Facility Response Plan

March 2012

Rev. 0

TABLE OF CONTENTS

LIST OF TABLES

LIST OF FIGURES

Background, Purpose, Scope and Objective

Background

In response to oil spill disasters, Congress passed the Oil Pollution Act of 1990 (OPA 90) (Pub.L.101-380). Section 4202(a) of OPA 90 amended section 311(j) of the Federal Water Pollution Control Act (FWPCA) (33 U.S.C. 1321(j)). The FWPCA set out the requirements for facility response plans and periodic inspections of discharge-removal equipment in sections 311(j)(5) and (j)(6), respectively. Section 4202(b)(4) of OPA 90 established an implementation schedule for these provisions. Facilities were required to submit response plans by February 18, 1993, or cease the handling, storage, and transportation of oil. By August 18, 1993, a facility was required to be operating in accordance with its submitted facility response plan.

As amended, section 311(j)(5) of the FWPCA requires owners or operators of certain facilities to prepare and submit response plans to the President. This requirement applies to onshore facilities, including piping and structures used for the transfer of oil that could reasonably be expected to cause substantial harm or significant and substantial harm to the environment by discharging oil or a hazardous substance into or on the navigable waters of the United States, adjoining shorelines, or the exclusive economic zone. Under Executive Order 12777, the President delegated the authority to regulate oil storage and transportation facilities under OPA 90 and the FWPCA.

The EPA was given authority to regulate non-transportation onshore oil facilities. The Secretary of the Department of Transportation (DOT) has been delegated the authority to review and approve response plans for "transportation related" facilities that could reasonably be expected to cause significant and substantial harm to the environment. The authority of the Secretary of the DOT includes implementing regulations that carry out the requirements of OPA pertaining to non-marine transportation related (non-MTR) facilities and pipelines.

Subsequently three governing agencies have potential jurisdiction over on-shore facilities. EPA has jurisdiction over non-MTR facilities, the Coast Guard has jurisdiction over MTR facilities, and the DOT Pipeline and Hazardous Materials Safety Administration (PHMSA)[1] has jurisdiction for non-MTR facilities.

Regulations governing response plan requirements were not final at the time of initial Facility Response Plan (FRP) submittal (February 18, 1993); however, applicable facilities were required to meet the congressionally mandated OPA 90 deadline despite the lack of final regulation from the agencies with authority. The agencies with regulatory authority have since published final OPA 90 regulations: the EPA in 40 CFR 112 (last revised September 26, 1999); and PHMSA in 49 CFR 194 (last revised July 13, 1998).

EOG Resources has determined that potential oil releases from its pipeline system could cause substantial harm to the environment according to 49 CFR 194.101 and 194.103(c)(5) of the DOT rules. Therefore, this document was prepared to address the DOT's FRP requirements for a **substantial harm** facility.

Purpose

This plan establishes EOG Resources' standard requirements for preparing for and responding to a release of oil from the identified EOG Resources pipeline system components. In particular, the purpose of this document is to provide the following information:

- General Information Regarding the Facility
- Emergency Notification Procedures
- Spill Detection and On-Scene Spill Mitigation Procedures

[1] *Formerly known as the Research and Special Programs Administration (RSPA)*

- Emergency Response Activities
- List of Contacts
- Identification of Sensitive Areas
- Response Personnel Training
- Response Personnel Drills
- Communications Plan
- Response Plan Updating Procedures

Scope

The scope of this FRP includes:

- Response requirements for spills, which may occur on land and in water, along a total of approximately 110 miles of pipeline systems operating in Texas.
- This FRP is designed to provide guidance for oil spills, which occur on land, in open drainage conveyance, and for spills that occur and affect the navigable waters of the U.S.
- The geographic area covered by this plan is considered to be one Response Zone; therefore there are no Response Zone Appendices. All information for this Zone is included in the main body of this plan.

Objectives

This plan is written to meet the following objectives:

- Comply with OPA90 requirements.
- Comply with DOT/PHMSA rules.
- Provide an FRP for EOG Resources that can be enacted in the event of an oil spill.

Section 1 Information Summary

1.1 Overview

This FRP was prepared to be consistent with information in the National Oil and Hazardous Substances Pollution Contingency Plan (40 CFR Part 300) and the applicable Area Contingency Plans (ACPs) that were in effect at the time of FRP preparation.

EOG Resources certifies that it has reviewed the National Contingency Plan (NCP) and the ACPs available for review at the time of preparation of this FRP and that this FRP is consistent with every plan available for review.

This FRP will be maintained at the following locations:

Gillett Field Operations Office
2227 CR 293
Gillett, TX 78116

Pleasanton Field Operations Office
1320 West Oaklawn Ste D
Pleasanton, TX 78064

San Antonio Division Office
19100 Ridgewood Parkway Bldg 2
San Antonio, TX 78259

In addition, each Qualified Individual (QI) and designated alternate(s) will maintain a personal copy of this FRP.

1.2 Core Plan Summary

Name and Address of Operator:

EOG Resources
San Antonio Division Office
19100 Ridgewood Parkway Bldg 2
San Antonio, TX 78259

EOG Corporate HQ
1111 Bagby Sky Lobby 2
Houston, TX 77002
Main Emergency # (24 hour contact): 1-866-846-4326

1.3 Response Zone Summary

EOG Resources has included all covered pipeline systems into one response zone for oil spill planning purposes. The following discussion includes all required information regarding the response zone. Therefore, there are no Response Zone Appendices included in this manual, and the single Response Zone is referred to as ‘Response Zone 1’ throughout.

1.4 Response Zone 1

Response Zone 1, falling wholly within Texas, runs from northeast to southwest, from southeast Gonzales County to Central La Salle County. It includes the following pipelines:

Table 1: Response Zone 1 - Pipelines

PIPELINE	COUNTY	LENGTH (in miles)
Hoff to Hub 6" OIL gathering	La Salle County	6.12
Hoff "B" Faciltiy 6" Oil Gathering to Hoff PL	La Salle County	0.36
Hoff "F" Faciltiy to Hoff "A" Fac 6" Oil G.	La Salle County	1.36
Hoff C Fac to Hoff PL 6" Oil Gathering	La Salle County	0.9
Hoff D Fac to Hoff PL 6" Oil Gatheirng	La Salle County	0.08
Naylor-Jones 99 8" Oil Gathering to Hoff Hub	La Salle County	3.15
Naylor-Jones A Fac to Naylor-Jones PL 6" OG	La Salle County	0.09
Naylor-Jones 95 Fac to Naylor-Jones PL 6" OG	La Salle County	0.23
Naylor-Jones 96 Fac to Naylor-Jones PL 6" OG	La Salle County	0.06
Hoff E Facility to Hoff PL 6" OG	La Salle County	1.27
Excelco to Hoff PL 6" OG	La Salle County	2.72
Jendrusch-Gerold Fac to Jendrush Barnes PL 6" OG	Atascosa County	0.04
Borgefeld 8in Oil Gath to CDP	Wilson/Karnes	8.58
Estes 6" Oil Gathering to Orr Fac	Karnes	2.63
Dullnig 6" OG to Wagener PL	Karnes	0.06
Wagener to Urbanczyk 6" Oil Gathering	Karnes	3.59
Urbanczyk to Milton Hub 8" Oil Gathering	Karnes	4.21
Borgefeld CDP to EOG 8 Acre site 8" OG	Karnes	4.97
Nixon-Dragon to Rainbank West PL 6" OG	Karnes/Wilson	7.3
Braune Fac to Nixon-Dragon PL 6" OG	Karnes	0.09
Fischer Fac to Nixon-Dragon PL 6" OG	Karnes	0.69
Dragon Fac to Nixon Dragon PL 4" OG	Karnes	0.30
Rainbank West to Milton Hub 8" OG	Karnes	5.63
Lyssy Hub to Borgefeld PL 8" OG	Wilson	0.97

PIPELINE	COUNTY	LENGTH (in miles)
Jendrusch Barnes to Estes PL 8" OG	Karnes/Atascosa	5.88
Rainbank West Fac to Rainbank West PL 6" OG	Karnes	0.32
Nixon Fac to Nixon-Dragon PL 6" OG	Karnes	0.144
Max Unit Fac to Cheslyn PL 6" OG	Karnes	0.51
Casares Fac to Borgefeld PL 4" Oil Gathering	Karnes/Wilson	1.09
Hyatt Fac to Gibbs PL 6" OG	Karnes	0.31
Orr to Lyssy Hub 8" OG	Karnes/Wilson	2.83
Orr Fac to Orr Mainline 6" OG	Karnes	0.25
Vincent Unit Fac to Nixon Dragon PL 6" oG	Karnes	0.35
Cheslyn to Wagener PL 6" OG	Karnes	1.89
Winona to Rainbank West PL 6" OG	Karnes	1.5
Hairgrove Fac to Gibbs PL 6" OG	Karnes	0.43
Wiatrek Extension West to EOG 8 Acre site 8" OG	Karnes	3.74
Oyervides Fac to Borgefeld PL 4" Oil Gathering	Karnes	0.05
Gibbs to Nixon Dragon PL 6" OG	Karnes	1.54
Hansen-Kullen 4" O.G. to Spahn Farms PL	Gonzales	1.2
Spahn Farms 8" OG to Marshall Oil Terminal	Gonzales	3.95
Cusack Ranch 8" OG to Marshall Oil Terminal	Gonzales	2.87
Cusack Ranch FAC to Cusack-Marshall Oil PL 4" OG	Gonzales	0.41
HFS 4" O.G. to Spahn Farms PL	Gonzales	1.4
Sweet Unit 8" OG to Spahn Farms PL tie-in	Gonzales	1.74
Cusack Clampit Fac to Spahn PL 4" OG	Gonzales	0.07
King Fehner to Mashall Oil Terminal PL 6" OG	Gonzales	1.57
King Fehner Fac to King Fehner PL 4" OG	Gonzales	0.84
S King Fac to King Fehner PL 4" OG	Gonzales	0.59
Zappe Unit to Hill PL 4" OG	Gonzales	0.91
B & B Unit to Hill PL 4" OG	Gonzales	1.17

PIPELINE	COUNTY	LENGTH (in miles)
Kerner-Carson Fac to King-Fehner PL 4" Oil Gathering	Gonzales	1.21
Marshall Oil Terminal to East of Hwy183 8" OG	Gonzales	7.41
Meyer Unit to Zappe PL 4" Oil Gathering	Gonzales	2.13
Kerner Carson Fac to Kerner-Carson PL 4" OG	Gonzales	0.17
Steen Unit Fac to Spahn Farms PL 4" OG	Gonzales	0.01
Total Length of Pipeline, Response Zone 1		**103.9 miles**

1.4.1 Counties in Which a WCD Could Cause Substantial Harm to the Environment

Operating in Karnes, Wilson, Atascosa, La Salle, McMullen, Gonzales Counties, all within the state of Texas.

Table 2: Response Zone 1 - Qualified Individuals

The following Qualified Individuals (QIs) are available on a 24-hour basis.

TITLE	NAME	OFFICE	CELL
Manager Safety	Kenneth Phillips	210-403-7822	210-542-8347
Rep Environmental Safety	Kevin Shomette	210-471-0948	210-667-3719

1.4.2 Determination of Substantial Harm Status, Response Zone 1

In accordance with 49 CFR 194.101 and 194.103(c)(5), EOG Resources is required to prepare and submit a response plan to PHMSA as provided in 49 CFR 194.119. EOG Resources does not meet the criteria for significant and substantial harm as defined in §194.103(c) and is not eligible for an exception under §194.101(b), and can therefore be expected to cause **Substantial Harm**.

The following is a list of line sections contained in the Response Zone. Please refer to the maps contained in Appendix B. Facility Maps for facility locations.

Table 3: Line Sections Within Response Zone 1

Line Number	Location (County)	Location Description
Hoff to Hub 6" OG	La Salle	Starts at Hoff A Facility and Ends at Hoff Hub Site
Hoff "B" Facility to Hoff PL 6" OG	La Salle	Starts at Hoff B Facility and Ends at Hoff to Hub 6" OG
Hoff "F" Facility to Hoff "A" Facility 6" OG	La Salle	Starts at Hoff F Facility and Ties into Hoff A Facility
Hoff "C" Facility to Hoff PL 6" OG	La Salle	Starts at Hoff C Facility and ties into Hoff F 6" OG
Hoff "D" Facility to Hoff PL 6" OG	La Salle	Starts at Hoff D Facility and Ties into Hoff F 6" OG
Naylor Jones 99 to Hoff Hub 8" OG	La Salle	Starts near the Naylor Jones 99 Facility and Ends at Hoff Hub
Naylor Jones A Facility to Naylor Jones PL 6" OG	La Salle	Starts at the Naylor Jones A facility and ties into the Naylor Jones Main PL
Naylor Jones 95 Facility to Naylor Jones PL 6" OG	La Salle	Starts at the Naylor Jones A facility and ties into the Naylor Jones 99 Main PL
Naylor Jones 96 Facility to Naylor Jones PL 6" OG	La Salle	Starts at the Naylor Jones 96 Facility and ties into the Naylor Jones Main PL
Hoff "E" Facility to Hoff PL 6" OG	La Salle	Starts at Hoff E Facility and Ends at Hoff Main PL
Excelco to Hoff 6" OG	La Salle	Starts at Excelco Facility and ties into Hoff Main PL
Jendrusch Gerold Facility to Jendrusch Barnes PL 6" OG	Atascosa	Starts at Jendrusch Gerold Facility and Ties into Jendrusch Barnes Main PL
Borgefeld to CDP 8" OG	Wilson/Karnes	Starts near Lyssy Hub and ends at Borgefeld CDP
Estes to Orr Facility 6" OG	Karnes	Starts at Estes Facilty and Ties into Orr Main PL
Dullnig to Wagener PL 6" OG	Karnes	Starts at Dullnig Facility and Ties into Wagener PL
Wagener to Urbanczyk 6" OG	Karnes	Starts at Wagener Facility and Turns into 8" near Urbanczyk Facility

Line Number	Location (County)	Location Description
Urbanczyk to Milton Hub 8" OG	Karnes	Starts Near Urbanczyk Facility where Wagener Line turns to 8", Ends at Milton Hub
Borgefeld CDP to EOG 8 Acre Site 8" OG	Karnes	Starts at Borgefeld CDP and Ends at EOGs 8 Acre Site East of Hwy 181 in Falls City
Nixon Dragon to Rainbank West PL 6" OG	Karnes/Wilson	Starts at Vickers Facility and ties into Rainbank West PL
Braune Facility to Nixon Dragon PL 6" OG	Karnes	Starts at Braun Facility and ties into Nixon Dragon Main PL
Fischer Facility to Nixon Dragon PL 6" OG	Karnes	Starts at Fischer Facility and Ties into Nixon Dragon Main PL
Dragon Facility to Nixon Dragon PL 6" OG	Karnes	Starts at Dragon Facility and ties into Nixon Dragon Main PL
Rainbank West to Milton Hub 8" OG	Karnes	Starts at Rainbank West Facility and ends at Milton Hub
Lyssy Hub to Borgefeld PL 8" OG	Karnes	Starts at Lyssy Hub and ties into Borgefeld PL
Jendrusch Barnes to Estes PL 8" OG	Karnes/Atascosa	Starts at Jendrusch Barnes Facilty and Ties into Este Pl just West of Orr Facility
Rainbank West Facility to Rainbank West PL 6" OG	Karnes	Starts At Rainbank West Facility and Ties into Rainbank West PL just North of Facility
Nixon Facility to Nixon Dragon PL 6" OG	Karnes	Starts at Nixon Facility and ties into Nixon Dragon Main PL
Max Unit Facility to Cheslyn PL 6" OG	Karnes	Starts at Max facility and ties into Cheslyn to Wagener PL
Casares Facility to Borgefeld PL 4" OG	Karnes/Wilson	Starts at Casares Facility and Ties into Borgefeld PL
Hyatt Facility to Gibbs PL 6" OG	Karnes	Starts at Hyatt Facility and ties into Gibbs PL
Orr to Lyssy Hub 8" OG	Karnes/Wilson	Starts at Orr Facility and ties ends near Lyssy Hub
Orr Facility to Orr Main Line 6" OG	Karnes	Starts at Orr Facility and ties directly to Orr Main line near Orr Facility
Vincent Unit Facility to Nixon Dragon PL 6" OG	Karnes	Starts at Vincent Unit Facility and ties into Nixon Dragon Main PL
Cheslyn to Wagener PL 6" OG	Karnes	Starts at Cheslyn Unit Facility and Ends at Wagener PL tie-in

Line Number	Location (County)	Location Description
Winona to Rainbank West PL 6" OG	Karnes	Starts at Winona Unit Facility and ties into Rainbank West Main PL
Hairgrove Facility to Gibbs PL 6" OG	Karnes	Starts at Hairgrove Facility and Ties into Gibbs Main PL
Wiatrek Extension West to EOG 8 Acre Site 8" OG	Karnes	Starts at West End of Wiatrek Main PL near Wiatrek Facility and Ties into EOG 8 Acre Site
Oyervides Facility to Borgefeld PL 4" OG	Karnes	Starts at Oyervides Facility and Ties into Borgefeld PL near Lyssy Hub
Gibbs to Nixon Dragon PL 6" OG	Karnes	Starts Near the Gibbs and Hairgrove Facilities ties into Nixon Dragon Main PL
Hansen Kullin to Spahn Farms PL 4" OG	Gonzales	Starts at Hansen Kullin Fac and ties into Spahn Farms Main PL
Spahn Farms to Marshall Oil Terminal 8" OG	Gonzales	Starts at Spahn Farms Facility and Ends near the Cusack Clampit Facilty beside Marshall Oil Terminal
Cusack Ranch to Marshall Oil Terminal 8" OG	Gonzales	Starts at Near the Cusack Ranch Facility and ends Near the Marshall Hub
Cusack Ranch Facility to Cusack-Marshall PL 4" OG	Gonzales	Starts at the Cusack Ranch Facility and ties into the Cusack Ranch Main PL
King Fehner to Marshall Oil Terminal PL 6" OG	Gonzales	Starts near the King Fehner Facility and Ends near the Marshall Hub
King Fehner Facility to King Fehner PL 4" OG	Gonzales	Starts at the King Fehner Facility and ties into the King Fehner Main PL
S King Facility to King Fehner PL 4" OG	Gonzales	Startas at S King Facility and Ends at King Fehner PL
Zappe Unit to Hill PL 4" OG	Gonzales	Starts at Zappe Facility and ties into Hill Main PL
B & B Unit to Hill PL 4" OG	Gonzales	Starts at the B &B Facility and ties into the Hill Main PL
Kerner Carson Facility to King Fehner PL 4" OG	Gonzales	Starts at Near Kerner Carson Facility and Ties into the King Fehner PL
Marshall Oil Terminal to East of HWY 183 8" OG	Gonzales	Starts Just East of Hwy 183 and heads west to Marshall Oil Terminal
Meyer Unit to Zappe PL 4" OG	Gonzales	Starts at Meyer Unit and ties into Zappe facility lateral near facility

Line Number	Location (County)	Location Description
Kerner Carson Facility to Kerner Carson PL 4" OG	Gonzales	Starts at Kerner Carson Facility and ties into Kerner Carson Mainline, close to facility
Steen Unit Facility to Spahn Farms PL 4" OG	Gonzales	Starts at Steen Unit Facility and Ties into Spahn Farms Main PL

1.4.3 Worst Case Discharge

According to 49 CFR 194.105, the Worst Case Discharge is defined as the largest volume, in barrels (cubic meters), of the following:

(1) The pipeline's maximum release time in hours, plus the maximum shutdown response time in hours (based on historic discharge data or in the absence of such historic data, the operator's 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 line drainage volume after shutdown of the line section(s) in the response zone expressed in barrels (cubic meters); 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 preventive 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 (cubic meters).

(4) Operators may claim prevention credits for breakout tank secondary containment and other specific spill prevention measures as follows:

Prevention Measure (percent)	Standard	Credit
Secondary containment > 100%	NFPA 30	50
Built/repaired to API standards	API STD 620/650/653	10
Overfill protection standards	API RP 2350	5
Testing/cathodic protection	API STD 650/651/653	5
Tertiary containment/drainage/treatment	NFPA 30	5
Maximum allowable credit		75

The worst case discharge for the EOG pipeline system was determined using the requirements from 49 CFR 194.105, and the results for the applicable facilities are summarized in Table 4. The pipeline system is being treated as a single response zone due to the close proximity of the facilities to one another and the usage of one response team for the entire system. Each of these pipelines are affiliated with a non-DOT jurisdictional facility. Therefore the facilities are not considered part of this calculation. The full pipeline volume was considered for the amount of crude oil that would be lost after the pumping stopped. The maximum flow rate in barrels per day was assumed to be lost for fourteen hours. This was added to the volume held in each pipeline. ***After each individual worst case discharge was calculated, the maximum worst case for the response zone was found to be*** (b) (7)(F) [redacted]

EOG Resources has contracted Oil Spill Response Organizations (OSROs) that have equipment inventories in excess of regulatory requirements of actual PHMSA WCD scenarios and hypothetical EPA on-water WCD scenarios. The Letter of Intent from Oil Mop, serving as the OSRO for EOG Resources, is included following Table 5, below.

The following steps were taken to calculate these numbers:

Discharge prior to shutting in pipeline –

Maximum Release Time hrs (includes time to recognize leak and shut-in pump source) X Current Maximum flow rate

Maximum release time = 14 hours.

Current Flow Rate = Varies by pipeline (see Appendix XX)

Draindown Volume = Inside area of the pipeline X length of the pipeline

Data used in this calculation can be found in the table in Appendix D

Total Discharge = Discharge prior to shutting down the pipeline + Draindown Volume

1.4.4 Historical Discharge

There have been no discharges on any of the pipelines on which to base the worst case discharge.

1.4.5 WCD From Tankage

EOG Resources does not own or operate breakout storage tanks.

Table 4: EOG Resources Pipeline OPA 90 Worst Case Discharge Results[2]

Pipeline Name	Current Worst Case Discharge (in bbls)
B&B Unit Fac to Hill PL 4" OG	(b) (7)(F) [redacted]
Borgefeld 8in Oil Gathering to Borgefeld CDP	
Borgefeld CDP to EOG 8 Acre Site 8" OG	
Braune Facility to Nixon Dragon PL 6" OG	
Casares Fac to Borgefeld PL 4" OG	
Cheslyn to Wagener PL 6" OG	
Cusack Clampit to Spahn Farms 4 in OG	
Cusack Ranch Fac to Cusack Marshall OG 4in	
Cusack Ranch to Marshall Oil Terminal 8in OG	
Dragon Fac to Nixon Dragon 4" PL OG	
Dullnig Fac to Wagener OG	
Estes to Orr 6in	
Excelco to Hoff PL 6" OG	
Fischer Fac to Nixon Dragon PL 6" OG	
Gibbs to Nixon Dragon PL 6" OG	
Hairgrove Fac to Gibbs PL 6" OG	
Hansen-Kullin 4" to Spahn 8" OG	
HFS to Spahn Farms 4"	
Hoff C Fac to Hoff PL 6" OG	
Hoff D Fac to Hoff PL 6" OG	
Hoff E Fac to PL 6" OG	
Hoff F Fac to Hoff A Fac OG	
Hoff Ranch B Facility 6in Oil Gathering to Hoff PL	
Hoff to Hoff Hub 6" Oil Gathering	
Hyatt Fac to Gibbs PL 6" OG	
Jendrusch Barnes to Estes PL 8" OG	

[2] *Largest WCD is highlighted in red.*

Pipeline Name	Current Worst Case Discharge (in bbls)
Jendrusch Gerold to Jendrusch Barnes PL 6" OG	(b) (7)(F) [redacted]
Kerner Carson Fac to Kerner Carson PL 4" OG	
Kerner Carson to King Fehner PL 8" OG	
King Fehner Facility to King Fehner PL 4" OG	
King Fehner to Marshall Oil Terminal PL 8" OG	
Lyssy Hub to Borgefeld PL 8" OG	
Marshall Oil Terminal to East 183 8" OG	
Max Unit to Cheslyn PL 6" OG	
Meyer to Zappe Fac 4" OG	
Naylor Jones 95 Fac to 6" OG	
Naylor Jones 96 Fac to 6" PL OG	
Naylor Jones 99 8" OG to Hoff Hub	
Naylor Jones A Fac to 6" PL OG	
Nixon Dragon 6" OG to Rainbank West PL	
Nixon Fac to Nixon Dragon PL 6" OG	
Orr Fac to Orr Mainline 6" OG	
Orr to Lyssy Hub Mainline 8" OG	
Oyervides Fac to Borgefeld PL 4" OG	
Rainbank West Fac to Rainbank West PL 6" OG	
Rainbank West to Milton Hub 8" OG	
S King Facility to King Fehner PL 4" OG	
Spahn Farm to Marshall oil terminal 8in OG	
Sweet Unit to Spahn Farms PL 8 in OG	
Urbanczyk to Milton Hub 8in OG	
Wagener to Urbanczyk 6in OG	
Wiatrek West Extension to EOG 8 Acre Site 8" OG	
Winona to Rainbank West PL 6" OG	
Zappe Facility to Hill PL 4" OG	
Marshall Hub to Enterprise Storage Tanks	

Pipeline Name	Current Worst Case Discharge (in bbls)
Milton Hub to Enterprise Storage Tanks	(b) (7)(F)
Lyssy To Enterprise Storage Tanks	

1.5 Product Information

The Material Safety Data Sheet for the product handled by EOG Resources, petroleum crude oil, is inserted following this page and includes the data required per 49 CFR §194 Appendix A.

EOG Resources, Inc.
1111 Bagby Street, Sky Lobby 2
Houston, Texas 77002
(713) 651-7000

MATERIAL SAFETY DATA SHEET

Product Name: Petroleum Crude Oil
The following information is furnished subject to the disclaimer at the end of this document.

SECTION 1 - PRODUCT IDENTIFICATION

Product Name:
Petroleum Crude Oil
Synonyms:
Crude
Chemical Family:
Hydrocarbon
Chemical Formula:
Mixture

CAS # 8002-05-9
UN ID# 1267

Manufacturer:
EOG Resources, Inc.
1111 Bagby Street, Sky Lobby 2
Houston, Texas 77002
(713) 651-7000

Emergency Telephone Number:
CHEMTREC - (800) 424-9300

SECTION 2 - PHYSICAL DATA

Boiling Point:
110 °F (estimate)
% Solubility in H_2O:
Slight
Viscosity:
Not established

Percent Volatile by Volume:
<1 to 50; 15 - 25% typical
Vapor Density: (Air=1.0)
2.1 (estimate)
Odor:
Mild to Pungent

Specific Gravity: (H_20 = 1.0)
0.8 to 1; 0.86 is typical (estimated)
Vapor Pressure:
Range 1 to 10 Reid vapor pressure
Appearance:
Tan to black liquid

SECTION 3 - FIRE AND EXPLOSION DATA

Flash Point:
<100 F to >300 F
NFPA Classification:
Health = 1 Fire = 3
Reactivity = 0 Other = 0
Extinguishing Media:
Class "B" fire extinguishing media such as Foam, CO_2, Dry Chemical, or H_2O can be used. Fire fighting should only be attempted by adequately trained persons.

Autoignition Temperature:
N.D.A.
Special Fire Fighting Procedures:
Evacuate area of all unnecessary personnel. Wear appropriate protective equipment for fire conditions. Water fog or spray may be used to cool exposed equipment and containers. Shut off source if possible.

Explosive Limits (% by Vol. In Air)**:**
Lower/Upper: Not established
Fire and Explosion Hazards:
Highly flammable vapors which are heavier than air may accumulate in low areas and/or spread along ground away from handling site. Vapors may travel to a source of ignition and flash back.

SECTION 4 - PRODUCT COMPOSITION AND EXPOSURE LIMITS

Ingredients:	CAS Number:	% by Wt.:	OSHA PEL:	ACGIH TLV:
Crude Oil	8002-05-9	100	NA	NA
Toluene	108-88-3	0-20	100 ppm	100
Ethylbenzene	100-41-4	0-4	100	100
Xylene 3	1330-20-7	0-20	100	100
Trimethyl Benzene	25551-13-7	0-3	25	25
Benzene	71-43-2	0-2	1 ppm	1 ppm

Normal composition ranges are shown. Exceptions may occur which would invalidate data on this form.

SECTION 5 - POTENTIAL HEALTH EFFECTS

Eye:

Liquid or vapor contact may cause slight irritation

Ingestion:

May be toxic if ingested. Aspiration (breathing) of vomitus of light hydrocarbon fraction into lung can produce chemical pneumonitis.

Skin:

Prolonged & repeated liquid contact can cause dermatitis, folliculitis, or oil acne.

Inhalation:

High concentrations may cause headache giddiness, vertigo and anesthetic stupor.

Additional Toxicity Information:

Lifetime skin painting with different whole crude oils have produced tumors in animals following prolonged and repeated skin contact. The exact relationship between these results and human health is not known. Chronic human health effects would not be expected as long as good personal hygiene and proper safety precautions are practiced.

Repeated or prolonged exposure to benzene even at relatively low concentrations may cause serious injury to blood-forming organs. Significant chronic exposure to benzene vapor has been reported to produce various blood disorders ranging from anemia to leukemia (cancer) in man. Benzene produced tumors in rats and mice in lifetime chronic toxicity studies, but the response has not been consistent across species, strain, sex, or route of exposure. Animal studies on benzene have demonstrated immune toxicity, testicular effects and alterations in reproductive cycles, evidence of chromosomal damage or other chromosomal changes and embryo/fetotoxicity, but not teratogenecity.

Emergency First Aid:

Eyes

Flush Eyes with water for at least 15 minutes. If irritation persists or other symptoms develop seek medical attention.

Skin

Wash with soap and large amounts of water. Remove contaminated clothing. If irritation or other symptoms develop seek medical attention.

Inhalation

Immediately remove from exposure. If breathing is difficult give oxygen. If breathing ceases, administer artificial respiration. Seek immediate medical attention.

Ingestion

Do not induce vomiting - Seek immediate medical attention.

SECTION 6 - PERSONAL PROTECTION INFORMATION

Ventilation:

Local or general exhaust required in enclosed areas to keep concentrations below the lower explosive limit. Use adequate ventilation to control exposure below exposure limits.

Respiratory Protection:

Not normally required for routine operations. NIOSH/MSHA approved air purifying respirator should be used if operating conditions produce airborne concentrations that exceed exposure limits for any individual components. If conditions immediately dangerous to life or health exist, use NIOSH/MSHA self contained breathing apparatus (SCBA).

Eye/Face:

Safety eyewear side shields or goggles and face shield may be needed when splashing may occur.

Skin Protection:

Wear polyvinyl alcohol (PVA) or Buna-N gloves. Use full-body, long sleeved garments to prevent excessive skin contact.

SECTION 7 - SPILL OR LEAK PROCEDURES

Environmental Effects:

Liquid can be toxic to aquatic life.

Steps to be taken in the event of a spill, leak or accidental release:

Keep the public and all untrained personnel away. Shut of the source of the leak or spill if able to do so without risking further hazard. Eliminate all ignition sources. If appropriate notify state and local emergency service officials. Attempt to contain or catch liquid with sand or soil. Recover and return free liquid to source. Use suitable sorbents to clean up residual liquids.

Waste Disposal Methods:

Disposal of cleanup materials in accordance with applicable local, state and federal regulations.

SECTION 8 - HANDLING AND STORAGE PRECAUTIONS

Petroleum Crude Oil should be handled and stored in accordance with industry accepted practices. In the absence of specific local code requirements, NFPA or OSHA regulations should be followed. Use appropriate grounding and bonding practices. Store in properly closed containers that are appropriately labeled. Do not expose to heat, open flame, oxidizers, or other sources of ignition.

SECTION 9 - REACTIVITY INFORMATION

Stability - Stable

Conditions to Avoid - Not Established

Incompatibility (Materials to Avoid) - Oxygen and strong oxidizing materials

Hazardous Polymerization - Will not occur

Hazardous Decomposition Products - Carbon oxides and various hydrocarbons form when burned.

SECTION 10 - HAZARD CLASSIFICATION

NFPA Classification:

Health:	1
Fire:	3
Reactivity:	0
Other:	-

Hazardous Rating:

0 - Least
1 - Slight
2 - Moderate
3 - High
4 - Extreme

SECTION 11 - COMMENTS

None

SECTION 12 - REGULATORY INFORMATION

SARA Title III (Superfund Amendments and Reauthorization Act of 1986) Sections 311 & 312.

The following regulations may apply to this product:

Sections 311 and 312 - Material Safety Data Sheets - 40 CFR Part 378,

This product is covered under the criteria defined in OSHA's Hazard Communication Standard (29 CFR 1910.1200).

Department of Transportation (DOT):

Proper Shipping Name	-	Petroleum crude oil
Hazard Class	-	3
ID Number	-	UN 1267
Marking	-	Petroleum crude oil/UN 1267
Label	-	Flammable liquid
Placard	-	Flammable liquid/1267
Shipping Description	-	Petroleum crude oil, 3, UN 1267

MSDS REVISED 03/25/2008

Disclaimer

Table 5: Response Zone 1 – Emergency Hotline and Qualified Individuals

Title	Name	Office	Cell
EMERGENCY HOTLINE – 866-846-4326			
Manager Division Safety	Kenneth Phillips	210-403-7822	210-542-8347
Representative Environmental Safety	Kevin Shomette	210-471-0948	210-667-3719

Table 6: EOG Resources Emergency Response Team, Response Zone 1

Title	Name	Office	Cell
Incident Commander			
MGR DIV Production	Scott Listiak	210-403.-7758	361-290-7976
MGR DIV Safety	Kenneth Phillips	210-403-7822	210-542-8347
Supt Field Production	Dirk Ellyson	830-572-0108	210-601-2647
Incident Commander Aide(s)			
Supt Field Production	Darryl Janssen	210-403-7734	361-816-6680
Sr. Production Foreman	Glen Robbins	830-572-0107	361-813-2724
Sr. Production Foreman	Alonzo Munoz	NA	956-286-7207
Operations Section Chief			
Contract S & E Specialist	Shane Rickerson	NA	210-315-8352
Contract S & E Specialist	Ashley Peace	NA	210-542-8495
Liaison Officer			
Sr. Spec. Public Relations	K Leonard	713-571-3870	281-460-637
Logistics Section Chief			
MGR Div Acounting and Admin	Bobby Sanders	210-403-7804	817-228-3485
MGR Div Material	Hector Barrera	210-471-0930	817-205-2095
Finance & Admin Section			
MGR Div Acounting and Admin	Bobby Sanders	210-403-7804	817-228-3485
Safety Officer			
Manager Division Safety	Kenneth Phillips	210-403-7822	210-542-8347
Representative Environmental Safety	Kevin Shomette	210-471-0948	210-667-3719

1.5.1 Recovery Resources

The USCG has classified OSROs according to their response capabilities, within each Captain of the Port (COTP) zone, for vessels and for facilities. Oil Mop LLC, the OSRO contracted by EOG Resources to provide oil spill response, has Group V capabilities Average Most Probable Discharge (AMPD) is defined as the Average Most Probable Discharge of the lesser of 50 barrels of oil or 1 percent of the cargo from the vessel during cargo oil transfer operations to or from the vessel or a discharge of the lesser of 50 barrels of oil or 1 percent of the volume of the worst case discharge for a facility. OPA 90 requires that a containment boom equal to twice the length of the largest vessel involved in the transfer be deployed at the site of the operation within one hour of detection of a spill; additionally skimmers and temporary storage must be on site within 2 hours.

OMI Environmental Solutions (OMIES) provides AMPD stand-by services as well as responding to AMPD releases.

The required Letter of Intent for Oil Mop LLC is included following this page.

131 Keating Drive
Belle Chasse, LA 70037

Phone: (504) 394-6110
Fax: (504) 392-8977

OMI
OIL MOP, LLC
The Total Solution
www.oilmop.com

October 10, 2011

EOG Resources, Inc.
Attn: Mr. Jeff Perry
19100 Ridgewood Pkwy. – Bldg. 2
San Antonio, TX 78259-1828

RE: Letter of Intent – Agreement for Emergency Spill Response

Dear Mr. Perry,

Thank you for the opportunity to be of service **EOG Resources, Inc**. ***Oil Mop LLC (Oil Mop)*** can provide emergency response services to your facilities on a 24 hour basis. All of our response resources are listed within our United States Coast Guard ("USCG") Oil Spill Removal Organization ("OSRO") Classification. Our resources are maintained and exercised annually in accordance with the USCG PREP and OPA 90 readiness guidelines ***Oil Mop*** is listed as an MM through W3 Company with the USCG. Per 33 CFR 154.1045 paragraph (c)(1) and (c)(2), all time and equipment requirements will be met for the worst-case discharge.

All of ***Oil Mop's*** response resources, maintenance and training records are available for inspection by Customer upon request. ***Oil Mop*** will provide response services to Customer on an immediate basis. In the event ***Oil Mop*** is unable to provide immediate response services for any reason whatsoever, ***Oil Mop*** will subcontract and/or assign the work to be performed hereunder. Response times will vary due to facility/vessel location.

The response agreement covers a three-year period, starting in **October 2011** through **October 2014.**

24-Hour Emergency Response Hotline

1-800-645-6671

This Letter of Intent will provide proof of our intention to respond with all available resources: however, it is highly recommended that a Master Service Agreement be executed between Oil Mop, LLC and EOG Resources, Inc. prior to responding to any incident.

Again thank you for the opportunity to be of service to EOG Resources, Inc. If we can be of any further assistance please feel free to call at any time.

Sincerely,

Roxann Baudean

Roxann Baudean
Contractor Administrator

1.6 OSRO Contract

A copy of the contract with Oil Mop is inserted following this page.

eog resources

P.O. Box 592929
San Antonio, TX 78259-00196

Oct. 10, 2011

Oil Mop, LLC
131 Keating Dr.
Belle Chasse, LA 70037

Re: Master Service Contract - Vendor Number **317463**

Dear Vendor:

Enclosed please find an executed copy of the Master Service Contract.

The vendor number listed above should appear on all invoices.
All field tickets should be signed prior to submitting invoices for payment. This will help to expedite the processing once they are received in our office.

All billing and remittances should be addressed to the following address:

EOG Resources, Inc.
Attention Accounts Payable
P.O. Box 592929
San Antonio, TX 78259-0196

Please retain this copy for your records.

Very truly yours,

Bette Cranford-Petta
San Antonio Division
19100 Ridgewood Pkwy, - BLDG. 2
San Antonio, Texas 78259-1828

Enclosure

V# 317463
Vendor Copy

MASTER SERVICE AGREEMENT

THIS AGREEMENT ("Agreement"), which comprises the full and complete agreement of the Parties hereto and supersedes all previous agreements between the Parties relating to the subject matter hereof, is entered into the 4th day of October, 2011, by and between **EOG RESOURCES, INC.**, P.O. Box 4362, Houston, Texas 77210-4362, for itself and its wholly owned subsidiaries ("Company"), and Oil Mop, L.L.C. ("Contractor"). Company and Contractor are sometimes referred to hereinafter individually as a "Party" or collectively as the "Parties."

WHEREAS, Company is engaged in the business of exploring for and producing oil, gas and other hydrocarbons in the onshore and offshore areas of the Continental United States for its own account, and for the joint account of itself and others, and in the course of such operations, regularly and customarily enters into contracts with independent contractors for the performance of services relating thereto; and

WHEREAS Contractor, as a service contractor engaged in the business of _____

and any ancillary functions related thereto ("Services"), may agree to perform the Services as an independent contractor for the Company from time to time at Company's request.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, the sufficiency of which is hereby acknowledged, the Parties mutually agree as follows:

1. This Agreement shall be effective as of the date first written above and thereupon shall remain in force and effect until terminated by either Party by giving the other Party thirty (30) days prior written notice. This Agreement shall control and govern all Services performed by Contractor for the Company, under subsequent oral or written work orders, purchase orders or other similar documents issued by or accepted by Company ("Work Order"). Any agreements or stipulations in any such Work Order or other instrument used by Contractor not in conformity with the terms and provisions of this Agreement, or that purport to add to the rights of Contractor Group or to restrict the rights of Company Group, shall be null and void. No waiver, modification or amendment of any of the terms, provisions or conditions herein shall be effective unless said waiver, modification or amendment shall be in writing and signed by authorized representatives of Company and Contractor. This Agreement shall be binding upon the Parties hereto and their respective heirs, successors or assigns; provided, however, this Agreement or the Services provided hereunder shall not be assigned nor subcontracted by Contractor without the written consent of Company; any assignment or subletting permitted by Company shall not relieve Contractor of its obligations herein. No representative of Company has authority to waive any of the terms, conditions or provisions hereof other than an officer with the rank of Vice President or higher, acting with express authority from the Board of Directors.

2. This Agreement does not obligate the Company to order Services from the Contractor, nor does it obligate Contractor to accept orders for Services from Company, but it, together with any applicable Work Order, shall define the rights and obligations of Company and Contractor during the term thereof and will continue to govern such Services until they have been

completed by Contractor and accepted by Company. Notwithstanding the foregoing, Company may terminate any Work Order at any time upon written notice, with or without cause, and no amount shall be owed except for Services properly performed prior to termination.

3. The amount of compensation payable to Contractor, unless otherwise provided by law, rule or regulation, shall be that agreed to by Company and Contractor at the time the Work Order is given. Contractor shall, unless otherwise directed, submit invoices for approval to the Company division office which requests the Services, and Company shall, unless otherwise provided for herein, pay Contractor for the Services rendered within thirty (30) days after receipt of the invoice covering such Services. Final payment shall be due after the full and final completion of the Services by Contractor within thirty (30) days of submission of a proper invoice and the final acceptance of the Services by Company. Company may withhold payment for all or such portion of any invoice which it deems necessary to protect itself under applicable mechanics or materialmens lien statutes or about which there is a bona fide dispute, but shall pay all other amounts as above prescribed. Contractor shall maintain during the course of the Services (and retain not less than three years after the completion thereof) complete and accurate records of all of Contractor's costs which are chargeable to the Company under this Agreement. The Company shall have the right, at reasonable times, to inspect and audit those records by authorized representatives of its own or any accounting firm selected by it. The records to be maintained and retained by Contractor shall include (without limitation): (a) payroll records accounting for total time distribution of Contractor's employees working full or part time on the Services (to permit tracing to payroll records and related tax returns), as well as canceled payroll checks (or signed receipts for payroll payments in cash); (b) invoices for purchases, receiving and issuing documents, and all other unit inventory records for Contractor's stores stock or capital items; (c) paid invoices and canceled checks for materials purchased and for subcontractors' and any other third parties' charges (including, but not limited to, equipment rental); and (d) travel and entertainment documentation (including, but not limited to, employee expense reports and Contractor facility usage reports).

