Facility Response Plan (FRP)

Dakota Access Pipeline North Response Zone

Sequence Number 3056

March 2023

Developed Under the Guidelines:

- Oil Pollution Act of 1990 (OPA 90)
- 49 CFR Part 194 Subpart B Oil Spill Response Manual Appendix A
- 49 CFR Part 195 402 (e)
- South Dakota Environmental Protection Oil Pipeline Plan Requirements (34A-18)
- North Dakota Administrative Code 69-09-03-02
- American Petroleum Industry (API) RP 1174 - Recommended Practice for Onshore Hazardous Liquid Pipeline Emergency Preparedness and Response

Other Guidelines Considered:

- National Oil and Hazardous Substances Pollution Contingency Plan (NCP) and the Mid-Missouri River Sub-Area Contingency Plan (ACP)
- 40 CFR Part 112
- 29 CFR Part 1910

DAPL-ETCO Operations Management, LLC has been retained by Dakota Access, LLC as operator of the Dakota Access Pipeline. Sunoco Pipeline L. P. has been appointed as operator of the Dakota Access Pipeline on behalf of DAPL-ETCO Operations Management, LLC.

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APPENDICES

RECORD OF PLAN CHANGES

Changes to this Plan will be documented on this page. Plan review and modifications will be initiated and coordinated by the Environmental, Health, Safety, and Security Department

	DATE OF CHANGE	DESCRIPTION OF CHANGE	PAGE NUMBER
1	October 2016	Initial Draft	Entire Plan
2	February 2017	Plan updated based on comments from PHMSA & SD DENR	-
3	April 2017	Section 3.3 updated to include response equipment in accordance with USACE easement conditions	22-23
4	April 2017	Section 7.3 updated to include alternative WCD volumes at the (b) (3), (b) (7)(F) [redacted] per USACE comments	50-51
5	June 2017	Updated Table of Contents for consistency	-
6	March 2018	Updated Tables 1-1 & 2-2. Added Vernon Ryan, James Schuler, Stephanie Huntington, Timothy Taylor, Lisa Fishbeck & Greg Onge. Removed Brad Moore, Francisco Gonzales, Justin Minter, Brian Hudgins, and Mitch Williams. Updated Tables 2-4, 2-5, & 6-2. Updated logos. Updated Table 2-3 to include Mike Faith – Chairman SRST. Updated Section 5.7 "Spill Under Ice"	2,7,8,13,15,20, 38 & 43
7	December 2018	Updated Tables 1-1, 2-1 & 2-2. Removed Sylis Kariah and Lisa Fishbeck. Added Matthew Ryan and Ron Hughes. Updated Table 2-3 to include Oglala Sioux Tribe	6,7,8, 12
8	February 2019	Removed Vernon Ryan (QI) from plan. Replaced Stephanie Huntington with Chase Hyde	2, 7, 8
9	February 2019	Updated OSRO Information	15, Appendix C
10	May 2020	**Annual Review** - Updated Facility Personnel Contact Info	2,7,8,15
11	September 2020	**Annual Review** - Corrected WCD for Pipeline Segments – WCD for plan was unchanged	51
12	September 2020	**Annual Review** - Removed Alternate QI Matthew Ryan and Replaced with Paul Hinex	2, 7
13	November 2020	Updated Company Owned Response Equipment Listing	22-24
14	20210824	**Annual Review** - Update per corp request, Update QI, added Linton and Harrisburg Stationsand associated tankage. Update section 5 per legal requests, update pipeline flow rate	Tables 1-1, 1-2, 1-3, 2-1 and 2-2
15	January 2022	Updated Response Equipment & Stations Listed	Table 1-2 & Page 22
16	September 2022	QI Change & OSRO Change	Tabel 2-1 & Appendic C
17	October 2022	PHMSA Amendments	Section 7
18	November 2022	PHMSA Amendments	Page 15 & App D
19	Febaury 2023	Annual Review – Updated Personel	
20	March 2023	Requested PHMSA Amendment	Section 5
21	April 2023	Updated Containment & Recovery Methods	Section 3 & 5

RECORD OF PLAN DISTRBUTION

Distribution receipents of this plan will be documented on this page.

AGENCY	RECIEPENT & MAILING ADDRESS
PHMSA	Office of Pipeline Safety East Building, Room E-22-210 1200 New Jersey Avenue SE Washington, DC 20590
SD DENR	Mr. Brian J. Walsh South Dakota Department of Environment and Natural Resources 523 East Capitol Avenue, Pierre, SD 57501
USACE - Omaha District	Mr. Bent Cossette, Section 408 Coordinator Environmental Stewardship CENWO-OD-TN Omaha District 1616 Capitol Avenue Suite 900 Omaha, NE 68102
USACE - Garrison Project	Todd Lindquist, Operations Project Manager USACE Garrison Project 201 1st St. Riverdale, ND 58565
USACE - Oahe Project	Eric Stasch, Operations Project Manager USACE Lake Oahe Project 28563 Power House Rd. Pierre, SD 57501
DAPL	Mr. Matthew Ryan, Manager-Pipeline Operations
DAPL	Mr. Chad Arey, Sr. Director - Operations

1.0 INFORMATION SUMMARY

1.1 Purpose of Plan

The purpose of this Facility Response Plan (FRP) is to provide guidelines to quickly, safely, and effectively respond to a spill from the Dakota Access Pipeline (DAPL) system. The pipeline is owned by Dakota Access, LLC. DAPL-ETCO Operations Management, LLC has been retained by Dakota Access, LLC as operator of the Dakota Access Pipeline. Sunoco Pipeline L. P. has been appointed as operator of the Dakota Access Pipeline on behalf of DAPL-ETCO Operations Management, LLC.

This Plan is intended to satisfy the requirements of the Oil Pollution Act of 1990 (OPA 90), and has been prepared in accordance with the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) and the Mid-Missouri River Sub-Area Contingency Plan (ACP). Specifically, this Plan is intended to satisfy:

- Pipeline and Hazardous Materials Safety Administration (PHMSA), U.S. Department of Transportation requirements for an OPA 90 plan (49 CFR Part 194)
- South Dakota Environmental Protection Oil Pipeline Plan Requirements (34A-18).
- North Dakota Administrative Code 69-09-03-02
- American Petroleum Industry (API) RP 1174 - Recommended Practice for Onshore Hazardous Liquid Pipeline Emergency Preparedness and Response.

Appendix B to 40 CFR 112 outlines the Memorandum of Understanding (MOU) among the Secretary of Interior, Secretary of Transportation, and the Administrator of the EPA. The MOU delegates regulatory authority to the Secretary of Transportation (PHMSA) for interstate and intrastate onshore pipeline systems, including pumps and appurtenances related thereto, as well as in-line and breakout storage tanks. As such, DAPL complies with 49 CFR Part 194 as promulgated by PHMSA.

A DOT/PHMSA Cross Reference Matrix is provided in **APPENDIX A**.

This plan has been supplemented by, and should be used in conjunction with, the Mid-Missouri River Sub-Area Contingency Plan and the Region 8 Contingency Plan as appropriate.

All Company responders designated in this Plan must have 24 hours of initial spill response training in accordance with 29 CFR Part 1910, as indicated in Table 6-1.

1.2 Response Zone Information Summary

The information summary for the DAPL - North Response Zone is presented on the following pages:

TABLE 1-1 DAPL NORTH RESPONSE ZONE INFO. SUMMARY

Owner: Dakota Access, LLC 1300 Main Street Houston, Texas 77002 Phone: (713) 989-2000	**Operator:** Sunoco Pipeline L.P. 1300 Main Street Houston, Texas 77002
Product Transported:	Crude Oil
Qualified Individuals:	Chad Arey - **PRIMARY** Sr. Director – Pipeline Operations (701) 495-6630 (Office) (b) (6) [redacted]
	Jason Clauson – **ALTERNATE** Sr. Manager – Pipeline Operations (701) 495-6639 (Office) (b) (6) [redacted]
	Mark Comstock - **ALTERNATE** Supervisor - Pipeline Operations North Dakota (701) 495-6642 (Office) (b) (6) [redacted]
	Matthew Ryan - **ALTERNATE** Manager - Pipeline Operations (713) 375-1672 (Office) (b) (6) [redacted]
	Paul Hinex - **ALTERNATE** Supervisor - Pipeline Operations South Dakota (713) 375-1652 (Office) (b) (6) [redacted]
Pipeline Description:	The DAPL pipeline system transports crude oil in North Dakota and South Dakota.
	The DAPL – North Response Zone includes pipelines and facilities in the following counties of North Dakota: Mountrail, Williams, McKenzie, Dunn, Mercer, Morton, and Emmons; and in South Dakota: Campbell, McPherson, Edmunds, Faulk, Spink, Beadle, Kingsbury, Miner, Lake, McCook, Minnehaha, Turner, and Lincoln. The Response Zone has the potential for "significant and substantial harm" and has the potential for a "worst case discharge"
Response Zone:	

TABLE 1-2 DESCRIPTION OF LINE SEGMENTS/STATIONS

	Description	Counties/Parishes	Product
Line Sections	Stanley to Ramberg 12”	Mountrail & Williams, ND	Crude Oil
	Ramberg to Epping 20”	Williams, ND	Crude Oil
	Epping to Trenton 20”	Williams, ND	Crude Oil
	Trenton to Watford City 24”	Williams & McKenzie, ND	Crude Oil
	Watford City to Johnsons Corner 30”	McKenzie, ND	Crude Oil
	Johnsons Corner to SD/IA State Line 30”	McKenzie, Dunn, Mercer, Morton & Emmons, ND/ Campbell, McPherson, Edmunds, Faulk, Spink, Beadle, Kingsbury, Miner, Lake, McCook, Minnehaha, Turner, Lincoln, SD	Crude Oil
Stations	Stanley	Mountrail, ND	Crude Oil
	Johnsons Corner	McKenzie, ND	Crude Oil
	Linton	Emmons, ND	Crude Oil
	Redfield	Spink, SD	Crude Oil
	Harrisburg	Lincoln, SD	Crude Oil
Alignment Maps Location(s): (Piping, Plan Profiles)	Maintained in the company’s DSS mapping program		
Spill Detection and Mitigation Procedures:	Refer to **SECTION 3**		
Worst Case Discharge:	(b) (7)(F), (b) (3) ((b) (7)(F), (b) (3))		
Statement of Significant and Substantial Harm:	Basis for Operator’s Determination of Significant and Substantial Harm • The pipeline in the Response Zone is greater than 6 5/8 inches and longer than 10 miles • At least one section of pipeline crosses a river, meeting the requirement for location within one mile of an environmentally sensitive area • Therefore, the potential to cause significant and substantial harm is present within the entire Response Zone		
Date Prepared:	October 28, 2016		

TABLE 1-3 Breakout Tank Data

Station	Tank ID	Service	Working Capacity (barrels)	Tank Contents	Tank Construction	Tank Design	Year of Construction
Stanley	7100	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
	7200	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
Ramberg	7100	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
	7200	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
	7300	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
Epping	7100	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
	7200	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
Trenton	7100	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
	7200	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
Watford City	7100	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
	7200	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
	7300	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
Johnsons Corner	7100	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
	7200	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2016
	7300	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2022
Linton	9600	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2021
Redfield	9600	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V,IFR	2021
	9601	OOS	(b) (7)(F), (b)	Crude Oil	Steel, Welded	V,IFR	2016
Harrisburg	9600	In-Service	(b) (7)(F), (b) (3)	Crude Oil	Steel, Welded	V, IFR	2021

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

1.3 Operator Certification

In accordance with section 311 (j) (5) (F) of the Federal Water Pollution Control Act, as amended by Section 4202 of the Oil Pollution Act of 1990, I do hereby certify to the Pipeline and Hazardous Materials Safety Administration of the Department of Transportation that DAPL has obtained, through contract or other approved means, the necessary private personnel and equipment to respond, to the maximum extent practicable, to a worst case discharge or a substantial threat of such a discharge.

Furthermore, DAPL has reviewed the National Contingency Plan (NCP) and the Canada-United States Joint Inland Pollution Contingency Plans. This response plan is consistent with the NCP and the above mentioned Contingency Plans.

CHAD AREY
Sr. DIRECTOR – OPERATIONS

DATE : Febaury 08, 2023

2.0 NOTIFICATION PROCEDURES

2.1 Notification Overview

The Qualified Individual is responsible for initiating and coordinating a response shall be responsible to ensure that all agency notifications are performed. Local government response agencies should be notified first followed by federal and state agencies. Depending on the specifics of the situation, there may be a requirement to perform agency notifications, internal notifications, drug and alcohol testing, Operator Qualification (OQ) suspension of task qualification and written follow-up. In situations where the reporting requirements are not clear or delegation of duties is necessary, HES or DOT Compliance, for jurisdictional pipelines, should be consulted for guidance.

In general, the notification sequence for a release is as follows:

- Station/Operations personnel will identify and control the source of the release (if safe to do so) and will notify the Qualified Individual and Operations Control Center.
- The Qualified Individual will assume the role of Incident Commander (Qualified Individual) and will conduct notifications in general accordance with federal requirements, the States of North Dakota and South Dakota Notification Guidelines. These guidelines, along with additional notification forms/procedures are presented in **APPENDIX B** of this plan.

2.2 Information Required for Notifications

The following information should be available and provided when making initial and follow-up notifications:

Name of pipeline:

Time of discharge:

Location of discharge:

Name of oil involved:

Reason for discharge (e.g., material failure, excavation damage, corrosion):

Estimated volume of oil discharged:

Weather conditions on scene:

Actions taken or planned by persons on scene:

The following tables contain contact information for the facility response team, emergency response personnel, regulatory agencies, and local service providers:

TABLE 2-1 FACILITY RESPONSE TEAM CONTACT INFORMATION

FACILITY RESPONSE TEAM		
Name/Title	**Contact Information**	**Response Time**
Chad Arey Sr. Director – Operations **Qualified Individual**	(701) 495-6630 (Office) (b) (6)	Varies depending on location of release
Jason Clauson Sr. Manager – Operations North Dakota **Qualified Individual**	(701) 495-6639 (Office) ((b) (6))	Varies depending on location of release
Mark Comstock Supervisor Pipeline Operations North Dakota **Alternate Qualified Individual**	(701) 495-6642 (Office) (b) (6)	Varies depending on location of release
Matthew Ryan Manager Pipeline Operations North Dakota **Alternate Qualified Individual**	(713) 375-1672 (Office) (b) (6)	Varies depending on location of release
Paul Hinex Supervisor Pipeline Operations South Dakota **Alternate Qualified Individual**	(713) 375-1652 (Office) (b) (6)	Varies depending on location of release

TABLE 2-2 LOCAL ERP CONTACT INFORMATION

EMERGENCY RESPONSE PERSONNEL CONTACT INFORMATION			
Name/Title	**Contact Information**	**Response Time**	**Responsibilities During Response Action**
Chad Arey Sr. Director Pipeline Operations **Qualified Individual**	(701) 495-6630 (Office) (b) (6)	Varies	Incident Commander
Mark Comstock Supervisor Pipeline Operations **Alternate Qualified Individual**	(701) 495-6642 (Office) (b) (6)	Varies	Operations
Jason Clauson Sr. Manager Pipeline Operations **Alternate Qualified Individual**	(701) 495-6639 (Office) (b) (6)	Varies	Planning
Mattew Ryan Manager Operations **Alternate Qualified Individual**	(713) 375-1672 (Office) (b) (6)	Varies	Logistics
James Shuler Manager Emergency Planning	(713) 989-6438 (Office) (b) (6)	Varies	Agency Liaison
Jeff Myers Sr. Specialist - Environmental	(405) 382-7144 (Office) (b) (6)	Varies	Env Unit
Abigail Parker Sr. Health & Safety Specialist	(701) 495-6650 (Office)	Varies	Safety
Kim Stensvaag Lead Coordinator – Ops	(713) 989-4545 (Office) (b) (6)	Varies	Fianace Section Chief
Todd Nardozzi Senior Manager DOT Compliance	(281) 637-6576 (Office) (b) (6)	Varies	DOT Liaison

In the event the local Emergency Response Personnel require assistance in managing an incident, the District Manager will request the assistance of the company's Incident Management Team (IMT). The IMT consists of nationwide company personnel capable of managing large scale incidents. The IMT members have received position-specific ICS training and drill on an annual basis. The IMT positions are listed in **APPENDIX G.**

TABLE 2-3 – REGULATORY AGENCY AND STAKEHOLDER CONTACT INFORMATION

REGULATORY AGENCY CONTACT INFORMATION		
Agency	**Phone Number**	**Reporting Requirements**
Federal Agencies		
National Response Center (NRC) *NRC will contact all other federal agencies including USDOT/PHMSA and EPA*	(800) 424-8802 or (202) 267-2675	**Any spill on water**. Telephonic notification is required within **1 hour** following the discovery of a release that resulted in any discharge to water
U.S. Department of Transportation/Pipeline Hazardous Materials Safety Administration (PHMSA) U.S. Department of Transportation / Pipeline and Hazardous Materials Safety Administration (PHMSA) Continued……	(800)424-8802 or (202) 267-2675	**Telephonic Notification** At the earliest practicable moment following discovery of a release of the hazardous liquid resulting in an event described above, the operator shall give notice of any failure that: • Caused a death or a personal injury requiring hospitalization • Resulted in either a fire or explosion not intentionally set by the operator • Caused estimated property damage, including cost of clean-up and recovery, value of lost product, and damage to the property of the operator or others, or both, exceeding $50,000 • Resulted in pollution of any stream, river, lake, reservoir, or other similar body of water that violated applicable water quality standards, caused a discoloration of the surface of the water or adjoining shoreline, or deposited a sludge or emulsion beneath the surface of the water or upon adjoining shorelines or • In the judgment of the operator was significant even though it did not meet the criteria of any of the above. **Written Reporting** A 7000-1 report is required within 30 days after discovery of the accident for each failure in a pipeline system regulated by DOT 195 in which there is a release of the hazardous liquid transported resulting in any of the following: • Explosion or fire not intentionally set by the operator • Release of 5 gallons or more of hazardous liquid except that no report is required for a release of

		less than 5 barrels resulting from a pipeline maintenance activity if the release is: • Not otherwise reportable under this section • Not on water • Confined to company property or pipeline right-of-way and • Cleaned up promptly • Death of any person • Personal injury necessitating hospitalization • Estimated property damage, including cost of clean-up and recovery, value of lost product, and damage to the property of the operator or others, or both, exceeding $50,000. A supplemental report shall be filed within 30 days of receiving any changes in the information reported or additions to the original DOT 7000-1 report.
U.S. Fish and Wildlife Service – ND Fish and Wildlife Conservation Office	(701) 250-4419	Any spill that results in impacts to Federally protected wildlife or migratory birds. The owner or operator must notify the USFWS as soon as possible and provide all relevant information regarding the spill and impacts to wildlife or wildlife resources
Chemical Safety and Hazard Investigation Board (CSB) RQ Regulation: 40 CFR 1604	(202) 261-7600 or Email: report@csb.gov	Release of any product/chemical from a stationary source that results in any of the following: 1. Fatality; 2. In-patient hospitalization; or 3. Damages/Losses ≥ $1,000,000
U.S. Army Corps of Engineers – Garrison Project Mr. Brent Cossette, Operations Project Manager	Main Line (701) 654-7702 24-hour Hotline (402) 995-2448	Any spill that enters or threatens to enter the (b) (7)(F), (b) (3) [redacted] The owner or operator must notify the Garrison Project as soon as possible and provide all relevant information regarding the spill.
U.S. Army Corps of Engineers – Lake Oahe Project Mr. Eric D. Stasch	(605) 224-5862	Any spill that enters or threatens to enter the (b) (7)(F), (b) (3) [redacted] The owner or operator must notify the Lake Oahe Project as soon as possible and provide all relevant information

		regarding the spill
State Agencies		
North Dakota		
North Dakota Department of Environment Health State Emergency Response Committee **Counties:** Mountrail, Williams, McKenzie, Dunn, Mercer, Morton, Emmons	Main Line (701) 328-5210 24-hour Hotline (800) 472-2121 (701) 328-8100	Any spill or discharge of liquid or solid waste which may cause pollution of waters of the state must be reported immediately. The owner, operator, or person responsible for a spill or discharge must notify the department or the North Dakota hazardous materials emergency assistance and spill reporting number as soon as possible and provide all relevant information about the spill.
North Dakota Game and Fish Department **Counties:** Mountrail, Williams, McKenzie, Dunn, Mercer, Morton, Emmons	Bismark Office (701) 328-6300 Riverdale Office (701) 654-7475 Williston Office (701) 774-4320 Dickinson Office (701) 227-7431	Any spill that results in impacts to wildlife, wildlife resources, or aquatic life. The owner or operator must notify the applicable ND Game and Fish Department as soon as possible and provide all relevant information regarding the spill.
North Dakota State Historic Preservation Office	Main Line (701) 328-2666	Any spill that may potentially impact culturally, historically, or archaeologically sensitive areas. The owner or operator must notify the applicable ND SHPO as soon as possible and provide all relevant information regarding the spill.
South Dakota		
South Dakota Department of Environment and Natural Resources (DENR) State Emergency Response Committee **Counties:** Campbell, McPherson, Edmunds, Faulk, Spink, Beadle, Kingsbury, Miner, Lake, McCook, Minnehaha, Turner, Lincoln	Main Line (605) 773-3296 After Hours (605) 773-3231 Main Line (800) 433-2288 After Hours (605) 773-3231	A release or spill of a regulated substance must be reported to the DENR immediately if the release or spill threatens the waters of the state, causes an immediate danger to human health or safety, exceeds **25 gallons**, causes a sheen on surface waters, contains any substance that exceeds the groundwater quality standards of ARSD Chapter 74:54:01, contains any substance that exceeds the surface water quality standards of ARSD Chapter 74:54:01, harms or threatens to harm wildlife or aquatic life, or contains crude oil in field activities under SDCL Chapter 45-9 is greater than **1 barrel.**
South Dakota Game, Fish and Parks	(605) 773-3718	Any spill that results in impacts to wildlife, wildlife resources, or aquatic life. The owner or operator must notify the SD Game, Fish, and Parks as soon as possible and provide all

		relevant information regarding the spill.
South Dakota State Historic Preservation Office	Main Line (605) 773-3458	Any spill that may potentially impact culturally, historically, or archaeologically sensitive areas. The owner or operator must notify the applicable SD SHPO as soon as possible and provide all relevant information regarding the spill.
Sovereign Nations		
Standing Rock Sioux Tribe		
Mr. Elliot Ward, SRST Emergency Services Mr. Mike Faith, SRST Chairman Mr. Jon Eagle, SRST THPO	(701) 854-8644 (701) 854-8500 (701) 854-8645	Any spill in Sioux or Emmons Counties, North Dakota which enters, or threatens to enter, the (b) [redacted] near (b) (3), [redacted]. Any spill that poses an impact to the Standing Rock Sioux Reservation or properties under the stewardship of the Standing Rock Sioux Tribe. The owner or operator must notify the SRST upon discovery of a spill, as described above, and provide all relevant information regarding the spill
Mandan, Hidatsa, and Arikara Nation (Three Affiliated Tribes)		
24-Hour Emergency Environmental Emergency Management – Mr. Cliff Whitman, Sr.	(701) 627-3617 Main Line (701) 627-4569 24-hour Hotline (701) 421-6873 (701) 421-0398	Any spill in Williams, McKenzie, Mountrail, Dunn, or Mercer Counties, North Dakota which enters, or threatens to enter, the (b) (3), (b) (7)(F) [redacted] Any spill that poses an impact to the Fort Berthold Indian Reservation or properties under the stewardship of the Three Affiliated Tribes. The owner or operator must notify the TAT upon discovery of a spill, as described above, and provide all relevant information regarding the spill.
Oglala Sioux Tribe (OST)		
Mr. Steve Wilson Director OST Emergency Management	Office (605) 867-5000 Cell (b) (6) [redacted]	Any spill that poses an impact to the Oglala Sioux Reservation or properties under the stewardship of the Oglala Sioux Tribe. The owner or operator must notify the OST upon discovery of a spill, as described above, and provide all relevant information regarding the spill.

TABLE 2-4 EMERGENCY SERVICES CONTACT INFORMATION

EMERGENCY SERVICES BY COUNTY/PARISH	
Organization	**Phone Number**
North Dakota	
Mountrail County, ND	
Sheriff	(701) 628-2975
Fire	(701) 628-2975
LEPC (Emergency Manager)	(701) 628-2909
Williams County, ND	
Sheriff	(701) 577-7700
Fire	(701) 572-2196
LEPC (Emergency Manager)	(701) 609-7017
County Dispatch	(701) 577-1212
McKenzie County, ND	
Sheriff	(701) 444-3654
Fire	(701) 444-3516
LEPC (Emergency Manager)	(701) 580-6936
24-hour Dispatch	(701) 444-3654
Dunn County, ND	
Sheriff	(701) 573-4449
Fire	(701) 764-5006
LEPC (Emergency Manager)	(701) 573-4343
24-hour Dispatch	(701) 573-4449
Mercer County, ND	
Sheriff	(701) 745-3333
Fire	(701) 447-2436
LEPC (Emergency Manager)	(701) 983-4408
Morton County, ND	
Sheriff	(701) 667-3330
Fire	(701) 667-3288
LEPC (Emergency Manager)	(701) 667-3307
Emmons County, ND	
Sheriff	(701) 254-4411
Fire	(701) 254-4411
LEPC (Emergency Manager)	(701) 254-4807
South Dakota	
Campbell County, SD	
Sheriff	(605) 955-3355
Fire	(605) 845-5000
LEPC (Emergency Manager)	(605) 845-5000
McPherson County, SD	
Sheriff	(605) 439-3400
Fire	(605) 439-3400
LEPC (Emergency Manager)	(605) 439-3400
Edmunds County, SD	
Sheriff	(605) 426-6002
Fire	(605) 426-6002
LEPC (Emergency Manager)	(605) 426-6002
Faulk County, SD	
Sheriff	(605) 598-6229
Fire	(605) 598-6229
LEPC (Emergency Manager)	(605) 598-6294
Spink County, SD	
Sheriff	(605) 472-4595
Fire	(605) 472-1907
LEPC (Emergency Manager)	(605) 472-4591

Beadle County, SD	
Sheriff	(605) 353-8424
Fire	(605) 353-8520
LEPC (Emergency Manager)	(605) 353-8421
Kingsbury County, SD	
Sheriff	(605) 854-3339
Fire	(605) 690-9977
LEPC (Emergency Manager)	(605) 854- 3711
Miner County, SD	
Sheriff	(605) 772-4501
Fire	(605) 772-4501
LEPC (Emergency Manager)	(605) 772-4501
Lake County, SD	
Sheriff	(605) 256-7615
Fire	(605) 256-7523
LEPC (Emergency Manager)	(605)256-7611
McCook County, SD	
Sheriff	(605) 425-2761
Fire	(605) 363-3100
LEPC (Emergency Manager)	(605) 421-1302
Minnehaha County, SD	
Sheriff	(605) 367-7000
Fire	(605) 367-8092
LEPC (Emergency Manager)	(605) 367-4290
Turner County, SD	
Sheriff	(605) 764-2523
Fire	(605) 648-2937
LEPC (Emergency Manager)	(605) 661-5900
Lincoln County, SD	
Sheriff	(605) 764-5651
Fire	(605) 764-5126
LEPC (Emergency Manager)	(605) 321- 0220

TABLE 2-5 CONTRACTOR CONTACT INFORMATION

CONTRACTOR INFORMATION	
Organization	**Phone Number**
USCG Classified OSRO's	
Marine Spill Response Coporation 3685 116th Ave SW, Dickson, ND 58601	1-800-645-7745 or 1-800-259-6772 24-hour Hotline
SWAT Consulting, Inc 12 Sunrise Estates Rd, Watford City, ND 58854	(866) 610- 7928 24-hour Hotline
Clean-Up Contractors	
Safety-Kleen Bismarck, ND	(701) 222-8262
Hydro-Klean Sioux Falls, SD	(605) 988-0500
Seneca Companies South Sioux City, NE	(402) 494-7941 (800) 369-5500
Martin Construction 3685 116th Ave SW, Dickinson, ND 58601	(701) 483-3478 24-hour Hotline
Terracon Consultants, Inc. (SD Certified Petroleum Release Remediator) White Bear Lake, MN	(651) 770-1500
Excavation Services	
Jones Contractors, Inc. Epping, ND	(731) 989-0545 (731) 426-2764
Underground NRG Okoboji, IA	(712) 332-9600
Wildlife Rehabilitation	
Wildlife Response Services Seabrook, TX Rhonda Murgatroyd	(b) (6) (281) 266-0054 (Pager)
Wildlife Center of Texas Sharon Schmaltz	(713) 861-9453 (Office) (b) (6) (713) 705-5897 (24 hr)
Tri-State Bird Rescue Research Center, Newark, DE	(302) 737-7241 (800) 261-0980 (302) 363-5086

3.0 SPILL DETECTION AND ON-SCENE SPILL MITIGATION PROCEDURES

3.1 Spill Detection

Detection of a discharge from a pipeline system may occur in a number of ways including:

- Detection by the pipeline controllers
- Visual detection by Company field personnel or pipeline patrols
- Visual detection by the public

The pipeline system is controlled and monitored (b) (3), (b) (7)(F) This system provides the pipeline (b) (3), (b) (7)(F) to pertinent information regarding (b) (3), (b) (7)(F) l. The (b) (3), (b) (7)(F) allows for (b) (3), (b) (7)(F) including (b) (3), (b) (7)(F) .

Automated Detection

The pipelines (b) (3), (b) (7)(F) , which exercise local (b) (3), (b) to the (b) (3), (b) (7) . These systems are (b) (3), (b) or (b) (3), (b) (7)(F) In case of an alarm, (b) (3), (b) personnel will take the appropriate actions in accordance with standard operating procedures. A summary of the operating procedures is provided below.

Trained personnel (b) (3), (b) (7)(F) the (b) (3), (b) (7)(F) for the (b) (3), (b) (7)(F) :

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

AVAILABILITY - ALL LINES

Operating Procedures (b) (3), (b) (7)(F)

- (b) (3), (b) (7)(F)
  The (b) (3), (b) (7)(F) monitor and control pipeline operations with the (b) (3), . (b) (3), (b) (7)(F)

AVAILABILITY - ALL LINES

- (b) (3), (b) (7)(F)
  The Company's (b) (3), (b) (7)(F) a (b) (3), (b) (7)(F) . (b) (3), allow large (b) (3), (b) (7)(F) to be (b) (3), (b) (7)(F) . (b) (3), (b) (7)(F) and (b) (3), (b) (7)(F) provide the flexibility to (b) (3), (b) (7)(F) as required. (b) (3), (b) (7)(F) .

