

EMERGENCY RESPONSE ACTION PLAN

San Antonio, TX Terminal



Prepared for:

ExxonMobil Corporation
5959 Las Colinas Blvd.
Irving, 73039

Prepared by:

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

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

FIGURE 1.1

FACILITY INFORMATION

GENERAL INFORMATION		
Facility Name:	San Antonio, TX Terminal	
	Physical Address	Mailing Address
	3214 Pan Am Expressway San Antonio, Texas 78219	3214 Pan Am Expressway San Antonio, Texas 78219
24 hr Telephone #:	(210) 220-3428	
Fax #:	(210) 220-3439	
EPA FRP #:	FRP-06-TX-00199	
NAICS:	42271	
(b) (7)(F)		
Dunn & Bradstreet Number:	0080772118	
Company:	Owner: Physical Address	Operator: Physical Address
	ExxonMobil Corporation 5959 Las Colinas Blvd. Irving, 73039	ExxonMobil Oil Corporation 800 Bell Rm 603 F Houston, Texas 77002

FACILITY LOCATION		
County:	Bexar	
Area Map:	See Map at end of ERAP	
Facility Diagram:	See Map at end of ERAP	
Wellhead Protection Area:	N/A	
Facility Distance to Navigable Water:	<input type="checkbox"/> 0 - 1/4 mile	<input type="checkbox"/> 1/2 - 1 mile
	<input checked="" type="checkbox"/> 1/4 - 1/2 mile	<input type="checkbox"/> >1 mile
Landside Directions:	Located on 31 acre tract about 5 miles northeast of downtown San Antonio at I 35 and Coliseum Road. The San Antonio Terminal is located on Company owned land in the 3200 block of Pan American Expressway. The Terminal is bounded as follows: on the northeast side by Southern Moving and Storage; on the southeast side by a railroad then a residential area; and on the west side by SBC Parkway. The 3200 block of I-35 North is at the intersection of SBC Parkway and Pan American Expressway about 4 miles northeast of downtown San Antonio.	
Waterside Directions:	N/A	

QUALIFIED INDIVIDUAL

Certification:

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

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

Qualified Individual:

Greg Batts	Terminal Supervisor	(210) 488-3208 (24 Hr.) (b) (6) (210) 488-3208 (Cellular)
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Alt. Qualified Individual:

George Steans	QI 1st Alternate	(b) (6) (830) 305-6171 (Cellular)
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Todd Chant	Master Technician	(210) 287-0143 (24 Hr.) (b) (6) (210) 287-0143 (Cellular)
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PHYSICAL DESCRIPTION - GENERAL**Description of Operation:**

- Terminal is manned 12 hrs/day and handles receipt of petroleum products via pipeline and shipment of same by tank truck.

(b) (7)(F)

- The Facility operates 24/7
- The Facility's Worst Case Discharge amount

(b) (7)(F)

Date of Initial Storage: 1950

Products Handled:

- Petroleum Products

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

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

Breakout tanks receive product via the ExxonMobil Pipeline System.

PHYSICAL DESCRIPTION - TRUCK AND RAIL TRANSFER**Truck Rack****Description of Operation:**

The truck rack is a 3 position loading rack.

Loading Rate: 500-600 gpm

Largest Truck Capacity: 9,000 gals

Discharge Prevention:

Truck racks are equipped with sumps in the event of a release.

Methods/Equipment to prevent premature vehicle departure

(b) (7)(F)



The purpose of this Scully System is to provide overfill protection to prevent spills and provide a permissive for the rack loading system. The permissive is a signal to the TopTech system that the truck is ready to load. Overfill protection is provided by sensors mounted in each compartment of the trailer. In the event a truck is overfilled, the permissive is interrupted and the loading lane shuts down.

DATES AND TYPES OF SUBSTANTIAL EXPANSIONS

There have been several expansions at the San Antonio Terminal. In 1988, a new loading rack was constructed and a new vapor recovery unit (previously located at the Irving Terminal was installed). The Terminal's throughput was also increased to serve the San Antonio market.

During 1993/1994, the Terminal increased its throughput and converted one tank from distillate to motor gasoline service. The vapor recovery system was upgraded to include vacuum assisted loading and a continuous Emissions Monitor. No new tanks or loading lanes were installed or constructed.

OTHER FACILITY DATA

(b) (7)(F)

The Terminal is located on 31 acres of land.

FIGURE 2.1
INTERNAL NOTIFICATION REFERENCES

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM				
NAME/ POSITION/TITLE	RESPONSE TIME	OFFICE	(b) (6)	OTHER
George Steans QI 1st Alternate	1 Hour	(210) 220-3428	(b) (6)	(830) 305-6171 CELL
Greg Batts Terminal Supervisor	<1 Hour	(210) 220-3434	(b) (6)	(210) 488-3208 CELL
Geoffrey Craft VP & Southern Area Operations Manager	5 hours	(713) 656-2227		(713) 204-5992 CELL
Matthew Young Central South Operations Manager	5 Hours	(281) 925-3856		(310) 261-1192 CELL
Guy Peltier Security & Contract Safety Advisor	8 Hours	(713) 656-3504	(b) (6)	(281) 384-1201 CELL
John Dunn Emergency Preparedness & Response Advisor	8 Hours	(713) 656-3666	(b) (6)	(281) 635-5082 CELL
Gail Worrell Environmental Advisor	5 Hours	(512) 708-9689		(512) 626-6776 CELL
Tommy Tomblin Strike Team Coordinator	8 Hours	(281) 834-4528		(800) 946-4646 PGR
Patricia Errico Public Affairs	8 Hours	(713) 656-5431	(b) (6)	(832) 584-0076 CELL
Todd Chant Master Technician	1 Hour	(210) 220-3491	(b) (6)	(210) 287-0143 CELL
Jimmy Davis GSD Security	5 Hours	(281) 654-2474		(713) 203-2636 CELL (713) 203-2636 PGR

FIGURE 2.2**OIL SPILL REMOVAL ORGANIZATIONS**

USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATIONS (OSRO)			
COMPANY	RESPONSE TIME	LOCATION	TELEPHONE
Garner Environmental	<2 Hours	Houston, Texas	(800) 424-1716
Eagle Construction	1-1.5 Hour	Cibold, Texas	(800) 336-0909

FIGURE 2.3

NOTIFICATION DATA SHEET		
Date: _____	Time: _____	
INCIDENT DESCRIPTION		
Reporter's Full Name: _____	Position: _____	
Day Phone: _____	Evening Phone: _____	
Company: ExxonMobil Oil Corporation	Organization Type: _____	
Facility Address: 3214 Pan Am Expressway San Antonio, Texas 78219	Owner's Address: 5959 Las Colinas Blvd. Irving, 73039	
(b) (7)(F)		
Spill Location (if not at Facility): _____		
Responsible Party's Name: _____		Phone Number: _____
Responsible Party's Address: _____		
Source and/or cause of discharge: _____		
Nearest City: San Antonio		
County: Bexar	State: Texas	Zip Code: 78219
Section: _____	Township: _____	Range: _____
Distance from City: _____		Direction from City: _____
Container Type: _____		Container Storage Capacity: _____
Facility Oil Storage Capacity: _____		
Material: _____		
Total Quantity Released	Water Impact (YES or NO)	Quantity into Water
RESPONSE ACTION(S)		
Action(s) taken to Correct, Control, or Mitigate Incident: _____		
Number of Injuries: _____		Number of Deaths: _____
Evacuation(s): _____		Number Evacuated: _____
Damage Estimate: _____		
More information about impacted medium: _____		
CALLER NOTIFICATIONS		
National Response Center (NRC):		1-800-424-8802
Additional Notifications (Circle all applicable): USCG EPA State OSHA Other _____		
NRC Incident Assigned No.: _____		
ADDITIONAL INFORMATION		
Any information about the incident not recorded elsewhere in this report: _____		
NOTE: DO NOT DELAY NOTIFICATION PENDING COLLECTION OF ALL INFORMATION.		

FIGURE 2.4
EXTERNAL NOTIFICATION FLOWCHART

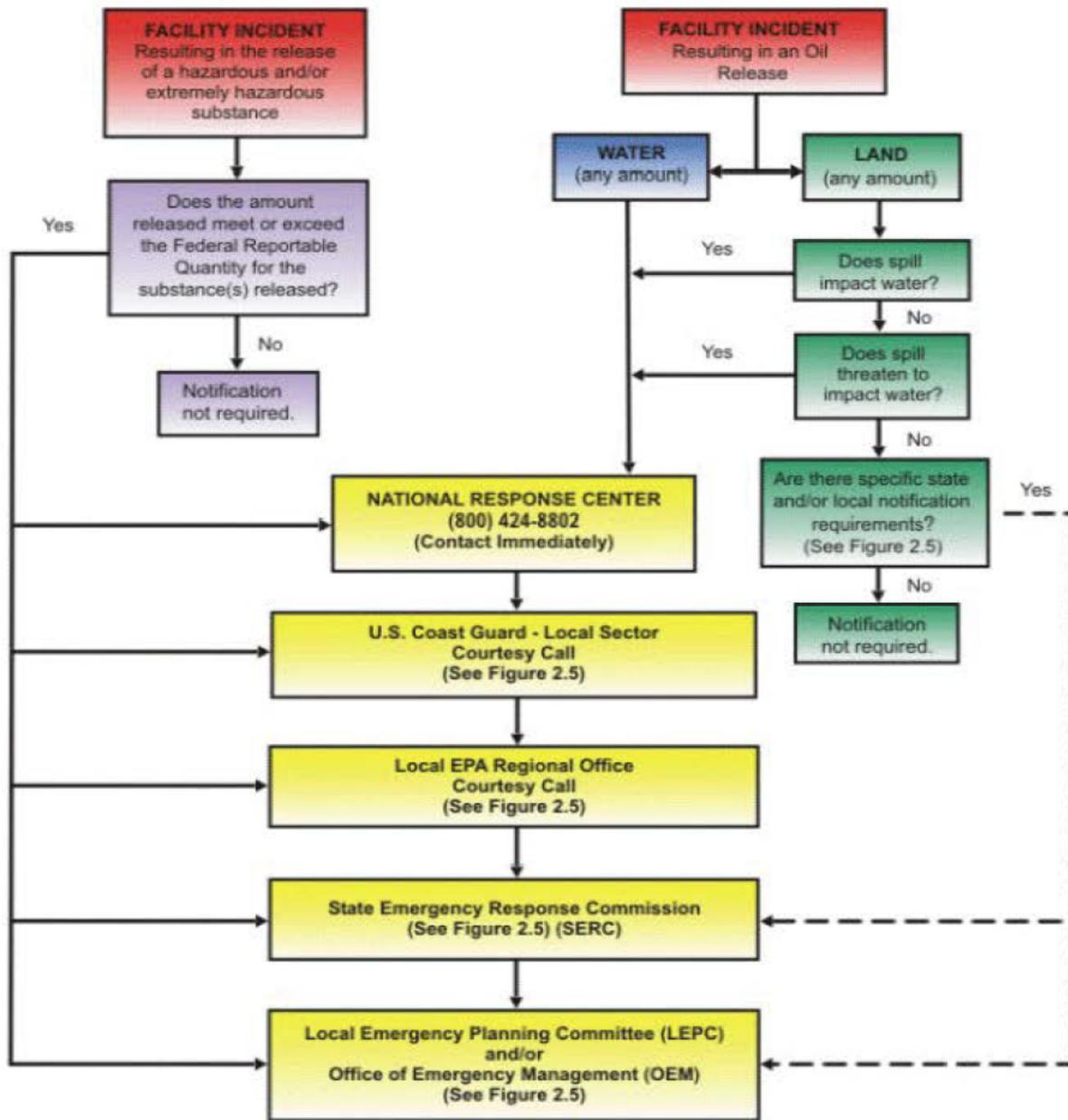


FIGURE 2.5

EXTERNAL NOTIFICATION REFERENCES

REQUIRED NOTIFICATIONS	
National Response Center (NRC)	
c/o United States Coast Guard (CG-3RPF-2), 2100 2nd Street Southwest - Room 2111-B Washington, District Of Columbia 20593-0001	(800) 424-8802 (24 Hr.) (202) 267-2675 (Day Phone)
REPORTING REQUIREMENTS	
TYPE: Any discharge or sighting of oil on navigable waters.	
VERBAL: Immediate notification required (within 2 hours).	
WRITTEN: If an RQ limit is reached, refer to state requirements for written report requirements.	
NOTE: A call to the NRC must also be made for spills or releases of hazardous substances that meet or exceed their RQ.	
U.S EPA Region 6	
Dallas, Texas 75202	(866) 372-7745 (24 Hr.) (214) 665-6428 (Day Phone)
REPORTING REQUIREMENTS	
TYPE: Immediately for all spills that impact or threaten navigable water or adjoining shoreline.	
VERBAL: Notification to the EPA is typically accomplished by the call to the NRC.	
WRITTEN: As the agency may request depending on circumstances	
NOTE: N/A	
Office of Pipeline Safety	
Department of Transportation for DOT Jurisdiction Pipeline and Hazardous Materials Safety Administration, Room 2103, 400 Seventh Street SW Washington, District Of Columbia 20590	(800) 424-8802 (24 Hr.) (202) 267-2675 (Day Phone) (202) 267-2180 (Night Phone)
REPORTING REQUIREMENTS	
TYPE: In addition to the reporting of accidents to the NRC, a written accident report may be required for incidents .	
VERBAL: Call to the NRC meets the required verbal notification under DOT reporting requirement.	
WRITTEN: As soon as practicable, an accident meeting any of the requisite criteria must be reported on PHMSA Form 7000-1.	
NOTE:	

REQUIRED NOTIFICATIONS (Cont'd)	
TCEQ (State Emergency Response)	
Austin, Texas	(800) 832-8224 (24 Hr.)
REPORTING REQUIREMENTS	
TYPE: All spills of oil or petroleum products into water and/or discharges onto land that meet or exceed 5 barrels for Refinery and Chemical Plant or 25 gallons for B & P Plant.	
VERBAL: As soon as possible, within 24 hours of discovery.	
WRITTEN: As the agency may request, depending on circumstances.	
NOTE:	
ExxonMobil	
Brian Magruder	(713) 898-5736 (24 Hr.)
REPORTING REQUIREMENTS	
TYPE:	
VERBAL:	
WRITTEN:	
NOTE: Caller needs to reach contact. If not, call until you speak with a Manager. Once contact is made, this person will make the required calls to other members of ExxonMobil management.	

OTHER POTENTIAL REQUIRED NOTIFICATIONS

Bexar County LEPC

San Antonio, Texas	(210) 335-0300 (Bexar County Fire Marshal) (24 Hr.) (210) 335-0301 (Day Phone)
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REPORTING REQUIREMENTS

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

VERBAL: Immediately.

WRITTEN: As requested by agency.

NOTE:

City of San Antonio Office of Emergency Management

San Antonio, Texas	(210) 207-8580 (24 Hr.)
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REPORTING REQUIREMENTS

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

VERBAL: Immediately.

WRITTEN: As requested by agency.

NOTE:

TX Railroad Commission Gas Utilities Division

Austin, Texas	(512) 463-6788 (24 Hr.)
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REPORTING REQUIREMENTS

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

VERBAL: Immediately.

WRITTEN: As requested by agency.

NOTE:

OTHER POTENTIAL REQUIRED NOTIFICATIONS (Cont'd)**San Antonio Water System**

San Antonio, Texas

(210) 704-7297 (24 Hr.)

REPORTING REQUIREMENTS

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

VERBAL: Immediately.

WRITTEN: As requested by agency.

NOTE:

FIRE, POLICE, HOSPITALS		
DIAL 911 for all Police, Fire, and Ambulance Emergencies		
AGENCY	LOCATION	TELEPHONE
Texas State Police	San Antonio, Texas	(512) 424-2000
Fire Marshal, City of San Antonio Fire Prevention	San Antonio, Texas	(210) 207-8410
Lt. Mike Richey - SAPD	San Antonio, Texas	(210) 854-0042 (Mobile)
Lt. Tracy Powers - SAPD	San Antonio, Texas	(210) 889-8501 (Mobile)
Baptist Medical Center	San Antonio, Texas	(210) 297-7000
Brooke Army Medical Center	San Antonio, Texas	(210) 916-4141

MEDIA NOTIFICATIONS		
AGENCY	LOCATION	TELEPHONE
Weather Report / Weather Forecast	San Antonio, Texas	(210) 225-0404
KKYX AM 680/KCYY FM 100.3	San Antonio, Texas	(210) 615-5400
KENS TV Channel 5	San Antonio, Texas	(210) 366-5001

OTHER PUBLIC/INDUSTRY CONTACTS		
COMPANY	LOCATION	TELEPHONE
City of San Antonio Street Maintenance Division	San Antonio, Texas	(210) 206-8455 / (210) 207-2000 (After Hrs.)
Southside Lions Community Center	San Antonio, Texas	(210) 532-1502
Cameron Elementary	San Antonio, Texas	(210) 224-0310
Willow Springs Municipal Golf Course	San Antonio, Texas	(210) 226-6721
City of San Antonio Parks & Recreation	San Antonio, Texas	(210) 207-8480
Martin Luther King Middle School	San Antonio, Texas	(210) 223-8621
Eastside Branch of Boys & Girls Club	San Antonio, Texas	(210) 227-2642
Davis Middle School	San Antonio, Texas	(210) 662-8184
Pecan Valley Golf Course	San Antonio, Texas	(210) 333-9018
Union Pacific Railroad	San Antonio, Texas	(888) 877-7267 Press 1
Southern Merchandise & Storage Co.	San Antonio, Texas	(210) 224-7771

ADDITIONAL RESPONSE RESOURCES		
Planning and Incident Support		
COMPANY	LOCATION	TELEPHONE
Shaw Group	San Antonio, Texas	(210) 377-8800
Waid & Environmental	Austin, Texas	(512) 255-9999
Lachappelle Electric	San Antonio, Texas	(210) 432-1881
Coastal Transport	San Antonio, Texas	(210) 661-4131
Pat Baker Company	San Antonio, Texas	(210) 639-4641
Alamo Petroleum Exchange	San Antonio, Texas	(800) 322-5085
Labor Force	San Antonio, Texas	(210) 341-9698
Hertz Rent-A-Car	San Antonio, Texas	(800) 654-3131

FIRE / EXPLOSION INCIDENTS

Fire Response

This plan describes immediate actions to be taken in the event of a fire in any of the specified areas of the Terminal. Each contingency briefly outlines the immediate personnel assignments for both day and night operations. ***The primary goal of this plan is to protect lives and to prevent injury to personnel and to the public.*** All terminal personnel should be familiar with this plan in the event of a drill or real emergency.

The immediate response team is composed of Terminal Management and Terminal Operators. Additional ExxonMobil employees, i.e., ExxonMobil drivers, garage mechanics, and clerical staff could be called upon for secondary response. Contractor employees working in the Terminal can also be used to assist in emergency fire response.

Special Considerations: *Personnel safety should never be compromised in the application of these procedures. Safe implementation of these guidelines requires the application of proper judgment in response to the specific circumstances involved in the fire.*

Person in Charge: During normal business hours, Monday through Friday, the Terminal Superintendent will be the primary person in charge. In the Superintendent's absence, the alternate person in charge (usually the Working Foreman or a Terminal Operator) can vary depending on the incident. Consult the response plan scenarios for leadership responsibilities. In a fire emergency situation, any terminal employee can initiate response mobilization and actions.

- Upon hearing an alarm all employees and contractors should proceed to the designated safe haven. If employees/contractors can not get to the designated safe haven, radio your location in the terminal.
- The person that initiates the alarm also announces over the radio the location of the fire.
- If the alarm is found to be a false alarm, the Superintendent or person that sounded the alarm announces an all clear over the radio.

Fire Response Procedure:

- Terminal employees evaluate each fire situation. A fire judged to be an incipient stage fire should be extinguished by employees who are trained in the use of fire extinguishers.
 - An incipient stage fire is a fire which is in the beginning stage and can be controlled / extinguished by portable fire extinguishers, without the need for protective clothing or breathing apparatus.
- If employees judge the fire to be uncontrollable, the following actions are taken:
 - The employee notifies the Superintendent by radio or activates fire alarm pull station.
 - The Superintendent instructs terminal employees via radio to evacuate the area by the planned evacuation routes and instructs an employee to place a call to 911.
 - Once the employees are evacuated, the Superintendent or his designee conducts a head count. If it is determined that one or more persons is missing, the Superintendent or his designee will immediately advise the Fire Department.
- The Superintendent coordinates the activities during an emergency.
 - If terminal support equipment (air compressor, natural gas system, electrical supply, etc.) is causing or affecting the fire, the Superintendent dispatches a trained employee to immediately shut down or remove power from the affected equipment.
 - The Superintendent directs Employees to begin preparing the fire hydrants in the fire area to expedite connections once fire trucks arrive on the scene.

- o Once Fire Department arrives the Superintendent should become the Incident Commander, along with the Fire Chief, providing terminal information and support for the fire departments fire fighting activities.
- o Terminal Employees should not actively participate in fire fighting activities, but should provide support for those activities such as monitoring of fire water pumps, fire water loop pressures.

Response Team: The response team is mobilized via the Terminal radio system. Upon notification of a fire, a call for personnel to mobilize will be given. In that call, responders will be given initial instructions as to where to report Terminal personnel are to carry hand held units at during emergencies.

Response Actions: In all response to fire emergencies, the following steps must be taken:

- **Call 911**
- Deploy one response employee to the Terminal main gate area to meet Fire Department and to lead responding fire vehicles to appropriate area.
 - o Prior to leading responding vehicles and personnel to the incident site, the responding employee will be briefed on the incident to include:
 - Type of incident - i.e. fire, explosion, spill, etc.
 - Products involved
 - Product hazards
 - Potential problems
 - Areas to avoid
 - Recommended response actions
- One operator equipped with a radio is to remain at a telephone to maintain outside communications. During night and weekend hours, off duty personnel can be called in.
- Post Company (or contractor) personnel at access gates for Terminal security -- access to authorized personnel only.
- Order shutdown of all contractor activity and direct contractor personnel to exercise Terminal evacuation procedures.
- Notify up line ExxonMobil management.
- The TS handles reporting through LPS.

Fire in the Office Buildings/Garage

Person in Charge:

- Day:
 - o Primary: Terminal Superintendent
 - o Alternate: Working Foreman or Terminal Operator
- Night:
 - o Primary: On-duty Terminal Operator

Response:

- Activate Audible Alarm
- **Call 911**
- Shut down loading rack
- Remove tanker trucks/vehicles to safety, away from building/fire area
- Notify neighbors

- Evacuate office building and garage
 - Notify garage employees
 - Check all rooms in building - unlock and close all office doors
 - Monitor/direct personnel to appropriate exit
 - Assemble and account for personnel in Safe Haven
 - After personnel are evacuated, shutoff the audible alarm
- Restrict access to Terminal
- ExxonMobil personnel to direct Fire Dept to fire area
- Station ExxonMobil personnel to lead responding fire fighters through building
- If directed by the Fire Dept - ExxonMobil to shut off power to building
- Notify ExxonMobil up line management
- The TS handles reporting through LPS

Fire Involving Non-ExxonMobil Adjoining Property/Building

Person in Charge:

- Day:
 - Primary: Terminal Superintendent
 - Alternate: Working Foreman or Terminal Operator
- Night:
 - Primary: On-duty Terminal Operator

Response:

- **Call 911**
- Sound alarm
- If necessary, shut down loading rack
- Restrict access to terminal
- Be ready to evacuate if so instructed by Fire Department
- Be alert to airborne debris falling into terminal
- The TS handles reporting through LPS

Fire in Tank Farm

Person in Charge:

- Day:
 - Primary: Terminal Superintendent
 - Alternate: Working Foreman or Terminal Operator
- Night:
 - Primary: On-duty Terminal Operator

Response:

- **Call 911**
- Sound alarm via radio system
- Stop all product transfers
- Shut down loading rack. Remove all trucks from loading rack.
- If possible, shut all tank inlet and outlet valves.
- Evacuate Tank Farm
- Notify office and garage personnel to standby for possible evacuation. If it is necessary to

- evacuate, follow the steps in "Fire in the Office Building/Garage".
- Notify neighbors
 - Close all Tank Farm and loading rack entrances to unauthorized access
 - Notify upline ExxonMobil management
 - The TS handles reporting through LPS

Fire at Loading Rack

Person in Charge:

- Day:
 - Primary: Terminal Superintendent
 - Alternate: Working Foreman or Terminal Operator
- Night:
 - Primary: On-duty Terminal Operator

Response:

- Ensure activation of loading rack foam/water fire suppression system
- **Call 911**
- Follow steps for fire in Tank Farm
- For fire involving spill of product which enters drainage system:
 - Keep vehicular traffic away from drainage pathway between loading rack and separator
 - Monitor drainage path for hydrocarbon vapors
 - Shutdown oil/water separator pumps
- Notify ExxonMobil upline management
- The TS handles reporting through LPS

HAZARDOUS MATERIAL OR OIL SPILL / RELEASE INCIDENTS

Vapor Release

Gas Release from Off-Site

When the Superintendent receives information that indicates a threat to terminal employees, he should notify employees by radio transmission to immediately proceed to the terminal building or to evacuate the terminal site. A wind sock is installed to observe wind direction.

The Superintendent would make a judgment based on his discussion with the outside reporting party about whether to shutdown equipment before seeking shelter or evacuating the plant. If the Superintendent orders an evacuation of the terminal, he should also instruct employees on direction of evacuation and where to assemble off-site so that all employees/contractors can be accounted for.

Safe Haven

The Terminal has no area designated as a Safe Haven from toxic vapors in the sense that it is a specially equipped room designed to protect personnel from toxic vapors. Safe Haven will be used in the context of this document to refer to a location in the terminal that would be deemed the safest location possible under the circumstances.

If the Fire alarm sounds and/or an ExxonMobil Employee announces over the radio for all employees to go to a designated location, the following actions should be taken immediately:

- SAFE HAVEN WILL BE ANNOUNCED OVER THE RADIO SINCE CONDITIONS OF THE EMERGENCY MAY DICTATE THE LOCATION. IF NO ANNOUNCEMENT IS MADE, ALL EMPLOYEES SHOULD REPORT TO THAT LOCATION.
- All employees should immediately proceed to the Safe Haven.

The following describes general steps that should be taken to manage a hypothetical situation.

Under no circumstances should an individual undertake any of the following if there is any indication, at the time and location of the event, that implementing the action would put the individual at risk of personal injury.

- **Notification** - Employee reporting potential or confirming a Vapor Release should immediately contact the Terminal Superintendent via radio.
- **Threat Evaluation** - The Terminal Superintendent shall make an assessment of the risk and response with the aid of the reporting party. Without additional undue risk, the employee reporting the release should relay all readily apparent information about the release, including but not limited to:
 - Estimated location, type of product and amount
 - Visible response actions, if any
 - Release status, (stopped, increasing, diminishing, unknown, liquid spill associated with vapor release, etc.)
 - Apparent weather, wind conditions (prevailing wind strength & direction, etc.)
 - Other conditions that may create heightened risk

Terminal Initial Response

Upon announcement of a potential release over the radio, all terminal personnel shall cease their current activities and prepare to respond as described below, while staying in radio contact for further instructions.

Action Steps - Terminal Shutdown/Evacuation

The Terminal Superintendent shall direct the activities and make the decision on implementation of Phase I or II of this Plan. Initial efforts are in accordance with the Emergency Response Plan. Activities will be segregated into two Phases. Phase I will be limited to initial stand down and preparation for Phase II. If the circumstances warrant, Phase II, plant evacuation, will be initiated. Both Phases are described below.

Phase I Response

All existing operations shall cease in a controlled fashion. Possible areas of operation for shut down are listed below along with additional duties to be performed:

- Loading Rack: Cease loading; shut-off all engines, escort drivers to Safe Haven/designated location
- Laboratory: Cease all testing; extinguish heat/spark producing equipment
- Blending: Cease all blending; shutdown pumps/secure tanks
- Boiler/Compressors: Shutdown systems
- Onsite Contract/Visitor Hot Work Permits: Retract all Hot work permits and escort all visitors into designated location/safe haven
- Air Testing: Test environment for airborne hazards
- Motor Vehicle Operation: Cease all motor vehicle operation/use of internal combustion engines in plant
- Main Power Supply: Prepare to initiate shutoff
- Gate Access: Unlock perimeter gates in preparation for evacuation, as needed
- Incident Coordination: Coordinate activities of plant personnel
- Roll Call: Call roll to account for all terminal employees
- Notification/Communication: Notify 911

Phase II Response

Upon completion of Phase I, employees should standby for further instructions. If the situation deteriorates, Phase II, Controlled Shutdown and Evacuation will commence.

- Electric Power Cutoff: Shut off main power
- Evacuation/Route: Initiate evacuation/select route & rendezvous location
- Final Notifications: As directed

Employees should follow instructions closely for evacuation. A priority is to ensure the safety of all terminal personnel. Personal and Company possessions should be considered disposable in a Phase II situation.

Emergency Shutdown

Basic Shutdown Process

- Shut down pumps.
- Shut down loading and unloading facilities.
- Drain all product lines.
- Shut down boilers.
- Shut down manufacturing process equipment according to normal operating procedures.
- Immediately notify Upline management. A shutdown of all or part of the facility, including pipeline/dock valves, pump islands, electricity, gas, water and sewer is the responsibility of the QI. After shutdown of a facility, reactivation approval is required from the QI.

Equipment Malfunction

- Failure of manifold, mechanical loading arm, or other transfer equipment
 - Hit Emergency STOP
 - Close valve at manifold if possible
 - Notify vessel
 - Notify Supervisor
 - Prevent spill from entering water
 - If spill impacts water, deploy boats & boom for containment
 - Implement spill response plan
- Tank Overfill
 - Manually close dock valve or trip Brodie valve at Pipeline manifold
 - Hit Emergency STOP
 - Notify Supervisor
 - Activate fire/foam system and stand by
 - Initiate product removal
- Tank Failure
 - Notify Supervisor
 - Check to assure dike drainage valves are closed
 - Cease all receipts and/or shipments
 - Activate fire/foam system and stand by
 - Initiate product removal
- Piping Rupture
 - Cease product movement
 - Notify Supervisor
 - Close valves to isolate rupture location
 - Prevent spill from entering water
 - If spill impacts water, deploy boats and boom for containment
 - Initiate product removal
 - Call Maintenance
- Piping Leak - Under Pressure
 - Cease product movement to relieve pressure
 - Notify Supervisor
 - Close valves to isolate leaking section
 - Prevent spill from entering water
 - If spill impacts water, deploy boats and boom for containment
 - Initiate product removal
 - Call Maintenance

- Piping Leak - Static Pressure
 - Notify Supervisor
 - Close valves to isolate leaking section
 - Prevent spill from entering water
 - If spill impacts water, deploy boats and boom for containment
 - Initiate product removal
 - Call Maintenance
- Pumping System Equipment Failure
 - Notify Supervisor
 - Close valves to isolate pump
 - Verify pad drain is closed
 - Prevent spill from entering water
 - If spill impacts water, deploy boats & boom for containment
 - Initiate product removal
 - Call Maintenance

PIPELINE INCIDENTS

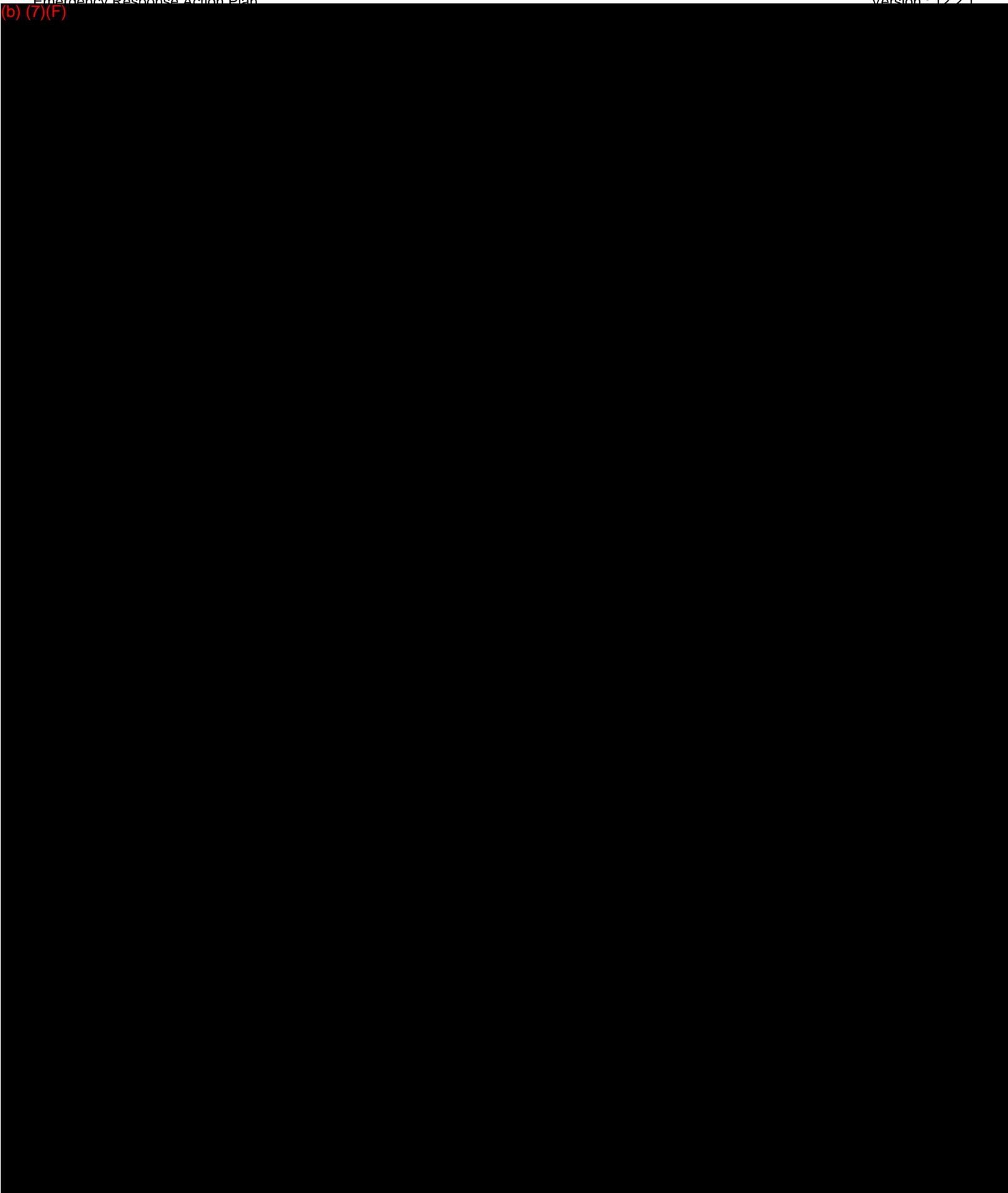
- Notify Control Center and immediate supervisor of incident.
- Control Center perform shut down procedures outlined in Procedural Manual.
- Qualified personnel should use Combustible Gas Indicator, O2 meter, proper colormetric indicator and/or other air sampling measurements to ensure that areas are safe to enter for continued response operations.
 - Mitigate spreading of the product, as the situation demands. Potential containment strategies include:
 - Earthen dike/berm
 - Ditching
 - Spreading sorbent material over the spill
 - Prevent the spill from entering the waterways, sewer, etc. to the greatest extent possible.
- Inform local operators such as utilities, telephone company, railway.
- If located within containment area, ensure that drainage valve(s) is "closed".
- If the spill escapes the containment area, review the location of socio-economic and environmentally sensitive areas identified in Section 6.0 and the ACP. Determine which of these may be threatened by the spill and direct the response operation to these locations. Initiate protection and recovery actions.
- Determine the direction and expected duration of spill movement. Refer to the maps in Appendix G.
- Make all necessary repairs.
- Clean up spilled product to eliminate any possible environmental problems. Be alert for underground cables.
- Return the line to service when repairs are complete.
- Complete follow-up and written reporting, as the situation demands.

ABNORMAL PIPELINE OPERATIONS

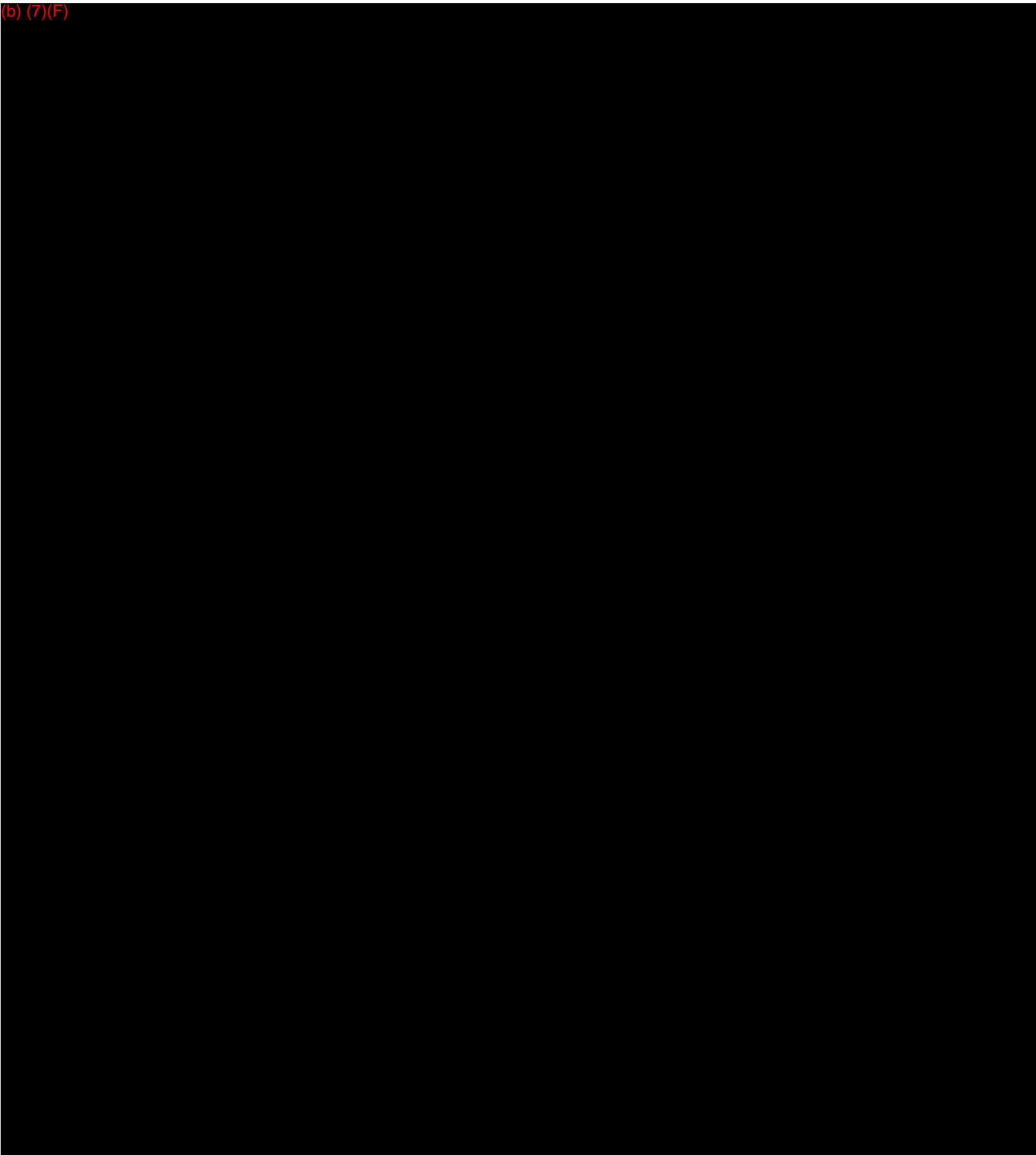
- If an increase or decrease in pressure or flow rate outside normal operating limits occurs and **no emergency condition exists** immediately investigate the pipeline operations.
- Verify whether a true safety problem, equipment malfunction, or operator error is present.
- If the situation is due to malfunctioning equipment, determine if transfer operations can continue safely? If yes, then bypass, if appropriate, the faulty equipment until the completion of the transfer and make appropriate repairs. **Note: In all cases, safety for personnel, the general public, and property and compliance with all applicable policies, procedures and regulations will govern actions taken.**
- Monitor affected systems until normal operations are resumed.
- Check variations from normal operation after abnormal operations have ended at sufficient time and critical locations in the system to determine continued integrity and safe operation.
- If the transfer cannot continue safely, stop operations after making all necessary communication that ensure a safe shutdown make appropriate repairs before continuing operations. **Note: Corrective action will only be done by qualified personnel to perform the type of work involved.**
- Complete follow-up and written reporting, as the situation demands. Review the response of operator personnel to determine the effectiveness of the procedures controlling abnormal operation and taking corrective action where deficiencies are found.

Note: Abnormal operations are further detailed in the pipeline operator's Operations & Maintenance (O&M) Manual.

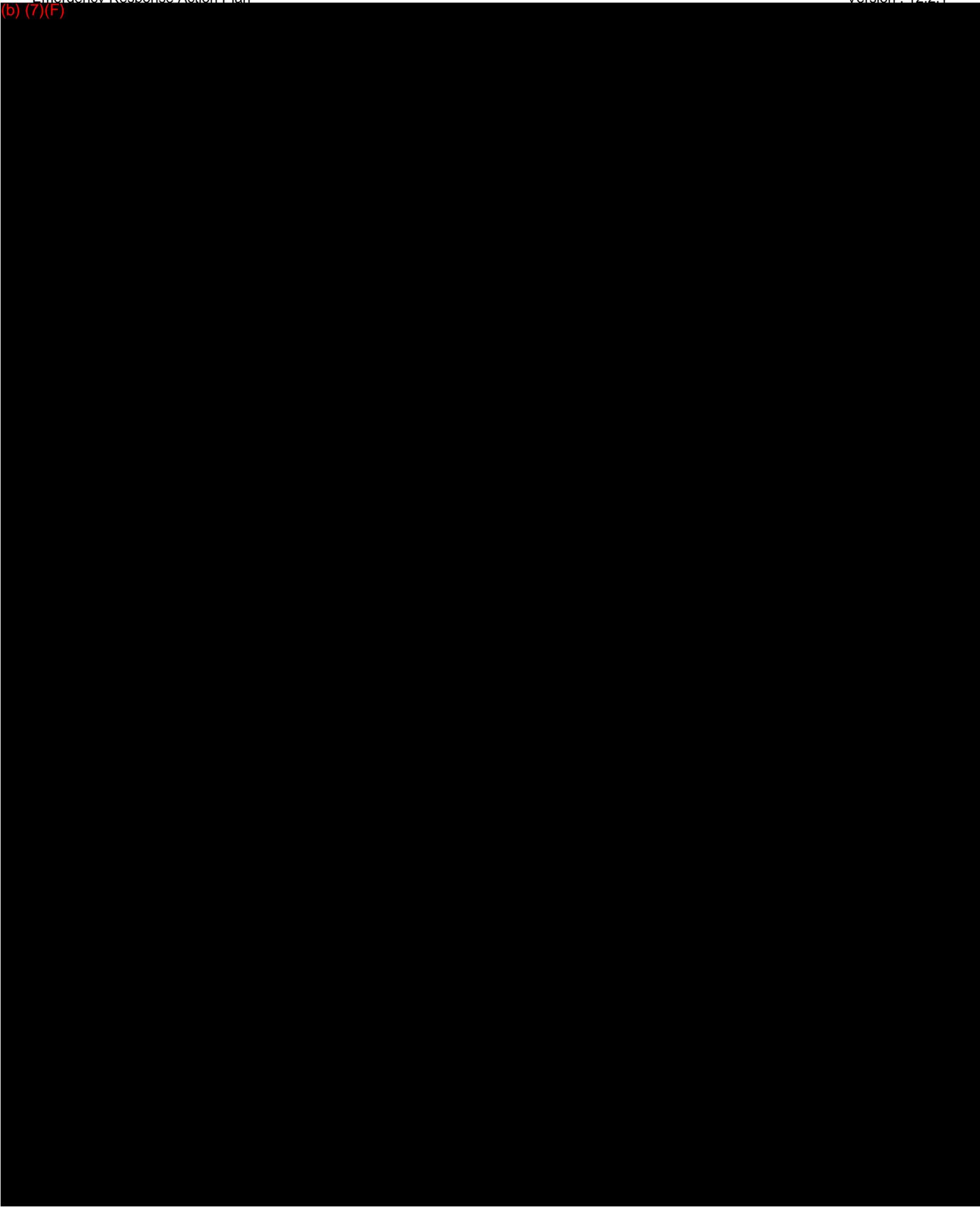
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(b) (7)(F)



INCLEMENT WEATHER INCIDENTS

Tornado

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

The REST ROOMS are designated as the Emergency Tornado Shelters.

If a tornado is sighted:

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

Severe Cold Weather

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

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

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

POWER OUTAGE INCIDENTS

Electrical Utility Failure

Loss of electrical power to the Terminal will result in shut down of essentially all operations. Specifically, the following can be anticipated:

- Loss of lighting. Battery operated emergency lighting will provide only enough light for safe movement into and out of the buildings. There will not be sufficient light to permit continuing operations. Do not operate equipment in unlighted areas.
- Shut down of the computer equipment and administration systems.

Shut down of all loading, unloading, blending pumps and VRU. Notify the electric utility of the power outage.

Personnel should proceed with caution to the designated Safe Haven

Potable Water Loss

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

Compressed Air Loss

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

SPECIAL HAZARD INCIDENTS

Transportation Accident Involving Our Products

If an **ExxonMobil driver** carrying products from the terminal is involved in an accident after leaving our premises, the driver will notify the Fleet Supervisor to implement the Fleet Contingency Plan and appropriate notifications will be made. Responsibility for on-scene management of highway incidents rests with local authorities (police, fire departments, etc.), not with ExxonMobil. However, ExxonMobil has a vital interest in ensuring proper handling of such incidents. Depending upon circumstances, support from ExxonMobil personnel may be required.

A copy of the Fleet Contingency Plan is maintained by the Fleet Supervisor.

If a **carrier driver** carrying products from the terminal is involved in an accident after leaving our premises, responsibility for **on-scene management rests with local authorities** (police, fire departments, etc.) **and the carrier**, not with ExxonMobil. However, ExxonMobil has a vital interest in ensuring proper handling of such incidents. Depending upon circumstances, support from ExxonMobil personnel may be required.

MEDICAL EMERGENCY / RESCUE INCIDENTS

First Aid Guidelines

- Notify the ExxonMobil Supervisor of all injuries immediately. Take action to minimize additional injury if safe to do so.
- Provide first aid care only if properly trained, and follow universal precautionary guidelines as outlined in the Blood Borne Pathogens program.
- Act quickly for severe bleeding, stoppage of breathing, poisoning or shock.
 - Protect the injured person from further injury.
 - Move victim if the location is unsafe.
 - If breathing stops, a trained person should initiate mouth-to-mouth resuscitation immediately.
 - If the heart has stopped, initiate cardiopulmonary resuscitation (CPR), followed by mouth-to-mouth resuscitation.
 - Keep victim lying down and comfortable.
- The TS handles reporting through LPS.

Personal Injuries Requiring Professional Medical Attention

- Only employees who are currently authorized to administer first response first aid/CPR are permitted to attend to an injured employee.
- Notify responder trained in first aid/CPR by radio or telephone and give the following information
 - Identify yourself
 - State location of the injured person
 - Brief information on the type of injury
- The trained responder renders first aid and assesses the seriousness of the injury.
- Send an available terminal employee to the gate to direct EMS to the injured employee.
- If the trained first aid responder is not available, the TS should call 911 and request EMS assistance.
- If the injury requires professional medical treatment or observation, but does not require transportation by Ambulance, the TS or designated employee contacts the hospital to authorize treatment, to relay the type of injury, and to relay when the injured employee should arrive. TS accompanies employee to the medical treatment facility.
- The TS follows-up with a call to the Area Manager relating to the treatment, condition, and work status of the employee.
- If the injury is serious and requires an Ambulance to transport the injured employee to the hospital, the following actions must be taken:
 - The TS or his designee contacts the Ambulance (911) and relays to them the type of injury and the area of the plant where the injured employee is located.
 - The TS sends an employee to the gate to meet the incoming ambulance and direct it to the location of the injured employee.
 - The Area Manager and TS, if he/she is not on site, are contacted as soon as possible if not already aware of the incident.
 - Trained first aid Responder renders appropriate first aid until the Ambulance personnel arrive.
 - The Terminal Superintendent or his designee notifies the Hospital, if possible, of the injury, authorizes treatment and requests that a doctor be at the hospital upon arrival of the ambulance.
 - The TS goes to the hospital to follow-up on the treatment, condition, and work status of the employee.
 - The TS keeps the Area Manager informed of all pertinent information.

- In the event an employee is seriously injured requiring hospitalization, prompt notification will be given to the employee's family. In addition to informing them in a sensitive, understanding manner, this call should be used to assist them in reaching the employee. Responsibility for this initial call is the Superintendent's. Information as to which hospital is involved, who is the attending physician, etc. should be available. Determine from the family whether there are any problems, such as transportation to the hospital, with which ExxonMobil can help.
- Any requests for information from the public or media must be referred to the Area Manager.
- Release of medical information on injured employee to the employee's immediate family should be handled by the Terminal Superintendent, Operations Manager, or by the injured employee.
- The TS handles reporting through LPS.

FIGURE 4.5

INCIDENT MANAGEMENT TEAM - COMMAND STRUCTURE

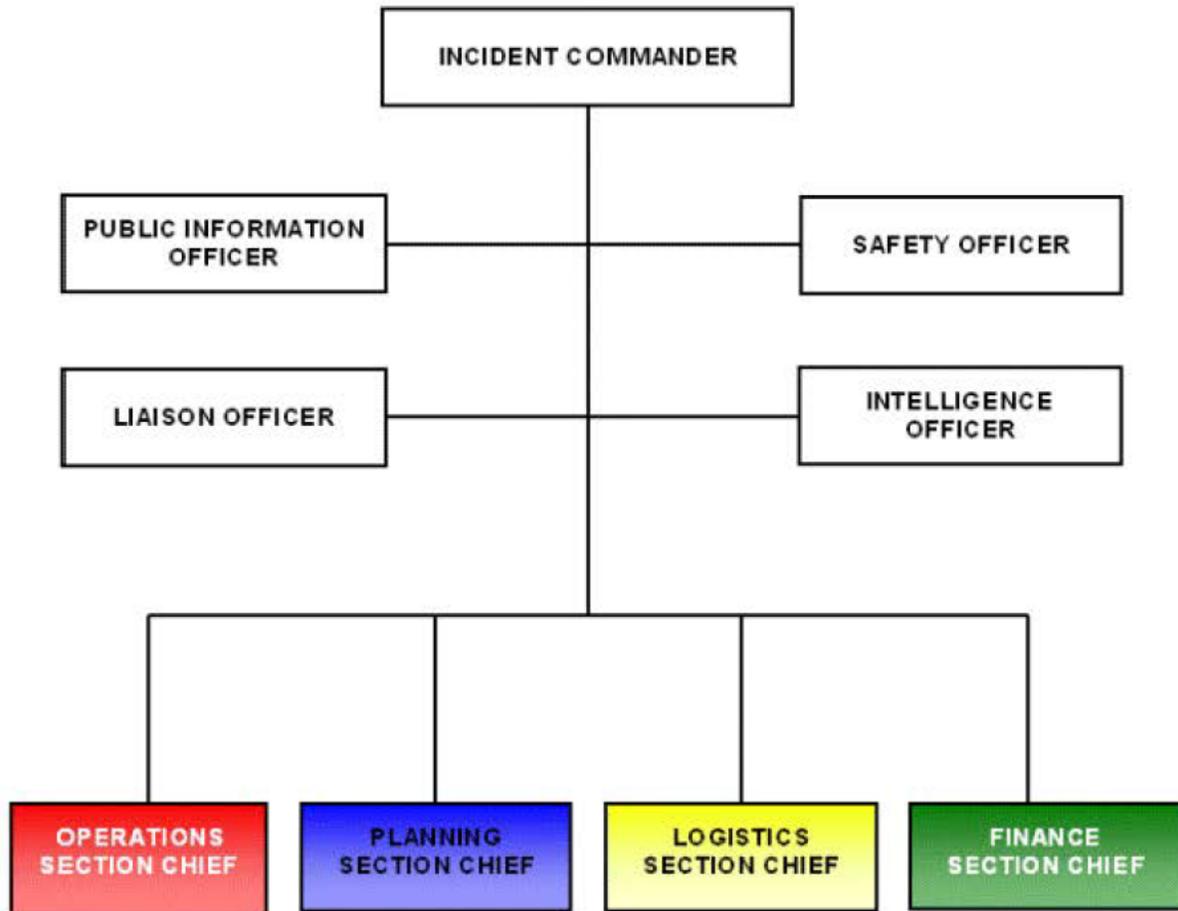


FIGURE A.1

EMERGENCY RESPONSE EQUIPMENT			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Fire/Rescue Equipment:			
Fire Fighting and Rescue Equipment			
Type/Year	Operational Status	Quantity	Location
None	The San Antonio Terminal has no facility owned and operated spill response equipment.	None	None

FIGURE A.2

FACILITY RESPONSE EQUIPMENT						
Date of Last Update:			Last Inspection or Response Equipment Test Date:			
Inspected By:			Last Deployment Drill Date:			
Inspection Frequency:			Deployment Frequency:			
Hazardous Material/Oil Spill Equipment:						
SKIMMERS/PUMPS						
Type/Model/Year	Operational Status	Quantity	Capacity bbl/day	Daily Effective Recovery Rate	Storage Location(s)	Date Fuel Last Changed
	The San Antonio Terminal has no facility owned and operated spill response equipment.					

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:		Last Inspection or Response Equipment Test Date:		
Inspected By:		Last Deployment Drill Date:		
Inspection Frequency:		Deployment Frequency:		
Hazardous Material/Oil Spill Equipment:				
BOOM				
Type/Model/ Year	Operational Status	Size (Length)	Containment Area	Storage Location(s)
	The San Antonio Terminal has no facility owned and operated spill response equipment.			

FACILITY RESPONSE EQUIPMENT (Cont'd)						
Date of Last Update:		Last Inspection or Response Equipment Test Date:				
Inspected By:		Last Deployment Drill Date:				
Inspection Frequency:		Deployment Frequency:				
Hazardous Material/Oil Spill Equipment:						
CHEMICAL DISPERSANTS						
Type	Operational Status	Quantity/ Amount	Date Purchased	Treatment Capacity	Storage Location(s)	Date Changed
	The San Antonio Terminal has no facility owned and operated spill response equipment.					

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:		Last Inspection or Response Equipment Test Date:		
Inspected By:		Last Deployment Drill Date:		
Inspection Frequency:		Deployment Frequency:		
Hazardous Material/Oil Spill Equipment:				
DISPERSANT DISPENSING EQUIPMENT				
Type/Year	Operational Status	Capacity	Storage Location(s)	Response Time
	The San Antonio Terminal has no facility owned and operated spill response equipment.			

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:			Last Inspection or Response Equipment Test Date:	
Inspected By:			Last Deployment Drill Date:	
Inspection Frequency:			Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:				
SORBENTS				
Brand Name/Type	Operational Status	Size	Treatment Capacity	Storage Location
	The San Antonio Terminal has no facility owned and operated spill response equipment.			

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
HAND TOOLS			
Type/Year	Operational Status	Quantity	Storage Location
	The San Antonio Terminal has no facility owned and operated spill response equipment.		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
COMMUNICATION EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location (s)/Number
	The San Antonio Terminal has no facility owned and operated spill response equipment.		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
PERSONAL PROTECTIVE EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location
	The San Antonio Terminal has no facility owned and operated spill response equipment.		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
OTHER EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location
	The San Antonio Terminal has no facility owned and operated spill response equipment.		

**FIGURE A.3
CONTRACTED RESPONSE RESOURCES**

USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATION (OSRO)							
OSRO Name	Response Time	Environment Type	Facility Classification Level				High Volume
			MM	W1	W2	W3	
Garner Environmental	<2 Hours	River/Canal	Y	Y	Y	Y	Yes
		Inland	Y			Y	
Eagle Construction	1-1.5 Hours	River/Canal	Y	Y	Y	Y	Yes

Note: Classification ratings taken from the USCG's internet site

www.uscg.mil/hq/nsfweb/nsfcc/ops/ResponseSupport/RRAB/osroclassifiedguidelines.asp

3.7 EVACUATION

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

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

Evacuation Planning

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

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

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

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

(b) (7)(F)

Evacuation Plan

The following Emergency Evacuation Plan has been developed and may be implemented in response to fires, explosions, or any unplanned release of hazardous constituents to air, soil, or surface water at the San Antonio Distribution Terminal.

- The plan will be initiated upon hearing emergency siren or if contacted by terminal personnel. Terminal is manned 24 hrs per day. Can activate alarms at loading rack or fleet garage.
- The Terminal Superintendent, or designated person in charge, will communicate instructions to implement the plan.
- The primary evacuation route will be through the front gates to either the Coliseum Exit or Access Road exit.
- The alternate evacuation route is through the railroad track gate at the rear of the property.
- In the event that the emergency does not necessitate a full evacuation, the on-site safe haven assembly area has been designated as the terminal parking lot.
- The check-in area after a full evacuation is at the terminal entrance sign.
- Route for arrival of emergency resp. personnel and equip. is through main entrance.
- The City of San Antonio Fire Department EMS will transport any injured personnel to the nearest emergency medical facility.

Alternate Command Center

The Holiday Inn (Northeast), 3855 N. Pan Am Expressway, San Antonio, TX 78219 has been designated as an alternate command center should personnel need to leave the site.

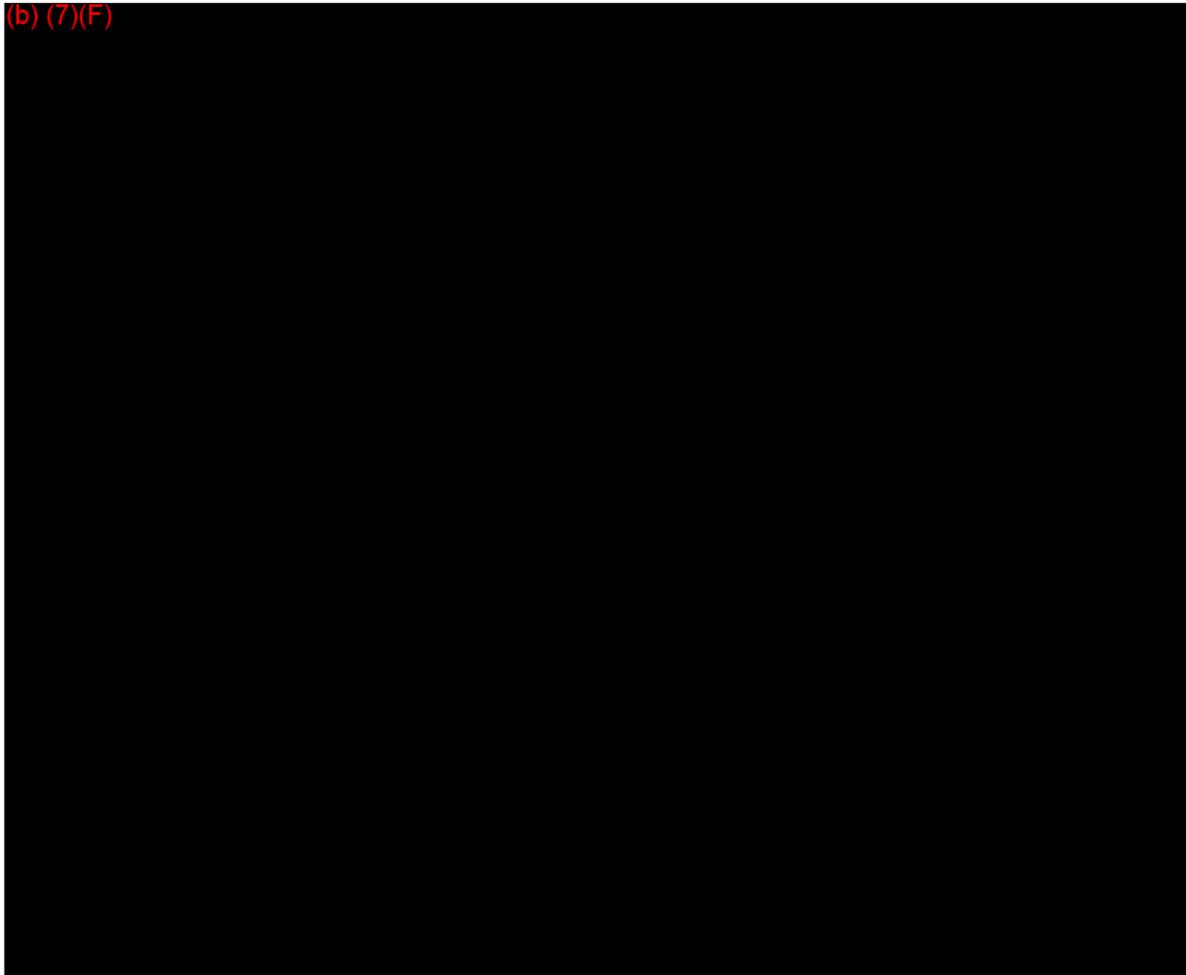
Community Evacuation

Community evacuation is addressed in the Emergency Operations Plan for the City of San Antonio. The plan is administered by the San Antonio Department of Emergency Management. A copy is available at the terminal.

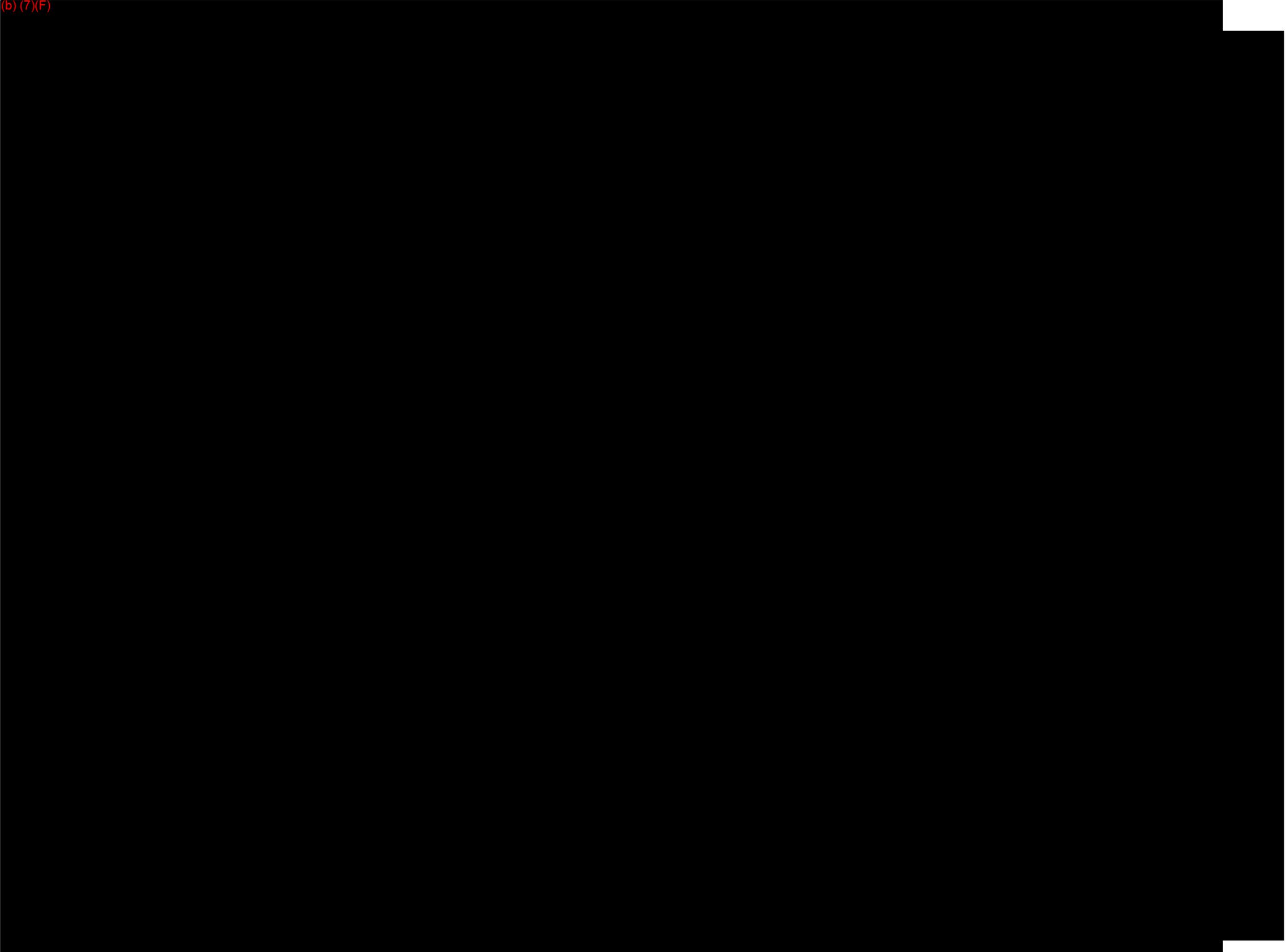
Staging Areas for Response Equipment

Salado Creek at Gemblar Road and/or Coliseum Parking Lot at Coliseum Road and Houston Street.

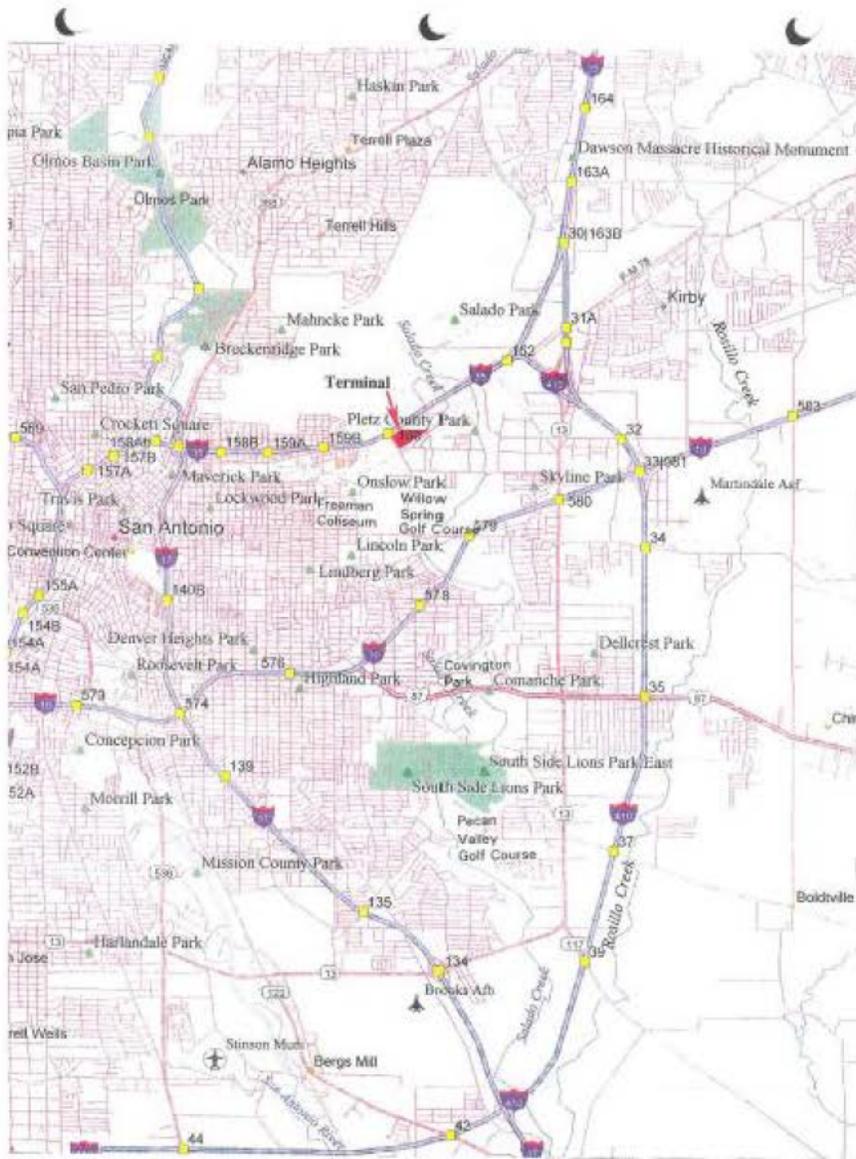
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Facility Diagram



SOFTWARE: MapInfo generated using
 Delorme Street Atlas software, V14.6
 7/96

Job No. 08857-770-012

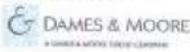
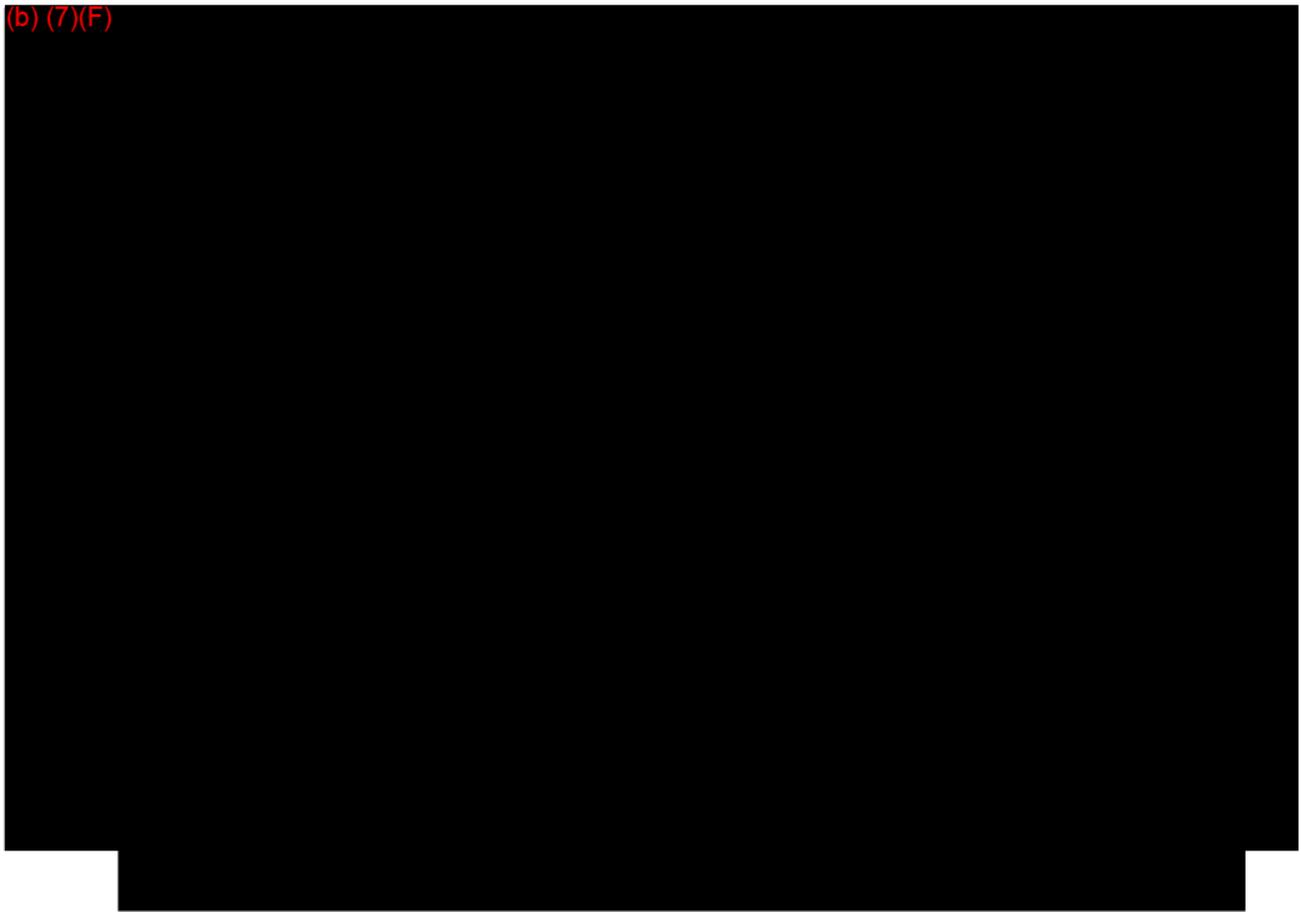


FIGURE 1

San Antonio Terminal
 Exxon Company U.S.A.