4. Contractor warrants that: (a) it is an expert in its field; (b) all Services will be performed or rendered safely and in a good and workmanlike manner in accordance with industry standards; (c) Contractor has adequate equipment in good working order and fully trained personnel capable of efficiently and safely operating such equipment and performing the Services for Company; (d) Contractor regularly conducts training and safety programs; (e) all materials, equipment, goods, supplies or manufactured articles furnished by Contractor in the performance of the Services shall be of suitable quality and workmanship for their intended purposes, in accordance with Company's specifications, and shall be free from defects; (f) Contractor shall abide by all of Company's policies, rules, guidelines and procedures applicable to the Services, including without limitation those related to safety, substance abuse, environmental conditions and conflict of interest; and (g) Contractor will not employ any employee whose employment violates applicable labor laws. Contractor further covenants, warrants and represents that all Services performed by it hereunder shall be conducted in accordance with all safety manuals or publications issued by Company and in accordance with applicable safety regulations, precautions and procedures and by employing all necessary protective equipment and devices required by safety associations, government agencies, municipalities, or otherwise. Any breach of this safety

covenant shall be grounds for immediate suspension of Services and/or termination of any Work Order and/or this Agreement. Contractor will replace, at its sole expense, any of its employees whose replacement is requested by Company for any non-discriminatory reason. Contractor agrees to inspect all materials and equipment furnished by Company which are directly employed in providing Services hereunder and shall notify Company of any defects therein before using such material and equipment. Should Contractor use materials and equipment without notifying Company of any defect, Contractor shall be deemed to have assumed all risks and liability for any mishap which may occur in operations conducted hereunder by reason or failure of said defects in such materials and equipment, except for failures due solely to latent defects unless such latent defects could have been discovered by Contractor using reasonable diligence at the time of Contractor's inspection of such materials and equipment. Without limiting Company's remedies, Contractor agrees that any portion of the Services or goods found to be defective or contrary to Company's specifications, or any wreck or debris caused by Contractor that interferes with Company's operations, shall be removed, replaced, or corrected by Contractor without additional cost or risk to Company. Contractor agrees to indemnify Company Group from and against any damages, losses, claims, adjustments, suits, penalties, demands, expenses (including reasonable attorneys' fees or other expenses) or causes of action directly or indirectly resulting from any breach of these warranties. Any warranties Contractor receives from third party manufacturers shall be passed through to Company.

5A. In the performance of any Services by Contractor for Company, Contractor shall be conclusively deemed an independent contractor, with the authority and right to direct and control all of the details of the Services, Company being interested only in the result obtained. However, all Services contemplated shall meet the approval of Company and shall be subject to Company's general right of inspection. Company shall have no right or authority to supervise or give instructions to the employees, agents or representatives of Contractor, and such employees, agents or representatives at all times shall be under the direct and sole supervision and control of Contractor. Any suggestions or directions which may be given by Company or its employees shall be given only to the superintendent or other person in charge of Contractor's crew. It is the understanding and intention of the Parties hereto that no relationship of master and servant or principal and agent shall exist between Company and the employees, agents or representatives of Contractor.

5B. To the extent that Contractor's employees (defined, for purposes of this Agreement, to include Contractor's direct, borrowed, special or statutory employees) are covered by the Louisiana Worker's Compensation Act, LSA R.S. 23:1021, et seq., notwithstanding the foregoing or any other provision to the contrary in this Agreement, Company and Contractor agree that all Services and operations performed by Contractor and its employees pursuant to this Agreement are an integral part of and are essential to the ability of Company to generate goods, products and services for purposes of LSA R.S. 23:1061 (A)(1). Furthermore, Company and Contractor agree that Company is the principal or statutory employer of Contractor's employees for purposes of LSA R.S. 23:1061 (A)(3) and the protections afforded a statutory employer under Louisiana law shall apply. Irrespective of Company's status as the statutory employer or special employer (as defined in LSA R.S. 23:1031) of Contractor's employees, Contractor shall remain primarily responsible for the payment of Louisiana Worker's Compensation benefits to its

employees and shall not be entitled to seek contribution for any such payment from Company, and Company shall be entitled to indemnity from Contractor for any such payment made by Company.

6A. Definitions. As used in this Agreement, the following terms and/or phrases shall be defined as follows:

(1) "REGARDLESS OF NEGLIGENCE OR OTHER FAULT" SHALL, EXCEPT AS OTHERWISE EXPRESSLY MODIFIED, BE DEFINED TO MEAN WITHOUT LIMIT AND WITHOUT REGARD TO THE CAUSE OR CAUSES THEREOF, INCLUDING PRE-EXISTING CONDITIONS, STRICT LIABILITY, UNSEAWORTHINESS, UNAIRWORTHINESS, DEFECT, OR THE NEGLIGENCE OR OTHER FAULT OF ANY INDEMNITEE OR ANY OTHER PERSON OR ENTITY, WHETHER SUCH NEGLIGENCE OR OTHER FAULT BE SOLE, JOINT OR CONCURRENT, ACTIVE OR PASSIVE, OR WHETHER SUCH NEGLIGENCE, FAULT, UNSEAWORTHINESS, UNAIRWORTHINESS, DEFECT, CONDITION, OR EVENTS ARISE BEFORE OR AFTER THE EXECUTION OF THIS AGREEMENT.

(2) "Affiliate" or "Affiliates" shall mean, with respect to any legal entity, any other legal entity that owns or controls the first entity, is owned or controlled by the first entity, or is under common ownership or control with the first entity. For the purpose of this definition, "control" means the ownership, directly or indirectly, of fifty (50) percent or more of the voting rights in a legal entity.

(3) "Company Group" shall mean individually and collectively: (a) Company, (b) its Affiliates, (c) the co-lessees, partners, joint venturers, co-owners, members and managers of (a) and (b), (d) Company's contractors and subcontractors of every tier (except for the Party named herein as "Contractor" and any member of its Group as defined below in Section 6A(4)) and their Affiliates, and (e) the agents, officers, directors and employees of (a), (b), (c), and (d).

(4) "Contractor Group" shall mean individually and collectively: (a) Contractor, (b) its Affiliates, (c) the co-owners, members and managers of (a) and (b), (d) Contractor's subcontractors of every tier and their Affiliates, and (e) the agents, officers, directors and employees of (a), (b), (c) and (d).

(5) "Claims" shall mean all claims, demands, causes of action, liabilities, damages, judgments, fines, penalties, awards, losses, costs, expenses (including, without limitation, reasonable attorneys' fees and costs of litigation) of any kind or character arising out of, or related to, the performance of or the subject matter of this Agreement (including, but not limited to, property loss or damage, bodily injury, sickness, disease or death, loss of services and/or wages, or loss of consortium or society).

6B. CONTRACTOR AGREES TO RELEASE, PROTECT, DEFEND, INDEMNIFY AND HOLD COMPANY GROUP HARMLESS FROM AND AGAINST ALL CLAIMS, WITHOUT LIMIT, ON ACCOUNT OF BODILY INJURY, SICKNESS, DISEASE OR DEATH, OR LOSS OF OR DAMAGE TO PROPERTY OF CONTRACTOR GROUP ALLEGEDLY OR ACTUALLY SUSTAINED DURING, OR DIRECTLY OR INDIRECTLY ARISING OUT OF, OR IN ANY WAY CONNECTED WITH OR INCIDENTAL TO, THIS AGREEMENT OR THE OPERATIONS CONTEMPLATED THEREBY, INCLUDING ANY LOADING, UNLOADING, INGRESS, OR EGRESS OF CARGO OR PERSONNEL, REGARDLESS OF NEGLIGENCE OR OTHER FAULT OF COMPANY GROUP.

6C. COMPANY AGREES TO RELEASE, PROTECT, DEFEND, INDEMNIFY AND HOLD CONTRACTOR GROUP HARMLESS FROM AND AGAINST ALL CLAIMS, WITHOUT LIMIT, ON ACCOUNT OF BODILY INJURY, SICKNESS, DISEASE

OR DEATH, OR LOSS OF OR DAMAGE TO PROPERTY OF COMPANY GROUP ALLEGEDLY OR ACTUALLY SUSTAINED DURING, OR DIRECTLY OR INDIRECTLY ARISING OUT OF, OR IN ANY WAY CONNECTED WITH OR INCIDENTAL TO, THIS AGREEMENT OR THE OPERATIONS CONTEMPLATED THEREBY, INCLUDING ANY LOADING, UNLOADING, INGRESS, OR EGRESS OF CARGO OR PERSONNEL, REGARDLESS OF NEGLIGENCE OR OTHER FAULT OF CONTRACTOR GROUP.

6D. As set forth in Paragraph 17, Company and Contractor have agreed on the law by which this Agreement, including the indemnity obligations contained herein, shall be governed. In the event any other law is required to apply to this Agreement or the indemnity obligations contained herein, a nd such law prevents enforcement of such obligations, then such indemnity obligations shall be reformed to the minimum extent necessary to make this Agreement comply with such laws.

6E. The Parties agree that the indemnities provided by Contractor under this Agreement shall be supported by insurance carried and maintained by Contractor for the benefit of Company of such types and in amounts equal to or greater than the minimum limits set forth in Exhibit "A" hereto, and the indemnities provided by Company shall also be supported by insurance for the benefit of Contractor in amounts equal to or greater than the minimum limits required to be carried by Contractor. Any deductibles under Contractor's insurance policies shall be for the sole account of Contractor, and Company shall have no liability for same.

6F. For the purposes of this Paragraph 6, the term "employee" of Contractor shall include all employees of Contractor even if one of Contractor's employees is determined to be a borrowed employee or statutory employee of any other entity.

6G. In the event of loss or damage sustained by third parties other than Contractor Group or Company Group as defined above in Paragraph 6A, each Party shall only be liable for such loss and/or damages to the extent of its own proportionate fault or negligence.

7. Contractor (and each subcontractor) shall comply with, and before performing any Services hereunder provide Company certificates of insurance evidencing compliance with, the minimum insurance requirements set forth in Exhibit "A" attached hereto, which are not intended in any way to limit the extent of Contractor's indemnity obligation provided for in Paragraph 6 above unless required by applicable law. Notwithstanding the foregoing, Company's failure to object to an improper or incomplete certificate of insurance, or the Contractor's failure to provide such a certificate, shall not relieve Contractor of any of its insurance obligations under this Agreement. In the event non-maritime Services are to be performed in or offshore Louisiana for which the Louisiana Anti-Indemnity Act would apply, Company agrees that it will, on behalf of Company Group, pay the premium for the extension of Contractor's insurance to cover Company Group as set forth in Exhibit "A".

8. Contractor shall report to Company as soon as practicable all accidents or occurrences resulting in injury, illness or death to any person or entity, or damage to or loss of property of any person or entity, arising out of or during the course of Contractor's providing Services for Company, and when requested shall furnish Company with a copy of reports made by Contractor to Contractor's insurer or to others of such accidents and occurrences.

9. Contractor agrees to comply with all laws, rules, regulations and orders, be they federal, state or local ("Laws") which are applicable to Contractor's business, equipment or personnel engaged in operations and in effect when providing Services covered by this Agreement. Contractor expressly agrees to indemnify Company from and against any fines, penalties, costs or expenses of any kind or character resulting from its failure to comply with all Laws in effect when providing Services covered by this Agreement. If any of the terms hereof are in conflict with any applicable Laws, the terms of this Agreement so in conflict shall not apply and the applicable Laws shall prevail.

10. Contractor agrees and shall cause each member of Contractor Group to pay all taxes, licenses and fees levied or assessed by any governmental agency in connection with or incidental to Contractor's performance under this Agreement or under any related subcontract, including but not limited to any unemployment compensation insurance, old age benefits, social security or any other taxes upon the wages of Contractor or any subcontractor, and its and their agents, employees and representatives. Contractor agrees to reimburse Company on demand for all of such taxes or governmental charges, state or federal, which Company may be required to pay on behalf of Contractor or any member of Contractor Group. Contractor agrees to furnish Company with the information required to enable Company to make such necessary reports and to pay such taxes or governmental charges. All sums so paid by Company for such taxes and governmental charges from such amounts as may be or become due to Contractor hereunder shall be paid to Company by Contractor on demand or, at Company's election, deducted from any payments due Contractor pursuant to this Agreement.

11. CONTRACTOR SHALL RELEASE, PROTECT, DEFEND, INDEMNIFY AND HOLD COMPANY GROUP HARMLESS FROM AND AGAINST ALL LIENS AND CLAIMS FOR LABOR OR MATERIALS INCURRED OR ASSERTED BY ANY MEMBER OF CONTRACTOR GROUP WHICH ARISE OUT OF OR IN CONNECTION WITH THIS AGREEMENT, AND FROM COSTS AND EXPENSES INCURRED BY COMPANY GROUP, INCLUDING REASONABLE ATTORNEY'S FEES AND LITIGATION COSTS, TO DISCHARGE OR OBTAIN THE RELEASE OF SUCH LIENS AND CLAIMS. All expenses of Company Group, including reasonable attorney's fees and costs of litigation incurred on account of the liens or claims indemnified in this paragraph, shall be paid to Company by Contractor on demand or, at Company's election, deducted from any payments due Contractor pursuant to this Agreement.

12. Neither Company nor Contractor shall be liable to the other for any delays, damage or failure to act, which are due, occasioned or caused by reason of: (a) state or federal laws, rules, or regulations, or orders of any public bodies or official purporting to exercise authority or control respecting the Services provided hereunder, including the use of tools and equipment; or (b) strikes, actions of the elements, or causes beyond the control of the Parties affected hereby. Delays due to any of the above causes shall not be deemed to be a breach or a failure to perform under this Agreement. Nothing in this paragraph shall excuse Company or Contractor from complying with the obligations set forth in Paragraph 6.

13. Contractor agrees to release, protect, defend, indemnify and hold Company Group harmless from any and all Claims which may be based upon the infringement of any copyright, trademark, issued patent or other intellectual property right in

connection with Contractor's performance of the Services hereunder, or the use of materials or equipment furnished by Contractor Group hereunder.

14. To the extent required by applicable law and not otherwise exempt, Contractor agrees to comply with the requirements and statements found in the Equal Employment Opportunity Certificate attached hereto and incorporated herein as Exhibit "B". Contractor agrees to comply with Company's Code of Business Conduct and Ethics for Vendors and Contractors, attached hereto and incorporated herein as Exhibit "C". This code requires that conduct of vendors and contractors who do business on behalf of EOG shall be based upon high ethical standards and in compliance with the law. Contractor agrees to comply with Company's Drug-Free Workplace Policy, attached hereto and incorporated herein as Exhibit "D".

15. Some of the Services Contractor will be called upon to perform hereunder, as well as information furnished to or acquired by Contractor in connection herewith, is highly confidential. Accordingly, any and all information concerning the Services or the business of Company which is furnished to Contractor Group, developed or secured during the performance of the Services under this Agreement, or which otherwise comes into Contractor Group's possession shall be considered to be confidential and shall be protected by Contractor Group to the same extent that Contractor Group protects its own confidential information, in any event not less than a reasonable standard, and shall be used by Contractor Group only to provide Services to Company. The foregoing shall not apply to such confidential information to the extent: (a) the information is or becomes generally available or known to the public through no fault of the receiving party; (b) the information was already known by or available to the receiving party on a non-confidential basis prior to the disclosure by the other party; (c) the information is subsequently disclosed to the receiving party by a third party who is not under any obligation of confidentiality to the disclosing party; (d) the information has already been or is hereafter independently acquired or developed by the receiving party without violating any confidentiality agreement or other similar obligation; or (e) the information is required to be disclosed pursuant to a non-appealable court order, provided that Contractor shall first give notice of any such request or order of the court to give Company an opportunity to contest or limit said request or order of the court.

16. Any notices provided for herein shall be in writing and sent by prepaid mail with a return receipt to the respective Parties at their addresses stated below:

CONTRACTOR:

Oil Mop. LLC.
131 Keating Dr.
Belle Chasse, La 70037
Attn: Joseph Christiano

COMPANY:

EOG Resources, Inc.
P.O. Box 4362
Houston, Texas 77210-4362
Attn: Purchasing

Notices shall be deemed received when actually received at the address identified in this Paragraph 16.

17. THIS AGREEMENT SHALL BE GOVERNED, CONSTRUED AND INTERPRETED IN ACCORDANCE WITH THE GENERAL MARITIME LAW OF THE UNITED STATES, EXCEPT AS OTHERWISE PROVIDED IN THIS AGREEMENT.

WHERE MARITIME LAW IS SILENT, OR IF IT IS JUDICIALLY DETERMINED THAT THE PARTIES' CHOICE OF MARITIME LAW IS UNENFORCEABLE, THE PARTIES AGREE THAT THIS AGREEMENT SHALL BE GOVERNED, CONSTRUED AND INTERPRETED IN ACCORDANCE WITH THE LAW OF THE STATE OF TEXAS, EXCEPT AS OTHERWISE PROVIDED IN THIS AGREEMENT, AND EXCLUDING APPLICATION OF THE INDEMNITY LIMITATIONS OF CHAPTER 127 OF THE TEXAS CIVIL PRACTICES AND REMEDIES CODE (OR ANY SUCCESSOR STATUTE) UNLESS THE APPLICABLE SERVICES ARE BEING PERFORMED IN TEXAS. THE REFERENCE TO GENERAL MARITIME LAW AND THE LAW OF THE STATE OF TEXAS SHALL NOT INCLUDE ANY CHOICE OF LAW PROVISIONS WHICH WOULD REFER THE MATTER TO THE LAWS OF ANY OTHER JURISDICTION.

18. Notwithstanding any provisions herein to the contrary, upon the termination of this Agreement for any reason whatsoever, the provisions of this Agreement which by their nature require some action or forbearance after such termination, including but not limited to those related to indemnities, warranties, confidentiality and insurance, shall survive such termination and be binding until any actions, obligations and/or rights therein provided have been satisfied or released.

19. It shall be conclusively presumed that each and every provision of this Agreement was drafted jointly by the Parties hereto. A waiver by either Party of any one or more defaults by the other hereunder shall not operate as a waiver of any other existing or future default or defaults, whether of a like or different character.

20. In the event any Affiliate of Contractor performs Services for Company at Company's request, this Agreement shall apply to such Services and the term "Contractor" shall be deemed to include Contractor and the applicable Affiliate.

21. SPECIAL PROVISIONS:

_____

_____

_____

_____

SIGNATURE PAGE FOLLOWS

22. Both Parties agree that this Agreement complies with the requirements, known as the express negligence and conspicuousness rules, to expressly state in a conspicuous manner to afford fair and adequate notice that this Master Service Agreement has provisions requiring one Party (the indemnitor) to be responsible for the negligence, strict liability, or other fault of another person or entity (the indemnitee). Both Parties represent to each other that (a) they have consulted an attorney concerning this Master Service Agreement or, if they have not consulted an attorney, that they were provided the opportunity and had the ability to so consult, but made an informed decision not to do so, and (b) they fully understand their rights and obligations under this Master Service Agreement.

IN WITNESS WHEREOF, the duly authorized representatives of the Parties hereto have executed this Agreement to be effective on the date first hereinabove written.

CONTRACTOR:

O.I. Mop, LLC

Roxann Baudean

Signature

Roxann Baudean

Printed Name

Contract Administrator

Title

COMPANY:

EOG Resources, Inc.

Signature

Robert Garrison

Printed Name

EVP GM

Title

EXHIBIT "A"
Master Service Agreement
Minimum Insurance Requirements

As used throughout this Exhibit "A":

- The terms "Company Group" and "Contractor Group" shall have the same meaning as set forth in the Master Service Agreement to which this insurance exhibit applies; and
- The term "marine operations" shall include any operations on, over, or adjacent to navigable waters or involving maritime workers.

A. WITHOUT LIMITING the indemnity obligations or liabilities of Contractor or its insurers, Contractor shall carry the following minimum insurance coverages:

1. **Worker's Compensation and Occupational Disease Insurance** purchased through an insurance company or a state fund (irrespective of statutory requirements) covering the states in which (a) Services are to be performed, (b) the Contractor's employees reside and (c) the Contractor is domiciled.

2. **Employer's Liability Insurance** with limits of not less than $1,000,000 covering injury or death to any Contractor employee which may be outside of the scope of the Worker's Compensation statute of the state in which the Services are performed and specifically including:

   a. "Borrowed Servant" endorsement in favor of Company Group as follows:

      "It is agreed that a claim against Company Group (as defined in the applicable Master Service Agreement), and their respective underwriters, by an employee of the Contractor Group based on the doctrine of "Borrowed Servant" shall as respects this insurance be treated as a claim arising under this policy against the Contractor hereunder; and Company Group, and their respective underwriters, shall receive benefit of this insurance with respect to such claims."

      or

      "Alternate Employer" endorsement with Company Group shown as the Alternate Employer on the endorsement.

   b. IN THE EVENT, and only in the event, the Services include any marine operations, the following additional insurance/endorsements to the Employer's Liability Insurance are required:

      1. Protection for liabilities under the Federal Longshoremen's and Harbor Worker's Compensation Act and the Outer Continental Shelf Lands Act
      2. Coverage for liability under the Merchant Marine Act of 1920 (commonly known as the Jones Act); the Admiralty Act; and the Death on the High Seas Act with minimum limits of not less than $1,000,000 per accident
      3. Protection against liability of employer to provide transportation, wages, maintenance and cure to maritime employees and a Voluntary Compensation Endorsement
      4. Coverage amended to provide that a claim "In Rem" shall be treated as a claim "In Personam" against the employer
      5. Other states endorsement

3. **Commercial General Liability Insurance** with minimum combined single limits of not less than $1,000,000 per occurrence for Bodily Injury and Property Damage, including but not limited to the following coverage:

   a. Premises and Operations Coverage

   b. Contractual Liability covering liabilities assumed under this Agreement, including "Action Over" claims

c. Broad Form Property Damage Liability Endorsement

d. Products and Completed Operations (for a minimum of two years after completion of the Services)

e. Contractor's Protective Liability (if subcontracting is authorized)

f. Explosion, Collapse and Underground Damage (X,C,U) Liability

g. Blowout and Cratering

h. Sudden and Accidental Pollution

i. IN THE EVENT, and only in the event, the Services include any marine operations, the following additional insurance/endorsements to the Commercial General Liability Insurance are required:

1. "In Rem" endorsement

2. Hired / Non-owned watercraft – all watercraft exclusions deleted

4. **Automobile Liability Insurance** (including contractual liability unless provided in the Commercial General Liability policy) covering owned, hired, and non-owned vehicles with minimum combined single limits of not less than $1,000,000 for Bodily Injury and Property Damage.

5. **Property/Physical Damage Insurance:** Covering loss of or damage to equipment and machinery used by the Contractor Group in the performance of Services set forth in this Agreement, including loss or damage during loading, unloading, and while in transit. Such coverage shall be on an all-risk basis or its equivalent, subject to a limit of not less than the agreed value at the time of loss, with any and all deductibles to be assumed by, for the account of, and at Contractor's sole risk.

6. **Aircraft Liability Insurance:** IN THE EVENT, and only in the event, any operations require the use of aircraft and/or helicopters owned or chartered by the Contractor or Contractor Group, minimum combined single limit insurance shall be maintained for public liability, passenger liability and property damage liability in an amount of not less than $5,000,000; this insurance shall cover all owned and non-owned aircraft, including helicopters, used by Contractor in connection with the performance of the Services set forth in this Agreement. Such insurance may be provided by the owner of the aircraft and/or helicopters under a charter or other agreement, obligating such owner to the indemnity and insurance provisions in this Agreement.

7. **Marine Operations Insurance:** IN THE EVENT, and only in the event, any operations require the use of any vessel or other marine equipment owned, operated, or chartered by the Contractor or Contractor Group, the following additional insurance is required:

a. **Hull & Machinery Insurance** – Full Form Hull & Machinery Insurance (AIHC form), including collision liability, to the extent not covered by the Protection & Indemnity Insurance, with the sistership clause unamended, with minimum limits of liability at least equal to the full agreed value of the vessel. If any vessel engages in towing operations, said insurance shall include full Tower's Liability with the sistership clause unamended.

b. **Protection & Indemnity Insurance** – Form SP-23 coverage with minimum limits at least equal to the full agreed value of each vessel or $10,000,000, whichever is greater, including coverage for Masters and Members of the Crews of Vessels if coverage for maritime employees is not provided under category A.2.b.3 above, and including Collision and Tower's Liability.

c. **Voluntary Removal of Wreck/Debris Insurance** – Covering Contractor's operations in a minimum amount of not less than $1,000,000 per occurrence.

d. **Charterer's Liability** – A charterer's and/or marine operator's liability policy covering non-owned vessels with minimum limits of at least $1,000,000 unless coverage is afforded in the P & I policy or elsewhere.

e. Such insurance may be provided by the owner of the marine equipment under a charter or other agreement, obligating such owner to the indemnity and insurance provisions in this Agreement.

f. All policies under this category A.7 shall be endorsed as follows:

1. To provide full coverage to Company Group as additional insured without limiting coverage to liability "as owner of the vessel" and to delete any "as owner" clause or any other language purporting to limit coverage to liability of an insured "as owner of the vessel"; and

2. To delete any language limiting coverage for Company Group in the event of the applicability of the Limitation of Liability Statute.

8. **Excess / Umbrella Liability**: Provide excess / umbrella liability insurance (with coverage at least as broad as underlying) for categories A.2, A.3 and A.4 above with minimum limits not less than $1,000,000 per occurrence (and, when applicable, for categories A.6 and A.7 above with minimum limits not less than $10,000,000 per occurrence), including a "drop down" provision should an aggregate limit be exhausted, which coverage shall be in a form satisfactory to the Company.

B. EVERY INSURANCE POLICY maintained by Contractor which provides any coverage relating to the Services performed under this Agreement, whether or not in excess of the minimum limits required by this Agreement, must be endorsed as follows:

1. "Underwriters waive their rights of subrogation (whether by loan receipts, equitable assignment, or otherwise) against Company Group as defined in the applicable Master Service Agreement."

"Contractor waives its rights of subrogation against Company Group and Company Group's insurers, and Contractor warrants that Contractor's policies have been endorsed as required above."

2. To provide adequate territorial limits and comply with all applicable state and national laws or regulations.

3. Except for Worker's Compensation and Employer's Liability insurance, all policies shall name Company Group as additional insured and all such insurance policies shall be specified as primary regardless of any other insurance carried by Company Group. All policies naming Company Group as additional insureds shall provide coverage to the additional insureds on a broad form basis with such additional insured coverage being just as broad as the coverage provided to the named insured, including coverage for the sole or concurrent negligence of each additional insured and not being restricted to (a) "ongoing operations," (b) coverage for vicarious liability, or (c) circumstances in which the named insured is partially negligent. Any policy that limits coverage afforded to Company Group as additional insureds to liabilities arising out of acts or omissions of Contractor, or any similar limitation, shall not be in compliance with the requirements of this Agreement. The coverage afforded as an additional insured is intended to be distinct from and in addition to any liability of Contractor to indemnify Company Group.

4. All policies described below shall provide 30 days written notice to Company of cancellation or any material change.

5. Company reserves the right to require certified copies of any or all policies, and any deviation from the minimum requirements listed below must be submitted to Company for written approval prior to commencement of Services.

6. All premiums and deductibles shall be at the sole expense of Contractor.

7. Prior to commencement of Services, a certificate of insurance with attached endorsements as required by this Agreement must be furnished to Company.

8. It is understood and agreed that the insurance required by this Exhibit shall not be invalidated as regards the interest of Company Group by any act or neglect of the named insured or any member of Contractor Group.

C. FAILURE OF CONTRACTOR GROUP TO SECURE the insurance coverages, or to comply fully with any of the insurance provisions of this Agreement, or to secure such endorsements on the policies as may be necessary to carry out the terms and provisions of this Agreement shall be the responsibility of Contractor and shall in no way act to relieve Contractor from the obligations of this Agreement, any provisions hereof to the contrary notwithstanding. In the event that liability for loss or damage be denied by the underwriter(s), in all or in part, because of breach of said insurance by Contractor or for any other reason, or if Contractor or its subcontractors fail to maintain any of the insurance herein required, **CONTRACTOR SHALL RELEASE, DEFEND, HOLD HARMLESS AND INDEMNIFY COMPANY GROUP AND THEIR INSURERS AGAINST ALL CLAIMS, DEMANDS, COSTS AND EXPENSES,**

INCLUDING ATTORNEY'S FEES, WHICH WOULD OTHERWISE BE COVERED BY SAID INSURANCE EVEN IF THE LIABILITY ARISES OUT OF THE NEGLIGENCE, STRICT LIABILITY OR OTHER FAULT OF COMPANY GROUP. Notwithstanding anything to the contrary herein, Contractor's indemnification obligations under this Agreement (express or implied) shall not be limited to the amounts or to the scope of coverage provided by insurance that is required of Contractor under the terms hereof.

D. IN THE EVENT, and only in the event, non-maritime Services are to be performed in or offshore Louisiana for which the Louisiana Anti-Indemnity Act would apply, Company agrees that it will, on behalf of Company Group, pay the premium for the extension of Contractor's insurance to cover Company Group as an additional insured (together with a waiver of subrogation and a provision that such coverage is to be primary for Company Group) and Contractor agrees that its insurers (or their representative or agent) will invoice Company the premium for such extension of coverage in favor of Company Group and that if such premium will exceed $500 for Services performed onshore or exceed $1,000 for Services performed offshore, Contractor will advise Company prior to execution of this Agreement. Contractor warrants that such premium shall constitute all of the material cost for such extension of coverage. At each renewal, Contractor shall advise Company with respect to the amount for the premium required for such extension of coverage and shall arrange to have Company invoiced for the appropriate premium. In the event that Company is not invoiced for the premiums as discussed above, Contractor shall become the primary insurer for the coverage that would otherwise have been applicable if the Company had been properly invoiced.

EXHIBIT "B"
CONTRACTOR'S CERTIFICATION

A. EQUAL EMPLOYMENT OPPORTUNITY

It is hereby agreed that, where applicable, the following provisions (which are also set forth in Section 202 of Executive Order No. 11246 of September 24, 1965) are made a part of each agreement and purchase order presently existing or which may be entered into hereafter, between Contractor and Company.

1. Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color religion, sex or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants of employment, notices to be provided by the contracting officer, setting forth the provisions of this nondiscrimination clause.

2. Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

3. Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representatives of the Contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

4. Contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of all the rules, regulations and relevant orders of the Secretary of Labor.

5. Contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

6. In the event of Contractor's noncompliance with the nondiscrimination clauses of this Agreement or with any of such rules, regulations or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in said Executive Order No. 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.

7. Contractor will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24,1965, so that such provisions will be binding upon each subcontractor or vendor. Contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event Contractor becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the Contractor may request the United States to enter into such litigation to protect the interest of the United States.

B. EQUAL EMPLOYMENT OPPORTUNITY REPORTING

If applicable, Contractor agrees to file with the appropriate federal agency a complete and accurate report on Standard Form 100 (EEO-1) within thirty (30) days after the signing of its agreement or the award of any such purchase order, as the case may be (unless such a report has been filed in the last twelve (12) months), and agrees to continue to file such reports annually, on or before March 31. (41 CFR 60-1.7[a])

C. AFFIRMATIVE ACTION COMPLIANCE PROGRAM

1. Contractor agrees to develop and maintain a current written affirmative action compliance program for each of its establishments in accordance with the regulations of the Secretary of Labor promulgated under Executive Order No. 11246, as amended (41 CFR 60-1.40).

2. Contractor, by entering into this Agreement, certifies that it does not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. It certifies further that it will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it will not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained.

3. Contractor agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this Agreement. As used in this certification, the term "segregated facilities" means, but is not limited to, any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom, or otherwise. It further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods), it will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity Clause; that it will retain such certifications in its files; and that it will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods):

NOTICE TO PROSPECTIVE SUBCONTRACTORS
OF REQUIREMENT FOR CERTIFICATIONS
OF NONSEGREGATED FACILITIES

A certification of Nonsegregated Facilities, as required by the May 9,1967 Order (32 F.R. 7439, May 19,1967) on Elimination of Segregated Facilities, by the Secretary of Labor must be submitted prior to the award of a subcontract exceeding $10,000 which is not exempt from the provisions of the Equal Opportunity Clause. The certification may be submitted either for each subcontractor or for all subcontracts during a period (i.e. quarterly, semi-annually, or annually).

A. EMPLOYMENT OF VETERANS

1. The Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era Clause set forth at Section 60-250.4 of Title 41 Code of Federal Regulations is hereby incorporated herein by reference. (This clause is applicable to all contracts or purchase orders for $10,000 or more.)

2. Contractor agrees further to place the above provisions in any subcontract nonexempt under the rules and regulations promulgated by the Secretary of Labor under the Vietnam Era Veterans Readjustment Assistance Act of 1974.

B. EMPLOYMENT OF HANDICAPPED PERSONS

1. The Affirmative Action for Handicapped Workers Clause set forth in Section 60-741.41 of Title 41 Code of Federal Regulations is hereby incorporated herein by reference. (This clause is applicable to all contracts or purchase orders for $2,500 or more.)

2. Contractor agrees further to place the above provision in any subcontract nonexempt under the rules and regulations promulgated by the Secretary of Labor under the Rehabilitation Act of 1973.

Exhibit C

Issued April 15, 2010

EOG RESOURCES, INC.
CODE OF BUSINESS CONDUCT AND ETHICS
FOR VENDORS AND CONTRACTORS

Introduction

It is the policy of EOG Resources, Inc. and its subsidiaries (together, "EOG") that the conduct of employees and others who do business with or on behalf of EOG shall be based upon high ethical standards and in compliance with the law. This Code of Business Conduct and Ethics for Vendors and Contractors ("Contractor Code") covers a wide range of business practices and procedures that may be relevant to vendors and contractors. It does not cover every issue that may arise, but it sets out basic principles to guide vendors and contractors in their dealings relating to EOG.

EOG is committed to being a responsible corporate citizen. This Contractor Code is an integral part of that commitment. We expect our vendors and contractors to comply with both the letter and spirit of the Contractor Code and seek to avoid even the appearance of improper behavior.

In addition to this Contractor Code, EOG's Code of Business Conduct and Ethics for Directors, Officers and Employees ("Employee Code") is available on EOG's internet site at www.eogresources.com or from EOG's General Counsel and Chief Compliance Officer.

Anyone who violates the standards in this Contractor Code will jeopardize their relationship with EOG, including possible termination of the relationship. ***If you become aware of a situation that you believe may violate this Contractor Code or the Employee Code, you should report your concerns immediately in accordance with the procedures described in Section 2 of this Contractor Code.*** No adverse action will be taken against anyone for making a complaint or disclosing information in good faith, and any retaliation against a person who in good faith reports any violation or suspected violation of the Contractor Code or Employee Code will be subject to disciplinary action.

1. Compliance with Laws, Rules and Regulations

Obeying the law, both in letter and in spirit, is the foundation on which EOG's ethical standards are built. All vendors and contractors acting on behalf of EOG must respect and obey the laws of the cities, counties, states and countries in which we operate. Although not everyone is expected to know the details of these laws, it is important to know enough to determine when to seek advice from the appropriate EOG personnel.

If you are uncertain as to whether a course of action is in compliance with the law, you should ask for guidance from your legal advisors or contact EOG's Legal Department.

2. Reporting Procedures

EOG vendors and contractors have the responsibility to report violations of this Contractor Code or other conduct relating to EOG's business that they suspect may be unethical or in violation of the law. To report a suspected violation or when in doubt about the best course of action in a particular situation:

- Talk with your contact at EOG
- Talk to a member of EOG's Compliance Committee (General Counsel; Chief Financial Officer; Vice President, Human Resources, Vice President, Internal Audit; or Director of Compliance) or any of the officers and directors of EOG whose contact information is found (at the "Corporate Governance" link) on EOG's internet site.
- Call the EOG Business Conduct and Ethics Hotline. It is available 24 hours a day at 800-826-6762 (call collect if outside the United States and Canada). You may choose to remain anonymous when calling the Hotline.

3. Workplace Safety and Security and Protection of the Environment

EOG strives to provide a safe and healthy work environment. Vendors and contractors working on EOG property have responsibility for maintaining a safe and healthy workplace by following safety and health rules and practices and reporting accidents, injuries and unsafe equipment, practices or conditions.

Violence and threatening behavior are not permitted. Firearms and other weapons are strictly prohibited on EOG property or on the person of anyone while conducting EOG business, unless authorized in writing for special circumstances by EOG's Vice President, Human Resources.

Vendors and contractors are required to report to the work site in condition to perform their duties, free from the influence of drugs or alcohol. The use, possession or distribution of illegal or unauthorized drugs or alcohol on EOG time or on EOG premises will not be tolerated.

EOG is committed to safeguarding the environment and conducting our business worldwide in a manner designed to comply with all applicable environmental laws and regulations, and applying responsible standards where such laws or regulations do not exist.

4. Conflicts of Interest

Vendors and contractors are expected to respect EOG's conflicts of interest policy with respect to their dealings with EOG employees, who have the responsibility to ensure that business decisions are based solely on what is best for EOG and are not improperly influenced by personal interests. Similarly, contractors dealing with vendors on behalf of EOG are expected to avoid conflicts of interest that could be detrimental to EOG.

A "conflict of interest" exists when a person's private interest interferes in any way with the interests of EOG or makes it difficult for a person to perform his or her work for EOG objectively and effectively. Conflicts of interest may also arise when an employee, or a member of his or her family, receives improper personal benefits as a result of his or her position at EOG.

Conflicts of interest by EOG employees are prohibited as a matter of company policy, unless disclosed and approved in accordance with the Employee Code. Actions or situations that might involve a conflict of interest, or the appearance of one, require disclosure and include the following:

- Employees or their families working for suppliers or contractors.
- Employees holding a financial interest in suppliers or contractors.
- Gifts, entertainment and other benefits. Employees may not solicit, accept or retain any gift, entertainment, trip, loan, discount, guarantee of an obligation, service, or other benefit from any organization or person doing business with EOG, other than (i) modest, non-cash gifts or entertainment as part of normal business courtesy and hospitality that would not influence, or reasonably appear to influence, an officer or employee to act in any manner not in the best interest of EOG or (ii) a nominal benefit that has been disclosed and approved in accordance with EOG policy.

A contractor dealing with a vendor on behalf of EOG is required to disclose potential conflicts of interests with that vendor to their EOG contact.

Conflicts of interest may not always be clear-cut, so if you have a question, you should consult with appropriate EOG personnel or EOG's Compliance Committee, or report your questions or concerns using the procedures described in Section 2 of this Contractor Code.

5. Corporate Opportunities

Vendors and contractors may not use EOG property, information, or position for improper personal gain, or to compete with EOG directly or indirectly. Vendors and contractors are prohibited from taking for themselves personally or for their families opportunities that are discovered through the use of EOG property, information or position unless such opportunity is first disclosed and offered to EOG, which affirmatively decides not to pursue it. Approval is required in writing from EOG's Chairman and Chief Executive Officer.

6. Confidentiality

Vendors and contractors must maintain the confidentiality of all proprietary information entrusted to them by EOG or others with whom EOG does business, except when disclosure is authorized by EOG's Legal Department or required by laws or regulations. Confidential information includes all non-public information that, if disclosed, might be of use to competitors, or harmful to EOG or others with whom EOG does business. It also includes non-public information that suppliers, customers and other companies have entrusted to EOG. Proprietary information includes seismic, geological and geophysical data, prospect and trend

information, intellectual property such as trade secrets, patents, trademarks, and copyrights, as well as exploration, production and marketing plans, engineering and manufacturing ideas, designs, databases, records, salary information and any unpublished financial data and reports. Unauthorized use or distribution of this information is a violation of EOG policy. Such information is to be used solely for EOG purposes and never for the private gain of a vendor, contractor or any third party. The obligation to preserve and protect confidential or proprietary information continues even after the relationship with EOG ends.

7. Protection and Proper Use of Company Assets

EOG assets should be used only for the legitimate business purposes of EOG. Vendors and contractors should endeavor to protect EOG's assets and ensure their proper and efficient use. Protecting company assets against loss, theft and misuse is everyone's responsibility. If you become aware of the theft or misuse of Company assets, immediately report the matter to your EOG contact or report using the procedures described in Section 2 of this Contractor Code .

8. Competition and Fair Dealing

We seek to outperform our competition fairly, honestly and in full compliance with applicable laws, including antitrust laws. We seek competitive advantages through superior performance, never through unethical or illegal business practices. Vendors and contractors should respect the rights of, and deal fairly and honestly with, EOG's customers, suppliers, competitors and employees. No vendor or contractor should take unfair advantage of anyone through manipulation, concealment, abuse of privileged information, misrepresentation of material facts, or any other intentional unfair-dealing practice.

Antitrust Laws. Antitrust laws, also known as competition laws outside the United States, are designed to ensure a fair and competitive free market system. We will comply with the applicable antitrust and competition laws wherever we do business. Some of the most serious antitrust offenses occur between competitors, such as agreements to fix prices. Therefore it is important for vendors and contractors to avoid discussions with EOG competitors, on behalf of EOG, regarding pricing, terms and conditions, costs, marketing or production plans and any other proprietary or confidential information. Antitrust laws may also apply in circumstances such as benchmarking efforts, trade association meetings or strategic alliances among competitors. If you believe a conversation with a competitor enters an inappropriate area, end the conversation at once and consult EOG's Legal Department.

Unauthorized Taking or Use of Information. The unauthorized taking or use of proprietary information from other companies, possessing trade secret information that was obtained without legal authority, or inducing such disclosures by past or present employees of other companies is prohibited as a matter of EOG policy.

