-288-3294 217-440-5887* 888-288-3294
Wynne Transport Omaha, NE	402-342-4001 800-383-9330*
<b>Vacuum Truck Services</b>	
Ace Pipe Cleaning Kansas City, MO	816-241-2891* 800-325-9372*
Albert Hogoboom Oil Field Trucking, Inc.	316-321-1397
Responsibility During Response Action: Recovery Operations	
Brakeen Line Cleaning, Inc. Claffin, KS	620-587-3351
D&D Water Services LLC	303-622-9499 (Office)
Responsibility During Response Action: Vac Trucks, Roll-off Boxes	
Dreiling Pipeline	620-275-9433* (Office)
Ellinwood Tank Service Ellinwood, KS	620-793-0246

## External Contacts Directory, Continued

\* 24-hour number

EXTERNAL NOTIFICATIONS, CONTINUED	
<b>Vacuum Truck Services, Continued</b>	
Enviro-Vac Colorado Denver, CO	CONTRACT PENDING 720-281-4500
Hertel Tank Service, Inc. Hays, KS	785-628-2445 785-650-9807*
Justen Miller Miller Enterprises, Inc.  <b>Office Address:</b> 795 V Hilltop Road Lance Creek, WY 82222	307-334-3498* (Office) 307-334-2341* (Home) 307-351-2555* (Mobile) justenmiller22@gmail.com (Email) Two vac trucks
Keller Tank Service Zurich, KS	785-737-2805 785-737-8900*
Nicholas Water Service Zenda, KS/Medicine Lodge, KS	620-930-7511
Redi Services	719-252-9556* (Office)
Snyder Tank	785-445-8372* (Office)
Urban Tank Service Claffin, KS	620-792-4463
Walker Tank Service	785-391-2408* (Office)
<b>Waste Management</b>	
Allied Waste, now Republic Services Commerce City & Golden, CO	303-371-5115
Barton County Landfill Great Bend, KS	620-793-1898
Bluff Road Landfill, Lincoln, NE	402-441-8102
Clean Harbors Deer Trail, CO	970-386-2293
Grand Island Solid Waste Landfill Shelton, NE	308-583-2466
Hamm, Inc. Landfill Office	785-597-5111
<b>Wildlife Rehabilitation</b>	
Tri-State Bird Rescue and Research Inc.	302-737-9543 302-363-5086* 800-261-0980*
Wildlife Response Services - Houston	713-705-5897* (Rhonda Murgatroyd, rhonda@wildliferesponse.net)
<b>Neighboring Facilities</b>	
BNSF Railways	800-832-5452 Ext. 1*
Colorado Springs Utilities (LEPC)	719-668-5321*
UPRR Emergency Number	888-877-7267*

**Oil Spill Response Contractors (OSROs)**

\* 24-hour number

<b>OIL SPILL REMOVAL ORGANIZATIONS (OSROs)</b>	
<b>USCG CLASSIFIED OSRO</b>	
Clean Harbors Ponca City OSRO #13 Ponca City, OK	781-427-1807* (Office)
Environmental Restoration OSRO #156 Denver, CO	888-814-7477* (Office)
Environmental Specialists, Inc. OSRO #266 Kansas City, MO	816-523-6878* 816-523-5081
Environmental Works KC OSRO #587 Kansas City, MO	
Environmental Works OSRO #587 Responsibility During Response Action: OSRO, Emergency Response, spill cleanup, environmental consulting Kansas City, Springfield, Springdale, Tulsa,	877-827-9500*
EnviroServe OSRO #476	800-488-0910* (Emergency)
Haz-Mat Response, Inc OSRO #104 Responsibility During Response Action: Containment and Recovery Operations 29 CFR 1910.120 HAZWOPER Windsor, CO	800-229-5252 303-520-8174

**Oil Spill Response Contractors (OSROs), Continued**

\* 24-hour number

<b>OIL SPILL REMOVAL ORGANIZATIONS (OSROs)</b>	
Hull's Environmental OSRO 148- Wilson OK, Odessa TX	866-450-9077* (Emergency)
SWAT Consulting OSRO #669 Watford City, ND	866-610-7928* (Office)
Haz-Mat Response - Great Bend OSRO #104  Responsibility During Response Action: OSRO Response Time: 0 (hours) 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response QIIC Training Great Bend, KS	800-229-5252* 620-793-4828
Haz-Mat Response, Inc. OSRO #104  Responsibility During Response Action: Emergency Response, spill cleanup Response Time: 0 (hours) North Platte, NE	800-229-5252*
<b>NON USCG CLASSIFIED OSRO</b>	
A-Clean Environment  Responsibility During Response Action: OSRO, emergency response, spill cleanup Wilson, OK	918-582-9595 800-259-8347*
Environmental Remediation Specialists Tulsa  Responsibility During Response Action: Emergency Response, spill cleanup	800-700-0777* (Emergency) 918-625-7004 (Paul Coons)
Power Services Company  Responsibility During Response Action: Product Recovery Greeley, CO	970-356-4148 970-518-5280* 877-924-7400 970-356-4148



**Oil Spill Response Contractors (OSROs), Continued**

\* 24-hour number

OIL SPILL REMOVAL ORGANIZATIONS (OSROs)	
Southeast Wyoming Oil Spill Association	
Ambipar - Colorado, Texas Responsibility During Response Action: Clean-up and remediation. Response Time: 0 (hours) 29 CFR 1910.120 HAZWOPER OPA90 Oil Spill Response QI/C Training Arvada, CO	800-310-7445* 303-423-9949
Belfor Environmental Responsibility During Response Action: Containment and Recovery Operations Response Time: 0 (hours) 29 CFR 1910.120 HAZWOPER Denver, CO	303-425-7526 800-856-3333*

## **SECTION 4**

# **RESPONSE TEAM ORGANIZATION**

Last Revised: March 10, 2022

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### **4.1 Description**

### **4.2 Activation Procedures**

### **4.3 SMT Resources Per Tier**

### **4.4 Incident Command System / Unified Command**

### **4.5 Qualified Individual (QI)**

Figure 4.5-1 - Spill Management Team (SMT) Activation Procedure

Figure 4.5-2 - Spill Management Team (SMT) Organization Chart

Figure 4.5-3 - Enhanced SMT Organization Chart

### **4.6 Spill Management Team (SMT) Job Descriptions and Guidelines**

#### **4.6.1 Incident Commander**

#### **4.6.2 Safety Officer**

#### **4.6.3 Operations Section Chief**

#### **4.6.4 Staging Manager**

#### **4.6.5 Logistics Section Chief**

#### **4.6.6 Planning Section Chief**

#### **4.6.7 Environmental Unit Leader**

#### **4.6.8 Accounting Unit Leader**

#### **4.6.9 Public Information Officer**

#### **4.6.10 Liaison Officer**

#### **4.6.11 Repair Group Leader**

#### **4.6.12 Containment Group Leader**

## **SECTION 4**

### **RESPONSE TEAM ORGANIZATION, CONTINUED**

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**4.6.13 Situation Unit Leader**

**4.6.14 Communications Group Leader**

**4.6.15 Security/Medical Group Leader**

**4.6.16 Support Branch Director**

**4.6.17 Compensation Claims Unit Leader**

**4.6.18 Legal Group Leader**

## 4.1 DESCRIPTION

The Spill Management Team (SMT) has been created and organized to plan for and manage oil spills. (The SMT may also respond to other emergencies.) The SMT is composed of Company personnel from offices within the Area. Additional personnel from outlying offices can be used (if needed). The SMT will develop strategies and priorities for a response, then will supervise contractors, handle safety and security matters, and will provide logistical support for contractor personnel. The SMT will handle all communications with the media and the public. Job descriptions for each SMT member are provided in **SECTION 4.6**. The SMT will train by participating in exercises as noted in **APPENDIX A**.

The size and makeup of the SMT will be determined by the level of response required by the emergency event. Most emergencies can be categorized using tiers to define the extent of the emergency as well as the potential resources to effectively respond to the emergency.

Tier 1. A localized event that does not impact flowing waters and does not result in evacuations or closure of major roadways or railways.

Tier 2. An event that impacts flowing waters, may result in minor evacuations, may cause minor injuries, may shut down a minor waterway or may temporarily shut down a major roadway.

Tier 3. An event that has the potential to cause major economic or reputational damage to the Company including events which may involve major injuries or fatalities, cause mass evacuations, impact miles of waterways or close major navigable waters to marine traffic.

The organization and resources required for each tier will most likely be cumulative. A tier 1 event may require a basic ICS organizational structure as shown in **FIGURE 4.5-2**, while a tier 3 event will most likely require an enhanced organizational structure as shown in **FIGURE 4.5-3**, with specialty contractors filling most of the operational positions as well as some of the general staff positions.

For a tier 2 response, the Company has identified specialty contractors which may perform air monitoring, ICS planning and Safety functions.

For a tier 3 response, the Company has created a suggested response organization which uses Company personnel in key positions and professional spill management team contractors in many of the general staff positions. Those positions which should be filled by Company personnel include:

Incident Commander/Unified Commander	Public Information Officer
Safety Officer	Operations Section Chief
Resource Unit Leader	Environmental Unit Leader
Logistics Section Chief	Finance/Admin Section Chief

## 4.2 ACTIVATION PROCEDURES

Activation of the SMT may be accomplished in stages. Initially, the First Responder assumes the role of Incident Commander (IC). During a spill incident, the initial IC may be able to respond without assistance from the SMT. If the situation requires more resources, he may request additional personnel or management support from the SMT. This request is made to the Qualified Individual (QI). Depending on the situation, the QI may then assume the role of Incident Commander. The QI would then call out the other SMT members. The SMT activation procedure is provided in **FIGURE 4.5-1**.

In the event of a tier 3 response lasting more than a few weeks, new Company personnel would rotate into the organization to provide relief. Each wave of relief responders would receive "just in time" training to supplement their existing training and would be required to shadow their counterparts for 1-2 days before assuming control.

### 4.3 SMT RESOURCES PER TIER

**Cumulative Response Resource Table**

	Company Personnel	Contractor Resources
<b>Tier 1</b>	Asset Integrity Crew (SMT)	Pipeline Repair Contractor
	Operations Supervisors (SMT)	Spill Cleanup Contractor
	Environmental Specialist	Environmental Contractor
	Safety Specialist	
<b>Tier 2</b>	ER Coordinator	Safety Contractor
	Real Estate	ICS Forms Contractor
	Insurance	Air Monitoring Contractor
	Media Affairs	Site Security Contractor
	Accounting	
<b>Tier 3</b>	Legal	Spill Management Team Contractor
		ICS System Coaches
		Wildlife Contractor

### 4.4 INCIDENT COMMAND SYSTEM / UNIFIED COMMAND

The Incident Command System (ICS) will be used by the Company SMT for spill response. The SMT organization chart is provided in **FIGURE 4.5-2**. The organization can be expanded or contracted as necessary.

Because a spill may cross geographic boundaries, involve multiple government levels or involve different statutory responsibilities, several entities may be affected. The Unified Command System (UCS) is the accepted method of organizing key spill management entities within the Incident Command System. The primary entities may include:

- Federal On-Scene Coordinator (FOSC)
- State On-Scene Coordinator (SOSC)
- Magellan Incident Commander
- Local Emergency Response Agency

In order to be a member of a Unified Command, the entity or agency should:

- Have jurisdictional authority or functional responsibility under a law or contingency plan,
- Be specifically charged with commanding or coordinating a major portion of the response,
- Have the resources to participate in the response, and
- Be impacted by the event.

The Unified Command shares decision-making authority within the Incident Command System. Other responders, such as state, local or private contractors, are integrated into the system as appropriate for their function. OSROs and other spill contractors are generally managed by the Operation Section Chief. Police, Fire, and other Emergency Agencies may be managed by a Deputy Operations Section Chief who is a member of their department. In some cases the Emergency Agencies may be managed by an Operations Section Chief who is a member of their department, with a Magellan employee as a deputy who is managing the spill response.

Other agencies may be represented by the Liaison and not otherwise represented in the Unified Command Structure.

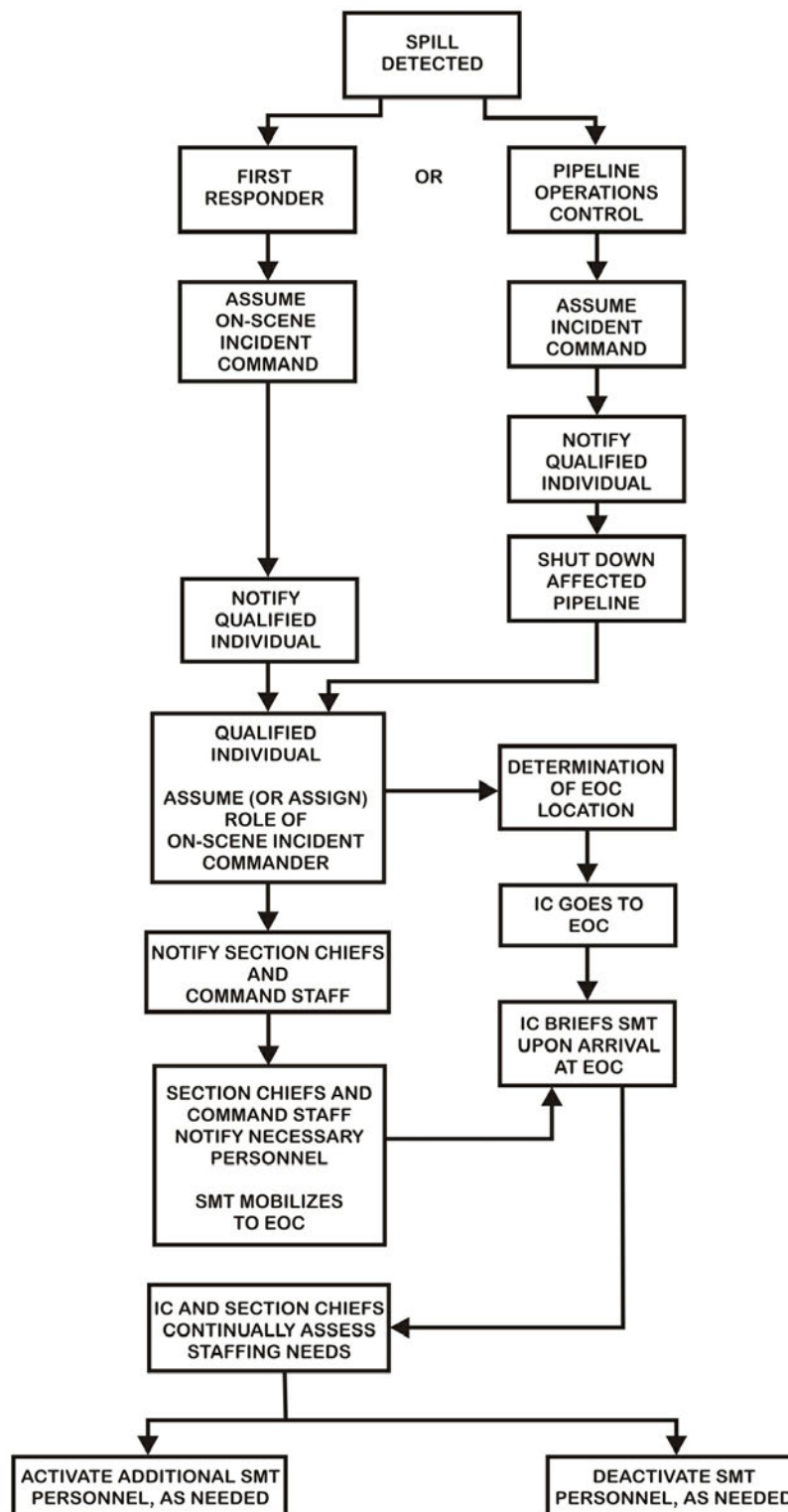
#### 4.5 QUALIFIED INDIVIDUAL (QI)

The Qualified Individual (QI) is an English-speaking representative, residing in the United States, available on a 24-hour basis, and trained in the responsibilities outlined in this section. The QI has the following responsibilities and authorities as required by the Oil Pollution Act of 1990 (OPA 90):

- Activate internal alarm and hazard communication systems to notify all appropriate personnel
- Notify all response personnel and contractors (as needed)
- Identify the character, exact source, amount, and extent of the release and other necessary items needed for notifications
- Notify and provide information to appropriate federal, state and local authorities
- Assess the interaction of the spilled substance with water and/or other substances stored at the facility and notify on-scene response personnel of assessment
- Assess possible hazards to human health and the environment
- Assess and implement prompt removal actions
- Coordinate rescue and response actions
- Access company funds to initiate clean-up activities
- Direct cleanup activities until properly relieved of the responsibility or the incident is terminated

For further information on Qualified Individual's training, refer to **APPENDIX A**. Phone numbers for Qualified Individuals are provided in **FIGURE 1-3** and **FIGURE 3.1-3**.

FIGURE 4.5-1 - SPILL MANAGEMENT TEAM (SMT) ACTIVATION PROCEDURE



EOC - Emergency Operations Center

IC - Incident Commander

QI - Qualified Individual

SMT - Spill Management Team

FIGURE 4.5-2 - SPILL MANAGEMENT TEAM (SMT) ORGANIZATION CHART

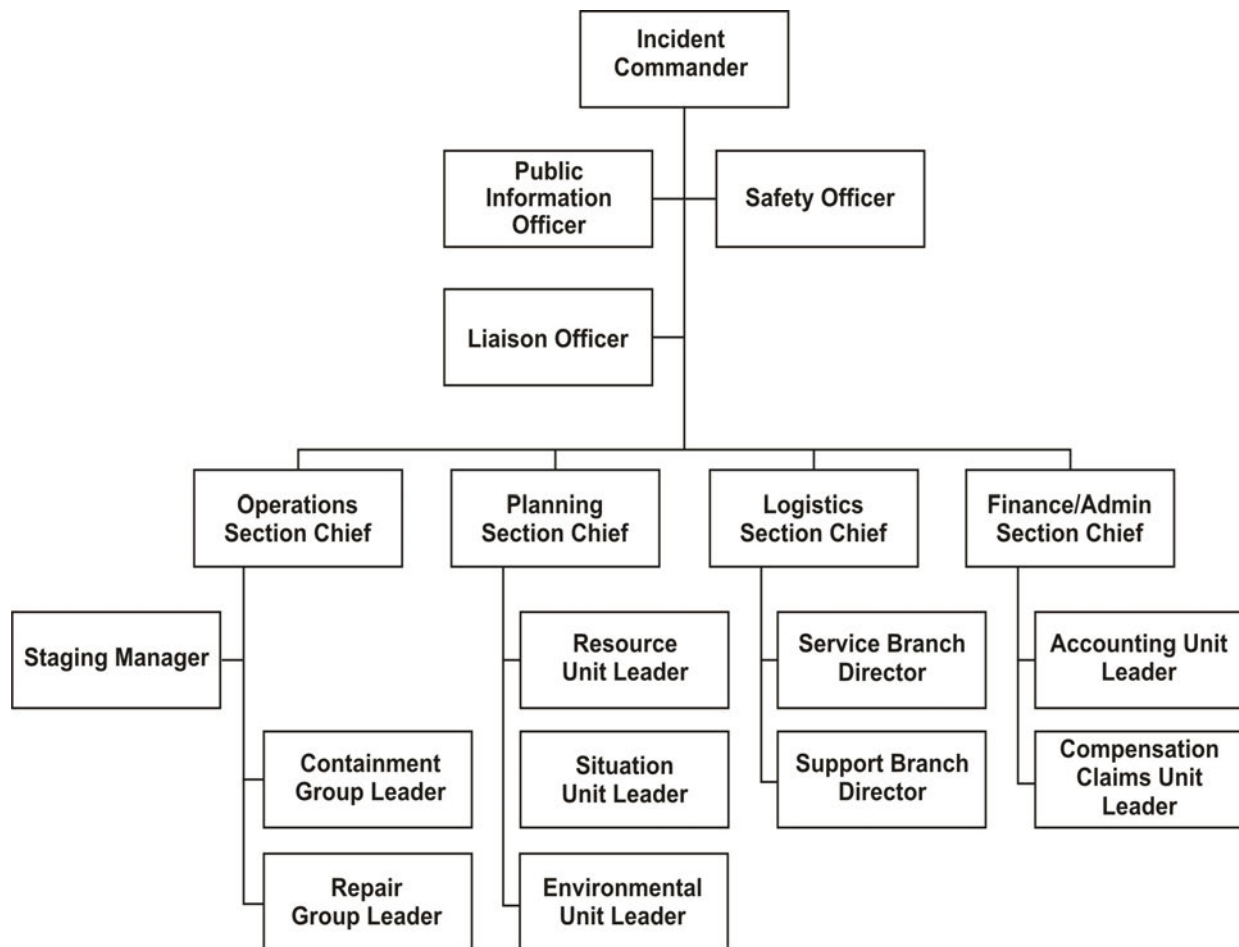
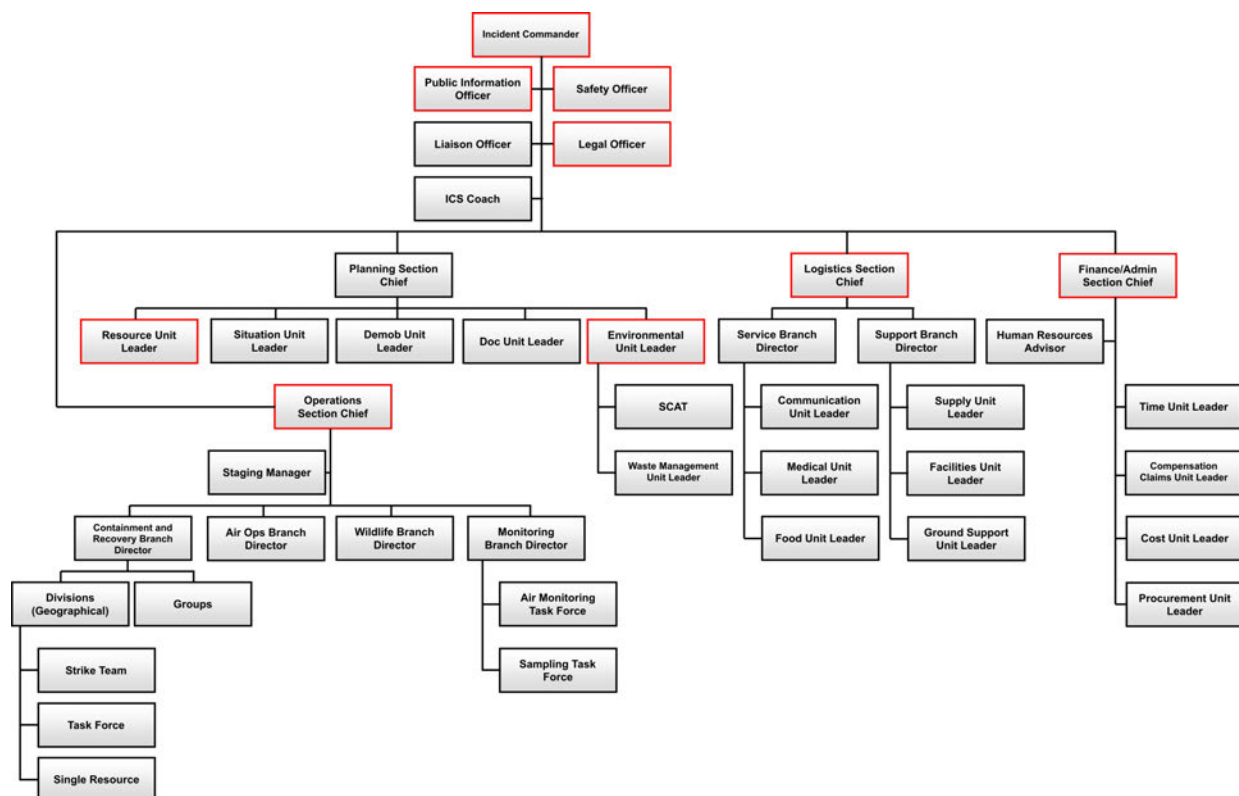




FIGURE 4.5-3 - ENHANCED SMT ORGANIZATION CHART



#### **4.6 SPILL MANAGEMENT TEAM (SMT) JOB DESCRIPTIONS AND GUIDELINES**

The following job descriptions and guidelines are intended to be used as a tool to assist SMT members in their particular positions within the Incident Command System (ICS).

- Incident Commander
- Safety Officer
- Operations Section Chief
- Staging Manager
- Logistics Section Chief
- Planning Section Chief
- Environmental Unit Leader
- Accounting Unit Leader
- Public Information Officer
- Liaison Officer
- Repair Group Leader
- Containment Group Leader
- Situation Unit Leader
- Communications Group Leader
- Security/Medical Group Leader
- Support Branch Director
- Compensation Claims Unit Leader
- Legal Group Leader

#### 4.6.1 Incident Commander

[Click to view/print Incident Commander Jul 2020](#)

# INCIDENT COMMANDER



## Initial Notification/ 60 Minute Assault

Product:	Release volume:		
Release Location:			
Interface Location			
Fire responders:			
<input type="checkbox"/>	Use a driver if possible so you can communicate with your team		
<input type="checkbox"/>	Start group texts with your team		
<input type="checkbox"/>	Assign personnel to close valves and notify Ops Control when valves closed		
<input type="checkbox"/>	Single person assignment unless permit required confined space		
<input type="checkbox"/>	Can use personal vehicles	<input type="checkbox"/>	Be prepared for slippage or thermal relief
<input type="checkbox"/>	Valve MP:	Employee:	
<input type="checkbox"/>	Valve MP:	Employee:	
<input type="checkbox"/>	Valve MP:	Employee:	
<input type="checkbox"/>	Valve MP:	Employee:	
<input type="checkbox"/>	Mobilize local Magellan equipment		
<input type="checkbox"/>	Local boom, spill trailers, vac trailers, vac trucks		
<input type="checkbox"/>	Local employees – facility, pipeline, corrosion		
<input type="checkbox"/>	Neighboring facilities spill equipment		
<input type="checkbox"/>	Mobilize local contractors and equipment		
<input type="checkbox"/>	Identify a staging location within 15 minutes of the spill site and have all equipment sent to that location. Send location or GPS coordinates to responders		
<input type="checkbox"/>	FOA or other designated person will track initial resources		
<input type="checkbox"/>	Send a Magellan employee to manage the staging area		

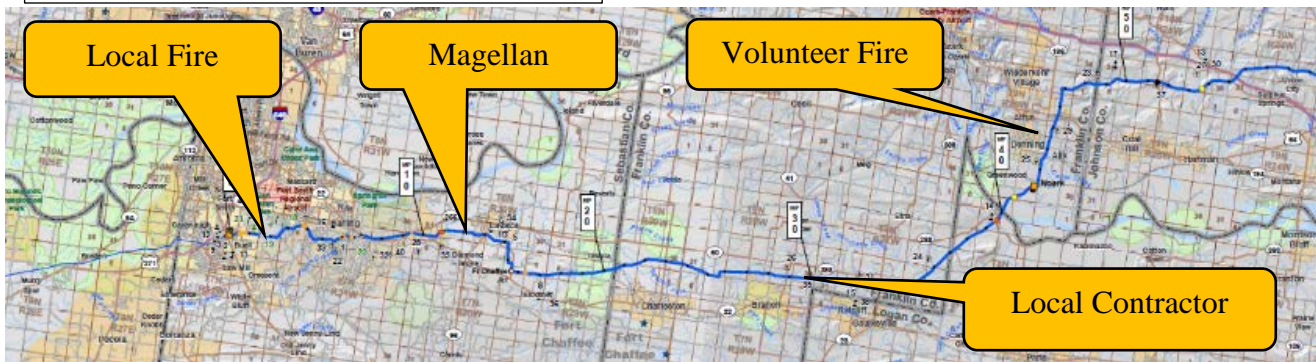
## Initial Resource Checklist

<input checked="" type="checkbox"/>	Vac truck from:	<input checked="" type="checkbox"/>	Transports from:
<input type="checkbox"/>	Vac truck from:	<input type="checkbox"/>	Frac tanks from:
<input type="checkbox"/>	Vac truck from:	<input type="checkbox"/>	Sleeves/clamps from:
<input type="checkbox"/>	Vac truck from:	<input type="checkbox"/>	Diaphragm pump from:
<input type="checkbox"/>	OSRO:	<input type="checkbox"/>	Air compressor from:
<input type="checkbox"/>	OSRO:	<input type="checkbox"/>	Dump truck from:
<input type="checkbox"/>	OSRO:	<input type="checkbox"/>	Dump truck from:
<input type="checkbox"/>	Boom from:	<input type="checkbox"/>	Air monitoring from:
<input type="checkbox"/>	Boom from:	<input type="checkbox"/>	Air monitoring from:
<input type="checkbox"/>	Backhoe from:	<input type="checkbox"/>	Fire foam from:
<input type="checkbox"/>	Backhoe from:	<input type="checkbox"/>	Loader from:

## Finding the Release

<input type="checkbox"/>	Prioritize search areas		
<input type="checkbox"/>	Populated areas are top priority		
<input type="checkbox"/>	Waterways and environmentally sensitive areas		
<input type="checkbox"/>	Culverts, creeks, ditches or any other receptors		
<input type="checkbox"/>	Use all available resources		
<input type="checkbox"/>	Any nearby employees	<input type="checkbox"/>	Response Contractors
<input type="checkbox"/>			Emergency Agencies
<input type="checkbox"/>	Use a map to divide up search areas and assign to responders		
<input type="checkbox"/>	Culverts, Bridges	<input type="checkbox"/>	Sewers, Ditches
<input type="checkbox"/>			Lakes, waterways

## Dividing up search responsibilities



## Pre-Arrival Emergency Agency Coordination

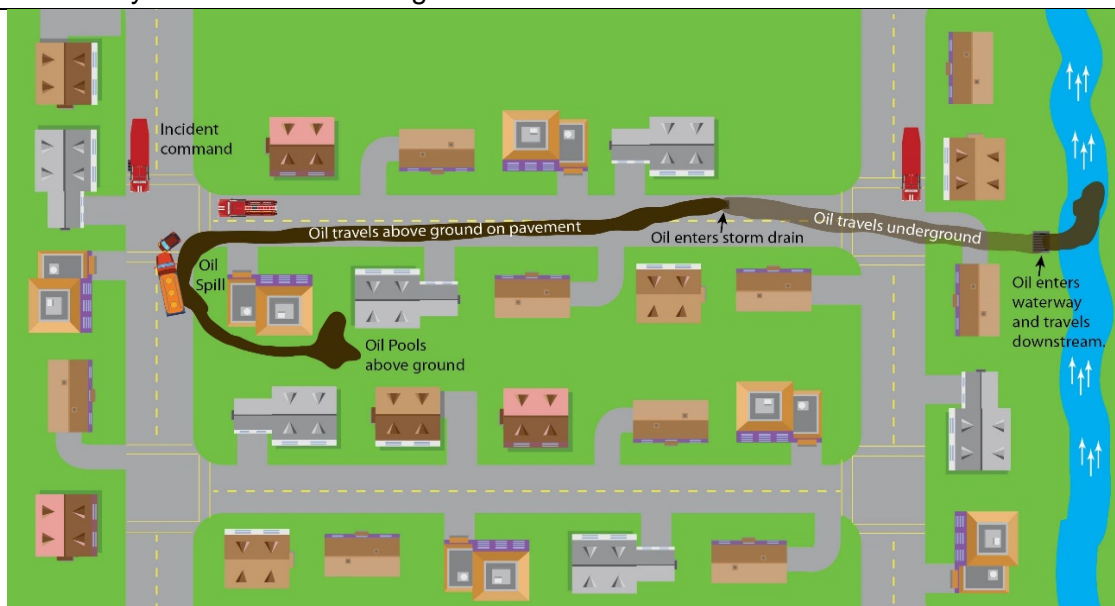
Emergency response agencies may be on scene well before arrival of Magellan responders. Given their response capabilities, these responders may be able to take significant actions before spill response resources arrive.

<input type="checkbox"/>	Coordinate with lead emergency response agency (generally Fire Captain or Chief)
<input type="checkbox"/>	Advise product, potential volumes, hazard characteristics
<input type="checkbox"/>	Advise Magellan and contracted resources enroute
<input type="checkbox"/>	Inquire what resources may be available – boom, clamps, dump trucks, dirt
<input type="checkbox"/>	Advise applicable initial objectives – controlling overflow, containment, stopping release

## Arrival and Establishing Command

Emergency response agencies may be on scene before the arrival of a Magellan IC. The Magellan IC should then establish a unified command, designate key staff and set objectives.

<input type="checkbox"/>	Meet with the Emergency response agencies and establish a Unified Command
<input type="checkbox"/>	Assign ICS positions and hand out job aids
	Safety – work with the local Fire Department, prepare safety plans, establish community and worker air monitoring
	Safety – establish zones using air monitoring, assign air monitoring duties, use air monitoring booklet, see air action levels in job aid
	Operations – provide with appropriate staff to oversee each site
	Logistics – distribute radios, set up CP, Food
	Planning – begin documentation, resource tracking, ICS 201
<input type="checkbox"/>	Create initial objectives and assign to staff
<input type="checkbox"/>	Schedule your next staff meeting within 3-4 hours



## Assess, Contain and Recover

In this phase, determine impacts to sensitive areas and start the containment process.

<input type="checkbox"/>	Urban areas
<input type="checkbox"/>	<input type="checkbox"/> Obtain sewer maps online or from Public Works
<input type="checkbox"/>	<input type="checkbox"/> Determine impacts to sewer system – sanitary and storm
<input type="checkbox"/>	<input type="checkbox"/> Determine impacts to neighborhoods
<input type="checkbox"/>	<input type="checkbox"/> Determine impacts to roadways – note that vapors can travel separately from liquids
<input type="checkbox"/>	Waterways
<input type="checkbox"/>	<input type="checkbox"/> Assign personnel to find the leading edge and establish a final booming point
<input type="checkbox"/>	<input type="checkbox"/> Check ditches, sewers, outfalls, drain tiles
<input type="checkbox"/>	Notify affected utility lines, railroads and water intakes
<input type="checkbox"/>	Contain the spill
<input type="checkbox"/>	<input type="checkbox"/> Deploy boom
<input type="checkbox"/>	<input type="checkbox"/> Build underflow dams
<input type="checkbox"/>	<input type="checkbox"/> Make emergency one calls
<input type="checkbox"/>	<input type="checkbox"/> Dig interceptor trenches (after one call)
<input type="checkbox"/>	<input type="checkbox"/> Safely use clamps, backhoe bucket or other device to stop release
<input type="checkbox"/>	<input type="checkbox"/> Use sand/dirt to cover or impede flow of spilled product
<input type="checkbox"/>	Start Recovery
<input type="checkbox"/>	<input type="checkbox"/> Use as many vac trucks as possible
<input type="checkbox"/>	<input type="checkbox"/> Recover from site, flow path, impacted water
<input type="checkbox"/>	<input type="checkbox"/> Recover from nearby fittings to reduce pressure on the line
<input type="checkbox"/>	<input type="checkbox"/> Pothole (emergency one call may be needed)
<input type="checkbox"/>	<input type="checkbox"/> Note: air readings will drive PPE requirements for recovery and ability to access recovery sites. Creative ways may be needed to safely recover products with dangerous

## First Scheduled Meeting

After the responders have had several hours to start work, conduct your first scheduled meeting.

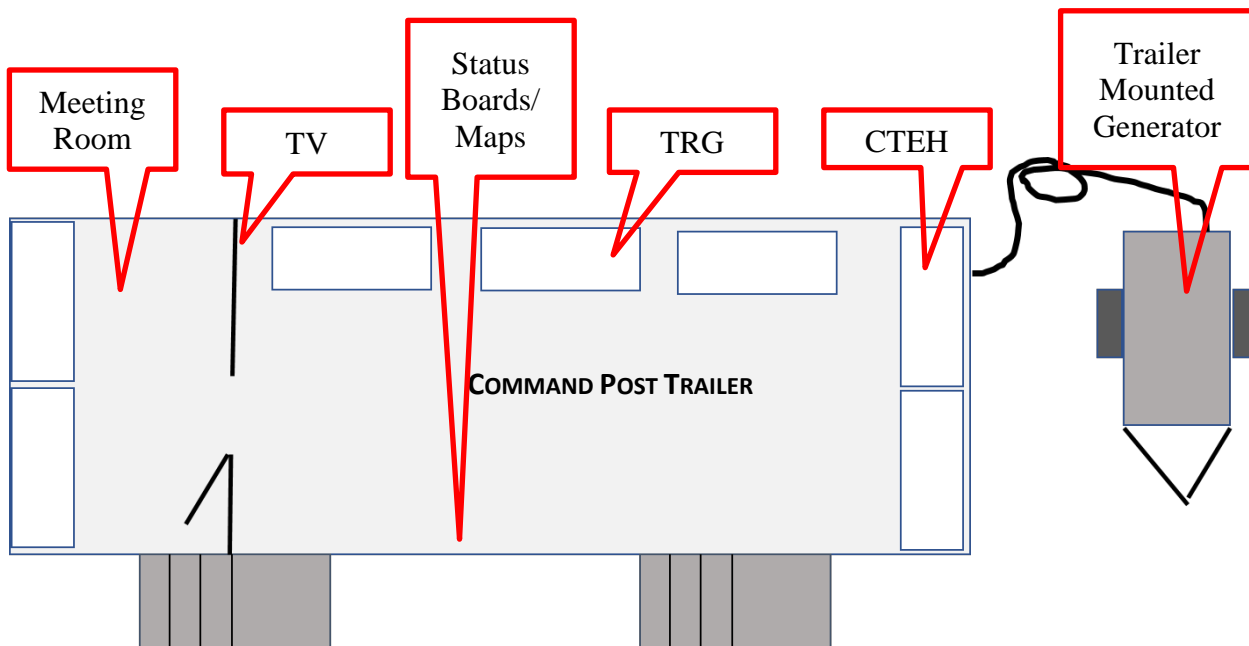
	Agenda
<input type="checkbox"/>	<input type="checkbox"/> Operations – Work sites, work activities, product recovery, frac tank management
<input type="checkbox"/>	<input type="checkbox"/> Safety – Safety plan, incidents, particular hazards, air readings
<input type="checkbox"/>	<input type="checkbox"/> Logistics – Facilities, food and food schedule, sanitation, ordering procedures
<input type="checkbox"/>	<input type="checkbox"/> Planning – Weather, resource update, waste handling, environmental regulator requests
<input type="checkbox"/>	<input type="checkbox"/> PIO – Media update/ government affairs update
<input type="checkbox"/>	<input type="checkbox"/> Land/Liaison – affected public/landowner update
<input type="checkbox"/>	<input type="checkbox"/> Incident Commander – review of objectives, review of action items
<input type="checkbox"/>	<input type="checkbox"/> Incident Commander – discuss incident potential
<input type="checkbox"/>	<input type="checkbox"/> Incident Commander – establish new or updated objectives and action items – including Night Operations and modifications due to weather conditions – set next meeting time
	Objectives to Tactics Meeting
	Participants – Operations, Planning, Safety and Logistics
	Take Objectives and turn into tactics

### Turning Objectives into Tactics and a Safety Plan

- Example Objective: Contain the Spill
- Tactic: Deploy boom across river and use skimmers
- Resources needed: 500' of containment boom in river in 4 strands, each with 200' of sorbent boom in front and back
- Resources needed: 4 skimmers and 4 vacuum trucks to collect product captured by boom
- Resources needed: 4 vacuum truck operators, 8 response technicians
- Safety Plan addresses river operations and vacuum truck operations

## Command Checklist

- |   |   |
|---|---|
| <input type="checkbox"/> Unified Command established  | <input type="checkbox"/> Ops Section Chief assigned           |
| <input type="checkbox"/> Initial objectives set       | <input type="checkbox"/> Air monitoring in progress           |
| <input type="checkbox"/> Safety Officer assigned      | <input type="checkbox"/> Night operations in planning         |
| <input type="checkbox"/> Safety plan in place         | <input type="checkbox"/> Food/restrooms enroute               |
| <input type="checkbox"/> ICS 201 in progress          | <input type="checkbox"/> Real Estate access approved          |
| <input type="checkbox"/> Meeting schedule set         | <input type="checkbox"/> Site security established            |
| <input type="checkbox"/> Product recovery started     | <input type="checkbox"/> 24/48 hour weather forecast reviewed |
| <input type="checkbox"/> Staging established          | <input type="checkbox"/> Frac tank farm established           |
| <input type="checkbox"/> Check in process established | <input type="checkbox"/> Clamps or other fittings on scene    |
| <input type="checkbox"/> Command Post on the way      | <input type="checkbox"/> Incident Potential reviewed          |



### Command Post Trailer

- ☐ 12 x 60 Mobile Office
- ☐ 2 Stairs
- ☐ 7 tables
- ☐ 25 chairs

### Status Board

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> Site Map            | <input type="checkbox"/> Medical Plan |
| <input type="checkbox"/> ICS 201             | <input type="checkbox"/> Weather Map  |
| <input type="checkbox"/> Action Item Tracker | <input type="checkbox"/> Phone List   |
| <input type="checkbox"/> Safety Plan         |                                       |

This Job Aid is written for a medium sized incident where the entire incident is run through the stem of the Planning "P". In this type of response, the planning cycle is abbreviated.

#### 4.6.2 Safety Officer

[Click to view/print Assistant Safety Officer Sept 2021](#)



# Assistant SAFETY OFFICER

The purpose of this Job Aid is to assist the Assistant Safety Officer in supporting an emergency response. The Safety Officer is charged with ensuring responder safety at an incident and manages air monitoring for both worker safety and community safety. The Assistant Safety Officer reports to the Safety Officer.

## Arrival/Initial Assessment

This phase of the operation involves determining what hazards are present and how they affect any current operations. If you have been handed this Job Aid, it is assumed you have responded and checked in.

<input type="checkbox"/>	ASO initial PPE requirements – Level D PPE (Workboots, Safety Glasses, Full length pants, short sleeved shirt) plus Hi-Vis Vest. ASO should consider having a respirator appropriate for the job handy
<input type="checkbox"/>	Meet with the Safety Officer to determine assignment and event familiarization
<input type="checkbox"/>	Obtain a briefing on the event footprint, job sites and impacts
<input type="checkbox"/>	Obtain a briefing on the chemical or chemicals involved in the event
<input type="checkbox"/>	Obtain a briefing on the spill path and surroundings – rural, urban, waterways
<input type="checkbox"/>	Review the Initial Safety Plan on the wall at command post
<input type="checkbox"/>	Review the Medical Plan on the wall at the command post
<input type="checkbox"/>	Obtain names and contact information for job site leads

## WorkSite Activities

The Assistant Safety Officer's main responsibility is worksite safety.

<input type="checkbox"/>	Complete worksite inspections and worksite safety assessments
<input type="checkbox"/>	Examine ATW's for proper completion, properly assessment of hazards and identify PPE
<input type="checkbox"/>	Basic PPE requirement for worksites is Level D – Workboots, Safety Glasses, Full length pants and short sleeved shirt
<input type="checkbox"/>	Other PPE requirements for worksites include Hard Hats for overhead work, Hi-Vis vests, PFD for work near water, Hearing protection around hydro-excavators and some vacuum trucks, Personal H2S monitors for crude oil releases and some other hydrocarbon releases and appropriate respirators
<input type="checkbox"/>	Conduct air monitoring duties when required – generally when CTEH is not available or on site
<input type="checkbox"/>	Ensure equipment is placed/staged so it does not present a collision hazard and is positioned for worksite evacuation
<input type="checkbox"/>	Rotate worksites depending on the number of worksites
<input type="checkbox"/>	Monitor workers to identify symptoms of fatigue or dehydration
<input type="checkbox"/>	Ensure there is a decon area at each site and that workers are aware of its location
<input type="checkbox"/>	Attend and participate in tailgate meetings
<input type="checkbox"/>	Interact with workers to ensure safety expectations have been communicated and they are aware of stop work authority.
<input type="checkbox"/>	Ensure workers have access to rest areas, food and facilities
<input type="checkbox"/>	Monitor all excavations for safety practices
<input type="checkbox"/>	Each excavator shall make its own one call
<input type="checkbox"/>	Facility locates shall be completed prior to excavating in a Magellan facility
<input type="checkbox"/>	Excavations should be designed and inspected daily by a competent person
<input type="checkbox"/>	Spoil piles shall be 2' from edge, air monitoring at 4' depth, protective systems at 5' depth, egress within 25' of occupants

## Investigations and Reporting

The Assistant Safety Officer is tasked with reporting incidents and assisting in investigations

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Report any Incidents or Near Miss events to the Safety Officer        |
| <input type="checkbox"/> | Immediately report any injuries to the Safety Officer                 |
| <input type="checkbox"/> | Immediately report any issues of non-compliance to the Safety Officer |
| <input type="checkbox"/> | Prepare and submit a daily log to the Safety Officer                  |

### Air Action Levels

Benzene – Crude	
0-12.5PPM Total VOC	No respirator required
12.5PPM -125PPM Total VOC	Half mask, air-purifying respirators with organic vapor cartridge
625PPM Total VOC	Full face, air-purifying respirator with organic vapor cartridge (QNFT Only)
>625PPM Total VOC	Air supplied respirator
Benzene – Refined Products	
0-25PPM Total VOC	No respirator required
25-250PPM Total VOC	Half mask, air-purifying respirators with organic vapor cartridge
250-1250PPM Total VOC	Full face, air-purifying respirator with organic vapor cartridge (QNFT Only)
>1250PPM Total VOC	Air supplied respirator
H2S	
Concentrations <10ppm	No respirator required
Concentrations 10 or more	APR For escape only
Concentrations 100 ppm or more	IDLH

*Note: cartridges shall be changed out at the earliest of once each normal work shift (8-12 hours), manufacturer's recommendation or when breakthrough is detected.*

This Job Aid is written for a medium sized incident where the entire incident is run through the stem of the Planning "P". In this type of response, the planning cycle is abbreviated.

#### 4.6.2 Safety Officer, Continued

[Click to view/print Safety Officer Sept 2021](#)

# SAFETY OFFICER

The purpose of this Job Aid is to assist the Safety Officer in supporting an emergency response. The Safety Officer is charged with ensuring responder safety at an incident and manages air monitoring for both worker safety and community safety. The Safety Officer reports to the Incident Commander and can employ one or more Assistant Safety Officers for larger events.

## Arrival/Initial Assessment

This phase of the operation involves determining what hazards are present and how they affect any current operations. If you have been handed this Job Aid, it is assumed you have responded, checked in and been briefed.

<input type="checkbox"/>	Meet with the Incident Commander and Operations Section Chief to obtain information on the location and status of operations			
<input type="checkbox"/>	For events with fire, gasoline spill, Toxic or high VOCs, If air monitoring contractor hasn't arrived, consider putting them in direct contact with local health or fire authorities.			
<input type="checkbox"/>	Obtain Assistant Safety Officers for large events or events with multiple, distant worksites			
<input type="checkbox"/>	Create Initial Safety Plan using ICS Plan templates and post on wall at command post			
<input type="checkbox"/>	<input type="checkbox"/>	Identify or confirm hazard, exclusion and safety zones.		
<input type="checkbox"/>	<input type="checkbox"/>	Identify or confirm evacuation zones		
<input type="checkbox"/>	<input type="checkbox"/>	Identify PPE for any ongoing operations and ensure adequate supplies - Logistics		
	<input type="checkbox"/>	Safety Glasses	<input type="checkbox"/>	Hi Vis Vests
	<input type="checkbox"/>	Respirators/ Cartridges	<input type="checkbox"/>	Hard Hats
<input type="checkbox"/>	Consider air monitor docking station and appropriate testing equipment			
<input type="checkbox"/>	Ensure emergency responders have appropriate level of HAZWOPER training and PPE to work in the hot zone			
<input type="checkbox"/>	Ensure SDS is provided to On Scene Emergency Response agencies within 6 hours of NRC call			
<input type="checkbox"/>	Create Initial Air Monitoring Plan*			
<input type="checkbox"/>	<input type="checkbox"/>	Determine what air monitoring resources are onsite		
<input type="checkbox"/>	<input type="checkbox"/>	Assign personnel to both community and worker air monitoring		
<input type="checkbox"/>	<input type="checkbox"/>	Have Magellan air monitoring personnel use air monitoring logbooks		
<input type="checkbox"/>	<input type="checkbox"/>	Provide air monitoring personnel with action level information		
<input type="checkbox"/>	<input type="checkbox"/>	Share air monitoring results with Unified Command on regular basis		
<input type="checkbox"/>	Prepare a Medical Plan (ICS 216) and post on wall at command post			

## WorkSite Activities

Assign to the Assistant Safety Officers if available.

<input type="checkbox"/>	Complete worksite inspections and worksite safety assessments
<input type="checkbox"/>	Examine ATW's for proper completion, properly assessment of hazards and identify PPE
<input type="checkbox"/>	Basic PPE requirement for worksites is Level D – Workboots, Safety Glasses, Full length pants and short sleeved shirt
<input type="checkbox"/>	Other PPE requirements for worksites include Hard Hats for overhead work, Hi-Vis vests, PFD for work near water, Hearing protection around hydro-excavators and some vacuum trucks, Personal H2S monitors for crude oil releases and some other hydrocarbon releases and appropriate respirators
<input type="checkbox"/>	Conduct air monitoring duties when required – generally when CTEH is not available or on site
<input type="checkbox"/>	Ensure equipment is placed/staged so it does not present a collision hazard and is positioned for worksite evacuation
<input type="checkbox"/>	Rotate worksites depending on the number of worksites
<input type="checkbox"/>	Monitor workers to identify symptoms of fatigue or dehydration
<input type="checkbox"/>	Ensure there is a decon area at each site and that workers are aware of its location
<input type="checkbox"/>	Attend and participate in tailgate meetings
<input type="checkbox"/>	Interact with workers to ensure safety expectations have been communicated and they are aware of stop work authority.
<input type="checkbox"/>	Ensure workers have access to rest areas, food and facilities

<input type="checkbox"/>	Monitor all excavations for safety practices
<input type="checkbox"/>	Each excavator shall make its own one call
<input type="checkbox"/>	Facility locates shall be completed prior to excavating in a Magellan facility
<input type="checkbox"/>	Excavations should be designed and inspected daily by a competent person
<input type="checkbox"/>	Spoil piles shall be 2' from edge, air monitoring at 4' depth, protective systems at 5' depth, egress within 25' of occupants
<b>Safety in the Planning Process</b>	
The Incident Commander will have established priorities and objectives. The objectives are turned into tactics by Operations with input from Safety and other staff. Large events may have multiple Assistant Safety Officers.	
<input type="checkbox"/>	Attend the Tactics meeting to determine safety concerns and PPE for each tactical site.
<input type="checkbox"/>	As tactics are identified, write that tactic on the Safety Plan and define the issues and PPE for that work site.
<input type="checkbox"/>	Post the completed Safety Plan and provide a copy to Planning for inclusion in the Incident documentation.
<input type="checkbox"/>	Determine and communicate cartridge change-out schedule
<b>Execute Plan, Re-Assessment and Continued Planning</b>	
The goal for this phase of the response is to shift from a reactive posture to a proactive posture, preparing for the next operational period and for the next shift's incident management team.	
<input type="checkbox"/>	Work with Operations to continually monitor response activities and identify safety issues.
<input type="checkbox"/>	Ensure emergency alarms and warning systems are in place as needed
<input type="checkbox"/>	Investigate accidents that occurred during emergency response
<input type="checkbox"/>	Repeat the Safety planning process, identifying issues and PPE for each tactical site each operational period
<input type="checkbox"/>	Update Medical Plan and continue to complete tasks on Open Actions log

ERG Isolation and Evacuation				
Source: ERG 2020		Large Releases		
Substance	ERG Guide	Isolate	Protect Day	Protect Night
Gasoline	1203/128	0.2 miles		
Butane/Propane	1075/115	0.5 miles (1 mile for fire involving tank)		
Sour Crude	3494/131	0.2 miles	0.3 miles	0.4 miles
Air Action Levels				
Benzene – Crude				
0-12.5PPM Total VOC		No respirator required		
12.5PPM -125PPM Total VOC		Half mask, air-purifying respirators with organic vapor cartridge		
625PPM Total VOC		Full face, air-purifying respirator with organic vapor cartridge (QNFT Only)		
>625PPM Total VOC		Air supplied respirator		
Benzene – Refined Products				
0-25PPM Total VOC		No respirator required		
25-250PPM Total VOC		Half mask, air-purifying respirators with organic vapor cartridge		
250-1250PPM Total VOC		Full face, air-purifying respirator with organic vapor cartridge (QNFT Only)		
>1250PPM Total VOC		Air supplied respirator		
H2S				
Concentrations <10ppm		No respirator required		
Concentrations 10 or more		APR For escape only		
Concentrations 100 ppm or more		IDLH		

*Note: cartridges shall be changed out at the earliest of once each normal work shift (8-12 hours), manufacturer's recommendation or when breakthrough is detected.*

\*Contact Safety Department for additional templates or guidance

This Job Aid is written for a medium sized incident where the entire incident is run through the stem of the Planning "P". In this type of response, the planning cycle is abbreviated. MMP Sept 2021

#### 4.6.3 Operations Section Chief

[Click to view/print Ops Section Chief July 2019](#)

# OPERATIONS SECTION CHIEF

The purpose of this Job Aid is to assist an Operations Section Chief in preparing an initial response, taking priorities and objectives established by the Incident Commander, turning them into tactics, and making the change from a reactive mode to a proactive mode.

Arrival/Initial Assessment/Command	
This phase of the operation involves identifying actions being taken and implementing initial tactics based on objectives. If you are being handed this document, it signifies you have checked in and been briefed by the Incident Commander.	
<input type="checkbox"/>	Obtain briefing from Incident Commander
<input type="checkbox"/>	Extent of spill /populations and waterways at risk
<input type="checkbox"/>	Special hazards / Incident escalation potential
<input type="checkbox"/>	Current operations and organizational structure
<input type="checkbox"/>	Contact information for responders
<input type="checkbox"/>	Review contingency plans
<input type="checkbox"/>	Coordinate evacuations
<input type="checkbox"/>	Determine work areas and assign one person to be in charge of each work area
<input type="checkbox"/>	Set a time for all task leaders to return for updates
<input type="checkbox"/>	Control the Source, Contain the spill and Recover product - always use air monitoring
<input type="checkbox"/>	Prioritize resource allocation to protect people, waterways water sources, other sensitive areas
<input type="checkbox"/>	Build containment around the source
<input type="checkbox"/>	Start recovery at source
<input type="checkbox"/>	Recover from nearby pipe fittings to take pressure off the line or install fittings
<input type="checkbox"/>	Identify leading edge
<input type="checkbox"/>	Use clamps, sleeves, plates or other devices to stop the flow from the pipe
<input type="checkbox"/>	Deploy boom in multiple locations with multiple layers
<input type="checkbox"/>	Make appropriate one calls
<input type="checkbox"/>	Cut interceptor trenches
<input type="checkbox"/>	Build underflow dams
<input type="checkbox"/>	Start recovery at impact areas
<input type="checkbox"/>	Coordinate with local responders on evacuations
<input type="checkbox"/>	Set up a defined staging area – appoint staging manager if necessary
<input type="checkbox"/>	Get real estate engaged to arrange space for CP, Staging, Working areas
<input type="checkbox"/>	Assess response resources and order additional resources
<input type="checkbox"/>	Ensure transports are DOT compliant and driver's have Hazmat endorsements
<input type="checkbox"/>	Establish frac tank farm and frac tank manager
<input type="checkbox"/>	Ensure frac tanks are segregated by product recovered from water, from land and pipe
<input type="checkbox"/>	Ensure frac tanks have secondary containment
<input type="checkbox"/>	Determine when resources will be onsite
<input type="checkbox"/>	Work with Safety to identify immediate threats to responder safety as well as hazards, exclusion and safety zones
<input type="checkbox"/>	Ensure workers have proper PPE, obtain if necessary
<input type="checkbox"/>	If no Safety Officer is in place, coordinate air monitoring – establish process to record results and provide to Planning
<input type="checkbox"/>	Review weather forecast for next 24-72 hours
<input type="checkbox"/>	Identify personnel involved in current operations. Create command structure based on current operations and provide organizational and situational information to Planning
<input type="checkbox"/>	Update initial incident assessment and provide to Planning

## Re-Assessment and Proactive Planning

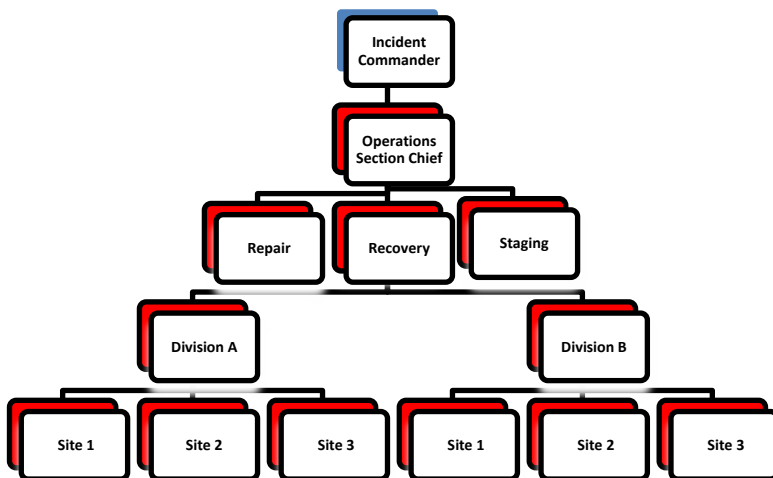
The goal for this phase of the response is to shift from a reactive posture to a proactive posture, preparing for the next operational period and eventually for a replacement incident management team. The Incident Commander will establish Priorities and Objectives for the next operational period.

<input type="checkbox"/>	Using the Priorities and Objectives established by the Incident Commander, create tactical plans. Ex: Place 1000' of 18" boom at site 1 at a 45 degree angle to the boat ramp....
<input type="checkbox"/>	<input type="checkbox"/> For each tactical site, determine what resources will be needed. Use the ICS form 215 to document. Safety will use form 215a to identify safety concerns for each tactical site
<input type="checkbox"/>	<input type="checkbox"/> Logistics is tasked with obtaining resources identified on the form 215.
<input type="checkbox"/>	Document the plan on the ICS 201. Supplement with other forms/documents as needed
<input type="checkbox"/>	Identify any relevant tasks on the Open Actions Log (ICS 233)
<input type="checkbox"/>	Brief the completed plan to the Incident Commander
<input type="checkbox"/>	The Operations Section Chief in charge of the operational shift should brief the plan to the Operations Section
<input type="checkbox"/>	Execute the plan
<input type="checkbox"/>	Regularly provide Planning with situational updates
<input type="checkbox"/>	Assess progress of plan, adjust as necessary
<input type="checkbox"/>	Observe the schedule for Command meetings

## Transition to Project Management

When the emergency phase of the operation is over, incidents may transition to project management. However, personnel and equipment must be demobilized and documentation compiled and stored

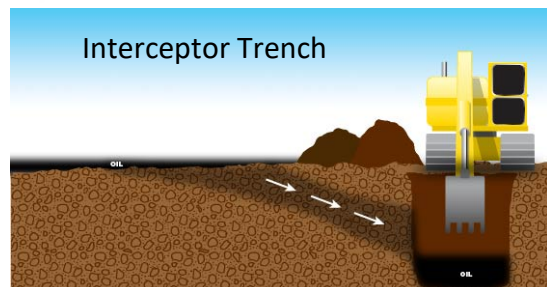
<input type="checkbox"/>	After obtaining final objectives, prepare final tactical plans including demobilization for next operational period. Document on an ICS 201 or other forms as needed.
<input type="checkbox"/>	Brief incoming project manager
<input type="checkbox"/>	Participate in After Action Review



Underflow Dam



Interceptor Trench





#### 4.6.4 Staging Manager

[Click to view/print Staging Manager Nov 2018](#)

# STAGING MANAGER

The purpose of this Job Aid is to assist a Staging Manager in managing resources as they arrive and are deployed at a release.

## Prior to Arrival

The initial phase of a response involves the ordering and management of a significant amount of resources, most likely by different people.

	Obtain briefing on phone bridge
	Work with leadership to identify potential staging area and ask that all resources except for vac trucks, personnel and other equipment immediately needed at the site stage at that area.
	Maintain a list of all resources enroute to the event. Include:
	Company name
	Type and number of resource
	Contact name
	Estimated ETA
	Ensure Real Estate is engaged in obtaining staging area property if needed

## Arrival/Initial Assessment/Taking Charge

The initial phase of a response involves the organization and management of a significant amount of resources. You will be working closely with the Operations Section Chief and the Finance/Accounting section.

<input type="checkbox"/>	Get an assistant or two
<input type="checkbox"/>	Organize and define the staging area
<input type="checkbox"/>	Inventory all equipment onsite and list arrival time
<input type="checkbox"/>	Identify all equipment by Truck number, box number, or ID number
<input type="checkbox"/>	Obtain contact information for all equipment
<input type="checkbox"/>	Provide a check in/out process for equipment
<input type="checkbox"/>	Obtain information on all vehicles dropping off or delivering equipment
<input type="checkbox"/>	Contact Operations Section Chief and provide routine updates as to equipment in staging
<input type="checkbox"/>	Obtain resources to assist with managing staging and support staging personnel
<input type="checkbox"/>	Ensure staging workers have proper PPE, obtain if necessary – reflective vests, flashlights, etc.
<input type="checkbox"/>	Start Traffic Control if needed
<input type="checkbox"/>	Post Signage
<input type="checkbox"/>	Use Off or On-Duty Police/Sheriff/Highway Patrol for roadway work
<input type="checkbox"/>	Obtain Highway department support for warning signs
<input type="checkbox"/>	Contact Finance/Accounting section and provide detailed updates

## Re-Assessment and Proactive Planning

The goal for this phase of the response is to shift from a reactive posture to a proactive posture, preparing for the next operational period and eventually for a replacement incident management team.

<input type="checkbox"/>	Attend staff meetings to provide input on equipment status
<input type="checkbox"/>	Work with Operations to identify demobilization priorities
<input type="checkbox"/>	Relocate or demobilize the staging area as necessary

This Job Aid is written for a medium sized incident where the entire incident is run through the stem of the Planning "P". In this type of response, the planning cycle is abbreviated.

#### 4.6.5 Logistics Section Chief

[Click to view/print Logistics Section Chief May 2019](#)

# LOGISTICS SECTION CHIEF (LSC)

## JOB AID

The Logistics Section Chief supports the emergency response. The Logistics section is composed of two functions; Service and Support. These functions can be managed by the Logistics Section Chief or, in the case of a larger event, run by a Service Branch Directors and Support Branch Directors Leader, both of whom report to the LSC.

### Arrival/Initial Assessment

This phase of the operation involves determining what assets, including personnel and equipment, are on-scene or have been ordered. If you have been handed this Job Aid, it is assumed you have responded, checked in and been briefed.

<input type="checkbox"/>	Meet with the Incident Commander and Operations to obtain information on the location and status of resources
<input type="checkbox"/>	Determine location for Command Post
<input type="checkbox"/>	Order Command Post, Tables, Chairs and Trailer Mounted Generator
<input type="checkbox"/>	Use technicians to wire generator to command post – new wires may be required
<input type="checkbox"/>	Identify staffing needs – Generally 2-3 personnel needed to run food, maintain supplies
<input type="checkbox"/>	Assemble radio repeater

### Identify Needs and Make Initial Orders

The Incident Commander establishes priorities and objectives. These objectives are turned into tactics by Operations with input from Safety. Logistical needs are determined by the tactics and incident facilities that are established. It is up to Logistics to order the personnel and equipment identified by the tactics and support needs.

#### Items Typically Ordered for Response Operations

<input type="checkbox"/>	Heavy Equipment	<input type="checkbox"/>	Outdoor lights	<input type="checkbox"/>	Transports
<input type="checkbox"/>	Roll-off containers	<input type="checkbox"/>	Frac tanks	<input type="checkbox"/>	Vac Trucks
<input type="checkbox"/>	Roll off liners	<input type="checkbox"/>	Power washing		

#### Items Typically Ordered for Response Support

<input type="checkbox"/>	Command Post	<input type="checkbox"/>	Catering*	<input type="checkbox"/>	Site Security
<input type="checkbox"/>	Electricity/generators	<input type="checkbox"/>	Eating area	<input type="checkbox"/>	Radios
<input type="checkbox"/>	Heat/Air	<input type="checkbox"/>	Water supply	<input type="checkbox"/>	Internet, telephone
<input type="checkbox"/>	Computers/printers	<input type="checkbox"/>	Port a potties	<input type="checkbox"/>	Sun Screen
<input type="checkbox"/>	Paper, cables, ink, pens	<input type="checkbox"/>	Outdoor lights	<input type="checkbox"/>	Cooling/Heating Stations
<input type="checkbox"/>	Tents, Chairs, tables	<input type="checkbox"/>	Bug Spray	<input type="checkbox"/>	Hand wash stations

### Support the Planning Process

The Incident Commander establishes priorities and objectives. These objectives are turned into tactics by Operations with input from Safety. Logistical needs are determined by the tactics and incident facilities that are established. It is up to Logistics to order the personnel and equipment identified by the tactics and support needs.

<input type="checkbox"/>	Attend the Command meeting to determine resource needs. Provide input into availability.
<input type="checkbox"/>	Order Equipment and Personnel
<input type="checkbox"/>	Perform tasks identified on the Open Actions log
<input type="checkbox"/>	Work with Safety to create a Medical Plan (ICS 206)
<input type="checkbox"/>	Create a Communications Plan (ICS 205) – obtain radios and cell phone extenders if needed
<input type="checkbox"/>	Document activities on ICS 214
<input type="checkbox"/>	Establish resource ordering process – ensure all purchases are documented
<input type="checkbox"/>	Check the meeting schedule posted by Planning

\*Food is an important part of maintaining response personnel morale. Avoid fast foods after the first few days of a response. Have local restaurants or food trucks cater for short term events or have oilfield catering services for long term events.

### Re-Assessment and Continued Planning

The goal for this phase of the response is to shift from a reactive posture to a proactive posture, preparing for the next operational period and for the next shift's incident management team.

<input type="checkbox"/>	Work with Planning and Operations to continually monitor resource status and availability
<input type="checkbox"/>	Repeat the planning process, ordering equipment, personnel and support items identified in the tactics meeting.
<input type="checkbox"/>	Continue to complete tasks on Open Actions task log
<input type="checkbox"/>	Update Medical Plan and Communication Plan
<input type="checkbox"/>	Continue to document activities on ICS 214 – Start a new one for each operational period and provide the completed 214 to Planning
<input type="checkbox"/>	Participate in the After Action Review

☐

This Job Aid is written for a medium sized incident where the entire incident is run through the stem of the Planning "P". In this type of response, the planning cycle is abbreviated.

#### 4.6.6 Planning Section Chief

[Click to view/print Planning Section Chief July 2019](#)

# PLANNING SECTION CHIEF (PSC)

The Planning Section Chief is maintains situational awareness including actions taken, actions planned, response efforts, resource tracking and maintaining documentation generated during the incident. The Planning Section Chief reports to the Incident Commander and in the case of a large event can employ a Situation Unit Leader, Resource Unit Leader, Documentation Unit Leader and Environmental Unit Leader.

Arrival/Initial Assessment	
This phase of the operation involves obtaining as much verified information as possible about the incident in order to obtain situational awareness and begin documentation and planning. The initial stages of an incident are often chaotic, with large amounts of personnel, equipment and government agencies arriving in a short period of time. The PSC is charged with maintaining an up-to-date situational picture of all operations.	
<input type="checkbox"/>	Meet with the Incident Commander to obtain as much verified information as possible about the incident (assigned to PSC or Situation Unit)
<input type="checkbox"/>	Injuries, deaths
<input type="checkbox"/>	Evacuations, sheltering operations, road closures
<input type="checkbox"/>	Spill amount, path, hazards, recovery operations
<input type="checkbox"/>	Response activities
<input type="checkbox"/>	Organizational structure
<input type="checkbox"/>	Decisions and directives
<input type="checkbox"/>	Identify each individual, agency and piece of response equipment on site. Document on the ICS 201. Use a spreadsheet if needed (Assigned to PSC or Resource Unit)
<input type="checkbox"/>	Remove vests, plans and wall charts from QI bags. Document incident map, command and response activities on the charts and on the ICS 201 form.
<input type="checkbox"/>	Start check –in procedures and documentation. Personnel assigned to check-in are assigned to Planning (Assigned to PSC or Resource Unit)
<input type="checkbox"/>	Request a standard Command Post from Logistics.
<input type="checkbox"/>	Start documentation process – document each meeting along with persons present, items discussed, decisions made. (Assigned to PSC or Document Unit)
<input type="checkbox"/>	Review Contingency Plans – Identify sensitive areas
<input type="checkbox"/>	Establish initial meeting schedule. Meetings will generally be closer together (1-4 hrs) in the initial stages of an event and evolve to 2-4 times a day as the event matures.

Transition to Planning Process	
The Planning Section Chief should facilitate the transition from a reactive mode to a proactive incident management.	
<input type="checkbox"/>	As the initial response escalates, determine the number of Planning staff personnel needed to adequately perform the planning function
<input type="checkbox"/>	Documentation personnel – act as recorders, compile all response documents
<input type="checkbox"/>	Pull phone records and add to response timeline
<input type="checkbox"/>	Add situational tracking personnel – command post and possible field observers
<input type="checkbox"/>	Add resource tracking personnel –command post and possibly at staging/check-in
<input type="checkbox"/>	Unit leaders to supervise these functions if they exceed span of control
<input type="checkbox"/>	Technical specialists – wildlife experts, archaeologists, historians
<input type="checkbox"/>	Maintain situational awareness. Without a staff, the PSC is responsible for all planning and documentation requirements. Update the Incident Commander as necessary.
<input type="checkbox"/>	Obtain current situational information from Operations or from field observers
<input type="checkbox"/>	Obtain current resource information from check-in and/or the Operations Section Chief
<input type="checkbox"/>	Obtain weather forecasts
<input type="checkbox"/>	Obtain information on environmentally sensitive areas
<input type="checkbox"/>	Track status of product recovered
<input type="checkbox"/>	Prepare modeling and trajectory information
<input type="checkbox"/>	Obtain drone imagery twice daily

<input type="checkbox"/>	Prepare meeting room/are prior to Command meeting
<input type="checkbox"/>	<input type="checkbox"/> Prepare/update wall posters and other situational documentation
<input type="checkbox"/>	<input type="checkbox"/> Provide weather forecasts
<input type="checkbox"/>	Host Command meeting with meeting agenda below
<input type="checkbox"/>	Keep a binder with all daily documentation

### Execute Plan, Re-Assessment and Continued Planning

The goal for this phase of the response is to shift from a reactive posture to a proactive posture, preparing for the next operational period and for the next shift's incident management team.