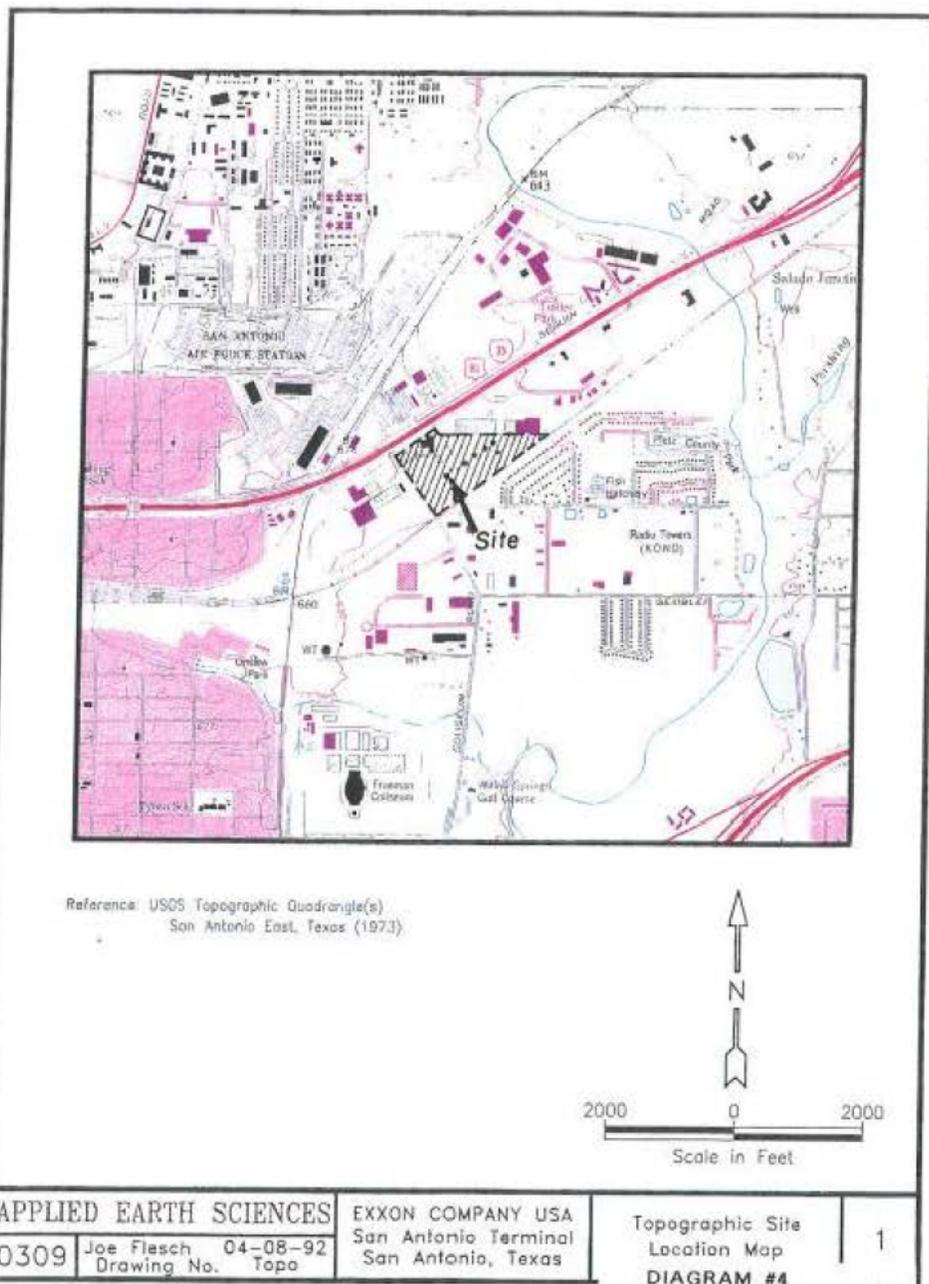
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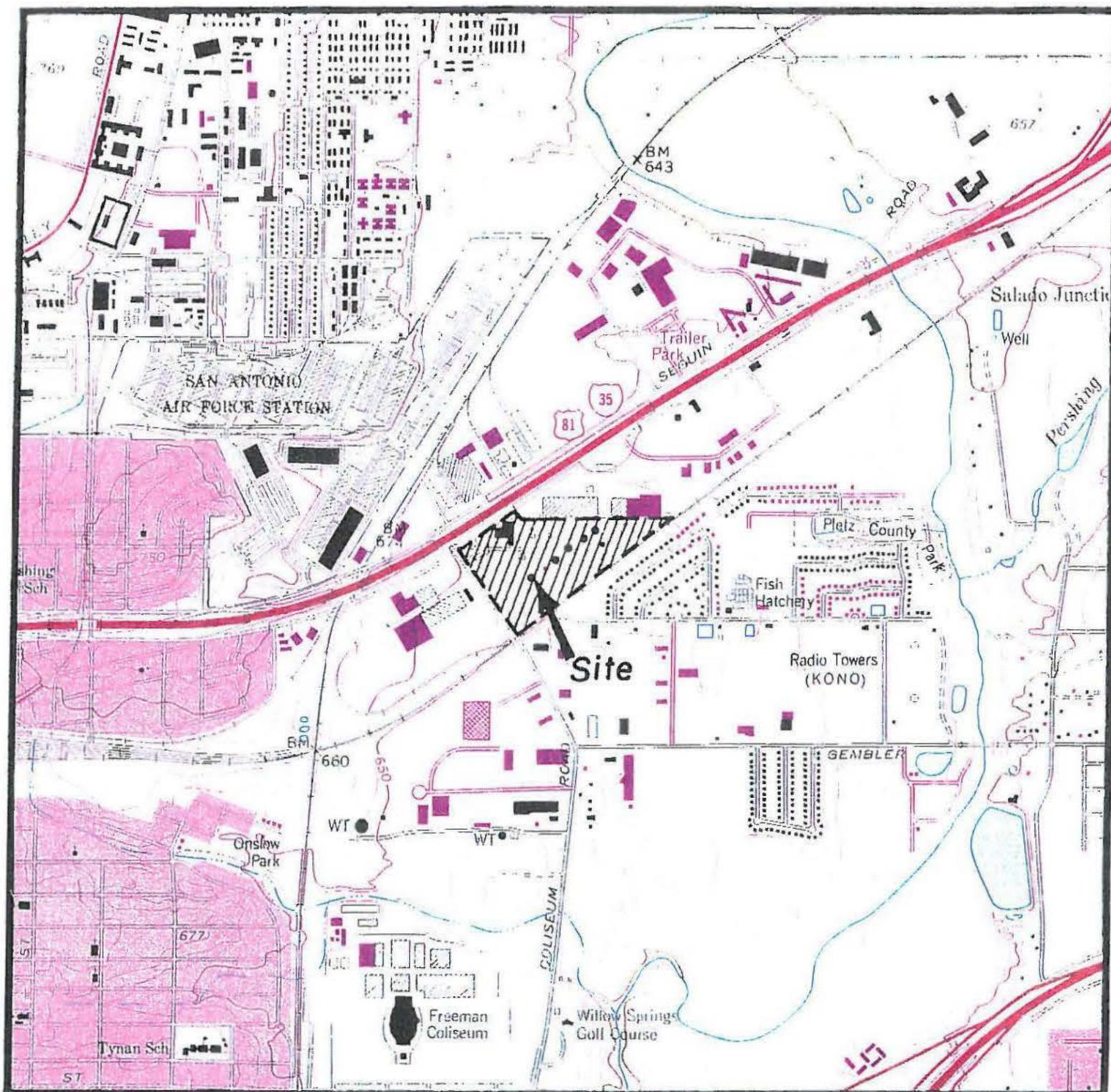




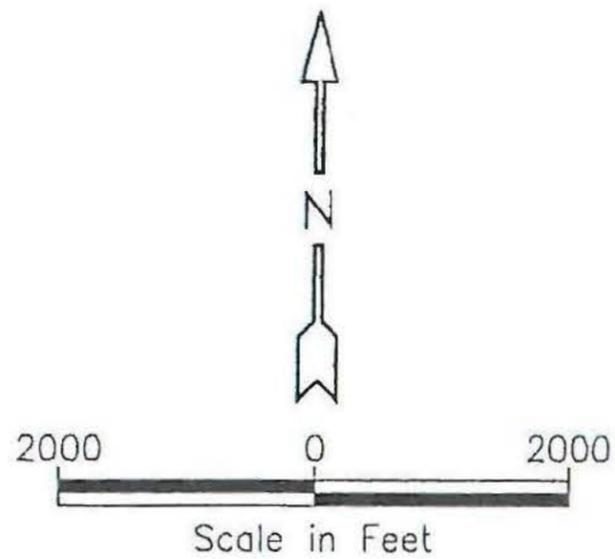
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Topographic Site Location Map





Reference: USGS Topographic Quadrangle(s)
 San Antonio East, Texas (1973)



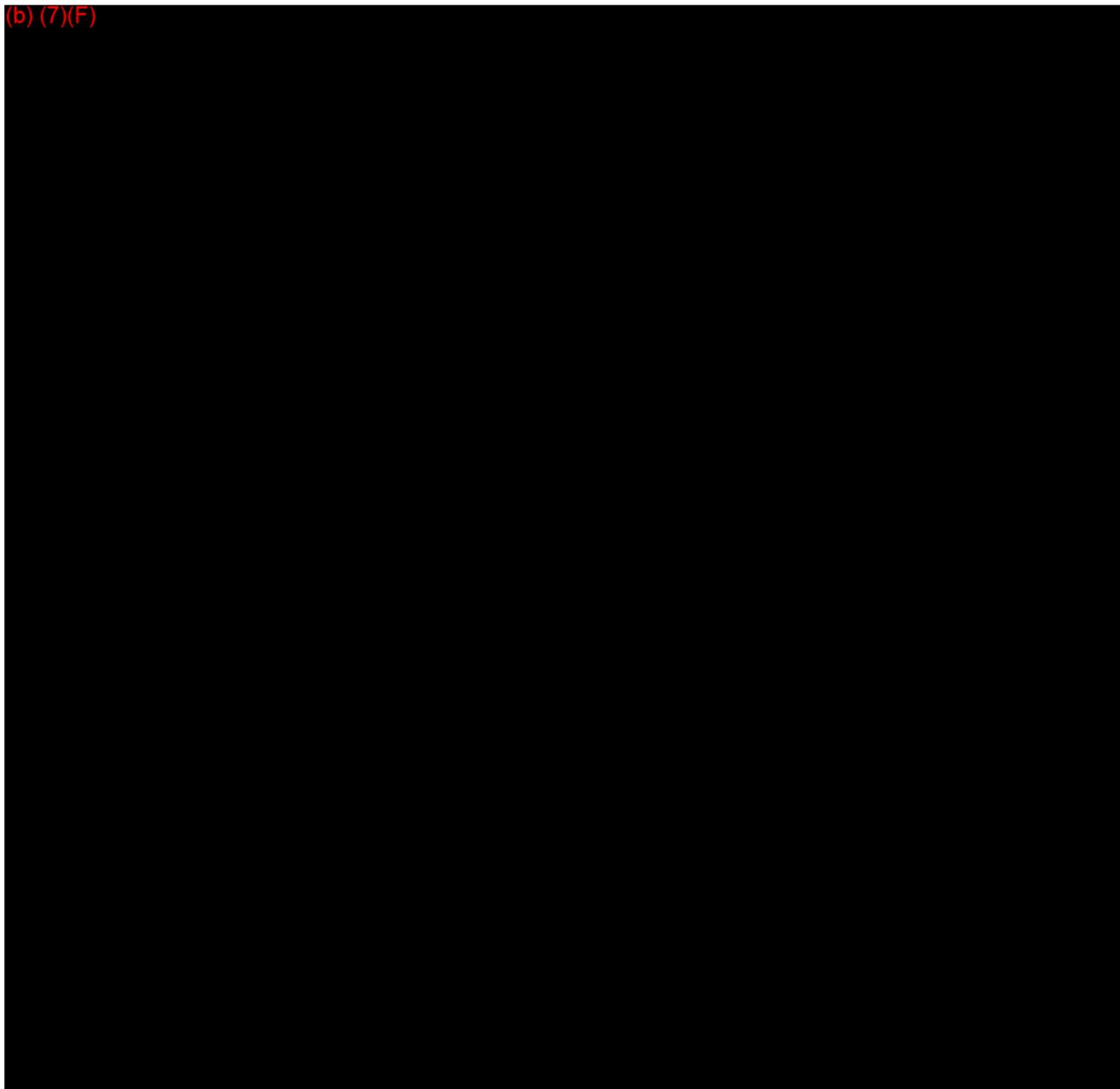
APPLIED EARTH SCIENCES

EXXON COMPANY USA
 San Antonio Terminal
 San Antonio, Texas

Topographic Site
 Location Map
 DIAGRAM #4

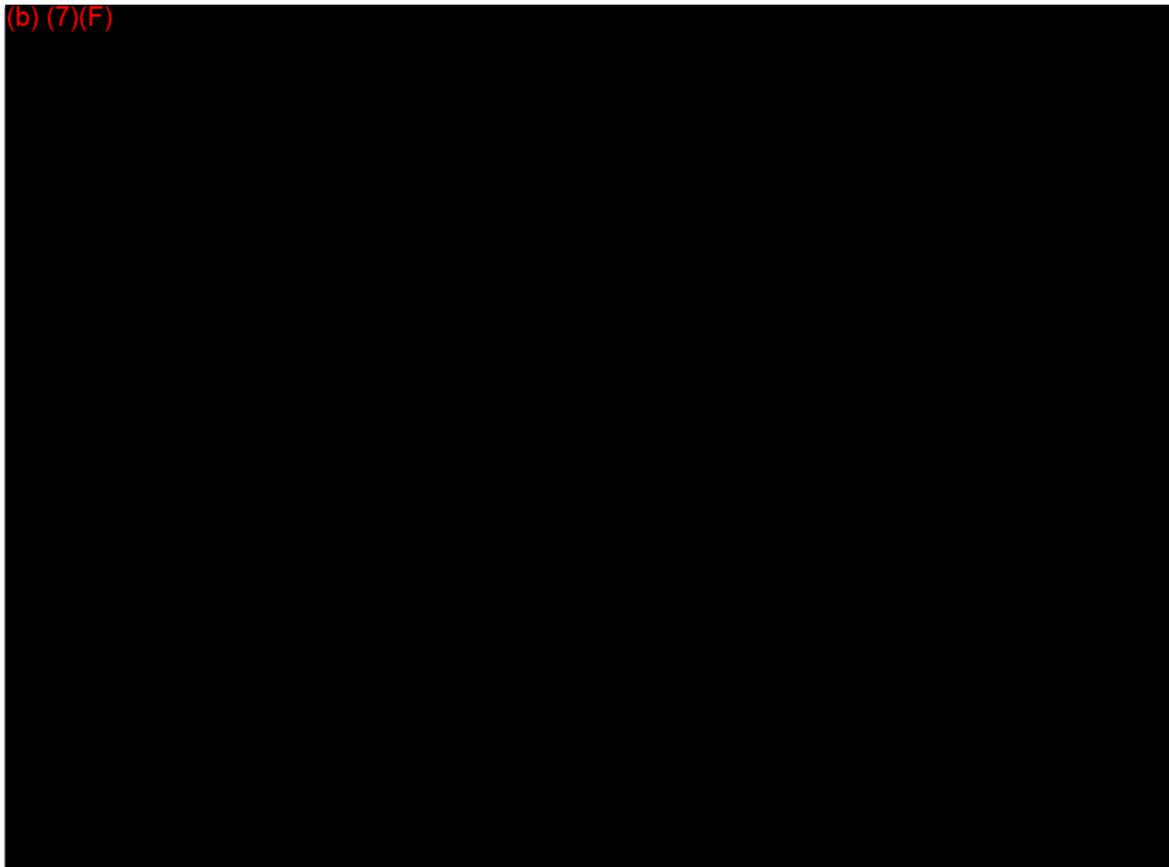
0309 Joe Flesch 04-08-92
 Drawing No. Topo

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Environmental Sensitivity Map

EXXON SAN ANTONIO TERMINAL OIL SPILL RESPONSE MAP ** LEGEND

Biological Resources

-  Surface drainage ditch and Salado Creek
-  Wetland area
-  Potential path of product

Boom Deployment Locations

-  P1 Onland response/diversion
-  P2 Containment
-  P3 Containment
-  P4 Containment
-  P5 Diversion
-  P6 Exclusion
-  P7 Exclusion
-  P8 Exclusion
-  P9 Collection
-  P10 Exclusion
-  P11 Exclusion
-  P12 Containment
-  P13 Exclusion
-  P14 Containment/exclusion

** All locations were approximated by appropriate agency to protect the resource.
Mapped locations are only intended to be a representation of that information.

FIGURE 2

Job No. 08837-770-012



San Antonio Terminal
Exxon Company, U.S.A.

EXXON SAN ANTONIO TERMINAL
OIL SPILL RESPONSE MAP **
LEGEND

Biological Resources

	Surface drainage ditch and Salado Creek
	Wetland area
	Potential path of product

Boom Deployment Locations

	Onland response/diversion
	Containment
	Containment
	Containment
	Diversion
	Exclusion
	Exclusion
	Exclusion
	Collection
	Exclusion
	Exclusion
	Containment
	Exclusion
	Containment/exclusion

** All locations were approximated by appropriate agency to protect the resource.
Mapped locations are only intended to be a representation of that information.

FIGURE 2

Job No. 08837-770-012

EXXON SAN ANTONIO TERMINAL
OIL SPILL RESPONSE MAP **
LEGEND

Planning Distance Markers

- | |
|---|
| A |
|---|

 Exxon Terminal
- | |
|---|
| B |
|---|

 Discharge from terminal to drainage ditch
- | |
|---|
| C |
|---|

 Discharge to Salado Creek
- | |
|---|
| D |
|---|

 End of planning distance

Figure 2(cont'd)

Job No. 08837-770-012



San Antonio Terminal
Exxon Company, U.S.A.

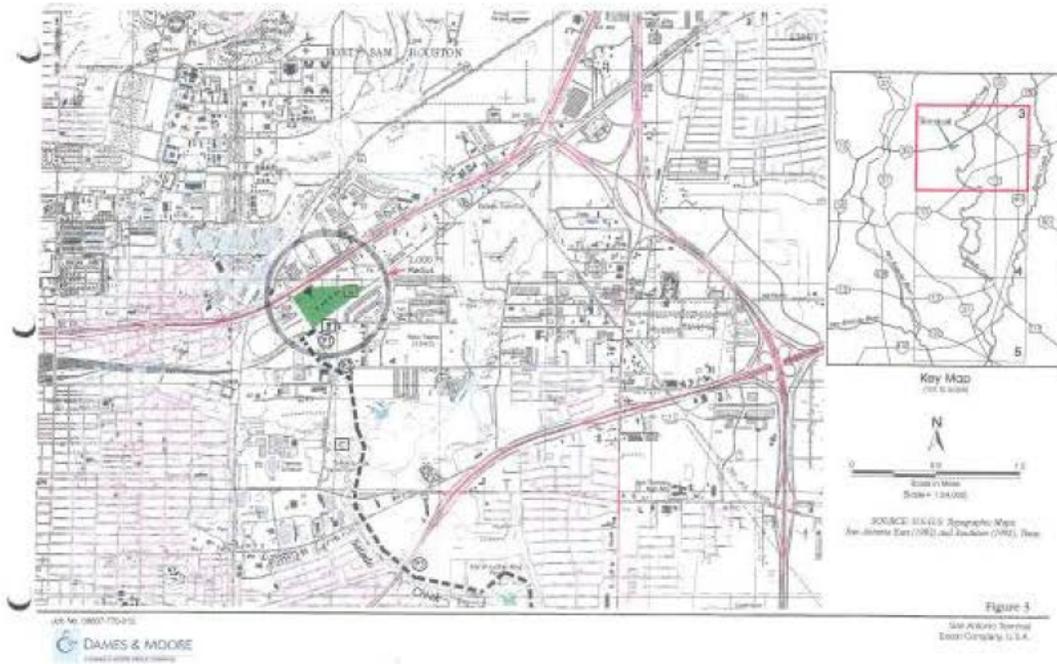
EXXON SAN ANTONIO TERMINAL
OIL SPILL RESPONSE MAP **
LEGEND

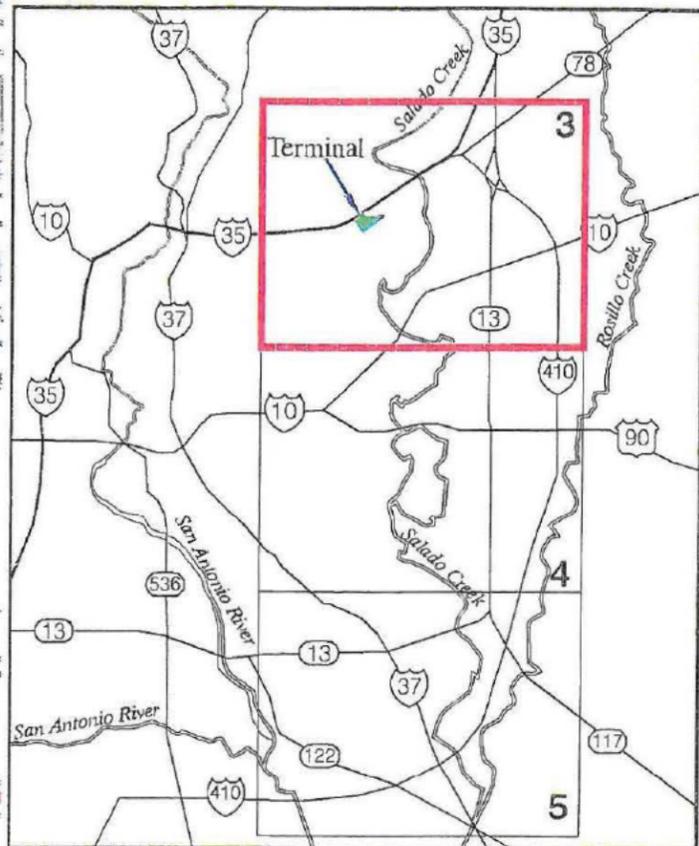
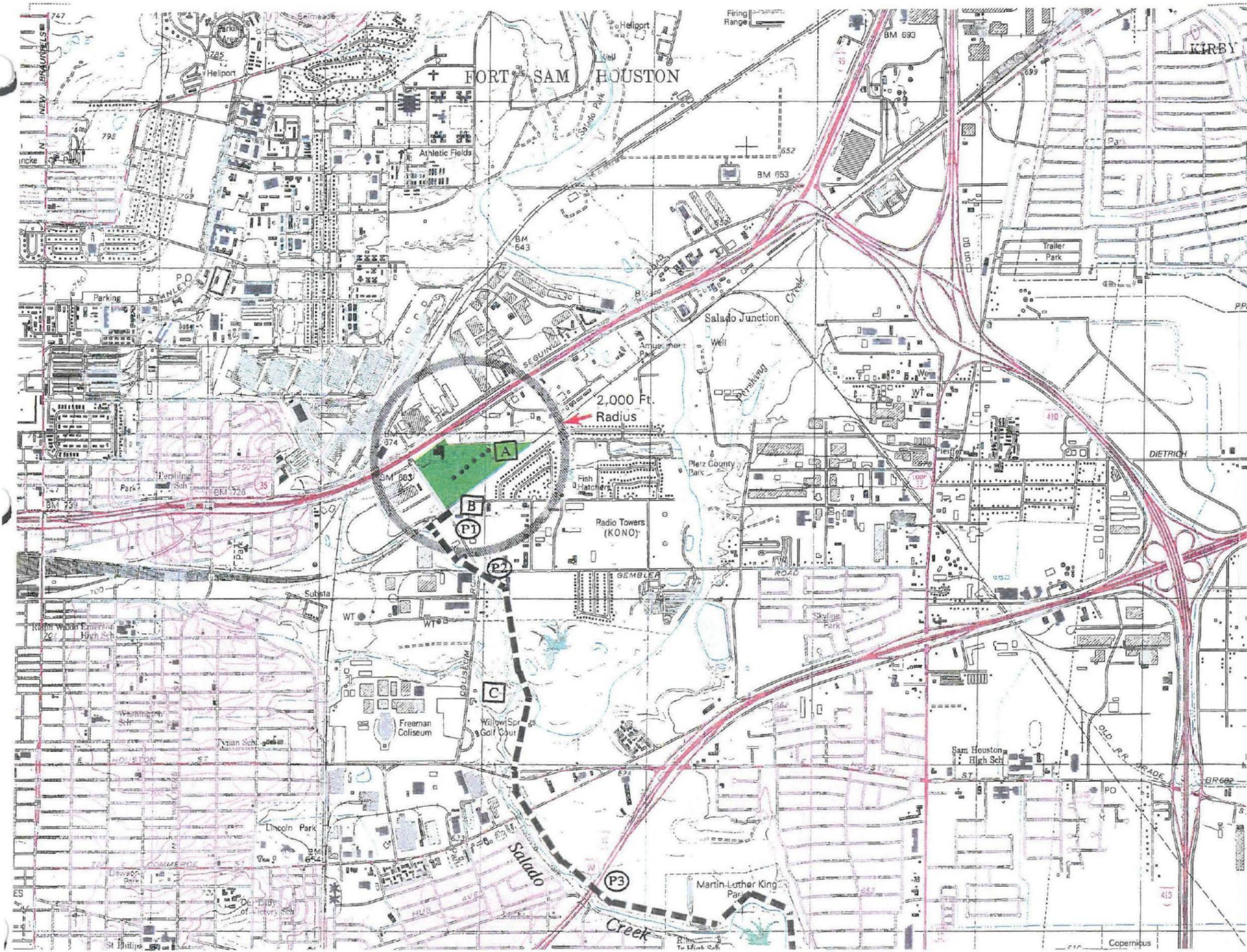
Planning Distance Markers

- | | |
|---|---|
|  | Exxon Terminal |
|  | Discharge from terminal to drainage ditch |
|  | Discharge to Salado Creek |
|  | End of planning distance |

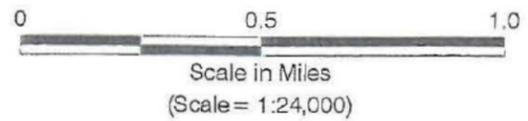
Figure 2(cont'd)

Job No. 08837-770-012





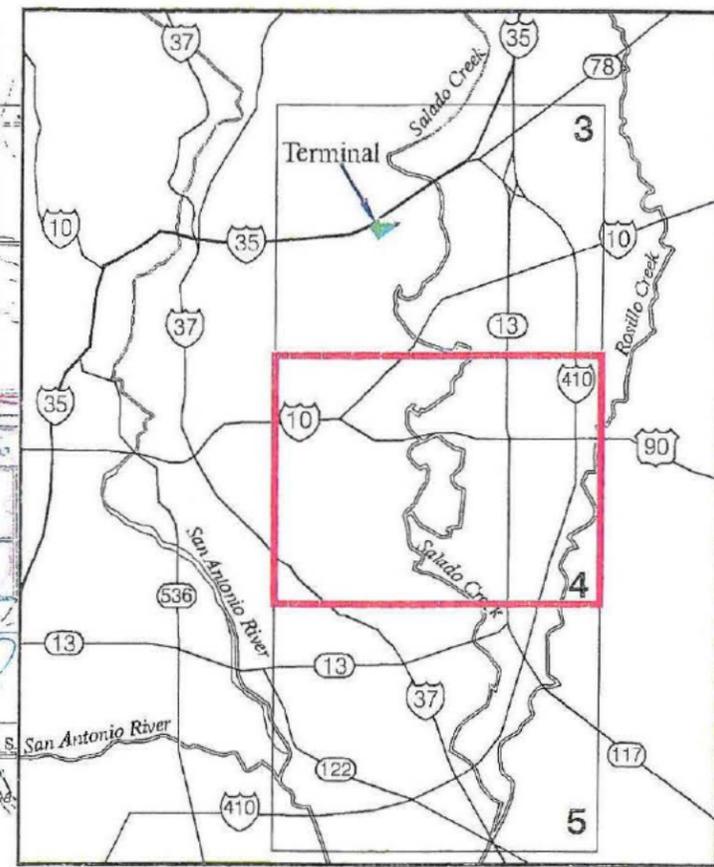
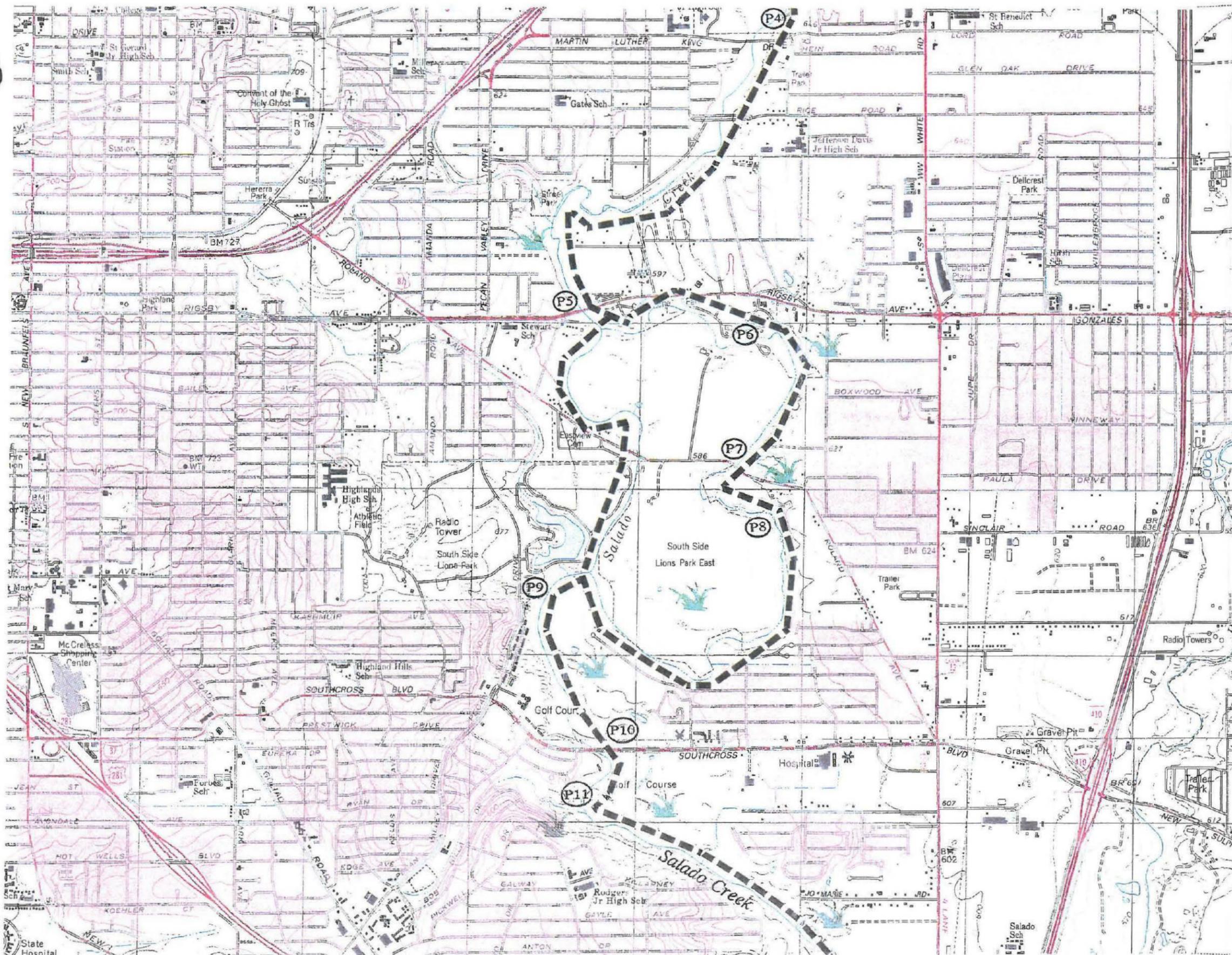
Key Map (not to scale)



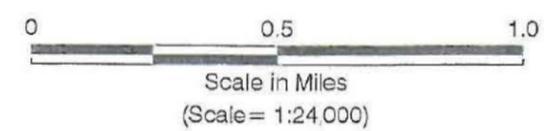
SOURCE: U.S.G.S. Topographic Maps; San Antonio East (1992) and Southton (1992), Texas.

Figure 3



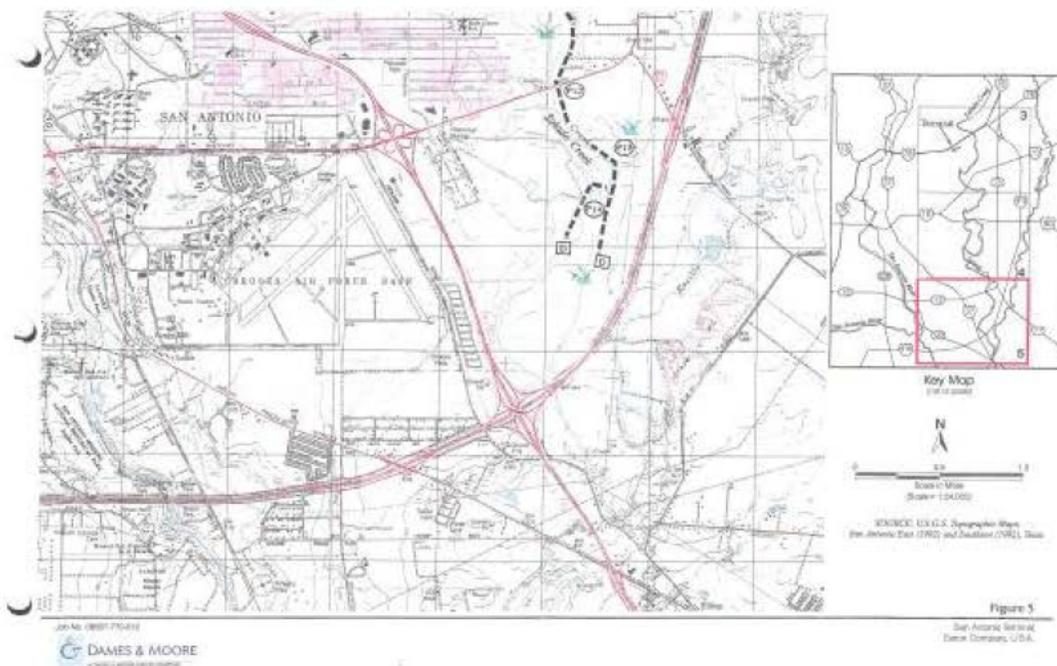


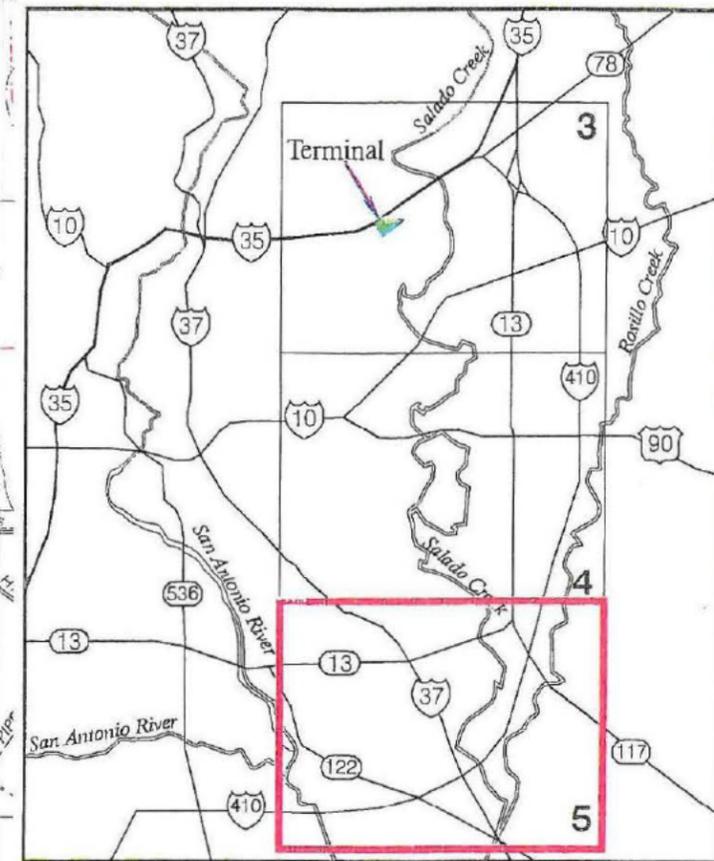
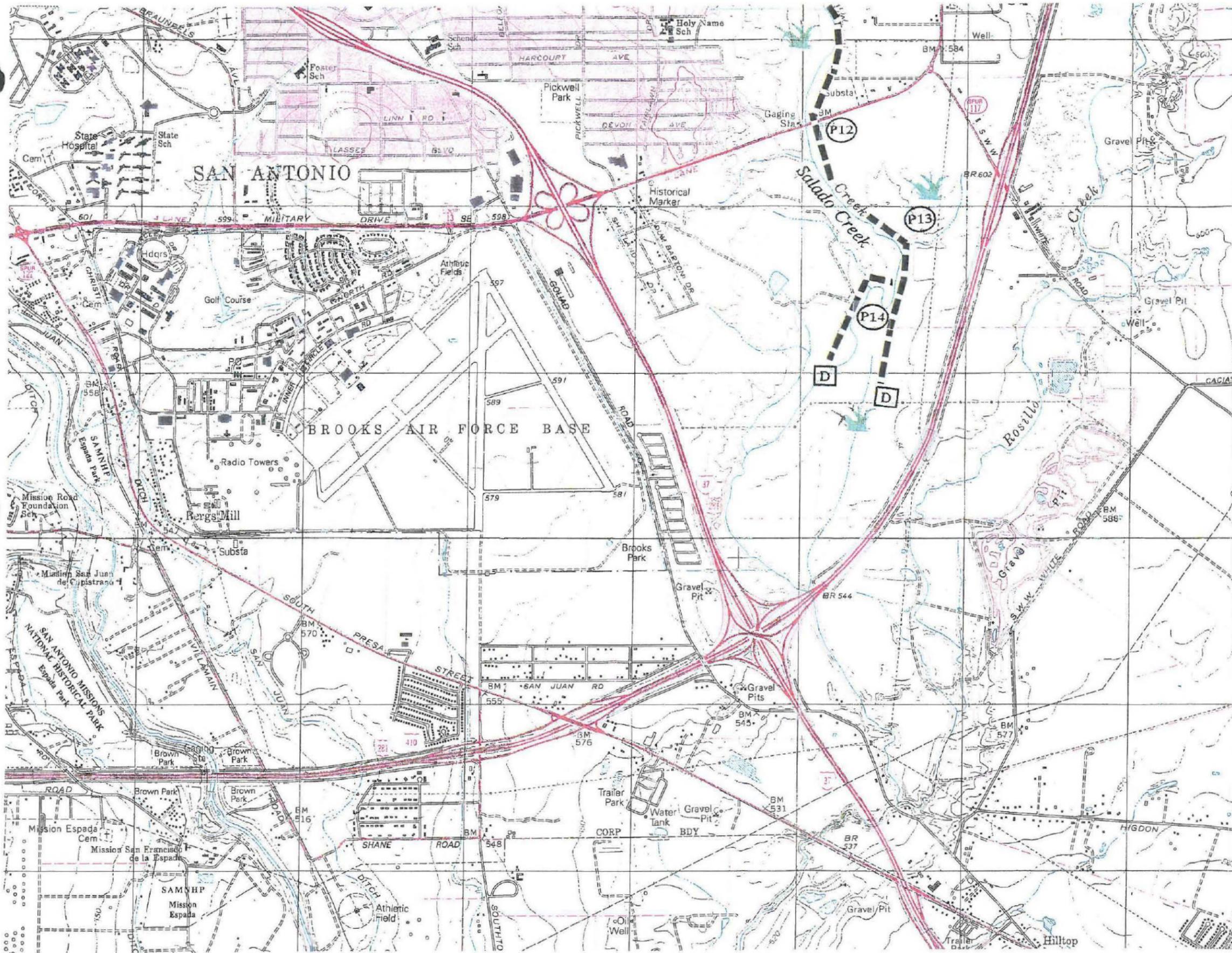
Key Map
(not to scale)



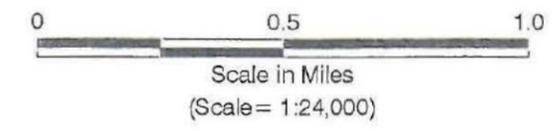
SOURCE: U.S.G.S. Topographic Maps;
San Antonio East (1992) and Southton (1992), Texas.

Figure 4





Key Map
(not to scale)



SOURCE: U.S.G.S. Topographic Maps;
San Antonio East (1992) and Southton (1992), Texas.

Figure 5

Facility Photo 1

APPLIED EARTH SCIENCES

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas



1) View (looking northeast from the terminal) of the adjacent southern Merchandise and Storage Company.



2) View (looking southwest from the terminal) of Coliseum Road with a cold storage facility visible in the background.

DIAGRAM #6

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas



1) View (looking northeast from the terminal) of the adjacent southern Merchandise and Storage Company.



2) View (looking southwest from the terminal) of Coliseum Road with a cold storage facility visible in the background.

Facility Photo 2

APPLIED EARTH SCIENCES

**Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas**

- 3) View (looking southeast from the terminal) of the adjacent Southern Pacific Railroad tracks.



- 4) View (looking south from the terminal) of the residential neighborhood located across the Southern Pacific Railroad tracks.

DIAGRAM 7

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas



- 3) View (looking southeast from the terminal) of the adjacent Southern Pacific Railroad tracks.



- 4) View (looking south from the terminal) of the residential neighborhood located across the Southern Pacific Railroad tracks.

Facility Photo 3

APPLIED EARTH SCIENCES

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas



- 5) View of an underground vault located along the Southern Pacific Railroad tracks to the southeast of the terminal.



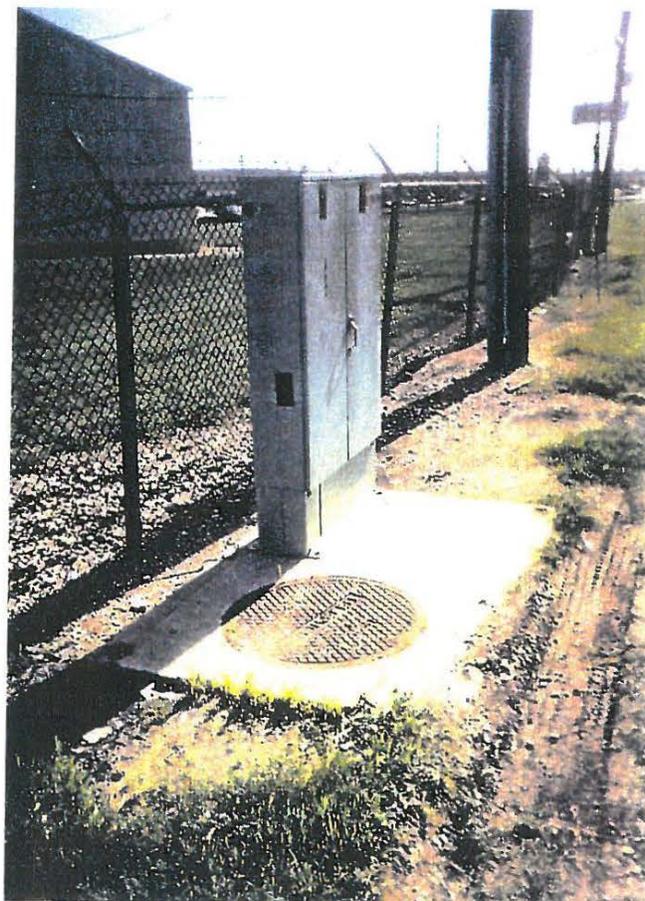
- 6) View of an underground telephone vault located just outside the northwest property line of the terminal.

DIAGRAM 8

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas



5) View of an underground vault located along the Southern Pacific Railroad tracks to the southeast of the terminal.



6) View of an underground telephone vault located just outside the northwest property line of the terminal.

DIAGRAM 8

Facility Photo 4

APPLIED EARTH SCIENCES

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas

- 7) View of the San Antonio Fire Department's three water vaults located to the north of the terminal's northern property line.



- View of the San Antonio Water Department's vault located to the northwest of the northwest property line.

DIAGRAM 9

**Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas**

- 7) **View of the San Antonio Fire Department's three water vaults located to the north of the terminal's northern property line.**



View of the San Antonio Water Department's vault located to the northwest of the northwest property line.

FACILITY RESPONSE PLAN

San Antonio, TX Terminal



Prepared for:

ExxonMobil Corporation
5959 Las Colinas Blvd.
Irving, 73039

Prepared by:

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

GENERAL INFORMATION	
Owner/Operator of Facility:	ExxonMobil Corporation
Owner/Operator's Address:	5959 Las Colinas Blvd. Irving, 73039
Owner/Operator's Telephone Numbers:	(972) 444-1000
Facility Name:	San Antonio, TX Terminal
Facility's Physical Address:	3214 Pan Am Expressway San Antonio, Texas 78219
Facility's Phone Number:	210-220-3428
(b) (7)(F)	
Dun & Bradstreet Number:	0080772118
North American Industry Classification System (NAICS):	42271
(b) (7)(F)	
Facility Distance to Navigable Water:	<input type="checkbox"/> 0 - 1/4 mile <input type="checkbox"/> 1/2 - 1 mile <input checked="" type="checkbox"/> 1/4 - 1/2 mile <input type="checkbox"/> >1 mile

CERTIFICATION OF THE APPLICABILITY OF THE EPA SUBSTANTIAL HARM CRITERIA	
FACILITY NAME:	San Antonio, TX Terminal
FACILITY ADDRESS:	3214 Pan Am Expressway San Antonio, Texas 78219
1. Does the facility transfer oil over water to or from vessels <u>and</u> does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?	Yes _____ No <input checked="" type="checkbox"/> _____
2. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons <u>and</u> does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground oil storage tank area?	Yes _____ No <input checked="" type="checkbox"/> _____
3. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons <u>and</u> is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III to 40 CFR Part 112 or a comparable formula) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments? For further description of fish and wildlife and sensitive environments, see Appendices I, II, and III to DOC/NOAA's "Guidance for Facility and Vessel Response Plans: Fish and Wildlife and Sensitive Environments" (59 FR 14713, March 29, 1994) and the applicable Area Contingency Plan.	Yes <input checked="" type="checkbox"/> _____ No _____
4. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons <u>and</u> is the facility located at a distance (as calculated using the appropriate formula in Attachment C-III to 40 CFR Part 112 or a comparable formula) such that a discharge from the facility would shut down a public drinking water intake?	Yes <input checked="" type="checkbox"/> _____ No _____
5. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons <u>and</u> has the facility experienced a reportable oil spill in an amount greater than or equal to 10,000 gallons within the last 5 years?	Yes _____ No <input checked="" type="checkbox"/> _____
1. If a comparable formula is used, documentation of the reliability and analytical soundness of the comparable formula must be attached to this form.	
2. For the purposes of 40 CFR part 112, public drinking water intakes are analogous to public water systems as described at 40 CFR 143.2(c).	
I certify:	
<ul style="list-style-type: none"> Under penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals responsible for obtaining this information, I believe that the submitted information is true, accurate, and complete. To the United States Coast Guard that the Company has ensured, by contract or other approved means as described in section 154.1028(a), the availability of the necessary private personnel and equipment to respond, to the maximum extent practicable to a worst case discharge or substantial threat of such a discharge from the Facility and that the plan meets the requirements of Subpart F to Part 154. 	
	Terminal Supervisor
_____ Signature	_____ Title
Greg Batts	07/23/2010
_____ Name (please type or print)	_____ Date

NOTE: The information and procedures in this Plan must be treated as guidelines only. The user should determine to what extent it is practical and advisable to follow them. This decision may involve considerations not discussed in this Plan. O'Brien's Response Management Inc. (O'Brien'sRM) provided consulting and plan development services in the preparation of this plan utilizing data provided by the owner/operator and/or the Facility. O'Brien'sRM assumes no liability for injury, loss, or damage of any kind resulting directly or indirectly from the use of the regulatory interpretation, response planning, or information contained in this plan.

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

FACILITY NAME: San Antonio, TX Terminal

FACILITY ADDRESS: 3214 Pan Am Expressway

San Antonio, Texas 78219

1. Is the pipeline greater than 6 and 5/8 inches (168 mm) in outside nominal diameter, greater than 10 miles (16 km) in length? and

Yes _____ No _____
2. Has any line section experienced a release greater than 1,000 barrels (159 cu. meters) within the previous five years? or

Yes _____ No _____
3. Has any line section experienced two or more reportable releases, as defined in Sec. 195.50, within the previous five years? or

Yes _____ No _____
4. Does any line section contain any electric resistance welded pipe, manufactured prior to 1970 and operates at a maximum operating pressure established under Sec. 195.406 that corresponds to a stress level greater than 50 percent of the specified minimum yield strength of the pipe? or

Yes _____ No _____
5. Is any line located within a 5-mile (8 km) radius of potentially affected public drinking water intakes and could reasonably be expected to reach public drinking water intakes? or

Yes _____ No _____
6. Is any line located within a 1-mile (8 km) radius of potentially affected environmentally sensitive areas and could reasonably be expected to reach these areas?

Yes _____ No _____

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

ExxonMobil Corporation hereby certifies to the Pipeline and Hazardous Materials Safety Administration of the Department of Transportation that we have identified and ensured, by contract or by other means, the availability of personnel and equipment to respond, to the maximum extent practicable, to a worst case discharge.



Terminal Supervisor

Signature

Title

Greg Batts

07/23/2010

Name (please type or print)

Date

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

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

REVISION RECORD		
CHANGE DATE	AFFECTED PAGE NUMBER(S)	DESCRIPTION OF CHANGE(S)
July, 2010	Entire Plan	Plan converted to ePlanPro® format.
November, 2010	FWD, Section 2.	Modified distribution list. Updated contacts.
January, 2012	ERAP, FWD, Sec 2, Sec 4, App B, App D.	Updated contacts and Strike Team info.

DISTRIBUTION LIST	
COPY NUMBER	PLAN HOLDER
SAN-1	Don Smith FOSC Response & Prevention Branch P.O. Box 303 Dallas 75313-0303
SAN-2	Greg Batts Terminal Superintendent ExxonMobil 3214 N. Pan Am Expressway San Antonio, Texas 78219
SAN-3, SAN-4 (Electronic Copies)	Office of Pipeline Safety Pipeline & Hazardous Material Safety Admin 1200 New Jersey Avenue SE-E-22-321 Washington, District Of Columbia 20590
ExxonMobil ePlanPro(r) System	ExxonMobil ePlanPro(r) Enterprise System Accessible to all Responsible Personnel Hosted Online

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



1.0 INTRODUCTION AND PLAN CONTENT

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

Figure 1.1 [Facility Information](#)

1.1 PLAN PURPOSE/OBJECTIVES

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

The specific objectives of the Plan are to:

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

1.2 FORMAT AND SCOPE OF PLAN

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

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

1.3 PLAN DISTRIBUTION PROCEDURES

Distribution will be handled in the following manner:

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

1.4 PLAN REVIEW AND UPDATE PROCEDURES

Annual Review/Update

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

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

Federal Agency Review/Revision Requirements

AGENCY TIMING REQUIREMENTS	EPA	DOT/PHMSA
Timing for Plan reviews.	Periodically but not to exceed five (5) years.	Periodically but not to exceed five (5) years.
Timing for submission of significant Plan revisions as detailed in the table below.	60 days	30 days

EPA Requires any significant changes (see below) that materially may affect the response to a Worst Case Discharge to be submitted within 60 days of the change to the EPA's Regional Office [40 CFR 112.20(d)(1)]. If the Facility is a significant and substantial harm facility, EPA will review the Plan periodically (not to exceed five years). The Facility will submit non-material changes to EPA as the revisions occur.

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

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

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

1.5 REGULATORY COMPLIANCE

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

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

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

- U.S. Environmental Protection Agency - Region VI, Regional Integrated Contingency Plan

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

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

**FIGURE 1.1
FACILITY INFORMATION**

GENERAL INFORMATION		
Facility Name:	San Antonio, TX Terminal	
	Physical Address	Mailing Address
	3214 Pan Am Expressway San Antonio, Texas 78219	3214 Pan Am Expressway San Antonio, Texas 78219
24 hr Telephone #:	(210) 220-3428	
Fax #:	(210) 220-3439	
EPA FRP #:	FRP-06-TX-00199	
NAICS:	42271	
(b) (7)(F)		
Dunn & Bradstreet Number:	0080772118	
Company:	Owner: Physical Address	Operator: Physical Address
	ExxonMobil Corporation 5959 Las Colinas Blvd. Irving, 73039	ExxonMobil Oil Corporation 800 Bell Rm 603 F Houston, Texas 77002

FACILITY LOCATION		
County:	Bexar	
Area Map:	See Appendix G	
Facility Diagram:	See Appendix G	
Wellhead Protection Area:	N/A	
Facility Distance to Navigable Water:	<input type="checkbox"/> 0 - 1/4 mile <input checked="" type="checkbox"/> 1/4 - 1/2 mile	<input type="checkbox"/> 1/2 - 1 mile <input type="checkbox"/> >1 mile
Landside Directions:	<p>Located on 31 acre tract about 5 miles northeast of downtown San Antonio at I 35 and Coliseum Road. The San Antonio Terminal is located on Company owned land in the 3200 block of Pan American Expressway. The Terminal is bounded as follows: on the northeast side by Southern Moving and Storage; on the southeast side by a railroad then a residential area; and on the west side by SBC Parkway. The 3200 block of I-35 North is at the intersection of SBC Parkway and Pan American Expressway about 4 miles northeast of downtown San Antonio.</p>	
Waterside Directions:	N/A	

QUALIFIED INDIVIDUAL

Certification:

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

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

Qualified Individual:

Greg Batts	Terminal Supervisor	(210) 488-3208 (24 Hr.) (b) (6) (210) 488-3208 (Cellular)
------------	---------------------	---

Alt. Qualified Individual:

George Steans	QI 1st Alternate	(b) (6) (830) 305-6171 (Cellular)
---------------	------------------	--------------------------------------

Todd Chant	Master Technician	(210) 287-0143 (24 Hr.) (b) (6) (210) 287-0143 (Cellular)
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PHYSICAL DESCRIPTION - GENERAL**Description of Operation:**

- Terminal is manned 12 hrs/day and handles receipt of petroleum products via pipeline and shipment of same by tank truck.

(b) (7)(F)

- The Facility operates 24/7
- The Facility's Worst Case Discharge amount: (b) (7)(F)

Date of Initial Storage: 1950

Products Handled:

- Petroleum Products

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

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

Breakout tanks receive product via the ExxonMobil Pipeline System.

PHYSICAL DESCRIPTION - TRUCK AND RAIL TRANSFER**Truck Rack****Description of Operation:**

The truck rack is a 3 position loading rack.

Loading Rate: 500-600 gpm

Largest Truck Capacity: 9,000 gals

Discharge Prevention:

Truck racks are equipped with sumps in the event of a release.

Methods/Equipment to prevent premature vehicle departure

- (b) (7)(F)

(b) (7)(F)

(b) (7)(F)

DATES AND TYPES OF SUBSTANTIAL EXPANSIONS

There have been several expansions at the San Antonio Terminal. In 1988, a new loading rack was constructed and a new vapor recovery unit (previously located at the Irving Terminal was installed). The Terminal's throughput was also increased to serve the San Antonio market.

During 1993/1994, the Terminal increased its throughput and converted one tank from distillate to motor gasoline service. The vapor recovery system was upgraded to include vacuum assisted loading and a continuous Emissions Monitor. No new tanks or loading lanes were installed or constructed.

OTHER FACILITY DATA

(b) (7)(F)

The Terminal is located on 31 acres of land.



2.0 NOTIFICATION PROCEDURES

2.1 [Internal Notifications](#)

2.2 [External Notifications](#)

Figure 2.1 [Internal Notification References](#)

Figure 2.2 [Oil Spill Removal Organizations](#)

Figure 2.3 [Notification Data Sheet](#)

Figure 2.4 [External Notification Flowchart](#)

Figure 2.5 [External Notification References](#)

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

2.1 INTERNAL NOTIFICATIONS

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

Person Discovering the Incident

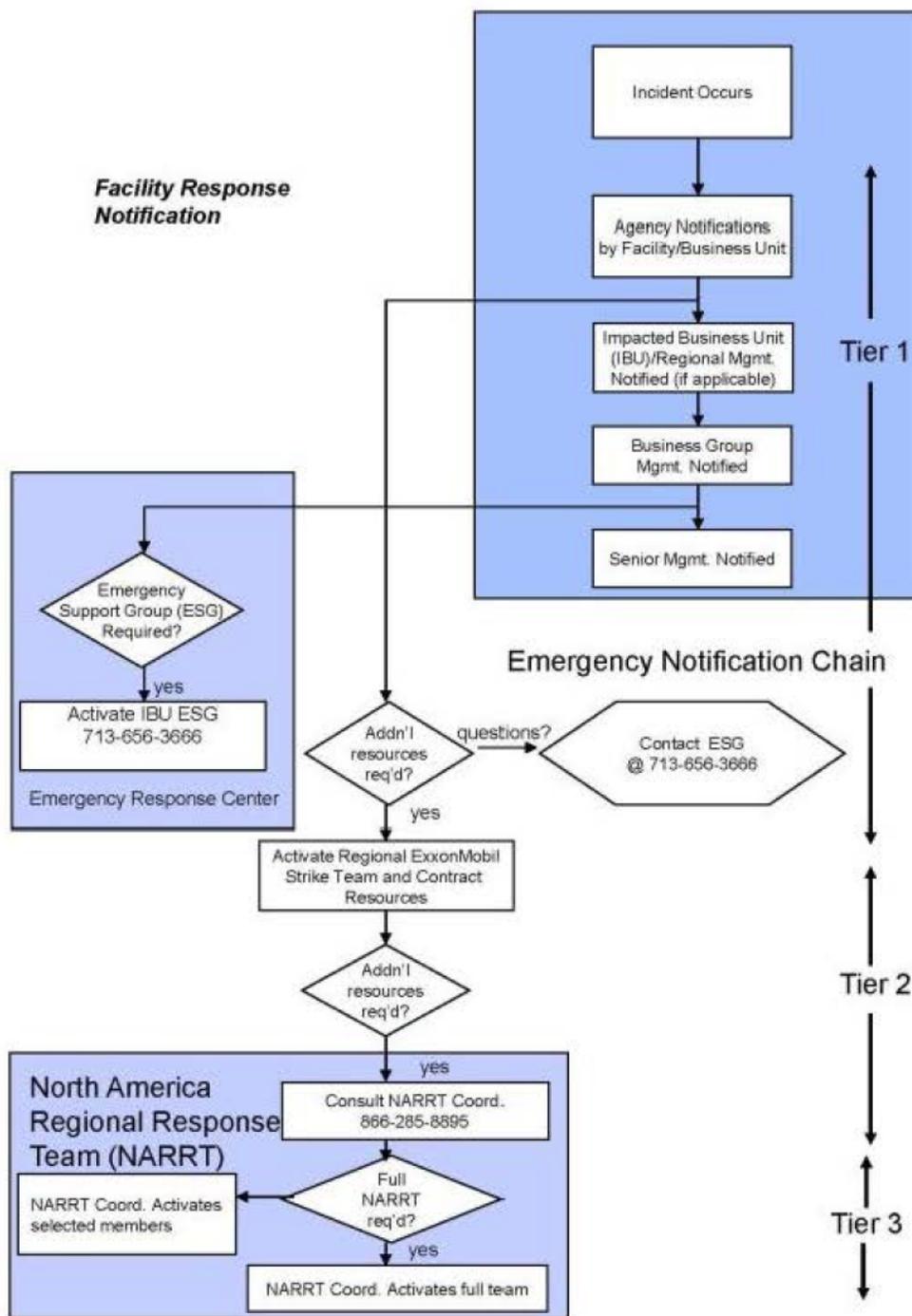
In the case of a spill to land or other emergencies at the Irving Terminal, the person discovering the incident must instruct personnel in the area to immediately begin emergency response activities. He must then notify:

- the Fire and Police Departments by calling 911,
- ExxonMobil Pipeline
- the Terminal Superintendent or his alternate and advise the nature of the incident.

Terminal Superintendent

The Terminal Superintendent or his designee will determine which agencies/organizations/individuals are to be notified depending upon the nature of the emergency. The sequence of government notifications for a major incident would be as follows:

- National Response Center
- TCEQ
- EPA Region 6



2.2 EXTERNAL NOTIFICATIONS

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

Terminal Superintendent

The Terminal Superintendent or his designee will determine which agencies/organizations/individuals are to be notified depending upon the nature of the emergency. The sequence of government notifications for a major incident would be as follows:

- National Response Center
- TCEQ (State Emergency Response Commission)
- EPA Region 6

Concurrent with these external notifications, facility personnel and the OSROs, would be called to report to the terminal. Telephone numbers and alternate means of reaching personnel or organizations are listed where applicable and available in Section 2.

In addition, ExxonMobil management would be notified.

The Spill Response Notification Form in Appendix F should be used to gather and disseminate critical information. The person calling the NRC should not wait for all information before calling.

FIGURE 2.1
INTERNAL NOTIFICATION REFERENCES

INTERNAL NOTIFICATIONS - INCIDENT MANAGEMENT TEAM				
NAME/ POSITION/TITLE	RESPONSE TIME	OFFICE	(b) (6)	OTHER
George Steans QI 1st Alternate	1 Hour	(210) 220-3428	(b) (6)	(830) 305-6171 CELL
Greg Batts Terminal Supervisor	<1 Hour	(210) 220-3434	(b) (6)	(210) 488-3208 CELL
Geoffrey Craft VP & Southern Area Operations Manager	5 hours	(713) 656-2227		(713) 204-5992 CELL
Matthew Young Central South Operations Manager	5 Hours	(281) 925-3856		(310) 261-1192 CELL
Guy Peltier Security & Contract Safety Advisor	8 Hours	(713) 656-3504	(b) (6)	(281) 384-1201 CELL
John Dunn Emergency Preparedness & Response Advisor	8 Hours	(713) 656-3666	(b) (6)	(281) 635-5082 CELL
Gail Worrell Environmental Advisor	5 Hours	(512) 708-9689		(512) 626-6776 CELL
Tommy Tomblin Strike Team Coordinator	8 Hours	(281) 834-4528		(800) 946-4646 PGR
Patricia Errico Public Affairs	8 Hours	(713) 656-5431	(b) (6)	(832) 584-0076 CELL
Todd Chant Master Technician	1 Hour	(210) 220-3491	(b) (6)	(210) 287-0143 CELL
Jimmy Davis GSD Security	5 Hours	(281) 654-2474		(713) 203-2636 CELL (713) 203-2636 PGR

FIGURE 2.2
OIL SPILL REMOVAL ORGANIZATIONS

USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATIONS (OSRO)			
COMPANY	RESPONSE TIME	LOCATION	TELEPHONE
Garner Environmental	<2 Hours	Houston, Texas	(800) 424-1716
Eagle Construction	1-1.5 Hour	Cibold, Texas	(800) 336-0909

FIGURE 2.3

NOTIFICATION DATA SHEET		
Date: _____	Time: _____	
INCIDENT DESCRIPTION		
Reporter's Full Name: _____	Position: _____	
Day Phone: _____	Evening Phone: _____	
Company: ExxonMobil Oil Corporation	Organization Type: _____	
Facility Address: 3214 Pan Am Expressway	Owner's Address: 5959 Las Colinas Blvd.	
San Antonio, Texas 78219	Irving, 73039	
(b) (7)(F)		
Spill Location (if not at Facility): _____		
Responsible Party's Name: _____	Phone Number: _____	
Responsible Party's Address: _____		
Source and/or cause of discharge: _____		
Nearest City: San Antonio		
County: Bexar	State: Texas	Zip Code: 78219
Section: _____	Township: _____	Range: _____
Distance from City: _____	Direction from City: _____	
Container Type: _____	Container Storage Capacity: _____	
Facility Oil Storage Capacity: _____		
Material: _____		
Total Quantity Released	Water Impact (YES or NO)	Quantity into Water
_____	_____	_____
_____	_____	_____
RESPONSE ACTION(S)		
Action(s) taken to Correct, Control, or Mitigate Incident: _____		
Number of Injuries: _____	Number of Deaths: _____	
Evacuation(s): _____	Number Evacuated: _____	
Damage Estimate: _____		
More information about impacted medium: _____		
CALLER NOTIFICATIONS		
National Response Center (NRC):	1-800-424-8802	
Additional Notifications (Circle all applicable):	USCG	EPA State OSHA Other _____
NRC Incident Assigned No.: _____		
ADDITIONAL INFORMATION		
Any information about the incident not recorded elsewhere in this report: _____		

NOTE: DO NOT DELAY NOTIFICATION PENDING COLLECTION OF ALL INFORMATION.		

FIGURE 2.4
EXTERNAL NOTIFICATION FLOWCHART

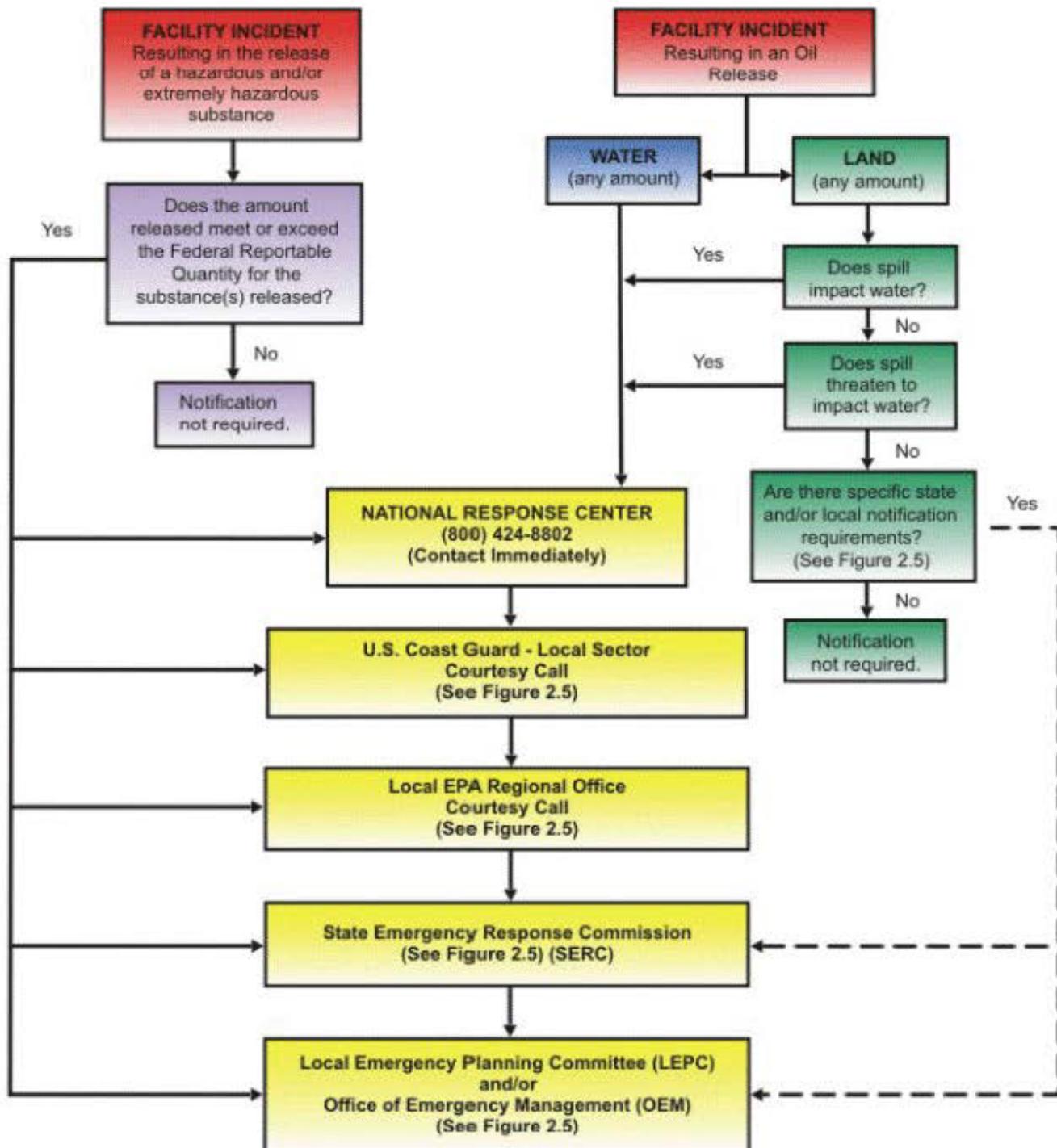


FIGURE 2.5

EXTERNAL NOTIFICATION REFERENCES

REQUIRED NOTIFICATIONS	
National Response Center (NRC)	
c/o United States Coast Guard (CG-3RPF-2), 2100 2nd Street Southwest - Room 2111-B Washington, District Of Columbia 20593-0001	(800) 424-8802 (24 Hr.) (202) 267-2675 (Day Phone)
REPORTING REQUIREMENTS	
TYPE: Any discharge or sighting of oil on navigable waters.	
VERBAL: Immediate notification required (within 2 hours).	
WRITTEN: If an RQ limit is reached, refer to state requirements for written report requirements.	
NOTE: A call to the NRC must also be made for spills or releases of hazardous substances that meet or exceed their RQ.	
U.S EPA Region 6	
Dallas, Texas 75202	(866) 372-7745 (24 Hr.) (214) 665-6428 (Day Phone)
REPORTING REQUIREMENTS	
TYPE: Immediately for all spills that impact or threaten navigable water or adjoining shoreline.	
VERBAL: Notification to the EPA is typically accomplished by the call to the NRC.	
WRITTEN: As the agency may request depending on circumstances	
NOTE: N/A	
Office of Pipeline Safety	
Department of Transportation for DOT Jurisdiction Pipeline and Hazardous Materials Safety Administration, Room 2103, 400 Seventh Street SW Washington, District Of Columbia 20590	(800) 424-8802 (24 Hr.) (202) 267-2675 (Day Phone) (202) 267-2180 (Night Phone)
REPORTING REQUIREMENTS	
TYPE: In addition to the reporting of accidents to the NRC, a written accident report may be required for incidents .	
VERBAL: Call to the NRC meets the required verbal notification under DOT reporting requirement.	
WRITTEN: As soon as practicable, an accident meeting any of the requisite criteria must be reported on PHMSA Form 7000-1.	
NOTE:	

REQUIRED NOTIFICATIONS (Cont'd)	
TCEQ (State Emergency Response)	
Austin, Texas	(800) 832-8224 (24 Hr.)
REPORTING REQUIREMENTS	
TYPE: All spills of oil or petroleum products into water and/or discharges onto land that meet or exceed 5 barrels for Refinery and Chemical Plant or 25 gallons for B & P Plant.	
VERBAL: As soon as possible, within 24 hours of discovery.	
WRITTEN: As the agency may request, depending on circumstances.	
NOTE:	
ExxonMobil	
Brian Magruder	(713) 898-5736 (24 Hr.)
REPORTING REQUIREMENTS	
TYPE:	
VERBAL:	
WRITTEN:	
NOTE: Caller needs to reach contact. If not, call until you speak with a Manager. Once contact is made, this person will make the required calls to other members of ExxonMobil management.	