9. Insider Trading

Vendors and contractors in possession of material information about EOG must abstain from trading in EOG securities until such information is generally and publicly available by means of a press release or other public filing or disclosure by EOG. Such material "inside

information" might include earnings estimates, stock and dividend activity, changes of control or management, pending mergers, sales, acquisitions, reserves numbers or other significant business information or developments. Providing such inside information to others who then trade on it is also strictly prohibited. Trading on inside information is also a violation of federal securities law. If you have any questions, please consult EOG's Legal Department.

10. International Business Transactions

EOG's international activities are governed by special provisions of United States law, including the U.S. Foreign Corrupt Practices Act (the "FCPA"), and the laws of other countries where EOG or its representatives conduct EOG business. All transactions on behalf of EOG shall be carried out in full compliance with those laws.

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As part of EOG's compliance program we communicate regularly with our employees and those doing business with EOG regarding our policies and commitment to conducting EOG's business in accordance with high ethical standards and in compliance with the law. We believe our vendors and contractors share this commitment; this Contractor Code is intended to reinforce both your and our commitment to doing business "the right way." We value our business relationship with you and appreciate your cooperation.

Exhibit D

eog resources

Policy & Procedure

Effective: April 9, 2009

Drug-Free Workplace Policy

Purpose

The objective of the Drug-Free Workplace Policy (the "Policy") is to provide a safe and productive work environment free from the misuse of drugs and the abuse of alcohol. The Policy will be administered in a manner which is consistent with all applicable local, state, provincial and federal laws and regulations pertaining to drugs and alcohol. Compliance with this Policy is a condition of initial and continued employment with EOG (as defined in this Policy).

Covered Persons

This Policy applies, to the extent set out in this Policy, to all applicants for employment, all Company employees, contractors, visitors and other persons while they are on Company Premises or are using Company Property or engaged in Company business. In addition to this Policy, applicants and employees performing functions covered by the U.S. Department of Transportation's ("DOT") regulations will be covered by other policies and procedures regarding drugs and alcohol.

Individual contractors who are providing services for the Company will be expected to comply with this Policy in addition to any policies or procedures regarding drugs and alcohol that are administered by the contractor's employer.

Prohibited Conduct

The use, manufacturing, distribution, dispensing, possession, sale, or being under the influence of Prohibited Drugs or alcohol is prohibited at all times while on Company Premises, using Company Property, or engaged in Company business.

Accordingly, the following conduct is prohibited:

- Being under the influence of, using or having possession of Prohibited Drugs while on Company Premises, using Company Property, or engaged in Company business;
- Being under the influence of alcohol, using or having possession of alcohol while on Company Premises, using Company Property or engaged in Company business, with the exception that use of alcohol at Company-sponsored events is not prohibited by this Policy, provided the use remains moderate.
- Refusing to consent in writing to a test to determine the presence of Prohibited Drugs or alcohol if requested by the Company;
- Refusing to cooperate in any test to determine the presence of Prohibited Drugs or alcohol if requested by the Company; and
- Refusing to consent to a search of Company Property, including a search of the individual's personal belongings which are on or within Company Property, to determine if the individual is in violation of this Policy.

Exhibit D

Definitions
The following definitions apply to this Policy:

"Company" or "EOG" means EOG Resources, Inc. and all of its United States and Canadian subsidiaries, affiliates, and joint venture systems operated by EOG Resources, Inc., including without limitation EOG Resources Canada Inc. and EOG Resources Canada, an Alberta partnership.

"Company Premises" means without limitation all real property owned, leased, controlled or managed by the Company, including parking lots, and all buildings, facilities, and structures on such property.

"Company Property" means without limitation, all property, other than real property, owned, rented or leased by the Company or used in the conduct of Company business including personal property and vehicles at such times as the personal property and vehicles are located on Company premises or being used to conduct Company business.

"Prohibited Drugs" means any substance other than alcohol that can alter the mind or function of the human body, or impair the ability to safely perform the individual's job. These substances include, without limitation, inhalants and all substances whose possession or use is illegal under local, state, provincial or federal laws. Over the counter medication and prescription drugs if taken by the person for whom such drugs are prescribed and in the dosage and frequency directed by the label or prescribing physician are not included within the term Prohibited Drugs.

"Under the influence" means for Prohibited Drugs as having any detectable amount or any detectable metabolite in the body and for alcohol means having .04% or greater blood alcohol concentration in the body.

Over-the-Counter Medication and Prescription Drugs
Over-the-counter medication and prescription drugs prescribed by a licensed medical practitioner for the individual using or possessing them are generally not prohibited by this Policy, provided they were lawfully obtained and are not consumed at a frequency or quantity greater than the dosage prescribed or otherwise recommended on the medication's label. However, an employee taking any prescription or over-the-counter drug or medication, regardless of whether it was lawfully obtained and properly consumed, which may adversely affect the employee's ability to perform work in a safe manner (*i.e.*, medications which warn of drowsiness or cautions regarding the operation of a motor vehicle or machinery), must notify the employee's supervisor or, if not available, another management representative prior to starting work and immediately after entering Company Premises. The employee's supervisor, in consultation with appropriate medical personnel if necessary, will decide if the employee may remain at work or on Company Premises and what work restrictions or accommodations, if any, are necessary. Information regarding an employee's use of medication and any other information provided by appropriate medical personnel will be kept strictly confidential and will be disclosed only to Company management on a need-to-know basis and in accordance with the law.

A contractor who is taking any prescription or over-the-counter drug or medication, which may adversely affect the individual's ability to perform services for the Company in a safe manner, must notify a supervisor with the Company or a Company on-site representative who is familiar with the contractor's services for the Company. A decision will be made by Company management, in consultation with appropriate medical personnel and the contractor's employer, if necessary, regarding whether the contractor may perform services for the Company. However, at any time, the Company may request that the contractor not perform services for the Company.

Corrective Action
Compliance with this Policy is, where applicable, a condition of initial and continued employment. An employee who violates this Policy shall be subject to immediate disciplinary action, up to and including

termination of employment, unless prohibited by law. Where applicable, an applicant who refuses to consent to a drug test or tests positive will be ineligible for employment. A contractor who violates this Policy shall no longer be permitted on Company Premises and shall no longer provide services for the Company.

Types of Drug & Alcohol Testing

To enforce this Policy, the Company reserves the right, as a condition of employment, and as a condition of being on Company Premises or using Company Property, to require all persons covered by this Policy to consent and submit to such tests at such times as the Company in its sole discretion determines appropriate.

Subject to all applicable local, state, provincial or federal laws and regulations, the Company conducts the following types of drug and alcohol testing:

- **Pre-employment** – U.S. applicants who have been given a conditional offer of employment will be asked to submit to a test for drugs. Canadian applicants for safety-sensitive positions who have been given a conditional offer of employment may be asked to submit to a test for drugs and/or alcohol.

- **Reasonable Cause** - If the Company has reasonable suspicion that an individual is in violation of this Policy, whether based upon actions, appearance, or other conduct which, in the Company's sole opinion, is indicative of the use of illegal drugs or alcohol in violation of this Policy, the individual may be required to submit to drug and/or alcohol testing as a condition of continued employment.

- **Post-Accident** - All individuals involved in conduct, which results in an accident causing personal injury to the employee or another person (and such accident or resulting personal injury occurs at a time when the employee or such other person is at work or acting on behalf of, or in connection with his or her employment or with his or her services for the Company), damage to Company Property, or damages to a third party's property caused while driving a Company vehicle may be asked to submit to a drug and alcohol test. All test samples will be taken at the earlier of (i) any medical treatment or (ii) as soon as possible after the accident.

- **Random/Safety-Sensitive Positions** - All persons working in safety-sensitive positions are subject to periodic, unannounced testing under this Policy, unless prohibited by law. The selection procedure for safety-sensitive positions will be at the Company's sole discretion and in accordance with applicable law.

- **Post-Rehabilitation** – EOG Employees who participate in a rehabilitation program for drugs or alcohol are required to take a drug and alcohol test upon completion of their treatment, and to undergo individual, unannounced drug and alcohol testing, from time to time, at the Company's request for up to two years. Such testing will be in addition to any other testing provided in this Policy.

- **DOT Required** – In addition to being subject to this Policy, employees performing functions covered by the DOT's regulations regarding drug and alcohol use and testing are expected to know and follow these regulations. In compliance with these regulations, the Company conducts random, unannounced drug and alcohol testing of all employees covered under DOT guidelines.

- **Other Testing Consistent with this Policy** – In addition to the types of testing specifically described in this Policy, the Company may require individuals to submit to other testing which is consistent with the enforcement of this Policy.

Exhibit D

Substances to be Tested

The Company reserves the right to test for any substance or medication, including prescription drugs which could adversely affect the safety, judgment or actions of the individual. Typically, these tests include detection of the following non-prescription substances:

- Marijuana (THC Metabolite)
- Cocaine
- Amphetamines and Methamphetamines
- Opiates (including Heroin)
- Phencyclidine (PCP)
- Alcohol

Medical Review Officer

An individual who receives a positive drug or alcohol test result will be given an opportunity to provide an explanation to a medical review officer ("MRO"). The MRO is a medical professional who is trained to interpret drug and alcohol test results. If the MRO concludes that there is an explanation for the positive drug or alcohol test result other than conduct which violates this Policy (such as the proper use of a drug as prescribed by the individual's physician) the test result will be reported to the Company as "negative". If, however, the MRO concludes that there is no such medically legitimate explanation for the test result, the Company will be advised that the individual's test result was positive. The individual may request a retest of the sample, at the individual's expense, within 72 hours of being notified by the MRO of the positive result. If the drug is present on the retested sample, it is reconfirmed as positive.

EOG's Employee Assistance Program and Rehabilitation

The Company has an Employee Assistance Program ("EAP"). The Company's EAP is only available to EOG employees and their dependents. The Company will work reasonably and confidentially with an employee who voluntarily seeks professional help for substance abuse, and employees are encouraged to obtain professional help when needed by utilizing the EAP. An employee's decision to seek assistance whether under the EAP or other voluntary rehabilitation will not be used as the basis for disciplinary action; however, an employee cannot avoid required testing or disciplinary action under this Policy by choosing to use the EAP or otherwise seek voluntary rehabilitation. Use or prospective use of the EAP does not exempt or excuse a violation of this Policy. In some situations, an employee may be referred by the EAP or the employee's own physician to a rehabilitation program. An employee's participation in a rehabilitation program for drugs or alcohol may be covered by the Company's health insurance benefits; employees are advised to consult the group health insurance plan for further information. If an employee participates in a rehabilitation program for drugs or alcohol, the employee will not be able to return to work until the employee has provided documentation that the employee has successfully completed the rehabilitation program and that the employee is able to perform the essential functions of the job, with or without an accommodation. In addition, employees will be subject to Post-Rehabilitation testing pursuant to this Policy.

Searches

The Company reserves the right to conduct searches without prior notice to determine if employees or contractors are in violation of this Policy. Searches may be conducted without the presence of the individual. In addition, searches may be conducted after a canine, trained to locate the presence of illegal drugs, has indicated that illegal drugs may be in the area.

All areas of Company Premises or Company Property may be searched, including Company vehicles, work locations, stations, offices, desks, files, lockers, etc. Personal belongings of employees or contractors, including personal vehicles, may also be searched if on or within Company Premises. While the primary purpose of the search will be to determine if an employee or contractor is in violation of this Policy, the Company may discipline employees or prohibit contractors from providing services for the Company based on the results of a search, even if the contents found in the search are unrelated to this Policy. Searches will be conducted in compliance with applicable local, state, provincial and federal laws.

Exhibit D

Notification of Criminal Drug or Alcohol Violation

An employee is responsible for making the following notifications to the Company related to a criminal drug or alcohol violation:

- An employee must notify the employee's supervisor or Human Resources Representative no later than 5 days after being convicted of a criminal drug statute as a result of a workplace drug offense.

- An employee must notify the employee's supervisor or Human Resources Representative immediately of any drug or alcohol-related motor vehicle arrest, charge, or citation received while operating a Company vehicle.

- An employee employed as a Commercial Driver's License ("CDL") driver for Company business or who drives a motor vehicle as part of the employee's job duties, must report any drug or alcohol-related suspension of a driver's license immediately upon returning to work.

- An employee employed as a CDL driver for Company business or who drives a motor vehicle as part of the employee's job duties, must report any drug or alcohol-related motor vehicle arrest, charge, or citation occurring whether the employee is operating a Company or a non-Company vehicle at the time of the violation, immediately upon returning to work.

Exceptions and Interpretations

This Policy is subject to all applicable local, state, provincial and federal laws or regulations. Employee questions regarding the interpretation of this Policy should be referred to the appropriate Human Resources Representative. Contractor questions regarding the interpretation of this Policy should be referred to EOG's Safety and Environmental Department. This Policy does not constitute nor imply a contract between the Company and its employees. Consistent with applicable law, the Company reserves the right to amend this Policy at any time. Nothing in this Policy will alter the at-will employment relationship established between the Company and any of its U.S. employees.

Comptroller of Public Accounts FORM 01-919 (7-05)

STATE OF TEXAS

TEXAS DIRECT PAYMENT EXEMPTION CERTIFICATION
LIMITED SALES, EXCISE AND USE TAX

Direct payment permit number: 1-47-0684736-6

Name of purchaser, firm or agency: EOG Resources, Inc.	
Address *(Street & number, P.O. Box or Route number)*: PO Box 4362	Phone *(Area code and number)*: 713-651-7000
City, State, ZIP code: Houston, Texas 77210-4362	

I, the undersigned, hereby claim an exemption from payment of state, city, county, special purpose district, and transit authority/department sales and use taxes upon purchase of taxable items from:

Seller: Oil Mop, LLC

Street address: 131 Keating Drive City, State, ZIP code: Belle Chasse, LA 70037

Description of items to be purchased *(If this space is left blank, this certificate covers everything on the attached order, invoice, or billing)*:

Taxable equipment, parts, rentals, and services for utilization in the exploration and production of oil and natural gas.

This certificate does not cover:

(1) Purchases of taxable items to be resold;

(2) Sales or rentals to any purchaser other than the permit holder;

(3) Sales or rentals of motor vehicles subject to the motor vehicle sales and use tax (Chapter 152);

(4) Materials or supplies used, transferred, or consumed by a provider of a nontaxable service selling the service to a direct payment permit holder.

This certificate is not valid for lump-sum new construction projects to improve real property for a direct payment permit holder.

The permit holder agrees not to permit others (including its contractors and repairmen) to use the undersigned's direct payment authorization to purchase materials tax-free.

The undersigned agrees to accrue and pay the tax to the Comptroller of Public Accounts as required by statute.

Authorized signature	Permit holder	Date
sign here ▸ Doug Esmond, Sales & Use Tax Mgr	EOG Resources, Inc.	Sept. 28, 2011

This certificate should be furnished to the supplier. Do **not** send the completed certificate to the Comptroller of Public Accounts.

OP ID: KGS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/04/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER KNOX INSURANCE GROUP LLC P O BOX 53406 LAFAYETTE, LA 70505 337-233-0530 337-235-0547	CONTACT NAME: LINDA RAY PHONE (A/C, No, Ext): 337-769-4546 FAX (A/C, No): 337-235-0547 E-MAIL ADDRESS: lray@knoxinsurance.com PRODUCER CUSTOMER ID #: OILMOP2
INSURED OIL MOP, LLC 145 KEATING DRIVE BELLE CHASSE, LA 70037	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : IRONSHORE SPECIALTY INS CO — 25445 INSURER B : HOUSTON SPECIALTY INS CO — 12936 INSURER C : IMPERIUM INS CO INSURER D : LWCC/OLD REPUBLIC — 22350 INSURER E : GREAT AMERICAN INS CO OF NY INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X CONTRACTUAL LIAB X BROAD FORM G.L. GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC			000933501 NON-OWNED WATERCRA EXCLUSION DELETED	02/15/11	02/15/12	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 500,000 $ 25,000 $ 1,000,000 $ 10,000,000 $ 10,000,000
B C	AUTOMOBILE LIABILITY X ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			NLR180124400 (LA) INCLD MCS-90 DLR180003200 (TX)	02/15/11 02/15/11	02/15/12 02/15/12	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) COMP DED COLL DED	$ 1,000,000 $ $ $ $ 2,000 $ 2,000
A	UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DEDUCTIBLE X RETENTION $ 10,000			000137701	02/15/11	02/15/12	EACH OCCURRENCE AGGREGATE	$ 10,000,000 $ 10,000,000
D E	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y N/A If yes, describe under DESCRIPTION OF OPERATIONS below			128530/ MWC11591602 MEL - OMH797183103	02/15/11 02/15/11	02/15/12 02/15/12	X WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
A	POLL/PROFESS LIAB			000933501	02/15/11	02/15/12	OCC/AGG	10,000,000
E	HULL/P&I/EQUIP			OMH217156813	02/15/11	02/15/12	PER OCCUR	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
ALL POLICIES INCLUDE 30 DAY NOTICE OF CANCELLATION. WC INCLDS ALTERNATE EMPLOYER, USL&H, GULF OF MEXICO, OCS, & OTHER STATES ENDT. RENTED/LEASED EQUIPMENT $200,000

CERTIFICATE HOLDER

EOGRES1

EOG RESOURCES INC
P O BOX 4362
HOUSTON, TX 77210-4362

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

P. Dwayne David

NOTEPAD INSURED'S NAME OIL MOP, LLC | OILMOP2 OP ID: KGS | PAGE 2 DATE 10/04/11

MARITIME EMPLOYER LIABILITY (MEL)
JONES ACT, DEATH ON HIGH SEAS, TWM&C, IN REM

HULL/P&I/EQUIPMENT
INCLUDES CHARTERS LEGAL LIABILITY FOR $1,000,000

UMBRELLA FOLLOWS FORM ON GENERAL LIABLITY, AUTO, WORKERS COMPENSATION, P&I, CHARTERS LEGAL LIABILITY AND MARITIME EMPLOYERS LIABLITY.

eog resources Insurance Requirements & Certification

COMPANY RELEASE (MUST BE SIGNED BY AN OFFICER, OWNER OR PARTNER OF THE FIRM)

I HEREBY RELEASE THE DISCLOSURE OF THE INFORMATION CONTAINED ON THIS FORM TO EOG RESOURCES, INC.

OFFICER / OWNER'S SIGNATURE	TITLE
	Vice President
NAME (PRINT)	DATE
Joseph J. Christiana	10/4/11

COMPANY NAME (The "Insured" on Policies Listed Below)

Oil Mop, LLC

➢ **INSURANCE REQUIREMENTS (REFER TO EXHIBIT "A" OF THE MASTER SERVICE CONTRACT)**

POLICY	COVERAGE	EOG RESOURCES, INC. AS ADDITIONAL INSURED	WAIVER OF SUBROGATION
GENERAL LIABILITY	$1 MILLION	YES	YES
AUTO LIABILITY	$1 MILLION	YES	YES
EXCESS LIABILITY	$1 MILLION	YES	YES
WORKERS COMPENSATION	$1 MILLION	NO	YES

➢ **MAILING ADDRESSES FOR CERTIFICATES OF INSURANCE**

EOG RESOURCES, INC.
ATTN: BETTE CRANFORD-PETTA
P O BOX 592929
SAN ANTONIO, TX 78259-0196
FAX NO. (210) 403-7723
bette_cranford@eogresources.com

This Section To Be Completed By The Insurance Agent

AS THE AGENT / BROKER OF RECORD ON THE POLICIES LISTED ABOVE INSURING _____ (the "INSURED")

1. Does an authorized insurance carrier issue the workers compensation policy?
   (i.e. registered in the states where coverage is provided) Yes ☐ No ☐
   Name and address of carrier: _____
   _____
   _____
   _____

2. Are all employees of the INSURED covered by the workers compensation policy in all states where the INSURED does business? Yes ☐ No ☐ (If the answer is no, please explain)
   _____
   _____
   Does the workers compensation policy have a deductible or retention? Yes ☐ No ☐
   If yes, please provide the amount. $_____

3. Please list the states where the workers compensation insurance policy applies.
   _____ _____ _____ _____ _____ _____ _____
   _____ _____ _____ _____ _____ _____ _____

4. Please provide your agency information: C. O. I. Contact: _____
   Address: _____
   City, State, & Zip: _____
   Phone Number: _____ Ext: _____
   Fax Number: _____
   Email: _____

I HEREBY CERTIFY THAT THE ANSWERS TO THE ABOVE QUESTIONS ARE TRUE AND CORRECT.

INSURANCE AGENT / BROKER SIGNATURE	NAME (PRINT)	DATE

Form **W-9** (Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
OIL MOP LLC

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☑ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ► C
☐ Other (see instructions) ►

☐ Exempt payee

Address (number, street, and apt. or suite no.)
131 KEATING DR

Requester's name and address (optional)

City, state, and ZIP code
BELLE CHASSE LA 70037

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number
72 1347053

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here — Signature of U.S. person ► [signature] Date ► 10-4-11

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

eog resources

SUPPLIER PROFILE

1. ADDRESS

COMPANY NAME	REMIT TO ADDRESS: (if different)
Oil Mop, L.L.C.	
ADDRESS: 131 Keating Dr.	ADDRESS
CITY: Belle Chasse STATE: La ZIP: 70037	CITY STATE ZIP
COMPANY PHONE NO.: 504-394-6110 FAX NO.: 504-392-8977	ATTENTION:

2. ORGANIZATIONAL INFORMATION

FEDERAL ID NO. (FORM W9 ATTACHED) / SSN: 72-1347053

ARE YOU AN AFFILIATE, DIVISON OR SUBSIDIARY OF ANOTHER COMPANY?

☐ YES (IF YES, COMPLETE SECTIONS 7, 8 & 9 ☑ NO

TYPE OF ORGANIZATION (CHECK ONE)

- ☐ INDIVIDUAL
- ☐ SOLE PROPRIETOR
- ☐ GENERAL PARTNERSHIP*
- ☐ LIMITED PARTNERSHIP (LP)*
- ☑ LIMITED LIABILITY PARTNERSHIP (LLP)*
- ☐ LIMITED LIABILITY COMPANY (LLC)*
- ☐ LIMITED COMPANY (LC)*
- ☐ PROFESSIONAL CORPORATION (PC)*
- ☐ REGULAR CORPORATION*
- ☐ S- CORPORATION*
- ☐ NON-PROFIT CORPORATION*
- ☐ NON-PROFIT ORGANIZATION (UNINCORPORATED)
- ☐ TRADE ASSOCIATION*
- ☐ TRADE ASSOCIATION (UNINCORPORATED)

*STATE OF INCORPORATION / ORGANIZATION: Louisiana *DATE OF INCORPORATION / ORGANIZATION: 1/1997

DESCRIPTION OF BUSINESS	YEARS IN PRESENT BUSINESS
Environmental Spill Response	30+
COMPANY WEB ADDRESS: www.oilmop.com	AVERAGE NO. OF FULL-TIME EMPLOYEES: 120

3. NAMES OF OFFICERS, OWNERS OR PARTNERS

PRESIDENT	VICE PRESIDENT	SECRETARY
Kenneth B. Thompson	Joseph Christiana	
TREASURER	OWNERS OR PARTNERS	

4. COMPANY CONTACTS

PRIMARY CONTACT	NAME	Joseph Christiana	TITLE	Vice President
	PHONE NO.	504-394-6110	EMAIL (Required)	jchristiana@oilmop.com
CO. INSURANCE CONTACT	NAME	Linda Ray	TITLE	
	PHONE NO.	337-233-2530	EMAIL	lray@knoxinsurance.com
INSURANCE AGENT	NAME	Knox Insurance Group		
	PHONE NO.	337-233-2530	EMAIL	

5. OWNERSHIP CLASSIFICATION

(PLEASE CHECK ALL THAT APPLY)

- ☐ NOT A MINORITY-OWNED BUSINESS
- ☐ MALE
- ☐ FEMALE
- ☐ CAUCASIAN
- ☐ AFRICAN-AMERICAN
- ☐ ASIAN-AMERICAN
- ☐ HISPANIC-AMERICAN
- ☐ PREFER NOT DISCLOSE
- ☐ NATIVE-AMERICAN
- ☐ NATIVE-HAWAIIAN
- ☐ ETHNICITY UNDERTERMINED
- ☐ OTHER ETHNIC MINORITY
- ☐ SERVICE DISABLE VETERAN
- ☐ SMALL BUSINESS (100 EMPLOYEES OR LESS)

☐ The above company is at least 51% owned and controlled by an American Minority Group

☐ The above company is at least 51% owned, controlled, and operated by one or more women. ("CONTROL" in this context means exercising the power to make policy decisions. "OPERATE" in this context means being involved actively in the day-to-day management of the business.)

**PLEASE ATTACH A COPY OF YOUR SUPPLIER CERTIFICATION (from a Regional Minority Purchasing Council or Approved Equivalent)

M/WBE #, if applicable:

6. CUSTOMER REFERENCES (NAMES OF THREE CUSTOMERS AND STATE THE LENGTH OF TIME THEY HAVE BEEN A CUSTOMER)	
NAME	**HOW LONG?**
1.	
2.	
3.	

7. PARENT COMPANY NAME		
ADDRESS		
CITY	**STATE**	**ZIP**
BUSINESS PHONE NO.	**FAX NO.**	
FEDERAL ID NO.		

8. RELEVANT SUBSIDIARIES (100% OWNED) – IF NECESSARY, ATTACH ADDITIONAL PAGE(S)	
NAME	**FEDERAL ID NO.**

9. RELEVANT AFFILIATED COMPANIES (MORE THAN 50% & LESS THAN 100% OWNED) – IF NECESSARY, ATTACH ADDITIONAL PAGE(S)	
NAME	**FEDERAL ID NO.**

10. CERTIFICATION (MUST BE SIGNED BY AN OFFICER, OWNER OR PARTNER OF THE FIRM) I HEREBY CERTIFY THE ABOVE INFORMATION TO BE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.			
OFFICER / OWNER'S SIGNATURE	NAME (PLEASE PRINT)	TITLE	DATE

THE FOLLOWING FORMS MUST BE ATTACHED TO THIS SUPPLIER PROFILE:

- ☐ SIGNED MASTER SERVICE AGREEMENT
- ☐ FORM W-9
- ☐ OTHER (please specify)
- ☐ PRICE LIST (if applicable)
- ☐ SUBSIDIARY LIST (if applicable)

☐ **DID YOU SIGN THE INSURANCE REQUIREMENTS & CERTIFICATION FORM?**

☐ **DID YOU FORWARD THE INSURANCE REQUIREMENTS & CERTIFICATION FORM TO YOUR INSURANCE AGENT FOR SIGNATURE?**

EOGR USE ONLY:	
VENDOR NO.	DIVISION:

1.7 Operator Certification

EOG Resources Inc. 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.

_____ _____

Signature Title

_____

Date

Section 2 Notification Procedures

Throughout this manual, outlines and checklists of procedures call for the notification of supervisors, operators, connecting pipeline or plant operators, civil authorities, and governmental agencies. Such notifications are vital and should be done in a timely manner.

EOG Resources' owned/operated pipelines are used primarily for the gathering of produced crude oil from EOG operated wells and facilities. They will gather and co-mingle oil and change custody at the Enterprise/EPCO facilities. It is important that notification include the specific product/material involved to avoid delays in mobilizing the proper equipment and emergency response service groups.

Notification of the EOG Resources Emergency Response Team will be through the established Company communication channels and emergency telephone call lists. Where doubt exists as to the immediate need of services, the contact should be made early on a "standby – we will keep you informed" basis. This will enhance mobilization time in case the situation deteriorates. Early contact is especially important when travel distance is a factor for the team and/or the situation will require specialized equipment and resources.

2.1 Spill Notification Requirements

Individuals and organizations to be notified in the event of a discharge are provided in List Of Contacts.

The primary communication method by which notification can be made to regulatory agencies or EOG Resources personnel is via telephone. The alternate communication method is via email.

- The EOG Resources employee reporting the release is responsible for estimating the size and type of spill. The worker will notify the Emergency Hotline, who will then contact all necessary personnel (QI, alternate QI, etc.) Information to be included in the initial and each subsequent notification include:
    - Pipeline/Facility name.
    - Time of discharge.
    - Discharge location.
    - Type of oil discharged.
    - Reason for discharge.
    - Estimated volume of discharge.
    - On scene weather conditions.
    - Actions taken or planned by persons on scene.

The following post-notification information should be obtained from the person(s) or agency reporting the emergency condition:

- Name of person(s) or agency reporting.
- Are injuries involved and is medical assistance required?
- Specific location.
- Nature and degree of emergency:
    - Fire
    - Explosion
    - Leak not involving river or streams

- Leak involving rivers or streams
- Natural disaster
- Accidental release of hazardous vapors
- Acts of sabotage
- Operational failure causing a hazardous condition to exist.

- Is the emergency condition endangering public roads or facilities?
- Is the emergency condition a potential hazard to the public?

EOG Resources personnel receiving notification of an emergency will contact the Emergency Hotline, who will then contact the QI. The QI will begin to notify officials and may dispatch personnel and equipment as necessary.

For larger spills, the incident command system requires the QI to notify the EOG Resources Emergency Response Team. The Emergency Response Team structure is presented as Table 6: EOG Resources Emergency Response Team, Response Zone 1. Upon notification of an emergency event, this team responds with the required level of effort to manage the emergency event, contracted personnel, EOG Resources response personnel, finances, and internal and external communications.

The following pages contain important notification information, including:

- The NRC Fixed Report – this information must be provided when reporting a spill
- For Texas:
  - Railroad Commission of Texas requirements
  - Texas Commission on Environmental Quality requirements
  - Telephone Notification Log
  - LEPC List
  - Texas Railroad Commission (RRC) Office Locations
  - Pipeline Safety Regions
- Federal Agencies
  - National Response Center
  - Department of Transportation/Pipeline and Hazardous Materials Safety Administration
  - Environmental Protection Agency
  - Occupational Safety & Health Administration

Figure 1: NRC Fixed Report Form[3]

NRC FIXED REPORT

Fields in red are mandatory entries. If you are unable to provide data for these fields, enter NONE or N/A.

Is this a drill report? [] Yes [] No
Your email address: _____

REPORTING PARTY

Phone 1: _____ Phone Type: [] Primary [] Alternate
Last Name: _____ [] Cellular [] On-Scene [] Pager
First Name: [] Other:

Phone 2: _____ Phone Type: [] Primary [] Alternate
[] Cellular [] On-Scene [] Pager
[] Other: _____

Phone 3: _____ Phone Type: [] Primary [] Alternate
[] Cellular [] On-Scene [] Pager
[] Other: _____

Company: _____
Org Type: [] Federal Government [] Sea Partners Program
[] Fire Department [] Police Department [] Military
[] Private Citizen [] Private EOG Resources [] Public Utility
[] Local Government [] State Government [] Tribe
[] Other: _____ [] N/A [] Unknown
Address: _____
_____
_____
City: _____
State: _____Zip: _____

Does the caller wish to remain confidential? [] Yes [] No
Are you calling on behalf of the responsible party? [] Yes [] No
Are you or your company responsible for the Material released? [] Yes [] No

SUSPECTED RESPONSIBLE PARTY

Last Name: _____
First Name: _____

Phone 1: _____ Phone Type: [] Primary [] Alternate
[] Cellular [] On-Scene [] Pager
[] Other: _____

Phone 2: _____ Phone Type: [] Primary [] Alternate
[] Cellular [] On-Scene [] Pager
[] Other: _____

[3] *This form is included for information only; it is NOT submitted to the NRC, it is only to be used as a guide when contacting the NRC. It can also be viewed at http://www.nrc.uscg.mil/fixedreport.html.*

SUSPECTED RESPONSIBLE PARTY, continued

Phone 3: _____ Phone Type: [] Primary [] Alternate [] Cellular [] On-Scene [] Pager [] Other: _____

Company: _____

Org Type: [] Federal Government [] Sea Partners Program
[] Fire Department [] Police Department [] Military
[] Private Citizen [] Private EOG Resources [] Public Utility
[] Local Government [] State Government [] Tribe
[] Other: _____ [] N/A [] Unknown

Address: _____
_____
_____

City: _____

State: _____ Zip: _____

INCIDENT DESCRIPTION

Description of Incident: _____
_____
_____
_____
_____

(Use additional paper if necessary, and attach to this form.)

Incident Date: _____ Incident Time: _____
(DD/MM/YY)

[] Discovered [] Occurred [] Planned

Type of Incident: *FIXED*

Incident Cause: [] Transport Accident [] Equipment Failure
[] Operator Error [] Natural Phenomenon [] Dumping
[] Terrorism [] Criminal Intent [] Suicide
[] Explosion [] Cyber Attack [] Earthquake
[] Unknown [] Other: _____

ACCIDENT LOCATION

Location Description: _____
_____
_____
_____

(Use additional paper if necessary, and attach to this form.)

Address Location: _____
_____
_____

State: _____ County: _____ Zip: _____

Nearest City: _____ Distance from City: _____

Direction: _____ Units: [] miles [] kilometers

(Use terms such as E, ENE, SSW, etc.)

ACCIDENT LOCATION, continued

Range: _____ Section: _____ Township: _____
Latitude – Degrees: _____ Minutes: _____ Seconds: _____ Quadrant: [] N [] S
Longitude – Degrees: ____ Minutes: _____ Seconds: _____Quadrant: [] E [] W

FIXED INCIDENT LOCATION DETAILS

Building ID: _____

FIXED INCIDENT DESCRIPTION DETAILS

Fixed Object / Facility Type: [] Power Plant [] Utility Pole [] Buoy/Beacon (ATON)
[] Lighthouse/Fog Signal [] Warehouse [] Sewage Treatment Plant
[] Tank Farm [] Refinery [] Flare Stack
[] Other: _____
Compliance with NPDES Permits? [] Yes [] No [] Unknown
Power Generating Facility? [] Yes [] No [] Unknown

MATERIAL INVOLVED

Material	CHRIS Code	Amount Released	*Units

* 'Units' choices include Barrel(s), Cubic Feet, Cup(s), Curie(s), Drop(s), Each, Gallon(s), Liter(s), Mil CBF, Milcurrie(s), Other, Ounce(s), Pint(s), Pound(s), Quart(s), Tablespoon(s), Ton(s), Unknown

MATERIAL IN WATER INFORMATION

Amount in Water: _____ Units (choose from above list): _____
Body of Water Affected: _____
Offshore: [] Yes [] No River Mile Marker: _____
Tributary of: _____
Water Supply Contaminated: [] Yes [] No [] Unknown
Water Temperature: _____ Units: [] Fahrenheit [] Celsius
Wave Condition: [] Calm [] Smooth [] Slight [] Moderate
[] Rough [] Very Rough [] High [] Very High
[] Precipitous [] Confused
Speed: _____ Units: [] Knots [] MPH Direction: _____ (E, ESE, etc.)

SHEEN INFORMATION

Sheen Length: _____ Units: _____ (in feet, inches, yards, miles, meters, or kilometers)

Sheen Width: _____ Units: _____ (in feet, inches, yards, miles, meters, or kilometers)

Color*: _____ Odor Description: _____
* Choose from Barely Discernible, Brown, Dark Brown, Dark Black, Light Brown, Light Black, Rainbow, Silvery, Yellowish Brown, Unknown, Other, Reddish, Whitish, Bluish, Faint Colors.

Direction of Movement: _____ (E, ESE, etc.)

IMPACT INFORMATION

Medium Affected: [] Air [] Land [] Subsurface [] Water
[] Rail Report [] Soil [] Ballast
[] Unknown [] Other: _____
Detailed Medium Information_____

Fire? [] Yes [] No [] Unknown	Fire Extinguished? [] Yes [] No [] Unknown
Injuries? [] Yes [] No [] Unknown	Number of Injuries?
Fatalities? [] Yes [] No [] Unknown	Number of Fatalities?
Evacuations? [] Yes [] No [] Unknown	Number of Evacuations?
Damages? [] Yes [] No [] Unknown	Damage in Dollars:
Road Closed? [] Yes [] No [] Unknown	Road:
Track Closed? [] Yes [] No [] Unknown	Track:
Air Corridor Closed? [] Yes [] No [] Unknown	Air Corridor:
Waterway Closed? [] Yes [] No [] Unknown	Waterway:
Community Impact Due to Material [] Yes [] No	Media Interest: [] High [] Medium [] Low [] None

WEATHER INFORMATION

Weather Conditions: []Foggy [] Overcast [] Rainy [] Sleeting
[] Snowy [] Sunny [] Clear [] Partly Cloudy
[] Unknown [] Other:_____
Air Temperature: _____ Units: [] Fahrenheit [] Celsius
Wind Speed: _____ Units: [] Knots [] MPH
Wind Direction: _____ (E, ESE, etc.)

REMEDIAL ACTION INFORMATION

Remedial Action Taken: _____
_____
_____
(Use additional paper if necessary, and attach to this form.)
Release Secured? ☐Yes ☐No ☐Unknown
Duration of Release? _____ (in seconds, minutes, hours, days, weeks, months, years)

Rate of Release? _____ (in seconds, minutes, hours, days, weeks, months, years)

ADDITIONAL AGENCY INFORMATION
Federal Agency Notified: _____ State / Local Agency Notified: _____ State / Local Agency On-Scene: _____ State Agency's Report Number: _____
ADDITIONAL INFORMATION

2.2 Texas Notification Requirements

According to Title 30 §327.4 Reportable Quantities:

(a) Hazardous substances. The reportable quantities for hazardous substances shall be:

(1) for spills or discharges onto land--the quantity designated as the Final Reportable Quantity (RQ) in Table 302.4 in 40 CFR §302.4; or

(2) for spills or discharges into waters in the state--the quantity designated as the Final RQ in Table 302.4 in 40 CFR §302.4, except where the Final RQ is greater than 100 pounds in which case the RQ shall be 100 pounds.

(b) Oil, petroleum product, and used oil.

(1) The RQ for crude oil and oil other than that defined as petroleum product or used oil shall be:

(A) for spills or discharges onto land--210 gallons (five barrels); or

(B) for spills or discharges directly into water in the state--quantity sufficient to create a sheen.

(2) The RQ for petroleum product and used oil shall be:

(A) except as noted in subparagraph (B) of this paragraph, for spills or discharges onto land--25 gallons;

(B) for spills or discharges to land from PST exempted facilities--210 gallons (five barrels); or

(C) for spills or discharges directly into water in the state--quantity sufficient to create a sheen.

(c) Industrial solid waste or other substances. The RQ for spills or discharges into water in the state shall be 100 pounds.

Source Note: The provisions of this §327.4 adopted to be effective May 23, 1996, 21 TexReg 4228.

2.2.1 Railroad Commission of Texas (RRC)

For reporting to the RRC, hazardous liquid spill reporting requirements include the following[4]:

*Pipeline operators must report accidents on intrastate hazardous liquid pipelines reportable under 49 CFR Sections 195.50 and195.52 and Chapter 8 by telephone **within two hours** and the required written report **filed within thirty (30) days**. Call the 24-hour emergency phone number (512) 463-6788 to report an accident. For your convenience this priority phone line is used only to report emergencies.*

Table 7: Texas Railroad Commission - Oil and Gas Division District Offices

DIST	DIRECTOR	PHONE#	FAX#	ADDRESS	CITY, ZIP
01 & 02[5]	Tom Melville	210-227-1313	210-227-4822	115 E Travis St Ste 1610	San Antonio 78205-1689

[4] *From http://www.rrc.state.tx.us/safety/pipeline/accident.php*
[5] *San Antonio District Office – applies to EOG Resources facilities.*

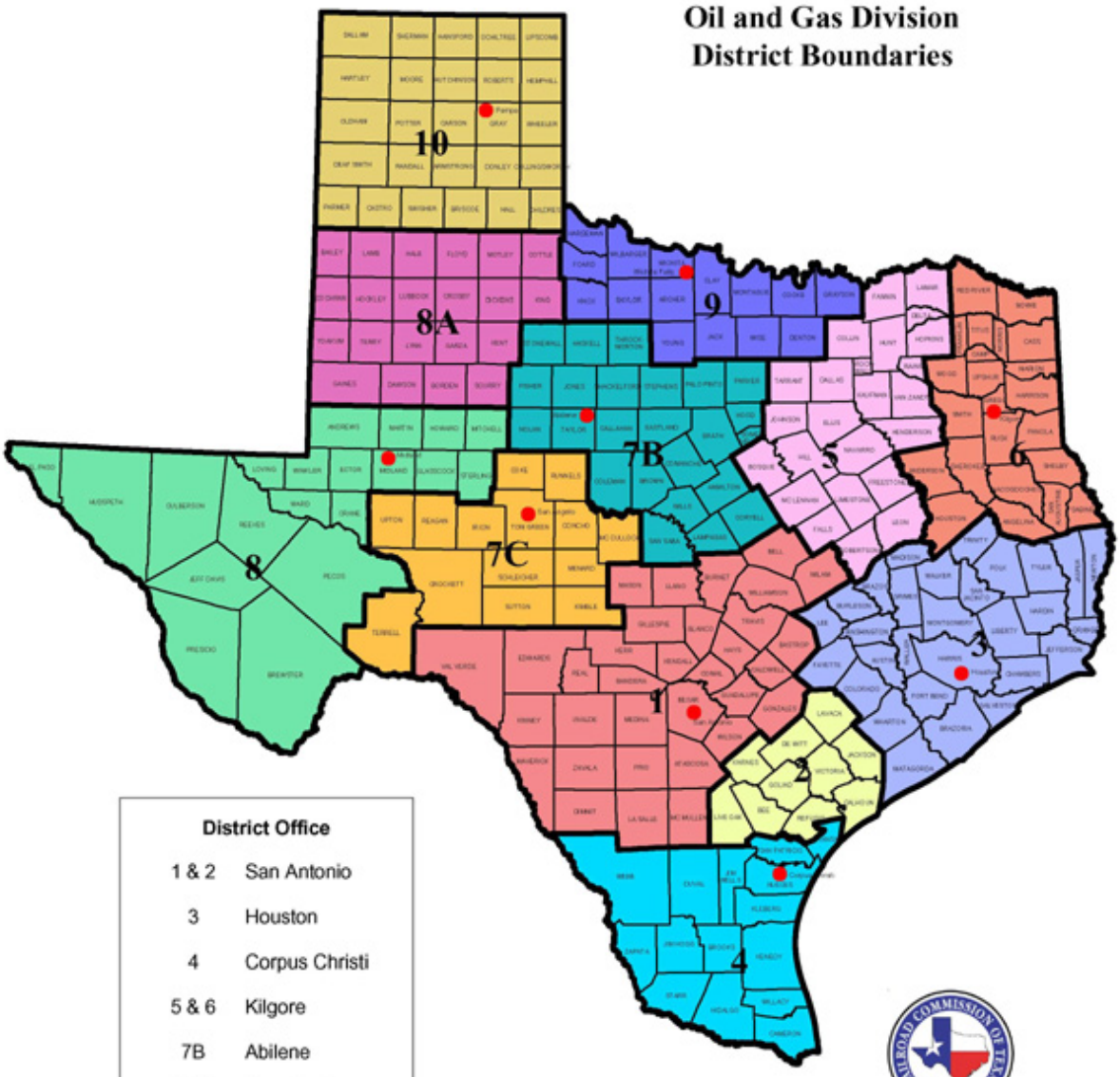
DIST	DIRECTOR	PHONE#	FAX#	ADDRESS	CITY, ZIP
03	Ron Smelley	713-869-5001	713-869-9621	1706 Seamist Dr Ste 501	Houston 77008-3135
04	Fermin Munoz, Jr.	361-242-3113	361-242-9613	10320 IH 37 Mailing Address: P O Box 10307	Corpus Christi 78460-0307
05 & 06	Michael O'Quinn	903-984-3026	903-983-3413	619 Henderson Blvd	Kilgore 75662-5998
7B	Joe Cress	325-677-3545	325-677-7122	3444 N. First St., Ste. 600	Abilene 79603
7C	Barry Wood	325-657-7450	325-657-7455	622 S. Oakes St., Ste. J	San Angelo 76903
08 & 8A	Santos Gonzales	432-684-5581	432-684-6005	Conoco Towers 10 Desta Dr. Suite 500E	Midland 79705
09	Walter Gwyn	940-723-2153	940-723-5088	5800 Kell Blvd	Wichita Falls 76310
10	Lindsay Patterson	806-665-1653	806-665-4217	201 W Foster Mailing Address: P O Box 941	Pampa 79065 79066-0941

Table 8: Oil and Gas Division Austin Office

1701 North Congress Avenue Austin , Texas 78701	**P.O. Box 12967 Austin , Texas 78711-2967**
(877) 228-5740 (TDD) (800) 735-2989	

TITLE	NAME	PHONE#	FAX#
Director	**Vacant**	(512) 463-6810	(512) 463-7005
Deputy Director	Gil Bujano	(512) 463-6821	(512) 463-6780
Assistant Director Administrative Compliance	Vacant		(512) 936-6612 (512) 463-6955
Assistant Director - Site Remediation	William Miertschin	(512) 463-6765	(512) 463-2388
Deputy Director	Ramon Fernandez	(512) 463-6830	(512) 463-7328
Publications/Oil and Gas Forms		(512) 463-6882	
24 Hour Emergency		(512) 463-6788	

TEXAS OIL AND GAS DISTRICT BOUNDARIES



District Office	
1 & 2	San Antonio
3	Houston
4	Corpus Christi
5 & 6	Kilgore
7B	Abilene
7C	San Angelo
8 & 8A	Midland
9	Wichita Falls
10	Pampa

2.2.2 Texas Commission on Environmental Quality (TCEQ)

The threshold quantity that triggers the requirement to report a spill is called the reportable quantity (RQ). The RQ depends on the substance released and where released. Use Table 9, below, to determine whether you must report and under what rule.