AVAILABILITY - ALL LINES

- (b) (3), (b) (7)(F)
  A (b) (3), (b) (7)(F) is a (b) (3), (b) (7)(F) which can (b) (3), (b) (7)(F) to (b) (3), (b) (7)(F) of whether the (b) (3), (b) (7)(F) in question. Operators are required to establish (b) (3), (b) (7)(F). In combination with (b) (3), (b) (7)(F).

AVAILABILITY - ALL LINES

- (b) (3), (b) (7)(F)
  The (b) (3), (b) (7)(F) includes a (b) (3), (b) (7)(F) which (b) (3), (b) (7)(F) and (b) (3), (b) (7) for each (b) (3), (b) (7)(F) and (b) (3), (b) (7)(F) on the (b) (3), (b) (7)(F) can provide valuable insight into (b) (3), (b) (7)(F) and can help the operator proactively (b) (3), (b) (7)(F).

AVAILABILITY - ALL LINES

- (b) (3), (b) (7)(F)
  (b) (3), (b) (7)(F) is available to (b) (3), (b) (7)(F) for use by (b) (3), (b) (7)(F). Company (b) (3), (b) (7)(F) by the (b) (3), (b) (7)(F) and (b) (3), (b) (7)(F) to the operator (b) (3), (b) (7)(F) (see above) are also available for (b) (3), (b) (7)(F).

AVAILABILITY - ALL LINES

- **Training**
  All operators are compliant with DOT 195 Operator Qualification Requirements.

Visual Detection by Company Personnel

(b) (3), (b) (7)(F) will be made (b) (3), (b) (7) not to exceed (b) (3), (b). (b) (3), (b) (7), (b) (3), (b) (7)(F) or (b) (3), (b) (7)(F). The intent of the (b) (3), (b) (7)(F) the area directly (b) (3), (b) (7)(F) for leaks, exposed pipes, washes, missing markers, and other unusual conditions. Construction on either side of the pipeline right-of-way is also monitored. Discharges to the land or surface waters may also be detected by Company personnel during regular operations and inspections. Should a leak be detected, the appropriate actions are taken including but not limited to:

- Notifications as per **SECTION 2**
- A preliminary assessment of the incident area
- **If appropriate, initiate initial response actions per SECTIONS 4 and 5. TABLE 4-1** provides a checklist for initial response actions.

Visual Detection by the Public

Right-of-way marker signs are installed and maintained at road crossing and other noticeable points and provide an Operations Control 24-hour number for reporting emergency situations. The Company also participates in the "call before you dig" or "One Call" utility notification services which can be contacted to report a leak and determine the owner/operator of the pipeline. If the notification is made to a local office or pump station, the Company representative receiving the call will generally implement the following actions:

- Notify the Pipeline Control and region/designated office
- Dispatch Company field personnel to the site to confirm discharge and conduct preliminary assessment
- Notify their immediate area supervisor and provide assessment results
- Follow the Procedure for Investigating Incoming Call Reports of Potential Pipeline Releases

Pipeline Shutdown

If any of these situations are outside the expected values, abnormal conditions are considered to exist. If abnormal conditions exist, Pipeline Control will take the appropriate actions to ensure that a release does not occur. If a discharge has occurred, Pipeline Control will take actions to limit the magnitude. In either case, appropriate actions taken by Company personnel could include, but are not limited to:

- Shut down affected line segment if there is an indication of a leak
- Isolate line segment
- Depressurize line
- Start internal and external notifications
- Mobilize additional personnel as required

3.2 Spill Mitigation Procedures

Each spill mitigation situation is unique and must be treated according to the circumstance present. In every situation, however, **personnel safety must be assessed as the first priority**. The potential for ignition and/or toxic exposure must be promptly evaluated.

If the use of alternative response strategies such as in-situ burning or dispersants, as identified in the Mid-Missouri River Sub Area Contingency Plan or the Region 8 Regional Contingency Plan, DAPL will seek approval from the Regional Response Team as appropriate. An example of spill mitigation procedures is presented below:

TABLE 3-1 SPILL MITIGATION PROCEDURES

TYPE	MITIGATION PROCEDURE
Failure of Transfer Equipment	1. Personnel and public safety are the first priority. Evacuate nonessential personnel or personnel at high risk. 2. Terminate transfer operations and close block valves. 3. Drain product into containment areas if possible. 4. Eliminate sources of vapor cloud ignition by shutting down all engines and motors.
Tank Overfill/Failure	1. Personnel and public safety are the first priority. Evacuate nonessential personnel or personnel at high risk. 2. Shut down or divert source of incoming flow to tank. 3. Transfer fluid to another tank with adequate storage capacity (if possible). 4. Shut down source of vapor cloud ignition by shutting down all engines and motors. 5. Ensure that dike discharge valves are closed. 6. Monitor diked containment area for leaks and potential capacity limitations. 7. Begin transferring spilled product to another tank as soon as possible
Piping Rupture/Leak (under pressure and no pressure)	1. Personnel and public safety are the first priority. Evacuate nonessential personnel or personnel at high risk. 2. Shut down pumps. Close the closest block valves on each side of the rupture. 3. Drain the line back into contained areas (if possible). Alert nearby personnel of potential safety hazards. 4. Shut down source of vapor cloud ignition by shutting down all engines and motors. 5. If piping is leaking and under pressure, then relieve pressure by draining into a containment area or back to a tank (if possible). Then repair line according to established procedures.
Fire/Explosion	1. Personnel and public safety are the first priority Evacuate nonessential personnel or personnel at risk of injury. 2. Notify local fire and police departments. 3. Attempt to extinguish fire if it is in incipient (early) stage and **if it can be done safely**. 4. Shut down transfer or pumping operation. Attempt to divert or stop flow of product to the hazardous area (if it can be done safely). 5. Eliminate sources of vapor cloud ignition shutting down all engines and motors. 6. Control fire before taking steps to contain spill.
Manifold Failure	1. Personnel and public safety are the first priority. Evacuate nonessential personnel or personnel at high risk. 2. Terminate transfer operations immediately. 3. Isolate the damaged area by closing block valves on both sides of the leak/rupture. 4. Shut down source of vapor cloud ignition by shutting down all engines and motors. 5. Drain fluids back into containment areas (if possible).

It is important to note that the actions above are intended only as guidelines. The appropriate response to a particular incident may vary depending on the nature and severity of the incident and other factors that are not readily addressed.

After initial response has been taken to stop further spillage, and notifications have been made to the required agencies, DAPL will begin spill containment, recovery, and disposal operations. The Incident Commander will assess the size and hazards of the spill. The location of the spill

and the predicted movement of the spill will be considered.

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

When initiating response tactics and deploying response resources, consideration will be given to protect natural resources, environmentally sensitive areas, and historical/archaeological resources. DAPL will consult with, and cooperate with, Natural Resource Damage Assessment (NRDA) Trustees, as well as the appropriate state and tribal Historical Preservation Officers (HPO's) to identify and protect natural resources and historical/archaeological resources.

In limited circumstances, alternative response strategies such as in-situ burning, dispersants, and/or bioremediation may be most effective at protecting natural resources, environmentally sensitive areas, and/or historical/archaeological resources. These alternative response strategies will be considered in consultation with NRDA Trustees and HPO's. Any plans to use alternative response strategies will be submitted to the Federal On-Scene Commander for Regional Response Team approval prior to implementation.

When considering the use of in-situ burning, the following considerations should be evaluated. In most cases, an agency application with further consideration will need to be completed before burning will be approved by the agency.

Size, Nature, and Product Spilled

- Flammability of the product (Will the product burn?)
- Location of the spill (Distance and direction to the nearest human use areas)
- Volume of the product released
- Estimate of the surface area covered by the spill
- How long has the oil been exposed to weathering?
- Will burning cause more hazards from by-products?

Weather and Forecast

- Current weather conditions
- Wind speed and direction
- 24-hour forecast
- 48-hour forecast

Evaluate the Response Operations

- Is there time enough to conduct burning?
- Is safety equipment available?
- Is adequate personnel available for monitoring/emergency response?
- Is mechanical recovery more intrusive than burning?

Habitats Impacted and Resources at Risk

- Have local agencies and officials been contacted, including:

    - Public Health
    - Land Owner/Manager
    - Local Fire Officials (Fire Marshal)
    - Historic Preservation Officer
    - State Resource Agency
    - Tribal Officials

- What is/will be the impact to surface water intakes and wells?
- Are endangered habitats/endangered species present?
- Is the area used by migratory animals?
- What wildlife is present?

Burn Plan

- How much of the oil is expected to burn?
- How long will it be expected to burn?
- How will the burn be ignited?
- How will the burn be extinguished?
- What are the monitoring protocols?

Dispersants are not commonly used on inland spills. Working closely with federal, state, and local agencies will be necessary for gaining approval to use dispersants. It is important to look at the total effect the oil will have on the environment when considering the use of dispersants.

3.3 Response Equipment

Emergency equipment is available to allow personnel to respond safely and quickly to emergency situations. Fire extinguishers are located throughout the facility and meet National Fire Prevention Association (NFPA) and OSHA standards. The majority of the response equipment will be supplied by the OSRO(s) listed in **TABLE 2-5**. This equipment is maintained regularly and inspected on a monthly basis. OSRO resources and response times are verified periodically.

Response equipment is mobilized and deployed by the Supervisor of Pipeline Operations, the Manager of Pipeline Operations, or their designee. The following is a description of company owned response equipment and the respective staging locations:

Watford City Station in North Dakota:

- 1 radio repeater and 12 radio's
- 1 response tent/command post
- All employees have 4 gas monitors

Redfield Pump Station in South Dakota:

- 1,000 feet of 10" skirt containment boom
- 1,000 feet of 5" sorbent boom
- Enclosed 18' response trailer
- Boom accessories (rope, anchors & buoy's)
- 1 radio repeater and 12 radio's
- 1 response tent/command post
- All employees have 4 gas monitors

Sioux Falls Field Office in South Dakota:

- 1,000 feet of 10" skirt containment boom
- 1,000 feet of 5" sorbent boom
- Boom accessories (rope, anchors & buoy's)
- 18' response boat with motor (slow water boom deployment)
- All employees have 4 gas monitors

In accordance with the US Army Corps of Engineers (USACE) easement conditions, the following response equipment has been staged for responding to the (b) (3), (b) (7)(F) [redacted]. The contractors identified in the FRP are certified by the USCG as a WCD 1 for District 8 SD and therefore have adequate equipment to respond to the WCD identified in this plan. In addition to these OSRO's there are additional response contractors who would be able to provide response equipment should they need to be mobilized.

DAPL Trenton Terminal in North Dakota

- 1,000 feet of 10” skirt containment boom
- 1,000 feet of 5” sorbent boom
- Boom accessories (rope, anchors & buoy’s)
- Enclosed 18’ response trailer
- 18’ response boat with motor
- 2 portable 4 gas monitors
- Enclosed 18’ winter response trailer

Cannon Ball Ranch

6654 HWY 1806 S., Mandan, ND 58554 (46.451667° / -100.630742°)

- 1,000 feet of 10” skirt containment boom
- 1,000 feet of 5” sorbent boom
- Boom accessories (rope, anchors & buoy’s)
- Enclosed 18’ response trailer
- 18’ response boat with motor
- 2 portable 4 gas monitors
- Enclosed 18’ winter response trailer

DAPL Linton Station in North Dakota

- 1,000 feet of 10” skirt containment boom
- 1,000 feet of 5” sorbent boom
- Boom accessories (rope, anchors & buoy’s)
- Enclosed 18’ response trailer
- 18’ response boat with motor
- 2 portable 4 gas monitors
- Enclosed 18’ winter response trailer

External Low-Water Equipment

- Air boats
- Small watercraft with air cooled engines
- Canoes or pirogues
- Single Drum Skimmer
- Cranes can be used to launch vessel in the event the boat ramps are deemed unusable
- Various absorbents for passive recovery

DAPL inspects and exercises company-owned equipment in accordance with the National Preparedness for Response Exercise Program (PREP) guidelines.

DAPL requires an annual certification from each OSRO to assure compliance with the National Preparedness for Response Exercise Program (PREP) guidelines.

Each listed OSRO has their own response equipment, a minimum of 1,000 feet of containment boom, absorbents, boats, and vacuum trucks. OSRO's maintain quipment that are capable of accessing the area even in the event of low water conditions where improved boat ramps are not available. Lists of the OSRO's equipment resources may be found in their services contract. OSRO response equipment is inspected and refurbished after each use. The primary OSRO's equipment is inspected, minimally, on a bi-monthly basis. DAPL has contractually secured personnel and equipment necessary to respond, to the maximum extent practicable, to a worst case discharge or a substantial threat of such discharge in this response zone.

An equipment list and list of trained personnel necessary to continue operation of the equipment and staff the oil spill removal organization for the first 7 days of a response for each of the OSRO contractors listed in **TABLE 2-5** is provided in **APPENDIX C**.

In addition to the company owned response equipment listed above, the following response equipment has been donated to the Three Affiliated and is located on the Buffalo Ranch approximately 11 miles southwest of Mandaree, ND:

- 1,000 feet of 10" skirt containment boom
- 1,000 feet of 5" sorbent boom
- Enclosed 18' response trailer
- Boom accessories (rope, anchors & buoy's)
- 18' response boat with motor (slow water boom deployment)
- 1 radio repeater and 12 radio's
- 1 response tent/command post
- 14 portable 4 gas monitors

DAPL is not responsible for maintaining or inspecting the equipment donated to the Three Affiliated Tribes.

4.0 RESPONSE ACTIVITIES

DAPL will take a 3-Tiered approach for responding to a pipeline failure. The three tiers are described in more detail below and are based on incident complexity.

Tier 1:

- The incident can be handled with one or two single resources with minimal personnel
- Command and General Staff positions (other than the Incident Commander) are not activated
- No written IAP is required
- The incident is contained within the first operational period and often with an hour to a few hours after resources arrive on-scene
- Examples include: vehicle fire, flange leak, release into containment, etc.

Tier 2:

- When incident needs exceed capabilities, the appropriate ICS positions should be added to match the complexity of the incident
- Some or all of the Command and General Staff positions may be activated, as well as division/group supervisors and/or unit leader positions
- The incident may extend into multiple operational periods
- A written IAP may be required for each operational period
- Local response teams will be activated with support from regional resources as needed

Tier 3:

- This type of incident extends beyond the capabilities for local control and is expected to go into multiple operational periods.
- A Tier 3 incident requires response resources from outside of the area, including regional and/or national resources, to effectively manage the operation, command, and general staffing
- All of the Command and General Staff positions are filled
- A written IAP is required for each operational period
- Many of the functional units are needed and staffed
- Operations personnel often exceed 200 per operational period and total incident personnel may exceed 500
- Agency representatives may join the Unified Command based on incident complexity
- Energy Transfer's Incident Management Team (IMT) will be deployed and the corporate Crisis Management Team (CMT) may be activated

DAPL personnel will work in unison, following Incident Command protocols, to cooperate with, and assist, Fire, Police and other first responders with:

- Halting or redirecting traffic on roads and railroads in the affected area as appropriate.
- Assessing the extent and coverage of a potential vapor cloud, using the current DOT Emergency Response Guidebook to determine safe approach distances.
- DAPL and Emergency Response Personnel will establish hot, warm and cold zones for emergency response operations following Incident Command protocols
- Gas meter equipment as specified below will be used to establish emergency responders' approach distances and hot / warm / cold zones.

In the event of a failure of a pipeline, DAPL will employ instrumentation (appropriate for the product contained in the pipeline at the time of failure) to access and determine the extent and coverage of a potential vapor cloud, if present.

The instrumentation used in the determination will have the following capabilities:

Petroleum Products

- Combustible gas meter with 0-100% read out. Alarm calibrated to sound at 10% of LEL.
- Ability to quantify the following gases: O2, H2S, LEL and CO
- Industrial Scientific MX6, MSA Altair 5X or equivalent gas meter

4.1 Spill Response Actions

In the event of a spill, actions will be taken to protect personnel and public safety, as well as the environment. The checklist provided below is an example of some of the activities conducted during a spill. Table 4-1 is an example of a Spill Response Checklist.

TABLE 4-1 SPILL RESPONSE ACTION CHECKLIST

RESPONSE ACTION	PERSONNEL TAKING ACTION	DATE/TIME ACTION TAKEN
DOCUMENT ALL ACTIONS TAKEN		
First Person to Discover Spill		
Immediately notify Qualified Individual and Operations Control Center or posted emergency contacts. Take appropriate action to protect life and ensure safety of personnel.		
Immediately shut down terminal operations (if applicable). If applicable, (b) (3), (b) (7)(F) [redacted] as soon as a leak is detected. It may not be best to immediately close valves due to line drain or line depressurization.		
Secure the scene. Isolate the area and assure the safety of people and the environment. Keep people away from the scene and outside the safety perimeter.		
Advise personnel in the area of any potential threat and/or initiate evacuation procedures.		
Qualified Individual		
Assume role of Incident Commander until relieved.		
Conduct preliminary assessment of health and safety hazards.		
Request medical assistance if an injury has occurred.		
Evacuate nonessential personnel, notify emergency response agencies to provide security, and evacuate surrounding area (if necessary).		
Make appropriate regulatory notifications. • National Response Center • Appropriate State Agency (See List of Federal, State, & Local agencies along with notification procedures in **TABLES 2-3 and 2-4**)		
Call out spill response contractors (See List in **TABLE 2-5**)		
Atmospheric conditions in the release area should be monitored using a four gas meter – ensuring oxygen, H2S, carbon dioxide and lower explosive limit (LEL) are all at safe levels. Atmospheric monitoring should continue throughout the response activities. These activities should be consistent with DAPL Health & Safety policies.		
If safe to do so, direct facility responders to shut down and control		

the source of the spill. Be aware of potential hazards associated with product and ensure that flammable vapor concentrations are within safe atmosphere before sending personnel into the spill area.		
If safe to do so, direct facility responders to shut down potential ignition sources in the vicinity of the spill, including motors, electrical pumps, electrical power, etc. Keep drivers away from truck rack if spill occurs there.		
If safe to do so, direct facility responders to stabilize and contain the situation. This may include berming or deployment of containment and/or sorbent boom.		
For low flash oil (<100ºF), consider applying foam over the oil, using water spray to reduce vapors, grounding all equipment handling the oil, and using non-sparking tools.		
If there is a potential to impact shorelines, consider lining shoreline with sorbent or diversion boom to reduce impact.		
Notify Local Emergency Responders. Obtain the information necessary to complete the Accident Report - Hazardous Liquid Pipeline Systems (**APPENDIX B**) and phone this information to the Emergency Response Manager.		
On-Scene Coordinator		
Activate all or a portion of local ERP (as necessary). Liaison Officer will maintain contact with notified regulatory agencies		
Document all response actions taken, including notifications, agency/media meetings, equipment and personnel mobilization and deployment, and area impacted.		
Water Based Spills: Initiate spill tracking and surveillance operations utilizing information in **SECTION 4.2**. Determine extent of pollution via surveillance aircraft or vehicle. Estimate volume of spill utilizing information in **SECTION 4.3**. Send photographer /videographer if safe.		
Land Based Spills: Initiate spill tracking and surveillance if applicable.		
SECONDARY RESPONSE ACTIONS (Refer to ICS job descriptions in **APPENDIX D**)		

4.2 Spill Tracking and Surveillance

The following guidelines should be utilized when tracking a spill and/or conducting spill surveillance:

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

An example of a spill surveillance checklist is presented on **TABLE 4-2**.

TABLE 4-2 SPILL SURVEILLANCE CHECKLIST

SPILL SURVEILLANCE CHECKLIST	
General Information	
Date:	Tidal or river stage (flood, ebb, slack, low water):
Time:	On-Scene Weather Conditions:
Incident Name:	Platform (helicopter, fixed-wing aircraft, boat, shore):
Observers Name:	Flight path/trackline:
Observers' Affiliation:	Altitude where observation taken:
Location of Source:	Areas not observed (i.e. foggy locations, restricted air spaces, shallow water areas):
Oil Observations	
Slick location(s):	Color and appearance (i.e. rainbow, dull or silver sheen, black or brown in color or mousse):
Slick dimensions:	Percent coverage:
Orientation of slick(s):	Is oil recoverable (Y/N)?:
Distribution of oil (i.e. windrows, streamers, pancakes or patches):	
Considerations	
• During surveillance, go beyond known impacted areas to check for additional oil spill sites • Include the name and phone number of the person making the observations • Clearly describe the locations where oil is observed and the areas where no oil has been seen	
Other Observations	

SPILL SURVEILLANCE CHECKLIST
Response Operations
Equipment deployment locations:
Boom deployment locations:
Environmental Operations
Locations of convergence lines, terrain, and sediment plumes:
Locations of debris and other features that could be mistaken for oil:
Wildlife present in area (locations and approximate numbers):
Spill Sketch (Use Additional Pages if Needed)

4.3 Estimating Spill Volumes

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

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

Some rapid methods to estimate spill size are:

- Transfer operations: Multiply the pumping rate by the elapsed time that the leak was in progress, plus the drainage volume of the line between the two closest valves or isolation points (volume loss = pump rate [bbls/min] x elapsed time [min] + line contents [bbl])
- Tank overfills: Elapsed time multiplied by the pumping rate
- Visual assessment of the surface area and thickness (**TABLE 4-3**); **this method may yield unreliable results because:**

- Interpretation of sheen color varies with different observers
- Appearance of a slick varies depending upon amount of available sunlight, sea-state, and viewing angle
- Different products may behave differently, depending upon their properties

TABLE 4-3 OIL THICKNESS ESTIMATION CHART

OIL THICKNESS ESTIMATIONS				
STANDARD FORM	**Approx. Film Thickness**		**Approx. Quantity of Oil in Film**	
	Inches	**Millimeters**	**gallons/mile^2**	**liters/km^2**
Barely Visible	0.0000015	0.00004	25	44
Silvery	0.000003	0.00008	50	88
Slightly Colored	0.000006	0.00015	100	179
Brightly Colored	0.000012	0.0003	200	351
Dull	0.00004	0.001	666	1,167
Dark	0.00008	0.002	1,332	2,237
Thickness of light oils: 0.0010 inches to 0.00010 inches				
Thickness of heavy oils: 0.10 inches to 0.010 inches				

4.4 Emergency Response Personnel

The local Emergency Response Personnel (ERP) has been created and organized to plan for and manage emergencies. The local ERP is composed of Company personnel from offices within the Area. Additional personnel from outlying offices may be used (if needed). The local ERP will develop strategies and priorities for a response, then will supervise contractors, handle safety and security matters, and will provide logistical support for contractor personnel. The local ERP will handle all communications with the media and the public. Job descriptions for each local ERP

member are provided in **APPENDIX D**. The local ERP will train by participating in exercises as noted in **SECTION 6.**

Activation of the local ERP may be accomplished in stages. Initially, the First Responder assumes the role of Incident Commander (IC). During a spill incident, the initial IC may be able to respond without assistance from the local ERP. If the situation requires more resources, he may request additional personnel or management support from the local ERP. This request is made to the Qualified Individual (QI). Depending on the situation, the QI may then assume the role of Incident Commander. The QI would then call out the other local ERP members.
In the event the local Emergency Response Personnel require assistance in managing an incident, the District Manager will request the assistance of the company's Incident Management Team (IMT). The IMT consists of nationwide company personnel capable of managing large scale incidents. The IMT members have received position-specific ICS training and drill on an annual basis. The IMT positions are listed in **APPENDIX D.**

4.5 Incident Command System/Unified Command

The Incident Command System (ICS) will be used by the local ERP for spill response. The ICS position descriptions are defined in **APPENDIX D** and can be expanded or contracted as necessary.

The Unified Command System (UCS) is the accepted method of organizing key spill management entities within the Incident Command System. The primary entities include:

- Federal On-Scene Coordinator (FOSC)
- State On-Scene Coordinator (SOSC)
- Company Incident Commander

These three people share decision-making authority within the Incident Command System and are each responsible for coordinating other federal, state, and company personnel to form an effective integrated emergency management team. Refer to **APPENDIX D** for detailed description of the ICS roles and responsibilities as well as organizational interfaces with external parties.

5.0 CONTAINMENT AND RECOVERY METHODS

A general description of various response techniques that may be utilized during a response are discussed below. DAPL and its response contractors are free to use all or any combination of these methods as specific incident conditions dictate, provided they meet the appropriate safety standards and other requirements relative to the incident. The most effective cleanup will result from an integrated combination of cleanup methods. Each operation should complement and assist related operations.

5.1 Spill on Land (Includes Exposed River Bottoms)

Containment Methods

Product can be contained in ditches and gullies by earthen berm structures (EBS). Where excavating machinery is available, EBS can be used to prevent the spread of oil. EBS, small and large, should be effectively constructed to protect priority areas such as inlets to drains, sewers, ducts, and watercourses. These can be constructed of earth, sandbags, absorbents, planks, or any other effective material. If time does not permit construction of a large EBS, a series of small EBS can be used, each one holding a portion of the oil as it advances. The terrain will ultimately dictate the placement of EBS. If the spill is minor, natural berms or earth absorption will usually stop the oil before it advances a significant distance.

In situations where vapors from a spill present a clear and present danger to property or life, spraying the surface of the spill with an appropriate vapor suppressor will greatly reduce the release of additional vapors.

The containment and recovery methods listed below can be used for sections of exposed river bottoms. This eco systems occurs when extreme weather conditions such as low water flows and draught exposes the river bottom.

- Position booms with a type of mooring around the exposed area to prevent any further migration in the event of the water rising
- Construct earthen dams from soil that has been brought in from the surrounding landscape
- Utilizing natural containment such as logs or already impacted debris can aid in preventing migration.

Recovery Methods

The recovery and removal of free oil from soil surfaces is a difficult job. Some effective approaches seem to be:

- Removal with suction equipment to tank truck, if concentrated in volumes large enough to be picked up. Channels can be formed to drain pools of product into storage pits and facilitate the use of suction equipment.
- Small pockets may have to be recovered with sorbent material
- Once free oil has been recovered to the extent practical, mechanical removal of impacted soils can commence until impacts have been adequately removed. Contaminated soils should be handled in accordance with all federal and state requirements.
- Passive recovery utilizing absorbent materials may be used on impacted exposed river bottoms to prevent product being forced into the exposed area from foot traffic or heavy machinery.

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

Containment Methods

Calm and slow-movng waters like lakes or ponds offer 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. These conditions both prevent oil from becoming entrained into the water column and allowing product that is entrained to separate out easily and rise to the surface where it can be removed.

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 may 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. Under such circumstances, the product may not have to be moved to the shoreline.

Recovery Methods

Product on the surface may be collected. If the containment slick is thick enough, regular suction equipment may be used first; however, in most instances, a floating skimmer should be used. As oil entrained in the water separates and rises to the surface under calm conditions, it can be recovered using the same techniques.

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.

Product-soaked absorbent can be drawn 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 in accordance with federal and state requirements. The final think slick (rainbow) on the surface can be removed with additional absorbent.

Improved boat ramps on Lake Oahe should be capable of allowing access even in conditions matching the lowest known water levels at Lake Oahe. In the event that water levels decrease to the point whether improved boat ramps are inaccessible, the inaccessibility of the boat ramps will not inhibit the viability and timeliness of emergency response efforts. The OSROs identified in Appendix C maintain an inventory of such equipment capable of responding to an oil spill under low-water conditions. In the extremely unlikely event that an oil spill were to

occur, simultaneously with a low-water level necessary for improved boat ramps to be entirely inaccessible, such a situation would be addressed by the deployment of air boats and mechanical launching of conventional fast response vessels that do not require the use of improved boat ramps. Such equipment would be launched from the identified low-water access points due to the nature of the boat launch (sandy beach or other areas of similar nature that can be accessed). Likewise, other equipment such as floating booms, sorbent materials and floating skimmers would be utilized in areas where water levels allowed their usage. To the extent a spill that occurs during such low-water conditions also affects mudflat/exposed shore zone areas, the containment and recovery methods described in Section 5.1 will be implemented (i.e. sorbent materials, vacuum trucks, and removal of impacted soils)

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

Containment 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 that may have become entrained in the water column 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 berming. The berm can be constructed by using sandbags, planks or earth. If an earthen berm structure (EBS) is required, it should be situated at an accessible point where the stream has high enough banks. The EBS should be constructed soundly and reinforced to support the product and water pressure.

- Underflow structure – An underflow structure, typically earthen berm is one method that can be used to create conditions to help entrained product separate out onto the surface, especially on small creeks. The water is released at the bottom of the EBS using a pipe, or multiple pipes, which are installed during construction of the EBS. The flow rate through the pipe(s) must be sufficient to keep the EBS from overflowing. The pipe(s) should be installed at an angle through the EBS (during construction) so that the height of the discharge end of the pipe(s) will determine the height of the water on the upstream side of the EBS.

- Overflow structure – Another method of containment is an overflow structure, typically earthen berm. An overflow EBS is constructed so that water flows over the EBS, but a deep pool is created which reduces the surface velocity of the water, thereby creating a calm stretch of water that will allow entrained product to separate out onto the surface to facilitating containment and recovery efforts. The overflow EBS may be used where large flow rates, such as medium sized creeks, are involved.

  With this type of EBS, a separate barrier, such as a floating or stationary boom, must be placed across the pool created by the EBS to contain the oil. This boom should be placed at an angle of 45 degrees across the pool to decrease the effective water velocity beneath it. Also, this angle helps to concentrate the oil at the bank and not along the boom. A second boom should be placed approximately 10 to 15 feet downstream of the first on as a secondary backup.

  A stationary boom type barrier can be made of wood planks or other suitable material. The stationary boom should be securely 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 boom will be approximately 1-1/2 times the width of the waterway. A stationary 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 the release of trapped oil, it should be moved upward slightly. At no time should the stationary boom be immersed more than 20% of the depth of the pool created by the overflow structure typical EBS. That is, if the pool is three feet deep, do not exceed an immersion depth of seven inches with the stationary boom.

A floating boom can be used in place of a stationary boom if the created pool's size (bank to bank) and depth will permit. The advantages of using floating boom are the speed of deployment and the fact that there is no need for additional support as with stationary boom.