OTHER POTENTIAL REQUIRED NOTIFICATIONS

Bexar County LEPC

San Antonio, Texas	(210) 335-0300 (Bexar County Fire Marshal) (24 Hr.) (210) 335-0301 (Day Phone)
--------------------	---

REPORTING REQUIREMENTS

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

VERBAL: Immediately.

WRITTEN: As requested by agency.

NOTE:

City of San Antonio Office of Emergency Management

San Antonio, Texas	(210) 207-8580 (24 Hr.)
--------------------	-------------------------

REPORTING REQUIREMENTS

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

VERBAL: Immediately.

WRITTEN: As requested by agency.

NOTE:

TX Railroad Commission Gas Utilities Division

Austin, Texas	(512) 463-6788 (24 Hr.)
---------------	-------------------------

REPORTING REQUIREMENTS

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

VERBAL: Immediately.

WRITTEN: As requested by agency.

NOTE:

OTHER POTENTIAL REQUIRED NOTIFICATIONS (Cont'd)**San Antonio Water System**

San Antonio, Texas

(210) 704-7297 (24 Hr.)

REPORTING REQUIREMENTS

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

VERBAL: Immediately.

WRITTEN: As requested by agency.

NOTE:

FIRE, POLICE, HOSPITALS		
DIAL 911 for all Police, Fire, and Ambulance Emergencies		
AGENCY	LOCATION	TELEPHONE
Texas State Police	San Antonio, Texas	(512) 424-2000
Fire Marshal, City of San Antonio Fire Prevention	San Antonio, Texas	(210) 207-8410
Lt. Mike Richey - SAPD	San Antonio, Texas	(210) 854-0042 (Mobile)
Lt. Tracy Powers - SAPD	San Antonio, Texas	(210) 889-8501 (Mobile)
Baptist Medical Center	San Antonio, Texas	(210) 297-7000
Brooke Army Medical Center	San Antonio, Texas	(210) 916-4141

MEDIA NOTIFICATIONS		
AGENCY	LOCATION	TELEPHONE
Weather Report / Weather Forecast	San Antonio, Texas	(210) 225-0404
KKYX AM 680/KCYY FM 100.3	San Antonio, Texas	(210) 615-5400
KENS TV Channel 5	San Antonio, Texas	(210) 366-5001

OTHER PUBLIC/INDUSTRY CONTACTS		
COMPANY	LOCATION	TELEPHONE
City of San Antonio Street Maintenance Division	San Antonio, Texas	(210) 206-8455 / (210) 207-2000 (After Hrs.)
Southside Lions Community Center	San Antonio, Texas	(210) 532-1502
Cameron Elementary	San Antonio, Texas	(210) 224-0310
Willow Springs Municipal Golf Course	San Antonio, Texas	(210) 226-6721
City of San Antonio Parks & Recreation	San Antonio, Texas	(210) 207-8480
Martin Luther King Middle School	San Antonio, Texas	(210) 223-8621
Eastside Branch of Boys & Girls Club	San Antonio, Texas	(210) 227-2642
Davis Middle School	San Antonio, Texas	(210) 662-8184
Pecan Valley Golf Course	San Antonio, Texas	(210) 333-9018
Union Pacific Railroad	San Antonio, Texas	(888) 877-7267 Press 1
Southern Merchandise & Storage Co.	San Antonio, Texas	(210) 224-7771

ADDITIONAL RESPONSE RESOURCES		
Planning and Incident Support		
COMPANY	LOCATION	TELEPHONE
Shaw Group	San Antonio, Texas	(210) 377-8800
Waid & Environmental	Austin, Texas	(512) 255-9999
Lachappelle Electric	San Antonio, Texas	(210) 432-1881
Coastal Transport	San Antonio, Texas	(210) 661-4131
Pat Baker Company	San Antonio, Texas	(210) 639-4641
Alamo Petroleum Exchange	San Antonio, Texas	(800) 322-5085
Labor Force	San Antonio, Texas	(210) 341-9698
Hertz Rent-A-Car	San Antonio, Texas	(800) 654-3131



3.0 RESPONSE ACTIONS

- 3.1 [Initial Response Actions](#)
- 3.2 [Incident Specific Response Actions](#)
 - [Fire / Explosion Incidents](#)
 - [Medical Emergency/Rescue Incidents](#)
 - [Hazardous Material Or Oil Spill/Release Incidents](#)
 - [Pipeline Incidents](#)
 - [Abnormal Pipeline Operations](#)
 - [Security Incidents](#)
 - [Inclement Weather Incidents](#)
 - [Power Outage Incidents](#)
 - [Special Hazard Incidents](#)
- 3.3 [Product Specific Response Considerations](#)
- 3.4 [Air Monitoring](#)
- 3.5 [Decontamination](#)
- 3.6 [Personal Protective Equipment \(PPE\)](#)
- 3.7 [Evacuation](#)
- 3.8 [Documentation of Initial Response Actions](#)

3.1 INITIAL RESPONSE ACTIONS

Establish an Emergency Response Team, assign individuals to fill the positions on the team and define the roles and responsibilities of team members. Initial response actions are those actions taken by personnel immediately upon becoming aware of a discharge or emergency incident, before the appropriate Emergency Response Team (ERT) (described in Section 4.0) is formed and functioning. Timely implementation of these initial steps is of the utmost importance because they can greatly affect the overall response operation.

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

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

INITIAL RESPONSE ACTIONS - SUMMARY

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

Section 3.2 discusses initial response actions for specific incidents.

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

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

3.2 INCIDENT SPECIFIC RESPONSE ACTIONS

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

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

FIRE / EXPLOSION INCIDENTS

Fire Response

This plan describes immediate actions to be taken in the event of a fire in any of the specified areas of the Terminal. Each contingency briefly outlines the immediate personnel assignments for both day and night operations. ***The primary goal of this plan is to protect lives and to prevent injury to personnel and to the public.*** All terminal personnel should be familiar with this plan in the event of a drill or real emergency.

The immediate response team is composed of Terminal Management and Terminal Operators. Additional ExxonMobil employees, i.e., ExxonMobil drivers, garage mechanics, and clerical staff could be called upon for secondary response. Contractor employees working in the Terminal can also be used to assist in emergency fire response.

Special Considerations: *Personnel safety should never be compromised in the application of these procedures. Safe implementation of these guidelines requires the application of proper judgment in response to the specific circumstances involved in the fire.*

Person in Charge: During normal business hours, Monday through Friday, the Terminal Superintendent will be the primary person in charge. In the Superintendent's absence, the alternate person in charge (usually the Working Foreman or a Terminal Operator) can vary depending on the incident. Consult the response plan scenarios for leadership responsibilities. In a fire emergency situation, any terminal employee can initiate response mobilization and actions.

- Upon hearing an alarm all employees and contractors should proceed to the designated safe haven. If employees/contractors can not get to the designated safe haven, radio your location in the terminal.
- The person that initiates the alarm also announces over the radio the location of the fire.
- If the alarm is found to be a false alarm, the Superintendent or person that sounded the alarm announces an all clear over the radio.

Fire Response Procedure:

- Terminal employees evaluate each fire situation. A fire judged to be an incipient stage fire should be extinguished by employees who are trained in the use of fire extinguishers.
 - An incipient stage fire is a fire which is in the beginning stage and can be controlled / extinguished by portable fire extinguishers, without the need for protective clothing or breathing apparatus.
- If employees judge the fire to be uncontrollable, the following actions are taken:
 - The employee notifies the Superintendent by radio or activates fire alarm pull station.
 - The Superintendent instructs terminal employees via radio to evacuate the area by the planned evacuation routes and instructs an employee to place a call to 911.
 - Once the employees are evacuated, the Superintendent or his designee conducts a head count. If it is determined that one or more persons is missing, the Superintendent or his designee will immediately advise the Fire Department.
- The Superintendent coordinates the activities during an emergency.
 - If terminal support equipment (air compressor, natural gas system, electrical supply, etc.) is causing or affecting the fire, the Superintendent dispatches a trained employee to immediately shut down or remove power from the affected equipment.
 - The Superintendent directs Employees to begin preparing the fire hydrants in the fire area to expedite connections once fire trucks arrive on the scene.

- Once Fire Department arrives the Superintendent should become the Incident Commander, along with the Fire Chief, providing terminal information and support for the fire departments fire fighting activities.
- Terminal Employees should not actively participate in fire fighting activities, but should provide support for those activities such as monitoring of fire water pumps, fire water loop pressures.

Response Team: The response team is mobilized via the Terminal radio system. Upon notification of a fire, a call for personnel to mobilize will be given. In that call, responders will be given initial instructions as to where to report Terminal personnel are to carry hand held units at during emergencies.

Response Actions: In all response to fire emergencies, the following steps must be taken:

- **Call 911**
- Deploy one response employee to the Terminal main gate area to meet Fire Department and to lead responding fire vehicles to appropriate area.
 - Prior to leading responding vehicles and personnel to the incident site, the responding employee will be briefed on the incident to include:
 - Type of incident - i.e. fire, explosion, spill, etc.
 - Products involved
 - Product hazards
 - Potential problems
 - Areas to avoid
 - Recommended response actions
- One operator equipped with a radio is to remain at a telephone to maintain outside communications. During night and weekend hours, off duty personnel can be called in.
- Post Company (or contractor) personnel at access gates for Terminal security -- access to authorized personnel only.
- Order shutdown of all contractor activity and direct contractor personnel to exercise Terminal evacuation procedures.
- Notify up line ExxonMobil management.
- The TS handles reporting through LPS.

Fire in the Office Buildings/Garage

Person in Charge:

- Day:
 - Primary: Terminal Superintendent
 - Alternate: Working Foreman or Terminal Operator
- Night:
 - Primary: On-duty Terminal Operator

Response:

- Activate Audible Alarm
- **Call 911**
- Shut down loading rack
- Remove tanker trucks/vehicles to safety, away from building/fire area
- Notify neighbors

- Evacuate office building and garage
 - Notify garage employees
 - Check all rooms in building - unlock and close all office doors
 - Monitor/direct personnel to appropriate exit
 - Assemble and account for personnel in Safe Haven
 - After personnel are evacuated, shutoff the audible alarm
- Restrict access to Terminal
- ExxonMobil personnel to direct Fire Dept to fire area
- Station ExxonMobil personnel to lead responding fire fighters through building
- If directed by the Fire Dept - ExxonMobil to shut off power to building
- Notify ExxonMobil up line management
- The TS handles reporting through LPS

Fire Involving Non-ExxonMobil Adjoining Property/Building

Person in Charge:

- Day:
 - Primary: Terminal Superintendent
 - Alternate: Working Foreman or Terminal Operator
- Night:
 - Primary: On-duty Terminal Operator

Response:

- **Call 911**
- Sound alarm
- If necessary, shut down loading rack
- Restrict access to terminal
- Be ready to evacuate if so instructed by Fire Department
- Be alert to airborne debris falling into terminal
- The TS handles reporting through LPS

Fire in Tank Farm

Person in Charge:

- Day:
 - Primary: Terminal Superintendent
 - Alternate: Working Foreman or Terminal Operator
- Night:
 - Primary: On-duty Terminal Operator

Response:

- **Call 911**
- Sound alarm via radio system
- Stop all product transfers
- Shut down loading rack. Remove all trucks from loading rack.
- If possible, shut all tank inlet and outlet valves.

- Evacuate Tank Farm
- Notify office and garage personnel to standby for possible evacuation. If it is necessary to evacuate, follow the steps in "Fire in the Office Building/Garage".
- Notify neighbors
- Close all Tank Farm and loading rack entrances to unauthorized access
- Notify upline ExxonMobil management
- The TS handles reporting through LPS

Fire at Loading Rack

Person in Charge:

- Day:
 - Primary: Terminal Superintendent
 - Alternate: Working Foreman or Terminal Operator
- Night:
 - Primary: On-duty Terminal Operator

Response:

- Ensure activation of loading rack foam/water fire suppression system
- **Call 911**
- Follow steps for fire in Tank Farm
- For fire involving spill of product which enters drainage system:
 - Keep vehicular traffic away from drainage pathway between loading rack and separator
 - Monitor drainage path for hydrocarbon vapors
 - Shutdown oil/water separator pumps
- Notify ExxonMobil upline management
- The TS handles reporting through LPS

HAZARDOUS MATERIAL OR OIL SPILL / RELEASE INCIDENTS

Vapor Release

Gas Release from Off-Site

When the Superintendent receives information that indicates a threat to terminal employees, he should notify employees by radio transmission to immediately proceed to the terminal building or to evacuate the terminal site. A wind sock is installed to observe wind direction.

The Superintendent would make a judgment based on his discussion with the outside reporting party about whether to shutdown equipment before seeking shelter or evacuating the plant. If the Superintendent orders an evacuation of the terminal, he should also instruct employees on direction of evacuation and where to assemble off-site so that all employees/contractors can be accounted for.

Safe Haven

The Terminal has no area designated as a Safe Haven from toxic vapors in the sense that it is a specially equipped room designed to protect personnel from toxic vapors. Safe Haven will be used in the context of this document to refer to a location in the terminal that would be deemed the safest location possible under the circumstances.

If the Fire alarm sounds and/or an ExxonMobil Employee announces over the radio for all employees to go to a designated location, the following actions should be taken immediately:

- SAFE HAVEN WILL BE ANNOUNCED OVER THE RADIO SINCE CONDITIONS OF THE EMERGENCY MAY DICTATE THE LOCATION. IF NO ANNOUNCEMENT IS MADE, ALL EMPLOYEES SHOULD REPORT TO THAT LOCATION.
- All employees should immediately proceed to the Safe Haven.

The following describes general steps that should be taken to manage a hypothetical situation.

Under no circumstances should an individual undertake any of the following if there is any indication, at the time and location of the event, that implementing the action would put the individual at risk of personal injury.

- **Notification** - Employee reporting potential or confirming a Vapor Release should immediately contact the Terminal Superintendent via radio.
- **Threat Evaluation** - The Terminal Superintendent shall make an assessment of the risk and response with the aid of the reporting party. Without additional undue risk, the employee reporting the release should relay all readily apparent information about the release, including but not limited to:
 - Estimated location, type of product and amount
 - Visible response actions, if any
 - Release status, (stopped, increasing, diminishing, unknown, liquid spill associated with vapor release, etc.)
 - Apparent weather, wind conditions (prevailing wind strength & direction, etc.)
 - Other conditions that may create heightened risk

Terminal Initial Response

Upon announcement of a potential release over the radio, all terminal personnel shall cease their current activities and prepare to respond as described below, while staying in radio contact for further instructions.

Action Steps - Terminal Shutdown/Evacuation

The Terminal Superintendent shall direct the activities and make the decision on implementation of Phase I or II of this Plan. Initial efforts are in accordance with the Emergency Response Plan. Activities will be segregated into two Phases. Phase I will be limited to initial stand down and preparation for Phase II. If the circumstances warrant, Phase II, plant evacuation, will be initiated. Both Phases are described below.

Phase I Response

All existing operations shall cease in a controlled fashion. Possible areas of operation for shut down are listed below along with additional duties to be performed:

- Loading Rack: Cease loading; shut-off all engines, escort drivers to Safe Haven/designated location
- Laboratory: Cease all testing; extinguish heat/spark producing equipment
- Blending: Cease all blending; shutdown pumps/secure tanks
- Boiler/Compressors: Shutdown systems
- Onsite Contract/Visitor Hot Work Permits: Retract all Hot work permits and escort all visitors into designated location/safe haven
- Air Testing: Test environment for airborne hazards
- Motor Vehicle Operation: Cease all motor vehicle operation/use of internal combustion engines in plant
- Main Power Supply: Prepare to initiate shutoff
- Gate Access: Unlock perimeter gates in preparation for evacuation, as needed
- Incident Coordination: Coordinate activities of plant personnel
- Roll Call: Call roll to account for all terminal employees
- Notification/Communication: Notify 911

Phase II Response

Upon completion of Phase I, employees should standby for further instructions. If the situation deteriorates, Phase II, Controlled Shutdown and Evacuation will commence.

- Electric Power Cutoff: Shut off main power
- Evacuation/Route: Initiate evacuation/select route & rendezvous location
- Final Notifications: As directed

Employees should follow instructions closely for evacuation. A priority is to ensure the safety of all terminal personnel. Personal and Company possessions should be considered disposable in a Phase II situation.

Emergency Shutdown

Basic Shutdown Process

- Shut down pumps.
- Shut down loading and unloading facilities.
- Drain all product lines.
- Shut down boilers.
- Shut down manufacturing process equipment according to normal operating procedures.
- Immediately notify Upline management. A shutdown of all or part of the facility, including pipeline/dock valves, pump islands, electricity, gas, water and sewer is the responsibility of the QI. After shutdown of a facility, reactivation approval is required from the QI.

Equipment Malfunction

- Failure of manifold, mechanical loading arm, or other transfer equipment
 - Hit Emergency STOP
 - Close valve at manifold if possible
 - Notify vessel
 - Notify Supervisor
 - Prevent spill from entering water
 - If spill impacts water, deploy boats & boom for containment
 - Implement spill response plan
- Tank Overfill
 - Manually close dock valve or trip Brodie valve at Pipeline manifold
 - Hit Emergency STOP
 - Notify Supervisor
 - Activate fire/foam system and stand by
 - Initiate product removal
- Tank Failure
 - Notify Supervisor
 - Check to assure dike drainage valves are closed
 - Cease all receipts and/or shipments
 - Activate fire/foam system and stand by
 - Initiate product removal
- Piping Rupture
 - Cease product movement
 - Notify Supervisor
 - Close valves to isolate rupture location
 - Prevent spill from entering water
 - If spill impacts water, deploy boats and boom for containment
 - Initiate product removal
 - Call Maintenance
- Piping Leak - Under Pressure
 - Cease product movement to relieve pressure
 - Notify Supervisor
 - Close valves to isolate leaking section
 - Prevent spill from entering water
 - If spill impacts water, deploy boats and boom for containment
 - Initiate product removal
 - Call Maintenance

- Piping Leak - Static Pressure
 - Notify Supervisor
 - Close valves to isolate leaking section
 - Prevent spill from entering water
 - If spill impacts water, deploy boats and boom for containment
 - Initiate product removal
 - Call Maintenance
- Pumping System Equipment Failure
 - Notify Supervisor
 - Close valves to isolate pump
 - Verify pad drain is closed
 - Prevent spill from entering water
 - If spill impacts water, deploy boats & boom for containment
 - Initiate product removal
 - Call Maintenance

PIPELINE INCIDENTS

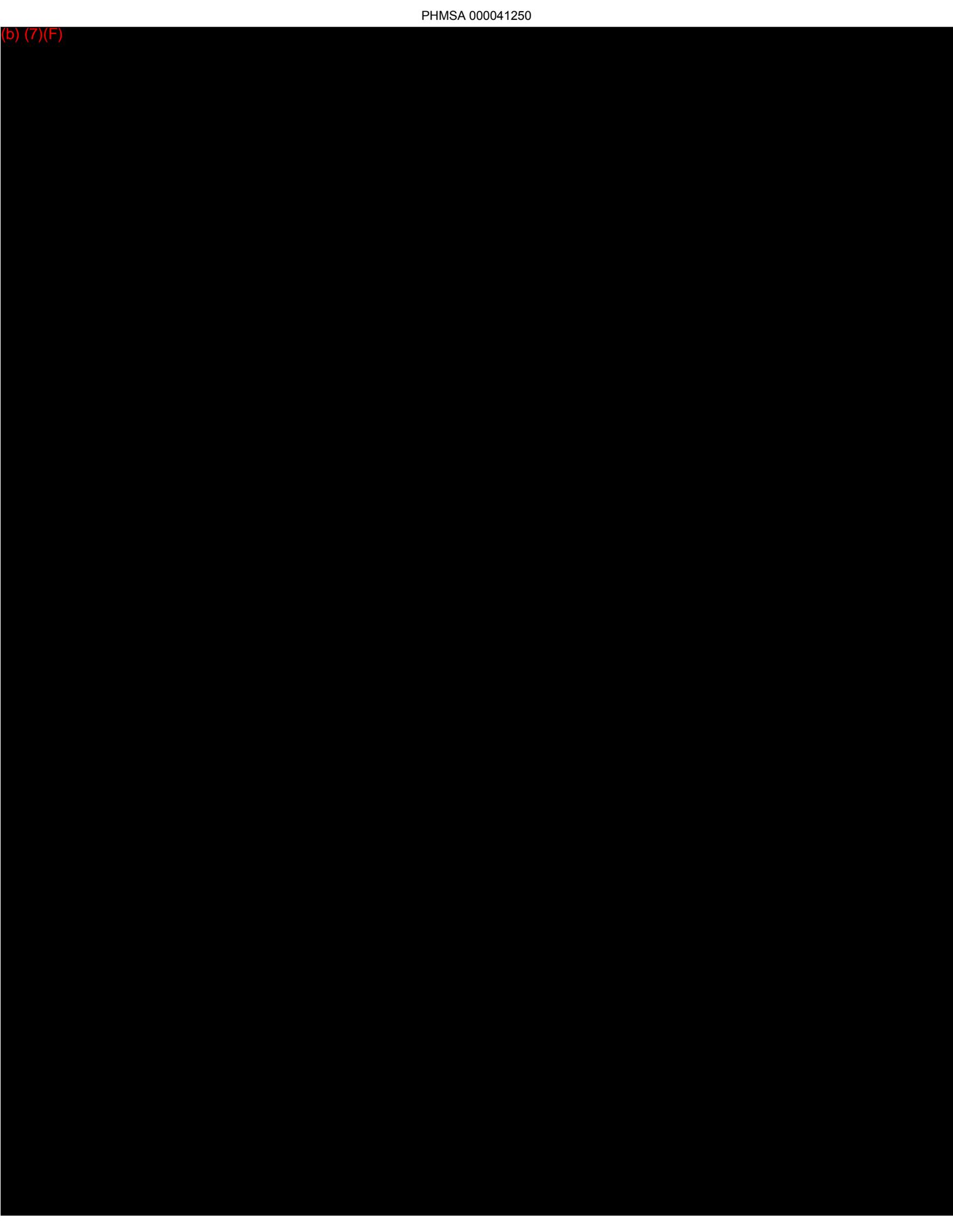
- Notify Control Center and immediate supervisor of incident.
- Control Center perform shut down procedures outlined in Procedural Manual.
- Qualified personnel should use Combustible Gas Indicator, O2 meter, proper colorimetric indicator and/or other air sampling measurements to ensure that areas are safe to enter for continued response operations.
 - Mitigate spreading of the product, as the situation demands. Potential containment strategies include:
 - Earthen dike/berm
 - Ditching
 - Spreading sorbent material over the spill
 - Prevent the spill from entering the waterways, sewer, etc. to the greatest extent possible.
- Inform local operators such as utilities, telephone company, railway.
- If located within containment area, ensure that drainage valve(s) is "closed".
- If the spill escapes the containment area, review the location of socio-economic and environmentally sensitive areas identified in Section 6.0 and the ACP. Determine which of these may be threatened by the spill and direct the response operation to these locations. Initiate protection and recovery actions.
- Determine the direction and expected duration of spill movement. Refer to the maps in Appendix G.
- Make all necessary repairs.
- Clean up spilled product to eliminate any possible environmental problems. Be alert for underground cables.
- Return the line to service when repairs are complete.
- Complete follow-up and written reporting, as the situation demands.

ABNORMAL PIPELINE OPERATIONS

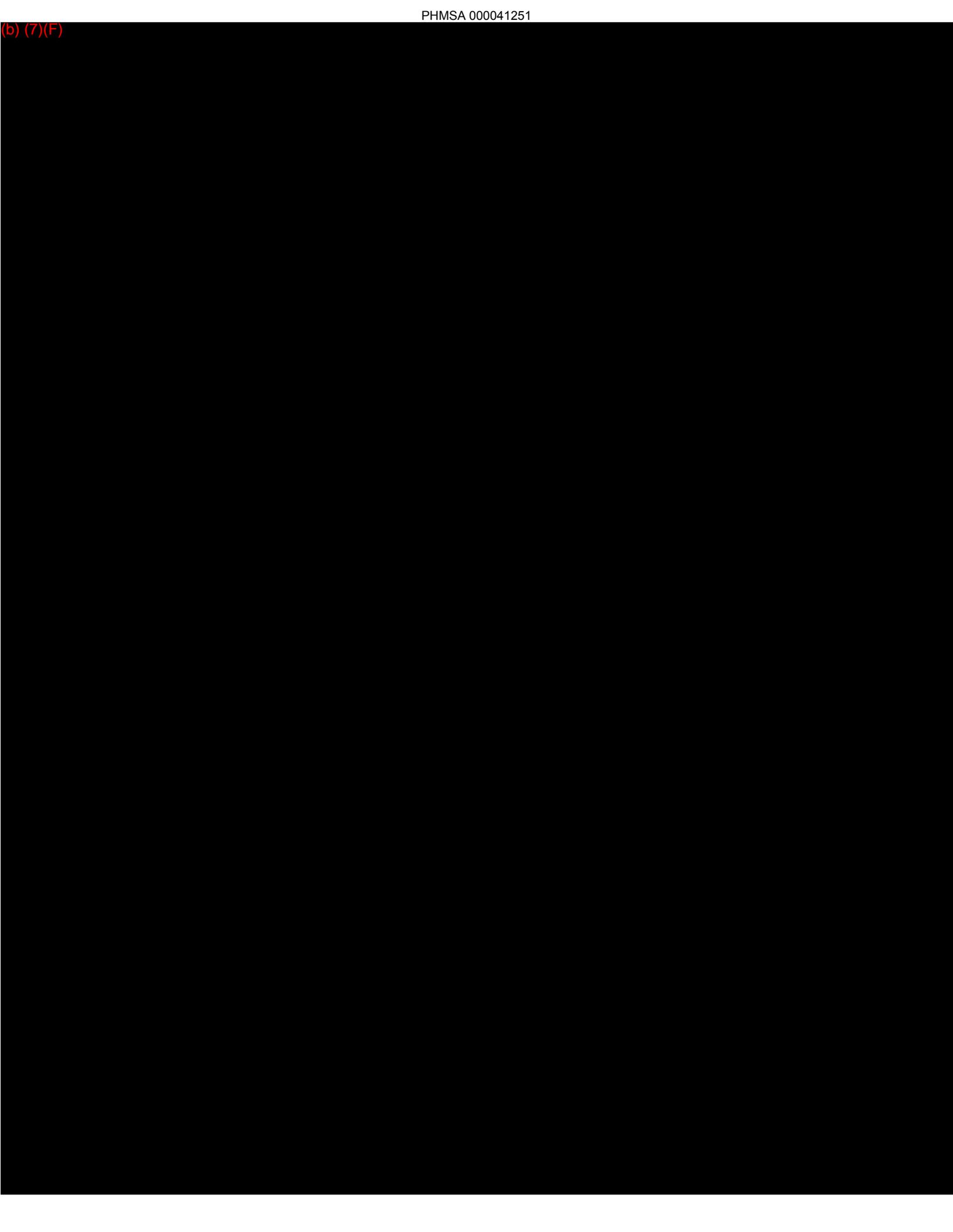
- If an increase or decrease in pressure or flow rate outside normal operating limits occurs and **no emergency condition exists** immediately investigate the pipeline operations.
- Verify whether a true safety problem, equipment malfunction, or operator error is present.
- If the situation is due to malfunctioning equipment, determine if transfer operations can continue safely? If yes, then bypass, if appropriate, the faulty equipment until the completion of the transfer and make appropriate repairs. **Note: In all cases, safety for personnel, the general public, and property and compliance with all applicable policies, procedures and regulations will govern actions taken.**
- Monitor affected systems until normal operations are resumed.
- Check variations from normal operation after abnormal operations have ended at sufficient time and critical locations in the system to determine continued integrity and safe operation.
- If the transfer cannot continue safely, stop operations after making all necessary communication that ensure a safe shutdown make appropriate repairs before continuing operations. **Note: Corrective action will only be done by qualified personnel to perform the type of work involved.**
- Complete follow-up and written reporting, as the situation demands. Review the response of operator personnel to determine the effectiveness of the procedures controlling abnormal operation and taking corrective action where deficiencies are found.

Note: Abnormal operations are further detailed in the pipeline operator's Operations & Maintenance (O&M) Manual.

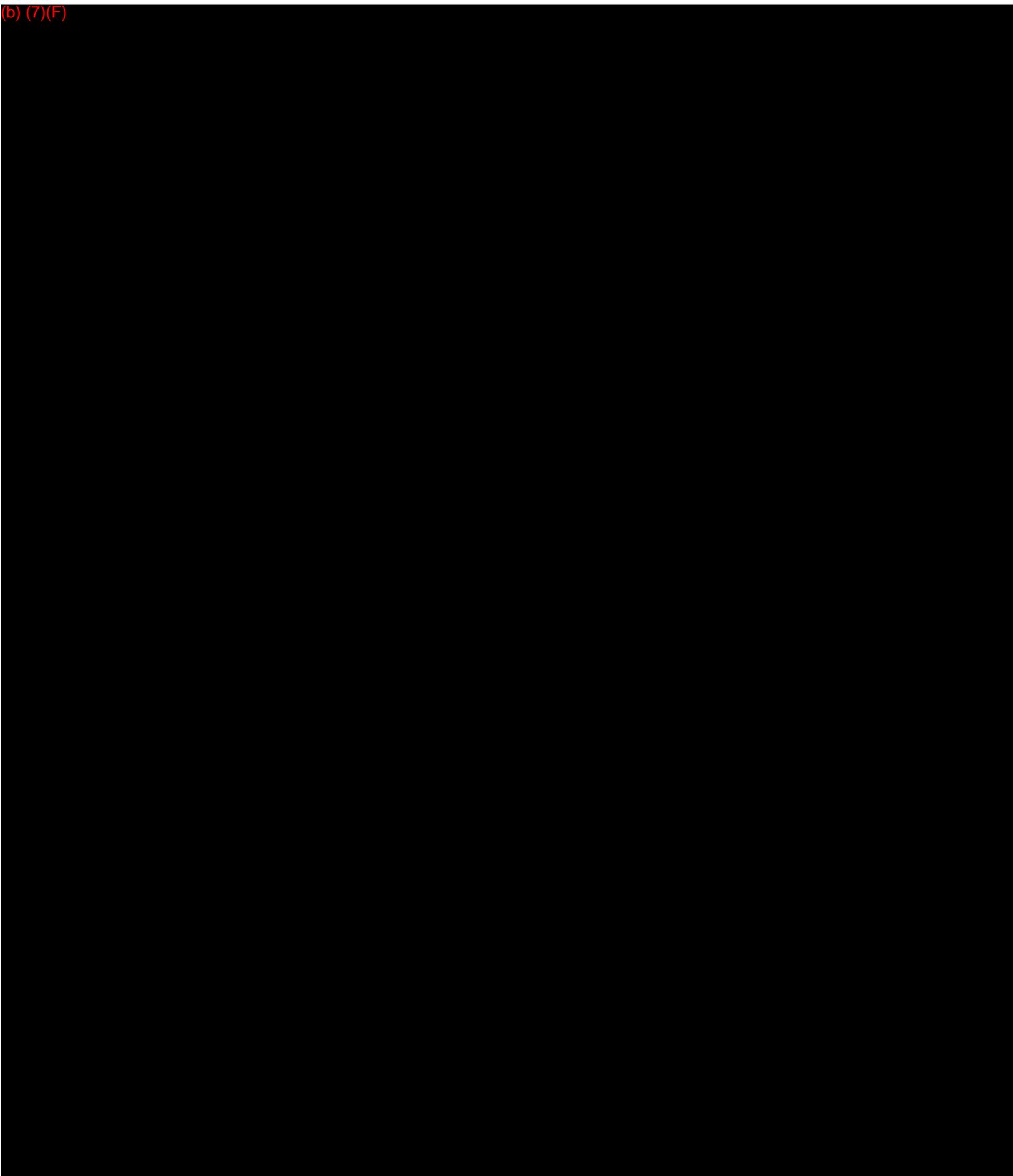
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INCLEMENT WEATHER INCIDENTS

Tornado

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

The REST ROOMS are designated as the Emergency Tornado Shelters.

If a tornado is sighted:

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

Severe Cold Weather

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

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

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

POWER OUTAGE INCIDENTS

Electrical Utility Failure

Loss of electrical power to the Terminal will result in shut down of essentially all operations. Specifically, the following can be anticipated:

- Loss of lighting. Battery operated emergency lighting will provide only enough light for safe movement into and out of the buildings. There will not be sufficient light to permit continuing operations. Do not operate equipment in unlighted areas.
- Shut down of the computer equipment and administration systems.

Shut down of all loading, unloading, blending pumps and VRU. Notify the electric utility of the power outage.

Personnel should proceed with caution to the designated Safe Haven

Potable Water Loss

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

Compressed Air Loss

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

SPECIAL HAZARD INCIDENTS

Transportation Accident Involving Our Products

If an **ExxonMobil driver** carrying products from the terminal is involved in an accident after leaving our premises, the driver will notify the Fleet Supervisor to implement the Fleet Contingency Plan and appropriate notifications will be made. Responsibility for on-scene management of highway incidents rests with local authorities (police, fire departments, etc.), not with ExxonMobil. However, ExxonMobil has a vital interest in ensuring proper handling of such incidents. Depending upon circumstances, support from ExxonMobil personnel may be required.

A copy of the Fleet Contingency Plan is maintained by the Fleet Supervisor.

If a **carrier driver** carrying products from the terminal is involved in an accident after leaving our premises, responsibility for **on-scene management rests with local authorities** (police, fire departments, etc.) **and the carrier**, not with ExxonMobil. However, ExxonMobil has a vital interest in ensuring proper handling of such incidents. Depending upon circumstances, support from ExxonMobil personnel may be required.

MEDICAL EMERGENCY / RESCUE INCIDENTS

First Aid Guidelines

- Notify the ExxonMobil Supervisor of all injuries immediately. Take action to minimize additional injury if safe to do so.
- Provide first aid care only if properly trained, and follow universal precautionary guidelines as outlined in the Blood Borne Pathogens program.
- Act quickly for severe bleeding, stoppage of breathing, poisoning or shock.
 - Protect the injured person from further injury.
 - Move victim if the location is unsafe.
 - If breathing stops, a trained person should initiate mouth-to-mouth resuscitation immediately.
 - If the heart has stopped, initiate cardiopulmonary resuscitation (CPR), followed by mouth-to-mouth resuscitation.
 - Keep victim lying down and comfortable.
- The TS handles reporting through LPS.

Personal Injuries Requiring Professional Medical Attention

- Only employees who are currently authorized to administer first response first aid/CPR are permitted to attend to an injured employee.
- Notify responder trained in first aid/CPR by radio or telephone and give the following information
 - Identify yourself
 - State location of the injured person
 - Brief information on the type of injury
- The trained responder renders first aid and assesses the seriousness of the injury.
- Send an available terminal employee to the gate to direct EMS to the injured employee.
- If the trained first aid responder is not available, the TS should call 911 and request EMS assistance.
- If the injury requires professional medical treatment or observation, but does not require transportation by Ambulance, the TS or designated employee contacts the hospital to authorize treatment, to relay the type of injury, and to relay when the injured employee should arrive. TS accompanies employee to the medical treatment facility.
- The TS follows-up with a call to the Area Manager relating to the treatment, condition, and work status of the employee.
- If the injury is serious and requires an Ambulance to transport the injured employee to the hospital, the following actions must be taken:
 - The TS or his designee contacts the Ambulance (911) and relays to them the type of injury and the area of the plant where the injured employee is located.
 - The TS sends an employee to the gate to meet the incoming ambulance and direct it to the location of the injured employee.
 - The Area Manager and TS, if he/she is not on site, are contacted as soon as possible if not already aware of the incident.
 - Trained first aid Responder renders appropriate first aid until the Ambulance personnel arrive.
 - The Terminal Superintendent or his designee notifies the Hospital, if possible, of the injury, authorizes treatment and requests that a doctor be at the hospital upon arrival of the ambulance.
 - The TS goes to the hospital to follow-up on the treatment, condition, and work status of the employee.
 - The TS keeps the Area Manager informed of all pertinent information.

- In the event an employee is seriously injured requiring hospitalization, prompt notification will be given to the employee's family. In addition to informing them in a sensitive, understanding manner, this call should be used to assist them in reaching the employee. Responsibility for this initial call is the Superintendent's. Information as to which hospital is involved, who is the attending physician, etc. should be available. Determine from the family whether there are any problems, such as transportation to the hospital, with which ExxonMobil can help.
- Any requests for information from the public or media must be referred to the Area Manager.
- Release of medical information on injured employee to the employee's immediate family should be handled by the Terminal Superintendent, Operations Manager, or by the injured employee.
- The TS handles reporting through LPS.

3.3 PRODUCT SPECIFIC RESPONSE CONSIDERATIONS

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

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

GASES - TOXIC - FLAMMABLE	
The following information provides the initial responder(s) with data that may be useful in making quick decisions and executing prompt response actions. The information is intended for guideline purposes only.	
HEALTH	
GUIDE NO. 119	<ul style="list-style-type: none"> ● TOXIC; may be fatal if inhaled or absorbed through skin. ● Contact with gas or liquefied gas may cause burns, severe injury and/or frostbite. ● Fire will produce irritating, corrosive and/or toxic gases. ● Runoff from fire control may cause pollution.
FIRST AID	
<ul style="list-style-type: none"> ● Move victim to fresh air. ● Call 911 or emergency medical service. ● Give artificial respiration if victim is not breathing. ● Do not use mouth-to-mouth method if victim ingested or inhaled the substance; give artificial respiration with the aid of a pocket mask equipped with a one-way valve or other proper respiratory medical device. ● Administer oxygen if breathing is difficult. ● Remove and isolate contaminated clothing and shoes. ● In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes. ● In case of contact with liquefied gas, thaw frosted parts with lukewarm water. ● In case of burns, immediately cool affected skin for as long as possible with cold water. Do not remove clothing if adhering to skin. ● Keep victim warm and quiet. ● Keep victim under observation. ● Effects of contact or inhalation may be delayed. ● Ensure that medical personnel are aware of the material(s) involved and take precautions to protect themselves. 	
PUBLIC SAFETY	
<ul style="list-style-type: none"> ● CALL Emergency Response Telephone Number on Shipping Paper first. If Shipping Paper not available or no answer, refer to appropriate telephone number listed on the inside back cover. ● As an immediate precautionary measure, isolate spill or leak area for at least 100 meters (330 feet) in all directions. ● Keep unauthorized personnel away. ● Stay upwind. ● Many gases are heavier than air and will spread along ground and collect in low or confined areas (sewers, basements, tanks). ● Keep out of low areas. ● Ventilate closed spaces before entering. 	
EVACUATION	<p>Large Spill</p> <ul style="list-style-type: none"> ● See the Emergency Response Guidebook Table 1 for evacuation distances. <p>Fire</p> <ul style="list-style-type: none"> ● If tank, rail car or tank truck is involved in a fire, ISOLATE for 1600 meters (1 mile) in all directions; also, consider initial evacuation for 1600 meters (1 mile) in all directions.
Information provided by the Emergency Response Guidebook 2008.	

FLAMMABLE LIQUIDS - TOXIC	
The following information provides the initial responder(s) with data that may be useful in making quick decisions and executing prompt response actions. <u>The information is intended for guideline purposes only.</u>	
HEALTH	
GUIDE NO. 131	<ul style="list-style-type: none"> ● TOXIC; may be fatal if inhaled, ingested or absorbed through skin. ● Inhalation or contact with some of these materials will irritate or burn skin and eyes. ● Fire will produce irritating, corrosive and/or toxic gases. ● Vapors may cause dizziness or suffocation. ● Runoff from fire control or dilution water may cause pollution.
FIRST AID	
<ul style="list-style-type: none"> ● Move victim to fresh air. ● Call 911 or emergency medical service. ● Give artificial respiration if victim is not breathing. ● Do not use mouth-to-mouth method if victim ingested or inhaled the substance; give artificial respiration with the aid of a pocket mask equipped with a one-way valve or other proper respiratory medical device. ● Administer oxygen if breathing is difficult. ● Remove and isolate contaminated clothing and shoes. ● In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes. ● Wash skin with soap and water. ● In case of burns, immediately cool affected skin for as long as possible with cold water. Do not remove clothing if adhering to skin. ● Keep victim warm and quiet. ● Effects of exposure (inhalation, ingestion or skin contact) to substance may be delayed. ● Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves. 	
PUBLIC SAFETY	
<ul style="list-style-type: none"> ● CALL Emergency Response Telephone Number on Shipping Paper first. If Shipping Paper not available or no answer, refer to appropriate telephone number listed on the inside back cover. ● As an immediate precautionary measure, isolate spill or leak area for at least 50 meters (150 feet) in all directions. ● Keep unauthorized personnel away. ● Stay upwind. ● Keep out of low areas. ● Ventilate closed spaces before entering 	
EVACUATION	<p>Large Spill</p> <ul style="list-style-type: none"> ● See the Emergency Response Guidebook Table 1 for evacuation distances. <p>Fire</p> <ul style="list-style-type: none"> ● If tank, rail car or tank truck is involved in a fire, ISOLATE for 800 meters (1/2 mile) in all directions; also, consider initial evacuation for 800 meters (1/2 mile) in all directions.
Information provided by the Emergency Response Guidebook 2008.	

3.4 AIR MONITORING

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

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

- The air monitoring equipment should be calibrated before and after every use using the equipment manufacturer's recommended procedures and standards.
- Air monitoring measurements which are to be made prior to entry into the spill area include:
 - Lower Explosive Limit (LEL)
 - Oxygen content
- LEL readings above 10% require immediate evacuation of the area and elimination of ignition sources.
- Oxygen readings below 19.5% require the use of air supplied respiratory protection.
- Where unknown and multiple contaminants may be present, instrument readings should be interpreted conservatively.

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

3.5 DECONTAMINATION

Decontamination facilities shall be designed to allow effective, efficient removal, and containment of contaminants. Decontamination facilities should be in place prior to employee/contractor entrance to areas where potential for exposure to contaminants exists.

Regardless of the decontamination facilities, all efforts to minimize personnel exposure should be taken.

Particular attention shall be paid to personal hygiene, i.e., wash hands prior to eating, drinking, or smoking, etc. A separate decontamination area should be established to allow for emergency decontamination of personnel requiring life saving medical attention. Appropriate MSDS's shall be stored at this area at all times and be provided to health professionals involved in the care of injured workers.

Decontamination facilities shall be designed to prevent further contamination of the environment and allow efficient movement of workers through the area. Incorporated into the decontamination area will be a "tool drop" area to serve as a temporary storage area for items that will be reused in the contaminated area such as rakes, shovels, brooms, etc.

3.6 PERSONAL PROTECTIVE EQUIPMENT (PPE)

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

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

3.7 EVACUATION

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

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

Evacuation Planning

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

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

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

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

Evacuation Response

Evacuation Plan

The following Emergency Evacuation Plan has been developed and may be implemented in response to fires, explosions, or any unplanned release of hazardous constituents to air, soil, or surface water at the San Antonio Distribution Terminal.

- The plan will be initiated upon hearing emergency siren or if contacted by terminal personnel. Terminal is manned 24 hrs per day. Can activate alarms at loading rack or fleet garage.
- The Terminal Superintendent, or designated person in charge, will communicate instructions to implement the plan.
- The primary evacuation route will be through the front gates to either the Coliseum Exit or Access Road exit.
- The alternate evacuation route is through the railroad track gate at the rear of the property.
- In the event that the emergency does not necessitate a full evacuation, the on-site safe haven assembly area has been designated as the terminal parking lot.
- The check-in area after a full evacuation is at the terminal entrance sign.
- Route for arrival of emergency resp. personnel and equip. is through main entrance.
- The City of San Antonio Fire Department EMS will transport any injured personnel to the nearest emergency medical facility.

Alternate Command Center

The Holiday Inn (Northeast), 3855 N. Pan Am Expressway, San Antonio, TX 78219 has been designated as an alternate command center should personnel need to leave the site.

Community Evacuation

Community evacuation is addressed in the Emergency Operations Plan for the City of San Antonio. The plan is administered by the San Antonio Department of Emergency Management. A copy is available at the terminal.

Staging Areas for Response Equipment

Salado Creek at Gemblar Road and/or Coliseum Parking Lot at Coliseum Road and Houston Street.

3.8 DOCUMENTATION OF INITIAL RESPONSE ACTIONS

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

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

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

Examples of what to record:

- Record only facts.
- Record the recommendations, instructions, and actions taken by government/regulatory officials.
- Document conversations (telephone or in person) with government/ regulatory officials.
- **Request that government/regulatory officials document and sign their orders or recommendations (especially if Company personnel do not agree with their suggestions, instructions, or actions).**

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

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

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

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



4.0 RESPONSE TEAMS

4.1 [Introduction](#)

4.2 [Qualified Individual](#)

4.3 [Incident Command System](#)

4.4 [Unified Command](#)

4.5 [National Response Framework](#)

Figure 4.1 [Response Organization](#)

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

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

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

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

Figure 4.6 [ICS Roles and Responsibilities](#)

Figure 4.7 [Facility Specific Incident Management](#)

4.1 INTRODUCTION

This section describes organizational features and duties of the Qualified Individual and the San Antonio, TX Terminal Incident Command System (ICS).

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

ExxonMobil Field Response Teams manage the on scene tactical response to an incident. All Field Response Teams will be organized in accordance with the Incident Command System (ICS). The exact composition of the Field Response Team depends on the magnitude of the incident. The composition of the Field Response Team will vary depending on the size and significance of the Incident.

Tier I Incidents:

Tier I incidents are smaller operational events that usually occur at or near an ExxonMobil facility. For these incidents, the Field Response Team will be composed of facility personnel and other local area responders (e.g., Fire Department/Hazmat, local contractors).

Tier II Incidents:

Tier II incidents are events that require a level of response that exceeds the resources of the local facility. For Tier II incidents, the field support team will be composed of the facility personnel supplemented by (1) personnel from other ExxonMobil facilities (e.g. Strike Team), other ExxonMobil offices, (2) regional contractors, (3) industry mutual aid personnel, and/or (4) government response personnel.

STRIKE TEAM OVERVIEW

Area	Description
Mandate	To provide quick, competent and caring response to any incident at the request of a business unit.
Response Scenarios	<p>Provide assistance in Emergency Management i.e. management of contractors and on-site response personnel for:</p> <ul style="list-style-type: none"> Safety (Casualty); Natural disasters; Fires; Oil, Chemical and NGL spills; Other environmental incidents; Security; Toxic gas releases, Equipment deployment (USA only).

STRIKE TEAM OVERVIEW (Cont'd)

Area	Description
Responsibilities	<ul style="list-style-type: none"> ● Provide technical and tactical assistance as requested. ● Provides response and incident management coverage at local sites, facilities or units for Tier 2 and Tier 1 (when requested) incidents. ● Provides advice on response actions to Tiers 1 and 2 incidents. ● Provides incident assessment. ● Provides incident response oversight to contractors, on-site personnel, external agencies and non-government organizations. ● Provides additional resources (equipment and people).
Geographic Coverage	<p>The North American Strike Teams are:</p> <ul style="list-style-type: none"> ● Western Gulf Coast ● Eastern Gulf Coast ● West Coast US ● Mid-West US and Canada ● Central US ● Western Canada ● Eastern Canada ● North-East Canada & US <p>Remote areas will be supported by a sub-set of the Strike Team known as the Rapid Assessment Team. Their role is to travel to remote locations to complete a response action plan analysis.</p>
Number of Team Members	Approximately 10 to 50 members per sub-team.
Make-up of Team	<ul style="list-style-type: none"> ● Cross-functional teams (professional specialists) - Downstream and Upstream. ● Technical advisors and other support groups.

Tier III Incidents / NARRT:

Tier III incidents are events that exceed significantly the resources of the local facility personnel. The response operation will likely be subject to governmental control or direction. For Tier III Incidents, the Field Response Team will be composed of (1) ExxonMobil personnel from many locations, led by an ExxonMobil IC, (2) local and national contractors, and (3) governmental officials. For major oil spills, the ExxonMobil personnel that participate on the Field Response Team are known collectively as the North America Regional Response Team (NARRT).

In the event of an emergency, the Strike Team will be organized under the Incident Command System. The Incident Commander will head the management team. During the initial stages of a response, one person may fulfill more than one position on the team. If there were still insufficient resources to mount an effective spill response after a Strike Team, the NARRT would be activated.

North America Regional Response Team (NARRT):

The main responsibility of the NARRT is to respond to incidents that are beyond local and regional capability to manage. The NARRT is capable of providing resources from other Strike Teams in addition to a complete emergency response management and support team of other functional groups to work with affiliate/facility personnel and government officials in response to a major spill release or other emergency. Each NARRT position has several primary and alternates assigned to provide two complete teams for additional support and for relief of first responders. The NARRT is designed to be rapidly deployed and members are geographically distributed to minimize the time required to have trained personnel on scene. Goals for response are that upon activation every member will be en route to the spill within 4 hours and will arrive on scene within 8 to 12 hours of activation depending upon transportation schedules, connections, weather and other variables. The NARRT will merge with facility, affiliate and personnel who have local knowledge and contacts to assist in the response by combining local expertise with trained emergency responders. ExxonMobil will provide an effective response to minimize environmental and economic damages in a cost effective manner. The NARRT will remain on scene until the emergency response can be managed effectively by the facility or affiliate.

The NARRT is organized according to the Incident Command System (ICS), which standardizes roles and responsibilities, provides flexibility for expansion and facilitates integration with government and commercial response organizations to form a unified command and response team. The NARRT Incident Commander is their person in charge and responsible for managing all NARRT activities. The Incident Commander works closely with and reports directly to senior management in the affiliate or division that is responsible for the oil emergency response.

The NARRT also conducts national training and exercises, oversees regional response training and exercises, and serves as a source of specialists for the local and regional teams.

Activation of the NARRT begins by contacting the NARRT Coordinator at 1-866 285 8895.

Marine Spill Response Corporation (MSRC):

ExxonMobil is a charter member of the Marine Preservation Association (MPA), the funding corporation for the incorporated Marine Spill Response Corporation (MSRC). It maintains three (3) regional offices (Edison, NJ; Lake Charles, LA; Everett, WA), equipment and personnel to provide response to contracting companies and the U.S. Coast Guard in cleaning up spills of persistent oil in U.S. coastal and tidal waters. Each of the three regional centers is designed to provide a response to clean up an oil spill of approximately 30,000 tons. In smaller spills, MSRC will provide equipment and response assistance whenever contracted by the U.S. Coast Guard or whenever assistance is required to companies beyond the infrastructure and capabilities of other local oil spill response cooperatives and contractors.

ExxonMobil will contract directly with MSRC for this spill response assistance as available and as appropriate. It is intended that MSRC will respond to a request from either the U.S. Coast Guard or ExxonMobil.

The 24-hour number in the U.S. is 800-259-6772 or 800-645-7745. Outside the U.S. the number is 732-417-0175.

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

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

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

4.2 QUALIFIED INDIVIDUAL

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

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

Vital duties of the Qualified Individual (QI) include:

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

4.3 INCIDENT COMMAND SYSTEM

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

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

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

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

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

4.4 UNIFIED COMMAND

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

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

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

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

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

UC representatives must be able to:

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

4.5 NATIONAL RESPONSE FRAMEWORK

National Response Framework

The National Response Framework (NRF) presents the guiding principles that enable all response partners to prepare for and provide a unified national response to disasters and emergencies - from the smallest incident to the largest catastrophe. The Framework defines the key principles, roles and structures that organize the way we respond as a Nation. It describes how communities, tribes, States, the Federal Government, and private-sector and nongovernmental partners apply these principles for a coordinated, effective national response. The National Response Framework is always in effect, and elements can be implemented at any level at any time.

Emphasis on Local Response

All incidents are handled at the lowest possible organizational and jurisdictional level. Police, fire, public health and medical, emergency management, and other personnel are responsible for incident management at the local level. For those events that rise to the level of an Incident of National Significance, the Department of Homeland Security provides operational and/or resource coordination for Federal support to on-scene incident command structures.

Proactive Federal Response to Catastrophic Events

The National Response Framework provides mechanisms for expedited and proactive Federal support to ensure critical life-saving assistance and incident containment capabilities are in place to respond quickly and efficiently to catastrophic incidents. These are high-impact, low-probability incidents, including natural disasters and terrorist attacks that result in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions.

Multi-Agency Coordination Structures

The National Response Framework establishes multi-agency coordinating structures at the field, regional and headquarters levels. These structures:

- Enable the execution of the responsibilities of the President through the appropriate Federal department and agencies;
- Integrate Federal, State, local, tribal, non-governmental organization, and private-sector efforts; and
- Provide a national capability that addresses both site-specific incident management activities and broader regional or national issues, such as impacts to the rest of the country, immediate regional or national actions required to avert or prepare for potential subsequent events, and the management of multiple incidents.

New Coordinating Mechanisms Include:**Homeland Security Operations Center (HSOC)**

The HSOC serves as the primary national-level multi-agency situational awareness and operational coordination center. The HSOC includes elements of the Department of Homeland Security and other Federal departments and agencies.

- *National Response Coordination Center (NRCC)*

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

- *Regional Response Coordination Center (RRCC)*

At the regional level, the RRCC coordinates regional response efforts and implements local Federal program support until a Joint Field Office is established.

Interagency Incident Management Group (IIMG)

A tailored group of senior level Federal interagency representatives who provide strategic advice to the Secretary of Homeland Security during an actual or potential Incident of National Significance.

Joint Field Office (JFO)

A temporary Federal facility established locally to provide a central point for Federal, State, local, and tribal representatives with responsibility for incident support and coordination.

Principal Federal Official (PFO)

A PFO may be designated by the Secretary of Homeland Security during a potential or actual Incident of National Significance. While individual Federal officials retain their authorities pertaining to specific aspects of incident management, the PFO works in conjunction with these officials to coordinate overall Federal incident management efforts.

National Contingency Plan

In 1968, the National Oil and Hazardous Substance Pollution Contingency Plan (NCP) was established to coordinate Federal activities for preventing oil spills and mitigating environmental damages when spills occur. During June 1970, this plan was incorporated as part of the Code of Federal Regulations and applied to all navigable waters and adjoining shore lines of the United States. The plan was modified (September 1994) to implement changes made to the Clean Water Act by the Oil Pollution Act of 1990.

To ensure adequate preplanning and provisions for responding to oil spills, the National Contingency Plan established the National Response Center, the National Response Team, the Regional Response Center, Regional Response Teams and the On-Scene Coordinator (Figure 4.1).

National Response Team (NRT)

National planning and coordination for oil spill response is the responsibility of the National Response Team (NRT). The NRT is responsible for evaluating methods for responding to oil spills and hazardous substances spills, and recommending changes to the National Contingency Plan. The NRT also develops procedures to coordinate activities for Federal, State and local governments, and private response organizations.

The NRT consists of representatives from each of the agencies shown in Figure 4.2. Normally, the NRT is chaired by the EPA representative while the USCG representative serves as the Vice-Chairman. If it is activated for spills within the coastal zone of the United States, the USCG representative will hold the Chair.

The NRT can be activated when an oil spill exceeds the capability of the Regional Response Team in which it occurs, crosses national boundaries, or presents a significant threat to a population, national policy, property, or national resources; or when requested by any NRT member.

Once activated, the NRT may:

1. Monitor the spill, evaluate reports from the On-Scene Coordinator (OSC), and recommend appropriate actions for abating the spill.
2. Request oil spill response resources from Federal, State and local governments or private agencies.
3. Coordinate the supply of equipment, personnel, or technical advice to the affected region from other regions or districts.
4. Since the NCP is a regulation subject to notice and comment requirements, modifications will require future rulemaking not available at this time.

**FIGURE 4.1
RESPONSE ORGANIZATION**

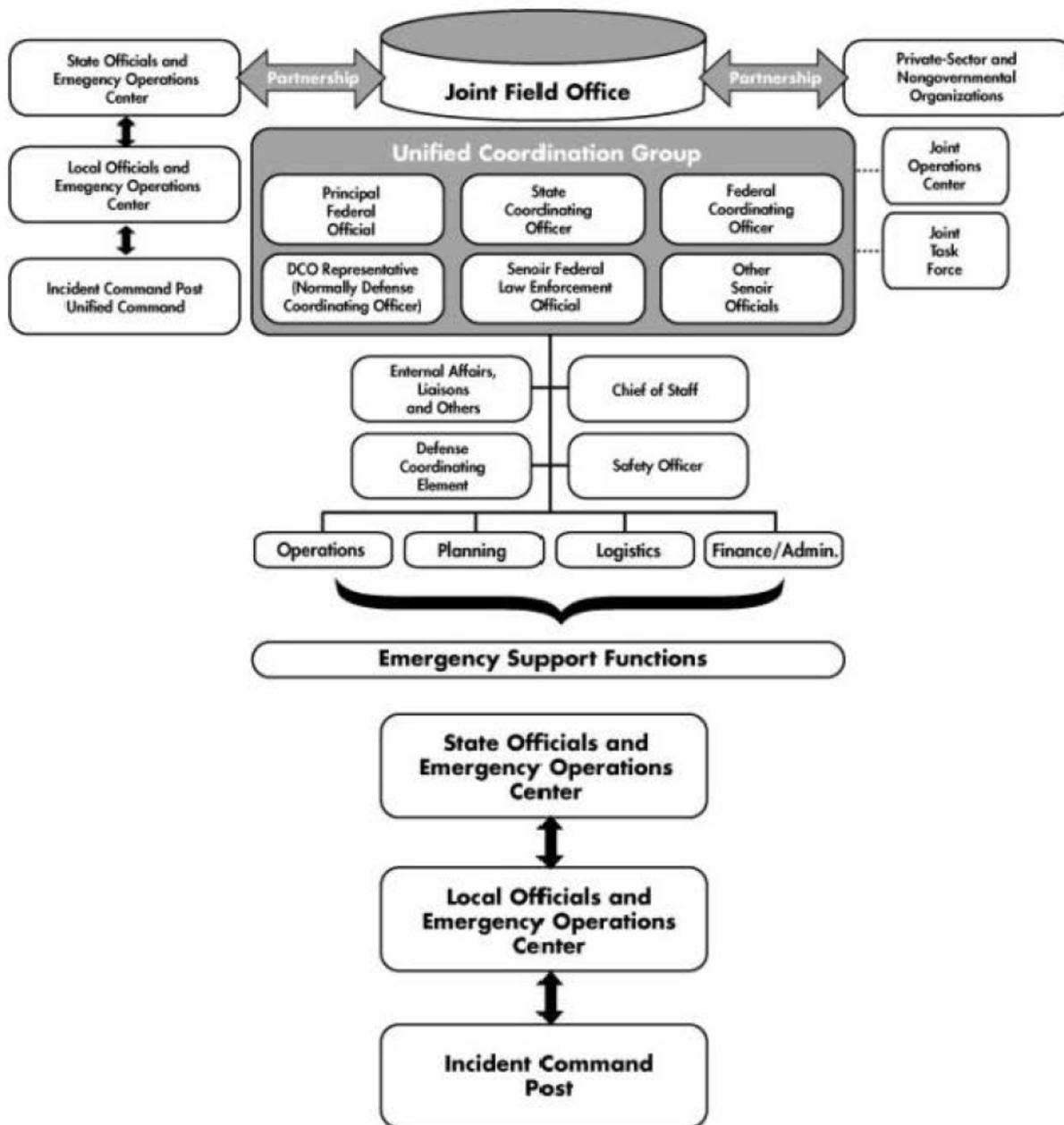


FIGURE 4.2
FEDERAL REPRESENTATION ON NATIONAL RESPONSE TEAM



FIGURE 4.3

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

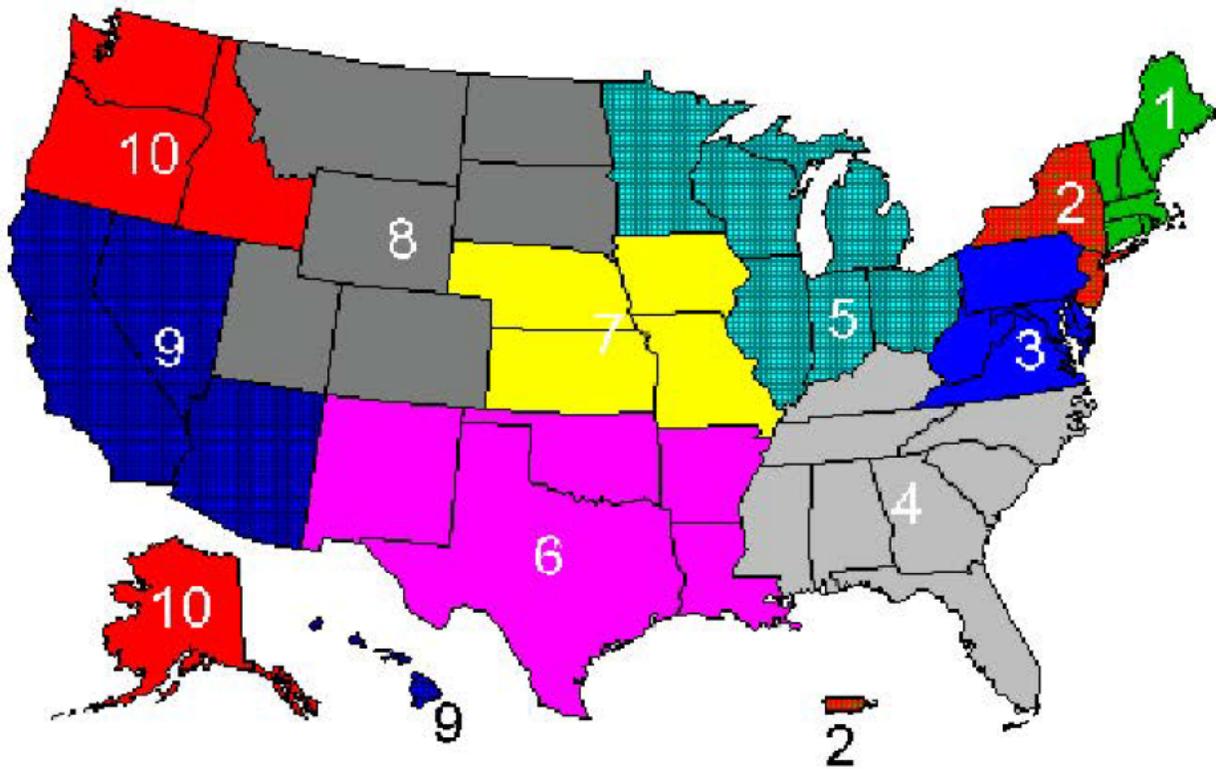


FIGURE 4.4
U.S. COAST GUARD (USCG) DISTRICTS

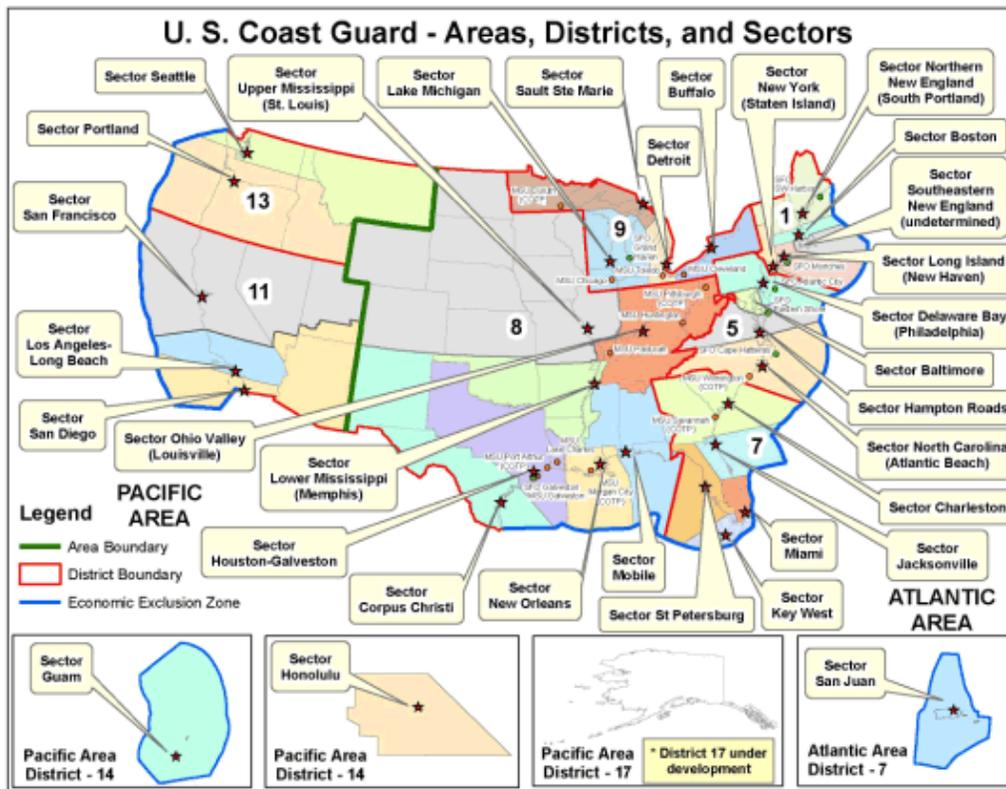


FIGURE 4.5
INCIDENT MANAGEMENT TEAM - COMMAND STRUCTURE

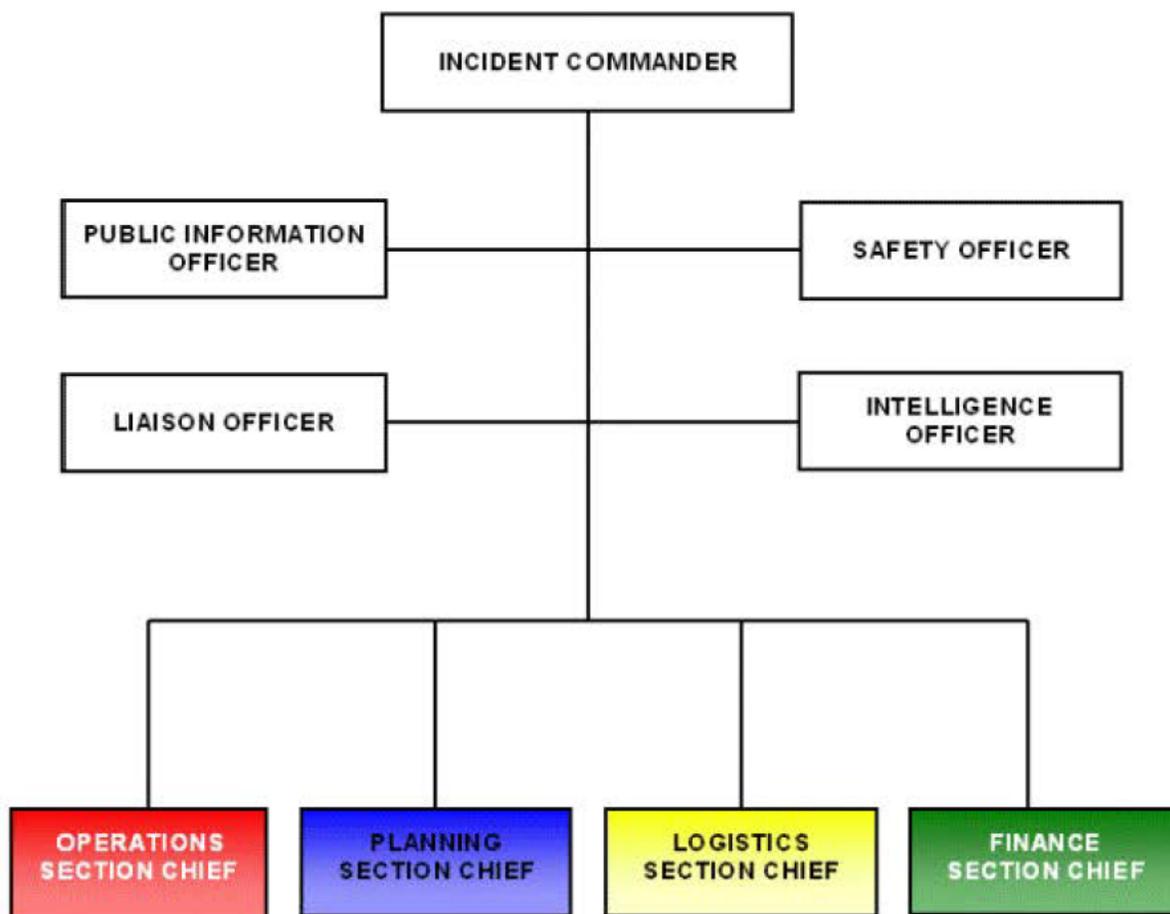


FIGURE 4.6**ICS ROLES AND RESPONSIBILITIES****COMMON RESPONSIBILITIES**

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

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

UNIT LEADER RESPONSIBILITIES

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

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

COMMAND

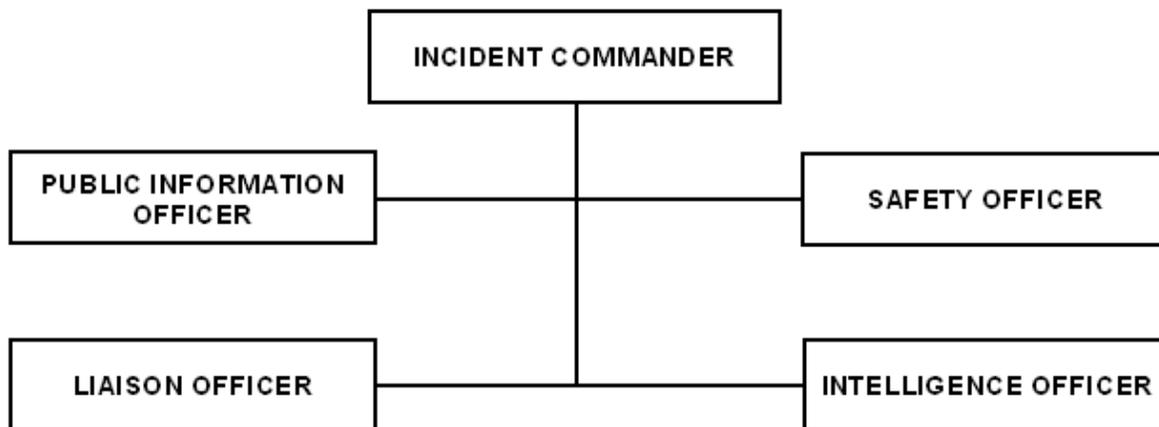
Incident Commander

Public Information Officer

Liaison Officer

Safety Officer

Intelligence Officer



INCIDENT COMMANDER

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

PUBLIC INFORMATION OFFICER

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

LIAISON OFFICER

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

SAFETY OFFICER

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

INTELLIGENCE OFFICER

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

OPERATIONS

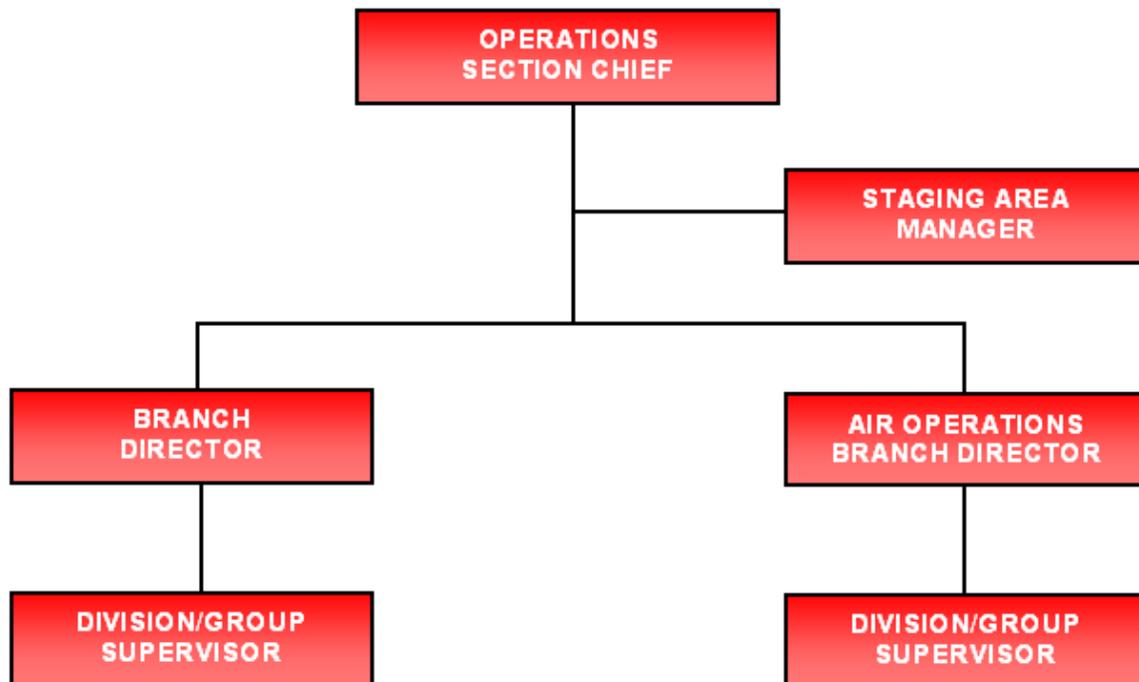
Operations Section Chief

Branch Director

Division/Group Supervisor

Staging Area Manager

Air Operations Branch Director



OPERATIONS SECTION CHIEF

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

BRANCH DIRECTOR

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

DIVISION/GROUP SUPERVISOR

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

STAGING AREA MANAGER

- Establish Staging Area layout.
- Determine any support needs for equipment, feeding, sanitation and security.
- Establish check-in function as appropriate.
- Post areas for identification and traffic control.
- Request maintenance service for equipment at Staging Area as appropriate.
- Respond to request for resource assignments
- Obtain and issue receipts for radio equipment and other supplies distributed and received at Staging Area.
- Determine required resource levels from the OPS.
- Advise the OPS when reserve levels reach minimums.
- Maintain and provide status to Resource Unit of all resources in Staging Area.
- Demobilize Staging Area in accordance with the Incident Demobilization Plan.