In Texas, upon determining that a reportable discharge or spill has occurred, the responsible person must notify the state. The reportable quantity depends on the type of substance released and where released (e.g. into water vs. on land); different kinds of spills are subject to different provisions of state and federal rules.

The TCEQ area and regional office information is inserted following this page; a map showing the district boundaries follows.[6]

[6] *From http://www.tceq.texas.gov/publications/gi/gi-002.html*

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

AREA & REGIONAL OFFICES

TCEQ AREA OFFICES

BORDER AND PERMIAN BASIN

Region 6 El Paso • Region 7 Midland • Region 15 Harlingen • Region 16 Laredo

Area Director: David A. Ramirez
1804 W. Jefferson Ave. • Harlingen, TX 78550-5247
956-425-6010 • FAX: 956-412-5059

COASTAL AND EAST TEXAS

Region 5 Tyler • Region 10 Beaumont • Region 12 Houston • Region 14 Corpus Christi

Area Director: Donna G. Phillips
5425 Polk Ave., Ste. H • Houston, Texas 77023-1452
713-767-3659 • FAX: 713-422-8995

CENTRAL TEXAS

Region 8 San Angelo • Region 9 Waco • Region 11 Austin • Region 13 San Antonio

Area Director: Ramiro Garcia, MC 172
P.O. Box 13087 • Austin, TX 78711-3087
512-239-4481 • FAX: 512-239-4390

NORTH CENTRAL AND WEST TEXAS

Region 1 Amarillo • Region 2 Lubbock • Region 3 Abilene • Region 4 Dallas/Fort Worth

Area Director: Randy J. Ammons
5012 50th St., Ste. 100 • Lubbock, TX 79414-3426
806-796-7092 • FAX: 806-796-7107

TCEQ REGIONAL AND WATERMASTER OFFICES

1 – AMARILLO

Regional Director: Brad Jones
3918 Canyon Dr.
Amarillo, TX 79109-4933
806-353-9251 • FAX: 806-358-9545

2 – LUBBOCK

Regional Director: Jeff Bertl
5012 50th St., Ste. 100
Lubbock, TX 79414-3426
806-796-7092 • FAX: 806-796-7107

3 – ABILENE

Regional Director: Winona Henry
1977 Industrial Blvd.
Abilene, TX 79602-7833
325-698-9674 • FAX: 325-692-5869

4 – DALLAS/FORT WORTH

Regional Director: Tony Walker
2309 Gravel Dr.
Fort Worth, TX 76118-6951
817-588-5800 • FAX: 817-588-5700

Stephenville Office
(Concentrated Animal Feeding Operations)
580 W. Lingleville Rd., Ste. D
Stephenville, TX 76401-2209
254-965-9200 or 800-687-7078

5 – TYLER

Regional Director: Leroy Biggers
2916 Teague Dr.
Tyler, TX 75701-3734
903-535-5100 • FAX: 903-595-1562

6 – EL PASO

Regional Director: Lorinda Gardner
401 E. Franklin Ave., Ste. 560
El Paso, TX 79901-1212
915-834-4949 • FAX: 915-834-4940

7 – MIDLAND

Regional Director: Lorinda Gardner
9900 W. IH-20, Ste. 100
Midland, TX 79706
432-563-4795 • FAX: 432-561-5512

8 – SAN ANGELO

Regional Director: Richard Garcia
622 S. Oakes, Ste. K
San Angelo, TX 76903-7035
325-655-9479 • FAX: 325-658-5431

9 – WACO

Regional Director: Patty Reeh
6801 Sanger Ave., Ste. 2500
Waco, TX 76710-7826
254-751-0335 • FAX: 254-772-9241

10 – BEAUMONT

Regional Director: Heather Feldman
3870 Eastex Fwy.
Beaumont, TX 77703-1830
409-898-3838 • FAX: 409-892-2119

11 – AUSTIN

Regional Director: Patty Reeh
2800 S. IH 35, Ste. 100
Austin, TX 78704-5700
512-339-2929 • FAX: 512-339-3795

12 – HOUSTON

Regional Director: Linda K. Vasse, P.G.
5425 Polk St., Ste. H
Houston, TX 77023-1452
713-767-3500 • FAX: 713-767-3520

13 – SAN ANTONIO

Regional Director: Richard Garcia
14250 Judson Rd.
San Antonio, TX 78233-4480
210-490-3096 • FAX: 210-545-4329

14 – CORPUS CHRISTI

Regional Director: Susan Clewis
NRC Bldg., Ste. 1200
6300 Ocean Dr., Unit 5839
Corpus Christi, TX 78412-5839
361-825-3100 • FAX: 361-825-3101

15 – HARLINGEN

Acting Regional Director: David A. Ramirez
1804 W. Jefferson Ave.
Harlingen, TX 78550-5247
956-425-6010 • FAX: 956-412-5059

Eagle Pass Office
1152 Ferry St., Ste. E & F
Eagle Pass, TX 78852-4367
830-773-5059 • FAX: 830-773-4103

16 – LAREDO

Acting Regional Director: David A. Ramirez
707 E. Calton Rd., Ste. 304
Laredo, TX 78041-3887
956-791-6611 • FAX: 956-791-6716

TEXAS WATERMASTERS

Concho Watermaster Office
622 S. Oakes, Ste. K
San Angelo, TX 76903-7035
325-481-8069 or 866-314-4894
FAX: 325-658-5431

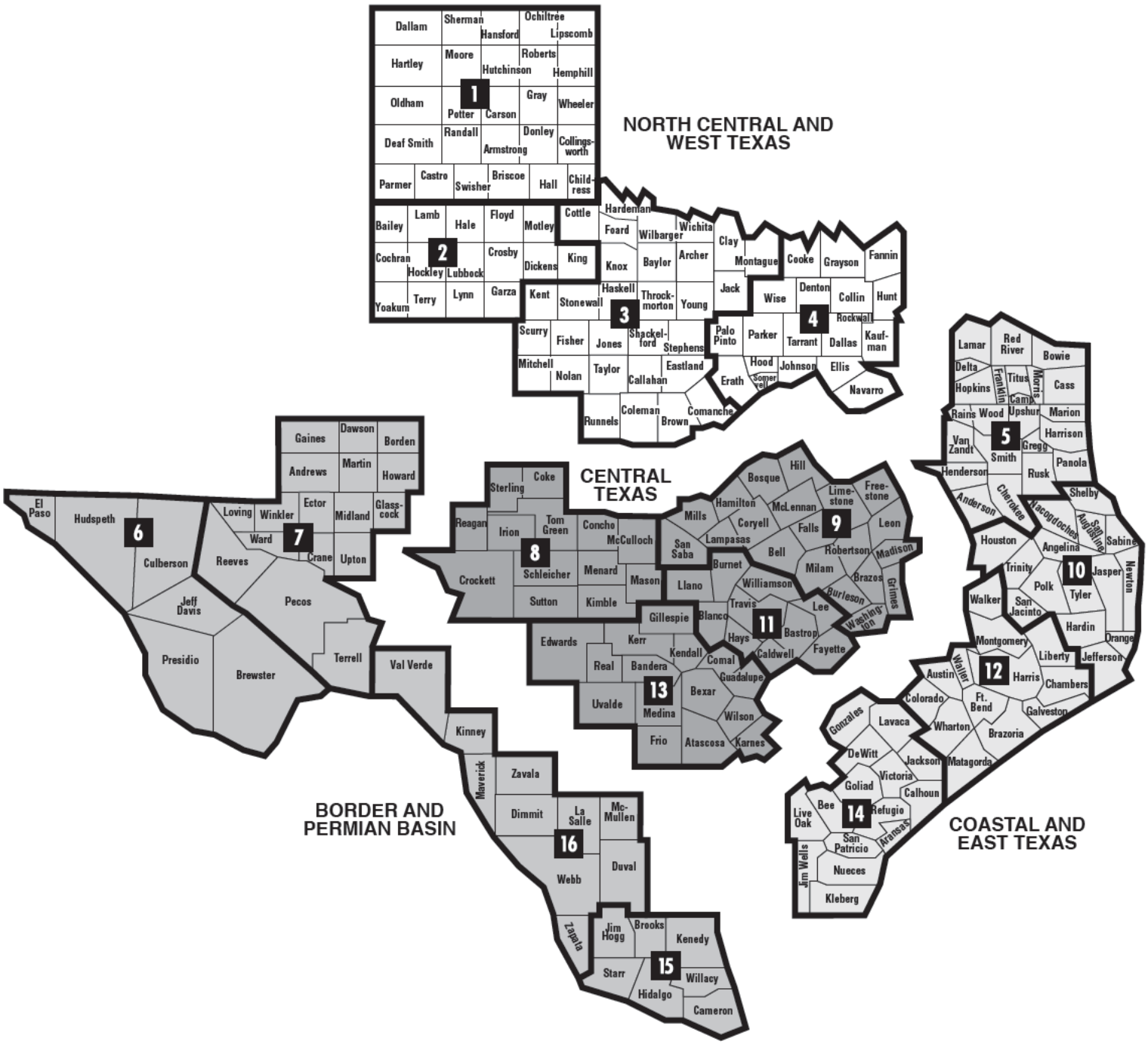
Rio Grande Watermaster Office
1804 W. Jefferson Ave.
Harlingen, TX 78550-5247
956-430-6056 or 800-609-1219
FAX: 956-430-6052

South Texas Watermaster Office
14250 Judson Rd.
San Antonio, TX 78233-4480
210-490-3096 or 800-733-2733
FAX: 210-545-4329

TCEQ rules, publications, agendas and highlights of commission meetings, and other environmental information are available on the TCEQ website at <www.tceq.texas.gov>. Add t ona reg on nformat on s ava ab e at <www.tceq.texas.gov/goto/reg ons>.

How is our customer service? Fill out our online survey at <www.tceq.texas.gov/customersurvey>.

TCEQ AREAS & REGIONS



TCEQ REGIONS

1 AMARILLO	5 TYLER	9 WACO	13 SAN ANTONIO
2 LUBBOCK	6 EL PASO	10 BEAUMONT	14 CORPUS CHRISTI
3 ABILENE	7 MIDLAND	11 AUSTIN	15 HARLINGEN
4 DALLAS/FORT WORTH	8 SAN ANGELO	12 HOUSTON	16 LAREDO

Table 9: Texas Reporting Requirements[7]

Kind Of Spill	Where Discharged	Reportable Quantity	Rule, Statute, Or Responsible Agency
Hazardous substance	Onto land	"Final RQ" in Table 302.4 in 40 CFR 302.4 (PDF)	30 TAC 327
	Into water	"Final RQ" or 100 lbs, whichever is **less**	
Any oil	Coastal waters	As required by the Texas General Land Office	Texas General Land Office
Crude oil, oil that is neither a petroleum product nor used oil	Onto land	210 gallons (five barrels)	30 TAC 327
	Directly into water	Enough to create a sheen	
Petroleum product, used oil	Onto land, from an exempt PST facility	210 gallons (five barrels)	30 TAC 327
	Onto land, or onto land from a non-exempt PST facility	25 gallons	
	Directly into water	Enough to create a sheen	
Associated with the exploration, development and production of oil, gas, or geothermal resources	Under the jurisdiction of the Railroad Commission of Texas	As required by the Railroad Commission of Texas	Railroad Commission of Texas
Industrial solid waste or other substances	Into water	100 lbs	30 TAC 327
From petroleum storage tanks, underground or aboveground	Into water	Enough to create a sheen on water	30 TAC 334.75-81
From petroleum storage tanks, underground or aboveground	Onto land	25 gallons or equal to the RQ under 40 CFR 302	30 TAC 327
Other substances that may be useful or valuable and are not ordinarily considered to be waste, but will cause pollution if discharged into water in the state	Into water	100 lbs	30 TAC 327

[7] *From http://www.tceq.texas.gov/response/spill_rq.html*

2.2.3 Texas General Land Office (TGLO)

As the EOG Resources facilities covered in this Plan are not located along the Texas coastline, TGLO compliance requirements are not included herein.

2.3 Federal Reporting Requirements

2.3.1 National Response Center (NRC)

The primary function of the National Response Center is to serve as the sole national point of contact for reporting all oil, chemical, radiological, biological, and etiological discharges into the environment anywhere in the United States and its territories. In addition to gathering and distributing spill data for Federal On-Scene Coordinators and serving as the communications and operations center for the National Response Team, the NRC maintains agreements with a variety of federal entities to make additional notifications regarding incidents meeting established trigger criteria. The NRC also takes Terrorist/Suspicious Activity Reports and Maritime Security Breach Reports. Details on the NRC organization and specific responsibilities can be found in the National Oil and Hazardous Substances Pollution Contingency Plan while a simplified discussion of NRC tasking is outlined below.

The NRC is staffed by Coast Guard personnel who maintain a 24 hour per day, 365 day per year telephone watch. NRC Watch Standers enter telephonic reports of pollution incidents into the Incident Reporting Information System (IRIS) and immediately relay each report to the pre-designated Federal On-Scene Coordinator (FOSC). The IRIS system was designed and developed by the Space and Naval Warfare Systems Center Charleston, National Capital Region and is central to all NRC operations. The NRC also provides emergency response support to the FOSCs and has the ability to quickly place them in direct contact with expert technical support centers if needed.

The NRC should be the first call made in reporting a spill. While the NRC functions as a means of reporting to all other agencies, it is the responsibility of EOG Resources to ensure that all appropriate agencies have been notified.

2.3.2 Department of Transportation/Pipeline and Hazardous Materials Safety Administration (DOT/PHMSA)

Although the pipeline systems covered under this Plan are exempt from 49 CFR §195 DOT regulation, they do fall under the requirements of 40 CFR §194. As such, all accidents must be reported to the NRC, as discussed above. The DOT regulations are as follows:

> ***§195.50 Reporting accidents***
>
> *An accident report is required for each failure in a pipeline system subject to this part in which there is a release of the hazardous liquid or carbon dioxide transported resulting in any of the following:*
>
> *(a) Explosion or fire not intentionally set by the operator.*
>
> *(b) Release of 5 gallons (19 liters) or more of hazardous liquid or carbon dioxide, except that no report is required for a release of less than 5 barrels (0.8 cubic meters) resulting from a pipeline maintenance activity if the release is:*
>
> *(1) Not otherwise reportable under this section;*
>
> *(2) Not one described in §195.52(a)(4);*
>
> *(3) Confined to company property or pipeline right-of-way; and*
>
> *(4) Cleaned up promptly;*
>
> *(c) Death of any person;*

(d) Personal injury necessitating hospitalization;

(e) 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.

[Amdt. 195-22, 46 FR 38360, July 27, 1981, as amended by Amdt. 195-39, 53 FR 24950, July 1, 1988; Amdt. 195-45, 56 FR 26925, June 12, 1991; Amdt. 195-52, 59 FR 33396, June 28, 1994; Amdt. 195-63, 63 FR 37506, July 13, 1998; Amdt. 195-75, 67 FR 836, Jan. 8, 2002]

§195.52 Immediate notice of certain accidents

(a) Notice requirements. At the earliest practicable moment following discovery of a release of the hazardous liquid or carbon dioxide transported resulting in an event described in §195.50, the operator of the system must give notice, in accordance with paragraph (b) of this section, of any failure that:

(1) Caused a death or a personal injury requiring hospitalization;

(2) Resulted in either a fire or explosion not intentionally set by the operator;

(3) Caused estimated property damage, including cost of cleanup and recovery, value of lost product, and damage to the property of the operator or others, or both, exceeding $50,000;

(4) 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

(5) In the judgment of the operator was significant even though it did not meet the criteria of any other paragraph of this section.

(b) Information required. Each notice required by paragraph (a) of this section must be made to the National Response Center either by telephone to 800-424-8802 (in Washington, DC, 202-267-2675) or electronically at http://www.nrc.uscg.mil and must include the following information:

(1) Name, address and identification number of the operator.

(2) Name and telephone number of the reporter.

(3) The location of the failure.

(4) The time of the failure.

(5) The fatalities and personal injuries, if any.

(6) Initial estimate of amount of product released in accordance with paragraph (c) of this section.

(7) All other significant facts known by the operator that are relevant to the cause of the failure or extent of the damages.

(c) Calculation. A pipeline operator must have a written procedure to calculate and provide a reasonable initial estimate of the amount of released product.

(d) New information. An operator must provide an additional telephonic report to the NRC if significant new information becomes available during the emergency response phase of a reported event at the earliest practicable moment after such additional information becomes known.

[75 FR 72907, Nov. 26, 2010]

2.3.3 Environmental Protection Agency (EPA)

According to 40 CFR 110.3:

§110.3 Discharge of oil in such quantities as "may be harmful" pursuant to section 311(b)(4) of the Act

For purposes of section 311(b)(4) of the Act, discharges of oil in such quantities that the Administrator has determined may be harmful to the public health or welfare or the environment of the United States include discharges of oil that:

(a) Violate applicable water quality standards; or

(b) Cause a film or sheen upon or discoloration of the surface of the water or adjoining shorelines or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines.

[61 FR 7421, Feb. 28, 1996]

The EPA has established requirements to report spills to navigable waters or adjoining shorelines. EPA has determined that discharges of oil in quantities that may be harmful to public health or the environment include those that:

- Violate applicable water quality standards;
- Cause a film or "sheen" upon, or discoloration of the surface of the water or adjoining shorelines; or
- Cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines.

Any person in charge of vessels or facilities that discharge oil in such quantities is required to report the spill to the federal government. EPA provides several exemptions from the oil spill reporting requirements.

The requirement for reporting oil spills stems from the Discharge of Oil Regulation, known as the "sheen rule." Under this regulation, oil spill reporting does not depend on the specific amount of oil spilled, but on the presence of a visible sheen created by the spilled oil. EOG Resources has determined that their individual facilities require Spill Prevention, Control, and Countermeasure (SPCC) Plans, but are not required to an EPA Facility Response Plan. Refer to the facility-appropriate EOG Resources SPCC Plan for reporting information.

2.3.4 Occupational Safety & Health Administration (OSHA)

OSHA's Hazardous Waste Operations and Emergency Response Standard (HAZWOPER) applies to five distinct groups of employers and their employees. This includes any employees who are exposed or potentially exposed to hazardous substances -- including hazardous waste -- and who are engaged in one of the following operations as specified by 29 CFR 1910.120(a)(1)(i-v) and 1926.65(a)(1)(i-v):

- Clean-up operations -- required by a governmental body, whether federal, state, local, or other involving hazardous substances -- that are conducted at uncontrolled hazardous waste sites;
- Corrective actions involving clean-up operations at sites covered by the Resource Conservation and Recovery Act of 1976 (RCRA) as amended (42 U.S.C. 6901 et seq.);
- Voluntary clean-up operations at sites recognized by federal, state, local, or other governmental body as uncontrolled hazardous waste sites;
- Operations involving hazardous wastes that are conducted at treatment, storage, and disposal facilities regulated by Title 40 Code of Federal Regulations Parts 264 and 265 pursuant to RCRA, or by agencies under agreement with U.S. Environmental Protection Agency to implement RCRA regulations; and
- Emergency response operations for releases of, or substantial threats of releases of, hazardous substances regardless of the location of the hazard.

HAZWOPER training is required per 29 CFR 1910.120(E), and is described in the Training section of this document.

All employers must report any workplace incident to OSHA within eight hours after the death of any employee from a work-related incident or the in-patient hospitalization of three or more employees. Employers must orally report the fatality/multiple hospitalization by telephone or in person to the Area OSHA office that is nearest to the site of the incident. Employers may also use the OSHA toll-free central telephone number, 1-800-321-OSHA (1-800-321-6742).[8]

[8] *From http://www.dol.gov/compliance/guide/osha.htm*

Table 10: Texas and Federal Telephone Notification Log[9]

Date of Incident: _____ Description of Incident: _____

AGENCY	PHONE #	NAME OF PERSON TAKING REPORT	DATE/TIME	CASE # (If provided)	NAME OF PERSON MAKING REPORT
NRC	800-424-8802				
EPA Region VI Spill Hotline.	866-372-7745 (866-EPA-SPILL)				
OSHA (National Toll-Free Number)	800-321-6742 (1-800-321-OSHA)				
OSHA, Regional Office (Dallas)	214-767-4731				
U.S. Fish and Wildlife Service, Resident Agent in Charge (San Antonio)	210-681-8419				
U.S. Army Corps of Engineers – Southwestern Division (Dallas, TX)	469-487-7007				
FBI – San Antonio Field Office/Division	210-225-6741				
TCEQ – SERC (State Emergency Response Commission)[10]	800-832-8224* 512-463-7727				
RRC, District Office	1-210-227-1313 512-463-6788***				
TX Dept. of Public Safety – Division of Emergency Management	512-424-2138** 512-424-2000				
TX Parks & Wildlife Dept. – Kills and Spills Team	512-389-4848***				
Texas State Fire Marshall	1-800-578-4677				
San Antonio Fire Department	409-766-3004				

[9] *Updated as of 9/25/2011*
[10] *Since the TCEQ is part of the SERC, reporting a spill to the State's spill reporting hot line, 1-800-832-8224, constitutes reporting to the SERC.*

AGENCY	PHONE #	NAME OF PERSON TAKING REPORT	DATE/TIME	CASE # (If provided)	NAME OF PERSON MAKING REPORT
City of San Antonio – Office of Emergency Management	210-206-8580 Fax: 210-206-8570				
RCC Regional Office	512-463-7058				
Local Sheriff/Police	See Table 12				
Local Fire Department	See Table 12				
LEPC Contact List	See Table 11				

** Toll Free Number*
*** During normal business hours*
**** 24 Hour Number*

Table 11: LEPC Contact List (Chairpersons)[11]

A Local Emergency Planning Committee or LEPC, is a voluntary organization that is established in an Emergency Planning District designated by the State Emergency Response Commission (SERC). Most Texas counties have a single LEPC; however, some counties have multiple LEPCs that serve individual cities or communities in that county.

Both SERC and LEPCs were established to meet the requirements of the federal Emergency Planning and Community Right-to-Know Act (or EPCRA, also known as the Superfund Amendments and Reauthorization Act (SARA), Title III) for emergency response planning. LEPCs are required to receive the annual Texas Tier Two (Chemical Inventory) Reports from facilities in their jurisdictions. LEPCs may also request additional hazardous chemical information from facilities for emergency planning purposes.

COUNTY	CONTACT INFORMATION
Atascosa	The Honorable Diana Bautista One Courthouse Circle Dr. #101 Jourdanton, TX 78026 Telephone: 830-769-3093 Email: atascosacountyjudge@awesomenet.net
Gonzales	The Honorable David Bird 414 St. Joseph St., #200 Gonzales, TX 78629 Telephone: 830-672-2327 Email: countycourt@gvec.net
Karnes	Mr. Felipe Leal 303 W. Main Kenedy, TX 78119 Telephone: 830-583-2225 Email: flea11@sbcglobal.net
La Salle	The Honorable Joel Rodriguez, Jr. 101 Courthouse Square Cotulla, TX 78014 Telephone: 830-879-4430 Email: jrodjr@excite.com
McMullen	The Honorable Linda Lee Henry P.O. Box 237 Tilden, TX 78072 Telephone: 361-274-3341 Email: judge@granderiver.net
Wilson	Ms. LeAnn Hosek 800 10th St., Bldg. B Floresville, TX 78114 Telephone: 830-393-8351 Email: leannema@felpsis.net

[11] *From http://www.txdps.state.tx.us/dem/CouncilsCommittees/lepc/lepcchair.pdf, list dated December, 2011*

Table 12: Local Police and Fire Departments (as of 12/2011)

For an emergency, always dial 911 first

COUNTY	POLICE	FIRE
Atascosa	Atascosa County Sheriff's Office 1108 Campbell Avenue Jourdanton, TX 78026 830-769-3434	Jourdanton Volunteer Fire Department 1201 Campbell Avenue Jourdanton, TX 78026 830-769-2384
	Jourdanton Police Department 1212A Simmons Avenue Jourdanton, Texas 78026 830-769-2241	
	Lytle Police Department 14916 Main St Lytle, Texas 78052 830-709-3692	Primrose Volunteer Fire Department 25 Primrose Lane Poteet, TX 78065 830-276-8277
	Pleasanton Police Department 704 W Oaklawn Rd Pleasanton, Texas 78064 830-569-5544	
	Poteet Police Department 412 Fifth St Poteet, Texas 78065 830-276-3815	Pleasanton Volunteer Fire Department 219 W Hunt Street Pleasanton, TX 78064 830-569-2813
Gonzales	Gonzales County Sheriff's Office 1713 East Sarah DeWitt Dr Gonzales, Texas 78629 830-672-6524 Gonzales Police Department 716 St Paul St Gonzales, Texas 78629 830-672-8686 Waelder Police Department Hwy 90 Waelder, Texas 78959 Non-emergency: 830-788-7270	City of Gonzales Fire Department 411 Saint Lawrence Street Gonzales, TX 78629 830-672-6467
		Belmont Volunteer Fire Department PO Box 945 Belmont, TX 78604 830-424-3400
		Nixon Volunteer Fire Department 209 N Congress Avenue Nixon, TX 78140 830-582-2299
		City of Smiley Volunteer Fire Department 208 FM 108 N Smiley, TX 78159 830-587-6220
		Waelder Volunteer Fire Department 314 HWY 90 W Waelder, TX 78959 830-788-7331

COUNTY	POLICE	FIRE
Karnes	Karnes County Sheriff's Office 113 N Panna Maria Ave Karnes City, Texas 78118 830-780-3931	Falls City Volunteer Fire Department 105 W. Terrell Street Falls, City, TX 78113 830-254-3211
	Karnes City Police Department 314 E Calvert Karnes City, Texas 78118 830-780-2300	Karnes City Volunteer Fire Department 314 E. Calvert Avenue Karnes City, TX 78118 830-780-2320
	Kenedy Police Department 119 S 3rd St Kenedy, Texas 78119 830-583-2225	
La Salle	La Salle County Sheriff's Office 101 Courthouse Square Cotulla, Texas 78014 830-879-3041	No fire stations
McMullen	McMullen County Sheriff's Office Hwy 16 Tilden, Texas 78072 361-274-3311	No fire stations
Wilson	Wilson County Sheriff's Office 800 10th St Floresville, Texas 78114 830-393-2535	Eagle Creek Volunteer Emergency Services 11382 FM 775 Floresville, TX 78114 830-393-7283
	Floresville Police Department 800 10th St #5 Floresville, Texas 78114 830-393-4055	Poth Volunteer Fire Department 111 Railroad ST Poth, TX 78147 (830) 484-2111
	Poth Police Department 200 N Carroll Poth, Texas 78147 830-484-0281	Longhorn Volunteer Fire Department / First Responder, Inc. 9505 State Highway 123 N Stockdale, TX 78160 830-996-3025
	Wilson County Constable Pct 3 PO Box 109 Sutherland Springs, Texas 78161 Non-emergency: (830)391-4319	Stockdale Volunteer Fire Department 111 123 HWY Stockdale, TX 78160 830-996-1383

Table 13: Medical Facilities (as of 12/2011)

MEDICAL FACILITIES	CITY	ADDRESS / PHONE NUMBER
Otto Kaiser Memorial Hospital	Kenedy (Karnes County)	3349 S Highway 181 Kenedy, TX 78119 (830) 583-3401
Wilson County Memorial Hospital	Floresville (Wilson County)	499 10th Street Floresville, TX 78114 (830) 393-1300
South Texas Regional Medical Center	Jourdanton (Atascosa County)	1905 Hwy 97 East Jourdanton, TX, 78026 (830) 769-3515
Memorial Hospital – Gonzales	Gonzales (Gonzales County)	1110 Sarah DeWitt Drive Gonzales, Texas 78629 (830) 672-7581

Table 14: Media[12] (as of 12/2011)

MEDIA[13]	CITY	NUMBER
TELEVISION[14]		
WOAI (Channel 4)	San Antonio	General: 210-226-4444 News Tips: 210-226-5665
RADIO		
Local Primary (LP) -1 WOAI AM 1200	San Antonio	210-736-9700 Listener Line: 210-737-1200
LP-2 KKYX AM 680	San Antonio	210-615-5400 Listener Line: 210-470-5599
KTRH	Houston	Studio: 713-212-KTRH News Tips (24/7): 281-214-0440
National Weather Service (NWS) WXK-67 VHF 162.55	San Antonio	NOAA – New Braunfels: 830-606-3617

[12] The stations listed in this table are included in the Texas State Emergency Alert System (EAS) Plan
[13] Telecommunication, in particular the EAS, is regulated by 47 CFR §11
[14] The Emergency Alert System – Texas State Plan, and local plans including one for San Antonio, can be found at http://www.tab.org/emergency-systems/EAS/

Section 3 Spill Detection and On-Scene Spill Mitigation Procedures

3.1 Methods of Initial Discharge Detection

Most discharges would be detected by a resulting increase or decrease in operating pressures as monitored by the SCADA system. Once an emergency condition has been recognized, the affected pipeline system would be shut down and isolated. Alternately, discharges could be detected by routine aerial surveys or by third parties such as residents near the pipeline or government agencies. (b) (7)(F) [redacted] or calculation of a WCD, it was assumed that a 15-minute reaction time would lapse before system shutdown.

3.2 Product Loss

Product loss is usually detected by routine over/short determinations. Regularly the line may indicate a small loss and then a reasonable gain to offset the loss. These fluctuations are normally attributed to pressure variations affecting "line pack" or caused by minor metering variances. Consistent loses of a small magnitude (+/-0.5%) can possibly be attributed to meter variance or a small line leak. The Measurement Department should be informed of these situations or the operator may, in good judgment, shut down the line to monitor the pressure in order to eliminate the suspicion of a leak.

However, a sudden sizable imbalance on the loss side, indicating a potential leak, will trigger an alarm to field personnel. The following steps should then be initiated:

1. Notify Supervisor as appropriate.
2. Check pressure and flow data at points along pipeline where data is available to possibly determine size and general locations (line segment) of product loss.
3. If shortage cannot be explained, arrange for orderly shutdown of the line to hold the pressure above vapor pressure. If a leak is suspected, treat as an emergency condition and proceed with appropriate procedures from Section 5, "Emergency Procedures".
4. The line should not be restarted until the problem has been pinpointed and corrected.
5. Document incident in operator's log or by separate report.

3.3 Product Loss – Procedure for Pipeline Operators

3.3.1 Detected by Volume Check and/or Rate In vs. Out

1. Notify immediate Supervisor.
2. Under coordination of Measurement Foreman, secure meter readings or tank gauges every few minutes to explain imbalance.
3. If shortage cannot be reconciled or explained, shut the pipeline down immediately, cooperating with the Measurement Foreman. Monitor pipeline pressures after shutdown.
4. Keep immediate Supervisor and others advised as appropriate.
5. Do not start pipeline and/or station back up until the problem has been identified and solved.
6. Document with details in operations log.

3.3.2 Detected by Visual Means or Notification by Others

It is assumed that a significant leak should be treated as an emergency. If the loss of product is minimal:

1. Notify Measurement Foreman and immediate Supervisor. Give details of leaks, so that others can be notified as appropriate.
2. Isolate the part of the system from which the product is observed to be escaping. Shutdown the facility if necessary to control leakage.
3. Eliminate sources of ignition.
4. Do what can be done to minimize loss. For example, isolate the problem to the smallest line segment possible then vent remaining pressure in safe manner.
5. Do what is possible to disperse vapor from sources of ignition and work areas.
6. Notify others nearby who might be endangered by the escaping product.
7. Secure surrounding property so as to exclude unauthorized personnel and/or the public from the affected area.
8. Stay out of the affected area unless you have business there and can perform duties in a safe manner.

Do not start the pipeline or station back up until the points of escaping product have been secured, the leakage repaired in accordance with applicable procedures, the area thoroughly checked for flammable vapors, and the entire installation brought back to normal conditions.

9. Keep immediate Supervisor and/or Measurement Foreman advised of activities as currently as possible
10. Document details in operations log or by separate report.

3.4 Pipeline Leak Detection

3.4.1 Minimal Leak

A minimal leak is a loss of product that does not pose an immediate hazard to people or property. Such leaks are usually too small to detect by pressure or flow variations. They are usually observed by field staff or reported by others. Leaks should be reported to the Measurement or Pipeline Foreman. The operator shall log leaks.

Initially, leaks reported by others should be treated as an emergency, since it is important that an EOG Resources employee, capable of accessing the size of the leak and the potential hazard, be directed to the leak site in a timely manner. Upon arrival at the leak site, the employee should investigate the cause and size of the leak and advise the control center as to whether the leak should continue to be treated as an emergency (see Section 5) or downgraded to an abnormal condition.

3.5 Suspected Leak

3.5.1 Line Balance & Instantaneous Volumetric Flow Rate Check

A line balance is a periodic check of product volume measured into the line compared to the volume delivered from the line. A shortage can usually be traced to measurement inaccuracies. However, the possibility of a leak should always be investigated by:

1. Checking calculations.
2. Making additional line balances.
3. Contact Field Production Operations with back-up measurement and using their measurement to verify line balance or Company metering problems.
4. Checking pressure and flow data for changes that might support suspicion of leak.

a. Total flow rate into the pipeline system compared to total flow fate out of the system is useful in verifying line integrity (instantaneous volumetric flow rate check).

If a shortage cannot be reconciled or explained, shut the pipeline down immediately in an orderly manner. Monitor pressures after shutdown. The problem should be reported to the Supervisor for further investigation.

3.5.2 Pressure/Flow Variations

In a closed pipeline, the difference in pipeline pressure between two points establishes the flow rate in that segment of the line. Under steady state operating conditions, pipeline pressures and flow rates are directly related. Should a change be noted in a pipeline pressure, the normal cause is a change in operations, such as:

- There is a change in a valve position.
- A pump is started or stopped.
- An unknown restriction occurs (example, dirt in a strainer).
- Product with a different gravity enters the pump (the pressure developed by a centrifugal pump depends on the gravity of the fluid).

If there is no explanation for the pressure change (and resulting flow change), then there may be a leak. A leak would involve a change of flow and pressure.

The rate of change of pressure or flow may be a clue to the cause of the change. For this reason, trend charts are helpful in both detecting and locating a leak. If, after checking operational possibilities a leak cannot be ruled out, report this fact to the Supervisor.

3.5.3 Indications of a Break

Where pressure and flow changes are large enough to cause a deviation alarm (i.e., a significant change from steady state operating conditions), or sudden loss of pressure to the vapor pressure of the product at line conditions, a line break may be indicated. The changes noted below could be expected to follow a line break, assuming that the operating pumps remain on line:

At the first pump station upstream from the leak:

- Flow rate would increase.
- Discharge, case, and suction pressures would be reduced if the station was not “controlling” on suction or discharge pressures.
- If the station was controlling on discharge pressure, the discharge pressure may not reduce; however, the suction and case pressures would reduce. If the condition continued until the station was no longer controlling on discharge pressure, the discharge pressure would then be reduced.
- If the station was controlling on low suction pressure, the suction pressure may not reduce; however, the discharge pressure would reduce. The case pressure would be reduced by the loss in pump head at the increased flow rate.

At the first pump station downstream from the leak:

- Flow rate would decrease.
- Suction, case, and discharge pressures would be reduced if the station was not controlling on low suction pressure.
- If the station was “controlling” or throttling on low suction pressure, the suction pressure would not necessarily reduce due to reduction in flow, but discharge pressure would reduce due to control valve closing to hold the suction at control point.

Generally speaking, the pressure and flow at meter stations under flow control or pump stations controlling on suction pressure upstream from a break will be affected less than those on the down stream side. The station immediately would have a noticeable fluctuation of downstream pressures. Obviously, a line break would be an emergency condition, to be reported to the Supervisor immediately. After the initial report, a further check of the data may assist in locating which segment of the line is most likely to contain the break.

EOG Resources' spill response objectives are to:

- Assure safety of public and personnel.
- Reduce the magnitude of the spill.
- Prevent spills from entering navigable waterways (if possible).
- Minimize damage to the environment.
- Prevent untrained personnel from contact with hazards associated with oil spills.
- Lessen the severity of spills by immediate response actions.

Should an emergency condition exist, EOG Resources personnel will first act to control the source of the release. The pipeline system will be shut down. Additionally, pipeline isolation valves will be closed to isolate line sections by EOG Resources personnel. EOG Resources personnel will then investigate the potential location of the release by visual observation. Should a release be confirmed, the operator will assess the release for notification and mitigation requirements.

Mitigation of an oil spill includes responding to an oil spill emergency in a logical order to prevent further damage. Guidelines for mitigation during an oil spill response, along with mitigation methods which may be useful for EOG Resources personnel for oil spill response, are presented in this section.

EOG Resources personnel responsibilities during initial mitigation/response actions will be directed by the QI or the QI's designee. Initial response operations will be directed in accordance with incident command system structure shown in Figure 14: ICS Structure until the QI arrives.

The Pipeline Foreman will direct the response of operations personnel and coordinate the acquisition and utilization of equipment, instruments, tools and material required in order to properly respond to a particular emergency condition.

EOG Resources personnel will provide initial mitigation and response activities. Should additional resources be necessary to contain and clean up the releases, the QI will notify one of the OSRO contractors listed in Section 5.

3.6 Oil Spill Planning Volumes

Based on the calculations provided in Section 1.4.2 of this FRP, Table 15: Oil Spill Planning Volumes presents the volumes of persistent and non-persistent oils that may potentially be discharged from the EOG Resources Products facilities:

Table 15: Oil Spill Planning Volumes

Response Zone	Worst Case Discharge (bbls)
Zone 1	(b) (7)(F)

3.7 Mitigation Guidelines

Mitigation procedures presented herein represent guidelines for mitigation. Each oil spill response will consider specific factors during the event to determine the actual sequence of response activities. Also, some of the mitigating impacts listed in the following sections may be conducted by on-site personnel. However, the guidelines presented suggest a logical sequence to mitigation of oil spills. Notification procedures are found in Notification Procedures and are not present in the following sequences.

Specific spill mitigation procedures are prioritized below for anticipated spill scenarios.

3.7.1 Piping Rupture

Piping ruptures could occur in a variety of situations at EOG Resources Inc. facilities. The primary mitigation procedure is to contain the spill as effectively as possible. For spills outside of containment areas the following sequence of mitigation actions must be taken.

1. Radio or telephone operations to turn pump off and discontinue operations.
2. Manually shut off piping block valves adjacent to the rupture, in both directions.
3. Oil spilled may be traveling simultaneously in different directions. The mitigation activities will prioritize actions to protect the following objects (in order of precedence): Waterways, wetlands or marshes, drainage canals, ditches, drains, sewage systems, pipe and cable conduits, and neighboring soils.
4. Additionally, the response personnel must take precautions to confine oil spills to EOG Resources Inc. properties, if possible. The oil spill mitigation activities include construction of earthen dams, material dams, sorbent use, or diversion construction.
5. Contract personnel will construct additional engineered dikes, if necessary. Contract personnel duties will include sorbent use and recovery, spill containment, spill recovery, and media cleanup.
6. Response personnel will coordinate with contract personnel about cleanup and disposal of wastes generated.