- Multiple Impoundments – Since emergency built structures - EBS (either underflow or overflow) are seldom perfect, a series of EBS may be required. The first one, or two, will contain the bulk of the oil and the ones downstream will contain the last traces of oil. Precautions should be taken to ensure that the foundations of emergency structures - EBS are not washed away by the released water. If earth is used to construct an overflow structure, a layer of earth-filled bags (or other suitable material) should be placed on top of the structure to reduce erosion.

Recovery Methods

Once the containment structures are constructed allowing oil entrained in the water column to separate out and rise to the surface, recovery of the oil from the water surface should be the primary consideration. The recovery must be continuous or else build-up of product behind the structures or booms might lead to product escaping.

The type of recovery used depends largely on the amount of oil being contained in a given span of time, if the amount of oil moving down the stream is of sufficient quantity, the first structure - EBS or fixed boom should contain enough oil 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. Absorbents may be used at downstream structures - EBS or booms. It is inadvisable to place an absorbent in the stream prior to or at the first structure - EBS in anticipation of the arriving product. Let the product accumulate at the first structure - EBS and use the floating skimmer to recover the product.

The containment and removal of oil on small to medium fast-flowing streams might require a combination of underflow or overflow structures, fixed booms, floating booms, skimmers, and absorbents to ensure an effective cleanup.

Low-water conditions are addressed in Section 5.2.

5.4 Spill on Large Streams and Rivers

Containment Methods

The containment techniques differ considerably on large streams and rivers. First, the smooth calm area of water necessary for oil-water separation must be found along the stream or river rather than creating one, as with small streams. Floating booms (rather than fixed booms or EBS) must be used to contain the oil.

Local conditions of current and wind must be considered when selecting the site for the deployment of boom. A point with a low water velocity near the bank, sufficient depth to operate the oil recovery equipment, and good access is required. The fact that wind may tend to concentrate the oil against one bank must be considered. A smooth, undisturbed area of water is required immediately upstream of the boom to ensure that the oil entrained in the water column has opportunity to separate out onto the surface. The boom should be positioned where the current is at a minimum. It is more effective to boom at a wide, slow position than on a narrow, fast stretch of water.

If the booms are positioned straight across a river or stream, or at right angles to the flow, surface water tends to drive oil beneath the boom when current velocities exceed about ½ knot (0.8 ft/sec.). However, if the current of the entire river is ½ knot or less, then a boom can be positioned straight across the river or large stream, but angled slightly in relation to the banks. By placing the boom at an angle to the banks, oil on the surface is diverted along the boom to the side of the river.

The current velocity is usually much slower near the river bank than in the center and the oil will move along the boom toward the bank for removal. A water-tight seal between the bank and the boom is essential. A secondary boom should be setup immediately downstream of the first one to capture any oil that escapes the upstream boom. A boom can be deployed parallel to the river flow at the bank to form the seal with the booms used to trap the product.

Where the current velocity of the chosen site exceeds ½ knot, the boom may be positioned in two smooth curves from the point of maximum velocity (usually the center of the river) to both banks. However, this double-boom requires oil to be recovered from both sides of the river. To determine the appropriate angle of boom placement and support (mooring) needed to hold the booms in position, the current velocity should be measured by timing a floating object which is 80% submerged over a distance of 100 feet. A time of 60 seconds over this distance indicates a water current of approximately 1 knot.

For currents from 1 to 2.5 knots (1.7 to 4.2 ft/sec.), the more the boom will have to be angled acute to the bank. The length of the boom will have to be such to reach the center of the river. For currents between ½ and 1 knot (0.8 and 1.7 ft./sec.), the angle of deployment can be enlarged.

The major load on the boom is taken by the terminal moorings, particularly the one in the center of the river. However, intermediate moorings are also required both to maintain the smooth curve of the boom to prevent breaking of the boom and to assist with preventing skirt deflection. The intermediate moorings are preferably positioned every 25 feet and must be adjusted to avoid the formation of indentations in the boom profile. These intermediate moorings trap oil in pockets, prevent its deflection to the bank, and also encourage diving currents.

In certain situations, it might be advantageous to position booms to deflect the approaching oil to a slower moving area where entrained oil will more easily separate out from the water column

and rise to the surface. Naturally, additional booms would have to be positioned around this slower moving area prior to deflecting the product to the area. This approach may be used along rivers which have lagoons, etc., with a very low current action. The recovery would take place in the lagoons and not along the river bank.

Recovery Methods

Any oil contained upstream of the floating booms in a large stream or river should be removed from the water surface as it accumulates. This includes oil that separates out of the water column and rises to the surface. Regular suction equipment, a floating skimmer, and/or absorbents (including absorbent booms) should be used to remove the oil as appropriate. If the amount of oil moving downstream is of sufficient quantity, the primary floating boom will likely contain enough oil for the floating skimmer to work efficiently. The skimmer will pump the product and some water to a tank truck or other holding tank.

The absorbents would then be used upstream of the secondary boom to absorb any potential underflow from the primary boom. An absorbent boom can also be placed between the primary and secondary booms to help the other absorbents control any underflow from the primary boom. It is best to hand skim the saturated absorbents and place them in plastic bags for disposal.

Low-water conditions are addressed in Section 5.2.

5.5 Spill on a Stream Which Flows into a Lake or Pond

In certain locations where streams flow into lakes or ponds at relatively short distances, it is conceivable that a spill may reach the lake before containment and recovery operations are set up. If time permits containment operations to be set up on the stream in question, containment and recovery methods can be utilized as described above. However, if oil in the stream is near the lake or if oil is flowing into the lake with a significant amount yet to arrive, different containment methods may be required.

Containment Methods

Oil 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 the oil. An additional boom for sweeping the product to the bank may 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 recovery of oil from the lake or pond's surface should be handled as described above. For sizable releases, collected oil will usually be pumped into tank trucks and transported to a storage facility.

Low-water conditions are addressed in Section 5.2.

5.6 Spill in Urban Areas

Oil spills in urban areas can greatly impact recreational use, human health, wildlife habitat(s), and potential result in beach or park closures. Manmade structures along waterways require unique protection strategies. Manmade structures could include vertical shore protection structures such as seawalls, piers, and bulkheads, as well as riprap revetments and groins, breakwaters, and jetties. Vertical structures can be constructed of concrete, wood, and corrugated metal. They usually extend below the water surface, although seawalls can have beaches or riprap in front of them. These structures are very common along developed shores, particularly in harbors, marinas, and residential areas. Maintaining shipping or other kinds of vessel traffic through navigation channels or waterways during a spill response is a difficult consideration because there is usually economic and political pressure to re-establish normal operations as soon as possible. This consideration extends to vehicular traffic through urban areas. Deploying booms and skimmers or constructing recovery sites can conflict with such traffic for several days. Also, passage of deep-draft vessels through the waterway can suddenly change water level and flow or create wakes, causing booms to fail. For these reasons, recovery efforts must be coordinated through the Unified Command to ensure the cooperation of all parties involved.

Containment Methods

Containment techniques in an urban area depend greatly on the ability to deploy equipment due to obstacles presented by the urban area. Most booming and containment techniques will work with slight modifications such as direct anchoring instead of the use of booming buoys.

Recovery Methods

Normal recovery techniques work when recovering oil in an urban area. However, recovery can be hampered by several situations. Floating debris clogging skimming equipment is the main cause for low recovery rates. Another problem for recovery in an urban area is lack of storage space. Often traffic problems or lack of access prevent storage equipment such as frac tanks and vacuum trucks from approaching the recovery zone. Consideration should be given to these situations and appropriate measures taken.

5.7 Spill Under Ice

General Ice Safety Guidelines

Thickness	Acceptable On Ice Work
4” to 6”	One person with auger
6” to 8”	One person with snowmobile
8” to 12”	Two people with slotting equipment
12” +	Truck

Containment Methods

The traditional strategy for dealing with oil under the ice in a river or lake is to cut a slot to facilitate oil recovery. Ice slots can be cut using chain saws, handsaws, ice augers or some form

of trencher. Another effective variation of this technique is the diversionary plywood barrier method which is also discussed below.

Recovery Methods

Ice slotting is a very basic technique used to gain access to oil trapped beneath the ice. In ice slotting, a J shaped outline is sketched into the ice at an angle to the current, as determined by the maximum current speed (see table below).

Maximum Current (Knots)	Maximum Angle (Degrees), Relative to the Direction of Flow
0.8	75
0.9	60
1.1	45
1.5	30
2.9	15

The slight J hook or curve is necessary at the upstream side to provide flow towards the recovery area. In general, the slot width should be 1.5 times the thickness of the ice. Remember, a block of ice is heavy and the width of the slot must be taken into consideration so it can be safely removed or pushed under if the water beneath the ice is sufficiently deep. The length of the slot will be determined by the width of the river and strategy.

Ice slotting is a successful strategy to implement. However, there are a few pit falls to be aware off. First, responders may experience fatigue rapidly if required to cut the slot(s) by hand using a chain saw or hand held saw. Secondly, when cutting with chain saws, large volumes of water are kicked up, by the moving chain, onto the responder. This is a safety problem when the responders get wet in extreme cold weather conditions. However, wearing rain gear will provide some protection and can greatly reduce this problem.

A second technique is to slot the ice and use plywood to help divert oil beneath the ice to a recovery area. This technique is referred to as the diversionary plywood barrier method. In this technique, a narrow slot is made through the ice and 4' x 8' sheets of plywood, or equivalent material, are dropped into the slot to create a barrier and force the oil to follow the barrier to the collection area. This is the same principal employed when using floating boom.

The slot can be cut or drilled depending on the equipment available at the time of the response. If drilling is required, a gas powered ice auger can be used. In this scenario a series of 8" or 10" holes are drilled next to each other in the J pattern. A chain saw can be used to connect the holes if an ice bridge exists between two auger holes. After the ice auguring is complete, plywood can be dropped into the augured slot.

River ice is dirty and chipper blades on the augers may only last long enough to complete a single auger hole. This technique requires a large inventory of chipper blades. Extra auger flights can be used, which reduces down time to change blades. A real plus to slotting the ice with an ice auger is the limited exposure of responders to water. The water is generally restricted to the area around the responder's feet.

5.8 Spill on Ice

When managing an oil spill on ice special consideration must be given to several safety factors. Thickness of the ice and general accessibility of equipment must be considered when planning for on-ice recovery. Ice that is too thin to safely traverse or broken ice may prevent active recovery.

Containment Methods

For ice-covered on-land or on-water spills, snow or earthen berms may be constructed to contain oil around the leak, if terrain permits. Dikes filled with sorbent materials may be used on spills in smaller streams to create a containment structure to prevent further migration of the oil.

Recovery Methods

Generally, on-ice recovery consists of the manual recovery of the oil from the spill site. If conditions permit, vacuum trucks or suction pumps may be used to recover pools of oil that may have collected. Often, oil recovery will be completed by hand using brooms, shovels and rakes. Manually moving the oil/snow mixture into piles for collection, where it is either vacuum or manually collected into storage containers, may expedite the recovery process.

Low-water conditions are addressed in Section 5.2.

5.9 Spill in Wetland Areas

Wetlands, which may include upland and inland marshes, swamps and bogs, are highly sensitive to spills because they collect run-off from surrounding environments, and because they are home to many commercially and ecologically important species. Wetlands are very susceptible to damage and are a high priority to protect. Precautions should be taken so that the recovery effort does not cause more damage than that cause by the spill.

Containment Methods

Containment booms can be strategically deployed to contain or divert the oil into collection areas where skimmers and vacuums can be used to recover the oil. Berms can also be constructed to contain or divert the oil. Consideration must be given to the damage that can be caused by containing and recovering the oil in the wetland areas. Often, allowing the product to flow to natural collection areas and possibly assisting the flow by the use of high volume low pressure water pumps may be the best course of action.

Recovery Methods

Skimmers and vacuums can be deployed to recover contained oil. Other acceptable response techniques might include bioremediation, sorbents and in-situ burning. The use of heavy equipment is often not practical because of the damage it can cause to plant and animal life. During recovery, specially designed flat bottom shallow draft vessels and the use of plywood or boards may be used to reduce the damage caused by recovery personnel. If the water table is high and the oil will not permeate the soil, shallow trenches may be dug to collect oil for removal. The Unified Command must balance the need to recover the product with the damage caused by active recovery. Considerations should be given for long term, passive recovery techniques.

5.10 Spill On or Near Groundwater

Containment Methods

Product can be contained on, or near, the surface using the containment and recovery methods stated above. Where excavating machinery is available, trenches can be used to prevent the migration of oil under the surface to nearby groundwater bearing units. Pathways to groundwater such as buried utilities, water wells and monitoring wells in the spill path should be a priority and addressed immediately to prevent potential infiltration.

Recovery Methods

The recovery and removal will vary depending on site conditions and hydrogeological characteristics. Recovery methods may require guidance and approval from applicable state agency(s). The following should be considered:

- Passive recovery – Passive recovery can be an effective technique whereby released product is recovered by hand bailing, passive skimming operations, and/or the insertion of absorbent socks in the recovery well(s).

- Active recovery – Active recovery may include the installation of groundwater pump and treat systems, recovery trenches, vacuum enhanced groundwater recovery, soil vapor extraction, and low-temperature thermal desorption.

6.0 TRAINING PROCEDURES

6.1 Exercise Requirements and Schedules

The Company participates in the National Preparedness for Response Exercise Program (PREP) in order to satisfy the exercise requirements of PHMSA and EPA. Emergency responders, regulatory agencies and other stake holders are routinely invited to observe or participate in table top and equipment deployment drills
The Manager – Pipeline Operations is responsible for the following aspects:

- Scheduling
- Maintaining records
- Implementing
- Evaluation of the Company's training and exercise program
- Post-drill evaluation improvements

6.2 Post Incident Review

In the case of the following spills from a 49 CFR Part 195 regulated pipeline, a Standard Incident Debriefing Form as noted in **APPENDIX F** will be completed:

- Any spill resulting in an explosion or fire
- Any spill resulting in the death of any person
- Any spill resulting in an injury requiring inpatient hospitalization
- Any spill impacting a lake, reservoir, stream, river or similar body of water
- Any spill resulting in more than $50,000.00 in damage including the cost of damage to facilities, spill cleanup, emergency response, value of lost product and damage to property

In the case of spills from other facilities, a Standard Incident Debriefing Form as noted in **APPENDIX F** will be completed on an as determined basis which will be dictated by individual circumstances.

Pertinent facility personnel involved in the incident shall be debriefed (by the Company) within the calendar quarter after termination of operations. A Standard Incident Debriefing Form is provided in **APPENDIX F**. The primary purpose of the post-incident review is to identify actual or potential deficiencies in the Plan and determine the changes required to correct the efficiencies.

The post-incident review is also intended to identify which response procedures, equipment, and techniques were effective and which were not and the reason(s) why. This type of information is very helpful in the development of a functional Plan by eliminating or modifying those response procedures that are less effective and emphasizing those that are highly effective. This process should also be used for evaluating training drills or exercises. Key agency personnel that were involved in the response may be invited to attend the post-incident review. Procedure changes identified during post incident reviews should the processes outlined in 7.8.3 of HLA.08. A copy of the Incident debriefing form may be sent to agency personnel who were invited to the drill, but were unable to attend.

6.3 Training Program

A Health, Environment and Safety Training Program has been developed to include a detailed discussion of training required for personnel, regulations covered by the training, frequency of the specific training, method of training (i.e. computer based, classroom, live training by demonstration, etc.) and training duration. Training requirements are presented in Table 6-1, below:

TABLE 6-1 TRAINING REQUIREMENTS

Training Type	Training Characteristics
Training in Use of Oil Spill Plan	• All field personnel will be trained to properly report/monitor spills • Plan will be reviewed annually with all employees and contract personnel • A record of Personnel Response Training will be maintained.

OSHA Training Requirements (HAZWOPER)	• All Company responders designated in Plan must have 24 hours of initial spill response training in accordance with 29 CFR 1910:
	  ◦ Laborers and spill responders having potential for minimal exposure must have 24 hours of initial oil spill response instruction and 8 hours of actual field experience
	  ◦ On-site management/supervisors required to receive same training as equipment operators/general laborers plus 8 hours of specialized hazardous waste management training
	  ◦ Managers/employees require 8 hours of annual refresher training

Incident Management Team Personnel Training	• Will follow ET Emergency Response Guide
Training for Casual Laborers or Volunteers	• Company will not use casual laborers/volunteers for operations requiring HAZWOPER training.
Hydrogen Sulfide (H_2S) Monitoring and Procedures	• Will follow company Health, Environment, and Safety Training Program and Respiratory Protection Program.
Wildlife	• Only trained personnel approved by USFWS and appropriate state agency will be used to treat oiled wildlife
Training Documentation and Record Maintenance	• Training activity records will be retained five years for all personnel following completion of training • Company will retain training records indefinitely for individuals assigned specific duties in Plan • Training records will be retained.

Training Type	Training Characteristics
Emergency Response Training (HAZWOPER)	The Company has established and conducts a continuing training program to instruct emergency response personnel to: • Carry out emergency procedures established under 195.402 that relate to their assignments; • Know the characteristics and hazards of the hazardous liquids or carbon dioxide transported, including, in case of flammable HVL, flammability of mixtures with air, odorless vapors, and water reactions; • Recognize conditions that are likely to cause emergencies, predict the consequences of facility malfunctions or failures and hazardous liquids or carbon dioxide spills, and take appropriate corrective action; • Take steps necessary to control any accidental release of hazardous liquid or carbon dioxide and to minimize the potential for fire, explosion, toxicity, or environmental damage; and • Learn the proper use of fire-fighting procedures and equipment, fire suits, and breathing apparatus by utilizing, where feasible, a simulated pipeline emergency condition. At intervals not exceeding 15 months, but at least once each calendar year, the Company shall: • Review with personnel their performance in meeting the objectives of the emergency response training program set forth in 195.403(a), and • Make appropriate changes to the emergency response training program as necessary to ensure that it is effective. The Company requires and verifies that its supervisors maintain a thorough knowledge of that portion of the emergency response procedures established under 195.402 for which they are responsible to ensure compliance.

Training Type	Training Characteristics
Minimum requirements for operator qualification of individuals performing covered tasks on a pipeline	The Company has a written qualification program that includes provisions to: • Identify covered tasks; • Ensure through evaluation that individuals performing covered tasks are qualified; • Allow individuals that are not qualified pursuant to 49 CFR 195 Subpart G to perform a covered task if directed and observed by an individual that is qualified; • Evaluate an individual if the operator has reason to believe that the individual's performance of a covered task contributed to an accident as defined in Part 195; • Evaluate an individual if the operator has reason to believe that the individual is no longer qualified to perform a covered task; • Communicate changes that affect covered tasks to individuals performing these covered tasks; and • Identify those covered tasks and the intervals at which evaluation of the individual's qualifications is needed. **RECORDS** Each operator shall maintain records that demonstrate compliance with 49 CFR Part 195, Subpart G. Qualification records shall include: • Identification of qualified individuals • Identification of covered tasks the individual is qualified to perform • Date(s) of current qualification Records supporting an individual's current qualification shall be maintained while the individual is performing the covered task. Records of prior qualification and records of individuals no longer performing covered tasks shall be retained for a period of five years.
Breathing	• HES Respiratory Protection Training
Exposure	Personal Protective Equipment • HES Personal Protective Equipment • Emergency Response Guidebook: Purpose and Uses • Hazard Communication - Generic Career Development Management System (CDMS) course • HES HAZCOM (face -2-face)
MX6 Instrument or similar type monitor	• HES MX6 Gas Meter User Training • HES Operation and Maintenance of Monitoring Equipment
Fit-Testing	• HES Respirator Fit-Testing

Training Type	Training Characteristics
HES Emergency Response Plan Review (FRC, State Plan) This is face-2-face area specific training.	HAZWOPER Awareness - Generic CDMS course • Emergency Response Guidebook: Purpose and Uses • Hazard Communication - Generic CDMS course • HES HAZCOM (face -2-face) • PREP Emergency Response Plan Review
Incident Command System (ICS) National Incident Management System (NIMS)	Computer Based Training: • ICS 100 • ICS 200 • ICS 700 • ICS 800

7.0 WORST CASE DISCHARGE SUMMARY

7.1 Worst Case Discharge Scenario

The equipment and personnel to respond to a spill are available from several sources and are provided with the equipment and contractors in **TABLE 2-5**. The following sections are discussions of these scenarios.

Worst case discharge calculations are provided in **SECTION 7.3**.

Upon discovery of a spill, the following procedures would be followed:

1. The First Responder would notify the Manager of Pipeline Operations and the Operations Control Center. Notifications would be initiated in accordance with **SECTION 2.0**. The First Responder would advise the Manager of Pipeline Operations with any concerns of public safety.

2. The Area Supervisor/Manager of Operations would assume the role of Incident Commander/Qualified Individual until relieved and would initiate response actions and notifications in accordance with **SECTION 2.0**. If this were a small spill, the local/company personnel may handle all aspects of the response. Among those actions would be to:

   - Conduct safety assessment and evacuate personnel as needed in accordance with **SECTION 3.2**
   - Direct facility responders to shut down ignition sources
   - Direct facility personnel to position resources in accordance with **SECTION 4.0** and **SECTION 7.0**
   - Complete spill report form provided in **APPENDIX B**
   - Ensure regulatory agencies are notified

3. If this were a small or medium spill, the Qualified Individual/Incident Commander may elect for the First Responder to remain the Incident Commander or to activate selected portions of the Emergency Response Personnel. However, for a large spill, the Qualified Individual would assume the role of Incident Commander and would activate the entire Emergency Response Personnel in accordance with activation procedures described in **SECTION 4.4**.

4. The Incident Commander would then initiate spill assessment procedures including surveillance operations, trajectory calculations, and spill volume estimating in accordance with **SECTIONS 4.2 and 4.3.**

5. The Incident Commander would then utilize checklists in **SECTION 4.0** as a reminder of issues to address. The primary focus would be to establish incident priorities and objectives and to brief staff accordingly.

6. The Emergency Response Personnel would develop the following plans, as appropriate (some of these plans may not be required during a small or medium spill):

   - Site Safety and Health
   - Site Security
   - Incident Action
   - Decontamination
   - Disposal
   - Demobilization

7. The response would continue until an appropriate level of cleanup is obtained.

7.2 Planning Volume Calculations

Once the worst case discharge volume has been calculated, response resources must be identified to meet the requirements of 49 CFR 194.105(b). Calculations to determine sufficient amount of response equipment necessary to respond to a worst case discharge are described below. A demonstration of the planning volume calculations is provided below.

DOT/PHMSA Portion of Pipeline/Facilities

The worst case discharge (WCD) for the DOT portion of the pipeline and facilities, as defined in 49 CFR 194.105(b), as the largest volume of the following:

1. The pipeline's maximum shut-down response time in hours (based on historic discharge data or in the absence of such data, the operators best estimate), multiplied by the maximum flow rate expressed in barrels per hour (based on the maximum daily capacity of the pipeline), plus the largest drainage volume after shutdown of the line section(s) in the response zone expressed in barrels; or
2. The largest foreseeable discharge for the line section(s) within a response zone, expressed in barrels (cubic meters), based on the maximum historic discharge, if one exists, adjusted for any subsequent corrective or preventative action taken; or
3. If the response zone contains one or more breakout tanks, the capacity of the single largest tank or battery of tanks within a single secondary containment system, adjusted for the capacity or size of the secondary containment system, expressed in barrels.

Under PHMSA's current policy, operators are allowed to reduce the worst case discharge volume derived from 49 CFR 194.105(b)(3) by no more than 75% if an operator is taking certain spill prevention measures for their breakout tanks and presents supporting information in the response plan. An operator can reduce the worst case discharge volume based on breakout tanks in the response zones as follows:

TABLE 7-1 PHMSA PERCENT REDUCTION ALLOWED

SPILL PREVENTION MEASURES	PERCENT REDUCTION ALLOWED
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%
Automatic high-level alarms/shutdowns designed according to NFPA/API RP 2350	5%
Testing/cathodic protection designed according to API Std 650/651/653	5%
Tertiary containment/drainage/treatment per NFPA 30	5%*
Maximum allowable credit or reduction	75%

The worst case discharge is based on the largest volume of the three criteria given above.

The Company has determined the worst case discharge of a (b) (3), (b) (7)(F) using the (b) (3), (b) (7)(F)

All of the breakout tanks in the pipeline system are (b) (3), (b) (7)(F) therefore, (b) (3), (b) (7)(F) per the company guidelines.

The line sections with the highest throughput and largest drainage volume between block valves on pump stations were chosen to calculate the pipeline worst case discharge. Although the entire discharge volume of each line was used for the worst case discharge, in an actual spill event, it would(b) (3), (b) (7)(F) The line would be sealed early in the response effort. Considering the volume of release from a line break compared to that of historic discharge in each zone and to the volumes released from a tank failure, (b) (3), (b) (7)(F)

The maximum historic discharge is not applicable for WCD covered by this plan. Given below are the tank and pipeline WCD calculations for this plan. The largest tank volume is as follows:

LOCATION	VOLUME (BBLS)
(b) (3), (b) (7)(F)	(b) (3), (b) (7)(F)

7.3 Worst Case Discharge Volume Calculations

Tanks

The worst case tank volume is calculated as follows:

Largest Tank X Credit for Containment Tank Standards = Tank Standards Credit

The Company has implemented (b) (3), (b) (7)(F), (b) (3), (b) (7)(F). Therefore, the percent reduction allowed for credit equals (b) (3), (b) (7)(F) of the total volume of the largest tank.

(b) (3), bbls X(b) = (b) bbls

Pipelines

The worst case discharge for a pipeline segment.

WCD = [(DT + ST) x MF] + DD
(b) (3), (b) (7)(F) = (b) (3), (b) (7)(F)] + (b) (3), (b) (7)(F) ((b) (3), (b) (7)(F) miles (b) (3), (b) (7)(F)
diameter pipe (b) (3), (b) (7)(F) barrels per mile)
Where:
WCD = worst case discharge (bbl)
DT + ST = maximum detection time + maximum shut down time in adverse weather
MF = maximum flow rate (bph)
DD = drain down volume (bbl)

WCD pipeline segment = (b) (3), (b) (7)(F) **barrels** located (b) (3), (b) (7)(F) of (b) (3), (b) (7)(F)
at Mile Post (b) .

As detailed above, the discharges for the (b) (3), (b) (7)(F)
; therefore, the DOT/PHMSA WCD volume for this plan is: (b) **barrels.**

For planning purposes, a hypothetical alternative worst case discharge volume has been calculated for the (b) (3), (b) (7) crossing near (b) (3), (b) and the (b) (3), (b) (7) crossing near Cannon Ball, ND. The hypothetical alternative worst case discharge volume calculated at each of these locations was (b) (3), (b) (7)(F) and (b) (3), (b) (7)(F) respectively. The calculated volume for the (b) (3), (b) (7) crossing near (b) (3), (b) assumes a full-diameter guillotine break with the pipeline laying on the surface of the water and does not account for anti-siphoning effects due to elevation changes. The calculated volume for the (b) (3), (b) (7) crossing near (b) (3), (b) (7) assumes a full-diameter guillotine break with the pipeline (b) (3), (b) (7)(F)
(b) (3), (b) (7)(F)
. These hypothetical alternative worst case discharge volumes were compared to the worst case discharge volume, as calculated above, and determined to be significantly less. Therefore, the notification procedures and mitigation and response measures outlined in this plan are sufficient to respond to an alternative worst case discharge at the (b) (3), (b) (7) crossings near (b) (3), (b) and (b) (3), (b) (7) .

7.4 Product Characteristics and Hazards

Pipeline systems described in this plan may transport various types of commodities including but not limited to:

- Crude Oil

The key chemical and physical characteristics of each of these oils and/or other small quantity products/chemicals are identified in **TABLE 7-2**, below.

TABLE 7-2 CHEMICAL AND PHYSICAL CHARACTERISTICS

COMMON NAME	SDS NAME	HEALTH HAZARD	FLASH POINT	SPECIAL HAZARD	REACTIVITY	HEALTH HAZARD WARNING STATEMENT
Crude Oil	Appropriate Product Name	1	3	C, H2S	0	May Contain benzene, a carcinogen, or hydrogen sulfide, which is harmful if inhaled; flashpoint varies widely.

Health Hazard	**4 = Extremely Hazardous** **3 = Hazardous** **2 = Warning** **1 = Slightly Hazardous** **0 = No Unusual Hazard**	**Fire Hazard (Flash Point)**	**4 = Below 73° F, 22° C** **3 = Below 100° F, 37° C** **2 = Below 200° F, 93° C** **1 = Above 200° F, 93° C** **0 = Will not burn**
Special Hazard	**A = Asphyxiant** **C = Contains Carcinogen** **W = Reacts with Water** **Y = Radiation Hazard** **COR = Corrosive** **OX = Oxidizer** **H2S = Hydrogen Sulfide** **P = Contents under Pressure** **T = Hot Material**	**Reactivity Hazard**	**4 = May Detonate at Room Temperature** **3 = May Detonate with Heat or Shock** **2 = Violent Chemical Change with High Temperature and Pressure** **1 = Not Stable if Heated** **0 = Stable**

8.0 RESPONSE ZONE MAPS AND ASSOCIATED REFERENCE MATERIAL

8.1 Map Overview

Pipeline Sensitivity Maps are being developed to include in **APPENDIX E**. The District Overview map includes the entire DAPL North Response Zone and illustrates the eighteen (18) Pipeline Sensitivity Map locations.

The pipeline sensitivity maps will indicate the locations of the worst case discharge, distance between each line section in the response zone, public drinking water intakes within 5 miles of any pipeline segment, and any potentially environmentally sensitive areas located within 1 mile of any pipeline segment.

The following maps are included in this section:

- North Response Zone Overview
- Aberdeen
- Bismarck
- De Smet
- Eureka
- Gettysburg
- Glen Ullin
- Hazen
- Killdear
- Linton
- Mobridge
- Parshall
- Redfield
- Salem
- Sioux Falls
- Stanley
- Watertown
- Watford City
- Williston

A Pipeline Map Feature Index Table, **TABLE E-1**, will be presented following the maps. The Pipeline Map Feature Index Table will provide an explanation of potentially sensitive areas that are numerically coded on the Pipeline Sensitivity Maps.

9.0 RESPONSE PLAN REVIEW AND UPDATE PROCEDURES

9.1 Facility Response Plan Review Guidelines

In accordance with 49 CFR Part 194.121, this Plan will be reviewed annually and modified to address new or different operating conditions or information included in the Plan. Upon review of the response plan for each five-year period, revisions will be submitted to PHMSA provided the changes to the current plan are needed. If revisions are not needed, a current plan will be submitted to PHMSA.