<input type="checkbox"/>	Continue to track all aspects of response to maintain situational awareness
<input type="checkbox"/>	Continue to coordinate Command meetings
<input type="checkbox"/>	Continue to complete and monitor tasks on Open Actions task log
<input type="checkbox"/>	Continue to document response activities and maintain documentation
<input type="checkbox"/>	Assist the IC in hosting and documenting an After Action Review

## Incident Briefing

(Documentation Unit (Planning) will record topics and decisions from the meeting)

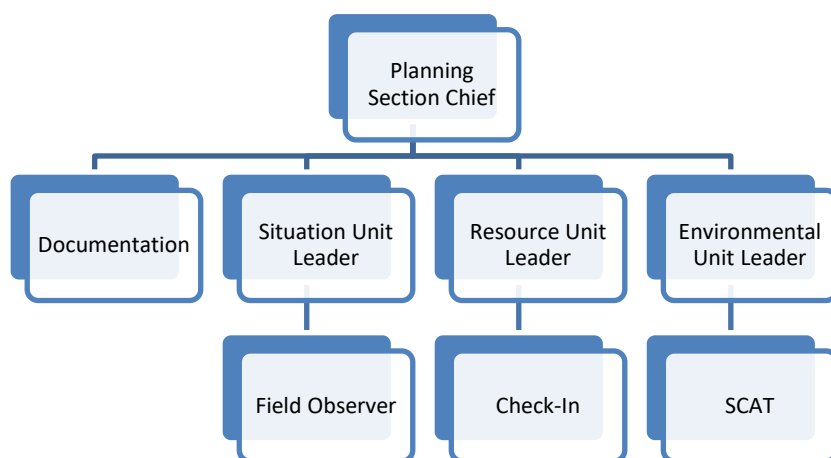
When: New IC/UC; staff briefing, as required

Briefer: Current IC/UC, PSC if available

Attendees: Prospective IC/UC; Command, and General Staff, as required

Agenda: Using ICS 201 as an outline, included:

1. Situation (note territory, exposures, safety concerns, etc; use map/charts).
2. Objectives and priorities.
3. Current and Planned actions
4. Current organization.
5. Resource assignments.
6. Resources enroute and/or ordered.
7. Facilities established
8. Incident Potential
9. Open action items



This Job Aid is written for a medium sized incident where the entire incident is run through the stem of the Planning "P". In this type of response, the planning cycle is abbreviated.



#### 4.6.7 Environmental Unit Leader

[Click to view/print Environmental Unit Leader May 2020](#)

# ENVIRONMENTAL UNIT LEADER - EUL

## Job Aid

The purpose of this Job Aid is to assist the unit leaders working for the Planning Section Chief in supporting an emergency response. The Planning Section Chief is charged with maintaining situational awareness including actions taken, actions planned, response efforts, resources and maintaining documentation generated during the incident. The Unit leaders take those responsibilities from the PSC.

Environmental Unit Leader – Initial Response					
<input type="checkbox"/>	Obtain a full briefing from Operations				
<input type="checkbox"/>	Verify all agencies have been notified				
	<input type="checkbox"/>	NRC	<input type="checkbox"/>	State	<input type="checkbox"/>
	<input type="checkbox"/>	Local/LEPC	<input type="checkbox"/>	Tribal	
<input type="checkbox"/>	Initial release volume determined				
	<input type="checkbox"/>	Use size, depth and saturation calculator as appropriate			
<input type="checkbox"/>	Environmental consultant enroute				
<input type="checkbox"/>	Sensitivity maps reviewed				
	<input type="checkbox"/>	Notifications to drinking water intakes within 50 miles if potential to impact drinking water quality			
	<input type="checkbox"/>	Surface Water intakes			
	<input type="checkbox"/>	Wetlands and other sensitive areas			
	<input type="checkbox"/>	Sewers and drain tiles			
<input type="checkbox"/>	Go bag contents				
	<input type="checkbox"/>	BOLs	<input type="checkbox"/>	Phone Charger	<input type="checkbox"/>
	<input type="checkbox"/>	Tape	<input type="checkbox"/>	Sample Kits	
	<input type="checkbox"/>	PPE	<input type="checkbox"/>	Hard hat	<input type="checkbox"/>
	<input type="checkbox"/>	Bug Spray	<input type="checkbox"/>	Pens/Pad	
<input type="checkbox"/>	Keep a chronological log of events. Update regularly				

Environmental Unit Leader – Increasing Activity					
<input type="checkbox"/>	Complete Magellan Incident Report within 24 hours				
<input type="checkbox"/>	Provide Agencies daily update				
<input type="checkbox"/>	Provide 48 hour update to the NRC				
<input type="checkbox"/>	Work with Operations to ensure an ATR is completed for MESRA contractors and send to contracts				
<input type="checkbox"/>	Determine environmental priorities and potential impacts <ul style="list-style-type: none"> <li>• Determine water impacts and spill trajectories</li> <li>• Conduct water well search in area</li> <li>• Move resources to restrain product from affecting waterways</li> <li>• Endangered Species assessment – Use pipeline plan and regulatory agencies</li> <li>• Consider other animal impacts to include predation.</li> <li>• Consider impacts that may affect long term remediation like soil type, geographical location, topography, depth to ground water. (For NH3 releases, see EPA 2009 "Aquatic Life Ambient Water Criteria for Ammonia)</li> <li>• NH3 Forage and field assessment – Consider sampling forage material</li> <li>• NH3 Livestock management – Move livestock and other animals away from impacted area.</li> <li>• Consider early vaccination of cattle/livestock exposed to NH3.</li> </ul>				
<input type="checkbox"/>	Obtain services of environmental consultants/contractors <ul style="list-style-type: none"> <li>• Use environmental contractor for immediate sampling as needed</li> <li>• Use environmental consultant for documentation of data collection and impact</li> <li>• Use mechanical contractor(s) for cleanup operations or to create dams, ponds, dikes</li> <li>• Consider wildlife biologists for wildlife management issues</li> </ul>				

	<ul style="list-style-type: none"> <li>• Begin proactive sampling and modeling efforts</li> </ul>
<input type="checkbox"/>	Conduct regular entire site walk and document environmental situation report using Environmental Manager's daily update form and distribute
<input type="checkbox"/>	<p>Create Sampling Plan</p> <ul style="list-style-type: none"> <li>• Determine state cleanup samples</li> <li>• Identify lab to be used               <ul style="list-style-type: none"> <li>○ Notify lab emergency manager so they can coordinate staffing</li> <li>○ Ensure lab results are sent to Magellan and billed to Magellan</li> <li>○ Ensure enough sample kits</li> <li>○ Identify turnaround time.</li> <li>○ Use TPH calculator to determine product in disposed soil</li> </ul> </li> </ul>
<input type="checkbox"/>	<p>Consider possible waste streams and develop and manage disposal plan</p> <ul style="list-style-type: none"> <li>• Consider stockpiling and live loading which can be less expensive but requires               <ul style="list-style-type: none"> <li>○ Room for stockpiling</li> <li>○ Generally 2 days for lab results</li> <li>○ No forecasted rain</li> </ul> </li> <li>• Order roll off boxes as needed for waste. Covered and lined boxes.</li> <li>• Stake out site for waste collection point(s)</li> <li>• Sample and characterize waste and coordinate disposal</li> <li>• Contact landfill to verify hours of operation and sampling requirements</li> <li>• Contact landfill to determine if they can extend landfill hours.</li> </ul>
<input type="checkbox"/>	<p>Ensure oil filled vessels have SPCC style containment as needed</p> <ul style="list-style-type: none"> <li>• Consider portable containment units or berming around frac tanks</li> <li>• Manage oil and water tanks by consolidating oil into oil tank to limit the amount of contact water generated.</li> </ul>
<input type="checkbox"/>	<p>Plan for weather impacts to the spilled material or clean-up areas</p> <ul style="list-style-type: none"> <li>• Consider the possibility that weather could stay around and prepare to shelter in place by berming and diking around spill site, building underflow dams etc.</li> <li>• Use visqueen to cover stocked piled soil and ensure roll off boxes are covered</li> <li>• Locate wood chips or gravel for roads or drive areas and manage erosion</li> <li>• Make sure run-off from site is as clean as possible and ensure vehicle traffic does not track mud and debris onto road ways</li> <li>• Keep water out of spill site by covering or diversion channels</li> </ul>
<input type="checkbox"/>	Determine size and dimensions of impacted areas and excavations – determine DOT requirements for sketch or map and provide within 30 days to AI Design Services
<input type="checkbox"/>	Coordinate SWPPP and Stormwater Construction Permit, if needed, in the event that more than 1 acre of land is to be disturbed
<input type="checkbox"/>	Request additional ES to accompany regulators, if necessary.
<input type="checkbox"/>	Have contractors document daily activities including daily burn rate
<input type="checkbox"/>	Attend Command meeting. Provide input as to how environmental issues may influence priorities, objectives and tactics
<input type="checkbox"/>	<p>Demob plan</p> <ul style="list-style-type: none"> <li>• Ensure AI has smooth handoff and representative remains onsite during work around the pipeline</li> <li>• Determine who owns the remaining equipment onsite and how to return it</li> </ul>

This Job Aid is written for a medium sized incident where the entire incident is run through the stem of the Planning "P". In this type of response, the planning cycle is abbreviated.

#### 4.6.8 Accounting Unit Leader

[Click to view/print Finance Accounting Manager Nov 2018](#)

# FINANCE/ACCOUNTING

The purpose of this Job Aid is to assist a Finance/Accounting Manager in tracking and forecasting costs during the response to a release event.

## Prior to Arrival

The initial phase of a response involves the obtaining an overview of the resources being ordered for the response.

☐ Work with the staging manager to get an idea of the resources enroute:

☐ Company name

☐ Type and number of resource

☐ Contact name

☐ Estimated ETA

## Arrival/Initial Assessment

The initial phase of a response involves working with Staging and Operations to identify the resources on scene and additional resources ordered

☐ Obtain the resource list from Staging and Operations

☐ Identify on-scene contractors

☐ Working with Staging, keep track of all resources in and out of the event

☐ Print a contract rate sheet for every contractor on site

☐ Require each contractor prepare a daily ticket

☐ Obtain information on all vehicles dropping off or delivering equipment

☐ Obtain a list of all supplies being used

☐ Prepare daily estimated cost forecasts based on daily tickets, resource lists, rate sheets

☐ Present daily cost forecasts during meetings, email costs to management

☐ Obtain a T number and prepare a forecast for expenses

## Proactive Planning and Forecasting

The goal for this phase of the response is to shift from a reactive posture to a proactive posture, forecasting costs and preparing for invoices

☐ Work with Environmental and Remediation Specialists to forecast expenditures

☐ Meet with ES/RS on regular basis to update forecasts, identify equipment personnel that can be demobilized to cut costs

This Job Aid is written for a medium sized incident where the entire incident is run through the stem of the Planning "P". In this type of response, the planning cycle is abbreviated.

#### 4.6.9 Public Information Officer

The Public Information Officer (PIO) provides critical contact between the media/public and the emergency responders. The PIO is responsible for developing and releasing information about the incident to the news media, incident personnel, appropriate agencies and public. When the response is multi-jurisdictional (involves the federal and state agencies), the PIO must coordinate gathering and releasing information with these agencies.

The PIO needs to communicate that the Company is conducting an effective response to the emergency. The PIO is responsible for communicating the needs and concerns of the public to the Incident Commander (IC).

#### **Responsibilities:**

4.6.9 Public Information Officer	
<input type="checkbox"/>	Obtain briefing from IC.
<input type="checkbox"/>	Participate in all planning meetings and briefings.
<input type="checkbox"/>	Obtain outside information that may be useful to incident planning.
<input type="checkbox"/>	Develop goals and objectives regarding public information.
<input type="checkbox"/>	Arrange for necessary workspace, materials, telephones and staffing for Public Information Center (PIC).
<input type="checkbox"/>	Establish a PIC, ensuring all appropriate agencies participate.
<input type="checkbox"/>	Provide a single point of media contact for the IC.
<input type="checkbox"/>	Coordinate media access to the response site as approved by the IC.
<input type="checkbox"/>	Obtain approval for release of information from the IC.
<input type="checkbox"/>	Arrange for meetings between media and emergency responders.
<input type="checkbox"/>	Maintain list of all media present.
<input type="checkbox"/>	Participate in Post Incident Review ( <b>SECTION 8.3</b> ).

**4.6.10 Liaison Officer**

If a Unified Command Structure is not established a Liaison Officer is appointed as the point of contact for personnel assigned to the incident from assisting or cooperating agencies.

**Responsibilities:**

	4.6.10 Liaison Officer
<input type="checkbox"/>	Maintain Activity Log.
<input type="checkbox"/>	Obtain briefing from Incident Commander (IC).
<input type="checkbox"/>	Participate in planning meetings and briefings.
<input type="checkbox"/>	Identify and maintain communications link with agency representatives, assisting, and coordinating agencies.
<input type="checkbox"/>	Identify current or potential inter-organizational issues and advise IC as appropriate.
<input type="checkbox"/>	Coordinate with Legal Group Leader and Public Information Officer (PIO) regarding information and documents released to government agencies.
<input type="checkbox"/>	Participate in Post Incident Review ( <b>SECTION 8.3</b> ).

#### 4.6.11 Repair Group Leader

The Repair Group Leader is responsible for supervising the repair and restoration of pipeline facilities.

##### Responsibilities:

	4.6.11 Repair Group Leader
<input type="checkbox"/>	Maintain Activity Log.
<input type="checkbox"/>	Obtain briefing from Operations Section Chief.
<input type="checkbox"/>	Periodically advise Operations Section Chief on status of restoration activities.
<input type="checkbox"/>	Conduct frequent hazard assessments and coordinate safety needs with Operations Section Chief and Safety Officer.
<input type="checkbox"/>	Participate in Operations' planning meetings and briefings.
<input type="checkbox"/>	Participate in development of Operations' portion of Incident Action Plan (IAP).
<input type="checkbox"/>	Conduct facility restoration activities in accordance with Company procedures, Site Safety Plan (SSP) and IAP.
<input type="checkbox"/>	Determine and request additional materials, equipment and personnel as needed.
<input type="checkbox"/>	Ensure all equipment is decontaminated prior to being released.
<input type="checkbox"/>	Participate in Post Incident Review ( <b>SECTION 8.3</b> ).



#### 4.6.12 Containment Group Leader

The Containment Group Leader is responsible for supervising the containment and recovery of spilled product and contaminated environmental media both on land and on water.

#### **Responsibilities:**

4.6.12 Containment Group Leader	
<input type="checkbox"/>	Maintain Activity Log.
<input type="checkbox"/>	Obtain briefing from Operations Section Chief.
<input type="checkbox"/>	Participate in Operations' planning meetings and briefings.
<input type="checkbox"/>	Participate in development of Operations' portion of Incident Action Plan (IAP).
<input type="checkbox"/>	Conduct activities in accordance with the IAP.
<input type="checkbox"/>	Assess overall situation for containment and recovery needs and supervise group activities.
<input type="checkbox"/>	Periodically advise the Operations Section Chief on the status of containment and recovery actions.
<input type="checkbox"/>	Ensure hazard zones are established and maintained.
<input type="checkbox"/>	Ensure adequate communication equipment for the containment group response.
<input type="checkbox"/>	Determine and request additional resources as needed.
<input type="checkbox"/>	Participate in Post Incident Review ( <b>SECTION 8.3</b> ).

#### 4.6.13 Situation Unit Leader

The Situation Unit Leader is responsible for the collection, evaluation, display, and dissemination of all information related to the emergency response effort. The Situation Unit Leader must establish and maintain communications with all portions of the Incident Command and the response site in order to collect the information. The Situation Unit Leader also attempts to predict spill movement/migration and identifies areas that may be impacted by the emergency.

#### **Responsibilities:**

4.6.13 Situation Unit Leader	
<input type="checkbox"/>	Maintain Activity Log.
<input type="checkbox"/>	Obtain briefing from the Planning Section Chief.
<input type="checkbox"/>	Participate in Planning section meetings and briefings.
<input type="checkbox"/>	Participate in development of Planning's portion of Incident Action Plan (IAP).
<input type="checkbox"/>	Maintain a master list of response resources ordered, in staging and in use.
<input type="checkbox"/>	Collect and display current status of requested response resources.
<input type="checkbox"/>	Collect and display current status of resources, current spill location, personnel and weather.
<input type="checkbox"/>	Analyze current information to determine spill trajectory and potential impacts.
<input type="checkbox"/>	Disseminate information concerning the situation status upon request from the emergency responders.
<input type="checkbox"/>	Provide photographic services and maps.
<input type="checkbox"/>	Establish periodic reconnaissance of impacted area to support information needs.
<input type="checkbox"/>	Collect information on the status of the implementation of Incident Action Plans. Display this information in the Incident Command Center.
<input type="checkbox"/>	Participate in Post Incident Review ( <b>SECTION 8.3</b> ).

#### 4.6.14 Communications Group Leader

The Communications Group Leader is responsible for ensuring that the Incident Command and emergency responders have reliable and effective means of communication. This may involve activation of multiple types of communications equipment and coordination among multiple responding agencies and contractors.

##### Responsibilities:

4.6.14 Communications Group Leader	
<input type="checkbox"/>	Maintain Activity Log.
<input type="checkbox"/>	Obtain briefing from Logistics Section Chief.
<input type="checkbox"/>	Periodically advise Logistics Section Chief on status of communications group.
<input type="checkbox"/>	Participate in Logistics section planning meetings and briefings.
<input type="checkbox"/>	Participate in development of Logistics' portion of Incident Action Plan (IAP).
<input type="checkbox"/>	Establish an Incident Command communications center.
<input type="checkbox"/>	Ensure Incident Commander (IC) has communications compatible with other response agencies.
<input type="checkbox"/>	Identify all communications circuits/equipment used by emergency responders and keep a chart updated with this information.
<input type="checkbox"/>	Determine the type and amount of communications required to support the response effort (computer, radio, telephone, fax, etc.).
<input type="checkbox"/>	Ensure timely establishment of adequate communications equipment and systems.
<input type="checkbox"/>	Advise Logistics Section Chief on communications capabilities/limitations.
<input type="checkbox"/>	Establish an equipment inventory control system for communications gear.
<input type="checkbox"/>	Ensure all equipment is tested and repaired.
<input type="checkbox"/>	Participate in Post Incident Review ( <b>SECTION 8.3</b> ).

#### 4.6.15 Security/Medical Group Leader

The Security/Medical Group Leader is responsible for developing a plan to deal with medical emergencies, obtaining medical aid and transportation for emergency response personnel, and preparation of reports and records.

The Security/Medical Group Leader is responsible for providing safeguards needed to protect personnel and property from loss or damage. The Security/Medical Group Leader also controls access to the emergency site and Incident Command Center.

#### Responsibilities:

4.6.15 Security/Medical Group Leader	
<input type="checkbox"/>	Maintain Activity Log.
<input type="checkbox"/>	Obtain briefing from Logistics Section Chief.
<input type="checkbox"/>	Periodically advise Logistics Section Chief on the status of security and medical problems.
<input type="checkbox"/>	Participate in Logistics meetings and briefings.
<input type="checkbox"/>	Participate in development of Logistics' portion of Incident Action Plan (IAP).
<input type="checkbox"/>	Determine and develop security/medical support plan needs.
<input type="checkbox"/>	Request medical or security personnel, as needed.
<input type="checkbox"/>	Work with Safety Officer to identify/coordinate local emergency medical services.
<input type="checkbox"/>	Coordinate with Safety Officer and Operations Section Chief to establish the Site Safety Plan (SSP) with site boundaries, hazard zones, escape routes, staging areas, command Center and Personal Protective Equipment (PPE) requirements.
<input type="checkbox"/>	Coordinate/develop an identification system in order to control access to the incident site.
<input type="checkbox"/>	Participate in Post Incident Review ( <b>SECTION 8.3</b> ).

#### 4.6.16 Support Branch Director

The Support Branch Director is responsible for procurement and the disposition of personnel, equipment and supplies; receiving and storing all supplies for the incident; maintaining an inventory of supplies; and servicing non-expendable supplies and equipment. The Support Branch Director supports the following: transportation of personnel; supplies, food, equipment; and fueling, service, maintenance and repair of vehicles and equipment.

#### **Responsibilities:**

4.6.16 Support Branch Director	
<input type="checkbox"/>	Maintain Activity Log.
<input type="checkbox"/>	Obtain briefing from Logistics Section Chief.
<input type="checkbox"/>	Periodically advise Logistics Section Chief on status of support branch.
<input type="checkbox"/>	Participate in Logistics meetings and briefings.
<input type="checkbox"/>	Participate in development of Logistics' portion of Incident Action Plan (IAP).
<input type="checkbox"/>	Communicate with Staging Manager concerning material, equipment and personnel that are inbound and the approximate time of arrival.
<input type="checkbox"/>	Coordinate with other Section Chiefs to ascertain the priority of needed materials, equipment and services.
<input type="checkbox"/>	Coordinate with Finance/Admin Section Chief to establish accounts, purchase orders, AFEs and procedures as necessary.
<input type="checkbox"/>	Establish an inventory control system for materials and equipment.
<input type="checkbox"/>	Maintain roads, when necessary.
<input type="checkbox"/>	Participate in Post Incident Review ( <b>SECTION 8.3</b> ).

#### 4.6.17 Compensation Claims Unit Leader

The Compensation Claims Unit Leader is responsible for managing all risk management and right-of-way issues at, during and following an emergency response. It is important that all compensation claims are investigated and handled expediently.

#### **Responsibilities:**

4.6.17 Compensation Claims Unit Leader	
<input type="checkbox"/>	Maintain Activity Log.
<input type="checkbox"/>	Obtain briefing from Finance/Admin Section Chief.
<input type="checkbox"/>	Participate in Finance/Admin planning meetings and briefings.
<input type="checkbox"/>	Participate in development of Finance/Admin's portion of Incident Action Plan (IAP).
<input type="checkbox"/>	Periodically inform affected parties of status of emergency response.
<input type="checkbox"/>	Review and authorize payment of all compensation claims.
<input type="checkbox"/>	Provide needs of evacuated persons or groups.
<input type="checkbox"/>	Purchase or acquire property.
<input type="checkbox"/>	Inform and update necessary insurance groups and underwriters.
<input type="checkbox"/>	Involve corporate Risk Management or Land, Records and Claims as needed.
<input type="checkbox"/>	Participate in Post Incident Review ( <b>SECTION 8.3</b> ).

**4.6.18 Legal Group Leader**

The Legal Group Leader is responsible for advising the Incident Command Staff and Section Chiefs on all matters that may involve legal issues.

**Responsibilities:**

4.6.18 Legal Group Leader	
<input type="checkbox"/>	Maintain Activity Log.
<input type="checkbox"/>	Obtain briefing from Finance/Admin Section Chief.
<input type="checkbox"/>	Periodically advise Finance/Admin Section Chief of status.
<input type="checkbox"/>	Participate in Finance/Admin planning meetings and briefings.
<input type="checkbox"/>	Participate in development of Finance/Admin's portion of Incident Action Plan (IAP).
<input type="checkbox"/>	Conduct investigations per Incident Commander's (IC) request.
<input type="checkbox"/>	Provide skilled negotiators.
<input type="checkbox"/>	Communicate to all affected emergency response personnel if work product is declared "Attorney-Client Privilege."
<input type="checkbox"/>	Participate in Post Incident Review ( <b>SECTION 8.3</b> ).

## **SECTION 5 INCIDENT PLANNING**

Last Revised: March 15, 2021

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### **5.1 Documentation Procedures**

#### **5.1.1 Incident Action Plan Process and Meetings**

##### **Figure 5.1-1 - Incident Occurs / Notifications**

##### **5.1.1.1 Incident Occurs / Notifications**

##### **5.1.1.2 Initial Response and Assessment**

##### **5.1.1.3 Unified Command Objectives Meeting**

##### **5.1.1.4 Tactics Meeting**

##### **5.1.1.5 Planning Meeting**

##### **5.1.1.6 Incident Action Plan (IAP) Preparation and Approval**

##### **5.1.1.7 Operations Briefing**

##### **5.1.1.8 Assess Progress**

##### **5.1.1.9 Initial Unified Command Meeting**

##### **5.1.1.10 Command Staff Meeting**

##### **5.1.1.11 Command and General Staff Breakfast/Supper**

##### **5.1.1.12 Business Management Meeting**

##### **5.1.1.13 Agency Representative Meeting**

##### **5.1.1.14 News Briefing**

### **5.2 ICS Forms**

#### **5.2.1 Incident Briefing ICS 201-OS**

#### **5.2.2 Incident Action Plan (IAP) Cover Sheet**

#### **5.2.3 Incident Objectives ICS 202-OS**



## **SECTION 5**

### **INCIDENT PLANNING, CONTINUED**

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**5.2.4 Organization Assignment List ICS 203-OS**

**5.2.5 Assignment List ICS 204-OS**

**5.2.6 Communications Plan ICS 205-OS**

**5.2.7 Medical Plan ICS 206-OS**

**5.2.8 Incident Status Summary ICS 209-OS**

**5.3 Site Safety and Health Plan**

**Figure 5.3-1 - Site Safety Plan Cover Sheet**

**Figure 5.3-2 - Preliminary Safety Plan**

**Figure 5.3-3 - Safety Meeting Log**

**Figure 5.3-4 - Site Safety and Health Plan**

**5.4 Decontamination Plan**

**5.5 Disposal Plan**

**5.6 Incident Security Plan**

**5.7 Demobilization Plan**

## 5.1 DOCUMENTATION PROCEDURES

Documentation of a spill response provides a historical record, keeps management informed, serves as a legal instrument, and is a means to account for the clean-up costs.

Documentation should begin immediately upon spill notification and continue until termination of all operations. Documentation should include the following:

- Spill origin and characteristics
- Sampling surveys
- Photographic surveys
- Climatological data
- Labor and equipment accounting
- Copies of all logs, contracts, contacts, and plans prepared for incident

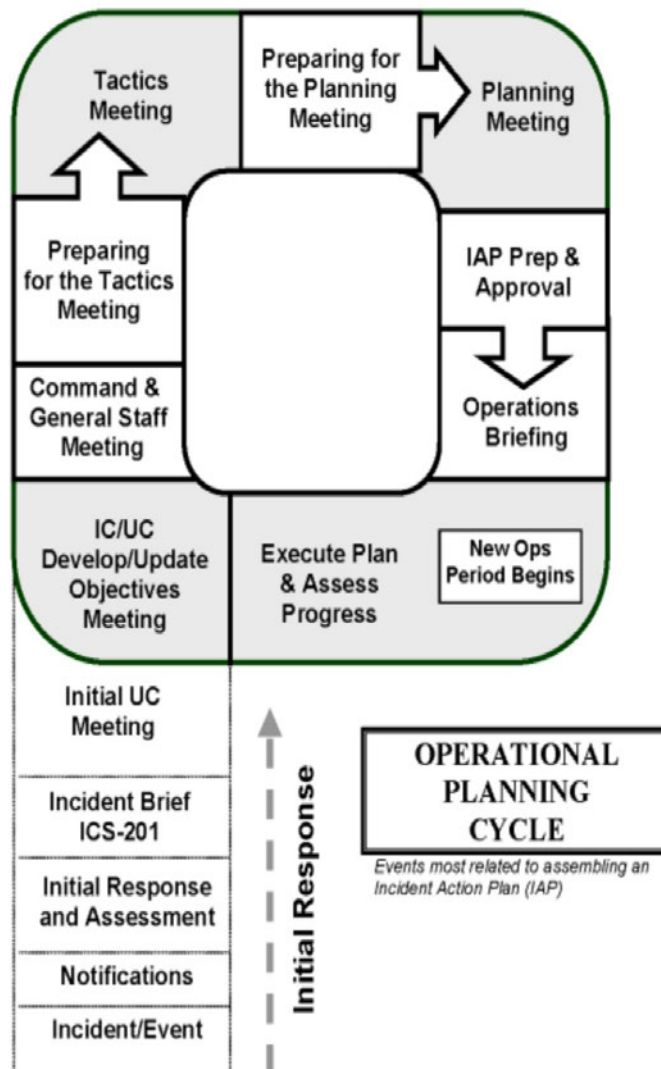
### 5.1.1 Incident Action Plan Process and Meetings

The period of INITIAL RESPONSE AND ASSESSMENT occurs in all incidents. Short-term responses (small in scope and/or duration, e.g., few resources working one operational period) often can be coordinated using only ICS 201 Briefings.

Longer-term, more complex responses, will likely require a dedicated Planning Section Chief (PSC) who must arrange for transition into the OPERATIONAL PERIOD PLANNING CYCLE. Certain meetings, briefings, and information-gathering during the Cycle lead to the Incident Action Plan (IAP) that guides operations of the next operational period. Only the meetings and events directly relevant to assembling the IAP are described. The IC/UC specifies the operational periods (e.g., 12-hour shifts, sunrise to sunset, 24-hour shifts, etc.).

The SPECIAL PURPOSE meetings are most applicable to larger incidents requiring an OPERATIONAL PERIOD PLANNING CYCLE, but may have utility during INITIAL RESPONSE AND ASSESSMENT. The UNIFIED COMMAND MEETING and other special purpose meetings are briefly noted.

FIGURE 5.1-1 - INCIDENT OCCURS / NOTIFICATIONS



### 5.1.1.1 Incident Occurs / Notifications

When an incident occurs, notifications will be made to the appropriate Federal, State, and Local agencies and the initial assessment and response actions will begin.

### 5.1.1.2 Initial Response and Assessment

#### INCIDENT BRIEFING (ICS 201)

During the transfer of command process, an ICS 201 formatted briefing provides the incoming IC/UC with basic information regarding the incident situation and the resources allotted to the incident. Most importantly, it is the de facto Incident Action Plan (IAP) for the initial response and remains in force and continues to develop until the response ends or the Planning Section generates the incident's first IAP. It is also suitable for briefing individuals newly assigned to Command and General Staff, as well as needed assessment briefings for the staff.

When: New IC/UC; staff briefing, as required  
Briefer: Current IC/UC  
Attendees: Prospective IC/UC; Command, and General Staff, as required  
Agenda: Using ICS 201 as an outline, included:  
1. Situation (note territory, exposures, safety concerns, etc; use map/charts).  
2. Objectives and priorities.  
3. Strategies and tactics.  
4. Current organization.  
5. Resource assignments.  
6. Resources enroute and/or ordered.  
7. Facilities established.

#### OPERATIONAL PERIOD PLANNING CYCLE (Events most related to assembling IAP)

### 5.1.1.3 Unified Command Objectives Meeting

The IC/UC will review/identify and prioritize objectives for the next operational period for the ICS 202 form. Objectives from the previous operational period are reviewed and any new objectives are identified.

When: Prior to Tactics Meeting  
Facilitator: UC Member  
Attendees: UC Members; Command and General Staff, as appropriate  
Agenda:  
1. Review/identify objectives for the next operational period (clearly stated and attainable with the resources available, yet flexible enough to allow Operations Section Chief to choose tactics).  
2. Review any open agenda items from initial/previous meetings.

### 5.1.1.4 Tactics Meeting

This 30-45 minute meeting creates the blueprint for tactical deployment during the next operational period. In preparation for the Tactics Meeting, the Planning Section Chief and Operations Section Chief review the current IAP and situation status information, as provided through the Situation Unit, to assess work progress against IAP objectives. The Operations Section Chief/Planning Section Chief will jointly develop primary and alternate strategies to meet objectives for consideration at the next Planning Meeting.

When: Prior to Planning Meeting  
Facilitator: Planning Section Chief  
Attendees: Planning Section Chief, Operations Section Chief, Logistics Section Chief, Resources Unit Leader, Situation Unit Leader, and Environmental Unit Leader  
Agenda:  
1. Review the objectives for the next operational period.  
2. Develop strategies (primary and alternatives).  
3. Prepare a draft of ICS 215 to identify resources that should be ordered through Logistics.

### 5.1.1.5 Planning Meeting

This meeting defines incident objectives, strategies, and tactics and identifies resource needs for the next operational period. Depending on incident complexity, this meeting should last no longer than 45 minutes. This meeting fine-tunes objectives and priorities, identifies and solves problems, and defines work assignments and responsibilities on a completed ICS Form 215 (Operations Planning Worksheet). Meeting preparations include conducting a Tactics Meeting. Displays in the meeting room should include Objectives (ICS 202) for the next operational period, large sketch maps or charts clearly dated and timed, poster-size Operational Planning Worksheet (ICS 215), current resource inventory prepared by Resources Unit, and current situation status displays prepared by Situation Unit. After the meeting, the ICS 215 is used by the Logistics Section Chief to prepare the off-incident tactical and logistical resource orders, and used by Planning Section Chief to develop IAP assignment lists.

When: After the Tactics Meeting

Facilitator: Planning Section Chief

Attendees: Determined by IC/UC, generally IC/UC, Command Staff, General Staff, Air Operations Section Chief, Resources Unit Leader, Situation Unit Leader, Environmental Unit Leader, and Technical Specialists, as required

Agenda:

1. State incident objectives and policy issues. IC/UC
2. Briefing of situation, critical and sensitive areas, weather/sea forecast, resource status/availability. Planning Section Chief w/Situation Unit Leader, Resources Unit Leader
3. State primary and alternative strategies to meet objectives. Operations Section Chief w/Planning Section Chief, Logistics Section Chief
4. Designate Branch, Division, Group boundaries and functions, as appropriate; use maps and ICS 215. Operations Section Chief
5. Specify tactics for each Division, note limitations. Operations Section Chief, Situation Unit Leader assist
6. Specify resources needed by Divisions/Groups. Operations Section Chief, w/Planning Section Chief, Logistics Section Chief
7. Specify operations facilities and reporting locations (plot on map). Operations Section Chief, Logistics Section Chief assist
8. Develop resources, support, and overhead order(s). Planning Section Chief, Logistics Section Chief
9. Consider support issues and agree on plans: communications, traffic, safety, medical, etc. Logistics Section Chief, Planning Section Chief assist
10. Assisting or cooperating agency and stakeholder group considerations regarding Incident Action Plan. Liaison Officer
11. Safety considerations regarding Incident Action Plan. Safety Officer
12. News media/public considerations regarding Incident Action Plan. Information Officer
13. Finalize, approve Incident Action Plan for next operational period. IC/UC

### 5.1.1.6 Incident Action Plan (IAP) Preparation and Approval

Immediately following the Planning Meeting, the attendees prepare their assignments for the IAP to meet the Planning Section Chief deadline for assembling the IAP components. The deadline will be early enough to permit timely IC/UC approval, and duplication of sufficient copies for the Operations Briefing and for overheads.

When: Immediately following Planning Meeting, Planning Section Chief assigns deadline  
Facilitator: Planning Section Chief

Common Components:		Responsible to Prepare
1.	Incident Objectives (ICS 202)	[Resources Unit Leader]
2.	Organization List (ICS 203)	[Resources Unit Leader]
3.	Assignment List (ICS 204)	[Resources Unit Leader/Planning Section Chief]
4.	Communications Plan (ICS 205)	[Communications Unit Leader]
5.	Medical Plan (ICS 205)	[Medical Unit Leader]
6.	Incident Map	[Situation Unit Leader]

Optional Components (use as pertinent):

Optional Components (use as pertinent):		Responsible to Prepare
1.	Air Operations Summary (ICS 220)	[Air Operations Branch Director]
2.	Traffic Plan	[Ground Support Unit Leader]
3.	Demobilization Plan	[Demobilization Unit Leader]

### 5.1.1.7 Operations Briefing

This less-than-30-minute meeting conveys the IAP for the oncoming shift to the response organization. After this meeting, off-going field supervisors should be interviewed by their reliefs and by Operations Section Chief in order to further confirm or adjust the course of the new shift's IAP. Shifts in tactics may be made by the operations section supervisors. Similarly, a supervisor may reallocate resources within a division or group to adapt to changing conditions.

When: About an hour prior to each shift

Facilitator: Planning Section Chief

Attendees: IC/UC, Command Staff, General Staff, Branch Directors, Division/Group Supervisors, Task Force/Strike Team Leaders (if possible), Unit Leaders, others as appropriate.

Agenda:		Responsible to Present
1.	Review of IC/UC Objectives, changes to IAP.	[Planning Section Chief]
2.	Current response actions and last shift's accomplishments.	[Operations Section Chief]
3.	Weather and sea conditions forecast.	[Situation Unit Leader]
4.	Division/Group and air operations assignment.	[Operations Section Chief]
5.	Trajectory analysis.	[Situation Unit Leader]
6.	Transport, communications, supply updates.	[Logistics Section Chief]
7.	Safety message.	[Safety Officer]
8.	Financial report.	[Finance/Administration Section Chief]
9.	News Media report.	[Information Officer]
10.	Assisting/cooperating organization/agency reports of concern.	[Liaison Officer]
11.	Incident Action Plan endorsement and motivational remarks.	[IC/UC]

#### 5.1.1.8 Assess Progress

The Operations and Planning Sections will review the incident response progress and make recommendations to the IC/UC in preparation for reviewing/identifying objectives for the next operational period. This feedback/information is gathered from various sources, including Field Observers, responder debriefs, stakeholders, etc.

### SPECIAL PURPOSE MEETINGS

#### 5.1.1.9 Initial Unified Command Meeting

Provides UC officials with an opportunity to discuss and concur on important issues prior to joint incident action planning. The meeting should be brief, and important points documented. Prior to the meeting, parties should review and prepare to address the agenda items. Planning Meeting participants will use the results of this meeting to guide the response efforts.

When: When UC is formed, prior to the first operational period Planning Meeting

Facilitator: UC member

Attendees: Only ICs who will comprise UC

Agenda:

1. Identify jurisdictional priorities and objectives.
2. Present jurisdictional limitations, concerns, restrictions.
3. Develop collective set of incident objectives.
4. Establish and agree on acceptable priorities.
5. Adopt an overall strategy to accomplish objectives.
6. Agree on basic organizational structure and size.
7. Designate the best-qualified and acceptable Operations Section Chief.
8. Agree on General Staff personnel designations and planning, logistical, and finance agreements and procedures.
9. Agree on resource ordering procedures.
10. Agree on cost-sharing procedures.
11. Agree on informational matters.
12. Designate a Unified Command spokesperson.



**5.1.1.10 Command Staff Meeting**

Coordinate Command Staff functions, responsibilities and objectives. It is scheduled as necessary by the IC/UC. Command Staff (IC/UC, Safety Officer, Liaison Officer, Information Officer) attend.

**5.1.1.11 Command and General Staff Breakfast/Supper**

An opportunity for the Command (IC/UC, Safety Officer, Liaison Officer, Information Officer) and General Staff (Operations Section Chief, Planning Section Chief, Logistics Section Chief, Finance/Administration Section Chief) to gather under informal and relaxing conditions to share and update each other on developing issues.

**5.1.1.12 Business Management Meeting**

This under-30-minute meeting is for participants to develop and update the operating plan for finance and logistics support. The agenda could include: finance requirements and criteria imposed by contributing organizations, business operating plan for resource procurement and incident funding, cost analysis and financial summary data. Attendees include: Finance/Administration Section Chief, Cost Unit Leader, Logistics Section Chief, Supply Unit Leader, Demobilization Unit Leader. It is generally conducted before the PLANNING MEETING.

**5.1.1.13 Agency Representative Meeting**

To update agency representatives and ensure that they can support IAP. Conducted by Liaison Officer, attended by Agency Representatives. Most appropriately held after the PLANNING MEETING in order to announce plans for next operational period, yet allow for changes should the plan's expectations be unattainable by an agency.

**5.1.1.14 News Briefing**

To brief the news media and public on the most current and accurate incident facts. Set up by the Information Officer, moderated by an appropriate representative, and featuring selected spokespersons. Spokespersons should be prepared by the Information Officer to address anticipated issues. The briefing should be well planned, organized, and scheduled to meet the media's needs.

## 5.2 ICS FORMS

- **INCIDENT BRIEFING FORM - ICS 201 (Initial Report Only)**

For use by the Command Staff to gather information on the Emergency Management Team's (EMT) efforts to implement applicable response plans. It is prepared by the initial Incident Commander (IC) for providing documentation of the initial response.

- **INCIDENT ACTION PLAN**

For use by the Planning Section to plan each day's response actions. This plan consists of the portions identified on the IAP cover page and must be approved by the Incident Commander, Federal On-Scene Coordinator (FOSC), and State On-Scene Coordinator (SOSC).

In addition, these Incident Command System (ICS) forms may be found on the U. S. Coast Guard web page: <http://www.uscg.mil/pacarea/pm/icsforms/ics.htm>

- **INCIDENT ACTION PLAN (IAP) COVER SHEET**

For use in presenting initial information, signature approval, and table of contents of forms contained in the IAP.

- **INCIDENT OBJECTIVES - ICS 202**

Describes the basic incident strategy, control objectives, and provides weather, tide and current information, and safety considerations for use during the next operational period.

- **ORGANIZATION ASSIGNMENT LIST - ICS 203**

Provides ICS personnel with information on the units that are currently activated and the names of personnel staffing each position/unit.

- **ASSIGNMENT LIST - ICS 204**

Submits assignments at the level of Division and Groups.

- **COMMUNICATIONS PLAN - 205**

Is used to provide, in location, information on all radio frequency assignments down to Division/Group level for each operation period.

- **MEDICAL PLAN - ICS 206**

Provides information in incident medical aid stations, transportation services, hospitals, and medical emergency procedures.

- **INCIDENT STATUS SUMMARY - ICS 209**

Used to inform personnel about the status of response efforts. It is not included in the IAP.

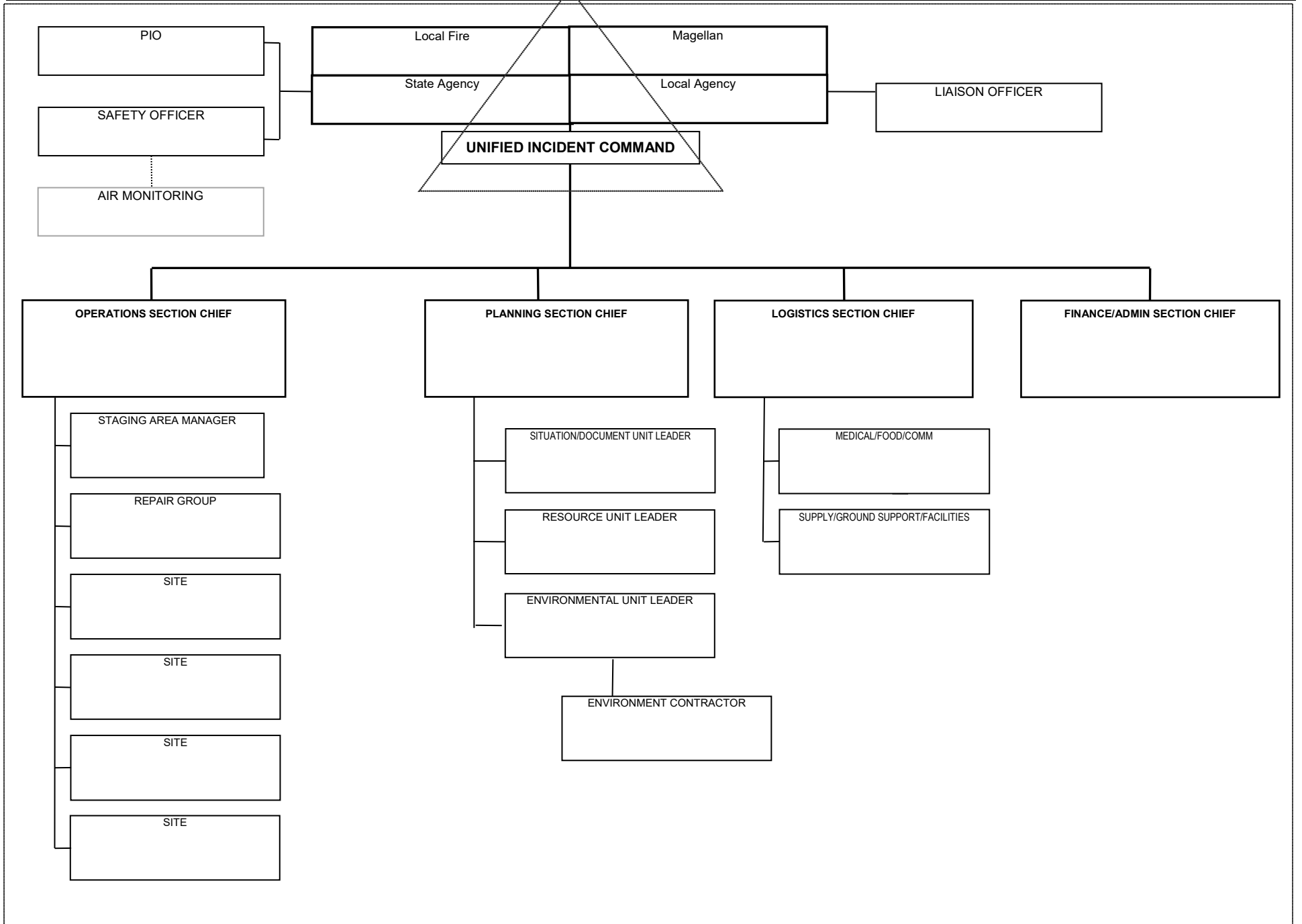
### 5.2.1 Incident Briefing ICS 201-OS

[Click to view/print Incident Briefing ICS 201](#)

1. Incident Name	2. Prepared by: (name) Date: _____ Time: _____	INCIDENT BRIEFING ICS 201-CG
3. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, overflight results, trajectories, impacted shorelines, or other graphics depicting situational and response status)		
4. Current Situation		

1. Incident Name	2. Prepared by: (name) Date: _____ Time: _____	INCIDENT BRIEFING ICS 201-CG
<b>5. Initial Response Objectives, Current Actions, Planned Actions, Potential</b>		

<b>1. Incident Name</b>	<b>2. Operational Period (Date/Time)</b> From:                      To:	<b>INCIDENT ORGANIZATION</b> <b>CHART ICS 207</b> <b>Initial Response</b>
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[illegible]

Incident Name		OPEN ACTION ITEM TRACKING		
No.	Item	Assigned to	Start Date	Status
1	Initial objectives set			
2	UC Established			
3	Safety Plan in place			
4	ICS 201 in progress			
5	Next meeting set			
6	Product recovery started			
7	Staging established			
8	Check in Process established			
9	Command Post and Generator enroute			
10	Air monitoring in progress			
11	Night Operations planned			
12	24 hour weather forecast reviewed			
13	Frac tank farm established			
14	Real estate access approved			
15	Food/restrooms enroute			
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[illegible][illegible]

<b>1. Incident Name</b>		<b>2. Operational Period (Date / Time)</b> From: _____ To: _____		<b>MEDICAL PLAN ICS 206-CG</b>		
<b>3. Medical Aid Stations</b>						
Name	Location	Contact #	Paramedics On site (Y/N)			
<b>4. Transportation</b>						
Ambulance Service	Address	Contact #	Paramedics On board (Y/N)			
<b>5. Hospitals</b>						
Hospital Name	Address	Contact #	Travel Time		Burn Ctr?	Heli-Pad?
			Air	Ground		
<b>6. Special Medical Emergency Procedures</b>						
<b>7. Prepared by: (Medical Unit Leader)</b>			<b>Date/Time</b>		<b>8. Reviewed by: (Safety Officer)</b>	
MEDICAL PLAN			ICS 206-CG (Rev.07/04)			

FIGURE 5.3-2 - PRELIMINARY SAFETY PLAN

Superseded By Revised PSP ☐

1. Incident Name:										2. Operational Period (Date/Time): From:										3. Date:					4. Time:					Site Diagram:
HAZMAT RISKS (L = Low, M = Medium, H = High)										RISK MITIGATION SUGGESTIONS																				
DIVISION OR TASK GROUP	Fire/Explosion	Responder Breathing	Bystander Breathing	Dermal Contact	Drowning	Weather Conditions	Slips Trips Falls	Cold/Heat/Fatigue					Eliminate ignition, clear personnel from liquids area, evacuate surroundings.	Air monitoring at all work sites, PPE based on concentrations or clear area.	Air monitoring downwind of site, evacuate if exceeds STEL	Level D PPE: Long sleeves, leather boots, safety glasses	Personal flotation devices when working near water.	Communicate chances of precip, winds, and lightning to work crews. Take shelter as directed.	Police area to eliminate hazards. Remain vigilant. Buddy system.	Task Group Leaders issue appropriate gear. Be vigilant for signs of stress and fatigue.										

Prepared by (Name and Position):

SAFETY MESSAGE:

1. My name is \_\_\_\_\_ and I am functioning as Safety Officer for the Pipeline Company. This **Safety Message will be provided to all personnel upon their arrival at this incident site site**, and also **at the beginning of every scheduled Command Meeting**.

2. **This is a hazardous material(s) incident.** The material(s) of concern is (are) \_\_\_\_\_.

3. **Access to the exclusion area is restricted to all personnel unless authorized by the Incident Commander.** The exclusion area consists of the area directly impacted by hazardous liquids or vapors plus a safety buffer of \_\_\_\_\_ feet added to the impacted perimeter, and a safety buffer of \_\_\_\_\_ feet added to the perimeter downwind to eliminate the risk of ignition of the material, inhalation of vapors, or direct contact with the material.

4. The exclusion area is shown on the Site Map [show map]. The exclusion area has /has not been physically delineated with stakes/pins/tape/fencing.

5. The **Security Perimeter** is shown on the site map. Access to the Security Perimeter will be controlled by Company employees or public safety personnel. Only personnel who are HAZWOPER trained and/or authorized by the Incident Commander will be permitted inside the Security Perimeter.

6. The following minimum Personal Protective Equipment is mandatory at all times within the Security Perimeter: **Level D PPE plus Hi-Vis Reflective Vests**. Boom crews must wear personal flotation devices when working near water. Additional PPE \_\_\_\_\_.

7. Breathing zone air monitoring for organic vapors/hydrogen sulfide/other material (specify) is **mandatory for each work crew when within the exclusion area. Should monitoring indicate detections for target vapors, the Incident Commander will be notified immediately**. Additional PPE will be specified by the Incident Commander as necessary.

8. Be vigilant for trip hazards and open excavations. Be vigilant for signs of fatigue or stress induced by difficult conditions or extreme temperatures.

9. The weather for the next operational period is expected to be:

a. Temperature: \_\_\_\_\_Trend for next 48 h: \_\_\_\_\_

b. Wind Speed: \_\_\_\_\_Direction: (N S E W) \_\_\_\_\_Trend for next 48 h: \_\_\_\_\_

c. Precipitation: None/Rain/SnowRate: Lite/Med/HvyTrend for next 48 h: \_\_\_\_\_

General Diagram Instructions:

A. Sketch with major feature locations (buildings, drainage paths, roads, etc.)

B. Hazardous substance location

C. Work zones (exclusion, contamination reduction, support)

D. Command center and decontamination area

E. Access and access restrictions

F. Routes of entry

G. Wind direction

H. Emergency evacuation routes

I. Assembly points

J. First aid locations

K. Communication system

**5.2.2 Incident Action Plan (IAP) Cover Sheet**

1. Incident Name	2. Operational Period to be covered by IAP (Date/Time)		IAP COVER SHEET
	From:	To:	
3. Approved by:			
FOSC			
SOSC			
IC			
<p style="text-align: center;"><b>INCIDENT ACTION PLAN</b></p> <p style="text-align: center;">The items checked below are included in this Incident Action Plan:</p> <p><input type="checkbox"/> ICS 202-OS (Incident Objectives)</p> <p><input type="checkbox"/> ICS 203-OS (Organization Assignment List)</p> <p><input type="checkbox"/> ICS 204-OS (Assignment List)</p> <p><input type="checkbox"/> ICS 205-OS (Communications Plan)</p> <p><input type="checkbox"/> ICS 206-OS (Medical Plan)</p> <p><input type="checkbox"/> ICS 209-OS (Incident Status Summary)</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>			
4. Prepared By: (Planning Section Chief)			Date/Time:
IAP COVER SHEET			March, 2000

## 5.2.3 Incident Objectives ICS 202-OS

1. Incident Name	2. Operational Period (Date/Time) From: _____ To: _____	INCIDENT OBJECTIVES ICS 202-OS
3. Overall Incident Objective(s)		
4. Objectives for Specified Operational Period		
5. Safety Message for Specified Operational Period		
Approved Site Safety Plan Located at:		
6. Weather: See Attached Weather Sheet		
7. Tides/Currents: See Attached Tide/Current Data		
8. Time of Sunrise:	Time of Sunset:	
9. Attachments (check if attached)		
<input type="checkbox"/> Organization List (ICS 203-OS)	<input type="checkbox"/> Assignment List (ICS 204-OS)	<input type="checkbox"/> Communications Plan (ICS 205-OS)
<input type="checkbox"/> Medical Plan (ICS 206-OS)	<input type="checkbox"/> Weather	
10. Prepared By: (Planning Section Chief)	Date/Time:	
INCIDENT OBJECTIVES	March, 2000	ICS 202-OS

## 5.2.4 Organization Assignment List ICS 203-OS

1. Incident Name	2. Operational Period (Date/Time)  From:                      To:	<b>ORGANIZATION ASSIGNMENT LIST ICS 203-OS</b>																																	
<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <b>3. Incident Commander and Staff</b>   <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"></td> <td style="width: 35%; text-align: center;">Primary</td> <td style="width: 35%; text-align: center;">Deputy</td> </tr> <tr> <td>Federal:</td> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> </tr> <tr> <td>State:</td> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> </tr> <tr> <td>IC:</td> <td><input style="width: 90%;" type="text"/></td> <td><input style="width: 90%;" type="text"/></td> </tr> <tr> <td>Safety Officer :</td> <td colspan="2"><input style="width: 100%;" type="text"/></td> </tr> <tr> <td>Information Officer:</td> <td colspan="2"><input style="width: 100%;" type="text"/></td> </tr> <tr> <td>Liaison Officer:</td> <td colspan="2"><input style="width: 100%;" type="text"/></td> </tr> </table> <b>4. Agency Representatives</b>  <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 20%;">Agency</th> <th style="width: 80%;">Name</th> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table> </div> <div style="width: 48%;"> <b>7. Operations Section</b>   <div style="margin-bottom: 10px;">             Chief <input style="width: 100%;" type="text"/>              Deputy <input style="width: 100%;" type="text"/> </div> <div style="margin-bottom: 10px;">             a. 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Branch II - Division/Groups              Branch Director <input style="width: 100%;" type="text"/>              Deputy <input style="width: 100%;" type="text"/>              Division / Group <input style="width: 100%;" type="text"/>              Division / Group <input style="width: 100%;" type="text"/>              Division / Group <input style="width: 100%;" type="text"/>              Division / Group <input style="width: 100%;" type="text"/>              Division / Group <input style="width: 100%;" type="text"/> </div> <div style="margin-bottom: 10px;">             c. Branch III - Division/Groups              Branch Director <input style="width: 100%;" type="text"/>              Deputy <input style="width: 100%;" type="text"/>              Division / Group <input style="width: 100%;" type="text"/>              Division / Group <input style="width: 100%;" type="text"/>              Division / Group <input style="width: 100%;" type="text"/>              Division / Group <input style="width: 100%;" type="text"/>              Division / Group <input style="width: 100%;" type="text"/> </div> <div style="margin-bottom: 10px;">             d. Air Operations Branch              Air Operations Br. Dir. <input style="width: 100%;" type="text"/>              Air Tactical Supervisor <input style="width: 100%;" type="text"/>              Air Support Supervisor <input style="width: 100%;" type="text"/>              Helicopter Coordinator <input style="width: 100%;" type="text"/>              Fixed-wing Coordinator <input style="width: 100%;" type="text"/> </div> </div> <div style="width: 48%;"> <b>5. Planning Section</b>               Chief <input style="width: 100%;" type="text"/>              Deputy <input style="width: 100%;" type="text"/>              Resources Unit <input style="width: 100%;" type="text"/>              Situation Unit <input style="width: 100%;" type="text"/>              Environmental Unit <input style="width: 100%;" type="text"/>              Documentation Unit <input style="width: 100%;" type="text"/>              Demobilization Unit <input style="width: 100%;" type="text"/>              Technical Specialists <input style="width: 100%;" type="text"/> </div> <div style="width: 48%;"> <b>6. Logistics Section</b>               Chief <input style="width: 100%;" type="text"/>              Deputy <input style="width: 100%;" type="text"/>              Time Unit <input style="width: 100%;" type="text"/>              Procurement Unit <input style="width: 100%;" type="text"/>              Compensation Unit <input style="width: 100%;" type="text"/>              Cost Unit <input style="width: 100%;" type="text"/> </div> <div style="width: 48%;"> <b>8. Finance Section</b>               Chief <input style="width: 100%;" type="text"/>              Deputy <input style="width: 100%;" type="text"/>              Time Unit <input style="width: 100%;" type="text"/>              Procurement Unit <input style="width: 100%;" type="text"/>              Compensation Unit <input style="width: 100%;" type="text"/>              Cost Unit <input style="width: 100%;" type="text"/> </div> </div>				Primary	Deputy	Federal:	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	State:	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	IC:	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	Safety Officer :	<input style="width: 100%;" type="text"/>		Information Officer:	<input style="width: 100%;" type="text"/>		Liaison Officer:	<input style="width: 100%;" type="text"/>		Agency	Name										
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Liaison Officer:	<input style="width: 100%;" type="text"/>																																		
Agency	Name																																		

**9. Prepared by: (Resources Unit)**

**Date/Time**

### 5.2.5 Assignment List ICS 204-OS

[illegible]

### 5.2.6 Communications Plan ICS 205-OS

1. Incident Name		2. Operational Period (Date/Time)		COMMUNICATIONS PLAN ICS 205-OS	
		From:		To:	
3. Basic Radio Channel Use					
SYSTEM/CACHE	CHANNEL	FUNCTION	FREQUENCY	ASSIGNMENT	REMARKS
4. Prepared By (Communications Unit)			Date/Time		



## 5.2.7 Medical Plan ICS 206-OS

1. Incident Name		2. Operational Period (Date/Time) From: To:		MEDICAL PLAN ICS 206-OS			
3. Medical Aid Stations							
Name	Location	Contact #	Paramedics On Site (Y/N)				
4. Transportation							
Ambulance Service	Address	Contact #	Paramedics On Board (Y/N)				
5. Hospitals							
Hospital Name	Address	Contact #	Travel Time		Burn Ctr?	Heli-Pad?	
			Air	Ground			
6. Special Medical Emergency Procedures							
7. Prepared By (Medical Unit Leader)		Date/Time	8. Reviewed By (Safety Officer)			Date/Time	
MEDICAL PLAN		March, 2000			ICS 206-OS		

## 5.2.8 Incident Status Summary ICS 209-OS

<b>1. Incident Name</b>		<b>2. Period Covered By Report</b> From:                      To:		<b>Time of Report</b>	<b>INCIDENT STATUS SUMMARY ICS 209-OS</b>				
<b>3. Spill Status (Estimated, in Barrels)</b> [OPS/EUL/SSC]				<b>7. Safety Status</b> [Safety Officer]					
Source Status:		Remaining Potential (bbl):		Since Last Report		Total			
		Rate of Spillage (bbl/hr):		Responder Injury					
Secured		<input type="checkbox"/>	Unsecured	<input type="checkbox"/>	Public Injury				
		Since Last Report		Total					
Volume Spilled									
Mass Balance/Oil Budget									
Recovered Oil									
Evaporation									
Natural Dispersion									
Chemical Dispersion									
Burned									
Floating, Contained									
Floating, Uncontained									
Onshore									
Total Spilled Oil Accounted For:									
<b>4. Waste Management (Estimated)</b> [OPS/Disposal]				<b>8. Equipment Resources</b> [RUL]					
		Recovered	Stored	Disposed	Description	Ordered	Available / Staged	Assigned	Out of Service
Oil (bbl)					Spill Resp. Vsls				
Oily Liquids (bbl)					Fishing Vessels				
Liquids (bbl)					Tugs				
Oily Solids (tons)					Barges				
Solids (tons)					Other Vessels				
					Skimmers				
					Boom (ft)				
					Sant/Smr Bm. (ft)				
					Vacuum Trucks				
					Helicopters				
					Fixed Wing				
<b>5. Shoreline Impacts (Estimated, in miles)</b> [PSC/EUL/SSC]				<b>9. Personnel Resources</b> [RUL]					
Degree of Oiling	Affected	Cleaned	To Be Cleaned	Description	People in Cmd. Post	People in the Field	Total People On Scene		
Light				Federal					
Medium				State					
Heavy				Local					
Total				RP					
<b>6. Wildlife Impacts</b> [OPSWildlife Br]				Contract Personnel					
Numbers in ( ) indicate subtotal that are threatened / endangered species.				Volunteers					
	Captured	Cleaned	Released	DOA	Euth.	Other			
Birds									
Mammals									
Reptiles									
Fish									
Total									
				Total Response Personnel From All Organizations:					
<b>10. Special Notes</b>									
<b>11. Prepared By (Situation Unit Leader)</b>				<b>Date/Time</b>					
INCIDENT STATUS SUMMARY				March, 2000					
				ICS 209-OS					

## 5.3 SITE SAFETY AND HEALTH PLAN

FIGURE 5.3-1 - SITE SAFETY PLAN COVER SHEET

1. Incident Name	2. Operational Period to be covered by SSHP (Date/Time)	<b>SSHP COVER SHEET</b>
	<div style="display: flex; justify-content: space-between;"> <span>From:</span> <span>To:</span> </div>	
3. Approved by:		
FOSC		
SOSC		
IC		
<b>SITE SAFETY AND HEALTH PLAN</b>		
<p><b>The Preliminary Safety Plan:</b></p> <p>The Preliminary Safety Plan (PSP) is based on Form ICS 215A-OS, the Incident Action Plan Safety Analysis. The Company On-Scene Incident Commander or the senior Company responder present at the spill site must ensure that:</p> <ul style="list-style-type: none"> <li>• A PSP is completed prior to commencing any work at the spill site.</li> <li>• The PSP is updated as conditions change, or at least hourly.</li> <li>• The PSP message is communicated to all responders as conditions change, or at least hourly.</li> </ul> <p>Updating the PSP consists of verifying the site hazards, risks, and risk mitigation. If a complete revision of the PSP is made on a new form, the old form should be retained and the box labeled SUPERSEDED BY REVISED PSP should be checked.</p> <p>All active or superseded revisions of the PSP, Safety Message Briefings, the Site Safety Plan, and the Medical Plan shall all be maintained together beneath the Site Safety Plan Cover Sheet.</p> <p><b>Risk Analysis:</b></p> <ul style="list-style-type: none"> <li>• <b>Hazard</b> is an observed danger to life safety. Typical hazards have been identified on the form - add others as appropriate.</li> <li>• <b>Risk</b> is the probability that a hazard will impact responders or the public. Risk is evaluated as None, Med, or High.</li> </ul> <p><b>Mitigation</b> is a measure to counteract the hazard, such as PPE or evacuation. Consider the suggested measures or take others, as appropriate.</p> <p><b>The items checked below are included in this Site Safety Plan:</b></p> <div style="margin-left: 20px;"> <input type="checkbox"/> Preliminary Safety Plan         <div style="margin-left: 40px;"> <input type="checkbox"/> First Version      Date / Time _____  <input type="checkbox"/> First Revision      Date / Time _____  <input type="checkbox"/> Second Revision      Date / Time _____  <input type="checkbox"/> _____      Date / Time _____  <input type="checkbox"/> _____      Date / Time _____         </div> <div style="margin-left: 40px; margin-top: 10px;"> <input type="checkbox"/> Site Safety Plan      Date / Time _____  <input type="checkbox"/> ICS 206-OS (Medical Plan)      Date / Time _____         </div> </div>		
4. Submitted By:		
SSHP COVER SHEET		March, 2000

**FIGURE 5.3-2 - PRELIMINARY SAFETY PLAN**

[Click to view/print](#)

FIGURE 5.3-2 - PRELIMINARY SAFETY PLAN

Superseded By Revised PSP ☐

1. Incident Name:										2. Operational Period (Date/Time): From:										3. Date:					4. Time:					Site Diagram:
HAZMAT RISKS (L = Low, M = Medium, H = High)										RISK MITIGATION SUGGESTIONS																				
DIVISION OR TASK GROUP	Fire/Explosion	Responder Breathing	Bystander Breathing	Dermal Contact	Drowning	Weather Conditions	Slips Trips Falls	Cold/Heat/Fatigue					Eliminate ignition, clear personnel from liquids area, evacuate surroundings.	Air monitoring at all work sites, PPE based on concentrations or clear area.	Air monitoring downwind of site, evacuate if exceeds STEL	Level D PPE: Long sleeves, leather boots, safety glasses	Personal flotation devices when working near water.	Communicate chances of precip, winds, and lightning to work crews. Take shelter as directed.	Police area to eliminate hazards. Remain vigilant. Buddy system.	Task Group Leaders issue appropriate gear. Be vigilant for signs of stress and fatigue.										

Prepared by (Name and Position):

SAFETY MESSAGE:

1. My name is \_\_\_\_\_ and I am functioning as Safety Officer for the Pipeline Company. This **Safety Message will be provided to all personnel upon their arrival at this incident site site**, and also **at the beginning of every scheduled Command Meeting**.

2. **This is a hazardous material(s) incident.** The material(s) of concern is (are) \_\_\_\_\_.

3. **Access to the exclusion area is restricted to all personnel unless authorized by the Incident Commander.** The exclusion area consists of the area directly impacted by hazardous liquids or vapors plus a safety buffer of \_\_\_\_\_ feet added to the impacted perimeter, and a safety buffer of \_\_\_\_\_ feet added to the perimeter downwind to eliminate the risk of ignition of the material, inhalation of vapors, or direct contact with the material.

4. The exclusion area is shown on the Site Map [show map]. The exclusion area has /has not been physically delineated with stakes/pins/tape/fencing.

5. The **Security Perimeter** is shown on the site map. Access to the Security Perimeter will be controlled by Company employees or public safety personnel. Only personnel who are HAZWOPER trained and/or authorized by the Incident Commander will be permitted inside the Security Perimeter.

6. The following minimum Personal Protective Equipment is mandatory at all times within the Security Perimeter: **Level D PPE plus Hi-Vis Reflective Vests**. Boom crews must wear personal flotation devices when working near water. Additional PPE \_\_\_\_\_.

7. Breathing zone air monitoring for organic vapors/hydrogen sulfide/other material (specify) is **mandatory for each work crew when within the exclusion area. Should monitoring indicate detections for target vapors, the Incident Commander will be notified immediately**. Additional PPE will be specified by the Incident Commander as necessary.

8. Be vigilant for trip hazards and open excavations. Be vigilant for signs of fatigue or stress induced by difficult conditions or extreme temperatures.

9. The weather for the next operational period is expected to be:

a. Temperature: \_\_\_\_\_Trend for next 48 h: \_\_\_\_\_

b. Wind Speed: \_\_\_\_\_Direction: (N S E W) \_\_\_\_\_Trend for next 48 h: \_\_\_\_\_

c. Precipitation: None/Rain/SnowRate: Lite/Med/HvyTrend for next 48 h: \_\_\_\_\_

General Diagram Instructions:

A. Sketch with major feature locations (buildings, drainage paths, roads, etc.)

B. Hazardous substance location

C. Work zones (exclusion, contamination reduction, support)

D. Command center and decontamination area

E. Access and access restrictions

F. Routes of entry

G. Wind direction

H. Emergency evacuation routes

I. Assembly points

J. First aid locations

K. Communication system

**FIGURE 5.3-2 - PRELIMINARY SAFETY PLAN, CONTINUED**

[Click to view/print](#)

FIGURE 5.3-2 - PRELIMINARY SAFETY PLAN

Superseded By Revised PSP ☐

1. Incident Name:										2. Operational Period (Date/Time): From:										3. Date:					4. Time:					Site Diagram:
HAZMAT RISKS (L = Low, M = Medium, H = High)										RISK MITIGATION SUGGESTIONS																				
DIVISION OR TASK GROUP	Fire/Explosion	Responder Breathing	Bystander Breathing	Dermal Contact	Drowning	Weather Conditions	Slips Trips Falls	Cold/Heat/Fatigue					Eliminate ignition, clear personnel from liquids area, evacuate surroundings.	Air monitoring at all work sites, PPE based on concentrations or clear area.	Air monitoring downwind of site, evacuate if exceeds STEL	Level D PPE: Long sleeves, leather boots, safety glasses	Personal flotation devices when working near water.	Communicate chances of precip, winds, and lightning to work crews. Take shelter as directed.	Police area to eliminate hazards. Remain vigilant. Buddy system.	Task Group Leaders issue appropriate gear. Be vigilant for signs of stress and fatigue.										

Prepared by (Name and Position):

SAFETY MESSAGE:

1. My name is \_\_\_\_\_ and I am functioning as Safety Officer for the Pipeline Company. This **Safety Message will be provided to all personnel upon their arrival at this incident site site**, and also **at the beginning of every scheduled Command Meeting**.

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4. The exclusion area is shown on the Site Map [show map]. The exclusion area has /has not been physically delineated with stakes/pins/tape/fencing.

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7. Breathing zone air monitoring for organic vapors/hydrogen sulfide/other material (specify) is **mandatory for each work crew when within the exclusion area. Should monitoring indicate detections for target vapors, the Incident Commander will be notified immediately**. Additional PPE will be specified by the Incident Commander as necessary.

8. Be vigilant for trip hazards and open excavations. Be vigilant for signs of fatigue or stress induced by difficult conditions or extreme temperatures.

9. The weather for the next operational period is expected to be:

a. Temperature: \_\_\_\_\_Trend for next 48 h: \_\_\_\_\_

b. Wind Speed: \_\_\_\_\_Direction: (N S E W) \_\_\_\_\_Trend for next 48 h: \_\_\_\_\_

c. Precipitation: None/Rain/SnowRate: Lite/Med/HvyTrend for next 48 h: \_\_\_\_\_

General Diagram Instructions:

A. Sketch with major feature locations (buildings, drainage paths, roads, etc.)

B. Hazardous substance location

C. Work zones (exclusion, contamination reduction, support)

D. Command center and decontamination area

E. Access and access restrictions

F. Routes of entry

G. Wind direction

H. Emergency evacuation routes

I. Assembly points

J. First aid locations

K. Communication system

**FIGURE 5.3-2 - PRELIMINARY SAFETY PLAN, CONTINUED**

[Click to view/print](#)



FIGURE 5.3-2 - PRELIMINARY SAFETY PLAN

Superseded By Revised PSP ☐

1. Incident Name:										2. Operational Period (Date/Time): From:										3. Date:					4. Time:					Site Diagram:
HAZMAT RISKS (L = Low, M = Medium, H = High)										RISK MITIGATION SUGGESTIONS																				
DIVISION OR TASK GROUP	Fire/Explosion	Responder Breathing	Bystander Breathing	Dermal Contact	Drowning	Weather Conditions	Slips Trips Falls	Cold/Heat/Fatigue					Eliminate ignition, clear personnel from liquids area, evacuate surroundings.	Air monitoring at all work sites, PPE based on concentrations or clear area.	Air monitoring downwind of site, evacuate if exceeds STEL	Level D PPE: Long sleeves, leather boots, safety glasses	Personal flotation devices when working near water.	Communicate chances of precip, winds, and lightning to work crews. Take shelter as directed.	Police area to eliminate hazards. Remain vigilant. Buddy system.	Task Group Leaders issue appropriate gear. Be vigilant for signs of stress and fatigue.										