3.7.2 Piping Leak

Piping leaks may be identified at valves, fittings, and connections. The severity of a leak may not initially indicate that large quantities of oil will escape, however, operation shutdown is necessary to prevent an increase in leakage that could pose a significant threat of an oil spill. Mitigation and notification procedures must be followed to reduce the significant threat of discharge. (See Piping Rupture procedures previously presented).

If a piping leakage occurs, it is likely that maintenance personnel can correct the problem in a timely manner to minimize the amount of leakage. The location of the leak will be observed after resuming the transfer operation

3.7.3 Fires and Explosions

EOG Resources personnel are trained on proper shutdown procedures to prevent fires and explosions. Should fires and/or explosions occur, EOG Resources personnel are trained for those specific events. In the event of fires and explosions oil spill mitigation becomes the response team's secondary goal. The primary goal is to reduce the imminent threat to the health and safety of the public and employees.

EOG Resources maintains an emergency procedures manual that will be followed in the event of a fire and/or explosion. Once the threat of fire and explosion is reduced, oil spill mitigation can be conducted using appropriate methods described previously in this subsection.

3.7.4 Equipment Failure

In the event that equipment associated with transfer operations fails, transfer operations will cease until necessary repairs are made. Equipment failure can include inoperable valves, electrical controls, and

pumps. EOG Resources has redundant equipment and controls that can be used for mitigating oil spills due to equipment failure. The following discussion addresses the additional equipment.

Electrical control panels may cause problems such as pumps not responding to switches. A master control switch is associated with each electrical panel that controls the electrical supply to the panel and the pumps. This master power control can be turned off if pumps do not respond to electrical controls.

3.8 Mitigation Methods

Figure 6: Mitigation of Oil Spill on Land, Figure 7: Mitigation by Overflow Dam, Figure 8: Mitigation by Containment, Figure 9: Mitigation by Containment and Recovery Dam, Figure 10: Mitigation for Stream / River Confluence, Figure 11: Mitigation Dam for Ditches and Streams, Figure 12: Mitigation Dam for Ditches and Streams, and Figure 13: Mitigation Dam for Ditches illustrate mitigation methods that may be useful during an oil-spill response. Response personnel will select the appropriate method to effectively mitigate an oil spill.

Information used to evaluate the correct mitigation method includes the following:

- Spill pathway.
- Size of spill.
- Rate of movement of spill.
- Type of spill.
- Available resources.
- Available personnel.
- Environmental damage potential.
- Health and Safety practices.
- Other prudent information.

3.8.1 Additional Mitigation Methods

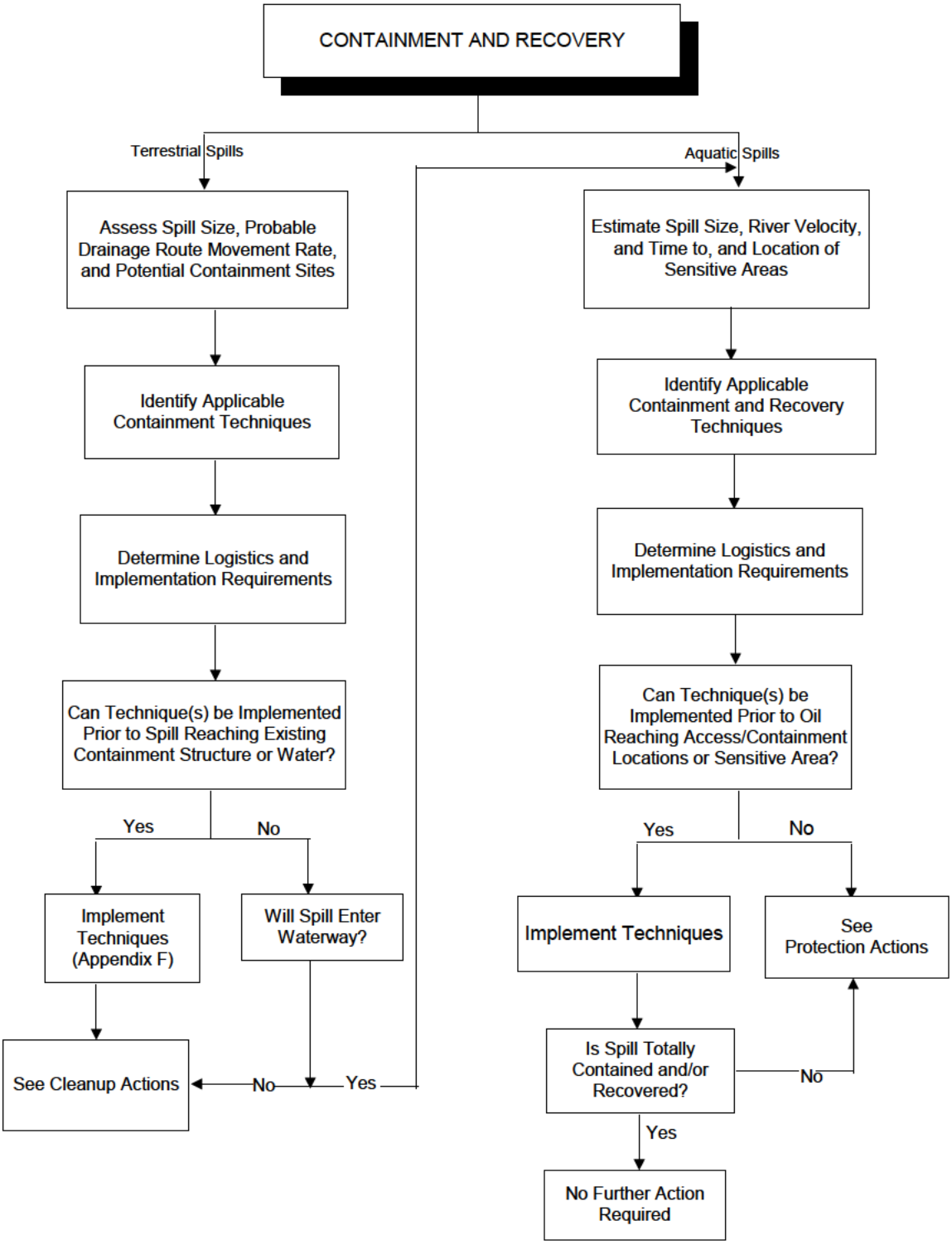
Mitigation of oil spills is not limited to methods presented in this FRP. Additional mitigation methods can be utilized provided sound judgment is used in conjunction with local, State, and Federal Laws.

3.8.2 Containment and Recovery

Containment and recovery refers to the techniques or methods that can be employed to contain and recover floating material or material flowing overland. Recovery of terrestrial spills is addressed in the Shoreline and Terrestrial Cleanup Section. Containment is most effective when conducted near the source of the spill where the material has not spread over a large area and the contained material is of sufficient thickness to allow effective recovery and/or cleanup. The feasibility of effectively implementing containment and recovery techniques is generally dependent on the size of the spill, available logistical resources, implementation time, and environmental conditions or nature of the terrain in the spill area. A containment and recovery operation implementation guide is shown in Figure 2: Containment and Recovery Implementation Sequence.

Aquatic spill containment is primarily conducted through the use of spill containment booms and damming techniques. Skimmers are usually the most efficient means of recovery although pumps, vacuum systems, and sorbents can also be effective. For terrestrial spills, sorbent booms or materials, trenches and earthen berms, or other physical barriers are most often used to contain material migrating on the ground surface. Recovery of free material from the ground surface is best achieved by using pumps, vacuum trucks, and/or sorbents as discussed in the Shoreline and Terrestrial Cleanup Section. The terrestrial containment and aquatic containment and recovery techniques are summarized in Table 16: Summary of Containment and Recovery Techniques. Some techniques are applicable to both terrestrial and aquatic containment and, consequently, have been listed twice.

Figure 2: Containment and Recovery Implementation Sequence



3.9 Terrestrial Spills

The third party tanks and the truck and rail car loading/unloading areas are surrounded by containment dikes, curbs, or some form of secondary containment system. Berms have also been constructed in some areas near property lines to provide further safeguards against offsite migration. These measures and others serve to minimize the potential for an uncontained terrestrial spill to occur within the complex boundaries or migrate offsite.

In general, containment and recovery of terrestrial spills is usually best achieved by using sorbent booms/materials, earthen containment berm, trenches, or physical barriers within a natural or manmade drainage course. This method is generally preferable as the oil is already partially contained and concentrated. The presence of existing drainage courses or containment structures is often critical to the effective containment of large terrestrial spills, as most containment techniques for flat surfaces do not provide a significant amount of storage capacity.

Technique Selection

The primary factors influencing terrestrial containment and recovery are as follows:

- Size - Most containment techniques provide limited storage capacity.
- Slope - Berms and barriers are generally less effective on steeper slopes and accessibility may be limited.
- Surface texture - Rough surfaces with natural ridges and depressions enhance containment and should be taken advantage of whenever possible.
- Substrate permeability - Highly permeable sediments will allow rapid penetration of oil into the substrate thus complicating containment and recovery.
- Existing drainage courses - Oil is more easily contained and recovered if it is flowing within, or can be diverted to, existing natural or manmade drainage structures.
- Storm water runoff - Runoff generally requires the containment of larger quantities of liquids and complicates oil recovery.

A terrestrial containment and recovery technique selection guide is provided in Figure 3: Spill Containment Technique Selection Guide for Spills to Land.

Table 16: Summary of Containment and Recovery Techniques

Technique[1]	Description	Primary Logistical Requirements	Use Limitations[2]	Potential Environmental Effects
Terrestrial Spills - Containment				
A. Containment/Diversion Berms	Construct earthen berms ahead of advancing surface spill to contain spill or divert it to a containment area.	Equipment 1 backhoe, bulldozer, front-end loader, or set of hand tools Personnel 4-8 workers	Steep slopes Porous substrate	Disturbance to surface soils and vegetation Increased oil penetration
B. Storm Drain Blocking	Block drain opening with sediments, plastic sheet, boards, etc. and secure to prevent oil from entering drain.	Equipment Misc. hand tools 1 Board, plastic sheet, mat., etc. Personnel 1-2 workers	May be advantageous for oil to enter drain Heavy precipitation	Increased oil penetration Oil can spread to other areas
C. Blocking Dams	Construct dam in drainage course/stream bed to block and contain flowing oil. Cover with plastic sheeting. If water is flowing, install inclined pipes during dam construction to pass water underneath.	Equipment 1 Backhoe, bulldozer, front-end loader, or set of hand tools 1 plastic sheeting roll Personnel 4-6 workers	Upstream storage capacity Flowing water	Increased oil penetration
D. Culvert Blocking	Block culvert opening with plywood, sediments, sandbags, etc. to prevent oil from entering culvert	Equipment Misc. hand tools Misc. plywood, sandbags, etc. Personnel 3-4 workers	Upstream storage capacity Flowing water	Increased oil penetration

Technique[1]	Description	Primary Logistical Requirements	Use Limitations[2]	Potential Environmental Effects
Terrestrial Spills - Containment				
E. Interception Trench	Excavate ahead of advancing surface/near-surface spill to contain oil. Cover bottom and downgradient side with plastic.	Equipment 1 Backhoe, or set of hand tools Misc. plastic sheeting Personnel 3-6 workers	Slope Depth to near-surface flow	Increased oil penetration Disturbance to surface soils and vegetation
F. Shoreline Containment Booming	Deploy boom around point of oil entry into water and anchor to shoreline on either side.	Equipment 1 boat 100 ft boom (min.) 3 anchor systems (min.) Personnel 2-3 workers	Currents >1-2 kts Waves >1-2 feet Water depths >50 feet	Minor disturbance to substrate at anchor points Heavy oiling of shoreline within booms and associated impacts
G. Diversion Booming	Boom is deployed from the shoreline at an angle towards the approaching slick and anchored or held in place with a workboat. Oil is diverted towards the shoreline for recovery.	Equipment 1 boat 3 anchor systems (min.) 100 ft. boom (min.) Personnel 3 workers plus boat crew	Currents >2-3 kts Waves >1-2 feet Water depth >50 feet (anchoring) Sensitive shorelines	Minor substrate disturbance at anchor points Heavy oiling at shoreline anchor point
H. Narrow Channel Containment Booming	Boom is deployed across channel at an angle to contain floating oil passing through channel.	Equipment 1 boat, vehicle, or winch 1-2 booms (1.2 x channel width each) 2-10 anchor systems Personnel 2-3 workers	Currents >2-3 kts Water depths >50 feet (anchoring) Sensitive shorelines	Minor substrate disturbance at anchor points Heavy shoreline oiling at downstream anchor point

Technique[1]	Description	Primary Logistical Requirements	Use Limitations[2]	Potential Environmental Effects
Terrestrial Spills - Containment				
I. Sorbent Barriers	A barrier is constructed by installing two parallel lines of stakes across a channel, fastening wire mesh to the stakes and filling the space between with sorbents.	Equipment (per 100 feet of barrier) Misc. hand tools 1 boat 20 fence posts 200 feet wire mesh 200 ft^2 sorbents Misc. fasteners, support lines, additional stakes, etc. Personnel 2-3 workers	Water depths >5-10 feet Currents >0.5 kts Soft substrate	Minor substrate disturbance at post and shoreline anchor points High substrate disturbance if boat is not used

Technique[1]	Description	Primary Logistical Requirements	Use Limitations[2]	Potential Environmental Effects
Aquatic Spills - Containment and Recovery				
J. Skimmers	Portable skimmers are placed within containment booms in the area of heaviest oil concentration.	Equipment (portable) 50 ft. hoses (min.) 1 Pump (if required) 500 gal. storage (min.) Personnel 4 workers plus boat crews	High winds Waves >0.5 - 1 feet Currents > 2 kts	No significant effects

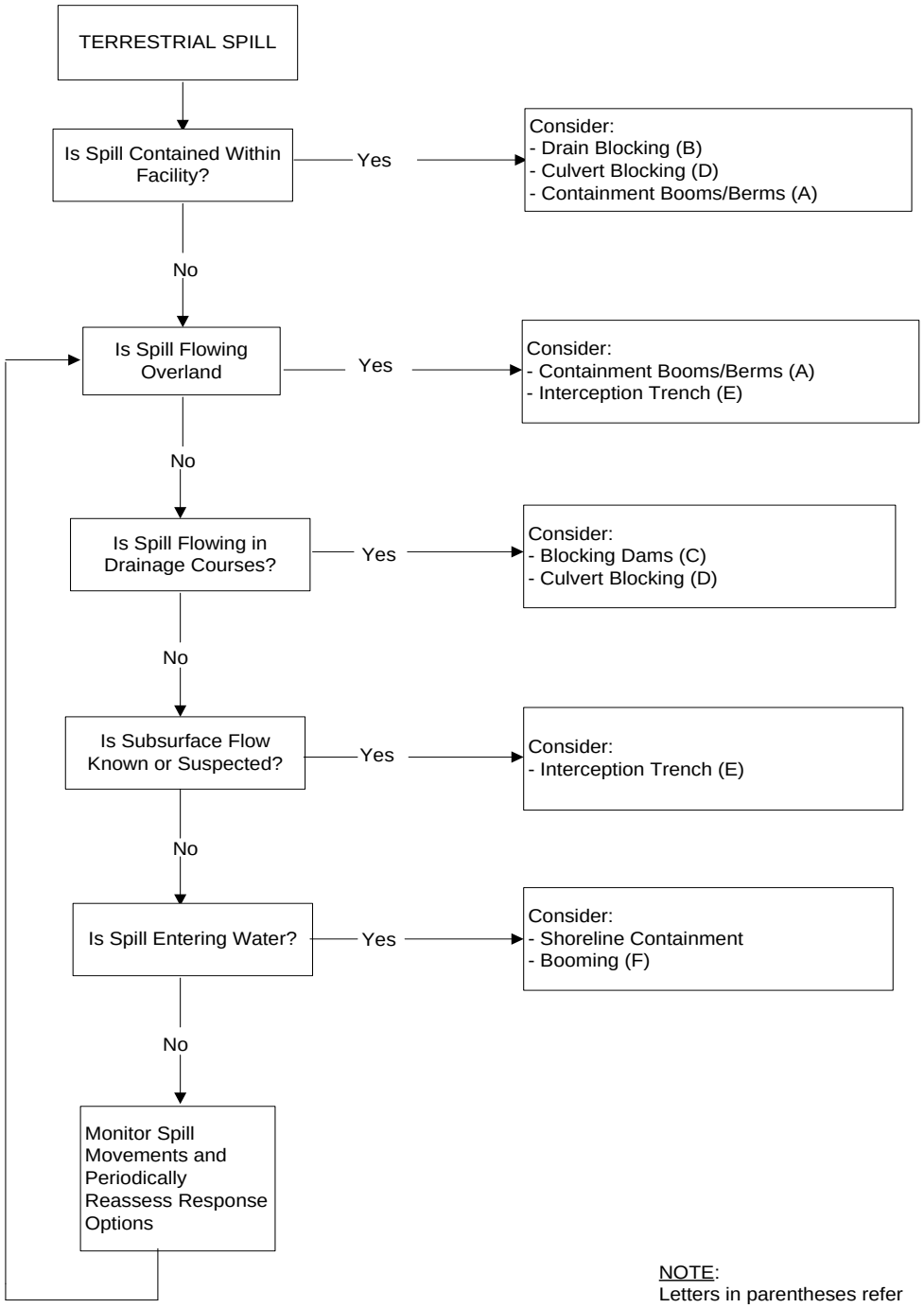
Technique[1]	Description	Primary Logistical Requirements	Use Limitations[2]	Potential Environmental Effects
Aquatic Spills - Containment and Recovery				
K. Sorbents	Sorbents are applied manually to heavy oil coatings or accumulations on land or sheens on water to recover the oil.	Equipment Misc. sorbents Misc. bags or containers for oiled sorbents Personnel 1-10 workers	Very light or weathered oil coatings/sheens Steep or slippery shorelines	Significant substrate disturbance Foot traffic can trample vegetation and crush organisms Possible ingestion of residual sorbents by animals
L. Exclusion Booming	Boom is deployed across or around sensitive areas and anchored in place. Approaching oil is excluded from area.	Equipment (per 500 feet of boom) 1 Boat 6 anchor systems 750 ft Boom (min.) Personnel 3 Workers plus boat crew	Currents > 1-2 kts Waves > 1-2 feet Water depth >50 feet (anchoring)	Minor substrate disturbance at anchor points
M. Deflection Booming	Boom is deployed from the shoreline away from the approaching slick and anchored or held in place with a work boat. Oil is deflected away from shoreline.	Equipment 1 Boat 5 Anchor systems Boom (200 feet) Personnel 3 Workers plus boat crew	Currents >2-3 kts Waves >1-2 feet Water depth >50 feet (anchoring) ·Onshore winds	Minor substrate disturbance at anchor points Oil is not contained and may contact other shorelines
N. Inlet Dams	A dam is constructed across the inlet or channel using local shoreline sediments to exclude oil from entering inlet. Dam can be covered with plastic to minimize erosion.	Equipment 1 Backhoe, bulldozer, front-end loader, or set of hand tools 1 Plastic sheeting roll Personnel 2-6 Workers	Water outflow Inlet depth >5 feet Excessive inlet width	Sediment/vegetation disturbance at borrow areas Inlet substrate disturbance Increases suspended sediments Water in inlet can become stagnant

Technique[1]	Description	Primary Logistical Requirements	Use Limitations[2]	Potential Environmental Effects
Aquatic Spills - Containment and Recovery				
O. Debris Exclusion	Install fence barrier upstream of containment site to exclude debris. Barges may also be anchored at an angle to the shoreline to deflect debris towards the center of the river.	Equipment (per 100 ft of barrier) Misc. hand tools 1 boat 10 fence posts 100 feet cyclone fence Misc. fasteners, support lines, etc. Personnel 2-3 workers	Water depths >5-10 ft Currents >3-4 kts Soft substrate	Minor substrate disturbance at post and anchor points
P. Bottom Barriers	A trench is excavated, overflow dam constructed, or filter fence installed across stream channel to contain submerged oil	Equipment 1 backhoe, clamshell, dredge 1 boat 1 submerged oil monitor (radar) Personnel 4 workers	Currents > 6 kts Water depths > 20 ft. Turbidity restrictions	Significant substrate disturbance Temporary alteration of waterway hydro-dynamics
Q. Bottom Dredging/Pumping	Dredges, pumps, vacuum trucks, etc. are used to recover submerged oil accumulations	Equipment 1 pump, vacuum truck, dredge 1 boat 1 storage container Misc. hoses and fittings Personnel 2 driers 3-4 workers	Currents >2-3 kts Water depths >20 ft Turbidity restrictions Solidified oil	Significant substrate disturbance Temporary siltation of waterway

Technique[1]	Description	Primary Logistical Requirements	Use Limitations[2]	Potential Environmental Effects
Aquatic Spills - Containment and Recovery				
R. Open Water Containment Booming	Boom is deployed between two boats in a "U" shape in front of approaching slick to contain oil and prevent contact with shoreline.	Equipment 2 - Boats 200 ft. - Boom (min.) Misc. - Tow lines, bridles, connectors, etc. Personnel 4 - Workers plus boat crews	Waves > 1-2 feet High winds Currents >2 kts	No significant effects

[1] - Technique letter designations correspond to those used in the associated decision guides and the descriptions in Appendix F.
[2] - In addition to implementation time and accessibility.

Figure 3: Spill Containment Technique Selection Guide for Spills to Land



3.10 Aquatic Spills

Effective containment and recovery of aquatic spills depends, in part, on the spill circumstances, how quickly the techniques can be implemented, and the prevailing environmental conditions. Regardless of the size of the spill, containment is most effective if conducted at or near the source before the spill migrates a significant distance downstream. The larger the area covered by the spill, the more equipment and manpower will be required. Containment at or near the source is also often associated with thicker layers of oil within the containment booms which, in turn, increases the efficiency of most skimmers. Away from the source, the oil will spread to very thin layers or sheen making recovery difficult, even with sorbents. The prevailing environmental conditions can affect containment and recovery both in terms of effectiveness and deployment of equipment. Wind and currents can add significant tension on containment booms making it difficult to deploy and anchor the booms in place or connect sections of boom together in the water. Strong currents can cause entrainment of oil in the water stream flowing beneath the boom, resulting in ineffective containment or boom failure. Shallow water can cause the boom to "lay down," which also allows oil to pass underneath.

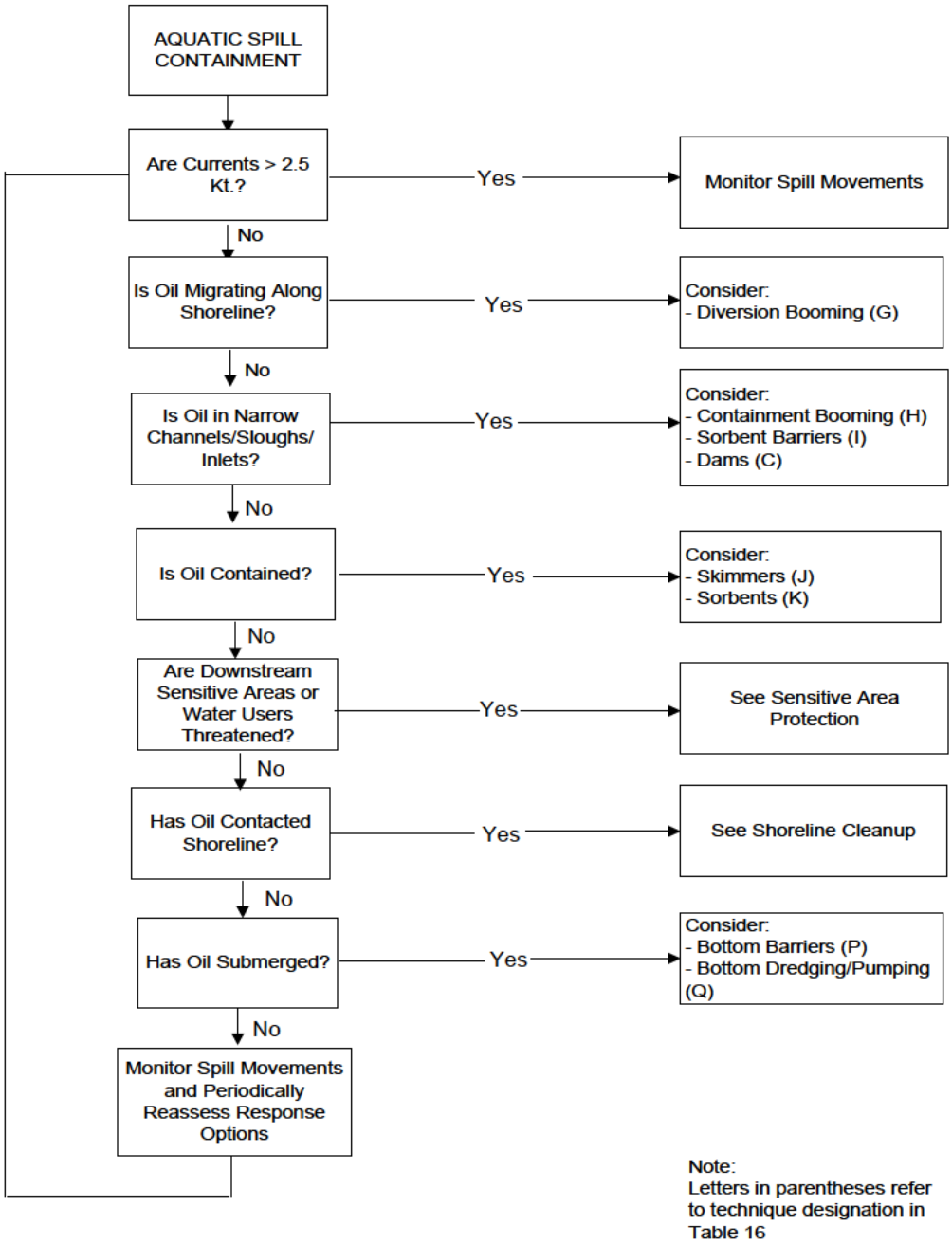
3.10.1 Aquatic Technique Selection

Selection of an appropriate aquatic containment and recovery technique depends on a number of factors including:

- Current speed - Surface currents greater than 1 knot can cause boom failure or entrainment of oil beneath the boom, where booms are placed at right angles to the current. When angled into or away from the current, booms can generally tolerate currents up to 2 to 3 kt before failure occurs.
- Water depth - Depths greater than 50 feet can complicate boom anchor placement, whereas depths less than 2 feet can preclude effective boom use. Depths less than 5 to 10 feet can also preclude the use of larger boats for logistical purposes.
- Channel width - Widths greater than 200 to 300 feet will generally preclude using booms to completely contain oil floating in the waterway, particularly if strong currents are present.
- Wave height - Breaking waves greater than 1 to 2 feet and 0.5 to 1 foot will render most booms and skimmers ineffective.
- Slick thickness - Recovery effectiveness with pumps/vacuum systems and skimmers decreases as slick thickness decline, becoming relatively ineffective for very thin slicks or sheens.
- Shoreline access - Obstacles (rocks, debris, man-made structures, etc.) in the water or steep or densely vegetated shorelines could restrict access and present safety and operational problems.
- Anchor points - Soft bottom substrates can complicate boom anchor placement.
- Safety - High currents and winds, large obstacles, and other dangerous conditions could present safety hazards and preclude certain techniques.

Based on the above factors, an aquatic containment and recovery technique selection guide has been prepared and is shown in Figure 4: Aquatic Spill Containment and Recovery Technique Selection Guide.

Figure 4: Aquatic Spill Containment and Recovery Technique Selection Guide



Note:
Letters in parentheses refer to technique designation in Table 16

3.10.2 Protection Technique Selection

Selection of an appropriate protection technique depends on a variety of factors including:

- Current speed - Surface currents greater than 1 knot can cause boom failure or entrainment of oil beneath the boom, where booms are placed at right angles to the current. Booms angled into or away from the direction of flow can generally tolerate currents up to 2 to 3 knots before failure occurs.
- Water depth - Depths more than 50 feet can complicate boom anchor placement, whereas depths less than 2 feet can preclude effective boom use.
- Shoreline access - Obstacles (rocks, debris, man-made structures, etc.) in the water or steep or densely vegetated shorelines could limit access and present safety and operational problems.
- Anchor points - Soft bottom substrates can complicate boom anchor placement.
- Safety - High currents, winds, large obstacles, and other dangerous conditions could present safety hazards and preclude certain techniques.

Based on the above factors, a protection technique selection guide has been prepared and is shown in Figure 5: Protection Technique Selection Guide.

Figure 5: Protection Technique Selection Guide

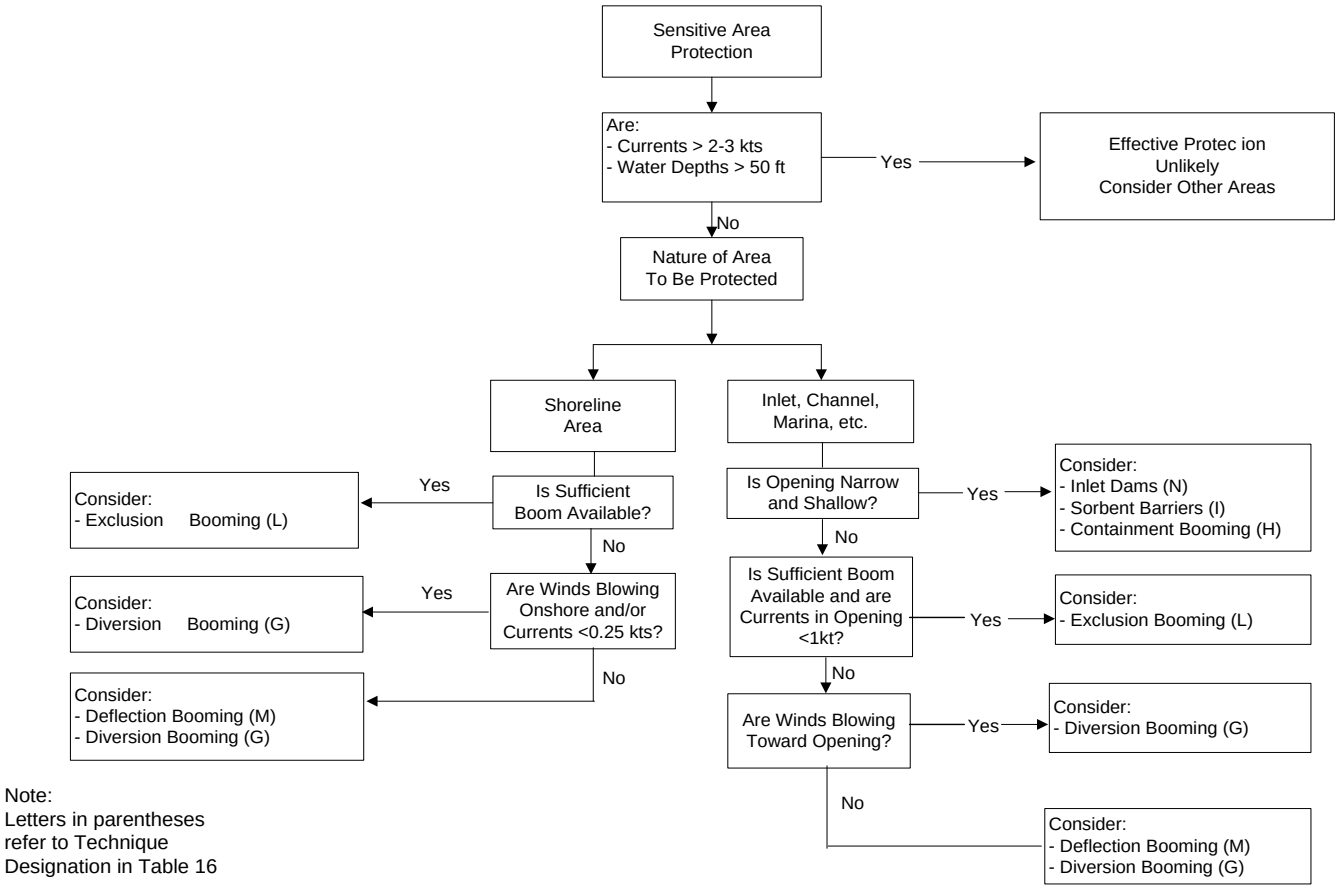


Figure 6: Mitigation of Oil Spill on Land

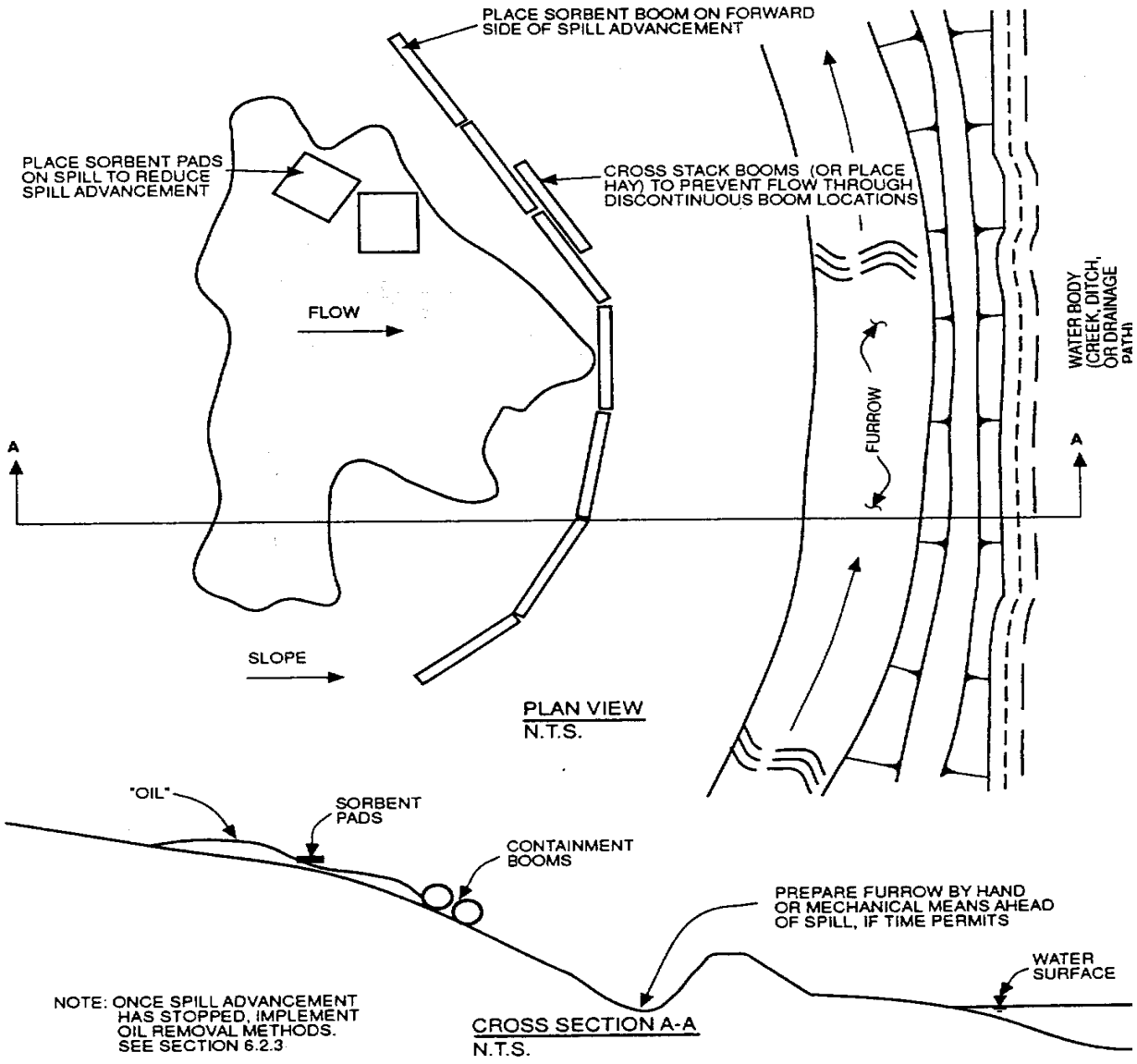


Figure 7: Mitigation by Overflow Dam

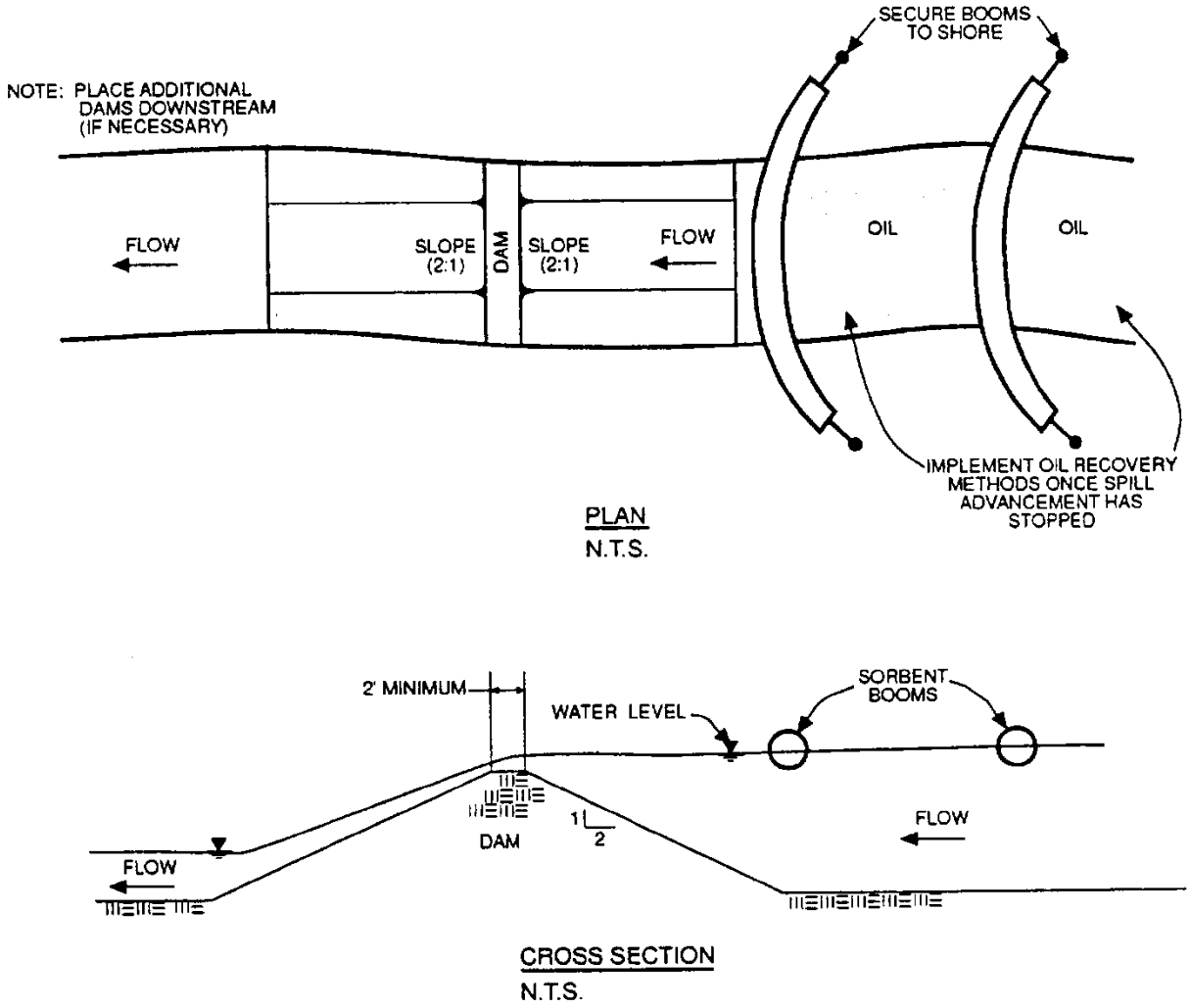


Figure 8: Mitigation by Containment

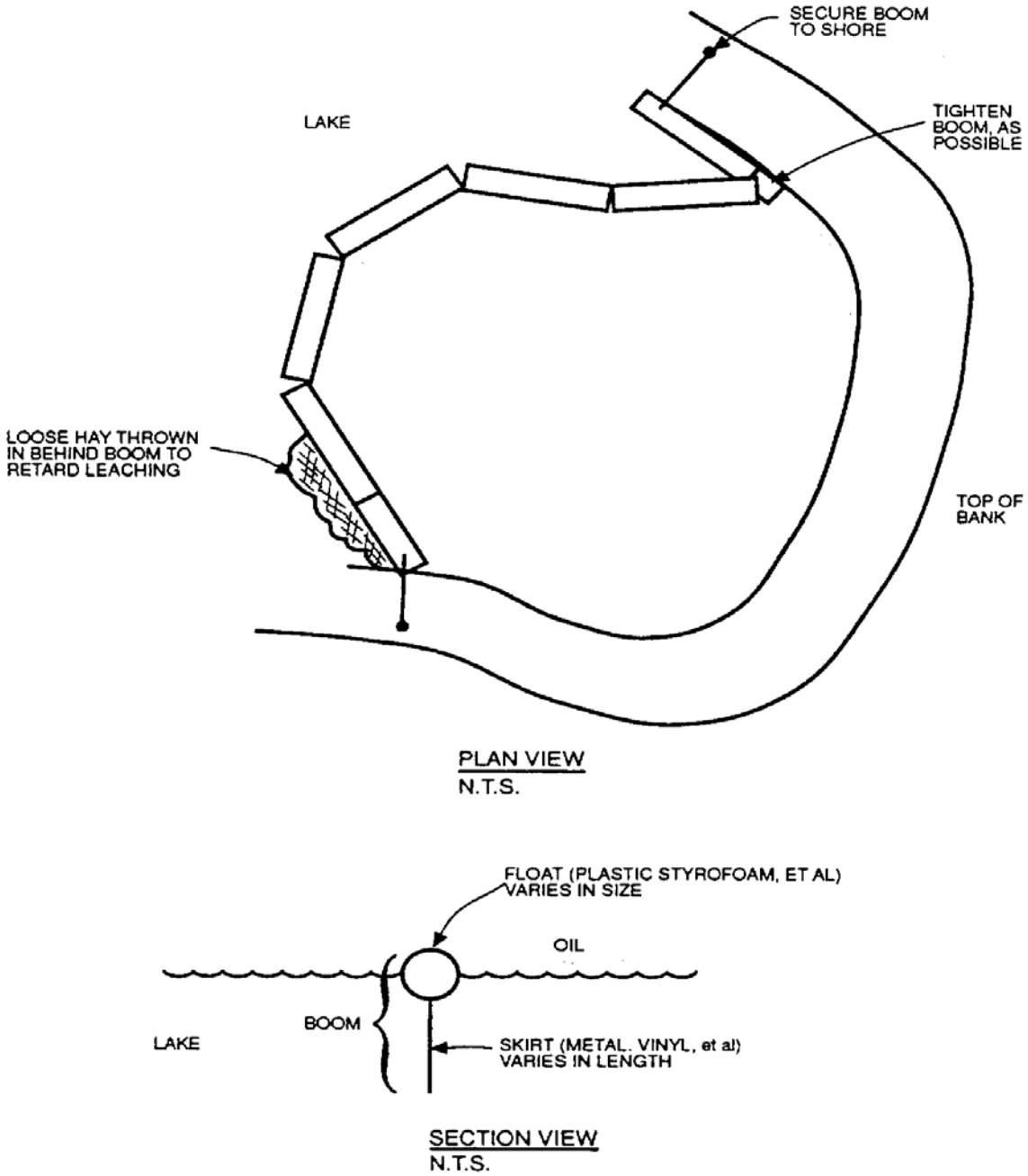
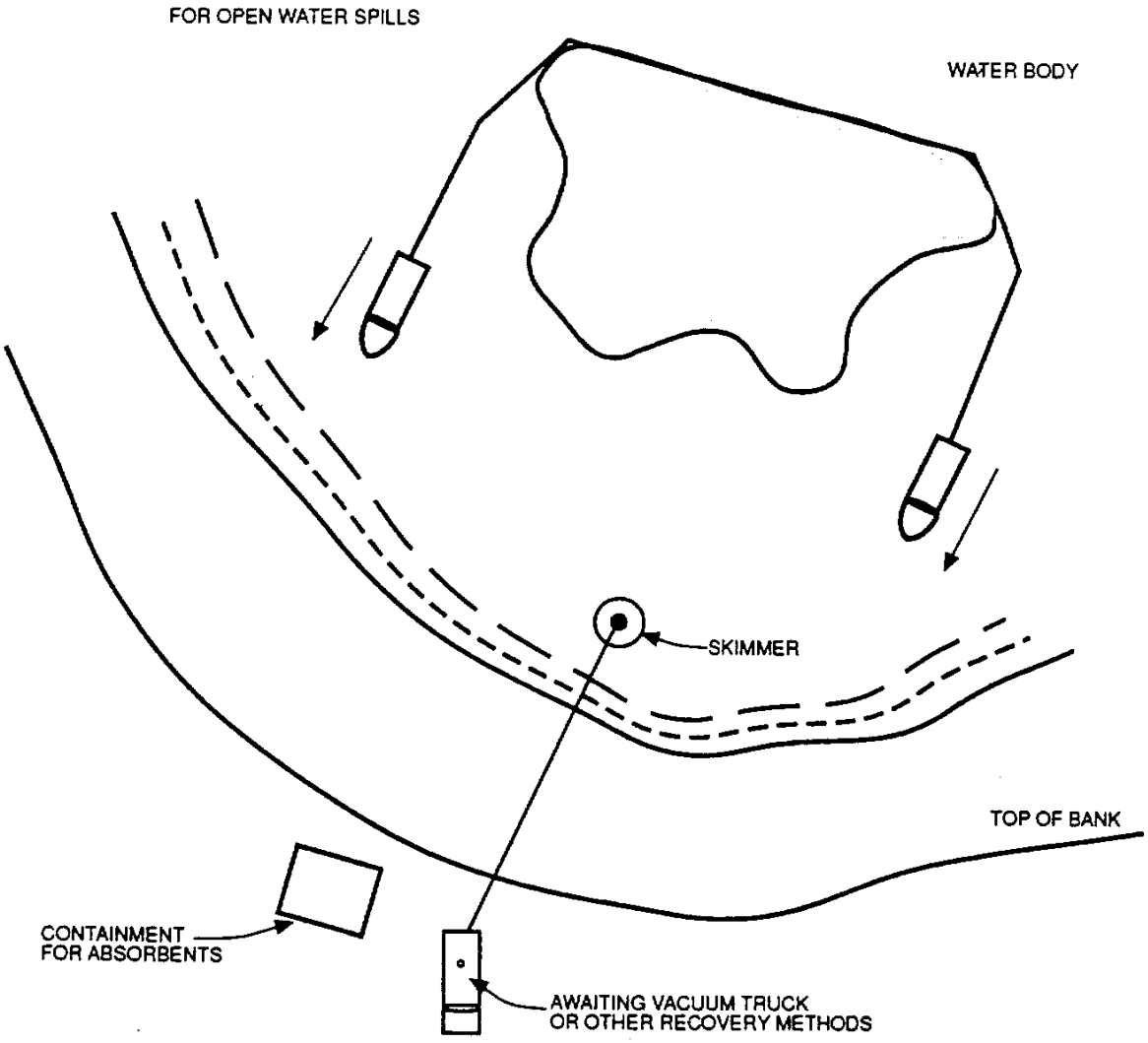


Figure 9: Mitigation by Containment and Recovery Dam



PLAN VIEW
N.T.S.