AIR OPERATIONS BRANCH DIRECTOR

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

PLANNING

Planning Section Chief

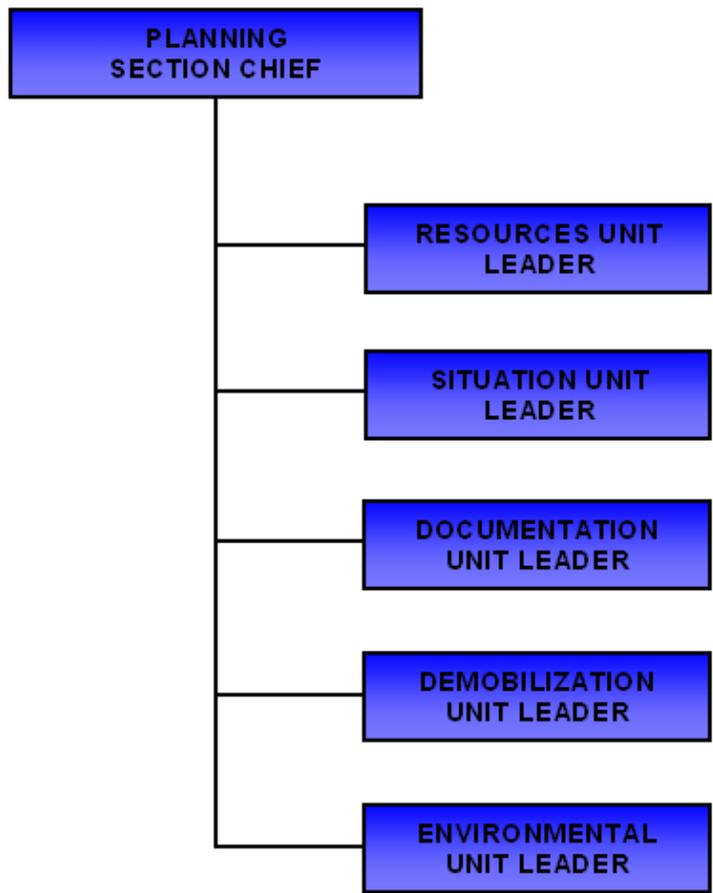
Resources Unit Leader

Situation Unit Leader

Documentation Unit Leader

Demobilization Unit Leader

Environmental Unit Leader



PLANNING SECTION CHIEF

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

RESOURCE UNIT LEADER

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

SITUATION UNIT LEADER

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

DOCUMENTATION UNIT LEADER

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

DEMOBILIZATION UNIT LEADER

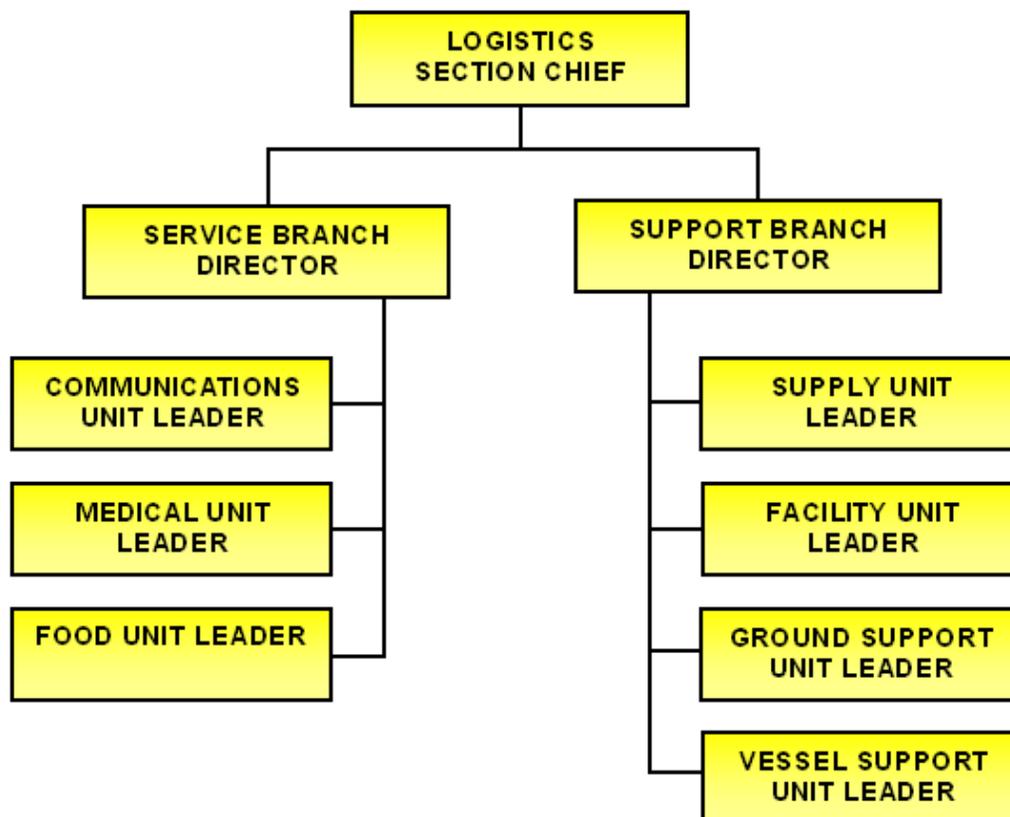
- Participate in planning meetings as required.
- Review incident resource records to determine the likely size and extent of demobilization effort.
- Based on the above analysis, add additional personnel, workspace, and supplies as needed.
- Coordinate demobilization with Agency Representatives.
- Monitor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

ENVIRONMENTAL UNIT LEADER

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

LOGISTICS

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



LOGISTICS SECTION CHIEF

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

SERVICE BRANCH DIRECTOR

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

COMMUNICATIONS UNIT LEADER

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

MEDICAL UNIT LEADER

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

FOOD UNIT LEADER

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

SUPPORT BRANCH DIRECTOR

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

SUPPLY UNIT LEADER

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

FACILITY UNIT LEADER

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

GROUND SUPPORT UNIT LEADER

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

VESSEL SUPPORT UNIT LEADER

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

FINANCE/ADMINISTRATION

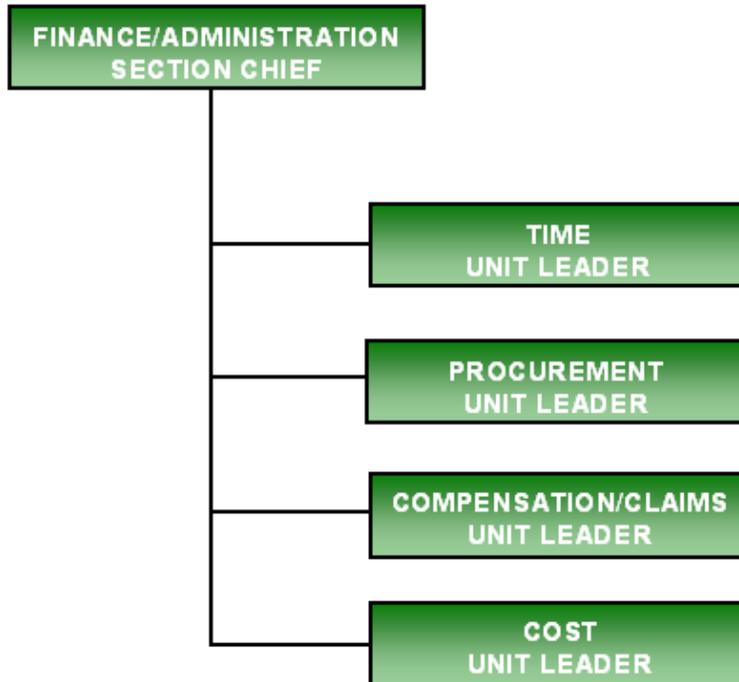
Finance/Administration Section Chief

Time Unit Leader

Procurement Unit Leader

Compensation/Claims Unit Leader

Cost Unit Leader



FINANCE / ADMINISTRATION SECTION CHIEF

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

TIME UNIT LEADER

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

PROCUREMENT UNIT LEADER

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

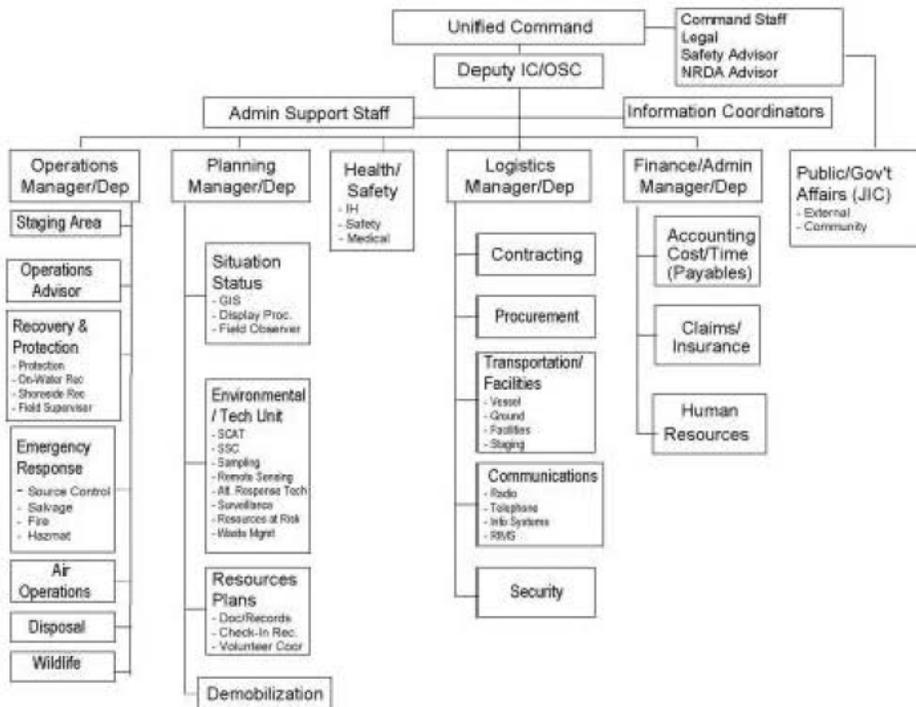
COMPENSATION / CLAIMS UNIT LEADER

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

COST UNIT LEADER

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

FIGURE 4.7
FACILITY SPECIFIC INCIDENT MANAGEMENT



Qualified Individual

- Activate and contract with necessary oil spill removal organizations.
- Act as liaison with the predesignated Federal On-Scene Coordinator (FOSC).
- Activate internal alarms and hazard communication systems to notify all facility personnel.
- Notify all response personnel, as needed.
- Identify the character, exact source, amount, and extent of the release, as well as the other items needed for notification.
- Notify and provide necessary information to the appropriate Federal, State and local authorities with designated response roles, including the National Response Center, State Emergency Response Commission, and Local Emergency Planning Committee.
- Assess the interaction of the spilled substance with water and/or other substances stored at the facility and notify response personnel at the scene of that assessment.
- Assess the possible hazards to human health and the environment due to the release.
- Assess and implement prompt removal actions to contain and remove the substance released.
- Coordinate rescue and response actions as previously arranged with all response personnel.
- Has authority to immediately access company funding to initiate cleanup activities.
- Direct cleanup activities until properly relieved of this responsibility.

Incident Commander

Scope of Responsibility:

- Initial Responder (person discovering the spill) acts as Incident Commander until relieved by Qualified Individual (QI). Person discovering spill is responsible for initially completing the Initial Site Assessment (ICS-201-2). This form should be given to the Planning Chief.
- Responsible for activating response personnel, directing response operations, making notifications, and for reporting the progress and the plans of the response operations to the Unified Command and ExxonMobil Management.

JOB DUTIES:

Initial Response:

- Mobilize local responders to ready standby
- Ensure that the safety of response personnel is accorded the highest priority in all aspects and phases of response

"Emergency":

- Assess the incident. Work with Safety Officer and use Fire Department/Hazmat to complete Site Safety and Control Analysis (ICS-201-3)
- Eliminate ignition sources
- Report nature and location
- Secure the source
- Minimize the threat
- Establish response organization (ICS-201-4)
- Notify upline management
- Begin clean-up
- Complete Summary of Current Actions (ICS-201-1)
- Ensure completion of Initial Incident Briefing document (ICS201)

- Conduct initial briefing with response team
- Document all actions and activities

On-Going Response:

- Establish objectives and response priorities (Complete ICS-202)
- Ensure that response personnel have the equipment, materials, and supplies necessary to carry out their duties in a safe, effective, and efficient fashion

Transition to "Post-Emergency":

- Support the Public Information Officer
- Ensure development of the Incident Action Plan (IAP)
- Review the IAP with the Unified Command and obtain concurrence
- Conduct daily briefing meetings
- Ensure adequate records are maintained
- Complete response organization chart (ICS-204)

Deputy / Alternate Incident Commander

Reports directly to the IC in fulfilling his/her responsibilities. The Deputy IC is available to perform critical duties which demand the experience and knowledge of a senior manager to represent ExxonMobil. The Deputy IC is expected to assume the responsibilities of the IC, when the IC is unavailable.

Operations Sections Chief

Scope of Responsibility:

- Responsible for the management and supervision of all containment, recovery, shoreline protection and cleanup, aerial surveillance, and waste disposal operations that occur during response operations.

JOB DUTIES:

Initial Response:

- Obtain initial briefing
- Make personal safety the highest priority throughout the response operations

"Emergency":

- Supervise on land, on-water, near-shore, and shoreline response operations
- Work with Safety Officer and use Fire Department/Hazmat to complete Site Safety and Control Analysis (ICS-201-3). Provide to Planning Chief, as needed.
- Document all actions and activities

On-Going Response:

- Ensure safety of field personnel
- Work with Planning and Logistics personnel to develop an Incident Action Plan for response operations

Transition to "Post-Emergency":

- Provide Logistics Chief with a detailed list of personnel, equipment, material, and supply needs for day to day operations
- Provide information and make recommendations to the IC and Planning Chief
- Serve as field contact person for government agencies
- Work with Public Affairs to assist in preparation or review of information to be released to the media, government agencies, and/or the public
- Ensure adequate records are maintained

Logistics Section Chief

Scope of Responsibility:

- Responsible for coordinating all air, marine, and land transportation services; and the procurement of equipment, materials, and supplies.

JOB DUTIES:

Initial Response:

- Obtain initial briefing
- Set up Command Center

"Emergency":

- Ensure that all services are provided in a manner that maximizes personnel safety and health
- Complete Resource Summary (ICS-201-5). Provide to Planning Chief, as needed.
- Document all actions and activities

On-Going Response:

- Work with IC and Planning Chief to develop an Incident Action Plan for response operations.
- Work with the Operations Section Chief to identify and ensure timely and efficient provision of field support services.

Transition to "Post-Emergency":

- If requested by the IC, secure an "800" telephone number for the public to call regarding problems and claims.
- Ensure adequate records are maintained.

Planning Section Chief

Scope of Responsibility:

- Responsible for coordinating the development and prioritizing the response activities by collecting and evaluating information about the spill trajectory and areas impacted and status of resources available in consultation with regulatory agencies.

JOB DUTIES:

Initial Response:

- Obtain initial briefing.
- Ensure that all plans are developed to maximize personnel safety and health.

"Emergency":

- Interface with the FOSC and regulatory agencies to gain consensus on objectives and response priorities.
- Obtain information on the size, location, direction, type, or potential impact of spill.
- Complete Spill Notification Form (ICS-201-6).
- Prepare Initial Incident Briefing (ICS-201) package for IC, as requested.
- Document all actions and activities.

On-Going Response:

- Interface with the IC and the Operations Section Chief to develop consensus on operations strategy to implement priority concerns jointly developed with FOSC and regulatory agencies.

Transition to "Post-Emergency":

- Work with Logistics Section Chief to ensure adequate resources are available for operations
- Supervise the preparation of the Incident Action Plan
- Develop a meeting schedule with the Unified Command
- Respond to request for information from government agencies
- Assist in the preparation or review of information to be released
- Ensure that company and/or contract personnel are available to provide technical advice on any and all aspects of response operations
- Ensure adequate records are maintained

Safety Officer

Scope of Responsibility:

- Responsible for coordinating the development of the Site Safety and Control Analysis (ICS-201-3) and the Site Safety & Health Plan, advising on safe practices and procedures to be followed during the conduct of response operations, and visit all areas of the response operation to monitor personnel activities.

JOB DUTIES:

Initial Response:

- Obtain initial briefing.
- Make personal safety the highest priority throughout the response operations.

"Emergency":

- Use Fire Department/Hazmat to complete the Site Safety and Control Analysis (ICS-201-3). Provide to Planning Chief, as requested.
- Document all actions and activities

On-Going Response:

- Issue appropriate safety guidelines to be observed during response operations, addressing chemical/physical hazards associated with response.

Transition to "Post-Emergency":

- Work on the publication of safety reminders.
- Work with medical responders to establish first aid stations in field.
- Investigate accidents that occur.
- Maintain a record of all accidents/injuries.
- Serve as a liaison with government safety officials.
- Monitor field operations to ensure safety compliance and advise Operations Chief immediately should it be necessary to halt any activity. (Safety Officer has the authority to halt any activities which are against legal or company requirements or pose hazardous conditions to response personnel).
- Prepare the Site Safety & Health Plan (see Appendix D of the OSRP for fill-in-the-blank form) and provide to Planning Chief.
- Ensure adequate records are maintained.

Finance Section Officer

Scope of Responsibility:

- Responsible for overseeing all of the financial and cost analysis aspects of the incident and for supervising members of the Finance/Administration Section.
- During the initial stages of an incident, the Incident Commander will assume the role of the Finance Section Chief.

JOB DUTIES:**Initial Response:**

- Obtain initial briefing
- Attend planning meetings to gather information on overall strategy.

"Emergency":

- Determine resource needs.
- Develop an operating plan for Finance/Administration function on incident.
- Prepare work objectives for section staff.
- Document all actions and activities.

On-Going Response:

- Inform Unified Command when Section is fully operational
- Prepare and post Financial Section organization
- Facilitate preparation of guidelines, procedures, forms and data management systems necessary to account for expenditures made during response operations
- Ensure that all personnel time records are maintained
- Meet with agency representatives as required.
- Provide input in all planning sessions on financial and cost analysis matters.

Transition to "Post-Emergency":

- Ensure all obligation documents initiated at the incident are properly prepared and completed.
- Approve all obligation documents
- Brief agencies on all incident related business management issues needing attention and follow-up prior to leaving incident.
- Provide Unified Command with regular financial reports
- Document all actions
- Ensure adequate records are maintained.

Public Information Officer

Scope of Responsibility

- Responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other appropriate agencies and organizations.
- The PIO is part of the Command Group. Assistants of the PIO will be located in the Joint Information Center (JIC).

JOB DUTIES:**Initial Response:**

- Obtain initial briefing
- Determine from the Incident Commander if there are any limits on information release.

"Emergency":

- Develop material for use in media briefings.
- Obtain Incident Commander approval for media releases.

On-Going Response:

- Inform media and conduct media briefings.
- Arrange for tours and other interviews or briefings that may be required.
- Obtain media information that may be useful to incident planning.
- Maintain current information summaries and/or displays on the incident and provide information on status of incident to assigned personnel.

Transition to "Post-Emergency":

- Maintain Unit/Activity
- Proactively work with media.
- Obtain Unified Command approval for media releases.

Legal Advisor

Is responsible for advising the IC and other NARRT response personnel concerning legal liabilities and ramifications that could result from the response actions. The Legal Advisor reports to the IC.

Vessel Salvage Platform Manager/Source Control

Responsible for source control from the stricken vessel or platform. Members filling these positions are provided completely by SeaRiver or from ExxonMobil Exploration and Production from their emergency response teams.

Emergency Support Group (ESG)

- Maintain communications between the Field Response Team and ExxonMobil senior management.
- Provide information or services to the Field Response Team upon request.
- Identify issues of overall strategic importance to ExxonMobil arising out of the incident or the response.
- Establish a high-level external communications strategy.
- Advise senior management and the Executive Team on issues of strategic importance.



5.0 RESPONSE PLANNING

5.1 [Incident Action Plan](#)

5.2 [Planning P](#)

5.3 [Site Safety Plan](#)

Figure 5.1 [Incident Briefing](#)

Figure 5.2 [ICS IAP Cover](#)

Figure 5.3 [Incident Objectives](#)

Figure 5.4 [Organization Assignment List](#)

Figure 5.5 [Assignment List](#)

Figure 5.6 [Incident Radio Communications Plan](#)

Figure 5.7 [Medical Plan](#)

Figure 5.8 [Unit Log](#)

Figure 5.9 [Resources at Risk Summary](#)

Figure 5.10 [Site Safety Plan](#)

5.1 INCIDENT ACTION PLAN

Emergency response activities are planned and coordinated through the use of an Incident Action Plan (IAP) which is developed for each Operational Period of a response by the Incident Management Team. For small responses, an ICS 201 (Incident Briefing Form provided in Figure 5.1), may be used as the IAP and, for all incidents, the ICS 201 will serve as the initial IAP.

For larger or more complex incidents a more complete IAP will be necessary. These IAPs are generally created through the completion and compilation of several standard ICS forms. These forms include, but are not limited to:

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

* The Planning Section Chief may assign preparation of forms to other personnel on the Incident Management Team if identified position is unassigned or vacant when the IAP is produced.

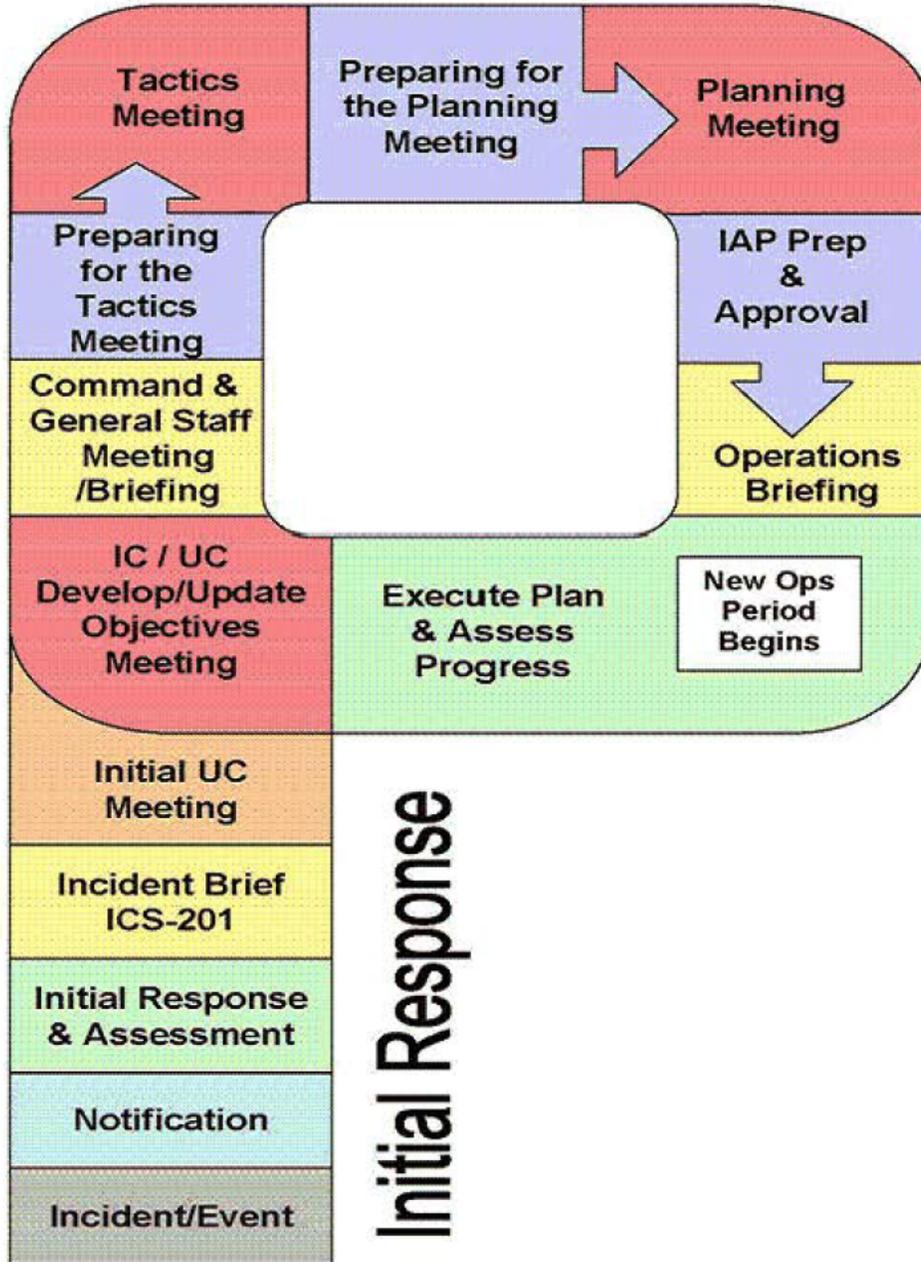
Depending on the nature and severity of the emergency, additional documents may be included in the IAP. These may include:

- Sensitivity Maps (Provided in Appendix G)
- Waste Management & Disposal Plans (Provided in Appendix E)
- Plans for use of Alternative Technologies (Dispersant/In-situ Burn/Bioremediation)
- Security Plans
- Decontamination Plans
- Traffic Plans

5.2 PLANNING P

**UNITED STATES COAST GUARD
Operations Period Planning**

The Operational Planning "P"



5.3 SITE SAFETY PLAN

Site Safety Plans (SSP) are required by OSHA (29CFR1910.120(b)(4)) for all hazardous waste operations. The SSP should address all on-site operations and hazardous as well as on-site emergency procedures. A template for use in producing an SSP is provided as Figure 5.10.

The SSP is typically prepared by the Safety Officer and approved by the Incident Commander or the Unified Command. All personnel must be familiar with the contents of the SSP and the SSP must be updated as conditions, operations and hazards associated with the response change

NRC Incident No. # _____

1. Incident Name _____	2. Prepared by: (name) _____ Date: _____ Time: _____	INCIDENT BRIEFING ICS 201-CG
6. Current Organization (fill in additional appropriate organization)		
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Command</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>— Safety Officer _____</p> <p>— Liaison Officer _____</p> <p>— Information Officer _____</p> </div> <div style="width: 60%;"> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="border: 1px solid black; padding: 5px; width: 20%;">Operations Section</div> <div style="border: 1px solid black; padding: 5px; width: 20%;">Planning Section</div> <div style="border: 1px solid black; padding: 5px; width: 20%;">Logistics Section</div> <div style="border: 1px solid black; padding: 5px; width: 20%;">Finance Section</div> </div>		
INCIDENT BRIEFING		ICS 201-CG (pg 3 of 4) (Rev 4/04)

FIGURE 5.2

ICS IAP COVER

1. Incident Name _____	2. Operational Period to be covered by IAP (Date/Time) From: _____ To: _____	CG IAP COVER SHEET																		
3. Approved by Incident Commander (s): <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%; text-align: center; border-bottom: 1px solid black;">ORG</th> <th style="width: 15%; text-align: center; border-bottom: 1px solid black;">NAME</th> <th style="width: 70%;"></th> </tr> </thead> <tbody> <tr><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td></tr> <tr><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td></tr> <tr><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td></tr> <tr><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td></tr> <tr><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td><td style="border-bottom: 1px solid black;">_____</td></tr> </tbody> </table>			ORG	NAME		_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
ORG	NAME																			
_____	_____	_____																		
_____	_____	_____																		
_____	_____	_____																		
_____	_____	_____																		
_____	_____	_____																		
<h2 style="margin: 0;">INCIDENT ACTION PLAN</h2> <p style="margin: 5px 0 0 40px;">The items checked below are included in this Incident Action Plan:</p> <ul style="list-style-type: none"> <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 202-CG (Response Objectives) _____ <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 203-CG (Organization List) – OR – ICS 207-CG (Organization Chart) _____ <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 204-CGs (Assignment Lists) One Copy each of any ICS 204-CG attachments: _____ <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 205-CG (Communications Plan) _____ <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 206-CG (Medical Plan) <li style="margin-bottom: 10px;"><input type="checkbox"/> ICS 208-CG (Site Safety Plan) or Note SSP Location _____ <li style="margin-bottom: 10px;"><input type="checkbox"/> Map/Chart <li style="margin-bottom: 10px;"><input type="checkbox"/> Weather forecast / Tides/Currents <li style="margin-bottom: 10px;"><u>Other Attachments</u> <li style="margin-bottom: 10px;"><input type="checkbox"/> _____ 																				
4. Prepared by: _____		Date/Time _____																		

FIGURE 5.3

INCIDENT OBJECTIVES

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

FIGURE 5.5
ASSIGNMENT LIST

1. Incident Name _____		2. Operational Period (Date/Time) From: _____ To: _____		Assignment List ICS 204-CG	
3. Branch _____		4. Division/Group/Staging _____			
5. Operations Personnel					
Name		Affiliation		Contact # (s)	
Operations Section Chief: _____					
Branch Director: _____					
Division/Group Supervisor/STAM: _____					
6. Resources Assigned "X" indicates 201a attachment with additional instructions 					
Strike Team/Task Force/Resource Identifier	Leader	Contact Info. #	# Of Persons	Reporting Info/Notes/Remarks	
_____	_____	_____	_____	_____	▣
_____	_____	_____	_____	_____	▣
_____	_____	_____	_____	_____	▣
_____	_____	_____	_____	_____	▣
_____	_____	_____	_____	_____	▣
_____	_____	_____	_____	_____	▣
_____	_____	_____	_____	_____	▣
_____	_____	_____	_____	_____	▣
_____	_____	_____	_____	_____	▣
_____	_____	_____	_____	_____	▣
_____	_____	_____	_____	_____	▣
7. Work Assignments _____					
8. Special Instructions _____					
9. Communications (radio and/or phone contact numbers needed for this assignment)					
Name/Function	Radio: Freq./System/Channel	Phone	Cell/Pager	_____	
_____	_____	_____	_____	_____	
_____	_____	_____	_____	_____	
_____	_____	_____	_____	_____	
Emergency Communications					
Medical _____		Evacuation _____		Other _____	
10. Prepared by: _____	Date/Time _____	11. Reviewed by (PSC): _____	Date/Time _____	12. Reviewed by (OSC): _____	Date/Time _____

FIGURE 5.6

INCIDENT RADIO COMMUNICATIONS PLAN

1. Incident Name █		2. Operational Period (Date / Time) From: █ To: █			INCIDENT RADIO COMMUNICATIONS PLAN ICS 205-CG	
3. BASIC RADIO CHANNEL USE						
SYSTEM / CACHE	CHANNEL	FUNCTION	FREQUENCY	ASSIGNMENT	REMARKS	
█	█	█	█	█	█	
█	█	█	█	█	█	
█	█	█	█	█	█	
█	█	█	█	█	█	
█	█	█	█	█	█	
█	█	█	█	█	█	
█	█	█	█	█	█	
█	█	█	█	█	█	
4. Prepared by: (Communications Unit) █					Date / Time █	
INCIDENT RADIO COMMUNICATIONS PLAN					ICS 205-CG (Rev.07/04)	

FIGURE 5.9 RESOURCES AT RISK SUMMARY

1. Incident Name 		2. Operational Period (Date/Time) From: To:		RESOURCES AT RISK SUMMARY ICS 232-OS
3. Environmentally-Sensitive Areas and Wildlife Issues				
Site #	Priority	Site Name and/or Physical Location	Site Issues	
Narrative				
4. Archaeo-cultural and Socio-economic Issues				
Site #	Priority	Site Name and/or Physical Location	Site Issues	
Narrative				
5. Prepared by: (Environmental Unit Leader)			Date/Time	
RESOURCES AT RISK SUMMARY		June 2000	ICS 232-OS	

FIGURE 5.10

Date: _____

NRC Assigned Number: _____

SITE SAFETY PLAN

Page 1 of 5

I. General						
<input type="checkbox"/> Platform	<input type="checkbox"/> Air	<input type="checkbox"/> Spill to Water	<input type="checkbox"/> Excavation	<input type="checkbox"/> Other: _____	AFE #: _____	
Facility: <u>San Antonio, TX Terminal</u>				Issuing Date: _____ Time: _____		
Location: _____				Temperature: _____		
Work to be performed: _____				Wind Direction: _____		
				Humidity: _____		
II. Hazards to be Evaluated						
Y	N	Y	N	Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Oxygen Deficient/Enriched
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ingestion / Skin Absorption
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flammable Atmosphere
				<input type="checkbox"/>	<input type="checkbox"/>	Chemical/MSDS # _____
				<input type="checkbox"/>	<input type="checkbox"/>	(Explosion Fire)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Toxic Atmosphere: _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Physical Hazard _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Boat Operations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vapor Cloud
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confined Space
				<input type="checkbox"/>	<input type="checkbox"/>	Other (see comments) _____
III. Testing & Monitoring (Check required items)						
<i>Tests are to be performed in the order listed.</i>						
ACCEPTABLE ENTRY CONDITIONS						
Y	N	Continuous	Frequency	No Respiratory Protection Needed	Special Work Practices or PPE Required	Leave Area Work Efforts Should Be Directed At Reducing Concentrations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	19.5 - 23.0% in air	<19.5% or 23.0% in air	<16.0 or >23.5% in air
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	<10% in air	≥10.0 but <20.0% in air	≥20.0% in air
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	<10 ppm	≥10 but <100 ppm	≥100 ppm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	<.5 ppm	≥.5 but <10 ppm	≥10 ppm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	<300 ppm	≥300 but <750 ppm	≥750 ppm
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____	As allowed by applicable standard(s) Acceptable for 5325 feet of elevation and below. Hot work is not permitted when LEL is greater than 10% in air.		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Y <input type="checkbox"/> N	_____ every _____			
IV. Required Personal Protective Equipment (PPE) (Check for required use)						
Genera	Eye Prot.	Respiratory Prot.	Hearing Prot.	Gloves	Footwear	Clothing
<input type="checkbox"/> Hard Hat	<input type="checkbox"/> Safety Glasses	<input type="checkbox"/> SCBA/Air Line w/Escapes	<input type="checkbox"/> Ear Plugs	<input type="checkbox"/> Leather	<input type="checkbox"/> Steel-toes	<input type="checkbox"/> F.R. Coveralls
<input type="checkbox"/> Safety Harness	<input type="checkbox"/> Goggles	<input type="checkbox"/> Air Line	<input type="checkbox"/> Ear Muffs	<input type="checkbox"/> Rubber	<input type="checkbox"/> Rubber	<input type="checkbox"/> Tyvek
<input type="checkbox"/> PFD	<input type="checkbox"/> Face-shield	<input type="checkbox"/> Air Purifying (Full Mask)	<input type="checkbox"/> Combination	<input type="checkbox"/> Nitrile	<input type="checkbox"/> Hip-boots	<input type="checkbox"/> Coated Tyvek
	<input type="checkbox"/> Tinted Lens	Cartridge Type: <input type="checkbox"/> OV <input type="checkbox"/> Hepa-OVV		<input type="checkbox"/> PVC	<input type="checkbox"/> _____	<input type="checkbox"/> Saranyx
				<input type="checkbox"/> _____		<input type="checkbox"/> _____
Any other special PPE: _____						
V. Emergency Information and Rescue Services						
Emergency Contact Person:				Contact by: _____		
Fire Department: 911				Contact by: _____		
Ambulance: 911				Contact by: _____		
Hospital: 911				Contact by: _____		
Rescue Services: 911				Contact by: _____		
(if not provided by above)						

Date: _____

NRC Assigned Number: _____

Page 3 of 5

X. Control Measures	Zone																		
Oxygen	Time																		
	Level																		
	By																		
LEL	Time																		
	Level																		
	By																		
Hydrogen Sulfide	Time																		
	Level																		
	By																		
Benzene	Time																		
	Level																		
	By																		
VOC	Time																		
	Level																		
	By																		
	Time																		
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	By																		
	Time																		
	Level																		
	By																		

Equipment: Type: _____ Mfger: _____ Calibration/Expiration _____
 Type: _____ Mfger: _____ Calibration/Expiration _____

Date: _____

NRC Assigned Number: _____

Page 4 of 5

XI. Work Area Diagram

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

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



6.0 SPILL IMPACT CONSIDERATIONS

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

Figure 6.1 [Animals](#)

Figure 6.2 [Plants](#)

6.1 CRITICALS AREAS TO PROTECT

The critical areas to protect are classified as having high, moderate, or low sensitivity to oil. Because a shoreline's sensitivity and type can change over time, the Shoreline Cleanup Assessment Team (SCAT) should perform on-site confirmations of sensitivity levels at the time of a spill. The Federal, State, and local authorities will further clarify these categories at the time of the response. The categories are defined as follows:

HIGH SENSITIVITY

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

MODERATE SENSITIVITY

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

LOW SENSITIVITY

- Areas of low productivity, man-made structures, and/or high energy.
- Areas which consist of gravel, sand or clay material, barren/rocky riverbanks and lake edges, man-made structures and concrete/compacted earthen drainage ditches.

6.2 ENVIRONMENTAL/SOCIO-ECONOMIC SENSITIVITIES

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

All environmental and socio-economic sensitive areas worthy of protection, but must be prioritized during a response effort. When making decisions on which areas to designate as collection areas and which to protect, the following sources may be consulted:

- U.S. Fish and Wildlife Service and related state agencies
- Applicable Area Contingency Plans
- Maps showing environmentally sensitive areas
- Other industry and private experts

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

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

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

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

6.3 WILDLIFE PROTECTION AND REHABILITATION

The Company will work with Federal, State, and local agency personnel to provide labor and transportation to retrieve, clean, and rehabilitate wildlife affected by an oil spill, as necessary. Oversight of the Company's wildlife preservation activities and coordination with Federal, State, and local agencies during an oil spill is the responsibility of the Incident Commander.

Special consideration should be given to the protection and rehabilitation of endangered species and other wildlife and their habitat in the event of an oil spill and subsequent response. Jurisdictional authorities should be notified and worked with closely on all response/clean-up actions related to wildlife protection and rehabilitation. Laws with significant penalties are in place to ensure appropriate protection of these species.

Endangered/Threatened Species

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

Wildlife Rescue

The following are items which should be considered for wildlife rescue and rehabilitation during a spill response:

- Bird relocation can be accomplished using a variety of deterrents encouraging birds to avoid spill impacted areas. Care must be taken to avoid taking actions that could be construed as disturbing the wildlife instead of being a deterrent.
 - Use of visual stimuli, such as inflatable bodies, owls, stationary figures, or helium balloons, etc.
 - Use of auditory stimuli, such as propane cannons, recorded sounds, or shell crackers.
 - Use of herding with aircraft, boats, vehicles, or people (as appropriate).
 - Use of capture and relocation.

Wildlife Rescue - Points to Consider

- **The Company's involvement should be limited to offering assistance as needed or requested by the agencies.**
- **Prior to initiating any organized search and rescue plan, authorization must be obtained from the appropriate federal/state agency.**
- **Initial search and rescue efforts, if needed, should be left up to the appropriate agencies.** They have the personnel, equipment, and training to immediately begin capturing contaminated wildlife.
- With or without authorization, it must be anticipated that volunteer citizens will aid distressed/contaminated wildlife on their own. It is important to communicate to the public that it may be illegal to handle wildlife without express authority from appropriate agencies. Provisions should be made to support an appropriate wildlife rehabilitation organization; however **no support should be given to any unauthorized volunteer rescue efforts.**
- The regulatory agencies and response personnel should be provided the name and location of a qualified rehabilitator in the event contaminated wildlife is captured.
- Resources and contacts that can assist with wildlife rescue and rehabilitation are provided in Section 2. This list includes:
 - Outside rehabilitation organizations
 - Local regulatory agencies
 - Other resources

6.4 STAGING AREAS

When establishing personnel and equipment staging areas for a response to a Facility discharge, the following criteria should be evaluated:

- Access to waterborne equipment launching facilities and/or land equipment.
- Access to open space for staging/deployment of heavy equipment and personnel.
- Access to public services utilities (electricity, potable water, public phone, restroom and washroom facilities, etc.)
- Access to the environmental and socio-economically sensitive areas which are projected for impact.

6.5 VULNERABILITY ANALYSIS

Water Intakes

Water intakes are a critical resource and may be vulnerable to spills. (b) (7)(F)

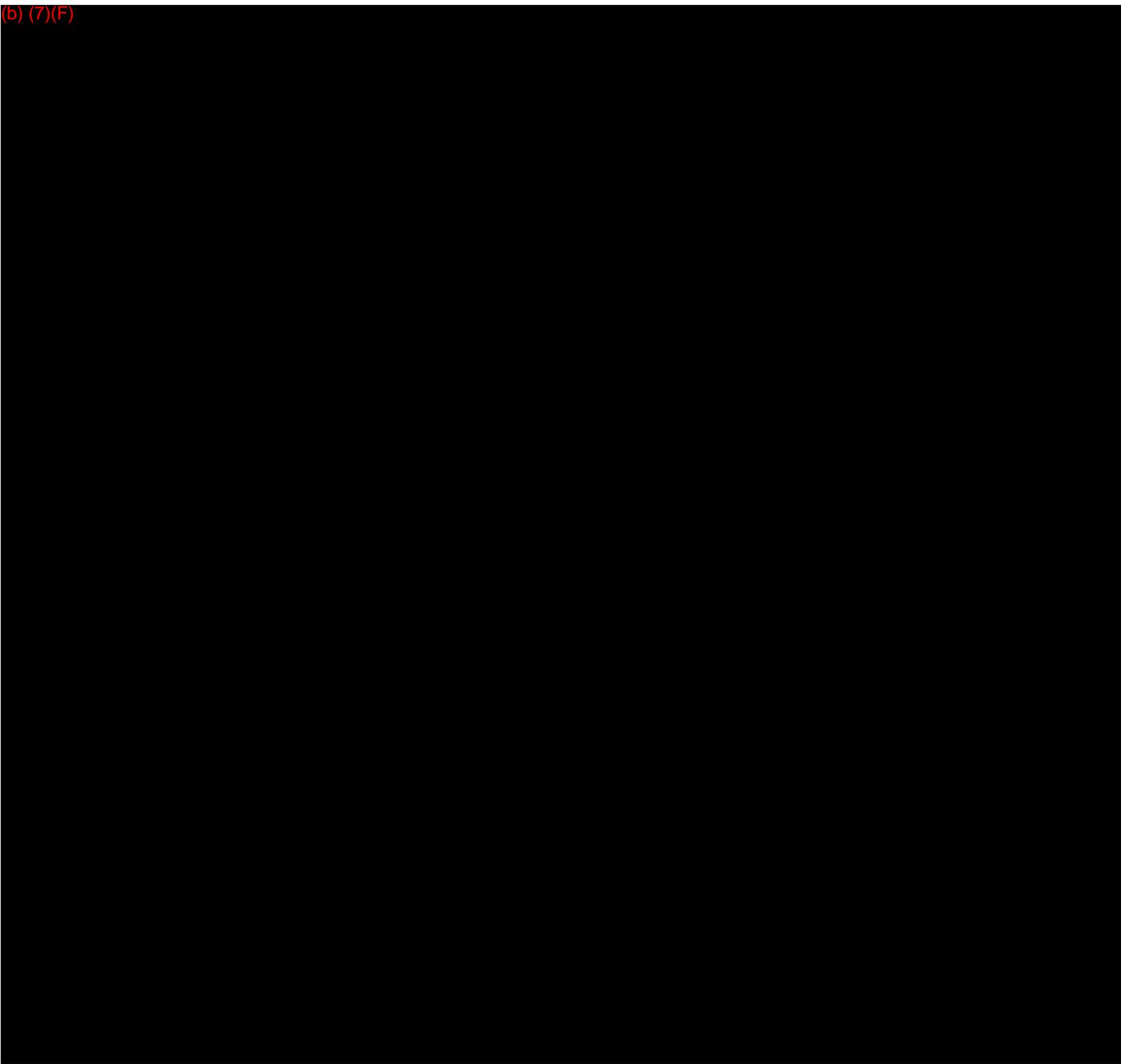
[REDACTED]	
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]

Personnel or agencies associated with these intakes should be notified and these areas should be given special attention during any spill.

Residential Areas

Residential areas are located to the east of the San Antonio facility.

(b) (7)(F)



Businesses

There are no businesses identified within the planning distance from the Facility that may be potentially impacted by a discharge originating from the Facility.

Wetlands and other Sensitive Environments

The environmental sensitivity of shoreline types and habitats are prioritized into three categories (low, moderate, and high) which allows the responder to allocate response resources during the first stages of a response. The priorities are intended to assist responders initially with the knowledge that responsible federal and state resource agency representatives will arrive on site to further clarify priorities within each category. High - Habitats which have particularly high productivity or the presence of Threatened/Endangered Species. Shallow sears flats, tidally influenced salt marshes and wetlands, sheltered tidal flats with vegetated margins and areas used for nesting by seabirds. Areas which are sheltered from wave and tidal energy and will tend to retain oil over time. Moderate - Habitats which are somewhat resistant to the effects of oiling including exposed tidal flats, coarse and fine grained sand beaches, and gravel beaches. Low - Low productivity habitats and man-made structures include erosional scamps, sand beaches, seawalls, jetties, piers and bulkheads.

Fish and Wildlife

A search of the Texas Natural Parks and Wildlife Heritage Program revealed the following known or possibly occurring special species in the general vicinity of the terminal. Federal category 1 species are: Big Red Sage, Texas Garter snake, Texas Salamander, and Guadalupe Bass. Two federal category 2 species were identified as the Widemouth Blindcat, and Toothless Blindcat. These federal category 2 species were also identified as state threatened species by the Texas Parks and Wildlife Department. The U.S. Department of the Interior Fish and Wildlife Services indicated the potential presence of the following endangered and threatened species within the terminal vicinity.

Lakes and Streams

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

LAKES AND STREAMS

An unnamed lake is located at the South Side Lions Park adjacent to the west fork of Salado Creek, approximately 3.5 miles south of the terminal. Three streams join Salado Creek near the Willow Springs Golf Course, approximately 5,000 feet south of the terminal; near the J. Street Park, approximately 2.5 miles south of the terminal; and near the South Side Lions Park. No streams or lakes branch off Salado Creek within the study area.

There are 15 potential wetland areas identified within the study area. The majority of the wetland areas are classified as unconsolidated, permanently or temporarily flooded, diked areas

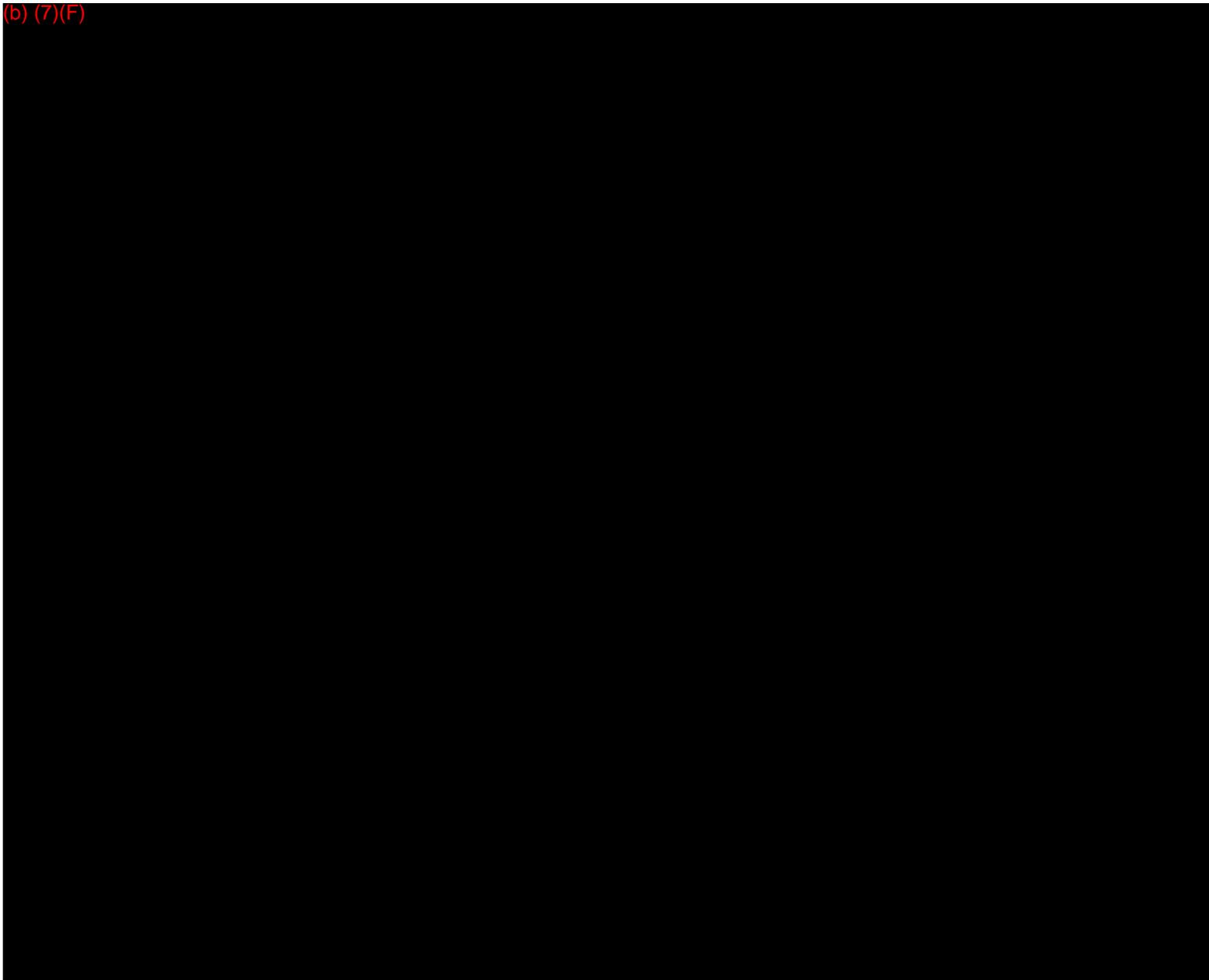
Endangered Flora and Fauna

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

Recreational Areas

Recreational Areas: Several recreational areas are located in the study area including golf courses, parks and a Coliseum. The closest recreational area to the terminal is Freeman Coliseum approximately 4,000 feet southwest of the terminal and approximately 1,000 feet west of Salado Creek. Golf courses located within the study area are the Willow Spring Golf Course, approximately 5,000 feet south of the terminal and approximately 600 feet west of Salado Creek, and the Pecan Valley Golf Course on Salado Creek approximately 4.5 miles south of the terminal. Parks located in the study area include: Dafoste Park, a 2,000 square foot park approximately 1 mile south of the terminal on Salado Creek; Martin Luther King Park, a 137acre park approximately 1.5 miles south of the terminal on Salado Creek; J. Street Park, an 11 acre park approximately 2.5 miles south of the terminal on Salado Creek; Comanche Park, a 20 acre park approximately 3 miles south of the terminal on Salado Creek; Covington Park adjacent to the east bank of Salado Creek approximately 3 miles south of the terminal; South Side Lions Park adjacent to the west fork of Salado Creek approximately 3.5 miles south of the terminal; and South Side Lions Park East between the east and west forks of Salado Creek approximately 5 miles south of the terminal. The Eastside Branch of The Boys & Girls Club of San Antonio is reported to be located north of Salado Creek near Martin Luther King Park; however, the location of this school could not be verified.

(b) (7)(F)



Other Areas of Economic Importance

Both Union Pacific Railroad and Southern Merchandise & Storage Co. are close neighbors to the San Antonio Terminal.

Other Areas of Potential Impacts

There are no other areas of potential impact located within the planning distance of this facility.

6.6 GENERAL INDUSTRY STANDARDS FOR CONTAINMENT AND RECOVERY

General descriptions of various specific response techniques that may be applied during a response effort are discussed below. The Company's responders are free to use all or any combination of these methods as incident conditions require, provided they meet the agency approval, appropriate safety standards and other requirements relative to the situation encountered. Data was obtained from reports, manuals and pamphlets prepared by the American Petroleum Institute, Environmental Protection Agency and the United States Coast Guard. The most effective cleanup of a product spill will result from an integrated combination of clean-up methods. Each operation should complement and assist related operations and not merely transfer spillage problems to areas where they could be more difficult to handle. Also, see Section 6.9 for Facility specific booming strategies.

The spill should be assessed as soon as possible to determine the source, extent and location of travel. Terrain and other physical conditions downgradient of the spill site will determine the methods of control at a point in advance of the moving product. Often, the bulk of a spill can be contained at a single location or a few key locations in the immediate vicinity of the source point. When possible, the execution of this type of initial containment strategy helps confine a spill to a relatively limited area.

Spill on Small to Medium Size Streams (Fast-Flowing Creeks)

• Confinement Methods

The techniques used for product containment on fast-flowing shallow streams are quite different from the ones used on lakes, ponds, or other still bodies of water. The containment and removal processes require a calm stretch of water to allow the product to separate onto the surface of the water. If a calm stretch of water does not exist naturally, a deep slow-moving area should be created by damming. The dam can be constructed by using sandbags, planks or earth. If a dam is required, it should be situated at an accessible point where the stream has high enough banks. The dam should be constructed soundly and reinforced to support the product and water pressure.

- Underflow dam - The underflow dam is one method that can be used, especially on small creeks. The water is released at the bottom, of the dam using a pipe or pipes which are laid during construction of the dam. The flow rate through the pipe must be sufficient to keep the dam from overflowing. One method is to lay the pipe at an angle through the dam (while dam is being constructed) so that the height of the downstream end of the pipe will determine the height the water will rise behind the dam.
- Overflow dam - Another method of containment is the overflow type dam. The dam is constructed so that water flows over the dam, but a deep pool is created which slows the surface velocity of the water. Therefore, the condition of a calm stretch of water is met. The overflow dam may be used where larger flow rates (medium size creeks) of water are involved.

With this type dam, a separate barrier (floating or stationary boom) must be placed across the pool created by the dam. The separate barrier arrests the surface layer of product. At the same time, the water is flowing under the barrier and over the top of the dam. The barrier should be placed at an angle of 45 % across the pool to decrease the effective water velocity beneath it. Also, it helps to concentrate the product at the bank and not all along the barrier. A second barrier should be placed approximately 10 to 15 feet downstream of the first one as a secondary back-up.

The stationary boom type barrier should be made of wood planks or other suitable material. The stationary boom should be soundly constructed and sealed against the bank. The ends of the planks can be buried in the banks of the stream and timber stakes driven into the stream bed for support as needed. The necessary length of the boom will be approximately 1-1/2 times the width of the waterway.

The plank boom should extend six to eight inches deep into the water and about two inches or higher above the water level. If the increase in velocity under the stationary boom is causing release of trapped product, it should be moved upward slightly. At no time should barrier be immersed more than 20% of the depth of the pool at the barrier location; that is, if the pool created by damming is three feet deep, do not exceed an immersion depth of seven inches with the barrier at the position the barrier is installed.

Another method used with the underflow dam is having the pipe or pipes sized to carry only a portion of the flow needed. The pipe would be placed at the bottom of the dam and level with the creek bed. The remaining flow of the creek could be siphoned or preferably pumped around the dam from a point away from the dam and from the deepest portion of the pool. The pumping or siphoning can be controlled to maintain the desired water level at the dam. The key is the removal of water through or around the dam at the lowest point in the basin. This prevents the oil from escaping with the released water.

A floating boom can be used in place of the stationary type if the created pool's size (bank to bank) and depth will permit. Since changing the depth and/or length of a standard floating boom in a small stream is difficult, the use of the stationary type permits adjustments to be made in depth to provide for a better separation of product and water. The advantages of using a floating boom are the speed of deployment and the fact that there is not a need for additional support as with the stationary boom.

- Multiple Impoundments - Since emergency built dams (either underflow or overflow) are seldom perfect, a series of dams is usually required. The first one or two will trap the bulk and the ones that are downstream will trap the last traces of product. Precautions should be taken to ensure that the foundations of emergency dams are not washed away by the released water. If earth is used to construct an overflow dam, a layer of earth-filled bags should be placed on top of the dam so erosion will not take place.

• Removal Methods

Once the containment dams are constructed, the problem or removal of the product from the water surface should be the prime consideration. The removal must be continuous or else build-up of product behind the dams or booms might lead to product escaping the traps.

The type of removal procedures used depends largely on the amount of product being trapped in a given span of time, if the amount of product moving down the stream is of sufficient quantity, the first dam or fixed boom would quite possibly trap enough for the floating skimmer to work efficiently. The skimmer will pump the product and possibly some water to a tank truck or other holding tank. Separated water may be released from the bottom of the tank truck if it becomes necessary. The absorbents could then be used at downstream dams or booms. It is inadvisable to place an absorbent in the stream prior to or at the first dam in anticipation of the arriving product. Let the product accumulate at the first dam and use the floating skimmer to recover the product.

Disposal of gross amount of product-soaked absorbent would not then be a problem. Follow directions on use of each absorbent. Some are designed to be placed on water before product arrives; others are intended only to be placed on the product after it accumulates on the water. Plastic sheets should be used to place the product-soaked absorbent on as it is hand skimmed from the water. Alternatively, the material may be placed in drums or lined roll-off boxes.

The containment and removal of spilled product on small to medium fast-flowing streams might require a combination of underflow or overflow dams, fixed booms, skimmers, and absorbents, to ensure a complete cleanup.

Spill on Lake or Pond (Calm or Slow-Moving Water)

• Confinement Methods

A lake or pond offers the best conditions for removal of product from water. Although the removal is no easy task, the lake or pond presents the favorable conditions of low or no current and low or no waves.

The movement of product on a lake or pond is influenced mainly by wind. The product will tend to concentrate on one shore, bank or inlet. Booms should be set up immediately to hold the product in the confined area in the event of a change in wind direction.

If the spill does not concentrate itself on or near a shore (no wind effect), then a sweeping action using boats and floating booms will be necessary.

The essential requirement for this operation is that it be done very slowly. The booms should be moved at not more than 40 feet per minute. Once the slick is moved to a more convenient location (near shore), the normal operations of removal should begin.

If the slick is small and thin (rainbow effect) and not near the shoreline, an absorbent boom instead of a regular boom should be used to sweep the area very slowly and absorb the slick. The product may not have to be moved to the shoreline.

• Removal Methods

If the confined slick is thick enough, regular suction equipment may be used first; however, in most instances, a floating skimmer should be used.

If the floating skimmer starts picking up excess water (slick becomes thin), drawing the boom closer to the bank as product is removed will also keep film of product thicker. However, when the slick becomes too thin, the skimmer should be stopped and an absorbent applied (with a boat if necessary) to remove the final amounts. The floating skimmer (if speed is a must) or hand skimmers (if water is shallow enough) or both can be used to pick up the product-soaked absorbent. Before pumping the product-soaked absorbent with a floating skimmer, ensure that the absorbent in question can be pumped and will not harm the pump. Several types are nonabrasive to pump internals. If the floating skimmer is used first, the product-soaked absorbent/water mixture should be pumped into a tank truck.

A better method of retrieving the product-soaked absorbent is to draw it in as close to the shore as possible with the booms used to confine the product initially. The absorbent can then be hand skimmed from the water surface and placed in drums, on plastic sheets or in lined roll-off boxes. It should then be disposed of by acceptable means.

The final rainbow on the surface can be removed with additions of more absorbent.

Spill on Stream which Flows into Lake or Pond

In certain locations where streams (small and large ones) flow into lakes or ponds at relatively short distances, it is conceivable that a spill could reach the lake before containment and recovery operations are set up. If time permits for containment operations to be set up on the stream in question, it then would be handled as described above depending upon the stream size involved.

However, if product in the stream is near the lake site or if product is flowing into the lake with a significant amount yet to arrive, a different containment should be employed.

- **Confinement Methods**

Product on a stream flowing into a lake should be boomed as close to the entrance as possible. The boom should be positioned on the lake at an angle to the residential stream current so as to direct the surface water to a slower moving area. The area where the product is being deflected should be enclosed by booms to contain it. An additional boom for sweeping the product to the bank will be required. This area of containment should not have a current velocity of more than 1/2 knot (0.8 ft./sec.), preferably less.

- **Removal Methods**

The removal of product from the lake or pond's surface would be handled as described earlier.

For sizable releases, collected product will usually be pumped into tank trucks and transported to a storage facility. Tank trucks are available at several locations throughout.

6.7 INDUSTRY STANDARDS FOR SHORELINE & HABITAT RESPONSE ZONE CLEANUP

Spills in Inland Environment

Vegetated Shoreline Habitats

- **Description**

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

- **Predicted Oil Behavior**

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

- **Response Considerations**

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

6.8 ENVIRONMENTAL SENSITIVITY MAPS

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

6.9 BOOMING STRATEGIES

Facility relies on the OSRO for booming and cleanup needs.

6.10 ALTERNATIVE RESPONSE STRATEGIES

There are no pre-approved response options for inland spills within the United States. Any plans to use dispersants or in situ burn by the Company will be submitted to the Federal On-Scene Coordinator for Regional Response Team approval prior to such action being taken. All Facility response personnel have been informed that detergents or other surfactants are prohibited for use on water and that dispersants can only be used with the approval of the Federal Regional Response Team and the SOSOC.

FEDERAL ENDANGERED/THREATENED SPECIES LISTING

(The following list of species is taken from the U.S. Fish and Wildlife Service Website http://ecos.fws.gov/tess_public/StateListing.)

FIGURE 6.1

ANIMALS (Texas)		
Status	Species Name	Scientific Name
E	Amphipod, Peck's cave	<i>Stygobromus (=Stygonectes) pecki</i>
E	Bat, Mexican long-nosed	<i>Leptonycteris nivalis</i>
T	Bear, Louisiana black	<i>Ursus americanus luteolus</i>
E	Beetle, American burying	<i>Nicrophorus americanus</i>
E	Beetle, Coffin Cave mold	<i>Batrisodes texanus</i>
E	Beetle, Comal Springs dryopid	<i>Stygoparnus comalensis</i>
E	Beetle, Comal Springs riffle	<i>Heterelmis comalensis</i>
E	Beetle, Helotes mold	<i>Batrisodes venyivi</i>
E	Beetle, Kretschmarr Cave mold	<i>Texamaurops reddelli</i>
E	Beetle, Tooth Cave ground	<i>Rhadine persephone</i>
E	Crane, whooping except where EXPN	<i>Grus americana</i>
E	Curlew, Eskimo	<i>Numenius borealis</i>
E	Darter, fountain	<i>Etheostoma fonticola</i>
E	Falcon, northern aplomado	<i>Falco femoralis septentrionalis</i>
E	Flycatcher, southwestern willow	<i>Empidonax traillii extimus</i>
E	Gambusia, Big Bend	<i>Gambusia gaigei</i>
E	Gambusia, Clear Creek	<i>Gambusia heterochir</i>
E	Gambusia, Pecos	<i>Gambusia nobilis</i>
E	Gambusia, San Marcos	<i>Gambusia georgei</i>
E	Ground beetle, [unnamed]	<i>Rhadine exilis</i>
E	Ground beetle, [unnamed]	<i>Rhadine infernalis</i>
E	Harvestman, Bee Creek Cave	<i>Texella reddelli</i>
E	Harvestman, Bone Cave	<i>Texella reyesi</i>
E	Harvestman, Cokendolpher Cave	<i>Texella cokendolpheri</i>
E	Jaguar	<i>Panthera onca</i>
E	Jaguarundi, Gulf Coast	<i>Herpailurus (=Felis) yagouaroundi cacomitli</i>

ANIMALS (Cont'd)		
Status	Species Name	Scientific Name
E	Manatee, West Indian	<i>Trichechus manatus</i>
E	Margay Mexico southward	<i>Leopardus (=Felis) wiedii</i>
E	Meshweaver, Braken Bat Cave	<i>Cicurina venii</i>
E	Meshweaver, Government Canyon Bat Cave	<i>Cicurina vespera</i>
E	Meshweaver, Madla's Cave	<i>Cicurina madla</i>
E	Meshweaver, Robber Baron Cave	<i>Cicurina baronia</i>
T	Minnow, Devils River	<i>Dionda diaboli</i>
E	Minnow, Rio Grande silvery	<i>Hybognathus amarus</i>
E	Ocelot	<i>Leopardus (=Felis) pardalis</i>
T	Owl, Mexican spotted	<i>Strix occidentalis lucida</i>
E	Pelican, brown except U.S. Atlantic coast, FL, AL	<i>Pelecanus occidentalis</i>
T	Plover, piping except Great Lakes watershed	<i>Charadrius melodus</i>
E	Prairie-chicken, Attwater's greater	<i>Tympanuchus cupido attwateri</i>
E	Pseudoscorpion, Tooth Cave	<i>Tartarocreagris texana</i>
E	Pupfish, Comanche Springs	<i>Cyprinodon elegans</i>
E	Pupfish, Leon Springs	<i>Cyprinodon bovinus</i>
E	Salamander, Barton Springs	<i>Eurycea sosorum</i>
T	Salamander, San Marcos	<i>Eurycea nana</i>
E	Salamander, Texas blind	<i>Typhlomolge rathbuni</i>
E	Sawfish, smalltooth	<i>Pristis pectinata</i>
T	Sea turtle, green except where endangered	<i>Chelonia mydas</i>
E	Sea turtle, hawksbill	<i>Eretmochelys imbricata</i>
E	Sea turtle, Kemp's ridley	<i>Lepidochelys kempii</i>
E	Sea turtle, leatherback	<i>Dermochelys coriacea</i>
T	Sea turtle, loggerhead	<i>Caretta caretta</i>
T	Shiner, Arkansas River Arkansas R. Basin	<i>Notropis girardi</i>

ANIMALS (Cont'd)		
Status	Species Name	Scientific Name
E	Snail, Pecos <i>assimineae</i>	<i>Assimineae pecos</i>
T	Snake, Concho water	<i>Nerodia paucimaculata</i>
E	Spider, Government Canyon Bat Cave	<i>Neoleptoneta microps</i>
E	Spider, Tooth Cave	<i>Leptoneta myopica</i>
E	Tern, least interior pop.	<i>Sterna antillarum</i>
E	Toad, Houston	<i>Bufo houstonensis</i>
E	Vireo, black-capped	<i>Vireo atricapilla</i>
E	Warbler (=wood), golden-cheeked	<i>Dendroica chrysoparia</i>
E	Whale, finback	<i>Balaenoptera physalus</i>
E	Whale, humpback	<i>Megaptera novaeangliae</i>
E	Wolf, gray Lower 48 States, except where delisted and where EXPN. Mexico.	<i>Canis lupus</i>
E	Wolf, red except where EXPN	<i>Canis rufus</i>
E	Woodpecker, ivory-billed	<i>Campephilus principalis</i>
E	Woodpecker, red-cockaded	<i>Picoides borealis</i>

FIGURE 6.2
PLANTS (Texas)

PLANTS (Texas)		
Status	Species Name	Scientific Name
E	Ambrosia, south Texas	<i>Ambrosia cheiranthifolia</i>
E	Ayenia, Texas	<i>Ayenia limitaris</i>
E	Bladderpod, white	<i>Lesquerella pallida</i>
E	Bladderpod, Zapata	<i>Lesquerella thamnophila</i>
E	Cactus, black lace	<i>Echinocereus reichenbachii</i> var. <i>albertii</i>
T	Cactus, Chisos Mountain hedgehog	<i>Echinocereus chisoensis</i> var. <i>chisoensis</i>
T	Cactus, Lloyd's Mariposa	<i>Echinomastus mariposensis</i>
E	Cactus, Nellie cory	<i>Coryphantha minima</i>
E	Cactus, Sneed pincushion	<i>Coryphantha sneedii</i> var. <i>sneedii</i>
E	Cactus, star	<i>Astrophytum asterias</i>
E	Cactus, Tobusch fishhook	<i>Ancistrocactus tobuschii</i>
E	Cat's-eye, Terlingua Creek	<i>Cryptantha crassipes</i>
T	Cory cactus, bunched	<i>Coryphantha ramillosa</i>
E	Dawn-flower, Texas prairie	<i>Hymenoxys texana</i>
E	Dogweed, ashy	<i>Thymophylla tephroleuca</i>
E	Frankenia, Johnston's	<i>Frankenia johnstonii</i>
E	Ladies'-tresses, Navasota	<i>Spiranthes parksii</i>
E	Manioc, Walker's	<i>Manihot walkerae</i>
T	Oak, Hinckley	<i>Quercus hinckleyi</i>
E	Phlox, Texas trailing	<i>Phlox nivalis</i> ssp. <i>texensis</i>
E	Pitaya, Davis' green	<i>Echinocereus viridiflorus</i> var. <i>davisii</i>
E	Pondweed, Little Aguja (=Creek)	<i>Potamogeton clystocarpus</i>
E	Poppy-mallow, Texas	<i>Callirhoe scabriuscula</i>
E	Rush-pea, slender	<i>Hoffmannseggia tenella</i>
E	Sand-verbena, large-fruited	<i>Abronia macrocarpa</i>
E	Snowbells, Texas	<i>Styrax texanus</i>

PLANTS (Cont'd)		
Status	Species Name	Scientific Name
T	Sunflower, Pecos (=puzzle, =paradox)	<i>Helianthus paradoxus</i>
E	Wild-rice, Texas	<i>Zizania texana</i>

E = Endangered

T = Threatened

Federally Endangered Species: Any species which is in danger of extinction throughout all or a significant portion of its range.