Prepared by (Name and Position):

SAFETY MESSAGE:

1. My name is \_\_\_\_\_ and I am functioning as Safety Officer for the Pipeline Company. This **Safety Message will be provided to all personnel upon their arrival at this incident site site**, and also **at the beginning of every scheduled Command Meeting**.

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8. Be vigilant for trip hazards and open excavations. Be vigilant for signs of fatigue or stress induced by difficult conditions or extreme temperatures.

9. The weather for the next operational period is expected to be:

a. Temperature: \_\_\_\_\_Trend for next 48 h: \_\_\_\_\_

b. Wind Speed: \_\_\_\_\_Direction: (N S E W) \_\_\_\_\_Trend for next 48 h: \_\_\_\_\_

c. Precipitation: None/Rain/SnowRate: Lite/Med/HvyTrend for next 48 h: \_\_\_\_\_

General Diagram Instructions:

A. Sketch with major feature locations (buildings, drainage paths, roads, etc.)

B. Hazardous substance location

C. Work zones (exclusion, contamination reduction, support)

D. Command center and decontamination area

E. Access and access restrictions

F. Routes of entry

G. Wind direction

H. Emergency evacuation routes

I. Assembly points

J. First aid locations

K. Communication system

**FIGURE 5.3-2 - PRELIMINARY SAFETY PLAN, CONTINUED**

[Click to view/print](#)

FIGURE 5.3-2 - PRELIMINARY SAFETY PLAN

Superseded By Revised PSP ☐

1. Incident Name:										2. Operational Period (Date/Time): From:										3. Date:					4. Time:					Site Diagram:
HAZMAT RISKS (L = Low, M = Medium, H = High)										RISK MITIGATION SUGGESTIONS																				
DIVISION OR TASK GROUP	Fire/Explosion	Responder Breathing	Bystander Breathing	Dermal Contact	Drowning	Weather Conditions	Slips Trips Falls	Cold/Heat/Fatigue					Eliminate ignition, clear personnel from liquids area, evacuate surroundings.	Air monitoring at all work sites, PPE based on concentrations or clear area.	Air monitoring downwind of site, evacuate if exceeds STEL	Level D PPE: Long sleeves, leather boots, safety glasses	Personal flotation devices when working near water.	Communicate chances of precip, winds, and lightning to work crews. Take shelter as directed.	Police area to eliminate hazards. Remain vigilant. Buddy system.	Task Group Leaders issue appropriate gear. Be vigilant for signs of stress and fatigue.										
Prepared by (Name and Position):																														
SAFETY MESSAGE:																														
1. My name is _____ and I am functioning as Safety Officer for the Pipeline Company. This <b>Safety Message will be provided to all personnel upon their arrival at this incident site site</b> , and also <b>at the beginning of every scheduled Command Meeting</b> .																														
2. <b>This is a hazardous material(s) incident.</b> The material(s) of concern is (are) _____.																														
3. <b>Access to the exclusion area is restricted to all personnel unless authorized by the Incident Commander.</b> The exclusion area consists of the area directly impacted by hazardous liquids or vapors plus a safety buffer of _____ feet added to the impacted perimeter, and a safety buffer of _____ feet added to the perimeter downwind to eliminate the risk of ignition of the material, inhalation of vapors, or direct contact with the material.																														
4. The exclusion area is shown on the Site Map [show map]. The exclusion area <u>has /has not</u> been physically delineated with <u>stakes/pins/tape/fencing</u> .																														
5. The <b>Security Perimeter</b> is shown on the site map. Access to the Security Perimeter will be controlled by Company employees or public safety personnel. Only personnel who are HAZWOPER trained and/or authorized by the Incident Commander will be permitted inside the Security Perimeter.																														
6. The following minimum Personal Protective Equipment is mandatory at all times within the Security Perimeter: <b>Level D PPE plus Hi-Vis Reflective Vests</b> . Boom crews must wear personal flotation devices when working near water. Additional PPE _____.																														
7. Breathing zone air monitoring for <u>organic vapors/hydrogen sulfide/other material (specify)</u> is <b>mandatory for each work crew when within the exclusion area. Should monitoring indicate detections for target vapors, the Incident Commander will be notified immediately</b> . Additional PPE will be specified by the Incident Commander as necessary.																														
8. Be vigilant for trip hazards and open excavations. Be vigilant for signs of fatigue or stress induced by difficult conditions or extreme temperatures.																														
9. The weather for the next operational period is expected to be:																														
a. Temperature: _____										Trend for next 48 h: _____																				
b. Wind Speed: _____ Direction: (N S E W) _____										Trend for next 48 h: _____																				
c. Precipitation: <u>None/Rain/Snow</u> Rate: <u>Lite/Med/Hvy</u> _____										Trend for next 48 h: _____																				
General Diagram Instructions:																														
A. Sketch with major feature locations (buildings, drainage paths, roads, etc.)															F. Routes of entry															
B. Hazardous substance location															G. Wind direction															
C. Work zones (exclusion, contamination reduction, support)															H. Emergency evacuation routes															
D. Command center and decontamination area															I. Assembly points															
E. Access and access restrictions															J. First aid locations															

**FIGURE 5.3-3 - SAFETY MEETING LOG**

[illegible]

FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN

<b>PLAN REVIEW:</b>		
Incident Safety Officer:		
<b>APPROVALS:</b>		
Incident Commander:		
Operations Officer:		
Haz Mat Division Officer:		
<b>PLAN PREPARED:</b>	<b>DATE:</b>	<b>TIME:</b>
Incident Location:		
Incident Number:		
<b>HAZARDOUS SITUATION:</b>	(Known or suspected, contaminated media, type storage container, type occupancy, obvious leaks, spills or breaches, physical damage)	
<b>RESPONDING AGENCIES:</b>		
Agency:	Name:	
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

**FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN, CONTINUED****GENERAL SAFETY RULES AND EQUIPMENT:**

1. There will be no eating, drinking, or smoking in the exclusion zone or the contamination reduction zone.
2. All personnel must pass through the contamination reduction zone to enter or exit the exclusion zone (hot zone).
3. As a minimum, Decontamination Team members must be in one (1) level of protection lower than that of the entry teams.
4. All decontamination equipment and systems must be in place before an entry can be made.
5. Entry team will consist of a minimum of two members with the same number of personnel assigned to a backup team. All entry personnel will adhere to the buddy system.
6. At the end of the incident, or directly after a possible exposure, each entry team member will take a full body shower and launder any personal clothing used at the scene.
7. All breathing air shall be certified as Grade D or better.
8. Where practical, all tools shall be of the nonsparking type.
9. Fire equipment shall be on hand when the situation warrants such support. At a minimum, fire extinguishers shall be available on scene.
10. Since incident evacuation may be necessary if an explosion, fire, or other event occurs; an individual shall be assigned to sound, alert, and notify the responsible command personnel and public officials (if required). The evacuation signal shall be four short blasts on an air horn every 30 seconds until all personnel are known to be evacuated.
11. An adequately stocked Emergency Medical Services (EMS) Unit shall be on site at all times.
12. The location and telephone number of the nearest medical facility shall be posted and known to all personnel.

**GENERAL SAFETY BRIEFING:**

Before any incident actions are taken, a briefing from the Command Staff will be accomplished with all personnel present. Personnel will sign a log sheet, attesting to being present at the briefing. Topics discussed should include known and suspected hazards along with the operation's goals and objectives.

**FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN, CONTINUED****EMERGENCY ACTION CONDITIONS:**

---

<b>Code Green</b>	All conditions are normal and incident work may continue.
-------------------	---

---

<b>Code Red</b>	All or specific work activities must cease at once due to one of the following:
-----------------	---

- Indications of emissions from the incident such as CGI readings of 25% or greater, less than 19.5% oxygen, or one Mr/Hr of ionizing radiation are present
- Current or projected meteorological data indicates that a probable impact on working conditions could occur
- If background readings obtained during cessation of activities worsen, reassessment of the findings should be confirmed; actions to lower levels of contaminant or contingencies for further incident monitoring must take place
- If this condition exists, incident personnel will immediately notify command staff

Officials making evacuation/public health decisions will address the need for a public health advisory to potentially effected areas. This is because incident control methods may or may not reduce the source of contamination or threat to the general public.

If needed, a temporary sheltering or evacuation plan should be considered until levels of contamination are reduced or contained to levels deemed safe by all responsible authorities. Confirmation of these levels will be done by generally approved monitoring methods agreed to by the authorities in charge.

Sheltering/Evacuation Plan:
Ordered By:

FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN, CONTINUED

<b>LIST OF ACCESS AUTHORIZED PERSONNEL (Outside Agencies):</b>				
<b>SPECIALIZED TASK ASSIGNMENTS:</b>				
<b>LEVELS OF PROTECTION SELECTED:</b>				
Initial Site Survey:	A	B	C	D
Entry Team:	A	B	C	D
Backup Team:	A	B	C	D
Decon Team:	A	B	C	D

SKETCH OR ATTACH PLOT PLAN HERE:



FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN, CONTINUED

## RESPONSE SAFETY CHECK-OFF SHEET

<b>TYPE OF RESPONSE:</b>	
Highway	Industrial
Railway	Marine
Residential	Other
Specify:	
<b>TYPE OF SAFETY PLAN:</b>	
Federal	State
Local	Other
Specify:	
<b>SUSPECTED CHEMICALS INVOLVED:</b>	
1.	2.
3.	4.
5.	6.
7.	8.
9.	10.
<b>INITIAL LEVEL OF PROTECTION:</b> (If level D you must justify)	
<b>A</b>	<b>B</b>
<b>C</b>	<b>D</b>
<b>INITIAL MEDICAL SCREENING COMPLETE:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
If no, justify:	
In the event of fire or explosion:	
In the event of potential or actual ionizing radiation exposure:	

FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN, CONTINUED

In the event of spread of contamination beyond the boundaries of the incident:
<b>EMERGENCY SERVICES:</b>
Emergency medical facility:
Ambulance service:
Poison Control Center:
Chemical manufacturer's representative:
<b>EMERGENCY PROCEDURES</b> (in the event of personnel exposure):
<b>EMERGENCY PROCEDURES</b> (in the event of personnel injury):
<b>HAZARD ASSESSMENT:</b>
Attach Hazardous Materials Safety Data Sheets (SDS), or other reference materials, for chemicals involved to this document.
<b>MONITORING PROCEDURES:</b>
Monitoring the incident to identify concentration of contaminants in all media. List the instruments to be used and what areas to be monitored.
Hot Zone (Excursion Zone)
Warm Zone (Contamination Reduction Zone)
Cold Zone (Support Zone)

FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN, CONTINUED

<b>MEDICAL MONITORING:</b> (What procedures to be used to monitor personnel for evidence of personal exposure.)		
<b>PERSONNEL POTENTIALLY EXPOSED TO HAZARDOUS MATERIALS:</b> (Emergency response workers who exhibit signs or symptoms of a hazardous substance exposure during an emergency incident shall be offered medical consultation.)		
NAME	POSITION	DATE/TIME
<b>DECONTAMINATION PROCEDURES:</b> (Contaminated personnel, surfaces, materials, instruments, other equipment.)		
<b>DECONTAMINATION SOLUTIONS USED:</b>		
<b>DISPOSAL PROCEDURES:</b>		
Authorized By:		

FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN, CONTINUED

<b>POST RESPONSE:</b>			
Level of protection used:			
<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
Justify			
<b>EQUIPMENT DECONTAMINATION:</b>			
	Clothing	SCBA/Resp.	Monitoring
Disposed:			
Cleaned:			
No Action:			
Specify:			
<b>TOTAL APPROXIMATE TIME IN HOT ZONE:</b>		Days	Hours
DATE PREPARED:		PREPARED BY:	
Reviewed By:			
Assistance in preparing this safety plan can be obtained from Haz Mat personnel.			

FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN, CONTINUED

## HEALTH AND SAFETY/RESPONSE PLAN

<b>APPLIES TO SITE:</b>							
<b>DATE:</b>							
<b>PRODUCTS:</b>			<b>(ATTACH SDS)</b>				
<table style="width: 100%; border: none;"> <tr> <td style="width: 30%; vertical-align: top;"><b>SITE CHARACTERIZATION</b></td> <td style="width: 20%; vertical-align: top;"> <input type="checkbox"/> Marine vessel  <input type="checkbox"/> Truck/Rail car  <input type="checkbox"/> Wetlands  <input type="checkbox"/> Sandy  <input type="checkbox"/> Creek  <input type="checkbox"/> Hills  <input type="checkbox"/> Government  <input type="checkbox"/> Industrial  <input type="checkbox"/> Wind/Dir. _____ mph  <input type="checkbox"/> Ice  <input type="checkbox"/> Air         </td> <td style="width: 20%; vertical-align: top;"> <input type="checkbox"/> Pipeline  <input type="checkbox"/> Other  <input type="checkbox"/> Other  <input type="checkbox"/> Muddy  <input type="checkbox"/> Canal  <input type="checkbox"/> Brushland  <input type="checkbox"/> Residential  <input type="checkbox"/> Farmland  <input type="checkbox"/> Water  <input type="checkbox"/> Other         </td> <td style="width: 30%; vertical-align: top;"> <input type="checkbox"/> Storage facility  <input type="checkbox"/> Other  <input type="checkbox"/> Bay  <input type="checkbox"/> Forest  <input type="checkbox"/> Commercial  <input type="checkbox"/> Other  <input type="checkbox"/> Rain  <input type="checkbox"/> Other  <input type="checkbox"/> Land  <input type="checkbox"/> Other         </td> </tr> </table>				<b>SITE CHARACTERIZATION</b>	<input type="checkbox"/> Marine vessel <input type="checkbox"/> Truck/Rail car <input type="checkbox"/> Wetlands <input type="checkbox"/> Sandy <input type="checkbox"/> Creek <input type="checkbox"/> Hills <input type="checkbox"/> Government <input type="checkbox"/> Industrial <input type="checkbox"/> Wind/Dir. _____ mph <input type="checkbox"/> Ice <input type="checkbox"/> Air	<input type="checkbox"/> Pipeline <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Muddy <input type="checkbox"/> Canal <input type="checkbox"/> Brushland <input type="checkbox"/> Residential <input type="checkbox"/> Farmland <input type="checkbox"/> Water <input type="checkbox"/> Other	<input type="checkbox"/> Storage facility <input type="checkbox"/> Other <input type="checkbox"/> Bay <input type="checkbox"/> Forest <input type="checkbox"/> Commercial <input type="checkbox"/> Other <input type="checkbox"/> Rain <input type="checkbox"/> Other <input type="checkbox"/> Land <input type="checkbox"/> Other
<b>SITE CHARACTERIZATION</b>	<input type="checkbox"/> Marine vessel <input type="checkbox"/> Truck/Rail car <input type="checkbox"/> Wetlands <input type="checkbox"/> Sandy <input type="checkbox"/> Creek <input type="checkbox"/> Hills <input type="checkbox"/> Government <input type="checkbox"/> Industrial <input type="checkbox"/> Wind/Dir. _____ mph <input type="checkbox"/> Ice <input type="checkbox"/> Air	<input type="checkbox"/> Pipeline <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Muddy <input type="checkbox"/> Canal <input type="checkbox"/> Brushland <input type="checkbox"/> Residential <input type="checkbox"/> Farmland <input type="checkbox"/> Water <input type="checkbox"/> Other	<input type="checkbox"/> Storage facility <input type="checkbox"/> Other <input type="checkbox"/> Bay <input type="checkbox"/> Forest <input type="checkbox"/> Commercial <input type="checkbox"/> Other <input type="checkbox"/> Rain <input type="checkbox"/> Other <input type="checkbox"/> Land <input type="checkbox"/> Other				
<table style="width: 100%; border: none;"> <tr> <td style="width: 30%; vertical-align: top;"> <b>Water</b>  <input type="checkbox"/> Shoreline  <input type="checkbox"/> Rocky  <input type="checkbox"/> River  <b>Land</b>  <input type="checkbox"/> Mountains  <input type="checkbox"/> Other  <b>Use</b>  <input type="checkbox"/> Public  <input type="checkbox"/> Recreational  <b>Weather</b>  <input type="checkbox"/> Temp _____ °F  <input type="checkbox"/> Snow         </td> <td style="width: 20%; vertical-align: top;"> <input type="checkbox"/> Ocean  <input type="checkbox"/> Grassland  <input type="checkbox"/> Commercial  <input type="checkbox"/> Other  <input type="checkbox"/> Rain  <input type="checkbox"/> Other         </td> <td style="width: 50%;"></td> </tr> </table>				<b>Water</b> <input type="checkbox"/> Shoreline <input type="checkbox"/> Rocky <input type="checkbox"/> River <b>Land</b> <input type="checkbox"/> Mountains <input type="checkbox"/> Other <b>Use</b> <input type="checkbox"/> Public <input type="checkbox"/> Recreational <b>Weather</b> <input type="checkbox"/> Temp _____ °F <input type="checkbox"/> Snow	<input type="checkbox"/> Ocean <input type="checkbox"/> Grassland <input type="checkbox"/> Commercial <input type="checkbox"/> Other <input type="checkbox"/> Rain <input type="checkbox"/> Other		
<b>Water</b> <input type="checkbox"/> Shoreline <input type="checkbox"/> Rocky <input type="checkbox"/> River <b>Land</b> <input type="checkbox"/> Mountains <input type="checkbox"/> Other <b>Use</b> <input type="checkbox"/> Public <input type="checkbox"/> Recreational <b>Weather</b> <input type="checkbox"/> Temp _____ °F <input type="checkbox"/> Snow	<input type="checkbox"/> Ocean <input type="checkbox"/> Grassland <input type="checkbox"/> Commercial <input type="checkbox"/> Other <input type="checkbox"/> Rain <input type="checkbox"/> Other						
<b>Pathways for Dispersion</b> <input type="checkbox"/> Air <input type="checkbox"/> Water <input type="checkbox"/> Land <input type="checkbox"/> Other							
<b>Site Hazards</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Chemical Hazards  <input type="checkbox"/> Slips, trips, falls  <input type="checkbox"/> Heat stress  <input type="checkbox"/> Cold stress  <input type="checkbox"/> Weather  <input type="checkbox"/> Drowning  <input type="checkbox"/> Heavy equipment  <input type="checkbox"/> Drum handling  <input type="checkbox"/> Wildlife/plants  <input type="checkbox"/> Hand/power tools  <input type="checkbox"/> Lifting         </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Boats  <input type="checkbox"/> Helicopters  <input type="checkbox"/> Noise  <input type="checkbox"/> Pumps, hoses  <input type="checkbox"/> Steam, hot water  <input type="checkbox"/> Fire/Explosion  <input type="checkbox"/> Poor visibility  <input type="checkbox"/> Motor vehicles  <input type="checkbox"/> Confined spaces (see attachment/appendix)  <input type="checkbox"/> Ionizing radiation  <input type="checkbox"/> Other         </td> </tr> </table>				<input type="checkbox"/> Chemical Hazards <input type="checkbox"/> Slips, trips, falls <input type="checkbox"/> Heat stress <input type="checkbox"/> Cold stress <input type="checkbox"/> Weather <input type="checkbox"/> Drowning <input type="checkbox"/> Heavy equipment <input type="checkbox"/> Drum handling <input type="checkbox"/> Wildlife/plants <input type="checkbox"/> Hand/power tools <input type="checkbox"/> Lifting	<input type="checkbox"/> Boats <input type="checkbox"/> Helicopters <input type="checkbox"/> Noise <input type="checkbox"/> Pumps, hoses <input type="checkbox"/> Steam, hot water <input type="checkbox"/> Fire/Explosion <input type="checkbox"/> Poor visibility <input type="checkbox"/> Motor vehicles <input type="checkbox"/> Confined spaces (see attachment/appendix) <input type="checkbox"/> Ionizing radiation <input type="checkbox"/> Other		
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<b>Air Monitoring</b>							
% LEL	% O <sub>2</sub>	PPM Benzene	PPM H <sub>2</sub> S				
<input type="checkbox"/> Other (specify) _____							
<input type="checkbox"/> See attachment - <b>Monitoring Results/Methods</b>							
<b>CONTROL MEASURES:</b>							
<b>Engineering Controls</b>							
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Source of release secured  <input type="checkbox"/> Site secured  <input type="checkbox"/> Other         </td> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Valve(s) closed         </td> <td style="width: 34%; vertical-align: top;"> <input type="checkbox"/> Facility shut down         </td> </tr> </table>				<input type="checkbox"/> Source of release secured <input type="checkbox"/> Site secured <input type="checkbox"/> Other	<input type="checkbox"/> Valve(s) closed	<input type="checkbox"/> Facility shut down	
<input type="checkbox"/> Source of release secured <input type="checkbox"/> Site secured <input type="checkbox"/> Other	<input type="checkbox"/> Valve(s) closed	<input type="checkbox"/> Facility shut down					
<b>Personal Protective Equipment (PPE) HAZWOPER Coordination with OSRO</b>							
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> PVC suits  <input type="checkbox"/> Site secured  <input type="checkbox"/> Other         </td> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> PE/TYVEK suits  <input type="checkbox"/> PVC gloves  <input type="checkbox"/> Hard hats         </td> <td style="width: 34%; vertical-align: top;"> <input type="checkbox"/> Respirator  <input type="checkbox"/> Other  <input type="checkbox"/> Eye protection         </td> </tr> </table>				<input type="checkbox"/> PVC suits <input type="checkbox"/> Site secured <input type="checkbox"/> Other	<input type="checkbox"/> PE/TYVEK suits <input type="checkbox"/> PVC gloves <input type="checkbox"/> Hard hats	<input type="checkbox"/> Respirator <input type="checkbox"/> Other <input type="checkbox"/> Eye protection	
<input type="checkbox"/> PVC suits <input type="checkbox"/> Site secured <input type="checkbox"/> Other	<input type="checkbox"/> PE/TYVEK suits <input type="checkbox"/> PVC gloves <input type="checkbox"/> Hard hats	<input type="checkbox"/> Respirator <input type="checkbox"/> Other <input type="checkbox"/> Eye protection					

FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN, CONTINUED

## HEALTH AND SAFETY/RESPONSE PLAN

**CONTROL MEASURES (cont'd):****Decontamination**☐ Stations established (see site map)**Sanitation**☐ Facilities provided per OSHA 1910.120(n)**Illumination**☐ Facilities provided per OSHA 1910.120(m)**Medical Surveillance**☐ Facilities provided per OSHA 1910.120(f)**WORK PLAN:** (buddy system must be used.)☐ Booming☐ Skimmers☐ Vac. trucks☐ Pumping☐ Excavation☐ Heavy equipment☐ Sorbent pads☐ Patching☐ Hot work☐ Shoring☐ Appropriate permits issued☐ Other (describe):**TRAINING** (HAZWOPER training program):☐ Verified site workers trained per OSHA 1910.120**ORGANIZATION** (See Incident Command System chart):**EMERGENCY PLAN** (See site map and Daily Medical Plan - ICS 206.):**SITE SECURITY:**☐ Pre-entry briefing☐ Security level

Low

Medium

High

☐ Other topics**DATE/TIME/PLAN COMPLETED:****By:**

**FIGURE 5.3-4 - SITE SAFETY AND HEALTH PLAN, CONTINUED****SITE DIAGRAM****GENERAL DIAGRAM INSTRUCTIONS**

1. Site Diagram should include the following (label the items drawn with corresponding letter):

A. Sketch with major feature locations (buildings, drainage paths, roads, etc.)	F. Routes of entry
B. Hazardous substance location	G. Wind direction
C. Work zones (exclusion, contamination reduction, support)	H. Emergency evacuation routes
D. Command center and decontamination area	I. Assembly points
E. Access and access restrictions	J. First aid locations
	K. Communication system

**5.4 DECONTAMINATION PLAN**

<b>Incident Name:</b>	<b>Location:</b>
<b>Effective Date of Plan:</b>	<b>Effective Time Period of Plan:</b>
<b>Spill Location:</b>	<b>Plan Prepared By:</b>

- **Work Zones:**

- Support (cold) zone
- Contamination reduction (warm) zone
- Exclusion (hot) zone

These zones are identified by signs, barrier tape or other means. Decontamination is performed in the contamination reduction zone. When responders exit the exclusion zone they must be decontaminated.

Crews are available to assist in decontamination procedures as needed. The crews must wear appropriate personal protective equipment (PPE), and are responsible for packaging and labeling of contaminated PPE.

- **Decontamination Stations:**

Decontamination is performed within the contamination reduction zone, which is appropriately lined to prevent the spread of contaminants. Dikes are installed under the lining to contain runoff.



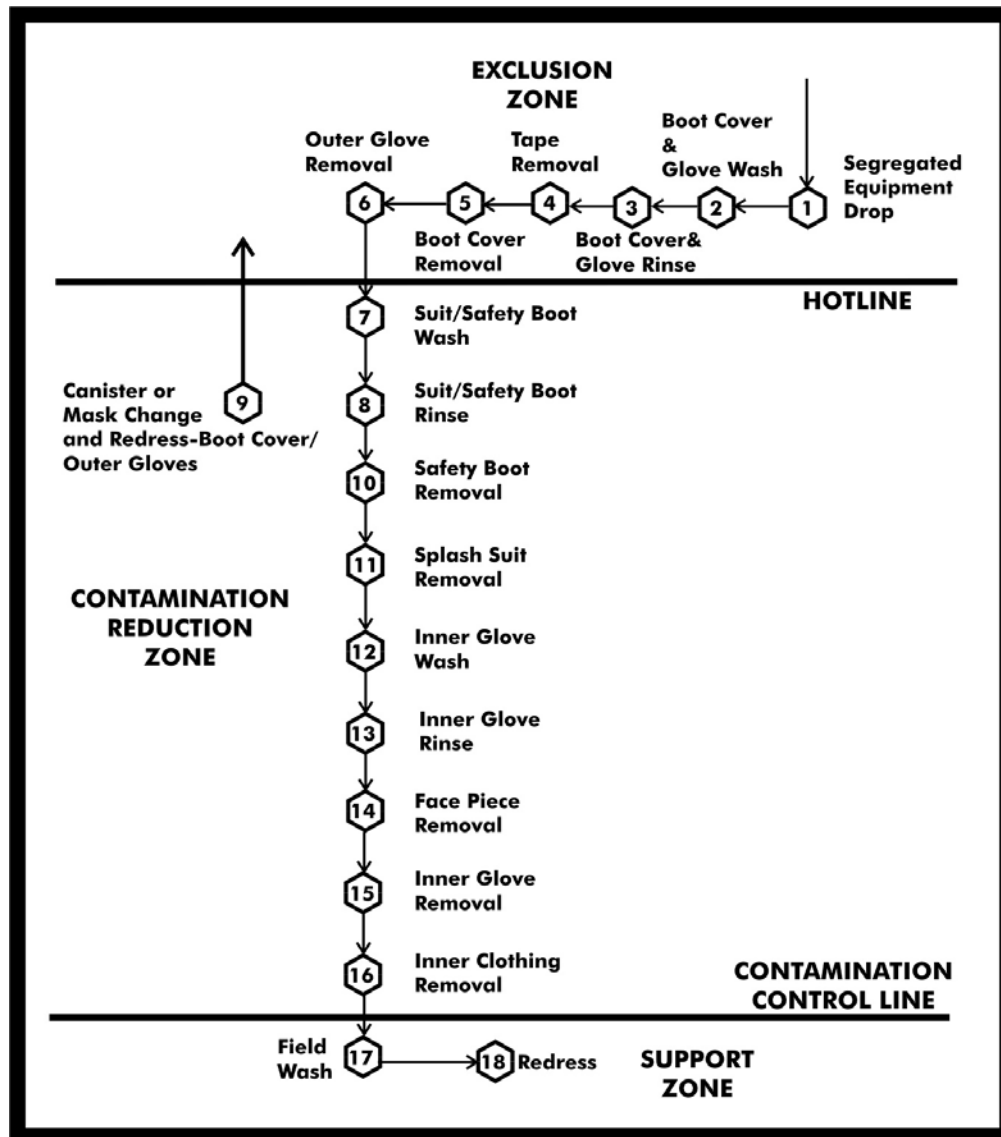
## 5.4 DECONTAMINATION PLAN, CONTINUED

Procedures for these stations are as follows:

MAXIMUM MEASURES FOR DECONTAMINATION		
<b>STATION 1</b>	Segregated equipment drop	Deposit equipment used on site (tools, sampling devices and containers, monitoring instruments, radios, clipboards, etc.) on plastic drop cloths or in different containers with plastic liners. Segregation at the drop reduces the probability of cross contamination. During hot weather operations, a cool down station may be set up within this area.
<b>STATION 2</b>	Boot cover and glove wash	Scrub outer boot cover and gloves with decontamination solution or detergent and water.
<b>STATION 3</b>	Boot cover and glove rinse	Rinse off decontamination solution from Station 2 using copious amounts of water.
<b>STATION 4</b>	Tape removal	Remove tape around boots and gloves and deposit in container with plastic liner.
<b>STATION 5</b>	Boot cover removal	Remove boot covers and deposit in containers with plastic liner.
<b>STATION 6</b>	Outer glove removal	Remove outer gloves and deposit in container with plastic liner.
<b>STATION 7</b>	Suit and boot wash	Wash splash suit, gloves, and safety boots. Scrub with long-handled scrub brush and decontamination solution.
<b>STATION 8</b>	Suit and boot and glove rinse	Rinse off decontamination solution using water. Repeat as many times as necessary.
<b>STATION 9</b>	Canister or mask change	If worker leaves exclusion zone to change canister or this is the last step in the decontamination procedure; worker's canister is exchanged, new outer gloves and boot covers are donned, joints are taped, and the worker returns to duty.
<b>STATION 10</b>	Safety boot removal	Remove safety boots and deposit in container with plastic liner.
<b>STATION 11</b>	Splash suit removal	With assistance of helper, remove splash suit. Deposit in container with plastic liner.
<b>STATION 12</b>	Inner glove wash	Wash inner gloves with decontamination solution.
<b>STATION 13</b>	Inner glove rinse	Rinse inner gloves with water.
<b>STATION 14</b>	Face piece removal	Remove face piece. Deposit in container with plastic liner. Avoid touching face with fingers.
<b>STATION 15</b>	Inner glove removal	Remove inner gloves and deposit in lined container.
<b>STATION 16</b>	Inner clothing removal	Remove clothing soaked with perspiration and place in lined container. Do not wear inner clothing off-site since there is a possibility that small amounts of contamination might have been transferred in removing the protective suit.
<b>STATION 17</b>	Field wash	Shower if highly toxic, skin-corrosive or skin-absorbable materials are known or suspected to be present. Wash hands and face if shower is not available.
<b>STATION 18</b>	Re-dress	Put on clean clothes.

## 5.4 DECONTAMINATION PLAN, CONTINUED

## DECONTAMINATION PROCEDURES, MAXIMUM DECONTAMINATION LAYOUT

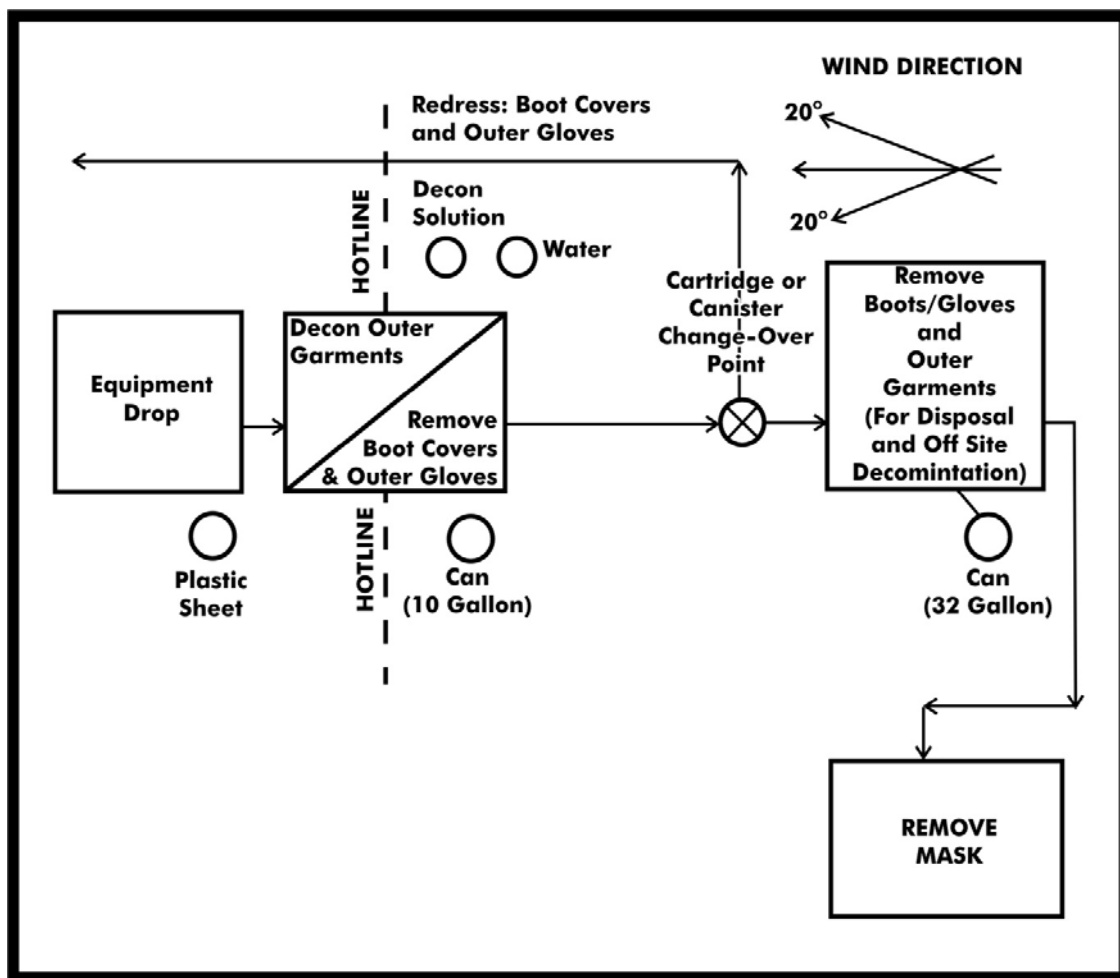


## 5.4 DECONTAMINATION PLAN, CONTINUED

MINIMUM MEASURES FOR DECONTAMINATION		
<b>STATION 1</b>	Equipment drop	Deposit equipment used on site (tools, sampling devices and containers, monitoring instruments, radios, clipboards, etc.) on plastic drop cloths. Segregation at the drop reduces the probability of cross contamination. During hot weather operations, a cool down station may be set up within this area.
<b>STATION 2</b>	Outer garment, boots and gloves wash, and rinse	Scrub outer boots, outer gloves, and splash suit with decontamination solution or detergent and water. Rinse off using copious amounts of water.
<b>STATION 3</b>	Outer boot and glove removal	Remove outer boots and gloves. Deposit in container with plastic liner.
<b>STATION 4</b>	Canister or mask change	If worker leaves exclusion zone to change canister (or mask) or this is the last step in the decontamination procedures; worker's canister is exchanged, new outer gloves and boot covers are donned, joints are taped, the worker returns to duty.
<b>STATION 5</b>	Boot, gloves, and outer garment removal	Boots, chemical-resistant splash suit, inner gloves removed and deposited in separate containers lined with plastic.
<b>STATION 6</b>	Face piece removal	Face piece is removed. Avoid touching face with fingers. Face piece deposited on plastic sheet.
<b>STATION 7</b>	Field wash	Hands and face are thoroughly washed. Shower as soon as possible.

## 5.4 DECONTAMINATION PLAN, CONTINUED

## DECONTAMINATION PROCEDURES, MINIMUM DECONTAMINATION LAYOUT



**5.5 DISPOSAL PLAN**

Date:	Location:
Source of release:	
Amount of release:	
Incident name:	
State On-Scene Coordinator:	
Federal On-Scene Coordinator:	
Time required for temporary storage:	
Proposed storage method:	

## Disposal priorities:

Sample date:	Sample ID:
Analysis required (type):	
Laboratory performing analysis:	

## Disposal options:

	Available	Likely	Possible	Unlikely
Landfill:				
In situ/ bio-remediation:				
In situ burn:				
Pit burning:				
Hydrocyclone:				
Off site incineration:				
Reclaim:				
Recycle:				

## Resources required for disposal options:


## General information:

Generator name:	US EPA ID#:
Waste properties:	Waste name:
US EPA waste code:	State waste code:
EPA hazardous waste:	
Waste storage and transportation:	
Proposed storage method:	
Proposed transportation method:	

**5.5 DISPOSAL PLAN, CONTINUED**

Permits required for storage:
Permits required for transportation:
Estimated storage capacity:
Number and type of storage required:
Local storage available for temporary storage of recovered oil:

PPE required for waste handling:	
Waste coordinator:	Date:
Resources required for disposal options:	

Incident name:	
Sample number:	Date sent:
Source of sample:	
Date sample data received:	
Waste hazardous:	Non-hazardous:
Permits/variances requested:	
Approval received on waste profile:	
Date disposal can begin:	
Disposal facilities:	
Profile number:	
Storage contractors:	
Waste transporters:	
PPE designated and agrees with Site Safety and Health Plan:	

## 5.5 DISPOSAL PLAN, CONTINUED

[illegible]

## 5.6 INCIDENT SECURITY PLAN

INCIDENT SECURITY PLAN (Complete form for each location requiring security)			
Incident name:		Date:	
Incident location:			
Prepared by:	Position:	Date:	
Indicate type of incident facility or area:			
<input type="checkbox"/> Command post	<input type="checkbox"/> Offshore zone		
<input type="checkbox"/> Joint information center	<input type="checkbox"/> Onshore work site		
<input type="checkbox"/> Media briefing room	<input type="checkbox"/> Other:		
<input type="checkbox"/> Staging area			
Incident facility location:			
Hours security required at this location:	Daylight	Night	24 hours
Security forces at this location:			
<input type="checkbox"/> Private	<input type="checkbox"/> Local agency	<input type="checkbox"/> State agency	<input type="checkbox"/> Federal agency
Description:			
Off-site traffic control required:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, describe:			
Site access controlled by:			
<input type="checkbox"/> Personnel	<input type="checkbox"/> Barricades	<input type="checkbox"/> Gates	<input type="checkbox"/> Other
Describe:			
Security forces at this location:			
<input type="checkbox"/> Check-in list	<input type="checkbox"/> Badges	<input type="checkbox"/> I.D. Card	<input type="checkbox"/> Other
Describe:			



## 5.6 INCIDENT SECURITY PLAN, CONTINUED

INCIDENT SECURITY PLAN, CONTINUED (Complete form for each location requiring security)	
Security forces at this location:	
<input type="checkbox"/> Personnel <input type="checkbox"/> Locked storage <input type="checkbox"/> 24 hr manned site <input type="checkbox"/> Other	
Describe:	
Describe EPA, USCG, FAA, or other agency implemented safety or security zones:	
Additional comments:	
List emergency personnel on-site:	
Site security manager:	Phone number:
Local law enforcement:	Phone number:
State law enforcement:	Phone number:
Federal law enforcement:	Phone number:
Incident security officer:	Phone number:

**5.7 DEMOBILIZATION PLAN**

<b>Incident name:</b>	<b>Location:</b>
<b>Effective date of plan:</b>	<b>Effective time period of plan:</b>
<b>Spill location:</b>	<b>Plan prepared by:</b>

Demobilization procedures:

- Operations Section will determine which resources are ready for release from a specific collection site
- The Planning Section will provide guidance on release priorities and demobilization recommendations
- Information maintained by the Planning Section will be utilized to assist in the prioritization
- Each incident will require a Decontamination Area
- Decontaminated equipment will be returned to appropriate staging area for release or re-deployment
- Transports for equipment will be required if remote from staging area
- The Planning Section will document all demobilization and decontamination activities
- Equipment designated for re-assignment will be mobilized to the appropriate staging area
- The Supervisor will ensure a log is maintained documenting that proper decontamination procedures are performed for each piece of equipment
- The Operations Section will ensure that redeployed personnel receive proper rest prior to returning to duty
- The Planning Section Chief will monitor personnel redeployment activities to ensure number of hours worked is within acceptable guidelines
- The Operations Section Chief must approve the Demobilization Plan before decontamination, release, or redeployment of any resources

## **SECTION 6**

# **SENSITIVE AREAS / RESPONSE TACTICS**

Last Revised: January 19, 2023

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### **6.1 Area Description**

### **6.2 Spill Containment / Recovery**

**Figure 6.2-1 - Response Tactics for Various Shorelines**

**Figure 6.2-2 - Response to Oil Spills in Urban Environments**

### **6.3 Sensitive Area Protection**

**Figure 6.3-1 - Sensitive Area Protection Implement Sequence**

**Figure 6.3-2 - Summary of Shoreline and Terrestrial Cleanup Techniques**

### **6.4 Wildlife Protection and Rehabilitation**

### **6.5 Endangered and Threatened Species By State**

### **6.6 Pipeline Map Feature Index**

### **6.7 Pipeline Sensitivity Maps**

### **6.8 Special Access Locations**

### **6.9 Waterway and Tactical Sites**

## 6.1 AREA DESCRIPTION

Description of shoreline types and specific shoreline protection and clean-up techniques are presented in **FIGURE 6.2-1** and **FIGURE 6.3-2**. The strategies and response examples are guidelines and must be evaluated during the response to ensure that the selected response methods are appropriate for the situation.

Sensitivity maps are provided in **SECTION 6.7**.

## 6.2 SPILL CONTAINMENT / RECOVERY

Containment and recovery refer to techniques that can be employed to contain and recover terrestrial and aquatic petroleum spills.

Terrestrial spills typically result from pipeline or tank leaks. The Company is equipped with secondary containment systems for areas with non-pressurized breakout tanks. Spills occurring within the secondary containment area or along the pipeline areas should be contained at or near their source to minimize the size of the cleanup area and quantity of soil affected.

Containment is most effective when conducted near the source of the spill, where the oil has not spread over a large area and the contained oil is of sufficient thickness to allow effective recovery and/or cleanup. The feasibility of effectively implementing containment and recovery techniques is generally dependent upon the size of the spill, available logistical resources, implementation time, and environmental conditions or nature of the terrain in the spill area.

For terrestrial spills, trenches and earthen berms or other dams are most often used to contain oil migration on the ground surface. Recovery of free oil is best achieved by using pumps, vacuum sources, and/or sorbents.

Spills that reach water spread faster than those on land. They also have greater potential to contaminate water supplies, to affect wildlife and populated areas, and to impact manmade structures and human activities. Responses on water should therefore emphasize stopping the spill, containing the oil near its source, and protecting sensitive areas before they are impacted.

Sorbents are used to remove minor on-water spills. For larger spills, booming is used to protect sensitive areas and to position oil so it can be removed with skimmers or vacuum trucks.

Due to entrainment, booming is not effective when the water moves faster than one knot or waves exceed 1.5 feet in height. Angling a boom will minimize entrainment. Using multiple, parallel booms will also improve recovery in adverse conditions. A summary of booming techniques is provided below.

**6.2 SPILL CONTAINMENT/RECOVERY, CONTINUED**

<b>Containment/Diversion Berming</b>	<ul style="list-style-type: none"><li>• Berms are constructed ahead of advancing surface spills to contain spill or divert spill to a containment area</li><li>• May cause disturbance of soils and some increased soil penetration</li></ul>
<b>Blocking/Flow-Through Dams</b>	<ul style="list-style-type: none"><li>• Construct dam in drainage course/stream bed to block and contain flow of spill. Cover with plastic sheeting. If water is flowing install inclined pipes during dam construction to pass water underneath dam</li><li>• May increase soil penetration</li></ul>
<b>Culvert Blocking</b>	<ul style="list-style-type: none"><li>• Block culvert with plywood, sandbags, sediments, etc. to prevent oil from entering culvert</li></ul>
<b>Interception Trench</b>	<ul style="list-style-type: none"><li>• Excavate ahead of advancing surface spill to contain spill and prevent further advancement; cover bottom and gradients with plastic</li><li>• May cause disturbance of soils and increased soil penetration</li></ul>
<b>Containment booming</b>	<ul style="list-style-type: none"><li>• Boom is deployed around free oil</li><li>• Boom may be anchored or left to move with the oil</li></ul>
<b>Diversion booming</b>	<ul style="list-style-type: none"><li>• Boom is deployed at an angle to the approaching oil</li><li>• Oil is diverted to a less sensitive area</li><li>• Diverted oil may cause heavy oil contamination to the shoreline downwind and down current</li><li>• Anchor points may cause minor disturbance to the environment</li></ul>
<b>Exclusion booming</b>	<ul style="list-style-type: none"><li>• Boom is placed around a sensitive area or across an inlet, a river mouth, a creek mouth, or a small bay</li><li>• Approaching oil is contained or deflected (diverted) by the boom</li><li>• Anchor points may cause minor disturbance to the environment</li></ul>
<b>Sorbent booming</b>	<ul style="list-style-type: none"><li>• Used only on quiet water with minor oil contamination</li><li>• Boom is anchored along a shoreline or used in a manner described above</li><li>• May use boom made of sorbent material or may pack sorbent material between multiple booms placed parallel to each other</li></ul>

Other cleanup methods include: natural recovery, manual removal/scraping, low-pressure flushing, warm water washing, and burning. Berms and dams are also used in shallow waterways to protect areas.

## 6.2 SPILL CONTAINMENT/RECOVERY, CONTINUED

**ICE:** Several important differences in the behavior of spilled oil in ice conditions greatly reduce the effectiveness of response methods. For spills in water colder than the oil's pour point, the oil will quickly become viscous or tar-like. Even lighter, refined products can lose the ability to disperse and become non-coalescing, semi-solid, smooth, spherical particles that are difficult to recover. Weathering and loss by evaporation are slowed by low temperature, thickness of the slick, restriction of spreading, entrapment below the ice, and encapsulation in ice.

When spilled on ice, oil may pool in depressions and cavities, or be transported across the ice by wind. In ice with a porous crystal structure, oil can penetrate the ice; diesel-like oils can penetrate freely and deeply, while heavy oils remain more on the surface. Oil on the ice surface can also be entrapped by growing ice. If a light cover of snow covers the oil on the ice, the increased absorption of solar radiation by the oil under the snow can result in daily melting and nightly re-freezing that can form an ice/oil/ice layer.

Oil spills trapped beneath the ice will collect in the rough underside areas of the ice sheet. Entrapped oil will spread until it reaches an equilibrium thickness. The oil can become encapsulated within the growing ice sheet, where it will remain until spring thaw or when leads in the ice sheet form. During breakup, decaying ice increases in porosity and decreases in strength. Oil spilled under or sandwiched between this ice will rise through the ice and collect on the ice surface.

For oil spilled under the ice, there are new infrared and imaging techniques available to assist in location of thick oil pockets. Holes can be drilled in the ice at these collection points, and the oil removed by vacuum. When the oil is encapsulated in the ice, there are two options: remove the contaminated ice or delay recovering the oil until the spring thaw. The largest logistical issue with contaminated ice is separating the oil from large quantities of ice during the winter. In-situ burning and certain types of skimmers have been shown to be effective for removing oil in broken ice.

Cleanup methods are provided in the appropriate Area Contingency Plan (ACP), NOAA's "Shoreline Assessment Manual," and NOAA's "Options for Minimizing Environmental Impacts of Freshwater Spill Response." (See <http://response.restoration.noaa.gov> for the latter two.)

FIGURE 6.2-1 - RESPONSE TACTICS FOR VARIOUS SHORELINES

TYPES	DESCRIPTION	PREDICTED OIL IMPACT	RECOMMENDED CLEANUP ACTIVITY
Developed/ Unforested land	<ul style="list-style-type: none"> <li>This class includes towns, cities, farms, pastures, fields, reclaimed wetlands, and other altered areas</li> <li>Organisms and algae may be common in riprap structures and on pilings</li> </ul>	<ul style="list-style-type: none"> <li>Oil would percolate easily between the gravel and boulders of riprap structures</li> <li>Oil would coat the intertidal areas of solid structures</li> <li>Biota would be damaged or killed under heavy accumulations</li> </ul>	<ul style="list-style-type: none"> <li>May require high pressure spraying: <ul style="list-style-type: none"> <li>To remove oil</li> <li>To prepare substrate for recolonization of barnacle and oyster communities</li> <li>For aesthetic reasons</li> </ul> </li> </ul>
Freshwater Flat	<ul style="list-style-type: none"> <li>Mud or organic deposits located along the shore or in shallow portions of nontidal freshwater lakes and ponds</li> <li>They are exposed to low wave and current energy</li> <li>They are often areas of heavy bird use</li> </ul>	<ul style="list-style-type: none"> <li>Oil is expected to be deposited along the shoreline</li> <li>Penetration of spilled oil into the water-saturated sediments of the flat will not occur</li> <li>When sediments are contaminated, oil may persist for years</li> </ul>	<ul style="list-style-type: none"> <li>These areas require high priority for protection against oil contamination</li> <li>Cleanup of freshwater flats is nearly impossible because of soft substrate</li> <li>Cleanup is usually not even considered because of the likelihood of mixing oil deeper into the sediments during the cleanup effort</li> <li>Passive efforts, such as sorbent boom can be used to retain oil as it is naturally removed</li> </ul>
Fresh Marsh	<ul style="list-style-type: none"> <li>Found along freshwater ponds and lakes</li> <li>These marshes have various types of vegetative cover, including floating aquatic mats, vascular submerged vegetation, needle and broad-leaved deciduous scrubs and shrubs, and broad-leaved evergreen scrubs and shrubs</li> <li>Birds and mammals extensively use fresh marshes for feeding and breeding purposes</li> </ul>	<ul style="list-style-type: none"> <li>Small amounts of oil will contaminate the outer marsh fringe only; natural removal by wave action can occur within months</li> <li>Large spills will cover more area and may persist for decades</li> <li>Oil, particularly the heavy fuel oils, tends to adhere readily to marsh grasses</li> </ul>	<ul style="list-style-type: none"> <li>Marshes require the highest priority for shoreline protection</li> <li>Natural recovery is recommended when: <ul style="list-style-type: none"> <li>A small extent of marsh is affected</li> <li>A small amount of oil impacts the marsh fringe</li> </ul> </li> <li>The preferred cleanup method is a combination of low-pressure flushing, sorption, and vacuum pumping performed from boats</li> <li>Any cleanup activities should be supervised closely to avoid excessive disturbances of the marsh surface or roots</li> <li>Oil wrack and other debris may be removed by hand</li> </ul>
Swamp	<ul style="list-style-type: none"> <li>Swamps are freshwater wetlands having varying water depths with vegetation types ranging from shrubs and scrubs to poorly drained forested wetlands. Major vegetative types include: scrubs, shrubs, evergreen trees, and hardwood forested woodlands</li> <li>Birds and mammals use swamps during feeding and breeding activities</li> </ul>	<ul style="list-style-type: none"> <li>Even small amounts of spilled oil can spread through the swamp</li> <li>Large spills will cover more area and may persist for decades since water-flushing rates are low</li> <li>Oil, particularly the heavy fuel oils, will adhere to swamp vegetation</li> <li>Unlike mangroves, the roots of swamp forest trees are not exposed; thus, little damage to trees is expected. Any underbrush vegetation, however, would be severely impacted</li> </ul>	<ul style="list-style-type: none"> <li>No cleanup recommended under light conditions</li> <li>Under moderate to heavy accumulations, to prevent chronic oil pollution of surrounding areas placement of sorbent along fringe swamp forest (to absorb oil as it is slowly released) may be effective under close scientific supervision</li> <li>Proper strategic boom placement may be highly effective in trapping large quantities of oil, thus reducing oil impact to interior swamp forests</li> <li>Oil trapped by boom can be reclaimed through the use of skimmers and vacuums</li> </ul>

FIGURE 6.2-1 - RESPONSE TACTICS FOR VARIOUS SHORELINES, CONTINUED

TYPES	DESCRIPTION	PREDICTED OIL IMPACT	RECOMMENDED CLEANUP ACTIVITY
Open water	<ul style="list-style-type: none"> <li>Have ocean like waves and currents</li> <li>Weather changes effect on water conditions</li> <li>River mouths present problems</li> <li>Thermal stratification occurs</li> </ul>	<ul style="list-style-type: none"> <li>Most organisms are mobile enough to move out of the spill area</li> <li>Aquatic birds are vulnerable to oiling</li> <li>Human usage (such as transportation, water intakes, and recreational activities) may be restricted</li> </ul>	<ul style="list-style-type: none"> <li>Booming, skimming, vacuuming, and natural recovery are the preferred cleanup methods</li> <li>Sorbents, containment booming, skimming, and vacuum recovery should not be used for gasoline spills unless all available options have been considered and it has been determined that the benefits of containment outweigh the risks; and additionally, until the appropriate safety precautions have been taken (e.g. elimination of ignition sources, control of flammable vapors, and grounding and bonding of recovery equipment)</li> <li>Cleanup options include physical herding, sorbents, and debris/vegetation removal</li> </ul>
Large rivers	<ul style="list-style-type: none"> <li>May have varying salinities, meandering channels, and high flow rates</li> <li>May include manmade structures (such as dams and locks)</li> <li>Water levels vary seasonally</li> <li>Floods generate high suspended sediment and debris loads</li> </ul>	<ul style="list-style-type: none"> <li>Fish and migratory birds are of great concern</li> <li>Under flood conditions, may impact highly sensitive areas in floodplains</li> <li>Human usage may be high</li> <li>When sediments are contaminated, oil may persist for years</li> </ul>	<ul style="list-style-type: none"> <li>Booming, skimming, and vacuuming are the preferred cleanup methods</li> <li>Sorbents, containment booming, skimming, and vacuum recovery should not be used for gasoline spills unless all available options have been considered and it has been determined that the benefits of containment outweigh the risks; and additionally, until the appropriate safety precautions have been taken (e.g. elimination of ignition sources, control of flammable vapors, and grounding and bonding of recovery equipment)</li> <li>Cleanup options include natural recovery, physical herding, sorbents, and debris/vegetation removal</li> </ul>
Small lakes and ponds	<ul style="list-style-type: none"> <li>Water surface can be choppy</li> <li>Water levels can fluctuate widely</li> <li>May completely freeze in winter</li> <li>Bottom sediments near the shore can be soft and muddy</li> <li>Surrounding area may include wet meadows and marshes</li> </ul>	<ul style="list-style-type: none"> <li>Wildlife and socioeconomic areas likely to be impacted</li> <li>Wind will control the oil's distribution</li> </ul>	<ul style="list-style-type: none"> <li>Booming, skimming, vacuuming, and sorbents are the preferred cleanup methods</li> <li>Sorbents, containment booming, skimming, and vacuum recovery should not be used for gasoline spills unless all available options have been considered and it has been determined that the benefits of containment outweigh the risks; and additionally, until the appropriate safety precautions have been taken (e.g. elimination of ignition sources, control of flammable vapors, and grounding and bonding of recovery equipment)</li> <li>Cleanup options include physical herding, sorbents, and debris/vegetation removal</li> </ul>
Small rivers and streams	<ul style="list-style-type: none"> <li>Wide range of water bodies - fast flowing streams to slow moving bayous with low muddy banks and fringed with vegetation</li> <li>May include waterfalls, rapids, log jams, mid-channel bars, and islands</li> <li>Weathering rates may be slower because spreading and evaporation are restricted</li> </ul>	<ul style="list-style-type: none"> <li>Usually contaminate both banks and the water column, exposing a large number of biota to being oiled</li> <li>Water intakes for drinking water, irrigation, and industrial use likely to be impacted</li> </ul>	<ul style="list-style-type: none"> <li>Booming, skimming, vacuuming, sorbents, barriers, and berms are the preferred cleanup methods</li> <li>Sorbents, containment booming, skimming, and vacuum recovery should not be used for gasoline spills unless all available options have been considered and it has been determined that the benefits of containment outweigh the risks; and additionally, until the appropriate safety precautions have been taken (e.g. elimination of ignition sources, control of flammable vapors, and grounding and bonding of recovery equipment)</li> <li>Cleanup options include physical herding, natural recovery, debris removal, vegetation removal, and in-situ burn</li> </ul>



FIGURE 6.2-2 - RESPONSE TO OIL SPILLS IN URBAN ENVIRONMENTS

APPLICABILITY	DESCRIPTION	RECOMMENDED EQUIPMENT	POTENTIAL ISSUES
<p>Storm Sewers:</p> <p>Spilled product may be able to infiltrate a storm sewer, either directly, via a grate, or indirectly through cracks or gaps in underground pipes.</p>	<ul style="list-style-type: none"> <li>Flushing – Use of high pressure water to move suspended product to a collection area.</li> <li>Jet-Flushing – Specialized sewer cleaning equipment to remove suspended product as well as silt and debris.</li> </ul>	<ul style="list-style-type: none"> <li>Vac Truck</li> <li>Frac Tank</li> <li>Jet Flushing Truck</li> <li>Pumps</li> </ul>	<ul style="list-style-type: none"> <li>Simple flushing may not be able to remove product that has infiltrated silt or "hung up" in corrugated sides of storm piping. Jet flushing may be required.</li> <li>Jet flushing may result in accumulation of solid wastes to be managed. Sewer inspection may require confined space entry.</li> <li>Product may follow the outside of sewer lines.</li> <li>Sewer system may have to be rerouted during response to eliminate recontamination.</li> <li>Storm sewers may be part of a combined sewer system (See Sanitary Sewer System).</li> <li>As part of initial assessment, dye marking may be required along with marking manhole covers to identify locations.</li> <li>Collect upstream and downstream water quality samples.</li> </ul>
<p>Stormwater Retention Ponds</p>	<ul style="list-style-type: none"> <li>Aeration/Sparging – Use of compressors to inject air into the water to volatilize hydrocarbons.</li> <li>Booming – Using sorbent and/or containment booms to contain and recover petroleum products.</li> <li>Skimming – Skimmers may be used depending on concentration of flowing product.</li> <li>Shoreline Cleanup – See Shoreline tactics.</li> <li>Underflow Dams</li> </ul>	<ul style="list-style-type: none"> <li>Vac Truck</li> <li>Frac Tank</li> <li>Compressors</li> <li>Containment Boom</li> <li>Sorbent Boom</li> </ul>	<ul style="list-style-type: none"> <li>Stormwater ponds are designed for the temporary storage of stormwater. Water conditions may result in the pond overflowing to a storm sewer, to another pond, or to a river. Conditions must be monitored to ensure boom placement matches changing water height.</li> </ul>
<p>Sanitary Sewers:</p> <p>Spilled product may be able to infiltrate a sanitary sewer indirectly through cracks or gaps in underground pipes.</p>	<ul style="list-style-type: none"> <li>Flushing – Use of high pressure water to move suspended product to a collection area.</li> <li>Jet-Flushing – Specialized sewer cleaning equipment to remove suspended product as well as solids.</li> <li>Biological/Cleaning Agents – Specialized cleaning agents used with flushing to remove petroleum products. Helpful bacteria may remain to assist in cleaning any residual petroleum products.</li> </ul>	<ul style="list-style-type: none"> <li>Vac Truck</li> <li>Frac Tank</li> <li>Jet Flushing Truck</li> <li>Pumps</li> <li>Cleaning Agent</li> </ul>	<ul style="list-style-type: none"> <li>Simple flushing may not be able to remove product that has infiltrated solids or "hung up" in high or low spot in piping. Jet flushing may be required. Jet flushing will result in accumulation of solid wastes to be managed.</li> <li>Sewer system may have to be rerouted upstream of impacted area during response to eliminate recontamination.</li> <li>Product may follow the outside of sewer lines.</li> <li>Any flushing and recovery will result in accumulation of biological wastes which must be stored and handled separately from other recovered petroleum or contact water.</li> <li>Municipalities may not allow cleaning agents to be released to their water treatment plants, requiring recovery downstream of the injection point.</li> <li>As part of the initial assessment, dye marking, manhole marking and air monitoring may be required.</li> <li>Check residential and business properties for vapors that may have migrated through dry traps.</li> <li>Permits may be required to discharge treated water.</li> </ul>

### 6.3 SENSITIVE AREA PROTECTION

Protection refers to the implementation of techniques or methods to prevent oil from making contact with a shoreline or aquatic area that is determined to be sensitive for environmental, economic, cultural, or human use reasons. Implementation of sensitive area protection techniques must consider a number of factors such as sensitive features, priorities for areas to be protected, and potential degree of impact. In the event a product spill reaches a major area waterway, it may be necessary to protect downstream sensitive areas if it appears that local containment and recovery efforts will not be sufficient to control the entire spill. Major waterways and specific sensitive areas located downstream of the pipeline are provided in **SECTION 6.7**.

FIGURE 6.3-1 - SENSITIVE AREA PROTECTION IMPLEMENT SEQUENCE

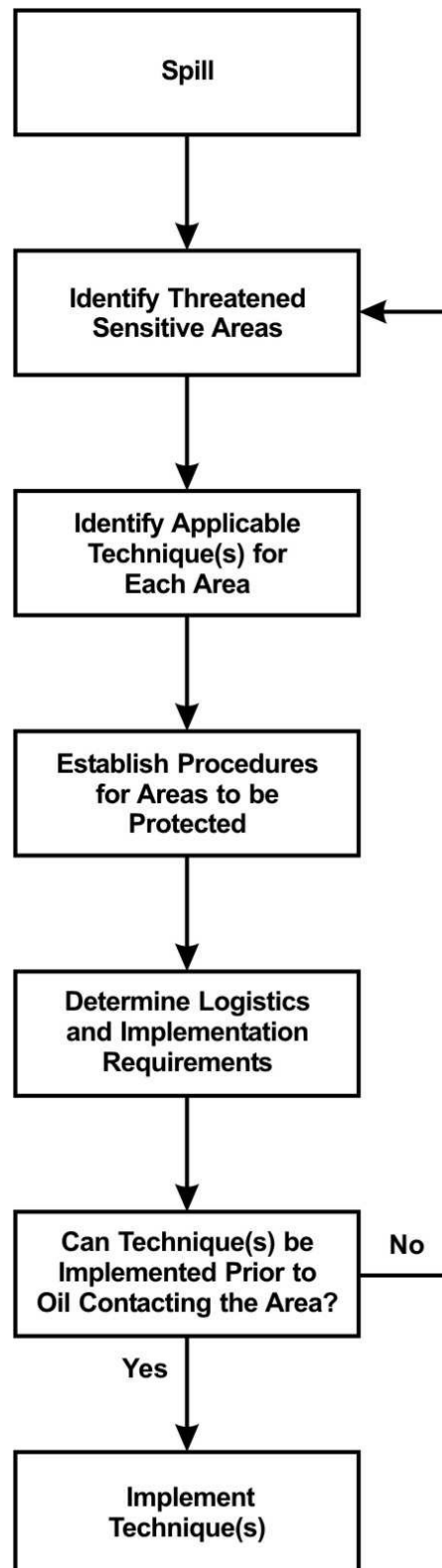


FIGURE 6.3-2 - SUMMARY OF SHORELINE AND TERRESTRIAL CLEANUP TECHNIQUES

TECHNIQUE	DESCRIPTION	RECOMMENDED EQUIPMENT	APPLICABILITY	POTENTIAL ENVIRONMENTAL EFFECTS
<b>Removal</b>				
1. Manual Removal	Hand tool (scrapers, wire brushes, shovels, cutting tools, wheel barrows, etc.) are used to scrape oil off surfaces or recover oiled sediments, vegetation, or debris where oil conditions are light or sporadic and/or access is limited.	<u>Equipment</u> misc. hand tools <u>Personnel</u> 10-20 workers	<ul style="list-style-type: none"> <li>Can be used on all habitat types</li> <li>Light to moderate oiling conditions for stranded oil or heavy oils that have formed semi-solid to solid masses</li> <li>In areas where roosting or birthing animals cannot or should not be disturbed</li> </ul>	<ul style="list-style-type: none"> <li>Sediment disturbance and erosion potential</li> </ul>
2. Mechanical Removal	Mechanical earthmoving equipment is used to remove oiled sediments and debris from heavily impacted areas with suitable access.	<u>Equipment</u> motor grader, backhoe, dump truck, elevating scrapers <u>Personnel</u> 2-4 workers plus equipment operators	<ul style="list-style-type: none"> <li>On land, wherever surface sediments are accessible to heavy equipment</li> <li>Large amounts of oiled materials</li> </ul>	<ul style="list-style-type: none"> <li>Removes upper 2 to 12 inches of sediments</li> </ul>
3. Sorbent Use	Sorbents are applied manually to oil accumulations, coatings, sheens, etc. to remove and recover the oil.	<u>Equipment</u> misc. hand tools misc. sorbents <u>Personnel</u> 2-10 workers	<ul style="list-style-type: none"> <li>Can be used on all habitat types</li> <li>Free-floating oil close to shore or stranded on shore, secondary treatment method after gross oil removal</li> <li>Sensitive areas where access is restricted</li> </ul>	<ul style="list-style-type: none"> <li>Sediment disturbance and erosion potential</li> <li>Trampling of vegetation and organisms</li> <li>Foot traffic can work oil deeper into soft sediments</li> </ul>
4. Vacuum/ Pumps / Skimmers	Pumps, vacuum trucks, skimmers are used to remove oil accumulations from land or relatively thick floating layers from the water.	<u>Equipment</u> 1-2 50- to 100-bbl vacuum trucks w/hoses 1-2 nozzle screens or skimmer heads <u>Personnel</u> 2-6 workers plus truck operators	<ul style="list-style-type: none"> <li>Can be used on all habitat types</li> <li>Stranded oil on the substrate</li> <li>Shoreline access points</li> </ul>	<ul style="list-style-type: none"> <li>Typically does not remove all oil</li> <li>Can remove some surface organisms, sediments, and vegetation</li> </ul>
<b>Washing</b>				
5. Flooding	High volumes of water at low pressure are used to flood the oiled area to float oil off and out of sediments and back into the water or to a containment area where it can be recovered. Frequently used with flushing.	<u>Equipment</u> 1-5 100- to 200-gpm pumping systems 1 100-ft perforated header hose per system 1-2 200-ft containment booms per system 1 oil recovery device per system <u>Personnel</u> 6-8 workers per system	<ul style="list-style-type: none"> <li>All shoreline types except steep intertidal areas</li> <li>Heavily oiled areas where the oil is still fluid and adheres loosely to the substrate</li> <li>Where oil has penetrated into gravel sediments</li> <li>Used with other washing techniques</li> </ul>	<ul style="list-style-type: none"> <li>Can impact clean down gradient areas</li> <li>Can displace some surface organisms if present</li> <li>Sediments transported into water can affect water quality</li> </ul>

FIGURE 6.3-2 - SUMMARY OF SHORELINE AND TERRESTRIAL CLEANUP TECHNIQUES, CONTINUED

TECHNIQUE	DESCRIPTION	RECOMMENDED EQUIPMENT	APPLICABILITY	POTENTIAL ENVIRONMENTAL EFFECTS
<b>Washing, Continued</b>				
6. Flushing	Water streams at low to moderate pressure, and possibly elevated temperatures, are used to remove oil from surface or near-surface sediments through agitation and direct contact. Oil is flushed back into the water or a collection point for subsequent recovery. May also be used to flush out oil trapped by shoreline or aquatic vegetation.	<u>Equipment</u> 1-5 50- to 100-gpm/100-psi pumping systems with manifold 1-4 100-ft hoses and nozzles per system 1-2 200-ft containment booms per system 1 oil recovery device per system <u>Personnel</u> 8-10 workers per system	<ul style="list-style-type: none"> <li>Substrates, riprap, and solid man-made structures</li> <li>Oil stranded onshore</li> <li>Floating oil on shallow intertidal areas</li> </ul>	<ul style="list-style-type: none"> <li>Can impact clean down gradient areas</li> <li>Will displace many surface organisms if present</li> <li>Sediments transported into water can affect water quality</li> <li>Hot water can be lethal to many organisms</li> <li>Can increase oil penetration depth</li> </ul>
7. Spot (High Pressure Washing)	High pressure water streams are used to remove oil coatings from hard surfaces in small areas where flushing is ineffective. Oil is directed back into water or collection point for subsequent recovery.	<u>Equipment</u> 1-5 1,200- to 4,000-psi units with hose and spray wand 1-2 100-ft containment booms per unit 1 oil recovery device per unit <u>Personnel</u> 2-4 workers per unit	<ul style="list-style-type: none"> <li>Bedrock, man-made structures, and gravel substrates</li> <li>When low-pressure flushing is not effective</li> <li>Directed water jet can remove oil from hard to reach sites</li> </ul>	<ul style="list-style-type: none"> <li>Will remove most organisms if present</li> <li>Can damage surface being cleaned</li> <li>Can affect clean down gradient or nearby areas</li> </ul>
<b>In Situ</b>				
8. Passive Collection	Sorbent/snare booms or other sorbent materials are anchored at the waterline adjacent to heavily oiled areas to contain and recover oil as it leaches from the sediments.	<u>Equipment</u> 1,000-2,000 ft sorbent/snare boom 200-400 stakes or anchor systems <u>Personnel</u> 4-10 workers	<ul style="list-style-type: none"> <li>All shoreline types</li> <li>Calm wave action</li> <li>Slow removal process</li> </ul>	<ul style="list-style-type: none"> <li>Significant amounts of oil can remain on the shoreline for extended periods of time</li> </ul>
9. Sediment Tilling	Mechanical equipment or hand tools are used to till lightly to moderately oiled surface sediments to maximize natural degradation processes.	<u>Equipment</u> 1 tractor fitted with tines, dicer, ripper blades, etc. or 1-4 rototillers or 1 set of hand tools <u>Personnel</u> 2-10 workers	<ul style="list-style-type: none"> <li>Any sedimentary substrate that can support heavy equipment</li> <li>Sand and gravel beaches with subsurface oil</li> <li>Where sediment is stained or lightly oiled</li> <li>Where oil is stranded above normal high waterline</li> </ul>	<ul style="list-style-type: none"> <li>Significant amounts of oil can remain on the shoreline for extended periods of time</li> <li>Disturbs surface sediments and organisms</li> </ul>

FIGURE 6.3-2 - SUMMARY OF SHORELINE AND TERRESTRIAL CLEANUP TECHNIQUES, CONTINUED

TECHNIQUE	DESCRIPTION	RECOMMENDED EQUIPMENT	APPLICABILITY	POTENTIAL ENVIRONMENTAL EFFECTS
<b>In Situ, Continued</b>				
10. In Situ Bioremediation	Fertilizer is applied to lightly to moderately oiled areas to enhance microbial growth and subsequent biodegradation of oil.	<u>Equipment</u> 1-2 fertilizer applicators 1 tilling device if required <u>Personnel</u> 2-4 workers	<ul style="list-style-type: none"> <li>Any shoreline habitat type where nutrients are deficient Moderate to heavily oiled substrates After other techniques have been used to remove free product on lightly oiled shorelines Where other techniques are destructive or ineffective</li> </ul>	<ul style="list-style-type: none"> <li>Significant amounts of oil can remain on the shoreline for extended periods of time</li> <li>Can disturb surface sediments and organisms</li> </ul>
11. Log/Debris Burning. Under no circumstances will any facility personnel initiate debris burning. Authorization of in situ burning is subject to consultation and concurrence from the State and DOI. DOI is notified through the RRT and is provided a limited time to respond. In the event DOI does not respond, RRT can decide to initiate a burn without their concurrence.	Oiled logs, driftwood, vegetation, and debris are burned to minimize material handling and disposal requirements. Material should be stacked in tall piles and fans used to ensure a hot, clean burn.	<u>Equipment</u> 1 set of fire control equipment 2-4 fans 1 supply of combustion promoter <u>Personnel</u> 2-4 workers	<ul style="list-style-type: none"> <li>On most habitats except dry muddy substrates where heat may impact the biological productivity of the habitat</li> <li>Where heavily oiled items are difficult or impossible to move</li> <li>Many potential applications on ice</li> </ul>	<ul style="list-style-type: none"> <li>Heat may impact local near-surface organisms</li> <li>Substantial smoke may be generated</li> <li>Heat may impact adjacent vegetation</li> </ul>
12. Natural Recovery	No action is taken and oil is allowed to degrade naturally.	None required	<ul style="list-style-type: none"> <li>All habitat types</li> <li>When natural removal rates are fast</li> <li>Degree of oiling is light</li> <li>Access is severely restricted or dangerous to cleanup crews</li> <li>When cleanup actions will do more harm than natural removal</li> </ul>	<ul style="list-style-type: none"> <li>Oil may persist for significant periods of time</li> <li>Remobilized oil or sheens may impact other areas</li> <li>Higher probability of impacting wildlife</li> </ul>
13. Dispersants (Under no circumstances will any facility personnel who might be involved in an oil spill response, disperse detergents or other surfactants. These products are prohibited from being used on an oil spill in water; such usage requires written approval of the Regional Response Team, consisting of federal and state agency representatives that coordinate oil spill response efforts)	Dispersants are used to reduce the oil/water interfacial tension thereby decreasing the energy needed for the slick to break into small particles and mix into the water column. Specially formulated products containing surface-active agents are sprayed from aircraft or boats onto the slick.	Dispersants Boat or aircraft	<ul style="list-style-type: none"> <li>Water bodies with sufficient depth and volume for mixing and dilution</li> <li>When the impact of the floating oil has been determined to be greater than the impact of dispersed oil on the water-column community</li> </ul>	<ul style="list-style-type: none"> <li>Use in shallow water could affect benthic resources</li> <li>May adversely impact organisms in the upper 30 feet of the water column</li> <li>Some water-surface and shoreline impacts could occur</li> </ul>
1 - Per 1000 feet of shoreline or oiled area				

Cleanup methods are provided in the appropriate Area Contingency Plan (ACP), NOAA's "Shoreline Assessment Manual," and NOAA's "Options for Minimizing Environmental Impacts of Freshwater Spill Response." (See <http://response.restoration.noaa.gov> for the latter two.)