Figure 10: Mitigation for Stream / River Confluence

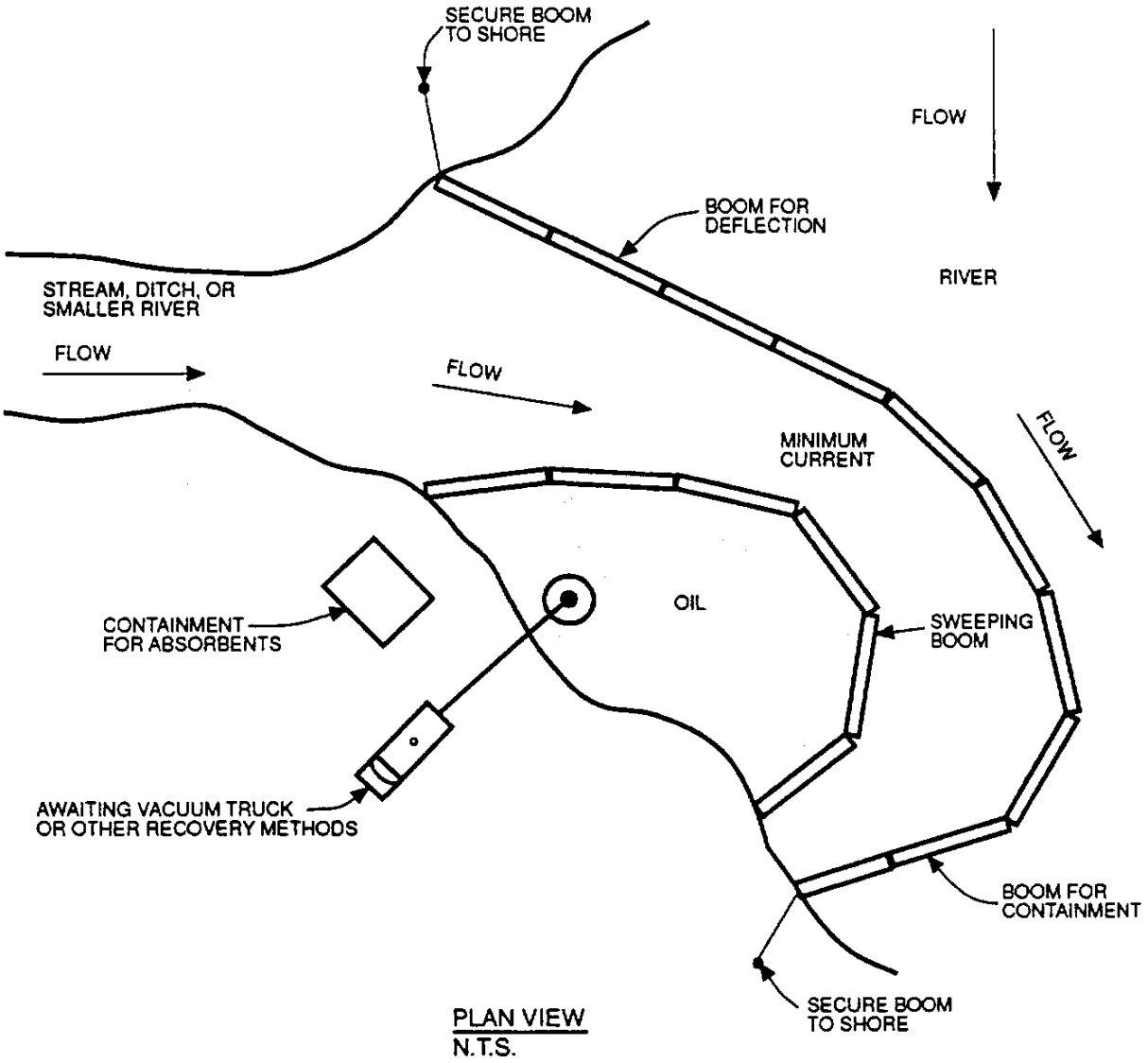
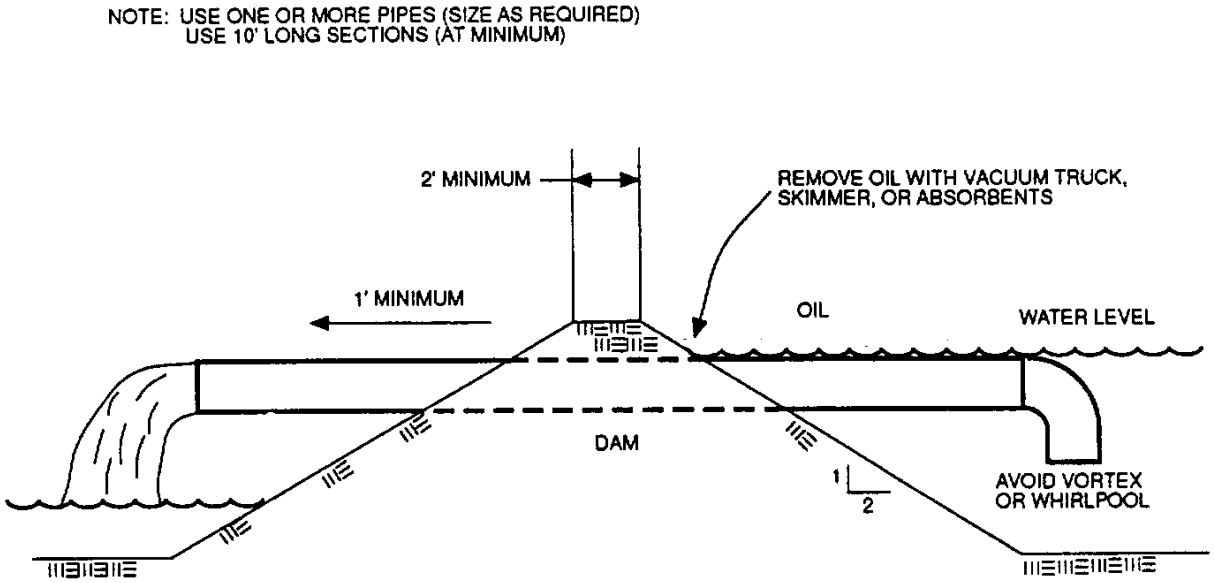


Figure 11: Mitigation Dam for Ditches and Streams



CROSS SECTION
N.T.S.

Figure 12: Mitigation Dam for Ditches and Streams

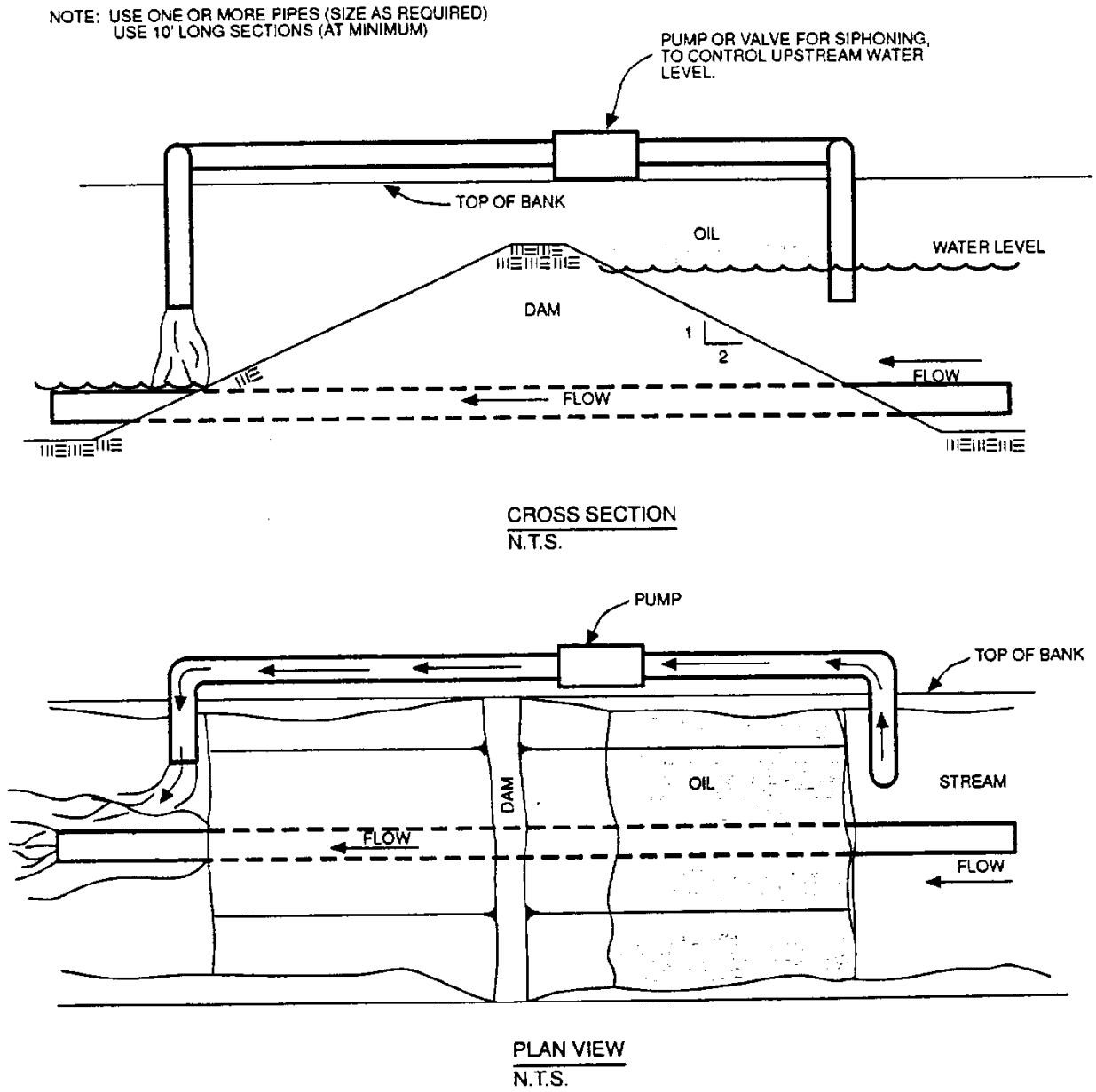
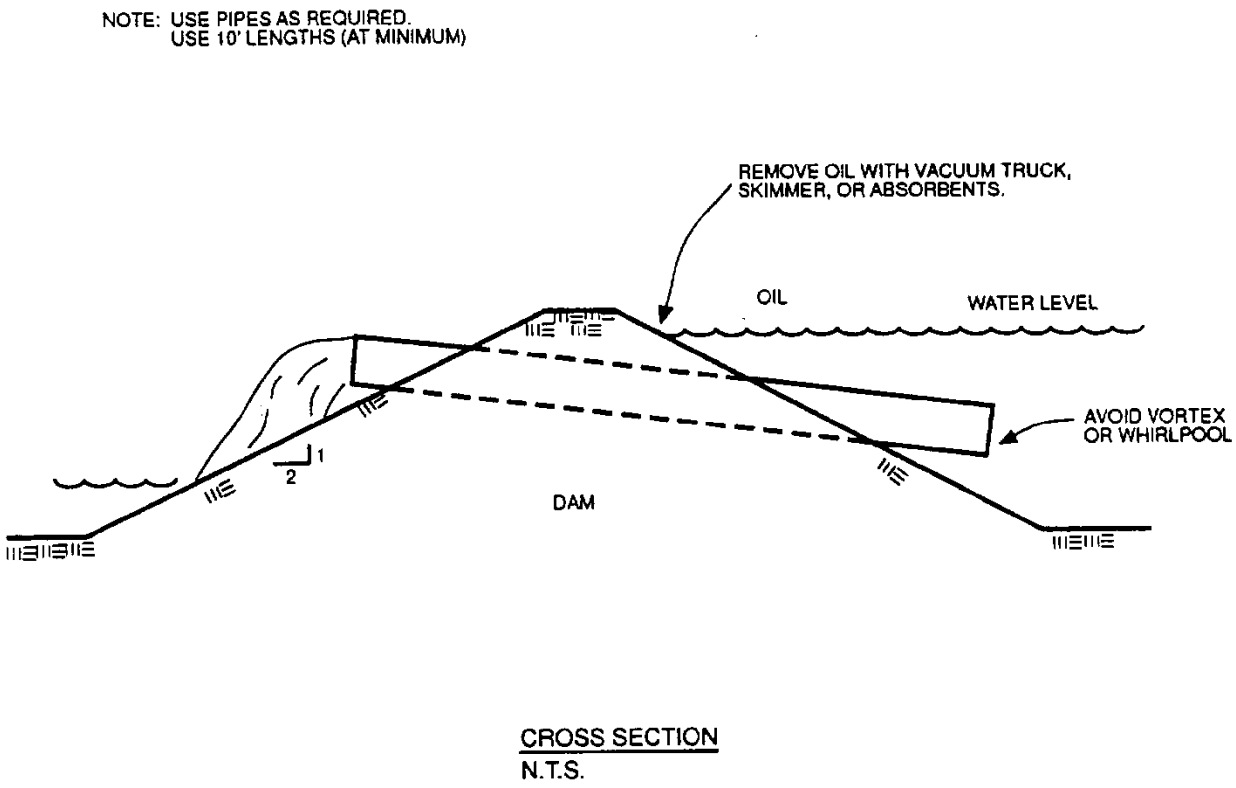


Figure 13: Mitigation Dam for Ditches



If mitigation by burning technique is used to prevent further environmental damage approval should be obtained from the State On-Scene Coordinator (OSC), the Fire Department, the Federal OSC, and other regulatory agencies involved in the emergency incident.

The burning technique shall not be used to burn wastes contaminated with PCBs, halogenated solvents, or "listed" hazardous wastes.

Special consideration should be given to the following topics when considering burning as a possible mitigation technique:

- Temporary degradation in local air quality.
- Organisms in vicinity of burn pile may suffer adverse thermal effects.
- Carcinogenic compounds and heavy metals in fallout could enter both the aquatic and terrestrial food webs.
- Fallout can contaminate freshwater lakes and streams that provide drinking water.
- Fallout can coat plants and block sunlight needed for photosynthesis.
- Causes heavy air pollution; adds heat to substrate, can cause erosion if root systems are damaged. Kills surface organisms caught in burn area. Residual matter may be somewhat toxic (heavy metals).

In summary, combustion as a mitigation technique is allowable, provided regulations are met, however, it will only be considered as a final method for oil spill mitigation. The potential benefit must outweigh the potential harm caused from burning.

3.11 Equipment for Response Activities

EOG Resources will call outside contractors for services needed to respond to spills on the river and land. However, EOG Resources does maintain a stock of sorbent materials plus equipment that can be used for mitigation purposes.

EOG Resources maintains four (4) spill trailers, which hold equipment listed on the following page. They are designed to handle minimal spills, and are located at the following coordinates (decimal degrees).

Table 17: Spill Trailer Location Coordinates

Trailer #	Coordinates
1	(b) (7)(F)
2	
3	
4	

Table 18: EOG Spill Trailer[15]

Quantity	Item
10	Latex Gloves S-6606 powder-free
10	CBRN Airboss Gloves ABG-9905-M
10	Hawkeye safety glasses S-15373 BLK/Clear
10	Face shield (general use) S-12571 9x141/2x.080
2	Industrial hand soap 1 gal S-7294
4	Tuff Wipes Universal Use TW-1010-U
1	Wet Mop (heavy duty, launderable) S+7271 24 oz.
1	Counter brush 8” H-2509
2	5 gal buckets S-7914 blue
10	Orange Hi-Vis Reflective Safety Vests S-9913 Large
4	Single Bottle Eye Wash Station 14x121/2x4” 32 oz.
10	Headgear S-12572 blue (size adjustable-ratchet)
6	Traffic Cones S-12188 3M reflective collar 28”
1	Uline First Aid Kits H-1293 (serves 25) 79 items per kit
10	Message Tape 3” X 60’ (Caution) S-14887
10	Tyvex Protective Clothing (elastic coverall) S-13894 ***indicate sizes
10	Universal Sorbent Pads 15” x 19” S-7247 (26 gal absorption capacity)
10	Universal Sorbent Pads 30” x 150’ S-7248 (50 gal absorption capacity)
10	Universal Sorbent Pads 30” x 150’ S-14751 (44 gal absorption capacity)
15	Sorbent booms 5” diameter x 10’ L AND710
10	Tyvex boot covers S-15494
2	Eagle Overpack Drums 65 gal with screw top lid 31” x33 ¾ “
10	General Purpose Cellulose Sorbent SG-50
2	Drum Liners Anti-static 24” dia x 56” L ***10 mil**LRO-2456A-10
1	Ames Tru Temper 12-Tine Welded Bow Rake #1813300
1	Ames D-handle Poly Grain Scoop, Size 12 #1682700 AMES
1	Ridgid 38” D-Handle Round Tip Shovel #1390400
8	Tidy Cats cat litter 25 lb. bag
1	Blk Stinger AC/DC/Piggyback Charger
1	Choice Select 28 Super Bright LED rechargeable worklight
2	Pro+ 15’ Safety Knee Boots, Steel Toe N3875105
	Generator
	Trailer 6 x 12

[15] *Current as of 9/2011*

3.12 Response Equipment Contacts

Notification Procedures includes lists of EOG Resources', local, state and Federal contacts and telephone numbers. Table 20: OSRO Listing also lists OSRO's telephone numbers. All of these companies serve as sources of equipment for response activities on a 24-hour basis.

3.13 Response Personnel

Table 6: EOG Resources Emergency Response Team, Response Zone 1 lists EOG Resources Inc. response personnel and their telephone numbers. These personnel are available for use of response equipment on a 24-hour basis. These resources are considered capable of staffing a continued response operation (an operation in excess of seven days).

3.14 OSRO Equipment

The following pages contain a listing of equipment available through OMIES, contracted by EOG Resources Inc. as their spill response organization.

Attachments / Appendix C

OIL MOP,LLC RESOURCE AVAILABILITY

Response Units	Belle Chasse	Port Allen	New Iberia	Morgan City	Port Arthur	Larose	Houston	TOTAL
Boat 14'			4					4
Boat 18'	6	3	2		4	2	2	19
Boat 20'				1	2		2	5
Boat 24'		1						1
Boat 26'	3	1	1		1	1	1	8
Boat 28'	2							2
Boat JBF 20'		1	1		1			3
Alsafe (Rib) Boat 20'							1	1
Cabin Boat 24'	1						1	2
Cabin Boat-Radar							1	1
Jon Boat 14'	1							1
Jon Boat 16'	8						6	
Marco Boat 28'	1							1
Barge Boat 30'	1							1
Yellow Barge Boat 28'	1							1
Pro Drive Boat	4							4
Work Boat 26'	1							1
Baot Trailer 16'								
Baot Trailer 20' (Rib boat)							1	1
Outboard Motors	5	6	5	2	3	2	3	26
Boom 10" (feet)	500	500	500	500		500		2500
Boom 18"	20,000	2,500	3,500	1,000	4,000	2,500	4,000	37500
Boom 24"	1000							1000
Boom 36"	1,000							1000
Boom 48"								0
Disk Skimmer	1		1		1			3
Vac Unit Skimmer	1							
Drum 24"	2	1		1		1	1	6
Drum 36"		1	1		3			5
Drum 96"		1	3		1			5
Drum Skimmer	3							3
Dual Drum Skimmer	1							1
HAZ-Vac								0
Marco Skimmer	1				1			2
Pelican	2		1					3
Rope Mop 1-4	2							2
Rope Mop 2-4	6	1						7
Rope Mop 2-6	2							2
Rope Mop 2-9	4							4
Response Units	Belle Chasse	Port Allen	New Iberia	Morgan City	Port Arthur	Larose	Houston	TOTAL

Roll-off Box		20			5		5	30
Storage Barge		1	1					2
Storage Bladders	3							3
Storage Tanks		2						2
Crane Truck 25T	1							1
Decon Unit	1							1
Guzzler								0
IRE	2	2	1	1	2	1	3	12
Mobile Command	1							1
Skid Vac Unit	3							3
Truck Vac Unit		2			2			4
Van Trailers	2	3						5
Chem. Transf. Pump		1						1
Transfer Pump		2	1		2			5
Wash Pumps	25	4	2	4	6	4	6	51
Pressure Washer	1							
Pressure Washe 3500 PSI							1	1
Hot Water Washer	1							1
Poly Air Diaphragm Pump 2"	1							1
Stainless Air Diaphragm Pump 2"	1							1
Stainless Wash Pump 2"	1							1
Wash Pump 3"	4							4
Chemical Diaphragm Pump 2"	1							1
Diaphragm Pump 2"	2							2
Diaphragm Pump 3"	5							5
Fire Pump 4"	1							1
Hydraulic Power Pack Pump	2							2
Hydraulic Pump	1							1
Trash Pump 3"	1							1
Wacker Pump 2"	8						4	12
Wacker Pump 3"	11						6	17
LEL/O2 Meter	1	1	1	1	1	1	1	7
Drager unit	1	1	1	1	1	1	1	7
Fiberglass Extension Ladder 24'							1	
Hazmat Kit							1	1
Interface Probe							1	1
Norm Meter	1		1		1	1		4
Radiation Meter							1	1
Radiation Meter Probe							2	2
Multi Rae Plus 5 Gas Meter							1	1
Ultra Rae Meter							1	1
4 Gas Meter							1	1
Jerome Mercury Vapor Analyzer							1	1
Scare Guns	20							20
SCBA		5						5
HDR Bobcat	1							1
4X4 atv	6							6
Mule ATV							1	1

Truck 4x4	4							4
Truck Crew Cab 4x4							1	1
Crane Truck 25T	1							1
Crew Cab Truck	1							1
Dually Truck	3							3
Flatbed Truck 1 ton							1	3
Flatbed Truck 2 ton							1	3
Mechanic Truck	1							3
Pickup Truck 1 ton crew cab							4	4
Response Truck 2.5 ton							1	1
Vac Truck							1	1
Tractor 45 hp							1	1
Truck Tractor	4							4
Boom Trailer 20'							1	1
Box Van Trailer 40'	1							1
Box Van Trailer 42'	1							1
Box Van Trailer 45'	1							1
Cargo Trailer 10'	1							1
Cargo Trailer 14'							1	1
Cargo Trailer 25'	1							1
Cargo Trailer 28'	1							1
Drop Deck Trailer 44'	1							1
Emergency Response Trailer							2	2
Gooseneck Cargo Trailer 32'	5							5
Gooseneck Cargo Trailer 42'	1							1
Gooseneck Trailer 27'	1							1
Gooseneck Trailer 30'	1							1
Rolloff Box Trailer	2							2
Utility Trailer ATV 4'X6'							1	1
Utility Trailer 8'	1							1
Utility Trailer 10'	2							2
Utility Trailer 15'							1	1
Utility Trailer 16'	3							3
Utility Trailer 20'	1							1
Vac Trailer	1							1

Section 4 Response Activities

4.1 Initial Spill Response (Prior to QI or OSRO Arrival)

Once an oil spill is observed, notification procedures as outlined in this manual in Notification Procedures are conducted. Part of this procedure includes notification of the QI who will in turn notify the EOG Resources Emergency Response Team, as appropriate to the situation. Prior to arrival of the QI or other outside response resources, response personnel will conduct initial spill response activities. These activities vary depending on the response zone and are described below:

The QI oversees the primary notification process to enact the incident command system. The QI is also responsible for deploying OSROs. The QI will initially mobilize the EOG Resources and contract earth moving equipment. Other initial response activities for the QI may include:

- Dispatch emergency medical personnel if injuries are involved.
- Notify pipeline operations personnel to make certain pumping stations are down and to close mainline block valves surrounding the site of the emergency.
- Notify pipeline operations personnel to respond to the scene of the emergency to perform an on site inspection.
- Dispatch Fire Department if required.
- Notify Sheriff's department if the emergency is near a public highway or facility.
- The type of emergency and its location will determine the response procedure used.

Additional assistance can be requested from the OSRO listed in Table 20: OSRO Listing. Equipment is available for oil spill response through the designated OSRO. An equipment list is inserted at the end of this section.

4.2 QI Responsibilities and Authority

EOG Resources' QI has the responsibility and authority to implement this plan and notify the necessary agencies and response resources as appropriate. Each QI and QI Alternate has the following authorities and responsibilities in the event of an oil spill response scenario:

- Activate and contract with necessary oil spill removal organizations;
- Act as liaison with the pre-designated FOSC (either in person or via telecommunications); and
- Obligate, either directly or through prearranged contracts, funds required to carry out necessary or directed oil response activities.

Additionally, the QI has responsibility to perform or delegate the performance of the following EPA required (40 CFR 112.20(h)(3)(ix)(A-J)) duties:

- Activate internal alarms and hazard communication systems to notify facility personnel
- Notify response personnel, as needed
- Identify the character, exact source, amount, and extent of the release, as well as the other items needed for notification.
- Notify and provide necessary information to the appropriate Federal, State, and local authorities with designated response roles, including the National Response Center, State Emergency Response Commission, and Local Emergency Planning Committee.
- Assess the interaction of the spilled substance with water and/or other substances stored at the facility and notify response personnel at the scene of that assessment.

- Assess the possible hazards to human health and the environment due to the release.
- Assess and implement prompt removal actions to contain and remove the substance released.
- Coordinate rescue and response actions as previously arranged with response personnel.
- Use authority to immediately access Company funding to initiate cleanup activities.
- Direct cleanup activities until properly relieved of this responsibility.

4.3 Procedures and Responsibilities for Coordination of Response Efforts

Procedures for coordinating the actions of EOG Resources with the FOSC responsibilities are in part dependant upon the response time to the scene by the OSC. EOG Resources personnel will direct and supervise the response actions as described in this plan until the EOG Resources QI arrives on the scene. EOG Resources' QI will monitor and direct the response activities until the OSC arrives on the scene. EOG Resources' QI has in the past, and will continue to work closely with the OSC during a response action.

After the initial report of an emergency condition to the control center or first line supervisor, notifications to others should be made as the situation dictates. EOG Resources has an "Emergency Response Team" (Table 6: EOG Resources Emergency Response Team) consisting of designated employees that will respond to a major leak or fire/explosion that may occur on a pipeline owned/operated by EOG Resources. This team is comprised of trained and experienced personnel from the various EOG Resources locations that will be mobilized and deployed to assist the pipeline operations personnel in handling the emergency. This team will be responsible in coordinating with the local pipeline management staff in assessment of the situation including the development and implementation of a plan of mitigation and repairs.

4.4 General Response Actions

EOG Resources' oil spill response begins with notification as discussed in this manual in Notification Procedures. The QI will engage the on-site emergency response team to conduct mitigation of the incident. The QI will assess the response needs and deploy on-site or on-water OSROs as required. EOG Resources' prevention actions, either through EOG Resources mitigation or contracting, will consist of the following:

- Eliminate or reduce the source of the spill to the maximum extent possible.
- As soon as possible, OSROs will deploy a minimum of 1000 feet of booming to contain the spill.
- OSROs will provide oil recovery equipment and storage capacity of recovered oil as soon as practicable.

EOG Resources' on-water containment and recovery techniques may include:

- Containment booming (source encirclement, "U", "J", teardrop).
- Passive collection (sorbent booms).
- Stationary skimming.
- Dynamic skimming.
- Manual removal.

Economically and environmentally sensitive areas may be protected by:

- Exclusion booming
- Diversion booming
- Use of vessel hulls as barriers

Additional response actions specific to the types of shorelines that may be affected are discussed later in this sub-section.

Specific response actions for discharge of group V oils (sinkers) are not included in this FRP since these materials are not transported by EOG Resources' pipeline operations.

4.4.1 Procedures for Response Efforts

EOG Resources will commit the oil spill resources necessary to contain, recover, and cleanup oil related discharges for the period of time necessary to complete response operations. EOG Resources' oil spill response strategy is to contain and recover released oil as near to the facility as possible.

To the extent possible, EOG Resources' contractor personnel will initially respond to spills by the deployment of the equipment listed in Spill Detection and On-Scene Spill Mitigation Procedures. EOG Resources' OSRO procedures for response actions for larger spills of oils are listed below by spill magnitude.

- **Small Discharge (up to 50 bbl)** – EOG Resources will deploy booms within one hour of the discharge. EOG Resources or the OSROs listed in Table 20: OSRO Listing will provide oil recovery equipment and oil storage volume within two hours.
- **Medium Discharge (up to 1,200 bbl)** – EOG Resources and the OSROs listed in Table 20: OSRO Listing will provide oil recovery devices capable of recovering in one day one-half the planning volumes presented in Attachment VI within 12 hours of spill detection. The OSROs will also provide (within 12 hours) booming and temporary storage volume sufficient for the planning volumes. EOG Resources will deploy boom similar to the small discharge actions.
- **Worst Case Discharge** ([redacted]) – the OSROs listed in Table 20: OSRO Listing will supply sufficient response resources to respond to the maximum extent practicable. Oil spill recovery equipment will be deployed so that it arrives within the response tier requirements for inland areas. Recovered oil will be stored in available pipeline storage tanks and temporary tanks. Additional capacity can be added by recovering oils from the top of these tanks (by skimming). Attachment III to this FRP lists EOG Resources' OSRO equipment and capabilities. These OSROs have committed to respond to spills to the maximum extent practicable and to provide trained personnel to continue response activities for the time required for response.

The following sub-section presents EOG Resources' general procedures that are planned to be implemented in response to an oil release in order to protect sensitive areas and to clean the areas that are impacted. No two spills are the same and the OSRO must be allowed the flexibility to respond to the specific spill conditions (i.e. – material discharged, river currents, temperature, weather, wind speed and direction, tides, and shoreline type). Although the response strategy will vary based on specific conditions encountered, the goals of responses will be to prevent further contamination and restore contaminated areas to their former state. General prevention and cleanup methods are discussed below.

4.5 Trained Personnel Necessary for First 7 Days of Response

The following tables list contact information for Oil Mop personnel.

Table 19: Oil Mop Personnel

24/7 EMERGENCY RESPONSE NUMBER: 1-800-645-6671	
Location	**Employee Name**
Corporate Office	Thompson, Shaw
Corporate Office	Christiana, Joe
Corporate Office	Bazile, Cyndy
Corporate Office	Baudean, Roxann
Corporate Office	Brooks, Angela
Corporate Office	Cambre, Carolyn
Corporate Office	Cooke, Shannon
Corporate Office	Doucet, Wanda
Corporate Office	Minshew, Theresa
Corporate Office	Prest, Kyle
Operations: Fax (504) 391-7398	
Maintenance Mgr	Faulk,Tommy
Operations	Blanchard, Justin
Operations- LA Regional Mgr	George, Robert
Operations - Mgr	Landreneau, Colette
Operations-TX Regional Mgr.	Stamper, Tony
Operations	Paille, Andre
Health & Safety: Fax (504) 394-9677	
Health & Safety - Mgr	Dugan, Tommy
Health & Safety	Bell, Bruce
H & S - Admin	Vinet, Debbie
Sales	
Sales	Collins, Cliff
Sales	Henson, Larry
Sales	McDaniel, Keith
Sales	Mikes, Tina
Sales	Nicosia, Carol
Sales	Smith, Jackie
Sales	Woodruff, Cathy
Disposal - Louisiana: Fax (504) 394-9677	
Disposal - Mgr	Chambers, Steve
Disposal - Admin	Blanchard, Tammy

24/7 EMERGENCY RESPONSE NUMBER: 1-800-645-6671	
Location	**Employee Name**
Transportation Phone: (337) 364-5373 Fax (337) 365-5370	
Trans- Mgr	Wade, Shannon
Trans - Dispatcher	Ardoin, Brandi
Driver	Bourgeois, Devalle
Trans - Admin	Broussard, Liz
Driver - Houston	Cantu, Manual
Driver -Port Arthur	Dorsey, Marcus
Driver	Holmes, Theron
Driver	Leslie, Alfred
Trans - Admin	Robicheaux, Barbara
Driver	Saenz, Dennis
Driver - Port Arthur	Turner, Michael
Product Sales Office: Office - 504-393-7440 Fax: 504-393-7416	
Product Sales - Mgr	Bowers, Paula
Product Sales	Barbara, Mark
Product Sales	Bowers, Justin
Product Sales	Kovesdi, Kim
Product Sales	Myles, Anthony
Product Sales	Plaisance, Alton
Product Sales - Admin	Priest, Mary
Belle Chasse: Main (504) 394-6110 Back Line: (504) 398-2061 Fax: (504)391-7398 Purchasing Fax: 392-8977	
Belle Chasse - Mgr	Gioe, James
Belle Chasse	Croop, Christian
Belle Chasse	Diamond, Walter
Belle Chasse	Foret, Paul
Belle Chasse	Glenn, Carl
Belle Chasse	Jennings, Peter
Belle Chasse	Parker, Robert
Belle Chasse	Patterson, Kenneth
Belle Chasse	Perez, Daniel
Belle Chasse	Reece, Bradley
Belle Chasse	Reuther, Joe
Belle Chasse	Robertson, Byron
Belle Chasse	Scott, Daniel

24/7 EMERGENCY RESPONSE NUMBER: 1-800-645-6671	
Location	**Employee Name**
Belle Chasse	Silbernagel, Dennis
Belle Chasse	Sylve, David
Belle Chasse	Smith, Jeremy
Belle Chasse - Admin	Vandergriff, Barbara
Belle Chasse	Watson, Reed
Houma Office: Main (985) 798-1005 Fax: (985) 798-7111	
Larose - Mgr	Guidry, Casey
Larose	Arabie, Greg
Larose	Coffman, Jesse
Larose	Jackson, Reynell
Larose	Schmalz, Merrill
Houston, TX: Main (281) 470-2016 Fax: (281) 470-2216	
Houston - Mgr	Lytle, Dan
Houston	Barboza, Alex
Houston	Cole, Kyle
Houston	Craig, Tony
Houston	Guerrero, Frank
Houston	Hart, Les
Houston	Hudson, Travis
Houston	McGarry, JJ
Houston	Meleski,Mark
Houston	Moseley, Jonah
Houston-Admin	Quiroz, Doris
Houston	Snyder, Matt
Houston- Disposal	Stamper, Ann
Houston	Stevens, Max
Morgan City Office: Main (985) 631-9664 Back Line (985) 631-3680 Fax (985) 631-2823	
Morgan City - Mgr	Posey, Terry
Morgan City	Domangue, Brad
Morgan City - Admin	Leonard, Jolie
Morgan City	Powell, Shedrick
New Iberia Office Number: Main (337) 364-5373 Back Line(337) 364-9869 Fax (337) 367-9444	
New Iberia-Mgr	Gaspard, Jerome
New Iberia	D'Augereau, Johnathan

24/7 EMERGENCY RESPONSE NUMBER: 1-800-645-6671	
Location	**Employee Name**
New Iberia	Darbonne, Mike
New Iberia	Dworshak, Vernon
New Iberia	Faulk, Jonathan
New Iberia - Admin	Romero, Lori
New Iberia	Small, Kendrick
New Iberia	Smith, Kenneth
Port Allen Office Numbers: Main (225) 388-9992 BackLine : (225) 388-0068 Fax: (225) 388-0895	
Port Allen - Mgr	Anderson, Cordero Sr.
Port Allen	Bordanaro, Wayne
Port Allen	Dickerson, Kedrick
Port Allen	Duncan, Feltus
Port Allen	Franklin, Cravata
Port Allen	Howell, Ricky
Port Allen	Lazard, Robert
Port Allen	Simmons, Tyler
Port Allen - Admin	Templet, Penny
Port Allen	Young, Andrew
Port Allen	Young, Joseph
Port Arthur TX	Main: (409) 962-7226
Port Arthur - Mgr	Waldrop, Tony
Port Arthur	Cabrera, Napoleon
Port Arthur	Chatelain, Curt
Port Arthur	Dyche, Kevin
Port Arthur	Ferguson, Gavin
Port Arthur	Gomez, Ariel
Port Arthur	Gonzales, Carlos
Port Arthur	Jones, Troy
Port Arthur	Lewis, James
Port Arthur - Admin	Martin, Brandy

24/7 EMERGENCY RESPONSE NUMBER: 1-800-645-6671	
Location	**Employee Name**
Tank Cleaning Division: Main (504) 712-6947 BackLine: (504) 712-6948 Fax: (504) 712-6949	
St Rose	Ball, Rodney
St Rose	Delair, Terrus
St Rose	Diamond, David
St Rose	Diamond, David Jr
St Rose	Dorsey, Deontae
St Rose	Jackson, Earl
St Rose	Madison, Billy
St Rose	McPherson, William
St Rose	Mincey,George
St Rose	Provensal,Clint
St Rose	Shook, Kenny
St Rose	Taylor, Robert
St Rose	Thatcher, Warren "Lee"
St Rose	Toussaint, Jonathan

4.6 Responsibilities of Response Personnel

The following sub-sections define the responsibilities of major response personnel. Duties or responsibilities may be delegated to identified personnel during a response activity. Additional response team personnel and staff will be attained if the incident responsibilities and level of effort required warrant.