Federally Threatened Species: Any species which is likely to become an endangered species within the foreseeable future throughout all or a significant portion of its range.



APPENDIX A

RESPONSE EQUIPMENT / RESOURCES

A.1 [Emergency Response Equipment](#)

A.2 [Contract Resources](#)

A.3 [Cooperative/Mutual Aid Resources](#)

A.4 [Experts and Consultants](#)

A.5 [Volunteers](#)

A.6 [Communications](#)

Figure A.1 [Emergency Response Equipment](#)

Figure A.2 [Facility Response Equipment](#)

Figure A.3 [Contracted Response Resources](#)

Figure A.4 [USCG OSRO Classifications](#)

Figure A.5 [OSRO Contracts](#)

A.1 EMERGENCY RESPONSE EQUIPMENT

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

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

A.2 CONTRACT RESOURCES

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

ExxonMobil has multiple contracts with Level E OSROs. These contracts are evergreen and, as such, have no expiration date. Every three years the prices are renegotiated but the contracts remain in place. A copy of the contract with San Antonio's primary Level E OSRO contract is included at the end of this Appendix.

A.3 COOPERATIVE/MUTUAL AID RESOURCES

The Facility is not currently associated with a Cooperative/ Mutual Aid system. All response resources would be either Company owned or contracted.

A.4 EXPERTS AND CONSULTANTS

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

A.5 VOLUNTEERS

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

A.6 COMMUNICATIONS

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

Communication Types

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

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

Radios- Handheld and vehicle mounted radio sets are the most effective means of communication for the field response operation. The units are battery operated, multi-channelled, and have a typical range that will cover the area of the response operation. Additional radio sets and battery packs/charges will be necessary in the event of a prolonged response operation.

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

FAX Machines- FAX machines allow for a rapid transfer of information/ documentation such as status reports/updates, written notifications, and purchase orders.

Computers- Computers are commonly used in networks which allow access to various other locations and company personnel. Computers also speed the consolidation of information and preparation of written report.

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

Prearranged Communications

Prearranged communication channels are of the utmost importance in dealing with Company emergencies. The notification procedures and telephone contacts documented in Section 2 will be reviewed in accordance with the earlier documented updating procedures. The predetermined communications channels include the following:

- A list of emergency telephone numbers for internal management and emergency response personnel (Figures 2.1).
- A list of emergency telephone numbers for various external resources such as the fire and police department, medical, and regulatory agencies (Figure 2.5).
- A list of emergency telephone numbers for contract response resources (Figure 2.2).
- Pre-determined radio frequencies are used for incident communications. A description of these radio frequencies is provided later in this section.

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

Communications Equipment

Telephones

Telephone (Conventional) - Conventional land-line telephones are the most effective means of communication for regulatory and advisory notifications during response operations.

Additional telephone lines can be installed in the event of a prolonged response operation.

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

Radios

Handheld and vehicle mounted radio sets are the most effective means of communication for the field response operation. The units are battery operated, multi-channelled, and have a typical range that will cover the area of the response operation. Additional radio sets and battery packs/charges will be necessary in the event of a prolonged response operation.

Channel	Group	No. Units	Frequency (MHz)	
			Transmit	Receive
None				

Pagers

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

Fax Machines

FAX machines allow for a rapid transfer of information/ documentation such as status reports/updates, written notifications, and purchase orders.

Computers

Computers are commonly used in networks which allow access to various other locations and company personnel. Computers also speed the consolidation of information and preparation of written report.

Sirens

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

FIGURE A.1

EMERGENCY RESPONSE EQUIPMENT			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Fire/Rescue Equipment:			
Fire Fighting and Rescue Equipment			
Type/Year	Operational Status	Quantity	Location
None	The San Antonio Terminal has no facility owned and operated spill response equipment.	None	None

FIGURE A.2

FACILITY RESPONSE EQUIPMENT						
Date of Last Update:		Last Inspection or Response Equipment Test Date:				
Inspected By:		Last Deployment Drill Date:				
Inspection Frequency:		Deployment Frequency:				
Hazardous Material/Oil Spill Equipment:						
SKIMMERS/PUMPS						
Type/Model/Year	Operational Status	Quantity	Capacity bbl/day	Daily Effective Recovery Rate	Storage Location(s)	Date Fuel Last Changed
	The San Antonio Terminal has no facility owned and operated spill response equipment.					

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:		Last Inspection or Response Equipment Test Date:		
Inspected By:		Last Deployment Drill Date:		
Inspection Frequency:		Deployment Frequency:		
Hazardous Material/Oil Spill Equipment:				
BOOM				
Type/Model/ Year	Operational Status	Size (Length)	Containment Area	Storage Location(s)
	The San Antonio Terminal has no facility owned and operated spill response equipment.			

FACILITY RESPONSE EQUIPMENT (Cont'd)						
Date of Last Update:			Last Inspection or Response Equipment Test Date:			
Inspected By:			Last Deployment Drill Date:			
Inspection Frequency:			Deployment Frequency:			
Hazardous Material/Oil Spill Equipment:						
CHEMICAL DISPERSANTS						
Type	Operational Status	Quantity/ Amount	Date Purchased	Treatment Capacity	Storage Location(s)	Date Changed
	The San Antonio Terminal has no facility owned and operated spill response equipment.					

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:		Last Inspection or Response Equipment Test Date:		
Inspected By:		Last Deployment Drill Date:		
Inspection Frequency:		Deployment Frequency:		
Hazardous Material/Oil Spill Equipment:				
DISPERSANT DISPENSING EQUIPMENT				
Type/Year	Operational Status	Capacity	Storage Location(s)	Response Time
	The San Antonio Terminal has no facility owned and operated spill response equipment.			

FACILITY RESPONSE EQUIPMENT (Cont'd)				
Date of Last Update:			Last Inspection or Response Equipment Test Date:	
Inspected By:			Last Deployment Drill Date:	
Inspection Frequency:			Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:				
SORBENTS				
Brand Name/Type	Operational Status	Size	Treatment Capacity	Storage Location
	The San Antonio Terminal has no facility owned and operated spill response equipment.			

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
HAND TOOLS			
Type/Year	Operational Status	Quantity	Storage Location
	The San Antonio Terminal has no facility owned and operated spill response equipment.		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
COMMUNICATION EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location (s)/Number
	The San Antonio Terminal has no facility owned and operated spill response equipment.		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
PERSONAL PROTECTIVE EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location
	The San Antonio Terminal has no facility owned and operated spill response equipment.		

FACILITY RESPONSE EQUIPMENT (Cont'd)			
Date of Last Update:		Last Inspection or Response Equipment Test Date:	
Inspected By:		Last Deployment Drill Date:	
Inspection Frequency:		Deployment Frequency:	
Hazardous Material/Oil Spill Equipment:			
OTHER EQUIPMENT			
Type/Year	Operational Status	Quantity	Storage Location
	The San Antonio Terminal has no facility owned and operated spill response equipment.		

**FIGURE A.3
CONTRACTED RESPONSE RESOURCES**

USCG CLASSIFIED OIL SPILL REMOVAL ORGANIZATION (OSRO)							
OSRO Name	Response Time	Environment Type	Facility Classification Level				High Volume
			MM	W1	W2	W3	
Garner Environmental	<2 Hours	River/Canal	Y	Y	Y	Y	Yes
		Inland	Y			Y	
Eagle Construction	1-1.5 Hours	River/Canal	Y	Y	Y	Y	Yes

Note: Classification ratings taken from the USCG's internet site

www.uscg.mil/hq/nsfweb/nsfcc/ops/ResponseSupport/RRAB/osroclassifiedguidelines.asp

**FIGURE A.4
USCG OSRO CLASSIFICATIONS**

The USCG has classified OSROs according to their response capabilities, within each Captain of the Port (COTP) zone, for vessels and for facilities in four types of environments. Response capabilities are rated MM, W1, W2, or W3 as described below.

MINIMUM EQUIPMENT REQUIREMENTS FOR OSRO CLASSIFICATIONS				
Classification	Resource Quantity Guidelines		Maximum Facility Response Times	Maximum Vessel Response Times
Rivers/Canals				
MM	Protective Boom:	4,000*ft		
	EDRC:	1,200 bbls	High Volume Ports: 6 hours	High Volume Ports: 12 hours
	TSC:	2,400 bbls	Other Ports: 12 hours	Other Ports: 24 hours
W 1	Protective Boom:	25,000*ft		
	EDRC:	1,875 bbls	High Volume Ports: 12 hours	High Volume Ports: 12 hours
	TSC:	3,750 bbls	Other Ports: 24 hours	Other Ports: 24 hours
W 2	Protective Boom:	25,000*ft		
	EDRC:	3,750 bbls	High Volume Ports: 30 hours	High Volume Ports: 36 hours
	TSC:	7,500 bbls	Other Ports: 36 hours	Other Ports: 48 hours
W 3	Protective Boom:	25,000*ft		
	EDRC:	7,500 bbls	High Volume Ports: 54 hours	High Volume Ports: 60 hours
	TSC:	15,000 bbls	Other Ports: 60 hours	Other Ports: 72 hours
Great Lakes				
MM	Protective Boom:	6,000*ft		
	EDRC:	1,250 bbls	All Ports: 6 hours	All Ports: 12 hours
	TSC:	2,500 bbls		
W 1	Protective Boom:	30,000*ft		
	EDRC:	6,250 bbls	High Volume Ports: 12 hours	High Volume Ports: 12 hours
	TSC:	12,500 bbls	Other Ports: 24 hours	Other Ports: 24 hours
W 2	Protective Boom:	30,000*ft		
	EDRC:	12,500 bbls	All Ports: 36 hours	All Ports: 42 hours
	TSC:	25,000 bbls		
W 3	Protective Boom:	30,000*ft		
	EDRC:	25,000 bbls	All Ports: 60 hours	All Ports: 66 hours
	TSC:	50,000 bbls		

The USCG has classified OSROs according to their response capabilities, within each Captain of the Port (COTP) zone, for vessels and for facilities in four types of environments. Response capabilities are rated MM, W1, W2, or W3 as described below.

MINIMUM EQUIPMENT REQUIREMENTS FOR OSRO CLASSIFICATIONS				
Classification	Resource Quantity Guidelines		Maximum Facility Response Times	Maximum Vessel Response Times
Inland				
MM	Protective Boom:	6,000* ft		
	EDRC: TSC:	1,200 bbls 2,400 bbls	High Volume Ports: 6 hours Other Ports: 12 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W 1	Protective Boom:	30,000* ft		
	EDRC: TSC:	12,500 bbls 25,000 bbls	High Volume Ports: 12 hours Other Ports: 24 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W 2	Protective Boom:	30,000* ft		
	EDRC: TSC:	25,000 bbls 50,000 bbls	High Volume Ports: 30 hours Other Ports: 36 hours	High Volume Ports: 36 hours Other Ports: 48 hours
W 3	Protective Boom:	30,000* ft		
	EDRC: TSC:	50,000 bbls 100,000 bbls	High Volume Ports: 54 hours Other Ports: 60 hours	High Volume Ports: 60 hours Other Ports: 72 hours
Nearshore				
MM	Protective Boom:	8,000* ft		
	EDRC: TSC:	1,200 bbls 2,400 bbls	High Volume Ports: 6 hours Other Ports: 12 hours	High Volume Ports: 12 hours Other Locations: 24 hours (for open ocean, plus travel time from shore)
W 1	Protective Boom:	30,000* ft		
	EDRC: TSC:	12,500 bbls 25,000 bbls	High Volume Ports: 12 hours Other Ports: 24 hours	High Volume Ports: 12 hours Other Locations: 24 hours
W 2	Protective Boom:	30,000* ft		
	EDRC: TSC:	25,000 bbls 50,000 bbls	High Volume Ports: 30 hours Other Locations: 36 hours	High Volume Ports: 36 hours Other Locations: 48 hours
W 3	Protective Boom:	30,000* ft		
	EDRC: TSC:	50,000 bbls 100,000 bbls	High Volume Ports: 54 hours Other Locations: 60 hours (for open ocean, plus travel time from shore)	High Volume Ports: 60 hours Other Locations: 72 hours (for open ocean, plus travel time from shore)

The USCG has classified OSROs according to their response capabilities, within each Captain of the Port (COTP) zone, for vessels and for facilities in four types of environments. Response capabilities are rated MM, W1, W2, or W3 as described below.

MINIMUM EQUIPMENT REQUIREMENTS FOR OSRO CLASSIFICATIONS				
Classification	Resource Quantity Guidelines		Maximum Facility Response Times	Maximum Vessel Response Times
Offshore				
MM	Protective Boom:	8,000* ft		
	EDRC: TSC:	1,200 bbls 2,400 bbls	High Volume Ports: 6 hours Other Ports: 12 hours	High Volume Ports: 12 hours Other Ports: 24 hours
W 1	Protective Boom:	15,000* ft		
	EDRC: TSC:	12,500 bbls 25,000 bbls	High Volume Ports: 24 hours Other Ports: 48 hours	High Volume Ports: 24 hours Other Ports: 48 hours
W 2	Protective Boom:	15,000* ft		
	EDRC: TSC:	25,000 bbls 50,000 bbls	High Volume Ports: 30 hours Other Ports: 36 hours	High Volume Ports: 36 hours Other Ports: 48 hours
W 3	Protective Boom:	15,000* ft		
	EDRC: TSC:	50,000 bbls 100,000 bbls	High Volume Ports: 54 hours Other Ports: 60 hours	High Volume Ports: 60 hours Other Ports: 72 hours
Open Ocean				
MM	Protective Boom:	0 ft		
	EDRC: TSC:	1,200 bbls 2,400 bbls	High Volume Ports: 6 hours Other Ports: 12 hours	High Volume Ports: 12 hours Other Locations: 24 hours
W 1	Protective Boom:	0 ft		
	EDRC: TSC:	12,500 bbls 25,000 bbls	High Volume Ports: 6 hours Other Ports: 12 hours	High Volume Ports: 12 hours Other Locations: 24 hours
W 2	Protective Boom:	0 ft		
	EDRC: TSC:	25,000 bbls 50,000 bbls	High Volume Ports: 30 hours Other Locations: 36 hours	High Volume Ports: 36 hours Other Locations: 48 hours
W 3	Protective Boom:	0 ft		
	EDRC: TSC:	50,000 bbls 100,000 bbls	High Volume Ports: 54 hours Other Locations: 60 hours	High Volume Ports: 60 hours Other Locations: 72 hours

**FIGURE A.5
OSRO CONTRACTS**

[Click to view the file - Eagle Const Contract 24 2 2010 14 45 0.pdf](#)

[Click to view the file - Garner Contract 24 2 2010 14 45 25.pdf](#)

ExxonMobil
Global Services Company
 Post Office Box 2812
 Houston, Texas 77252-2812

JAN 07 2002

ExxonMobil

December 12, 2001

Agreement Number: C35839

Amendment Number: 01

Eagle Construction & Environmental Services
 9701 East I - 20
 Eastland, Texas 76448

Attn: Mr. Marc W. Wairaven

This Amendment, effective December 19, 2001, is being issued to amend the above Agreement as follows:

- Exxon Corporation changed its name to Exxon Mobil Corporation on December 1, 1999. Therefore, all references in the Agreement to "Exxon", "Exxon Company U.S.A.", or "Exxon Corporation" shall mean Exxon Mobil Corporation as of December 1, 1999.
- Add Exhibit K: Work Place Harassment to this Agreement.
- Replace the existing "Exhibit F: Federal Contract Supplement," dated April 1995, with the attached "Exhibit F: Federal Contract Supplement," dated October 2000.
- Add ExxonMobil Fuels Marketing as a user under this agreement.
 - Add "Exhibit G: Health and Safety Requirements for ExxonMobil Fuels Marketing", to this Agreement.
 - Replace the existing "Exhibit H: Contractor Drug, Alcohol, and Contraband Policy Requirements," dated November 1997, with the attached "Exhibit H: Contractor Drug, Alcohol, and Contraband Policy Requirements," dated September 1, 2000.

All other terms and conditions, exhibits and attachments of the Agreement, as amended, shall remain in full force and effect. If you are in agreement with this Amendment as written, please signify your acceptance by signing both originals as indicated, keep the one marked "Contractor Copy" for your files and return the one marked original to me by December 19, 2001.

Eagle Construction and Environmental Services, Inc.
Mr. Marc W. Walraven

Agreement: C35839
Amendment: 01, Page 2 of 2

My mailing address is:

Overnight Express

ExxonMobil Global Services Company
800 Bell Street
12th Floor, Rm. 1281A
Houston, TX 77002-7426

Attn: Joy Fitzgerald

Please retain the copy and any attachments for your files. We must have the signed copy on file before any invoices submitted against this Amendment will be processed for payment.

Performance of work or failure to object specifically to these terms and conditions shall be deemed acceptance of these terms and conditions.

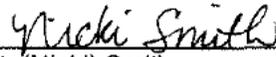
ACCEPTED AND AGREED

Eagle Construction & Environmental Services, ~~INC.~~ L.P.

Procurement, a division of ExxonMobil Global Services Company



Signature



L. N. (Nicki) Smith

Name: Marc Walraven

Procurement Service Advisor

Title: VP of the GP

ExxonMobil Global Services Company

Date: 12/13/01

Date: 12-12-01

EXXON COMPANY, U.S.A.

POST OFFICE BOX 4552 • HOUSTON, TEXAS 77210-4552

MATERIALS & SERVICES DEPARTMENT
MANUFACTURING & MARKETING PURCHASING**ORIGINAL**Contract No.: C-35839
Vendor No.:CONTRACT FOR SPILL RESPONSE SERVICES

This Agreement (hereinafter referred to as "Contract") is entered into this 25th day of February, 1998 by and between Exxon Company, U.S.A. (a division of Exxon Corporation), whose address for purposes hereof is P. O. Box 4552, Houston, Texas 77210-4552, for its benefit and the benefit of all the divisions, affiliates and subsidiaries of Exxon Corporation (each such division, affiliate and subsidiary rendered service hereunder being hereinafter referred to as "Exxon"), and Eagle Construction and Environmental Services, Inc. whose address for purposes hereof is: P. O. Box 872 Eastland, Texas 76448, (hereinafter referred to as "Contractor"):

WITNESSETH: That in consideration of the covenants and agreements set out herein and the payments provided for herein, Exxon and Contractor agree as follows:

1. DESCRIPTION OF SERVICESA. Scope

Contractor agrees to provide all necessary supervision, personnel, crews, tools, equipment (furnished and maintained at Contractor's expense), materials (except as hereinafter provided), and support facilities when and as requested by Exxon to properly perform the following described services (hereinafter referred to as "Services" or "Work"):

· Provide emergency response services in support of Emergency Spill Response Cleanup Work in accordance with OPA 90 requirements and Other Emergency Type Work as requested and authorized by Exxon

B. Specifications and Assignments

- 1) Services performed under this Contract shall be in accordance with the provisions of the following Specifications and Exhibits listed below which are attached hereto and made a part of this Contract and/or specific Authorizations as may be made pursuant to Article 1.B.(2):

<u>Designation</u>	<u>Title</u>	<u>Date</u>
Exhibit A	Scope of Work	N/A
Exhibit B	Services Request Form	N/A

<u>Designation</u>	<u>Title</u>	<u>Date</u>
Exhibit C	Change Request Form	N/A
Exhibit D	Compensation	
Exhibit E	Invoicing Procedures	
Exhibit F	Federal Contract Supplement	April 1995
Exhibit G	Health and Safety Requirements	
Exhibit H	Drug and Alcohol Policy	
Exhibit I	List of Exxon Facilities	
Exhibit J	Contractor's Participating Locations	

- 2) Services hereunder shall be undertaken by Contractor only upon a receipt of a request or a Letter of Authority from Exxon's designated Representative (hereinafter referred to as "Representative"). Each request or Letter of Authority (hereinafter referred to as "Release") shall delineate the specific Services to be performed under each Release.

Acceptance of such Releases by the Contractor shall constitute a contract between Exxon and Contractor for the performance of described Services under the terms and conditions of this Contract. The "Services," "Specifications," and plans as used hereafter in this Contract means the Services described in each Release and any specifications and plans issued in connection therewith.

C. Term

The provisions of this Agreement shall apply beginning February 25, 1998 and continuing thereafter until terminated by either party by giving the other party thirty (30) days prior notice, provided, however, this Agreement will continue in effect beyond any termination notice for such additional time as may be necessary for Exxon to complete operations then underway and which are covered by a current Letter of Special Agreement."

D. Coordination

- 1) The Representative shall coordinate various field-related work requirements and make specific assignments under Contract to Contractor for Services to be performed.
- 2) The Representative or his designee will review and approve all time sheets for labor and equipment and sign the material verification sheets daily.

2. CHARGES

As full consideration for all work authorized and satisfactorily performed by Contractor under this Contract, Exxon agrees to pay Contractor as reimbursement for costs and fees in accordance with (1) the Compensation Schedule, Exhibit "D", attached hereto and made a part hereof.

3. INVOICING

A. For Services performed on a unit price or cost-plus basis, invoices shall be itemized to show the same line items and prices as per the Contract. All invoices must be supported with full documentation as required by Exxon, which shall include, but not be limited to, the following:

- 1) Contract Number, Release Number (if applicable) description of Service, and invoice amount.

- 2) The original copy of daily timesheets signed in ink by Contractor and approved by Exxon's Representative, listing this contract number, Release Number (if applicable), hours worked by employee, employee job classification/title, work location and date.
 - 3) Daily equipment utilization schedule signed in ink by Contractor and approved by Exxon's Representative, listing this contract number, Release Number (if applicable), individual items of equipment, and the dates, location and time periods of billable use in accordance with this Contract and its exhibits.
 - 4) Invoices for reimbursable items other than labor (i.e. materials, subcontracts, third-party equipment rentals, etc.) specifically identified and provided for in this Contract and its exhibits shall be supported by paid copies of the vendors' and subcontractors' invoices.
 - 5) If provided for in the Contract, supporting documentation covering authorized reimbursable travel shall include (1) actual transportation ticket receipts and (2) copies of paid invoices and/or cash receipts of \$25.00 or more (per item).
 - 6) Where separate payment for subsistence (per diem) for Contractor's employees is provided for in the Contract, submit documentation including (1) dates and names of Contractor's employees for each day that subsistence is invoiced and (2) copy of Exxon's authorization and/or approval for such subsistence.
 - 7) Where contract provides for automobile use to be charged on a mileage basis, Contractor shall furnish a mileage report listing dates and mileage for each invoiced use.
- B. ELIRT Response - Render all invoices, in duplicate, to: Exxon Company, U.S.A., Attn: ELIRT Accounts Payable, P. O. Box 4773, Houston, Texas 77210-4773.

Non-ELIRT Response - Render all invoices, in duplicate, to: Exxon Company, U.S.A., Accounts Payable, at the address as indicated on each work authorization.

Invoices shall become due and payable in accordance with the following payment terms: Net 30 days after receipt of invoice. Payment by Exxon shall not foreclose Exxon's right to thereafter dispute any items involved and shall not be construed as Exxon's acceptance of any part of the Services.

Invoices which include materials, services, or other charges not covered herein, shall not be deemed acceptable by Exxon until agreed to and expressly approved in writing by Exxon in accordance with Article 23, Contract Changes.

- C. When Services are requested by a division or affiliate of Exxon Company, U.S.A., Contractor shall invoice directly such division or affiliate for such Services, and the division or affiliate shall be the sole party responsible for the payment thereof.

4. SATISFACTION OF CLAIMS

Contractor shall keep all property of Exxon, and all products of the contract work, free and clear of any and all liens and encumbrances arising in any manner from the work and activities of Contractor or its subcontractors. Accordingly, Exxon may retain out of payments due contractor an amount sufficient to indemnify Exxon against any lien or claim chargeable to Contractor for which it appears Exxon or its property may become liable. Exxon may pay such claims or lien out of monies so retained or payments thereafter due Contractor under any contract between Exxon and Contractor unless Contractor timely furnishes Exxon a release of the lien or claim. Contractor agrees to refund Exxon any additional amounts over such retainage which Exxon may have to pay to release the lien or claim.

The sums withheld will be paid to Contractor after the contract work is completed and upon showing to the satisfaction of Exxon that all claims for labor and materials have been satisfied.

For the purposes of this provision, "subcontractor" shall be deemed to include all persons and parties performing work for Contractor hereunder, whether or not such persons or parties were hired directly by Contractor.

5. INDEPENDENT CONTRACTOR

Contractor in performing Services hereunder shall be an independent contractor and not an agent or employee of Exxon. Contractor's Services hereunder shall meet with the approval of Exxon's Representatives or inspectors but the detailed manner and method of doing the contract work shall be under the control of Contractor, Exxon being interested only in the result obtained, and such approvals or inspections shall not change the relationship of the parties, or relieve Contractor of its obligations to perform the Services in a safe, efficient manner.

6. VERIFICATION

Exxon and its duly authorized representatives shall have the right to verify all work being performed hereunder. If the work is being paid using Contractor's rates, Contractor shall furnish each day to Exxon's Representative authorizing the work to be performed hereunder, or such person as he may designate, a copy of Contractor's and subcontractor's, if any, daily time report applicable to the work performed by Contractor under this contract, which report shall be certified by Contractor's supervisor or foreman to be true and correct. Failure of Exxon to object to Contractor's non-compliance with this requirement, shall not constitute waiver. Such report shall include the name of each employee of Contractor or subcontractor engaged in work hereunder, his occupational classification, the number of hours worked by him, a description of the work in which he was engaged, and the location of such work. The report shall also include the type of equipment used, the number of hours used, a description of the work in which it was engaged, the location of such work, and the type of materials incorporated into the work along with their source (inventory, third party, etc.), quality and quantity. Exxon and its duly authorized representatives shall have the right to check the number of persons employed in such work, their occupational classification, the time they are engaged in such work, all equipment used hereunder by Contractor and subcontractors and the length of time it is used in the performance of such work under this contract, and the quality and quantity of all materials incorporated into the work. Exxon's rights under this Article 6 shall survive the termination or expiration of this contract.

7. INSURANCE

A. Contractor shall carry and maintain in force the following insurances in amounts and with companies satisfactory to Exxon.

1) Workers' Compensation and Employers' Liability

For all its employees engaged in performing Services hereunder, workers' compensation and employers' liability insurance or similar social insurance in accordance with Law which may be applicable to said employees.

2) Comprehensive General Liability

Its normal and customary comprehensive general liability insurance coverage and policy limits or at least \$1,000,000 coverage, whichever is larger, for injury, death, or property damage resulting from each occurrence.

3) Automobile Liability

Automobile liability insurance coverage and policy limits covering owned, non-owned and rented automobile equipment providing at least \$1,000,000 coverage for injury, death, or property damage resulting from each occurrence.

B. For inland water operations, Contractor agrees to carry, in addition to comprehensive general and automobile liability insurance, insurance in compliance with the Longshoremen's and Harbor Workers' Compensation Act, an amendment of voluntary compensation (endorsement maritime), an endorsement that a claim "in rem" shall be treated as a claim against the assured, and an endorsement that a claim made against Exxon and/or its underwriters by an employee of assured-employer hereunder based on the "doctrine of borrowed servant" shall, for purposes of this

insurance, be treated as a claim arising under this policy against the assured-employer and Exxon shall receive the benefit of this insurance.

- C. For offshore operations, Contractor agrees to carry in addition to all coverages required above, employer's liability insurance extended to cover the liability of the assured under the Death on the High Seas Act, and insurance in compliance with the Longshoremen's and Harbor Workers' Compensation Act, as amended, to include protection with respect to the extension of this act under the Outer Continental Shelf Lands Act.
- D. Upon request, Contractor shall have its insurance carrier(s) furnish to Exxon certified copies of their insurance policies and/or insurance certificates specifying that no insurance will be canceled or materially changed while Services are in progress without thirty (30) days calendar days prior written notice to Exxon.
- E. If Contractor subcontracts any part of the Services, Contractor shall require its subcontractors to maintain insurance specified in the subcontracts, but shall not require subcontractors to carry insurance which would duplicate the coverage of the insurance carried by Contractor. If requested by Exxon, Contractor shall have its subcontractors furnish the same evidence of insurance as is required of Contractor.
- F. As an alternative and at Exxon's sole option and expense, Exxon may elect to furnish or to arrange for Contractor the insurance that Contractor carries or to assume the responsibility for any part of the insurance required by this Article 7. If Exxon so elects, it shall notify Contractor and issue an Amendment therefore, and the Contract price shall be reduced by an amount equal to the Contractor's cost of such insurance or an amount to be agreed to by the parties for such assumption of responsibility.
- G. Contractor and its subcontractors shall not commence the work until all of the insurance required of Contractor and its subcontractors is in force and the necessary certificates and statements have been received by Exxon.
- H. Contractor further agrees that the minimum insurance requirements as set forth herein shall not limit or diminish in any way the respective rights and obligations of the parties under this contract.

8. DISTRIBUTION OF RISKS BETWEEN EXXON AND CONTRACTOR

A. Contractor's Responsibilities

- 1) Contractor shall be responsible for and shall hold Exxon harmless for loss of or damage howsoever caused to Contractor's or its subcontractor's tools and equipment and rented items which are used or intended for use in the Services to be performed, and for any consequential, special or indirect damages, or loss of anticipated profits sustained by Contractor or its subcontractor, even if such loss or damage results from Exxon's negligence, whether active or passive.
- 2) Contractor shall indemnify Exxon for loss of damage howsoever caused to Exxon's property intended to be incorporated into or used in the Services to be performed while in Contractor's care, custody or control until delivered to the work site, even if such loss or damage results from Exxon's negligence, whether active or passive.
- 3) Contractor's responsibility to compensate Exxon for loss of or damage to Exxon's existing property which is in reasonable proximity of the work site or for any resulting consequential, special or indirect damages, or loss of anticipated profits sustained by Exxon shall not exceed the amount recoverable by Contractor or its subcontractors under the valid and collectible insurance carried by Contractor and its subcontractors, or the amount which would have been recoverable under such insurance if all conditions, requirements, and warranties imposed on the insured by the insurer are being or had been met. Exxon shall hold Contractor free and harmless from liability to Exxon for loss or damage exceeding the amounts so recoverable.

B. Exxon's Responsibility

- 1) Exxon shall be responsible for and shall hold Contractor harmless for loss of or damage howsoever caused to Exxon's property intended to be incorporated into or used in the Services to be performed and located at the work site, even if such loss or damage results from Contractor's negligence, whether active or passive.
- 2) Exxon shall indemnify Contractor for loss of or damage howsoever caused to Contractor's property intended to be incorporated into the Services to be performed and located at the work site, even if such loss or damage results from Contractor's negligence, whether active or passive.

Notwithstanding the foregoing, Contractor shall also be responsible and not compensated by Exxon for (i) any loss of money or securities in the care, custody or control of Contractor which are used or intended for use in performing Services, (ii) unexplained or mysterious disappearance of any property in Contractor's care, custody or control, or shortage or such property disclosed on taking inventory, or (iii) theft of property on the part of Contractor, its subcontractors or their employees.

C. Third Parties

- 1) Exxon and Contractor shall indemnify, defend, and hold the other harmless from claims, demands, and causes of action asserted against the indemnitee by any person (including, without limitation, Contractor's and Exxon's employees, Contractor's subcontractors and employees of such subcontractors, or any other third party, for personal injury or death or for loss of or damage to property and resulting from the indemnitor's negligence or willful misconduct hereunder. Where personal injury, death, or loss of or damage to property is the result of the joint negligence or willful misconduct of Exxon and Contractor, the indemnitor's duty of indemnification shall be in proportion to its allocable share of joint negligence or willful misconduct.

9. TOOLS AND EQUIPMENT

If Exxon loans or furnishes tools or equipment to Contractor for use in connection with the Work contracted for hereunder, Contractor agrees:

- A. To inspect said tools and equipment and make its own determination before commencing work that such are adequate for the safe and efficient performance of the Work by Contractor.
- B. That such tools and equipment will be loaned or furnished by Exxon and accepted by Contractor without warranty or representation by Exxon as to their condition.
- C. To exercise reasonable care in its use of such tools and equipment and to be responsible for their maintenance in good working condition. If tools and equipment are subject to a schedule of regular maintenance by Exxon, Contractor nonetheless shall perform any additional regular maintenance necessary to maintain them in good working condition. In the event that tools or equipment need substantial repairs during use by Contractor, Contractor promptly shall return them to Exxon for repairs.

For purposes of this Article, tools and equipment may include, but not be limited to, scaffolds, lighting or illumination equipment, and all other type of apparatus, facilities or services which Exxon may loan or furnish.

10. CONFIDENTIAL INFORMATION, PATENTS, COPYRIGHTS AND INDEMNITIES REGARDING INTELLECTUAL PROPERTY

- A. Contractor agrees to hold in confidence all technical information disclosed to Contractor by Exxon or developed by Contractor hereunder, except:
 - 1) Technical information which at the time of development by Contractor or of disclosure by Exxon to Contractor is in the public domain; or

- 2) Technical information which, after development by Contractor or after disclosure by Exxon to Contractor, becomes part of the public domain by publication or otherwise through no fault of Contractor; or
 - 3) Technical information which Contractor can show was in Contractor's possession at the time of Contractor's development hereunder or Exxon's disclosure to Contractor and was not acquired, directly or indirectly, from Exxon.
- B. Contractor agrees that Contractor will not, without the written permission of Exxon, use the technical information which Contractor is required to keep confidential under this Contract for any purpose other than the accomplishment of Services to be performed under this Contract.
- C. Contractor understands that Exxon accepts no obligations of confidence with respect to any information disclosed to Exxon by Contractor under this Contract unless specifically covered by a separate, written confidentiality agreement. In the absence of such separate confidentiality agreement, Contractor agrees that it will not place any restrictive notices on any document (including drawings) provided by Contractor to Exxon under this Contract. Nevertheless, if Contractor does place such notices on such documents, Exxon is hereby authorized to nullify, obliterate, remove, or disregard any such restrictive clauses. Exxon shall be free to use or disclose any or all of the information contained therein to third parties without accounting to Contractor therefore.
- D. If Contractor or Contractor's personnel make any inventions, patentable or unpatentable, resulting from Contractor's activities under this Contract, Contractor shall promptly disclose said inventions to Exxon in writing. Such inventions will include those conceived during the term of the Contract or within two (2) years thereafter. Further, Contractor hereby assigns each such invention to Exxon. Contractor also shall require its employees to execute such papers as Exxon requests in connection with such assignment and in connection with the acquisition of letters patent, U.S. and foreign, on such inventions.
- E. If either party is made the subject of any claim or lawsuit based on the alleged infringement of any third party patent, copyright or trade secret by reason of any aspect of the goods or services provided hereunder or the use by Exxon thereof, it shall promptly notify the other party thereof in writing. Exxon shall defend and indemnify Contractor against such claims, demands, and causes of action based on the actual or alleged infringement of any such third-party right by Contractor only to the extent that Contractor's allegedly infringing conduct is expressly required by the specification or expressly required in writing by Exxon. This indemnity shall not extend to conduct of Contractor which is discretionary to Contractor. Contractor shall defend and indemnify Exxon against all other claims, demands, and cause of action based on the actual or alleged infringement of any such third-party right. The indemnities set forth in this paragraph E shall include without limitation all penalties, awards, and judgments; all court and arbitration costs; attorneys fees; and other reasonable out-of-pocket costs incurred in connection with such claims, demands and causes of action. The indemnifying party shall have the right to control the defense of such litigation, and to settle or compromise all claims and lawsuits subject to its indemnity. However, the indemnifying party may not settle or compromise such claim or lawsuit without the written consent of the indemnified party if such settlement or compromise (1) requires the indemnified party to part with any right or make any payment not indemnified, or (2) subjects the indemnified party to any injunction. Subject to the foregoing, the indemnified party shall have the right, at its option and expense, but not the obligation, to retain advisory counsel to represent its interests in defending any such claim or litigation.
- If any action results in an injunction against Exxon with respect to the goods or facilities provided pursuant to this agreement, Contractor agrees that it will, at its option and its sole expense, either (1) procure for Exxon the right to continue using the infringing subject matter, or (2) replace or modify the same so that it becomes non-infringing.
- F. Contractor agrees that all tracings, drawings, field notes, specifications, computer programs in whatever form, and any other documents developed by Contractor for Exxon pursuant to this

Contract shall be the property of Exxon. Contractor agrees that all such documents are works made for hire, or if they do not so qualify, Contractor agrees to assign the copyrights in all such documents to Exxon.

- G. The provisions of this Article shall remain binding obligations on the Contractor and shall survive the completion, expiration, or termination of this contract.

11. DRAWINGS AND SPECIFICATIONS

All drawings, designs, and other written documents supplied by Exxon to Contractor shall remain the property of Exxon and shall be returned to Exxon upon completion of the Services and Contractor may not, without written approval of Exxon, retain any copies of said documents.

All drawings, specifications, requisitions, purchase orders, and other pertinent documents prepared by Contractor or its subcontractors pursuant to this Contract shall become the property of Exxon and may be used by Exxon for any purpose.

12. APPLICABLE LAW

The validity, interpretation, and construction of this Contract shall be governed by general maritime law when the activities and obligations are related in anyway to maritime activities. In cases where general maritime law does not apply and Outer Continental Shelf (OCS) lands are affected, the Outer Continental Shelf Lands Act shall apply. In matters where general maritime law and the Outer Continental Shelf Lands Act does not apply, the laws of the State of Texas will apply.

Contractor shall comply and secure compliance by its subcontractors, with all federal, state, county, parish, and municipal laws and regulation in connection with the Services to be performed hereunder; including, but not limited to, all safety orders prescribed by law and any rules and regulations applicable to environmental pollution. It shall be the duty of Contractor to ascertain whether the drawings and specifications are at any variance with the law before starting Services. If Contractor discovers any variance with the law in any drawings and specifications, it shall promptly notify Exxon in writing and the necessary changes shall be made before proceeding with the part of the Services affected. Contractor shall obtain all permits necessary for the prosecution of Services, and shall give all required notices. Should Contractor violate any law or regulation relating to the performance of Services, Contractor shall defend, indemnify, and hold Exxon harmless from any liability of penalty which may be imposed on Exxon by reason of any alleged violation of law by Contractor or its subcontractors and also from all claims, suits, or proceedings that may be brought against Exxon arising under, growing out of, or by reason of, Services with respect to such alleged violations of law whether brought by employees of Contractor, by third parties, or by national or state governmental authority or any political subdivision thereof.

13. CONFLICT OF INTEREST AND ETHICS

- A. 1) Contractor, in performing its obligations under Contract, shall establish and maintain appropriate business standards, procedures and controls including those necessary to avoid any real or apparent impropriety or adverse impact on the interests of Exxon, Exxon Corporation or its affiliates. Contractor shall review with Exxon at reasonable frequency during performance of Services, such business standards and procedures including, without limitation, those related to the activities of Contractor's employees and agents in their relations with Exxon's employees, agents and representatives, vendors, subcontractors and other third parties.
- 2) All payments by Exxon to Contractor will be received by Contractor for its own account and Contractor is not authorized to offer, give or promise any part of such payments, directly or indirectly, to any government official, political party or official thereof, or any candidate for political office.
- 3) Contractor shall exercise all reasonable care and diligence to prevent any actions or conditions which could result in a conflict with Exxon's best interests. This obligation shall apply to the activities of the employees, agents and subcontractors of Contractor in their relations with the employees of Exxon and their families and/or third parties arising from this Contract. Such efforts shall include, but not be limited to, establishing precautions to prevent their employees, agents or

subcontractors making, receiving, providing or offering any substantial gifts, extravagant entertainment, payments, loans or other considerations.

- B. Contractor agrees to comply with all laws and lawful regulations applicable to any activities carried out in the name of or on behalf of Exxon under the provisions of this agreement and/or any amendments to it.
- C. Contractor agrees that all financial settlements, billings, and reports rendered to Exxon, as provided for in this agreement and/or any amendments to it, will reflect properly the facts about all activities and transactions handled for the account of Exxon, which data may be relied upon as being complete and accurate in any further recordings and reportings made by Exxon, for whatever purpose.
- D. Contractor agrees to notify Exxon promptly upon discovery of any instance where the Contractor fails to comply with provisions A, B, and C above.

14. OFFSET

In addition to any other provisions of this Contract, if Contractor shall fail in any way to perform hereunder, Exxon may offset as appropriate, any performance obligation of Exxon or any payments owed to Contractor under this or any other agreement between the parties or any other agreement between a parent, subsidiary or affiliate of Exxon and a parent, subsidiary or affiliate of Contractor.

15. TAXES

Contractor shall pay all taxes levied or assessed against Contractor or its property, imposed on Contractor, or required to enable the Contractor to engage in the business of performing the contract work. Taxes to be paid by Contractor include but are not limited to all sales and use taxes, licenses, fees, income taxes, franchise taxes, personal property taxes, and all employment taxes. Any applicable state and local sales taxes shall be collected by Contractor. Contractor shall not collect sales taxes from Exxon on property or services for which Exxon furnishes Contractor a properly completed exemption certificate. All items purchased by Contractor for use in federal waters and all equipment rentals in federal waters shall be exclusive of sales and use taxes.

16. ASSUMPTION OF THE SERVICES

Contractor agrees that if, in the opinion of Exxon, Contractor fails at any time during the performance of this Contract to provide the labor, supervision, tools, equipment, or materials necessary for the prompt performance of the Services herein contracted for, or should Contractor breach this Contract in whole or in part or fail to use due diligence in the performance thereof, or should Contractor not be performing this Contract in the manner herein provided, Exxon may, at its election and without prejudice to any other remedies available to it, take over and perform or obtain another contractor to take over and perform all or any part of the Services then remaining unperformed. If Exxon should exercise such right, Exxon or its designee shall have the right but not the obligation to use all or any part of Contractor's tools and equipment then in use on the job but shall pay Contractor a reasonable rental for the use of such tools and equipment during the period of use by Exxon and shall return same to Contractor upon completion of the job in as good condition as when taken over by Exxon, ordinary wear and tear excepted. Should Exxon take over completion of the Services, or obtain another contractor to do so, Exxon's sole obligation shall be to pay Contractor, upon completion of the Services, subject to other provisions of the Contract, either that percentage of any monies due under the Contract which represents the percentage of the Services completed by Contractor or the full Contract price less all costs and expenses incurred by Exxon in completing the Services, whichever is less.

17. SUSPENSION AND TERMINATION

Exxon shall have the right to suspend performance of this Contract at any time for any reason and if Exxon does order such suspension, it shall not be liable for any damages or loss of anticipated profits as the result of such suspension. Exxon's sole obligation, if it should order Services suspended, shall be to pay Contractor: (a) the wages of employees necessarily retained during the period of suspension, provided Contractor can show that it was not reasonably practicable to utilize the employees elsewhere or to terminate their employment; and (b) the reasonable rental value of Contractor's tools and equipment at the work site for the period of such suspension, provided Contractor can show that such tools and

equipment were necessarily idle during such suspension. However, notwithstanding anything to the contrary above, should Services be suspended due to the failure of Contractor to comply with any applicable law, regulation, or order of a government authority, or any term or condition set forth in this Contract, Exxon shall have no liability to Contractor during any such period of suspended Services. In addition to Exxon's rights to suspend performance of the Contract, Exxon shall also have the right to terminate the Contract at any time for any reason upon the giving of written notice to Contractor. If Exxon does so terminate the Contract, Exxon's sole obligation shall be to reimburse Contractor for actual costs incurred to the date of such notice of termination for Services performed in connection with the execution of this Contract, and for actual cost thereafter incurred by Contractor in connection with such termination. However, in no event shall such reimbursement include damages or anticipated profits for Services unperformed. Contractor shall have the right to terminate this Contract upon the giving of thirty (30) days written notice to Exxon.

18. FORCE MAJEURE

- A. No delay or failure in performance by either party hereto shall constitute default hereunder or give rise to any claim for damages if, and to the extent, such delay or failure is caused by force majeure. Unless such force majeure substantially frustrates performance of Contract, force majeure shall not operate to excuse, but only to delay, performance.
- B. Force majeure is an occurrence beyond the control and without the fault or negligence of the party affected and which said party is unable to prevent or provide against by the exercise of reasonable diligence including, but not limited to: acts of God or the public enemy; expropriation or confiscation of facilities; changes in applicable law; war, rebellion, civil disturbance, sabotage or riots, floods, unusually severe weather that could not reasonably have been anticipated; fires, explosions, or other catastrophes; strikes or any other concerted acts of workers; other similar occurrences.
- C. In the event it becomes necessary to suspend operations due to force majeure or Contractor's nonperformance, Exxon shall not be liable to Contractor and Contractor shall hold Exxon harmless for Contractor's, subcontractors', or employees' damages, anticipated profits, or other sums or payments occasioned by the delay.

19. SUBCONTRACTS AND ASSIGNMENT OF CONTRACT

Contractor shall secure Exxon's prior written approval as to any subcontract covering any portion of the Services provided for hereunder. No such approval shall relieve Contractor from any of the obligations of this Contract, and as between the parties hereto, Contractor shall be and remain liable as if no such subcontract has been made. No subcontract shall bind or purport to bind Exxon but shall contain a provision permitting assignment of the subcontract by Contractor to Exxon. Contractor shall not assign any of its rights or obligations hereunder, or any sum that may accrue to Contractor hereunder, without the written consent of Exxon.

20. AUDIT

Where Contractor performs any Services on a unit-price, cost-plus or time-and-material basis, Exxon's Representative shall have access, at all reasonable times, to all Contractor's and subcontractors' personnel, books, records, correspondence, instructions, plans, drawings, receipts, vouchers, financial accounts and memorandums of every description pertaining to Services under Contract for the purpose of auditing and verifying costs of Services or for any other reasonable purpose upon prior notice to Contractor. Contractor is required to maintain supporting data and accounting records in accordance with generally accepted accounting principles. Exxon's Representative shall have the right to reproduce any of the aforesaid documents. In the event lump-sum elements are included under Contract along with any cost-plus or time-and-material items, then audit rights shall also extend to include Exxon's access to all Contractor's and subcontractors' records pertaining to lump-sum Service for assurance that the portions of the Services performed on a unit-price, cost-plus or time-and-material basis are not being charged with costs which are by their nature intended to be covered by lump sums. Contractor shall preserve and shall cause its subcontractors to preserve all the appropriate above-mentioned documents for periods of three years after the completion and acceptance or termination of Services. Contractor agrees to include the necessary provisions in its contracts with such subcontractors that will assure access by Exxon's employees or representative to applicable records of such subcontractors. Contractor

will not charge for its costs incurred with Audit. Contractor's obligations under Articles 8, 10 and 20 of this Contract shall survive any termination of this Contract.

21. HEALTH AND SAFETY

Contractors shall place the highest priority on safety and health while performing work on Exxon's property. Therefore, it will be the responsibility of Contractor to provide and maintain a safe working environment for its employees during the progress of work on Exxon's property and to adequately protect the health and safety of Contractor's agents and subcontractors and their respective employees, Exxon's employees, the public and other third parties. All tools, equipment, facilities, and other items used by Contractor and practices employed by Contractor in accomplishing the work are considered to be part of the working environment.

Contractor will prepare specific written safety and health practices and procedures for performing the work covered by this Contract. Contractor shall comply with all safety and health standards and regulation promulgated by the Secretary of Labor under the Occupational Safety and Health Act of 1970 as well as any other applicable federal, state, or local health and safety standards, laws or regulations. In addition, Contractor shall comply with any health and safety rules furnished to Contractor in writing by Exxon. Such rules shall be considered a part of this Contract. Before starting Services under this Contract, Contractor shall communicate such health and safety rules to all Contractor's employees prior to the commencement of Services and shall require compliance with these health and safety rules by its employees during the performance of Services. Neither compliance with these safety rules and regulations by Contractor nor Exxon's approval therein shall relieve Contractor of its obligations to always use due care in performing Services hereunder.

By signing and agreeing to the terms in this contract, Contractor certifies that each employee of Contractor and each employee of every subcontractor used by Contractor have been properly trained in performing the work under this contract in a safe manner and in the safe performance of all aspects of the work.

Prior to commencement of work, Contractor will inspect the work site and ascertain whether any health or safety hazards exist. Exxon will make available, to Contractor, and it shall be Contractor's responsibility to review, such material safety data sheets as pertain to known toxic and hazardous substances to which Contractor's employees or subcontractors are likely to be exposed while performing any particular or individual work task on behalf of Exxon. Contractor will and shall be solely responsible for notifying his employees and subcontractors of all health and safety hazards to which Contractor's employees or subcontractors will be exposed. In addition, Contractor will provide its employees and subcontractors with any personal protective equipment that is necessary for safe and healthful work performance. Whenever such protective equipment cannot be obtained by Contractor, Contractor will request Exxon's assistance in providing the equipment. Should Exxon provide such equipment, it shall be the full responsibility of contractor to inspect and approve same prior to providing it to its employees. If Exxon is unable to provide such assistance then Contractor, at Exxon's discretion, may be required to stop, at no cost to Exxon, the work for which such protective equipment is needed until such time as it obtains the necessary protective equipment. Contractor will not use equipment of any kind, including that furnished by Exxon, which is not safe for the premises of the work site or the work to be done.

Contractor shall not permit or tolerate an unsafe, unhealthful, or environmentally unsound condition or activity over which it has control to be conducted on Exxon's property. If Contractor becomes aware of any such condition, it will immediately notify Exxon and take whatever steps are necessary to eliminate, terminate, abate, or rectify the condition. Contractor also agrees to immediately inform Exxon of any unsafe, unhealthful, or environmentally unsound condition or work practice of which it becomes aware but over which it has no authority to correct. Exxon will then provide whatever assistance it can to correct any such condition or work practice.

Exxon's Representative will have the right, but not the obligation, to periodically inspect Contractor's operations for the purpose of monitoring compliance by Contractor with the health and safety requirements of this Agreement and such inspections will not diminish Contractor's complete responsibility for protecting the health and safety of its employees. If Exxon's Representative becomes

aware of an imminently unsafe condition at the work site which results from Contractor's failure to properly observe the requirements of this Article, he will have the right to immediately request Contractor to abate such condition. If the unsafe condition cannot be promptly abated, he will have the right to immediately stop, at no cost to Exxon, all work being performed at such work site or take affirmative action necessary to abate such hazard. If work is stopped, Contractor will not be permitted to restart the work until such hazard has been abated. If Exxon's Representative is made aware of a failure of Contractor to comply with health or safety regulations which does not create an imminently unsafe condition, he will have the right to notify Contractor's safety compliance personnel of such failures and direct him to abate such condition as soon as possible. If Contractor fails to abate such failure to comply within a reasonable period, then Exxon's Representative will have the right to stop, at no cost to Exxon, all work being performed by Contractor at the work site and such work will not be restarted until Contractor has abated the failure to comply.

Contractor agrees to provide immediate oral notification to the appropriate Exxon Representative of all accidents, any death or injury, and all fires connected with any activity or operation pursuant to the contract. Within twenty four hours thereafter, Contractor shall notify Exxon, in writing, of injuries that occur on the work site or in connection with any work being performed hereunder and will provide Exxon with copies of all reports or other documents filed or provided to both Contractor's insurers or the State in connection with such injury.

The requirements of this Article of this Contract are applicable to all subcontractors hired by Contractor to enter Exxon's premises and Contractor's agreement with such subcontractor will provide that subcontractor will be subject to the requirements of this Article.

The preceding paragraphs in this Article 21 are agreed by both Exxon and Contractor to be of the highest importance. A breach or violation of any of the terms of said paragraphs by Contractor will be considered to be a material and substantial breach of this Contract and upon such breach Exxon may seek removal of Contractor as provided for in Article 16 and may take any other action permitted by the terms of this Contract or under law including termination of the Contract. Nothing contained in this section of the Contract shall be interpreted as enlarging the legal duty of Exxon to Contractor or Contractor's agents, employees, subcontractors, or third parties or altering the status of Contractor as set forth in Article 5.

22. GENERAL DRUG AND ALCOHOL POLICY FOR CONTRACTORS WORKING FOR EXXON

While performing any service for Exxon on Exxon-owned or Exxon-controlled premises, Contractor's employees, agents, and subcontractors shall not: (1) be under the influence of alcohol or any controlled substance, (2) use, possess, distribute, or sell illicit or unprescribed controlled drugs, drug paraphernalia, or alcoholic beverages, or (3) misuse legitimate prescription drugs.

Contractor has adopted or will adopt its own policy to assure a drug and alcohol free work place while performing work for Exxon on Exxon-owned or Exxon-controlled premises. As a minimum, such policy shall include the following provisions:

- A. A urine drug test and/or blood test shall be used under the following circumstances:
- 1) Contractor shall require pre-employment urine and/or blood drug test prior to hiring any individual to work on Exxon premises.
 - 2) Contractor shall require existing employees who have not been tested within the last 12 months to take a pre-access urine and/or blood drug test.
 - 3) During execution of an Exxon project on company premises, Contractor shall require submission to urine and/or blood drug test under the following circumstances:
 - a. Following any on-the-job injury that requires treatment at a medical facility, or results in lost work time or a fatality.
 - b. Following any accident which results in damage to Exxon Property.
 - c. When there is a reasonable suspicion that an individual is under the influence.
 - d. When an individual is found in possession of unauthorized drugs or drug paraphernalia or when such items are found in an area controlled or used exclusively by such individual.

F. Contractor shall defend, indemnify, and hold harmless Exxon, and Exxon's Authorized Representative from any liability or penalty which may be imposed on Exxon or Exxon's Authorized Representative by reason of any alleged violation or violation of Law by Contractor or subcontractors and also from any claims, suits or proceedings that may be brought against Exxon or Exxon's Authorized Representative arising under, growing out of, or by reason of Services with respect to such alleged violation or violation of Law whether brought by employees of Contractor or its subcontractors, by third parties, or by any governmental authority.

28. ATTORNEY'S FEES

Should it become necessary for Exxon to engage in legal proceedings for the purposes of resisting, adjusting and compromising any claims or demands arising out of the subject matter of this agreement, or for the purposes of enforcing this agreement or recovering damages sustained by Exxon due to breach of the agreement by Contractor, Exxon will be entitled to reimbursement from the Contractor for costs, attorneys' fees and any other reasonable expenses incurred in connection with such legal proceedings.

29. HEADINGS

The Article headings are for the convenience of the parties only and are not a part of this Contract and do not in any way limit or amplify the terms and provisions of this Contract.

30. ENTIRE AGREEMENT

The Contract constitutes the entire agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements related to this Contract, either written or oral, including Exxon's invitation for proposals and Contractor's proposals, except to the extent they are expressly incorporated herein. No changes, alterations, or modifications to this agreement shall be effective unless in writing and signed by the parties hereto.

In the event there is a conflict between any of the provisions hereof and any of the proposals, general conditions, specifications, or any documents, agreements, or papers of any kind which have been incorporated herein by other provisions hereof, it is understood and agreed that the provisions hereof shall be controlling.

By the signature of duly authorized representatives below, the parties hereto have executed this Contract in duplicate originals as of the day and year first above written.

(CONTRACTOR NAME)

**Eagle Construction &
Environmental Services, Inc.**

By: Marc W. Walraven-Vice President
(Print Name & Title)

Signature: *Marc Walraven*

EXXON COMPANY, U.S.A.
(a division of Exxon Corporation)

By: *Elton E. Forbus*
Elton E. Forbus, Contract Negotiator

Date: February 17, 1998

c:

EEF:

EXHIBIT D**COMPENSATION****ENVIRONMENTAL SERVICES**
Time and Materials Rate Schedule**I. LABOR****A. Operations and Administrative Personnel Rates -**

These rates apply to personnel performing labor in support of the contract work (whether performed on-site or off-site). Rates stated below are per person per hour with a four (4) hour minimum per person per day.

<u>CLASSIFICATION</u>	<u>HOURLY RATE</u>
Administrator, Project/Logistics	45.00
Assistant, Resource	30.00
Clerical/Secretarial, Project	25.00
Disposal Coordinator	50.00
Draftsman	35.00
Foreman, Emergency Response	60.00
Foreman, Oil Spill	35.00
Foreman, Remediation	45.00
Laborer, Non-Hazardous (restocking, etc.)	22.00
Manager, Resource / Liaison	50.00
Mechanic	35.00
Officer, Site Safety	75.00
Operator, Equipment	45.00
Operator, Oil Spill Equipment	32.00
Supervisor, Emergency Response	75.00
Supervisor, Industrial Hygiene	75.00
Supervisor, Remediation	60.00
Supervisor, Oil Spill	45.00
Supervisor, Senior Project	90.00
Supervisor, High Hazard/Reactives/Explosives/Cylinder	150.00
Technician, Emergency Response	50.00
Technician, Industrial Hygiene / Environmental	45.00
Technician, Remediation	35.00
Technician, Oil Spill	26.00
Technician, High Hazard/Reactives/Explosives/Cylinder	100.00

Section 1.A Notes -

1. Standard Hours - All labor rates above are for "Standard Hours". For purposes of this Rate Schedule, "Standard Hours" is defined as the first forty (40) hours worked by the employee on a particular project during any calendar week between the hours of 7:00 a.m. and 4:00 p.m. Monday through Friday, exclusive of designated holidays. A calendar week is Monday through Sunday.

2. **Non-Standard Hours** - For purposes of this Rate Schedule "Non-Standard Hours" is defined as: (i) all hours worked before 7:00 a.m. and/or after 4:00 p.m. Monday through Friday; (ii) all hours worked on a particular project between 7:00 a.m. and 4:00 p.m., Monday through Friday which are in excess of either eight (8) hours worked in any calendar day or forty (40) hours worked in any calendar week; and (iii) all hours worked on Saturdays and/or Sundays. Labor performed during Non-Standard Hours will be billed at one and one-half (1.5) times the rates set forth herein. Notwithstanding the above, any hours worked on a designated holiday will be billed as "Holiday Hours" pursuant to Note 3, below.
3. **Holiday Hours** - The rates for labor performed on holidays will be 2 times the rates set forth herein if such time would otherwise qualify as Standard Hours pursuant to Note 1, above. The rates for labor performed on the designated holidays will be 2.5 times the rates that would otherwise qualify as Non-Standard hours pursuant to Note 2, above.
4. **Designated holidays are:** New Year's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Day after Thanksgiving, and Christmas. If any work performed is subject to a collective bargaining agreement or is performed by union employees, Eagle shall include any additional holidays provided for in the applicable collective bargaining agreement.

B. Technical, Professional, Supervisory and Other Labor Rates -

These rates apply to personnel performing labor in support of the contract work (whether performed on-site or off-site).

CLASSIFICATION

HOURLY RATE

Engineer	100.00
Geologist/Hydrogeologist, Senior	90.00
Geologist/Hydrogeologists	70.00
Industrial Hygienist / Safety Professional	100.00
Manager, Project / Operations	100.00
Scientist, Project	70.00
Scientist, Senior	90.00
Specialist, High Hazard/ Reactive/Explosives/Cylinder	150.00
Specialists/Consultants, Other	75.00 - 250.00

C. Notes Pertaining to Rates in Section 1.A and Section 1.B -

1. Oil Spill position rates apply only to response to and cleanup of petroleum oil spills and do not apply to refined products, chemicals or other materials.
2. High Hazard / Reactive / Explosive / Cylinder rates apply to projects involving: explosives or explosion risk; firefighting or risk of fire; Level A or Level B Personal Protective Equipment; unknown materials; and/or handling of highly hazardous materials. Applicability of High Hazard rates will be at the sole determination of Eagle based on project conditions.
3. The above rates apply to all personnel on the project whether actual Eagle employees or temporary labor (e.g. provided through labor services or subcontractors) and will be billed at the corresponding hourly rates above applicable to the position.
4. Eagle personnel will be billed to the contract for the time required to mobilize, service, repair and restock all vehicles and equipment used in the performance of the contract.

5. In the event any personnel scheduled above are engaged to provide expert testimony in any court or administrative proceeding the rate for such person while testifying either at a deposition or hearing shall be two (2) times the hourly rate scheduled above.
6. Travel time for personnel shall be billed at the corresponding rate stated above.

II. EQUIPMENT

A. Vehicles and Trailers -

1. Emergency Response Units -

<u>DESCRIPTION</u>	<u>RENTAL RATE</u>
Tractor-Trailer, Emergency Response Unit	750.00/day and 1.00/mile
Tractor-Trailer, Chemical Transfer Unit	750.00/day and 1.00/mile
Trailer, Emergency Response	50.00/hour
Trailer, Oil Spill Response	200.00/day
Truck, Supervisor	25.00/hour and .45/mile
Truck, 2 ½ ton Emergency Response	50.00/hour and .75/mile

2. Tanks and Containers -

21,000 Gallon (500 Bbl.) Frac Tank	40.00/day
8,820 Gallon (210 Bbl.) Skid Mounted Tank	25.00/day
5,460 Gallon (130 Bbl.) Portable Fiberglass Tank	25.00/day
500 to 2000 Gallon Skid Mounted Tank	25.00/day
Roll-Off Box - 25 c.y. Water Tight w/Bows and Tarp (DOT Approved)	14.00/day
Roll-Off Box - 25 c.y. Water Tight w/Sliding Steel Top (Dot Approved)	14.00/day
Vacuum Box - 25 c.y. (DOT Approved)	52.00/day
Set and Pickup Fee for Tanks and Roll-Offs	70.00/hour

Note: All tanks and containers will be inspected when released. Clean out charges will be based upon actual contents left in tank (clean out plus disposal). Clean out, if needed, will be a minimum of \$250.00.

3. Other Units -

<u>DESCRIPTION</u>	<u>RENTAL RATE</u>
Trailer, 48 ft. Command	750.00/day
Trailer, 28 ft. Mobile Office Unit	350.00/day
Trailer, Rehab/Decon	500.00/day
Trailer, Boom	75.00/day
Trailer, Equipment Storage	100.00/day
Trailer, End Dump (5 c.y.)	300.00/day
Trailer, Fuel	150.00/day
Trailer, Utility	100.00/day
Trailer, Reactives/ Explosives	1,000.00/day
Truck, ½ - ¾ ton	12.50/hour + .45/mile

<u>DESCRIPTION (continued)</u>	<u>RENTAL RATE</u>
Truck, 1 ton 2x4	20.00/hour + .45/mile
Truck, 1 ton 4x4	25.00/hour + .45/mile
Truck, 2 ½ ton	27.50/hour + .75/mile
Van, Safety / Industrial Hygiene	350.00/day + .45/mile
Vehicle, All Terrain, 4 Wheel Unit	250.00/day + Fuel
Vehicles, All Terrain Mule, 4 Wheel Unit	350.00/day + Fuel
Vehicle, All Terrain, 6 Wheel Unit	350.00/day + Fuel
Vehicle, Utility (Sedan/Van)	12.50/hour + .45/mile

Note: Rental shall be charged on a daily basis plus mileage, if so indicated. All other items will be charged on an hourly basis plus mileage at the rate indicated above with a minimum charge of four (4) hours per day. For purposes of computing rental charges, the term "calendar day" connotes a 24 hour period of time beginning at 00.00 hours and ending at 23.59 hours. The rental period begins when an item of equipment is mobilized or otherwise first made available for use on the Work and continues until such equipment is returned to Eagle for use of other projects or is returned to a third party supplier.

B. Heavy Equipment (Rates Include Operators)

<u>DESCRIPTION</u>	<u>HOURLY RATE</u>
Backhoes (Standard and Extended Stick)	
Case 580	65.00
Cat 416	65.00
Cat 426 Four Wheel Drive	65.00
Case 480	65.00
w/Hydraulic Concrete and Pavement Breaker	75.00
w/Hydraulic Vibratory Compactor	75.00
John Deere 300B	55.00
Excavators	
Hitachi EX 300	125.00
w/Grapple	130.00
Komatsu PC300	125.00
w/Grapple	130.00
Komatsu PC220	115.00
w/Grapple	120.00
Komatsu PC210	100.00
w/Grapple	105.00
w/Concrete Ram	150.00
w/Universal Processor	175.00
Komatsu PC200	100.00
w/Grapple	105.00
w/40 Ton Hydraulic Shear	175.00
Cat 215	100.00
w/Grapple	105.00
Front End Loaders	
Cat 963 (Track Type) w/Rear Rippers	85.00
Cat 928 (2 1/2 c.y. Bucket)	70.00
International 520 - 2 1/2 c.y. Bucket	70.00

Cat 926 - 2 1/4 c.y. Bucket	70.00
International 510 - 2 c.y. Bucket	65.00

Dozers *

Cat D6	70.00
w/Grubber or Rake	70.00
w/Tandem Disc Plow	80.00
Cat D5 w/6 Way Blade and Winch	70.00
John Deere 450G w/6 Way Blade and Winch	70.00
Cat D4 w/ 6 Way Blade	70.00

* Add ten dollars (\$10.00) per hour for winch dozer, if winch is requested.

Fork Lifts

International 520	70.00
Backhoe w/Forks	65.00
Clark C500 (2 1/2 Ton)	50.00
Clark IT40 (2 Ton)	45.00

Cranes

15 Ton Loraine 150	75.00
15 Ton Galion	75.00

Miscellaneous

Maintainer - 570A John Deere	65.00
Vibratory Compactor - Cat 563	65.00
Vibratory Compactor - Bomag 172	60.00
Farm Tractor w/Tiller, Mower or Shredder	45.00

Note: A four (4) hour minimum will apply to all heavy equipment. Permits for oversized equipment transportation will be charged at cost plus twenty percent (20%). Escorts, if required, will be an additional charge in accordance with applicable rates for personnel and vehicles.

C. Trucks (Rates Include Operators) and Trailers**Vacuum/Transport Trucks**

Vacuum Truck - 7,000 Gallon (167 Bbl.)	70.00
Vacuum Truck - 5,880 Gallon (140 Bbl.)	70.00
Vacuum Truck - 3,360 Gallon (80 Bbl.)	70.00
Transport Truck (No Pump) - 5,880 Gallon (140 Bbl.)	65.00

Dump Trucks

Dump Truck (20 to 40 c.y.)	60.00
Dump Truck (12 to 14 c.y.)	45.00
Volvo 6 Wheel AWD (20 c.y.)	85.00

Roll-Off Box Trucks

Tractor Trailer Unit	70.00
Bobtail	70.00

Miscellaneous

Tractor w/40' Float	55.00
Tractor w/2 Axle Lowboy	60.00
Tractor w/3 Axle Lowboy	75.00
Tractor w/4 Axle Lowboy and Jeep (Heavy Haul)	90.00
Winch Truck	70.00
Welding Truck (Fully Equipped)	35.00

Note: A four (4) hour minimum will apply to all trucking. Permits for oversized loads will be charged at cost plus twenty percent (20%).

D. Pumps and Accessories -**DESCRIPTION****DAILY RENTAL RATE**

Compressor, Air (100-185 CFM)	150.00 + Fuel
Compressor, Corken	1,100.00 + Rebuild Costs
Fittings Charge for Transfers	250.00 per Project

Hoses

Air Hose	.20/foot
Anhydrous Ammonia	15.00/foot
Discharge (Flat)/Suction (Rubber) - 1 inch	.25/foot
Discharge (Flat)/Suction (Rubber) - 2 inch	.36/foot
Discharge (Flat)/Suction (Rubber) - 3 inch	.50/foot
Discharge (Flat)/Suction (Rubber) - 4 inch	.55/foot
Discharge (Flat)/Suction (Rubber) - 6 inch	.65/foot
Hydrocarbon	5.00/foot
Liquefied Petroleum Gas	15.00/foot
Monel	40.00/foot
Polyethylene, Cross Link	10.00/foot
Teflon, Rubber Jacketed	20.00/foot
Teflon, Stainless Steel Wrapped	30.00/foot

Pumps, Chemical Transfer

3" Carbon Steel Double Diaphragm	95.00 + Elastomer
2" Carbon Steel Double Diaphragm	75.00 + Elastomer
2" S/S Double Diaphragm	250.00 + Elastomer
2" Aluminum Double Diaphragm	100.00 + Elastomer
2" Poly Double Diaphragm	250.00 + Elastomer

Pumps

Corken	850.00 + Rebuild
Peristaltic (2 inch)	150.00 + Rebuild
Roper, (3 inch)	250.00 + Rebuild
Submersible (2 inch)	100.00 + Rebuild
Trash (2 inch)	75.00 + Rebuild
Trash (3 inch)	100.00 + Rebuild
Wash, Floating	100.00 + Rebuild
1" Poly/Aluminum	75.00 + Rebuild
2" Centrifugal	75.00 + Rebuild

3" Centrifugal	85.00 + Rebuild
4" Centrifugal	180.00 + Rebuild
6" Centrifugal	210.00 + Rebuild
2" Grundfos	250.00 + Rebuild

E. Marine Equipment**Boats**

12' - 16' Workboat w/Outboard Motor 150.00 + Fuel

Boom

Anchor and Float 25.00/set
 10" Containment 1.10/foot
 18" Containment 1.50/foot
 Mini .75/foot

Skimmers and Recovery Equipment

Foilex Mini Skimmer 250.00
 Manta Ray Floating Skimmer 150.00
 Skim Pac, Small 100.00

F. Testing Equipment

Area/Personal Air Monitors 75.00
 Combustible/Oxygen Multiple Gas Detector 100.00
 Combustible/Oxygen Gas Detector 50.00
 Direct Reading Detector 300.00
 Drager Pump (detector tubes additional) 50.00
 Flame Ionization Detector (FID) 150.00
 Haz-Cat Analysis 35.00/test
 Hydrocarbon Field Test Kit 45.00/test
 Interface Probe 100.00
 Mercury Vapor Meter 150.00
 Noise Dosimeter 100.00
 pH Meter 50.00
 Photoionization Detector (PID) 120.00
 Slim Tube Sampler 100.00
 Split Spoon Sampler 105.00
 Sub-surface Soil Sampler 75.00
 Water Level Indicator 50.00
 Water Quality Logger (YSI/Grant) 350.00

G. Other Equipment

Air Compressor 150.00 + Fuel
 Blast Protection Shield 150.00
 Blower, Gas Powered Backpack 30.00
 Blower, Manhole 60.00
 Extra Ducting for Manhole Blower 1.25/foot
 Cattle Guard, Driver Over Decon Unit 150.00
 Chainsaw 60.00
 Camera 25.00 + film and developing
 Computer 25.00
 Copier 25.00 + supplies

Fan/Air Driver Blower	200.00
Coring Machine	200.00
Cutter, Brush	75.00
Cylinder Containment Device	150.00 (500.00 min. charge)
Cylinder Tapping Device	1,000.00/use
Fax, Portable	25.00 + supplies and airtime
Generator, 10 Kilowatt or less	104.00
Generator, 50-65 Kilowatt or less	225.00
Global Positioning System Unit	50.00
Hammer, Air	42.00
Hand Tools (Shovel/Rake/Small Tools)	15.00 (one time charge per tool)
Heater, Space	70.00
Hot Tap Unit	500.00/use + supplies
Hydraulic Shears/Spreaders w/power pack (plus replacement blades at 20% markup)	1,250.00
Hygrometer	24.00
Lights, Explosion Proof (Drop)	39.00
Lights, Quartz Demolition	32.00
Light Plant, 4000 Watt	195.00
Phone, Mobile	25.00 + \$1.00/minute of airtime
Post Hole Digger, 2 Man (Gas)	100.00
Pressure Washers, Cold:	
3,000 PSI or less	200.00 + hose
10,000 PSI Hydroblaster 40 GPM	500.00 + hose
Pressure Washers, Heated	250.00
Printer, Portable	25.00 + supplies
Radio, Base	100.00
Radio, Hand-Held	25.00
Radio, Repeater	350.00
Reactive Chemical Carrier	50.00/use
Remote Drilling Apparatus	150.00/use
Retrieval Device (Winch & Tripod)	150.00
Saw, Multi-Purpose 12"	52.00
Skid, Explosive Containment'	250.00
Suit, Fire Repel Protective	300.00
Tank, 2000 Gallon Polyethylene	125.00
Tank, 2000 Gallon Stainless Steel Water Treatment	125.00
Tank, Electric Chemical Mixer	15.00
Tent, Rehab / Storage	50.00
Tool Kit, Non Sparking	100.00
Vacuum, HEPA	80.00
Vacuum, Mercury	150.00
Watercan / Ice Chest	5.00 + supplies
Wheelbarrow	24.00

H. Other Rental Provisions -

The following rental provisions apply to the extent they do not conflict with any of the Notes following the respective sections above.