#### 6.4 WILDLIFE PROTECTION AND REHABILITATION

- The Company will support wildlife protection and rehabilitation efforts during the response, but will not typically directly manage these efforts.
- Company personnel will not attempt to rescue or clean affected wildlife, because such actions may cause harm to the individuals or may place the animals at further risk.
- Federal and state agencies responsible for wildlife capture and rehabilitation will typically coordinate capturing and rehabilitating oiled wildlife; a list of these agencies are included in **FIGURE 3.1-3**.
- Wildlife rehabilitation specialists may be utilized to assist in capturing and rehabilitating oiled animals as well as deterring unaffected animals away from the spill site.
- U.S Fish & Wildlife is to be notified and consulted in establishing incident-specific priorities for the protection of the resources provided.

## 6.5 ENDANGERED AND THREATENED SPECIES BY STATE

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
Bat, gray	<i>Myotis grisescens</i>	Caves and mines; rivers adjacent to forests	E	Kansas
Bat, gray	<i>Myotis grisescens</i>	Caves and mines; rivers adjacent to forests	E	Oklahoma
Bat, Indiana	<i>Myotis sodalis</i>	Caves, mines, upland forests	E	Oklahoma
Bat, Ozark big-eared	<i>Corynorhinus (=Plecotus) townsendii ingens</i>	Caves, mines, upland forests	E	Oklahoma
Beardtongue, Parachute	<i>Penstemon debilis</i>	Oil shale talus, steep slopes	T	Colorado
Beardtongue, Penland	<i>Penstemon penlandii</i>	Alkaline clays containing selenium, which is toxic to most plants	E	Colorado
Beetle, American burying	<i>Nicrophorus americanus</i>	Cropland/hedgerow	E	Oklahoma
Beetle, American burying	<i>Nicrophorus americanus</i>	Cropland/hedgerow	E	Kansas
Beetle, American burying	<i>Nicrophorus americanus</i>	Cropland/hedgerow	E	South Dakota
Bladderpod, Dudley Bluffs	<i>Lesquerella congesta</i>	Barren white outcrops exposed along drainages	T	Colorado
Butterfly plant, Colorado	<i>Gaura neomexicana</i> var. <i>coloradensis</i>	Moist areas of floodplains	T	Colorado
Butterfly plant, Colorado	<i>Gaura neomexicana</i> var. <i>coloradensis</i>	Moist areas of floodplains	T	Wyoming
Butterfly, Uncompahgre fritillary	<i>Boloria acrocnema</i>	Moist alpine slopes with extensive snow willow	E	Colorado
Cactus, Colorado hookless	<i>Sclerocactus glaucus</i>	Alluvial benches along the Green, Colorado and Gunnison Rivers	T	Colorado

T - Threatened  
E - Endangered



## 6.5 ENDANGERED AND THREATENED SPECIES BY STATE, CONTINUED

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
Cactus, Knowlton	<i>Pediocactus knowltonii</i>	Gravelly, dark, sandy loams on slopes or hills	E	Colorado
Cactus, Mesa Verde	<i>Sclerocactus mesae-verdae</i>	Gravelly, dark, sandy loams on slopes or hills	T	Colorado
Cavefish, Ozark	<i>Amblyopsis rosae</i>	Dark cave waters	T	Oklahoma
Chub, bonytail entire	<i>Gila elegans</i>	Main stream of mid-sized to large rivers	E	Colorado
Chub, humpback entire	<i>Gila cypha</i>	Large rivers	E	Colorado
Chub, humpback entire	<i>Gila cypha</i>	Large rivers	E	Wyoming
Crane, whooping except where EXPN	<i>Grus americana</i>	Cropland/hedgerow, grassland/herbaceous	E	South Dakota
Crane, whooping except where EXPN	<i>Grus americana</i>	Cropland/hedgerow, grassland/herbaceous	E	Oklahoma
Crane, whooping except where EXPN	<i>Grus americana</i>	Cropland/hedgerow, grassland/herbaceous	E	Kansas
Cuckoo, yellow-billed Western	<i>Coccyzus americanus</i>	Open woodlands	T	Colorado
Cuckoo, yellow-billed Western	<i>Coccyzus americanus</i>	Open woodlands	T	Wyoming
Dace, Kendall Warm Springs	<i>Rhinichthys osculus thermalis</i>	Thermal seeps and springs of a small limestone ridge	E	Wyoming
Darter, leopard	<i>Percina pantherina</i>	Clear, upland small to medium rivers	T	Oklahoma
Ferret, black-footed entire population, except where EXPN	<i>Mustela nigripes</i>	Grasslands, steppe, and shrub steppe	E	Kansas

T - Threatened  
E - Endangered

## 6.5 ENDANGERED AND THREATENED SPECIES BY STATE, CONTINUED

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
Ferret, black-footed entire population, except where EXPN	<i>Mustela nigripes</i>	Grasslands, steppe, and shrub steppe	E	Colorado
Ferret, black-footed entire population, except where EXPN	<i>Mustela nigripes</i>	Grasslands, steppe, and shrub steppe	E	South Dakota
Flycatcher, southwestern willow	<i>Empidonax traillii eximius</i>	Streamside thickets, brushy fields, and willows	E	Colorado
Harperella	<i>Ptilimnium nodosum</i>	Rocky shoals and sandbars	E	Oklahoma
Higgins eye (pearly mussel)	<i>Lampsilis higginsii</i>	Substrates of mud with a mixture of gravel and stones	E	South Dakota
Knot, Red	<i>Calidris canutus rufa</i>	Shoreline	T	South Dakota
Knot, Red	<i>Calidris canutus rufa</i>	Shoreline	T	Oklahoma
Knot, Red	<i>Calidris canutus rufa</i>	Shoreline	T	Kansas
Ladies'-tresses, Ute	<i>Spiranthes diluvialis</i>	Moist to very wet meadows along streams	T	Colorado
Ladies'-tresses, Ute	<i>Spiranthes diluvialis</i>	Moist to very wet meadows along streams	T	Wyoming
Lynx, Canada (Contiguous U.S. DPS)	<i>Lynx canadensis</i>	Mature forests with dense undergrowth	T	Wyoming
Lynx, Canada (Contiguous U.S. DPS)	<i>Lynx canadensis</i>	Mature forests with dense undergrowth	T	Colorado
Madtom, Neosho	<i>Noturus placidus</i>	Large, medium-gradient streams	T	Kansas
Madtom, Neosho	<i>Noturus placidus</i>	Large, medium-gradient streams	T	Oklahoma

T - Threatened  
E - Endangered

## 6.5 ENDANGERED AND THREATENED SPECIES BY STATE, CONTINUED

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
Mapleleaf, winged Entire; except where listed as experimental populations	<i>Quadrula fragosa</i>	Big River, high gradient, medium river, moderate gradient, riffle	E	Oklahoma
Milk-vetch, Mancos	<i>Astragalus humillimus</i>	Sandstone ledges or mesa tops	E	Colorado
Milk-vetch, Osterhout	<i>Astragalus osterhoutii</i>	Highly seleniferous soils	E	Colorado
Milkweed, Mead's	<i>Asclepias meadii</i>	Dry or mesic prairies and igneous glades with rocky outcrops	T	Kansas
Mouse, New Mexico meadow jumping	<i>Zapus hudsonius lateus</i>	Moist grasslands, fields	E	Colorado
Mouse, Preble's meadow jumping U.S.A., north-central CO	<i>Zapus hudsonius preblei</i>	Heavily vegetated, shrub-dominated streamside and upland along foothills	T	Colorado
Mouse, Preble's meadow jumping U.S.A., north-central CO	<i>Zapus hudsonius preblei</i>	Heavily vegetated, shrub-dominated streamside and upland along foothills	T	Wyoming
Mucket, Neosho	<i>Lampsilis rafinesqueana</i>	Rivers and streams	E	Kansas
Mucket, Neosho	<i>Lampsilis rafinesqueana</i>	Rivers and streams	E	Oklahoma
Mussel, scaleshell	<i>Leptodea leptodon</i>	Freshwater, rivers	E	Oklahoma
Mussel, scaleshell	<i>Leptodea leptodon</i>	Freshwater, rivers	E	South Dakota
Mustard, Penland alpine fen	<i>Eutrema penlandii</i>	Alpine tundra, moss-covered peat fens	T	Colorado
Northern Long Eared Bat	<i>Myotis septentrionalis</i>	Caves, mines, upland forests	T	Oklahoma
Northern Long Eared Bat	<i>Myotis septentrionalis</i>	Caves, mines, upland forests	T	Kansas

T - Threatened  
E - Endangered

## 6.5 ENDANGERED AND THREATENED SPECIES BY STATE, CONTINUED

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
Northern Long Eared Bat	<i>Myotis septentrionalis</i>	Caves, mines, upland forests	T	South Dakota
Northern Long Eared Bat	<i>Myotis septentrionalis</i>	Caves, mines, upland forests	T	Wyoming
Orchid, western prairie fringed	<i>Platanthera praeclara</i>	Mesic to wet prairies	T	Wyoming
Orchid, western prairie fringed	<i>Platanthera praeclara</i>	Mesic to wet prairies	T	South Dakota
Orchid, western prairie fringed	<i>Platanthera praeclara</i>	Mesic to wet prairies	T	Kansas
Orchid, western prairie fringed	<i>Platanthera praeclara</i>	Mesic to wet prairies	T	Colorado
Owl, Mexican spotted	<i>Strix occidentalis lucida</i>	Forest, woodlands	T	Colorado
Penstemon, blowout	<i>Penstemon haydenii</i>	Sand dune blowouts	E	Wyoming
Phacelia, DeBeque	<i>Phacelia submutica</i>	Forest or shrubland	T	Colorado
Phacelia, North Park	<i>Phacelia formosula</i>	Barren, raw exposures of the Coalmont Formation, a rusty-colored sandy substrate	E	Colorado
Pikeminnow (=squawfish), Colorado except Salt and Verde R. drainages, AZ	<i>Ptychocheilus lucius</i>	Deep turbid strongly flowing water, eddies, runs, flooded bottoms, or backwaters	E	Colorado
Pikeminnow (=squawfish), Colorado except Salt and Verde R. drainages, AZ	<i>Ptychocheilus lucius</i>	Deep turbid strongly flowing water, eddies, runs, flooded bottoms, or backwaters	E	Wyoming
Plover, piping except Great Lakes watershed	<i>Charadrius melodus</i>	Sandy beaches, islands	T	Wyoming
Plover, piping except Great Lakes watershed	<i>Charadrius melodus</i>	Sandy beaches, islands	T	South Dakota

T - Threatened  
E - Endangered

## 6.5 ENDANGERED AND THREATENED SPECIES BY STATE, CONTINUED

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
Plover, piping except Great Lakes watershed	<i>Charadrius melodus</i>	Sandy beaches, islands	T	Colorado
Plover, piping except Great Lakes watershed	<i>Charadrius melodus</i>	Sandy beaches, islands	T	Kansas
Plover, piping except Great Lakes watershed	<i>Charadrius melodus</i>	Sandy beaches, islands	T	Oklahoma
Pocketbook, Ouachita rock	<i>Arkansia wheeleri</i>	Pools, side channels, rivers and large creeks in or near the Ouachita Uplift	E	Oklahoma
Rabbitsfoot	<i>Quadrula cylindrica cylindrica</i>	Rivers and streams	T	Oklahoma
Rabbitsfoot	<i>Quadrula cylindrica cylindrica</i>	Rivers and streams	T	Kansas
Roseroot, Leedy's	<i>Rhodiola integrifolia</i> ssp. <i>leedyi</i>	Cool, wet ground-fed limestone cliffs	T	South Dakota
Sage-grouse, Gunnison	<i>Centrocercus minimus</i>	Sagebrush steppe	T	Colorado
Shiner, Arkansas River Arkansas R. Basin	<i>Notropis girardi</i>	Benthopelagic; freshwater	T	Kansas
Shiner, Arkansas River Arkansas R. Basin	<i>Notropis girardi</i>	Unshaded channels of creeks and small to large rivers	T	Oklahoma
Shiner, Topeka	<i>Notropis topeka</i> (=tristis)	Streams	E	Kansas
Shiner, Topeka	<i>Notropis topeka</i> (=tristis)	Streams	E	South Dakota
Skipper, Dakota	<i>Hesperia dacotae</i>	Tallgrass prairies	T	South Dakota
Skipper, Pawnee montane	<i>Hesperia leonardus montana</i>	Open grassy areas including native prairies, fields, barrens, and meadows	T	Colorado

T - Threatened  
E - Endangered

## 6.5 ENDANGERED AND THREATENED SPECIES BY STATE, CONTINUED

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
Skipperling, Poweshiek	<i>Oarisma poweshiek</i>	Tallgrass prairies	E	South Dakota
Skyrocket, Pagosa	<i>Ipomopsis polyantha</i>	Mancos shale	E	Colorado
Spectaclecase	<i>Cumberlandia monodonta</i>	Large rivers	E	Kansas
Sturgeon, pallid	<i>Scaphirhynchus albus</i>	Free-flowing riverine	E	Kansas
Sturgeon, pallid	<i>Scaphirhynchus albus</i>	Free-flowing riverine	E	South Dakota
Sucker, razorback entire	<i>Xyrauchen texanus</i>	Slow areas, backwaters, and eddies of medium to large rivers	E	Colorado
Tern, least interior pop.	<i>Sterna antillarum</i>	Open sandy or gravelly beach, dredge spoil and other open shoreline areas	E	Colorado
Tern, least interior pop.	<i>Sterna antillarum</i>	Open sandy or gravelly beach, dredge spoil and other open shoreline areas	E	Kansas
Tern, least interior pop.	<i>Sterna antillarum</i>	Open sandy or gravelly beach, dredge spoil and other open shoreline areas	E	Oklahoma
Tern, least interior pop.	<i>Sterna antillarum</i>	Open sandy or gravelly beach, dredge spoil and other open shoreline areas	E	South Dakota
Tern, least interior pop.	<i>Sterna antillarum</i>	Open sandy or gravelly beach, dredge spoil and other open shoreline areas	E	Wyoming
Toad, Wyoming	<i>Bufo baxteri</i> (=hemiphys)	Shallow water, associated with floodplain ponds	E	Wyoming
Trout, greenback cutthroat	<i>Oncorhynchus clarki stomias</i>	Freshwater; Front Range streams and lakes	T	Colorado
Twinpod, Dudley Bluffs	<i>Physaria obcordata</i>	Barren, raw exposures of the Coalmont Formation, a rusty-colored sandy substrate	T	Colorado

T - Threatened  
E - Endangered

**6.5 ENDANGERED AND THREATENED SPECIES BY STATE, CONTINUED**

COMMON NAME	SCIENTIFIC NAME	HABITAT	STATUS	STATE
Wild-buckwheat, clay-loving	<i>Eriogonum pelinophilum</i>	Whitish, alkaline claysoils on Mancos shale	E	Colorado
Woodpecker, red-cockaded	<i>Picoides borealis</i>	Open pine forests with large, widely-spaced older trees	E	Oklahoma
Yellowhead, desert	<i>Yermo xanthocephalus</i>	Barren outcrops of white silty clay of the Split Rock Formation	T	Wyoming

T - Threatened  
E - Endangered

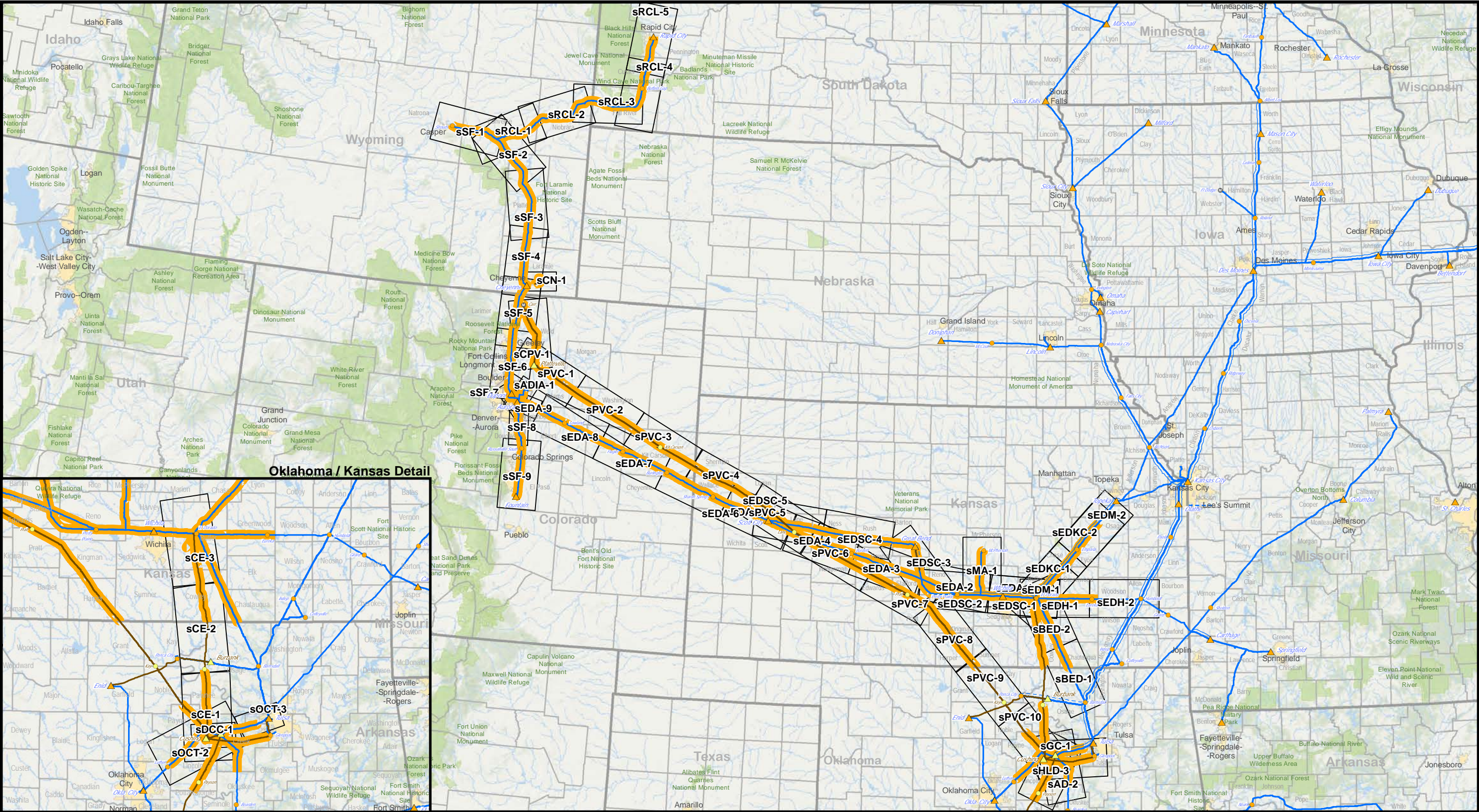
**6.6 PIPELINE MAP FEATURE INDEX**

MAP ID#	MAP NAME	FEATURE	NAME

**6.7 PIPELINE SENSITIVITY MAPS**

[Click to view/print Western District Index May 2022](#)





6.7 PIPELINE SENSITIVITY MAPS  
Western District Sheet Index

- Legend**
- ▲ Petroleum Terminal
  - Petroleum Pump Station
  - Meter Station
  - ▲ Crude Terminal
  - Crude Pump Station
  - Magellan Pipeline (Active)
  - - - Magellan Pipeline (Inactive)
  - MMP Crude Pipeline
  - Western District
  - Map Index
  - High Population Area





### County Emergency Contacts

County	Dispatch	Sheriff's Office	Emergency Management
Weid	(970) 350-9600	(970) 356-4015	(970) 304-6540 (800) 436-9276 x 3809
Morgan	(970) 867-8531	(970) 542-3445	(970) 867-8531 (After Business Hours)
Adams	(303) 288-1535	(303) 654-1850	(720) 523-6600
Washington	(970) 848-0464	(970) 345-6865	(970) 630-8662
Kit Carson	(719) 346-9325	(719) 346-8133 x 306	(719) 343-0911 (719) 346-7878

### Section 1: Carr to Platteville (MP 0 – MP 54) Green

#### OSRO:

Haz-Mat Response, Josh Summers, (308) 520-8174

Redi Services, Dalton Mason, (719) 252-9556

#### Mobile Command center:

Haz-Mat Response, Josh Summers, (308) 520-8174

#### Monitoring Service:

CTEH, 24 Hr Hotline, 1 (866) 869-2834

#### Contractors and Excavators:

Aircraft Data, Barney Rahal, (316) 258-4100

Wells Trucking, Bill Moser, (970) 590-5014

Warbonnet, Sam Burgess, (303) 947-6245

C4 Excavating, Tim Jackson, (303) 419-1456

Redi Services, Dalton Mason, (719) 252-9556

JoMax, Jess Parks, (620) 708-9956

Sterling Construction, Chris Nordlinger, (307) 389-9416

#### Vac Trucks and Frac Tanks:

Haz-Mat Response, Josh Summers, (308) 520-8174

Redi Services, Dalton Mason, (719) 252-9556

A&W Water, Office Phone, (303) 659-6523

Select Energy Services, Office Phone (970) 330-0532

D&D Water Service, John Hickey, (970) 390-8562

#### Rental Equipment:

Hill Side Rental, Chris Taylor, (970) 342-1768

### Section 2: Platteville to Kansas (MP 0 – MP 156) Yellow

#### OSRO:

Haz-Mat Response, Josh Summers, (308) 520-8174

Redi Services, Dalton Mason, (719) 252-9556

#### Mobile Command center:

Haz-Mat Response, Josh Summers, (308) 520-8174

#### Monitoring Service:

CTEH, 24 Hr Hotline, 1 (866) 869-2834

#### Contractors and Excavators:

Aircraft Data, Barney Rahal, (316) 258-4100

Wells Trucking, Bill Moser, (970) 590-5014

Justin's Backhoe service, Justin Sage, (620) 437-6009

Warbonnet, Sam Burgess, (303) 947-6245

C4 Excavating, Tim Jackson, (303) 419-1456

Redi Services, Dalton Mason, (719) 252-9556

JoMax, Jess Parks, (620) 708-9956

Sterling Construction, Chris Nordlinger, (307) 389-9416

#### Vac Trucks and Frac Tanks:

Haz-Mat Response, Josh Summers, (308) 520-8174

Redi Services, Dalton Mason, (719) 252-9556

A&W Water, Office Phone, (303) 659-6523

Select Energy Services, Office Phone (970) 330-0532

D&D Water Service, John Hickey, (970) 390-8562

#### Rental Equipment:

Hill Side Rental, Chris Taylor, (970) 342-1768

### Section 3: Kansas to MLV #12 (MP 156 – MP 280) Blue

#### OSRO:

Haz-Mat Response - NE, Josh Summers, (308) 520-8174

Redi Services, Dalton Mason, (719) 252-9556

Haz-Mat Response - KS, Troy Farren, (620) 793-4828

#### Mobile Command center:

Haz-Mat Response, Josh Summers, (308) 520-8174

#### Monitoring Service:

CTEH, 24 Hr Hotline, 1 (866) 869-2834

#### Contractors and Excavators:

Aircraft Data, Barney Rahal, (316) 258-4100

Ennerpipe, Tim Cowlan, (806) 681-4527

Justin's Backhoe service, Justin Sage, (620) 437-6009

Mid-America, Jorgea Leal, (918) 949-5325

C4 Excavating, Tim Jackson, (303) 419-1456

PTC - McPherson, KS, Brad Geren, (620) 242-7771

PTC - Colby, KS, Bl Stevens, (620) 755-4214

PTC - Kiowa, KS, Jason Schafer, (303) 968-0394

Sterling Construction, Chris Nordlinger, (307) 389-9416

Kit Carson County, Zeb Stealter, (719) 349-1879

#### Vac Trucks and Frac Tanks:

Haz-Mat Response, Josh Summers, (308) 520-8174

Redi Services, Dalton Mason, (719) 252-9556

D&D Water Service, John Hickey, (970) 390-8562

Dreiling Pipeline, Alan Maddox, (620) 275-9433

Snyder Tank & Truck, Jesse Meis, (785) 445-8372

CKC Ness City, Max Parson, (785) 798-7582

#### Rental Equipment:

Hill Side Rental, Chris Taylor, (970) 342-1768

County	Sheriff's Office	Emergency Management
Sherman	(785) 890-4835	(785) 332-2560 (785) 890-4888
Wallace	(785) 852-4288	(785) 852-4288
Logan	(785) 671-3288	(785) 671-8919
Scott	(620) 872-5805	(620) 874-8547
Lane	(620) 397-2828	(620) 397-5172
Ness	(785) 798-3611	(785) 798-2080 (785) 798-0822

### County Emergency Contacts

**Legend**

- Crude Pipeline
- Crude Pump Station
- Crude Junction
- Crude Meter Station
- Crude Pipeline
- Perimeter
- Normal

New Mexico

Source: MAP, ESRI  
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**MAGELLAN**  
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## Waterway Overview

Generic Urban Area Waterway Overview  
[\(Click here for Generic Urban Area\)](#)

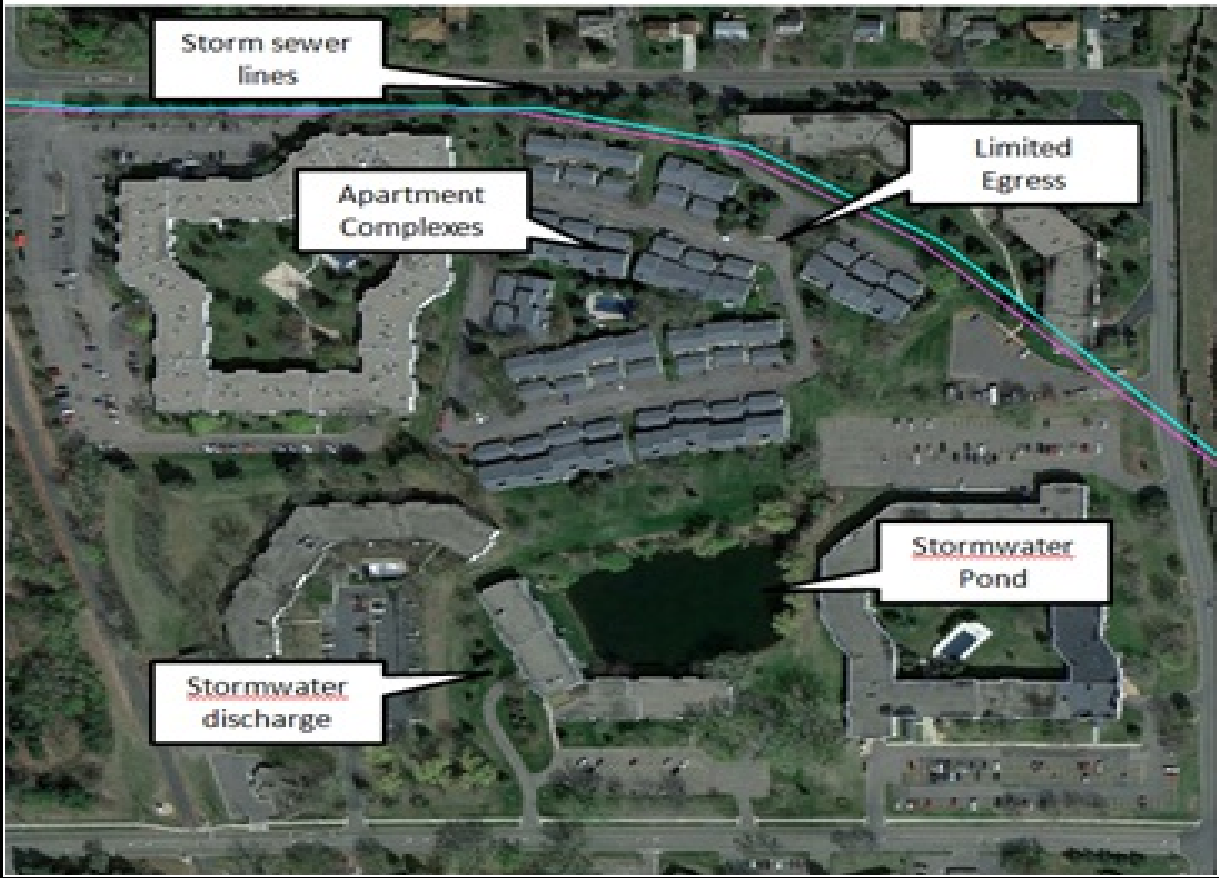


## Waterway Overview, Continued

### Tactical Sites

Generic Urban Area  
[Click here for Urban Areas](#)





**RESPONSE STRATEGY**  
**Latitude/Longitude:**   ° ' " /   ° ' "   
**Location:**  
**Water Way:** Generic Urban Area  
**Owner:**  
**Distance from Spill Source:**  
**Map Reference:**  
**Response Objective:** Protect Public  
**Response Tactic: - Normal Conditions**  
  
Initiate community air monitoring. Provide data to local ERAs to make evacuation and sheltering decisions. Obtain sewer system maps and conduct air monitoring in storm sewers and sanitary sewers  
**Watercourse Description:** Releases can flow overland through ditches, roadways, creeks. Releases can flow underground through sanitary and storm sewer systems. Releases can impact stormwater detention ponds, sewage treatment centers.  
**Description of Worksite:**  
**Critical Response Information:** When conducting sewer air monitoring, mark manhole covers and correlate to sewer system maps to track readings. Vapors can travel uphill or downhill both above and below ground

**LEGEND**                      Origin   ☐                      Destination   ☐

**DRIVING DIRECTIONS**  
Flow of product and vapors in an urban area can be influenced by wind, but can also travel through sewers in directions not affected by wind or above ground terrain.

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
250		Containment Boom
500		Sorbent Boom
3		Vac Truck(s)
3		Frac Tank(s)
1		Work Boat(s)
1		Skimmer(s) - (Suction, Weir, Oleophilic)
		3/8" Polypropylene Line
		Stake(s)
		Sledge hammer(s)
		Sorbent pad(s)
		85 gallon drum liners
		Poly Sheeting
		Cell Phone(s)
		Portable Radios(s)

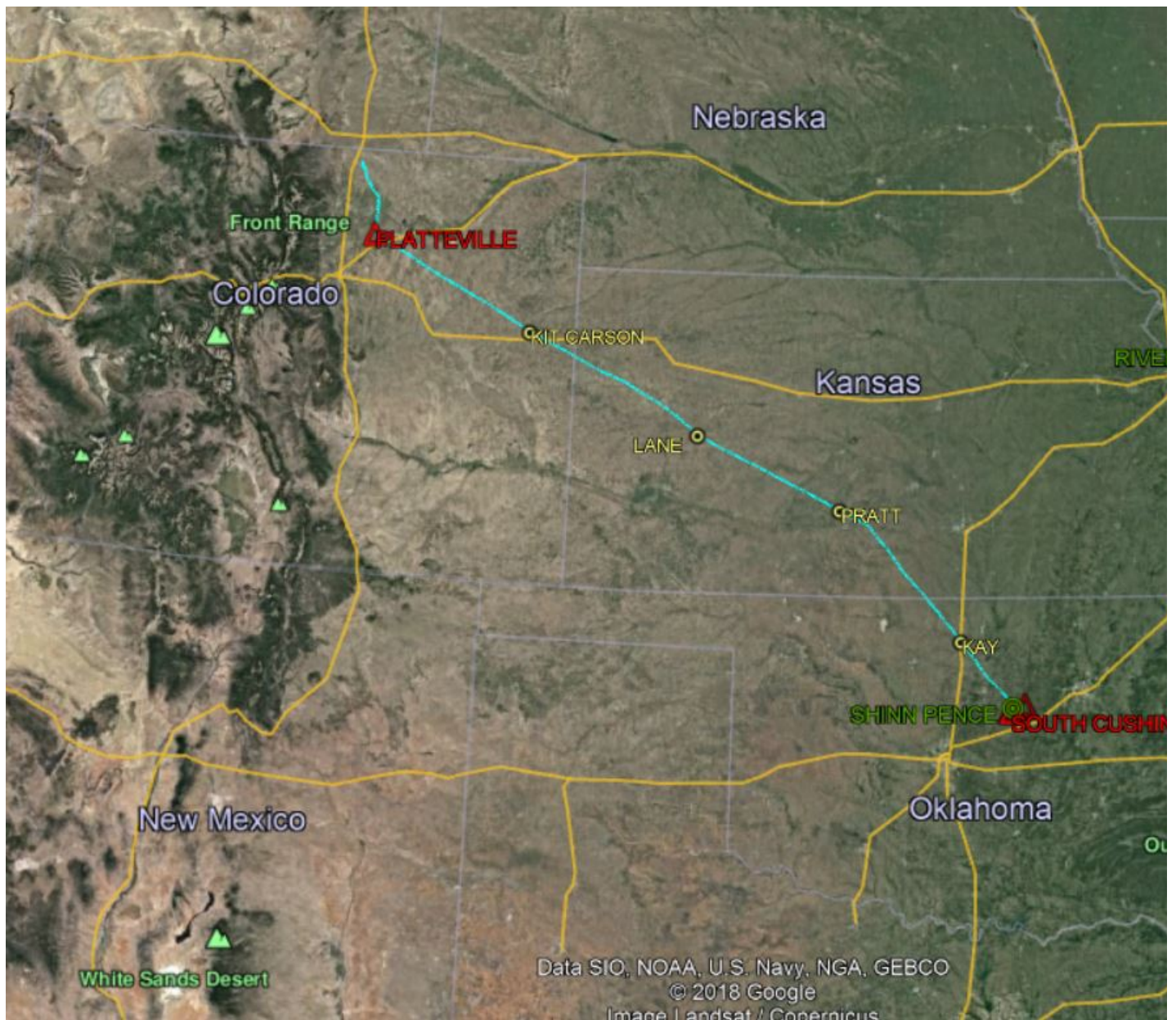
RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
4		Light tow er(s)
2		Port-o-let(s)
		Shovels
		4' x 8' x 1/2" Plyw ood
		Sandbags
		Poly lined roll-off boxes
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
2		Boat Operator(s)
2		Equipment Operator(s)
12		Laborer(s)
2		Supervisor(s)
6		Vac Truck Operator(s)

Date Last Revised:

## Waterway Overview, Continued

Stations Waterway Overview  
[\(Click here for Stations\)](#)





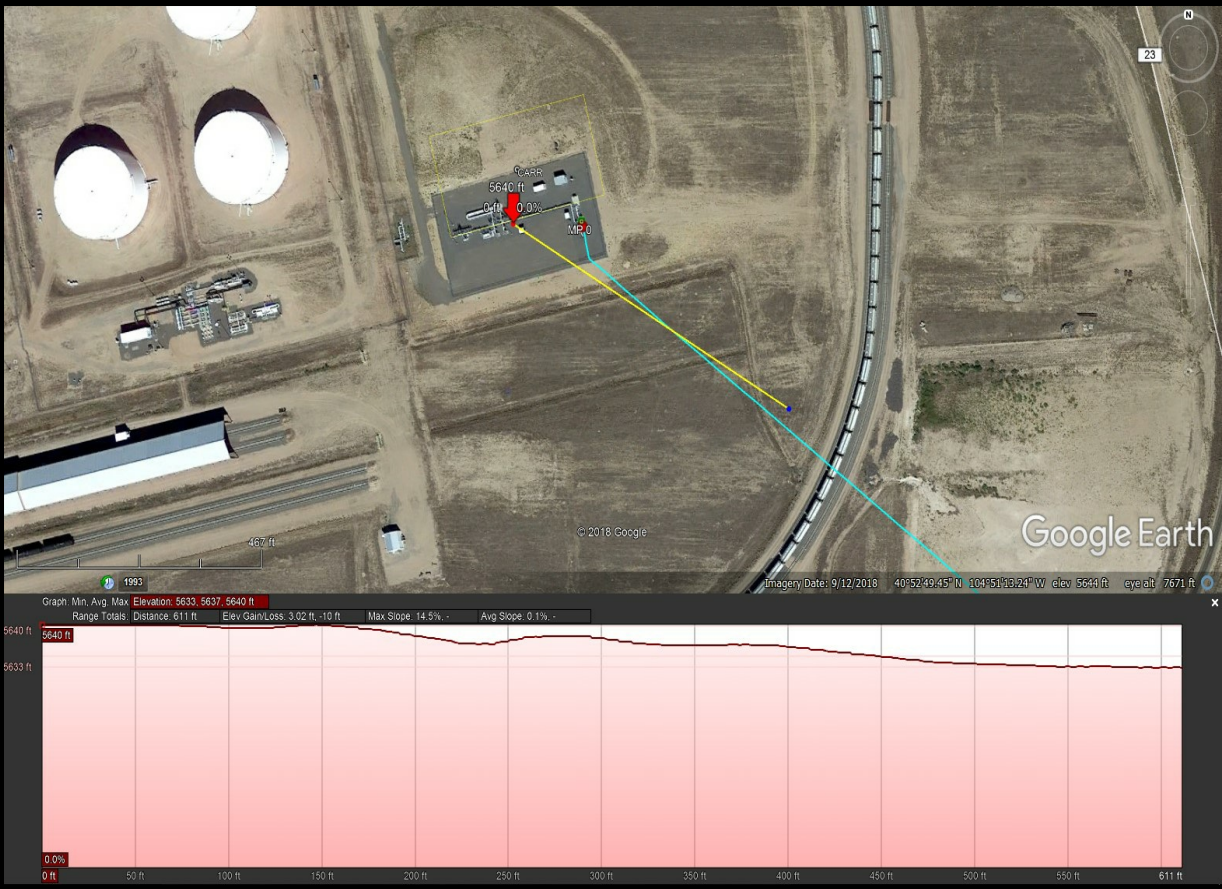
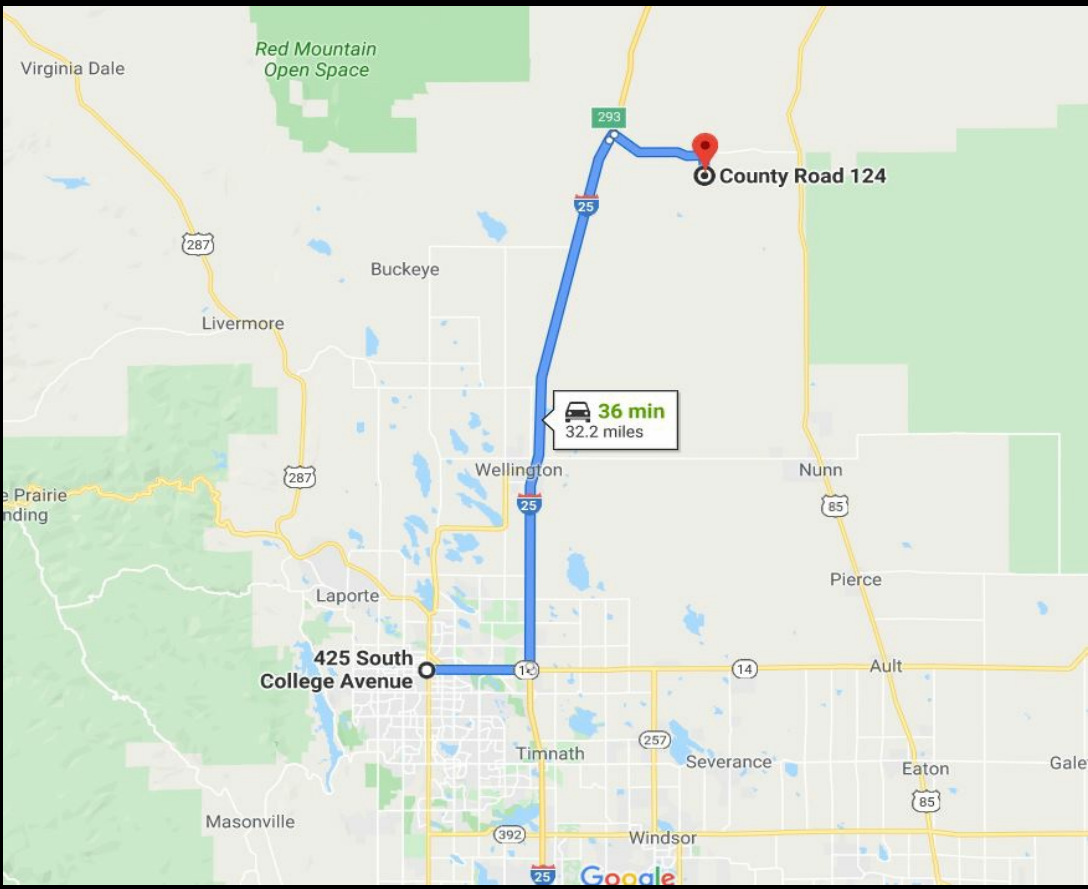
## Waterway Overview, Continued

### Tactical Sites

Stations

[Click here for Carr Station](#)





**RESPONSE STRATEGY**

**Latitude/Longitude:** 40° 52' 51.42"/ 104° 51' 15.17"

**Location:**

**Water Way:** Stations

**Owner:**

**Distance from Spill Source:**

**Map Reference:**

**Response Objective:** Keep product from migrating offsite

**Response Tactic: - Normal Conditions**

Immediately block the culverts underneath the train tracks to keep the product onsite. Use plywood, sandbags, visquine or other materials to completely block the culverts. If product does migrate offsite, use boom and build underflow dams

**Watercourse Description:** THIS FACILITY IS GENERALLY FLAT. IF ENOUGH PRODUCT WAS RELEASED OR WITH THE INFLUENCE OF RAINWATER IT WOULD FLOW TOWARDS THE SOUTHWEST. THERE ARE TWO SETS OF TRAIN TRACKS SITTING ON TOP OF TWO ELEVATED SURFACES ACTING AS A PAIR OF LEVEES AROUND THE FACILITY. PRODUCT WOULD FLOW TO THE SOUTHEAST UNDER THE TRACKS THROUGH CULVERTS, AND ON TO AN UNNAMED CREEK .68 MILES TO THE SOUTHEAST.

**Description of Worksite:** Station gravel, dirt with arid terrain leading to creek


**Critical Response Information:** OSRO Response: HazMat from Denver 1:30

Date Last Revised:

**LEGEND**      Origin ☐      Destination ☐

**DRIVING DIRECTIONS**

From Ft. Collins, East on 14 to US 25. North on US 25, then East on Weld 125, through Weld, past the R tracks, then south to Weld 124.



February 2005

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RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
1000		Containment Boom
2000		Sorbent Boom
6		Vac Truck(s)
4		Frac Tank(s)
		Work Boat(s)
2		Skimmer(s) - (Suction, Weir, Oleophilic)
		3/8" Polypropylene Line
		Stake(s)
		Sledge hammer(s)
20 bales		Sorbent pad(s)
		85 gallon drum liners
		Poly Sheeting
		Cell Phone(s)
		Portable Radios(s)

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
8		Light tow er(s)
6		Port-o-let(s)
		Shovels
		4' x 8' x 1/2" Flyw ood
20		Sandbags
8		Poly lined roll-off boxes
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
		Boat Operator(s)
3		Equipment Operator(s)
25		Laborer(s)
3		Supervisor(s)
8		Vac Truck Operator(s)

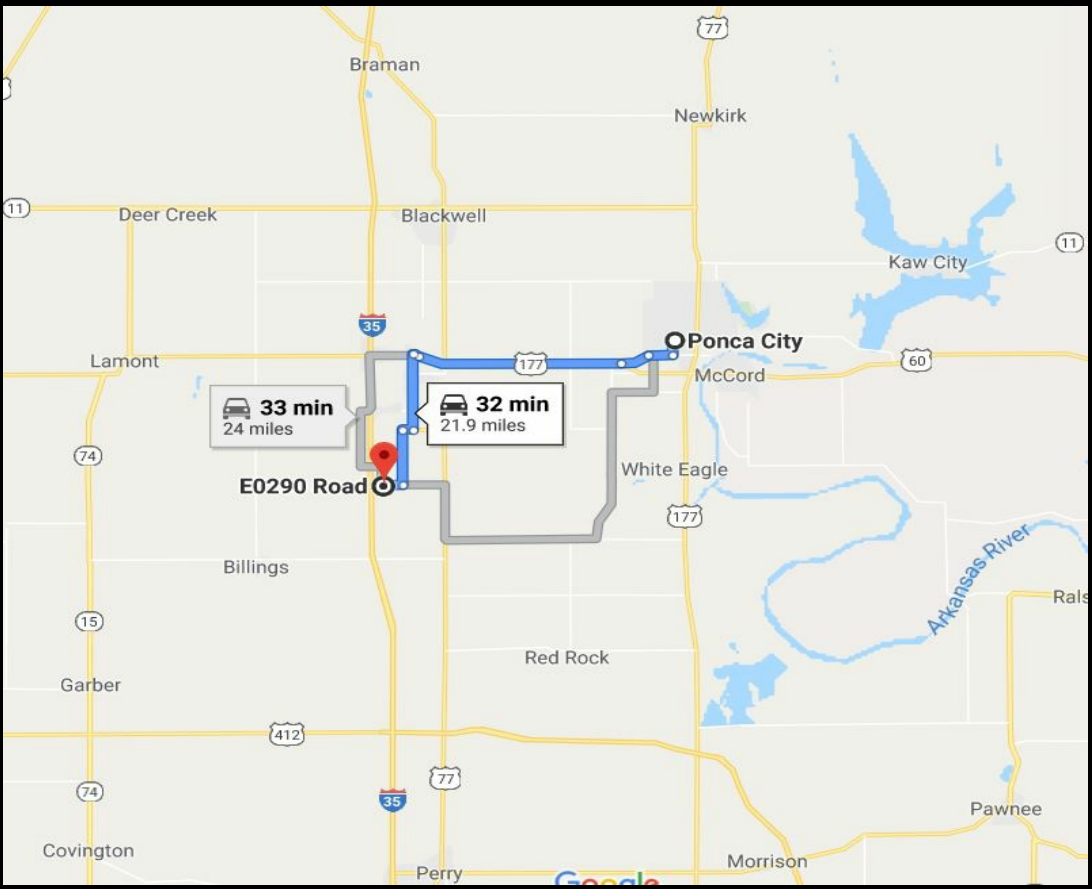
## Waterway Overview, Continued

### Tactical Sites

Stations

[Click here for Kay Station](#)





**RESPONSE STRATEGY**

**Latitude/Longitude:** 36° 35' 38.07"/ 97° 19' 54.48"

**Location:**

**Water Way:** Stations

**Owner:**

**Distance from Spill Source:**

**Map Reference:**

**Response Objective:** Keep product from Arkansas River

**Response Tactic: - Normal Conditions**

Build berms, dams, underflow dams, interceptor trenches to keep product from pond or creek. If product gets into pond or creek, use boom, underflow dams to contain product for recover.

**Watercourse Description:** THIS FACILITY GRADUALLY SLOPES TO THE NORTHWEST, NORTH AND EAST. IT ALSO HAS A HIGH POTENTIAL TO REACH THE POND TO THE EAST THAT IS APPROX 450FT AND THE BIRDS NEST CREEK THAT FLOWS APPROXIMATELY 600FT AWAY FROM THE FACILITY WHICH EVENTUALLY FLOWS INTO THE ARKANSAS RIVER

**Description of Worksite:** Pasture, Farmland with pond and drainage feature to the east.


**Critical Response Information:** OSRO Response: Tulsa - 1:40, Wilson - 3:00, Great Bend 3:00

**LEGEND**

Origin ☐ Destination ☐

**DRIVING DIRECTIONS**

From Ponca City, West on 60/177. Turn South on N. Main street through Tonkawa. West on W. Riverview road, then South on S 29th Street to 290 Road. West on 290 road to station.



February 2005

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RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
1000		Containment Boom
2000		Sorbent Boom
8		Vac Truck(s)
8		Frac Tank(s)
		Work Boat(s)
3		Skimmer(s) - (Suction, Weir, Oleophilic)
		3/8" Polypropylene Line
		Stake(s)
		Sledge hammer(s)
		Sorbent pad(s)
		85 gallon drum liners
		Poly Sheeting
		Cell Phone(s)
		Portable Radios(s)

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
8		Light tow er(s)
6		Port-o-let(s)
		Shovels
		4' x 8' x 1/2" Plyw ood
		Sandbags
		Poly lined roll-off boxes
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
		Boat Operator(s)
3		Equipment Operator(s)
25		Laborer(s)
3		Supervisor(s)
8		Vac Truck Operator(s)

Date Last Revised:

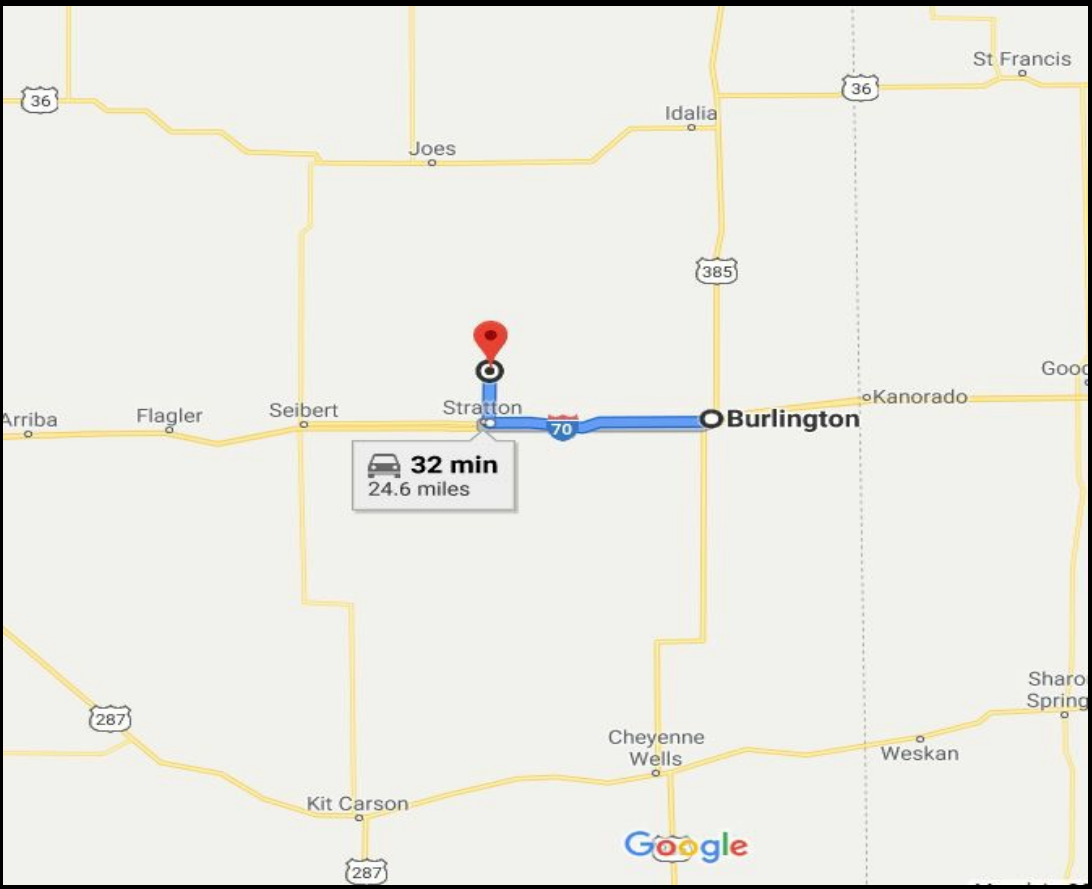
## Waterway Overview, Continued

### Tactical Sites

Stations

[Click here for Kit Carson Station](#)





**RESPONSE STRATEGY**  
**Latitude/Longitude:** 39° 22' 20.75"/ 102° 35' 40.58"  
**Location:**  
**Water Way:** Stations  
**Owner:**  
**Distance from Spill Source:**  
**Map Reference:**  
**Response Objective:** Keep Product from Creek  
**Response Tactic: - Normal Conditions**  
Build dams, interceptor trenches, underflow dams to keep product from entering dry creek. Use boom and underflow dams to contain product that migrates to teh creek.  
**Watercourse Description:** KIT CARSON SLANTS TO THE WEST. A RELEASE WOULD FLOW INTO A LARGE SWALE AND INTO A CREEK THAT IS LOCATED A QUARTER MILE TO THE NORTHEAST.  
**Description of Worksite:** Pasture, irrigated farmland  
**Critical Response Information:** OSRO Response: Denver - 2:45, Great Bend 4:00, North Platte - 4:00  
Date Last Revised:

**LEGEND**  
Origin ☐ Destination ☐

**DRIVING DIRECTIONS**  
From Burlington: West on State Hwy 24 to Stratton, North on County Road 57 to Station

February 2005

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RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
1000		Containment Boom
2000		Sorbent Boom
8		Vac Truck(s)
6		Frac Tank(s)
		Work Boat(s)
3		Skimmer(s) - (Suction, Weir, Oleophilic)
		3/8" Polypropylene Line
		Stake(s)
		Sledge hammer(s)
		Sorbent pad(s)
		85 gallon drum liners
		Poly Sheeting
		Cell Phone(s)
		Portable Radios(s)

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
8		Light tow er(s)
6		Port-o-let(s)
		Shovels
		4' x 8' x 1/2" Plyw ood
		Sandbags
8		Poly lined roll-off boxes
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
		Boat Operator(s)
3		Equipment Operator(s)
25		Laborer(s)
3		Supervisor(s)
8		Vac Truck Operator(s)

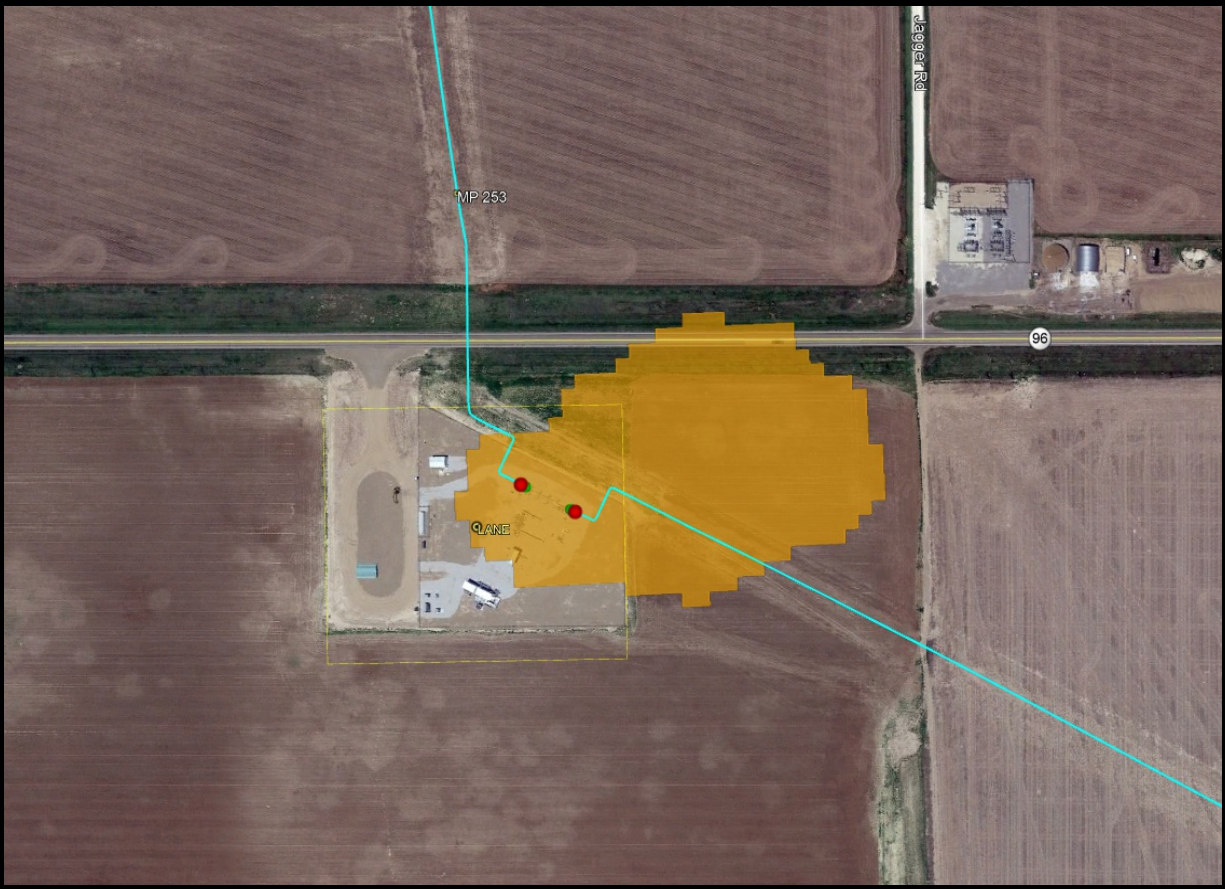
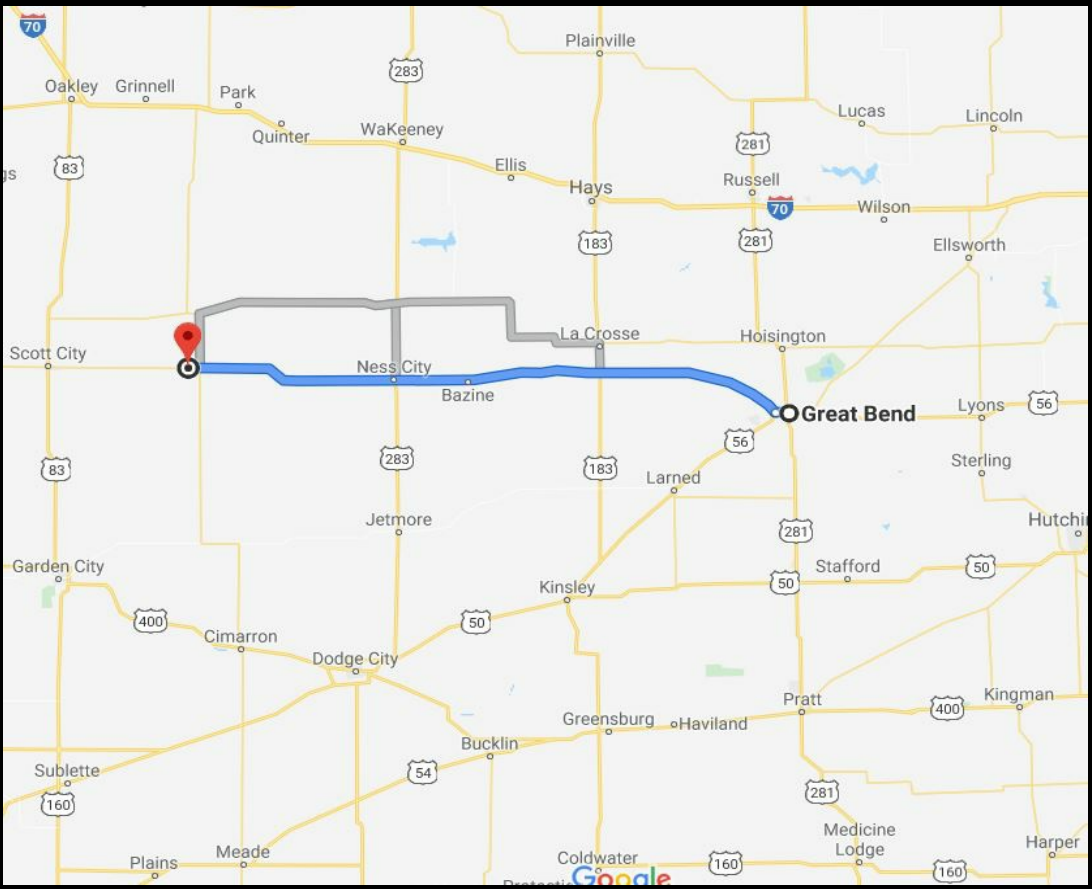
## Waterway Overview, Continued

### Tactical Sites

Stations

[Click here for Lane Station](#)





**RESPONSE STRATEGY**  
**Latitude/Longitude:** 38° 28' 54.24"/ 100° 30' 27.13"  
**Location:**  
**Water Way:** Stations  
**Owner:**  
**Distance from Spill Source:**  
**Map Reference:**  
**Response Objective:** Contain product in bar ditch  
**Response Tactic: - Normal Conditions**  
Build dams, block culverts and build underflow dams to keep product from migrating.  
**Watercourse Description:** THE FACILITY TOPOGRAPHY IS OVERALL VERY FLAT BUT SLOPES SLIGHTLY TO THE NORTHEAST. IF PRODUCT WERE RELEASED IT WOULD FLOW ON TO FARM LAND AND CLOSE TO THE ROAD.  
**Description of Worksite:**  
**Critical Response Information:** OSRO Response: North Platte - 3:30, Great Bend - 1:40  
Date Last Revised:

**LEGEND**      Origin ☐      Destination ☐

**DRIVING DIRECTIONS**  
From Great Bend take 96 West, 2 miles past Dighton to station.

February 2005

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RECOMMENDED EQUIPMENT			RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION	WCD	SMALL	DESCRIPTION
500		Containment Boom	6		Light tow er(s)
1000		Sorbent Boom	6		Port-o-let(s)
6		Vac Truck(s)			Shovels
3		Frac Tank(s)			4' x 8' x 1/2" Flyw ood
		Work Boat(s)	20		Sandbags
		Skimmer(s) - (Suction, Weir, Oleophilic)	8		Poly lined roll-off boxes
		3/8" Polypropylene Line	RECOMMENDED PERSONNEL		
		Stake(s)	WCD	SMALL	DESCRIPTION
		Sledge hammer(s)			Boat Operator(s)
20 bales		Sorbent pad(s)	3		Equipment Operator(s)
		85 gallon drum liners	25		Laborer(s)
		Poly Sheeting	3		Supervisor(s)
		Cell Phone(s)	6		Vac Truck Operator(s)
		Portable Radios(s)			

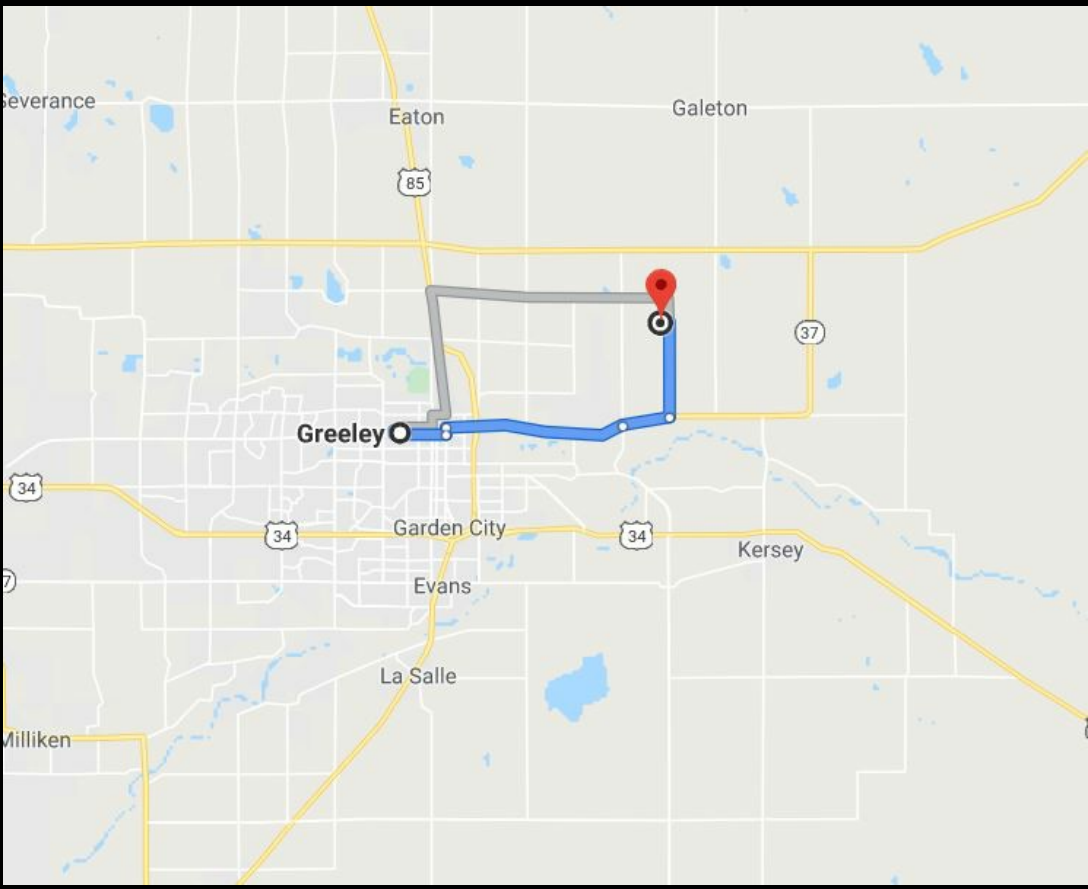
## Waterway Overview, Continued

### Tactical Sites

Stations

[Click here for Lucerne Station](#)





**RESPONSE STRATEGY**

**Latitude/Longitude:** 40° 27' 23.42"/ 104° 36' 19.01"

**Location:**

**Water Way:** Stations

**Owner:**

**Distance from Spill Source:**

**Map Reference:**

**Response Objective:** Keep product out of irrigation canals and creek

**Response Tactic: - Normal Conditions**

Build dams, berms, interceptor trenches and underflow dams to restrict the flow of product offsite.

**Watercourse Description:** THE FACILITY IS VERY FLAT WOULD GENERAL STAY WITHIN THE PITTED AREAS IN THE FACILITY. A LARGE ENOUGH RELEASE COULD FLOW OFFSITE TO THE NEIGHBORING FIELDS, POTENTIALLY IMPACTING THE VARIETY OF IRRIGATION CANALS IN THE AREA.