4.7 Incident Command System

4.7.1 General

This Section identifies the classifications, responsibilities and lines of authority for the EOG Resources Emergency Response Team. The Emergency Response Team organization charts, located in Response Zone Appendices of this Plan, identify trained EOG Resources employees within the emergency response organization and the various methods of contacting these individuals in Response Zone 1. This complement (supplemented where appropriate with contract resources) should be sufficient to provide continuous operations during the first 7 days of an oil spill response.

At emergency response operations involving an uncontrolled release of a hazardous substance, a site-specific Incident Command System (ICS) will be established at the emergency site and a EOG Resources supervisor will be the person in charge (**"Responsible Party" On-Scene Coordinator, or RPOSC**) of the ICS. The ICS is a system whereby EOG Resources, contractor and local community emergency response and other facilities, equipment, personnel, procedures, and communications are coordinated and controlled through a unified command system. Typically the unified command system will be directed by the EOG Resources' RPOSC and the senior official of each response team outside of EOG Resources to effectively accomplish agreed upon objectives at the scene of an emergency. There is a function within EOG Resources' organization that coincides with each major role in a typical ICS structure.

EOG Resources' Emergency Response Team organization is designed to fulfill the various necessary Company functions within the overall ICS in a manner that most effectively utilizes the skills and experience of Company personnel to address the specific issues of each incident that arises. The Emergency Response Team assignments also designate who is responsible for the emergency preparedness pre-planning activities required for each function. The organization of this team has been structured to meet special emergency concerns such as minimum response time and needed on-scene equipment, materials, manpower and expertise to effectively and decisively manage a release that has the potential to cause injury to life or damage to property and the environment. The Incident Commander, with assistance from the appropriate managers, is responsible for assigning staff to the various roles in the organization.

4.7.2 Activation

The pre-designated DOT and EPA Qualified Individuals are empowered with full authority to activate and contract with required Oil Spill Response Organizations (**OSROs**); activate personnel and equipment maintained by EOG Resources; act as liaison with the Federal On-Scene Coordinator (FOSC); and obligate funds required to carry out required or directed oil spill response activities. The QI shall establish and maintain a singular point of communication during the early hours of a response, which other key onsite responders can contact so that the appropriate magnitude of the response can be confirmed. Upon arrival onsite, the senior EOG Resources responder is also temporarily empowered to act as a Qualified Individual until a more senior EOG Resources responder or the designated EOG Resources RPOSC (a 'Qualified Individual') arrives at the site.

4.7.3 Description of the Incident Command System

The Incident Command System described in this manual is based on the Field Operations Guide (FOG) manual. The FOG is a guidance document for implementing an Incident Command System (ICS) response management organization that can be universally adopted by responders for oil spills. The Oil Spill FOG is consistent with the National Interagency Incident Management System (NIIMS) ICS that is the predominant public domain response management system nationwide. The National Response System (NRS) is the mechanism for coordinating response actions by all levels of government in support of the Federal On-Scene Coordinator (FOSC). Establishment of the NRS in the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) for removal of oil and hazardous substances requires the President to "ensure effective and immediate removal of a discharge" in accordance with the NCP. This authority has since been delegated to the FOSC.

While the NCP requires that the FOSC's efforts be coordinated with other appropriate Federal, state, local, and private response agencies, it also requires mutual notification among agencies. The ICS brings together the functions of the Federal government, state/local governments, and the responsible party in order to achieve an effective and efficient response, where the FOSC maintains ultimate authority. The emphasis during oil spill response is on coordination and cooperation. The FOSC, the state/local government representatives, and the responsible party are all involved with varying degrees of responsibility, regardless of the size and severity of the incident. The FOSC, in every case, retains the authority to direct the spill response, and must direct responses to spills that pose a substantial threat to the public health or welfare of the US. In many situations, however, the FOSC may choose to monitor the response effort and provide support and advice where appropriate. All response actions are required to be consistent with the NCP.

ICS is a valuable tool that can be used within the NRS to coordinate actions among the Environmental Protection Agency (EPA) or US Coast Guard (USCG) FOSC, the state/local responders, and the responsible party. This is important in that local, state, and responsible party responders may arrive at the scene before the FOSC and have established an ICS at the scene. Also, more significant incidents will warrant multi-jurisdictional responses. Formation of a Unified Command (UC) using ICS will pull Federal, state/local, and private resources together within the framework of the existing response management system established by the first responders. State and local responders should note that there are a wide variety of resources available through the EPA or USCG FOSC.

The ICS organizational guidance provided is not regulatory. Recognizing that a response will bring together numerous organizations with varying incident management structures, the Incident Commander or Unified Command for the specific incident will determine how to best set up and staff the incident-specific ICS organization for the most efficient and effective use of the resources involved. The FOSC and SOSC will work in Unified Command with any response organization established by a responsible party as long as such an organization is consistent with NIIMS ICS and described in an approved spill response contingency plan. Specific guidance on the integration of Federal, state, and local contingency plans with vessel and facility response plans is located in the applicable ACP.

The ICS provides for maximum flexibility in varied situations, but specific training is recommended. The FOG is a job aid rather than a stand-alone document. By reading the general instructions, the common unit leader responsibilities, the position descriptions, and checklists, responders will be guided in their duties within the ICS process.

The following diagram outlines a generic response organization for pre-event planning. However, an actual organization will be event-specific. Not all positions need to be filled. The size of the organization is dependent on the magnitude of the incident and can be expanded or contracted as necessary. This modular development is described later in this Section.

Personnel with specialized skills (technical specialists), not specifically identified within the ICS, may be integrated anywhere within the organization to meet the needs of the Incident Command. This feature allows the greatest compatibility with other existing response management systems.

4.7.3.1 Response Organization Development

An actual response organization typically grows from the “Initial Response Organization” to fit the level of response necessary for a specific incident. The size and focus of the organization is dependent on the magnitude of the incident and can be expanded or contracted as necessary. *Only positions that are required for an adequate response need to be filled, and organizations should be kept as small as possible to accomplish incident objectives and monitor progress.*

The following response organization discussion describes a typical expansion of an Incident Command Organization. It is not meant to be prescriptive. The examples do not imply that this is the only way to build an organization.

INITIAL RESPONSE ORGANIZATION

Initial Response resources are managed by the Incident Commander who will handle all Command and General Staff responsibilities. A Unified Command is established.

REINFORCED RESPONSE ORGANIZATION

The Unified Command has established a basic Operations Section with a Protection Group and/or a Recovery Group to manage on-water activities and a shoreline division to manage land-based resources. A Safety Officer and Information Officer have been assigned.

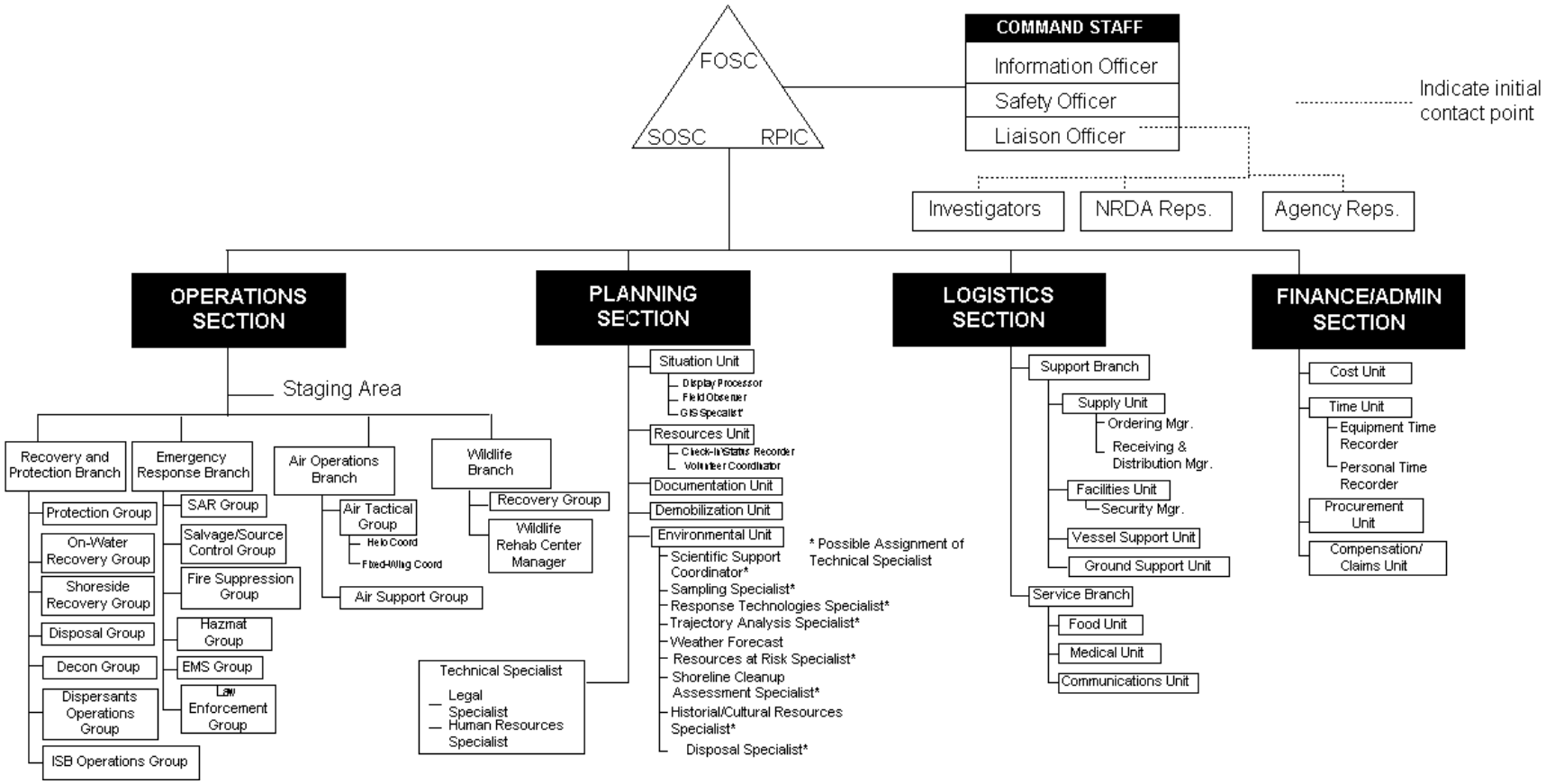
MULTI-DIVISION/GROUP ORGANIZATION

The Unified Command has assigned all command staff positions. A number of divisions and groups have been established in the Operations Section. Planning Section organization has been started with formation of an Environmental Unit, Situation Unit, and Resources Unit. Limited Logistics Units are established to support the response resources.

MULTI-BRANCH ORGANIZATION

The Unified Command has established all Command and General Staff positions and established four branches with the Operations Section. Section organizations have been staffed for Operations, Planning, Logistics, and Finance/Admin (depicted in the following diagram).

Figure 14: ICS Structure



UNIFIED COMMAND

While a single Incident Commander normally handles the command function, an ICS organization may be expanded into a Unified Command for complex responses which cross jurisdictional boundaries or involve multiple agencies with geographic or functional jurisdiction. The Unified Command brings together the “Incident Commanders” of all major organizations involved in the response to function as a team with a common set of incident objectives and strategies. The Unified Command will typically include:

- The predesignated FOSC,
- The SOSC,
- The Incident Commander for the responsible party, and
- Other incident commanders or on-scene coordinators (when appropriate).

Actual Unified Command makeup for a specific incident will be determined on a case-by-case basis taking into account:

- The specifics of the incident;
- Determinations outlined in the ACP; or
- Decisions reached during the initial meeting of the Unified Command.

The makeup of the Unified Command may change as an incident progresses, in order to account for changes in the situation.

The Unified Command is responsible for overall management of the incident. The Unified Command directs incident activities, including development and implementation of overall objectives and strategies, and approves ordering and releasing of resources. Each Unified Command member may assign Deputy Incident Commander(s) to assist in carrying out Incident Command responsibilities. Unified Command members may also be assigned individual legal and administrative support from their own organizations.

As a component of an ICS, the Unified Command facilitates and coordinates the effective involvement of various agencies and responders. It links the organizations responding to the incident and provides a forum for these agencies to make consensus decisions. Under Unified Command, the various jurisdictions and/or agencies, and non-government responders may blend together throughout the Incident Command System organization to create an integrated response team. Assisting or cooperating agencies that are not part of the Unified Command can also participate through Agency Representatives working with the Liaison Officer. It is important to note that participation in a Unified Command occurs without any agency abdicating authority, responsibility, nor accountability.

COMMON RESPONSIBILITIES

The following responsibilities apply to all ICS personnel:

- Receive assignment, notification, reporting location, reporting time, and travel instructions from your home agency.
- Upon arrival at the incident, check in at designated check-in locations. Check-in locations may be found at:
  - Incident Command Post,
  - Base or Camps, Staging Areas, Helibases,
  - Division Supervisors (for direct line assignments).
- Agency representatives from assisting or cooperating agencies report to Liaison Officer at the Command Post after checking in.
- All radio communications to Incident Communications Center will be addressed:

- "(Incident Name) Communications".

- Use clear text and ICS terminology (no codes) in all radio transmissions.
- Receive briefing from immediate supervisor.
- Acquire work materials.
- Organize, assign, and brief subordinates.
- Complete forms and reports required of the assigned position and send material through supervisor to Documentation Unit.
- Ensure continuity using in/out briefings.
- Respond to demobilization orders.
- Brief subordinates regarding demobilization.

UNIT LEADER RESPONSIBILITIES

Common responsibilities that must be accomplished by all Unit Leaders include (these responsibilities are not repeated in each Unit listing):

- Participate in incident planning meetings, as required.
- Determine current status of unit activities.
- Confirm dispatch and estimated time of arrival of staff and supplies.
- Assign specific duties to staff; supervise staff.
- Determine resource needs.
- Develop and implement accountability, safety, and security measures for personnel and resources.
- Supervise demobilization of unit, including storage of supplies.
- Provide Supply Unit Leader with a list of supplies to be replenished.
- Maintain unit records, including Unit/Activity Log (ICS 214).

INCIDENT COMMANDER

On most incidents, a single Incident Commander carries out the Command activity. The Incident Commander is selected through pre-designation, qualifications, or experience. The Incident Commander may have a deputy, who may be from the same entity or from an assisting entity. Deputies must have the same qualifications as the person for whom they work, as they must be ready to take over that position at any time.

The Incident Commander should:

- Review common responsibilities.
- Assess the situation and/or obtain a briefing from the prior Incident Commander.
- Determine incident objectives and strategies.
- Establish the immediate priorities.
- Establish an Incident Command Post.
- Establish an appropriate organization.
- Approve and authorize implementation of an Incident Action Plan (IAP).

- Ensure that adequate safety measures are in place.
- Coordinate activity of all Command and General Staff.
- Coordinate with key stakeholders and officials through the Liaison Officer.
- Approve requests for additional resources or for the release of resources.
- Keep agency or authorizing entity (Responsible Party) informed about incident status.
- Approve, if appropriate, the use of trainees, volunteers, or auxiliary personnel.
- Authorize release of information through the Information Officer.
- Ensure incident funding is available.
- Notify natural resource trustees(s) and coordinate with NRDA Representative(s).
- Coordinate incident investigation responsibilities.
- Seek appropriate legal counsel.
- Order the demobilization of incident resources, when appropriate.

INFORMATION OFFICER

The Information Officer is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other appropriate agencies and organizations.

Only one Information Officer will be assigned for each incident, including incidents operating under Unified Command and multi-jurisdictional incidents. The Information Officer may have assistants, as necessary, and the assistants may also represent assisting agencies or jurisdictions.

The Information Officer should:

- Review Common Responsibilities.
- Determine from the Incident Commander if there are any limits on information release.
- Develop material for use in news briefings.
- Obtain Incident Commander approval for news media releases.
- Inform news media and conduct news briefings.
- Arrange for tours and other interviews or briefings that may be required.
- Obtain news media information that may be useful for incident planning.
- Maintain current information summaries and/or displays on the incident.
- Provide information on status of incident to assigned personnel.
- Establish and staff a Joint Information Center (JIC), as necessary.
- Maintain Unit/Activity Log (ICS 214).

SAFETY OFFICER

The Safety Officer is responsible for monitoring and assessing hazardous and unsafe situations and developing measures to assure personnel safety. The Safety Officer will correct unsafe acts or conditions through the regular line of authority, although the Safety Officer may exercise emergency authority to prevent or stop unsafe acts when immediate action is required.

The Safety Officer maintains awareness of active and developing situations, ensures the Site Safety and Health Plan is prepared and implemented, and includes safety messages in each IAP.

Only one Safety Officer will be assigned for each incident, including incidents operating under Unified Command and multi-jurisdiction incidents. The Safety Officer may have assistants, as necessary, and the assistants may also represent assisting agencies or jurisdictions.

The Safety Officer should:

- Review Common Responsibilities.
- During initial response, document the hazard analysis process addressing hazard identification, personal protective equipment, control zones, and decontamination area.
- Participate in planning meetings to identify any health and safety concerns inherent in the operations daily workplan.
- Review the IAP for safety implications.
- Exercise emergency authority to prevent or stop unsafe acts.
- Investigate accidents that have occurred within incident areas.
- Ensure preparation and implementation of Site Safety and Health Plan (SSHP) in accordance with the ACP and state and Federal OSHA regulations. The SSHP shall, at a minimum, address, include, or contain the following elements:
    - Health and safety hazard analysis for each site task or operation.
    - Comprehensive operations workplan.
    - Personnel training requirements.
    - PPE selection criteria.
    - Site-specific occupational medical monitoring requirements.
    - Air monitoring plan: area/personal.
    - Site control measures.
    - Confined space entry procedures "only if needed".
    - Pre-entry briefings (tailgate meetings): initial and as needed.
    - Pre-operations health and safety conference for all incident participants.
    - Quality assurance of SSHP effectiveness.
- Assign assistants and manage the incident safety organization.
- Review and approve the Medical Plan (ICS 206).
- Maintain Unit/Activity Log (ICS 214).

LIAISON OFFICER

Incidents that are multi-jurisdictional, or involve several agencies, may require the establishment of the Liaison Officer position on the Command Staff. The Liaison Officer is the point of contact for the assisting and cooperating Agency Representatives and stakeholder groups.

Only one Liaison Officer will be assigned for each incident, including incidents operating under Unified Command and multi-jurisdiction incidents. The Liaison Officer may have assistants, as necessary, and the assistants may also represent assisting agencies or jurisdictions.

The Liaison Officer should:

- Review Common Responsibilities.
- Provide a point of contact for assisting and cooperating Agency Representatives.

- Identify Agency Representatives from each agency, including communications link and location.
- Maintain a list of assisting and cooperating agency and stakeholder group contacts.
- Assist in establishing and coordinating interagency contacts.
- Keep agencies supporting incident aware of incident status.
- Monitor incident operations to identify current or potential interorganizational issues and advise Incident Command, as appropriate.
- Participate in planning meetings, provide current resource status information, including limitations and capabilities of assisting agency resources.
- Provide information and support to local government officials and stakeholder groups.
- Maintain Unit/Activity Log (ICS 214).

OPERATIONS SECTION CHIEF

The Operations Section Chief, a member of the General Staff, is responsible for managing all operations directly applicable to the primary mission. The Operations Section Chief activates and supervises elements in accordance with the IAP and directs its execution; activates and executes the SSHP; directs the preparation of unit operational plans; requests or releases resources; makes expedient changes to the IAPs as necessary; and reports such to the Incident Commander.

The Operations Section Chief should:

- Review Common Responsibilities.
- Develop operations portion of IAP.
- Brief and assign operations personnel in accordance with IAP.
- Supervise execution of the IAP for Operations.
- Request resources needed to implement Operation's tactics as part of the IAP development (ICS 215).
- Ensure safe tactical operations.
- Make, or approve, expedient changes to the IAP during the operational period, as necessary.
- Approve suggested list of resources to be released from assigned status (not released from the incident).
- Assemble and disassemble teams/task forces assigned to operations section.
- Report information about changes in the implementation of the IAP, special activities, events, and occurrences to Incident Commander as well as to Planning Section Chief and Information Officer.
- Maintain Unit/Activity Log (ICS 214).

PLANNING SECTION CHIEF

The Planning Section Chief, a member of the General Staff, is responsible for collecting, evaluating, disseminating, and using information about the incident and status of resources. Information is needed to:

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

The Planning Section Chief should:

- Review Common Responsibilities.
- Activate Planning Section units.
- Assign available personnel already on site to ICS organizational positions, as appropriate.
- Collect and process information about the incident.
- Supervise IAP preparation.
- Provide input to the Incident Command and Operations Sections Chief in preparing the IAP.
- Participate in planning and other meetings, as required.
- Establish information requirements and reporting schedules for all ICS organizational elements for use in preparing the IAP.
- Determine need for any specialized resources in support of the incident.
- Provide Resources Unit with the Planning Section's organizational structure, including names and locations of assigned personnel.
- Assign Technical Specialists, where needed.
- Assemble information on alternative strategies.
- Assemble and disassemble Strike Teams or Task Forces, as necessary.
- Provide periodic predictions on incident potential.
- Compile and display incident status summary information.
- Provide status reports to appropriate requesters.
- Advise General Staff of any significant changes in incident status.
- Incorporate the incident Traffic Plan (from Ground Support Unit), Vessel Routing Plan (from Vessel Support Unit) and other supporting plans in the IAP.
- Instruct Planning Section Units in distribution and routing of incident information.
- Prepare resource release recommendations for submission to Incident Command.
- Maintain Section records.
- Maintain Unit/Activity Log (ICS 214).

LOGISTICS SECTION CHIEF

The Logistics Section Chief, a member of the General Staff, is responsible for providing facilities, services, and material in support of the incident response. The Logistics Section Chief participates in developing and implementing the IAP and activates and supervises Branches and Units within the Logistics Section.

The Logistics Section Chief should:

- Review Common Responsibilities.
- Plan organization of Logistics Section.
- Assign work locations and preliminary work tasks to Section personnel.
- Notify Resources Unit of Logistics Section units activated including names and locations of assigned personnel.

- Assemble and brief Branch Directors and Unit Leaders.
- Participate in IAP preparation.
- Identify service and support requirements for planned and expected operations.
- Provide input to, and review, Communications Plan, Medical Plan, Traffic Plan, and Vessel Routing Plan.
- Coordinate and process requests for additional resources.
- Review IAP and estimate Section needs for next operational period.
- Advise on current service and support capabilities.
- Prepare service and support elements of the IAP.
- Estimate future service and support requirements.
- Provide input to Demobilization Plan as required by Planning Section.
- Recommend release of unit resources in conformance with Demobilization Plan.
- Ensure general welfare and safety of Logistics Section personnel.
- Maintain Unit/Activity Log (ICS 214).

FINANCE/ADMINISTRATION SECTION CHIEF

The Finance/Administration Section Chief, a member of the General Staff, is responsible for all financial and cost analysis aspects of the incident and for supervising members of the Finance/Administration Section.

The Finance / Administration Section Chief should:

- Review Common Responsibilities.
- Attend briefing with responsible company/agency to gather information.
- Attend planning meetings to gather information on overall strategy.
- Determine resource needs.
- Develop an operating plan for Finance/ Administration function on incident.
- Prepare work objectives for subordinates, brief staff, make assignments, and evaluate performance.
- Inform members of the Unified Command and General Staff when Section is fully operational.
- Meet with assisting and cooperating company/agency representatives, as required.
- Provide input in all planning sessions on financial and cost analysis matters.
- Maintain daily contact with company/ agency(s) administrative headquarters on finance matters.
- Ensure that all personnel time records are transmitted to home company/agency 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 incident.

4.8 Glossary of Terms

This glossary contains definitions of terms frequently used in ICS documentation.

AGENCY REPRESENTATIVE - Individual assigned to an incident from an assisting or cooperating agency who has been delegated full authority to make decisions on all matters affecting their agency's participation at the incident. Agency Representatives report to the Liaison Officer.

AIR OPERATIONS BRANCH DIRECTOR - The person primarily responsible for preparing and implementing the air operations portion of the IAP. Also responsible for providing logistical support to helicopters operating on the incident.

ALLOCATED RESOURCES - Resources dispatched to an incident.

ALTERNATIVE RESPONSE TECHNOLOGIES (ART) - Response methods or techniques other than mechanical containment or recovery. ART may include use of chemical dispersants, in-situ burning, bioremediation or other alternatives. Application of ART must be authorized and directed by the OSC.

ASSIGNED RESOURCES - Resources checked-in and assigned work tasks on an incident.

ASSIGNMENTS - Tasks given to resources to perform within a given operational period, based upon tactical objectives in the IAP.

ASSISTANT - Title for subordinates of the Command Staff positions. The title indicates a level of technical capability, qualifications and responsibility subordinate to the primary positions. Assistants may also be used to supervise unit activities at camps.

ASSISTING AGENCY - An agency directly contributing tactical or service resources to another agency.

AVAILABLE RESOURCES - Incident-based resources which are immediately available for assignment.

BASE - That location at which the primary logistics functions are coordinated and administered. (Incident name or other designator will be added to the term "Base") The Incident Command Post may be co-located with the base. There is only one base per incident.

BRANCH - That organizational level having functional/geographic responsibility for major incident operations. The Branch level is organizationally between Section and Division/Group in the Operations Section, and between Section and Units in the Logistics Section.

CACHE - A pre-determined complement of tools, equipment and/or supplies stored in a designated location, and available for incident use.

CAMP - A geographical site, within the general incident area, separate from the base, equipped and staffed to provide sleeping areas, food, water and sanitary services to incident personnel.

CHECK-IN - The process whereby resources first report to an incident. Check-in locations include: Incident Command Post (Resources Unit), Incident Base, Camps, Staging Areas, Helibases, Helispots and Division Supervisors (for direct line assignments).

CHIEF - The ICS title of individuals responsible for command of functional sections: Operations, Planning, Logistics, and Finance/Administration.

CLEAR TEXT - The use of plain English in radio communications transmissions. No Ten Codes or agency specific codes are used when using Clear Text.

COMMAND - The act of directing, ordering and/or controlling resources by virtue of explicit legal, agency or delegated authority. May also refer to the Incident Commander/Unified Command.

COMMAND POST - See Incident Command Post.

COMMAND STAFF - The Command Staff consists of the Information Officer, Safety Officer and Liaison Officer, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

COMMUNICATION UNIT - A vehicle (trailer or mobile van) used to provide the major part of an incident Communication Center.

COOPERATING AGENCY - An agency supplying assistance other than direct tactical or support functions or resources to the incident control effort (e.g., Red Cross, telephone company, etc.).

COST UNIT - Functional unit within the Finance Section responsible for tracking costs, analyzing cost data, making cost estimates and recommending cost-saving measures.

DEPUTY - A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a Deputy could act as relief for a superior and therefore must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff and Branch Directors.

DEMOBILIZATION UNIT - Functional unit within the Planning Section responsible for assuring orderly, safe and efficient demobilization of incident resources.

DIRECTOR - The ICS title for individuals responsible for supervision of a Branch.

DISPATCH - The implementation of a command decision to move resources from one place to another.

DISPATCH CENTER - A facility from which resources are directly assigned to an incident.

DIVISION - That organization level having responsibility for operation within a defined geographic area or with functional responsibility. The Division level is organizationally between the Task Force/Team and the Branch. (See also "Group")

DOCUMENTATION UNIT - Functional unit within the Planning Section responsible for collecting, recording and safeguarding all documents relevant to the incident.

EMERGENCY MEDICAL TECHNICIAN (EMT) - A health-care specialist with particular skills and knowledge in pre-hospital emergency medicine.

EMERGENCY OPERATIONS CENTER (EOC) - A pre-designated facility established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to an emergency.

FACILITIES UNIT - Functional unit within the Support Branch of the Logistics Section that provides fixed facilities for the incident. These facilities may include the Incident Base, feeding areas, sleeping areas, sanitary facilities, etc.

FIELD OPERATIONS GUIDE (FOG) - A pocket-size manual of instructions on the application of the Incident Command System.

FINANCE SECTION - The Section responsible for all incident costs and financial considerations. Includes the Time Unit, Procurement Unit, Compensation/Claims Unit and Cost Unit.

FOOD UNIT - Functional unit within the Service Branch of the Logistics Section responsible for providing meals for incident personnel.

FUNCTION - In ICS, function refers to the five major activities in the ICS, i.e., Command, Operations, Planning, Logistics and Finance. The term function is also used when describing the activity involved, e.g., "the planning function."

GENERAL STAFF - The group of incident management personnel comprised of: Incident Commander, Operations Section Chief, Planning Section Chief, Logistics Section Chief, Finance Section Chief.

GEOGRAPHIC INFORMATION SYSTEM (GIS) - An electronic information system which provides a geo-referenced data base to support management decision making.

GROUND SUPPORT UNIT - Functional unit within the Support Branch of the Logistics Section responsible for fueling, maintaining and repairing vehicles, and the ground transportation of personnel and supplies.

GROUP - Groups are established to divide the incident into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. (See Division.) Groups are located between Branches (when activated) and Resources in the Operations Section.

HEALTH AND SAFETY PLAN (HASP) - Site specific document required by State and Federal OSHA regulations and specified in the Area Contingency Plan. The HASP shall at minimum address, include or contain the following elements: 1) health and safety hazard analysis for each site task or operation, 2) comprehensive operations work plan, 3) personnel training requirements, 4) PPE selection criteria, 5) site specific occupational medical monitoring requirements, 6) air monitoring plan, 7) site control measures, 8) confined space entry procedures (if needed), 9) pre-entry briefings (tailgate meetings, initial and as needed), 10) pre-operations commencement, 11) health and safety conference for all incident participants and 12) quality assurance of HASP effectiveness.

HELIBASE - A location within the general incident area for parking, fueling, maintenance and loading of helicopters.

HELISPOT - A location where a helicopter can take off and land. Some helispots may be used for temporary loading.

INCIDENT ACTION PLAN (IAP) - The Incident Action Plan, which is initially prepared at the first meeting, contains general control objectives reflecting the overall incident strategy and specific action plans for the next operational period. When complete, the Incident Action Plans will have a number of attachments.

INCIDENT AREA - Legal geographical area of the incident to include affected area and traffic route to corresponding storage and disposal sites.

INCIDENT BASE - See BASE.

INCIDENT COMMANDER (IC) - The individual responsible for the management of all incident operations.

INCIDENT COMMAND POST (ICP) - That location at which the primary command functions are executed and are usually co-located with the incident base.

INCIDENT COMMAND SYSTEM (ICS) - A standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries.

INCIDENT COMMUNICATION CENTER - The location of the Communications Unit and the Message Center.

INCIDENT OBJECTIVES - Statements of guidance and direction necessary for the selection of appropriate strategies and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow for strategic and tactical alternatives.

INCIDENT SITUATION DISPLAY - The Situation Unit is responsible for maintaining a display of status boards which communicate critical incident information vital to establishing an effective command and control environment.

INFORMATION OFFICER (IO) - A member of the Command Staff responsible for interfacing with the public and media or with other agencies requiring information on the incident. There is only one Information Officer per incident. The Information Officer may have assistants.

INITIAL ACTION - The actions taken by resources which are the first to arrive at an incident.

INITIAL RESPONSE - Resources initially committed to an incident.

JOINT INFORMATION CENTER (JIC) - A facility established within or near the Incident Command Post were the Information Officer and staff can coordinate and provide information on the incident to the public,

media and other agencies. The JIC is normally staffed with representation from the FOSC, State IC and RP.

JURISDICTION - The range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority for incident mitigation. Jurisdictional authority at an incident can be political/geographical (e.g., city, county, state or federal boundary lines), or functional (e.g., police department, health department, etc.). (See Multi-Jurisdiction).

JURISDICTIONAL AGENCY - The agency having jurisdiction and responsibility for a specific geographical area or a mandated function.

LANDING ZONE - See Helispot.

LEADER - The ICS title for an individual responsible for a Task Force/Strike Team or functional Unit.

LIAISON OFFICER (LO) - A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

LOGISTICS SECTION - The Section responsible for providing facilities, services and materials for the incident.

MANAGERS - Individuals within ICS organizational units that are assigned specific managerial responsibilities (e.g., Staging Area Manager or Camp Manager).

MEDICAL UNIT - Functional unit within the Service Branch of the Logistics Section responsible for the development of the Medical Emergency Plan, and for providing emergency medical treatment for personnel.

MESSAGE CENTER - The message center is part of the Communications Center and co-located with it. The Center receives, records and routes information about resources reporting to the incident, resource status and administration and tactical traffic.

MULTI-AGENCY COORDINATION GROUP (MAC) - Cohesive group of all affected agencies established to aid in the overall response, facilitate briefings and share issues during a response.

MULTI-AGENCY COORDINATION SYSTEM (MACS) - The combination of facilities, equipment, personnel, procedures and communications integrated into a common system with responsibility for coordination of assisting agency resources and support to agency emergency operations.

MULTI-AGENCY COORDINATION GROUP COORDINATOR - Serves as facilitator to organize and accomplish goals of the MAC Group.

MULTI-AGENCY INCIDENT - An incident where one or more agencies assist a jurisdictional agency or agencies. May be single or Unified Command.

MULTI-JURISDICTION INCIDENT - An incident requiring action from multiple agencies that have a statutory responsibility for incident mitigation. In ICS, these incidents will be managed under Unified Command.

NOAA WEATHER STATION - A mobile weather data collection and forecasting facility (including personnel) provided by the National Oceanic and Atmospheric Administration which can be utilized within the incident area.

NATURAL RESOURCE DAMAGE ASSESSMENT (NRDA) - The process of identifying and quantifying the resource impacts and evaluating the value of impacted resources for the purpose of restoration.

OFFICER - The ICS title for the personnel responsible for the Command Staff positions of Safety, Liaison and Information.

ON-SCENE COORDINATOR (OSC) - The predesignated Federal On-Scene Coordinator operating under the authority of the National Contingency Plan (NCP).

OPERATIONAL PERIOD - The period of time scheduled for execution of a given set of operation actions as specified in the IAP. Operational Periods can be various lengths, usually not over 24 hours.

OPERATIONS SECTION - Responsible for all operations directly applicable to the primary mission. Directs the preparation of unit operational plans, requests or releases resources, makes expedient changes to the IAP as necessary and reports such to the Incident Commander. Includes the Recovery and Protection Branch, Emergency Response Branch, Air Operations Branch and Wildlife Branch.

OUT-OF-SERVICE RESOURCES - Resources assigned to an incident but unable to respond for mechanical, rest or personnel reasons.

PLANNING MEETING - A meeting, held as needed throughout the duration of an incident, to select specific strategies and tactics for incident control operations and for service and support planning.

PLANNING SECTION - Responsible for the collection, evaluation and dissemination of tactical information related to the incident, and for the preparation and documentation of Action Plans. The section also maintains information on the current and forecasted situation, and on the status of resources assigned to the incident. Includes the Situation, Resource, Documentation and Demobilization Units, as well as Technical Specialists.

POLREP - Pollution report.

PROCUREMENT UNIT - Functional unit within the Finance Section responsible for financial matters involving vendor contracts.

QUALIFIED INDIVIDUAL (Q.I.) - The person authorized by the responsible party to act on their behalf, authorize expenditures and obligate organization's resources.

RADIO CACHE - A cache may consist of a number of portable radios, a base station and in some cases a repeater stored in a predetermined location for dispatch to incidents.

RECORDERS - Individuals within ICS organizational units who are responsible for recording information. Recorders may be found in Planning, Logistics and Finance Units.

REGIONAL RESPONSE TEAM (RRT) - The Federal response organization, consisting of representatives from selected Federal and State agencies, which acts as a regional body responsible for planning and preparedness before an oil spill occurs and for providing advice to the OSC in the event of a major or substantial spill.

REPORTING LOCATION - Any one of six facilities/locations where incident assigned resources may check-in. The locations are: Incident Command Post-Resources Unit, Base, Camp, Staging Area, Helibase or Division Supervisor for direct line assignments. (Check-in at one location only)

RESOURCES - All personnel and major items of equipment available or potentially available, for assignment to incident tasks on which status is maintained.

RESOURCES UNIT - Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. The Unit also evaluates resources currently committed to the incident, the impact that additional responding resources will have on the incident, and anticipated resource needs.

R.P. - Responsible Party

SAFETY OFFICER (SO) - A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations, and for developing measures for ensuring personnel safety. The Safety Officer may have assistants.

SECTION - That organization level having functional responsibility for primary segments of incident operation such as: Operations, Planning, Logistics, Finance. The Section level is organizationally between Branch and Incident Commander.

SERVICE BRANCH - A Branch within the Logistics Section responsible for service activities at the incident. Includes the Communications, Medical and Food Units.

SINGLE RESOURCE - An individual, a piece of equipment and its personnel complement, or a crew or team of individuals with an identified work supervisor that can be used on an incident.

SITE SAFETY PLAN - Legal document required by OSHA before entry into site, prepared by Safety Officer.

SITUATION UNIT - Functional unit within the Planning Section responsible for the collection, organization and analysis of incident status information, and for analysis of the situation as it progresses. Reports to the Planning Section Chief.

SPAN OF CONTROL - The supervisory ratio of from three-to-seven individuals, with five-to-one being established as optimum.

STAGING AREA - That location where incident personnel and equipment are assigned awaiting tactical assignment.

STATE I.C. - State Incident Commander.

STRATEGY - The general plan or direction selected to accomplish incident objectives.

SUPERVISOR - The ICS title for individuals responsible for command of a Division or Group.

SUPPLY UNIT - Functional unit within the Support Branch of the Logistics Section responsible for ordering equipment and supplies required for incident operations.

SUPPORT BRANCH - A Branch within the Logistics Section responsible for providing personnel, equipment and supplies to support incident operations. Includes the Supply, Facilities and Transportation Units.

SUPPORTING MATERIALS - Refers to the several attachments that may be included with an IAP (e.g., communication plan, map, safety plan, traffic plan and medical plan).

TACTICAL DIRECTION - Direction given by the Operations Section Chief which includes the tactics appropriate for the selected strategy, the selection and assignment of resources, tactics implementation and performance monitoring for each operational period.

TASK FORCE - A group of resources with common communications and a leader assembled for a specific mission.

TECHNICAL SPECIALISTS - Personnel with special skills that can be used anywhere within the ICS organization.

TEAM - Specified combinations of the same kind and type of resources, with common communications and a leader.

TEMPORARY FLIGHT RESTRICTIONS (TFR)- Temporary aiPHMSAce restrictions for non-emergency aircraft in the incident area. TFR's are established by the FAA to ensure aircraft safety and are normally limited to a five-nautical-mile radius and 2000 feet in altitude.

TIME UNIT - Functional unit within the Finance Section responsible for recording time for incident personnel and hired equipment.

UNIFIED COMMAND (UC) - In ICS, Unified Command is a unified team effort which allows all agencies with responsibility for the incident, either geographical or functional, to manage an incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility or accountability.

UNIT - That organizational element having functional responsibility for a specific incident planning, logistic or finance activity.

VESSEL SUPPORT UNIT - Functional unit within the Support Branch of the Logistics Section responsible for implementing the Vessel Routing Plan and coordinating transportation on the water and between shore resources.

VOLUNTEER - Any individual accepted to perform services by the Lead Agency which has the authority to accept volunteer services. A volunteer is subject to the provisions of the authorizing statute.

Section 5 List Of Contacts

This section includes tables of contact information for the following:

- Qualified Individuals
- Response contractors
- Waste disposal firms
- Applicable insurance representatives or surveyors YES ACORD

Note: Local, State, and Federal agencies are described in detail in Notification Procedures.

5.1 Qualified Individuals

Qualified Individuals, with their contact information, are listed in Table 2: Response Zone 1 - Qualified Individuals.

5.2 Oil Spill Response Resources

The following companies have been certified by the USCG to provide oil spill response and cleanup services. EOG Resources' Contracting Department maintains up-to-date OSRO contracts / documentation that can be obtained during normal business hours.

Table 20: OSRO Listing

Oil Mop	
Master Service Contract – Vendor Number 317463	
Telephone Number:	1-800-645-6671 (24-Hour Emergency Response Hotline) Office: 1-504-394-6110 Fax: 1-504-392-8977
Address:	131 Keating Drive Belle Chasse, LA 70037

5.3 Waste Disposal Firms

The following firms are under contract with EOG Resources to provide waste disposal services:

West of I-37	
Pinnergy Inc 856 CR 429 Pleasanton TX 78064	Pusher: Emmitt Ballesteroso Phone: 830-569-7341 Dispatch: 830-569-1997 (24 Hour)
East of I-37 and West of Hwy 87 (Gillett/Falls City Area)	
Chalk Mountain 8920 East Hwy 97 Pleasanton TX 78064	Pusher: Truitt Kimbrough Phone: 817-928-0231 Dispatch: 817-718-4283 (24 Hour)

East of Hwy 87 (Gonzales Area)	
Paisano Trucking 751 S US Hwy 183 Cuero ,TX 77954	Pusher: Melvin Prather Phone: 361-243-0629 Dispatch: 361-277-1488

5.4 Insurance Representatives

ACORD provides the certificate of insurance for EOG Resources. This certificate, and the related insurance policy through Knox Insurance Group LLC, is included in the Master Service Agreement (MSA) with Oil Mop. This MSA is inserted in Section 1.6.

Section 6 Training Procedures

Computerized Training & Employee Training Meetings shall be utilized for training operations and maintenance personnel in accordance to the requirements in 49 CFR §195.403. A large number of courses are also open to EOG Resources personnel, on a required, recommended, or by-request basis, and are detailed below. Approximately 12 hours a year online, per person, is spent in online training courses.

6.1 HAZWOPER Training

HAZWOPER training is provided by O'Brien's Response Management; three different levels of training are offered.

All employees attend, at a minimum, the 8 hour course in HAZWOPER training. This course includes the following subjects:

- Regulatory Overview
- Toxicology
- DOT Emergency Response Guidebook
- Communications
- Air Monitoring/Sampling, including PPE
- Decontamination
- ICS

All lead hands attend the 24 hour HAZWOPER course, which includes the material from the 8 hour training and goes into additional detail, which includes but is not limited to the following subjects.