1. The rates scheduled above apply to equipment utilized by Eagle in the performance of the work. Rental shall be charged for all hours the equipment is in the possession of Eagle employees performing work at the work site, whether or not such equipment is in constant use, and during transport of such equipment.
2. For those items of equipment for which rental is expressed as a day rate, the day rental rate shall apply to each 24 hour period during which the equipment is in

possession of Eagle employees performing work, regardless of the number of shifts on which such equipment is utilized during such 24 hour period. The minimum rental period for daily equipment is one (1) day.

3. The rates on rental equipment do not include pick-up, delivery, fuel, oil and grease, tarps, and/or demurrage, which will be charged at cost plus twenty percent (20%).
4. Equipment not owned by Eagle will be charged at cost plus twenty percent (20%).
5. Equipment damage that occurs beyond the reasonable control of Eagle will be repaired or replaced at cost plus twenty percent (20%)

III. PERSONAL PROTECTIVE CLOTHING AND EQUIPMENT

A. Disposable Protective Clothing and Respiratory Items -

<u>DESCRIPTION</u>	<u>RATE</u>
Booties, Saranex	5.25/pair
Booties, Tyvek	2.10/pair
Boots, Chemical	55.00/pair
Boots, Firefighting	160.00/pair
Boots, Latex Overshoe	6.00/pair
 Breathing Cartridge:	
HEPA Racal	53.50 each
Mersorb, Mti/Mercury Vapors/Chlorine	31.00/pair
GME-H, Vap/Chlorine/Asbestos/Rad.	27.00/pair
GHD-H, Ammonia/Methylamine/Rad.	23.00/pair
GMD, Ammonia/Methylamine/Rad.	14.00/pair
GMP, Pesticide/Paint/Dust/Vapors	15.30/pair
 Gloves:	
Liners	1.00/pair
4H Protective	9.60/pair
Brown Jersey Cotton	2.50/pair
Neox 14"	8.50/pair
Nitrile	4.25/pair
Petroflex	3.50/pair
Raw Hide Leather	12.00/pair
Sample	1.05/pair
 Suits:	
Armor, Body	50.00/day
Flash Suits, Fire Repel Proximity	300.00/day
Level A Responder (Airline)	850.00 each
Level A Responder (SCBA)	650.00 each
Level A Flash Cover	990.00 each
Level B KAP80545	98.50 each
Level B KAP80586	165.00 each
Level C KAP80434	75.00 each
Rain Slicker	49.50 each
Reactive Chemical Suit	300.00/day

Saranex w/Hood and Feet	25.70 each
Vest, Cool	25.00/day
Tyvek	10.50 each

B. Additional Items -

Breathing Air Line - 50 feet	15.00/day
Breathing Air Refills (Low Pressure)	10.00/40 cf btl
Breathing Air Refills (High Pressure)	15.00/65 cf btl
12 Cylinder Pack of Breathing Air	120.00/day
Escape Pack 5 Minute	30.00/day
Manifold and Regulator	90.00/day
Portable Breathing Air System (Class C, Grade D)	210.00/day
SCBA 30 Minute	40.00/day
SCBA 60 Minute	52.00/day

IV. MATERIALS**Absorbents**

All Purpose (Granular)	8.50/bag
Boom, 5" x 10' (100 foot bdl)	98.00/bdl
Boom, 8" x 10' (40 foot bdl)	180.00/bdl
Dri-Zorb Hi-BTU	15.00/bag
Fiberpearl	19.00/bag
Mop Heads	9.25 each
Pads, 18" x 18" (100 pads/bdl)	75.50/bdl
Peat Moss, 4 cubic feet	48.00/bag
Snare (30/bdl)	50.00/bdl
Sawdust	5.40/bag
Sorbent Roll (100 feet)	125.00/roll
Sorbent Sweep (100 foot bdl)	90.00/bdl
Viscous Sweep (100 foot bdl)	3.25/bdl
Boxes, DOT Shipping	27.70 each
Brooms (Street)	22.00 each
Brooms (Com)	11.50 each

Chemicals

Citric Acid (50 lb.)	140.00/bag
Deionized Water	2.67/gallon
Hydrochloric Acid	2.10/gallon
Lime (50 lb)	14.75/bag
Soda Ash (50 lb)	14.75/bag
Sodium Hypochlorite Solution, 15%	4.75/gallon
Sulfarnic Acid (50 lb)	77.50/bag

Bags (Unmarked) 6 mil	2.25 each
Brush, Decon	9.88 each
Can, Pollution	11.00 each
Decon Pools	9.75 each
Desudser	37.50/gallon
Detector / Colormetric Tubes	10.50 each

Drums

5 Gallon DOT	14.00 each
5 Gallon	13.25 each
14 Gallon Poly	44.00 each
15 Gallon Steel	50.00 each
15 Gallon Poly	49.90 each
20 Gallon Poly	40.50 each
30 Gallon Poly	65.00 each
55 Gallon Poly	71.20 each
55 Gallon Steel	66.00 each
85 Gallon Poly	287.50 each
85 Gallon Steel	207.00 each
1 Cubic Yard HAZMAT Box	149.80 each

Fencing, Construction (100 ft roll)	90.00/roll
K-Rite 3000	18.00/gallon
Mighty Red, Cleaning Solution	4.75/gallon

Jars

Sample, 4 oz.	4.25 each
Sample, 6 oz.	7.25 each
Sample, 8 oz.	7.25 each
Sample, 16 oz.	11.00 each
Sample, 32 oz.	11.00 each

Liners, Roll-Off or Truck	50.00 each
PCB Wipe Sample 1 oz. and Container	4.30 each
pH Sticks	11.00/package
Polyethylene Sheeting (20' x 100' roll) 6 mil	75.00/roll
Posts, "T"	8.50 each
Pump, Barrel Siphon	23.50 each
Pump Sprayers (Hudson)	64.00 each
Reactive or Explosive Detonation	525.00/detonation
Rope, 1/4 Nylon (500 ft/reel)	.30/foot
Rope, 1/4" Poly (600 ft/reel)	48.00/reel
Rope, 1/2" Nylon (250 ft/reel)	.75/foot
Rope, 1/2" Poly (600 ft/reel)	170.00/reel
Rope, 3/4" Poly (600 ft/reel)	378.00/reel
Tape, Caution	36.75/roll
Tape, Duct	6.30/roll
Tape, Haz Mat	38.75/roll
Tubes, Colliwasa	21.00 each
Vermiculite (6 cubic foot) Bag	19.80/bag
Wipes, Woven Cotton	7.75/lb.

Section IV Notes -

1. The foregoing prices shall be applied to all materials on the schedules above which are utilized in the performance of the work, whether shipped to the site from Eagle inventory, shipped directly to the site from Eagle's sources or purchased locally by Eagle from either an affiliated or non-affiliated entity.
2. During the course of performance of the work, Eagle may add additional materials to the schedules above at rates to be determined by Eagle and approved by Customer.

V. REIMBURSABLES**A. Insurance and Risk Fee -**

If the contract requires labor to be performed over, adjoining and/or in water such that the U.S. Longshoremen's and Harbor Workers' insurance or Jones Act insurance apply, then such insurance will be charged at cost plus twenty percent (20%). In addition, the total labor charges will be increased by 30% to compensate for related risks attendant to the work. If the project requires work outside of the United States, additional insurance costs to maintain Eagle's coverage currently in force will be added and charged at cost of such coverage plus twenty percent (20%).

B. Non-Scheduled Materials and Subcontract Services -

The compensation paid Eagle for any materials, subcontractors, suppliers and vendors utilized by Eagle in performance of the work which is not listed in the above schedules shall be cost of the item or services plus twenty percent (20%) in addition to the labor and equipment time necessary to arrange, obtain or otherwise handle same.

C. Minimum Protective Equipment -

Basic minimum protective equipment such as hard hats, safety goggles, safety shields, steel toe boots, and Eagle's standard coveralls are provided by Eagle but not included in the schedules above. Eagle shall be compensated for these items by the application of a charge of \$10.00 per person for each day the person is on the work site and billable to the contract. An additional daily charge of \$75.00 per person per day will be added for firefighting, fire or explosive risk conditions. An additional daily charge of \$30.00 per day per man will be added for cold weather conditions (below 0 degrees F). For Oil Spills, a Daily PPE charge of \$35.00 per day per man to cover normal usage of oil spill clean up PPE (tyveks, gloves and overshoes) will be charged; usage above normal levels will be billed at standard unit rates.

D. Travel, Lodging and Per Diem -

For all employees who do not reside in the local commuting area for the site of the work, Eagle shall be reimbursed for costs incurred for employee travel to and from the work site on the basis of Eagle's costs incurred for such travel plus twenty percent (20%) mark-up on such costs. For all employees who do not reside in the local commuting area for the site of the work, a lodging and per diem charge of \$80.00 per day per man shall be due for each day such employee is present at the locale of the work. Examples of the local commuting area are the Dallas/Fort Worth Metroplex or the Houston metro area within 30 miles of the project site.

E. Freight/Transportation Charges -

Eagle shall be compensated for costs incurred for the transportation of equipment and materials to the site of the work and for the transportation back of equipment and any remaining supplies and materials, upon completion of the work, on the basis of Eagle's cost for such transportation plus twenty percent (20%).

F. Taxes and Permits -

The rates contained in this schedule are exclusive of federal, state and local sales or use taxes and any permits incident to performance of the work. Eagle shall be compensated for all costs incurred for state, federal or local sales or use taxes and/or the cost of any necessary permits on the basis of Eagle's cost plus twenty percent (20%).

G. Licenses, Easements and Rights of Way -

In the event Eagle is required to purchase any licenses, easements, or rights of ingress or egress to obtain access of right-of-way to property necessary to perform the work, Eagle shall be compensated for all costs incurred for such licenses, easements or rights on the basis of Eagle's actual cost incurred plus twenty percent (20%). In the event Eagle is required to construct any rights-of-way and/or pavements or other property as a result of the work, Eagle shall be compensated for such work performed on the basis of Eagle's actual cost plus twenty percent (20%).

EEF:
2/12/98

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Contract with Garner Environmental

ExxonMobil
Global Services Company
P.O. Box 4692
Houston, Texas 77210-4692

EXXONMOBIL COPY

ExxonMobil

December 23, 2002

Agreement #: C10836

Amendment #: 19

Garner Environmental Services
1717 West 13th Street
Deer Park, Texas 77536

Attn: Bobbie K. Wood

This Amendment Number 19, effective January 1, 2003, is being issued to amend the subject Agreement as follows:

- **The attached "Exhibit D: Compensation" is added to the Agreement and replaces all existing compensation exhibits.**

All other terms and conditions of the Agreement, as amended, remain unchanged and in full force and effect. Please indicate your acceptance of this Amendment by signing each of the two attached originals in the spaces provided at the bottom of each and returning the one marked "ExxonMobil's Copy" by Tuesday, December 31, 2002 to:

ExxonMobil Global Services Company
Procurement Services
601 Jefferson, KT 418
Houston, TX 77002
Attn: Nicki Smith

Please retain any attachments for your files. We must have the signed copy on file before any invoices submitted against this Amendment will be processed for payment. Performance of work or failure to object specifically to these terms and conditions shall be deemed acceptance of these terms and conditions.

Agreement #: C10836

Amendment #: 19

Page 2 of 2

ACCEPTED AND AGREED

Garner Environmental Services

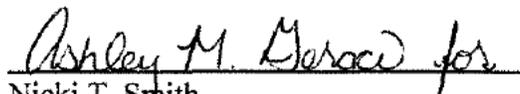


Signature *Otis Chambers*

Title: Executive Vice-President

Date: 12/30/02

**Procurement, a division of
ExxonMobil Global Services
Company, on behalf of Exxon Mobil
Corporation**



Nicki T. Smith

Procurement Service Advisor

ExxonMobil Global Services Company

Date: 12/26/02

- c: Reginald Carter, BT
- John Dunn, EMPCo
- Donnie Ellis, USEast Production
- Thomas Mahon, BRRF
- Linda Mobley-Land, USD
- Craig Rassinier, SRM
- M. Scamardi, Fuels Marketing
- M. Sewell, US West Production
- T. Tomblin, BT
- B. Tunnell, BMT

Exhibit D Compensation

The terms and conditions set forth herein specify the basis for compensating Contractor for Services provided to ExxonMobil in performance of this Agreement. It is understood and agreed that the Contractor may not charge ExxonMobil for any costs not specifically provided for hereinafter.

PERSONNEL

		Hourly Rate	
		Regular	Overtime
PERS-1001	Project/Operations Manager	125.00	187.50
PERS-1002	Health & Safety Manager	100.00	150.00
PERS-1003	Site Manager/Superintendent	70.00	105.00
PERS-1004	Site Safety Officer	55.00	82.50
PERS-1005	Supervisor	50.00	75.00
PERS-1005-HM	Supervisor, Haz-Mat	75.00	112.50
PERS-1006	EMT / Paramedics	45.00	67.50
PERS-1007	Foreman	40.00	60.00
PERS-1007-HM	Foreman, Haz-Mat	55.00	82.50
PERS-1008	Industrial Hygiene Supervisor	55.00	82.50
PERS-1009	Industrial Hygiene Technician	45.00	67.50
PERS-1010	Mechanic	40.00	60.00
PERS-1011	Rescue Supervisor	55.00	82.50
PERS-1012	Rescue Technician	50.00	75.00
PERS-1018	Rescue Attendant	45.00	67.50
PERS-1013	Resource Coordinator	40.00	60.00
PERS-1014	Operator, Heavy Equipment	40.00	60.00
PERS-1014-HM	Operator, Heavy Equipment, Haz-Mat	55.00	82.50
PERS-1015	Operator, Response Equipment	35.00	52.50
PERS-1015-HM	Operator, Response Equipment, Haz-Mat	50.00	75.00
PERS-1016	Technician	27.00	40.50
PERS-1016-HM	Technician, Haz-Mat	45.00	67.50
PERS-1016-TO	Technician/Operator	35.00	52.50
PERS-1016-TS	Technician, Sampling	45.00	67.50
PERS-1017	Field Clerk	30.00	45.00
PERS-1019	Disposal Coordinator	35.00	52.50
PERS-1020	Project Accountant	65.00	97.50

EQUIPMENT

Automotive Equipment

		Hourly Rate
AUTO-1001	Super Sucker, 80 bbl Capacity (See Note)	125.00
AUTO-1002	Cyclone Unit	50.00
AUTO-1003	Vacuum Truck, 80 bbl Capacity, Stainless Steel Unit (See Note)	95.00
AUTO-1004	Vacuum Truck, 80 bbl Capacity (See Note)	70.00
AUTO-1005	Vacuum Truck, 130 bbl Capacity (See Note)	85.00
AUTO-1006	Vacuum Truck, Liquid Ring (See Note)	150.00
AUTO-1007	Roll-Off Truck (See Note)	75.00
AUTO-1008	Meyers Unit, Truck Mounted (See Note)	60.00
AUTO-1009	Mini Roll-Off Unit (See Note)	60.00
	(Note: Operator Included)	
AUTO-1027	Safety-Vac	60.00

Automotive Equipment

		Daily Rate
AUTO-1010	ATV, 4-Wheel.....	225.00
AUTO-1011	ATV Utility Trailer	75.00
AUTO-1012	Automobile	75.00
AUTO-1013	Backhoe	425.00
AUTO-1017	Meyers Unit, Trailer Mounted	350.00
AUTO-1018	Pick-Up Truck, 1 ton or smaller	115.00
AUTO-1019	Pick-Up Truck, 1 ton, Haz-Mat Quick-Response Unit	200.00
AUTO-1020	Pick-Up Truck, 1 ton, w/liftgate	130.00
AUTO-1023	Pick-Up Truck, 1 ton, 4x4	220.00
AUTO-1024	Skid-Steer Loader	350.00
AUTO-1028	Tractor/Trailer, Haz-Mat Response Unit, 32'	750.00
AUTO-1025	Trailer, Boom, 20 foot	75.00
AUTO-1026	Trailer, Equipment Hauler, Gooseneck, 24 foot	75.00
AUTO-1029	Trailer, Haz-Mat Response, 24'	350.00
AUTO-1033	Trailer, Haz-Mat Transfer.....	500.00
AUTO-1035	Trailer, Rescue/Emergency Response	150.00
AUTO-1030	Trailer, Response, Gooseneck, 32' Oil Response.....	300.00
AUTO-1021	Trailer, Response, 18'	200.00
AUTO-1031	Trailer, Transfer, Ship to Shore	125.00
AUTO-1032	Trailer, Utility	75.00
AUTO-1034	Truck, Bobtail	300.00

Communications Equipment

		Daily Rate
COMM-1001	Cellular Telephone (Each)	25.00
COMM-1002	Computer, Laptop/Desktop w/Printer	125.00
COMM-1003	Fax Machine	25.00
COMM-1004	GPS, Hand Held	25.00
COMM-1005	ICOM Aircraft Radio, Hand Held.....	25.00
COMM-1006	MCC #1 Mobile Command & Control Trailer + Fuel	1,700.00
(NOTE: Any items not returned to the Command Unit upon completion of work will be charged back to the customer at cost plus 20%.)		
COMM-1007	Radio Portable	25.00
COMM-1008	VHF Marine Radio, Hand Held	25.00
COMM-1009	VHF Mobile Radio Marine Radio w/8' Antenna	30.00
COMM-1010	Command Trailer, 48'	1,800.00

Containment Boom

		Daily Rate
CBM-1001	Containment Boom, 48" Offshore.....	6.00 ft/day
CBM-1002	Containment Boom, 42" Offshore.....	6.00 ft/day
CBM-1003	Containment Boom, 36".....	3.00 ft/day
CBM-1004	Containment Boom, 18".....	1.40 ft/day
CBM-1006	Containment Boom, 12".....	1.00 ft/day
CBM-1005	Mini-Boom.....	.75 ft/day
CBMA-100	Boom Anchor, 100 lb.	100.00/day
CBMA-18	Boom Anchor, 18 lb.	18.00/day
CBMA-22	Boom Anchor, 22 lb.	22.00/day
CBMA-40	Boom Anchor, 40 lb.	40.00/day
CBMA-75	Boom Anchor, 75 lb.	75.00/day

Haz-Mat

		Unit Rate
MSE-1005	Betz Emergency Off-Loading Valve.....	500.00
HMS-1003	Chlorine Emergency Kit "A"	500.00
HMS-1004	Chlorine Emergency Kit "B"	750.00
HMS-1005	Chlorine Emergency Kit "C"	1,000.00

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MSE-1010	Compressor, Corken, 2"	1,500.00
HMS-1001	Cylinder Refill, Nitrogen	50.00
MSE-1018	Decontamination Kit (Personnel, Pool, Brush, Bucket, Soap)	50.00
MSE-1025	Railcar Transfer Equipment	500.00
HME-1005	Vacuum Cleaner, Stainless Steel, Mercury, HEPA	250.00

Marine Equipment

		Daily Rate
MAR-1001	Airboat.....	500.00
MAR-1002	Deck Barge, 30', w/twin 150hp engines, radar	800.00
MAR-1003	Fast Response Boat, 30', w/twin 200hp engines, radar, 14 bbl store cap	800.00
MAR-1004	Flat Boat, w/o motor.....	115.00
MAR-1005	Flat Boat, 14' to 16' w/motor	225.00
MAR-1006	Piroque.....	30.00
MAR-1007	Fast Response Boat, 17' to 23'.....	250.00
MAR-1008	Work Boat, 24', 150 hp Twin Engine	500.00

Miscellaneous Equipment

		Daily Rate
MSE-1004	Back-Pack Blower.....	30.00
MSE-1006	Camera, Digital	50.00
MSE-1006-1	Photo-Processing, Digital Camera, Each Frame	2.50
MSE-1007	Camera, Video, Event Recording	250.00
MSE-1008	Cargo Lights.....	12.50
MSE-1009	Chain Saw.....	75.00
MSE-1049	Compressor, Air, 11.8 cfm, 90 psi output	185.00
MSE-1011	Compressor, Hydraulic, 2"	200.00
MSE-1012	Confined Space Rescue Kit.....	50.00
MSE-1045	Coppus Blower.....	50.00
MSE-1048	Drum Crusher	250.00
MSE-1013	Drum Dolly	25.00
MSE-1014	Drum Grabber	25.00
MSE-1015	Drum Gripper, Forklift	100.00
MSE-1016	Drum Pump, Poly.....	25.00
MSE-1017	Drum Sling	25.00
MSE-1050	Eye Wash Station	25.00
MSE-1019	Generator w/work lights	110.00
MSE-1020	Generator, 4 kw	100.00
MSE-1046	Hand Tool (Pitch Fork, Rake, Shovel, Squeegee, etc).....	17.00
MSE-1047	Hose, ADS, 6" (Foot)	1.75
MSE-1023	Power Pack, Hydraulic, 50 hp or less.....	500.00
MSE-1024	Pressure Washer, 3,000 psi or less.....	250.00
MSE-1026	Saw, Air Powered	75.00
MSE-1027	Saw, Portable.....	75.00
MSE-1028	Scare Cannon plus Fuel	60.00
MSE-1029	Sewer Plug.....	100.00
MSE-1030	Sprayer, Pump, Hand-Held.....	30.00
MSE-1001	Stainless Steel Stinger, 2"	50.00
MSE-1031	Steam Cleaner (3,000 psi or less)	250.00
MSE-1032	Vacuum Cleaner, Wet/Dry	50.00
MSE-1033	Vapor Lights, High Intensity	65.00
MSE-1034	Weed Eater.....	75.00
MSE-1035	Wheelbarrow.....	25.00

Monitoring Equipment

		Daily Rate
MTE-1014	3M 3500 Passive VOC Monitoring Badges	35.00
MTE-1021	25mm Particulate Sampling Cassette.....	4.00
MTE-1022	37mm Three Piece HEPA Particulate Sampling Cassette	5.00
MTE-1001	4-Gas Meters	95.00
MTE-1004	Anemometer / Mass Air Sensor.....	75.00
MTE-1005	Audio Dosimeter	75.00
MTE-1006	Black Light, Mercury Detection	40.00
MTE-1007	Crowcon Monitor, 5 gas.....	150.00
MTE-1008	Drager CMS Unit.....	300.00
MTE-1015	Drager Pump.....	30.00
MTE-1034	FID Detector, Handheld	200.00
ST-1012	Gas Chromatograph / Mass Spectrometer w/computer, Portable.....	1,500.00
MTE-1026	Gas Chromatograph / Mass Spectrometer Carrier Gas	147.45
MTE-1035	Gas Chromatograph / Mass Spectrometer Internal Gas Standard	140.00
ST-1005	Head Space Analyzer for GC / MS	300.00
MTE-1009	Infrared Sensor	25.00
MTE-1020	Intrinsically Safe Thermometer	15.00
MTE-1003	Jerome Mercury Vapor Analyzer	175.00
MTE-1011	ph Meter	30.00
MTE-1012	Photoionization Detector (PID), MiniRae	75.00
MTE-1036	Photoionization Detector, Ultra (PID), Ultra MiniRae	100.00
MTE-1010	Radiation Monitor	75.00
MTE-1018	Sensodyne Pump.....	30.00
MTE-1013	Wibget – Portable Heat Stress Monitor	100.00

Unit Rate

MTE-1023	Chemsticks / Chemstrips	10.00
MSE-1024	Coconut Charcoal VOC Sampling Tubes	5.00
MTE-1037	FID Detector Hydrogen Refill.....	35.00
MTE-1029	Head Space 40ml Teflon Septa Vials	4.00
MTE-1030	Pentane Calibration Gas – One (1) Calibration	20.00
MTE-1031	Quad Gas Calibration Gas – One (1) Calibration	25.00
MTE-1032	Tedlar Bag w/Stainless Fittings – 1 Liter	26.00
MTE-1033	Tedlar Bag w/Stainless Fittings – 5 Liter	40.00

Personal Protective Equipment

		Daily Rate
PPE-1005	Bunker Gear (Pants, Coat, Gloves, Helmet, Boots)	150.00
PPE-1006	Chest Waders	35.00
PPE-1007	Cool Vest	50.00
PPE-1020	Harness, Safety, w/lanyard.....	25.00
PPE-1030	Safety Lifeline	15.00

Unit Rate

PPE-1001	Apron, Tyvek.....	1.50
PPE-1008	Coveralls, Poly-Coated Tyvek Hood and Boots	16.00
PPE-1009	Coveralls, Saranex	18.00
PPE-1010	Coveralls, Tyvek	10.00
PPE-1021	Level A, Responder, Each	900.00
PPE-1022	Level B, Fully-Encapsulated (CPF 4), Each	225.00
PPE-1023	Level B, Encapsulated (CPF 3), Each	90.00
PPE-1024	Level C, Hood, Boot, Splash Guard (CPF 3), Each.....	75.00
PPE-1025	Level C, Hood, Boot (CPF 3), Each	60.00

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PPE-1026	Level C, Hood, Boot (CPF 2), Each	45.00
PPE-1027	Level C, Hood, Boot (CPF 1), Each	20.00
PPE-1034	Level D, PPE.....	35.00
PPE-1033	Slicker Suit, Rain	25.00

Boots

PPE-1002	Boot, Chemical, NFPA Approved, Pair	90.00
PPE-1003	Boot, Rubber, Steel-toe, Pair	45.00
PPE-1004	Booties, Latex, Pair	7.00

Gloves

PPE-1011	Glove, Latex, Sample, Pair	1.00
PPE-1012	Glove, Leather, Pair	5.95
PPE-1013	Glove, Neoprene, Pair	5.95
PPE-1014	Glove, NEOX, Pair	3.75
PPE-1029	Glove, Nitrile, Inner, Pair	1.00
PPE-1015	Glove, Nitrile, Outer, Pair	3.75
PPE-1016	Glove, Petroflex, Pair	3.50
PPE-1017	Glove, "Black Knight", Pair	3.25
PPE-1018	Glove, "Silver Shield", Pair	8.00
PPE-1019	Glove Liner, Cotton, Pair	1.00

Respiratory Protection

HME-1001	Air Regulator	50.00
HME-1002	Breathing Air Cylinder	10.00
HME-1013	Breathing Air Compressor	500.00
HME-1012	Breathing Air Compressor Cool Pack	50.00
HME-1011	Breathing Air Hose, 50' Section	12.00
HME-1003	Escape Mask	25.00

Unit Rate

HME-1004	Escape Pack	125.00
HME-1007	Full-Face Respirator	25.00
HME-1008	Half-Face Respirator (Organic Mask, Disposable)	25.00
HME-1010	Half-Face Respirator w/o cartridges	12.50
PPE-1028	Respirator Cartridge, HEPA	7.50
PPE-1031	Respirator Cartridge, HEPA/OV/AG, Pair	24.00
PPE-1032	Respirator Cartridge, Mercury Vapor	30.00
HME-1009	Self-Contained Breathing Apparatus (SCBA)	125.00

Pumps and Hoses**Daily Rate**

PUMP-1001	Pump, 1"	100.00
PUMP-1004	Pump, 2"	90.00
PUMP-1007	Pump, 2" Acme Mdl 39-G4 Floating Wash Pump.....	150.00
PUMP-1002	Pump, 2" Blackmere Vane, (Hydraulic)	200.00
PUMP-1003	Pump, 2" Diaphragm.....	90.00
PUMP-1006	Pump, 2" Stainless Steel Diaphragm.....	250.00
PUMP-1010	Pump, 3"	100.00
PUMP-1009	Pump, 3" Diaphragm.....	100.00
PUMP-1011	Rebuild Kit, Diaphragm Pump	350.00

		Unit Rate
MSE-1038	Hose, Chemical Resistant, 3" x 20'	20.00
MSE-1039	Hose, Chemical Resistant, Hard Gum Rubber, 6" x 25'	28.00
MSE-1040	Hose, Fire, 50' section	50.00
MSE-1041	Hose, Metal, Flex, 6" x 25'	25.00
MSE-1042	Hose, Solid Metal, Joint Pipe, 6" x 12'	22.00
MSE-1043	Hose, Suction/Discharge, 2" x 25'	8.00
MSE-1044	Hose, Suction/Discharge, 3" x 20'	8.00

Sampling and Testing Equipment and Supplies

		Unit Rate
ST-1003	Drum Thief Sampling Tubes	16.00
ST-1004	Haz-Cat Sampling Kit, per test	35.00
ST-1017	Hydrocarbon Test Kit	47.65
ST-1007	Mercury Test Kit	225.00
ST-1008	PCB Wipe Test Kit	30.00
ST-1009	Personnel Sampling Pump	50.00
ST-1010	Pipettes, Glass	2.00
ST-1011	pH Paper (Roll or Box)	20.00
ST-1013	Sample Bomb	120.00
ST-1014	Sample Jars	5.00
ST-1015	Sample Storage	15.00
ST-1016	Soil Sampling Kit	35.00

Skimmers

		Daily Rate
SKIM-1001	DiscOil Skimmer, w/Power Pack	2,250.00
SKIM-1002-70	Drum Skimmer, 70 gpm	600.00
SKIM-NO-1003-20	Drum Skimmer, 20 gpm	450.00
SKIM-1005	Skimmer, Acme Mdl 39-TG4, Gasoline Powered	200.00
SKIM-1006	Skimmer, Acme Mdl 39-T, Vacuum / or Douglas Engineering Skim Pak	150.00
SKIM-1007	Skimmer, Desmi	5,000.00
SKIM-1008	Skimmer, Marco, "Harbor 28"	5,000.00
SKIM-1009	Skimmer, Marco, "Sidewinder 14"	4,200.00

Storage

		Daily Rate
STR-1008	Frac Tank, 10,000 gl (Company Owned)	25.00
STR-1003	Roll-Off Box, Open Top	15.00
STR-1004	Roll-Off Box, Roll Top	30.00
STR-1005	Roll-Off Box, Vacuum Box	50.00
STR-1006	Storage Tank, Poly, 500 gl capacity	30.00
STR-1007	Tarp, Roll-Off Box	8.00
STR-1009	Tote, Poly, 250 gl	15.00

MATERIAL

Chemicals

		Unit Rate
GES-ACETIC-5	Acetic Acid, Glacial, 5 gl pail	87.35
GES-ACETIC-GL-55	Acetic Acid, Glacial, 55 gl. Drum	528.75
GES-ACETIC-56PCT-55	Acetic Acid, Industrial Grade, 56% pure, 55 gl drum	315.00
GES-ACIDIC-5	Acidic Acid, 5 gl	82.50
GES-BA50	Boric Acid, 5%, 50 lb bag	96.55
GES-BRAT-A+	A+ Microbes	57.50

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GES-BRAT-B	B Microbes	57.50
GES-CAUSOD55DRY	Caustic Soda, Pearls, 50 lb bag	50.15
GES-COREXIT-9500-55	Corexit EC9500A Oil Spill Dispersant, 55 gl drum	1,121.45
GES-COREXIT-9527-55	Corexit EC9527A Oil Spill Dispersant, 55 gl drum	1,070.85
GES-COREXIT-9580-55	Corexit EC9580A Oil Spill Beach Cleaner, 55 gl drum	683.65
GES-CITRIC50B	Citric Acid, 50%, Grade B, 575 lb drum	1,048.40
GES-DGR1	Degreaser/Solvent, 1 gl container	46.35
GES-DRYBSTR	Dry Booster	57.50
GES-FW-MRED	Degreaser, "Mighty Red"	9.20
GES-MAGOXI-50	Magnesium Oxide (50 lb bag)	45.00
GES-MBELSC1	Micro-Blaze, Emergency Liquid Spill Control, 1 gl	26.50
GES-MBELSC250	Micro-Blaze, Emergency Liquid Spill Control, 250 gl tote	10,758.50
GES-MBOL5	Micro-Blaze Out, Firefighting Agent, 5 gl pail	215.15
GES-BCC#1-250	Petro-Clean, Spill Control Liquid, 250 gl tote	9,375.00
GES-BCC#1-5	Petro-Clean, Spill Control Liquid, 5 gl pail	200.62
GES-BCC1-55	Petro-Clean, Spill Control Liquid, 55 gl drum	2,062.50
GES-SEABRAT-5	Seabrat, Spill Control Liquid, 5 gl pail	328.12
GES-SA50D	Soda Ash, Dense, 50 lb bag	22.80
GES-SB50	Sodium Bicarbonate, 50 lb bag	36.20
GES-FW-SODHCH	Sodium Hypochlorite, Liquid	2.10

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Miscellaneous Material

		Unit Rate
MSM-1001	Diesel Fuel	Current Price
MSM-1002	Gasoline	Current Price
MSS-1002	Barricade Tape.....	23.10
MSS-1008	Box Liner, Roll-Off Box	50.00
GES-DLPB55-6	Drum Liner, Plastic Bag, 55 gl x 6 ml, 50 per roll.....	53.50
GES-DLPB55-6-EA	Drum Liner, Plastic Bag, 55 gl x 6 ml, each	1.05
GES-LP5	Drum, Poly, 5 gl, w/lid	16.10
GES-PD30	Drum, Poly, 30 gl, w/lid	45.00
GES-PDOH25	Drum, Poly, O/H, R/C, Nestable, 25 gl.....	58.30
GES-PDOH55	Drum, Poly, O/H, R/C, w/fittings, 55 gl.....	55.00
GES-PDOHN30	Drum, Poly, O/H, R/C, Nestable, w/fittings, 30 gl	65.00
GES-PDOHN55	Drum, Poly, O/H, R/C, Nestable, w.fittings, 55 gl	55.00
GES-PDTH55	Drum, Poly, T/H, w/bungs, 55 gl	55.00
GES-OP95	Drum, Poly, Overpack, 95 gl.....	200.00
GES-OP95M	Drum, Poly, Overpack, 95 gl, Metric	327.50
GES-OP110	Drum, Poly, Overpack, 110 gl.....	350.00
GES-CTSD55	Drum, Steel, T/H, 55 gl	59.00
GES-OTSD55	Drum, Steel, O/H, R/C, 55 gl.....	55.00
GES-SOP85	Drum, Steel, Overpack, 85 gl.....	175.00
GES-SOP110	Drum, Steel, Overpack, 110 gl.....	670.30
MSS-1001	Duct Tape, 2" x 60 yd.....	7.60
MSS-1009	Epoxy Stick, Sealant	9.45
GES-010.1732	Excelsior, Baled, #732 Spur Cut, 75# Avg.....	26.17
GES-010.2732.23	Excelsior, Pony Bale, #732 23 LG 55# Avg.	21.03
MSS-1010	Heat Stress Supplies	10.00
MSS-1003	Rags/Wipes, Colored, 50 lb box	52.50
GES-CR25	Rope, Cotton, 1/4" x 100'	14.32
MSS-1006	Rope, Polypro, 1/2" x 600'	75.00
MSS-1007	Rope, Polypro, 1/4" x 600'	26.25
GES-PC1	Pollution Can, 20 gl, Each	20.10
MSS-1005	Visquine Sheeting, 20' x 100' x 6 ml	65.00

Sorbent Material

		Unit Rate
GES-BMC	BMC Absorb-N-Dry Absorbent.....	8.00
GES-B510	Boom, Sorbent, 5" x 10', 4 boom bale	102.05
GES-B510SN	Boom, Sorbent, Anti-Shed, Sock Net, 5"x 10'	100.00
GES-B810	Boom, Sorbent, 8" x 10', 4 boom bale	180.50
GES-B810SN	Boom, Sorbent, Anti-Shed, Sock Net, 8" x 10'	155.00
GES-UB510	Boom, Sorbent, Universal, 5" x 10', 4 boom bale	134.05
GES-UB810	Boom, Sorbent, Universal, 8" x 10', 4 boom bale	201.10
GES-GS-25	Cell-U-Sorb, 20 lb bag	31.00
GES-EX-SORB	Peat Moss Sorbent, 2 cf x 20 lb bag	39.25
GES-GS-22	Floor Gator, Granular, 50 lb bag	26.95
GES-IM0077	Imbiber Bead Packet, 36 per case	231.65
GES-IM1421	Imbiber Bead Pillow, 3 per case	217.20
GES-IM2142	Imbiber Bead Blanket, 2 per case	235.30
GES-GATOR030	Oil Gator, 30 lb bag	45.05
GES-OSGP30	Oil Sponge GP, General Purpose, 30 lb bag	28.75
GES-P100	Pad, Sorbent, 17" x 19" x 3/8", 100 pad bale	72.00

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GES-P200	Pad, Sorbent, 17" x 19" x 3/16", 200 pad bale	76.00
GES-Q100-P	Pad, Sorbent, Perforated, 17" x 19" x 3/8"	62.50
GES-Q70	Pad, Sorbent, Blue, 17" x 19" x 3/16"	79.50
GES-UQ100	Pad, Sorbent, Universal, Gray, 17" x 19" x 3/8", 100 pad bale	104.60
GES-HAZPIL10	Pillow, Haz-Mat, Universal, 3" x 18" x 24", 10 pillow bale	120.65
GES-HAZPIL17	Pillow, Haz-Mat, Universal, 3" x 11" x 17", 17 pillow bale	134.05
GES-PIL10	Pillow, Sorbent, 14" x 25", 10 pillow bale	101.90
GES-R144	Roll, Sorbent, 38" x 144' x 3/8", 1 roll bale	144.30
GES-OS15	Snare, Viscous Oil, 30 count	60.00
GES-OSB50	Snare Boom, Viscous Oil, 50'	73.75
GES-OSB100	Snare Boom, Viscous Oil, 100'	186.50
GES-OD40	Sorbent, All-Purpose, Oil-Dry	12.90
GES-SPHAGSORB2	Sphag Sorb, 2 cf x 24 lb bag	42.25
GES-SW100	Sweep, Sorbent, 17" x 100', 1 sweep bale	110.60
GES-2950	Zorbent, Absorbent Material	62.50

EQUIPMENT, MATERIAL AND SUPPLIES AT COST PLUS

		Unit Rate
MTE-1002	5-Gas Meters	Cost +20%
MSE-1002	Air Compressor, 375 cfm, + fuel	Cost +20%
MSE-1003	Air Compressor, 185 cfm, + fuel	Cost +20%
AUTO-1013-R	Backhoe, (3rd Party Rental, Mobilization & Demobilization)	Cost +20%
AUTO-1015	Breathing Air Trailer	Cost +20%
HME-1002-RF	Breathing Air Cylinder Refill, 4500 psi	Cost +20%
ST-1002	Concrete Coring Device	Cost +20%
AUTO-1014	Crane (Rental, Mobilization & Demobilization)	Cost +20%
MTE-1025	Drager PID Chips, Test Specific	Cost +20%
MTE-1016	Drager Colorimetric Tubes	Cost +20%
MTE-1027	Drager Haz-Cat Identification Kit	Cost +20%
HME-1006	Filters and Decontamination, HEPA Mercury Vacuum Cleaner	Cost +20%
STR-1001	Frac Tank	Cost +20%
STR-1002	Frac Tank Mobilization, Decontamination and Demobilization	Cost +20%
ST-1001	Gas Detection Tubes	Cost +20%
MTE-1028	Glassware, Additional	Cost +20%
ST-1006	Lab Analysis, Accredited Third Party	Cost +20%
SKIM-1010	Oleophilic Pad Replacement, <i>Marco Skimmer</i>	Cost +20%
MTE-1017	Passive Badges, Other	Cost +20%
GES-REAGENT	Reagent, Miscellaneous	Cost +20%
MTE-1019	Sensodyne Tubes	Cost +20%
AUTO-1024-R	Skid-Steer Loader, (3rd Party Rental, Mobilization & Demobilization)	Cost +20%

Garner Environmental Services

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• **SPILL PERSONNEL PHONE LIST**

(b) (6)

PAGER

MOBILE

DEER PARK – Office / Phone: (281) 930-1200 / (800) 424-1716 Fax: (281) 478-0296**Spill Response**

John Pavlicek	(b) (6)	(888) 278-8146	(281) 932-0107
Clyde McKissack	(b) (6)	(281) 322-5527	(713) 724-4862
Seddrick Taylor	(b) (6)	(281) 322-0295	(281) 734-2010

Haz-Mat Incidents

John Temperilli	(b) (6)	(877) 295-0440	(713) 254-7985
Mike Carpenter	(b) (6)	(866) 768-3133	(281) 728-5745
Mikie Sopczak	(b) (6)	(281) 322-1660	(713) 823-3867

Dispatcher

Bruce Dumesnil	(b) (6)	(281) 322-5623	(713) 252-2262
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PORT ARTHUR – Office / Phone: (409) 983-5646 / (800) 983-7634 Fax: (409) 983-5851

Elbert Simons	(b) (6)	(409) 723-7772	(409) 963-7994
Tony Waldrop	(b) (6)	(409) 723-7774	(409) 718-6420

LA MARQUE/GALVESTON – Office / Phone: (409) 935-0308 / (800) 935-0308 Fax: (409) 935-0678

Kim Albright	(b) (5)	(888) 509-2929	(409) 682-3623
Ricky Ybarra	(b) (6)	(409) 933-7172	(409) 682-3686
Curtis Galloway	(b) (6)	(409) 933-7101	(409) 766-0428

FORT WORTH – Office / Phone: (817) 535-7222 / (888) 654-0111 Fax: (817) 535-8187

J. Salzer	(b) (6)	(888) 983-0512	(817) 614-2823
Kevin Brant	(b) (6)	(888) 856-8397	(817) 614-5983

NEW ORLEANS – Office / Phone: (504) 254-2444 / (800) 975-2444 Fax: (504) 254-3004

Kenny Sconza	(b) (6)	(504) 668-0528	(504) 453-4143
Sammy Jones	(b) (6)	(504) 668-0588	(504) 453-4144
Walter Diamond	(b) (6)	(504) 668-0595	(504) 722-6814

SAN ANTONIO – Office / Phone: (210) 496-5310 / (888) 818-5310 Fax: (210) 496-5312

Todd Johnson	(b) (6)	(888) 702-1453	(210) 260-1714
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- **PAY TERMS**

Automotive Equipment

Automotive Equipment Hourly Rates charges are portal to portal. A four (4) hour minimum time will be charged on all call-outs. A mileage charge of \$0.50 per mile after the first 50 miles will be added for all automotive equipment, except for automobiles and pick-up trucks which will have a mileage charge of \$0.35 per mile added.

Equipment Decontamination / Washout

Time and Material charges are portal to portal and will continue through decontamination and/or washout of any and all equipment used on the job.

Haz-Mat Rates

Haz-Mat rates will be charged when the material being dealt with has a hazard rating of two or greater on the NFPA 704 labeling system or hazardous material identifying system, or if a job requires the use of respiratory protection.

Insurance

The rates in this RATE SCHEDULE include insurance coverage for Worker's Compensation, General Liability, Pollution and Automobile Liability. A Certificate of Insurance will be forwarded upon request. These rates do not include work performed under the U.S. Longshoremen's and Harbor Workers Act (33 USC ss 901-950). For work performed under this statute, an additional 69% surcharge per \$100.00 of wages will be assessed on labor **only**.

Personnel

Experienced consulting, supervisory, technical instructor and equipment operating personnel are available for complete emergency spill response and spill cleanup operations and vacuum service, 24 hours a day, 7 days a week. Normal hours of operation are from 0730 (7:30 a.m.) through 1600 (4:00 p.m.) daily, Monday through Friday.

All labor charges will be in accordance with Garner Environmental Services, Inc. service receipts. Charges for personnel are portal-to-portal. Garner Environmental Services, Inc. will invoice for personnel and the time required to mobilize, service, repair, and restock all vehicles and equipment used in the performance of the services for customer. Overtime for personnel will be charged at time and a half between 1600 (4:00 pm) through 0730 (7:30 am) Monday through Thursday; weekends from 1600 (4:00 p.m.) Friday through 0730 (7:30 am) Monday. **DOUBLE TIME RATES** will be charged for all National Holidays. **4-Hour Minimum Service Charge On All Labor Call-Outs.**

In the event Garner Environmental Services, Inc. responds to a request from Customer and/or on behalf of Customer for record gathering and/or litigation support services, Customer will pay for personnel provided and/or requested in the amount corresponding to the personnel designation in the rate sheet.

Roll-Off Boxes

Roll-Off Box delivery and pickup charges vary according to the distance from the site location. The cost for roll-off box liners is \$50.00 each. Box Liners are not mandatory, but if the Roll-Off Box requires cleaning at the end of the rental period, the customer will incur the cleaning charges.

Stand-By Rates

Stand-By Rates will be equal to the daily rates in this schedule unless otherwise agreed to in writing on a case-by-case basis. Full rates will apply for personnel and per diem.

Garner Environmental Services

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Subcontract Services / Third-Party Services

When Garner Environmental Services, Inc.'s equipment is available, Garner Environmental Services, Inc. will use and bill Customer for said equipment at rates published in the rate schedule. For any item that is identified on Garner Environmental Services, Inc.'s rate sheet and which Garner acquires through or from a third party vendor or supplier, Customer will pay to Garner Environmental Services, Inc. the higher of Garner Environmental Services, Inc.'s rate or Garner Environmental Services, Inc.'s cost plus a 20% handling charge.

A 20% handling charge will apply and be invoiced for all shipping and transportation of equipment, materials and goods regardless of whether such equipment, materials and goods appear on Garner Environmental Services, Inc.'s rate schedule. In addition, for all items not listed on Garner Environmental Services, Inc.'s rate schedule, including but not limited to personnel, equipment, materials and goods, laboratory services, testing services, damage waivers and/or other services, said items will be billed at Garner Environmental Services, Inc.'s cost plus a 20% handling charge.

Cost, as used herein, is defined as the amount invoiced to Garner Environmental Services, Inc. by a third-party supplier of material and/or goods and/or material and/or labor and/or equipment and/or services.

Taxes

All domestic federal, state and municipal taxes, except income taxes and ad-valorem taxes, now and hereinafter imposed with respect to services rendered, to rental equipment, to the processing, manufacture, repair, and to the delivery and transportation of equipment and supplies will be added to and become part of the total price payable by the Customer. If a Customer claims an exemption from payment of Texas Sales and Use Tax, the Customer will be required to render an Exemption Certificate or a Resale Certificate to Garner Environmental Services, Inc. for said exemption to apply to the services rendered. If for any reason the services rendered result in the assessment of foreign income taxes, excise taxes, or other fees alleged as owing to a foreign state or government, the Customer will pay directly the amount of any assessment or fee. In the event Company pays any such foreign tax or fee directly, Customer will promptly reimburse Company for same.

Terms

The term of payment for all invoices is *Net 30 Days* from the date of invoice. The balance of any invoice not timely paid will accrue a finance charge computed at the periodic rate of one and one-half percent (1.5%) per month (18% per annum) beginning on the thirty-first (31st) day from the date of the invoice. Customer is obligated to make payment to Garner Environmental Services, Inc. at its principal office at 1717 West 13th Street, Deer Park, TX 77536 in Harris County, Texas.

Place of Performance

The procurement of Garner Environmental Services, Inc.'s services may not be in the same county as the work site area. Customer is obligated to make payment to Garner Environmental Services, Inc. in Harris County, Texas for services provided. Because this agreement has been procured in Harris County, Texas and is being managed and administered from Garner Environmental Services, Inc.'s central office in Harris County, Texas, this agreement is being performed in Harris County, Texas. The validity, interpretation and performance of the services and payment and the contents herein are to be interpreted and enforced pursuant to the laws of the State of Texas and any suit in connection herewith will be filed in Harris County, Texas.

Travel, Lodging and Per Diem

For all employees who do not reside in the local commuting area for the work site, Garner Environmental Services, Inc. will be reimbursed for costs incurred for employee travel to and from the work site on the basis of Garner Environmental Services, Inc.'s incurred costs plus 20% for all commercial transportation. A minimum Per Diem charge of \$90.00 per day for all employees who do not reside in the local commuting area of the work site will be due for each day that such employee is present in the locale of the work site.

• CHANGES IN TERMS AND RATES

The terms and rates contained in this Exhibit D shall continue to be in effect until June 30, 2003 and from that date forward all terms and rates shall continue to be in effect until proposed changes are agreed to by both parties and executed by signed amendment.

Proposed changes must be submitted in writing to the appropriate party specified according to the terms of Article 16: Notices, of the Principal Document of this Agreement. All requests for rate changes must be submitted sixty (60) days prior to the proposed effective date of the rate change.

Approved rates must be on file prior to Contractor submitting invoices for payment.



APPENDIX B

WORST CASE DISCHARGE ANALYSIS AND SCENARIO

B.1 [Introduction](#)

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

B. 3 [Response Capability Scenarios](#)

[Small/Average Most Probable Discharge](#)

[Medium/Maximum Most Probable Discharge](#)

[EPA Worst Case Discharge](#)

[DOT/PHMSA Worst Case Discharge](#)

B. 4 [Planning Distance Calculation](#)

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

B.1 INTRODUCTION

The San Antonio, TX Terminal is classified as a "Complex Facility".

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

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

EPA Discharge Volume Calculation

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

DOT - PHMSA Discharge Volume Calculation

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

-- OR --

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

-- OR --

 - *Capacity of the single largest breakout tank or battery of tanks within a single secondary containment system, adjusted for the capacity or size of the secondary containment system.*

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

Planning Volume for On-Shore Recovery (OSR)

$$\text{OSR} = \text{WCD} * \% \text{ Oil on Shore} * \text{Emulsification Factor}$$

Planning Volume for On-Water Recovery (OWR)

$$\text{OWR} = \text{WCD} * \% \text{ Recovered Floating Oil} * \text{Emulsification Factor}$$

Recovery Capacity (RC)

$$\text{RC} = \text{OWR} * \text{On-Water Recovery Resource Mobilization Factors}$$

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

B.2 RESPONSE PLANNING VOLUME CALCULATIONS

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

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

Discharge Scenario	Potential Oil Group	Planning Volumes (bbls)		
		EPA	DOT/PHMSA	Complex Maximum
Small / Average Most Probable	1	50	N/A	50
Medium / Maximum Most Probable	1	857	N/A	857

(b) (7)(F)

TABLE B-1

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

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

EMULSION FACTORS

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

RESPONSE CAPABILITY CAPS (bbls/day)

(Maximum Required Recovery levels)

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

ON-WATER OIL RECOVERY RESOURCE MOBILIZATION FACTORS

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

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

RESPONSE TIME (hours)

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

San Antonio, TX Terminal

Response Planning Volume Calculations for DOT:

Location Data			
Location Type	Nearshore/ Inland		
Port Type	Non-High Volume Area		
WCD Product Type	Transmix		
Product Group	2		
PHMSA WCD Volume (bbls)	(b) (7)(F)		
Discharge Volumes/Calculations			
Worst Case Discharge - Based on PHMSA criteria (bbls)			
			(b)
Selected Calculation Factors (Based on EPA Tables)			
Removal Capacity Planning Volume - Percent Natural Dissipation			
			50%
Removal Capacity Planning Volume - Percent Recovered Floating Oil			
			50%
Removal Capacity Planning Volume - Percent Oil Onshore			
			30%
Emulsification Factor			
			1.8
Tier 1 - On Water Oil Recovery Resource Mobilization Factor			
			15%
Tier 2 - On Water Oil Recovery Resource Mobilization Factor			
			25%
Tier 3 - On Water Oil Recovery Resource Mobilization Factor			
			40%
Response Planning Volume Calculation			
On-Water Recovery Volume (bbls)			
			(b) (7)(F)
Shoreline Recovery Volume (bbls)			
Shoreline Cleanup Volume (bbls)			
	Tier 1	Tier 2	Tier 3
On-Water Recovery Cpcty (bbls/day)	287	479	767
Shallow Water Resp Cpblty (bbls/day)	57	96	153
Storage Capacity (bbls/day)	575	958	1,533
On-Water Response Caps (bbls/day)	12,500	25,000	50,000
Additional Response Req'd (bbls/day)	0	0	0
Response Time (hrs)	12	36	60

San Antonio, TX Terminal

Response Planning Volume Calculations for EPA:

Location Data			
Location Type	Nearshore/ Inland		
Port Type	Non-High Volume Port or Great Lakes		
WCD Product Type	Gasoline		
Product Group	1		
Capacity of the Largest Single Tank (bbls)	(b) (7)		
Discharge Volumes/Calculations			
Average Most Probable or Small Discharge (bbls)	50		
Maximum Most Probable or Medium Discharge (bbls)	857		
Worst Case Discharge - Based on EPA criteria (bbls)	(b) (7)		
EPA WCD Calculation: 100% * Capacity of the Largest Single Tank			
Selected Calculation Factors (Based on EPA Tables)			
Removal Capacity Planning Volume - Percent Natural Dissipation	80		
Removal Capacity Planning Volume - Percent Recovered Floating Oil	20		
Removal Capacity Planning Volume - Percent Oil Onshore	10		
Emulsification Factor	1		
Tier 1 - On Water Oil Recovery Resource Mobilization Factor	15%		
Tier 2 - On Water Oil Recovery Resource Mobilization Factor	25%		
Tier 3 - On Water Oil Recovery Resource Mobilization Factor	40%		
Response Planning Volume Calculation			
On-Water Recovery Volume (bbls)	(b) (7)(F)		
Shoreline Recovery Volume (bbls)			
Shoreline Cleanup Volume (bbls)			
	Tier 1	Tier 2	Tier 3
On-Water Recovery Cpcty (bbls/day)	1,542	2,570	4,112
Shallow Water Resp Cpblty (bbls/day)	308	514	822
Storage Capacity (bbls/day)	3,084	5,140	8,224
On-Water Response Caps (bbls/day)	12,500	25,000	50,000
Additional Response Req'd (bbls/day)	0	0	0
Response Time (hrs)	12	36	60

B.3 RESPONSE CAPABILITY SCENARIOS

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

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

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

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

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

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

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

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

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

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

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

Small/Average Most Probable Discharge = 50 Bbls (EPA)

Small or Average Most Probable Discharge is approximately 2100 gallons.

Description

This size discharge would most likely occur due to minor equipment failures or human error. Examples may include, but are not limited to:

- Loading and unloading of surface transportation
- Facility maintenance
- Facility piping
- Pumping stations and sumps
- Oil storage tanks
- Vehicle refueling
- Age and condition of facility and components

Additional Comments

Small/Average Discharge Scenario

Time: 1600; **Weather:** Southeast winds 20-25 MPH; Drizzle; **Temperature:** 56°

Time and Event

- **1600:** A carrier was in the process of loading 8100 gallons of Unleaded at the San Antonio loading rack when the rear compartment ruptured and 2500 gallons was spilled. Some of the product went into the rack drains and then into the separator and some of the product went over the rack drains and discharged into a concrete drainage ditch flowing southwest onto terminal property grounds. Driver pushed the emergency stop button at the rack to shut down operation and notified terminal employees of the spill.
- **1605:** Supervisor called 911, cleared the area, had Terminal Technician open gate for Fire Department and kept all trucks from entering gate.
- **1610:** Called primary clean-up contractor to help with clean-up.
- **1615:** Supervisor had driver call Operations Manager and all authorities listed in ERAP Section 2.
- **1616:** Fire Department arrives, is briefed, and requested to do monitoring. 1625 Gas Test Results: LEL = 2%, Benzene < 1PPM, H2S = 0.0 PPM. 1630 Fire Department helps wash down rack and pump area. 1705 Vacuum truck arrived and pumped out product from drainage ditch. Clean-up contractor arrived at same time with equipment to assist in vacuuming product, absorbed any product in pot-hole and put absorbents in waste container. Product did not leave the property.
- **1715:** After rack and pump areas were washed down, gas tests were run and found below tolerance before damaged truck was removed from rack and for normal operations to begin. Extent of recovery operations and approval for proper waste disposal is discussed and approved.

Response Requirement

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

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

Facility Response Resources/Capability

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

Notes

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

Medium/Maximum Most Probable Discharge = 857 Bbls (EPA)

Medium or Maximum Most Probable Discharge is approximately 36,000 gallons or 10% of the Worst Case Discharge.

Description

This size discharge would most likely occur due to minor equipment failures or human error. Examples may include, but are not limited to:

- Loading and unloading of surface transportation
- Facility maintenance
- Facility piping
- Pumping station and ump
- Oil storage tanks
- Vehicle refueling
- Age and condition of facility and components

Additional Comments

Medium/Maximum Discharge Scenario

Time: 1100; **Weather:** SE winds; raining; **Temperature:** 75°F; **Spill Size:** 36,000

At 1100 a.m. Terminal Technician noticed that the dike wall surrounding Tank T-2035 (interface) is full of product. First estimate is that approximately 700 to 1000 barrels had been lost. All product was contained within the dike wall.

Time and Event

- **1100:** Terminal Technician (Technician) radios Terminal Superintendent (TS) to advise of product in the dike. TS asks Technician to grab a copy of the ERAP, evacuate everyone to the safe haven and account for employees and visitors using the sign-in book.
- **1105:** TS calls 911 to report nature and location.
- **1110:** Using the ERAP, Technician calls OSRO and Pat Baker contractor requesting personnel and vacuum trucks. OSRO gives a one hour ETA and contractor Pat Baker gives a 2 hour ETA
- **1115:** TS calls upline to Area Manager and requests assistance from Environmental Advisor, Public Affairs, and Remediation.
 - Fire Department arrives and is advised that no one is trapped or injured. They are given a plot plan and MSDS and asked to take readings and rope off the hot zone. They are also requested to advise when it is safe to return to the office building. Until the support zone is established the Fire Department's mobile command post will be utilized as the command center.
- **1130:** Environmental Advisor calls the TS's cellular phone and offers to make the agency notifications while enroute to the Terminal. Her ETA is 1-1/2 hours.
- **1210:** OSRO arrives with first vacuum truck and is staged in the parking lot. OSRO supervisor is briefed by TS and Fire Department. It is determined that is safe to set up the command center in the warehouse building since the rain is keeping the vapors knocked down. It is further decided that recovery needs to begin immediately before the rain causes the dike to overflow.

- **1245:** The first vacuum truck is being put into position to begin recovery when 2 more trucks arrive.
- **1300:** The additional OSRO personnel receive a safety briefing and get into position to begin recovery.

The scenario goes into a 24 hour cleanup. The work is intensive with over 15 ExxonMobil personnel and contractor involved. . ExxonMobil works closely with the TCEQ concerning the longer term site monitoring and remediation efforts.

Response Requirement

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

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

Facility Response Resources/Capability

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

Notes

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

(b) (7)(F)

(b) (7)(F)

Description

The most likely cause of a worst case discharge is a total storage tank failure. This would most likely occur as the result of a weather event.

Additional Comments**Worst Case Discharge Scenario**

Time: 0400 AM; **Weather:** S-SE Winds, 10-15 mph; Raining; **Temp:** 35°F

Time and Event:

- **0400:** During a routine check of the dike area sump pumps the Terminal Operator (T.O.) finds that tank 882 has catastrophically ruptured and the containment dike has been breached. (b) (7)(F)
- **0415:** T.O. notifies 911, shuts down loading rack then calls Terminal Superintendent (T.S.), Plant Mechanics, the Response Team and some of the off-duty drivers.
- **0420:** T.O. calls ExxonMobil Pipeline and instructs them to stop product delivery to terminal.
- **0421:** ExxonMobil Driver returning to terminal assumes responsibility of escorting all drivers to the safe haven and opens gate as fire department arrives on scene.
- **0425:** T.S. notifies Operations Manager (O.M.) of the incident. T.S. requests that O.M. make required notifications as outlined in Oil Spill Response Plan (i.e. TCEQ, EPA, US Parks & Wildlife & Texas Parks & Wildlife). T.S. indicates that he will contact NRC.
- **0430:** T.O. briefs Fire Chief of the situation.
- **0435:** Police Department arrives and begins traffic control.
- **0435:** T.S. notifies spill response contractors and Environmental Advisor via mobile phone.
- **0440:** T.O. calls in incident to NRC (fulfills EPA and USCG reporting requirements).
- **0440:** Fire Department deploys units to the Salado Creek area.
- **0500:** T.S. and 2 Plant Mechanics arrive on scene and proceed as outlined in terminal spill response plan.
- **0510:** Plant Mechanics gather containment boom, MSA unit, respirators, and protective clothing then depart to attempt to stop additional product from flowing off terminal property.
- **0525:** Strike Team contacted.
- **0600:** Contractor arrives with 20 people, safety meeting held, MSDS handed to all workers. Contractor instructed to construct dam (in Salado Creek) to contain product and facilitate product recovery operation.
- **0645:** Fire Dept applies foam to product recovery area.
- **0700:** OSRO arrives with 10 vacuum trucks, four skimmers, and 15 workers. After a briefing, OSRO is directed to begin recovery of product at newly constructed containment dam.
- **0730:** Recovery operations begin in at Salado Creek dam. Recovered product to be off-loaded into available terminal tankage.

- **0800:** Public Relations releases statement; At 4:00 a.m. an unleaded gasoline tank ruptured and spilled 2,158,744 gals of gasoline. Approximately 20,000 bbls of gasoline flowed into Salado Creek. Recovery operations involving 65 people are currently underway to clean-up the spill.
- **0830:** T.S. requests Fire Dept. to flush water into creek so as to build-up a water bottom and move product towards containment dam. Fire Chief agrees and proceeds with request.
- **0930:** Strike Team arrives and after a briefing takes control of the spill response efforts.
- **1200:** Press conference held by ExxonMobil. Press Release includes: approximately 50,000 barrels of gasoline spilled. Approximately 20,000 bbls flowed into Salado Creek. Oil spill cleanup efforts are underway and will continue until recovery and cleanup complete.

Recovery of gasoline continues for a 3 day period in which time approximately 6,000 bbls of gasoline are recovered. Evaluation, excavation and clean-up of the contaminated soil takes another several days. All wastes are disposed of in accordance with RCRA & TCEQ guidelines. ExxonMobil works closely with the TCEQ concerning the longer term site monitoring and remediation efforts. It is anticipated that weekly soil sampling and tilling will be part of these efforts until Benzene levels are found to be acceptable.

Response Requirement

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

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

Facility Response Resources/Capability

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

The response operation will likely be subject to governmental control or direction. For Tier III Incidents, the Field Response Team will be composed of (1) ExxonMobil personnel from many locations, led by an ExxonMobil IC, (2) local, national and, possibly, international contractors, and (3) governmental officials. For major oil spills, the ExxonMobil personnel that participate on the Field Response Team are known collectively as the North America Regional Response Team (NARRT).

Notes

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

(b) (7)(F)

Description

Breakout tanks receive product via the ExxonMobil Pipeline System.

Volume

Capacity of the single largest breakout tank or battery of tanks within a single secondary containment system, adjusted for the capacity or size of the secondary containment system

<u>Spill Prevention Measures</u>	<u>Percent Reduction Allowed</u>
Secondary containment capacity greater than 100% capacity of tank and designed according to NFPA 30.	50%
Tank built, rebuilt, and repaired according to API Std 620/650/653.	10%
Overfill protection Designed according to API RP 2350	5%
Testing/cathodic protection designed according to API Std 650/651/653.	5%
Maximum allowable credit or reduction	70 (sum of above)

(b) (7)(F)

B.4 PLANNING DISTANCE CALCULATION

Planning Distance

The ExxonMobil San Antonio Terminal is located in a commercially and industrially developed area. Surface topography gently slopes to the south. A site visit performed on September 10, 1993 by Cook & Joyce, Inc. confirmed that site drainage is to the southern corner of the terminal and into a drainage ditch or into storm sewers along Coliseum Road.

In the event of a large release, petroleum product could escape via the surface drainage ditch, flow for approximately 5,100 feet, and discharge into Salado Creek, located approximately 2,500 feet south of the terminal. Product would flow south in Salado Creek for approximately 8.6 miles.

Calculation of the planning distance is based on the following terminal and vicinity characteristics present below in segments as shown on Figures 2 through 5:

- The nearest moving body of water is Salado Creek located within one-half mile of the terminal.
- Petroleum product released from the terminal would likely enter the drainage ditches near the southern corner of the terminal or storm sewers, both discharging into Salado Creek via open channel flow, as described below for Segment A-B-C.
- Product would flow south in Salado Creek via open channel flow, as described below for Segment C-D.

Vulnerability Analysis

Calculation of the planning distance for the transport of petroleum product on moving water was based on guidelines provided in 40 CFR 112 and the use of the following equation:

$$d = v * t * c$$

where:

d = the distance, in miles, downstream from a facility within which an environmentally sensitive area could be injured or a drinking water intake would be shut down in the event of an oil discharge.

v = velocity, in feet per second, of the flowing water of concern as determined by the Chezy-Manning equation or by a verifiable study to determine an average velocity of the flowing water.

t = planning time interval, in hours, as specified in Table 3 of Attachment C-III of 40 CFR 112 Final Rule, dated July 1, 1994. The specified time interval accounts for the response contractor arrival time and deployment time. The specified time interval for a Higher Volume Port Area is 15 hours; for a Great Lakes area is 27 hours; and for all other rivers, canals, inland, and near shore areas is 27 hours.

c = constant conversion factor of 0.68 seconds-mile/hour-foot.

To estimate the stream or river velocity, v , where a verifiable study had not been previously performed to determine the average velocity of the stream, the Chezy-Manning equation was used:

$$v = (1.5 / n) * r^{2/3} * s^{1/2}$$

where:

n = roughness coefficient for natural streams as specified in Table 1 of Attachment C-III of 40 CFR 112 Final Rule, dated July 1, 1994.

r = hydraulic radius under average flow conditions. For parabolic channels, the hydraulic radius is estimated as the average mid-channel depth multiplied by a factor of 0.667.

s = slope of the stream or river.

Calculation of the planning distance for the San Antonio Terminal consisted of two segments over a 27 hour time interval as specified for "all other areas":

Segment A-B-C: Approximately 5,100 feet (1.0 miles) of flow in the drainage ditches toward Salado Creek which would take approximately 3 minutes to 28 minutes, as computed conservatively using the typical velocity values in the range of 3 to 25 feet/second for flow in open channel flow provided in Section 5.2 of Attachment C-III to 40 CFR 112.

Segment C-D: Approximately 8.6 miles of flow in Salado Creek which would take approximately 27.0 hours, as computed using the Chezy-Manning equation for open channel flow at an estimated velocity of 0.47 feet/second. Conservative estimation of the velocity by Cook-Joyce, Inc. was based on a 1982 Intensive Survey of Salado Creek (Segment 1910)(IS-42) prepared by the Texas Department of Water Resources, predecessor agency to the TCEQ.

Calculation of the planning distance for the transport of petroleum product on moving water was based on guidelines provided in 40 CFR 112 and the use of the following equation:

A time -of-travel study was conducted as a part of the intensive Survey of Salado Creek, and an average stream velocity of 0.0478 meters/second was calculated for Salado Creek. As this study included areas both upstream and downstream of the terminal, and the slope and steam velocity increase with downstream distance, the average velocity was multiplied by a factor of three to conservatively estimate the planning distance.

Following is a summary of segment distances and times for the San Antonio Terminal:

Segment A-B-C: DrainageDitch 1.0 miles* 0.1 hour

Segment C-D: Salado Creek 8.6 miles 27.0 hours

Total Planning Distance: 9.6 miles 27.0 hours

*The flow distance in the drainage ditch, Segment A-B-C, is conservatively considered negligible in the calculation of the planning distance for the San Antonio Terminal.

Based on the calculations presented above and the characteristics of the terminal and vicinity, the planning distance is estimated to be 8.6 miles downstream from the discharge into Salado Creek along the above described path of flow.

Sensitive Resources

The EPA provided lists of resources in 40 CFR 112, Appendix C and Appendix F, Section 1.4.2 to be considered in the evaluation of potential risk factors. These lists including schools, medical facilities, residential areas, wetlands, drinking water intakes, wildlife areas, marine and estuarine reserves, and recreational areas are intended to direct planning efforts toward the protection of important environmental and community resources.

Identification of resources was documented through published data and communications with appropriate agencies. For purposes of this Vulnerability Analysis, the terminal vicinity is defined as the area generally surrounding the terminal outside the study area. The study area, used to determine potential impacts to sensitive resources, is defined as a 2,000 foot radius around the terminal and a spill easement, 1,000 feet on either side of the water body for the planning distance.



APPENDIX C

HAZARD EVALUATION

C. 1 [Hazard Identification](#)

C. 2 [Discharge Detection](#)

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

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

C. 5 [Reportable Spill History](#)

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

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

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

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

C.1 HAZARD IDENTIFICATION

Loading / Unloading of Transportation Vehicles

Contractors could spill product when:

- Fueling their equipment.
- When pumping product into a truck from the oil/water separator or off-spec product from a skid tank to a truck, a spill could occur if a driver walks away from truck and overfills.
- A spill could occur when a carrier is loading interface, which is not loading at the loading rack, and sets his meter incorrectly. While pumping product from one tank to another, a fitting could break or a hose could rupture. Additive is pumped into a tank from a truck. If the additive tank is not gauged properly before unloading starts, there would be a spill if tank could not hold the full amount. If pipeline dispatched more product than a tank would hold and all emergency equipment failed, a spill would occur.