**Description of Worksite:** Station gravel and dirt, area is irrigated farmland

**Critical Response Information:** OSRO Resources: Denver - 1 hour


Date Last Revised:

**LEGEND**

Origin ☐ Destination ☐

**DRIVING DIRECTIONS**

Grom Greeley, Hwy 263/County Rd 60 1/2 east, north on 49, west on 65



February 2005

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RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
250		Containment Boom
500		Sorbent Boom
8		Vac Truck(s)
4		Frac Tank(s)
		Work Boat(s)
		Skimmer(s) - (Suction, Weir, Oleophilic)
		3/8" Polypropylene Line
		Stake(s)
		Sledge hammer(s)
20 bales		Sorbent pad(s)
		85 gallon drum liners
		Poly Sheeting
		Cell Phone(s)
		Portable Radios(s)

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
8		Light tow er(s)
6		Port-o-let(s)
		Shovels
		4' x 8' x 1/2" Plyw ood
		Sandbags
10		Poly lined roll-off boxes
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
		Boat Operator(s)
2		Equipment Operator(s)
25		Laborer(s)
3		Supervisor(s)
6		Vac Truck Operator(s)

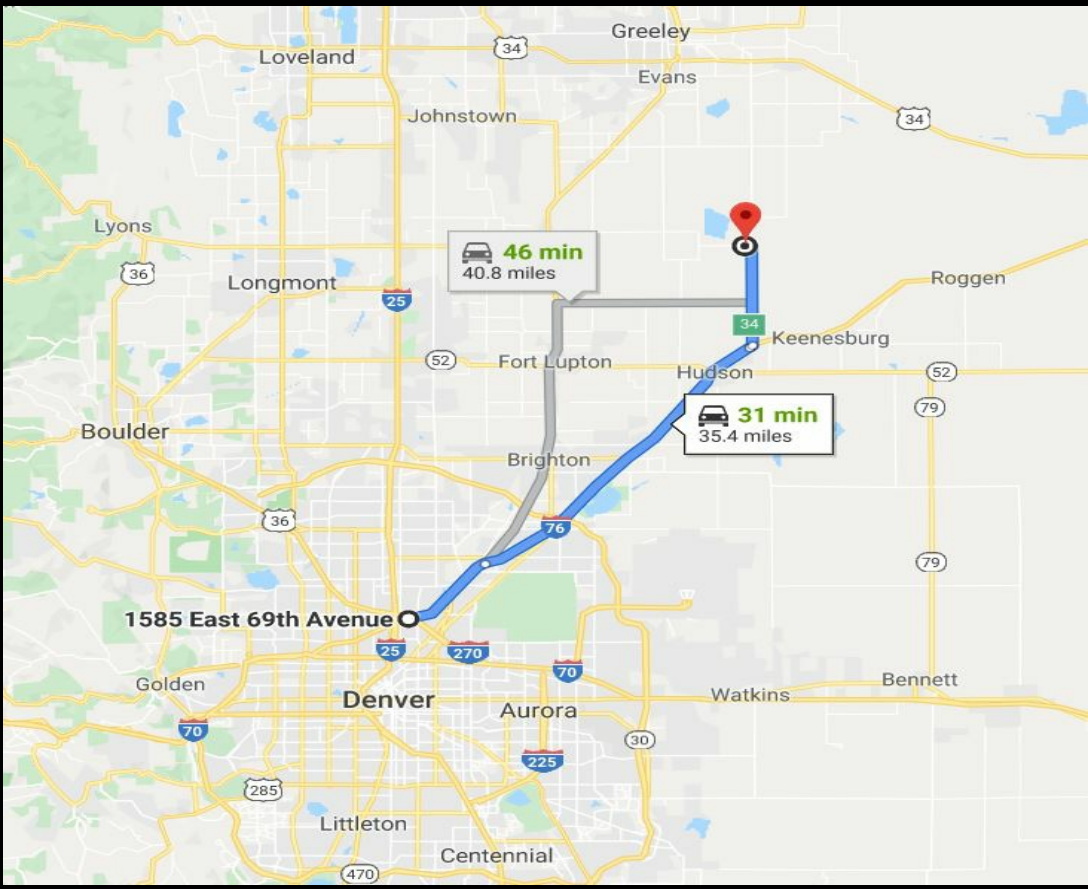
## Waterway Overview, Continued

### Tactical Sites

Stations

[Click here for Platteville Terminal](#)





**RESPONSE STRATEGY**

**Latitude/Longitude:** 40° 12' 11.51"/ 104° 36' 34.85"

**Location:**

**Water Way:** Stations

**Owner:**

**Distance from Spill Source:**

**Map Reference:**

**Response Objective:** Keep product from leaving site

**Response Tactic: - Normal Conditions**

Build berms, dams, underflow dams and interceptor trenches to keep product from migrating.

**Watercourse Description:** THE GRADE SLOPES TO THE EAST RETENTION POND THAT HAS AN EMERGENCY MANUAL SHUT OFF VALVE. A LARGE RELEASE COULD LEAVE THE FACILITY BUT ITÆ™S UNLIKELY DURING DRY CONDITIONS. WET WEATHER CAN INFLUENCE A RELEASE TO FLOW THROUGH EMERGENCY SHUT OFF VALVE OR OVER THE SPILLWAY.

**Description of Worksite:** Gravel/dirt terminal, irrigated farmland and pasture nearby

**Critical Response Information:** OSRO Response - Denver. 30 minutes


Date Last Revised:

**LEGEND**

Origin ☐ Destination ☐

**DRIVING DIRECTIONS**

From Denver: US 76 East to 49 North. Turn west on County Road 30 to Terminal



February 2005

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RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
200		Containment Boom
1000		Sorbent Boom
6		Vac Truck(s)
3		Frac Tank(s)
		Work Boat(s)
		Skimmer(s) - (Suction, Weir, Oleophilic)
		3/8" Polypropylene Line
		Stake(s)
		Sledge hammer(s)
20 bales		Sorbent pad(s)
		85 gallon drum liners
		Poly Sheeting
		Cell Phone(s)
		Portable Radios(s)

RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION
6		Light tow er(s)
6		Port-o-let(s)
		Shovels
		4' x 8' x 1/2" Plyw ood
		Sandbags
10		Poly lined roll-off boxes
RECOMMENDED PERSONNEL		
WCD	SMALL	DESCRIPTION
		Boat Operator(s)
3		Equipment Operator(s)
25		Laborer(s)
3		Supervisor(s)
6		Vac Truck Operator(s)

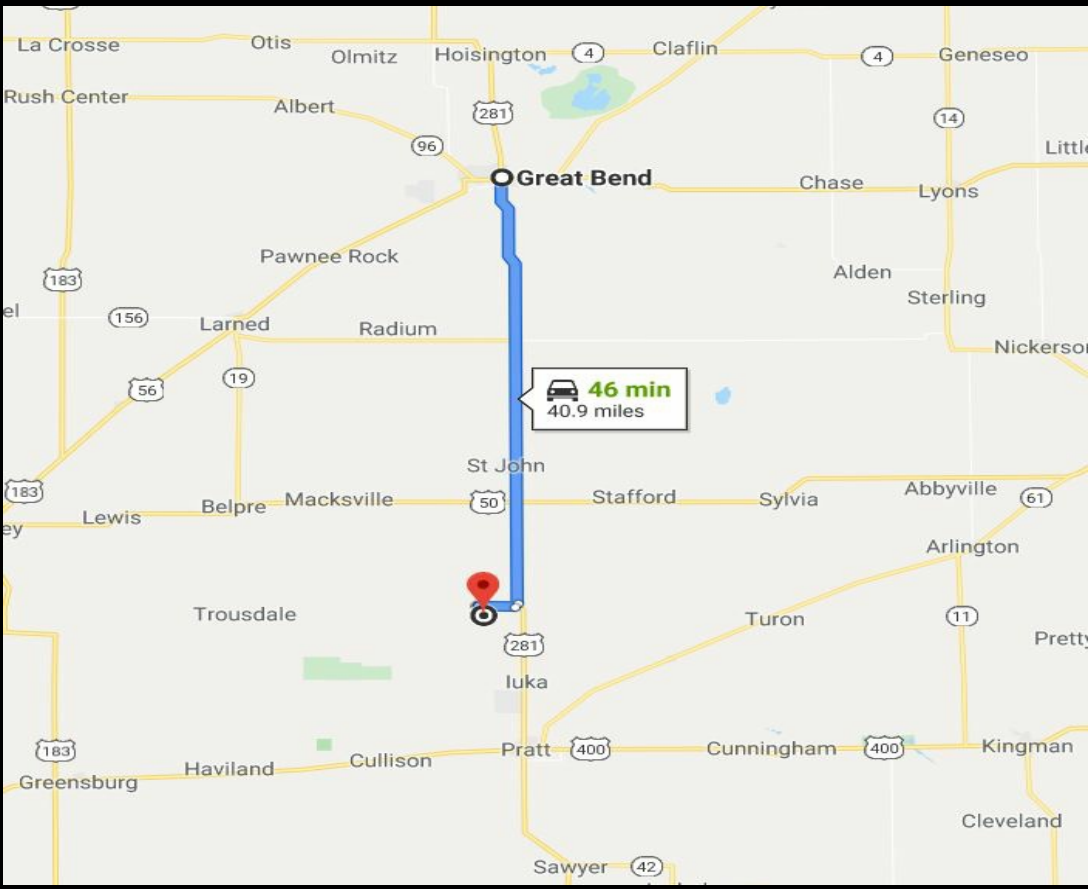


## Waterway Overview, Continued

### Tactical Sites

Stations

[Click here for Pratt Station](#)



**RESPONSE STRATEGY**

**Latitude/Longitude:** 37° 48' 49.37"/ 98° 47' 39.12"

**Location:**

**Water Way:** Stations

**Owner:**

**Distance from Spill Source:**

**Map Reference:**

**Response Objective:** Restrict product movement

**Response Tactic: - Normal Conditions**

Build dams, berms, interceptor trenches to keep product from migrating offsite. No identified waterways in immediate area.

**Watercourse Description:** THIS FACILITY IS FLAT WITH A SLOPE THAT SLANTS TO THE EAST / NORTHEAST AND SOUTHEAST

**Description of Worksite:** arid, pasture, irrigated farmland

**Critical Response Information:** OSRO Response: Great Bend 46 minutes, Olathe - 4:00,

Date Last Revised:


**LEGEND**

Origin

Destination

**DRIVING DIRECTIONS**

From Great Bend, South on 281, then West on NW 120th, South on NW 30th.

JENSEN HUGHES

February 2005

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RECOMMENDED EQUIPMENT			RECOMMENDED EQUIPMENT		
WCD	SMALL	DESCRIPTION	WCD	SMALL	DESCRIPTION
250		Containment Boom	6		Light tow er(s)
1000		Sorbent Boom	6		Port-o-let(s)
6		Vac Truck(s)			Shovels
3		Frac Tank(s)			4' x 8' x 1/2" Plyw ood
		Work Boat(s)			Sandbags
		Skimmer(s) - (Suction, Weir, Oleophilic)	10		Poly lined roll-off boxes
		3/8" Polypropylene Line	RECOMMENDED PERSONNEL		
		Stake(s)	WCD	SMALL	DESCRIPTION
		Sledge hammer(s)			Boat Operator(s)
		Sorbent pad(s)	3		Equipment Operator(s)
		85 gallon drum liners	25		Laborer(s)
		Poly Sheeting	3		Supervisor(s)
		Cell Phone(s)	6		Vac Truck Operator(s)
		Portable Radios(s)			

## **SECTION 7**

### **SUSTAINED RESPONSE ACTIONS**

Last Revised: November 26, 2024

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#### **7.1 Response Resources**

##### **7.1.1 Response Equipment**

**Figure 7.1-1 - Equipment / Response Capabilities and Limitations**

##### **7.1.2 Response Equipment Inspection and Maintenance**

##### **7.1.3 Contractors, Contractor Equipment, and Labor**

##### **7.1.4 Command Post**

**Figure 7.1-2 - Command Post Checklist**

##### **7.1.5 Staging Area**

##### **7.1.6 Communications Plan**

**Figure 7.1-3 - Communications Checklist**

#### **7.2 Site Security Measures**

**Figure 7.2-1 - Site Security Checklist**

#### **7.3 Waste Management**

**Figure 7.3-1 - Waste Management Flow Chart**

**Figure 7.3-2 - General Waste Containment and Disposal Checklist**

##### **7.3.1 Waste Storage**

**Figure 7.3-3 - Temporary Storage Methods**

##### **7.3.2 Waste Transfer**

##### **7.3.3 Waste Disposal**

**Figure 7.3-4 - Facility Specific Disposal Plan**

#### **7.4 Public Affairs**

**Figure 7.4-1 - Incident Fact Sheet**

## 7.1 RESPONSE RESOURCES

### 7.1.1 Response Equipment

TYPE/MODEL	QUANTITY	SIZE	YEAR PURCHASED	OPERATIONAL STATUS / CONTAINMENT CAPACITY	LOCATION AT FACILITY
<b>Containment Boom</b>					
	200ft	8" w ith 6" skirt	2014	in Operation	El Dorado
<b>Skimmer Trash Pump</b>					
	1	2 inch 1300bpd	Unknown	In Operation	Scott City ER Trailer

**\*Note:** Response equipment is tested and deployed as described in **APPENDIX A**. Response equipment not included in the above table is not maintained at this facility for response (i.e. weirs, booms, etc.). Containment capacity for sorbents is equivalent to absorption capacity.

**\*Note:** The response resources listed above have been determined to be appropriate for this facility given the unique characteristics of the facility which may include flow paths, proximity to spill contractors, and natural and man-made tertiary containment. The analysis to determine the appropriate response resources, including functional equivalents of containment boom, is explained in the Discharge Scenarios in **APPENDIX D.5.1**.

FIGURE 7.1-1 - EQUIPMENT / RESPONSE CAPABILITIES AND LIMITATIONS

\* USCG Classified OSRO for facility

COMPANY/CONTRACTOR	EQUIPMENT	RESPONSE TIME
A-Clean Environment <b>Office Address:</b> 2071 Cimarron Rd Wilson, OK 73463		hour(s)
*Clean Harbors Ponca City OSRO #13 <b>Office Address:</b> 704 E. Hubbard Rd Ponca City, OK		hour(s)
Environmental Remediation Specialists Tulsa ,		hour(s)
*Environmental Restoration OSRO #156 <b>Office Address:</b> Denver, CO		hour(s)
*Environmental Specialists, Inc. OSRO #266 <b>Office Address:</b> 3001 East 83rd Street Kansas City, MO 64132	Boom, skimmers, vac trucks	hour(s)
*Environmental Works KC OSRO #587 <b>Office Address:</b> 1731 Locust Kansas City, MO 65802		hour(s)
*Environmental Works OSRO #587 <b>Office Address:</b> Kansas City, Springfield, Springdale, Tulsa,	Full Response Equipment	hour(s)



FIGURE 7.1-1 - EQUIPMENT / RESPONSE CAPABILITIES AND LIMITATIONS, CONTINUED

\* USCG Classified OSRO for facility

COMPANY/CONTRACTOR	EQUIPMENT	RESPONSE TIME
*EnviroServe OSRO #476 <b>Office Address:</b> Albuquerque		hour(s)
*Haz-Mat Response, Inc OSRO #104 <b>Office Address:</b> Windsor, CO 80550	Full Response Equipment	hour(s)
*Hulls Environmental OSRO 148- Wilson OK, Odessa TX ,		hour(s)
Power Services Company <b>Office Address:</b> P.O. Box 13 Greeley, CO 80632	Vacuum Truck	hour(s)
Southeast Wyoming Oil Spill Association <b>Office Address:</b> Sinclair, Ft. Laramie, Casper		hour(s)
*SWAT Consulting OSRO #669 <b>Office Address:</b> 12 Sunrise Estates Road Watford City, ND 58854	Full response equipment, environmental consulting	hour(s)
Ambipar - Colorado, Texas <b>Office Address:</b> 8041 W I-70 Frontage Road, #11 Arvada, CO 80002	Full Service	0 hour(s)

FIGURE 7.1-1 - EQUIPMENT / RESPONSE CAPABILITIES AND LIMITATIONS, CONTINUED

\* USCG Classified OSRO for facility

COMPANY/CONTRACTOR	EQUIPMENT	RESPONSE TIME
Belfor Environmental <b>Office Address:</b> 5075 Kalamath Street Denver, CO 80221	Full response capabilities- Refer to Appendix B.1-1 for Equipment List.	0 hour(s)
*Haz-Mat Response - Great Bend OSRO #104 <b>Office Address:</b> 5935 10th Great Bend, KS 67530	Full response capabilities	0 hour(s)
*Haz-Mat Response, Inc. OSRO #104 <b>Office Address:</b> 4501 Rodeo Road North Platte, NE 69101	Full response capabilities	0 hour(s)

### 7.1.2 Response Equipment Inspection and Maintenance

Depending on the region, Company response resources consist of:

- Strategically located response trailers containing primarily safety and emergency response equipment
- Facility based equipment designed for releases at or near facilities.

In general, regional response contractors as well as one or more trailers can be mobilized to any location along the pipeline within six to 12 hours to meet the federal Tier 1 response planning requirements. Vacuum truck contractors can also respond to most locations along the pipeline system within six hours and multiple regional response contractors can respond to any location within 30 to 36 hours to meet the Tier 2 and Tier 3 response requirements.

Company response equipment is tested and inspected as noted below. The Manager of Operations is responsible for ensuring that the following response equipment and testing procedures are implemented. These consist of:

---

#### Containment boom

During boom deployment exercises, boom will be inspected for signs of structural deficiencies. If tears in fabric or rotting is observed, boom will be repaired or replaced. In addition, end connectors will be inspected for evidence of corrosion. If severe corrosion is detected, equipment will be repaired or replaced.

---

#### Miscellaneous equipment

Other response equipment identified in this Plan will be inventoried and tested on a semiannual basis to ensure that the stated quantities are in inventory and in proper working order. The equipment inspection and deployment exercises are recorded and maintained at the facility and retained for a period of five years. Exercise requirements are listed in **APPENDIX A**. A Spill/Exercise Documentation form is in **FIGURE A.1-3**. **FIGURE A.1-4** provides a log for response equipment testing and deployment drills.

### 7.1.3 Contractors, Contractor Equipment, and Labor

- The Company's primary response contractors' names and phone numbers, as well as other companies who can provide spill response services are provided in **SECTION 3**
- The Company has ensured by contract the availability of private personnel and equipment necessary to respond, to the maximum extent practicable, to the worst case discharge or the substantial threat of such discharge
- Contractors without USCG classification deploy and inspect boom to meet PREP guidelines. Company requires that these exercises are completed annually
- **APPENDIX B** contains evidence of contracts for the Company's primary response contractors and equipment lists of contractors without USCG classification

### 7.1.4 Command Post

In the event of a major spill, both an off-site Emergency Operations Center (EOC) and a Command Post would be established. For a minor spill, only a Command Post would be established. Refer to **FIGURE 7.1-2** for guidelines in establishing a Command Post.

**FIGURE 7.1-2 - COMMAND POST CHECKLIST**

Figure 7.1-2 - Command Post Checklist	Initials	Date/Time Started	Date/Time Completed
Ensure adequate space for size of staff.			
Ensure 24 hour accessibility.			
Ensure personal hygiene facilities.			
Ensure suitability of existing communications resources (phone/fax/radio).			
Ensure suitability of private conference and briefing rooms.			
Identify Command Post security requirements, safe location.			
Notify other parties of Command Post location; provide maps/driving directions.			
Determine staging areas and incident base locations.			
Identify future need to move, upgrade facilities.			

### 7.1.5 Staging Area

In a major spill response, numerous staging areas may be required to support containment and clean-up operations.

In selecting a suitable staging area, the following criteria should be considered:

- Accessibility to impacted areas
- Proximity to secure parking, airports, docks, pier, or boat launches
- Accessibility to large trucks and trailers which may be used to transfer equipment

In addition, the staging area should:

- Be in a large open area in order to provide storage for equipment and not interfere with equipment loading and offloading operations
- Have a dock/pier on site for deploying equipment
- Have moorage available for vessels to aid the loading/offloading of personnel

### 7.1.6 Communications Plan

Company owned communications equipment and quantities commonly used to address response communications are listed below:

Additional communications equipment (VHF portable radios with chargers and accessories, command post with UHF, VHF, single sideband, marine, aeronautical, telephone, and hard-line capability) may be provided by the Company or leased from a communications company in the area. Communications with government agencies, state police, and contractors can be conducted on portable radios. Refer to **FIGURE 7.1-3** for guidelines to setup communications.

It is the responsibility of the Qualified Individual to provide an adequate communications system. The Communications Plan, written at the time of an incident, will identify telephone numbers and radio frequencies used by responders. This may also involve activation of multiple types of communications equipment and coordination among multiple responding agencies and contractors.

**FIGURE 7.1-3 - COMMUNICATIONS CHECKLIST**

Figure 7.1-3 - Communications Checklist	Initials	Date/Time Started	Date/Time Completed
Develop a Communications Plan.			
Ensure adequate phone lines per staff element - contact local provider.			
Ensure adequate faxlines - contact local provider.			
Internet access necessary?			
Ensure recharging stations for cellular phones.			
VHF radio communications: <ul style="list-style-type: none"> <li>• Establish frequencies</li> <li>• Assign call signs</li> <li>• Distribute radios</li> <li>• Establish communications schedule</li> </ul>			
Ensure recharging stations for VHF radios.			
Determine need for VHF repeaters.			
Ensure copy machine available.			
Ensure communications resource accountability.			
Ensure responders have capability to communicate with aircraft.			

## 7.2 SITE SECURITY MEASURES

Due to the large amount of public attention created at an oil spill site, additional security measures are required. Several measures should be planned in advance to prepare security personnel for possible events that may occur at the spill site. A checklist for site security is provided in **FIGURE 7.2-1**. A model Incident Security Plan is provided in **SECTION 5.6**.

**FIGURE 7.2-1 - SITE SECURITY CHECKLIST**

Figure 7.2-1 - Site Security Checklist	Initials	Date/Time Started	Date/Time Completed
Restrict access to the facility.			
Direct traffic away from the spill area.			
Request assistance from the spill area.			
Request assistance from the sheriff department to: <ul style="list-style-type: none"> <li>Establish road blocks where necessary to secure the area</li> <li>Divert local traffic away from the spill area</li> <li>Provide access for spill response equipment and personnel</li> </ul>			
Coordinate rescue operations with the local fire department paramedics.			
Request the Federal On-Scene Coordinator ask the FAA to restrict air space over the safety zone.			
Contract for additional security personnel (as needed).			
Maintain strict control over all personnel and entering vehicular traffic.			
Position security personnel to effectively control non-response personnel.			
Barricade lesser traveled points with appropriate signs warning against entry.			
Establish check points at barricaded points to verify security effectiveness.			
Maintain a log that documents all security related incidents and observations made at the spill site.			
Establish a pass system and distribute pre-prepared security passes to all spill related personnel.			
Ensure all response equipment is safeguarded.			

### 7.3 WASTE MANAGEMENT

Initial oil handling and disposal needs may be overlooked in the emergency phase of a response, which could result in delays and interruptions of cleanup operations. Initially, waste management concerns should address:

- Equipment capacity
- Periodic recovery of contained oil
- Adequate supply of temporary storage capacity and materials

The following action items should be conducted during a spill response:

- Development of a Site Safety and Health Plan (**SECTION 5.3**) addressing the proper PPE and waste handling procedures
- Notify and inform State Environmental Agency and local agencies
- Development of a Disposal Plan (**SECTION 5.5**) in accordance with any federal, state, and/or local regulations
- Continuous tracking of oil disposition in order to better estimate amount of waste that could be generated over the short and long-term
- Organization of waste collection, segregation, storage, transportation, and proper disposal
- Minimization of risk of any additional pollution
- Regulatory review of applicable laws to ensure compliance and (if appropriate) obtain permits
- Documentation of all waste handling and disposal activities
- Disposal of all waste in a safe and approved manner

Good hazardous waste management includes:

- Reusing materials when possible
- Recycling or reclaiming waste
- Treating waste to reduce hazards or reducing amount of waste generated

### 7.3 WASTE MANAGEMENT, CONTINUED

- The management of the wastes generated in cleanup and recovery activities must be conducted with the overall objective of ensuring:
  - Worker safety
  - Waste minimization
  - Cost effectiveness
  - Minimization of environmental impacts
- Proper disposal
- Minimization of present and future environmental liability

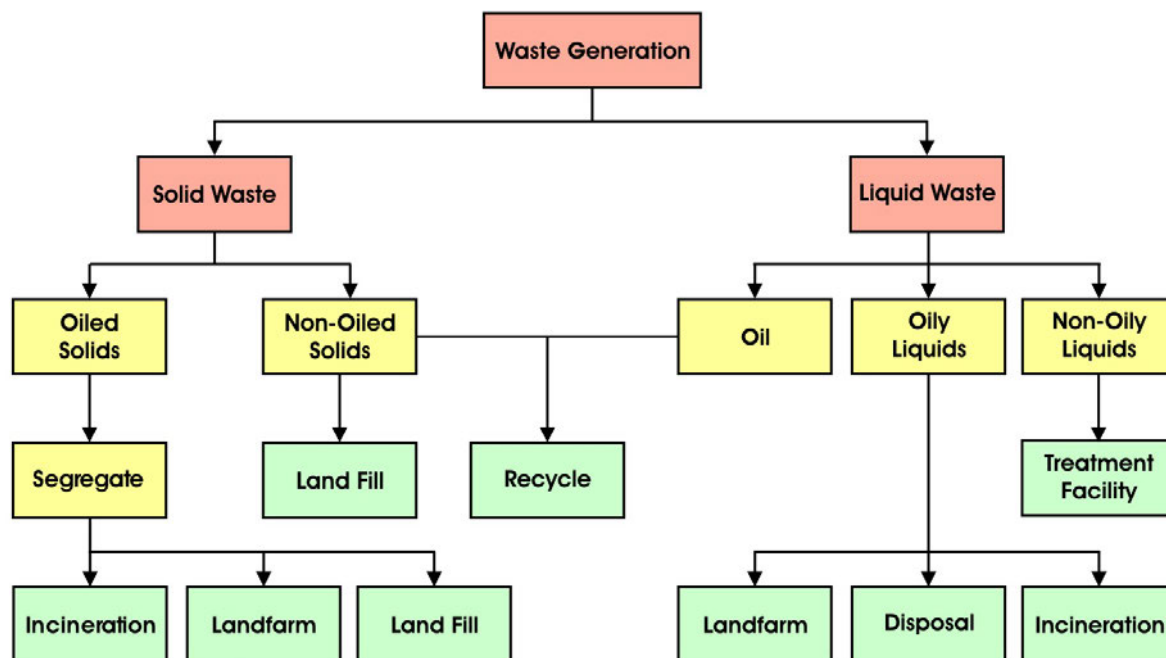
Solid wastes such as sorbents, PPE, debris, and equipment will typically be transported from the collection site to a designated facility for:

- Storage
- Waste segregation
- Packaging
- Transportation

Once this process is complete, the waste will be shipped off-site to an approved facility for required disposal.

A general flow chart for waste management guidelines is provided in **FIGURE 7.3-1**. An overall checklist for containment and disposal is provided in **FIGURE 7.3-2**.

**FIGURE 7.3-1 - WASTE MANAGEMENT FLOW CHART**





**FIGURE 7.3-2 - GENERAL WASTE CONTAINMENT AND DISPOSAL CHECKLIST**

<b>Figure 7.3-2 - General Waste Containment and Disposal Checklist</b>		<b>Yes/No/NA</b>
<b>CONSIDERATION</b>		
Is the material being recovered a waste or reusable product?		
Has all recovered waste been containerized and secured so there is no potential for further leakage while the material is being stored?		
Has each of the discrete waste streams been identified?		
Has a representative sample of each waste stream been collected?		
Has the sample been sent to an approved laboratory for the appropriate analysis, (i.e. hazardous waste determination)?		
Has the appropriate waste classification and waste code number(s) for the individual waste streams been received?		
Has a temporary EPA identification number and generator number(s) been received, if they are not already registered with EPA?		
Have the services of a registered hazardous waste transporter been contracted, if waste is hazardous?		
If the waste is nonhazardous, is the transporter registered?		
Is the waste being taken to an approved disposal site?		
Is the waste hazardous or Class I nonhazardous?		
If the waste is hazardous or Class I nonhazardous, is a manifest being used?		
Is the manifest properly completed?		
Are all federal, state, and local laws/regulations being followed?		
Have State Environmental and local agencies been notified?		
Are all necessary permits being obtained?		
Has a Disposal Plan been submitted for approval/review?		
Has PPE and waste-handling procedures been included in the Site Safety and Health Plan to protect the health and safety of waste handling personnel?		

### 7.3.1 Waste Storage

During an oil spill, the volume of oil that can be recovered depends on the storage capacity available. Typical short-term (temporary) storage methods are provided in **FIGURE 7.3-3**. If storage containers such as bags or drums are used, the container should be clearly marked and/or color-coded to indicate the type of material or waste contained and/or the ultimate disposal option.

Use of any site for storage is dependent on the approval of local authorities. The following elements affect the choice of a potential storage site:

- Geology
- Soil
- Surface water
- Covered materials
- Climatic factor
- Toxic air emissions
- Access
- Ground water
- Flooding
- Slope
- Capacity
- Land use
- Security
- Public contact

**FIGURE 7.3-3 - TEMPORARY STORAGE METHODS**

CONTAINMENT	PRODUCT						CAPACITY
	OIL	OIL/WATER	OIL/SOIL	OIL/DEBRIS (Small)	OIL/DEBRIS (Medium)	OIL/DEBRIS (Large)	
Drums	X	X	X				0.2-0.5 yd <sup>3</sup>
Bags		X	X	X			1.0-2.0 yd <sup>3</sup>
Boxes		X	X	X			1-5 yd <sup>3</sup>
Open top rolloff	X	X	X	X	X	X	8-40 yd <sup>3</sup>
Roll top rolloff	X	X	X	X	X	X	15-25 yd <sup>3</sup>
Vacuum box	X	X					15-25 yd <sup>3</sup>
Frac tank	X	X					500-20,000 gal
Polytank	X	X					200-4,000 gal
Vacuum truck	X	X	X				2,000-5,000 gal
Tank trailer	X	X					2,000-4,000 gal
Barge	X	X					3,000+gal
Berm, 4 ft		X	X	X	X	X	1 yd <sup>3</sup>
Bladders	X	X					25 gal-1,500 gal

### 7.3.2 Waste Transfer

In most oil spill response operations, it would be necessary to transfer recovered oil and oil debris from one point to another several times before the oil and oily debris are ultimately disposed of at a state approved disposal site. Depending on the location of response operations, any or all of the following transfer operations may occur.

- Directly into the storage tank of a vacuum device.
- Directly in to impermeable bags that, in turn, are placed in impermeable containers.
- From a vacuum device storage tank to a truck.
- From containers to trucks.
- From trucks to lined pits.
- From lined pits to incinerators and/or landfills.
- From a tank truck to a processing system (i.e., oil/water separator).
- From a processing system to a recovery system and or incinerator.
- From a skimming vessel or flexible bladder to a barge.
- From a barge to a tank truck.
- Directly into the storage tank on a dredge.
- From portable or vessel mounted skimmers into flexible bladder tanks, the storage tanks of the skimming vessel itself, or a barge.

There are four general classes of transfer systems that could be employed to effect oily waste transfer operations. The following is a brief description of the four transfer systems:

#### **Pumps**

Rotary pumps, such as centrifugal pumps, may be used when transferring large volumes of oil, but they may not be appropriate for pumping mixtures of oil and water. The extreme shearing action of centrifugal pumps tends to emulsify oil and water, thereby increasing the viscosity of the mixture and causing low, inefficient transfer rates.

The resultant emulsion would also be more difficult to separate into oil and water fractions. Lobe or "positive displacement" pumps work well on heavy, viscous oils, and do not emulsify the oil/water mixture. Double-acting piston and double acting diaphragm pumps are reciprocating pumps that may also be used to pump oily wastes.

#### **Vacuum Systems**

Vacuum systems, such as air conveyors, vacuum trucks and portable vacuum units, may be used to transfer viscous oils and debris but they usually pick up a very high water/oil ratio.

#### **Belt/Screw Conveyors**

Conveyor may be used to transfer oily wastes containing a large amount of debris. These systems can transfer weathered debris laden oil either horizontally or vertically for short distances but are bulky and difficult to operate.

#### **Wheeled Vehicles**

Wheeled vehicles may be used to transfer liquid waste of oily debris to storage or disposal sites. These vehicles are readily available but have a limited rate (i.e., 100 bbls) and require good site access.

### **7.3.3 Waste Disposal**

In order to obtain the best overall Incident Disposal Plan, a combination of methods should be used. There is no template or combination of methods that can be used in every spill situation. Each incident should be reviewed carefully to ensure an appropriate combination of disposal techniques are employed.

The Company is permitted, and maintains said permits (i.e., Department of Transportation), to recover and transport recovered liquids (water, petroleum). The Company uses contractors who maintain permits for transportation of recovered liquids and spill debris.

The following is a brief description of some disposal techniques available for recovered oil and oily debris.

#### **Recycling**

Recycling involves processing discarded materials for another use.

#### **Incineration**

This technique entails the destruction of the recovered oil by high temperature thermal oxidation reactions. There are licensed incineration facilities as well as portable incinerators that may be brought to a spill site. Incineration may require the approval of the local Air Pollution Control Authority.

#### **In Situ Burning/Open Burning**

Burning techniques entail igniting oil or oiled debris allowing it to burn under ambient conditions. These disposal techniques are subject to restrictions and permit requirements established by federal, state, and local laws. Permission for in situ burning may be difficult to obtain when the burn takes place near populated areas.

As a general rule, in situ burning would be appropriate only when atmospheric conditions will allow the smoke to rise several hundred feet and rapidly dissipate. Smoke from burning oil will normally rise until its temperature drops to equal the ambient temperature. Afterwards, it will travel in a horizontal direction under the influence of prevailing winds.

#### **Landfill Disposal**

This technique entails burying the recovered oil in a approved landfill in accordance with regulatory procedures. Landfill disposal of free liquids is prohibited by federal law in the United States.

FIGURE 7.3-4 - FACILITY SPECIFIC DISPOSAL PLAN

MATERIAL	DISPOSAL FACILITY	LOCATION
Recovered Product		
Contaminated Soil		
Contaminated Equipment		
Personnel Protective Equipment		
Decontamination Solutions		
Adsorbents and Spent Chemicals		

## 7.4 PUBLIC AFFAIRS

This section contains guidelines for dealing with the media during an emergency. The Incident Commander will play a key role in providing the initial public assessment and taking the first steps to provide the Company's public response. Information in this section includes:

- Guidelines for dealing with the media
- Incident Fact Sheet (**FIGURE 7.4-1**)

### GUIDELINES FOR DEALING WITH THE MEDIA

- You as a Company Manager are the most logical person for reporters to seek out for information
- Reporters will look elsewhere to find out what happened if you do not answer their questions; however, if you do not have this information or are not prepared to answer a particular question, say so then say when they can expect the answers to their questions (such as one hour)
- It is important to be courteous to all media representatives and to provide a safe place for them to wait until a company representative can meet them; you may need to provide an initial statement

<b>Provide</b>	<ul style="list-style-type: none"> <li>• A brief, general description of what happened</li> <li>• Number of injured or killed, if known</li> <li>• Steps being taken to handle the emergency</li> </ul>
<b>Don't provide</b>	<ul style="list-style-type: none"> <li>• Names of deceased or seriously injured employees until the next of kin have been notified</li> <li>• Speculation about the cause of the emergency</li> <li>• Any statement implying personal or company negligence</li> <li>• Cost estimates of damage</li> </ul>
<b>Other considerations</b>	<ul style="list-style-type: none"> <li>• Safety considerations should always receive priority in determining access to company property</li> <li>• Anticipate likely questions</li> <li>• There are only six questions that can be asked about any subject: who, what, when, where, why, and how</li> <li>• Keep answers short and understandable</li> <li>• Answer only the question that is asked by the reporter</li> <li>• Give the most important facts first</li> <li>• Talk to the public's concern about the incident such as whether these were deaths, injuries, any threat to the public, or danger of explosion or fire</li> <li>• If you don't know the answer to a question, don't be afraid to say "I don't know"; make note of the question and tell the reporter that you will try to get the answer for him - then do it</li> <li>• Don't be defensive</li> <li>• There is no such thing as "Talking off the record"; assume that anything and everything you say to a reporter is going to be printed and/or used in the story</li> <li>• Avoid "What If?" or speculative questions; these questions should be answered with a restatement of the problem and what is being done to control it</li> <li>• Don't speculate about the cause of the incident</li> <li>• Don't minimize the situation</li> </ul>

FIGURE 7.4-1 - INCIDENT FACT SHEET

What occurred:
When (time):
Where (location):
What are hazards:
How is the situation being handled:
How many people involved:
Confirmed injuries/fatalities:
Treatment location:
Name of injured (release only after next of kin are notified):
Name of fatalities (release only after next of kin are notified):
What agencies have been notified:
On scene? (yes/no):
Who is in-charge:
Has outside help been requested:
Who:
On scene? (yes/no):
Is there danger to the plant:
Is there danger to the community:
What:
Is there an environmental hazard:
What is the environmental hazard:
What is being done to minimize environmental threat:
Is there a need for evacuation:



## **SECTION 8**

# **DEMOBILIZATION / POST-INCIDENT REVIEW**

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### **8.1 Terminating the Response**

### **8.2 Demobilization**

**Figure 8.2-1 - Demobilization Checklist**

### **8.3 After Action Review**

**Figure 8.3-1 - Standard Incident Debriefing Form**

**8.3.1 After Action Review Guidelines**

## 8.1 TERMINATING THE RESPONSE

- A team of federal, state, and company personnel must certify that each area is clean before halting cleanup operations
- Demobilize equipment and personnel at the first opportunity in order to reduce cost
- Consider which resources should be demobilized first; for example, berthing expenses can be saved by demobilizing out-of-area contractors before local ones
- Equipment may need both maintenance and decontamination before being demobilized
- All facilities (staging area, Command Post, etc.) should be returned to their pre-spill condition before terminating operations
- Determine what documentation should be maintained, where, and for how long
- Contract personnel may be more susceptible to "suffering" injuries as they approach termination
- Some activities will continue after the cleanup ends; examples include incident debriefing, bioremediation, NRDA studies, claims, and legal actions
- Consider expressing gratitude to the community, police department, fire department, and emergency crews for their work during the response
- For Large Quantity Generators of hazardous waste, the following requirements apply to any spill of hazardous waste that requires implementing the Contingency Plan (reference Figure E-3 – EPA/RCRA Cross Reference, 40 CFR 265.56(h), (i), (j)):
  1. Emergency Coordinator must ensure that, in the affected area(s) of the facility: 1) No waste that may be incompatible with the release material is treated, stored, or disposed of until cleanup procedures are completed; and 2) All emergency equipment listed in the Contingency Plan is cleaned and fit for its intended use before operations are resumed.
  2. The owner or operator must notify the Regional Administrator, and appropriate State and local authorities, that the facility is in compliance with the above mentioned requirements (40 CFR 265.56(h)) before operations are resumed in the affected area(s) of the facility
  3. Submit a written report within 15 days after the spill to the Regional Administrator (40 CFR 265.56(j))

## 8.2 DEMOBILIZATION

The Company can reduce costs considerably by developing a Demobilization Plan (**SECTION 5.7**). Therefore, emphasis must be placed on establishing efficient demobilization procedures. A Demobilization Checklist is provided in **FIGURE 8.2-1**

**FIGURE 8.2-1 - DEMOBILIZATION CHECKLIST**

Figure 8.2-1 - Demobilization Checklist	Initials	Date/Time Started	Date/Time Completed
Assign personnel to identify surplus resources and probable release times.			
Establish demobilization priorities.			
Develop decontamination procedures.			
Initiate equipment repair and maintenance.			
Develop a Disposal Plan.			
Identify shipping needs.			
Identify personnel travel needs.			
Develop impact assessment and statements.			
Obtain concurrence of Planning and Operations Group Leaders before release of personnel or equipment.			

## 8.3 AFTER ACTION REVIEW

All facility personnel involved in the incident shall be debriefed by the Company Incident Commander. A Standard Incident Debriefing Form is provided in **FIGURE 8.3-1**. This form should be completed by the Incident Commander, and all members of the ICS Command Staff and General Staff involved in the incident within two weeks after termination of emergency operations.

The primary purpose of the After Action Review is to identify actual or potential deficiencies in this Plan and to determine the changes required to correct the deficiencies. The After Action Review is also intended to identify which response procedures, equipment, and techniques were or were not effective and the reasons why or why not. This type of information is very helpful in the development of a functional Plan by eliminating or modifying those response procedures that are less effective and emphasizing those that are highly effective.

The After Action Review process should also be used for evaluating training and exercises. Key agency personnel that were involved in the response will be invited to attend the After Action Review.

FIGURE 8.3-1 - STANDARD INCIDENT DEBRIEFING FORM

Name of incident:
Date:
<b>PERSONNEL DEBRIEFED</b>
Name:
Normal duty:
Summary of duties performed during incident (list date, time, and location):
Positive aspects of the response:
Aspects of the response which could be improved:
Name:
Title:
Signature:

### 8.3.1 After Action Review Guidelines

1. **Purpose.** The purpose of this document is to provide guidance on the conduct of after-action reviews or AARs.
2. **Overview.** To improve the effectiveness of our operations, we must continuously improve and learn from both our successes and failures. AARs are effective means to this end. Fundamental to the success of an AAR is the spirit in which it is conducted. Incident Commanders and ICS Staff should openly and honestly discuss what actually transpired in sufficient detail and clarity so that everyone understands what happened and why, and then implement process improvements.
3. **Definition and Purpose of the AAR.** A professional discussion of an event focused on improving the performance of the organization or team. The heart of the AAR is identifying what was supposed to happen, what actually happened, why it happened, and how to sustain strengths and improve weaknesses. An AAR is not a critique, problem solving, or allocating blame. Feedback generated during the AAR process compares the actual output of a process with the expected outcome.
4. **Formal versus Informal AARs.** AARs are either formal or informal. Both follow the same general format and involve the exchange of observations and ideas. Both types should be appropriately documented so lessons learned may be shared across functional and geographic boundaries, and so that implementation of improvements can be tracked.
  - a. A formal AAR is more structured, requires planning and takes longer to conduct. The formal AAR usually occurs immediately or soon after an event is completed. It may also occur while the event is in-progress. A neutral third party should facilitate a formal AAR.
  - b. Informal AARs are less structured, require much less preparation and planning and can be conducted anywhere, anytime, for any event, by anyone. Incident Commanders, Section Leaders, Safety Officers or other interested parties may facilitate their own informal AARs.
5. **Agenda for an AAR.** Formal AARs will follow this simple format:
  - Introduction and ground rules
  - Analysis of the Incident according to the 15 National Preparedness for Response (PREP) Response Plan Core Components (**FIGURE A.1-1**):

For each PREP Core Component:

    - What was supposed to happen?
    - What actually happened?
    - Why did it happen that way?
    - What will we do to improve the way we do it next time?
  - Closing comments and agreement on next steps

### 8.3.1 After Action Review Guidelines, Continued

6. **AAR Planning and Execution Sequence.** Schedule AARs as close to the completion of the event as possible. The amount of planning and preparation required for an AAR will vary based on the type of AAR conducted; however, the process for both informal and formal AARs has three steps:

Planning and Preparation:

- Schedule the AAR
- Select a facilitator
- Notify participants
- Establish the AAR agenda

Conduct:

- Seek maximum participation
- Maintain focus on AAR objectives
- Review key points learned
- Record the AAR and maintain accurate meeting attendance list

Follow up:

- Prepare an After Action Review Report (memorandum or e-mail), and distribute the report to all participants
- Consider publishing lessons learned to the entire Company
- Develop action plan to resolve deficiencies (revise procedure, develop a new process, etc.)

7. **Role of the AAR Facilitator.** The AAR facilitator's role should be to ensure the goals of the AAR are met. The AAR facilitator:

- Remains unbiased throughout the process
- Speaks only to draw out comments from all participants
- Ensures the discussion remains professional and focused on continuous improvement
- Keeps AAR on track and determines when to move on to discuss other points
- Does not allow personal attacks
- Does not offer solutions; allows the participants to do that.

### 8.3.1 After Action Review Guidelines, Continued

#### 8. Ground Rules for Conducting the AAR.

- Participants are participants, not a passive audience. The facilitator should prepare leading questions and may have to ask it of several people
- An AAR is a dynamic, candid, professional discussion of events and projects, focusing on performance against the known standards and/or expected outcomes. Everyone involved with the event should participate to share an insight, observation or question that will help identify areas for improvement.
- An AAR is not a critique. No one, regardless of position has all of the information and answers. AARs maximize learning and continuous improvement by allowing everyone to learn from each other.
- An AAR does not grade success or failure. There are always areas of improvement and strengths to improve as well.
- Set ground rules up front, e.g. no personal attacks, focus on how to improve, commit to getting to the heart of the issue, etc.

9. **Conclusion.** An AAR is both an art and science. What makes AARs so powerful is that they can be applied across a wide spectrum of events from two individuals conducting a 5-minute AAR at the end of a short meeting to a longer AAR held by a Spill Management Team at the end of a large emergency. Individuals involved may absorb lessons learned on the spot and they can be documented in a format that can be shared with a wider audience. A properly conducted AAR can also have a powerful influence on the climate of the organization. It is a part of the communication process that educates and motivates people and focuses them on organizational priorities to improve procedures across the organization.

### 8.3.1 After Action Review Guidelines, Continued

#### MEMORANDUM FOR RECORD

SUBJECT: (Document name of the incident for which the AAR was conducted)

1. Begin the memo with an overview/introduction. Identify the Incident Commander and briefly describe the project or event. Document what kind of AAR was conducted and how. For informal AARs, detail how the AAR was conducted (via meeting, teleconference, etc.) and who provided feedback. For formal AARs, identify all participants.

2. Following are the results of the AAR:

- a. **Issue:** Analysis of the incident according to a (or a logical grouping) PREP Core Component. The intent is to leave a record of the analysis so others may learn. (What should have happened?)

**Discussion:** Succinctly discuss the emergency response in terms of the PREP Core Components (or logical grouping) so the reader can understand why the component or group was important or relevant, what the ramifications were, and so on. (What actually happened and why?)

**Recommendation:** Present a recommendation with respect to any issues raised during the discussion. In the case of issues where something positive occurred, the recommendation may simply be to continue to follow processes/procedures. In the case where the issue represented a problem, recommend a solution to prevent the problem from occurring in the future. (How do we improve or sustain success?)

**Action Taken:** Present an action taken or to be taken by the stakeholders. Commit to doing what is written here. Examples of actions taken for successes: verified current procedures are valid; provided a copy of AAR to all affected parties and so on. Examples of actions taken for problems: coordinated with PPM and changed SOP; published information paper on small business contracting requirements and briefed the District; changed specifications to reflect new wall covering, etc. Clearly identify the "action owner" in this paragraph. For example: Revise PMPB SOP on accepting new work. Action: PPMD.

- b. **Repeat** the above for each of the 15 PREP Response Plan Core Components.

3. Conclude by summarizing key lessons learned, noting when and where the AAR will be published for others to access. The Incident Commander shall sign and date the AAR Report.

**Note:** AAR writers are to be mindful that documented AARs may be the subject of litigation or a media report. Accordingly, AARs are to present accurate, factual information and solid, focused recommendations.



# APPENDICES

## A. TRAINING / EXERCISES

## B. CONTRACTOR RESPONSE EQUIPMENT

## C. HAZARD EVALUATION AND RISK ANALYSIS

## D. CROSS-REFERENCES

## E. ACRONYMS & DEFINITIONS

## **APPENDIX A**

### **TRAINING / EXERCISES**

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#### **A.1 Exercise Requirements and Schedules**

**Figure A.1-1 - PREP Response Plan Core Components**

**Figure A.1-2 - Exercise Requirements**

**Figure A.1-3 - Spill / Exercise Documentation Form**

**Figure A.1-4 - EPA Required Response Equipment Testing and Deployment Drill Log**

**Figure A.1-5 - Qualified Individual Notification Drill Log**

**Figure A.1-6 - Spill Management Team Tabletop Exercise Log**

#### **A.2 Training Program**

**Figure A.2-1 - Training Requirements**

**Figure A.2-2 - PREP Training Program Matrix**

**Figure A.2-3 - Personnel Response Training Log**

## A.1 EXERCISE REQUIREMENTS AND SCHEDULES

- The Company participates in the National Preparedness for Response Exercise Program (PREP)
- During each triennial cycle, all components of the Plan (**FIGURE A.1-1**) must be exercised at least once
- The District Manager is responsible for the following aspects:
  - Scheduling
  - Maintaining records
  - Implementing
  - Evaluation of the Company's training and exercise program
  - Post-drill evaluation improvements
- **FIGURE A.1-2** provides descriptions of exercise requirements, **FIGURE A.1-3** provides a Spill/Exercise Documentation form or corresponding Company form may be used, and **FIGURE A.1-4** provides a log for response equipment testing and deployment drill

FIGURE A.1-1 - PREP RESPONSE PLAN CORE COMPONENTS

CORE COMPONENTS	DESCRIPTION
1. Notifications	Test the notifications procedures identified in the Area Contingency Plan (ACP) and the Spill Response Plan.
2. Staff mobilization	Demonstrate the ability to assemble the spill response organization identified in the ACP and the Spill Response Plan.
3. Ability to operate within the response management system described in the Plan: <ul style="list-style-type: none"> <li>• Unified Command</li> <li>• Response management system</li> </ul>	<p>Demonstrate the ability of the spill response organization to work within a unified command.</p> <p>Demonstrate the ability of the response organization to operate within the framework of the response management system identified in their respective plans.</p>
4. Discharge control	Demonstrate the ability of the spill response organization to control and stop the discharge at the source.
5. Assessment	Demonstrate the ability of the spill response organization to provide initial assessment of the discharge and provide continuing assessments of the effectiveness of the tactical operations.
6. Containment	Demonstrate the ability of the spill response organization to contain the discharge at the source or in various locations for recovery operations.
7. Recovery	Demonstrate the ability of the spill response organization to recover the discharged product.
8. Protection	Demonstrate the ability of the spill response organization to protect the environmentally and economically sensitive areas identified in the ACP and the respective industry response plan.
9. Disposal	Demonstrate the ability of the spill response organization to dispose of the recovered material and contaminated debris.
10. Communications	Demonstrate the ability to establish an effective communications system for the spill response organization.
11. Transportation	Demonstrate the ability to establish multi-mode transportation both for execution of the discharge and support functions.
12. Personnel support	Demonstrate the ability to provide the necessary support of all personnel associated with response.
13. Equipment maintenance and support	Demonstrate the ability to maintain and support all equipment associated with the response.
14. Procurement	Demonstrate the ability to establish an effective procurement system.
15. Documentation	Demonstrate the ability of the spill response organization to document all operational and support aspects of the response and provide detailed records of decisions and actions taken.

**FIGURE A.1-2 - EXERCISE REQUIREMENTS**

EXERCISE TYPE	EXERCISE CHARACTERISTICS
Facility/QI notification	<ul style="list-style-type: none"> <li>• Conducted quarterly (one per year must be performed during non-business hours)</li> <li>• The facility initiates mock spill notification to QI</li> <li>• The Qualified Individual documents time/date of notification, name, and phone number of individual contacted</li> <li>• Document in accordance with form in <b>FIGURE A.1-5</b></li> </ul>
Equipment deployment	<ul style="list-style-type: none"> <li>• Terminals with response equipment such as boom will conduct semiannually</li> <li>• Terminals without response equipment will obtain documentation from OSRO response contractors indicating participation in annual deployment exercise</li> <li>• Conducted annually (Pipeline)</li> <li>• Document in accordance with form in <b>FIGURE A.1-4</b></li> </ul>
SMT tabletop	<ul style="list-style-type: none"> <li>• Conducted annually</li> <li>• Tests SMT's response activities/responsibilities</li> <li>• Documents Plan's effectiveness</li> <li>• Must exercise worst case discharge scenario once every three years</li> <li>• Must test all Plan components at least once every three years</li> <li>• Document in accordance with form in <b>FIGURE A.1-6</b></li> </ul>
Unannounced	<ul style="list-style-type: none"> <li>• Company will either participate in unannounced tabletop exercise or equipment deployment exercise on an annual basis, if selected</li> <li>• Company may take credit for participation in government initiated unannounced drill in lieu of drill required by PREP guidelines</li> <li>• Plan holders who have participated in a PREP government-initiated unannounced exercise will not be required to participate in another one for at least 36 months from the date of the exercise</li> </ul>
Area	<ul style="list-style-type: none"> <li>• An industry plan holder that participates in an Area Exercise would not be required to participate in another Area Exercise for a minimum of six years</li> </ul>
OTHER EXERCISE CONSIDERATIONS	
Drill program evaluation procedures	<ul style="list-style-type: none"> <li>• Company conducts post-exercise meetings to discuss positive items, areas for improvement, and to develop action item checklist to be implemented later</li> </ul>
Records of drills	<ul style="list-style-type: none"> <li>• Company will maintain exercise records for five years following completion of each exercise</li> <li>• Records will be made available to applicable agencies upon request</li> <li>• Company will verify appropriate records are kept for each spill response contractor listed in Plan as required by PREP guidelines (annual equipment deployment drill, triennial unannounced drill, etc.)</li> </ul>

**FIGURE A.1-3 - SPILL / EXERCISE DOCUMENTATION FORM**

Retain this form for a minimum of five years.

1. Date(s) performed:		
2. <input type="checkbox"/> Exercise <input type="checkbox"/> Actual spill		
If exercise:		
<input type="checkbox"/> Announced <input type="checkbox"/> Unannounced <input type="checkbox"/> Deployment <input type="checkbox"/> Notification <input type="checkbox"/> Tabletop		
If exercise, frequency:		
<input type="checkbox"/> Quarter <input type="checkbox"/> 1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th <input type="checkbox"/> Annual		
3. Location of exercise/spill:		
4. Time started:		
5. Description of scenario or spill including volume and content (crude oil, condensate, etc.)		
6. Describe how the following objectives were exercised:		
<b>Team's knowledge of the Oil Spill Response Plan:</b>		
	<b>Yes</b>	<b>No</b>
Was briefing meeting conducted	<input type="checkbox"/>	<input type="checkbox"/>
Established field Command Post	<input type="checkbox"/>	<input type="checkbox"/>
Confirmed source was stopped	<input type="checkbox"/>	<input type="checkbox"/>
Developed Site Safety and Health Plan	<input type="checkbox"/>	<input type="checkbox"/>
Prepared ICS 201	<input type="checkbox"/>	<input type="checkbox"/>
Established work zones and perimeter security	<input type="checkbox"/>	<input type="checkbox"/>
Developed short range tactical plan	<input type="checkbox"/>	<input type="checkbox"/>
Developed long range tactical plan	<input type="checkbox"/>	<input type="checkbox"/>
<b>Proper Notifications:</b>		
Qualified Individual (or designee)	<input type="checkbox"/>	<input type="checkbox"/>
EHS&T Department	<input type="checkbox"/>	<input type="checkbox"/>
Release/Spill Report Form completed	<input type="checkbox"/>	<input type="checkbox"/>
Notification to agencies completed (attach log)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Transportation/Communication System:</b>		
Established primary/secondary communication system	<input type="checkbox"/>	<input type="checkbox"/>
Primary: cellular phone <input type="checkbox"/> two way radio <input type="checkbox"/> land telephone line <input type="checkbox"/>		
Secondary: cellular phone <input type="checkbox"/> two way radio <input type="checkbox"/> land telephone line <input type="checkbox"/>		
<input type="checkbox"/> Other		

FIGURE A.1-3 - SPILL / EXERCISE DOCUMENTATION FORM, CONTINUED

Transportation/Communication System, Continued:		
	Yes	No
Motor vessel deployed	<input type="checkbox"/>	<input type="checkbox"/>
Provider name:		
Helicopter/Sea plane deployed	<input type="checkbox"/>	<input type="checkbox"/>
Call sign:		
Describe function (i.e., transportation, surveillance, dispersant application):		
<b>Ability to access contracted Oil Spill Removal Organizations (OSROs):</b>		
Who contacted - (name of individual and OSRO):		
When contacted:		
Response time projection for deployment:		
Type and amount of containment used:		
Spill material recovered	<input type="checkbox"/>	<input type="checkbox"/>
Spilled material disposed	<input type="checkbox"/>	<input type="checkbox"/>
Where?		
<b>Ability to coordinate spill response with on-scene coordinator, state, and applicable agencies:</b>		
Was regulatory on-scene coordinator(s) contacted	<input type="checkbox"/>	<input type="checkbox"/>
List person and agency represented:		
<b>Ability to access sensitive site and resource information in the Area Contingency Plan (ACP):</b>		
Was pre-impact assessment conducted?	<input type="checkbox"/>	<input type="checkbox"/>
Were pre-impact samples taken?	<input type="checkbox"/>	<input type="checkbox"/>
Were pre-impact photographs taken?	<input type="checkbox"/>	<input type="checkbox"/>
Were NRDA specialists mobilized?	<input type="checkbox"/>	<input type="checkbox"/>
Were deficiencies identified?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, changes implemented?	<input type="checkbox"/>	<input type="checkbox"/>
If no, why were changes not implemented?		
<b>LESSONS LEARNED</b>	<b>PERSON RESPONSIBLE FOR FOLLOW-UP OF CORRECTIVE MEASURES</b>	
	Name:	
	Position:	
	Certifying Signature:	

**FIGURE A.1-4 - EPA REQUIRED RESPONSE EQUIPMENT TESTING AND DEPLOYMENT DRILL LOG**

Item:	Date of Last Update:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Last inspection or response equipment test date	
Inspection frequency	
Last deployment drill date	
Deployment frequency	
OSRO Certification (if applicable)	

Item:	Date of Last Update:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Last inspection or response equipment test date	
Inspection frequency	
Last deployment drill date	
Deployment frequency	
OSRO Certification (if applicable)	

Item:	Date of Last Update:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Last inspection or response equipment test date	
Inspection frequency	
Last deployment drill date	
Deployment frequency	
OSRO Certification (if applicable)	

Item:	Date of Last Update:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Last inspection or response equipment test date	
Inspection frequency	
Last deployment drill date	
Deployment frequency	
OSRO Certification (if applicable)	



FIGURE A.1-5 - QUALIFIED INDIVIDUAL NOTIFICATION DRILL LOG

Company:	Date:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Qualified Individual(s) Contacted	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company:	Date:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Qualified Individual(s) Contacted	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company:	Date:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Qualified Individual(s) Contacted	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company:	Date:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Qualified Individual(s) Contacted	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

FIGURE A.1-6 - SPILL MANAGEMENT TEAM TABLETOP EXERCISE LOG

Company:	Date:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Qualified Individual(s)	
Participants	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company:	Date:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Qualified Individual(s)	
Participants	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company:	Date:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Qualified Individual(s)	
Participants	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

Company:	Date:
<b>ACTIVITY</b>	<b>INFORMATION</b>
Qualified Individual(s)	
Participants	
Emergency Scenario	
Evaluation	
Changes to be Implemented	
Time Table for Implementation	

## A.2 TRAINING PROGRAM

**FIGURE A.2-1** provides training requirements for spill responders. **FIGURE A.2-2** provides the program matrix. **FIGURE A.2-3** provides a personnel response training log.

**FIGURE A.2-1 - TRAINING REQUIREMENTS**

TRAINING TYPE	TRAINING CHARACTERISTICS
Training in use of spill response plan	<ul style="list-style-type: none"> <li>All field personnel will be trained to properly report/monitor spills</li> <li>Plan will be reviewed annually with all employees and contract personnel</li> <li>Plan will be reviewed with all employees and contract personnel: <ul style="list-style-type: none"> <li>When the plan is developed or the employee is assigned initially to a job;</li> <li>When the employee's responsibilities under the plan change; and</li> <li>When the plan is changed.</li> </ul> </li> <li>The Personnel Response Training Log is located in <b>FIGURE A.2-3</b></li> </ul>
OSHA training requirements	<ul style="list-style-type: none"> <li>All Company responders designated in Plan must have 24 hours of initial spill response training</li> <li>Laborers having potential for minimal exposure must have 24 hours of initial oil spill response instruction and eight hours of actual field experience</li> <li>Spill responders having potential exposure to hazardous substances at levels exceeding permissible exposure limits must have 40 hours of initial training offsite and 24 hours of actual field experience</li> <li>On-site management/supervisors required to receive same training as equipment operators/general laborers plus eight hours of specialized hazardous waste management training</li> <li>Managers/employees require eight hours of annual refresher training</li> </ul>
Spill management team personnel training	<ul style="list-style-type: none"> <li>See recommended PREP Training Matrix (<b>FIGURE A.2-2</b>)</li> </ul>
Training for casual laborers or volunteers	<ul style="list-style-type: none"> <li>Company will not use casual laborers/volunteers for operations requiring HAZWOPER training</li> </ul>
Wildlife	<ul style="list-style-type: none"> <li>Only trained personnel approved by USFWS and appropriate state agency will be used to treat oiled wildlife</li> </ul>
Training documentation and record maintenance	<ul style="list-style-type: none"> <li>Training activity records will be retained five years for all personnel following completion of training</li> <li>Company will retain training records indefinitely for individuals assigned specific duties in the Plan</li> <li>Training records will be retained at each facility or pipeline office; Manager of Operations will document all applicable training</li> </ul>

FIGURE A.2-2 - PREP TRAINING PROGRAM MATRIX

TRAINING ELEMENT	QUALIFIED INDIVIDUAL (QI)	SPILL MANAGEMENT TEAM (SMT)	FACILITY PERSONNEL
Captain of the Port (COTP) Zones or Environmental Protection Agency (EPA) Regions in which the facility is located	x	x	x
Notification procedures and requirements for facility owners or operators; internal response organizations; federal and state agencies; and contracted oil spill removal organizations (OSROs) and the information required for those organizations	x	x	x
Communication system used for the notifications	x	x	x
Information on the products stored, used, or transferred by the facility including familiarity with the safety data sheets (SDS), special handling procedures, health and safety hazards, spill and fire fighting procedures	x	x	x
Procedures the facility personnel may use to mitigate or prevent any discharge or a substantial threat of a discharge of oil resulting from facility operational activities associated with internal or external cargo transfers, storage, or use	x		
Facility personnel responsibilities and procedures for use of facility equipment which may be available to mitigate or prevent an oil discharge	x	x	x
Operational capabilities of the contracted OSRO's to respond small, medium, and large discharges	x	x	x
Responsibilities and authority of the Qualified Individual (QI) as described in the Spill Response Plan and Company response organization	x	x	x
The organization structure that will be used to manage the response actions including: <ul style="list-style-type: none"> <li>• Command and control</li> <li>• Public information</li> <li>• Safety</li> <li>• Liaison with government agencies</li> <li>• Spill response operations</li> <li>• Planning</li> <li>• Logistics support</li> <li>• Finance</li> </ul>	x	x	x
The responsibilities and duties of each spill management team (SMT) within the organization structure	x	x	
The drill and exercise program to meet federal and state regulations as required under Oil Pollution Act of 1990 (OPA90)	x	x	x
The role of the QI in the post discharge review of the Plan to evaluate and validate its effectiveness	x		
The Area Contingency Plan (ACP) for the area in which the facility is located	x	x	x
The National Contingency Plan (NCP)	x	x	x
Roles and responsibilities of federal and state agencies in pollution response	x	x	x

FIGURE A.2-2 - PREP TRAINING PROGRAM MATRIX, CONTINUED

TRAINING ELEMENT	QUALIFIED INDIVIDUAL (QI)	SPILL MANAGEMENT TEAM (SMT)	FACILITY PERSONNEL
Available response resources identified in the Plan	x	x	
Contracting and ordering procedures to acquire OSRO resources identified in the Plan	x	x	
OSHA requirements for worker health and safety (29 CFR 1910.120)	x	x	x
Incident Command System/Unified Command System	x	x	
Public affairs	x	x	
Crisis management	x	x	
Procedures for obtaining approval for dispersant use or in-situ burning of the spill	x		
Oil spill trajectory analyses	x		
Sensitive biological areas	x	x	
This training procedure as described in the Plan for members of the SMT		x	
Procedures for the post discharge review of the plan to evaluate and validate its effectiveness		x	
Basic information on spill operations and oil spill clean-up technology including: <ul style="list-style-type: none"> <li>Oil containment</li> <li>Oil recovery methods and devices</li> <li>Equipment limitations and uses</li> <li>Shoreline cleanup and protection</li> <li>Spill trajectory analysis</li> <li>Use of dispersants, in-situ burning, bioremediation</li> <li>Waste storage and disposal considerations</li> </ul>		x	
Hazard recognition and evaluation		x	
Site safety and security procedures		x	
Personnel management, as applicable to designated job responsibilities		x	
Procedures for directing the deployment and use of spill response equipment, as applicable to designated job responsibilities		x	x
Specific procedures to shut down effected operations			x
Procedures to follow in the event of discharge, potential discharge, or emergency involving the following equipment or scenarios: <ul style="list-style-type: none"> <li>Tank overfill</li> <li>Tank rupture</li> <li>Piping or pipeline rupture</li> <li>Piping or pipeline leak, both under pressure or not under pressure, if applicable</li> <li>Explosion or fire</li> <li>Equipment failure</li> <li>Failure of secondary containment system</li> </ul>			x
QI's name and how to contact him or her			x

FIGURE A.2-3 - PERSONNEL RESPONSE TRAINING LOG

NAME	RESPONSE TRAINING	PREVENTION TRAINING
Alvarez, Ricardo Technician - Senior	Annual HAZWOPER Refresher	Annual Facility SPCC Training
Anderson, Ryan Supervisor - Area	Annual HAZWOPER Refresher	Annual Facility SPCC Training
Blasi, Keith Supervisor - Area	Annual HAZWOPER Refresher	Annual Facility SPCC Training
Bondy, Rick Supervisor - Emergency Response & Security	Annual HAZWOPER Refresher	Annual Facility SPCC Training
Cantrell, Jeremy Supervisor - Area	Annual HAZWOPER Refresher	Annual Facility SPCC Training
Faucett, Keith Director - Operations	8 Hour Hazwoper Refresher	8 Hour Hazwoper Refresher
Green, Chance Supervisor - Area	Annual HAZWOPER Refresher	Annual Facility SPCC Training
*Haworth, Ray Supervisor - Area	Annual HAZWOPER Refresher	Annual Facility SPCC Training
Jenkins, JJ Supervisor - Operations I	Annual HAZWOPER Refresher	Annual Facility SPCC Training
Lance, Ryan Supervisor - Operations II	Annual HAZWOPER Refresher	Annual Facility SPCC Training
Novak, Douglas Technician - Senior	Annual HAZWOPER Refresher	Annual Facility SPCC Training
Price, Steven Damage Prevention Operator	Annual HAZWOPER Refresher	Annual Facility SPCC Training

\*Qualified Individual

## APPENDIX B

# CONTRACTOR RESPONSE EQUIPMENT

Last Revised: November 26, 2024

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### B.1 Cooperatives And Contractors

#### B.1.1 OSRO Classification

Figure B.1-1 - Evidence of Contracts and Equipment Lists

Figure B.1-2 - OSRO Coverage Overview Map

## B.1 COOPERATIVES AND CONTRACTORS

The Company has contracted with additional Oil Spill Removal Organizations (OSROs) to provide personnel and equipment in the event of a spill. The classification, response capabilities and equipment are described below.

### B.1.1 OSRO Classification

The OSRO classification process was developed by the U.S. Coast Guard (USCG) to provide guidelines to enable USCG and plan preparers to evaluate an OSROs potential to respond to oil spills. Plan holders that utilize USCG classified OSRO services are not required to list response resources in their plans.

The following is a listing of the USCG classified OSROs that may respond to incidents for areas listed in this Plan. For a detailed listing of USCG classified OSROs and other contractors by terminal, refer to **FIGURE 3.1-3** and **FIGURE 7.1-1**.

COMPANY/ CONTRACTOR/ TERM	APPLICABLE COTP ZONE(S)	USCG CLASSIFICATIONS	RESPONSE TIME																																																																								
Clean Harbors Ponca City OSRO #13  <b>Office Address:</b> 704 E. Hubbard Rd Ponca City, OK  Term of contract: Evergreen	OKC	<table><tr><td></td><td colspan="4">Facilities</td><td colspan="4">Vessels</td></tr><tr><td></td><td>MM</td><td>W1</td><td>W2</td><td>W3</td><td>MM</td><td>W1</td><td>W2</td><td>W3</td></tr><tr><td>River/Canal</td><td></td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td></tr><tr><td>Inland</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Open Ocean</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Near Shore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Off Shore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Great Lakes</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		Facilities				Vessels					MM	W1	W2	W3	MM	W1	W2	W3	River/Canal		✓	✓	✓	✓	✓	✓	✓	Inland									Open Ocean									Near Shore									Off Shore									Great Lakes									hour(s)
	Facilities				Vessels																																																																						
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River/Canal		✓	✓	✓	✓	✓	✓	✓																																																																			
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Near Shore																																																																											
Off Shore																																																																											
Great Lakes																																																																											
Environmental Restoration OSRO #156  <b>Office Address:</b> Denver, CO  Term of contract: Evergreen	Denver	<table><tr><td></td><td colspan="4">Facilities</td><td colspan="4">Vessels</td></tr><tr><td></td><td>MM</td><td>W1</td><td>W2</td><td>W3</td><td>MM</td><td>W1</td><td>W2</td><td>W3</td></tr><tr><td>River/Canal</td><td></td><td></td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td></tr><tr><td>Inland</td><td></td><td></td><td>✓</td><td></td><td>✓</td><td></td><td>✓</td><td></td></tr><tr><td>Open Ocean</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Near Shore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Off Shore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Great Lakes</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		Facilities				Vessels					MM	W1	W2	W3	MM	W1	W2	W3	River/Canal			✓	✓	✓	✓	✓	✓	Inland			✓		✓		✓		Open Ocean									Near Shore									Off Shore									Great Lakes									hour(s)
	Facilities				Vessels																																																																						
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Inland			✓		✓		✓																																																																				
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Near Shore																																																																											
Off Shore																																																																											
Great Lakes																																																																											
Environmental Specialists, Inc. OSRO #266  <b>Office Address:</b> 3001 East 83rd Street Kansas City, MO 64132		<table><tr><td></td><td colspan="4">Facilities</td><td colspan="4">Vessels</td></tr><tr><td></td><td>MM</td><td>W1</td><td>W2</td><td>W3</td><td>MM</td><td>W1</td><td>W2</td><td>W3</td></tr><tr><td>River/Canal</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Inland</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Open Ocean</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Near Shore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Off Shore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Great Lakes</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		Facilities				Vessels					MM	W1	W2	W3	MM	W1	W2	W3	River/Canal									Inland									Open Ocean									Near Shore									Off Shore									Great Lakes									hour(s)
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Great Lakes																																																																											
Environmental Works KC OSRO #587  <b>Office Address:</b> 1731 Locust Kansas City, MO 65802  Term of contract: Evergreen	Lincoln NE	<table><tr><td></td><td colspan="4">Facilities</td><td colspan="4">Vessels</td></tr><tr><td></td><td>MM</td><td>W1</td><td>W2</td><td>W3</td><td>MM</td><td>W1</td><td>W2</td><td>W3</td></tr><tr><td>River/Canal</td><td>✓</td><td></td><td></td><td></td><td>✓</td><td></td><td></td><td></td></tr><tr><td>Inland</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Open Ocean</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Near Shore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Off Shore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Great Lakes</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		Facilities				Vessels					MM	W1	W2	W3	MM	W1	W2	W3	River/Canal	✓				✓				Inland									Open Ocean									Near Shore									Off Shore									Great Lakes									hour(s)
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Near Shore																																																																											
Off Shore																																																																											
Great Lakes																																																																											
Environmental Works OSRO #587  <b>Office Address:</b> Kansas City, Springfield, Springdale, Tulsa,  Term of contract: Evergreen		<table><tr><td></td><td colspan="4">Facilities</td><td colspan="4">Vessels</td></tr><tr><td></td><td>MM</td><td>W1</td><td>W2</td><td>W3</td><td>MM</td><td>W1</td><td>W2</td><td>W3</td></tr><tr><td>River/Canal</td><td>✓</td><td></td><td></td><td></td><td>✓</td><td></td><td></td><td></td></tr><tr><td>Inland</td><td>✓</td><td></td><td></td><td></td><td>✓</td><td></td><td></td><td></td></tr><tr><td>Open Ocean</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Near Shore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Off Shore</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Great Lakes</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>		Facilities				Vessels					MM	W1	W2	W3	MM	W1	W2	W3	River/Canal	✓				✓				Inland	✓				✓				Open Ocean									Near Shore									Off Shore									Great Lakes									hour(s)
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Near Shore																																																																											
Off Shore																																																																											
Great Lakes																																																																											



## B.1.1 OSRO Classification, Continued

COMPANY / CONTRACTOR / TERM	APPLICABLE COTP ZONE(S)	USCG CLASSIFICATIONS								RESPONSE TIME	
EnviroServe OSRO #476  <b>Office Address:</b> Albuquerque			Facilities				Vessels				hour(s)
			MM	W1	W2	W3	MM	W1	W2	W3	
		River/Canal									
		Inland									
		Open Ocean									
		Near Shore									
		Off Shore									
		Great Lakes									
Haz-Mat Response, Inc OSRO #104  <b>Office Address:</b> Windsor, CO 80550			Facilities				Vessels				hour(s)
			MM	W1	W2	W3	MM	W1	W2	W3	
		River/Canal	✓		✓	✓	✓	✓	✓	✓	
		Inland	✓	✓	✓		✓	✓	✓		
		Open Ocean									
		Near Shore									
		Off Shore									
		Great Lakes									
Hull's Environmental OSRO 148- Wilson OK, Odessa TX  Term of contract: Evergreen	Oklahoma City		Facilities				Vessels				hour(s)
			MM	W1	W2	W3	MM	W1	W2	W3	
		River/Canal			✓	✓			✓	✓	
		Inland									
		Open Ocean									
		Near Shore									
		Off Shore									
		Great Lakes									
SWAT Consulting OSRO #669  <b>Office Address:</b> 12 Sunrise Estates Road Watford City, ND 58854	Miles City MT District 13		Facilities				Vessels				hour(s)
			MM	W1	W2	W3	MM	W1	W2	W3	
		River/Canal	✓	✓	✓	✓	✓	✓	✓	✓	
		Inland	✓		✓	✓	✓	✓	✓	✓	
		Open Ocean									
		Near Shore									
		Off Shore									
		Great Lakes									
Haz-Mat Response - Great Bend OSRO #104  <b>Office Address:</b> 5935 10th Great Bend, KS 67530  Term of contract: Evergreen	Saint Louis		Facilities				Vessels				0 hour(s)
			MM	W1	W2	W3	MM	W1	W2	W3	
		River/Canal	✓	✓	✓	✓	✓	✓	✓	✓	
		Inland	✓	✓	✓		✓	✓	✓		
		Open Ocean									
		Near Shore									
		Off Shore									
		Great Lakes									



**B.1.1 OSRO Classification, Continued**

The following contractors are retained by the Company for waste coordination, but are not USCG classified OSROs within this Area, are as follows:

- A-Clean Environment

**Office Address:**

2071 Cimarron Rd  
Wilson, OK 73463

- Environmental Remediation Specialists Tulsa
- Power Services Company

**Office Address:**

P.O. Box 13  
Greeley, CO 80632

- Southeast Wyoming Oil Spill Association

**Office Address:**

Sinclair, Ft. Laramie, Casper

- Ambipar - Colorado, Texas

Response Time: 0 hours

**Office Address:**

8041 W I-70 Frontage Road, #11  
Arvada, CO 80002

**FIGURE B.1-1** provides evidence of contracts with OSROs and equipment lists for contractors without USCG classification. **FIGURE 7.1-1** provides local response contractor's summarized equipment lists and response times.