Company internal policy states that the Plan will be reviewed at least annually and modified as appropriate. Annual review of this Plan will be documented on the Certification of Annual Review. In the event the Company experiences a Worst Case Discharge, the effectiveness of the plan will be evaluated and updated as necessary. If a new or different operating condition or information would substantially affect the implementation of the Plan, the Company will modify the Plan to address such a change and, within 30 days of making such a change, submit the change to PHMSA. Changes to this Plan will be documented on the Record of Plan Changes, located at the beginning of the Plan. Examples of changes in operating conditions that would cause a significant change to the Plan include the following:

CONDITIONS REQUIRING REVISIONS AND SUBMISSIONS

- Relocation or replacement of the transportation system in a way that substantially affects the information included in the Plan, such as a change to the Worst Case Discharge volume.
- A change in the type of oil handled, stored, or transferred that materially alters the required response resources.
- A change in key personnel (Qualified Individuals).
- A change in the name of the Oil Spill Removal Organization (OSRO).
- Any other changes that materially affect the implementation of the Plan.
- A change in the National Oil and Hazardous Substances Pollution Contingency Plan or Area Contingency Plan that has significant impact on the equipment appropriate for response activities.
- Any change or modification as identified in SDCL 34A-18-7

In accordance with South Dakota Legislative Codified Law 34A-18-7, this Plan will be reviewed in full every five years, from the date of last submission, and modified to address new or different operating conditions or information. The Plan will be updated accordingly and submitted to the South Dakota DENR.

All requests for changes must be made through the Sr. Manager – Pipeline Operations and will be submitted to PHMSA and/or South Dakota DENR by the Emergency Planning and Response Group.

TABLE 9-1 CERTIFICATION OF ANNUAL REVIEW

DATE PLAN REVIEWED	REVIEWER	TITLE
9/18/2017	Doc Hawthorne	Sr. Specialist-Environmental
12/10/2018	Mike Carter	Sr. Specialist -Environmental
02/19/2019	Mike Carter	Sr. Specialist -Environmental
10/19/2020	Mike Carter	Sr. Specialist - Environmental
20210824	James Shuler	ER Manager
20220906	Todd Fosle	Specialist - ER
20230208	Todd Folse	Specialist - ER
20230420	TF, JS, JM & KP	ER Dept. & Legal Counsel

Appendix A – DOT/PHMSA Cross Reference

TABLE A - DOT/PHMSA/ SED DENR CROSS REFERENCE MATRIX

OPA 90 REQUIREMENTS (49 CFR 194)	LOCATION
Information Summary	
• For the core plan:	N/A
• Name and address of operator	TABLE 1-1
• For each Response Zone which contains one or more line sections that meet the criteria for determining significant and substantial harm (§194.103), listing and description of Response Zones, including county(s) and state(s)	TABLE 1-1
• For each Response Zone appendix:	N/A
• Information summary for core plan	SECTION 1.2
• QI names and telephone numbers, available on 24-hr basis	TABLE 1-1
• Description of Response Zone, including county(s) and state(s) in which a worst case discharge could cause substantial harm to the environment	TABLE 1-1, TABLE 1-2
• List of line sections contained in Response Zone, identified by milepost or survey station or other operator designation	TABLE 1-2
• Basis for operator's determination of significant and substantial harm	TABLE 1-2
• The type of oil and volume of the worst case discharge	TABLE 1-2, SECTION 7-2
• Certification that the operator has obtained, through contract or other approved means, the necessary private personnel and equipment to respond, to the maximum extent practicable, to a worst case discharge or threat of such discharge	SECTION 1.3
Notification Procedures	
• Notification requirements that apply in each area of operation of pipelines covered by the plan, including applicable state or local requirements	SECTION 2
• Checklist of notifications the operator or Qualified Individual is required to make under the response plan, listed in the order of priority	TABLE 2-2, TABLE 2-4
• Name of persons (individuals or organizations) to be notified of discharge, indicating whether notification is to be performed by operating personnel or other personnel	SECTION 2.1, TABLE 2-3, TABLE 2-4
• Procedures for notifying Qualified Individuals	SECTION 2.1, TABLE 2-1
• Primary and secondary communication methods by which notifications can be made	TABLE 2-3

OPA 90 REQUIREMENTS (49 CFR 194)	LOCATION

• Information to be provided in the initial and each follow-up notification, including the following:
  • Name of pipeline
  • Time of discharge
  • Location of discharge
  • Name of oil recovered
  • Reason for discharge (e.g. material failure, excavation damage, corrosion)
  • Estimated volume of oil discharged
  • Weather conditions on scene
  • Actions taken or planned by persons on scene
	SECTION 2.2

Spill Detection and On-Scene Spill Mitigation Procedures	
• Methods of initial discharge detection	SECTION 3.1
• Procedures, listed in order of priority, that personnel are required to follow in responding to a pipeline emergency to mitigate or prevent any discharge from the pipeline	SECTION 3.2, TABLE 3-1

• List of equipment that may be needed in response activities based on land and navigable waters including:
  • Transfer hoses and pumps
  • Portable pumps and ancillary equipment
  • Facilities available to transport and receive oil from a leaking pipeline
  • Identification of the availability, location, and contact phone numbers to obtain equipment for response activities on a 24-hour basis
  • Identification of personnel and their location, telephone numbers, and responsibilities for use of equipment in response activities on a 24-hour basis
	SECTION 3.3, APPENDIX C

Response Activities	
• Responsibilities of, and actions to be taken by, operating personnel to initiate and supervise response actions pending the arrival of the Qualified Individual or other response resources identified in the response plan	SECTION 4.1, TABLE 4-1
• Qualified Individual's responsibilities and authority, including notification of the response resources identified in the response plan	SECTION 4.1, TABLE 4-1
• Procedures for coordinating the actions of the operator or Qualified Individual with the action of the OSC responsible for monitoring or directing those actions	TABLE 4-1
• Oil spill response organizations (OSRO) available through contract or other approved means, to respond to a worst case discharge to the maximum extent practicable	TABLE 2-5, APPENDIX C

OPA 90 REQUIREMENTS (49 CFR 194)	LOCATION

• For each organization identified under paragraph (d), a listing of:
  • Equipment and supplies available
  • Trained personnel necessary to continue operation of the equipment and staff the oil spill removal organization for the first seven days of the response
	APPENDIX C

List of Contacts	
• List of persons the Plan requires the operator to contact	TABLE 1.1, TABLE 2-3
• Qualified individuals for the operator areas of operation	TABLE 1-1
• Applicable insurance representatives or surveyors for the operator's areas of operation	TABLE 1-1
• Persons or organizations to notify for activation of response resources	TABLE 2-1, TABLE 2-2, TABLE 2-4, TABLE 2-5
Training Procedures	
• Description of training procedures and programs of the operations	SECTION 6.0, TABLE 6-1
Drill Procedures	
• Announced and unannounced drills	TABLE 6-1, APPENDIX H

• Types of drills and their frequencies; for example:
  • Manned pipeline emergency procedures and qualified individual notification drills conducted quarterly
  • Drills involving emergency actions by assigned operating or maintenance personnel and notification of qualified individual on pipeline facilities which are normally unmanned, conducted quarterly
  • Shore-based spill management team (SMT) tabletop drills conducted yearly
  • Oil spill removal organization field equipment deployment drills conducted yearly
  • A drill that exercises entire response plan for each Response Zone, would be conducted at least once every three years
	TABLE 6-1, APPENDIX H

Response Plan Review and Update Procedures	
• Procedures to meet §194.121	SECTION 9.1
• Procedures to review plan after a worst case discharge and to evaluate and record the plan's effectiveness	SECTION 9.1
Response Zone Appendices	
• Name and telephone number of the qualified individual	TABLE 1.1
• Notification procedures	SECTION 2.0

OPA 90 REQUIREMENTS (49 CFR 194)	LOCATION
• Spill detection and mitigation procedures	SECTION 3.0
• Name, address, and telephone number of oil spill response organizations	TABLE 2-5

• Response activities and response resources including—
  • Equipment and supplies necessary to meet §194.115, and
  • The trained personnel necessary to sustain operation of the equipment and to staff the oil spill removal organization and spill management team for the first 7 days of the response
	TABLE 2-5, APPENDIX C

• Names and telephone numbers of Federal, state and local agencies which the operator expects to assume pollution response responsibilities	TABLE 2-3, TABLE 2-4
• The worst case discharge volume	SECTION 7.0, TABLE 1-2
• The method used to determine the worst case discharge volume, with calculations	SECTION 7.3

• A map that clearly shows:
  • Location of worst case discharge
  • Distance between each line section in the Response Zone:
  • Each potentially affected public drinking water intake, lake, river, and stream within a radius of five miles of the line section
  • Each potentially affected environmentally sensitive area within a radius of one mile of the line section
	APPENDIX E

• Piping diagram and plan-profile drawing of each line section; (may be kept separate from the response plan if the location is identified)	APPENDIX E

• For every oil transported by each pipeline in the response zone, emergency response data that:
  • Include name, description, physical and chemical characteristics, health and safety hazards, and initial spill handling and firefighting methods
  • Meet 29 CFR 1910.1200 or 49 CFR 172.602
	SECTION 7.4, TABLE 7-2

SD DENR REQUIREMENTS (34A-18-2)	LOCATION
Information Summary (Section 1)	
• For the core plan:	
• Immediate Response Notifications	TABLE 1-1, TABLE 2-2, TABLE 2-3,
• Spill Detection and Mitigation Procedures	SECTION 3.0
• Name, Address, Phone Number of the Oil Spill Organization	TABLE 2-5
• Response Activities and Response Resources	SECTION 4.0, SECTION 3.3
• Names and telephone numbers of federal, state, and local agencies which the operator expects to have pollution control responsibilities or support;	TABLE 2-3, TABLE 2-4
• Training procedures	Section 6.0, TABLE 6-1
• Equipment Testing	SECTION 3.0
• Drill types, schedules, and procedures	TABLE 6-1, APPEENDIX H
• Plan review and update procedures	SECTION 9.1

Appendix B- Notifications

- DOT Reporting Form
- North Dakota Reporting Guidelines
- South Dakota Reporting Guidelines

NOTICE: This report is required by 49 CFR Part 195. Failure to report can result in a civil penalty not to exceed $100,000 for each violation for each day that such violation persists except that the maximum civil penalty shall not exceed $1,000,000 as provided in 49 USC 60122.

OMB NO: 2137-0047

EXPIRATION DATE: 7/31/2015

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

ACCIDENT REPORT – HAZARDOUS LIQUID PIPELINE SYSTEMS

Report Date _____

No. _____
(DOT Use Only)

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2137-0047. Public reporting for this collection of information is estimated to be approximately 10 hours per response, including the time for reviewing instructions, gathering the data needed, and completing and reviewing the collection of information. All responses to this collection of information are mandatory. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, PHMSA, Office of Pipeline Safety (PHP-30) 1200 New Jersey Avenue, SE, Washington, D.C. 20590.

INSTRUCTIONS

Important: *Please read the separate instructions for completing this form before you begin. They clarify the information requested and provide specific examples. If you do not have a copy of the instructions, you can obtain one from the PHMSA Pipeline Safety Community Web Page at http://www.phmsa.dot.gov/pipeline/library/forms.*

PART A – KEY REPORT INFORMATION

Report Type: *(select all that apply)* ☐ Original ☐ Supplemental ☐ Final

1. Operator's OPS-issued Operator Identification Number (OPID): /___/___/___/___/___/___/
2. Name of Operator: _____
3. Address of Operator:

3.a _____
(Street Address)

3.b _____
(City)

3.c State: /___/___/

3.d Zip Code: /___/___/___/___/___/ - /___/___/___/___/

4. Local time *(24-hr clock)* and date of the Accident:

/___/___/___/___/ Hour /___/___/ Month /___/___/ Day /___/___/ Year

5. Location of Accident:
Latitude: /___/___/ . /___/___/___/___/___/
Longitude: - /___/___/___/ . /___/___/___/___/___/

6. National Response Center Report Number (if applicable):
/___/___/___/___/___/___/___/

7. Local time *(24-hr clock)* and date of initial telephonic report to the National Response Center (if applicable):

/___/___/___/___/___/ Hour /___/___/ Month /___/___/ Day /___/___/ Year

8. Commodity released: *(select only one, based on predominant volume released)*

☐ Crude Oil

☐ Refined and/or Petroleum Product (non-HVL) which is a Liquid at Ambient Conditions
- ○ Gasoline (non-Ethanol)
- ○ Diesel, Fuel Oil, Kerosene, Jet Fuel
- ○ Mixture of Refined Products (transmix or other mixture)
- ○ Other ⇨ Name: _____

☐ HVL or Other Flammable or Toxic Fluid which is a Gas at Ambient Conditions
- ○ Anhydrous Ammonia
- ○ LPG (Liquefied Petroleum Gas) / NGL (Natural Gas Liquid)
- ○ Other HVL ⇨ Name: _____

☐ CO_2 (Carbon Dioxide)

☐ Biofuel / Alternative Fuel (including ethanol blends)
- ○ Fuel Grade Ethanol
- ○ Ethanol Blend ⇨ % Ethanol: /___/___/
- ○ Biodiesel ⇨ Blend (e.g. B2, B20, B100): B/___/___/___/
- ○ Other ⇨ Name: _____

9. Estimated volume of commodity released unintentionally: /___/___/___/,/___/___/___/./___/___/ Barrels

10. Estimated volume of intentional and/or controlled release/blowdown: /___/___/___/,/___/___/___/./___/___/ Barrels
(only reported for HVL and CO_2 Commodities)

11. Estimated volume of commodity recovered: /___/___/___/,/___/___/___/./___/___/ Barrels

12. Were there fatalities? ○ Yes ○ No

If Yes, specify the number in each category:

12.a Operator employees /___/___/___/___/

12.b Contractor employees working for the Operator /___/___/___/___/

12.c Non-Operator emergency responders /___/___/___/___/

12.d Workers working on the right-of-way, but NOT associated with this Operator /___/___/___/___/

12.e General public /___/___/___/___/

12.f Total fatalities (sum of above) /___/___/___/___/

13. Were there injuries requiring inpatient hospitalization? ○ Yes ○ No

If Yes, specify the number in each category:

13.a Operator employees /___/___/___/___/

13.b Contractor employees working for the Operator /___/___/___/___/

13.c Non-Operator emergency responders /___/___/___/___/

13.d Workers working on the right-of-way, but NOT associated with this Operator /___/___/___/___/

13.e General public /___/___/___/___/

13.f Total injuries (sum of above) /___/___/___/___/

14. Was the pipeline/facility shut down due to the Accident?

○ Yes ○ No ⇨ Explain: _____

If Yes, complete Questions 14.a and 14.b: *(use local time, 24-hr clock)*

14.a Local time and date of shutdown /___/___/___/___/ (Hour) /___/___/ (Month) /___/___/ (Day) /___/___/ (Year)

14.b Local time pipeline/facility restarted /___/___/___/___/ (Hour) /___/___/ (Month) /___/___/ (Day) /___/___/ (Year) ○ Still shut down* *(*Supplemental Report required)*

15. Did the commodity ignite? ○ Yes ○ No

16. Did the commodity explode? ○ Yes ○ No

17. Number of general public evacuated: /___/___/___/,/___/___/___/

18. Time sequence: *(use local time, 24-hour clock)*

18.a Local time Operator identified failure /___/___/___/___/ (Hour) /___/___/ (Month) /___/___/ (Day) /___/___/ (Year)

18.b Local time Operator resources arrived on site /___/___/___/___/ (Hour) /___/___/ (Month) /___/___/ (Day) /___/___/ (Year)

PART B – ADDITIONAL LOCATION INFORMATION

*1. Was the origin of the Accident onshore?

○ Yes *(Complete Questions 2-12)* ○ No *(Complete Questions 13-15)*

If **Onshore**:

2. State: /___/___/

3. Zip Code: /___/___/___/___/___/ - /___/___/___/___/

4._____ 5_____
City County or Parish

6. Operator-designated location: *(select only one)*

☐ Milepost/Valve Station *(specify in shaded area below)*

☐ Survey Station No. *(specify in shaded area below)*

/___/___/___/___/___/___/___/___/___/___/___/___/___/___/___/___/

7. Pipeline/Facility name: _____

8. Segment name/ID: _____

9. Was Accident on Federal land, other than the Outer Continental Shelf (OCS)? ○ Yes ○ No

10. Location of Accident: *(select only one)*

☐ Totally contained on Operator-controlled property

☐ Originated on Operator-controlled property, but then flowed or migrated off the property

☐ Pipeline right-of-way

11. Area of Accident (as found): *(select only one)*

☐ Tank, including attached appurtenances

☐ Underground ⇨ Specify: ○ Under soil

○ Under a building ○ Under pavement

○ Exposed due to excavation

○ In underground enclosed space (e.g., vault)

○ Other _____

Depth-of-Cover (in): /___/,/___/___/___/

☐ Aboveground ⇨ Specify:

○ Typical aboveground facility piping or appurtenance

○ Overhead crossing

○ In or spanning an open ditch

○ Inside a building ○ Inside other enclosed space

○ Other _____

☐ Transition Area ⇨ Specify: ○ Soil/air interface ○ Wall sleeve ○ Pipe support or other close contact area

○ Other _____

12. Did Accident occur in a crossing?: ○ Yes ○ No

If Yes, specify type below:

☐ Bridge crossing ⇨ Specify: ○ Cased ○ Uncased

☐ Railroad crossing ⇨ *(select all that apply)*

○ Cased ○ Uncased ○ Bored/drilled

☐ Road crossing ⇨ *(select all that apply)*

○ Cased ○ Uncased ○ Bored/drilled

☐ Water crossing

⇨ Specify: ○ Cased ○ Uncased

Name of body of water, if commonly known:

_____

Approx. water depth (ft) at the point of the Accident:

/___/,/___/___/___/

(select only one of the following)

○ Shoreline/Bank crossing

○ Below water, pipe in bored/drilled crossing

○ Below water, pipe buried below bottom (NOT in bored/drilled crossing)

○ Below water, pipe on or above bottom

If **Offshore**:

13. Approximate water depth (ft.) at the point of the Accident:

/___/___/,/___/___/___/

14. Origin of Accident:

☐ In State waters

⇨ Specify: State: /___/___/

Area: _____

Block/Tract #: /___/___/___/___/___/

Nearest County/Parish: _____

☐ On the Outer Continental Shelf (OCS)

⇨ Specify: Area: _____

Block #: /___/___/___/___/

15. Area of Accident: *(select only one)*

☐ Shoreline/Bank crossing or shore approach

☐ Below water, pipe buried or jetted below seabed

☐ Below water, pipe on or above seabed

☐ Splash Zone of riser

☐ Portion of riser outside of Splash Zone, including riser bend

☐ Platform

PART C – ADDITIONAL FACILITY INFORMATION

1. Is the pipeline or facility*:*
   - ☐ Interstate
   - ☐ Intrastate

2. Part of system involved in Accident: *(select only one)*
   - ☐ Onshore Breakout Tank or Storage Vessel, Including Attached Appurtenances ⇨ ○ Atmospheric or Low Pressure ○ Pressurized
   - ☐ Onshore Terminal/Tank Farm Equipment and Piping
   - ☐ Onshore Equipment and Piping Associated with Belowground Storage
   - ☐ Onshore Pump/Meter Station Equipment and Piping
   - ☐ Onshore Pipeline, Including Valve Sites
   - ☐ Offshore Platform/Deepwater Port, Including Platform-mounted Equipment and Piping
   - ☐ Offshore Pipeline, Including Riser and Riser Bend

3. Item involved in Accident: *(select only one)*
   - ☐ Pipe ⇨ Specify: ○ Pipe Body ○ Pipe Seam

   3.a Nominal diameter of pipe (in): /__/__/./__/__/__/

   3.b Wall thickness (in): /__/./__/__/__/

   3.c SMYS (Specified Minimum Yield Strength) of pipe (psi): /__/__/__/,/__/__/__/

   3.d Pipe specification: _____

   3.e Pipe Seam ⇨ Specify: ○ Longitudinal ERW - High Frequency ○ Single SAW ○ Flash Welded ○ Longitudinal ERW - Low Frequency ○ DSAW ○ Continuous Welded ○ Longitudinal ERW – Unknown Frequency ○ Furnace Butt Welded ○ Spiral Welded ERW ○ Spiral Welded SAW ○ Spiral Welded DSAW ○ Lap Welded ○ Seamless ○ Other _____

   3.f Pipe manufacturer: _____

   3.g Year of manufacture: /__/__/__/__/

   3.h Pipeline coating type at point of Accident ⇨ Specify: ○ Fusion Bonded Epoxy ○ Coal Tar ○ Asphalt ○ Polyolefin ○ Extruded Polyethylene ○ Field Applied Epoxy ○ Cold Applied Tape ○ Paint ○ Composite ○ None ○ Other _____

   - ☐ Weld, including heat-affected zone ⇨ Specify: ○ Pipe Girth Weld ○ Other Butt Weld ○ Fillet Weld ○ Other_____

   If Pipe Girth Weld is selected, complete items 3.a. through h. above. If the values differ on either side of the girth weld, enter one value in 3.a. through h. and list the different value(s) in Part H - Narrative Description of the Accident.

   - ☐ Valve ○ Mainline ⇨ Specify: ○ Butterfly ○ Check ○ Gate ○ Plug ○ Ball ○ Globe ○ Other _____

   3.i Mainline valve manufacturer: _____

   3.j Year of manufacture: /__/__/__/__/

   - ○ Relief Valve
   - ○ Auxiliary or Other Valve
   - ☐ Pump
   - ☐ Meter/Prover
   - ☐ Scraper/Pig Trap
   - ☐ Sump/Separator
   - ☐ Repair Sleeve or Clamp
   - ☐ Hot Tap Equipment
   - ☐ Stopple Fitting
   - ☐ Flange
   - ☐ Relief Line
   - ☐ Auxiliary Piping (e.g. drain lines)
   - ☐ Tubing
   - ☐ Instrumentation
   - ☐ Tank/Vessel ⇨ Specify: ○ Single Bottom System ○ Double Bottom System ○ Tank Shell ○ Chime ○ Roof/Roof Seal ○ Roof Drain System ○ Mixer ○ Pressure Vessel Head or Wall ○ Appurtenance ○ Other _____
   - ☐ Other _____

4. Year item involved in Accident was installed: /__/__/__/__/

5. Material involved in Accident: (*select only one)*

☐ Carbon Steel

☐ Material other than Carbon Steel ⇨ Specify: _____

6. Type of Accident involved: *(select only one)*

☐ Mechanical Puncture ⇨ Approx. size: /__/__/__/__/./__/in. (axial) by /__/__/__/__/./__/in. (circumferential)

☐ Leak ⇨ Select Type: ○ Pinhole ○ Crack ○ Connection Failure ○ Seal or Packing ○ Other

☐ Rupture ⇨ Select Orientation: ○ Circumferential ○ Longitudinal ○ Other _____

Approx. size: /__/__/__/__/./__/ in. (widest opening) by /__/__/__/__/__/./__/in. (length circumferentially or axially)

☐ Overfill or Overflow

☐ Other ⇨ Describe: _____

PART D – ADDITIONAL CONSEQUENCE INFORMATION

1. Wildlife impact: ○ Yes ○ No

1.a If Yes, specify all that apply:

☐ Fish/aquatic

☐ Birds

☐ Terrestrial

2. Soil contamination: ○ Yes ○ No

3. Long term impact assessment performed or planned: ○ Yes ○ No

4. Anticipated remediation: ○ Yes ○ No (not needed)

4.a If Yes, specify all that apply:

☐ Surface water ☐ Groundwater ☐ Soil ☐ Vegetation ☐ Wildlife

5. Water contamination: ○ Yes ⇨ *(Complete 5.a – 5.c below)* ○ No

5.a Specify all that apply:

☐ Ocean/Seawater

☐ Surface

☐ Groundwater

☐ Drinking water ⇨ *(Select one or both)* ○ Private Well ○ Public Water Intake

5.b Estimated amount released in or reaching water: /___/___/___/,/___/___/___/./___/___/ Barrels

5.c Name of body of water, if commonly known: _____

6. At the location of this Accident, had the pipeline segment or facility been identified as one that "could affect" a High Consequence Area (HCA) as determined in the Operator's Integrity Management Program? ○ Yes ○ No

7. Did the released commodity reach or occur in one or more High Consequence Area (HCA)? ○ Yes ○ No

7.a If Yes, specify HCA type(s): *(select all that apply)*

☐ Commercially Navigable Waterway
Was this HCA identified in the "could affect" determination for this Accident site in the Operator's Integrity Management Program?
○ Yes ○ No

☐ High Population Area
Was this HCA identified in the "could affect" determination for this Accident site in the Operator's Integrity Management Program?
○ Yes ○ No

☐ Other Populated Area
Was this HCA identified in the "could affect" determination for this Accident site in the Operator's Integrity Management Program?
○ Yes ○ No

☐ Unusually Sensitive Area (USA) – Drinking Water
Was this HCA identified in the "could affect" determination for this Accident site in the Operator's Integrity Management Program?
○ Yes ○ No

☐ Unusually Sensitive Area (USA) – Ecological
Was this HCA identified in the "could affect" determination for this Accident site in the Operator's Integrity Management Program?
○ Yes ○ No

8. Estimated Property Damage:

8.a Estimated cost of public and non-Operator private property damage
$ /___/___/___/,/___/___/___/,/___/___/___/

8.b Estimated cost of commodity lost $ /___/___/___/,/___/___/___/,/___/___/___/

8.c Estimated cost of Operator's property damage & repairs $ /___/___/___/,/___/___/___/,/___/___/___/

8.d Estimated cost of Operator's emergency response $ /___/___/___/,/___/___/___/,/___/___/___/

8.e Estimated cost of Operator's environmental remediation $ /___/___/___/,/___/___/___/,/___/___/___/

8.f Estimated other costs $ /___/___/___/,/___/___/___/,/___/___/___/

Describe _____

8.g Total estimated property damage (sum of above) $ /___/___/___/,/___/___/___/,/___/___/___/

PART E – ADDITIONAL OPERATING INFORMATION

1. Estimated pressure at the point and time of the Accident (psig): /___/___/,/___/___/___/

2. Maximum Operating Pressure (MOP) at the point and time of the Accident (psig) : /___/___/,/___/___/___/

3. Describe the pressure on the system or facility relating to the Accident: *(select only one*)

☐ Pressure did not exceed MOP
☐ Pressure exceeded MOP, but did not exceed 110% of MOP
☐ Pressure exceeded 110% of MOP

4. Not including pressure reductions required by PHMSA regulations (such as for repairs and pipe movement), was the system or facility relating to the Accident operating under an established pressure restriction with pressure limits below those normally allowed by the MOP?

☐ No
☐ Yes ⇨ (*Complete 4.a and 4.b below)*

4.a Did the pressure exceed this established pressure restriction? ○ Yes ○ No

4.b Was this pressure restriction mandated by PHMSA or the State? ○ PHMSA ○ State ○ Not mandated

5. Was "Onshore Pipeline, Including Valve Sites" OR "Offshore Pipeline, Including Riser and Riser Bend" selected in PART C, Question 2?

☐ No
☐ Yes ⇨ (*Complete 5.a – 5.e below)*

5.a Type of upstream valve used to initially isolate release source: ○ Manual ○ Automatic ○ Remotely Controlled

5.b Type of downstream valve used to initially isolate release source: ○ Manual ○ Automatic ○ Remotely Controlled ○ Check Valve

5.c Length of segment initially isolated between valves (ft): /___/___/___/,/___/___/___/

5.d Is the pipeline configured to accommodate internal inspection tools?

☐ Yes
☐ No ⇨ Which physical features limit tool accommodation? *(select all that apply*)

○ Changes in line pipe diameter
○ Presence of unsuitable mainline valves
○ Tight or mitered pipe bends
○ Other passage restrictions (i.e. unbarred tee's, projecting instrumentation, etc.)
○ Extra thick pipe wall (applicable only for magnetic flux leakage internal inspection tools)
○ Other ⇨ Describe:_____

5.e For this pipeline, are there operational factors which significantly complicate the execution of an internal inspection tool run?

☐ No
☐ Yes ⇨ Which operational factors complicate execution? *(select all that apply)*

○ Excessive debris or scale, wax, or other wall build-up
○ Low operating pressure(s)
○ Low flow or absence of flow
○ Incompatible commodity
○ Other ⇨ Describe:_____

5.f Function of pipeline system: *(select only one)*

☐ > 20% SMYS Regulated Trunkline/Transmission
☐ ≤ 20% SMYS Regulated Trunkline/Transmission
☐ > 20% SMYS Regulated Gathering
☐ ≤ 20% SMYS Regulated Gathering

6. Was a Supervisory Control and Data Acquisition (SCADA)-based system in place on the pipeline or facility involved in the Accident?