Truck Loading Rack

A spill could occur when a carrier is loading interface, which is not loading at the loading rack, and sets his meter incorrectly. While pumping product from one tank to another, a fitting could break or a hose could rupture. Additive is pumped into a tank from a truck. If the additive tank is not gauged properly before unloading starts, there would be a spill if tank could not hold the full amount. If pipeline dispatched more product than a tank would hold and all emergency equipment failed, a spill would occur.

Day-to-Day Operations

Likely spill areas:

- Oil/water separator at the loading rack
- Own use diesel pump
- Main transfer pump slab
- Aboveground lines from tanks to loading rack
- Pipeline manifold area

Transfer Piping

If pipeline dispatched more product than a tank would hold and all emergency equipment failed, a spill would occur. The throughput may vary up to 18.0 kB per day because the facility is located at the end of the pipeline. Therefore, once a "batch" of product is placed into the Pipeline it cannot be decreased due to limited storage at other terminals and it must go to the San Antonio Terminal where there is available storage. Given this, the spill potential may increase because the tank's working volumes would be at the top of the tank rather than at the middle.

Secondary Containment Drainage

Spills On Land (All Products)

If oil enters any underground piping system, contact operator immediately.

- As far as possible, do not allow vehicles to run over oil saturated areas.
- Consider implications of digging trenches to contain and/or drain oil.

Crudes/Distillates (Flash Point over 100° F) Water Spills

These materials are not extremely hazardous and will float on water. Although evaporation of these products can be significant, the preferred response is containment and recovery. Extreme caution should be exercised in order to assure that the area is safe and free of explosive vapors prior to commencement of containment and recovery activities.

- Identify source and stop spill if possible.
- Advise personnel/shore facilities in the area of any threat to their property or personnel.
- Deploy cleanup equipment in attempt to contain and recover as much product as possible. Monitor the boom for effectiveness.
- Determine the direction and expected duration of spill movement.
- Request the U.S. Coast Guard establish a safety zone in the area and ask the FAA to restrict air space over the safety zone.
- If spill escapes initial containment area, review the location of economically important/environmentally sensitive areas. Determine which of these may be threatened by the spill and direct the clean-up contractor to proceed with equipment to these locations. Take appropriate actions and initiate recovery actions.

Gasolines/Light Hydrocarbons (Flash Point Lower than 100° F) Water Spills

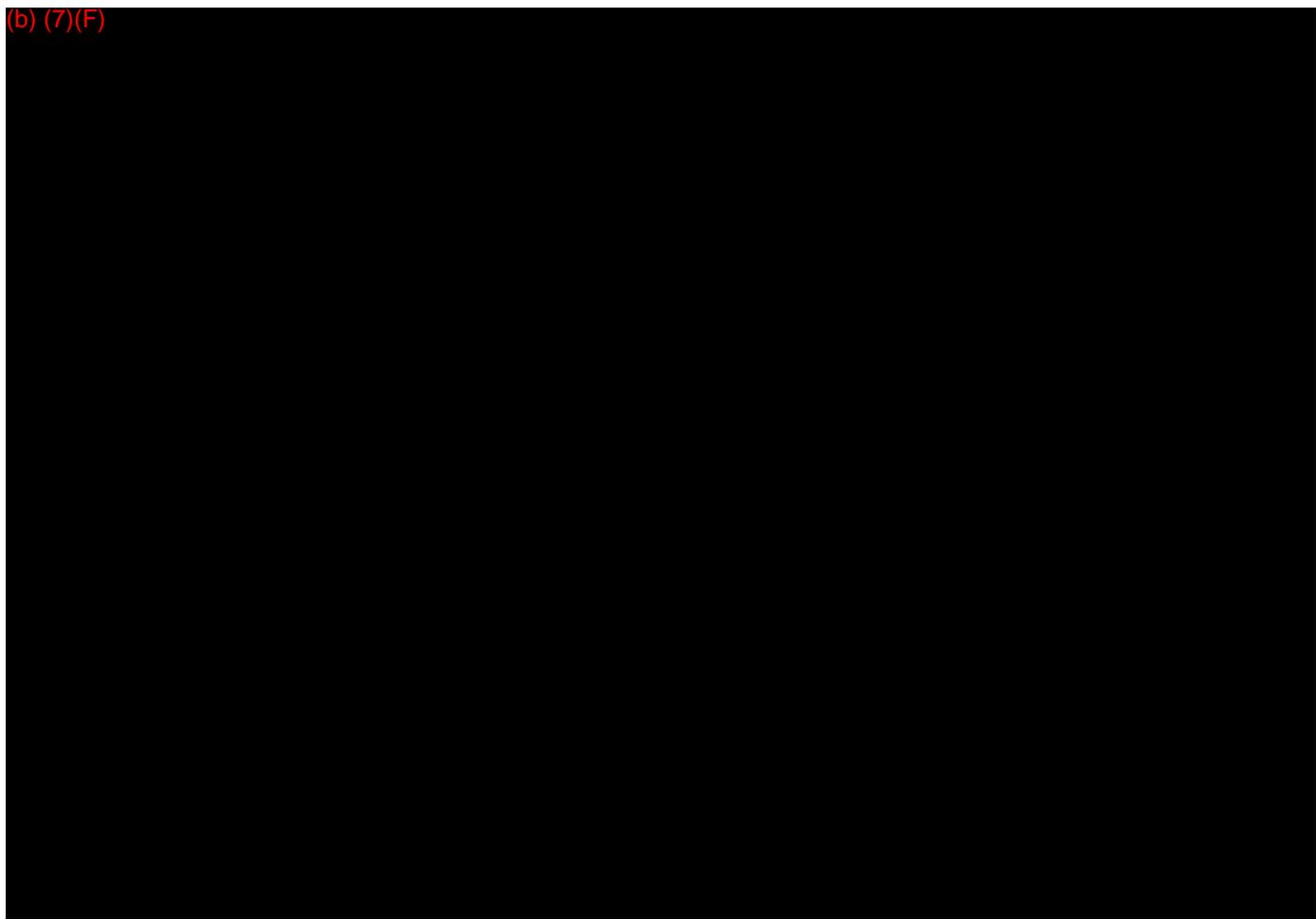
These materials float on the water and are extremely flammable. Containment of these products may be extremely hazardous as containment may allow explosive concentrations to form. The preferred response is to knock down any vapors; then protect shorelines and marshes by diversionary booming and allow the remaining product to evaporate.

- Identify source and stop spill if possible.
- Advise personnel/shore facilities in the area of any threat to their property or personnel.
- Advise boats operating in the area of potential danger and direct them out of the area.

Gasolines/Light Hydrocarbons (Flash Point Lower than 100° F) Water Spills

- Eliminate sources of vapor cloud ignition. Use waterfog to knock down vapors and disperse material.
- Stay upwind and evacuate nonessential personnel.
- Request the U.S. Coast Guard establish a safety zone in the area with a "High Flammability" advisory. Also request USCG to ask the FAA to restrict air space over safety zone.
- If the spill escapes initial containment area, review the location of economically important/environmentally sensitive areas. Determine which of these may be threatened by the spill and direct the clean-up contractor to proceed with boom to these areas to divert any remaining spilled product away.

(b) (7)(F)



Hazard Identification Tank Tables

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

C.2 DISCHARGE DETECTION

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

Detection by Personnel

Water draw-off valves are kept locked when not in use. Each tank is equipped with a direct reading gauge or is manually gauged before and after each filling operation.

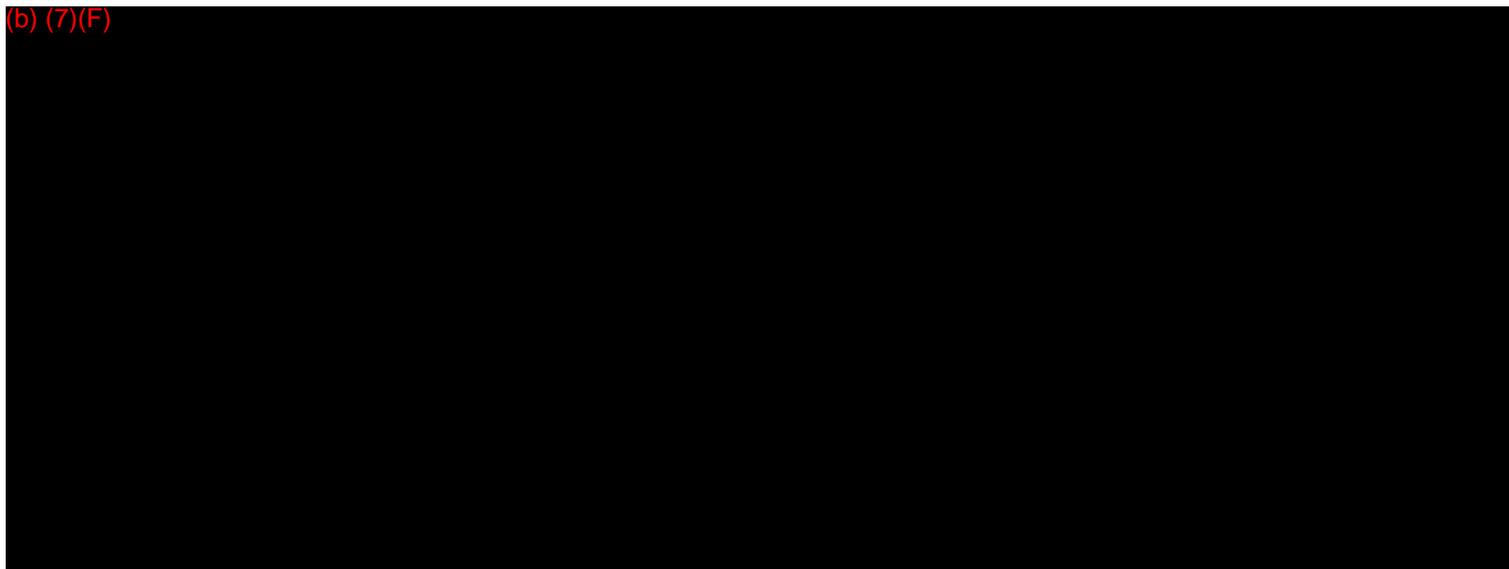
Daily visual inspections for leaks in the tank, piping, pumping, unloading, and loading areas are performed by the operating personnel. Needed repairs are reported to the facility supervisor and action is taken as appropriate.

Annual inspections are performed by Engineering, Operations, and Management personnel. This is in the form of a visual inspection for leaks, signs of excessive wear, proper function of equipment, and maintenance items.

Unscheduled inspections are performed by Operations/Engineering personnel if undue product loss or other signs of potential problems are discovered.

Checks made under these conditions might include pressure testing of lines, use of leak detector equipment and monitoring of locked and filled systems. Records are kept by the facility supervisor of all work performed at the facility

(b) (7)(F)



C.3 FACILITY SELF-INSPECTIONS

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

Tank Inspections

All tanks at the facility are inspected according to API Standard 653 - Tank Inspection, Repair, Alteration, and Reconstruction - First Edition, January, 1991. Section 4 of this Standard details the procedures to be followed for both internal and external inspections and for tanks in-service and out-of-service.

Inspection Reports

The Tank/Surface Impoundment Inspection Log is shown in Appendix F of this Plan and is used to keep a record of the inspections.

FIGURE C.1 TANK INSPECTION CHECKLIST

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

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

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

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

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

FIGURE C.2 SECONDARY CONTAINMENT INSPECTION CHECKLIST

The Secondary Containment systems are inspected against the following checklist:

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

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

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

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

C.4 ANALYSIS OF THE POTENTIAL FOR A SPILL

The potential for a spill has been analyzed and deemed to be present, but unlikely. The probability of tank failure for single-wall storage tanks is 1.0×10^{-4} spill/tank-year (U.S. DOT, FEMA, and U.S. EPA Handbook of Chemical Hazard Analysis Procedures). The facility has 11 single-wall tanks which gives a spill frequency of 0.0011 spills/year.

Oil Spill History

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

Tank Age

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

Horizontal Range of a Spill

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

Vulnerability to a Natural Disaster

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

Other Factors

No other factors that may increase likelihood of a spill at this facility.

C.5 REPORTABLE OIL SPILL HISTORY

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

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

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

TABLE C-1

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

TABLE C-2

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Any container that stores oil)						
Container I.D.	Substance Stored (Oil & Haz. Substance)	Average Quantity Stored (Gallons)	Maximum Capacity (Gallons)	Container Type (i.e. floating roof, fixed roof, etc.)	Year Built	Secondary Containment Capacity (Volume - Gallons)
BULK STORAGE CONTAINERS						
A-880	Distillate	(b) (7)(F)		Cone Roof	1951	(b) (7)(F)
A-881	Gasoline			Internal Floating Roof	1950	
A-882	Gasoline			Internal Floating Roof	1950	
A-883	Gasoline			Internal Floating	1950	
A-978	Gasoline			Floating Roof Pan/Geodesic Dome Roof	1961	
A-985	Ethanol			Internal Floating Roof	1972	
A-2038	Transmix			Internal Floating Roof	1963	
A-2121	Additive			Cone Roof	1984	
A-2129	Additive-Diesel			Horizontal	2005	
Used oil tank	Used Lubricating Oil			Horizontal	2004	
Fresh oil tank	Fresh Lubricating Oil			Horizontal	2001	
Comments						

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

Comments

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

Comments

POTENTIAL SPILL SOURCES AND CONTAINER IDENTIFICATION (Any container that stores oil)						
Container I.D.	Substance Stored (Oil & Haz. Substance)	Average Quantity Stored (Gallons)	Maximum Capacity (Gallons)	Container Type (i.e. floating roof, fixed roof, etc.)	Year Built	Secondary Containment Capacity (Volume - Gallons)
COMPLETELY BURIED TANKS						
B-2122	Oil Water Separator	(b) (7)(F)		Double Walled Horizontal	1988	(b) (7)(F)
B-2123	VRU-KO			Double Walled Horizontal	1988	
B-2124	Drain Tank			Double Walled Horizontal	1993	
B-2125	Generic Additive			Double Walled Horizontal	1994	
B-2126	Off Spec Product			Double Walled Horizontal	1994	
B-2128	Mobil Additive			Double Walled Horizontal	1998	

Comments

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

Comments

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



APPENDIX D

TRAINING AND DRILLS

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

D.1 GENERAL TRAINING

The objective of ExxonMobil's training and drill program is to improve our ability to respond to a spill in a quick, competent, and caring manner. A need for continuous training, particularly that involving tabletop simulations and drills, has been shown to be a most effective method of insuring response readiness. The program is structured such that it will continuously assess the strengths and weaknesses of the facility response, Strike Team and NARRT teams and enable these organizations to enhance their capabilities by implementing any improvements that may be identified.

D.2 HAZWOPER TRAINING

HAZWOPER (29 CFR 1910.120)

OSHA HAZWOPER training requirements are shown in the table below.

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

* Or sufficient content and duration to maintain competency.

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

D.3 RESPONSE TEAM TRAINING

Emergency Response Team

ExxonMobil team members will also receive recommended supplemental training in addition to "general" topics pertinent to spill response. This training will be accomplished by attending ExxonMobil seminars, training classes, cooperative training classes, outside classes, and various other seminars. Timing of this additional training will vary based on availability of classes and will not be required for team members to perform their spill team job functions. This training includes, but is not limited to, the following: training in correct equipment operations and maintenance; discharge prevention laws and regulations; and the contents of the facility's SPCC and Oil Spill Response Plans.

All response personnel shall know:

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

The conditions that is likely to worsen emergencies, including the consequences of pipeline malfunctions, and the appropriate corrective actions.

The steps necessary to control any accidental discharge of oil and to minimize the potential for fire, explosion, toxicity or environmental damage (Section 3.0).

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

All response team members (QI, AQI, Response Team) should review the appropriate parts of the Facility Response Plan whenever their job position or responsibilities change under the Plan. A copy of this Plan will be available at all times to team members.

Qualified Individuals

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

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

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

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

Incident Management Team

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

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

Other Response Support

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

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

Company and Other Specialist Support

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

Contractor Training

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

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

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

Training Records and Maintenance

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

D.4 RESPONSE TEAM EXERCISES

ERT/IMT members, government agencies, contractors, and other resources must participate in response exercises required by Federal, State, or local regulations and as detailed in the “National Preparedness for Response Exercise Program (PREP) Guidelines.” The Company will conduct announced and unannounced drills to maintain compliance. The following table lists the triennial exercise cycle for facilities (see PREP Guidelines for full details).

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

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

Quarterly QI Notification Exercise

- **Scope:** Exercise communication between facility personnel and the QI(s) and/or designated alternate(s). At least once each year, one of the notification exercises should be conducted during non-business hours.
- **Objective:** Contact must be made with a QI or designated alternate, as identified in the Plan.
- **General:** All personnel receiving notification shall respond to the notification and verify their receipt of the notification. Personnel who do not respond should be contacted to determine whether or not they received the notification.

Emergency Procedure Exercise (optional)

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

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

- **Scope:** Deploy and operate facility response equipment identified in the response plan. The equipment to be deployed must include the following, at a minimum:
 - 1,000 feet of representative type of boom;
 - one of each type of skimming system; or
 - the equipment necessary to respond to the facility's Small/Average Most Probable Discharge (AMPD), whichever is less.
- **Objective:** Demonstrate personnel's ability to deploy and operate response equipment. Ensure that the response equipment is in proper working order.
- **General:** The Facility may take credit for actual equipment deployment to a spill, or for training sessions, as long as the activities are properly documented.

Annual Equipment Deployment Exercise(OSRO-owned equipment)

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

Annual Response Team Tabletop Exercise

- **Scope:** Exercise the response team's organization, communication, and decision-making in managing a spill response. Each team identified within the plan must conduct an annual Response Team Tabletop Exercise.
- **Objective:** Exercise the response team in a review of the following:
 - Knowledge of the Plan.
 - Proper notifications.
 - Communications system.
 - Ability to access an OSRO.
 - Coordination of internal spill response personnel.
 - Review of the transition from a local team to a regional team.
 - Ability to effectively coordinate response activity with the National Response System (NRS) Infrastructure.
 - Ability to access information in the Area Contingency Plan.
- **General:** A minimum of one Response Team Tabletop Exercise in a triennial cycle will involve a Worst-Case Discharge scenario.

Unannounced Exercise

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

Government-Initiated Unannounced Exercise

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

Area Exercises

- **Objective:** The purpose of the area exercise is to exercise the entire response community in a particular area. An area is defined as “that geographic area for which a separate and distinct Area Contingency Plan has been prepared, as described in OPA 90.” The response community includes the Federal, State, and local government and industry. The area exercises are designed to exercise the government and industry interface for spill response.
- **General:** The goal is to ensure that all areas of the country are exercised triennially. All of the area exercises will be developed by an exercise design team. The exercise design team is comprised of representatives from the Federal, State, and local government and industry. A Lead Plan Holder would lead each area exercise. The Lead Plan Holder is the organization (government or industry) that holds the primary plan that is exercised in the area exercise. The Lead Plan Holder would have the final word on designing the scope and scenario of the exercise.

Exercise Documentation

- All exercises should be documented and maintained at the facility; documentation should specify:
 - The type of exercise;
 - Date and time of the exercise;
 - A description of the exercise;
 - The objectives met in the exercise;
 - The components of the response plan exercised; and
 - Lessons learned.
- Exercise documentation should be kept on file for the required length of time depending on the regulating agency (three (3) years for the U.S. Coast Guard and/or DOT/PHMSA and five (5) years for the U.S. Environmental Protection Agency).
- The Spill Prevention Meeting Log that is completed each time the facility holds a discussion or training session related to this Plan is included in the Appendix as is a listing of the specific training received by each individual at the facility. This database is maintained by ExxonMobil Distribution and updated regularly.

D.5 PURPOSE OF REVIEW AND EVALUATION

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

Attendees

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

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

Critique Tracking Number

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

Agenda for Critique

The Critique should be considered by the following agenda.

Specific follow-up questions are listed following this agenda.

Notification

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

Response to Notification

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

Management of Incident (Incident Command Staff)

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

Outline of Review

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

- **Detection**

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

- **Notification**

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

- **Assessment/Evaluation**

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

- **Mobilization**

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

- **Response - Strategy**

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

- **Response - Resources Used**

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

- **Response - Effectiveness**

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

- **Command Structure**

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

- **Measurement**

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

- **Government Relations**

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

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



APPENDIX E

DISPOSAL PLAN

[Click here to View](#)

DISPOSAL PLAN

The waste disposal method and disposal sites will be determined after laboratory testing and waste characterization has been completed.

Prior to laboratory testing, wastes can be temporarily stored on-site in the following manner:

- Solid wastes, such as used absorbents, will be stored in sealed 55 gallon drums.
- Liquid wastes such as spent chemicals, decontamination solutions, and recovered product will be stored in sealed 55 gallon drums or FRAC tanks
- Contaminated soil will be stored on plastic.

Contaminated equipment including personnel, protective equipment will be decontaminated with appropriate cleaning material such as soap and water. The liquid waste generated from decontamination will be captured and treated as described above.

ExxonMobil has a proprietary system in place to continuously confirm the permit status and evaluate the quality of its waste disposal contractors. As a result, it is not possible to predict which disposal sites will remain on future lists. Each Distribution terminal has the current version of the Approved Waste Site List (AWSL) in their RCRA Industrial Hazardous Waste Compliance Manual. At the time of an incident, preferred contractors will be entered into the matrix on the following page.

The AWSL contains the following information:

- The name, address and telephone number of all currently approved disposal sites.
- The date and results of the last ExxonMobil audit of the facility. (ExxonMobil conducts biennial audits of each facility to assure that they follow the regulatory requirements of Transfer, Storage and Disposal (TSD) facilities in the handling of hazardous and/or industrial waste.)
- Whether or not the facility is RCRA permitted.
- Comments regarding the material(s) that can be handled by the facility.

All Distribution facilities will use one, or more, sites on the Approved Waste Site List to recover, reuse, decontaminate, or dispose of materials after a discharge has taken place.

Smaller amounts of hazardous waste would be stored in DOT approved hazardous waste drums until disposed of at one of the approved hazardous waste disposal sites.

Interim storage of contaminated soil would be bermed and lined with plastic or visqueen sheets without joints prior to receiving loose and bagged debris.

The ExxonMobil San Antonio Terminal will handle, transport and dispose of all waste in accordance with applicable federal, state, and local regulations.

Disposal of spill related waste will be handled as indicated on the Waste Disposal Process Chart on the following page.

WASTE DISPOSAL PROCESS CHART

DISPOSAL FACILITY				
MATERIAL	NAME	LOCATION	RCRA PERMIT	COMMENTS
Recovered Product*				
Contaminated Soil				
Contaminated Equipment/Materials (i.e. Drums, Valves)				
Absorbents				
Personnel Protective Equipment				
Spent Chemicals				

* Recovered product is not generally handled as waste. It is shipped back to the Baytown Refinery for reprocessing.



APPENDIX F

SAMPLE MISCELLANEOUS FORMS

Bomb Threats Record Form

[Click to view the file - Bomb Threats Record Form 10 2 2010 11 44 34.pdf](#)

Discharge Prevention Meeting Log

[Click to view the file - Discharge Prevention Meeting Log 10 2 2010 11 44 58.pdf](#)

Personnel Response Training Log

[Click to view the file - Personnel Response Training Log 10 2 2010 11 45 24.pdf](#)

Qualified Individual Notification Exercise

[Click to view the file - Qualified Individual Notification Exercise 10 2 2010 11 46 18.pdf](#)

Response Equipment Inspection Log

[Click to view the file - Response Equipment Inspection Log 10 2 2010 11 46 52.pdf](#)

Secondary Containment Inspection Log

[Click to view the file - Secondary Containment Inspection Log 10 2 2010 11 47 21.pdf](#)

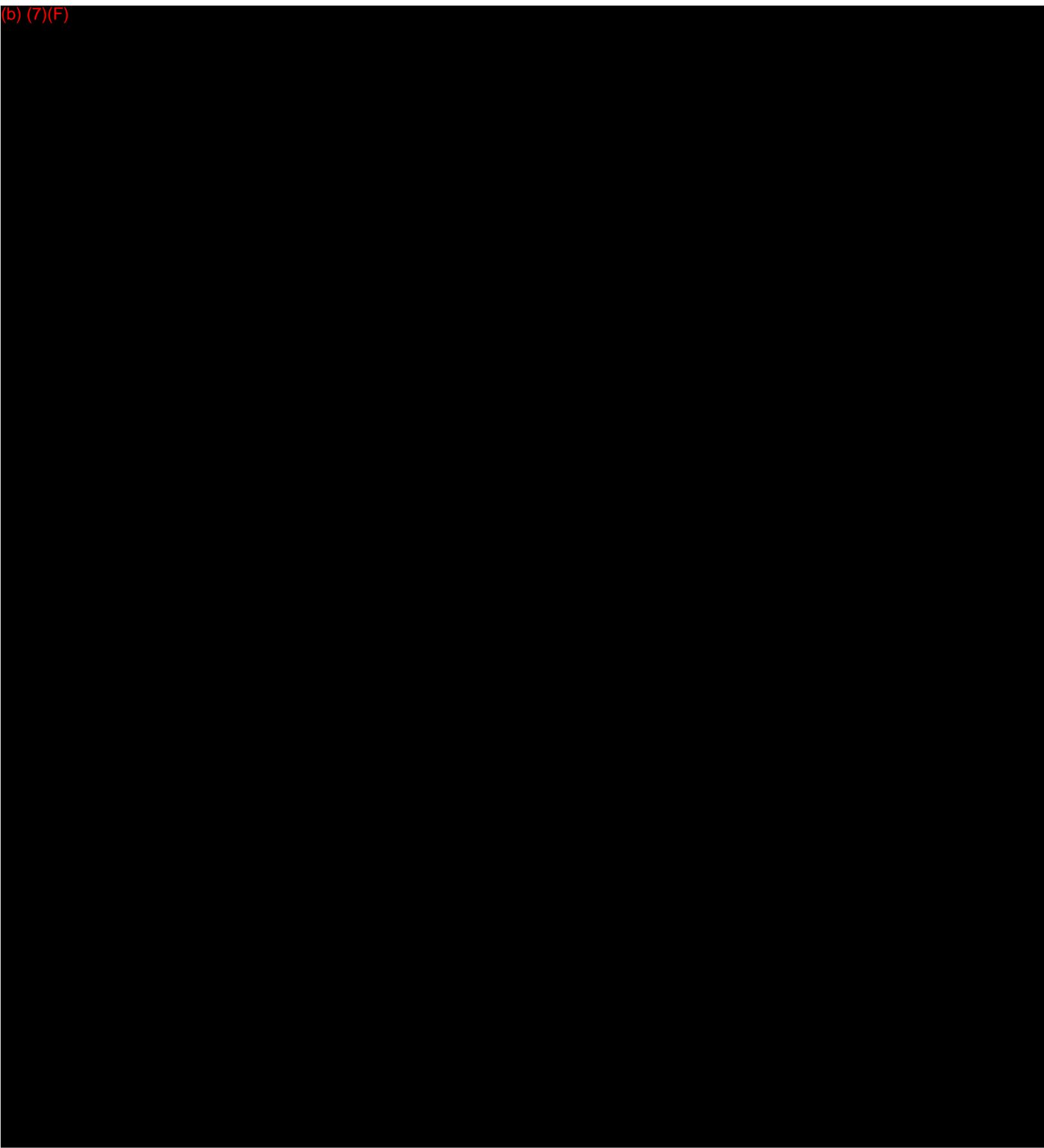
Spill Management Team Table Top Exercise

[Click to view the file - Spill Management Team Tabletop Exercise 10 2 2010 11 48 1.pdf](#)

Tank Surface Impoundments Inspection Log

[Click to view the file - Tank Surface Impoundments Inspection Log 10 2 2010 11 48 54.pdf](#)

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Qualified Individual (QI) Notification Exercise

Internal Exercise Documentation

1. Date performed: _____
2. Exercise or actual response: _____
3. Person initiating exercise: _____
4. Name of person notified: _____
 Is this person identified in the response plan as the: QI AQI
5. Time initiated: _____
 Time QI or AQI responded: _____
6. Method used to contact:
 Telephone Pager Radio
 Other _____
7. Description of notification procedure:

8. Identify which components of your response plan were exercised during this particular exercise:

Organizational Design

- Notifications
- Staff mobilization
- Ability to operate within the response management system described in the plan

Operational Response

- Discharge control
- Assessment of discharge
- Containment of discharge
- Recovery of spilled material
- Protection of economically and environmentally sensitive areas
- Disposal of recovered product

Response Support

- Communications
- Transportation
- Personnel support
- Equipment maintenance and support
- Procurement
- Documentation

Certifying Signature: _____ Name (Printed): _____

Date: _

Spill Management Team Tabletop Exercise

Internal Exercise Documentation

1. Date(s) performed: _____

2. Exercise or actual response? _____ Exercise _____ Actual Response _____
If an exercise, announced or unannounced? _____ Announced _____ Unannounced

3. Location of tabletop: _____

4. Time started: _____ Time completed: _____

5. Response plan scenario used (check one):

- _____ Average most probable discharge
- _____ Maximum most probable discharge
- _____ Worst case discharge

Size of (simulated) spill _____

6. Describe how the following objectives were exercised:

a) Spill Management Team's knowledge of oil-spill response plan:

b) Proper notifications:

c) Communications system:

d) Spill Management Team's ability to access contracted oil spill removal organizations:

e) Spill Management Team's ability to coordinate spill response with On-Scene Coordinator, state, and applicable agencies:

Spill Management Team Tabletop Exercise

Internal Exercise Documentation (Cont'd)

- f) Spill Management Team's ability to access sensitive site and resource information in the Area Contingency Plan:

- 7. Identify which of the 15 core components of your response plan were exercised during this particular exercise.

Organization Design:

- _____ 1. Notification
- _____ 2. Staff Mobilization
- _____ 3. Ability to operate within management system

Operational Response:

- _____ 4. Discharge Control
- _____ 5. Assessment
- _____ 6. Containment
- _____ 7. Recovery
- _____ 8. Protection
- _____ 9. Disposal

Response Support:

- _____ 10. Communications
- _____ 11. Transportation
- _____ 12. Personnel Support
- _____ 13. Equipment Maintenance and Support
- _____ 14. Procurement
- _____ 15. Documentation

- 8. Attach description of lesson(s) learned and person(s) responsible for follow up of corrective measures.

 Certifying Signature

Retain this form for a minimum of three (3) years (for USCG/PHMSA/MMS) or five (5) years (for EPA).



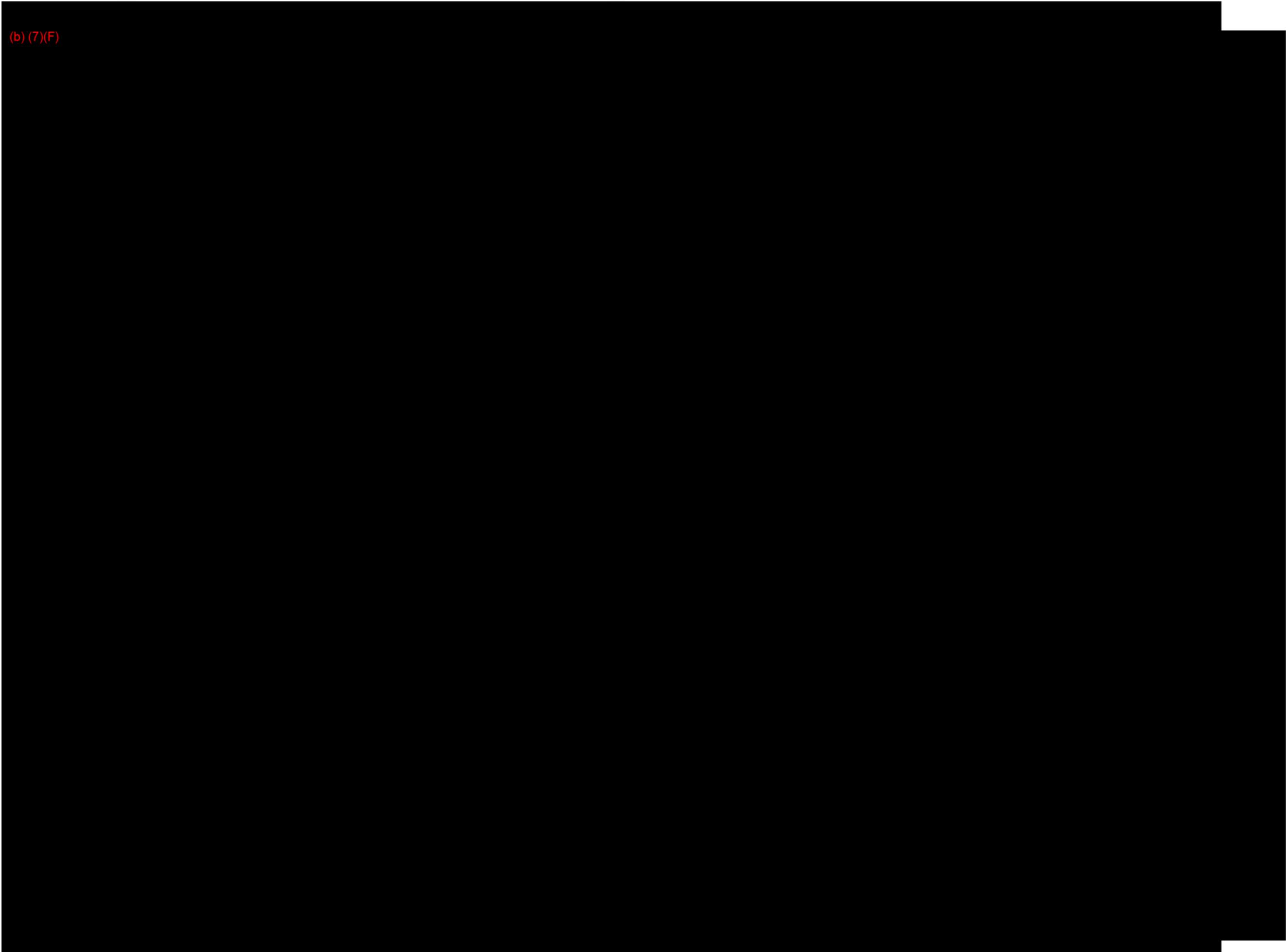
APPENDIX G

MAPS AND DIAGRAMS

(b) (7)(F)

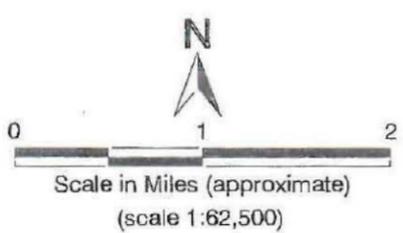


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Facility Diagram





SOURCE: Basemap generated using DeLorme Street Atlas software, V4.0, 1996.

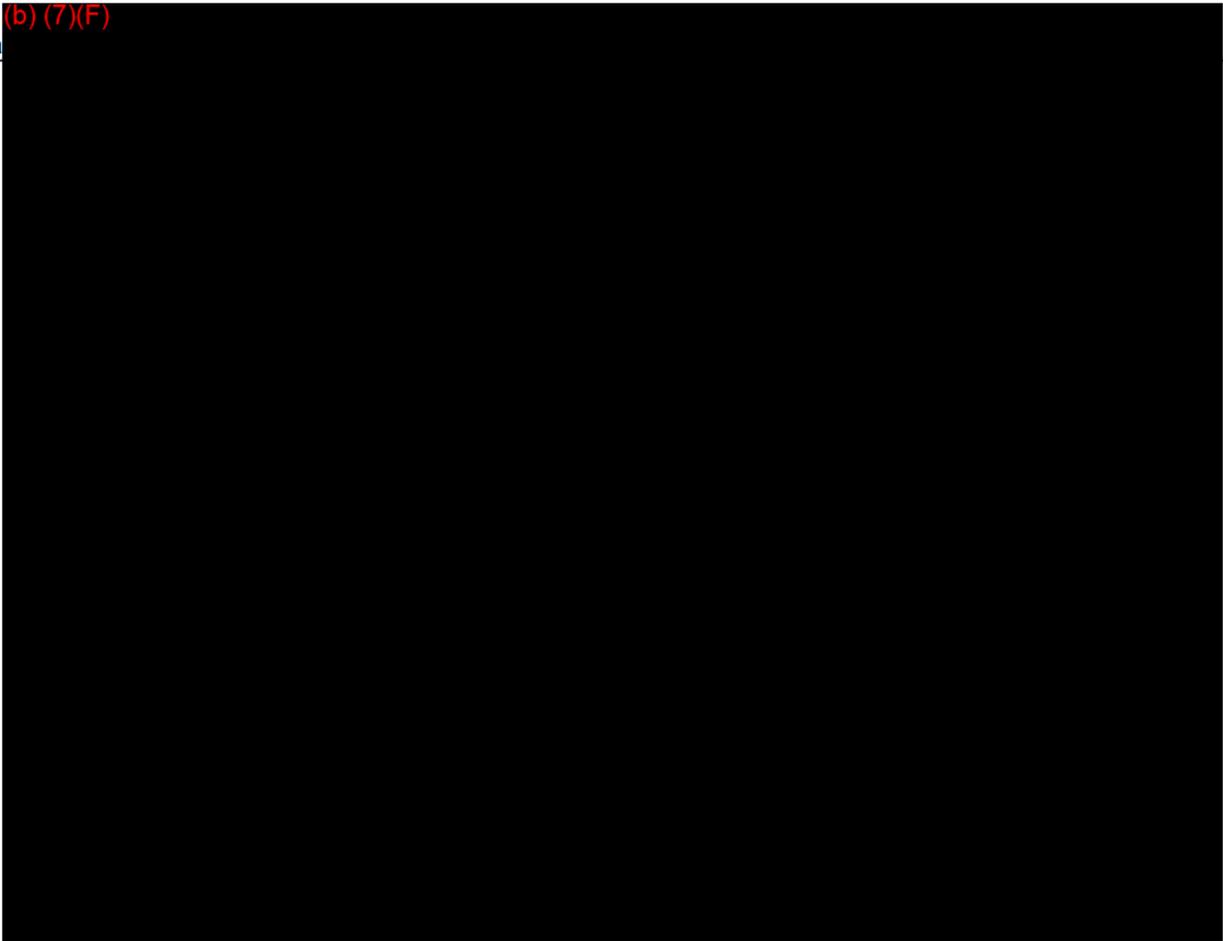


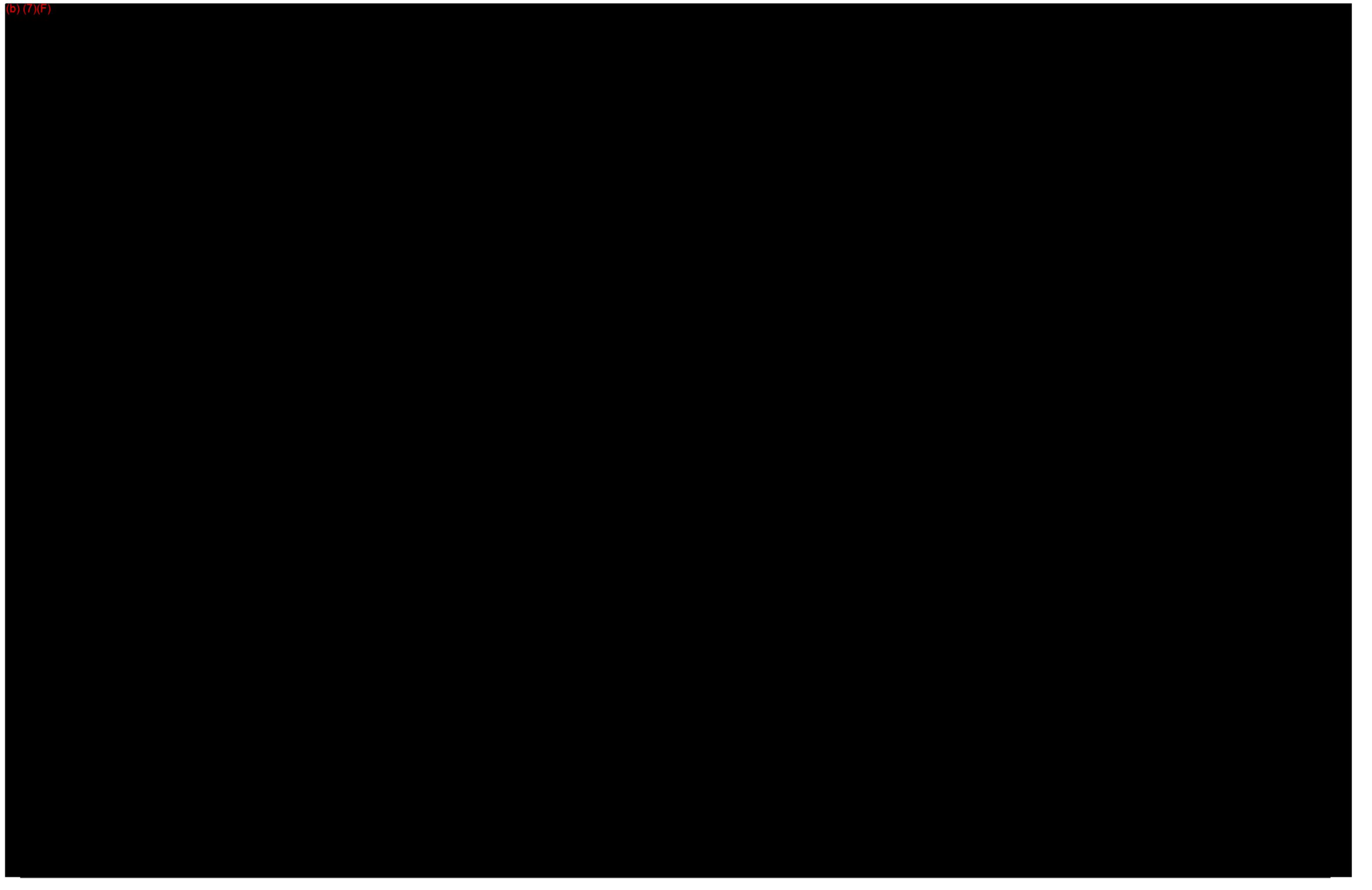
Job No. 08837-770-012



FIGURE 1
San Antonio Terminal
Exxon Company U.S.A.

(b) (7)(F)





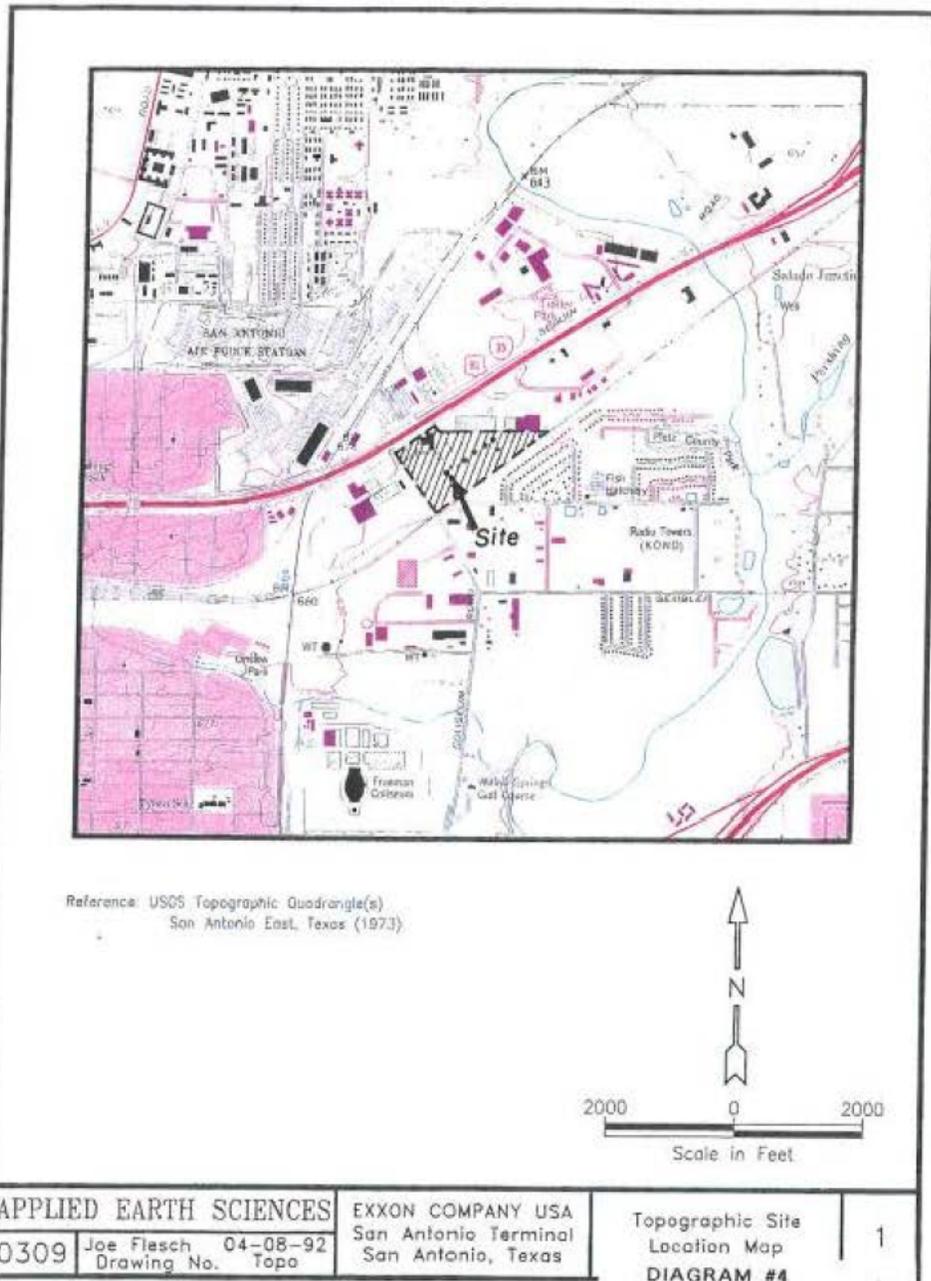


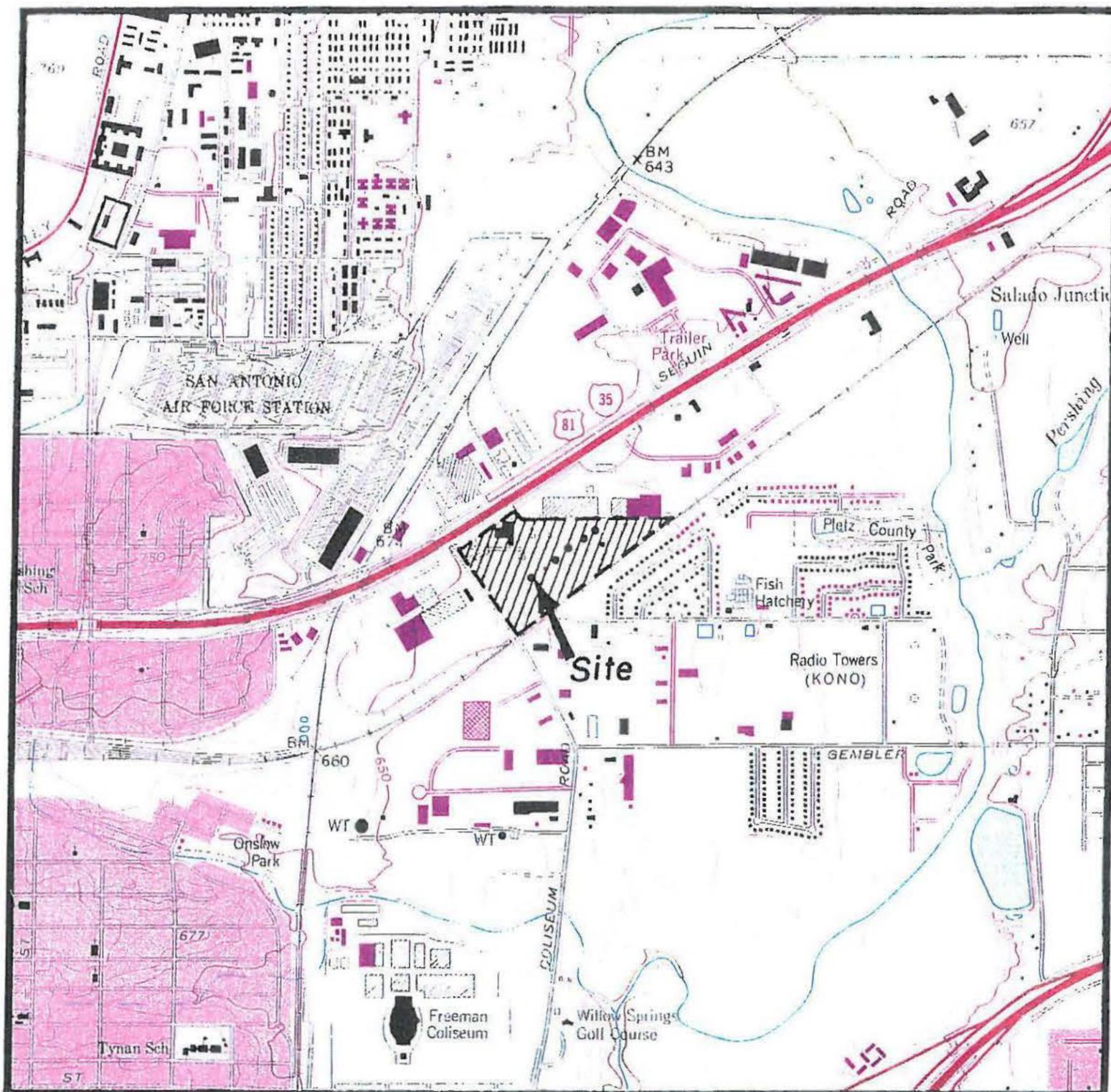
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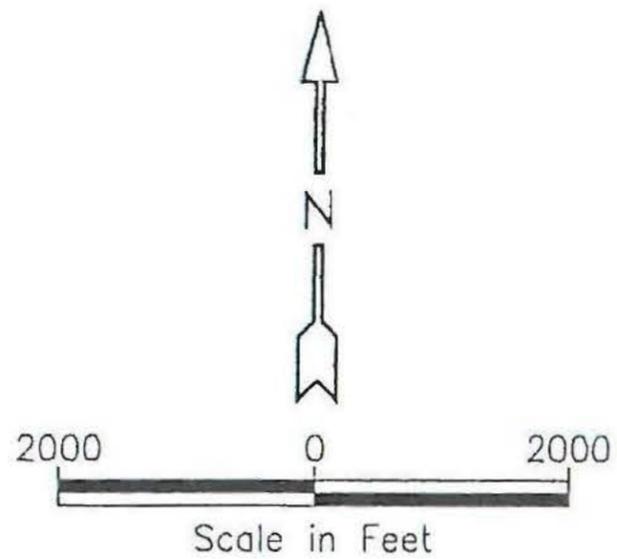


Topographic Site Location Map





Reference: USGS Topographic Quadrangle(s)
 San Antonio East, Texas (1973)

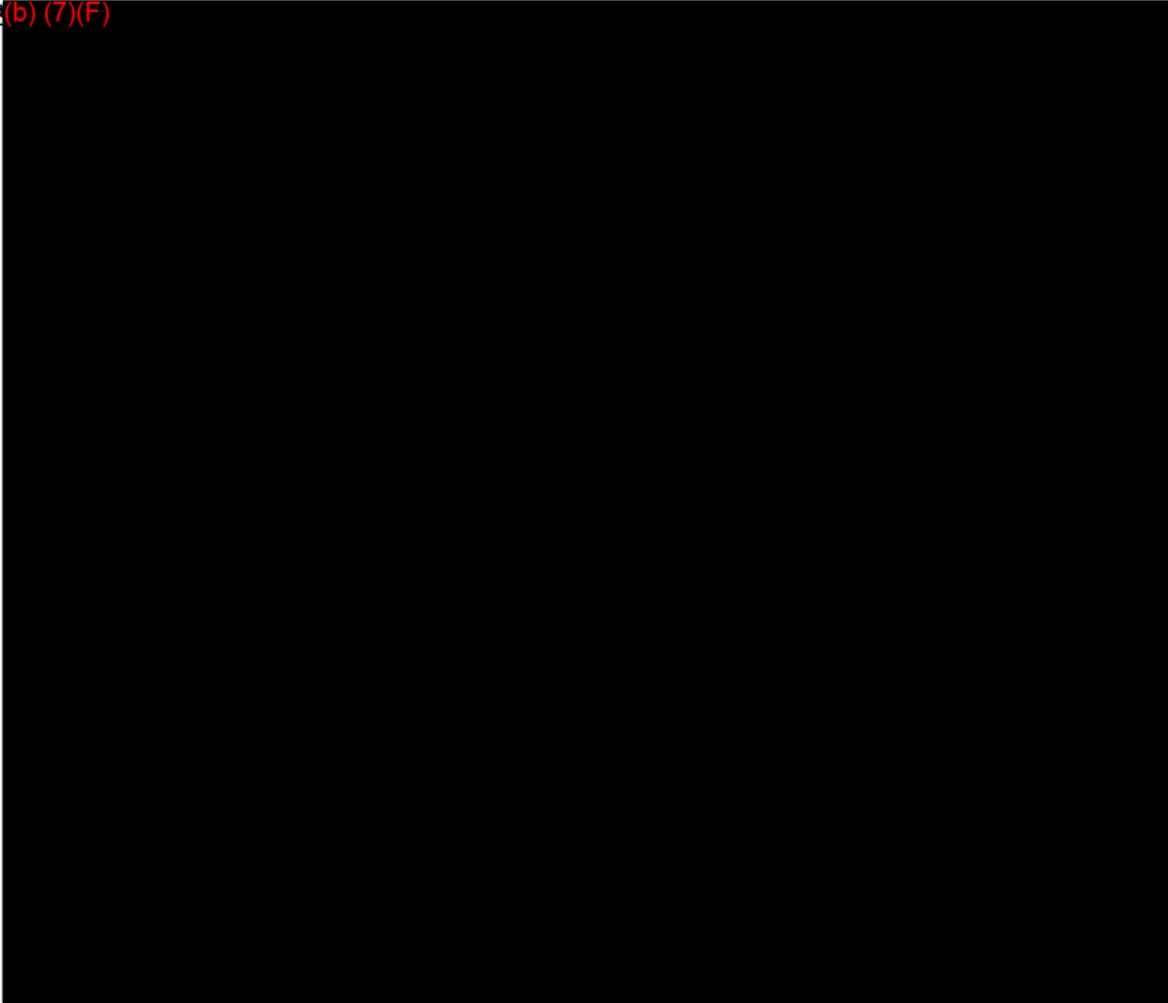


APPLIED EARTH SCIENCES

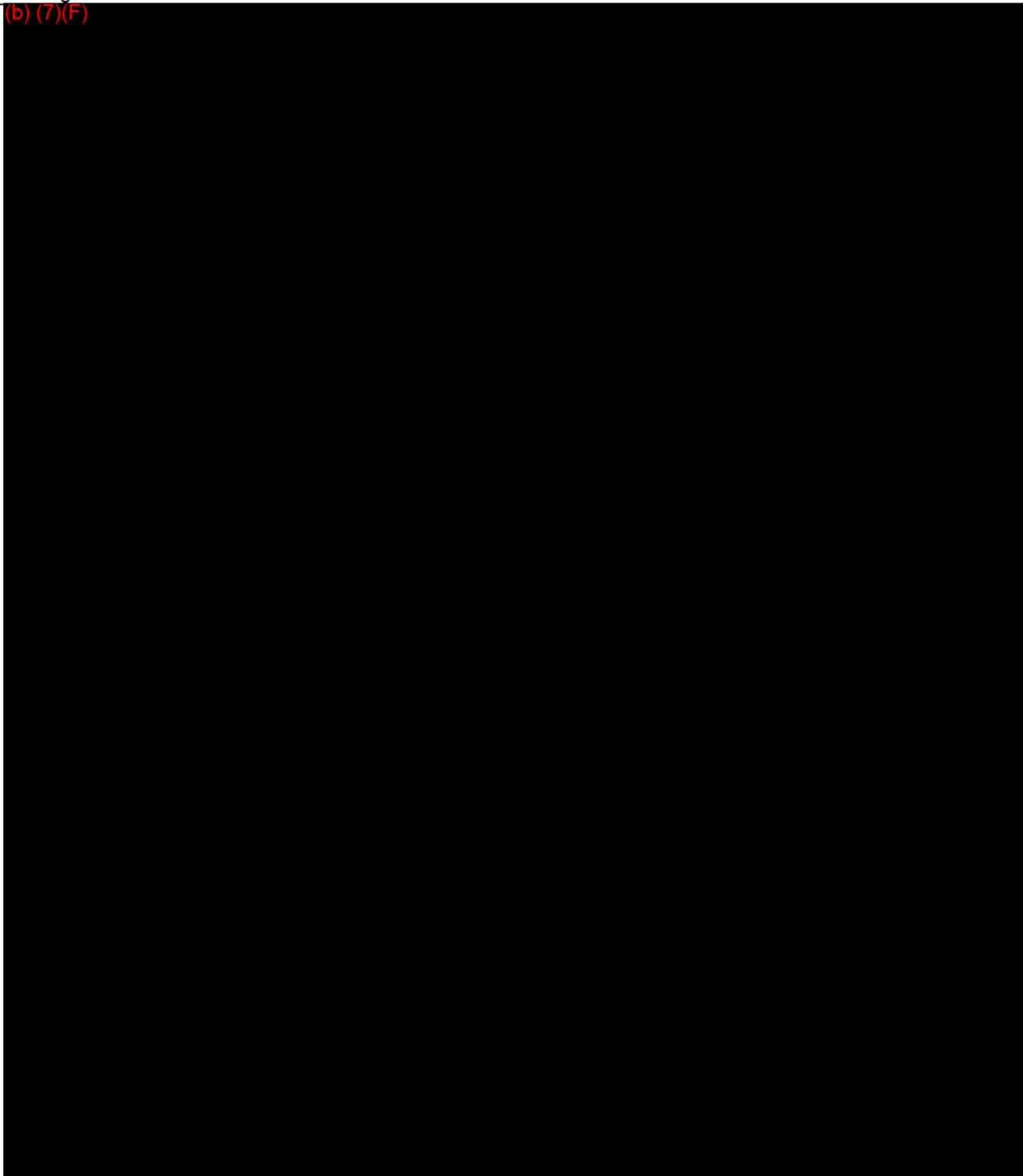
EXXON COMPANY USA
 San Antonio Terminal
 San Antonio, Texas

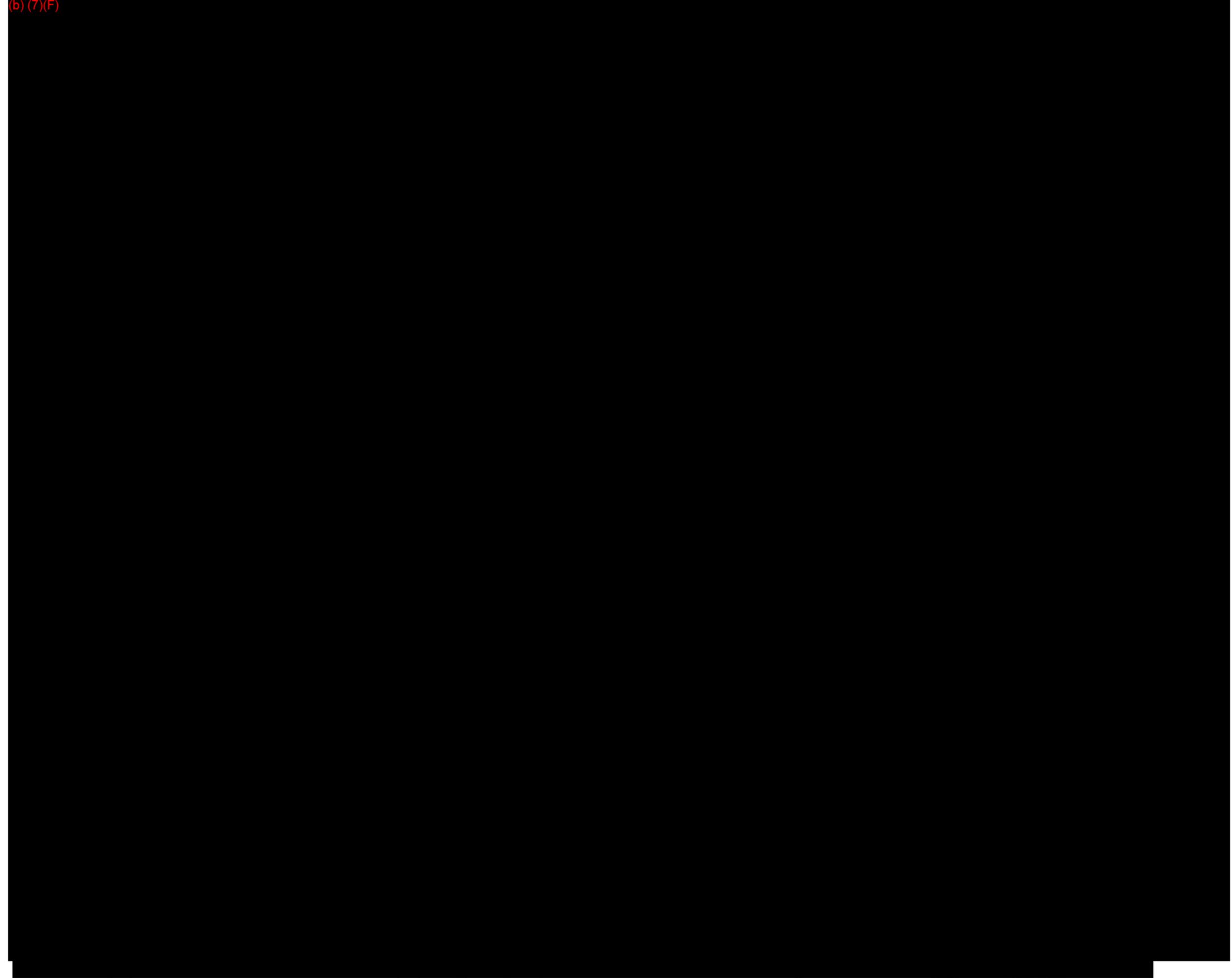
0309 Joe Flesch 04-08-92
 Drawing No. Topo

Topographic Site
 Location Map
 DIAGRAM #4



(b) (7)(F)





Environmental Sensitivity Map

EXXON SAN ANTONIO TERMINAL
OIL SPILL RESPONSE MAP **
LEGEND

Biological Resources

	Surface drainage ditch and Salado Creek
	Wetland area
	Potential path of product

Boom Deployment Locations

	Onland response/diversion
	Containment
	Containment
	Containment
	Diversion
	Exclusion
	Exclusion
	Exclusion
	Collection
	Exclusion
	Exclusion
	Containment
	Exclusion
	Containment/exclusion

** All locations were approximated by appropriate agency to protect the resource.
Mapped locations are only intended to be a representation of that information.

FIGURE 2

Job No. 08837-770-012



San Antonio Terminal
Exxon Company, U.S.A.

EXXON SAN ANTONIO TERMINAL
OIL SPILL RESPONSE MAP **
LEGEND

Biological Resources

	Surface drainage ditch and Salado Creek
	Wetland area
	Potential path of product

Boom Deployment Locations

	Onland response/diversion
	Containment
	Containment
	Containment
	Diversion
	Exclusion
	Exclusion
	Exclusion
	Collection
	Exclusion
	Exclusion
	Containment
	Exclusion
	Containment/exclusion

** All locations were approximated by appropriate agency to protect the resource.
Mapped locations are only intended to be a representation of that information.

FIGURE 2

Job No. 08837-770-012

EXXON SAN ANTONIO TERMINAL
OIL SPILL RESPONSE MAP **
LEGEND

Planning Distance Markers

- | |
|---|
| A |
|---|

 Exxon Terminal
- | |
|---|
| B |
|---|

 Discharge from terminal to drainage ditch
- | |
|---|
| C |
|---|

 Discharge to Salado Creek
- | |
|---|
| D |
|---|

 End of planning distance

Figure 2(cont'd)

Job No. 08837-770-012



San Antonio Terminal
Exxon Company, U.S.A.

EXXON SAN ANTONIO TERMINAL
OIL SPILL RESPONSE MAP **
LEGEND

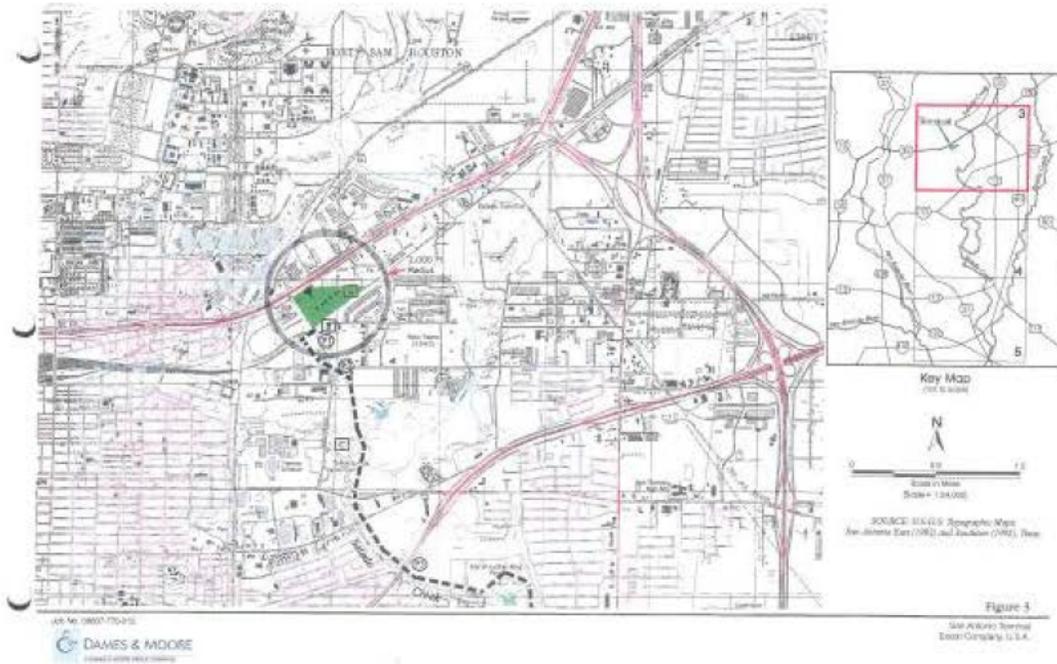
Planning Distance Markers

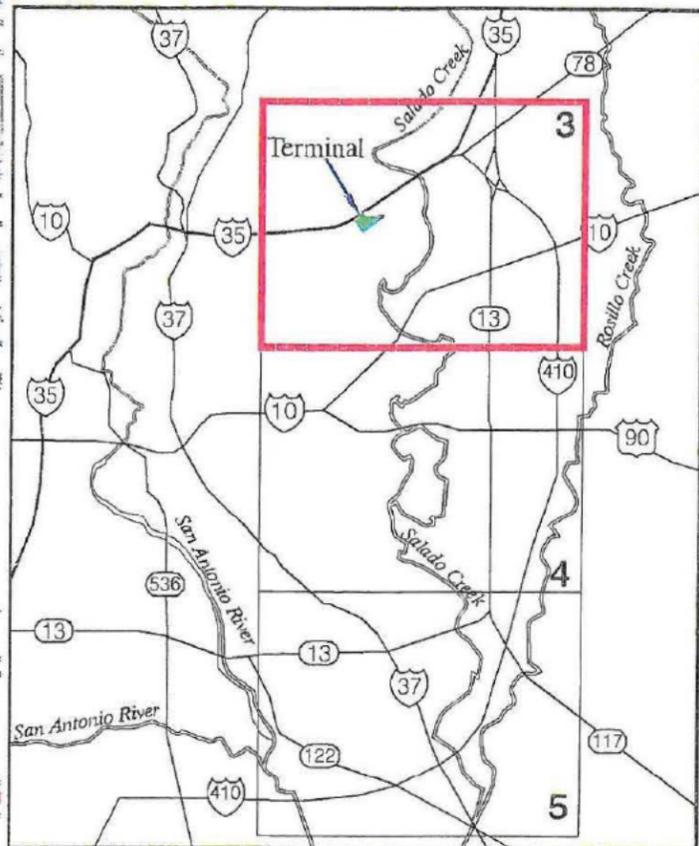
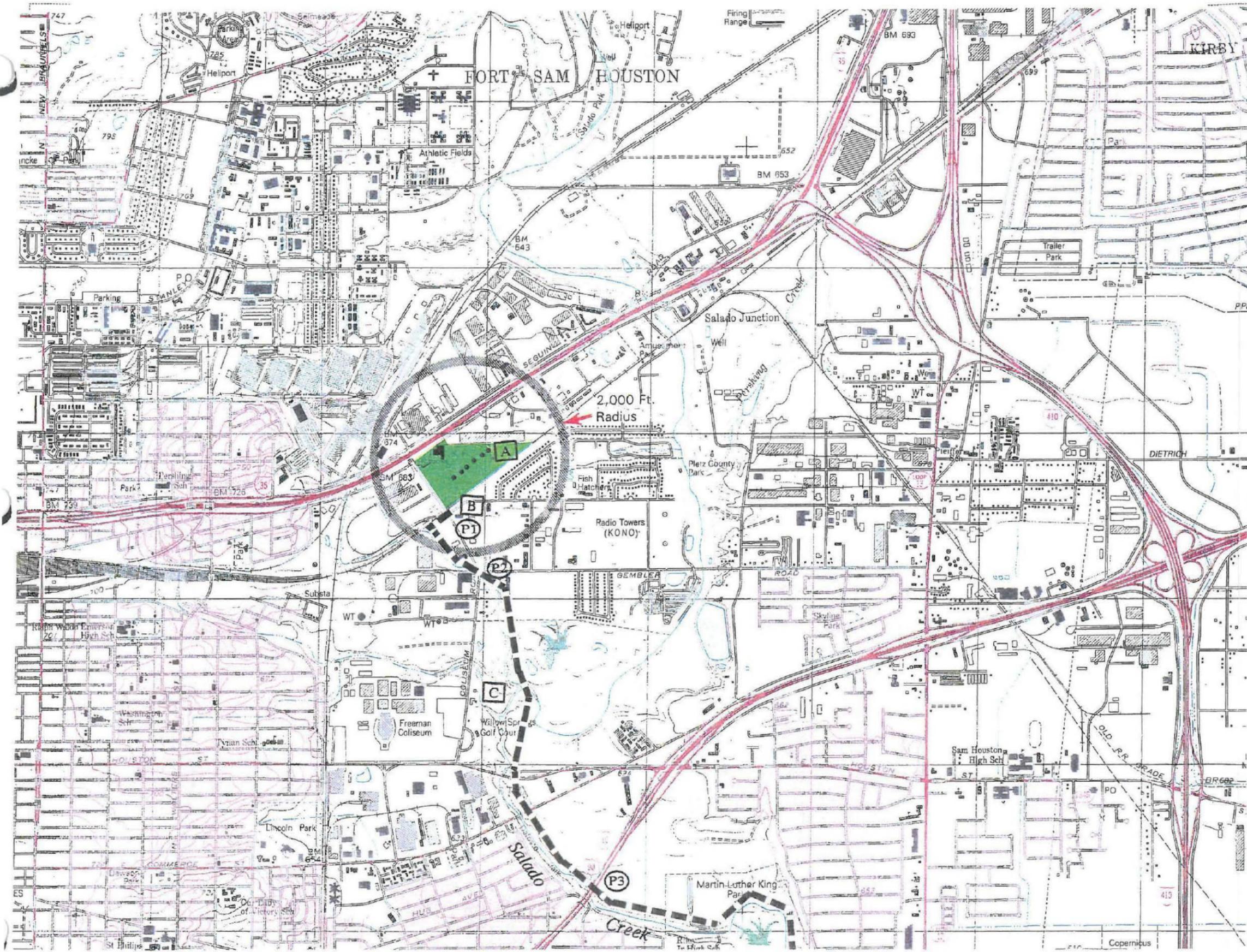
- | | |
|---|---|
|  | Exxon Terminal |
|  | Discharge from terminal to drainage ditch |
|  | Discharge to Salado Creek |
|  | End of planning distance |

Figure 2(cont'd)

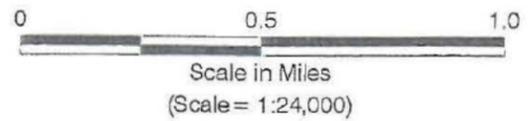
Job No. 08837-770-012

San Antonio Terminal
Exxon Company, U.S.A.