**B.1.1 OSRO Classification, Continued**

The following contractors are retained by the Company for waste coordination, but are not USCG classified OSROs within this Area, are as follows:

- Belfor Environmental

Response Time: 0 hours

**Office Address:**

5075 Kalamath Street  
Denver, CO 80221

**FIGURE B.1-1** provides evidence of contracts with OSROs and equipment lists for contractors without USCG classification. **FIGURE 7.1-1** provides local response contractor's summarized equipment lists and response times.

## FIGURE B.1-1 - EVIDENCE OF CONTRACTS AND EQUIPMENT LISTS

**A-Clean Environment**

Wilson, OK

- **MESRA**

**Ambipar - Colorado, Texas**

Anada, CO

- **2015 MESRA**
- **2021 Acknowledgment**

**Belfor Environmental**

Denver, CO

- **Belfor 2015 MESRA**
- **2022 Acknowledgement**

**Clean Harbors Ponca City OSRO #13**

Ponca City, OK

- **MESRA**
- **2022 Acknowledgment**

**Environmental Remediation Specialists Tulsa**

- **No Contract Uploaded**

**Environmental Restoration OSRO #156 Denver, CO**

- **2020 Acknowledgment**
- **2024 Environmental Restoration LLC MESRA**

**Environmental Specialists, Inc. OSRO #266**

Kansas City, MO

- **No Contract Uploaded**

**Environmental Works KC OSRO #587**

Kansas City, MO

- **MESRA**
- **2024 Environmental Works Inc MESRA**
- **2023 Environmental Works Inc PREP Deployments**
- **2024 Environmental Works Inc Equipment List**

**FIGURE B.1-1 - EVIDENCE OF CONTRACTS AND EQUIPMENT LISTS, CONTINUED****Environmental Works OSRO #587**

Kansas City, Springfield, Springdale, Tulsa,

- **2017 Contract**
- **2023 EWI Exhibit G**
- **2024 EWI OSRO Equipment List**
- **2023 EWI Prep Letter**

**EnviroServe OSRO #476,**

- **2024 EnviroServe MESRA**

**Haz-Mat Response - Great Bend OSRO #104**

Great Bend, KS

- **Haz-Mat 2017**
- **2023 Exhibit G**
- **2023 Equipment Deployment Log**
- **2024 Contacts**
- **2024 Equipment List**

**Haz-Mat Response, Inc OSRO #104**

Windsor, CO

- **Haz-Mat Response Contract 16SHPL046**
- **Equipment List**
- **Haz-Mat Consumable Rates Saddlehorn**
- **Haz\_Mat Emergency Rates (Saddlehorn)**
- **Haz-Mat MMP/Saddlehorn Specialty Pricing**
- **Haz-Mat Response Rates**
- **2023 Exhibit G**
- **2023 Equipment Deployment**
- **2024 Equipment List**
- **2024 Office Contacts**
- **2024 OSRO Certification**

**Haz-Mat Response, Inc. OSRO #104**

North Platte, NE

- **2022 Acknowledgement**

**Hull's Environmental OSRO 148- Wilson OK, Odessa TX**

- **MESRA 2022**
- **2023 Exhibit G**
- **2023 Equipment List**

**Power Services Company**

Greeley, CO

- **No Contract Uploaded**

**Southeast Wyoming Oil Spill Association,**

- **SEWOSA Agreement**
- **Equipment list and contacts**
- **Contact List 2021**

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT**

**by and between**

**Magellan Pipeline Company, L.P.**

**and**

**A Clean Environment**

**Contract Number MESRA 06MMLP198**

**Effective November 8, 2006**



**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT**

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## **MASTER EMERGENCY SPILL RESPONSE AGREEMENT**

THIS MASTER EMERGENCY SPILL RESPONSE AGREEMENT ("Agreement"), entered into to be effective this 8<sup>th</sup> day of ~~October~~ <sup>November</sup> 2006 by and between, A Clean Environment, an Oklahoma corporation with its principal place of business in Wilson, OK ("Contractor") and MAGELLAN PIPELINE COMPANY, L.P. a Delaware corporation, with its principal place of business in Tulsa, Oklahoma ("Company") hereinafter jointly referred to as "Parties" or singularly as "Party".

WHEREAS, Company operates refined petroleum products pipeline system, terminals and ammonia pipeline system and may from time to time experience a release or spill of product that requires emergency response and follow-up services to assist Company in controlling and mitigating such spills;

WHEREAS, Contractor is experienced in providing emergency response and follow-up services to spills such as the type as Company may have;

WHEREAS, Company desires Contractor to assist Company in providing emergency response and follow-up services to spills if requested, and Contractor desires to perform such services when requested; and

NOW THEREFORE, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, the Parties agree as follows:

### **1. Definitions**

- 1.1 "Company Spill Response Request" shall mean a request by Company to Contractor for Spill Response Dispatch or Spill Response Standby.
- 1.2 "Hazardous Waste (or Waste)" shall mean Product(s) and/or any material or substances contaminated with the Product(s).
- 1.3 "Laws" shall mean all applicable federal, state, county, local laws, regulations and ordinances, including without limitation, those issued under the auspices of the USCG, MMS, OPS, EPA, OPA 90, OSRO, PREP, Department of Transportation ("DOT"), the Occupational Safety and Health Administration ("OSHA"), RCRA and CERCLA or any other authority having jurisdiction over the work.
- 1.4 "OPA 90" shall mean the Oil Pollution Act of 1990.
- 1.5 "OSRO" shall mean the Oil Spill Removal Organization contained in the Guidelines for the U.S. Coast Guard OSRO Classification Program.
- 1.6 "PREP" shall mean the National Preparedness For Response Exercise Program issued under the OPA 90 jointly by the U.S. Coast Guard ("USCG"), the Environmental Protection Agency ("EPA"), the Office of Pipeline Safety ("OPS"), and the Minerals Management Services ("MMS").

**MAGELLAN PIPELINE COMPANY, L.P.****By: Magellan Pipeline GP, LLC,  
Its General Partner**By: Melanie LittleName: M LittleTitle: Director, EHS+SDate: 11/27/06**A Clean Environment, Inc.**By: Allen W. FletcherName: Allen W. FletcherTitle: Sr. Project ManagerDate: November 8, 2006

**COMPANY'S ORIGINAL**

MESRA – Non OSRO  
Contract Number 06MMLP240

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT (Non – Classified)  
(OSRO)  
by and between**

**Magellan Pipeline Company, L.P.**

**and**

**Custom Environmental Services, Inc.**

**Effective November 20, 2006**

## **MASTER EMERGENCY SPILL RESPONSE AGREEMENT**

THIS MASTER EMERGENCY SPILL RESPONSE AGREEMENT ("Agreement"), entered into to be effective this 20<sup>th</sup> day of November 2006 by and between Custom Environmental Services, Inc., a CO corporation with its principal place of business in Arvada, CO ("Contractor") and MAGELLAN PIPELINE COMPANY, L.P, a Delaware corporation, with its principal place of business in Tulsa, Oklahoma ("Company") hereinafter jointly referred to as "Parties" or singularly as "Party".

WHEREAS, Company operates refined petroleum products pipeline system, terminals and ammonia pipeline system and may from time to time experience a release or spill of product that requires emergency response and follow-up services to assist Company in controlling and mitigating such spills;

WHEREAS, Contractor is experienced in providing emergency response and follow-up services to spills such as the type as Company may have;

WHEREAS, Company desires Contractor to assist Company in providing emergency response and follow-up services to spills if requested, and Contractor desires to perform such services when requested; and

NOW THEREFORE, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, the Parties agree as follows:

### **1. Definitions**

- 1.1 "Company Spill Response Request" shall mean a request by Company to Contractor for Spill Response Dispatch or Spill Response Standby.
- 1.2 "Emergency Equipment shall have the meaning set forth in Section 7.2 of this Agreement.
- 1.3 "Hazardous Waste (or Waste)" shall mean Product(s) and/or any material or substances contaminated with the Product(s).
- 1.4 "Laws" shall mean all applicable federal, state, county, local laws, regulations and ordinances, including without limitation, those issued under the auspices of the USCG, MMS, OPS, EPA, OPA 90, Department of Transportation ("DOT"), the Occupational Safety and Health Administration ("OSHA"), RCRA and CERCLA or any other authority having jurisdiction over the work.
- 1.5 "OPA 90" shall mean the Oil Pollution Act of 1990.
- 1.6 "OSRO" shall mean the Oil Spill Removal Organization contained in the Guidelines for the U.S. Coast Guard OSRO Classification Program.
- 1.7 "PREP" shall mean the National Preparedness For Response Exercise Program issued under the OPA 90 jointly by the U.S. Coast Guard ("USCG"), the

Neither this Agreement, nor any claim for payment of sums due or to become due, or for damage or penalty by reason of alleged breach, shall be assignable in whole or in part by Contractor or by operation of law, without the prior written consent of Company. Any purported assignment without such consent shall be void.

**24. Independent Contractor**

In performance of the work, the Contractor shall at all times be an independent contractor and the relation of the parties in the Agreement shall in no event be construed as constituting any other relationship.

**25. Non-Exclusivity**

Nothing in this Agreement shall require Company to solely utilize the services of Contractor or to ever utilize Contractor's services.

**26. Applicable Law**

This Agreement shall be governed by, and in accordance with, the laws of the State of Oklahoma without regard to principles of conflicts of laws.

**27. Entire Agreement**

This Agreement states the entire agreement between the parties with respect to the subject matter thereof and supersedes all prior agreements and understandings, whether oral or written, between the parties with respect to the subject matter hereof and may not be amended except by written instrument executed by the parties hereto. Release or waiver of any default or the failure to assert any right under this Agreement shall not be deemed in any case to be confirming waiver as to constitute an amendment of this Agreement. All Exhibits referenced herein and attached hereto are incorporated by reference as part of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed effective as of the date first above written by their duly authorized representatives below.

<b>MAGELLAN PIPELINE COMPANY, L.P.</b> <b>By: Magellan Pipeline GP, LLC,</b> <b>Its General Partner</b> By: _____ Name: _____ Title: _____ Date: _____	<b>Custom Environmental Services, Inc.</b> By: _____ Name: <u>Gerald J. Marks</u> Title: <u>President</u> Date: <u>11/20/2006</u>
--	---

## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

In order to verify the status of Contractor's response teams, this acknowledgement form must be completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January annually.

Submittal of this form is required per MESRA paragraph 22 (c); however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P. has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor Custom Environmental Services, Inc. as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

By: Doug Lee  
Title: Health & Safety Manager  
Signature: Doug Lee  
Date: 1-20-15

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Holly Warner – Project Analyst Sr.  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [holly.warner@magellanlp.com](mailto:holly.warner@magellanlp.com)



## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

In order to verify the status of Contractor's response teams, this acknowledgement form must be completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January annually.

Submittal of this form is required per MESRA paragraph 22 (c); however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P. has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor Custom Environmental Services, Inc. as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

By: GERALD J. MARKS  
Title: ADVISOR  
Signature: Gerald J. Marks  
Date: 3/2/21

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Contract Administration  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [contracts@magellanlp.com](mailto:contracts@magellanlp.com)

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT (Non – Classified)  
(OSRO)  
by and between**

**Magellan Pipeline Company, L.P.**

**and**

**RMCAT Environmental Services Inc.**

**Effective March 1, 2006**

## **MASTER EMERGENCY SPILL RESPONSE AGREEMENT**

THIS MASTER EMERGENCY SPILL RESPONSE AGREEMENT ("Agreement"), entered into to be effective this 1st day of December 2005 by and between RMCAT Environmental Services Inc., a corporation with its principal place of business in Denver, Colorado ("Contractor") and MAGELLAN PIPELINE COMPANY, L.P, a Delaware corporation, with its principal place of business in Tulsa, Oklahoma ("Company") hereinafter jointly referred to as "Parties" or singularly as "Party".

WHEREAS, Company operates refined petroleum products pipeline system, terminals and ammonia pipeline system and may from time to time experience a release or spill of product that requires emergency response and follow-up services to assist Company in controlling and mitigating such spills;

WHEREAS, Contractor is experienced in providing emergency response and follow-up services to spills such as the type as Company may have;

WHEREAS, Company desires Contractor to assist Company in providing emergency response and follow-up services to spills if requested, and Contractor desires to perform such services when requested; and

NOW THEREFORE, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, the Parties agree as follows:

### **1. Definitions**

- 1.1 "Company Spill Response Request" shall mean a request by Company to Contractor for Spill Response Dispatch or Spill Response Standby.
- 1.2 "Emergency Equipment shall have the meaning set forth in Section 7.2 of this Agreement.
- 1.3 "Hazardous Waste (or Waste)" shall mean Product(s) and/or any material or substances contaminated with the Product(s).
- 1.4 "Laws" shall mean all applicable federal, state, county, local laws, regulations and ordinances, including without limitation, those issued under the auspices of the USCG, MMS, OPS, EPA, OPA 90, Department of Transportation ("DOT"), the Occupational Safety and Health Administration ("OSHA"), RCRA and CERCLA or any other authority having jurisdiction over the work.
- 1.5 "OPA 90" shall mean the Oil Pollution Act of 1990.
- 1.6 "OSRO" shall mean the Oil Spill Removal Organization contained in the Guidelines for the U.S. Coast Guard OSRO Classification Program.
- 1.7 "PREP" shall mean the National Preparedness For Response Exercise Program issued under the OPA 90 jointly by the U.S. Coast Guard ("USCG"), the

Contractor or by operation of law, without the prior written consent of Company. Any purported assignment without such consent shall be void.

24. **Independent Contractor**

In performance of the work, the Contractor shall at all times be an independent contractor and the relation of the parties in the Agreement shall in no event be construed as constituting any other relationship.

25. **Non-Exclusivity**

Nothing in this Agreement shall require Company to solely utilize the services of Contractor or to ever utilize Contractor's services.

26. **Applicable Law**

This Agreement shall be governed by, and in accordance with, the laws of the State of Oklahoma without regard to principles of conflicts of laws.

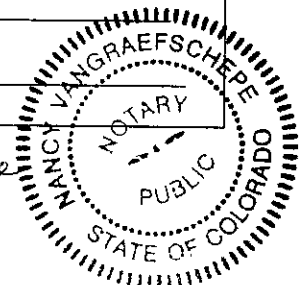
27. **Entire Agreement**

This Agreement states the entire agreement between the parties with respect to the subject matter thereof and supersedes all prior agreements and understandings, whether oral or written, between the parties with respect to the subject matter hereof and may not be amended except by written instrument executed by the parties hereto. Release or waiver of any default or the failure to assert any right under this Agreement shall not be deemed in any case to be confirming waiver as to constitute an amendment of this Agreement. All Exhibits referenced herein and attached hereto are incorporated by reference as part of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed effective as of the date first above written by their duly authorized representatives below.

<b>MAGELLAN PIPELINE COMPANY, L.P.</b> <b>By: Magellan Pipeline GP, LLC,</b> <b>Its General Partner</b>	<b>RMCAT Environmental Services, Inc.</b>
By: <u>Melanie Little</u>	By: <u>[Signature]</u>
Name: <u>Melanie Little</u>	Name: <u>Matt Wetzel</u>
Title: <u>Director, EH&amp;S</u>	Title: <u>SVP</u>
Date: <u>3/8/06</u>	Date: <u>2/17/06</u>

Nancy VanGraefschep



## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

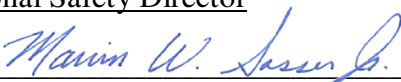
In order to verify the status of Contractor's response teams, this acknowledgement form must be completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January annually.

Submittal of this form is required per MESRA paragraph 22 (c); however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P. has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor **Belfor Environmental, Inc.** as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

By: Marvin W. Sasser Jr.

Title: National Safety Director

Signature: 

Date: 01/20/2015

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Holly Warner – Project Analyst Sr.  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [holly.warner@magellanlp.com](mailto:holly.warner@magellanlp.com)


## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

In order to verify the status of Contractor's response teams, this acknowledgement form must be completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January annually.

Submittal of this form is required per MESRA paragraph 22 (c); however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P. has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor **Belfor Environmental, Inc.** as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

By: David Keyfauver  
Title: General Manager  
Signature:   
Date: 5/5/22

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Contract Administration  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [contracts@magellanlp.com](mailto:contracts@magellanlp.com)

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT  
(OSRO Classified)**

**by and between**

**Magellan Pipeline Company, L.P.**

**and**

**Clean Harbors Environmental Services, Inc.**

**Contract Number MESRA 17MMLP053**

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT**

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## **MASTER EMERGENCY SPILL RESPONSE AGREEMENT**

THIS MASTER EMERGENCY SPILL RESPONSE AGREEMENT ("Agreement"), entered into to be effective this 5<sup>th</sup> day of May 2017 by and between, **CLEAN HARBORS ENVIRONMENTAL SERVICES, INC.** a State of Massachusetts corporation with its principal place of business in **Norwell, Massachusetts** ("Contractor") and **MAGELLAN PIPELINE COMPANY, L.P.** a Delaware limited partnership, with its principal place of business in **Tulsa, Oklahoma** ("Company") hereinafter jointly referred to as "Parties" or singularly as "Party".

WHEREAS, Company operates refined petroleum products pipeline system, terminals and ammonia pipeline system and may from time to time experience a release or spill of product that requires emergency response and follow-up services to assist Company in controlling and mitigating such spills;

WHEREAS, Contractor is experienced in providing emergency response and follow-up services to spills such as the type as Company may have;

WHEREAS, Company desires Contractor to assist Company in providing emergency response and follow-up services to spills if requested, and Contractor desires to perform such services when requested; and

NOW THEREFORE, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, the Parties agree as follows:

### **I. Definitions**

- 1.1 "Company Spill Response Request" shall mean a request by Company to Contractor for Spill Response Dispatch or Spill Response Standby.
- 1.2 "Hazardous Waste (or Waste)" shall mean Product(s) and/or any material or substances contaminated with the Product(s).
- 1.3 "Laws" shall mean all applicable federal, state, county, local laws, regulations and ordinances, including without limitation, those issued under the auspices of the USCG, MMS, OPS, EPA, OPA 90, OSRO, PREP, Department of Transportation ("DOT"), the Occupational Safety and Health Administration ("OSHA"), RCRA and CERCLA or any other authority having jurisdiction over the work.
- 1.4 "OPA 90" shall mean the Oil Pollution Act of 1990.
- 1.5 "OSRO" shall mean the Oil Spill Removal Organization contained in the Guidelines for the U.S. Coast Guard OSRO Classification Program.
- 1.6 "PREP" shall mean the National Preparedness For Response Exercise Program issued under the OPA 90 jointly by the U.S. Coast Guard ("USCG"), the Environmental Protection Agency ("EPA"), the Office of Pipeline Safety ("OPS"), and the Minerals Management Services ("MMS").

26. Independent Contractor

In performance of the work, the Contractor shall at all times be an independent contractor and the relation of the parties in the Agreement shall in no event be construed as constituting any other relationship.

27. Non-Exclusivity

Nothing in this Agreement shall require Company to solely utilize the services of Contractor or to ever utilize Contractor's services.

28. Applicable Law

This Agreement shall be governed by, and in accordance with, the laws of the State of Oklahoma without regard to principles of conflicts of laws.

29. Entire Agreement

This Agreement states the entire agreement between the parties with respect to the subject matter thereof and supersedes all prior agreements and understandings, whether oral or written, between the parties with respect to the subject matter hereof and may not be amended except by written instrument executed by the parties hereto. Release or waiver of any default or the failure to assert any right under this Agreement shall not be deemed in any case to be confirming waiver as to constitute an amendment of this Agreement. All Exhibits referenced herein and attached hereto are incorporated by reference as part of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed effective as of the date first above written by their duly authorized representatives below.

<b>Magellan Pipeline Company, L.P.</b> <b>By Magellan Pipeline GP, LLC, its General Partner,</b> By: <u>Karen H Flock</u> Name: <u>Karen H. Flock</u> Title: <u>Director, EHS&amp;S</u> Date: <u>9-15-17</u>	<b>Clean Harbors Environmental Services, Inc.</b> By: <u>[Signature]</u> Name: <u>Scott Marcano</u> Title: <u>SVP</u> Date: <u>5/5/17</u>
---	---

[Signature]  
9-12-17

## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

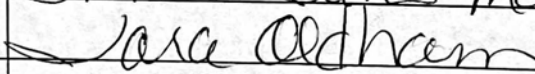
In order to verify the status of Contractor's response teams, this acknowledgement form must be annually completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January each year.

Submittal of this form is required per the MESRA; however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor

CLEAN Harbors Environmental  
(Contractor name)

as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

Print Name	TARA Oldham
Title	District Sales Manager
Signature	
Date	6/29/22

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Project Contracts  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [ProjectContracts@Magellanlp.com](mailto:ProjectContracts@Magellanlp.com)

## EXHIBIT G

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Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P. has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor **Environmental Restoration, LLC** as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

By: Lonnie R. Wright

Title: Vice President, Health and Safety

Signature:  Lonnie Wright  
2020.01.17 15:23:45 -06'00'

Date: January 17, 2020

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Contract Administration  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [contracts@magellanlp.com](mailto:contracts@magellanlp.com)

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Environmental Restoration, LLC  
(Contractor name)

as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

Print Name	Robert Hite
Title	Director of Emergency Services
Signature	
Date	01/24/2023

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Contract Administration  
One Williams Center, MD-32  
Tulsa, Oklahoma 74172

Email: [Contracts@Magellanlp.com](mailto:Contracts@Magellanlp.com)

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT  
(OSRO Non-Classified)**

**by and between**

**Magellan Pipeline Company, L.P.**

**and**

**Environmental Works, Inc.**

**Contract Number MESRA 17MMLP006**

**Effective January 17, 2017**

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT**

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## **MASTER EMERGENCY SPILL RESPONSE AGREEMENT**

THIS MASTER EMERGENCY SPILL RESPONSE AGREEMENT ("Agreement"), entered into to be effective this 21<sup>st</sup> day of January 2017 by and between **ENVIRONMENTAL WORKS, INC.**, a Missouri corporation with its principal place of business in **Kansas City, Missouri** ("Contractor") and **MAGELLAN PIPELINE COMPANY, L.P.**, a Delaware limited partnership, with its principal place of business in **Tulsa, Oklahoma** ("Company") hereinafter jointly referred to as "Parties" or singularly as "Party".

WHEREAS, Company operates refined petroleum products pipeline system, terminals and ammonia pipeline system and may from time to time experience a release or spill of product that requires emergency response and follow-up services to assist Company in controlling and mitigating such spills;

WHEREAS, Contractor is experienced in providing emergency response and follow-up services to spills such as the type as Company may have;

WHEREAS, Company desires Contractor to assist Company in providing emergency response and follow-up services to spills if requested, and Contractor desires to perform such services when requested; and

NOW THEREFORE, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, the Parties agree as follows:

### **1. Definitions**

- 1.1 "Company Spill Response Request" shall mean a request by Company to Contractor for Spill Response Dispatch or Spill Response Standby.
- 1.2 "Emergency Equipment shall have the meaning set forth in Section 7.2 of this Agreement.
- 1.3 "Hazardous Waste (or Waste)" shall mean Product(s) and/or any material or substances contaminated with the Product(s).
- 1.4 "Laws" shall mean all applicable federal, state, county, local laws, regulations and ordinances, including without limitation, those issued under the auspices of the USCG, MMS, OPS, EPA, OPA 90, Department of Transportation ("DOT"), the Occupational Safety and Health Administration ("OSHA"), RCRA and CERCLA or any other authority having jurisdiction over the work.
- 1.5 "OPA 90" shall mean the Oil Pollution Act of 1990.
- 1.6 "OSRO" shall mean the Oil Spill Removal Organization contained in the Guidelines for the U.S. Coast Guard OSRO Classification Program.
- 1.7 "PREP" shall mean the National Preparedness For Response Exercise Program issued under the OPA 90 jointly by the U.S. Coast Guard ("USCG"), the

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed effective as of the date first above written by their duly authorized representatives below.

<b>MAGELLAN PIPELINE COMPANY, L.P.</b> <b>By: Magellan Pipeline GP, LLC,</b> <b>Its General Partner</b> By: <u>[Signature]</u> Name: <u>Rick Fahrenkrog</u> Title: <u>Director, EHSS</u> Date: <u>1-17-17</u>	<b>Environmental Works, Inc.</b> By: <u>[Signature]</u> Name: <u>James L. Sivils III</u> Title: <u>CEO</u> Date: <u>1-6-17</u>
---	--

## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

In order to verify the status of Contractor's response teams, this acknowledgement form must be annually completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January each year.

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---

(Contractor name)

as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

Print Name	
Title	
Signature	
Date	

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Contract Administration  
One Williams Center, MD-32  
Tulsa, Oklahoma 74172

Email: [Contracts@Magellanlp.com](mailto:Contracts@Magellanlp.com)



## ENVIRONMENTAL WORKS

Environmental Works, Inc.  
OPA-90/OSRO  
2023 PREP Statement  
January 1st, 2024

To whom it may concern:

During the 2023 calendar year Environmental Works, Inc. (EWI) deployed boom as follows:

In January of 2023, EWI deployed 150 feet of 10-inch containment boom on the Kansas river in Kansas City, KS for an oil release for a transportation client.

In April of 2023, EWI deployed 300 feet of 10-inch containment boom into an unnamed water way during a release of product from a Manufactures facility.

In April of 2023, EWI deployed 500 feet of 10-inch containment boom on the South Platte River in Denver, CO for a boom training exercise.

In May of 2023, EWI deployed 50 feet of 6-inch containment boom on Parachute Creek in Parachute, CO during an FRP for a petroleum storage facility.

In May of 2023, EWI deployed 500 feet of 10-inch containment boom on the South Platte River in Greeley, CO for a boom training exercise.

In May of 2023, EWI deployed 200 feet of 10-inch containment boom on the Kansas River in Kansas City, KS during an FRP drill for a transportation client.

In August of 2023, EWI deployed 500 feet of 10-inch containment boom on the Chimney Hollow reservoir in Loveland, CO to contain a diesel fuel release.

In August of 2023, EWI deployed 50 feet of 6-inch containment boom on an unnamed waterway in Galesburg, IL during an FRP for a transportation client.

In September of 2023, EWI deployed 150 feet of 6-inch containment boom on Bull Creek in Paola, KS for a petroleum terminal client.

In September of 2023, EWI deployed 200 feet of 10-inch containment boom on a tributary waterway in Carrollton, MO for a FRP drill for a petroleum terminal client.

In September of 2023, EWI deployed 400 feet of 10-inch containment boom on the Mississippi River in Saint Louis, MO during an FRP drill for a petroleum terminal.

In October of 2023, EWI deployed 50 feet of 6-inch containment boom on Parachute Creek in Parachute, CO during an FRP for a petroleum storage facility.



## ENVIRONMENTAL WORKS

In October of 2023, EWO deployed 200 feet of 10-inch containment boom on the Neosho River in Langley, OK for an exercise with the local police force.

In October of 2023, EWI deployed 200 feet on 10-inch containment boom on the Spring River for a yearly boom training exercise.

In October of 2023, EWI deployed 400 feet of 10-inch containment boom on the Arkansas River in Muskogee, OK for boom deployment training exercise.

In November of 2023, EWI deployed 200 feet of 10-inch containment boom at the Port of Catoosa in Oklahoma for a boom deployment training exercise.

In November 2023, EWI deployed 1,000 feet of 10-inch containment boom on the Chimney Hollow reservoir in Loveland, CO to contain a hydraulic oil release.

In December of 2023, EWI deployed 50 feet of 6-inch containment boom in an unnamed waterway during a FRP exercise for a transportation client.

In December of 2023, EWI deployed 100 feet of 10-inch containment boom on the Kansas River in Kansas City, KS to contain a Petroleum release into the river.

**In total, the 19 events equaled 5,200 feet of deployed containment boom, fulfilling the annual deployment and exercise requirements, under OPA 90 PREP Guidelines. Each event was followed up with a debriefing to discuss actions taken and actions needed to improve the response or drill.**

Please direct any questions concerning OPA 90/ OSRO, and Environmental Works, Inc. services to Adam Bottila at (314) 651-7198.

Thank you

Adam Bottila  
Environmental Works, Inc.

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT  
(OSRO Non-Classified)**

**by and between**

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**and**

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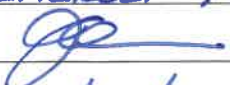
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ENVIRONMENTAL WORKS INC.  
(Contractor name)

as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

Print Name	JEFF CHANDLER
Title	EMERGENCY RESPONSE OPERATIONS MANAGER
Signature	
Date	11/28/2023

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Project Contracts  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [ProjectContracts@Magellanlp.com](mailto:ProjectContracts@Magellanlp.com)

**ENVIRONMENTAL WORKS, INC. OSRO EQUIPMENT LIST 2023**

<b>Oil Recovery Equipment</b>	Springfield, MO	Kansas City, KS	Sprindale, AR	St. Louis, MO	Tulsa, OK	Denver, CO	Omaha, NE
Mini-Vac (450-gallon capacity) (10 BBLs)	1	1	1	1	0		1
Vac Truck (3,000 gallon capacity) (Non-DOT) (70		0	0	0	0		
Vac Truck (3,000 gallon capacity) (DOT) (70 BBLs)	2	2	1	2	1	2	1
Vac Truck (3000 Gallon) Stainless Steel (70 BBLs)		1	0	0	0		
Vac Tanker (5,500 Gallon) (DOT) (130 BBLs)	1	2	0	0	1		
Guzzler	1	2	1	1	1		
<b>Skimmers</b>							
TDS-118 Drum skimmer (120 bbl/hour)	1	1	0	1	1		
TDS-136 Drum Skimmer		0	0	0	0	1	
<b>Containment Boom - in feet</b>							
Skirted Hard Boom	1000	3600	0	1400	1000	1000	1000
<b>Vessels</b>							
Response Boat w/ motor	2	2	0	1	1	1	
<b>Temporary Storage Containers</b>							
5000 Gallon Tanker (118 BBLs)	0	3	0	0	1		
Roll off trailer	0	1	0	0	0		
Portable Storage Tank (polyethylene) 500 gallon	2	3	1	5	1		
Portable Storage Tank (polyethylene) 1500 gallon	4	3	1	3	0	1	
Frac Tank 21,000 gallon	3	0	0	0			
<b>Response Trailers</b>							
Response Trailer – 10'	0	0	1	0	0		
Response Trailer –20'	2	3	1	4	2	2	1
<b>Support Vehicles</b>							
Light-duty vehicle	6	2	0	2	2	2	2
3/4-ton 4x4 Truck	15	13	3	8	4	4	3

1-ton 4x4 Truck, heavy duty	1	2	0	2	0	1	
Lift Gate truck	2	1	0	1	0	1	
Roll off truck	1	2	1	1	1	1	1
Dump truck	1	1	0	1	0		
<b>Support Trailers</b>							
Equipment trailer (18 to 25 foot)	2	3	1	2	0		
Tilt Bed Trailer (8')	1	0	0	0	0		
Job Trailer 16' to 20'	1	2	0	1	1		
<b>Heavy/Medium Duty Equipment</b>							
Trackhoe Hitachi 225		0	0	0	0		
Trackhoe Komatsu 138	1	0	0	0	0		
Backhoe		1	0	0	0		
RoadTractor	1	4	0	0	0		
Skid Steer	1	2	0	1	1		
4x4 Gator UTV	1	2	0	0	0		
Ditch Witch Hydro Excavator trailer		1	0	0	0		

<b>Light Duty / Support Equipment</b>							
Compressor (125 to 210 CFM)		1	0	3	0	1	
Compressor 350 (CFM)	1	1	0	0	0		
Compressor portable gasoline	2	1	1	4	0	1	
Electric Blower, (930 CFM)	3	2	0	0	0	1	
Generator (3,000 Watt)	2	2	1	3	0	1	
Generator (6,000 Watt)	2	4	0	1	0		
Light Stand, Halogen	1	4	1	0	0	1	
Tank Nibbler	1	1	0	1	0		
Pneumatic Blower (3500 CFM)	2	1	1	3	1		
Pneumatic Blower (11,000 CFM)	1	0	0	1	1		
Pneumatic Vacuum (tornado vac)	2	1	0	0	0	1	
Portable Diesel Fuel Tank	12	4	1	4	0	1	
Pump – 1" Diaphragm	3	2	0	2	0	1	
Pump – 2" Diaphragm	2	2	1	3	0	1	
Pump – 3" Diaphragm		1	0	0	0		
Pump – 2" Trash	2	2	0	3	0	1	
Pump – 3" Trash		2	1	0	0		
Vertical Confined Space Assembly	2	4	0	1	0	1	
<b>Drilling Equipment</b>							
Geo Probe	2	1	0	1	0	1	
CME 75		1	0	0	0		
ReichDrill T650-WII Air Rotary	1	0	0	0	0		
Ground Penetrating Radar	1	1	0	0	0		
Optical Profile Tool	1	0	0	0	0		
Geo Probe 8150LSRotary Sonic Rig	1	0	0	0	0		
<b>Instruments / Meters</b>							
Digital pH Meter	4	1	0	1	0	3	
Dissolved Oxygen Meter		1	0	1	0		
Interface Probe	4	2	0	2	0	1	
Organic Vapor Meter (PID)	2	2	0	2	0	1	
Ultra Rae 3000 Benzene meter		1	0	0	0		
4 Gas Meter	8	4	1	0	0	3	
4 Gas meter w/ PID	2	0	0	3	1		
Ultrasonic Thickness meter		1	0	0	0		
Water Level Indicator	2	1	0	2	0		
Survey Equipment (Level)		2	0	1	0		
Survey Equipment (Total Station)	1	1	0	1	0		
<b>PPE</b>							

SCBAs	8	8	4	10	4	4	
Fall Protection Ensemble	12	12	5	10	0	9	
Respirators	25	25	5	20	10	9	
Supplied air cascade system	1	1	0	0	0		
Breather Box	1	0	0	0	1		
Confined Space Rescue Equipment	1	1	0	1	1		
<b>Support Equipment</b>							
Hydro Blaster 20,000 to 40,000 PSI		1	0	1	1		
Ice Blaster		0	0	1	0		
Pressure washer 3000 psi	3	3	1	3	2	1	1
Sewer Jetter 3000 psi 25 gpm	1	1	0	1	0	1	
Sewer Jetter 4000 psi 12 gpm		0	0	0	0		
Concrete Saw	1	2	0	1	0		
Hammer Drill	2	2	0	3	0	1	
Communication - Two-way radios	8	6	2	6	0	5	
Cutting Torch	2	3	1	2	1	1	
Drum Dolly	4	2	1	3	1	3	
Drum Grabber	1	1	0	1	0	1	
Drum Hoist		0	0	1	0	1	
Drum Tipper	1	0	0	0	0		
Fire Extinguishers 20#	8	10	2	20	0	10	
Intrinsically Safe Light	1	4	0	10	0		
Mercury Vac	1	0	0	0	0		
Vacuum (HEPA)	2	2	1	0	0		
Vacuum ( HEPA Intrinsically Safe)	4	0	0	0	0	2	
Vacuum (wet/dry)	4	3	1	10	1	4	
Betts Emergency Unloading Valve	1	1	0	1	0		
Unmanned Aerial Vehicle	1			1			





## ENVIRONMENTAL WORKS

Environmental Works, Inc.  
OPA-90/OSRO  
2022 PREP Statement  
January 9th, 2023

To whom it may concern:

During the 2022 calendar year Environmental Works, Inc. (EWI) deployed boom as follows:

In February of 2022, EWI deployed 100ft of containment boom in a private landowner's pond in Eastern Oklahoma for a crude oil release.

In March of 2022, EWI deployed 150ft of containment boom in a pond in Deerfield, MO for a soybean oil release.

On March 29th, 2022, EWI deployed 1,000ft of 10-inch containment boom along with an oil skimmer on the Mississippi River in Saint Louis, MO for a petroleum terminal client.

On April 13th, 2022, EWI deployed 400ft of 10-inch containment boom on the Missouri River in Kansas City, KS as a drill deployment for a spill response contractor.

On April 14th, 2022, EWI deployed 50ft of creek boom in a tributary waterway in Galesburg, IL as a drill deployment for a transportation client.

On April 27th, 2022, EWI deployed 150ft of 10-inch containment boom along with an oil skimmer on the Mississippi River in Saint Louis, MO for a petroleum terminal client.

On May 10th, 2022, EWI deployed 200ft of 10-inch containment boom on the North Dry Sac River in Missouri as a drill deployment for a spill response contractor.

On May 12th, 2022 EWI deployed 300ft of 10-inch containment boom on the South Platte River in Denver, CO as a drill deployment for a transportation client.

On July 7th, 2022, EWI deployed 400ft of 10-inch containment boom on the North Dry Sac River in Missouri for a petroleum terminal client.

On August 9th, 2022, EWI deployed 200ft of 10-inch containment boom on the South Platte River in Denver, CO as part of the EWI yearly boom training.

On August 10th, 2022, EWI deployed 200ft of 10-inch containment boom on the Arkansas River in La Junta, CO for a petroleum terminal client.

On August 26th, 2022, EWI deployed 400ft of 10-inch containment boom along with an oil skimmer on the Mississippi River in Saint Louis, MO for a petroleum terminal client.



## ENVIRONMENTAL WORKS

In September of 2022, EWI deployed 300ft of containment boom on a pond in NE Oklahoma as part of an drill for a petroleum terminal client.

On November 7th, 2022 EWI deployed 300ft of 10-inch containment boom on the South Platte River in Denver, CO as a drill deployment for a transportation client.

On December 9th, 2022, EWI deployed 400 feet of 10-inch containment boom in retention pond at a truck stop due to a diesel fuel release from an above ground storage tank.

On December 20th, 2022, EWI deployed 400ft of 10-inch containment boom on the Mississippi River in Saint Louis, MO for a petroleum terminal client

**In total, the 16 events equaled 5,100 feet of deployed containment boom, fulfilling the annual deployment and exercise requirements, under OPA 90 PREP Guidelines. Each event was followed up with a debriefing to discuss actions taken and actions needed to improve the response or drill.**

**In addition, Environmental Works, Inc. led and evaluated 4 tabletop and boom deployment exercises.**

- March 29<sup>th</sup>, 2022- EWI conducted a tabletop exercise at a facility with greater than a million gallons of stored fuel in Saint Louis, MO
- April 14<sup>th</sup>, 2022-EWI conducted a tabletop exercise at a facility with a greater than a million gallons of stored fuel in Galesburg, IL.
- November 7th, 2022- EWI conducted a tabletop exercise at a facility with a greater than a million gallons of stored fuel in Denver, CO.
- December 20<sup>th</sup>, 2022- EWI conducted a tabletop exercise at a facility with a greater than a million gallons of stored fuel in Saint Louis, MO.

Please direct any questions concerning OPA 90/ OSRO, and Environmental Works, Inc. services to Adam Bottila at (314) 651-7198.

Thank you

Adam Bottila  
Environmental Works, Inc.

## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

In order to verify the status of Contractor's response teams, this acknowledgement form must be annually completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January each year.

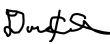
Submittal of this form is required per the MESRA; however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor

EnviroServe

(Contractor name)

as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

Print Name	Dora Cervantes
Title	Operation Manager
Signature	
Date	January 30, 2024

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Contract Administration  
One Williams Center, MD-32  
Tulsa, Oklahoma 74172

Email: [Contracts@Magellanlp.com](mailto:Contracts@Magellanlp.com)

CONTRACTOR'S ORIGINAL

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT**

**by and between**

**Magellan Pipeline Company, L.P.**

**and**

**Hazmat Response, Inc.**

Contract Number - **MESRA 06MMLP062**  
Effective May 1, 2006

## **MASTER EMERGENCY SPILL RESPONSE AGREEMENT**

THIS MASTER EMERGENCY SPILL RESPONSE AGREEMENT (“ Agreement”), entered into to be effective this [REDACTED] day of [REDACTED] 2006 by and between, HAZMAT RESPONSE, INC, a corporation with its principal place of business in Olathe, KS (“Contractor”) and MAGELLAN PIPELINE COMPANY, L.P. a Delaware corporation, with its principal place of business in Tulsa, Oklahoma (“Company”) hereinafter jointly referred to as “Parties” or singularly as “Party”.

WHEREAS, Company operates refined petroleum products pipeline system, terminals and ammonia pipeline system and may from time to time experience a release or spill of product that requires emergency response and follow-up services to assist Company in controlling and mitigating such spills;

WHEREAS, Contractor is experienced in providing emergency response and follow-up services to spills such as the type as Company may have;

WHEREAS, Company desires Contractor to assist Company in providing emergency response and follow-up services to spills if requested, and Contractor desires to perform such services when requested; and

NOW THEREFORE, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, the Parties agree as follows:

### **1. Definitions**

- 1.1 “Company Spill Response Request” shall mean a request by Company to Contractor for Spill Response Dispatch or Spill Response Standby.
- 1.2 “Hazardous Waste (or Waste)” shall mean Product(s) and/or any material or substances contaminated with the Product(s).
- 1.3 “Laws” shall mean all applicable federal, state, county, local laws, regulations and ordinances, including without limitation, those issued under the auspices of the USCG, MMS, OPS, EPA, OPA 90, OSRO, PREP, Department of Transportation (“DOT”), the Occupational Safety and Health Administration (“OSHA”), RCRA and CERCLA or any other authority having jurisdiction over the work.
- 1.4 “OPA 90” shall mean the Oil Pollution Act of 1990.
- 1.5 “OSRO” shall mean the Oil Spill Removal Organization contained in the Guidelines for the U.S. Coast Guard OSRO Classification Program.
- 1.6 “PREP” shall mean the National Preparedness For Response Exercise Program issued under the OPA 90 jointly by the U.S. Coast Guard (“USCG”), the Environmental Protection Agency (“EPA”), the Office of Pipeline Safety (“OPS”), and the Minerals Management Services (“MMS”).

In performance of the work, the Contractor shall at all times be an independent contractor and the relation of the parties in the Agreement shall in no event be construed as constituting any other relationship.

27. Non-Exclusivity

Nothing in this Agreement shall require Company to solely utilize the services of Contractor or to ever utilize Contractor's services.

28. Applicable Law

This Agreement shall be governed by, and in accordance with, the laws of the State of Oklahoma without regard to principles of conflicts of laws.

29. Entire Agreement

This Agreement states the entire agreement between the parties with respect to the subject matter thereof and supersedes all prior agreements and understandings, whether oral or written, between the parties with respect to the subject matter hereof and may not be amended except by written instrument executed by the parties hereto. Release or waiver of any default or the failure to assert any right under this Agreement shall not be deemed in any case to be confirming waiver as to constitute an amendment of this Agreement. All Exhibits referenced herein and attached hereto are incorporated by reference as part of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed effective as of the date first above written by their duly authorized representatives below.

<b>Magellan Pipeline Company, L.P.</b> by Magellan Pipeline GP, LLC, its general partner	<b>Hazmat Response, Inc.</b>
By: <u>Melanie Little</u>	By: <u>John W. Stockdale</u>
Name: <u>Melanie Little</u>	Name: <u>John W. Stockdale</u>
Title: <u>Director, EH&amp;S</u>	Title: <u>PRESIDENT</u>
Date: <u>6/16/06</u>	Date: <u>4-18-06</u>

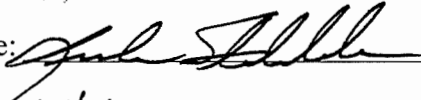
## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

In order to verify the status of Contractor's response teams, this acknowledgement form must be completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January annually.

Submittal of this form is required per MESRA paragraph 24 (c); however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P. has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor **Haz-Mat Response, Inc.** as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

By: LUKE STOCKDALE  
Title: PRESIDENT  
Signature:   
Date: 1-4-17

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Holly Warner – Project Analyst Sr.  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [holly.warner@magellanlp.com](mailto:holly.warner@magellanlp.com)

# ANNUAL EXERCISE STATEMENT

DECEMBER 18, 2012

## 2012 PREP STATEMENT

To whom it may concern,

HAZ-MAT RESPONSE, INC. has fulfilled the annual deployment and exercise requirements, under OPA 90 PREP Guidelines.

During 2012, HAZ-MAT RESPONSE, INC.:

- Exercised a representative amount of each type of boom
- Exercised recovery equipment
- Exercised and trained personnel in oil spill recovery techniques.

HAZ-MAT RESPONSE, INC. fulfilled the requirements with spill response and exercises.

Please direct any questions concerning OPA 90, OSRO and HAZ-MAT RESPONSE, INC. services to Robert McRae at **800-229-5252, ext. 256.**

Thank you,

A handwritten signature in black ink, appearing to read "Larry Horne". The signature is fluid and cursive, with the first name "Larry" and last name "Horne" clearly distinguishable.

Larry Horne  
HMR, Inc.



## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

In order to verify the status of Contractor's response teams, this acknowledgement form must be annually completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January each year.

Submittal of this form is required per the MESRA; however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor

HAZ-MAT RESPONSE INC (HMRF)  
(Contractor name)

as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

Print Name	Shane McFarren
Title	Business Development Manager
Signature	Shane McF
Date	12/21/2023

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Project Contracts  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [ProjectContracts@Magellanlp.com](mailto:ProjectContracts@Magellanlp.com)

# ***HAZ-MAT RESPONSE, INC.<sup>sm</sup>***

***“YOUR FIRST LINE OF DEFENSE”®***

## **2023 Containment Boom Deployments OSRO # 0104**

### ***March 2023***

**Des Moines, IA-** On March 5, 2023, HMRI deployed a total of 500 ft of 10-Inch containment boom for shore-to-shore protection into Fourmile Creek to contain and recover diesel fuel release. HMRI personnel included: Kevin Hertzog, Dakota Osgood, Dan Hart, Dave Rodway, Tyler Mass, and Alex Gibson.

### ***April 2023***

**Denver, CO-** On April 4, 2023, HMRI deployed a total of 450 ft of 10-Inch containment boom for shore-to-shore protection South Platte River as part of Boom Deployment Training. HMRI personnel included: Joshua Summers, Stosh Paprocki, Dustin Trujilo, Angel Smith, Terry Gardner, Tyler Brumley, Timothy Baillargeon, Christian Quijada Rosa, and Daniel Schmitt.

### ***May 2023***

**Lincoln, NE-** On May 2, 2023, HMRI deployed a total of 150 ft of 10-Inch containment boom into Salt Creek as part of Boom Deployment Training. HMRI personnel included: John Towle, Kevin Hertzog, Jared Thompson, Austin Jones, Noah Davis, James Rau, Mitchell Watcher, and Kody Cardinal.

**Kansas City, KS-** On May 3, 2023, HMRI deployed a total of 1050 ft of 4X6 containment boom and shore protection for Tabletop Exercise. HMRI personnel included: Devlon Bova, Zachary Harris, Joseph Blain, Ethan Hampton, Garrett Chancellor, Tyler Lust, Roger Martinez, Logan Isom and Thomas Boone.

**Clive, IA-** On May 3, 2023, HMRI deployed a total of 300 ft of 10-Inch containment boom for shore-to-shore protection into Walnut Creek as part of training exercise. HMRI personnel included: John Towle, Dakota Osgood, Dan Hart, Anthony Larry, and Alex Gibson.

**Ankeny, IA-** On May 23, 2023, HMRI deployed a total of 200 ft of 10-Inch containment boom into retention pond as part of diesel fuel cleanup. HMRI personnel included: Justice Paulson, Dakota Osgood, and Dave Rodway.

### ***June 2023***

**Lincoln, NE-** On June 13, 2023, HMRI deployed a total of 250 ft of 10-Inch containment boom into Salt Creek as part of Boom Deployment Training. HMRI personnel included: Jared Thompson, Austin Jones, James Rau, and Collin Dunn.

**Plattsmouth, NE-** On June 21, 2023, HMRI deployed a total of 300 ft of 10-Inch containment boom for shore-to-shore protection using boats into Platte River as part of Boom Deployment Training. HMRI personnel included: Kevin Hertzog, Jared Thompson, Austin Jones, Noah Davis, Mitchell Watcher, and Kody Cardinal.

## ***July 2023***

**Plattsmouth, NE-** On July 19, 2023, HMRI deployed a total of 450 ft of 10-Inch containment boom using boats into Platte River as part of Boom Deployment Training. HMRI personnel included: Kevin Hertzog, Jared Thompson, Austin Jones, Noah Davis, Mitchell Watcher, James Rau, and Kody Cardinal.

**Fountain, CO-** On July 25, 2023, HMRI deployed a total of 700 ft of 10-Inch containment boom for FRP Drill. HMRI personnel included: Joshua Summers, Stosh Paprocki, Lake Bommarito, Terry Gardner, Tyler Brumley, and Mason Kurth.

## ***August 2023***

**Eldorado, KS-** On August 2, 2023, HMRI deployed a total of 300 ft of containment boom into Eldorado Lake as part of Boom Deployment Training. HMRI personnel included: Kelby Ralston, Ethan Graff, Hunter Dalton, Aaron Tiday, Scott Lang, Anthony Edwards, and Roger Martinez.

## ***September 2023***

**Cordova, IA-** On September 1, 2023, HMRI deployed a total of 200 ft of 10-Inch containment boom for shore-to-shore protection into Fourmile Creek to contain and recover diesel fuel release. HMRI personnel included: John Towle, Justice Paulson, Tom Rockwell, Zach Lewis, James Rau and Kevin Hertzog.

**Great Bend, KS-** On September 1, 2023, HMRI deployed a total of 800 ft of 4X6 containment boom for shore-to-shore protection into Stone Lake as part of training exercise. HMRI personnel included: Kelby Ralston, Alferdo Castillo, Kort Cook, Huner Dalton, Rickie Erdman, Ethan Graff, Michael Jenkinson, Tyler Miller, Brayden Smith, Travis Parmley, and Timothy Welch.

**Kansas City, MO-** On September 5, 2023, to October 30, 2023, HMRI deployed a total of 30 ft of mini boom and 750 ft of 4X6 Mini boom in the middle of the Missouri River using boats to contain oil release. HMRI personnel included: Scott Lang, Anthony Edwards, Aaron Tiday, Devlon Bova, Garrett Chancellor, Zachary Harris, Joseph Blain, Tyler Lust, Scott McCrea, Robert Reed, Roger Martinez.

**Kansas City, MO-** On September 6, 2023, HMRI deployed a total of 20 ft of mini boom as part of FRP drill. HMRI personnel included: Scott Lang, Garrett Chancellor, Zachary Harris, and Roger Martinez.

**North Platte, NE-** On September 7, 2023, HMRI deployed a total of 850 ft of 10-Inch containment boom for shore-to-shore protection into retention pond to contain waste oil. HMRI personnel included: Orlando Sanchez, Gene Valdez, Howard Rosenberry, Zachary Simmons, Troy McFarren, Kelby Ralston, Travis Parmley, Brayden Smith, Rickie Erdman, Riley Smith, Joshua Summers, Mason Kurth, Dustin Trujillo, Terry Gardner, and Lake Bommarito.

**Hudson, KS-** On September 16, 2023, HMRI deployed a total of 50 ft of 4X6 containment boom for shore-to-shore protection for crude oil release. HMRI personnel included: Kelby Ralston, Hunter Dalton, Ethan Graff, Seth Lamb, Justin Stuteville, Keenan Morrow, Jake Talley, Tyson Throckmorton, Devlon Bova, Tyler Lust, Brayden Smith, Riley Smith. Rickie Erdman, and Travis Parmley.

**Gering, NE-** On September 27, 2023, HMRI deployed a total of 950 ft of 10-Inch containment boom in the North Platte River for FRP Drill. HMRI personnel included: Joshua Summers, Stosh Paprocki, Lake Bommarito, Henry Moncivais, Timothy Baillargeon, Daniel Schmitt, Angel Smith, and Tyler Brumley.

#### ***October 2023***

**Rawlins, WY-** On October 20, 2023, HMRI deployed a total of 50 ft of 4X6 containment boom a creek for FRP Drill. HMRI personnel included: Joshua Summers, and, Henry Moncivais.

#### ***November 2023***

**North Platte, NE-** On November 7, 2023, HMRI deployed a total of 1200 ft of 10-Inch containment boom and shore-to-shore protection in a pond as part of training exercise . HMRI personnel included: Orlando Sanchez, Gene Valdez, Logan Isom, Gregory Hathaway, Howard Rosenberry, Zachary Simmons, and Jess Whitecollins

#### ***December 2023***

**Wichita, KS-** On December 5, 2023, HMRI deployed a total of 350 ft of containment boom as part of Tabletop Exercise. HMRI personnel included: Scott Lang, Anthony Edwards, Joseph Blain, Tyler Lust, Riley Smith, Ethan Graff and Shane McFarren.

# ***HAZ-MAT RESPONSE, INC.<sup>sm</sup>***

***"YOUR FIRST LINE OF DEFENSE"®***

## **Office Locations**

### **Sales- All Branches**

1203C South Parker Street  
Olathe, KS 66061  
Contact: **Shane McFarren**  
913-620-2249

### **Olathe, KS- Office**

1203C South Parker Street  
Olathe, KS 66061  
Contact: **Scott Lang**  
913-283-0990

### **Great Bend, KS- Office**

5935 10<sup>th</sup> Street  
Great Bend, KS 67530  
Contact: **Troy McFarren**  
620-793-4828

### **North Platte, NE- Office**

4501 Rodeo Road  
North Platte, NE 69101  
Contact: **Orlando Sanchez**  
308-520-5511

### **Gretna, NE- Office**

22018 Fowler Drive  
Gretna, (Omaha) NE 68028  
Contact: **John Towle**  
913-333-8985

### **Grimes, IA- Office**

3900 SE Beisser Dr.  
Grimes, (Des Moines) IA 50111  
Contact: **John Towle**  
913-333-8985

### **Windsor, CO- Office**

620 Technology Circle  
Windsor, (Denver) CO 80621  
Contact: **Josh Summers**  
308-520-8174

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DENVER, CO	DES MOINES, IA	GREAT BEND, KS	KANSAS CITY, KS	NORTH PLATTE, NE	OMAHA, NE
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*HAZ-MAT RESPONSE, INC.<sup>sm</sup>*

1203C South Parker Street

Olathe, KS 66061

913-782-5151

800-229-5252

E-mail: [hazmat@haz-matresponse.com](mailto:hazmat@haz-matresponse.com)

Web Site: [www.haz-matresponse.com](http://www.haz-matresponse.com)

**Master Services Agreement**

This Master Services Agreement ("Agreement") entered into on May 11, 2018 ("Effective Date") between Saddlehorn Pipeline Company, LLC ("Saddlehorn"), an Oklahoma limited liability company, whose address is One Williams Center, Tulsa, Oklahoma 74172 and the following "Contractor":

Name:	<b>Haz-Mat Response, Inc.</b>
State and Form of Organization:	<b>a Kansas Corporation</b>
Address:	<b>1203 South Parker Street Olathe, Kansas 66061</b>

Saddlehorn and Contractor hereinafter are referred to individually as a "Party" or collectively as the "Parties".

**I. Purpose:** Saddlehorn and Contractor have entered into this Agreement to engage Contractor to perform services and/or to provide goods. If Saddlehorn wishes to engage Contractor, Saddlehorn and Contractor will enter into a Request for Services. In this Agreement, Saddlehorn and Contractor agree in advance to certain terms and conditions that will be applicable to any Request for Services. This Agreement does not guarantee that either Contractor or Saddlehorn will enter into any Request for Services. However, once a Request for Services is executed between Saddlehorn and Contractor, the terms and conditions expressed in this Agreement will govern the provision of Work under the Request for Services.

**II. Separate Obligations:** Each Request for Services will create a separate contract between Contractor and Saddlehorn.

**III. Term:** The initial term of this Agreement will be for a period of one (1) year. This Agreement will automatically extend from month to month thereafter. Either Party may terminate this Agreement at the end of the initial term or at the end of any extension period by providing the other Party with written notice at least thirty (30) days prior to the intended termination date. The terms and conditions of this Agreement will survive and continue to apply to any Request for Services entered into between Contractor and Saddlehorn that was executed prior to the termination of this Agreement.

**IV. Schedules:** The following schedules are attached hereto and incorporated herein: Schedule "A"—General Terms and Conditions; Schedule "B"—Contractor's Rates; Schedule "C-1"—Periodic Lien Waiver; and Schedule "C-2"—Periodic Lien Waiver—Final Completion.

<b>Saddlehorn Pipeline Company, LLC</b> <b>an Oklahoma limited liability company</b> <b>By: Magellan Pipeline Company, L.P., its</b> <b>Construction Manager and/or Operator</b> <b>By: Magellan Pipeline GP, LLC, its</b> <b>general partner</b>	<b>Haz-Mat Response, Inc.</b>
By: <u>Lea Cate</u>	By: <u>[Signature]</u>
Name: <u>Lea Cate</u>	Name: <u>Luke Stockdale</u>
Title: <u>Project Analyst</u>	Title: <u>President</u>
Date: <u>7-18-18</u>	Date: <u>5-11-18</u>

**Schedule "A"**  
**General Terms and Conditions**

1. **Definitions:** In addition to the definitions provided elsewhere in this Agreement, the following definitions will apply:

1.1 **"Authorized Substance(s)"** means a prescription drug for a current medical condition taken in accordance with a prescription from a licensed physician, and over-the-counter drugs for a current medical condition taken in accordance with the manufacturer's directions.

1.2 **"Company"** means Saddlehorn Pipeline Company, LLC.

1.3 **"Claims"** means all causes of actions, claims, damages, judgment, settlement, penalty, fine, lien, demands, liability, costs, losses and expenses, including all expenses of litigation, court costs and reasonable attorney fees.

1.4 **"Construction Manager and/or Operator"** shall mean Magellan Pipeline Company, L.P., and its affiliates.

1.5 **"DOT"** means the Department of Transportation.

1.6 **"Hazardous Material"** means any hazardous or toxic substance, material, or waste, any pollutant or contaminant, or any other substance that is listed, defined, or regulated by applicable Law including polychlorinated biphenyl, asbestos (friable and non-friable), radon, urea, formaldehyde, gasoline, diesel, oil, and other hydrocarbons.

1.7 **"Intellectual Property"** means any intellectual property, including trademarks, trade dress, trade secrets, unregistered copyrights, registered copyrights, patentable inventions, and patents, eligible for protection under Law, including the Trademark Act of 1946, as superceded or amended, the Copyright Act of 1976, as superceded or amended, and the Patent Act, as superceded or amended.

1.8 **"Law"** means any and all laws, regulations, rules, ordinances, codes, orders and decrees of any local, state, or federal governmental authority affecting this Agreement, a Request for Services or the Work.

1.9 **"PSM"** means Process Safety Management.

1.10 **"Reasonable Suspicion"** means a belief that an individual has engaged in prohibited activities based on specific, objective and articulable facts and reasonable inferences drawn from those facts in light of experience.

1.11 **"Request for Services"** means a fully-executed written agreement between Company and Contractor entered into pursuant to this Agreement expressing the scope of Work, compensation, commencement date, completion date, insurance requirements, and any additional terms and conditions for the performance of Work.

1.12 **"Unauthorized Substance(s)"** means an illegal drug, narcotic drug, controlled substance, alcohol, and any prescription or nonprescription medication that impairs ones judgment, performance, creates a depressant effect on ones central nervous system or is taken in violation of the prescribing physician's or manufacturer's directions.

1.13 **"Work"** means the services and/or goods to be provided by Contractor to Company pursuant to a Request for Services.

2. **Work:**

2.1 **Scope of Work:** The scope of Work will consist of providing those services and/or goods identified in the applicable Request for Services.

2.2 **Change Orders:** Contractor will not provide any services or goods that are not identified in the applicable Request for Services. In order to modify the scope of a Request for Services, Company and Contractor must

agree to any change in writing. No change will be effective unless agreed to by the Parties in writing. If Company proposes a change, Contractor will respond within five (5) days of its receipt thereof with any proposed changes to the compensation and/or time required to perform the Work. If Contractor is unable to assemble the required information within five (5) days, Contractor will provide an explanation for the delay and identify the date on which it will respond.

2.3 Equipment & Permits: Unless otherwise provided in the applicable Request for Services, Contractor will furnish all services, goods, equipment, tools, and transportation necessary to perform the Work. Unless otherwise provided in the applicable Request for Services, Contractor will obtain all permits, licenses, and other authorizations and give all notices required by Law to perform the Work. Contractor will also comply and require any subcontractor approved by the Company to comply with all permits applicable to the Work including, but not limited to, any permit(s) necessary to complete the scope of Work as defined by, identified in or required by the applicable Request for Services.

2.4 Subcontracts: Contractor will not subcontract the performance of the Work without the prior written consent of the Company, which will not be unreasonably withheld.

2.5 Subcontractors: Contractor shall identify all subcontractors prior to the commencement of the Work. Company shall have the right to veto any subcontractor proposed to be used by Contractor and to require Contractor to use a subcontractor approved by Company. Contractor shall be fully responsible to Company for the acts and/or omissions of its suppliers and subcontractors, and of persons either directly or indirectly employed by them. Contractor shall supervise all Work by its agents and subcontractors, and ensure that its agents and subcontractors meet or exceed the requirements of Contractor under this Agreement and the applicable Request for Services.

### 3. Compensation:

3.1 Rates: Time-and-materials Work will be performed at the rates specified in Schedule "B." Lump sum or bid Work will be performed at the rate specified in the Request for Services. Rates as specified in a Request for Services may not be changed, except in accordance with Section 2.2 herein. Any Contractor proposed change to Schedule "B" must be provided to Company in writing. No Schedule "B" rate change will be effective unless approved by Company in writing and such change will not apply to any Work under a Request for Services executed prior to the approved change. Contractor will not charge overtime or premium rates unless Company has approved such rates in writing.

3.2 Invoicing & Payment: Contractor will invoice Company on a monthly basis or as otherwise specified in the applicable Request for Services. Each invoice will: (a) be directed to the address specified in the Request for Services; (b) include the applicable Request for Services number; (c) be accompanied by supporting documentation; and (d) marked either "Partial" or "Final." Contractor's final invoice must be accompanied by a waiver of its lien rights and a waiver of each of its suppliers' and subcontractors' lien rights in a form provided by Company. Final invoices must be submitted promptly after the completion of the Work. Company will pay the undisputed amount of each invoice within thirty (30) days of its receipt thereof, unless otherwise specified in the applicable Request for Services. Contractor will retain all books and records related to the amounts charged to Company pursuant to a Request for Services for a period of two (2) years from the completion of the Work. Company may audit these books and records at Contractor's offices during normal business hours upon request.

3.3 Taxes: Payment of the compensation called for in this Agreement and any Request for Services shall include the amount of any taxes levied or assessed by any local, state, or federal body against Contractor, any subcontractor, or Company (except Company income taxes and sales taxes on Company-furnished items) in connection with or incident to the performance of this Agreement and any Request for Services, and Contractor shall remit such tax with the money so collected. Any tax that must be paid or withheld by Contractor shall be itemized in Contractor's invoices.

Contractor agrees to reimburse Company on demand for all taxes and governmental charges, local, state, or federal that Company may be required or deemed necessary to pay for the account of Contractor or Contractor's employees. Contractor further agrees to furnish Company with all information and/or statements required to



enable it to make any necessary reports to government entities and to pay such taxes and charges, and, at its election, Company is authorized to deduct all sums to be paid for taxes and governmental charges from such amounts as may be or become due and owing to Contractor hereunder.

For Work performed in the state of Texas, payment of compensation hereunder or under a Request for Service shall include all Texas sales and use taxes levied against Contractor, any subcontractor, or Company in connection with or incident to the performance of Work hereunder, and Contractor shall remit such tax with the money collected. Any tax that must be paid or withheld by Contractor shall be documented in Contractor's books and records.

3.4 **Retainage:** Company may, at its option, retain ten percent (10%) of the invoiced amounts due Contractor until final acceptance of the Work.

3.5 **Setoff:** Company shall have the right to set-off against amounts payable by Company to Contractor: (a) any amount previously paid by Company to Contractor, which pursuant to an audit under Section 3.2 of the Agreement is determined to be an undisputed overpayment by Company to Contractor; (b) any fine or penalty imposed by any Governmental Authority which is payable by Contractor due to Contractor's failure to comply with its obligations pursuant to Sections 4 and 5 of the Agreement, its negligence or willful misconduct, and which is paid by Company on Contractor's behalf; and (c) all costs (including, without limitation, attorneys' fees) incurred by Contractor to discharge Liens on the Work pursuant to Section 8 of this Agreement.

4. **Compliance:**

4.1 **Law:** Contractor shall comply and require its suppliers and subcontractors to comply with all federal, state and local laws, ordinances and regulations applicable to and affecting the Work ("Laws"). Contractor represents that it is in full compliance with the Immigration Reform and Control Act of 1986, the Immigration and Nationality Act of 1996 and any regulations and subsequent amendments related thereto, and will only provide Customer with Contractor personnel whose employment eligibility has been verified. Contractor will include this requirement in its agreements with any subcontractors providing work hereunder.

4.2 **The Environment:** Contractor will take all reasonable and necessary precautions to prevent the release of Hazardous Materials into the environment during the performance of the Work. Contractor will provide Company with a list of all Hazardous Materials that it will use during the performance of the Work. In the event of a release of any Hazardous Material by Contractor, its employees, agents, or subcontractors, Contractor will be responsible for the cost of remediation by a contractor designated by Company. Contractor will keep the Work site free of unnecessary accumulations of materials and waste resulting from the performance of the Work.

5. **Independent Contractor:** Contractor will be an independent contractor with respect to the performance of the Work, and Company will have no right to control the performance of the Work by Contractor, except in the results to be obtained. Contractor shall be responsible for providing any and all salary, workers' compensation insurance, state and federal unemployment insurance taxes, employer's share of social security taxes on the Contractor's Employee's behalf and other benefits, if any, as may be agreed to be provided by Contractor or as required by law including but not limited to the Affordable Health Care Act of 2010 and/or the Employment Retirement Income Security Act to or on behalf of such Contractor Employees. Contractor will make all appropriate tax, social security, Medicare and other withholding deductions and payments, and will make all appropriate unemployment tax payments. Contractor shall be the sole employer of its employees, and further acknowledges that no co-employment status exists between it and Company. Company will have the right to inspect the Work during the course of performance to determine whether it is being performed in compliance with this Agreement and the applicable Request for Services. The Company's inspection of the Work will not waive any of Company's rights or remedies under this Agreement or any Request for Services or relieve Contractor of any of its obligations under this Agreement or any Request for Services.

6. **One Call Notification Requirements:** If excavation work of any kind is a part of the Work, Contractor shall comply with all federal, state, and local laws, rules, regulations, ordinances, agency orders, decrees, and court orders requiring advance notification to third parties whose assets and facilities may be affected by such work (collectively the "One-Call Notification System"). Contractor shall indemnify, hold harmless, and at Company's

option, defend Company, its parents, affiliates, and subsidiaries and their respective officers, directors, employees, agents, and representatives from and against any and all claims, demands, damages, fines, penalties and any other costs arising from or related to Contractor's failure to comply with any and all requirements of the One-Call Notification System.

7. **Warranties:**

7.1 **Goods:** For a period of eighteen (18) months from the date the Work is completed in compliance with this Agreement and the applicable Request for Services, Contractor warrants that all goods supplied in connection with the Work: (a) conform to the specifications stated in the applicable Request for Services; (b) are new, of good material and workmanship, and free from defects; (c) are fit for the particular purpose for which they are intended; and (d) do not infringe on the Intellectual Property rights of any third party. Contractor will repair or replace any goods that do not meet this warranty at its own expense and within a reasonable time. The eighteen (18) month warranty period for goods that are repaired or replaced will begin on the date of their repair or replacement.