☐ No

☐ Yes ⇨ 6.a Was it operating at the time of the Accident? ○ Yes ○ No

6.b Was it fully functional at the time of the Accident? ○ Yes ○ No

6.c Did SCADA-based information (such as alarm(s), alert(s), event(s), and/or volume calculations) assist with the detection of the Accident? ○ Yes ○ No

6.d Did SCADA-based information (such as alarm(s), alert(s), event(s), and/or volume calculations) assist with the confirmation of the Accident? ○ Yes ○ No

7. Was a CPM leak detection system in place on the pipeline or facility involved in the Accident?

☐ No

☐ Yes ⇨ 7.a Was it operating at the time of the Accident? ○ Yes ○ No

7.b Was it fully functional at the time of the Accident? ○ Yes ○ No

7.c Did CPM leak detection system information (such as alarm(s), alert(s), event(s), and/or volume calculations) assist with the detection of the Accident? ○ Yes ○ No

7.d Did CPM leak detection system information (such as alarm(s), alert(s), event(s), and/or volume calculations) assist with the confirmation of the Accident? ○ Yes ○ No

8. How was the Accident initially identified for the Operator? *(select only one)*

☐ CPM leak detection system or SCADA-based information (such as alarm(s), alert(s), event(s), and/or volume calculations)

☐ Static Shut-in Test or Other Pressure or Leak Test

☐ Controller

☐ Air Patrol

☐ Notification from Public

☐ Notification from Third Party that caused the Accident

☐ Local Operating Personnel, including contractors

☐ Ground Patrol by Operator or its contractor

☐ Notification from Emergency Responder

☐ Other _____

8.a If "Controller", "Local Operating Personnel, including contractors", "Air Patrol", or "Ground Patrol by Operator or its contractor" is selected in Question 8, specify the following: *(select only one)*

○ Operator employee ○ Contractor working for the Operator

9. Was an investigation initiated into whether or not the controller(s) or control room issues were the cause of or a contributing factor to the Accident? *(select only one)*

☐ Yes, but the investigation of the control room and/or controller actions has not yet been completed by the Operator *(Supplemental Report required)*

☐ No, the facility was not monitored by a controller(s) at the time of the Accident

☐ No, the Operator did not find that an investigation of the controller(s) actions or control room issues was necessary due to: *(provide an explanation for why the Operator did not investigate)*

_____
_____
_____

☐ Yes, specify investigation result(s): *(select all that apply)*

○ Investigation reviewed work schedule rotations, continuous hours of service (while working for the Operator) and other factors associated with fatigue

○ Investigation did NOT review work schedule rotations, continuous hours of service (while working for the Operator) and other factors associated with fatigue *(provide an explanation for why not)*

_____
_____
_____

○ Investigation identified no control room issues

○ Investigation identified no controller issues

○ Investigation identified incorrect controller action or controller error

○ Investigation identified that fatigue may have affected the controller(s) involved or impacted the involved controller(s) response

○ Investigation identified incorrect procedures

○ Investigation identified incorrect control room equipment operation

○ Investigation identified maintenance activities that affected control room operations, procedures, and/or controller response

○ Investigation identified areas other than those above ⇨ Describe: _____

_____
_____
_____

PART F – DRUG & ALCOHOL TESTING INFORMATION

1. As a result of this Accident, were any Operator employees tested under the post-accident drug and alcohol testing requirements of DOT's Drug & Alcohol Testing regulations?
   - O No
   - O Yes ⇨ *1.a Specify how many were tested: /___/___/
     *1.b Specify how many failed: /___/___/

2. As a result of this Accident, were any Operator contractor employees tested under the post-accident drug and alcohol testing requirements of DOT's Drug & Alcohol Testing regulations?
   - O No
   - O Yes ⇨ *2.a Specify how many were tested: /___/___/
     *2.b Specify how many failed: /___/___/

PART G – APPARENT CAUSE

Select only one box from PART G in the shaded column on the left representing the APPARENT Cause of the Accident, and answer the questions on the right. Describe secondary, contributing, or root causes of the Accident in the narrative (PART H).

G1 - Corrosion Failure – *only one **sub-cause** can be picked from shaded left-hand column

☐ **External Corrosion**

1. Results of visual examination:
   - O Localized Pitting O General Corrosion
   - O Other _____

2. Type of corrosion: *(select all that apply)*
   - O Galvanic O Atmospheric O Stray Current O Microbiological O Selective Seam
   - O Other _____

3. The type(s) of corrosion selected in Question 2 is based on the following: *(select all that apply)*
   - O Field examination O Determined by metallurgical analysis
   - O Other _____

4. Was the failed item buried under the ground?
   - O Yes ⇨ 4.a Was failed item considered to be under cathodic protection at the time of the Accident?
     - O Yes ⇨ Year protection started: /___/___/___/___/
     - O No

     4.b Was shielding, tenting, or disbonding of coating evident at the point of the Accident?
     - O Yes O No

     4.c Has one or more Cathodic Protection Survey been conducted at the point of the Accident?
     - O Yes, CP Annual Survey ⇨ Most recent year conducted: /___/___/___/___/
     - O Yes, Close Interval Survey ⇨ Most recent year conducted: /___/___/___/___/
     - O Yes, Other CP Survey ⇨ Most recent year conducted: /___/___/___/___/
     - O No

   - O No ⇨ 4.d Was the failed item externally coated or painted? O Yes O No

5. Was there observable damage to the coating or paint in the vicinity of the corrosion?
   O Yes O No

☐ **Internal Corrosion**

6. Results of visual examination:
   ○ Localized Pitting ○ General Corrosion ○ Not cut open
   ○ Other _____

7. Cause of corrosion: *(select all that apply)*
   ○ Corrosive Commodity ○ Water drop-out/Acid ○ Microbiological ○ Erosion
   ○ Other _____

8. The cause(s) of corrosion selected in Question 7 is based on the following: *(select all that apply)*
   ○ Field examination ○ Determined by metallurgical analysis
   ○ Other _____

9. Location of corrosion: *(select all that apply)*
   ○ Low point in pipe ○ Elbow ○ Other_____

10. Was the commodity treated with corrosion inhibitors or biocides? ○ Yes ○ No

11. Was the interior coated or lined with protective coating? ○ Yes ○ No

12. Were cleaning/dewatering pigs (or other operations) routinely utilized?
   ○ Not applicable - Not mainline pipe ○ Yes ○ No

13. Were corrosion coupons routinely utilized?
   ○ Not applicable - Not mainline pipe ○ Yes ○ No

Complete the following if any Corrosion Failure sub-cause is selected AND the "Item Involved in Accident" (from PART C, Question 3) is Tank/Vessel.

14. List the year of the most recent inspections:
   14.a API Std 653 Out-of-Service Inspection /__/__/__/__/ ○ No Out-of-Service Inspection completed
   14.b API Std 653 In-Service Inspection /__/__/__/__/ ○ No In-Service Inspection completed

Complete the following if any Corrosion Failure sub-cause is selected AND the "Item Involved in Accident" (from PART C, Question 3) is Pipe or Weld.

15. Has one or more internal inspection tool collected data at the point of the Accident?
   ○ Yes ○ No

   15.a. If Yes, for each tool used, select type of internal inspection tool and indicate most recent year run:
   ○ Magnetic Flux Leakage Tool /__/__/__/__/
   ○ Ultrasonic /__/__/__/__/
   ○ Geometry /__/__/__/__/
   ○ Caliper /__/__/__/__/
   ○ Crack /__/__/__/__/
   ○ Hard Spot /__/__/__/__/
   ○ Combination Tool /__/__/__/__/
   ○ Transverse Field/Triaxial /__/__/__/__/
   ○ Other _____ /__/__/__/__/

16. Has one or more hydrotest or other pressure test been conducted since original construction at the point of the Accident?
   ○ Yes ⇨ Most recent year tested: /__/__/__/__/ Test pressure (psig): /__/__/__/__/__/
   ○ No

17. Has one or more Direct Assessment been conducted on this segment?
   ○ Yes, and an investigative dig was conducted at the point of the Accident ⇨ Most recent year conducted: /__/__/__/__/
   ○ Yes, but the point of the Accident was not identified as a dig site ⇨ Most recent year conducted: /__/__/__/__/
   ○ No

18. Has one or more non-destructive examination been conducted at the point of the Accident since January 1, 2002?
   ○ Yes ○ No

   18.a If Yes, for each examination conducted since January 1, 2002, select type of non-destructive examination and indicate most recent year the examination was conducted:
   ○ Radiography /__/__/__/__/
   ○ Guided Wave Ultrasonic /__/__/__/__/
   ○ Handheld Ultrasonic Tool /__/__/__/__/
   ○ Wet Magnetic Particle Test /__/__/__/__/
   ○ Dry Magnetic Particle Test /__/__/__/__/
   ○ Other _____ /__/__/__/__/

G2 - Natural Force Damage - *only one **sub-cause** can be picked from shaded left-hand column

☐ **Earth Movement, NOT due to Heavy Rains/Floods**	1. Specify: ○ Earthquake ○ Subsidence ○ Landslide ○ Other _____
☐ **Heavy Rains/Floods**	2. Specify: ○ Washout/Scouring ○ Flotation ○ Mudslide ○ Other _____
☐ **Lightning**	3. Specify: ○ Direct hit ○ Secondary impact such as resulting nearby fires
☐ **Temperature**	4. Specify: ○ Thermal Stress ○ Frost Heave ○ Frozen Components ○ Other _____
☐ **High Winds**	
☐ **Other Natural Force Damage**	5. Describe: _____

Complete the following if any Natural Force Damage sub-cause is selected.

6. Were the natural forces causing the Accident generated in conjunction with an extreme weather event? ○ Yes ○ No

6.a If Yes, specify: (*select all that apply*) ○ Hurricane ○ Tropical Storm ○ Tornado ○ Other _____

G3 – Excavation Damage - *only one **sub-cause** can be picked from shaded left-hand column

☐ **Excavation Damage by Operator (First Party)**	
☐ **Excavation Damage by Operator's Contractor (Second Party)**	
☐ **Excavation Damage by Third Party**	
☐ **Previous Damage due to Excavation Activity**	**Complete Questions 1-5 ONLY IF the "Item Involved in Accident" (from PART C, Question 3) is Pipe or Weld.**

1. Has one or more internal inspection tool collected data at the point of the Accident?
○ Yes ○ No

1.a If Yes, for each tool used, select type of internal inspection tool and indicate most recent year run:

- ○ Magnetic Flux Leakage /__/__/__/__/
- ○ Ultrasonic /__/__/__/__/
- ○ Geometry /__/__/__/__/
- ○ Caliper /__/__/__/__/
- ○ Crack /__/__/__/__/
- ○ Hard Spot /__/__/__/__/
- ○ Combination Tool /__/__/__/__/
- ○ Transverse Field/Triaxial /__/__/__/__/
- ○ Other _____ /__/__/__/__/

2. Do you have reason to believe that the internal inspection was completed BEFORE the damage was sustained? ○ Yes ○ No

3. Has one or more hydrotest or other pressure test been conducted since original construction at the point of the Accident?

○ Yes ⇨ Most recent year tested: /__/__/__/__/
Test pressure (psig): /__/__/,/__/__/__/
○ No

4. Has one or more Direct Assessment been conducted on the pipeline segment?

○ Yes, and an investigative dig was conducted at the point of the Accident
⇨ Most recent year conducted: /__/__/__/__/
○ Yes, but the point of the Accident was not identified as a dig site
⇨ Most recent year conducted: /__/__/__/__/
○ No

5. Has one or more non-destructive examination been conducted at the point of the Accident since January 1, 2002?

O Yes O No

5.a If Yes, for each examination conducted since January 1, 2002, select type of non-destructive examination and indicate most recent year the examination was conducted:

O Radiography	/__/__/__/__/
O Guided Wave Ultrasonic	/__/__/__/__/
O Handheld Ultrasonic Tool	/__/__/__/__/
O Wet Magnetic Particle Test	/__/__/__/__/
O Dry Magnetic Particle Test	/__/__/__/__/
O Other _____	/__/__/__/__/

Complete the following if Excavation Damage by Third Party is selected as the sub-cause.

6. Did the Operator get prior notification of the excavation activity? O Yes O No

6.a If Yes, Notification received from: *(select all that apply)* O One-Call System O Excavator O Contractor O Landowner

Complete the following mandatory CGA-DIRT Program questions if any Excavation Damage sub-cause is selected.

7. Do you want PHMSA to upload the following information to CGA-DIRT (www.cga-dirt.com)? O Yes O No

8. Right-of-Way where event occurred: *(select all that apply)*

☐ Public ⇨ Specify: O City Street O State Highway O County Road O Interstate Highway O Other

☐ Private ⇨ Specify: O Private Landowner O Private Business O Private Easement

☐ Pipeline Property/Easement
☐ Power/Transmission Line
☐ Railroad
☐ Dedicated Public Utility Easement
☐ Federal Land
☐ Data not collected
☐ Unknown/Other

9. Type of excavator: *(select only one)*

O Contractor O County O Developer O Farmer O Municipality O Occupant
O Railroad O State O Utility O Data not collected O Unknown/Other

10. Type of excavation equipment: *(select only one)*

O Auger O Backhoe/Trackhoe O Boring O Drilling O Directional Drilling
O Explosives O Farm Equipment O Grader/Scraper O Hand Tools O Milling Equipment
O Probing Device O Trencher O Vacuum Equipment O Data not collected O Unknown/Other

11. Type of work performed: *(select only one)*

O Agriculture O Cable TV O Curb/Sidewalk O Building Construction O Building Demolition
O Drainage O Driveway O Electric O Engineering/Surveying O Fencing
O Grading O Irrigation O Landscaping O Liquid Pipeline O Milling
O Natural Gas O Pole O Public Transit Authority O Railroad Maintenance O Road Work
O Sewer (Sanitary/Storm) O Site Development O Steam O Storm Drain/Culvert O Street Light
O Telecommunications O Traffic Signal O Traffic Sign O Water O Waterway Improvement
O Data not collected O Unknown/Other

12. Was the One-Call Center notified? O Yes O No

*12.a If Yes, specify ticket number: /__/__/__/__/__/__/__/__/__/__/__/__/__/__/__/__/__/__/

*12.b If this is a State where more than a single One-Call Center exists, list the name of the One-Call Center notified:

_____

13. Type of Locator: O Utility Owner O Contract Locator O Data not collected O Unknown/Other

14. Were facility locate marks visible in the area of excavation? O No O Yes O Data not collected O Unknown/Other

15. Were facilities marked correctly? O No O Yes O Data not collected O Unknown/Other

16. Did the damage cause an interruption in service? O No O Yes O Data not collected O Unknown/Other

16.a If Yes, specify duration of the interruption: /___/___/___/___/ hours

17. Description of the CGA-DIRT Root Cause *(select only the one predominant first level CGA-DIRT Root Cause and then, where available as a choice, the one predominant second level CGA-DIRT Root Cause as well)*:

☐ One-Call Notification Practices Not Sufficient: *(select only one)*

- ○ No notification made to the One-Call Center
- ○ Notification to One-Call Center made, but not sufficient
- ○ Wrong information provided

☐ Locating Practices Not Sufficient: *(select only one)*

- ○ Facility could not be found/located
- ○ Facility marking or location not sufficient
- ○ Facility was not located or marked
- ○ Incorrect facility records/maps

☐ Excavation Practices Not Sufficient: *(select only one)*

- ○ Excavation practices not sufficient (other)
- ○ Failure to maintain clearance
- ○ Failure to maintain the marks
- ○ Failure to support exposed facilities
- ○ Failure to use hand tools where required
- ○ Failure to verify location by test-hole (pot-holing)
- ○ Improper backfilling

☐ One-Call Notification Center Error

☐ Abandoned Facility

☐ Deteriorated Facility

☐ Previous Damage

☐ Data Not Collected

☐ Other / None of the Above *(explain)*_____
_____
_____
_____

G4 - Other Outside Force Damage - *only one **sub-cause** can be picked from shaded left-hand column

☐ **Nearby Industrial, Man-made, or Other Fire/Explosion as Primary Cause of Accident**

☐ **Damage by Car, Truck, or Other Motorized Vehicle/Equipment NOT Engaged in Excavation**

1. Vehicle/Equipment operated by: *(select only one)*
   O Operator O Operator's Contractor O Third Party

☐ **Damage by Boats, Barges, Drilling Rigs, or Other Maritime Equipment or Vessels Set Adrift or Which Have Otherwise Lost Their Mooring**

2. Select one or more of the following IF an extreme weather event was a factor:
   O Hurricane O Tropical Storm O Tornado
   O Heavy Rains/Flood O Other _____

☐ **Routine or Normal Fishing or Other Maritime Activity NOT Engaged in Excavation**

☐ **Electrical Arcing from Other Equipment or Facility**

☐ **Previous Mechanical Damage NOT Related to Excavation**

Complete Questions 3-7 ONLY IF the "Item Involved in Accident" (from PART C, Question 3) is Pipe or Weld.

3. Has one or more internal inspection tool collected data at the point of the Accident?
   O Yes O No

   3.a If Yes, for each tool used, select type of internal inspection tool and indicate most recent year run:

   O Magnetic Flux Leakage /__/__/__/__/
   O Ultrasonic /__/__/__/__/
   O Geometry /__/__/__/__/
   O Caliper /__/__/__/__/
   O Crack /__/__/__/__/
   O Hard Spot /__/__/__/__/
   O Combination Tool /__/__/__/__/
   O Transverse Field/Triaxial /__/__/__/__/
   O Other _____ /__/__/__/__/

4. Do you have reason to believe that the internal inspection was completed BEFORE the damage was sustained? O Yes O No

5. Has one or more hydrotest or other pressure test been conducted since original construction at the point of the Accident?

   O Yes ⇨ Most recent year tested: /__/__/__/__/
   Test pressure (psig): /__/__/,/__/__/__/
   O No

6. Has one or more Direct Assessment been conducted on the pipeline segment?

   O Yes, and an investigative dig was conducted at the point of the Accident
   ⇨ Most recent year conducted: /__/__/__/__/
   O Yes, but the point of the Accident was not identified as a dig site
   ⇨ Most recent year conducted: /__/__/__/__/
   O No

(This section continued on next page with Question 7.)

7. Has one or more non-destructive examination been conducted at the point of the Accident

	since January 1, 2002? O Yes O No 7.a If Yes, for each examination conducted since January 1, 2002, select type of non-destructive examination and indicate most recent year the examination was conducted: O Radiography /__/__/__/__/ O Guided Wave Ultrasonic /__/__/__/__/ O Handheld Ultrasonic Tool /__/__/__/__/ O Wet Magnetic Particle Test /__/__/__/__/ O Dry Magnetic Particle Test /__/__/__/__/ O Other _____ /__/__/__/__/
☐ **Intentional Damage**	8. Specify: O Vandalism O Terrorism O Theft of transported commodity O Theft of equipment O Other _____
☐ **Other Outside Force Damage**	9. Describe: _____

G5 - Material Failure of Pipe or Weld

Use this section to report material failures ONLY IF the "Item Involved in Accident" (from PART C, Question 3) is "Pipe" or "Weld."

*Only one **sub-cause** can be picked from shaded left-hand column

1. The sub-cause selected below is based on the following: *(select all that apply)*

☐ Field Examination ☐ Determined by Metallurgical Analysis ☐ Other Analysis_____

☐ Sub-cause is Tentative or Suspected; Still Under Investigation *(Supplemental Report required)*

☐ **Construction-, Installation-, or Fabrication-related**	2. List contributing factors: *(select all that apply)* ☐ Fatigue- or Vibration-related: O Mechanically-induced prior to installation (such as during transport of pipe) O Mechanical Vibration O Pressure-related O Thermal O Other _____ ☐ Mechanical Stress ☐ Other _____
☐ **Original Manufacturing-related (NOT girth weld or other welds formed in the field)**	
☐ **Environmental Cracking-related**	3. Specify: O Stress Corrosion Cracking O Sulfide Stress Cracking O Hydrogen Stress Cracking O Other _____

Complete the following if any Material Failure of Pipe or Weld sub-cause is selected.

4. Additional factors: *(select all that apply)* O Dent O Gouge O Pipe Bend O Arc Burn O Crack O Lack of Fusion
O Lamination O Buckle O Wrinkle O Misalignment O Burnt Steel
O Other _____

5. Has one or more internal inspection tool collected data at the point of the Accident? O Yes O No

5.a If Yes, for each tool used, select type of internal inspection tool and indicate most recent year run:

O Magnetic Flux Leakage Tool /__/__/__/__/
O Ultrasonic /__/__/__/__/
O Geometry /__/__/__/__/
O Caliper /__/__/__/__/
O Crack /__/__/__/__/
O Hard Spot /__/__/__/__/
O Combination Tool /__/__/__/__/
O Transverse Field/Triaxial /__/__/__/__/
O Other _____ /__/__/__/__/

6. Has one or more hydrotest or other pressure test been conducted since original construction at the point of the Accident?
O Yes ⇨ Most recent year tested: /__/__/__/__/ Test pressure (psig): /__/__/,/__/__/__/
O No

7. Has one or more Direct Assessment been conducted on the pipeline segment?
O Yes, and an investigative dig was conducted at the point of the Accident ⇨ Most recent year conducted: /__/__/__/__/
O Yes, but the point of the Accident was not identified as a dig site ⇨ Most recent year conducted: /__/__/__/__/
O No

8. Has one or more non-destructive examination(s) been conducted at the point of the Accident since January 1, 2002?
O Yes O No

8.a If Yes, for each examination conducted since January 1, 2002, select type of non-destructive examination and indicate most recent year the examination was conducted:

O Radiography /__/__/__/__/
O Guided Wave Ultrasonic /__/__/__/__/
O Handheld Ultrasonic Tool /__/__/__/__/
O Wet Magnetic Particle Test /__/__/__/__/
O Dry Magnetic Particle Test /__/__/__/__/
O Other _____ /__/__/__/__/

G6 - Equipment Failure - *only one **sub-cause** can be picked from shaded left-hand column

☐ **Malfunction of Control/Relief Equipment**	1. Specify: *(select all that apply)* ○ Control Valve ○ Instrumentation ○ SCADA ○ Communications ○ Block Valve ○ Check Valve ○ Relief Valve ○ Power Failure ○ Stopple/Control Fitting ○ ESD System Failure ○ Other _____
☐ **Pump or Pump-related Equipment**	2. Specify: ○ Seal/Packing Failure ○ Body Failure ○ Crack in Body ○ Appurtenance Failure ○ Other _____
☐ **Threaded Connection/Coupling Failure**	3. Specify: ○ Pipe Nipple ○ Valve Threads ○ Mechanical Coupling ○ Threaded Pipe Collar ○ Threaded Fitting ○ Other _____
☐ **Non-threaded Connection Failure**	4. Specify: ○ O-Ring ○ Gasket ○ Seal (NOT pump seal) or Packing ○ Other _____
☐ **Defective or Loose Tubing or Fitting**	
☐ **Failure of Equipment Body (except Pump), Tank Plate, or other Material**	
☐ **Other Equipment Failure**	5. Describe: _____ _____

Complete the following if any Equipment Failure sub-cause is selected.

6. Additional factors that contributed to the equipment failure: *(select all that apply)*
   - ○ Excessive vibration
   - ○ Overpressurization
   - ○ No support or loss of support
   - ○ Manufacturing defect
   - ○ Loss of electricity
   - ○ Improper installation
   - ○ Mismatched items (different manufacturer for tubing and tubing fittings)
   - ○ Dissimilar metals
   - ○ Breakdown of soft goods due to compatibility issues with transported commodity
   - ○ Valve vault or valve can contributed to the release
   - ○ Alarm/status failure
   - ○ Misalignment
   - ○ Thermal stress
   - ○ Other _____

G7 - Incorrect Operation - *only one **sub-cause** can be picked from shaded left-hand column

☐ **Damage by Operator or Operator's Contractor NOT Related to Excavation and NOT due to Motorized Vehicle/Equipment Damage**	
☐ **Tank, Vessel, or Sump/Separator Allowed or Caused to Overfill or Overflow**	1. Specify: ○ Valve misalignment ○ Incorrect reference data/calculation ○ Miscommunication ○ Inadequate monitoring ○ Other _____
☐ **Valve Left or Placed in Wrong Position, but NOT Resulting in a Tank, Vessel, or Sump/Separator Overflow or Facility Overpressure**	
☐ **Pipeline or Equipment Overpressured**	
☐ **Equipment Not Installed Properly**	
☐ **Wrong Equipment Specified or Installed**	
☐ **Other Incorrect Operation**	2. Describe: _____

Complete the following if any Incorrect Operation sub-cause is selected.

3. Was this Accident related to: *(select all that apply)*
   - ○ Inadequate procedure
   - ○ No procedure established
   - ○ Failure to follow procedure
   - ○ Other: _____

4. What category type was the activity that caused the Accident:
   - ○ Construction
   - ○ Commissioning
   - ○ Decommissioning
   - ○ Right-of-Way activities
   - ○ Routine maintenance
   - ○ Other maintenance
   - ○ Normal operating conditions
   - ○ Non-routine operating conditions (abnormal operations or emergencies)

5. Was the task(s) that led to the Accident identified as a covered task in your Operator Qualification Program? ○ Yes ○ No

   5.a If Yes, were the individuals performing the task(s) qualified for the task(s)?
   - ○ Yes, they were qualified for the task(s)
   - ○ No, but they were performing the task(s) under the direction and observation of a qualified individual
   - ○ No, they were not qualified for the task(s) nor were they performing the task(s) under the direction and observation of a qualified individual

G8 – Other Accident Cause - *only one **sub-cause** can be picked from shaded left-hand column

☐ **Miscellaneous**	1. Describe: _____ _____
☐ **Unknown**	2. Specify: ○ Investigation complete, cause of Accident unknown ○ Still under investigation, cause of Accident to be determined* *(*Supplemental Report required)*

PART H – NARRATIVE DESCRIPTION OF THE ACCIDENT *(Attach additional sheets as necessary)*

PART I – PREPARER AND AUTHORIZED SIGNATURE

Preparer's Name (type or print)

Preparer's Telephone Number

Preparer's Title (type or print)

Preparer's E-mail Address

Preparer's Facsimile Number

Authorized Signer's Name

Date

Authorized Signer Telephone Number

Authorized Signer's Title

Authorized Signer's E-mail Address

North Dakota

Hazardous Waste				
When to Report	**Notification Numbers**	**What to Report**	**Written Follow-Up Reports**	**Citation**
Immediately - any spill or discharge of waste which may cause pollution of waters of the state Within 24 hours (unless 1 pound or less and immediately contained & cleaned up)	National Response Center (800) 424-8802 if water is threatened or impacted and North Dakota Dept. of Health (701) 328-5210 or ND Dept. of Emergency Services & Div. of State Radio (800) 472-2121	See attached online reporting form (http://www.nd.gov/des/planning/haz-chem/report/)	Within thirty days of detection of a release to the environment, a report containing the following information must be submitted to the department (of health): (1) Likely route of migration of the release; (2) Characteristics of the surrounding soil (soil composition, geology, hydrogeology, climate); (3) Results of any monitoring or sampling conducted in connection with the release (if available). If sampling or monitoring data relating to the release are not available within thirty days, these data must be submitted to the department as soon as they become available; (4) Proximity to downgradient drinking water, surface water, and populated areas; and (5) Description of response actions taken or planned.	NDAC 33-24-05-109. Response to leaks or spills and disposition of leaking or unfit-for-use tank systems.

RCRA Exempt Oil and Gas				
When to Report	**Notification Numbers**	**What to Report**	**Written Follow-Up Reports**	**Citation**
Verbally report within 24 hours any release that: 1) is one barrel or greater, or 2) travels offsite and Within a reasonable time frame the operator must notify surface owners upon whose land the incident occurred or traveled	North Dakota Industrial Commission Oil and Gas Division (701) 328-8020 or North Dakota Emergency Management 24-Hour Hotline (800)-472-2121 and National Response Center (800) 424-8802 if water is threatened or impacted	See attached RCRA Exempt Reporting Form for online reporting of RCRA exempt oil field releases (crude oil, water, oil/water emulsion, drilling fluids / cuttings, well completion, treatment, and stimulation fluids, tank bottoms from product and exempt waste containment, workover wastes, packing fluids, pipe scale and other solids, hydrocarbon-bearing soil, pigging wastes from gathering lines, and oil reclamation wastes): https://www.dmr.nd.gov/oilgas/spills/eirform.asp	Written report within 10 days after cleanup including the following information: operator , description of the facility, legal description of the location, date of occurrence, date of cleanup, amount and type of each fluid involved, amount of each fluid recovered, steps taken to remedy the situation, cause, and action taken to prevent reoccurrence	Chapter 38-08, Title 38 of North Dakota Century Code: 43-02-03-30 NOTIFICATION OF FIRES, LEAKS, SPILLS, OR BLOWOUTS

North Dakota

Non- Exempt Oil and Gas and General Environmental Release				
When to Report	**Notification Numbers**	**What to Report**	**Written Follow-Up Reports**	**Citation**
Immediately report all incidents which may potentially impact human health or safety, waters of the state, either surface water or ground water, or other impacts to the environment, must be reported.	North Dakota Dept. of Health 1 (701) 328-5210 or ND Dept. of Emergency Services & Div. of State Radio (800) 472-2121 and National Response Center (800) 424-8802 if water is threatened or impacted	See attached Environmental Incident Report form for online reporting of environemntal releases at https://www.dmr.nd.gov/oilgas/spills/eirform.asp	As directed by North Dakota Department of Health contact the NDDH to obtain information on what reporting will be required)	NDAC 33-16-02.1-11 paragraph 4, bottom of page 22

Non- Exempt Oil and Gas and General Environmental Release				
When to Report	**Notification Numbers**	**What to Report**	**Written Follow-Up Reports**	**Citation**
If a release is considered a potential danger to persons offsite	911 & Local Emergency Planning Commission	Pertinent information for protection of public and emergency responders (material, hazards, wind direction, etc.) as required.	As requested	Dept. of Environmental and Natural Resources verbal instruction

Butane and Ethane				
When to Report	**Notification Numbers**	**What to Report**	**Written Follow-Up Reports**	**Citation**
If a release is considered a potential danger to persons offsite	911 & Local Emergency Planning Commission	Pertinent information for protection of public and emergency responders (material, hazards, wind direction, etc.)	As Requested	Dept. of Environmental health verbal instruction

South Dakota

Hazardous Waste

When to Report	Notification Numbers	What to Report	Written Follow-Up Reports	Citation
For waste generators that generate between l00 kilograms and 1,000 kilograms of hazardous waste per month, if a release could threaten human health outside the fac ility or the generator knows the spill has reached surface water	National Response Center (800) 424-8802 South Dakota Department of Environment and Natural Resources (605) 773-3153 (Office hours) (605) 773-3296 (Office hours, Spill report) (605) 773-323 1 (24-hour)	The report, to be made immediately, shou ld indicate: I. The name, address, and EPA identification number of the generator. 2. The date, time, and type of incident. 3. The quantity and type of hazardous waste involved. 4. The extent of injuries, if any. 5. The estimated quantity and dispos ition of any recovered material	The report, to be made immediately, should indicate: I. Name and telephone number of the reporter. 2. Name and address of the facility. 3. Time and type of incident. 4. Name and quantity of materials involved. 5. The extent of injuries, if any. 6. Possible hazards to human health or the environment, outside the facility. Within 15 days after the incident, a written report must be submitted to the Department, providing the above information and describing the quantity and disposition of any material recovered from the incident.	South Dakota Administrative Rules, Title 74, Section 74:28:23:0 I, adopting by reference 40 CFR 262.34(d) South Dakota Administrative Rules, Title 74, Section 74:28:23: 0 I, adopting by reference 40 CFR 262.34(a), referring to 40 CFR 265.56

RCRA Exempt Oil and Gas

When to Report	Notification Numbers	What to Report	Written Follow-Up Reports	Citation
Fires, breaks, leaks, releases, and blowouts as soon as they are discovered. I. Threatens or is in a position to threaten an adjacent body of water,causes an immediate danger to human health or safety, or harms or threatens to harm wildlife or aquatic life. 2. Crude oil in field activities that exceeds the reportable quantity 1 barrel. 3. Petroleum or petroleum product that is greater than 25 gallons, causes a sheen on surface water, or exceeds any water quality standards. 4. Gas that exceeds 1,000,000 cubic feet. If a gas loss of less than 1,000,000 cubic feet causes the evacuation of an area or threatens public health, it must be reported immediately.	South Dakota Dept. of Environment & Natural Resources (605) 773-3296 (605) 773-3231 (24 hr) and / or National Response Center (800) 424-8802 if water is threatened or impacted	Provide the fo llowing information (DENR may also request further details): I. The specific location of the discharge. 2. The type and amount of regulated substance discharged. 3. The responsible person's name, address, and telephone number. 4. An explanation of any response action that was taken. 5. The list of agencies notified. 6. The suspected cause of the discharge. 7. The date and time of the discharge to the extent known. 8. The immediate known impacts of the discharge.	A written repott must be submitted within 30 days, inc luding in formation on: I. The location of the incident by quarter-quarter section, township, and range. 2. The date and time of the incident and the amount of oil or gas lost or destroyed. 3. The responsible person's or operator's name, address, and telephone number. 4. The surface owner's name, address, and telephone number. 5. The suspected cause of the incident and any steps or procedures used to remedy the situation, including plans for soil disposal and treatment and any additional assessment and remediation.	South Dakota Administrative Rules, Title 74, Section 74: 12:04: I 0

South Dakota

Non- Exempt Oil and Gas and General Environmental Release

When to Report	Notification Numbers	What to Report	Written Follow-Up Reports	Citation
Report releases immediately if any one of the following conditions is met: I. The release threatens or is in a position to threaten surface waters or groundwaters of the state. 2. The release threatens or poses an immediate danger to human health or safety. 3. The discharge harms or threatens wildlife or aquatic life. 4. The release is greater than 25 gallons, or exceeds I barrel or 42 gallons if it is a release of crude oil related to field activities regulated under state oil and gas conservation laws. 5. The release causes a sheen on surface water, or exceeds any groundwater or surface water quality standard.	South Dakota Dept. of Environment & Natural Resources (605) 773-3296 (605) 773-3231 (24 hr) and / or National Response Center (800) 424-8802 if water is threatened or impacted	Provide the fo llowing information (DENR may also request further details): I. The specific location of the discharge. 2. The type and amount of regulated substance discharged. 3. The responsible person's name, address, and telephone number. 4. An explanation of any response action that was taken. 5. The list of agencies notified. 6. The suspected cause of the discharge. 7. The date and time of the discharge to the extent known. 8. The immediate known impacts of the discharge.	DENR will send a follow-up report to the responsible party (see South Dakota Incident Form at page South Dakota - 7), which must be completed and submitted to the above address within 30 days. In addition, the Department requires cleanup of spills and wi ll review the adequacy of cleanup activities.	South Dakota Legislative Code 74:34:01:04

Non- Exempt Oil and Gas and General Environmental Release

When to Report	Notification Numbers	What to Report	Written Follow-Up Reports	Citation
If a release is considered a potential danger to persons offsite	911 & Local Emergency Planning Commission	Pertinent information for protection of public and emergency responders (material, hazards, wind direction, etc.) as required.	As requested	Dept. of Environmental and Natural Resources verbal instruction

Butane and Ethane

When to Report	Notification Numbers	What to Report	Written Follow-Up Reports	Citation
If a release is considered a potential danger to persons offsite	911 & Local Emergency Planning Commission	Pertinent information for protection of public and emergency responders (material, hazards, wind direction, etc.) as required.	As requested	Dept. of Environmental and Natural Resources verbal instruction

Appendix C – OSRO Contractor Information

- **Swat Consulting**
- **Marine Spill Response Corporation (MSRC)**

MSRC

Marine Spill Response Corporation®

CERTIFICATE

of

OSRO Coverage

Onshore Facilities Operator

This certificate provides evidence of OSRO coverage for
Energy Transfer LP
and its affiliates (if applicable) for the calendar year 2023 under membership in the Marine Preservation Association (MPA) and through a fully executed service agreement with the Marine Spill Response Corporation (MSRC).