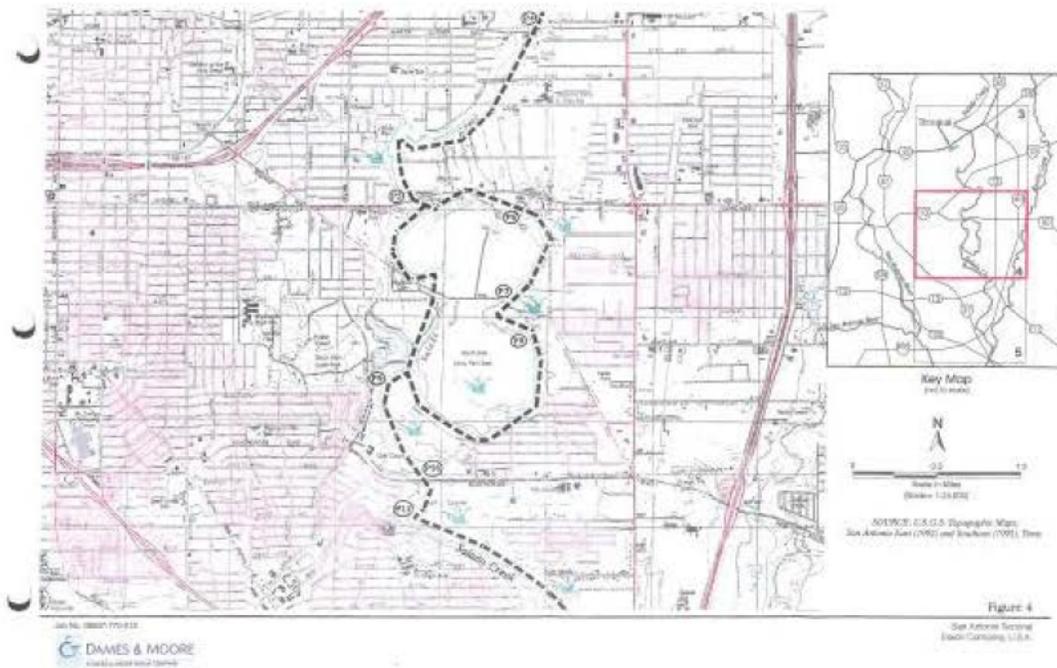


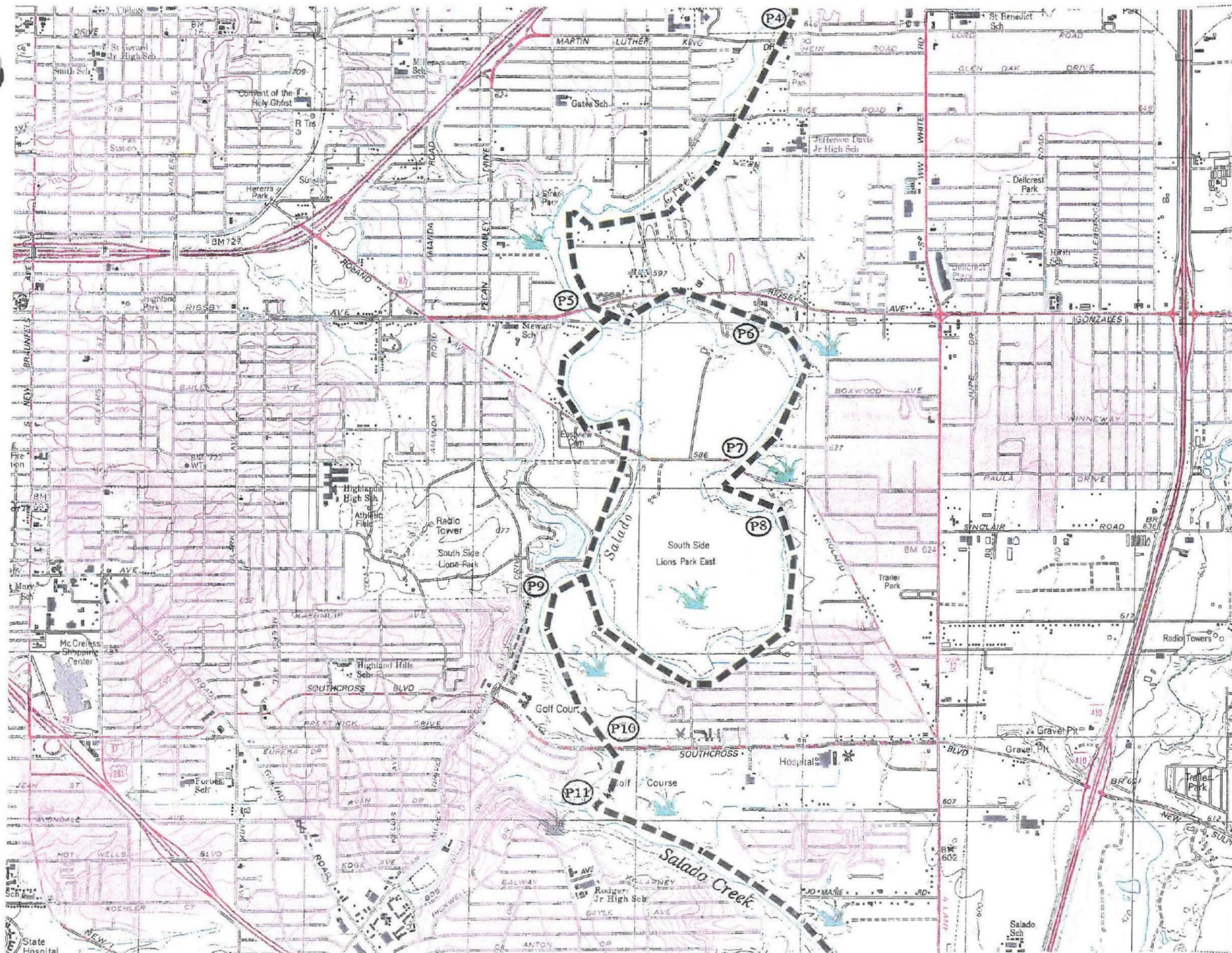
Key Map (not to scale)



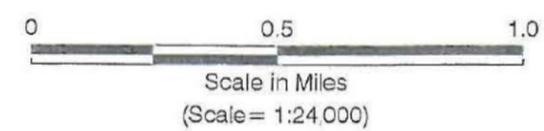
SOURCE: U.S.G.S. Topographic Maps; San Antonio East (1992) and Southton (1992), Texas.

Figure 3



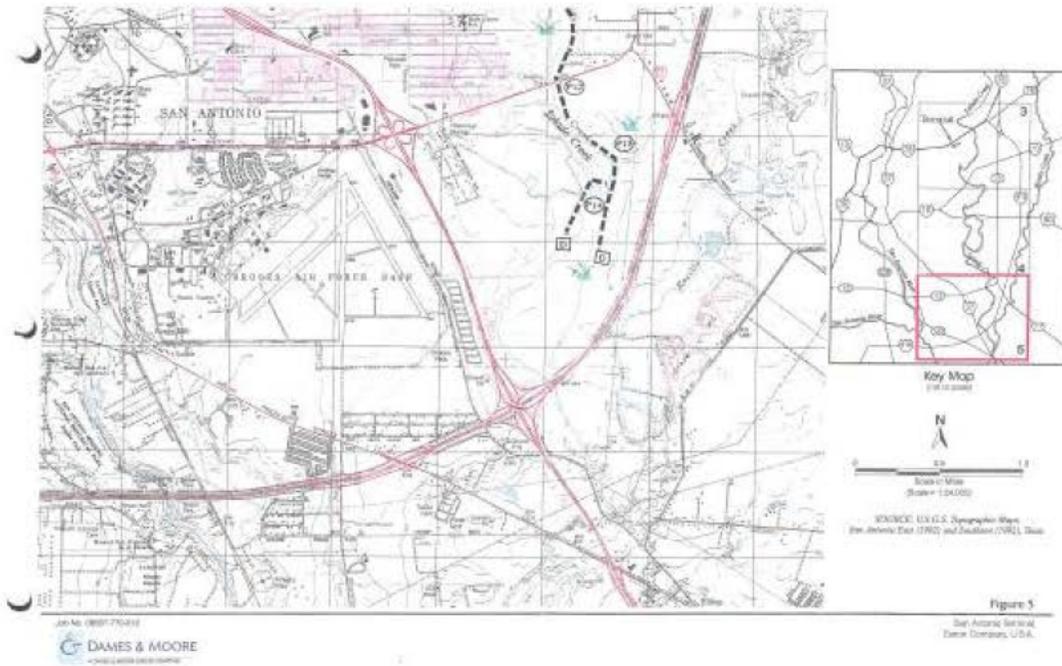


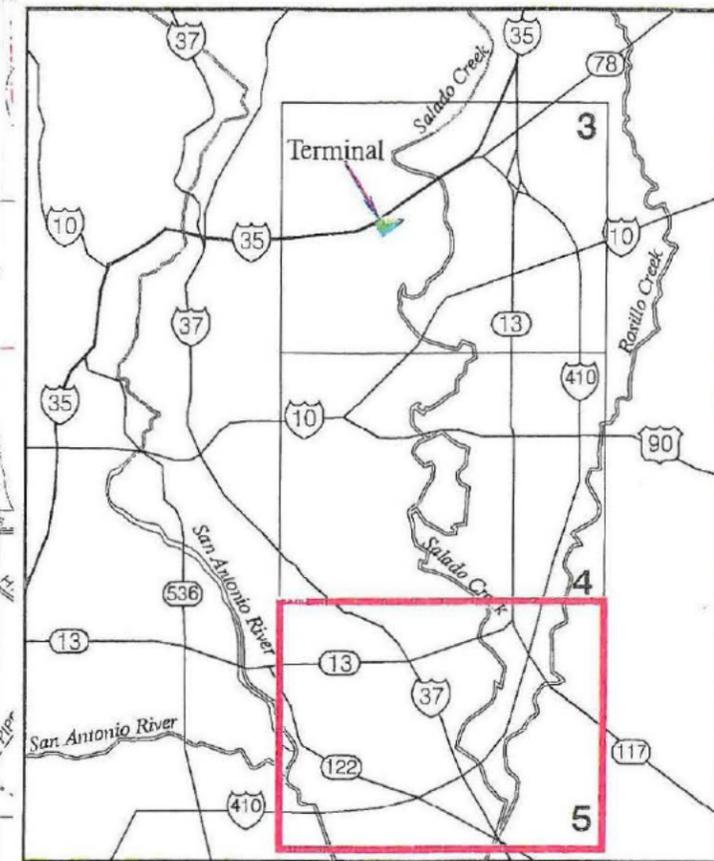
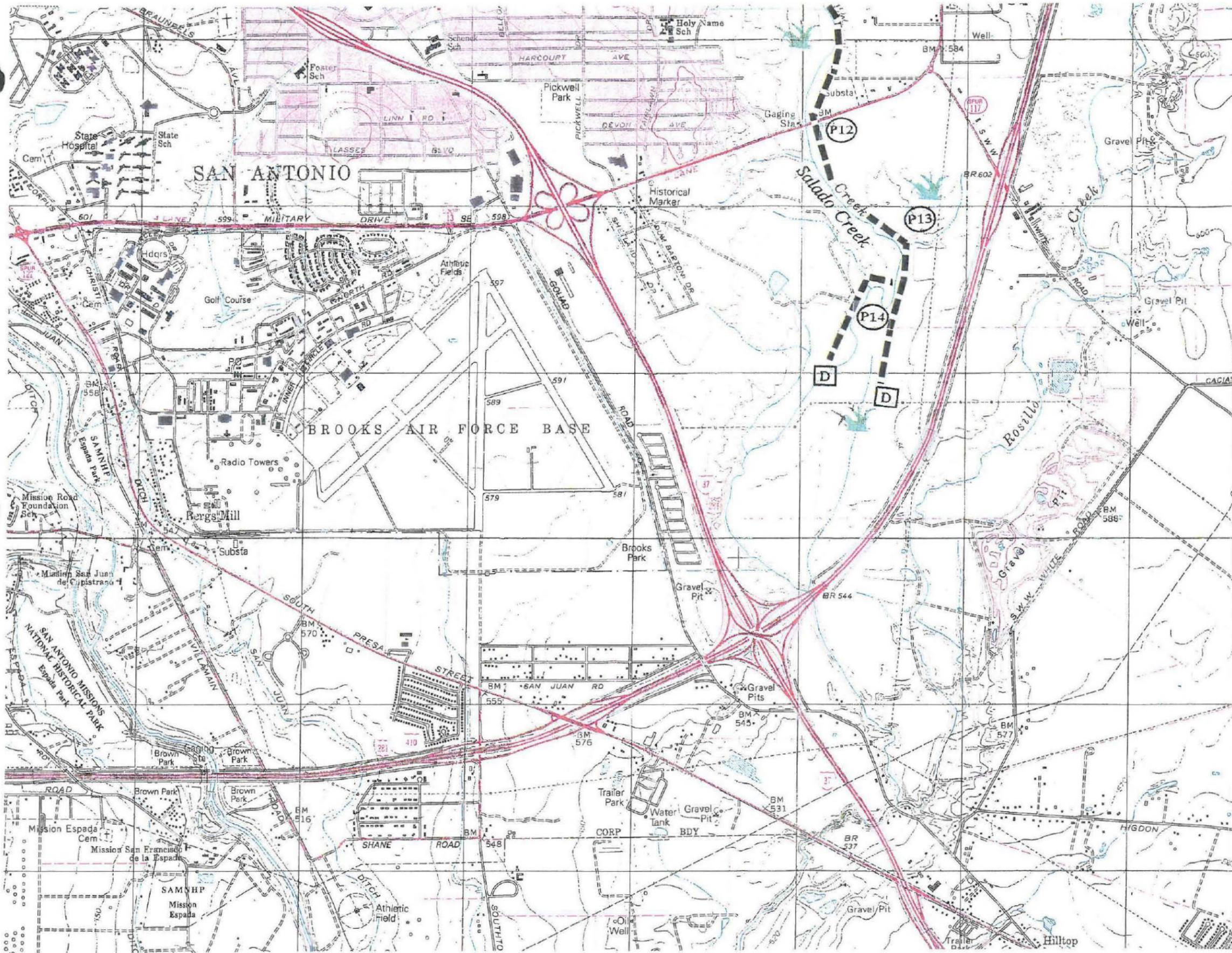
Key Map
(not to scale)



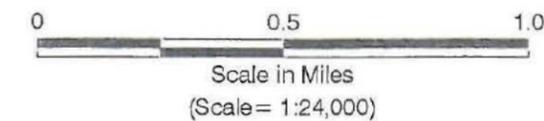
SOURCE: U.S.G.S. Topographic Maps;
San Antonio East (1992) and Southton (1992), Texas.

Figure 4





Key Map
(not to scale)



SOURCE: U.S.G.S. Topographic Maps; San Antonio East (1992) and Southton (1992), Texas.

Figure 5

Facility Photo 1

APPLIED EARTH SCIENCES

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas



1) View (looking northeast from the terminal) of the adjacent southern Merchandise and Storage Company.



2) View (looking southwest from the terminal) of Coliseum Road with a cold storage facility visible in the background.

DIAGRAM #6

APPLIED EARTH SCIENCES

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas



- 1) View (looking northeast from the terminal) of the adjacent southern Merchandise and Storage Company.



- 2) View (looking southwest from the terminal) of Coliseum Road with a cold storage facility visible in the background.

Facility Photo 2

APPLIED EARTH SCIENCES

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas

- 3) View (looking southeast from the terminal) of the adjacent Southern Pacific Railroad tracks.



- 4) View (looking south from the terminal) of the residential neighborhood located across the Southern Pacific Railroad tracks.

DIAGRAM 7

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas



- 3) View (looking southeast from the terminal) of the adjacent Southern Pacific Railroad tracks.



- 4) View (looking south from the terminal) of the residential neighborhood located across the Southern Pacific Railroad tracks.

Facility Photo 3

APPLIED EARTH SCIENCES

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas



5) View of an underground vault located along the Southern Pacific Railroad tracks to the southeast of the terminal.



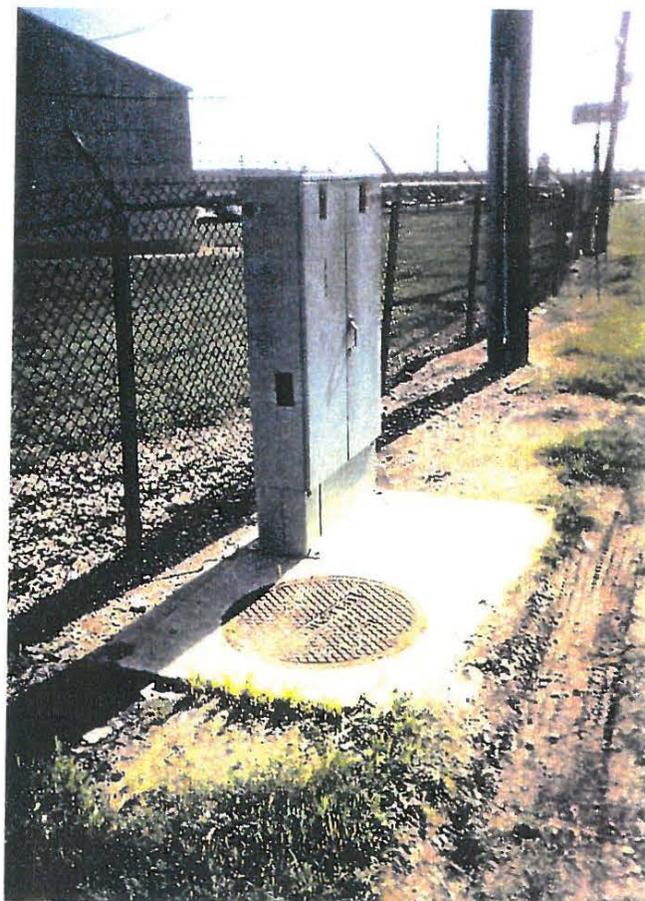
6) View of an underground telephone vault located just outside the northwest property line of the terminal.

DIAGRAM 8

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas



5) View of an underground vault located along the Southern Pacific Railroad tracks to the southeast of the terminal.



6) View of an underground telephone vault located just outside the northwest property line of the terminal.

DIAGRAM 8

Facility Photo 4

APPLIED EARTH SCIENCES

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas

- 7) View of the San Antonio Fire Department's three water vaults located to the north of the terminal's northern property line.



- View of the San Antonio Water Department's vault located to the northwest of the northwest property line.

DIAGRAM 9

Site Photographs
Exxon San Antonio Terminal
San Antonio, Texas

- 7) View of the San Antonio Fire Department's three water vaults located to the north of the terminal's northern property line.



View of the San Antonio Water Department's vault located to the northwest of the northwest property line.



APPENDIX H

STATE REQUIREMENTS

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

H.1 STATE REGULATORY REQUIREMENTS

Additional regulatory requirements may be found in the Texas Administrative Code Section 19.13.

H.2 STATE NOTIFICATIONS

Additional State Notification requirements are referenced in Figure 2.5.

H.3 STATE RESPONSE TEAMS

No further State Requirements for the facility.

H.4 STATE IMPACT CONSIDERATIONS

No further State Requirements for the facility.

H.5 STATE WORST CASE DISCHARGE

No further State Requirements for the facility.

H.6 HAZARD EVALUATION

No further State Requirements for the facility.

H.7 TRAINING AND DRILLS

No further State Requirements for the facility.

H.8 OTHER STATE INFORMATION

No further State Requirements for the facility.



APPENDIX I

OTHER DOCUMENTS

ICS-201

INITIAL INCIDENT BRIEFING*(Coordinated by Planning Chief)*

Incident Location: _____

Date Plan Prepared: _____

Operational Period Covered by Plan:

Date: Start _____ Finish _____

Time: Start _____ Finish _____

SHIFT DESIGNATION: _____

Approved By: IC _____

FOSC _____

SOSC _____

Weather Forecast for Operational Period:

Tides: High(s) _____ Low(s) _____

Daylight: Sunrise _____ Sunset _____

TABLE OF CONTENTS

<u>Form Number</u>	<u>Owner</u>
<input type="checkbox"/> Summary of Current Actions (ICS-201-1)	Incident Commander
<input type="checkbox"/> Initial Site Assessment (ICS-201-2)	Person discovering spill
<input type="checkbox"/> Site Safety and Control Analysis (ICS-201-3)	Safety Officer
<input type="checkbox"/> Current Organization (ICS-201-4)	Incident Commander
<input type="checkbox"/> Resource Summary (ICS-201-5)	Logistics Chief
<input type="checkbox"/> Spill Notification Form (ICS-201-6)	Planning Chief
<input type="checkbox"/> Other (maps, photos, etc.)	
<input type="checkbox"/> _____	
<input type="checkbox"/> _____	

INITIAL BRIEFING		Summary of Current Actions				
INCIDENT LOCATION:	DATE PREPARED:	OPERATIONAL PERIOD:	DATE	TIME		
	TIME PREPARED:	FROM:				
		TO:				
<p>Incident Objectives (check appropriate boxes)</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top; padding: 5px;"> <input type="checkbox"/> Safety of Life & Health <input type="checkbox"/> Control the Source <input type="checkbox"/> Containment <input type="checkbox"/> Complete Notifications <input type="checkbox"/> Protect Sensitive Areas <input type="checkbox"/> Other _____ _____ </td> <td style="width: 50%; vertical-align: top; padding: 5px;"> <input type="checkbox"/> Recover Product <input type="checkbox"/> Rehabilitate Wildlife/Resources <input type="checkbox"/> Customize Response Organization <input type="checkbox"/> Clean Impacted Areas <input type="checkbox"/> Document Response </td> </tr> </table>					<input type="checkbox"/> Safety of Life & Health <input type="checkbox"/> Control the Source <input type="checkbox"/> Containment <input type="checkbox"/> Complete Notifications <input type="checkbox"/> Protect Sensitive Areas <input type="checkbox"/> Other _____ _____	<input type="checkbox"/> Recover Product <input type="checkbox"/> Rehabilitate Wildlife/Resources <input type="checkbox"/> Customize Response Organization <input type="checkbox"/> Clean Impacted Areas <input type="checkbox"/> Document Response
<input type="checkbox"/> Safety of Life & Health <input type="checkbox"/> Control the Source <input type="checkbox"/> Containment <input type="checkbox"/> Complete Notifications <input type="checkbox"/> Protect Sensitive Areas <input type="checkbox"/> Other _____ _____	<input type="checkbox"/> Recover Product <input type="checkbox"/> Rehabilitate Wildlife/Resources <input type="checkbox"/> Customize Response Organization <input type="checkbox"/> Clean Impacted Areas <input type="checkbox"/> Document Response					
<p>Actions Taken to Stop Source (check appropriate boxes)</p> <input type="checkbox"/> Call P/L to stop receipt <input type="checkbox"/> close valve <input type="checkbox"/> tank to tank transfer <input type="checkbox"/> shut down pumps <input type="checkbox"/> Other _____ _____						
<p>Safety Message</p> _____ _____ _____						
<p>Known Environmental/Socio Economic Sensitivities (i.e. parks, beaches, Interstates, etc.)</p> _____ _____ _____ _____						
<p>Summary of Response Operations</p> _____ _____ _____ _____						
Prepared By		Company Name		ICS Position		
Approved By		Company Name		ICS Position		

(Safety Officer)

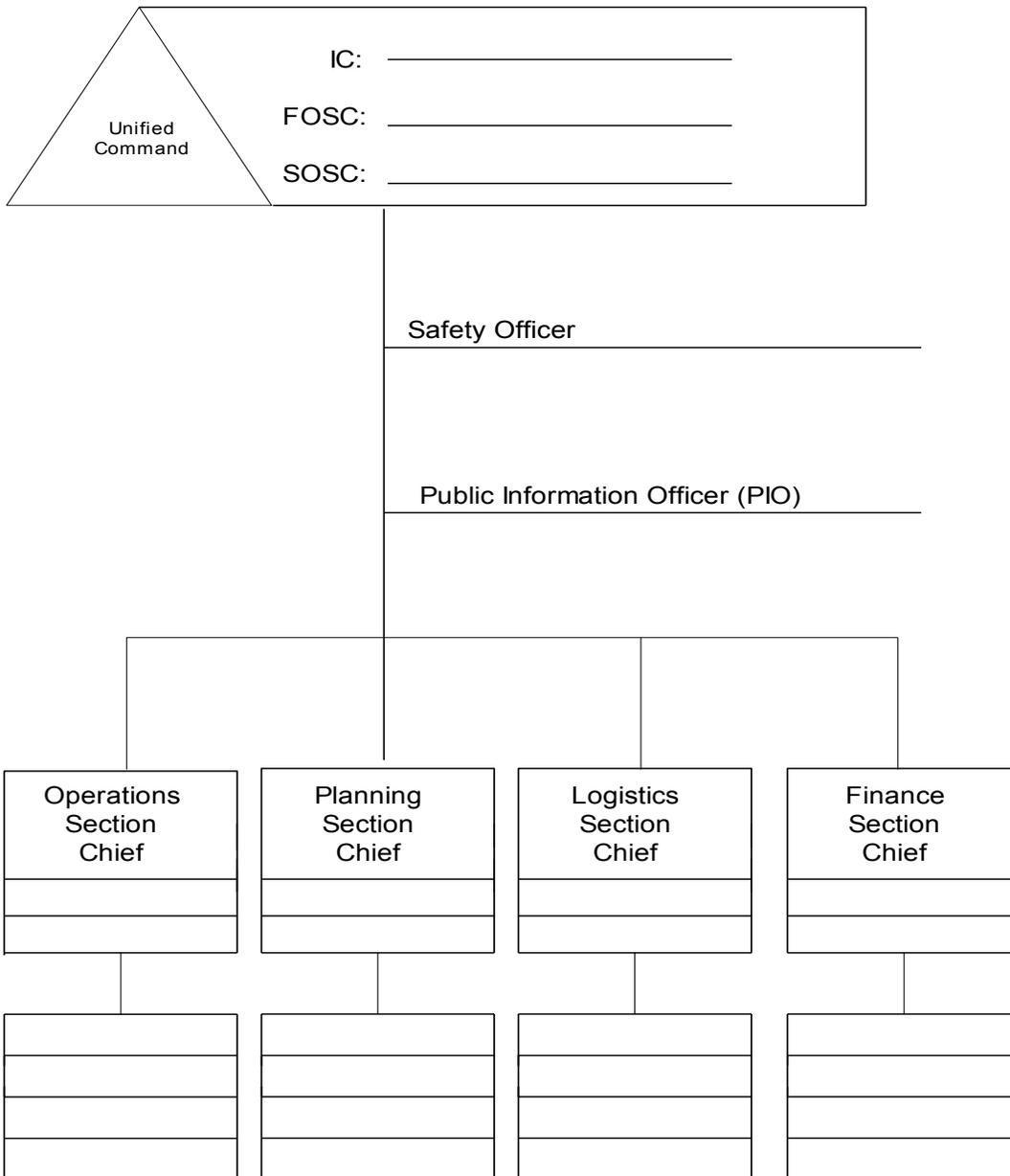
ICS 201-3 PAGE 3 OF 6

INITIAL BRIEFING		Site Safety and Control		
Analysis				
INCIDENT LOCATION:	DATE PREPARED:	OPERATIONAL PERIOD:	DATE	TIME
	TIME PREPARED:	FROM:		
		TO:		
<i>In the event of a gasoline spill or a spill of an unknown petroleum product, utilize Fire Department, Hazmat or an OSRO to initiate the spill assessment process.</i>				
Combustible Gas Reading _____ % LEL		Oxygen _____ %		
Total Hydrocarbon _____ PPM		Benzene _____ PPM		
1. Are people injured or trapped? <input type="checkbox"/> Unknown Injured Yes <input type="checkbox"/> No <input type="checkbox"/> Trapped Yes <input type="checkbox"/> No <input type="checkbox"/>				
2. Are there any immediate signs of potential hazards:				
a. Electrical line down or overhead	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
b. Unidentified liquid or solid products visible?	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
c. Colored vapors visible?	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
d. Smells which are not natural noted?	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
e. Fire sparks, nearby sources of ignition present?	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
f. Ditches, fast moving water, cliffs, holes, etc. nearby?	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
g. Is local traffic a potential problem?	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
h. Is the hazard area roped off/identified with placards or signs?	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
i. Spill area	<input type="checkbox"/> Dry	<input type="checkbox"/> Wet	<input type="checkbox"/> Icy	
3. Approaching the scene from upwind, do you see a change in status of any of the above? <input type="checkbox"/> Yes <input type="checkbox"/> No				
4. What controls/zones have you established?				
_____ <input type="checkbox"/> Exclusion _____ <input type="checkbox"/> Decontamination _____ <input type="checkbox"/> Support				
SAFETY MESSAGE				

Prepared By		Company Name		ICS Position
Approved By		Company Name		ICS Position

<i>(Incident Commander)</i>		ICS 201 - 4 PAGE 4 OF 6		
INITIAL BRIEFING				
INCIDENT LOCATION:	DATE PREPARED:	OPERATIONAL PERIOD:	DATE:	TIME:
	TIME PREPARED:	FROM:		
		TO:		

INCIDENT COMMAND
Current Organization



Prepared By:	Company Name:	ICS Position:
Approved By:	Company Name:	ICS Position:



GLOSSARY OF TERMS AND ACRONYMS

[Glossary of Terms](#)

[Acronyms](#)

GLOSSARY OF TERMS

This glossary contains definitions of terms that will be used frequently during the course of response operations.

Activate: The process of mobilizing personnel and/or equipment within the response organization to engage in response operations.

Activator: An individual in the response organization whose responsibilities include notifying other individuals or groups within the organization to mobilize personnel and/or equipment.

Adverse Weather: The weather conditions that will be considered when identifying response systems and equipment in a response plan for the applicable operating environment. Factors to consider include significant wave height, ice, temperature, weather - related visibility, and currents within the Captain of the Port (COTP) zone in which the systems or equipment are intended to function.

Agency Representative: Individual assigned to an incident from an agency who has been delegated full authority to make decisions on all matters affecting that agency's participation in response operations.

Area Committee: As defined by Sections 311(a)(18) and (j)(4) of CWA, as amended by OPA, means the entity appointed by the President consisting of members from Federal, State, and local agencies with responsibilities that include preparing an Area Contingency Plan for the area designated by the President. The Area Committee may include ex-officio (i.e., non-voting) members (e.g., industry and local interest groups).

Area Contingency Plan: As defined by Sections 311(a)(19) and (j)(4) of CWA, as amended by OPA, means the plan prepared by an Area Committee, that in conjunction with the NCP, shall address the removal of a discharge including a worst-case discharge and the mitigation or prevention of a substantial threat of such a discharge from a vessel, offshore facility, or onshore facility operating in or near an area designated by the President.

Average Most Probable Discharge : A discharge of the lesser of 50 barrels or 1% of the volume of the worst case discharge.

Barrel (bbl): Measure of space occupied by 42 U.S. gallons at 60 degrees Fahrenheit.

Bioremediation Agents: Means microbiological cultures, enzyme additives, or nutrient additives that are deliberately introduced into an oil discharge and that will significantly increase the rate of biodegradation to mitigate the effects of the discharge.

Boom: A piece of equipment or a strategy used to either contain free floating oil to a confined area or protect an uncontaminated area from intrusion by oil.

Booming Strategies: Strategic techniques which identify the location and quantity of boom required to protect certain areas. These techniques are generated by identifying a potential spill source and assuming certain conditions which would affect spill movement on water.

Bulk: Material that is stored or transported in a loose, unpackaged liquid, powder, or granular form capable of being conveyed by a pipe, bucket, chute, or belt system.

Chemical Agents: Means those elements, compounds, or mixtures that coagulate, disperse, dissolve, emulsify, foam, neutralize, precipitate, reduce, solubilize, oxidize, concentrate, congeal, entrap, fix, make the pollutant mass more rigid or viscous, or otherwise facilitate the mitigation of deleterious effects or the removal of the oil pollutant from the water. Chemical agents include biological additives, dispersants, sinking agents, miscellaneous oil spill control agents, and burning agents, but do not include solvents.

Cleanup: For the purposes of this document, cleanup refers to the removal and/or treatment of oil, hazardous substances, and/or the waste or contaminated materials generated by the incident. Cleanup includes restoration of the site and its natural resources.

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

Coastal Waters: For the purpose of classifying the size of discharges, means the waters of the coastal zone except for the Great Lakes and specified ports and harbors on inland rivers.

Coastal Zone: As defined for the purpose of the NCP, means all United States waters subject to the tide, United States waters of the Great Lakes, specified ports and harbors on inland rivers, waters of the contiguous zone, other waters of the high seas subject to the NCP, and the land surface or land substrata, ground waters, and ambient air proximal to those waters. The term coastal zone delineates an area of federal responsibility for response action. Precise boundaries are determined by EPA/USCG agreements and identified in federal regional contingency plans.

Coast Guard District Response Group (DRG): As provided for by CWA sections 311(a)(20) and (j)(3), means the entity established by the Secretary of the department in which the USCG is operating within each USCG district and shall consist of: the combined USCG personnel and equipment, including firefighting equipment, of each port within the district; additional prepositioned response equipment; and a district response advisory team.

Command: The act of controlling manpower and equipment resources by virtue of explicit or delegated authority.

Command Post: A site located at a safe distance from the spill site where response decisions are made, equipment and manpower deployed, and communications handled. The Incident Commander and the On-Scene Coordinators may direct the on-scene response from this location.

Communications Equipment: Equipment that will be utilized during response operations to maintain communication between the Company employees, contractors, Federal/State/Local agencies. (Radio/ telephone equipment and links)

Containment Boom: A flotation/freeboard device, made with a skirt/curtain, longitudinal strength member, and ballast unit/weight designed to entrap and contain the product for recovery.

Contingency Plan: A document used by (1) federal, state, and local agencies to guide their planning and response procedures regarding spills of oil, hazardous substances, or other emergencies; (2) a document used by industry as a response plan to spills of oil, hazardous substances, or other emergencies occurring upon their vessels or at their facilities.

Contract or Other Approved Means: For OPA 90, a written contract with a response contractor; certification by the facility owner or operator that personnel and equipment are owned, operated, or under the direct control of the facility, and available within the stipulated times; active membership in a local or regional oil spill removal organization; and/or the facility's own equipment.

Critical Areas to Monitor: Areas which if impacted by spilled oil may result in threats to public safety or health.

Cultural Resources: Current, historic, prehistoric and archaeological resources which include deposits, structures, ruins, sites, buildings, graves, artifacts, fossils, or other objects of antiquity which provide information pertaining to the historical or prehistorical culture of people in the state as well as to the natural history of the state.

Damage Assessment: The process of determining and measuring damages and injury to the human environment and natural resources, including cultural resources. A Damages include differences between the conditions and use of natural resources and the human environment that would have occurred without the incident, and the conditions and use that ensued following the incident. A Damage assessment includes planning for restoration and determining the costs of restoration.

Decontamination: The removal of hazardous substances from personnel and their equipment necessary to prevent adverse health effects.

Discharge: Any spilling, leaking, pumping, pouring, emitting, emptying, or dumping.

Dispersants: Means those chemical agents that emulsify, disperse, or solubilize oil into the water column or promote the surface spreading of oil slicks to facilitate dispersal of the oil into the water column.

Diversion Boom: A floatation/freeboard device, made with a skirt/curtain, longitudinal strength member, and ballast unit/weight designed to deflect or divert the product towards a pick up point, or away from certain areas.

Drinking Water Supply: As defined by Section 101(7) of CERCLA, means any raw or finished water source that is or may be used by a public water system (as defined in the Safe Drinking Water Act) or as drinking water by one or more individuals.

Economically Sensitive Areas: Those areas of explicit economic importance to the public that due to their proximity to potential spill sources may require special protection and include, but are not limited to: potable and industrial water intakes; locks and dams; and public and private marinas.

Emergency Management: The personnel identified to staff the organizational structure identified in a response plan to manage response plan implementation.

Emergency Service: Those activities provided by state and local government to prepare for and carry out any activity to prevent, minimize, respond to, or recover from an emergency.

Environmentally Sensitive Areas: Streams and water bodies, aquifer recharge zones, springs, wetlands, agricultural areas, bird rookeries, endangered or threatened species (flora and fauna) habitat, wildlife preserves or conservation areas, parks, beaches, dunes, or any other area protected or managed for its natural resource value.

Facility: Either an onshore facility or an offshore facility and includes, but is not limited to structures, equipment, and appurtenances thereto, used or capable of being used to transfer oil to or from a vessel or a public vessel. A facility includes federal, state, municipal, and private facilities.

Facility Operator: The person who owns, operates, or is responsible for the operation of the facility.

Federal Fund: The spill liability trust fund established under OPA.

Federal Regional Response Team: The federal response organization (consisting of representatives from selected federal and state agencies) which acts as a regional body responsible for planning and preparedness before an oil spill occurs and providing advice to the FOSC in the event of a major or substantial spill.

Federal Response Plan (FRP): Means the agreement signed by 25 federal departments and agencies in April 1987 and developed under the authorities of the Earthquake Hazards Reduction Act of 1977 and the Disaster Relief Act of 1974, as amended by the Stafford Disaster Relief Act of 1988.

First Responders, First Response Agency: A public health or safety agency (e.g., fire service or police department) charged with responding to a spill during the emergency phase and alleviating immediate danger to human life, health, safety, or property.

Handle: To transfer, transport, pump, treat, process, store, dispose of, drill for, or produce.

Harmful Quantity Of Oil: The presence of oil from an unauthorized discharge in a quantity sufficient either to create a visible film or sheen upon or discoloration of the surface of the water or a shoreline, tidal flat, beach, or marsh, or to cause a sludge or emulsion to be deposited beneath the surface of the water or on a shoreline, tidal flat, beach, or marsh.

Hazardous Material: Any non radioactive solid, liquid, or gaseous substance which, when uncontrolled, may be harmful to humans, animals, or the environment. Including but not limited to substances otherwise defined as hazardous wastes, dangerous wastes, extremely hazardous wastes, oil, or pollutants.

Hazardous Substance: Any substance designed as such by the Administrator of the EPA pursuant to the Comprehensive Environmental Response, Compensation, and Liability Act; regulated pursuant to Section 311 of the Federal Water Pollution Control Act, or discharged by the SERC.

Hazardous Waste: Any solid waste identified or listed as a hazardous waste by the Administrator of the EPA pursuant to the federal Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act (RCRA), 42 U.S.C., Section 6901, et seq as amended. The EPA Administrator has identified the characteristics of hazardous wastes and listed certain wastes as hazardous in Title 40 of the Code of Federal Regulations, Part 261, Subparts C and D respectively.

HAZMAT: Hazardous materials or hazardous substances, exposure to which may result in adverse effects on health or safety of employees.

HAZWOPER: Hazardous Waste Operations and Emergency Response Regulations published by OSHA to cover worker safety and health aspects of response operations.

Heat Stress: Dangerous physical condition caused by over exposure to extremely high temperatures.

Hypothermia: Dangerous physical condition caused by over exposure to freezing temperatures.

Incident: Any event that results in a spill or release of oil or hazardous materials. Action by emergency service personnel may be required to prevent or minimize loss of life or damage to property and/or natural resources.

Incident Briefing Meeting: Held to develop a comprehensive, accurate, and up-to-date understanding of the incident, nature of status of control operations, and nature and status of response operations; ensure the adequacy of control and response operations; begin to organize control and response operations; and prepare for interactions with outside world.

Incident Command Post (ICP): That location at which all primary command functions are executed.

Incident Command System (ICS): The combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for the management of assigned resources at an incident.

Incident Commander (IC): The one individual in charge at any given time of an incident. The Incident Commander will be responsible for establishing a unified command with all on-scene coordinators.

Indian Tribe: As defined in OPA section 1001, means any Indian tribe, band, nation, or other organized group or community, but not including any Alaska Native regional or village corporation, which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians and has governmental authority over lands belonging to or controlled by the Tribe.

Initial Cleanup: Remedial action at a site to eliminate acute hazards associated with a spill. An initial clean-up action is implemented at a site when a spill of material is an actual or potentially imminent threat to public health or the environment, or difficulty of cleanup increases significantly without timely remedial action. All sites must be evaluated to determine whether initial cleanup is total cleanup, however, this will not be possible in all cases due to site conditions (i.e., a site where overland transport or flooding may occur).

Initial Notification: The process of notifying necessary the Company personnel and Federal/ State/Local agencies that a spill has occurred, including all pertinent available information surrounding the incident.

Initial Response Actions: The immediate actions that are to be taken by the spill observer after detection of a spill.

Inland Area: The area shoreward of the boundary lines defined in 46 CFR part 7, except that in the Gulf of Mexico, it means the area shoreward of the lines of demarcation (COLREG lines) as defined in §80.740 through 80.850 of this chapter. The inland area does not include the Great Lakes.

Inland Waters: State waters not considered coastal waters; lakes, rivers, ponds, streams, underground water, et. al.

Inland Zone: Means the environment inland of the coastal zone excluding the Great Lakes, and specified ports and harbors on inland rivers. The term inland zone delineates an area of federal responsibility for response action. Precise boundaries are determined by EPA/USCG agreements and identified in federal regional contingency plans.

Interim Storage Site: A site used to temporarily store recovered oil or oily waste until the recovered oil or oily waste is disposed of at a permanent disposal site. Interim storage sites include trucks, barges, and other vehicles, used to store waste until the transport begins.

Lead Agency: The government agency that assumes the lead for directing response activities.

Lead Federal Agency: The agency which coordinates the federal response to incident on navigable waters. The lead federal agencies are:

- **U.S. Coast Guard:** Oil and chemically hazardous materials incidents on navigable waters.
- **Environmental Protection Agency:** Oil and chemically hazardous materials incidents on inland waters.

Lead State Agency: The agency which coordinates state support to federal and/or local governments or assumes the lead in the absence of federal response.

Loading: Transfer from Facility to vehicle.

Local Emergency Planning Committee (LEPC): A group of local representatives appointed by the State Emergency Response Commission (SERC) to prepare a comprehensive emergency plan for the local emergency planning district, as required by the Emergency Planning and Community Right-to-know Act (EPCRA).

Local Response Team: Designated Facility individuals who will fulfill the roles determined in the oil spill response plan in the event of an oil or hazardous substance spill. They will supervise and control all response and clean-up operations.

Lower Explosive Limit: Air measurement utilized to determine the lowest concentration of vapors that support combustion. This measurement must be made prior to entry into a spill area.

Marinas: Small harbors with docks, services, etc. for pleasure craft.

Medium Discharge: Means a discharge greater than 2,100 gallons (50 Bbls) and less than or equal to 36,000 gallons (85+ Bbls) or 10% of the capacity of the largest tank, whichever is less and not to exceed the WCD.

National Contingency Plan: The plan prepared under the Federal Water Pollution Control Act (33 United State Code §1321 et seq) and the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (42 United State Code § 9601 et seq), as revised from time to time.

National Pollution Funds Center (NPFC): Means the entity established by the Secretary of Transportation whose function is the administration of the Oil Spill Liability Trust Fund (OSLTF). Among the NPFC's duties are: providing appropriate access to the OSLTF for federal agencies and states for removal actions and for federal trustees to initiate the assessment of natural resource damages; providing appropriate access to the OSLTF for claims; and coordinating cost recovery efforts.

National Response System (NRS): Is the mechanism for coordinating response actions by all levels of government in support of the OSC. The NRS is composed of the NRT, RRTs, OSC, Area Committees, and Special Teams and related support entities.

National Strike Force (NSF): Is a special team established by the USCG, including the three USCG Strike Teams, the Public Information Assist Team (PIAT), and the National Strike Force Coordination Center. The NSF is available to assist OSCs in their preparedness and response duties.

National Strike Force Coordination Center (NSFCC): Authorized as the National Response Unit by CWA section 311(a)(23) and (j)(2), means the entity established by the Secretary of the department in which the USCG is operating at Elizabeth City, North Carolina, with responsibilities that include administration of the USCG Strike Teams, maintenance of response equipment inventories and logistic networks, and conducting a national exercise program.

Natural Resource: Land, fish, wildlife, biota, air, water, ground water, drinking water supplies, and other such resources belonging to, managed by, held in trust by, appertaining to or otherwise controlled by the state, federal government, private parties, or a municipality.

Navigable Waters: As defined by 40 CFR 110.1 means the waters of the United States, including the territorial seas. The term includes:

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

Interstate waters, including interstate wetlands;

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

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

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

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

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

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

Nearshore Area: For OPA 90, the area extending seaward 12 miles from the boundary lines defined in 46 CFR Part 7, except in the Gulf of Mexico. In the Gulf of Mexico, it means the area extending seaward 12 miles from the line of demarcation defined in §80.740 - 80.850 of title 33 of the CFR.

Non-persistent or Group I Oil: A petroleum-based oil that, at the time of shipment, consists of hydrocarbon fractions:

1. At least 50% of which by volume, distill at a temperature of 340 degrees C (645 degrees F);
2. At least 95% of which volume, distill at a temperature of 370 degrees C (700 degrees F).

Ocean: The open ocean, offshore area, and nearshore area as defined in this subpart.

Offshore area: The area up to 38 nautical miles seaward of the outer boundary of the nearshore area.

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

Oil Spill Liability Trust Fund: Means the fund established under section 9509 of the Internal Revenue Code of 1986 (26 U.S.C. 9509).

Oily Waste: Product contaminated waste resulting from a spill or spill response operations.

On-Scene Coordinator (OSC): Means the federal official predesignated by the EPA or the USCG to coordinate and direct response under subpart D.

On-site: Means the area extent of contamination and all suitable areas in very close proximity to the contamination necessary for implementation of a response action.

Open Ocean: Means the area from 38 nautical miles seaward of the outer boundary of the nearshore area, to the seaward boundary of the exclusive economic zone.

Owner or Operator: Any person, individual, partnership, corporation, association, governmental unit, or public or private organization of any character.

Persistent Oil: A petroleum-based oil that does not meet the distillation criteria for a non-persistent oil. For the purposes of this Appendix, persistent oils are further classified based on specific gravity as follows:

1. Group II specific gravity less than .85
2. Group III specific gravity between .85 and less than .95
3. Group IV specific gravity .95 and including 1.0
4. Group V specific gravity greater than 1.0

Plan Holder: The plan holder is the industry transportation related facility for which a response plan is required by federal regulation to be submitted by a vessel or facility's owner or operator.

Post Emergency Response: The portion of a response performed after the immediate threat of a release has been stabilized or eliminated and cleanup of the sites has begun.

Post Emergency: The phase of response operations conducted after the immediate threat of the release has been stabilized, and cleanup operations have begun.

Primary Response Contractors or Contractors: An individual, company, or cooperative that has contracted directly with the plan holder to provide equipment and/or personnel for the containment or cleanup of spilled oil.

Qualified Individual (QI): That person or entity who has authority to activate a spill cleanup contractors, act as liaison with the "On-Scene Coordinator" and obligate funds required to effectuate response activities.

Regional Response Team (RRT): The Federal response organization (consisting of representatives from selected Federal and State agencies) which acts as a regional body responsible for overall planning and preparedness for oil and hazardous materials releases and for providing advice to the OSC in the event of a major or substantial spill.

Remove or Removal: As defined by section 311(a)(8) of the CWA, refers to containment and removal of oil or hazardous substances from the water and shorelines or the taking of such other actions as may be necessary to minimize or mitigate damage to the public health or welfare (including, but not limited to, fish, shellfish, wildlife, public and private property, and shorelines and beaches) or to the environment. For the purpose of the NCP, the term also includes monitoring of action to remove discharge.

Response Activities: The containment and removal of oil from the water and shorelines, the temporary storage and disposal of recovered oil, or the taking of other actions as necessary to minimize or mitigate damage to public health or welfare, or the environment.

Response Contractors: Persons/companies contracted to undertake a response action to contain and/or clean up a spill.

Response Guidelines: Guidelines for initial response that are based on the type of product involved in the spill, these guidelines are utilized to determine clean-up methods and equipment.

Response Plan: A practical manual used by industry for responding to a spill. Its features include: (1) identifying the notifications sequence, responsibilities, response techniques, etc. in a easy to use format; (2) using decision trees, flowcharts, and checklists to insure the proper response for spills with varying characteristics; and (3) segregating information needed during the response from data required by regulatory agencies to prevent confusion during a spill incident.

Response Resources: All personnel and major items of equipment available, or potentially available, for assignment to incident tasks on which status is maintained.

Responsible Party: Any person, owner/operator, or facility that has control over an oil or hazardous substance immediately before entry of the oil or hazardous substance into the atmosphere or in or upon the water, surface, or subsurface land of the state.

Response Priorities: Mechanism used to maximize the effective use of manpower and equipment resources based upon their availability during an operational period.

Response Resources: All personnel and major items of equipment available, or potentially available, for assignment to incident tasks on which status is maintained.

Restoration: The actions involved in returning a site to its former condition.

Rivers and Canals: A body of water confined within the inland area that has a project depth of 12 feet or less, including the Intracoastal Waterway and other waterways artificially created for navigation.

Securing the Source: Steps that must be taken to stop discharge of oil at the source of the spill.

Sinking Agents: Means those additives applied to oil discharges to sink floating pollutants below the water surface.

Site Characterization: An evaluation of a cleanup site to determine the appropriate safety and health procedures needed to protect employees from identified hazards.

Site Conditions: Details of the area surrounding the facility, including shoreline descriptions, typical weather conditions, socioeconomic breakdowns, etc.

Site Safety and Health Plan: A site specific plan developed at the time of an incident that addresses:

- Safety and health hazard analysis for each operation.
- Personal protective equipment to be used.
- Training requirements for site workers.
- Medical surveillance requirements.
- Air monitoring requirements.
- Site control measures.
- Decontamination procedures.
- Emergency response procedures.
- Confined space entry procedures.

Site Security and Control: Steps that must be taken to provide safeguards needed to protect personnel and property, as well as the general public, to ensure an efficient clean-up operation.

Skimmers: Mechanical devices used to skim the surface of the water and recover floating oil. Skimmers fall into four basic categories (suction heads, floating weirs, oleophilic surface units, and hydrodynamic devices) which vary in efficiency depending on the type of oil and size of spill.

Snare Boom: Oil will adhere to the material of which this boom is made of and thus collect it.

Sorbents: Materials ranging from natural products to synthetic polymeric foams placed in confined areas to soak up small quantities of oil. Sorbents are very effective in protecting walkways, boat decks, working areas, and previously uncontaminated or cleaned areas.

Spill: An unauthorized discharge of oil or hazardous substance into the waters of the state.

Spill Observer: The first Facility individual who discovers a spill. This individual must function as the first responder and person-in-charge until relieved by an authorized supervisor.

Spill of National Significance (SONS): Means a spill which due to its severity, size, location, actual or potential impact on the public health and welfare or the environment, or the necessary response effort, is so complex that it requires extraordinary coordination of federal, state, local, and responsible party resources to contain and cleanup the discharge.

Spill Management Team: The personnel identified to staff the organizational structure identified in a response plan to manage response plan implementation.

Spill Response: All actions taken in responding to spills of oil and hazardous materials, e.g.: receiving and making notifications; information gathering and technical advisory phone calls; preparation for and travel to and from spill sites; direction of clean-up activities; damage assessments; report writing, enforcement investigations and actions; cost recovery; and program development.

Spill Response Personnel: Federal, state, local agency, and industry personnel responsible for participating in or otherwise involved in spill response. All spill response personnel will be pre-approved on a list maintained in each region.

Staging Areas: Designated areas near the spill site accessible for gathering and deploying equipment and/or personnel.

State Emergency Response Commission(SERC): A group of officials appointed by the Governor to implement the provisions of Title III of the Federal Superfund Amendments and Re-authorization Act of 1986 (SARA). The SERC approves the State Oil and Hazardous Substance Discharge Prevention and Contingency Plan and Local Emergency Response Plans.

Surface Collecting Agents: Means those chemical agents that form a surface film to control the layer thickness of oil.

Surface Washing Agent: Is any product that removes oil from solid surfaces, such as beaches and rocks, through a detergency mechanism and does not involve dispersing or solubilizing the oil into the water column.

Tanker: A self-propelled tank vessel constructed or adapted primarily to carry or hazardous material in bulk in the cargo spaces.

Tidal Current Tables: Tables which contain the predicted times and heights of the high and low waters for each day of the year for designated areas.

Trajectory Analysis: Estimates made concerning spill size, location, and movement through aerial surveillance or computer models.

Transfer: Any movement of oil to, from, or within a vessel by means of pumping, gravitation, or displacement.

Trustee: Means an official of a federal natural resources management agency designated in subpart G of the NCP or a designated state official or Indian tribe or, in the case of discharges covered by the OPA, a foreign government official, who may pursue claims for damages under section 1006 of the OPA.

Underwriter: An insurer, a surety company, a guarantor, or any other person, other than an owner or operator of a vessel or facility, that undertakes to pay all or part of the liability of an owner or operator.

Unified Command: The method by which local, state, and federal agencies and the responsible party will work with the Incident Commander to:

- Determine their roles and responsibilities for a given incident.
- Determine their overall objectives for management of an incident.
- Select a strategy to achieve agreed-upon objectives.
- Deploy resources to achieve agreed-upon objectives.

Unified or Coordinated Command Meeting: Held to obtain agreement on strategic objectives and response priorities; review tactical strategies; engage in joint planning, integrate response operations; maximize use of resources; and minimize resolve conflicts.

Volunteers: An individual who donates their services or time without receiving monetary compensation.

Waste: Oil or contaminated soil, debris, and other substances removed from coastal waters and adjacent waters, shorelines, estuaries, tidal flats, beaches, or marshes in response to an unauthorized discharge. Waste means any solid, liquid, or other material intended to be disposed of or discarded and generated as a result of an unauthorized discharge of oil. Waste does not include substances intended to be recycled if they are in fact recycled within 90 days of their generation or if they are brought to a recycling facility within that time.

Wetlands: Those areas that are inundated or saturated by surface or groundwater at a frequency or duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include playa lakes, swamps, marshes, bogs, and similar areas such as sloughs, prairie potholes, wet meadows, prairie river overflows, mudflats, and natural ponds (40 CFR 112.2(y)).

Wildlife Rescue: Efforts made in conjunction with Federal and State agencies to retrieve, clean, and rehabilitate birds and wildlife affected by an oil spill.

Worst Case Discharge: The largest foreseeable discharge under adverse weather conditions. For facilities located above the high water line of coastal waters, a worst case discharge includes those weather conditions most likely to cause oil discharged from the facility to enter coastal waters.

ACRONYMS

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

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

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

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

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



REGULATORY CROSS REFERENCE

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

[DOT/PHMSA](#)

[OSHA Emergency Action Plans](#)

[OSHA HAZWOPER](#)

U.S. EPA - OPA 90 40 CFR Part 112.20 and Appendix F			
40 CFR 112.20	40 CFR 112 Appendix F	BRIEF DESCRIPTION	LOCATION IN PLAN
----	1.0	Model Facility-Specific Response Plan	----
(1)	1.1	Emergency Response Action Plan	----
(1)(i)		1. Qualified Individual Information	ERAP - QI Info
(1)(ii)		2. Emergency Notification Phone List	ERAP - Notifications
(1)(iii)		3. Spill Response Notification Form	ERAP - Notifications
(1)(iv)		4. Response Equipment List and Location	ERAP - Facility Equipment List
----		5. Response Equipment Testing and Deployment	ERAP - Facility Equipment List
(1)(v)		6. Facility Response Team	ERAP - Local Response Team
(1)(vi)		7. Evacuation Plan	ERAP - Evacuation Diagram
(1)(vii)		8. Immediate Actions	ERAP - Initial Response Actions
(1)(viii)		9. Facility Diagram	ERAP - Facility Diagram(s)
(2)	1.2	Facility Information	----
	1.2.1	Facility name and location	Fig 1.1
	1.2.2	Latitude and Longitude	Fig 1.1
	1.2.3	Wellhead Protection Area	Fig 1.1
	1.2.4	Owner/operator	Fig 1.1
	1.2.5	Qualified Individual	Fig 1.1
	1.2.6	Date of Oil Storage Start-up	Fig 1.1
	1.2.7	Current Operation	Fig 1.1
	1.2.8	Dates and Types of Substantial Expansion	Fig 1.1
(3)	1.3	Emergency Response Information	----
(3)(iii)	1.3.1	Notification	2.0
(3)(i)	1.3.2	Response Equipment List/Location	App A
(3)(ii)	1.3.3	Response Equipment Testing/Deployment	App D
(3)(vi)	1.3.3	Response Equipment Testing/Deployment	App D
(3)(i)	1.3.4	Personnel	Fig 2.1
(3)(iv)	----	A description of information to pass to response personnel	Fig 2.3

U.S. EPA - OPA 90 40 CFR Part 112.20 and Appendix F			
40 CFR 112.20	40 CFR 112 Appendix F	BRIEF DESCRIPTION	LOCATION IN PLAN
(3)(v)	----	A description of response personnel capabilities, including:	----
	----	<ul style="list-style-type: none"> duties of persons at the Facility during a response action 	3.2
	----	<ul style="list-style-type: none"> response times and qualifications... 	Fig 2.1
(3)(ii)	----	<ul style="list-style-type: none"> Evidence of Contractual Arrangements 	App A
(3)(vii)	1.3.5	Evacuation Plan/Diagrams	3.7
(3)(viii)	1.3.5	Evacuation Plan/Diagrams	App G
----	1.3.6	Qualified Individual's Duties	4.2
(3)(ix)	----	A description of the duties of the qualified individual that include	----
(3)(ix)(A)	----	Activate internal alarms and hazard communications systems	4.2
(3)(ix)(B)	----	Notify all response personnel, as needed	4.2
(3)(ix)(C)	----	Identify the character, exact source, amount, and extent of release	4.2
(3)(ix)(D)	----	Notify and provide necessary information to the appropriate Federal, State, and local authorities	4.2
(3)(ix)(E)	----	Assess the interaction of the spilled substance with water and/or other substances stored at the Facility	4.2
(3)(ix)(F)	----	Assess the possible hazards to human health and environment	4.2
(3)(ix)(G)	----	Assess and implement prompt removal actions	4.2
(3)(ix)(H)	----	Coordinate rescue and response actions	4.2
(3)(ix)(I)	----	Use authority to immediately access company funding	4.2
(3)(ix)(J)	----	Direct cleanup activities until properly relieved	4.2
(4)	1.4	Hazard Evaluation	----
	1.4.1	Hazard Identification	Fig 1.1, App C
	1.4.2	Vulnerability Analysis	6.5
	1.4.3	Analysis of the Potential for an Oil Spill	App C
	1.4.4	Facility Reportable Oil Spill History	App C

U.S. EPA - OPA 90 40 CFR Part 112.20 and Appendix F			
40 CFR 112.20	40 CFR 112 Appendix F	BRIEF DESCRIPTION	LOCATION IN PLAN
(5)	1.5	Discharge Scenarios	-----
(5)(ii)	1.5.1	Small and Medium Discharges	App B
(5)(iii)	1.5.2	Small and Medium Discharges	App B
(5)(i)	1.5.3	Worst Case Discharge	App B
(6)	1.6	Discharge Detection Systems	-----
	1.6.1	Discharge Detection by Personnel	App C.2
(3)(ix)(A)	1.6.2	Automated Discharge Detection	App C.2
(7)	1.7	Plan Implementation	-----
(7)(i)	1.7.1	Response actions to be carried out by facility personnel or contracted personnel, Response Resources for Small, Medium, and Worst Case Spills	3.1, 3.2, App B
(7)(iii)	1.7.2	Disposal Plans	App E
(7)(iv)	1.7.3	Containment and Drainage Planning	App C.1
(8)	1.8	Self-Inspection, Drills/Exercises, and Response Training	-----
(8)(i)	1.8.1	Facility Self-Inspection	App C
(8)(i)	1.8.1.1	Tank Inspection/Secondary Containment	App C
(8)(i)	1.8.1.2	Response Equipment Inspection	App A
(8)(ii)	1.8.2	Facility Drills/Exercises	App D
(8)(iv)	1.8.2.1	Qualified Individual Notification Drill Log	App F
(8)(iv)	1.8.2.2	Spill Management Team Tabletop Exercise Log	App F
(8)(iii)	1.8.3	Response Training	App D
(8)(iv)	1.8.3.1	Personnel Response Training Log	App F
(8)(iv)	1.8.3.2	Discharge Prevention Meeting Log	App F
(9)	1.9	Diagrams	-----
		(1) Site Plan Diagram	App G
		(2) Site Drainage Plan Diagram	App G
		(3) Site Evacuation Plan Diagram	App G
(10)	1.10	Security	App C
(11)	2.0	Response Plan Cover Sheet	Fig 1.1
-----	3.0	Acronyms	Glossary and Acronyms Tab

U.S. EPA - OPA 90 40 CFR Part 112.20 and Appendix F			
40 CFR 112.20	40 CFR 112 Appendix F	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	1.8.2	Develop a training and drill program that satisfies the requirements of this section	App D
(b)	1.8.3	Develop a facility response training program to train personnel involved in response activities.	App D
(b)(1)	1.8.3	Proper instruction of facility personnel in the procedures to respond to discharges of oil and in applicable oil spill response laws, rules, and regulations	App D
(b)(2)	1.8.3	Training shall be functional in nature according to job tasks for both supervisory and non-supervisory operational personnel	App D
(b)(3)	1.8.2	Trainers shall develop specific lesson plans on subject areas relevant to facility personnel involved in oil spill response and cleanup	App D
(c)	1.8.2	Develop a program of facility response drills/ exercises, including evaluation procedures. Can follow PREP.	App D

DOT/PHMSA 49 CFR Part 194		
49 CFR 194.105	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	... determine the worst case discharge ... provide methodology, including calculations, used to arrive at the volume.	App B
(b)	The worst case discharge is the largest volume, in barrels, of the following:	-----
(b)(1)	... maximum release time in hours, plus the maximum shutdown response time in hours, multiplied by the maximum flow rate expressed in barrels per hour, plus the largest line drainage volume after shutdown of the line section(s) ...; or	App B
(b)(2)	The largest foreseeable discharge for the line section(s) within a response zone, expressed in barrels, based on the maximum historic discharge, if one exists, adjusted for any subsequent corrective or preventative action taken; or	N/A (App B)
(b)(3)	If the response zone contains one or more breakout tanks, the capacity of the single largest tank or battery of tanks within a single secondary containment system, adjusted for the capacity or size of the secondary containment system, expressed in barrels.	N/A (App B)
(b)(4)	Operators may claim prevention credits for breakout tank secondary containment and other specific spill prevention measures as follows:...	N/A (App B)
49 CFR 194.107		
(a)	Each response plan must plan for resources for responding, to the maximum extent practicable, to a worst case discharge, and to a substantial threat of such a discharge.	5.0, App A
(b)	An operator must certify in the plan ... reviewed NCP and each applicable ACP...	Foreword
(b)(1)	As a minimum to be consistent with the NCP as a facility response plan must:	-----
(b)(1)(i)	Demonstrate an operator's clear understanding of the function of the Federal response structure...	4.5
(b)(1)(ii)	Establish provisions to ensure the protection of safety at the response site; and	5.3
(b)(1)(iii)	Identify the procedures to obtain any required Federal and State permissions for using alternative response strategies such as in-situ burning and dispersants...	6.8, 6.10
(b)(2)	As a minimum, to be consistent with the applicable ACP the plan must:	-----
(b)(2)(i)	Address the removal of a worst case discharge and the mitigation or prevention of a substantial threat of a worst case discharge;	3, App A, App B, App E
(b)(2)(ii)	Identify environmentally and economically sensitive areas;	6.0
(b)(2)(iii)	Describe the responsibilities of the operator and of Federal, State and local agencies in removing a discharge and in mitigating or preventing a substantial threat of a discharge; and	4.0

DOT/PHMSA 49 CFR Part 194		
49 CFR 194.107	BRIEF DESCRIPTION	LOCATION IN PLAN
(b)(2)(iv)	Establish the procedures for obtaining an expedited decision on use of dispersants or other chemicals.	6.8, 6.10
(c)	Each response plan must include:	----
(c)(1)	A core plan consisting of...	----
(c)(1)(i)	An information summary as required in 194.113,	Fig 1.1
(c)(1)(ii)	Immediate notification procedures,	2.0
(c)(1)(iii)	Spill detection and mitigation procedures,	3.0, App B
(c)(1)(iv)	The name, address, and telephone number of the oil spill response organization, if appropriate,	Fig 2.2, App A
(c)(1)(v)	Response activities and response resources,	3.0, App A
(c)(1)(vi)	Names and telephone numbers of Federal, state, and local agencies which the operator expects to have pollution control responsibilities or support,	Fig 2.5
(c)(1)(vii)	Training procedures,	App D
(c)(1)(viii)	Equipment testing,	App A
(c)(1)(ix)	Drill program - an operator will satisfy the requirement for a drill program by following the National Preparedness for Response Exercise Program (PREP) guidelines. An operator choosing not to follow PREP guidelines must have a drill program that is equivalent to PREP. The operator must describe the drill program in the response plan and OPS will determine if the program is equivalent to PREP.	App D
(c)(1)(x)	Plan review and update procedures;	1.4
(c)(2)	An Appendix for each response zone that includes the information required in paragraph (c)(1)(i)-(ix) of this section and the worst case discharge calculations that are specific to that response zone. An operator submitting a response plan for a single response zone does not need to have a core plan and a response zone Appendix. The operator of a single response zone onshore pipeline shall have a single summary in the plan that contains the required information in 194.113.7; and.	N/A
(c)(3)	A description of the operator's response management system including the functional areas of finance, logistics, operations, planning, and command. The plan must demonstrate that the operator's response management system uses common terminology and has a manageable span of control, a clearly defined chain of command, and sufficient trained personnel to fill each position.	4.0
49 CFR 194.111		
(a)	Each operator shall maintain relevant portions of its response plan at the operator's headquarters and at other locations from which response activities may be conducted, for example, in field offices, supervisor's vehicles, or spill response trailers.	Foreword Distribution List

DOT/PHMSA 49 CFR Part 194		
49 CFR 194.113	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)	The information summary for the core plan, required by 194.107, must include:	----
(a)(1)	The name and address of the operator.	Fig 1.1
(a)(2)	For each response zone which contains one or more line sections that meet the criteria for determining significant and substantial harm as described in 194.103, a listing and description of the response zones, including county(s) and state (s).	Fig 1.1
(b)	The information summary for the response zone appendix, required in 194.107, must include:	----
(b)(1)	The information summary for the core plan.	Fig 1.1
(b)(2)	The names or titles and 24-hour telephone numbers of the qualified individual(s) and at least one alternate qualified individual(s);	Fig 1.1
(b)(3)	The description of the response zone, including county(s) and state(s), for those zones in which a worst case discharge could cause substantial harm to the environment.	Fig 1.1
(b)(4)	A list of line sections for each pipeline contained in the response zone, identified by milepost or survey station number, or other operator designation.	Fig 1.1
(b)(5)	The basis for the operator's determination of significant and substantial harm.	FWD
(b)(6)	The type of oil and volume of the worst case discharge.	Fig 1.1
49 CFR 194.115		
(a)	Each operator shall identify and ensure, by contract or other approved means, the resources necessary to remove, to the maximum extent practicable, a worst case discharge and to mitigate or prevent a substantial threat of a worst case discharge.	App A
(b)	An operator shall identify in the response plan the response resources which are available to respond within the time specified, after discovery of a worst case discharge, or to mitigate the substantial threat of such a discharge.	App A
49 CFR 194.117		
(a)	Each operator shall conduct training to ensure that:	----
(a)(1)	All personnel know --	----
(a)(1)(I)	Their responsibilities under the response plan	App D
(a)(1)(ii)	The name and address of, and the procedure for contacting, the operator on a 24-hour basis	App D
(a)(1)(iii)	The name of, and procedures for contacting, the qualified individual on a 24-hour basis	App D

DOT/PHMSA 49 CFR Part 194		
49 CFR 194.117	BRIEF DESCRIPTION	LOCATION IN PLAN
(a)(2)	Reporting personnel know --	----
(a)(2)(i)	The content of the information summary of the response plan.	App D
(a)(2)(ii)	The toll-free telephone number of the National Response Center	App D
(a)(2)(iii)	The notification process	App D
(a)(3)	Personnel engaged in response activities know --	----
(a)(3)(I)	The characteristics and hazards of the oil discharged	App D
a)(3)(ii)	The conditions that are likely to worsen emergencies, including the consequences of facility malfunctions or failures, and the appropriate corrective actions.	App D
(a)(3)(iii)	The steps necessary to control any accidental discharge of oil and to minimize the potential for fire, explosion, toxicity, or environmental damage	App D
(a)(3)(iv)	The proper firefighting procedures and use of equipment, fire suits, and breathing apparatus	App D
(b)	Each operator shall maintain a training record for each individual that has been trained as required by this section. These records must be maintained in the following manner as long as the individual is assigned duties under the response plan	----
(b)(1)	Records for operator personnel must be maintained at the operator's headquarters	App D
(b)(2)	Records for personnel engaged in response, other than operator personnel, shall be maintained as determined by the operator.	App D
(b)(3)	Nothing in this section relieves an operator from the responsibility to ensure that all response personnel are trained to meet the OSHA standards for emergency response operations in 29 CFR 1910.120 ...	App D
49 CFR 194.119		
(a)	Each owner shall submit two copies...	Distribution
(b)	...PHMSA will notify the operator of any alleged deficiencies...	----
(c)	The operator...may petition PHMSA for reconsideration within 30 days...	----
(d)	...PHMSA will approve the Response Plan...	----
(e)	...The operator may submit a certification to PHMSA...that the operator has obtained, through contract or other approved means, the necessary private personnel and equipment to record, to the maximum extent practicable, to a worst case discharge...	N/A
(f)	...PHMSA may require an operator to provide a copy of the response plan to the OSC...	----

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

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

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