7.2 **Work:** For a period of eighteen (18) months from the date the Work is completed in compliance with this Agreement and the applicable Request for Services, Contractor warrants that all Work will be free from defects and conform to the specifications stated in the applicable Request for Services. Contractor also warrants that the Work has been performed in accordance with the prevailing industry standards for similar work. Contractor will re-perform any services that do not meet these warranties at its own expense and within a reasonable time. The eighteen (18) month warranty period for services that are re-performed will begin on the date of their re-performance.

7.3 **Failure to meet Warranty:** Contractor will be responsible for any and all Claims resulting from its failure to meet its warranty obligations hereunder. If Contractor fails to remedy deficient or defective services or goods in a timely manner, Company shall have the right to remedy such defects at the Contractor's expense.

7.4 **Investigations:** Contractor's acceptance of a Request for Services will mean that it has fully investigated the Work to be performed, including the condition of the Work site, reasonably foreseeable complications, hazards, and risks, the availability of goods, labor, equipment, tools, and transportation.

8. **Liens:** If Contractor is being paid in compliance with this Agreement and the applicable Request for Services, Contractor will: (a) not file any liens, claims or encumbrances against the Company or its property; (b) shall pay as and when due all obligations incurred in the performance of the Work to Contractor's suppliers and subcontractors; (c) keep the Company's property free and clear of all liens, claims and encumbrances of Contractor's suppliers and subcontractors; and (d) upon notice from Company that any lien, claim or encumbrance has been filed against the Company or its property by Contractor's suppliers or subcontractors, cause the same to be removed by payment or by bond within thirty (30) days. Contractor will be required to provide mechanic's and materialman's lien waivers in the forms attached hereto in Appendix C-1 and C-2; (1) periodically while performing the construction of and providing materials for the Work; and (2) upon completion of the Work. Should Contractor breach this Section 8, then in addition to all other rights that Company may have under Law, Company may withhold any payments as due to Contractor in order to satisfy and cause the release of any such lien or encumbrance.

9. **Liability:**

9.1 **Contractor:** *Contractor will indemnify, defend, and hold harmless Company, its parents, affiliates, partners, members, Construction Manager and Operator, and its and their respective officers, directors, employees, agents, and other representatives ("Company Group") from and against all Claims including any Claims arising out of or in connection with, or as an incident to any criminal act, criminal fines or criminal penalties of Contractor, its employees, subcontractors agents and other representatives, arising out of, resulting from, related to or in connection with the Work, except to the extent that any Claims are caused by the negligence or willful misconduct of Company.*

9.2 Company: *Company will indemnify, defend, and hold harmless Contractor, its parents and affiliates, and its and their respective officers, directors, employees, agents, and other representatives from and against all Claims arising out of or in connection with the Work to the extent that any such Claims are caused by the negligence or willful misconduct of Company; provided that Company shall not be required to indemnify Contractor for any liability to the extent it is satisfied by the proceeds under any applicable insurance policy.*

9.3 *The indemnities expressed in this Agreement will survive the expiration or termination of this Agreement or any Request for Services.*

9.4 During the performance of the Work, Contractor shall verbally notify a Company representative immediately, with a follow-up written incident report to the identified Company representative within twenty-four (24) hours of (i) any unsafe work condition or hazard, or (ii) any event or incident that resulted in or could have reasonably resulted in harm or damage to any person or property. Contractor shall cooperate fully with Company in any post-incident investigation as may be performed by Company.

10. Insurance: Contractor shall obtain and maintain, and shall require its subcontractors to obtain and maintain, in full force and effect during the performance of any Work, at a minimum, the following insurance coverage and any other insurance as may be specifically requested in a Request for Service:

- (i) Workers' Compensation insurance, including, without limitation, statutory workers' compensation, covering all of such Contractor's and such Contractor's Affiliates' employees providing services related to, arising from the Work, and as may be required by applicable law, and Employer's liability insurance with minimum limits of not less than \$1,000,000 per person per accident. The term "workers' compensation" as used herein includes that which is required under any applicable law governing the Work by such Contractor or subcontractor. The insurance policy shall include a waiver of subrogation in favor of Company Group.
- (ii) Commercial automobile liability insurance coverage owned, non-owned and hired vehicles with a combined single limit of no less than \$1,000,000 per accident covering bodily injury and property damage. The insurance policy shall include a waiver of subrogation in favor of Company Group and include each Company Group as an additional insured.
- (iii) Commercial General Liability/Excess Liability insurance with limits no less than \$1,000,000 per occurrence covering bodily injury and property damage, which shall include a waiver of subrogation in favor of Company Group and include Company Group as an additional insured.

These are minimum requirements and will not be construed to limit Contractor's liability. Notwithstanding the foregoing, Company shall have the right to require additional insurance policies and/or coverage to be obtained and maintained for any Work specified in the applicable Request for Services. Contractor shall provide Company with satisfactory certificates showing evidence of the required insurance coverage as of the effective date of the Request for Services prior to commencing the performance of any Work. The cost of the required insurance will be borne by Contractor. Should the Contractor's insurance policy terminate or expire during the course of the Work, Company shall have the right to terminate the applicable Request for Services for cause and/or immediately suspend the Work.

Contractor shall deliver to Company any insurance or indemnity proceeds received by Contractor from a subcontractor; provided, however, that Contractor shall not be required to deliver to Company any insurance or indemnity proceeds received in respect to costs borne solely by Contractor.

11. Termination:

11.1 Default: Either Company or Contractor will be in default if it: (a) breaches this Agreement or the applicable Request for Services; (b) becomes insolvent; or (c) files or has filed against it a petition in bankruptcy, for reorganization, or for appointment of a receiver or trustee. In the event of a default under (a), the non-defaulting Party will provide the defaulting Party with notice and a five (5) day opportunity to cure. However, if the reason for termination is based upon on-going safety issues which have failed to be resolved; or an immediate major safety event from which property damage and/or personal injury could have or did occur; or if such cure would be futile, the non-defaulting Party shall be entitled to terminate immediately without notice and without giving the defaulting party an opportunity to cure. If the defaulting Party fails to cure the default within the cure period,

the non-defaulting Party may terminate the applicable Request for Services upon notice to the defaulting Party. In the event of a default under (b) or (c), the non-defaulting Party may terminate the applicable Request for Services upon notice to the defaulting Party.

11.2 **Termination for Cause:** If Company terminates a Request for Services because of the default of Contractor, Company may immediately take possession of the Work site and any goods belonging to or paid for by Company and complete the Work. If the Work cannot be completed for the total amount of compensation yet to be paid to Contractor under the Request for Services, Contractor will reimburse Company for the amount of any excess within thirty (30) days of the receipt of an invoice from Company. If Company terminates a Request for Services because of the default of Contractor, Company may also pay any of the Contractor's suppliers and subcontractors directly and deduct the amount paid from any amount due to the Contractor. If a court or arbitrator having jurisdiction determines that Company's termination for cause was wrongful, then Company's termination will be deemed to be a termination for convenience subject to subsection 11.3.

11.3 **Convenience:** Company may terminate a Request for Services without cause upon notice to Contractor. In the event of a termination for convenience, Contractor will comply with Company's instructions for stopping the Work. Company will pay the out-of-pocket expenses incurred by Contractor as a direct result of the termination through the fifth (5<sup>th</sup>) business day after a termination for convenience plus ten percent (10%) for overhead and profit.

12. **Intellectual Property:** Any Intellectual Property developed by the Contractor in the scope and course of the performance of the Work will be the property of the Company, and the Contractor will execute any documents necessary to assign ownership of such Intellectual Property to Company.

13. **Confidentiality:** Except as may be necessary to enforce its rights under this Agreement or a Request for Services, as otherwise may be necessary to respond in any legal proceeding (including any deposition, interrogatory, subpoena, or civil investigative demand), or as otherwise may be necessary to procure any insurance or bonding required by this Agreement or a Request for Services, Contractor will not disclose to any third party, other than Contractor's parents, affiliates, officers, directors, employees, agents, or other representatives, the terms and conditions of this Agreement and any Request for Services or any information provided by Company to Contractor that is identified as confidential or proprietary. This section will not apply to information that was known to Contractor prior to its disclosure by Company, becomes publicly available other than by unauthorized disclosure, or is received from a third party who, to the best of Contractor's knowledge, is under no confidentiality obligation to Company. Contractor's obligations will survive the expiration or termination of this Agreement for a period of two (2) years.

14. **Drug and Alcohol Policy:**

14.1 The Contractor hereby acknowledges that the Company endeavors to provide a safe, healthy and productive environment and utilizes every reasonable measure to maintain a work environment free of Unauthorized Substances. The Contractor recognizes that the use of Unauthorized Substances may impair an individual's job performance and create unsafe working conditions. Contractor shall use every reasonable means to maintain an Unauthorized Substance free work environment while on Company premises or engaged in Work on behalf of Company. The Company will take all reasonable measures to ensure that the Contractor and all of Contractor's employees, agents, representatives and subcontractors performing Work on Company premises or on behalf of Company are not under the influence of Unauthorized Substances. Contractor shall also take every reasonable measure to ensure that Contractor's employees, agents, representatives and subcontractors do not possess, consume, transfer, purchase or sell Unauthorized Substances on Company premises or during the performance of Work on behalf of Company.

14.2 Contractor hereby acknowledges that Authorized Substances may be taken so long as the individual's ability to perform his/her job safely is not impaired. If an individual's use of an Authorized Substance could impair or Reasonable Suspicion exists that the substance is impairing that individual's ability to perform their job safely, that individual must immediately be removed from that job and either (i) transferred to another job that the individual can perform safely while taking the substance or (ii) be removed from performing Work for Company until such time as the individual can perform their job safely.

14.3 Contractor shall inform its employees, agents, representatives and subcontractors of this Drug and Alcohol Policy and that their performance of any Work for Company or while on Company premises is subject to these requirements. If at any time during the performance of Work for Company or while on Company premises should Company or Contractor have Reasonable Suspicion to believe that a Contractor's employee, agent, representative or subcontractor is in violation of these requirements, Contractor shall require that individual submit to a substance or alcohol test ("Drug Test") within at least two (2) hours of the determination by Company and/or Contractor that Reasonable Suspicion exists. Contractor shall also require an individual to submit to a Drug Test post-accident when Company and/or Contractor has Reasonable Suspicion that a work-related injury was sustained or Company and/or Contractor property was damaged as a result of that individual's violation of this Drug and Alcohol Policy. Any individual found in violation hereof or refusing such Drug Test shall be removed from Company's premises and suspended from the performance of any Work on behalf of Company. Any individual under Reasonable Suspicion or found in violation hereof, is subject to a personal search by Company and/or Contractor, and a search may include their work areas and personal property as located on Company's premises.

14.4 Any Drug Test performed hereunder will be conducted with due regard to the privacy of the individual being tested. Test results and information related to testing will be confidential and will not be disclosed by the Contractor to any third parties, except to the extent that Contractor shall communicate such results to Company for the purpose of compliance with this Drug and Alcohol Policy. The Company and Contractor will perform its obligations under this Drug and Alcohol Policy to the fullest extent allowed by applicable Law and any Drug Test performed hereunder will be in accordance with applicable Law.

14.5 Any violation of this Drug and Alcohol Policy shall constitute a default of the Agreement and is subject to termination for cause hereunder in Company's sole discretion.

15. **DOT Regulated Work:**

15.1 If Contractor performs any Work that is regulated by the DOT, Contractor shall comply and require its agents and subcontractors to comply with all applicable DOT regulations. Contractors will provide Company with a list of subcontractors performing DOT regulated Work prior to commencing the Work.

15.2 Any Contractor performing DOT-covered tasks shall furnish qualified individuals to perform the Company's covered tasks. A covered task is an activity that (a) is performed on a pipeline facility and (b) is an operation or maintenance task, and (c) is performed as a requirement of either 49 C.F.R. Part 192 or 49 C.F.R. Part 195, and (d) affects the operation or integrity of the pipeline.

15.3 Contractor shall use the process below for valuation and records retention acceptable to the Company OQ Plan Administrator and in accordance with 49 C.F.R. Part 192.807 and 195.507. Qualification records shall (1) identify the qualified individual; (2) identify the covered tasks the individual is qualified to perform; (3) dates of current qualification; and (4) qualification methods. Records supporting an individual's current qualification shall be maintained while the individual is performing the covered task. Records of prior qualification and records of individuals no longer performing covered tasks shall be retained for a period of five (5) years.

15.4 To the extent the DOT has placed pipeline transportation companies on heightened security alert, Contractor is responsible for heightened security to ensure that persons non-essential to the performance of the Work or foreign objects/items are not permitted at the Work site. Contractor shall implement security background checks for persons performing Work.

15.5 **DOT Drug and Alcohol Testing:** If applicable, Contractor will be responsible for complying with the DOT requirements of 49 CFR Part 199. Contractor represents and warrants that: (a) Contractor has and will maintain an anti-drug and alcohol program that complies with the requirements of 49 CFR Part 199; (b) Contractor has performed and will continue to perform the pre-employment, random, and post-accident drug and alcohol testing as specified in 49 CFR Part 199 on all of Contractor's personnel that will perform the Work; and (c) none of Contractor's personnel that will perform the Work is prohibited by 49 CFR Part 199 from performing the Work because they have failed or refused to take a drug or alcohol test. Company may audit or have a third party audit

Contractor's records to verify Contractor's compliance with 49 CFR Part 199. Contractor shall ensure compliance with these DOT requirements by its agents and subcontractors.

**16. PSM Regulated Work:**

16.1 If Contractor performs any Work that is regulated by PSM, Contractor shall comply and require its agents and subcontractors to comply with all applicable PSM regulations in accordance with 29 C.F.R. 1910.119. Contractor will provide Company with a list of subcontractors performing PSM regulated Work prior to commencing the Work.

16.2 Any Contractor performing PSM work shall furnish qualified individuals to perform the Company's PSM work. PSM work is (a) the process safety management of highly hazardous chemicals, (b) a process which involves a chemical at or above the specified threshold quantities listed in 29 C.F.R. 1910.119, Appendix A, and (c) a process which involves a flammable liquid or gas in a quantity of 10,000 pounds or more, except for (x) hydrocarbon fuels used solely for workplace consumption as a fuel, and (y) flammable liquids stored in atmospheric tanks or transferred which are kept below their normal boiling point without benefit of chilling or refrigeration.

**17. Transportation Worker Identification Credential (TWIC):** To the extent Contractor's performance of the Work requires Contractor access to secured areas of a Company maritime facility, then Contractor's personnel, representatives, agents and subcontractors shall have and present a valid Transportation Worker Identification Credential (TWIC) issued by the Transportation Security Administration.

**18. Miscellaneous:**

18.1 Notices: Any notice will be in writing either delivered by overnight courier or faxed with uninterrupted transmission confirmed by transmission report to the address set forth in the Request for Services. Either Party may change their notice address and fax number upon notice to the other Party at least ten (10) days in advance of the effective date of the change.

18.2 No Waiver: No waiver by either Company or Contractor of any right at any time will serve to waive of the same right at any future date.

18.3 Amendment: No amendment to this Agreement or any Request for Services will be effective unless made in writing and signed by both Parties.

18.4 Severability: If any provision of this Agreement or a Request for Services is partially or completely unenforceable pursuant to Law, that provision will be deemed amended to the extent necessary to make it enforceable, if possible. If not possible, then that provision will be deemed deleted. If any provision is so deleted, then the remaining provisions will remain in full force and effect.

18.5 Attorneys' Fees: If either Party institutes suit to enforce any right or obligation arising under this Agreement or a Request for Services, prevailing Party will be entitled to recover reasonable attorneys' fees from the other Party.

18.6 Assignment: Contractor may not assign this Agreement or a Request for Services, in whole or in part, without the prior written consent of the Company. Any purported assignment in violation of this provision will be void.

18.7 Conflict of Interest: Neither Company nor Contractor will pay any commission, fee, or rebate to an employee of the other Party or favor an employee of the other Party with any gift or entertainment of significant value.

18.8 No Third Party Beneficiary: Nothing in this Agreement or any Request for Services is intended to provide legal rights to or create any liability for anyone not executing the applicable Request for Services.

**18.9 Governing Law: THE PARTIES ACKNOWLEDGE AND AGREE THAT THIS AGREEMENT AND ANY REQUEST FOR SERVICES HAS BEEN MADE IN OKLAHOMA, AND THAT IT SHALL BE GOVERNED BY, CONSTRUED, INTERPRETED AND ENFORCED IN ACCORDANCE WITH THE LAWS OF THE STATE OF OKLAHOMA, WITHOUT REFERENCE TO ITS CONFLICTS OF LAWS PRINCIPLES. THE PARTIES ALSO ACKNOWLEDGE AND AGREE THAT ANY ACTION OR PROCEEDING ARISING OUT OF OR RELATING TO THIS CONTRACT OR THE ENFORCEMENT THEREOF SHALL BE SOLELY BROUGHT IN THE TULSA COUNTY DISTRICT COURT OR THE NORTHERN DISTRICT FEDERAL COURT LOCATED IN TULSA, OKLAHOMA, AND EACH OF THE PARTIES IRREVOCABLY SUBMITS TO THE EXCLUSIVE JURISDICTION OF THAT COURT IN ANY SUCH ACTION OR PROCEEDING, WAIVES ANY OBJECTION THE PARTY MAY NOW OR HEREAFTER HAVE TO VENUE OR TO CONVENIENCE OF FORUM, AGREES THAT ALL CLAIMS IN RESPECT OF SUCH ACTION OR PROCEEDING SHALL BE HEARD AND DETERMINED ONLY IN THAT COURT, AND AGREES NOT TO BRING ANY ACTION OR PROCEEDING ARISING OUT OF OR RELATING TO THIS CONTRACT OR THE ENFORCEMENT HEREOF IN ANY OTHER COURT. THE PARTIES ALSO ACKNOWLEDGE AND AGREE THAT EITHER OR BOTH OF THEM MAY FILE A COPY OF THIS PARAGRAPH WITH ANY COURT AS WRITTEN EVIDENCE OF THE KNOWING, VOLUNTARY AND BARGAINED AGREEMENT BETWEEN THE PARTIES IRREVOCABLY WAIVING ANY OBJECTIONS TO VENUE OR CONVENIENCE OF FORUM, OR TO PERSONAL OR SUBJECT MATTER JURISDICTION. THE PARTIES ALSO ACKNOWLEDGE AND AGREE THAT THE PREVAILING PARTY IN ANY SUCH ACTION OR PROCEEDING SHALL BE AWARDED THE PARTY'S REASONABLE ATTORNEYS FEES AND COSTS (INCLUDING COSTS OF COURT).**

*IN ADDITION, THE UNIFORM COMMERCIAL CODE AS ADOPTED BY THE STATE OF OKLAHOMA SHALL APPLY TO ALL CONTRACTOR MATERIALS.*

**18.10 Counterparts:** This Agreement and any Request for Services may be executed in one or more counterparts, each of which will be deemed an original and part of one and the same document.

**18.11 Entire Agreement; Conflict:** This Agreement and the applicable Request for Services represent the entire agreement of Company and Contractor with respect to the matters addressed therein and supersede and replace any previous agreements, oral or written, between the parties with respect to such matters. In the event of a conflict between the terms and conditions in this Agreement and those in any Request for Services, the terms and conditions in this Agreement will control.

**18.12 Miscellaneous:** References in this Agreement and any Request for Services to "days," "months" or "years" means calendar days, months and years unless otherwise indicated. The word "including" does not limit the preceding words or terms. No provisions of this Agreement or any Request for Services will be construed against or interpreted to the disadvantage of any Party by reason of such Party's having drafted such provision. Except as otherwise provided herein, the remedies provided in this Agreement or any Request for Services are cumulative, not exclusive, and in addition to all other remedies at law or in equity.

--End of Schedule "A"--

## Equipment List

Owned by  
Haz-Mat Response, Inc.

### Remediation Equipment (Mobile)

2000 # Carbon Filters – High Pressure	2	O
800 # Carbon Filters – Low Pressure	1	O
Nilfisk/HEPA Decontamination Units	2	O
HEPA Vacs	3	O
Mercury Vacs	2	O
45' Office Trailer/ River Trailer	1	O
35' Office Trailer/ River Trailer	1	W
Response Trucks	3	OWN
125 GPM Air Stripper	1	O
Oil Water Separator	2	O
Sand Blasting Equipment	1	O

### Transportation

Automobiles	1	O
45' Equipment Trailers	5	O
Lowboy Trailer	1	O
1 Ton Stake Crew Cab	6	OWN
2 Ton Stake Bed	1	N
End Dump	1	N
Vac Truck (3000 gallon)	3	ON
Boom Truck	1	O
Tractors	2	ON
Haz Roll-offs	15	O
Non-Haz Roll-offs	4	O
Roll-off Truck (10 wheel)	2	ON
Roll-off Trailer	1	O
Guzzler Dry VAC	4	ON
Gator (4x4)	2	O

O = Olathe, KS  
W = Wichita, KS  
N = North Platte, NE  
G = Great Bend, KS



## Miscellaneous Tools and Equipment

Portable Light Sets	12	OWN
Portable Generators	7	OWN
Non-Sparking Tool Set	1	O
Portable Oxy/Act. Unit	2	ON
Fiberglass Ladders	6	O
55-gallon Drums DOT	200	OWNG
Leaf Blowers	8	OWN
Portable Decontamination Washers	2	O
Wet/Dry Electric Vacuums	5	OWN
High Intensity Light Sets	4	OW
Air Compressors	3	OW
95-gallon Poly Drums	30	OWNG
85-gallon Recovery Drums	30	OWNG
55-gallon Stainless Steel Drums	6	O
Chain Saws	7	OWNG
Light Tower	3	OWN
First Aid Kits	10	OWNG
Life Jackets	20	OWN
Retrieval Tripod System	2	O
Intrinsically Safe Blower	2	OW
Intrinsically Safe Lights	4	O
Betts Emergency Valve	2	OW

## Construction Equipment

Unloaders	3	OW
Backhoes	2	ON
Trackhoe (225)	1	O
Fork Lift	2	O
Boom Truck	1	O
Portable Welder	2	ON
Air Compressors, 125 – 185 CFM	3	OW
Drum Grabber	2	O
Trackhoe (JD 30)	3	OWN
Trencher (uniloader mount)	1	O
Sweeper (uniloader mount)	1	O
Toolcat	1	N

## Oil Spill Equipment

Oil Water Separators	2	O
16' Work Boats w/ Outboards	5	OWN
18' Work Boat	1	O
500-gallon Poly Containers	6	OW
2000-gallon Poly Containers	6	OWNG
3000-gallon Vac Truck	3	ON
Trash Pumps	8	OWNG
Hard Boom Trailer (1000'- 18" Boom)	2	OWN
Water Spill Trailer	1	O
Boom Ringer System	1	O
Floating Oil Skimmers	6	OWN
Small ACME Skimmers	3	OW
45' Office/River Response Trailer	1	O
35' Office/River Response Trailer	1	W
18" River Boom	2800	OWNG
12" Fast Water Boom	500	OW
Absorbent Boom (8" X 40') Bundles	110	OWNG
Absorbent Pad Bundles	110	OWNG
Absorbent Rolls	20	O
Particulate Absorbent Pallets	4	OW
Wash-down Pumps (floating)	4	OWN
Drum Skimmers	3	ON

## Communications

2 Way FM Hand Radios	20	OWNG
Fax Machines	4	OWNG

## Pumping Equipment

Drum Pumps	2	O
Submersible Pumps	3	OWN
2" SS Diaphragm Pumps	2	O
2" Diaphragm Pumps	6	OW
3" SS Diaphragm Pump	1	O
2" Poly Diaphragm Pump	1	O
1" Diaphragm Pumps	2	O
3" Diaphragm Pump	2	O
2" Chemical Hose	250'	OW
2" Hydrocarbon Hose	400'	OW
3" Hydrocarbon Hose	300"	O
¾- inch PCB Pump	1	O
Pacer Chemical Pumps	8	OWN
Trash Pumps – 2 inch	3	O
Trash Pumps – 3 inch	4	OWN
Sludge Pump – 3 inch	1	O
Dismas Electric Tx Pump	1	O
Dismas Hand Pump	4	OWNG
4" Trash Pump	1	O
6" Trash Pump	1	O

## Chemical Response Equipment

SCBA	35	OWNG
Manifold Breathing Systems	4	OW
Full Face Respirators	65	OW
Level A Suits	10	OW
Level B (Full Encapsulating)	18	OW
Flash Suits	4	O
Low Pressure-Transfer Trailer	1	O
IDLH Trailer	1	O
Response Trailers	4	OWNG
16' – 1 ton Response Truck	3	OWN
Mercury Response Trailer	1	O
Chlorine B Kit	1	O
Chlorine C Kit	1	O
Modified C Kit for N2O4	1	O
Chlorine A Kit	1	O

## Air Monitoring and Detection Equipment

Mini Rae PID	1	O
Radiation Meters	2	O
Hydrogen Sulfide Personal Monitor	1	O
Nitrogen Dioxide Personal Monitor	2	O
Carbon Monoxide Personal Monitor	2	O
Sulfur Dioxide Personal Monitor	2	O
Drager Color Metric Kit	1	O
Carbon Monoxide Gas Meter	2	O
Sulfur Dioxide Gas Meter	2	O
Hydrogen Sulfide Gas Meter	1	O
Nitrogen Dioxide Gas Meter	2	O
JEROME Mercury Detector	1	O
Drager Mini-Warn (4 gas)	6	OWNG

Last Review  
April 2006

## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

In order to verify the status of Contractor's response teams, this acknowledgement form must be annually completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January each year.

Submittal of this form is required per the MESRA; however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor

HAZ-MAT RESPONSE, INC (HMRF)  
(Contractor name)

as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

Print Name	Shane McFarren
Title	Business Development Manager
Signature	Shane McF
Date	12/21/2023

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Project Contracts  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [ProjectContracts@Magellanlp.com](mailto:ProjectContracts@Magellanlp.com)

# ***HAZ-MAT RESPONSE, INC.<sup>sm</sup>***

***“YOUR FIRST LINE OF DEFENSE”®***

## **2023 Containment Boom Deployments OSRO # 0104**

### ***March 2023***

**Des Moines, IA-** On March 5, 2023, HMRI deployed a total of 500 ft of 10-Inch containment boom for shore-to-shore protection into Fourmile Creek to contain and recover diesel fuel release. HMRI personnel included: Kevin Hertzog, Dakota Osgood, Dan Hart, Dave Rodway, Tyler Mass, and Alex Gibson.

### ***April 2023***

**Denver, CO-** On April 4, 2023, HMRI deployed a total of 450 ft of 10-Inch containment boom for shore-to-shore protection South Platte River as part of Boom Deployment Training. HMRI personnel included: Joshua Summers, Stosh Paprocki, Dustin Trujilo, Angel Smith, Terry Gardner, Tyler Brumley, Timothy Baillargeon, Christian Quijada Rosa, and Daniel Schmitt.

### ***May 2023***

**Lincoln, NE-** On May 2, 2023, HMRI deployed a total of 150 ft of 10-Inch containment boom into Salt Creek as part of Boom Deployment Training. HMRI personnel included: John Towle, Kevin Hertzog, Jared Thompson, Austin Jones, Noah Davis, James Rau, Mitchell Watcher, and Kody Cardinal.

**Kansas City, KS-** On May 3, 2023, HMRI deployed a total of 1050 ft of 4X6 containment boom and shore protection for Tabletop Exercise. HMRI personnel included: Devlon Bova, Zachary Harris, Joseph Blain, Ethan Hampton, Garrett Chancellor, Tyler Lust, Roger Martinez, Logan Isom and Thomas Boone.

**Clive, IA-** On May 3, 2023, HMRI deployed a total of 300 ft of 10-Inch containment boom for shore-to-shore protection into Walnut Creek as part of training exercise. HMRI personnel included: John Towle, Dakota Osgood, Dan Hart, Anthony Larry, and Alex Gibson.

**Ankeny, IA-** On May 23, 2023, HMRI deployed a total of 200 ft of 10-Inch containment boom into retention pond as part of diesel fuel cleanup. HMRI personnel included: Justice Paulson, Dakota Osgood, and Dave Rodway.

### ***June 2023***

**Lincoln, NE-** On June 13, 2023, HMRI deployed a total of 250 ft of 10-Inch containment boom into Salt Creek as part of Boom Deployment Training. HMRI personnel included: Jared Thompson, Austin Jones, James Rau, and Collin Dunn.

**Plattsmouth, NE-** On June 21, 2023, HMRI deployed a total of 300 ft of 10-Inch containment boom for shore-to-shore protection using boats into Platte River as part of Boom Deployment Training. HMRI personnel included: Kevin Hertzog, Jared Thompson, Austin Jones, Noah Davis, Mitchell Watcher, and Kody Cardinal.

## **July 2023**

**Plattsmouth, NE-** On July 19, 2023, HMRI deployed a total of 450 ft of 10-Inch containment boom using boats into Platte River as part of Boom Deployment Training. HMRI personnel included: Kevin Hertzog, Jared Thompson, Austin Jones, Noah Davis, Mitchell Watcher, James Rau, and Kody Cardinal.

**Fountain, CO-** On July 25, 2023, HMRI deployed a total of 700 ft of 10-Inch containment boom for FRP Drill. HMRI personnel included: Joshua Summers, Stosh Paprocki, Lake Bommarito, Terry Gardner, Tyler Brumley, and Mason Kurth.

## **August 2023**

**Eldorado, KS-** On August 2, 2023, HMRI deployed a total of 300 ft of containment boom into Eldorado Lake as part of Boom Deployment Training. HMRI personnel included: Kelby Ralston, Ethan Graff, Hunter Dalton, Aaron Tiday, Scott Lang, Anthony Edwards, and Roger Martinez.

## **September 2023**

**Cordova, IA-** On September 1, 2023, HMRI deployed a total of 200 ft of 10-Inch containment boom for shore-to-shore protection into Fourmile Creek to contain and recover diesel fuel release. HMRI personnel included: John Towle, Justice Paulson, Tom Rockwell, Zach Lewis, James Rau and Kevin Hertzog.

**Great Bend, KS-** On September 1, 2023, HMRI deployed a total of 800 ft of 4X6 containment boom for shore-to-shore protection into Stone Lake as part of training exercise. HMRI personnel included: Kelby Ralston, Alferdo Castillo, Kort Cook, Huner Dalton, Rickie Erdman, Ethan Graff, Michael Jenkinson, Tyler Miller, Brayden Smith, Travis Parmley, and Timothy Welch.

**Kansas City, MO-** On September 5, 2023, to October 30, 2023, HMRI deployed a total of 30 ft of mini boom and 750 ft of 4X6 Mini boom in the middle of the Missouri River using boats to contain oil release. HMRI personnel included: Scott Lang, Anthony Edwards, Aaron Tiday, Devlon Bova, Garrett Chancellor, Zachary Harris, Joseph Blain, Tyler Lust, Scott McCrea, Robert Reed, Roger Martinez.

**Kansas City, MO-** On September 6, 2023, HMRI deployed a total of 20 ft of mini boom as part of FRP drill. HMRI personnel included: Scott Lang, Garrett Chancellor, Zachary Harris, and Roger Martinez.

**North Platte, NE-** On September 7, 2023, HMRI deployed a total of 850 ft of 10-Inch containment boom for shore-to-shore protection into retention pond to contain waste oil. HMRI personnel included: Orlando Sanchez, Gene Valdez, Howard Rosenberry, Zachary Simmons, Troy McFarren, Kelby Ralston, Travis Parmley, Brayden Smith, Rickie Erdman, Riley Smith, Joshua Summers, Mason Kurth, Dustin Trujillo, Terry Gardner, and Lake Bommarito.

**Hudson, KS-** On September 16, 2023, HMRI deployed a total of 50 ft of 4X6 containment boom for shore-to-shore protection for crude oil release. HMRI personnel included: Kelby Ralston, Hunter Dalton, Ethan Graff, Seth Lamb, Justin Stuteville, Keenan Morrow, Jake Talley, Tyson Throckmorton, Devlon Bova, Tyler Lust, Brayden Smith, Riley Smith. Rickie Erdman, and Travis Parmley.

**Gering, NE-** On September 27, 2023, HMRI deployed a total of 950 ft of 10-Inch containment boom in the North Platte River for FRP Drill. HMRI personnel included: Joshua Summers, Stosh Paprocki, Lake Bommarito, Henry Moncivais, Timothy Baillargeon, Daniel Schmitt, Angel Smith, and Tyler Brumley.

#### ***October 2023***

**Rawlins, WY-** On October 20, 2023, HMRI deployed a total of 50 ft of 4X6 containment boom a creek for FRP Drill. HMRI personnel included: Joshua Summers, and, Henry Moncivais.

#### ***November 2023***

**North Platte, NE-** On November 7, 2023, HMRI deployed a total of 1200 ft of 10-Inch containment boom and shore-to-shore protection in a pond as part of training exercise . HMRI personnel included: Orlando Sanchez, Gene Valdez, Logan Isom, Gregory Hathaway, Howard Rosenberry, Zachary Simmons, and Jess Whitecollins

#### ***December 2023***

**Wichita, KS-** On December 5, 2023, HMRI deployed a total of 350 ft of containment boom as part of Tabletop Exercise. HMRI personnel included: Scott Lang, Anthony Edwards, Joseph Blain, Tyler Lust, Riley Smith, Ethan Graff and Shane McFarren.





# HAZ-MAT RESPONSE, INC.<sup>SM</sup>

1203 C South Parker Street  
Olathe, KS 66061

Phone: (913) 782-5151  
Toll Free: (800) 229-5252  
Fax: (913) 782-6206

## Equipment List

		DONE	DONE	DONE	
	Total	Olathe	North Platte	Great Bend	Omaha
2000 # Carbon Filter - High Pressure	1	1			
HEPA Vac	5	3			2
Mercury Vac	4	2			
45' Office Trailer/River Trailer	0				
Mobile Office Trailer	1				
16' Response Truck	4	2			
Sand Blasting Equipment	3	3			

## Transportation

	Total	Olathe	North Platte	Great Bend	Omaha
3/4 Ton or Smaller	49	17	6	8	5
Flatbed Equipment Trailer	16	5	2	2	3
Lowboy Trailer	5	1		4	
1 ton 4x4	11	6	1	2	1
1.5 Ton Stakebed w/ Liftgate	7	1		1	2
End Dump	4		1	3	
Vac Truck (3,000 gallon) (70 Barrel)	16	7	2	3	0
Vac Tanker (5,000 gallon)	6	2		3	
Semi Tractor	13	4	1	8	
Haz Roll-off (varies at each location)	85	16	4	16	20
Non-Haz Roll-off	3	0	1	2	
Roll-off Truck (10 wheel)	8	2		2	2
Roll-off Trailer	3	1	1	1	
Guzzler Dry Vac	4		3	1	0
Gator (4x4)	9	2	2	1	1
Dump Truck	4	0	1	1	1
Guzzler Support Trailer	3	0	1	1	1
Vacuum Box	3	1	1	1	
10,000 Gallon Mini Frac Tank (240 Barrel)	12	4		4	1
21,000 Gallon Frac Tank	8	2		6	
SS Vac Truck (3,000 gallon)	1	0			1
Aluminum Tanker 8000 Gallons	1	1			
1,000 Gallon Mini Vac Trailer	2	1			
Dewatering Box	1	1			

## Miscellaneous Tools and Equipment

	Total	Olathe	North Platte	Great Bend	Omaha
Portable Generator	28	10	2	4	2
Portable Oxy/Act. Unit	8	2	1	1	2

55 Gallon Drum DOT	565	200	40	100	25
Leaf Blower	21	5	2	4	2
Wet/Dry Electric Vacuum	19	6	2	2	4
High Intensity Light Plant	6	2	1	2	1
185 cfm Air Compressor	6	0	2	1	1
95 Gallon Poly Overpack	69	30	10	7	3
110 Gallon Poly Overpack	9	6			3
85 Gallon Steel Overpack	51	20	10	2	3
Chain Saw	16	4	1	3	2
First Aid Kit	132	40	20	25	15
Life Jacket	87	20	15	10	15
Retrieval Tripod System	14	8	1	1	1
Intrinsically Safe Blower	12	7	1	1	1
Intrinsically Safe Light	31	9	1	4	3
Betts Emergency Valve	2	1		1	
55 Gallon Poly	265	60	15	40	50
3000 PSI Hot Water Pressure Washer	15	5	3	2	1
1500 PSI Cold Water Pressure Washer	4	1	1		
15,000 PSI Highpressure washer	1	1			

#### Construction Equipment

	Total	Olathe	North Platte	Great Bend	Omaha
Unloader	8	2	1	2	1
Backhoe	3		1	1	1
Fork Lift	5	2		1	1
21/2 Ton Stakebed Truck	1				
Portable Welder	6	1	1	1	1
Drum Grabber	9	1	3		2
Trackhoe (JD 30 - JD 60) mini	7	1	1	2	1
Trencher (unloader mount)	1			1	
Sweeper (unloader mount)	5	1		1	1
Planer (unloader mount)	1		1		
Toolcat	1		1		
Wheel Loader	3		1	1	
Excavator (JD 200)	0				
D 6 Dozer with Winch	1			1	
Excavator CAT 315	1			1	
Kubota Tractor	1			1	
Hydro Seeder	1			1	
Straw Blower	1			1	
Excavator Cat 324	2			2	
Motor Grader JD 672	1			1	
Tractor JD 4530T	1			1	
Hydro Excavator	2			1	

### Oil Spill Equipment

	Total	Olathe	North Platte	Great Bend	Omaha
3000 Gallon Poly Tank	23	10		1	4
2000 Gallon Poly Tank	4	2		2	
1500 Gallon Poly Tank	11	3	2	2	2
Small ACME Skimmer	4	3	1		
18" Boom	500	500			
10" Containment Boom	6250	850	1000	1200	1000
10" Fast Water Boom	2350	1100			800
Absorbent Boom 8"x40' Bundle	320	120	30	50	25
Absorbent Pad Bundle	335	160	20	50	30
Particulate Absorbent Pallet	10	4	1	1	1
Wash-down Pump (floating)	5	2	1		
Large Drum Skimmer TDS 118	6	1	1	1	1
Grooved Drum Skimmer TDS 118	2	1			
Small Drum Skimmer Mini Max	5	2	2	1	
Acme Skimmer (Duckbill)	2	2			
Skim Pac (Slurper)	2	1	1		
River Trailer 26'	2	1			
Work Boat 18' or less with Motor	7	2	1	1	1
Work Boat 20' with motor	2	1			
River Trailer 16'	2		1	1	

### Communications

	Total	Olathe	North Platte	Great Bend	Omaha
Mobile Radios	79	25	15	12	9
2 Way FM Hand Radio	74	18	20	3	9
Laptop with Wireless	25	6	2	4	3
Intrinsically Safe Radios	3	3			
Intrinsically Safe Digital Camera	3	3			

### Pumping Equipment

	Total	Olathe	North Platte	Great Bend	Omaha
Submersible Pump	19	10	2	1	2
2" SS Diaphragm Pump	1	1			
3" SS Diaphragm Pump	1	1			
2" Poly Diaphragm Pump	10	3	1	2	1
1" Poly Diaphragm Pump	9	4		2	2
3" Diaphragm Pump	3	3			
2" Chemical Hose	700	250	130	120	100
2" Hydrocarbon Hose	2350	1000	300	50	200
3" Hydrocarbon Hose	2010	1000	300		100
3/4" PCB Pump	1	1			
2" Trash Pump	20	10		2	2
3" Trash Pump	9	5	1	1	1
3" Sludge Pump	1		1		
4" Trash Pump	2	2			
6" Dewatering Pump	1	1			
3" Hydraulic Power Pack & Pump-Carbon Steel	4	3			1
3" Hydraulic Power Pack & Pump-Stainless Steel	1		1		

### Chemical Response Equipment

	Total	Olathe	North Platte	Great Bend	Omaha
SCBA	92	50	6	8	9
Manifold Breathing System	11	6	1	1	1
Full Face Respirator	151	70	15	16	20
Powered Respirator	4	4			
Supplied Air Respirators	58	24	2	16	3
Level A Suit	22	8			6
Level B (Full Encapsulating)	30	19		5	6
Flash Suit	0	0			
Low Pressure - Transfer Trailer	3	1	1		1
IDLH Trailer	1				
Response Trailer	10	1	2	3	2
Mercury Response Trailer	1	1			
Chlorine B Kit	2	1	1		
Chlorine C Kit	1	1			
Modified C Kit for N2O4	2	1	1		
Chlorine A Kit	2	1			
Magnetic Patch Kit	5	1			1
Midland Kit	3	1	1		
Mercury Vac	4	2			
Mobile Office Trailer	1	0			
16' Response Truck	4	2			
Tank Cleaning Trailer	6	6			

### Air Monitoring and Detection Equipment

	Total	Olathe	North Platte	Great Bend	Omaha
4-Gas with PID	8	2	1	2	1
Radiation Meter	9	3	2	1	1
Dräger Color Metric Kit	8	6		1	1
Carbon Monoxide Gas Meter	0				
JEROME Mercury Detector	4	1			1
4-Gas Dräger	85	45	5	9	6
Single Sensor voc/Pid Meter	17	7	1		2

DONE	DONE
Denver	Des Moines
1	1
	1
1	1

Denver	Des Moines
6	7
2	2
	1
1	2
2	2
1	
14	15
1	1
0	
1	2
1	
1	2
	1

Denver	Des Moines
2	8
	2

100	100
4	4
3	2
1	1
15	4
12	4
2	4
17	15
12	15
1	2
1	1
	14
50	50
2	2
1	1

Denver	Des Moines
1	1
	1
	1
1	1
1	2
1	1
1	1
1	
1	

Denver	Des Moines
4	4
2	
1200	1000
250	200
50	45
25	50
2	1
	2
1	1
1	
1	
1	1
1	

Denver	Des Moines
6	12
12	12
6	4

Denver	Des Moines
1	3
2	1
	1
50	50
500	300
500	110
1	5
1	

Denver	Des Moines
9	10
1	1
15	15
2	11
2	6
	1
1	1
1	
	3
1	
1	1
	1
1	1

Denver	Des Moines
2	
1	1
1	1
11	9
1	6



# ***HAZ-MAT RESPONSE, INC.<sup>sm</sup>***

***"YOUR FIRST LINE OF DEFENSE"®***

## **Office Locations**

### **Sales- All Branches**

1203C South Parker Street

Olathe, KS 66061

Contact: **Shane McFarren**

913-620-2249

### **Olathe, KS- Office**

1203C South Parker Street

Olathe, KS 66061

Contact: **Scott Lang**

913-283-0990

### **Great Bend, KS- Office**

5935 10<sup>th</sup> Street

Great Bend, KS 67530

Contact: **Troy McFarren**

620-793-4828

### **North Platte, NE- Office**

4501 Rodeo Road

North Platte, NE 69101

Contact: **Orlando Sanchez**

308-520-5511

### **Gretna, NE- Office**

22018 Fowler Drive

Gretna, (Omaha) NE 68028

Contact: **John Towle**

913-333-8985

### **Grimes, IA- Office**

3900 SE Beisser Dr.

Grimes, (Des Moines) IA 50111

Contact: **John Towle**

913-333-8985

### **Windsor, CO- Office**

620 Technology Circle

Windsor, (Denver) CO 80621

Contact: **Josh Summers**

308-520-8174

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DENVER, CO	DES MOINES, IA	GREAT BEND, KS	KANSAS CITY, KS	NORTH PLATTE, NE	OMAHA, NE
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*HAZ-MAT RESPONSE, INC.<sup>sm</sup>*

1203C South Parker Street

Olathe, KS 66061

913-782-5151

800-229-5252

E-mail: [hazmat@haz-matresponse.com](mailto:hazmat@haz-matresponse.com)

Web Site: [www.haz-matresponse.com](http://www.haz-matresponse.com)



11/25/2024

2200 Pasadena Fwy

Pasadena, Tx 77506

Re: Self Certification of Oil Spill Equipment Deployment

To: Magellan/ONEOK

Please allow this letter to serve as documentation to meet the National Preparedness for Response Exercise Program (PREP) guidelines for all your facilities.

We understand that we are obligated to deploy a representative sample of each piece of response equipment listed in our inventory. Each item has been deployed and is operated as intended.

Haz Mat Special Services LLC. equipment is properly inspected, maintained and documented in accordance with our maintenance program. This equipment includes, but is not limited to, [list equipment e.g. Skid steer]. The year 2024 Response Deployment Log is attached.

Sincerely,

Jason Nevills

## **2024 SPILL RESPONSE LOG**

<b><u>DATE</u></b>	<b><u>LOCATION</u></b>	<b><u>EQUIPMENT</u></b>
10-15-24	LaPorte	1- 27ft Response Boats 2000Ft – 18” Hard Boom 8 – Recovery Technicians 2 – Boat Operators
6-13-24	Port of Calhoun	5 – Response Boat 8 – Personnel 6 – Response Trucks 1 – Boom Trailer 4 – Response Trailers 2 – Skimmers 1000 Ft – Containment boom
3-09-24	Port of Houston	3 - Response Boat 6 - Personnel 3 - Response Trucks 1 – 70 bbl Vac Truck 1 - Boom Trailer 1100 Ft – Containment Boom

## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

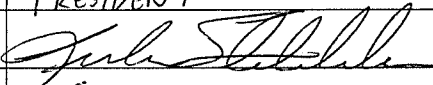
In order to verify the status of Contractor's response teams, this acknowledgement form must be annually completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January each year.

Submittal of this form is required per the MESRA; however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor

HAZ-MAT RESPONSE, INC.  
(Contractor name)

as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

Print Name	LUKE STOCKDALE
Title	PRESIDENT
Signature	
Date	5-2-2022

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Project Contracts  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [ProjectContracts@Magellanlp.com](mailto:ProjectContracts@Magellanlp.com)

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT  
(OSRO Classified)**

**by and between**

**Magellan Midstream Partners, L.P.**

**and**

**Hull's Environmental Services, Inc.**

**Contract Number MMP-48174-MESRA**

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT**

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## **MASTER EMERGENCY SPILL RESPONSE AGREEMENT**

THIS MASTER EMERGENCY SPILL RESPONSE AGREEMENT ("Agreement"), entered into to be effective this 19th day of May 2022 by and between, **HULL'S ENVIRONMENTAL SERVICES, INC.**, a Oklahoma corporation with its principal place of business in **Wilson, OK** ("Contractor") and **MAGELLAN MIDSTREAM PARTNERS, L.P.** a Delaware limited partnership, with its principal place of business in **Tulsa, Oklahoma** ("Company") hereinafter jointly referred to as "Parties" or singularly as "Party".

WHEREAS, Company operates crude oil, condensate, refined petroleum products and ammonia pipeline system and terminals;

WHEREAS, Company may from time to time experience a release or spill of product that requires emergency response and follow-up services to assist Company in controlling and mitigating such spills;

WHEREAS, Contractor is experienced in providing emergency response and follow-up services to spills such as the type as Company may have;

WHEREAS, Company desires Contractor to assist Company in providing emergency response and follow-up services to spills if requested, and Contractor desires to perform such services when requested; and

NOW THEREFORE, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, the Parties agree as follows:

### **1. Definitions**

- 1.1 **"Authorization to Respond"** shall mean those signed written agreements between Company and Contractor entered into pursuant to this Agreement which set forth the scope of work including the commencement date for the work and any other provisions agreed to by the Parties.
- 1.2 **"Company"** means Company or any of its Affiliates that enters into an Authorization to Respond with Contractor.
- 1.3 **"Company Spill Response Request"** shall mean a request by Company to Contractor for Spill Response Dispatch or Spill Response Standby.
- 1.4 **"Excavation"** shall mean the movement of earth, rock, soil, or other material by any means including blasting, boring, channeling, grading, clearing, tunneling, drilling, jack-hammering, digging, or backfilling below the existing grade by non-mechanical or mechanical equipment or by explosives. Excavation shall not include normal agricultural practices, including plowing, tilling, planting, and harvesting that are unlikely to reach the depths of the Pipeline.
- 1.5 **"Hazardous Waste (or Waste)"** shall mean Product(s) and/or any material or substances contaminated with the Product(s).

This Agreement shall be governed by, and in accordance with, the laws of the State of Oklahoma without regard to principles of conflicts of laws.

28. **Entire Agreement**

This Agreement states the entire agreement between the parties with respect to the subject matter thereof and supersedes all prior agreements and understandings, whether oral or written, between the parties with respect to the subject matter hereof and may not be amended except by written instrument executed by the parties hereto. Release or waiver of any default or the failure to assert any right under this Agreement shall not be deemed in any case to be confirming waiver as to constitute an amendment of this Agreement. All Exhibits referenced herein and attached hereto are incorporated by reference as part of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed effective as of the date first above written by their duly authorized representatives below.

**Magellan Midstream Partners, L.P.**  
**By: Magellan GP, LLC, its general partner**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: Director of Operations



**Hull's Environmental Services, Inc.**

By: Jamie Michael

Name: Jamie Michael

Title: VP Business Development



## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

In order to verify the status of Contractor's response teams, this acknowledgement form must be annually completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January each year.


Submittal of this form is required per the MESRA; however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor

Hull's Environmental Services, Inc.

(Contractor name)

as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

Print Name	Jamie Michael
Title	VP Business Development
Signature	
Date	12-21-23

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Project Contracts  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [ProjectContracts@Magellanlp.com](mailto:ProjectContracts@Magellanlp.com)

## AGREEMENT FOR OIL SPILL COOPERATIVE

This agreement shall constitute the rules and procedures of the \_\_\_\_\_  
SOUTHEAST WYOMING OIL SPILL ASSOCIATION (hereinafter "Committee").  
(NAME OF OIL CONTROL, COORDINATING COMMITTEE)

### I. Purpose of the Committee

The purpose of the Committee is to develop, maintain and improve a procedure among the member companies of the Committee for mutual assistance and cooperation in the control of oil spill emergencies occurring within the following described area:

### EASTERN WYOMING, NORTHEASTERN COLORADO, WESTERN NEBRASKA

The procedure will involve the making available by the Committee or one or more member companies of materials, equipment or personnel, in accordance with the conditions specified below, to the member company affected by such emergency (hereinafter "Affected Member Company") or to designated government agencies or third parties. The procedure shall not result in any monetary profit to the Committee or its member companies.

### II. Membership in the Committee

The Committee shall consist of those companies operating refineries, terminals, pipelines, or other facilities for handling, storing, transporting, manufacturing, producing or drilling for petroleum or petroleum products or related hydrocarbons in or about the area described above, who shall from time to time agree to participate on the Committee. A list of the member companies is attached hereto as Exhibit A. A member company of the Committee may at any time on 30 days' written notice to the Chairman, with copies to all member companies of the Committee, withdraw from the Committee. Exhibit A shall be amended to reflect the admission to or withdrawal from the Committee of any company. All member companies shall sign acceptances of the provisions of these Rules and Procedures.

### III. Procedures

#### A. Materials and Equipment – To implement the above stated purpose, it will be the responsibility of the Chairman of the Committee, with the assistance of the Committee members, to collect and maintain the following information:

1. Equipment Lists: There shall be furnished by each member company a list of the equipment (pickup devices, skimmers, vacuum trucks, oil booms, etc.) which it would be willing to make available for use by a member company affected by an oil emergency or by the Committee, as the case may be. All listed equipment shall be released on authority of the contact personnel of the respective member company unless that company clearly designates on the list that certain of the equipment can be released only on higher authority, and provides the name and job title for such higher authority.

2. Materials Lists: There shall be furnished by each member company a list of the materials (absorbent pads, absorbent booms, etc.) which it would be willing to make available for use by a member company affected by an oil emergency, or by the Committee, as the case may be. All listed materials shall be released on authority of the contact personnel of the respective member company unless the company clearly designates on the list that certain of the material can be released only on higher authority, and provides the name and job title of such higher authority.

Each member company may, at its sole discretion, permit the use of its listed equipment and materials outside the above described area in accordance with the terms of this agreement, or otherwise remove or permit the removal of any such equipment and materials from said area.

3. Personnel: It is not anticipated that personnel will be supplied, except in the case of specialized equipment, in which case each member company should indicate on its equipment list which items will require trained personnel. Such personnel would be furnished on a voluntary basis only, as hereinafter provided.

4. Authorized Contact Lists: Each member company shall supply the names or titles and plant telephone number of responsible personnel in its plant who are authorized to release material and equipment for said company. This list

should be in the order to be called. The first item on the list, if possible, should be the title of personnel who are on duty at all times. Except for the normal work week (Monday to Friday, excluding holidays), this person should be called to request material or equipment. The second name on the list should be the company's representative on the Committee who would normally be called during regular office hours. This should be followed by his alternate on the Committee, and other officials such as Plant Manager, General Superintendent, etc. The home telephone numbers for named individuals should also be supplied.

5. The Committee is authorized to pass an assessment by majority vote equally applicable to all of the member companies in order to purchase equipment, material and supplies to accomplish the within stated purposes. All of such purchased equipment, material and supplies, as well any such which may be donated to the Committee, shall be owned by the member companies as tenants in common for use in implementing the purposes hereof. The withdrawal by a member company shall effect an assignment of all of that member company's right, title and interest in and to said equipment, material and supplies to the remaining member companies. Said withdrawing member company shall execute any additional documents the Committee may consider helpful or necessary in evidencing said withdrawing member's assignment of its right, title and interest in and to said property.

B. Emergency Procedures – The procedures to be followed in the event of an oil emergency shall be as respectively indicated below.

1. Assistance to Members: Any Affected Member Company by an oil spill emergency may, if assistance is desired, call on the Committee and other member companies for materials and equipment listed as available. The nearest member companies at which the required items are located should be called first.

The Affected Member Company shall be solely responsible for taking steps necessary to meet its legal obligations. The Affected Member Company shall repair and return, or replace in kind, any materials or equipment supplied at its request by the Committee or other member companies, and prior thereto shall, as necessary, provide and pay for temporary replacement. The Affected Member Company shall also reimburse the Committee and other member companies for any out-of-pocket costs incurred by them in furnishing such assistance, including without limitation any premium pay for personnel and the costs of consumable materials incurred or expended as a result of furnishing such assistance. In no event shall any reimbursement result in monetary profit to the Committee, it being the intent of the Committee not to operate for profit. Any personnel voluntarily supplied by the Committee or other member companies shall be completely under the supervision and control of the Affected Member Company, and said company shall hold the other member companies harmless from every kind or character of damages, losses, liabilities, expenses, demands or claims, including but not limited to those arising from personal injury or death, damage to property of any person or member company or arising out of or caused by the use of any materials, equipment or personnel furnished by any member company and including any and all costs and fees arising out of litigation or settlement of any claim (collectively "Losses"); provided, however, that if the oil spill emergency was caused or contributed to by a member company other than the Affected Member Company, nothing herein shall relieve the responsible member company of any liability otherwise present (including liability to the Affected Member Company) for causing or contributing to the oil spill emergency.

The Affected Member Company shall be solely responsible for complying with all valid, applicable federal, state and local laws, ordinances, codes, local and national standards and regulations, including reporting the emergency to any governmental authority concerned. The Affected Member Company shall also be responsible for all information releases concerning the emergency; provided, however, that any references therein to Committee activities shall be coordinated through the Committee's Chairman or Vice Chairman.

2. Assistance to Others: With respect to oil spill emergencies other than those affecting member companies, it is the intent that assistance from the Committee and its member companies be made available to the U.S. Coast Guard or other government agencies having jurisdiction, upon request, in accordance with the conditions set forth below. To this end, it shall be the duty of the Chairman to inform the above agencies of the existence of the Committee and to supply them with the names, telephone numbers and addresses of the Chairman and one or more alternates. At the same time, such member company shall also inform the Chairman or, in his absence, the Vice Chairman. Only if said government agencies fail to contact the Chairman or Vice Chairman promptly shall they contact said agencies and ask if assistance from the Committee is desired.

In the event of an oil spill emergency affecting persons or companies other than member companies, if so requested by the U.S. Coast Guard or other appropriate government agency the use of listed equipment and materials by or under the direction and supervision of said agency or other agencies or parties not members of the Committee may be authorized by the Chairman or, in his absence, the Vice Chairman or, if they are both unavailable, the contact personnel of the member companies at which the needed equipment and materials are located, in their sole

discretion; on the condition, however, that the person or company affected by the emergency grant to the member companies providing such assistance the above-described repair, replacement, reimbursement and indemnification rights that are granted to said companies by any Affected Member Company requesting assistance under this agreement. Participation of personnel on a voluntary basis for the operation of listed specialized equipment may similarly be authorized.

The intent of any reimbursement hereunder is to keep the parties whole and in no event shall any such reimbursement result in monetary profit.

- C. Sharing of Non-reimbursed Costs and Expenses –Subject to Section B.1. above, any reimbursable costs and expenses incurred by the Committee and member companies in connection with rendering such assistance to another member company which are not otherwise reimbursed after all reasonable attempts for recovery have been exhausted shall be shared by the remaining member companies as determined according to Section III.A.5 and IV.K. Subject to Section B.2. above, any reimbursable costs and expenses incurred by the Committee and member companies in connection with rendering such assistance to a non-member third party which are not otherwise reimbursed after all reasonable attempts for recovery have been exhausted shall be shared by the remaining member companies as determined according to Section III.A.5 and IV.K, but only if the non-member third party properly agreed to the reimbursement and indemnification obligations provided for in B.2.
- D. Inability to Furnish Assistance – Any member company which is unable to supply assistance in any given emergency shall be bound by all the provisions of these Rules and Procedures, but shall incur no additional liability solely by reason of such inability to participate in such emergency.

#### IV. By-Laws


- A. The Committee shall have a Council composed of one representative appointed by each member company. Each member company may also designate an alternate to serve in place of that company's representative. A list of the present representatives and alternates is attached hereto as Exhibit B. Member companies may change representatives or alternates by notice in writing to the other member companies from time to time, and Exhibit B shall be amended accordingly.
- B. The Committee and its Council shall be headed by a Chairman and Vice Chairman who shall be the representatives of member companies elected by vote of a majority of the representatives of all member companies. Each Chairman shall serve for two years and cannot succeed himself. After the initial election, the Council shall elect a new Vice Chairman, with the present Vice Chairman to succeed to the Chairman's post. In the absence of the Chairman, the Vice Chairman shall serve as Chairman.
- C. The Chairman shall cause the votes of all individual member companies to be recorded and preserved when any matter is voted upon. These votes shall be recorded in the meeting notes and distributed to all members. The Chairman may, if he deems it necessary in the conduct of Council business, designate a Secretary of the Council. The Secretary shall have no vote except as he may serve as a representative or alternate.
- D. The Committee Council shall hold a least four meetings per year. The Chairman shall schedule and give at least ten days' written notice (including email) of each such meeting. Emergency meetings may, however, be called by the Chairman or, in his absence, by the Vice Chairman, by telephone or email and a poll of the members may likewise be taken when there is an emergency requiring immediate action.
- E. The Committee Council will obtain information regarding different types of equipment and materials and oil containment and recovery techniques and may, as necessary, recommend to the Committee the purchase of certain equipment or materials.
- F. The Committee Council will consider and recommend to the Committee appropriate methods of transporting, handling, storing and maintaining the available equipment and materials.
- G. The Committee Council will develop and recommend to the Committee appropriate equipment and methods for disposing of recovered oil.
- H. The Committee Council will determine the availability of third party cleanup services adequately manned and equipped to provide all necessary services to effect containment, cleanup and disposal of oil spills occurring at or from member company facilities or vessels located in the area covered by this agreement, and to obtain from such

third parties the proposed terms under which such services would be made available to member companies, on an independent contractor basis.

- I. The Committee Council will consider and adopt a public relations contingency plan which shall set forth the procedures to be followed and shall name a spokesman to act for the Committee as necessary and desirable before the press and other news media during an oil spill emergency.
- J. The Committee Council shall develop such other information, procedures or recommendations as it considers necessary for the Committee to function effectively. Should the Council consider it necessary to obtain funds for the acquisition of equipment or materials or other authorized Committee activities, the Chairman may call upon member companies to meet such a need on the basis of a Participation Formula mutually satisfactory to them.
- K. Decisions on the day to day operations of the Committee shall be by majority vote at its meeting of a majority of the representatives of all member companies. Decisions involving policy or concerning the possible purchase by the Committee of materials or equipment, shall be adopted in the same manner.
- L. These Rules and Procedures may be amended from time to time by majority action of the member companies.
- M. No amendment of these Rules and Procedures or decision to purchase materials or equipment shall be binding upon any non-approving member until 35 days after such member has received actual notice of the action taken.


This agreement may be executed in counterpart and will be binding on any party signing a copy of same.

#### ACCEPTANCE

NAME OF COMPANY	Magellan Midstream Partners LP
ADDRESS	13424 W. 98th St Lenexa, KS 66215
APPROVAL SIGNATURE	
TITLE	Operations Manager
DATE OF APPROVAL	09/23/2021
Name	Cody Annis

API Committee on Environmental Law. 11/71



SEWOSA Representative Name: Bob Dundas,   
Title: President  
Date: 9/27/2021

SEWOSA Boats

Assigned number	Registration expiration	Hull ID	Motor Info	Location
WY-9741-BB	12/31/2022	STRH28740482	Mercury Marine, SN OR677947	Sinclair Transporation (62 CR 351, Sinclair, WY)
WY-9259-A	12/31/2023	LWN15008A090	Mercury Marine, SN OR677946	Bridger Pipeline (1546 Hwy 26, Ft. Laramie, WY)
WY-9742-BB	12/31/2023	STRH28730482	Mercury Marine, SN OR068731, OR677948	Sinclair Refinery Casper (5700 East Highway 20-26 Casper, WY)
WY-2056-BC	12/31/2023	GEN66211A121	Yamaha F60LB, ID: 6C5L-1098352	Bridger Pipeline (1546 Hwy 26, Ft. Laramie, WY)

SEWOSA Trailers

License Plate	Registration expiration		Trailer Type	Location
1-12245	2//2022		Leak trailer	Bridger Pipeline (1546 Hwy 26, Ft. Laramie, WY)
1-14968	2//2022		Skimmer trailer	Bridger Pipeline (1546 Hwy 26, Ft. Laramie, WY)
1-15406	5//2022		Boat Trailer	Bridger Pipeline (1546 Hwy 26, Ft. Laramie, WY)
1-12246	12//2021		Leak trailer	Sinclair Transporation (62 CR 351, Sinclair, WY)
1-10376	10//2021		Leak trailer	Sinclair Refinery Casper (5700 East Highway 20-26 Casper, WY)

Site contact	Equipment Details	Notes
Rob Griffiths (307-328-3532) 24/7 contact (307-321-4364)	16' outboard propeller Jon boat	Gate unlocked (open 24/7), Trailer lock code: 6482
David Seyfang (307-575-1529), on call cell (307-575-3030)	14' outboard propeller Jon boat	Gate lock code: 6482, Trailer lock code: 6482
Rob Ratliff (307-262-0189), 24/7 contact (307-232-2400)	16' outboard propeller Jon boat	Trailer lock code: 6482
David Seyfang (307-575-1529), on call cell (307-575-3030)	18' outboard propeller Jon boat	Gate lock code: 6482, Trailer lock code: 6482

Site contact	Equipment Details	Notes
David Seyfang (307-575-1529), on call cell (307-575-3030)	1000' of boom	Gate lock code: 6482, Trailer lock code: 6482
David Seyfang (307-575-1529), on call cell (307-575-3030)	Elastec	Gate lock code: 6482, Trailer lock code: 6482
David Seyfang (307-575-1529), on call cell (307-575-3030)		Gate lock code: 6482, Trailer lock code: 6482
Robert Griffiths (307-321-8944), on call # (307-321-4364)	1000' of boom	Gate unlocked (open 24/7), Trailer lock code: 6482
Rob Ratliff (307-262-0189), 24/7 contact (307-232-2400)	1000' of boom	Trailer lock code: 6482

**SEWOSA Emergency Contact List**

<b>Company Name:</b>	<b>Enbridge</b>
<b>24/7 Emergency #:</b>	<b>888-449-7539</b>
SEWOSA Contact:	Lex Dyer
Office #:	307-233-6166
Cell #:	307-251-0716
Email:	LEX.DYER@enbridge.com
Address:	441 Landmark Dr. Ste. 200 Casper, WY, 82609

<b>Company Name:</b>	<b>Holly Frontier</b>
<b>24/7 Emergency #:</b>	<b>307-771-8737</b>
SEWOSA Contact:	Kyle Wall
Office #:	307-771-8942
Cell #:	307-630-6426
Email:	kyle.wall@hollyfrontier.com
Address:	

<b>Company Name:</b>	<b>True Companies</b>
<b>24/7 Emergency #:</b>	<b>866-305-3741</b>
SEWOSA Contact:	Bob Dundas
Office #:	307-266-0411
Cell #:	307-247-3702
Email:	bob.dundas@truecos.com
Address:	455 North Poplar St, Casper, WY, 82601

<b>Company Name:</b>	<b>Phillips 66</b>
<b>24/7 Emergency #:</b>	<b>918-977-6104</b>
SEWOSA Contact:	Andrew Zawislanski
Office #:	
Cell #:	307-215-4139
Email:	andrew.p.zawislanski@p66.com
Address:	5090 East Lathrop Road, Evansville, WY, 82636

<b>Company Name:</b>	<b>Sinclair Refining Casper</b>
<b>24/7 Emergency #:</b>	<b>307-232-2400</b>
SEWOSA Contact:	Rob Ratliff
Office #:	
Cell #:	307-262-0189
Email:	rratliff@sinclairoil.com
Address:	5700 E. Highway 20-26, Casper, WY, 82609



<b>Company Name:</b>	<b>Sinclair Refining Sinclair</b>
<b>24/7 Emergency #:</b>	<b>307-321-4364</b>
SEWOSA Contact:	Robert Griffiths
Office #:	307-328-3532
Cell #:	307-321-8944
Email:	rgriffiths@sinclairoil.com
Address:	100 East Lincoln Hwy, Sinclair, WY 82334

<b>Company Name:</b>	<b>Sinclair Pipeline</b>
<b>24/7 Emergency #:</b>	<b>1-800-321-3994</b>
SEWOSA Contact:	Jerome Flores
Office #:	(307)328-8383
Cell #:	(307)320-6337
Email:	JFlores@SinclairOil.com
Address:	

<b>Company Name:</b>	<b>Sinclair Trucking</b>
<b>24/7 Emergency #:</b>	<b>307-232-2550</b>
SEWOSA Contact:	Bryan Sanborn
Office #:	307-232-2550
Cell #:	307-259-8063
Email:	bryan.sanborn@sinclairoil.com
Address:	5660 E. Yellowstone HWY, Evansville, WY 82636

<b>Company Name:</b>	<b>Tallgrass</b>
<b>24/7 Emergency #:</b>	<b>855-220-1762</b>
SEWOSA Contact:	Kalvin Wood
Office #:	785-543-3016
Cell #:	785-302-1408
Email:	Kalvin.wood@tallgrassenergyllp.com
Address:	105 E. Quail Rd, Phillipsburg, KS 67661

<b>Company Name:</b>	<b>Silver Creek Midstream</b>
<b>24/7 Emergency #:</b>	<b>866-628-1693</b>
SEWOSA Contact:	Mary Patton
Office #:	469-614-2257
Cell #:	972-839-8014
Email:	mpatton@scmidstream.com
Address:	909 Lake Carolyn Prkwy, Ste 650, Irving, TX 75039

**Non-Standard**

MESRA – OSRO Classified  
Contract Number 19MMLP007

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT  
(OSRO Classified)**

**by and between**

**Magellan Pipeline Company, L.P.**

**and**

**SWAT Consulting Inc.**

**Contract Number MESRA 19MMLP007**

**MASTER EMERGENCY  
SPILL RESPONSE AGREEMENT**

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## **EXHIBITS**

**EXHIBIT A – RESPONSE TEAMS**

**EXHIBIT B – EMERGENCY EQUIPMENT**

**EXHIBIT C – EMERGENCY COMMUNICATIONS**

**EXHIBIT D – RATES SCHEDULE**

**EXHIBIT E – INSURANCE CERTIFICATES**

**EXHIBIT F – DOT REGULATIONS**

**EXHIBIT G – ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL  
RESPONSE AGREEMENT (MESRA)**

**EXHIBIT H – AUTHORIZATION TO RESPOND**

## MASTER EMERGENCY SPILL RESPONSE AGREEMENT

THIS MASTER EMERGENCY SPILL RESPONSE AGREEMENT ("Agreement"), entered into to be effective this 19 day of February 2019 by and between, **SWAT CONSULTING INC.**, a Michigan corporation with its principal place of business in **Watford City, North Dakota** ("Contractor") and **MAGELLAN PIPELINE COMPANY, L.P.** a Delaware limited partnership, with its principal place of business in **Tulsa, Oklahoma** ("Company") hereinafter jointly referred to as "Parties" or singularly as "Party".

WHEREAS, Company operates refined petroleum products pipeline system, terminals and ammonia pipeline system and may from time to time experience a release or spill of product that requires emergency response and follow-up services to assist Company in controlling and mitigating such spills;

WHEREAS, Contractor is experienced in providing emergency response and follow-up services to spills such as the type as Company may have;

WHEREAS, Company desires Contractor to assist Company in providing emergency response and follow-up services to spills if requested, and Contractor desires to perform such services when requested; and

NOW THEREFORE, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, the Parties agree as follows:

### 1. Definitions

- 1.1 "Company Spill Response Request" shall mean a request by Company to Contractor for Spill Response Dispatch or Spill Response Standby.
- 1.2 "Hazardous Waste (or Waste)" shall mean Product(s) and/or any material or substances contaminated with the Product(s).
- 1.3 "Laws" shall mean all applicable federal, state, county, local laws, regulations and ordinances, including without limitation, those issued under the auspices of the USCG, MMS, OPS, EPA, OPA 90, OSRO, PREP, Department of Transportation ("DOT"), the Occupational Safety and Health Administration ("OSHA"), RCRA and CERCLA or any other authority having jurisdiction over the work.
- 1.4 "OPA 90" shall mean the Oil Pollution Act of 1990.
- 1.5 "OSRO" shall mean the Oil Spill Removal Organization contained in the Guidelines for the U.S. Coast Guard OSRO Classification Program.
- 1.6 "PREP" shall mean the National Preparedness for Response Exercise Program issued under the OPA 90 jointly by the U.S. Coast Guard ("USCG"), the Environmental Protection Agency ("EPA"), the Office of Pipeline Safety ("OPS"), and the Minerals Management Services ("MMS").

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed effective as of the date first above written by their duly authorized representatives below.