Pursuant to this agreement with MSRC, Energy Transfer LP

(1) Is entitled to directly activate MSRC response services, and
(2) Has contractual ability to cite MSRC as Oil Spill Removal Organization (OSRO) in its Facility Response Plan(s) (FRPs).

MSRC's Service Agreement with Energy Transfer LP
provides direct access to MSRC's OSRO response services, as well as a plan citation for any facilities or pipelines that operate within MSRC's U.S. Operational area through January 15, 2024.

For any clarification regarding this notification, please contact MSRC or refer the verifying authority to:

Coren Karaor
Customer Relationship Manager

Marine Spill Response Corporation
3838 N Sam Houston Pkwy E, Suite 400
Houston, TX 77032
+1 281 776-6300
customer.service@msrc.org

1 January 2023 – 15 January 2024

SERVICE AGREEMENT EXECUTION INSTRUMENT

The MSRC SERVICE AGREEMENT attached hereto (together with this execution instrument, the "Agreement"), a standard form of agreement amended and restated as of January 1, 2021, is hereby entered into by and between

Energy Transfer LP

[Name of COMPANY, and type of entity (LLC, Inc., Corp. etc.)]

1300 main Street, Houston, TX 77002

(place of organization)

with its principal offices located at 1300 main Street, Houston, TX 77002 (the "COMPANY") and MARINE SPILL RESPONSE CORPORATION, a nonprofit corporation organized under the laws of Tennessee ("MSRC").

IN WITNESS WHEREOF, the parties hereto each have caused this Agreement to be duly executed and effective as of 3/23/2022.

COMPANY

By: DocuSigned by: Clint Cowan 4113E174B2AC404... [signature]

Clint Cowan [print name]

Title: EHS VP

Telephone: 214-840-5402 Email: Clint.Cowan@energytransfer.com

MARINE SPILL RESPONSE CORPORATION

By: DocuSigned by: Ceren Karaer BAAA0D04AFFE458...

Ceren Karaer
Director of Business Development and Customer Relations
karaer@msrc.org
3838 N Sam Houston Pkwy E, Suite400
Houston, TX, 77032
+1 703 304 9688

DocuSign

Certificate Of Completion

Envelope Id: 0BF4F4FA50D044C89CD3001DBB2682AA
Status: Completed
Subject: DocuSign: MPA Agreement
Source Envelope:
Document Pages: 6
Signatures: 1
Envelope Originator:
Certificate Pages: 3
Initials: 0
Loretta Fuqua
AutoNav: Enabled
1300 Main Street
EnvelopeId Stamping: Enabled
Houston, TX 77002
Time Zone: (UTC-06:00) Central Time (US & Canada)
loretta.fuqua@energytransfer.com
IP Address: 63.105.50.19

Record Tracking

Status: Original
3/16/2022 2:27:06 PM
Holder: Loretta Fuqua
loretta.fuqua@energytransfer.com
Location: DocuSign

Signer Events	Signature	Timestamp
Clint Cowan Clint.Cowan@energytransfer.com EHS VP Security Level: Email, Account Authentication (None)	DocuSigned by: Clint Cowan 4113E174B2AC404... Signature Adoption: Pre-selected Style Using IP Address: 63.105.50.19	Sent: 3/16/2022 2:35:08 PM Viewed: 3/22/2022 8:01:43 AM Signed: 3/22/2022 8:02:25 AM

Electronic Record and Signature Disclosure:
Accepted: 3/22/2022 8:01:43 AM
ID: 2bf41a11-8c60-4fb6-ab31-978cded11175

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Brett Drewry bdrewry@mpaz.org President & CEO Marine Preservation Association Security Level: Email, Account Authentication (None)	COPIED	Sent: 3/16/2022 2:40:22 PM Viewed: 3/16/2022 2:40:49 PM

Electronic Record and Signature Disclosure:
Accepted: 12/9/2021 2:24:53 PM
ID: 479d353a-b7d6-4632-bb55-638ddd977000

James Schuler James.Shuler@energytransfer.com Security Level: Email, Account Authentication (None)	COPIED	Sent: 3/22/2022 8:02:27 AM

Electronic Record and Signature Disclosure:
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Carbon Copy Events	Status	Timestamp
Loretta Fuqua loretta.fuqua@energytransfer.com Specialist - Procurement Energy Transfer Partners, L.P. Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via DocuSign	COPIED	Sent: 3/22/2022 8:02:27 AM
Brett Drewry bdrewry@mpaz.org President & CEO Marine Preservation Association Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 12/9/2021 2:24:53 PM ID: 479d353a-b7d6-4632-bb55-638ddd977000	COPIED	Sent: 3/22/2022 8:02:28 AM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/16/2022 2:35:09 PM
Certified Delivered	Security Checked	3/22/2022 8:01:43 AM
Signing Complete	Security Checked	3/22/2022 8:02:25 AM
Completed	Security Checked	3/22/2022 8:02:28 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ENVIRONMENTAL SERVICES AGREEMENT
NO.: ESA-410-2017-26462

ENERGY TRANSFER

BETWEEN

La Grange Acquisition, L.P.
(COMPANY)

AND

SWAT Consulting Inc.
(CONTRACTOR)

EFFECTIVE DATE: June 21, 2017

TABLE OF CONTENTS

Environmental Services Agreement

Part I

Part II

Agreement No.: ESA-410-2017-26462

ENVIRONMENTAL SERVICES AGREEMENT

PART I

This agreement ("Agreement") is made and entered into as of June 21, 2017 ("Effective Date") by and between La Grange Acquisition, L.P., hereinafter referred to as "Company", and SWAT Consulting Inc. hereinafter referred to as "Contractor" (Collectively "Parties"):

For the mutual consideration herein and subject to the terms and conditions, the parties agree as follows:

1. **Scope of Work**. Contractor agrees to perform the Work described in Exhibit "A" or as set forth in the Work Offer or Contractor's Proposal. Contractor shall complete the Work by the Completion Date.

2. **Term**. This Agreement shall commence on June 21, 2017 ("Effective Date"). The term of the Agreement shall:

   (Check One)
   [X] continue for a primary term of one (1) year from its Effective Date, and shall extend from month to month thereafter, unless and until terminated by either party giving at least thirty (30) days prior written notice to the other party. Contractor may not terminate this Agreement as to any particular project upon which Work has been commenced.

   [ ] be for a fixed term of _____ days from its Effective Date.

3. **Price**. As total consideration for the Work, Company shall pay Contractor pursuant to the Work Offer as set forth in Exhibit "F," or the Rate Schedule as set forth on Exhibit "D," or Contractor's Proposal; such payment to be paid in accordance with the payment provisions of Part II hereof. Contractor may submit a revised schedule of rates, and upon Company's written acceptance thereof, such rates shall be applicable to Work commenced after Company's written approval of such rates; provided, however, that Contractor may not revise its rate schedule under this Agreement more than one time in any twelve-month period.

4. **Notices**. All notices, consents, requests, invoices or statements provided for or permitted to be given under this Agreement must be in writing and are effective on actual receipt by the intended recipient or by delivery to the address, or facsimile number during working hours (8:00 a.m. to 5:00 p.m. CST) for the recipient listed below:

TO COMPANY:

INVOICES
Contractor shall submit invoices to the email address below and must clearly indicate the Company name, AFE / Cost Center number, Agreement number and Work Offer number.

apinvoicesetp.mailbox@energytransfer.com
(Phone: 214-840-5422)

NOTICES:

Attn: Service Contracts Department
La Grange Acquisition, L.P.
1300 Main St.
Houston, Texas 77002

TO CONTRACTOR:

NOTICES & INVOICES

Attn: Dean Sahara
SWAT Consulting Inc.
12 Sunrise Estates Rd.
Watford City, North Dakota 58854
Email: dsahara@swat-ab.ca

With a copy to:

Attn:_____
Company:_____
Address:_____
_____
Facsimile No.: _____

All notices, invoices, and other communications ("Notices") shall be sent to the parties at their respective addresses in writing and as set forth above. Notices sent through the mail shall be deemed to have been received on the third day after mailing.

5. **Tax Identification Number**. Contractor hereby designates **No:** 45-39848169 as its tax identification number for all purposes which may require Company to report to taxing authorities moneys paid to Contractor for Work provided hereunder.

6. **Parts and Exhibits**. This Agreement consists of the following Parts and Exhibits (as checked), all of which are attached hereto and by this reference made a part hereof:

[X]	Part I	-	Environmental Services Agreement
[X]	Part II	-	Environmental Services Agreement
[X]	Exhibit A	-	Scope of Work
[ ]	Exhibit B	-	Plans and Specifications
[ ]	Exhibit C	-	Materials to be Furnished by Company
[X]	Exhibit D	-	Contractor's Rate Schedule
[X]	Exhibit E	-	Minimum Insurance Requirements
[X]	Exhibit F	-	Form of Work Offer
[X]	Exhibit G	-	Contractor's Completion Affidavit
[ ]	Exhibit H	-	Not Used
[X]	Exhibit I	-	Safety Procedures
[ ]	Exhibit J	-	Definition of "Waste"
[ ]	Exhibit K	-	Not Used
[X]	Exhibit L	-	Work Change Order
[ ]	Exhibit M	-	Asbestos-Abatement Standard Operating Procedures
[ ]	Exhibit N	-	Not Used
[X]	Exhibit O	-	Company's Operator Qualification Program and Covered Tasks

IN WITNESS WHEREOF, this Agreement is executed on the day and year first above written, but is effective on the Effective Date.

"COMPANY"
La Grange Acquisition, L.P.
LA GP, LLC, its general partner

Signature: DocuSigned by: Clint Cowan 4113E174B2AC404...

Printed Name: Clint Cowan

Title: VP – Environmental

8/15/2017

"CONTRACTOR"
SWAT Consulting Inc.

Signature: DocuSigned by: Dean Sahara DF6A4E87EE93454...

Printed Name: Dean Sahara

Title: President

6/22/2017

Appendix D – Incident Command System Positions

ICS JOB DESCRIPTIONS

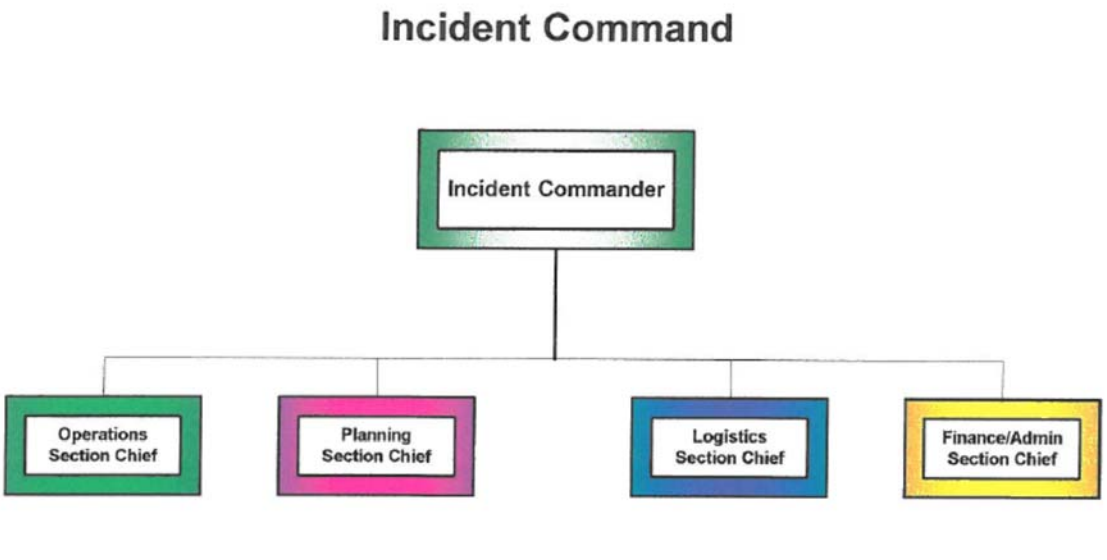
The corporate organizational infrastructure used to activate resources and manage response actions is based upon the Incident Command System.

Energy Transfer (ET) has developed its Incident Command System [based on National Incident Management System (NIMS) ICS] to facilitate the response and management of an emergency at all of its facilities. This system does not reflect the day-to-day organizational structure of the company, as its format is based on the life of the incident. The ET ICS is based on eight management concepts.

- Common Terminology
- Modular Organization
- Unified Command Structure
- Manageable Span of Control
- Pre-designated Incident Response Teams
- Consolidated Action Plans
- Comprehensive Resource Management
- Integrated Communications

These concepts are fully accommodated in the three Command Staff roles; Public Information, Liaison, and Safety, and four major General Staff sections of the ICS organization:

1. Operations, headed by the Operations Section Chief
2. Planning, headed by the Planning Section Chief
3. Finance, headed by the Finance Section Chief
4. Logistics, headed by the Logistics Section Chief



The ICS span of control is usually not more than six people. The skills and talents to fill the positions in the ICS organization come from every department, location and level within ET. Following demobilization each individual returns to his/her regular job and position. Responder familiarity with the ICS is critical before its use is required. It is recognized that people resort to comfort levels in times of high stress. To assure that comfort level prior to the use of the ICS in an actual event, regular ICS training is performed.

In summary, the ET Incident Command System is fashioned after the NIMS ICS program and entails a combination of facilities, personnel, equipment, procedures, and communications operating within a common organizational structure. The primary purpose for the ICS is the management of resources to effectively accomplish objectives and goals in response to an incident.

Incident Commander

The Incident Commander is responsible for the overall management of all incident activities, including the development and implementation of strategy, and for approving the ordering and release of resources. In multi-jurisdictional incidents, the duties of the Incident Commander may be carried out by a unified command established jointly by the agencies that have direct jurisdictional or functional responsibility for the incident. In those single-jurisdiction incidents where assisting agencies have significant resources committed, the responsible agency may establish a unified command at the incident command level, or place assisting agency personnel in key positions within the organizational structure. The Incident Commander may have a deputy. The deputy's responsibilities will be as delegated by the Incident Commander.

Assumption of Command

Taking over the command of the incident requires that the Incident Commander obtain a complete and up-to-date incident briefing. This can only be accomplished if the individual who is relinquishing command can bring the new commander up to date on what the situation is at the time of the briefing. Therefore, it is important that the commander being relieved prepares the Incident Briefing (ICS Form 201 or local form) as completely as possible for the new commander.
The Incident Commander will assume command of an incident after the overall situation is

reviewed. Prior to the briefing, the outgoing Incident Commander must ensure that sufficient resources have been ordered. He or she must also ensure that a designated individual is left in charge while he or she is briefing the incoming Incident Commander.

Incident Commander Checklist:

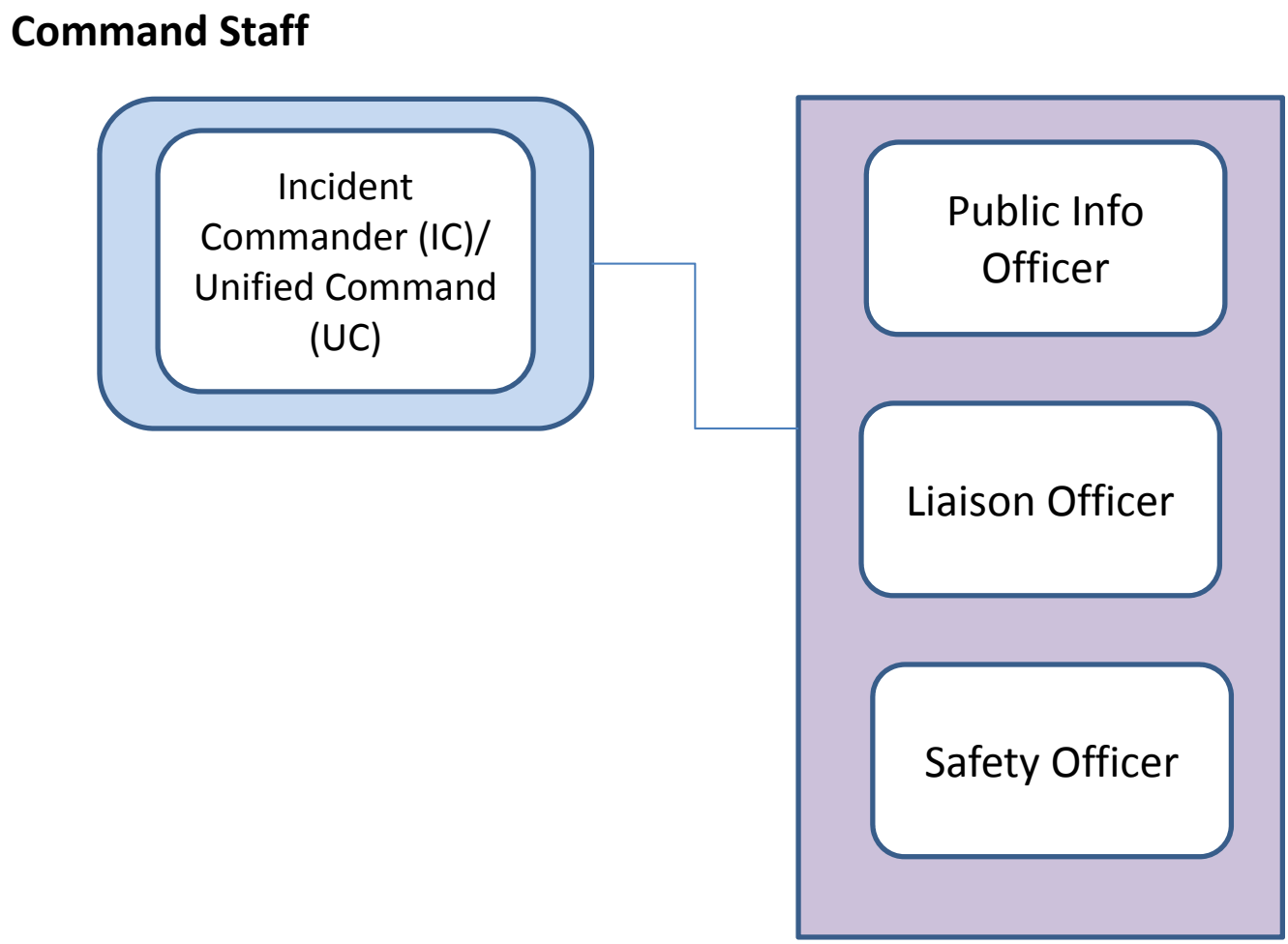
The checklist below presents the **minimum** requirements for all Incident Commanders. Note that some activities are one-time actions, while others are ongoing or repetitive for the duration of an incident.

INCIDENT COMMANDER CHECKLIST

DONE / N/A	TASKS
☐	Obtain an incident briefing and Incident Briefing Form (ICS Form 201) from the prior Incident Commander.
☐	Assess the incident situation.
☐	Determine incident goals and strategic objectives.
☐	Establish the immediate priorities.
☐	Establish an Incident Command Post.
☐	Conduct the initial briefing.
☐	Activate elements of the ICS, as required.
☐	Brief the command staff and section chiefs.
☐	Ensure that planning meetings are conducted.
☐	Approve and authorize the implementation of the IAP.
☐	Ensure that adequate safety measures are in place.
☐	Determine information needs and inform command personnel.
☐	Coordinate staff activity.
☐	Coordinate with key people and officials.
☐	Manage incident operations.
☐	Approve requests for additional resources and requests for release of resources.
☐	Approve the use of trainees at the incident.
☐	Authorize release of information to the news media.
☐	Ensure that the Incident Status Summary (ICS Form 209 or local form) is completed and forwarded to the dispatch center(s).
☐	Approve a plan for demobilization.
☐	Release resources and supplies.

COMMAND STAFF

The Command Staff reports directly to the Incident Commander or Unified Command and is comprised of the Public Information Officer, the Safety Officer, and the Liaison Officer.



Public Information Officer

Responsibilities

The Public Information Officer (PIO) is responsible for the collection and release of information about the incident to the news media and other appropriate agencies and organizations. The PIO reports to the Incident Commander.

The PIO develops and implements the communication strategy and, in particular, for drafting, securing approval for and issuing all “official” communications during an incident. These communications include statements that can be relayed to the community, press releases, employee memos, fact sheets on operations, frequently asked questions and talking points.

The PIO role will be filled by ET Corporate Communications personnel or a local external

communications agency that ET Corporate Communications has designated. Each is trained in crisis communications, ET procedures (e.g., the proper notification and approval chain) and the use of tools that can be deployed. Each also has access to additional resources that can be called upon to:

- Write statements and background material
- Counsel business leaders and spokespeople
- Build media lists
- Monitor and report on media coverage
- Organize press briefings
- Coordinate with partners, contractors, emergency response agencies and other third parties
- Manage an informational Web site and, with the assistance of central Corporate Communications resources, deploy this to the Internet.

ET Corporate Communications will designate a communications professional to represent the company on a Joint Information Center (JIC) team in the U.S. with external agencies should one be established.

Public Information Officer Checklist

Instructions: The checklist below presents the minimum requirements for Information Officers. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

DONE/ N/A	TASKS
☐	Contact the jurisdictional agency to coordinate public information activities.
☐	Establish a Joint Information Center (JIC), whenever possible.
☐	Determine from the Incident Commander if there are any limits on information release.
☐	Arrange for necessary workspace, materials, telephones and staffing.
☐	Obtain copies of the Incident Commander's Situation Status Summary Report (ICS Form 209 or local form).
☐	Prepare an initial information summary as soon as possible after arrival.
☐	Observe constraints on the release of information imposed by the Incident Commander.
☐	Obtain approval for information release from the Incident Commander.
☐	Release news to the media and post information at the Incident Command Post and other appropriate location(s).
☐	Attend meetings between the media and incident personnel.
☐	Arrange for meetings between the media and incident personnel.
☐	Provide escort service to the media and VIPs.
☐	Provide protective clothing for the media and VIPs (as appropriate).
☐	Respond to special requests for information.
☐	Maintain the unit log (ICS Form 214 or local form).

Safety Officer

Responsibilities

The Safety Officer is responsible for monitoring and assessing hazardous and unsafe situations and developing measures for assuring personnel safety. The Safety Officer will correct unsafe acts or conditions through the regular line of authority, although he or she may exercise emergency authority to stop or prevent unsafe acts when immediate action is required. The Safety Officer maintains an awareness of active and developing situations, approves the medical plan, and includes safety messages in each incident action plan. The Safety Officer reports to the Incident Commander.

Safety Officer Checklist

Instructions: The checklist below presents the minimum requirements for Safety Officers. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

DONE/ N/A	TASKS
☐	Obtain an incoming briefing from the Incident Commander.
☐	Identify hazardous situations associated with the incident.
☐	Participate in planning meetings.
☐	Review the incident action plan.
☐	Identity potentially unsafe situations.
☐	Exercise emergency authority to stop and prevent unsafe acts.
☐	Investigate accidents that have occurred within the incident area.
☐	Assign assistants as needed.
☐	Review and approve the medical plan (ICS Form 206 or local form).
☐	Maintain the unit log (ICS Form 214 or local form).

Liaison Officer

Responsibilities

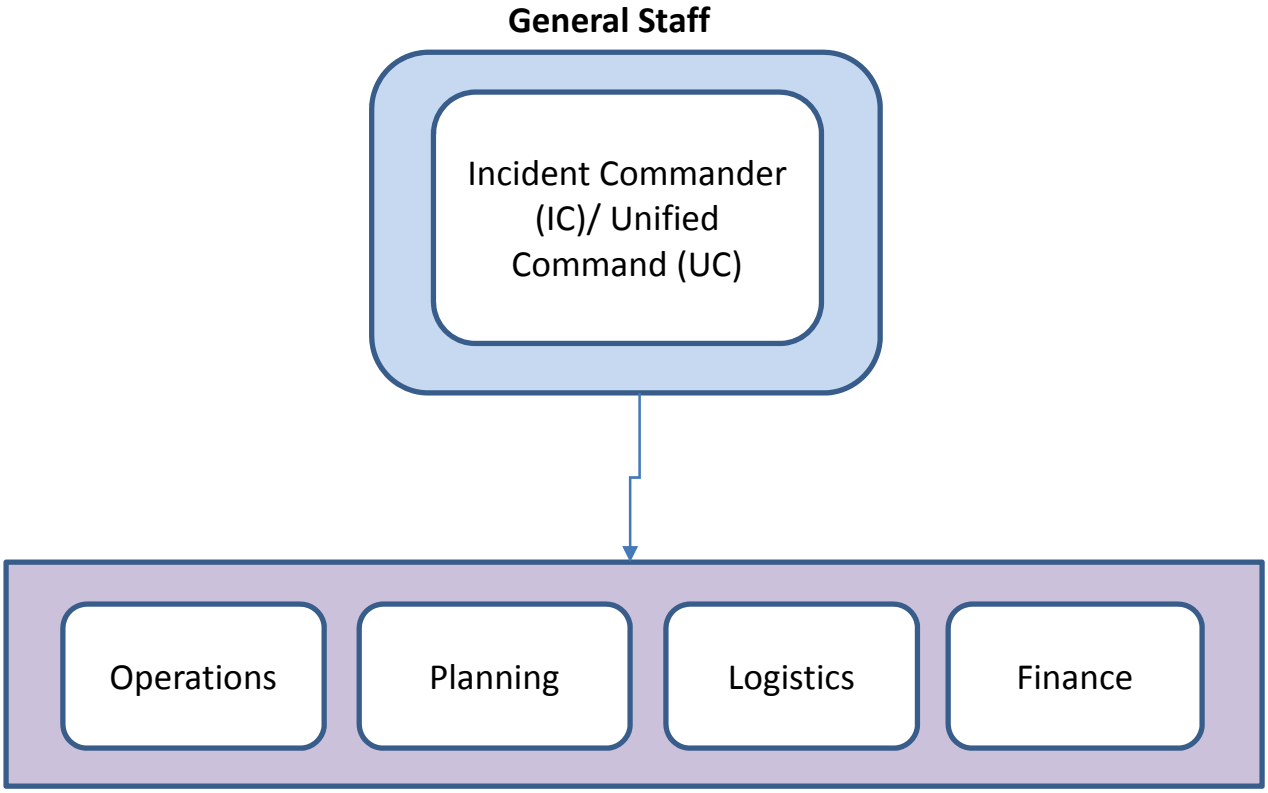
The Liaison Officer is responsible for interacting (by providing a point of contact) with the assisting and cooperating agencies, including fire agencies, the American Red Cross, law enforcement, public works and engineering organizations, and others. When agencies assign agency representatives to the incident, the Liaison Officer will coordinate their activities. As a member of the command staff, the Liaison Officer reports to the Incident Commander.