**Magellan Pipeline Company, L.P.**  
**By Magellan Pipeline GP, LLC, its general partner**

By: Karen H. Flock

Name: Karen H. Flock

Title: Director, EHS

Date: 8-14-19

**SWAT Consulting Inc.**

By: Dean Sahara

Name: Dean Sahara

Title: President

Date: Feb 19, 2019



## SWAT Consulting Inc. 2021 US Training Exercises/Deployments

<u>Date</u>	<u>Project Title &amp; Description</u>	<u>Location</u>
Jan 1- Dec 31, 2021	Eagle Creek Boom Deployment	Galesburg, MI
Feb 8-10, 2021	Plains All American WSRT	Williston, ND
Feb 16, 2021	Enbridge WSRT	Williston, ND
Feb 24, 2021	Enbridge WSRT	Stanley, ND
Feb 28, 2021	Enbridge WSRT	Beaver Lodge, ND
Mar 1-3, 2021	Enbridge WSRT	Clearbrook, MN
Mar 10, 2021	Enbridge WSRT	Minot, ND
Mar 20, 2021	Summit Midstream Boom Deployment	Williston, ND
May 17, 2021	Energy Transfer Boom & Skimmer Deployment	Epping, ND
May 17-18, 2021	Enbridge Boat, Boom & Skimmer Refresher	Thief River Falls, MN
May 19, 2021	Enable Boom & Skimmer Deployment	Tioga, ND
May 26, 2021	Continental Resources Inc Tabletop	Alexander, ND
May 31, 2021	Enbridge Boat, Boom & Skimmer Refresher	Williston/Stanley, ND
July 14-15, 2021	Targa Resources ICS, Boom & Skimmer Training	Watford City, ND
July 21, 2021	M.J. VanDamme, Inc. Boom Deployment	Vanderbilt, MI
Aug 16, 2021	M.J. VanDamme, Inc. Boom Deployment	Vanderbilt, MI
Sept 1-3, 2021	Wesco Operating Boom, Skimmer Refresher	Riverton, WY
Sept 14-16, 2021	SASR Coop Boat, Boom, Skimmer Training	Williston & New Town, ND
Sept 14-16, 2021	Enbridge Boat, Boom, Skimmer Training	Superior, WI
Sept 15, 2021	Enable Boom & Skimmer Training	Tioga, ND
Sept 27, 2021	Enable Boom & Skimmer Deployment	Tioga, ND
Sept 28, 2021	Energy Transfer Boom & Skimmer Deployment	Epping, ND
Oct 4-7, 2021	Tallgrass Pony Express Pipeline Tabletop	Denver, CO
Nov 1-3, 2021	Enbridge Fond Du Lac Boom Training	Cloquet, MN

## EXHIBIT G

### ANNUAL ACKNOWLEDGEMENT OF MASTER EMERGENCY SPILL RESPONSE AGREEMENT (MESRA)

In order to verify the status of Contractor's response teams, this acknowledgement form must be annually completed and signed by Contractor, and then submitted to Company not later than the 30<sup>th</sup> day of January each year.


Submittal of this form is required per the MESRA; however, failure to submit this document timely does not in any way constitute an abrogation of the terms and conditions of the MESRA.

Execution of this acknowledgement by Contractor's representative will serve as certification that Magellan Pipeline Company, L.P has complied with the preparedness and prevention sections for securing arrangements with a hazardous materials cleanup contractor

SWAT Consulting Inc.

(Contractor name)

as required by the Oil Pollution Act of 1990 and any related regulatory requirements.

Print Name	Dean Sahara
Title	Director
Signature	
Date	January 30, 2022

Complete this form annually and submit to:

Magellan Midstream Partners, L.P.  
Project Contracts  
One Williams Center, OTC9  
Tulsa, Oklahoma 74172

Email: [ProjectContracts@Magellanlp.com](mailto:ProjectContracts@Magellanlp.com)



**FIGURE B.1-1 - EVIDENCE OF CONTRACTS AND EQUIPMENT LISTS, CONTINUED****SWAT Consulting OSRO #669** Watford City, ND

- **SWAT MESRA 2019**
- **2022 PREP report**
- **2022 Acknowledgement**

**FIGURE B.1-2 - OSRO COVERAGE OVERVIEW MAP**

[Click to view/print Western District OSRO Map June 2022](#)

## **APPENDIX C**

# **HAZARD EVALUATION AND RISK ANALYSIS**

Last Revised: November 27, 2024

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**C.1 Spill Detection**

**C.2 Worst Case Discharge (WCD) Scenario**

**C.3 Planning Volume Calculations**

**C.4 Spill Volume Calculations**

**C.5 Pipeline - Abnormal Conditions**

**C.6 Product Characteristics and Hazards**

**Figure C.6-1 - Summary of Commodity Characteristics**

**C.7 Supporting Documentation**

## C.1 SPILL DETECTION

### Detection

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Detection of a discharge from the Company system may occur in a number of ways including:

- Automated detection by the Supervisory Control and Data Acquisition (SCADA) system
- Visual detection by Company personnel
- Visual detection by the public

#### **AVAILABILITY - ALL TANKS**

### Automated detection

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The pipelines are equipped with pressure and flow monitors, which exercise local control and transmit data to Pipeline Control. These systems are set to alarm or shut down on preset deviations of pressure flow. In case of an alarm, Pipeline Control personnel will take the appropriate actions in accordance with operating procedures. A summary of the operating procedures is provided below.

Trained personnel in Pipeline Control will monitor the SCADA system for the following parameters:

- Flow rates
- Pressure
- Automated Line Balance
- Pipeline Leak Detection System
- Valve positions

### Operating procedures for the automated system

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- **SCADA System 5-Second Data Access**

Pipeline Control monitor and control pipeline operations with the SCADA system in the Pipeline Control Center. The ultimate decision on leak detection lies with the Pipeline Control Center.

#### **AVAILABILITY - ALL LINES**

- **Communication Flexibility/Redundancy**

The Company's SCADA system acquires data via a satellite network. Satellite communications allow large volumes of data to be transmitted both to and from all field locations very rapidly. Network configuration and transmission protocols provide the flexibility to establish guaranteed delivery transmissions as required. Communication system redundancy provides accurate and reliable data to pipeline controllers.

#### **AVAILABILITY - ALL TANKS**

- **Parameter Alarms**

A parameter alarm is a data value limit (high or low) which can be set by the Pipeline Controller to alert upset conditions regardless of whether the Controller is actively monitoring the data point in question.

Controllers are required to establish parameter alarm settings on mainline pressures and flow rates for all line segments. In combination with five-second data acquisition rates, parameter alarms provide near instantaneous notification of potential upset conditions on all mainlines.

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#### **AVAILABILITY - ALL LINES**

- **Trending**

The SCADA system includes trending capabilities which graphically display pressures, temperature, and flow rate data on the system. This trending can provide valuable insight into operations history and can help the operator proactively address potential upset conditions.

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#### **AVAILABILITY - ALL LINES**

- **Tank Gauging with Parameter Alarms**

Tank gauge data is available to Pipeline Control for use by controllers. Generally, tank data is gauged automatically in the field and sent to the SCADA computer where the data is made available to the controller on demand. Parameter alarms (see above) are also available for tank levels. In addition to parameters, a high level tank alarm as well as a discreet emergency high level tank alarm helps to ensure that a tank is not overfilled.

#### **AVAILABILITY - ALL LINES**

- **Training**

All operators are compliant with DOT 195 Operator Qualification Requirements.

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**Visual detection by Company personnel**

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Aerial patrol flights will be made 26 times a year not to exceed 21 days apart. If unable to fly area personnel will walk or drive the right-of-way. The intent of the patrol is to observe the area directly over the pipeline right-of-way for leaks, exposed pipes, washes, missing markers and other unusual conditions. Construction on either side of the pipeline right-of-way is also monitored.

Discharges to the land or surface waters may also be detected by Company personnel during regular operations and inspections. Should a leak be detected, the appropriate actions are taken including but not limited to:

- Notifications as per **SECTION 3**
- A preliminary assessment of the incident area
- If appropriate, initiate initial response actions per **SECTION 2**

**FIGURE 2-1** provides a checklist for initial response actions.

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**Visual detection by the public**

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Right-of-way marker signs are installed and maintained at road crossing and other noticeable points and provide an Operations Control 24-hour number for reporting emergency situations. The Company also participates in the "call before you dig" or "One Call" utility notification services which can be contacted to report a leak and determine the owner/operator of the pipeline. If the notification is made to a local office or pump station, the Company representative receiving the call will generally implement the following actions:

- Notify the Pipeline Control and region/designated office
- Dispatch Company field personnel to the site to confirm discharge and conduct preliminary assessment
- Notify their immediate area supervisor and provide assessment results

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**Pipeline shutdown**

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If any of these situations are outside the expected values, abnormal conditions are considered to exist. If abnormal conditions exist, Pipeline Control will take the appropriate actions to ensure that a release does not occur. If a discharge has occurred, Pipeline Control will take actions to limit the magnitude. In either case, appropriate actions taken by Company personnel could include, but are not limited to:

- Shut down effected line segment if there is an indication of a leak
- Isolate line segment
- Depressurize line
- Start internal and external notifications
- Mobilize additional personnel as required

## C.2 WORST CASE DISCHARGE (WCD) SCENARIO

The equipment and personnel to respond to a spill are available from several sources and are provided with the equipment and contractors in **SECTION 7** and **APPENDIX B**. The following sections are discussions of these scenarios.

**APPENDIX C.4** provides worst case discharge calculations. Discussion of this scenario is as follows:

Upon discovery of a spill, the following procedures would be followed:

1. The First Responder would notify the Area Supervisor/Manager of Operations and Operations Control Center and notifications would be initiated in accordance with **FIGURE 2-1**.
2. The Area Supervisor/Manager of Operations would assume the role of Incident Commander/Qualified Individual until relieved and would initiate response actions and notifications in accordance with **SECTION 2**. If this were a small spill, the local/company personnel may handle all aspects of the response. Among those actions would be to:
  - Conduct safety assessment in accordance with **FIGURE 2-1** and evacuate personnel as needed in accordance with **SECTION 2**
  - Direct facility responders to shut down ignition sources
  - Direct facility personnel to position resources in accordance with **SECTION 2.4**
  - Complete spill report form in accordance with **SECTION 3** and notify 3E Company or Environmental Specialist
  - Ensure regulatory agencies are notified
3. If this were a small or medium spill, the Qualified Individual/Incident Commander may elect for the First Responder to remain the Incident Commander or to activate selected portions of the Spill Management Team. However, for a large spill, the Qualified Individual would assume the role of Incident Commander and would activate the entire Spill Management Team in accordance with activation procedures described in **SECTION 4.2**.
4. The Incident Commander would then initiate spill assessment procedures including surveillance operations, trajectory calculations, and spill volume estimating in accordance with **SECTION 2.3**.
5. The Incident Commander would then utilize checklists in the **SECTION 4.6** as a reminder of issues to address. The primary focus would be to establish incident priorities and objectives and to brief staff accordingly.
6. The Spill Management Team would develop the following plans, as appropriate (some of these plans may not be required during a small or medium spill):

• Site Safety and Health	• Site Security
• Incident Action	• Decontamination
• Disposal	• Demobilization

Plan templates are included in **SECTION 5**.

7. The response would continue until an appropriate level of cleanup is obtained.

### C.3 PLANNING VOLUME CALCULATIONS

Once the worst case discharge volume has been calculated, response resources must be identified to meet the requirements of 49 CFR 194.105(b). Calculations to determine sufficient amount of response equipment necessary to respond to a worst case discharge is described below. A demonstration of the planning volume calculations is provided below.

### C.4 SPILL VOLUME CALCULATIONS

#### DOT/PHMSA portion of pipeline/facilities

The worst case discharge (WCD) for the DOT portion of the pipeline and facilities, as defined in 49 CFR 194.105(b), as the largest volume of the following:

1. The pipeline's maximum shut-down response time in hours (based on historic discharge data or in the absence of such data, the operators best estimate), multiplied by the maximum flow rate expressed in barrels per hour (based on the maximum daily capacity of the pipeline), plus the largest drainage volume after shutdown of the line section(s) in the response zone expressed in barrels; or
2. The largest foreseeable discharge for the line section(s) within a response zone, expressed in barrels (cubic meters), based on the maximum historic discharge, if one exists, adjusted for any subsequent corrective or preventative action taken; or
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.

Under PHMSA's current policy, operators are allowed to reduce the worst case discharge volume derived from 49 CFR 194.105(b)(3) by no more than 75% if an operator is taking certain spill prevention measures for their breakout tanks and presents supporting information in the response plan. An operator can reduce the worst case discharge volume based on breakout tanks in the response zones as follows:

SPILL PREVENTION MEASURES	PERCENT REDUCTION ALLOWED
Secondary containment capacity greater than 100% capacity of tank and designed according to NFPA30	50%
Tank built, rebuilt, and repaired according to API Std 620/650/653	10%
Automatic high-level alarms/shutdowns designed according to NFPA/API RP 2350	5%
Testing/cathodic protection designed according to API Std 650/651/653	5%
Tertiary containment/drainage/treatment per NFPA30	5%*
Maximum allowable credit or reduction	75%

\* Note: The facilities do not have tertiary containment.

**The worst case discharge for each response zone was based on the largest volume of the three criteria given above.**

**The Company has determined the worst case discharge volume to be a catastrophic line failure of the largest line section with the greatest drainage capacity in each response zone or as calculated below of the largest tank in each zone.**



If applicable, the line sections with the highest throughput and largest drainage volume between valves or pump stations were chosen to calculate the pipeline worst case discharge. The volume was calculated by adding the anticipated drainup volume to the initial release volume. The initial release volume is calculated by multiplying the detection and shut down time by the maximum flow rate. The drainup volume is computed by calculating the gallons per foot of pipe based on the internal diameter, then using a peaks and valleys method to determine the amount that could drain up at a given point on the pipeline. Peaks and valleys are determined by examining elevation in adjoining sections of pipe up to the next block valve or check valve on the pipeline. For the amount that will drain, 100% of drainup volume is used for the calculation.

All of the breakout tanks in the pipeline system are within adequate secondary containment, therefore, the discharge volumes for the largest tank was determined by adjusting the total tank volume downward by the calculated percentage below.

Considering the volume of release from a line break compared to that of historic discharge in each zone and to the volumes released from a tank failure, the tank failure was found to represent the worst case scenario.

The maximum historic discharge is not applicable for WCD covered by this plan. Given below are the tank and pipeline WCD calculations for this plan.

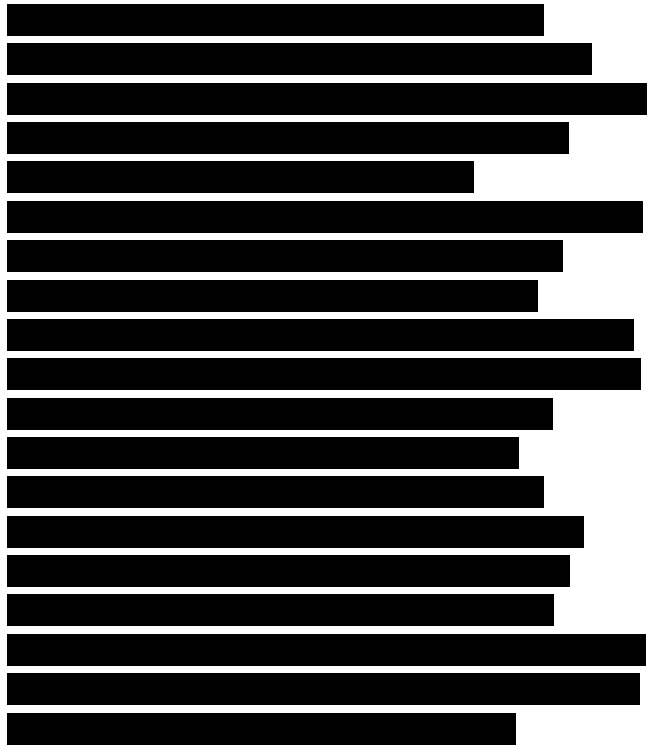
These tank volumes are as follows:

LOCATION	VOLUME (BBLs)
Central Cushing Terminal	████████
██████████	████████
██████████	████████
██████████	████████
██████████	██████
██████████	████████
██████████	████████
██████████	████████
██████████	████████
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██████████	██████
██████████	██████

The worst case tank volume is calculated as follows:

Largest tank x Credit for containment tank standards = Tank standards credit

The Company has implemented all of the spill prevention measures, listed on the previous page, except tertiary containment. Therefore, the percent reduction allowed for credit is calculated below and the worst case discharge volume is the calculated % of the total volume.



Percent reduction calculations:

Secondary containment >100% = 50

Built/repared to API standards = 10

Overfill protection standards = 5

Testing/cathodic protection = 5

Tertiary containment/drainage/treatment = 5

The worst case discharge for the pipeline segment is calculated at the [REDACTED]

[REDACTED]

$$WCD = [(DT + ST) \times MF] + DD$$

Where:

WCD = worst case discharge (bbl)

DT + ST = maximum detection time + maximum shut down time in adverse weather (generally five minutes except where noted)

MF = maximum flow rate (bph) [REDACTED]

DD = drain down volume (bbl) (internal diameter)

[REDACTED]

As detailed above, the discharges for tanks are larger than discharges for the pipeline; therefore, the DOT/PHMSA WCD volume for this plan is: Central Cushing Terminal [REDACTED]

### C.5 PIPELINE - ABNORMAL CONDITIONS

Because PHMSA considers the “substantial threat” term in 49 CFR Part 194.115(a) equivalent to the “abnormal conditions” term under 49 CFR Part 195.402(d), procedures to identify events and conditions that can pose a threat of worst case discharge, and actions to take for preventing and mitigating such events and conditions are described in the System Integrity Plan.

### C.6 PRODUCT CHARACTERISTICS AND HAZARDS

Pipeline systems described in this plan may transport various types of commodities including but not limited to:

- Butane
- Condensate
- Crude Oil
- Diesel Fuel
- Gasoline
- Jet fuel
- Toluene
- Transmix

The key chemical and physical characteristics of each of these oils and/or other small quantity products/chemicals are identified in SDS. SDS can be obtained by the facility online through the Compass website or via fax from the SDS Hotline (**FIGURE 3.1-3**). Telephone information concerning the potential hazards can also be obtained from the hotline.

**FIGURE C.6-1** describes primary oils handled

FIGURE C.6-1 - SUMMARY OF COMMODITY CHARACTERISTICS

COMMON NAME	SDS NAME	HEALTH HAZARD	FLASH POINT	SPECIAL HAZARD	REACTIVITY	HEALTH HAZARD WARNING STATEMENT
Butane	Butane	1	4		0	Contents under pressure. Extremely flammable gas. Health effects may include drowsiness, narcosis, asphyxia, cardiac arrhythmia at high concentrations and frostbite from contact with liquid.
Condensate	Appropriate product name	2	3	H <sub>2</sub> S, C, A	0	May irritate eyes, skin. Aspiration hazard. May cause CNS effects.
Crude Oil	Appropriate product name	2	3	C, H <sub>2</sub> S	0	May contain benzene, a carcinogen, or hydrogen sulfide, which is harmful if inhaled; flash point varies widely
Diesel Fuel	Appropriate Product Name	2	2	C	0	Long term, repeated exposure may cause skin cancer.
Gasoline	Appropriate product name	1	3	C	0	Long term, repeated exposure may cause cancer, blood, kidney and nervous system damage, and contains benzene.
Jet fuel	Appropriate product name	2	2	C	0	Long term, repeated exposure may cause cancer.
Toluene	Appropriate product name	2	3	A	0	Eye, skin irritant. Breathing or swallowing large amounts may be harmful. Prolonged, intentional abuse may cause multiple organ damage, harm to human fetus.
Transmix	Appropriate product name	2	3	C	0	May cause cancer. May irritate eyes, skin, and/or respiratory tract. May cause lung damage if swallowed. Toxic to aquatic organisms.
<b>Health Hazard</b>	<b>4 = Extremely Hazardous</b> <b>3 = Hazardous</b> <b>2 = Warning</b> <b>1 = Slightly Hazardous</b> <b>0 = No Unusual Hazard</b>			<b>Fire Hazard (Flash Point)</b>	<b>4 = Below 73°F, 22°C</b> <b>3 = Below 100°F, 37°C</b> <b>2 = Below 200°F, 93°C</b> <b>1 = Above 200°F, 93°C</b> <b>0 = Will not burn</b>	
<b>Special Hazard</b>	<b>A = Asphyxiant</b> <b>C = Contains Carcinogen</b> <b>W = Reacts with Water</b> <b>Y = Radiation Hazard</b> <b>COR = Corrosive</b> <b>OX = Oxidizer</b> <b>H<sub>2</sub>S = Hydrogen Sulfide</b> <b>P = Contents under Pressure</b> <b>T = Hot Material</b>			<b>Reactivity Hazard</b>	<b>4 = May Detonate at Room Temperature</b> <b>3 = May Detonate with Heat or Shock</b> <b>2 = Violent Chemical Change with High Temperature and Pressure</b> <b>1 = Not Stable if Heated</b> <b>0 = Stable</b>	

**C.7 SUPPORTING DOCUMENTATION, CONTINUED**

[Click to view/print WCD Supporting Documentation](#)

## **Supporting Documentation: Worst Case Discharge Calculations for Pipeline**

Area: Western District

Line Segment:

Location:

Flow Rate:

Shut down: .08 hrs

Area of potential drainup:

Note: Drainup for a line segment depends on terrain features – an entire line segment will not completely drain as volumes will be trapped in valleys along the segment. Magellan calculations take into account these valleys.

**C.7 SUPPORTING DOCUMENTATION, CONTINUED**

[Click to view/print Additional Contacts](#)



# Code Red - Critical Task List

Revised 5/12/20

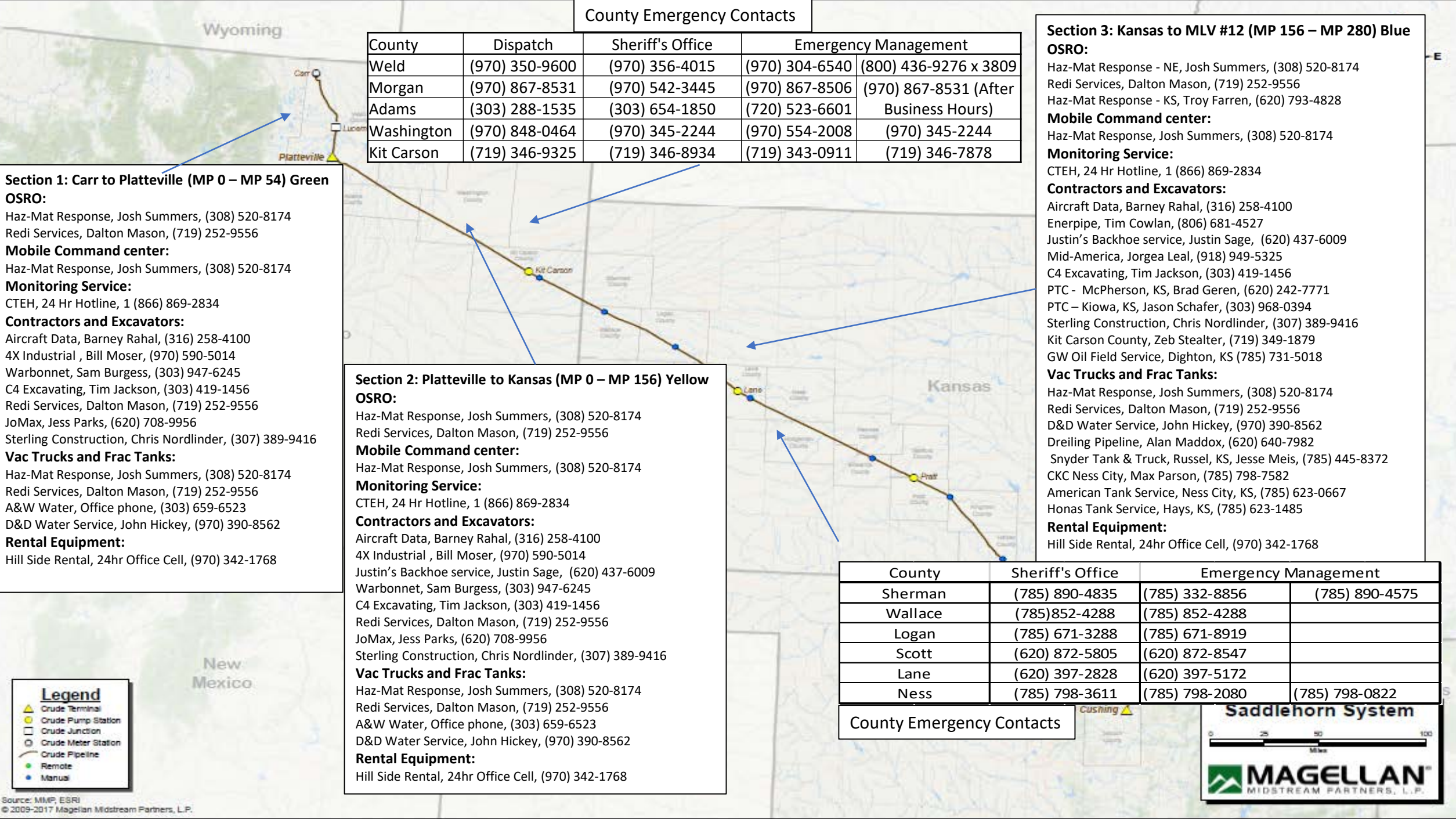
Task	Resource	Contact/Phone	Secondary Contact	Area
Close Manual Valves				All
Locate Leak (air patrol)	Aircraft Data Inc.	Barney Rahal Cell #(316) 258-4100		All
First responders/PSAP				All
Rally point				All
Nearby resource list	Fire Chief Southeast district		Tom Breach (303) 732-4203	All
	Weld County Sheriff	Office - (970) 356-4015	Dispatch - (970) 350-9600	
	Adams County Sheriff	Office - (303) 654-1850	Dispatch - (303) 288-1535	All
	Morgan County Sheriff	Office - (970) 542-3445	Dispatch - (970) 867-8531	
	Washington County Sheriff	Office - (970) 345-2244	Dispatch - (970) 848-0464	All
	Kit Carson County Sheriff	Office - (719) 346-8934	Dispatch - (719) 346-9325	
	Sherman County Sheriff	Office - (785) 890-4835	Dispatch - (785) 890-4560	
	Wallace County Sheriff	Office - (785) 852-4288		
	Logan County Sheriff	Office - (785) 671-3288		
	Scott County Sheriff	Office - (620) 872-5805		
Emergency Managers	Lane County Sheriff	Office - (620) 397-2828		
	Ness County Sheriff	Office - (785) 798-3611		
	Weld County Emergency Manager	Roy Rudisill (970) 304-6540	Office - (800) 436-9276	
	Adams County Emergency Manager	Ron Sigman (720) 523-6601 Cell# (720) 988-4148	After Hours (970) 867-8531	
	Morgan County Emergency Manager	Roger Doll (970) 867-8506	After Hours (970) 867-8531	
	Washigton County Emeregency Manager	Bryant McCall (970) 554-2008		
	Kit Carson Office Emergency Manager	Della Calhoon (719) 343-0911	(719) 346-7878	
	Sherman County Emergency Manager	Ryan Murray (785) 332-8856	Dispatch - (785) 890-4560	
	Wallace County Emergency Manager	Larry Townsend (785) 852-4288		
	Logan County Emergenc Manager	George "Papi" Lies ( 785) 671-8919		

	Scott County Emergency Manager Lane County Emergency Manager Ness County Emergency Manager	Tim Stoekline (620) 874-8547 Bill Barnett (620) 397-5172 Travis Rothe (785) 198-2080	Cell # (785) 798-0822	
<b>Excavators/Contractors</b>	4X Industrial Justins' Backhoe Service Warbonnet C4 Excavating Redi Services JoMax Stierling Construction Enerpipe Mid-America Piping Technology Co. - McPherson, KS Piping Technology Co. - Kiowa, KS Kit Carson Road & Bridge Ron's Welding & Pipeline Service GW Oilfield Service	Bill Moser Cell # (970) 590-5014 Justin Sage (620) 437-2244 Cell# (620) 437-6009 Sam Burgess (970)-460-2100 Cell# (303)947-6245 Tim Jackson (303) 419-1456 Dalton Mason (719) 252-9556 Jess Parks (620) 708-9956 Chris Nordlinder (307) 389-9416 Tim Cowlan (806) 681- 4527 Jorgea Leal Brad Geren Jason Schafer Zeb Stealter Ron Gerald Walker	Nate Owens (970) 371-4687    Ashley Hutchison (307) 267-1883 Johnathon Martin (307) 389-9840 Larry Mayo (970) 699-0018  (918) 949-5325 (620) 242-7771 (303) 968-0394 (719) 349-1879 (620) 935-4275 (785) 731-5018	Colorado All Colorado Colorado All Colorado All Kansas Kansas Kansas Kansas Stratton, CO         Dighton, KS
<b>OSRO</b>	Haz- Mat Response Redi Services Haz - Mat Response	Josh Summers (308) 520-8174 Dalton Mason (719) 252-9556 Troy Farren (620) 793-4828	Ashley Hutchison (307) 267-1883	All All
<b>Transport Providers</b>				All
<b>Vac trucks</b>	Haz- Mat Response Redi Services A&W water D&D Water Service Dreiling Pipeline Snyder Tank & Truck CKC Ness City American Tank Service	Josh Summers (308) 520-8174 Dalton Mason (719) 252-9556 Office Phone (303) 659-6523 John Hickey (970) 390-8562 Alan Maddox (620) 640-7982 Jessee Meis (785) 445-8372 Max Parson (785) 798-7582 Damon Breit (785) 623-0667	Ashley Hutchison (307) 267-1883	All All Colorado All Kansas Kansas Kansas Ness City, KS

<b>Frac tanks</b>	Haz- Mat Response	Josh Summers (308) 520-8174		All
	Redi Services	Dalton Mason (719) 252-9556	Ashley Hutchison (307) 267-1883	All
	A&W Water	Office Phone (303) 659-6523		Colorado
	Honas Tank Service	Herial Honas (785) 623-1485		Hays, KS
<b>CTEH</b>		866-869-2834		All
<b>TRG</b>		281-880-5000		All
<b>EMSI</b>	After Hours Drug and Alchohol Testing	(800) 421-3674		All
<b>Rental Service</b>	United Rentals - Customer #1443536	1-800-877-3687		All
	Hill side Rentals	(970) 342 - 2768		
<b>Personnel-24 hr</b>				All
<b>Spill/Release Hotline</b>		877-852-0015		All
<b>Alert Director</b>	Kyle Krshka	Work - (918) 574-7560, Cell - (918) 576-9081		All
<b>Phone Bridge</b>		866-846-3997;2633733		All

**C.7 SUPPORTING DOCUMENTATION, CONTINUED**

[Click to view/print Resource Map](#)



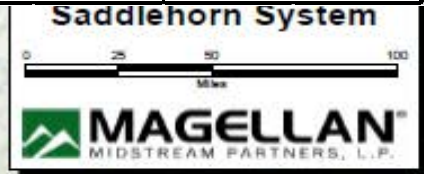
**Section 1: Carr to Platteville (MP 0 – MP 54) Green OSRO:**  
Haz-Mat Response, Josh Summers, (308) 520-8174  
Redi Services, Dalton Mason, (719) 252-9556  
**Mobile Command center:**  
Haz-Mat Response, Josh Summers, (308) 520-8174  
**Monitoring Service:**  
CTEH, 24 Hr Hotline, 1 (866) 869-2834  
**Contractors and Excavators:**  
Aircraft Data, Barney Rahal, (316) 258-4100  
4X Industrial , Bill Moser, (970) 590-5014  
Warbonnet, Sam Burgess, (303) 947-6245  
C4 Excavating, Tim Jackson, (303) 419-1456  
Redi Services, Dalton Mason, (719) 252-9556  
JoMax, Jess Parks, (620) 708-9956  
Sterling Construction, Chris Nordlinder, (307) 389-9416  
**Vac Trucks and Frac Tanks:**  
Haz-Mat Response, Josh Summers, (308) 520-8174  
Redi Services, Dalton Mason, (719) 252-9556  
A&W Water, Office phone, (303) 659-6523  
D&D Water Service, John Hickey, (970) 390-8562  
**Rental Equipment:**  
Hill Side Rental, 24hr Office Cell, (970) 342-1768

**Section 2: Platteville to Kansas (MP 0 – MP 156) Yellow OSRO:**  
Haz-Mat Response, Josh Summers, (308) 520-8174  
Redi Services, Dalton Mason, (719) 252-9556  
**Mobile Command center:**  
Haz-Mat Response, Josh Summers, (308) 520-8174  
**Monitoring Service:**  
CTEH, 24 Hr Hotline, 1 (866) 869-2834  
**Contractors and Excavators:**  
Aircraft Data, Barney Rahal, (316) 258-4100  
4X Industrial , Bill Moser, (970) 590-5014  
Justin’s Backhoe service, Justin Sage, (620) 437-6009  
Warbonnet, Sam Burgess, (303) 947-6245  
C4 Excavating, Tim Jackson, (303) 419-1456  
Redi Services, Dalton Mason, (719) 252-9556  
JoMax, Jess Parks, (620) 708-9956  
Sterling Construction, Chris Nordlinder, (307) 389-9416  
**Vac Trucks and Frac Tanks:**  
Haz-Mat Response, Josh Summers, (308) 520-8174  
Redi Services, Dalton Mason, (719) 252-9556  
A&W Water, Office phone, (303) 659-6523  
D&D Water Service, John Hickey, (970) 390-8562  
**Rental Equipment:**  
Hill Side Rental, 24hr Office Cell, (970) 342-1768

County Emergency Contacts				
County	Dispatch	Sheriff's Office	Emergency Management	
Weld	(970) 350-9600	(970) 356-4015	(970) 304-6540	(800) 436-9276 x 3809
Morgan	(970) 867-8531	(970) 542-3445	(970) 867-8506	(970) 867-8531 (After Business Hours)
Adams	(303) 288-1535	(303) 654-1850	(720) 523-6601	
Washington	(970) 848-0464	(970) 345-2244	(970) 554-2008	(970) 345-2244
Kit Carson	(719) 346-9325	(719) 346-8934	(719) 343-0911	(719) 346-7878

**Section 3: Kansas to MLV #12 (MP 156 – MP 280) Blue OSRO:**  
Haz-Mat Response - NE, Josh Summers, (308) 520-8174  
Redi Services, Dalton Mason, (719) 252-9556  
Haz-Mat Response - KS, Troy Farren, (620) 793-4828  
**Mobile Command center:**  
Haz-Mat Response, Josh Summers, (308) 520-8174  
**Monitoring Service:**  
CTEH, 24 Hr Hotline, 1 (866) 869-2834  
**Contractors and Excavators:**  
Aircraft Data, Barney Rahal, (316) 258-4100  
Enerpipe, Tim Cowlan, (806) 681-4527  
Justin’s Backhoe service, Justin Sage, (620) 437-6009  
Mid-America, Jorgea Leal, (918) 949-5325  
C4 Excavating, Tim Jackson, (303) 419-1456  
PTC - McPherson, KS, Brad Geren, (620) 242-7771  
PTC – Kiowa, KS, Jason Schafer, (303) 968-0394  
Sterling Construction, Chris Nordlinder, (307) 389-9416  
Kit Carson County, Zeb Stealter, (719) 349-1879  
GW Oil Field Service, Dighton, KS (785) 731-5018  
**Vac Trucks and Frac Tanks:**  
Haz-Mat Response, Josh Summers, (308) 520-8174  
Redi Services, Dalton Mason, (719) 252-9556  
D&D Water Service, John Hickey, (970) 390-8562  
Dreiling Pipeline, Alan Maddox, (620) 640-7982  
Snyder Tank & Truck, Russel, KS, Jesse Meis, (785) 445-8372  
CKC Ness City, Max Parson, (785) 798-7582  
American Tank Service, Ness City, KS, (785) 623-0667  
Honas Tank Service, Hays, KS, (785) 623-1485  
**Rental Equipment:**  
Hill Side Rental, 24hr Office Cell, (970) 342-1768

County	Sheriff's Office	Emergency Management	
Sherman	(785) 890-4835	(785) 332-8856	(785) 890-4575
Wallace	(785) 852-4288	(785) 852-4288	
Logan	(785) 671-3288	(785) 671-8919	
Scott	(620) 872-5805	(620) 872-8547	
Lane	(620) 397-2828	(620) 397-5172	
Ness	(785) 798-3611	(785) 798-2080	(785) 798-0822



## APPENDIX D

### CROSS-REFERENCES

Last Revised: August 2014

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DOT / PHMSA 194 Cross-Reference

DOT / PHMSA 195 Cross-Reference

OSHA Cross-Reference

## DOT / PHMSA 194 CROSS-REFERENCE

OPA 90 REQUIREMENTS (49 CFR 194)	LOCATION
<b>Information Summary</b>	
<ul style="list-style-type: none"> <li>For the core plan:</li> </ul>	
<ul style="list-style-type: none"> <li>Name and address of operator</li> </ul>	Figure 1-3
<ul style="list-style-type: none"> <li>For each Response Zone which contains one or more line sections that meet the criteria for determining significant and substantial harm (§194.103), listing and description of Response Zones, including county(s) and state(s)</li> </ul>	Figure 1-3
<ul style="list-style-type: none"> <li>For each Response Zone appendix</li> </ul>	
<ul style="list-style-type: none"> <li>Information summary for core plan</li> </ul>	Section 1
<ul style="list-style-type: none"> <li>QI names and telephone numbers, available on 24-hr basis</li> </ul>	Figure 1-3
<ul style="list-style-type: none"> <li>Description of Response Zone, including county(s) and state(s) in which a worst case discharge could cause substantial harm to the environment</li> </ul>	Figure 1-3
<ul style="list-style-type: none"> <li>List of line sections contained in Response Zone, identified by milepost or survey station or other operator designation</li> </ul>	Figure 1-3
<ul style="list-style-type: none"> <li>Basis for operator's determination of significant and substantial harm</li> </ul>	Figure 1-3
<ul style="list-style-type: none"> <li>The type of oil and volume of the worst case discharge</li> </ul>	Appendix D
<ul style="list-style-type: none"> <li>Certification that the operator has obtained, through contract or other approved means, the necessary private personnel and equipment to respond, to the maximum extent practicable, to a worst case discharge or threat of such discharge</li> </ul>	Section 1.3, Appendix B
<b>Notification Procedures</b>	
<ul style="list-style-type: none"> <li>Notification requirements that apply in each area of operation of pipelines covered by the plan, including applicable state or local requirements</li> </ul>	Section 3
<ul style="list-style-type: none"> <li>Checklist of notifications the operator or Qualified Individual is required to make under the response plan, listed in the order of priority</li> </ul>	Section 3.1
<ul style="list-style-type: none"> <li>Name of persons (individuals or organizations) to be notified of discharge, indicating whether notification is to be performed by operating personnel or other personnel</li> </ul>	Section 3.1, Figure 3.1-3
<ul style="list-style-type: none"> <li>Procedures for notifying Qualified Individuals</li> </ul>	Figure 3.1-1, Section 4.5, Figure 4.5-1
<ul style="list-style-type: none"> <li>Primary and secondary communication methods by which notifications can be made</li> </ul>	Section 7.1.6

## DOT / PHMSA 194 CROSS-REFERENCE, CONTINUED

OPA 90 REQUIREMENTS (49 CFR 194)	LOCATION
<ul style="list-style-type: none"> <li>Information to be provided in the initial and each follow-up notification, including the following:               <ul style="list-style-type: none"> <li>Name of pipeline</li> <li>Time of discharge</li> <li>Location of discharge</li> <li>Name of oil recovered</li> <li>Reason for discharge (e.g. material failure, excavation damage, corrosion)</li> <li>Estimated volume of oil discharged</li> <li>Weather conditions on scene</li> <li>Actions taken or planned by persons on scene</li> </ul> </li> </ul>	Figure 3.1-2
Spill Detection and On-Scene Spill Mitigation Procedures	
<ul style="list-style-type: none"> <li>Methods of initial discharge detection</li> </ul>	Appendix C.1
<ul style="list-style-type: none"> <li>Procedures, listed in order of priority, that personnel are required to follow in responding to a pipeline emergency to mitigate or prevent any discharge from the pipeline</li> </ul>	Section 2
<ul style="list-style-type: none"> <li>List of equipment that may be needed in response activities based on land and navigable waters including:               <ul style="list-style-type: none"> <li>Transfer hoses and pumps</li> <li>Portable pumps and ancillary equipment</li> <li>Facilities available to transport and receive oil from a leaking pipeline</li> </ul> </li> </ul>	Section 7.1.1, Appendix B
<ul style="list-style-type: none"> <li>Identification of the availability, location, and contact phone numbers to obtain equipment for response activities on a 24-hour basis</li> </ul>	Figure 3.1-3, Appendix B
<ul style="list-style-type: none"> <li>Identification of personnel and their location, telephone numbers, and responsibilities for use of equipment in response activities on a 24-hour basis</li> </ul>	Figure 3.1-3, Appendix B
Response Activities	
<ul style="list-style-type: none"> <li>Responsibilities of, and actions to be taken by, operating personnel to initiate and supervise response actions pending the arrival of the Qualified Individual or other response resources identified in the response plan</li> </ul>	Section 2, Section 4.5, Appendix B
<ul style="list-style-type: none"> <li>Qualified Individual's responsibilities and authority, including notification of the response resources identified in the response plan</li> </ul>	Section 4.5
<ul style="list-style-type: none"> <li>Procedures for coordinating the actions of the operator or Qualified Individual with the action of the OSC responsible for monitoring or directing those actions</li> </ul>	Section 4.4, Section 4.5
<ul style="list-style-type: none"> <li>Oil spill response organizations (OSRO) available through contract or other approved means, to respond to a worst case discharge to the maximum extent practicable</li> </ul>	Appendix B



## DOT / PHMSA 194 CROSS-REFERENCE, CONTINUED

OPA 90 REQUIREMENTS (49 CFR 194)	LOCATION
<ul style="list-style-type: none"> <li>For each organization identified under paragraph (d), a listing of:               <ul style="list-style-type: none"> <li>Equipment and supplies available</li> <li>Trained personnel necessary to continue operation of the equipment and staff the oil spill removal organization for the first seven days of the response</li> </ul> </li> </ul>	Appendix B
List of Contacts	
<ul style="list-style-type: none"> <li>List of persons the Plan requires the operator to contact</li> </ul>	Figure 3.1-1
<ul style="list-style-type: none"> <li>Qualified individuals for the operator's areas of operation</li> </ul>	Figure 1-3
<ul style="list-style-type: none"> <li>Applicable insurance representatives or surveyors for the operator's areas of operation</li> </ul>	Figure 3.1-1
<ul style="list-style-type: none"> <li>Persons or organizations to notify for activation of response resources</li> </ul>	Figure 3.1-1
Training Procedures	
<ul style="list-style-type: none"> <li>Description of training procedures and programs of the operations</li> </ul>	Appendix A.2
Drill Procedures	
<ul style="list-style-type: none"> <li>Announced and unannounced drills</li> </ul>	Appendix A.1
<ul style="list-style-type: none"> <li>Types of drills and their frequencies; for example:               <ul style="list-style-type: none"> <li>Manned pipeline emergency procedures and qualified individual notification drills conducted quarterly</li> <li>Drills involving emergency actions by assigned operating or maintenance personnel and notification of qualified individual on pipeline facilities which are normally unmanned, conducted quarterly</li> <li>Shore-based spill management team (SMT) tabletop drills conducted yearly</li> <li>Oil spill removal organization field equipment deployment drills conducted yearly</li> <li>A drill that exercises entire response plan for each Response Zone, would be conducted at least once every three years</li> </ul> </li> </ul>	Appendix A.1
Response Plan review and update procedures	
<ul style="list-style-type: none"> <li>Procedures to meet §194.121</li> </ul>	Section 1.2
<ul style="list-style-type: none"> <li>Procedures to review plan after a worst case discharge and to evaluate and record the plan's effectiveness</li> </ul>	Section 1.2, Appendix C
Response zone appendices	
Each response zone appendix would provide the following information:	
<ul style="list-style-type: none"> <li>Name and telephone number of the qualified individual</li> </ul>	Figure 1-3
<ul style="list-style-type: none"> <li>Notification procedures</li> </ul>	Section 3
<ul style="list-style-type: none"> <li>Spill detection and mitigation procedures</li> </ul>	Section 2.1, Appendix C

## DOT / PHMSA 194 CROSS-REFERENCE, CONTINUED

OPA 90 REQUIREMENTS (49 CFR 194)	LOCATION
<ul style="list-style-type: none"> <li>Name, address, and telephone number of oil spill response organization</li> </ul>	Figure 3.1-1, Appendix B
<ul style="list-style-type: none"> <li>Response activities and response resources including:               <ul style="list-style-type: none"> <li>Equipment and supplies necessary to meet §194.115</li> <li>Trained personnel necessary to sustain operation of the equipment and to staff the oil spill response organization and spill management team for the first seven days of the response</li> </ul> </li> </ul>	Appendix A, Appendix B
<ul style="list-style-type: none"> <li>Names and telephone numbers of federal, state, and local agencies which the operator expects to assume pollution response responsibilities</li> </ul>	Figure 3.1-3
<ul style="list-style-type: none"> <li>Worst case discharge volume</li> </ul>	Appendix C
<ul style="list-style-type: none"> <li>Method used to determine the worst case discharge volume, with calculations</li> </ul>	Appendix C
<ul style="list-style-type: none"> <li>A map that clearly shows:               <ul style="list-style-type: none"> <li>Location of worst case discharge</li> <li>Distance between each line section in the Response Zone:                   <ul style="list-style-type: none"> <li>Each potentially affected public drinking water intake, lake, river, and stream within a radius of five miles of the line section</li> <li>Each potentially affected environmentally sensitive area within a radius of one mile of the line section</li> </ul> </li> </ul> </li> </ul>	Figure 1-4, Section 6.6, Section 6.7
<ul style="list-style-type: none"> <li>Piping diagram and plan-profile drawing of each line section; may be kept separate from the response plan if the location is identified</li> </ul>	Figure 1-3
<ul style="list-style-type: none"> <li>For every oil transported by each pipeline in the response zone, emergency response data that:               <ul style="list-style-type: none"> <li>Include name, description, physical and chemical characteristics, health and safety hazards, and initial spill-handling and firefighting methods</li> <li>Meet 29 CFR 1910.1200 or 49 CFR 172.602</li> </ul> </li> </ul>	Figure C.6-1

## DOT / PHMSA 195 CROSS-REFERENCE

ERP REQUIREMENTS (49 CFR 195.402(e))	LOCATION
a. Procedures for the following to provide safety when an emergency condition occurs:	
1. Receiving, identifying, and classifying notices of events which need immediate response by the operator or notice to fire, police, or other appropriate public officials and communicating this information to appropriate operator personnel for corrective action	Section 2
2. Prompt and effective response to a notice of each type emergency, including fire or explosion occurring near or directly involving a pipeline facility, accidental release of hazardous liquid or carbon dioxide from a pipeline facility, operational failure causing a hazardous condition, and natural disaster affecting pipeline facilities	Section 2
3. Having personnel, equipment, instruments, tools, and material available as needed at the scene of an emergency.	Section 3, Section 7, Appendix B
4. Taking necessary action, such as emergency shutdown or pressure reduction, to minimize the volume of hazardous liquid or carbon dioxide that is released from any section of a pipeline system in the event of a failure	Section 2, Appendix C
5. Control of released hazardous liquid or carbon dioxide at an accident scene to minimize the hazards, including possible intentional ignition in the cases of flammable highly volatile liquid	Section 6
6. Minimization of public exposure to injury and probability of accidental ignition by assisting with evacuation of residents and assisting with halting traffic on roads and railroads in the affected area, or taking other appropriate action	Section 2, Section 5, Section 7
7. Notifying fire, police, and other appropriate public officials of hazardous liquid or carbon dioxide pipeline emergencies and coordinating with them preplanned and actual responses during an emergency, including additional precautions necessary for an emergency involving a pipeline system transporting a highly volatile liquid	Section 2, Section 3
8. In the case of failure of a pipeline system transporting a highly volatile liquid, use of appropriate instruments to assess the extent and coverage of the vapor cloud and determine the hazardous areas	Section 2
9. Providing for a post accident review of employee activities to determine whether the procedures were effective in each emergency and taking corrective action where deficiencies are found	Section 8
10. Actions required to be taken by a controller during an emergency, in accordance with §195.446.	Appendix C.1

**OSHA CROSS-REFERENCE**

<b>EAP REQUIREMENTS (29 CFR 1910.38 [a] [2])</b>	<b>LOCATION</b>
<ul style="list-style-type: none"> <li>Emergency escape procedures and emergency escape route assignments</li> </ul>	Section 2
<ul style="list-style-type: none"> <li>Procedures to be followed by employees who remain to operate critical plant operations before they evacuate</li> </ul>	N/A
<ul style="list-style-type: none"> <li>Procedures to account for all employees after emergency evacuation has been completed</li> </ul>	Section 2
<ul style="list-style-type: none"> <li>Rescue and medical duties for those employees who are to perform them</li> </ul>	Section 2
<ul style="list-style-type: none"> <li>The preferred means of reporting fires and other emergencies</li> </ul>	Section 2, Figure 3.1-1
<ul style="list-style-type: none"> <li>Names of regular job titles of persons or departments who can be contacted for further information or explanation of duties under the plan</li> </ul>	Figure 3.1-3, Section 4.6

<b>ERP REQUIREMENTS (29 CFR 1910.120 [q] [1])</b>	<b>LOCATION</b>
<ul style="list-style-type: none"> <li>Emergency response plan. An emergency response plan shall be developed and implemented to handle anticipated emergencies prior to the commencement of emergency response operations. The plan shall be in writing and available for inspection and copying by employees, their representatives and OSHA personnel. Employers who will evacuate their employees from the danger area when an emergency occurs, and who do not permit any of their employees to assist in handling the emergency, are exempt from the requirements of this paragraph if they provide an emergency action plan in accordance with 29 CFR 1910.38.</li> </ul>	

<b>ERP REQUIREMENTS (29 CFR 1910.120 [q] [2])</b>	<b>LOCATION</b>
<ul style="list-style-type: none"> <li>Pre-emergency planning</li> </ul>	Appendix C
<ul style="list-style-type: none"> <li>Personnel roles, lines of authority, and communication</li> </ul>	Section 4.4, Section 4.6, Section 7.1.6
<ul style="list-style-type: none"> <li>Emergency recognition and prevention</li> </ul>	Section 2
<ul style="list-style-type: none"> <li>Safe distances and places of refuge</li> </ul>	Section 2
<ul style="list-style-type: none"> <li>Site security and control</li> </ul>	Section 5.6, Section 7.2
<ul style="list-style-type: none"> <li>Decontamination procedures which are not covered by the site safety and health plan</li> </ul>	Section 5.4
<ul style="list-style-type: none"> <li>Emergency medical treatment and first aid</li> </ul>	Section 2
<ul style="list-style-type: none"> <li>Emergency alerting and response procedures</li> </ul>	Section 3
<ul style="list-style-type: none"> <li>Critique of response and follow-up</li> </ul>	Section 8.3
<ul style="list-style-type: none"> <li>PPE and emergency equipment</li> </ul>	Section 7, Appendix B

## **APPENDIX E**

### **ACRONYMS & DEFINITIONS**

Last Revised: August 2014

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**E.1 Acronyms**

**E.2 Definitions**

## E.1 ACRONYMS

ABBREVIATION	TERM
ACP	Area Contingency Plan
AFFF	Aqueous Film Forming Foam
ASTM	American Society of Testing Materials
BBL	Barrel(s)
BLM	Bureau of Land Management (USDOI)
BPD	Barrels Per Day
BPH	Barrels Per Hour
CERCLA	Comprehensive Environmental Response, Compensation and Liability Act of 1980
CFR	Code of Federal Regulations
CO <sub>2</sub>	Carbon Dioxide
COTP	Captain of the Port (USCG)
CRZ	Contamination Reduction Zone
CWA	Clean Water Act of 1977 (Federal)
EAP	Emergency Action Plan
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EPA	U. S. Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
ERAP	Emergency Response Action Plan
ERP	Emergency Response Plan
ERT	Emergency Response Team
FAA	Federal Aviation Administration
FEMA	Federal Emergency Management Agency
FOSC	Federal On-Scene Coordinator
FRP	Facility Response Plan
FRT	Facility Response Team
FWPCA	Federal Water Pollution Control Act of 1972
GIS	Geographic Information System
GPM	Gallons Per Minute
HAZMAT (Hazmat)	Hazardous Material(s)
HMIS	Hazardous Material Information System
IC	Incident Commander
ICS	Incident Command System
JIC	Joint Information Center
LEL	Lower Explosive Limit

## E.1 ACRONYMS, CONTINUED

ABBREVIATION	TERM
LEPC	Local Emergency Planning Committee
LEPD	Local Emergency Planning District
LNG	Liquid Natural Gas
LPG	Liquefied Petroleum Gas
MTR	Marine Transportation Related
N/A	Not Applicable
NCP	National Oil and Hazardous Substances Pollution Contingency Plan
NIIMS	National Interagency Incident Management System
NM	Nautical Miles
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NRDA	National Resource Damage Assessment
NRT	National Response Team
OBA	Oxygen Breathing Apparatus
OPA 90	Oil Pollution Act of 1990
OSC	On-Scene Coordinator/Commander
OSHA	Occupational Safety and Health Act of 1970
PHMSA	Pipeline and Hazardous Materials Safety Administration (DOT)
PPE	Personal Protective Equipment
PREP	(National) Preparedness for Response Exercise Program
QI	Qualified Individual
RCRA	Resource Conservation & Recovery Act of 1976
RQ	Reportable Quantity
SARA	Superfund Amendments and Reauthorization Act
SCADA	Supervisory Control and Data Acquisition (System)
SCBA	Self Contained Breathing Apparatus
SDS	Safety Data Sheets
SDWA	Safe Drinking Water Act of 1986
SERC	State Emergency Response Commission
SETS	Safety Environment and Training Services
SI	Surface Impoundment
SIC	Standard Industrial Classification (Code)
SMT	Spill Management Team
SOSC	State On-Scene Coordinator
SPCC	Spill Prevention, Control, and Countermeasures (Plan)

**E.1 ACRONYMS, CONTINUED**

ABBREVIATION	TERM
SSC	Scientific Support Coordinator (NOAA)
UCS	Unified Command System
UEL	Upper Explosive Limit
USACOE	U. S. Army Corps of Engineers
USCG	U. S. Coast Guard
USDOL	U. S. Department of Labor
USDOD	U. S. Department of Defense
USDOE	U. S. Department of Energy
USDOI	U. S. Department of the Interior
USDOJ	U. S. Department of Justice
USDOT	U. S. Department of Transportation
USFWS	U. S. Fish and Wildlife Service (USDOI)
USGS	U. S. Geological Survey (USDOI)



**E.2 DEFINITIONS**

TERM	DEFINITION
<b>Adverse Weather</b>	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 with the Captain of the Port (COTP) zone in which the systems or equipment are intended to function.
<b>Aqueous Film Forming Foam</b>	A fluoro-carbon surfactant that acts as an effective vapor securing agent due to its effect on the surface tension of the water. Its physical properties enable it to float and spread across surfaces of a hydrocarbon fuel with more density than protein foam.
<b>Average Most Probable Discharge (USCG)</b>	A discharge of the lesser of 50 barrels (2100 gallons) or one percent of the volume of the worst case discharge.
<b>Barrel</b>	Measure of space occupied by 42 U. S. gallons at 60 degrees Fahrenheit.
<b>Bleve</b>	A boiling liquid-expanding vapor explosion; failure of a liquefied flammable gas container caused by fire exposure. Pronounced "blevey."
<b>Boilover</b>	Occurs when the heat from a fire in a tank travels down to the bottom of the tank causing water that is already there to boil and push part of the tank's contents over the side.
<b>Carbon Dioxide</b>	A heavy, colorless, odorless, asphyxiating gas, that does not normally support combustion. It is one and one-half times heavier than air and when directed at the base of a fire its action is to dilute the fuel vapors to a lean mixture to extinguish the fire.
<b>Class A Fire</b>	A fire involving common combustible materials which can be extinguished by the use of water or water solutions. Materials in this category include wood and wood-based materials, cloth, paper, rubber and certain plastics.
<b>Class B Fire</b>	A fire involving flammable or combustible liquids, flammable gases, greases and similar products. Extinguishment is accomplished by cutting off the supply of oxygen to the fire or by preventing flammable vapors from being given off.
<b>Class C Fire</b>	A fire involving energized electrical equipment, conductors or appliances. Nonconducting extinguishing agents must be used for the protection of firefighters.
<b>Class D Fire</b>	A fire involving combustible metals, for example, sodium, potassium, magnesium, titanium and aluminum. Extinguishment is accomplished through the use of heat-absorbing extinguishing agents such as certain dry powders that do not react with the burning metals.

## E.2 DEFINITIONS, CONTINUED

TERM	DEFINITION
<b>Cold (Support) Zone</b>	An area free of contaminants so that Personal Protection Equipment (PPE) is not required for personnel working in this area. Command functions and supporting operations are carried out here.
<b>Command Post</b>	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.
<b>Communication Equipment</b>	Equipment that will be utilized during response operations to maintain communication between employees, contractors, federal/state/local agencies.
<b>Containment Boom</b>	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.
<b>Contamination Reduction Zone</b>	Same as the warm zone, a buffer between the hot and cold zones. Decontamination activities take place there. Equipment needed to support the primary response operation may be staged in the warm zone.
<b>Contingency Plan</b>	A document used by: (1) federal, state, and local agencies to guide planning and response procedures regarding spill of oil, hazardous substances, or other emergencies; (2) industry as a response plan to spills of oil, hazardous substances, or other emergencies occurring upon their vessels or at their facilities.
<b>Contract or Other Approved Means</b>	Includes: <ul style="list-style-type: none"> <li>• A written contractual agreement with a response contractor. The agreement should identify and ensure the availability of the specified personnel and equipment described under USCG Regulations within stipulated response times in the specified geographic areas</li> <li>• Certification by the facility owner or operator that the specified personnel and equipment described under USCG Regulations are owned, operated, or under the direct control of the facility owner or operator, and are available within stipulated times in the specified geographic areas</li> <li>• Active membership in a local or regional oil spill removal organization (OSRO) that has identified specified personnel and equipment described under USCG Regulations that are available to respond to a discharge within stipulated times in the specified geographic areas</li> <li>• A document which: <ul style="list-style-type: none"> <li>• Identifies the personnel, equipment, services capable of being provided by the response contractor within stipulated response times in specified geographic areas</li> <li>• Sets out the parties' acknowledgment that the response contractor intends to commit the resources in the event of a response</li> <li>• Permits the Coast Guard to verify the availability of the response resources identified through tests, inspections, drills</li> <li>• Is incorporated by reference in the Response Plan</li> </ul> </li> <li>• For a facility that could reasonably be expected to cause substantial harm to the environment, with consent of the response contractor or OSRO, identification of a response contractor or OSRO with specified equipment and personnel which are available within stipulated response times in specific geographic areas.</li> </ul>
<b>Demand Breathing Apparatus</b>	A type of self-contained breathing apparatus that provides air or oxygen from a supply carried by the user.
<b>Dispersants</b>	Those chemical agents that emulsify, disperse, or solublize oil into the water column or promote surface spreading of oil slicks to facilitate dispersal of oil into the water column.
<b>Diversion Boom</b>	A flotation/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.
<b>Environmentally Sensitive Areas</b>	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.

## E.2 DEFINITIONS, CONTINUED

TERM	DEFINITION
<b>Exclusion Zone</b>	Same as hot zone, the area where a hazard exists. This is the hazardous location onsite, therefore entry requires personal protective equipment (PPE). It must be big enough for both mitigation activities and protection of personnel in the warm zone should an explosion, fire, change of wind direction, or an unexpected release occur during response activities.
<b>Explosive Range</b>	Flammable range; the range of the mixture of air and flammable gas or flammable vapor of liquids that must be present in the proper proportions for the mixture to be ignited. The range has upper and lower limits; any mixture above the upper explosive limit or below the lower explosive limit will not burn.
<b>Facility</b>	Any equipment, structure, system, process, or activity that fulfills a specific purpose. Examples include the Gas Plant, Low Temperature Separation Plant Process I and II, Lease Automatic Custody Transfer Units, Lean Oil Absorption Plants, Field Compressors, High Pressure Injection, and the 35R Loading Rack.
<b>Federal Fund</b>	The oil spill liability trust fund established under OPA.
<b>First Responders, First Response Agency</b>	A public health or safety agency (i.e., 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.
<b>Flash Point</b>	The temperature at which a liquid fuel gives off sufficient vapor to form an ignitable mixture near its surface.
<b>Flashover</b>	The ignition of combustibles in an area heated by convection, radiation, or a combination of the two. The action may be a sudden ignition in a particular location followed by rapid spread or a "flash" of the entire area.
<b>Foam</b>	A blanket of bubbles that extinguishes fire mainly by smothering. The blanket prevents flammable vapors from leaving the surface of the fire and prevents oxygen from reaching the fuel. The water in the foam also has a cooling effect.
<b>Hazardous Material</b>	Any solid, liquid, or gaseous material that is toxic, flammable, radioactive, corrosive, chemically reactive, or unstable upon prolonged storage in quantities that could pose a threat to life property, or the environment. This term is used to include both "hazardous materials" as defined by the Hazardous Materials Transportation Act and "hazardous substances" as defined by CERCLA.
<b>Hazardous Substance</b>	Any substance designated as such by the Administrator of EPA pursuant to the Comprehensive Environmental Response, Compensation, and Liability Act; regulated pursuant to Section 311 of the Federal Water Pollution Control Act.
<b>Hazardous Waste</b>	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 Resources 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.

## E.2 DEFINITIONS, CONTINUED

TERM	DEFINITION
<b>Higher Volume Port Area</b>	<p>Ports of:</p> <ul style="list-style-type: none"> <li>• Boston, MA</li> <li>• New York, NY</li> <li>• Delaware Bay and River to Philadelphia, PA</li> <li>• St. Croix, VI</li> <li>• Pascagoula, MS</li> <li>• Mississippi River from Southwest Pass, LA to Baton Rouge, LA</li> <li>• Louisiana Offshore Oil Port (LOOP), LA</li> <li>• Lake Charles, LA</li> <li>• Sabine-Natchez River, TX</li> <li>• Galveston Bay and Houston Ship Channel, TX</li> <li>• Corpus Christi, TX</li> <li>• Los Angeles/Long Beach Harbor, CA</li> <li>• San Francisco Bay, San Pablo Bay, Carquinez Strait, Suisun Bay to Antioch, CA</li> <li>• Straits of Juan de Fuca and Puget Sound, WA</li> <li>• Prince William Sound, AK</li> </ul>
<b>Hot (Exclusion) Zone</b>	The area where a hazard exists. This is the hazardous location onsite, therefore entry requires personal protective equipment (PPE). It must be big enough for both mitigation activities and protection of personnel in the warm zone should an explosion, fire, change of wind direction, or an unexpected release occur during response activities.
<b>Hyperthermia</b>	A dangerously high fever that can damage nerve centers. This condition can result from exposure to excessive heat over an extended period of time.
<b>Ignition Temperature</b>	The lowest temperature at which a fuel will burn without continued application of an ignition source.
<b>Incident Command System</b>	A method by which the response to an extraordinary event, including a spill, is categorized into functional components and responsibility for each component assigned to the appropriate individual or agency.
<b>Incident Commander (IC)</b>	The individual responsible for effectively controlling and managing the emergency incident. At large incidents the IC is assisted by a staff that gathers and manages information and coordinates information.
<b>Interim Storage Site</b>	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.
<b>Lead Agency</b>	The government agency that assumes the lead for directing the spill response.
<b>Lead Federal Agency</b>	<p>The agency which coordinates the federal response to incidents on navigable waters. The lead Federal agencies are:</p> <ul style="list-style-type: none"> <li>• <b>U. S. Coast Guard (USCG):</b> Oil and chemically hazardous materials incidents on navigable waters</li> <li>• <b>Environmental Protection Agency (EPA):</b> Oil and chemically hazardous materials incidents on most inland waters and in the inland zone</li> </ul>
<b>Lead State Agency</b>	The agency which coordinates state support to Federal and/or Local governments or assumes the lead in the absence of a Federal spill response.
<b>Lower Flammable Limit</b>	Minimum flammable concentration of a particular gas in the air.

## E.2 DEFINITIONS, CONTINUED

TERM	DEFINITION
<b>Marine Transportation-Related Facility (MTR Facility)</b>	An onshore facility, including piping and any structure used to transfer oil to or from a vessel, subject to regulation under 33 CFR Part 154 and any deepwater port subject to regulation under 33 CFR Part 150.
<b>Maximum Extent Practicable</b>	The planning values derived from the planning criteria used to evaluate the response resources described in the response plan to provide the on-water recovery capability and the shoreline protection and clean-up capability to conduct response activities for a worst case discharge from a facility in adverse weather.
<b>Maximum Most Probable Discharge (USCG)</b>	A discharge of the lesser of 2,500 barrels or ten percent of the volume of a worst case discharge.
<b>Medium Discharge (EPA)</b>	Same as maximum most probable discharge.
<b>National Contingency Plan</b>	The plan prepared under the Federal Water Pollution Control Act (33 United States 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.
<b>Nearshore Area</b>	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 (COLREG) lines) defined in '80.740 - 80.850 of Title 33 of the CFR.
<b>Non-Persistent or Group I Oil</b>	<p>A petroleum-based oil that, at the time of shipment, consists of hydrocarbon fractions:</p> <ul style="list-style-type: none"> <li>• At least 50% of which by volume, distill at a temperature of 340EC (645EF)</li> <li>• At least 95% of which volume, distill at a temperature of 370EC (700EF)</li> </ul>
<b>Non-Petroleum Oil</b>	Oil of any kind that is not petroleum-based. It includes, but is not limited to, animal and vegetable oils.
<b>Offshore Area</b>	The area beyond 12 nautical miles measured from the boundary lines defined in 46 CFR Part 7 extending seaward to 50 nautical miles, except in the Gulf of Mexico. In the Gulf of Mexico it is the area beyond 12 nautical miles of the line of demarcation (COLREG lines) defined in '80-740 - 80.850 of Title 33 of the CFR extending seaward to 50 nautical miles.
<b>Oil or Oils</b>	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.
<b>Oil Spill Removal Organization (OSRO)</b>	An entity that provides oil spill response resources, and includes any for profit or not-for-profit contractor, cooperative, or in-house response resources that have been established in a geographic area to provide required response resources.

## E.2 DEFINITIONS, CONTINUED

TERM	DEFINITION
<b>Operating Area</b>	The rivers and canals, inland, nearshore, Great Lakes, or offshore geographic location(s) in which a facility is handling, storing, or transporting oil.
<b>Operating Environment</b>	Rivers and canals, inland, Great Lakes, or ocean. These terms are used to define the conditions in which response equipment is designed to function.
<b>Overhaul</b>	A procedure following a fire whereby the area is examined for hidden fire and fire extension and the fire area is cleaned up.
<b>Owner or Operator</b>	Any person, individual, partnership, corporation, association, governmental unit, or public or private organization of any character.
<b>Persistent Oil</b>	<p>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:</p> <ul style="list-style-type: none"> <li>• Group II - specific gravity less than .85</li> <li>• Group III - specific gravity between .85 and less than .95</li> <li>• Group IV - specific gravity .95 to and including 1.0</li> <li>• Group V - specific gravity greater than 1.0</li> </ul>
<b>Primary Response Contractor(s)</b>	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.
<b>Qualified Individual(s)</b>	<p>An English-speaking representative(s) of the facility identified in the plan, located in the United States, available on a 24-hour basis, familiar with implementation of the facility response plan, and trained in his or her responsibilities under the plan. This person must have full written authority to implement the facility's response plan. This includes:</p> <ul style="list-style-type: none"> <li>• Activating and engaging in contracting with identified oil spill removal organization(s)</li> <li>• Acting as a liaison with the predesignated Federal On-Scene Coordinator (FOCS)</li> <li>• Obliging, either directly or through prearranged contracts, funds required to carry out all necessary or directed response activities</li> </ul>
<b>Regional Response Team</b>	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.
<b>Reid Vapor Pressure Method</b>	Method used by the American Society of Testing Materials to test vapor pressure. It is a measure of the volatility, or tendency to vaporize, of a liquid.
<b>Responsible Party</b>	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.
<b>Rivers and Canals</b>	A body of water confined within the inland area that has a projected depth of 12 feet or less, including the Intracoastal Waterway and other waterways artificially created for navigation.

## E.2 DEFINITIONS, CONTINUED

TERM	DEFINITION
<b>Skimmers</b>	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.
<b>Slopoover</b>	An event that occurs when water is introduced into a tank of very hot liquid, causing the liquid to froth and spatter.
<b>Small Discharge (EPA)</b>	Same as average most probable discharge.
<b>Sorbents</b>	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.
<b>Spill Management Team</b>	The personnel identified to staff the organizational structure identified in a response plan to manage response plan implementation.
<b>Spontaneous Ignition</b>	A fire that occurs without a flame, spark, hot surface, or other outside source of ignition.
<b>Staging Areas</b>	Designated areas near the spill site accessible for gathering and deploying equipment and/or personnel.
<b>State Emergency Response Commission (SERC)</b>	A group of officials appointed by the Governor to implement the provisions of Title III of the Federal Superfund Amendments and Reauthorization Act of 1986 (SARA). The SERC approves the State Oil and Hazardous Substance Discharge Prevention and Contingency Plan and Local Emergency Response Plans.
<b>Static Electricity</b>	Charges of electricity accumulated on opposing and usually moving surfaces having negative and positive charges, respectively. A hazard exists where the static potential is sufficient to discharge a spark in the presence of flammable vapors or combustible dusts.
<b>Support Zone</b>	Same as cold zone, an area free of contaminants so that personal protection equipment (PPE) is not required for personnel working in this area. Command functions and supporting operations are carried out here.
<b>Tornado Warning</b>	A tornado has been sighted.

**E.2 DEFINITIONS, CONTINUED**

TERM	DEFINITION
<b>Tornado Watch</b>	Conditions are favorable for tornados to form.
<b>Unified Command</b>	The method by which local, state, and federal agencies will work with the Incident Commander to: <ul style="list-style-type: none"><li>• Determine their roles and responsibilities for a given incident</li><li>• Determine their overall objectives for management of an incident</li><li>• Select a strategy to achieve agreed upon objectives</li><li>• Deploy resources to achieve agreed-upon objectives</li></ul>
<b>Warm (Contamination Reduction) Zone</b>	A buffer between the hot and cold zones. Decontamination activities take place there. Equipment needed to support the primary response operation may be staged in the warm zone.
<b>Waste</b>	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.
<b>Wildlife Rescue</b>	Efforts made in conjunction with federal and state agencies to retrieve, clean, and rehabilitate birds and wildlife affected by an oil spill.