Liaison Officer Checklist

Instructions: The checklist below presents the minimum requirements for Liaison Officers. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

DONE / N/A	TASKS
☐	Obtain a briefing from Incident Commander.
☐	Provide a point of contact for assisting an/or coordinating with agency representatives.
☐	Identity representatives from each involved agency, including a communications link and his or her location.
☐	Keep agencies supporting the incident aware of incident.status.
☐	Respond to requests from incident personnel for inter-organizational contacts.
☐	Monitor incident operations to identify current or potential inter-organizational contacts.
☐	Participate in planning meetings, providing current resource status, including limitations and capability of assisting agency resources.
☐	Maintain the unit log (ICS Form 214 or local form).

GENERAL STAFF



Operations Section Chief

Responsibilities

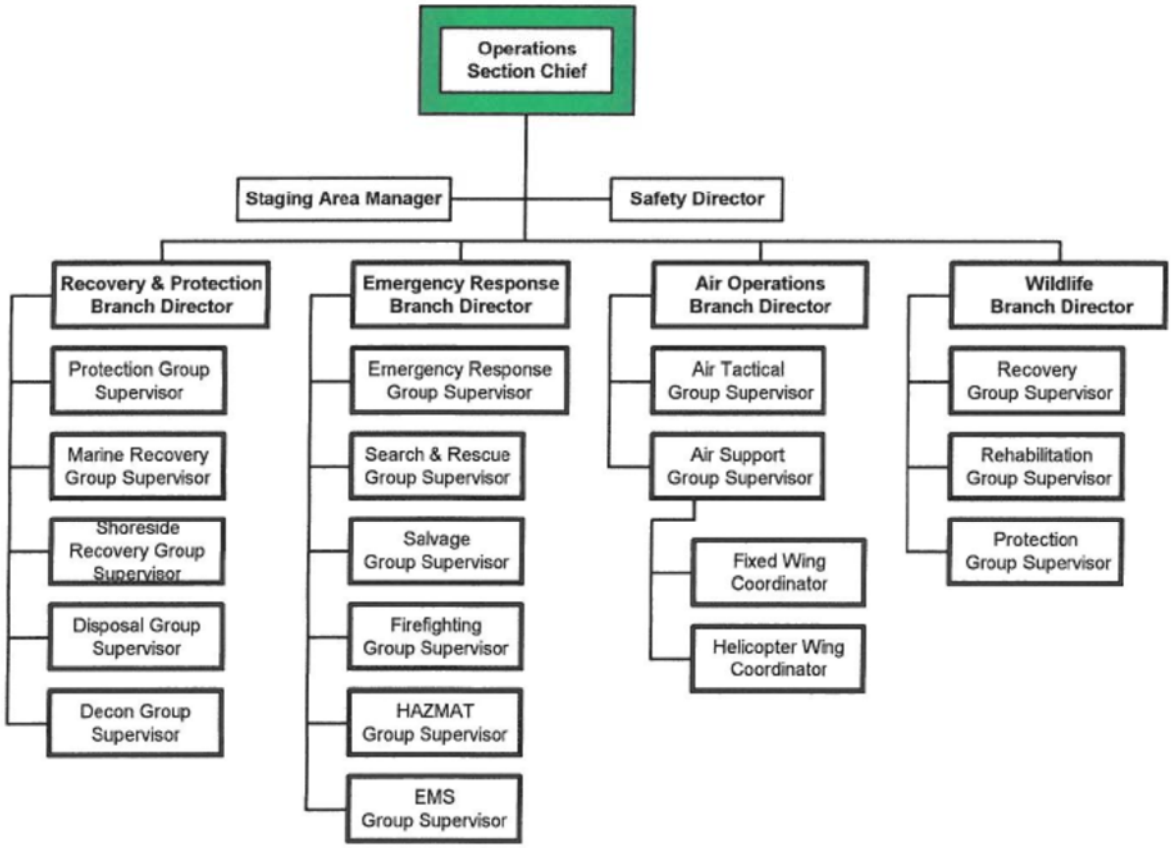
The Operations Section Chief, a member of the general staff, is responsible for the management of all operations directly applicable to the primary mission. The Operations Section Chief activates and supervises operations, organizational elements, and staging areas in accordance with the incident action plan. The Operations Section Chief also assists in the formulation of the incident action plan and directs its execution. The Operations Section Chief also directs the formulation and execution of subordinate unit operational plans and requests or releases resources and recommends these to the incident commander. He or she also makes expedient changes to the incident action plan (as necessary) and reports such to the Incident Commander. The Operations Section Chief reports directly to the Incident Commander. The Operations Section Chief may have a deputy. The deputy's responsibilities will be as delegated by the Operations Section Chief, and the deputy must serve in the same operational period.

Operations Section Chief Checklist

Instructions: The checklist below presents the minimum requirements for Operations Section Chiefs. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

DONE / N/A	TASKS
☐	Obtain a briefing from the Incident Commander.
☐	Develop the operations portion of the incident action plan.
☐	Brief and assign operations personnel in accordance with the incident action plan.
☐	Supervise operations.
☐	Establish staging areas.
☐	Determine need and request additional resources.
☐	Review the suggested list of resources to be released and initiate recommendations for the release of resources.
☐	Assemble and disassemble strike teams assigned to the Operations Section.
☐	Report information about activities, events, and occurrences to the Incident Commander.
☐	Maintain the unit log (ICS Form 214 or local form).

Operations Section



Planning Section Chief

Responsibilities

The Planning Section Chief, a member of the Incident Commander's general staff, is responsible for the collection, evaluation, dissemination, and use of information regarding the development of the incident and status of resources. Information is needed to:

- Understand the current situation.
- Predict the probable course of incident events.
- Prepare alternative strategies and control operations for the incident.

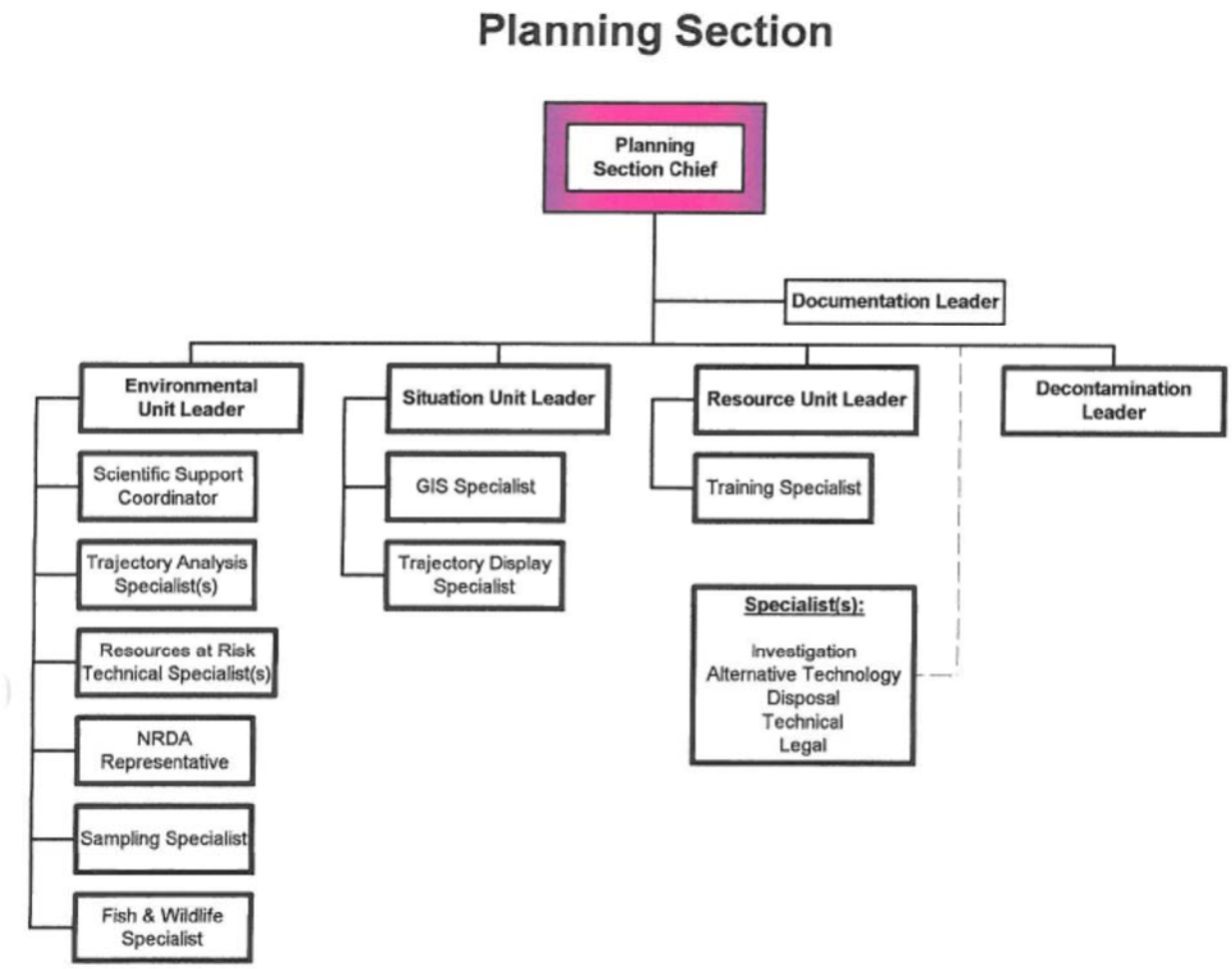
The Planning Section Chief reports directly to the Incident Commander. The Planning Section Chief may have a deputy. The deputy's responsibilities will be as delegated by the Planning Section Chief. Unit functions may be combined if workload permits.

Planning Section Chief Checklist

Instructions: The checklist below presents the minimum requirements for Operations Section Chiefs. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

DONE / N/A	TASKS
☐	Obtain a briefing from the Incident Commander.
☐	Activate Planning Section units.
☐	Collect and process situation information about the incident
☐	Reassign initial response personnel to incident positions, as appropriate.
☐	Establish information requirements and reporting schedules for all ICS organizational elements for use in preparing the Incident action plan.
☐	Notify the Resources Unit of the Pluming Section units which have been activated, including the names and locations of assigned personnel.
☐	Establish a weather data collection system, when necessary.
☐	Supervise the preparation of the Incident action plan (see planning process checklist).
☐	Assemble information on alternative strategies.
☐	Assemble and disassemble strike teams not assigned to operations.
☐	Identify the need for use of specialized resource(s).
☐	Perform operational planning for the Planning Section.
☐	Provide periodic predictions on incident potential.
☐	Compile and display the staff incident status summary information.
☐	Advise the general staff of any significant changes in incident status.
☐	Provide the incident traffic plan.

- ☐ If requested, assemble and disassemble strike teams and task forces not assigned to operations.
- ☐ Supervise the Planning Section units.
- ☐ Prepare and distribute the Incident Commander's orders.
- ☐ Instruct the Planning Section units on how to distribute incident information.
- ☐ Ensure that normal agency information collection and reporting requirements arc being met.
- ☐ Oversee preparation of incident demobilization plan.
- ☐ Prepare recommendations for the release of resources (to be submitted to the Incident Commander).
- ☐ Maintain the unit log (ICS Form 214 or local form).



Logistics Section Chief

Responsibilities

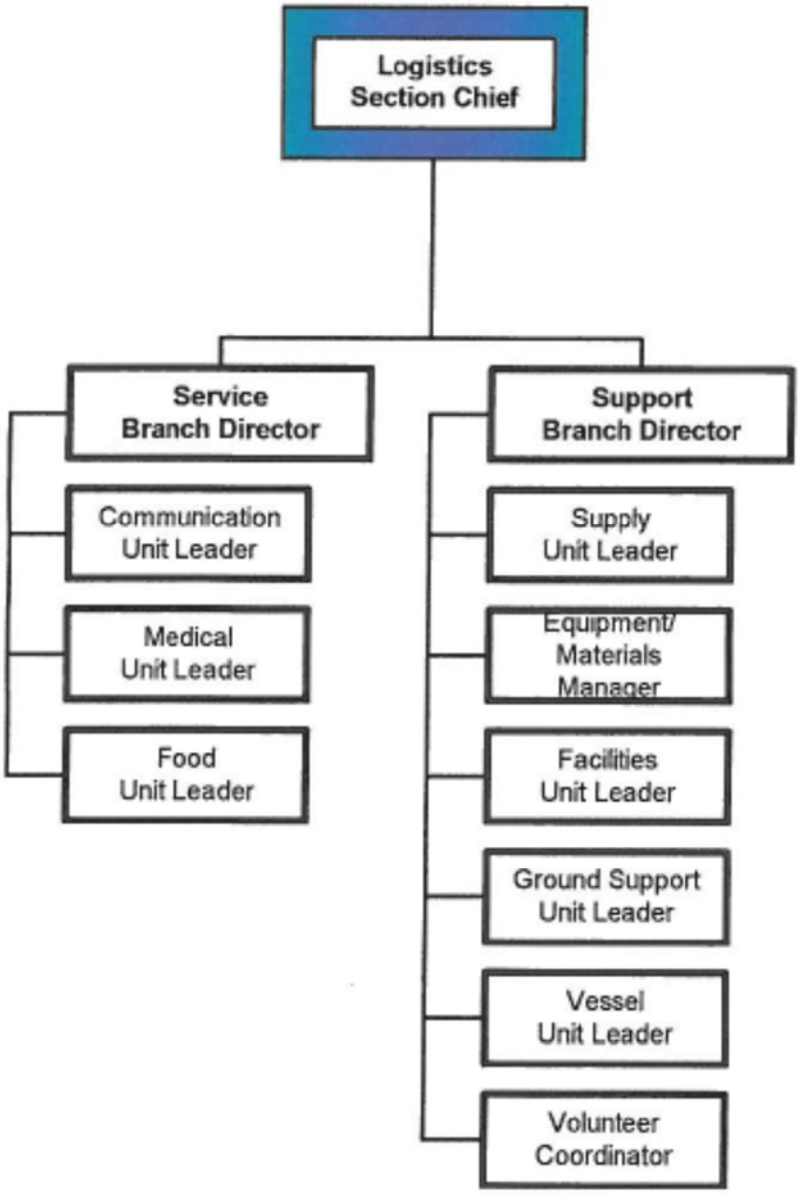
The Logistics Section Chief, a member of the general staff is responsible for providing facilities, services, and materials in support of the incident. The Logistics Section Chief participates in the development of the incident action plan and activates and supervises the branches and units within the Logistics Section.

Logistics Section Chief Checklist

Instructions: The checklist below presents the minimum requirements for Logistics Section Chiefs. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

DONE / N/A	TASKS
☐	Obtain a briefing from the Incident Commander.
☐	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 which have been activated, including the names and locations of assigned personnel.
☐	Assemble and brief unit leaders and branch directors.
☐	Participate in the preparation of the incident action plan.
☐	Identify the service and support requirements for planned and expected operations.
☐	Provide input to and review the communications, medical, and traffic plans.
☐	Coordinate and process requests for additional resources.
☐	Review the incident action plan, and estimate section needs for the next operational period.
☐	Ensure that the incident communications plan is prepared.
☐	Advise on current service and support capabilities.
☐	Prepare the service and support elements of the incident action plan.
☐	Estimate future service and support requirements.
☐	Receive the demobilization plan from the Planning Section.
☐	Recommend the release of unit resources in conformity with the demobilization plan.
☐	Ensure the general welfare and safety of Logistics Section personnel.
☐	Maintain the unit log (ICS Form 214 or local form).

Logistics Section



Finance/Administration Section Chief

Responsibilities

The Finance/Administration Section Chief, a member of the general staff; is responsible to organize and operate the Finance/Administration Section within the guidelines, policy, and constraints established by the Incident Commander and the responsible agency. The Finance/Administration Section Chief participates in the development of the incident action plan and activates and supervises the units within the section.

The finance/administration function within the Incident Command System is heavily tied to agency-specific policies and procedures. The Finance/Administration Section Chief will normally be assigned from the agency with incident jurisdictional responsibility. The organization and operation of the finance/administration function will require extensive use of agency-provided forms. The Finance/Administration Section Chief reports directly to the Incident Commander.

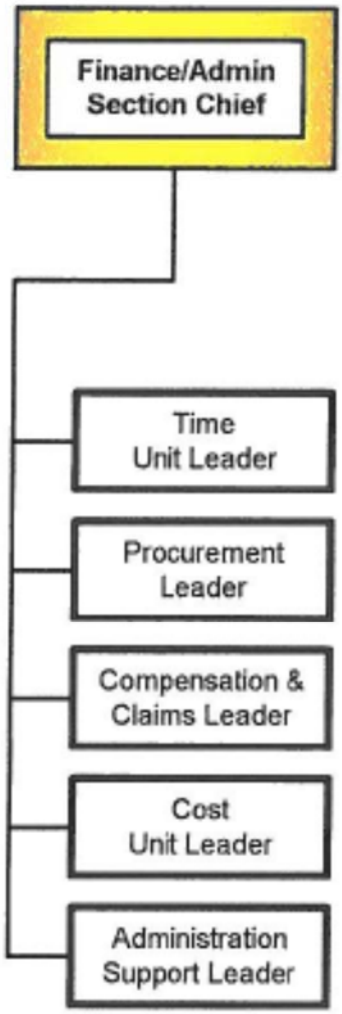
Finance/Admin Section Chief Checklist

Instructions: The checklist below presents the minimum requirements for Finance/Admin Section Chiefs. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

DONE / N/A	TASKS
☐	Obtain a briefing from the Incident Commander.
☐	Manage all financial aspects of an incident.
☐	Provide financial and cost analysis information as requested.
☐	Attend a briefing with the responsible agency to gather information.
☐	Attend a planning meeting to gather information on overall strategy.
☐	Identity and order supply and support needs for the Finance/Administration Section.
☐	Develop an operations plan for the finance/administration function at the incident.
☐	Prepare work objectives for subordinates, brief staff; make assignments, and evaluate performance.
☐	Determine the need for a commissary operation.
☐	Inform the Incident Commander and general staff when the section is fully operational.
☐	Meet with assisting and cooperating agency representatives, as required.
☐	Provide input in all planning sessions on finance matters.
☐	Maintain daily contact with agency/ies' administrative headquarters on finance matters.
☐	Ensure that all personnel time records are transmitted to home agencies according to policy.
☐	Participate in all demobilization planning.

- ☐ Ensure that all obligation documents initiated at the incident are properly prepared and completed.
- ☐ Brief agency administration personnel on all incident-related business management issues needing attention and follow-up prior to leaving the incident.
- ☐ Maintain the unit log (ICS Form 214 or local form).

Finance/Admin Section



Appendix E- Response Zone Maps

- Aberdeen
- Bismarck
- De Smet
- Eureka
- Gettysburg
- Glen Ullin
- Hazen
- Killdear
- Linton
- Mobridge
- Parshall
- Redfield
- Salem
- Sioux Falls
- Stanley
- Watertown
- Watford City
- Williston

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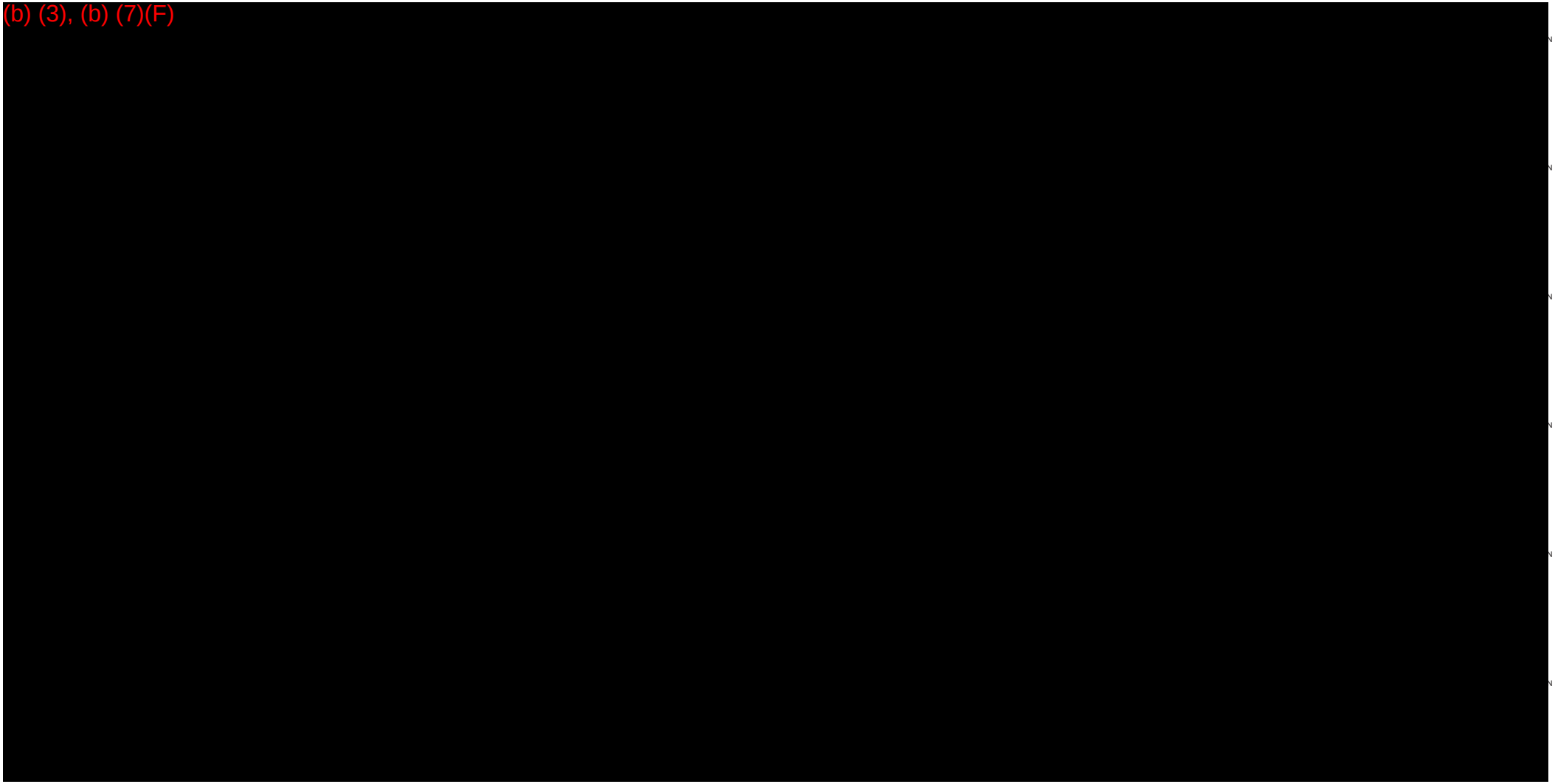

DAKOTA ACCESS, LLC

DAPL North Overview Map

100 50 0 100 Miles

N W E S

LEGEND

- Station
- DAPL ETCO Pipeline
- Pipeline Sensitivity Area
- County Boundary
- Other Population Area
- High Population Area
- Ecological Area
- Drinking Water Area

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

DAKOTA ACCESS, LLC

Aberdeen

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Bismarck

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

DAPL North Response Zone

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

DAKOTA ACCESS, LLC

De Smet

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Eureka

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Gettysburg

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Glen Ullin

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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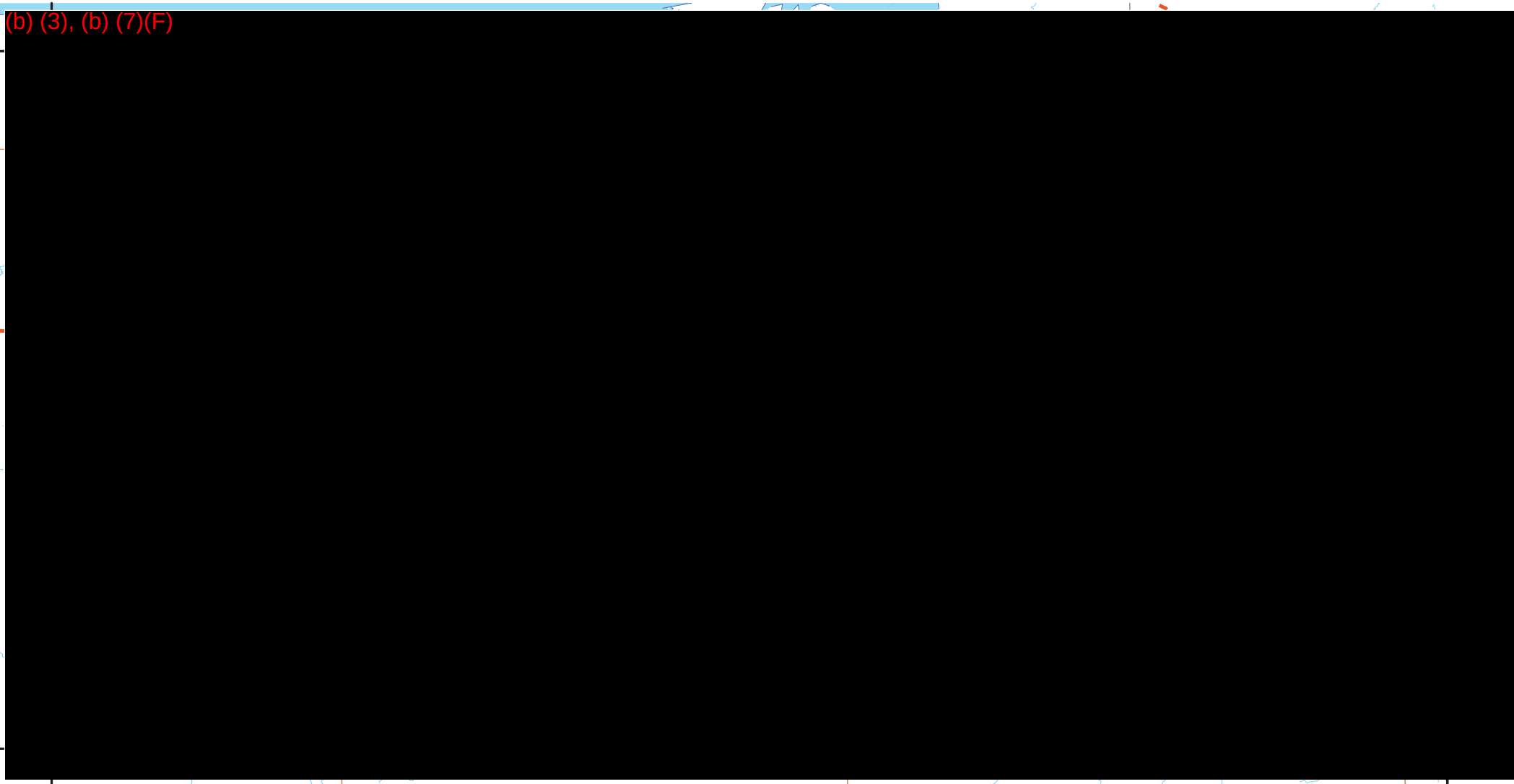

DAKOTA ACCESS, LLC

Hazen

10 5 0 10
Miles

N
W E
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LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Killdeer

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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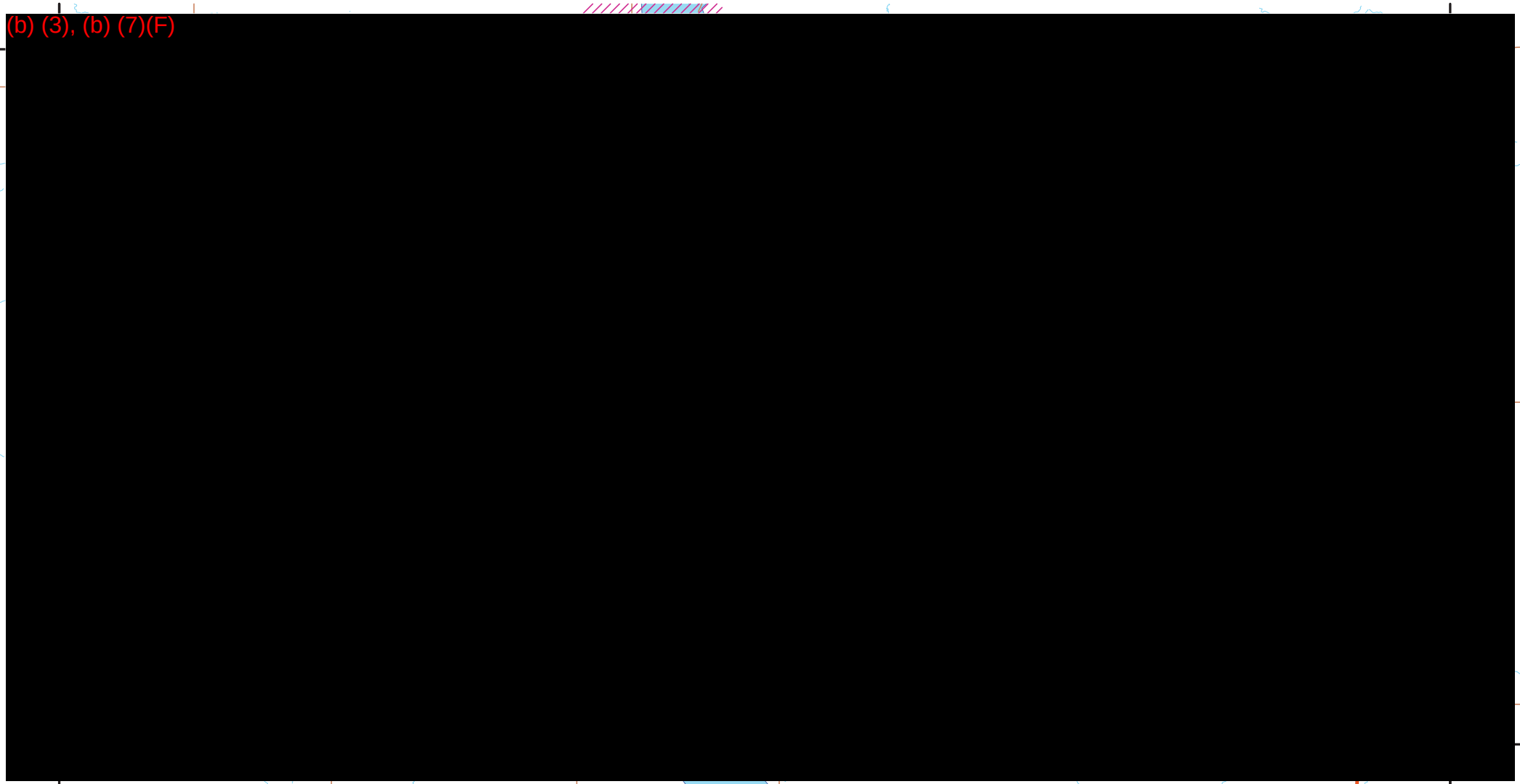

DAKOTA ACCESS, LLC

Linton

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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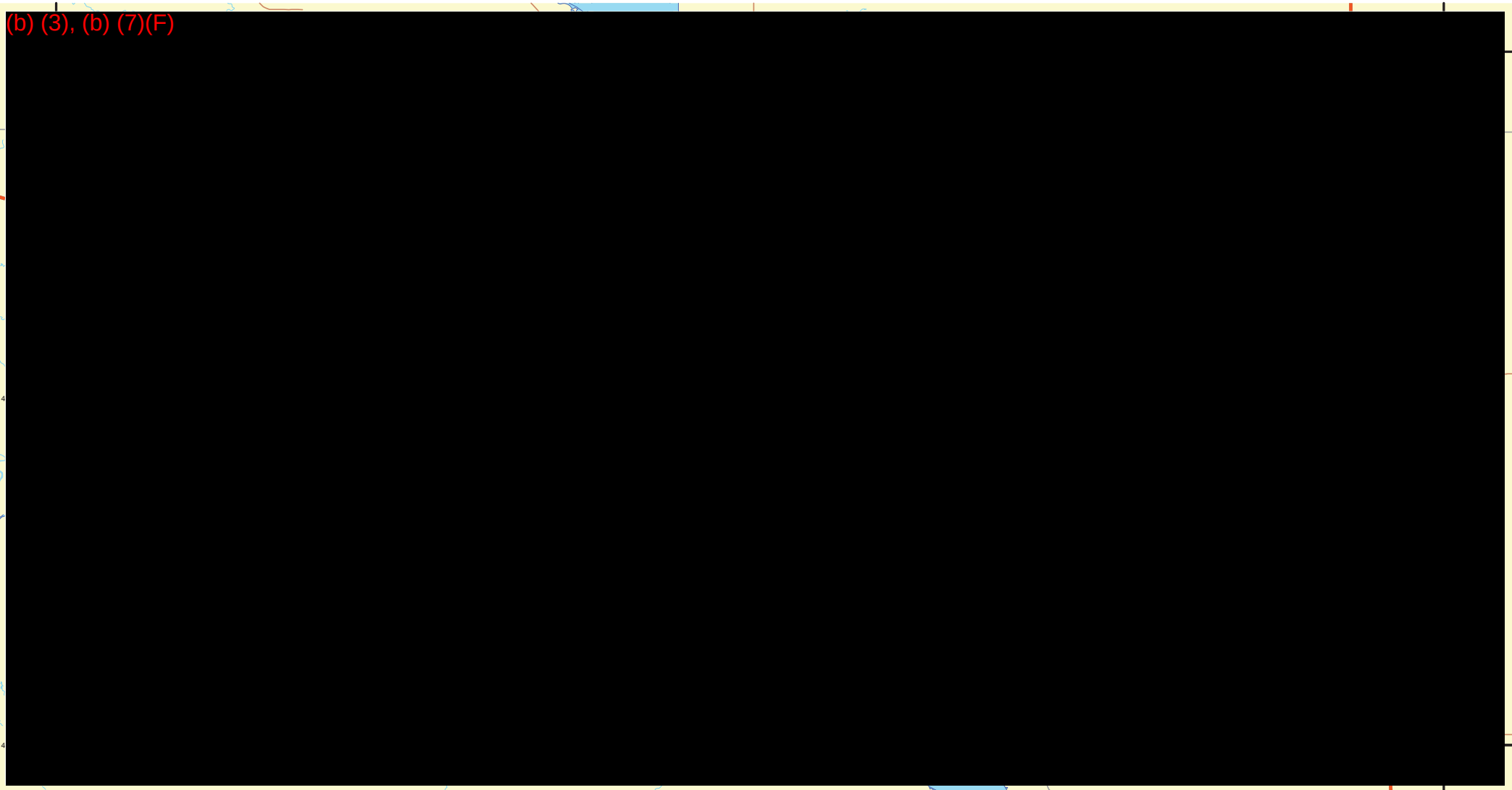


DAKOTA ACCESS, LLC

Mobridge

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Parshall

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Redfield

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Rock Rapids

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Salem

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Sioux Falls

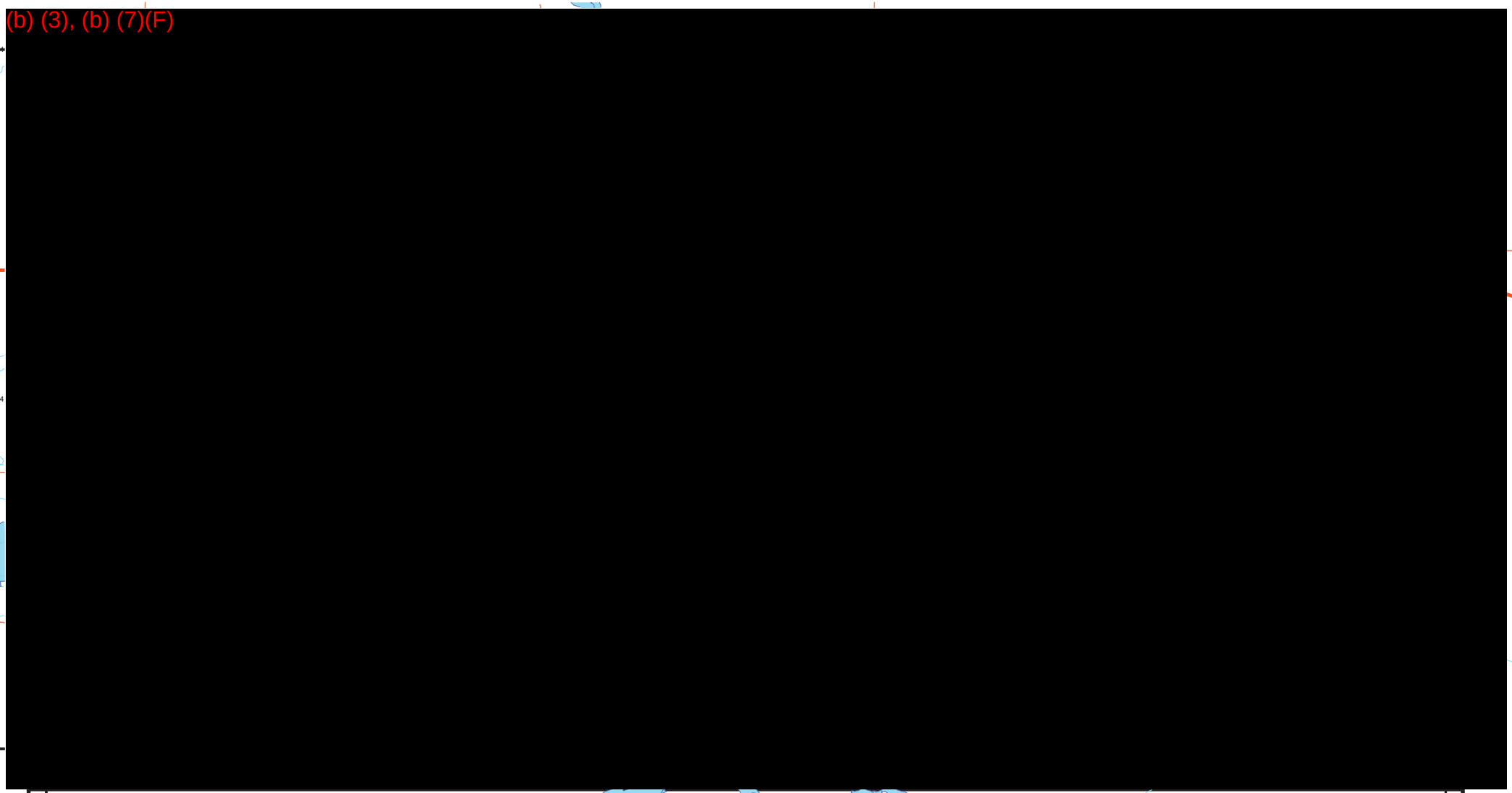
10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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



DAKOTA ACCESS, LLC

Stanley

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Watertown

10 5 0 10 Miles

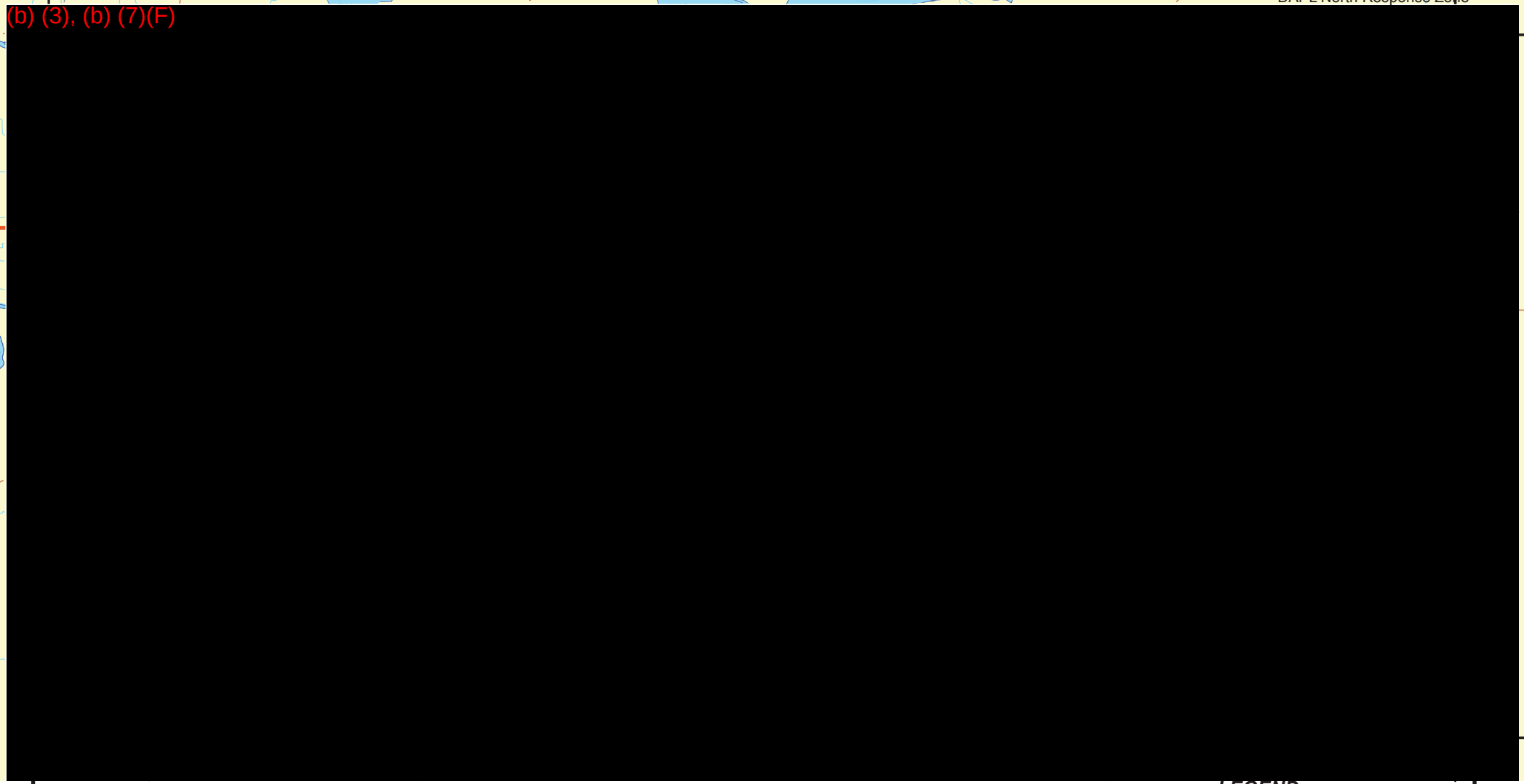
N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

DAPL North Response Zone

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



DAKOTA ACCESS, LLC

Watford City

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

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

DAKOTA ACCESS, LLC

Williston

10 5 0 10 Miles

N W E S

LEGEND

- DAPL ETCO Pipeline
- Stations
- Schools
- Water Intake
- Hospitals
- Parks/Recreation Areas
- OPA
- HPA
- ECO
- DWA

DAPL North Map References

Schools	
Map Number	**Name**
1	Johnson Corners Christian Academy
Parks	
Map Number	**Name**
2	Fort Lincoln State Park
3	Little Misssouri State Park
Municipal Water Intake	
Map Number	**System Name**
4	Yellowstone River
5	Walther Slough
6	Baumgartner Lake
7	Schwahn Lake
8	Rice Lake
9	Unknown
10	Twin Lakes
11	Lake Byron
12	Buffalo Lake
13	Clear Lake
14	Grass Lake
15	Fensterman Slough
16	Rice Lake
17	Byron, Lake
18	Missouri River
19	Lake Intermittent
20	Lake Intermittent
21	Lake Intermittent
22	Lake Intermittent

Appendix F- Standard Incident Debriefing Form

EMERGENCY RESPONSE CHECKLIST

OBJECTIVES: Safety of Personnel - Responders and Public
Isolate/Secure source of spill/release
Minimize Environmental Impacts

Date: _____ Time of Call: _____ ☐ AM ☐ PM

Name of Person Reporting Emergency: _____

Telephone Number(s): _____ ☐ Work ☐ Home Cell ☐ Other ☐ _____

Location of Emergency (Address, Lat/Long): _____

Description of Emergency: _____

Time of Incident _____ ☐ AM ☐ PM Time Incident was Reported to the Company? : _____ ☐ AM ☐ PM

On Scene Weather Conditions

Air Temp _____ Wind speed and Direction _____

Wave Height _____ Current Speed _____ Current Direction _____

Known Hazards associated with Product (SDS) Air Monitoring? _____

Gas Product Line Description _____ Line Pressure _____ Blow Down Time? _____

Liquid Product Product/API _____ Volume Discharged/potential _____ On Land or Waterway impact? _____

Site Safety Plan Developed? _____ Environmentally Sensitive Areas impacted? _____

FIRE: Yes _____ No _____ _____

INJURIES: Yes _____ No _____ _____

Are EMT's / Paramedics: _____ On-Site _____ Enroute to Scene _____ Enroute to Hospital

Name of hospital injured have been or will be taken to: _____

Has the fire department been notified?	Yes _____	No _____	On-Site:
All personnel accounted for?	Yes _____	No _____	
Is there Law Enforcement at the site?	Yes _____	No _____	_____
Has the area been secured?	Yes _____	No _____	_____
Have there been any evacuations?	Yes _____	No _____	_____
Has service been interrupted?	Yes _____	No _____	_____
Are any Company personnel on-site?	Yes _____	No _____	_____

What is the extent of property damage? (ET, 3rd Party - $$ Estimate) _____

What notifications have been made? _____

Who is IC? (Name & Phone Number) _____

Media Interest/Holding Statement? _____

What is the status of repairs or actions taken/planned? _____

Will Drug/Alcohol Test be Required? (ET PHMSA Alcohol and Drug Plan within 2 Hrs)

PHMSA Reportable? Yes _____ No _____

FERC Reportable? Yes _____ No _____ Serious service interruptions (Contact Certificates, Regulatory Affairs Dept. - 18CFR 260.9)

DOT/PHMSA: **(1-800-424-8802)** **Notify within 1 hours**			Contacted: ☐ Yes ☐ No
Reference #		Time:	Time: ☐ AM ☐ PM
NRC: **(800-424-8802)**			Contacted: ☐ Yes ☐ No
State Agencies:			Contacted: ☐ Yes ☐ No
Agency Name:			Time: _____ ☐ AM ☐ PM
Agency Number:			

Others:

Name: _____	Name: _____	Name: _____
Number: _____	Number: _____	Number: _____

NOTES

POST EXERCISE / INCIDENT REVIEW FORM	
Exercise/Drill Title:	
Location:	
Date of Exercise/Drill:	
Starting Time:	**Ending Time:**
Date Evaluation Completed:	
Evaluator Name: **Evaluator Name:** **Evaluator Name:**	**Company:** **Company:** **Company:**
Type of Exercise/Drill:	
❑ Table Top Drill ❑ Equipment Deployment ❑ Emergency Procedures ❑ Actual Spill/Release ❑ Qualified Individual ❑ Emergency Telephone Number Verification	
Exercise/Drill	❑ Announced ❑ Unannounced
Scenario:	❑ Average Most Probable ❑ Maximum Most Probable ❑ Worst Case
Summary of Exercise/Incident:	

Element 1: Notifications: Test the notification procedures identified in the Area contingency Plan (ACP) and the Facility Response Plan	
Were the notification procedures identified in the FRP tested and acurate?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Internal notifications made in the order of priority and within the timeframes specified in the plan?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Was the spill response organization, including Response Contractor notified in a timely manner, following plan procedures?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Notifications to government agencies were made in a timely manner following plan procedures?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Agencies Notifications: Check all agencies that were notified
Federal: ❑ EPA ❑ USCG ❑ PHMSA ❑ DHS ❑ NRC Report #_ State: ❑ TCEQ ❑ TGLO ❑ Texas Railroad Commission ❑ State Police ❑ Other Local: ❑ LEPC ❑ Office of Emergency Management ❑ Fire Department ❑ Police Department ❑ Sherriff's Department ❑ Other
Observations Identified:

Element 2: Staff Mobilization: Demonstrate the ability to assemble the spill response organization identified in the Facility Response Plan	
Was the Incident Management Team (IMT) identified in the FRP?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Was the IMT mobilized for the incident or event?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Incident Command post location identified to personnel and appropriate outside parties in a clear and timely fashion.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Appropriate personal safety measures taken.	❑ Yes ❑ No ❑ N/A ❑ Not Tested❑ Not Observed
Resources were contacted as needed.	❑ Yes ❑ No ❑ N/A ❑ Not Tested❑ Not Observed
Observations Identified:	

Element 3: Ability to Operate Within the Response Management System Described in the Plan:	
Unified Command: Demonstrate the ability to form or interface within a Unified Command	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Demonstrate the ability to consolidate the concerns of the other members of the unified command into a unified strategic plan with tactical operations.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Federal Representation: Was a Federal Representative involved in the drill/incident?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Demonstrate the ability to function within the Unified Command structure, and reflect federal concerns and goals.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
State Representation: Was a State Representative involved in the drill/incident?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Demonstrate the ability to function within the Unified Command structure, and reflect state concerns and goals.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Local Representation: Was a Local Representative involved in the drill/incident?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Demonstrate the ability to function within the Unified Command structure, and reflect local concerns and goals.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Response Management System: Did the IMT operate within the framework of the response management system identified in their respective plans?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Operations Section: Demonstrate the ability to coordinate or direct operations related to the implementation of the IAP?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Planning Section: Demonstrate the ability to consolidate the various concerns of the members of the Unified Command into "joint" planning recommendations and specific long-range strategic plans?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Planning Section: Demonstrate the ability to carry out the functions of the Planning Section?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Planning Section – Situation Unit: Demonstrate the ability to collect, compile, display and disseminate current response information including: the amount and type of product spilled/released, location, trajectory, natural resources impacted, locations of the spill response command post, staging and operational areas utilizing written forms, charts, tables and photographs in a location and scale that is sufficient for the needs of the response management team, including maintenance of the incident situation display.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Planning Section – Resource Unit: Demonstrate the ability to maintain the status of all incident resources.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Planning Section – Environmental Unit: Demonstrate the ability to prepare environmental data including assessments, modeling, surveillance, resources at risk, and impacts on environmentally sensitive sites.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Logistics Section: Demonstrate the ability to provide the necessary support of both the short- term and long-term action plans?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Finance Section: Demonstrate the ability to document the daily expenditures of the organization, forecast and provide cost estimates for continuing operations?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Public Information Officer: Demonstrate the ability to form a joint information center and provide the necessary interface between the unified command and the media?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Safety Officer: Demonstrate the ability to monitor, assess and/or anticipate hazardous and Unsafe situations and ensure compliance with safety standards?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Legal Affairs Officer: Demonstrate the ability to provide the unified command with suitable legal advice and assistance.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Element 4: Source Control ability of the spill response organization to control and stop the discharge at the source.	
Discharge Control included measures to control and stop the discharge at source or in designated recovery operations locations.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Demonstrate the ability to assemble and deploy the firefighting resources identified in the response plan.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	
Element 5: Assessment:	
Demonstrate the ability to provide an initial assessment of the discharge and provide continuing assessments of the effectiveness of the tactical operations?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Conduct over flight to measure size and thickness of sheen and calculate estimate of quantity spilled.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Continuing assessments to measure effectiveness of tactical operations.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Element 6: Containment:	
Demonstrate the ability to contain the discharge at the source or in various locations for recovery operations?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Planning developed effective tactics for boom deployment in appropriate locations	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Element 7: Recovery:	
Demonstrate the ability to recover, mitigate, and remove the discharged product Includes mitigation and removal activities, e.g. dispersant use, In-Situ Burn (ISB) or bioremediation use?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Applications were progressed for in-situ burning, alternative response technologies, and dispersants.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
On-water Recovery resources assemble, deploy and effectively operate the on- water response resources identified in the FRP?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Shoreline Recovery resources assemble and deploy the shoreline clean-up resources identified in the FRP?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Element 8: Protection:	
Demonstrate the ability to protect the environmentally and economically sensitive areas identified in the ACP and the FRP.?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Protective Booming: Demonstrate the ability to implement the protection strategies contained in the ACP and the FRP?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Water Intake Protection: Demonstrate the ability to quickly identify water intakes and implement the Proper protection procedures from the ACP, FRP or develop a plan for use?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Wildlife Recovery and Rehabilitation: Did the spill response organization demonstrate the ability to quickly identify These resources at risk and implement the proper protection procedures from the ACP, FRP or develop a plan for use?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Population Protection: Demonstrate the ability to quickly identify health hazards associated with the discharged product and the population at risk from these hazards, and to implement the proper protection procedures or develop a plan for use?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Element 9: Disposal – Waste Management:	
Demonstrate the ability to properly manage the recovered material and contaminated debris, and to develop the waste management plan for approval by the Unified Command? The plan will include appropriate procedures for obtaining permits and/or waivers, water characterization, waste minimization, volumetric determination, and overall waste management and final disposition, as appropriate. Note: Interface with the liaison officer to facilitate contacts with appropriate state and local agencies.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Disposal plan created and approved.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Waste managed to minimize short- term storage at staging areas and segregate into acceptable waste streams.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Element 10: Communications:	
Demonstrate the ability to establish an effective communications system for the spill response organization?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Internal Communication: Demonstrate the ability to assemble and deploy the clean-up resources identified in the FRP?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
External Communication: Demonstrate the ability to protect the environmentally and economically sensitive areas identified in the ACP and the FRP?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Element 11: Transportation:	
Demonstrate the ability to provide effective multi-mode transportation both for execution of the discharge and support functions?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Land Transportation: Demonstrate the ability to provide effective land transportation for all elements of the response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Water Transportation: Demonstrate the ability to provide effective waterborne transportation for all elements of the response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Aviation Operations: Demonstrate the ability to provide effective airborne transportation and/or spill tracking for the response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Element 12: Personnel Support:	
Demonstrate the ability to provide the necessary support of all personnel associated with the response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Management: Demonstrate the ability to provide administrative management of all personnel involved in the response. This requirement includes the ability to move personnel into or out of the response organization with established procedures?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Lodging: Demonstrate the ability to provide overnight accommodations on a continuing basis for a sustained response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Food, water, sanitation, and decontamination: Demonstrate the ability to provide suitable feeding arrangements for personnel involved with the management of the response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Operational and Administrative Spaces: Demonstrate the ability to provide suitable operational and administrative facilities and space for personnel and resources in the response:	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Emergency Procedures: Demonstrate the ability to provide emergency services for personnel involved in the response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Element 13: Equipment Maintenance and Support	
Demonstrate the ability to maintain and support all equipment associated with the response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Response Equipment Maintenance: Demonstrate the ability to provide effective maintenance and support for all response equipment? This requirement includes communications equipment, transportation equipment, administrative equipment, etc.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Support Equipment Maintenance: Demonstrate the ability to procure sufficient response equipment to mount and sustain an organized response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Element 14: Procurement:	
Demonstrate the ability to establish an effective procurement system?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Personnel: Demonstrate the ability to procure sufficient personnel to mount and sustain an organized response? Includes insuring that all personnel have qualifications and training required for their position within the response organization?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Response Equipment: Demonstrate the ability to procure sufficient response equipment to mount and sustain an organized response.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Support Equipment: Demonstrate the ability to procure sufficient support equipment to support and sustain an organized response. (e.g. Fuel, batteries, additional equipment).	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Element 15: Documentation:	
Demonstrate the ability of the spill response organization to document all operational and support aspects of the response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Demonstrate the ability to provide detailed records of decisions and actions taken?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Demonstrate the ability to collect, compile and preserve all documents associated with the response?	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Documentation training/guidelines were provided during the response (included Legal Officer input).	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Meetings were documented.	❑ Yes ❑ No ❑ N/A ❑ Not Tested ❑ Not Observed
Observations Identified:	

Identify achievements and areas for improvement that were identified during the exercise using the Section 2 PREP Components Checklist, objectives set by the exercise facilitator and the below checklist.
Describe How the Following Objectives Were Exercised:

Knowledge of Facility Response Plan

Was the Plan used during the response?	☐ **Yes**	☐ **No**	☐ **N/A**
Was the Plan referenced during the exercise or response?	☐ **Yes**	☐ **No**	☐ **N/A**
Was the information in the plan accurate?	☐ **Yes**	☐ **No**	☐ **N/A**
Are there Plan corrections or revisions required or recommended?	☐ **Yes**	☐ **No**	☐ **N/A**

Notification Phase:

Were the numbers in the Plan correct?	☐ **Yes**	☐ **No**	☐ **N/A**
Were there any numbers missing from the Plan?	☐ **Yes**	☐ **No**	☐ **N/A**
Were internal and/or external notifications made in a timely manner?	☐ **Yes**	☐ **No**	☐ **N/A**

Communications system:

Were operational units able to communicate directly with the ICS team?	☐ **Yes**	☐ **No**	☐ **N/A**
Could the team communicate efficiently with all necessary parties?	☐ **Yes**	☐ **No**	☐ **N/A**
Did communication abilities affect decision making?	☐ **Yes**	☐ **No**	☐ **N/A**

Response Efforts:

Were ETP response actions done in a timely manner?	☐ **Yes**	☐ **No**	☐ **N/A**
Were resources requested in a timely manner?	☐ **Yes**	☐ **No**	☐ **N/A**
Were adequate ETP resources available in a timely manner?	☐ **Yes**	☐ **No**	☐ **N/A**
Did information get properly communicated during the meetings?	☐ **Yes**	☐ **No**	☐ **N/A**
Was the ICS team established in a timely manner?	☐ **Yes**	☐ **No**	☐ **N/A**
Was the ICS team properly staffed?	☐ **Yes**	☐ **No**	☐ **N/A**

OSRO Performance:

Did the OSRO respond in a timely manner?	☐ **Yes**	☐ **No**	☐ **N/A**
Did the OSRO respond with the proper resources?	☐ **Yes**	☐ **No**	☐ **N/A**
Did the OSRO have enough resources?	☐ **Yes**	☐ **No**	☐ **N/A**
Was the OSRO's performance adequate?	☐ **Yes**	☐ **No**	☐ **N/A**
Were the OSRO's personnel knowledgeable in their assigned tasks?	☐ **Yes**	☐ **No**	☐ **N/A**
Was the OSRO's equipment in good working order?	☐ **Yes**	☐ **No**	☐ **N/A**

Coordination with Agencies:

Did regulatory agencies come to the release site?	☐ **Yes**	☐ **No**	☐ **N/A**
Did regulatory agencies call about the spill?	☐ **Yes**	☐ **No**	☐ **N/A**
Were all of the appropriate agencies notified?	☐ **Yes**	☐ **No**	☐ **N/A**
Was all of the needed information made available to the person making the notification?	☐ **Yes**	☐ **No**	☐ **N/A**

Ability to access sensitive area information"

Was the Team able to identify the sensitive area information through the FRP or Area Contingency Plan?	☐ **Yes**	☐ **No**	☐ **N/A**
Was the sensitive area information identified in the Plan?	☐ **Yes**	☐ **No**	☐ **N/A**
Was the sensitive area information available to the people in the field?	☐ **Yes**	☐ **No**	☐ **N/A**
Are updates to the sensitive information required?	☐ **Yes**	☐ **No**	☐ **N/A**

Achievements Identified:	**Areas for Improvement Identified:**
1.	**1.**
2.	**2.**
3.	**3.**
4.	**4.**

Remarks, Corrective Actions and/or Follow up Actions:

Action Item	**Assigned To:**	**Target Completion Date:**
1.		
2.		
3.		
4.		

Appendix G- List of Acronyms

API – American Petroleum Institute

ACP – Area Contingency Plan

BBL – Barrel (42 US gallons)

CFR – Code of Federal Regulations

CMT – Crisis Management Team

DAPL – Dakota Access Pipeline

DOT – Department of Transportation

EBS – Earthen Berm Structure

EPA – Environmental Protection Agency

ERAP – Emergency Response Action Plan

ERP – Emergency Response Personnel

ESC – Emergency Support Center

ETCO – Energy Transfer Crude Oil

FRP – Facility Response Plan

FOSC – Federal On-Scene Coordinator

HES – Health, Environmental, and Safety

HPO – Historical Preservation Officer

H2S – Hydrogen Sulfide

IAP – Incident Action Plan

IC – Incident Command

ICS – Incident Command System

IMT – Incident Management Team

LEL – Lower Explosive Limit

LEPC – Local Emergency Planning Committee

MOU – Memorandum of Understanding

NCP – National Contingency Plan

NFPA – National Fire Prevention Association

NRC – National Response Center

NRDA – Natural Resource Damage Assessment

OPA 90 – Oil Pollution Act of 1990

OQ – Operator Qualification

OSHA – Occupational Safety & Health Administration

OSRO – Oil Spill Response Organization

PHMSA – Pipeline & Hazardous Materials Safety Admin.

PREP – Preparedness for Response Exercise Program

QI – Qualified Individual

SERC – State Emergency Response Commission

SRST – Standing Rock Sioux Tribe

THPO – Tribal Historical Preservation Officer

UCS – Unified Command System