- Placarding and Labels
- Hazard and Risk Assessment
- Heat Stress Information
- Site Safety
- Respiratory Protection Selection and Use

The full 40 hours of HAZWOPER training is required for many of the EOG Resources employees. The full HAZWOPER training includes additional material from the above, such as:

- Control, Containment and Confinement Operations
- Sorbents
- Handling the Media
- Plug, Patch, Drum Transfer
- Staging Area/Site Management and Control
- Confined Space Entry
- Lockout/Tagout
- Developing an Incident Action Plan

6.2 Spill Response Training

Individual OSROs are responsible for spill response training for their personnel. Some spill response training is covered for EOG Resources personnel in the In-House Training through the HAZMAT courses, as detailed above.

6.3 Miscellaneous Training

Twelve hours annually of on-line training is completed by all personnel. This training includes, but is not limited to:

- Lockout/Tagout
- HAZWOPER Basics
- Ergonomics
- Fire Safety
- H_2S
- Blood borne pathogens
- CPR, First Aid

Section 7 Drill Procedures

7.1 Spill Response Team Drills

Facility drills under this plan will follow the National Preparedness for Response Exercise Program (PREP) Guidelines, as revised in August 2002. These guidelines are discussed on the following pages and summarized as follows.

- Qualified Individual notification drills are conducted quarterly. If there are members of the Spill Response Team that are common to more than one zone, those individuals will receive credit for all of their respective zones when they participate in the notification drills for one zone.
- Facility equipment deployment drills will be conducted annually.
- An annual tabletop drill will be held for the EOG Resources Emergency Response Team. However, once within the triennial (3-year) cycle the tabletop drill must be conducted using the WCD for that particular Response Zone.
- One internal unannounced exercise must be conducted annually. This does not have to be a separate exercise. Any of the drills, except the QI Notification Drills, that is conducted unannounced will satisfy this requirement. Annually, EOG Resources should ensure that one of the following exercises is conducted unannounced:
    - Emergency procedures exercise for facilities (optional),
    - EOG Resources Emergency Response Team tabletop exercise, or
    - Equipment deployment exercise.

Equipment deployed in the unannounced drill will count towards the requirements of the equipment deployment exercise. The emergency procedures exercise is being offered as an option for facilities, to provide an additional exercise that may be conducted unannounced.

In addition to the above-listed guidelines, the entire response plan must be exercised during the triennial cycle. An exercise may include one or more of the above drill types, and be credited towards each type conducted.

EOG Resources relies heavily upon OSROs for spill response equipment, as EOG Resources does not maintain a large inventory of response equipment to deploy. The most current PREP guidelines state the following:

The OSRO should provide documentation of completion of the exercise requirements to each plan holder covered by that OSRO

It is the plan holder's (EOG Resources') responsibility to ensure that the OSRO has completed the equipment deployment exercise requirements and has obtained the necessary documentation.

Records of drills will be maintained by the Supervisor - Environment, Health & Safety. These records will be kept for three years after the drill.

7.2 National Preparedness For Response Exercise Program (PREP) Guidelines - Summary

Purpose

The PREP was developed to establish a workable program to satisfy the response exercise requirements mandated by OPA 90.

Participation

If a facility participates in the PREP and uses this guidance document, all federal exercise requirements of OPA 90 will be met. If the facility does not follow the PREP guidelines, they will have to meet the drill requirements of 49 CFR 194.107(c)(1)(ix).

7.3 Internal Exercises

7.3.1 Definition

Exercises that are conducted wholly within their facility's organization which test the various components of the response plan to ensure that the plan is adequate to meet the needs of the organization for spill response.

Internal exercises include:

- QI Notification Drills
- EOG Resources Emergency Response Team Tabletop Exercises
- Equipment Deployment Exercises
- Emergency Procedures for Facilities (optional)

One of the PREP exercises listed above, with the exception of the QI Notification Drills, must be conducted unannounced. An unannounced exercise is one in which the exercise participants do not have prior knowledge of the exercise, as would be the situation in an actual spill incident.

7.3.2 Certification

All internal exercises should be **self-evaluated** and **self-certified**.

7.4 External Exercises

7.4.1 Definition

Exercises that extend beyond the internal focus of the facility's organization which test the organization's ability to coordinate with the response community to conduct an effective response to a pollution incident.

External exercises include:

- Area Exercises
- Government-Initiated Unannounced Exercises

7.4.2 Certification

Guidelines for determining successful completion of an exercise and for determining enforcement actions (including but not limited to civil penalties) for an unsuccessful exercise are the responsibility of the individual oversight agencies, based on application of their individual agency regulations.

7.5 Qualified Individual (QI) Notification Exercises

Objective: The purpose of this training is to ensure that the QI (or designee, as designated in the response plan) can be reached in a spill response emergency to carry out his or her required duties.

Overview: The QI Notification Drill involves a field level supervisor contacting the Qualified Individual. A call is made once per quarter, typically during the first week of February, May, August and November. At least once a year the QI Notification exercises should be conducted during **non-business hours**. The form provided at the end of this Fact Sheet shall be used to document the QI Notification. The following information shall be provided:

- Record the name of the QI contacted and the time of notification.

- Record the method of contacting the QI. If contact is made by pager, note the time that the QI returned the call.
- Fill in the certification section of the form in ink. Print name and title, sign, and date the form.
- Return the form to the Oil Spill Coordinator in the Environmental Department. This is a required environmental record. It must be filed and retained for five years.

Training Basis: 33 CFR 154.1055(a)(1) and the National Preparedness for Response Exercise Program (PREP) Guidelines issued August 2002.

Training Schedule: Initial Training is provided to the QIs. The QI drills are conducted quarterly. Credit may be given for this exercise if contact is made for an actual spill event and a proper record is generated.

QUALIFIED INDIVIDUAL (QI) NOTIFICATION DRILL

SCOPE: Exercise communications between facility personnel and QI

OBJECTIVE: Contact made with a QI or designee.

FREQUENCY: Quarterly – A field level supervisor will call one of the QIs listed in Response Zone Appendices of the Oil Spill Facility Response Plan.

DOCUMENTATION:

Qualified Individual Notification

Name of QI Contacted:_____

Date and time of notification:_____

Check Method of Contact:

☐ Telephone

☐ Pager *

☐ Radio

☐ Other – specify_____

* If contact made by pager, note time QI returned call. _____

Exercise or actual response? _____

Description of notification procedure:_____

_____

_____

_____

Check the following components of the FRP that were exercised during this particular drill:

	Notifications		Disposal of Recovered Material and Contaminated Debris
	Staff Mobilization		Communications
	Ability to Operate Within the Response Management System		Transportation
	Discharge Control		Personnel Support
	Assessment of Discharge		Equipment Maintenance & Support
	Containment of Discharge		Procurement
	Recovery of Spilled Material		Documentation
	Protection of Sensitive Areas		

CERTIFICATION

Name_____
(Print)
Title_____
Signature:_____
Date:_____

RETURN COMPLETED FORM TO ENVIRONMENTAL DEPARTMENT AND PIPELINE FOREMAN

REQUIRED ENVIRONMENTAL RECORD - RETAIN FOR 5 YEARS

7.6 EOG Resources Emergency Response Team Tabletop Exercise

Objective:

The purpose of this exercise is to ensure that responsible personnel are familiar with the facility's Integrated Oil Spill Facility Response Plan (FRP), and to give them an opportunity to practice and develop their spill management skills.

Overview:

This 8-hour exercise is designed to test the EOG Resources Emergency Response Team's organization, communication, and decision-making capabilities during an oil spill response. The first two hours are devoted to reviewing the facility's FRP and Incident Command Structure. The remaining six hours are spent working an unannounced drill scenario developed prior to the exercise by the Emergency Response Coordinator and HSE Department. The EOG Resources Emergency Response Team is exercised in the following:

- Knowledge of the FRP;
- Proper notifications;
- Communication system;
- Ability to access an OSRO
- Coordination of internal organization personnel with responsibility for spill response;
- An annual review of the transition from a local team to a regional, national, and international team, as appropriate;
- Ability to effectively coordinate spill response activity with the National Response System (NRS) infrastructure. If personnel from the NRS are not participating in the exercise, the EOG Resources Emergency Response Team should demonstrate knowledge of response coordination with the NRS;
- Ability to access information in the ACP location of sensitive areas, resources available within the area, unique conditions of the area, etc. This is only applicable if the ACP available for the exercise.

Training Basis: 33 CFR 154.1055(a)(2) & National Preparedness for Response Exercise Program (PREP) Guidelines dated August 2002.

Personnel Requiring Training:

Personnel	Responsibilities	Training Required
EOG Resources Emergency Response Team as defined in the Oil Spill Facility Response Plan (FRP)	Responsibilities for each team member are defined in the FRP.	As described in this fact sheet.

Training Schedule: This exercise must be conducted annually. At least on exercise in a triennial cycle (every three years) shall involve a worst-case discharge scenario as defined in the Oil Spill Facility Response Plan.

TABLETOP EXERCISE

OBJECTIVES:

- Each year, either a tabletop exercise or an equipment deployment exercise must be conducted unannounced.
- One tabletop exercise in three years must use the WCD scenario.
- All components must be exercised during a three-year cycle.
- The answer to yes/no questions should be yes.

FREQUENCY:

Annual

Date: ☐ Time Started: ☐ Time Completed: ☐

Exercise or actual response? _____

If an exercise, announced or unannounced? _____

Location of tabletop_____

Did the exercise use core response management procedures that address scenario types, i.e. facility, pipeline, etc.? (If the answer is no, a separate exercise must be conducted for each scenario type).
☐ Yes ☐ No

Is the EOG Resources Emergency Response Team familiar with specific scenarios as identified in the FRP and operations of each facility? ☐ Yes ☐ No

Was the entire EOG Resources Emergency Response Team utilized? ☐ Yes ☐ No

Was shift change taken into account? ☐ Yes ☐ No

Why was the response initiated?

☐ Announced exercise ☐ Unannounced exercise ☐ Actual response

Location of tabletop: _____

Response plan scenario used (check one):

- ☐ Average most probable discharge (50 bbl)
- ☐ Maximum most probable discharge (1200 bbl)
- ☐ Worst case discharge

What was the size of the (real/simulated) spill? _____ bbls

Described how the following objectives were exercised:

EOG Resources Emergency Response Team's knowledge of oil spill response plan: _____

_____

Proper notification: _____

_____

Communications system: _____

_____

EOG Resources Emergency Response Team's ability to access contracted oil spill removal organizations: _____

_____

EOG Resources Emergency Response Team's ability to coordinate spill response with On-Scene Coordinator, state and applicable agencies:_____

_____

EOG Resources Emergency Response Team's ability to access sensitive site and resource information in the Area Contingency Plan: _____

_____

Check the following components of the FRP that were exercised during this particular drill:

	Notifications		Disposal of Recovered Material and Contaminated Debris
	Staff Mobilization		Communications
	Ability to Operate Within the Response Management System		Transportation
	Discharge Control		Personnel Support
	Assessment of Discharge		Equipment Maintenance & Support
	Containment of Discharge		Procurement
	Recovery of Spilled Material		Documentation
	Protection of Sensitive Areas		

What were the lessons learned?_____

Who is responsible for follow-up of corrective measures? _____

Attach a description of procedures and schedule for implementation of corrective measures.

Certifying Signature (original on file)_____

Note: Use this form in conjunction with the Notification Form for documentation of the Triennial Full Implementation Drill.

Retain this form for a minimum of 3 years to comply with DOT/PHMSA requirements.

7.7 Equipment Deployment Exercise

Objective: To ensure that the *facility-maintained* response equipment identified in the Integrated Oil Spill Facility Response Plan (FRP) is operable and that personnel responsible for operating the equipment are capable of doing so.

Overview: Sites with facility-owned response equipment are required to deploy the equipment identified in the FRP semiannually. The equipment to be deployed should be sufficient to respond to an average most probable discharge, as defined in the FRP (i.e., 50 barrels of oil). It is not necessary for every piece of equipment identified in the plan to be deployed and operated, but only representative samples of each type of equipment. The remainder of the facility-owned equipment must be included in a comprehensive training and maintenance program.

Credit is given for equipment deployment that is conducted by the Oil Spill Removal Organizations (OSROs) identified in the FRP. However, equipment must be deployed in the intended operating environment. The OSRO may provide a single certification of equipment deployed; however, individual records must be available upon request. The OSRO equipment deployment must be conducted annually.

Training Basis: 33 CFR 154.1055(a)(3)(i), 33 CFR 154.1055(a)(3)(ii), and National Preparedness for Response Exercise Program (PREP) Guidelines dated August 2002.

Personnel Requiring Training: Personnel who may deploy response equipment.

Training Schedule: Semi-annual for facility owned and operated equipment. Annual for oil spill removal organization equipment.

Training Materials:

Oil Spill Facility Response Plan (FRP)

Miscellaneous oil spill response equipment owned by EOG Resources is located in the Gillett Office, the Peeler Pipe Yard. As the OSRO for EOG Resources, Oil Mop maintains a more complete inventory. For this list, refer to Section 3.14.

EQUIPMENT DEPLOYMENT EXERCISE

FREQUENCY:

Semiannual

Each year, either a tabletop exercise or an equipment deployment exercise must be conducted unannounced.

Date(s) performed: _____

Time started: _____

Time OSRO/HSRO called: _____

Time on-scene: _____

Time boom deployed: _____

Time recovery equipment arrived on-scene:_____

Time completed: _____

Equipment deployed was:

☐ Facility-owned

☐ OSRO/HSRO owned (if so, which OSRO/HSRO?)_____

☐ Both

Was the response initiated as an exercise or an actual response?

	Exercise			Announced
	Actual Response			Unannounced

Deployment location(s): _____

List type and amount of all equipment (e.g., boom and skimmers) deployed and number of support personnel employed in exercise:

_____

_____

_____

_____

_____

Describe goals of the equipment deployment and list any Area Contingency Plan strategies tested (attach a sketch of equipment deployments and booming strategies):

For deployment of facility-owned equipment, was the amount of equipment deployed at least the amount necessary to respond to your facility's average most probable spill?

Was the equipment deployed in its intended operating environment? _____

For deployment of OSRO/HSRO-owned equipment, was a representative sample (at least 1000 feet of each boom type and at least one of each skimmer type) deployed? _____

Was the equipment deployed in its intended operating environment? _____

Are all facility personnel that are responsible for response operations involved in a comprehensive training program, and all pollution response equipment involved in a comprehensive maintenance program? _____

If so, describe the program: _____

Date of last equipment inspection: _____

Was the equipment deployed by personnel responsible for its deployment in the event of an actual spill?

Was all deployed equipment operational? If not, why not? _____

Check the following components of the FRP that were exercised during this particular drill:

	Notifications		Disposal of Recovered Material and Contaminated Debris
	Staff Mobilization		Communications
	Ability to Operate Within the Response Management System		Transportation
	Discharge Control		Personnel Support
	Assessment of Discharge		Equipment Maintenance & Support
	Containment of Discharge		Procurement
	Recovery of Spilled Material		Documentation
	Protection of Sensitive Areas		

List person(s) responsible for follow-up of corrective measures: _____

Attach a description of procedures and schedule for implementation of corrective measures.

_____

_____

Certifying Signature_____

Retain this form and other documentation related to this exercise on file for a minimum of 3 years to comply with USCG/PHMSA requirements or a minimum of 5 years to comply with EPA requirements.

7.8 Triennial Cycle of Exercising the Entire Response Plan

The following are the basic types of plan components that must be exercised at least once every 3 years.

7.8.1 Organizational Design

- Notifications
- Staff mobilization
- Ability to operate within the response management system described in the plan

7.8.2 Operational Response

- Discharge control
- Assessment of discharge
- Containment of discharge
- Recovery of spilled material
- Protection of sensitive areas
- Disposal of recovered material and contaminated debris

7.8.3 Response Support

- Communications
- Transportation
- Personnel Support
- Equipment maintenance and support
- Procurement
- Documentation

While not all of these components would necessarily be contained within this plan, those that are applicable should be identified from the list above, and other components should be added or deleted as appropriate.

To satisfy the requirement of the triennial exercise of the entire response plan, it is not necessary to exercise the entire plan all at one time. The plan may be exercised in segments over a period of 3 years, as long as each component of the plan is exercised at least once within the 3 year period.

7.9 Credit for Spill Response

EOG Resources may take credit for internal exercises conducted in response to actual spills. The spill response must be evaluated. EOG Resources must determine which exercises were completed in the spill response. This determination should be based on whether the response effort would meet the objectives of the exercise as listed the PREP guidelines. EOG Resources must document the exercises completed.

Table 21: Internal Exercises in the Triennial Cycle

Type Of Exercise	Number	COMMENTS*
QI Notification Drills+	12	At least one per year must be during non-business hours.
EOG Resources Emergency Response Team Tabletop Exercises+	3	One must involve a WCD scenario.
Unannounced Exercises+	3	QI notification drills do not satisfy this requirement. Credit for SMT Tabletop or Equipment Deployment conducted on an unannounced basis or for an actual spill response if properly documented.
Facility-owned Equipment Exercises+	6	Unannounced equipment exercise will satisfy one of these.
OSRO Equipment Deployment Exercises	3	EOG Resources is responsible for ensuring exercise of all equipment types cited in the plan that is provided through an OSRO.

**For each type of exercise, credit is given for common members.*

*+Required for **each Response Zone**.*

Section 8 Response Plan Review and Update Procedures

EOG Resources' Safety Manager is responsible for plan review and update. The FRP will be reviewed by appropriate personnel upon submission and subsequent revisions. Revisions and changes should be recorded in a revision table, an example of which is illustrated in Table 22: FRP Revision Record.

The Safety Manager will consider incorporating comments from responsible parties included in the plan, incorporate comments as a result of training or drills, and incorporate comments resulting from plan implementation. In addition, the plan will be reviewed after a Worst Case Discharge, to evaluate and record the plan's effectiveness as well as to incorporate any lessons learned.

The purpose of including comments is to refine the plan so that it may be effectively implemented in the event of an oil spill emergency. Revisions will be recorded, so that a document history is available.

Regulatory updates to the plan are also required by applicable regulations. DOT in 49 CFR 194.121(a)(1) requires the operator to review the FRP every 5 years from the last submission date and modify the plan to address new or different operating conditions or information that would significantly affect FRP implementation. If a new or different conditions or information substantially affects the implementation of this plan, changes must be submitted to PHMSA within 30 days of making such change.

DOT defines significant changes to include:

- An extension of the existing pipeline or construction of a new pipeline in a response zone not covered by the previously approved plan;
- Relocation or replacement of the pipeline in a way that substantially affects the information included in the response plan, such as a change to the worst case discharge volume;
- The type of oil transported, if the type affects the required response resources, such as a change from crude oil to gasoline;
- The name of the oil spill removal organization;
- Emergency response procedures;
- The qualified individual;
- A change in the NCP or an ACP that has significant impact on the equipment appropriate for response activities; and
- Any other information relating to circumstances that may affect full implementation of the plan.

The changes listed above require immediate revision of the FRP and re-submission to PHMSA within 30 days of making the change (49 CFR 194.121(b)).

PHMSA may also request a pipeline operator to revise and resubmit a response plan based on the agency's review of the plan.

Table 22: FRP Revision Record

Date	Revision Description	Affected Sections
02/04/2014	Revised description of WCD calculation and added Historical Discharge information. Amended regulatory reference and submission guidelines for EOG Resources FRP.	Section 1.4.3 (WCD) Section 1.4.4 (Historical Discharge) Section 8 (Submission Guidelines)

Section 9 Response Zone Appendices

The entire area covered by this Facility Response Plan is covered under one Response Zone. Therefore, all of the response information is included in Section 1 of this manual.

Section 10 Appendix A. References, Definitions, and Acronyms

10.1 References

- Public Law 101-380, as enacted in 33USC 1321(j), Section 311(j).
- 49 CFR §194 - Response Plans for Onshore Oil Pipelines
- National Preparedness for Response Exercise Program (PREP) Guidelines; Department of Transportation, Environmental Protection Agency, Department of the Interior, August 1994.
- Training Reference for Oil Spill Response; Department of Transportation, Environmental Protection Agency, Department of the Interior, August 1994.
- Coast Guard - Oil Spill Removal Organization (OSRO) Classification Guidelines dated December 28, 1995.
- National Contingency Plan, published in the Federal Register on July 1, 1994.
- Area Contingency Plan, US EPA Region VI Inland Area Contingency Plan Texas.

10.2 Definitions and Acronyms

Adverse weather	The weather conditions considered by the operator in identifying the response systems and equipment to be deployed in accordance with a response plan, including wave height, ice conditions, temperature, weather-related visibility, and currents within the inland or Coastal Response Zone [identified in the National Contingency Plan (40 CFR part 300)] in which those systems or equipment are intended to function.
ACP	Area Contingency Plan
Barrel (bbl)	42 United States gallons at 60 degrees Fahrenheit (15.6˚ celsius).
Breakout tank	A tank used to : (1) relieve surges in an oil pipeline system or (2) receive and store oil transported by a pipeline for reinjection and continued transportation by pipeline.
Coastal Zone	All United States waters subject to the tide, United States waters of the Great Lakes and Lake Champlain, specified ports and harbors on inland rivers, waters of the contiguous zone, other waters of the high seas subject to the National Contingency Plan, and the land surface or land substrate, ground waters, and ambient air proximal to those waters. (The term "coastal zone" delineates an area of federal responsibility for response action. Precise boundaries are determined by agreements between the Environmental Protection Agency (EPA) and the U.S. Coast Guard (USCG), and are identified in Federal Regional Contingency Plans and Area Contingency Plans.)
Complex	A facility possessing a combination of transportation-related and non-transportation-related components that is subject to the jurisdiction of more than one Federal agency under section 311(j) of the Clean Water Act.
Contract or other approved	(1) A written contract or other legally binding agreement between the operator and a response contractor or other spill response organization identifying and ensuring the availability of the specified personnel and equipment within stipulated response times for a specified geographic area; (2) Certification that specified equipment is owned or operated by the pipeline operator, and operator personnel and equipment are available within stipulated response times for a specified geographic area; or (3) Active membership in a local or regional oil spill removal organization that has identified specified personnel and equipment to be available within stipulated response times for a specified geographic area.
DOT	Department of Transportation
Environmentally sensitive area	An area of environmental importance which is in or adjacent to navigable waters.
FRP	Facility Response Plan
FWPCA	Federal Water Pollution Control Act

Fish and wildlife and sensitive environments	Areas that may be identified by either their legal designation or by evaluations of Area Committees (for planning) or members of the Federal On-Scene Coordinator's spill response structure (during responses). These areas may include wetlands, National and State parks, critical habitats for endangered/threatened species, wilderness and natural resource areas, marine sanctuaries and estuarine reserves, conservation areas, preserves, wildlife areas, wildlife refuges, wild and scenic rivers, recreational areas, national forests, Federal and State lands that are research national areas, heritage program areas, land trust areas, and historical and archeological sites and parks. These areas may also include unique habitats such as: aquaculture sites and agricultural surface water intakes, bird nesting areas, critical biological resource areas, designated migratory routes, and designated seasonal habitats.
High volume area	An area which an oil pipeline having a nominal outside diameter of 20 inches or more crosses a major river or other navigable waters, which, because of the velocity of the river flow and vessel traffic on the river, would require a more rapid response in case of a worst case discharge or substantial threat of such a discharge.
Injury	A measurable adverse change, either long- or short-term, in the chemical or physical quality or the viability of a natural resource resulting either directly or indirectly from exposure to a discharge of oil, or exposure to a product of reactions resulting from a discharge of oil.
Inland area	The area shoreward of the boundary lines defined in 46 CFR Part 7, except that in the Gulf of Mexico, it means the area shoreward of the lines of demarcation (COLREG lines) defined in 33 CFR 80.740-80.850. The inland area does not include the Great Lakes.
Inland zone	The environment inland of the coastal zone excluding the Great Lakes, Lake Champlain, and specified ports and harbors on inland rivers. (The term inland zone delineates an area of federal responsibilities for response actions. Precise boundaries are determined by agreements between the EPA and the USCG and are identified in Federal Regional Contingency Plans.)
Line section	A continuous run of pipe that is contained between adjacent pressure pump stations, between a pressure pump station and a terminal or breakout tank, between a pressure pump station and a block valve, or between adjacent block valves.
Major river	A river that, because of its velocity and vessel traffic, would require a more rapid response in case of a worst case discharge.
Maximum extent practicable	The limits of available technology and the practical and technical limits on a pipeline operator in planning the response resources required to provide the on-water recovery capability and the shoreline protection and cleanup capability to conduct response activities for a worst case discharge from a pipeline in adverse weather.
Navigable waters	The waters of the United States, including the territorial sea and such waters as lakes, rivers, streams; waters which are used for recreation; and waters from which fish or shellfish are taken and sold in interstate or foreign commerce.
Oil	Oil of any kind or in any form, including, but not limited to, petroleum, fuel oil, vegetable oil, animal oil, sludge, oil refuse, and oil mixed with wastes other than dredged spoil.
OPA 90	Oil Pollution Act of 1990
Oil Spill Removal Organization (OSRO)	An entity that provides response resources
On-Scene Coordinator (OSC)	The federal official designated by the Administrator of the EPA or by the Commandant of the USCG to coordinate and direct federal response under Subpart D of the National Contingency Plan (40 CFR Part 300)
Onshore oil pipeline facilities	New and existing pipe, rights-of-way and any equipment, facility or building used in the transportation of oil located in, on, or under, any land within the United States other than submerged land.

Operator	A person who owns or operates onshore oil pipeline facilities.
PHMSA	Pipeline and Hazardous Materials Safety Administration The division of the DOT responsible for regulations for pipeline operations in accordance with OPA 90
Pipeline	All parts of an onshore pipeline facility through which oil moves including, but not limited to, line pipe, valves, and other appurtenances connected to line pipe, pumping units, fabricated assemblies associated with pumping units, metering and delivery stations and fabricated assemblies therein, and breakout tanks.
Qualified Individual (QI)	An English-speaking representative of an operator, located in the United States, available on a 24-hour basis, with full authority to: activate and contract with required oil spill removal organization(s); activate personnel and equipment maintained by the operator; act as liaison with the OSC; and obligate any funds required to carry out all required or directed oil response activities.
Response activities	The containment and removal of oil from the water and shorelines, the temporary storage and disposal of recovered oil, or the taking of other actions as necessary to minimize or mitigate damage to the environment.
Response area	The inland zone or coastal zone, as defined in the National Contingency Plan (40 CFR Part 300), in which the response activity is occurring.
Response plan	The operator's core plan and the response zone appendices for responding, to the maximum extent practicable, to a worse case discharge of oil, or the substantial threat of such a discharge.
Response resources	The personnel, equipment, supplies, and other resources necessary to conduct response activities.
Response zone	A geographic area either along a length of pipeline or including multiple pipelines, containing one or more adjacent line sections, for which the operator must plan for the deployment of, and provide, spill response capabilities. The size of the zone is determined by the operator after considering available capability, resources, and geographic characteristics.
Specified minimum yield strength (SMYS)	The minimum yield strength, expressed in pounds per square inch, prescribed by the specification under which the material is purchased from the manufacturer.
Stress level	The level of tangential or hoop stress, usually expressed as a percentage of specified minimum yield strength.
UGS	Underground Storage
Worst case discharge (WCD)	The largest foreseeable discharge of oil, including a discharge from fire or explosion, in adverse weather conditions. This volume will be determined for each response zone and calculated in accordance with regulations issued by the USCG, DOT, and EPA.

Section 11 Appendix B. Facility Maps

The EOG Resources facility maps, including all P&IDs, are stored in the Company office in Gillett, Texas. Refer to Section 1.1 for the address of this office. Copies can also be obtained from the GIS personnel in the San Antonio, Texas office.

The following pages include maps that identify the location of each of the facilities covered under this Facility Response Plan.

PHMSA 000068170

Legend

- As-Built Facilities
- World Street Map

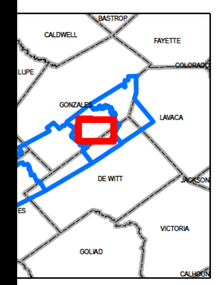
[redacted]

[redacted]

[redacted]

[redacted]

[redacted]



Miles

eog resources
SAN ANTONIO DIVISION

Atascosa County

1 inch = 9,985 feet | Date: 01/10/2011 | Author: B lopez

PHMSA 000068171

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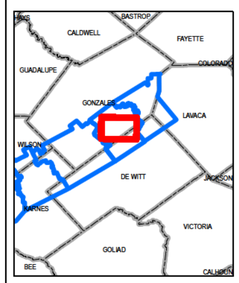
Legend

As-Built Facilities

World Street Map



eog resources
SAN ANTONIO DIVISION

Gonzales County

1 inch = 11,757 feet	Date: 01/10/2011
	Author: B lopez

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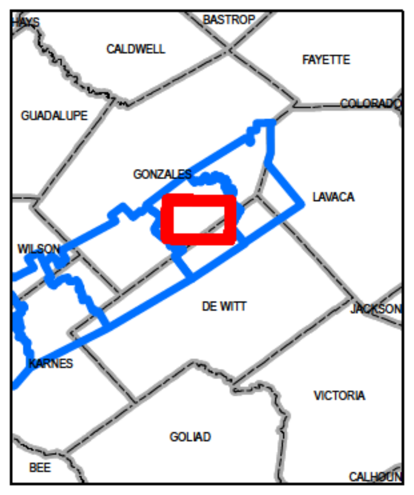
Karnes County
Karnes County
DeWitt County
Karnes County
Goliad County
Goliad County
Golia
Sulphur Creek
Pawnee
Dry Medio Creek
Toro Creek
Tulsita
Pettus
Tuleta
Fm 673
San Domingo Creek
Hondo Creek
Hondo Creek
Cottonwood Creek
Fm 2443
Fm 2443
Fm 743
Ojo de Agua Creek
Yates Creek
Chicken Creek
Fm 81
Cabeza Creek
Cabeza Creek
W Fm 884
W Fm 884
Smith Creek
Manahuilla Creek
Hoosier Creek
Cow Creek
Hog Creek
Hog Creek
Hord Creek
181
72
239
119
239
119
0 3.75 7.5
Miles

Legend

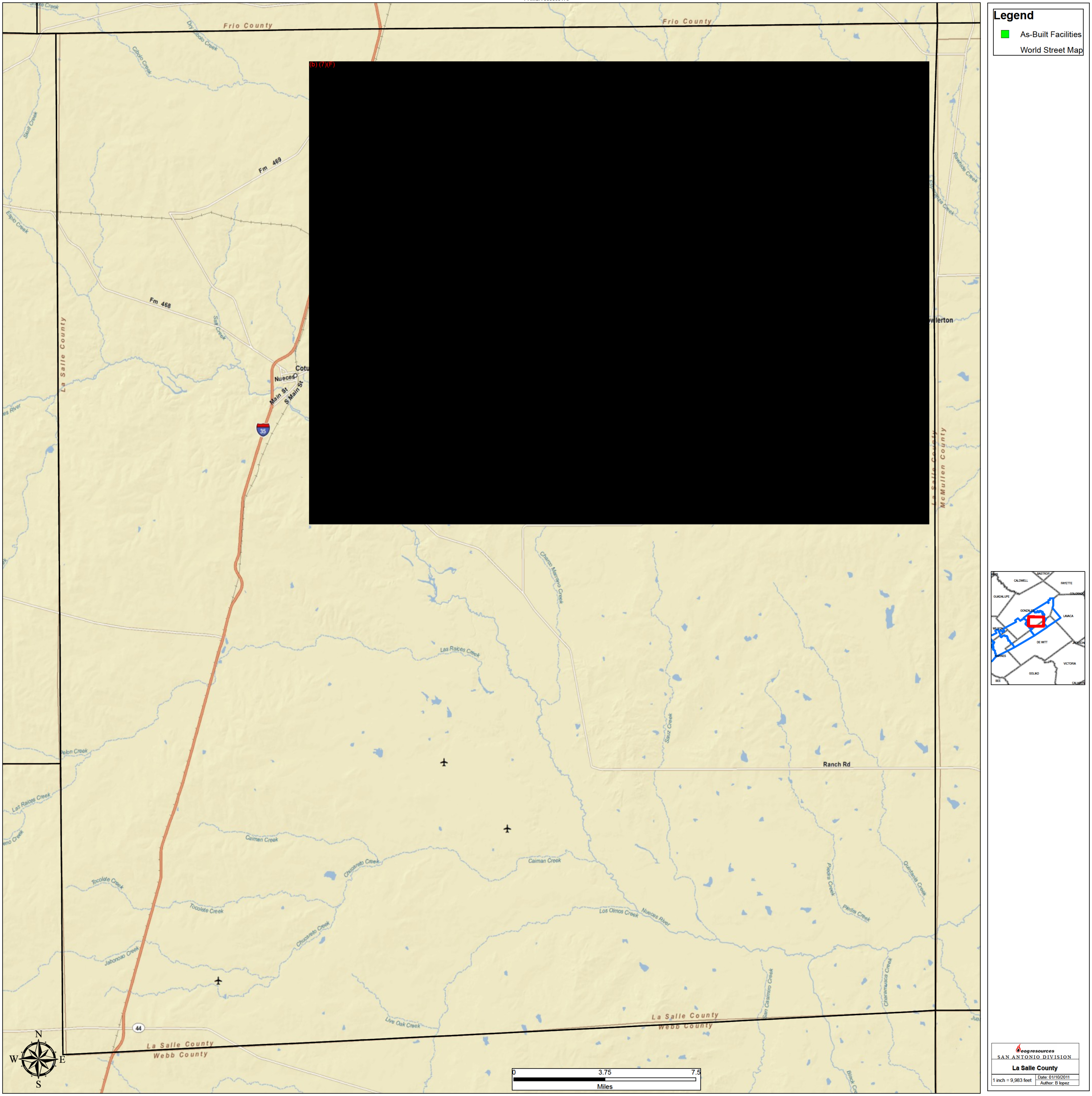
- As-Built Facilities
- World Street Map



eog resources
SAN ANTONIO DIVISION

Karnes County

1 inch = 9,293 feet | Date: 01/10/2011 | Author: B lopez


Legend
As-Built Facilities
World Street Map
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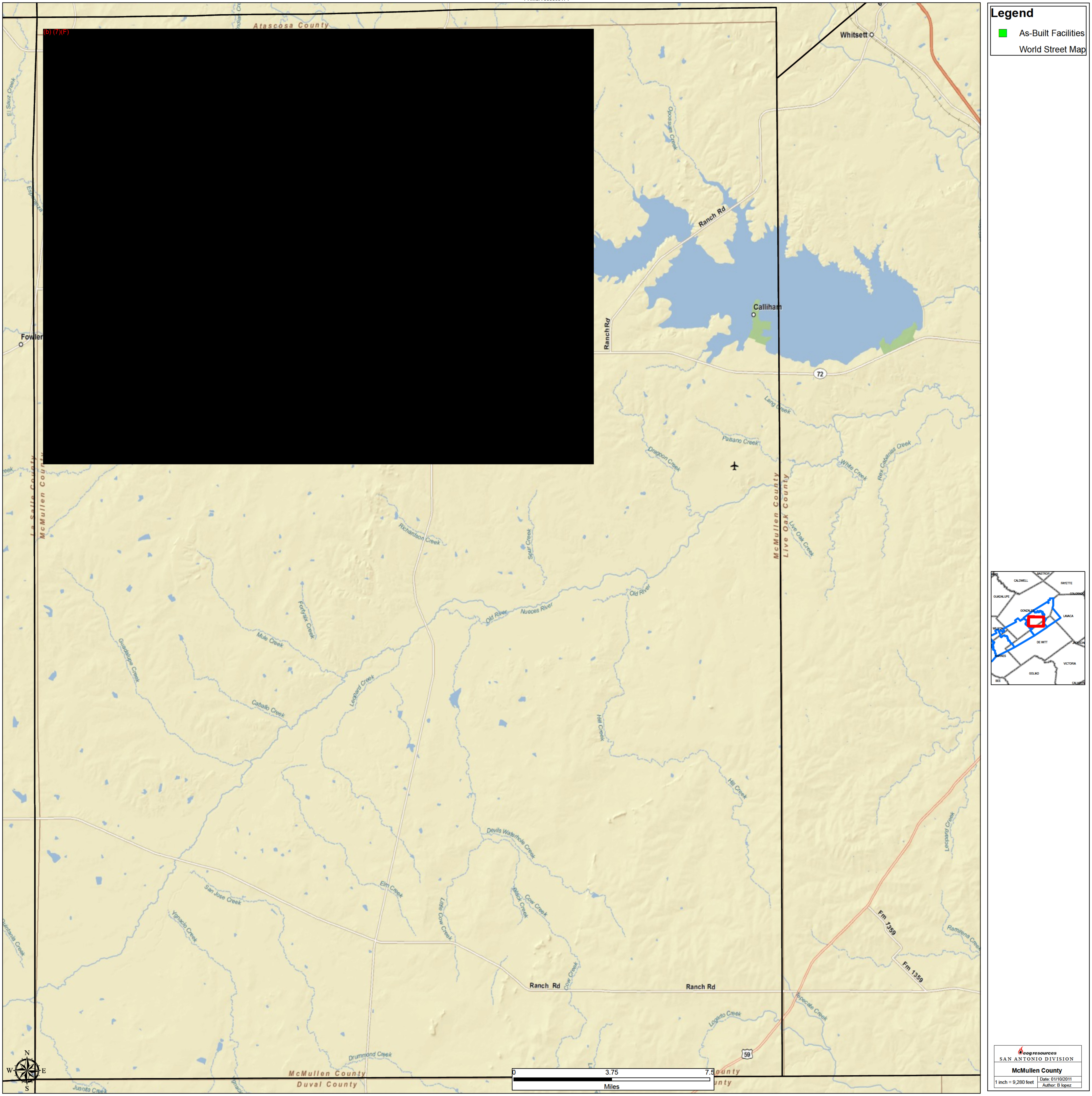
[redacted]
Frio County
Frio County
La Salle County
La Salle County
McMullen County
La Salle County
Webb County
La Salle County
Webb County
Fm 469
Fm 468
Nueces
Main St
S Main St
35
44
Ranch Rd
Cibolo Creek
Dry Cibolo Creek
Espio Creek
Las Raices Creek
Charco Marrano Creek
Sauz Creek
Caiman Creek
Chacareto Creek
Tecolote Creek
Jabonoso Creek
Los Olmos Creek
Nueces River
Live Oak Creek
Piedra Creek
Quintanilla Creek
San Casimiro Creek
Charamusca Creek
Pelon Creek
N
S
E
W
0
3.75
7.5
Miles
CALDWELL
BASTROP
FAYETTE
GUADALUPE
COLORADO
GONZALES
LAVACA
DE WITT
VICTORIA
GOLIAD
BEE
eogresources
SAN ANTONIO DIVISION
La Salle County
1 inch = 9,983 feet
Date: 01/10/2011
Author: B lopez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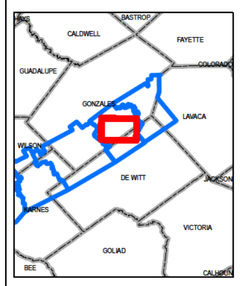
[redacted]
Atascosa County
Whitsett
Ranch Rd
Calliham
Fowler
72
Lang Creek
Paisano Creek
Dragoon Creek
White Creek
Rex Cabaniss Creek
La Salle County
McMullen County
McMullen County
Live Oak County
Live Oak Creek
Richardson Creek
Spur Creek
Old River
Nueces River
Old River
Fortysix Creek
Mule Creek
Guadalupe Creek
Caballo Creek
Leopard Creek
Hill Creek
Hill Creek
Devils Waterhole Creek
Elm Creek
San Jose Creek
Ygnacio Creek
Black Creek
Cow Creek
Little Cow Creek
Leopard Creek
Fm 1359
Fm 1359
Ramirena Creek
Ranch Rd
Ranch Rd
Cow Creek
Lagarto Creek
Ramirena Creek
59
Drummond Creek
McMullen County
Duval County
Juanita Creek
N
S
E
W
0
3.75
7.5
Miles
Legend
As-Built Facilities
World Street Map
eog resources
SAN ANTONIO DIVISION
McMullen County
1 inch = 9,280 feet
Date: 01/10/2011
Author: B lopez

PHMSA 000068175

Legend

- As-Built Facilities
- World Street Map



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eog resources
SAN ANTONIO DIVISION

Wilson County

1 inch = 9,512 feet | Date: 01/10/2011 | Author: B lopez

Section 12 Appendix C. Environmentally Sensitive Areas

12.1 Response Actions for Environmentally Sensitive Areas

This subsection of the plan is provided to identify areas of economic importance and environmental sensitivity to help OSROs locate and prioritize areas for spill protection. This plan focuses on drinking and cooling water intakes (economic areas). However, it also includes streams, bayous, rivers, national forests, wildlife management areas, etc. adjacent to the pipeline system as sensitive environments for protection in the event of an oil spill.

Since the identification of economically and environmentally sensitive areas is an ongoing activity, this plan should be updated as changes occur. In addition, this presentation should be updated as required by regulatory requirements for FRP updates.

12.1.1 Areas of Economic Importance and Environmental Sensitivity

Inserts at the end of this section present maps showing economically important points (fleeting areas, crossings, etc.) on the USACE Navigation Charts. These inserts also present maps of environmentally sensitive areas for the Texas coastal zone and other environmentally sensitive areas along the pipeline routes.

12.1.2 Economically Sensitive Areas to Monitor or Protect

These areas are those, which, if impacted by spilled oil, may result in threats to public safety or health. These include commercial water intakes, highly developed or populated public areas, or marinas/fleeting areas.

Developed - These areas are defined as areas with a concentrated presence of man-made structures. The impacts are in terms of public safety, visibility, aesthetics, and public relations as well as oiling of piers and potential property damage/loss of use claims. High costs for cleanup may be incurred in these areas.

Water Intakes - Intakes for commercial, industrial and municipal water usage are subject to impacts due to safety hazards, loss of use and damage claims. Information regarding location of the intake is presented on the maps in this section.

Recreation Area - Publicly accessible recreation areas generally have good water/shoreline access for logistical purposes. More importantly these areas should be monitored for potential public safety/health threats.

Marina/Fleeting Areas - Marinas have a great potential for public exposure to hazards and damage claims and should be boomed to exclude oil.

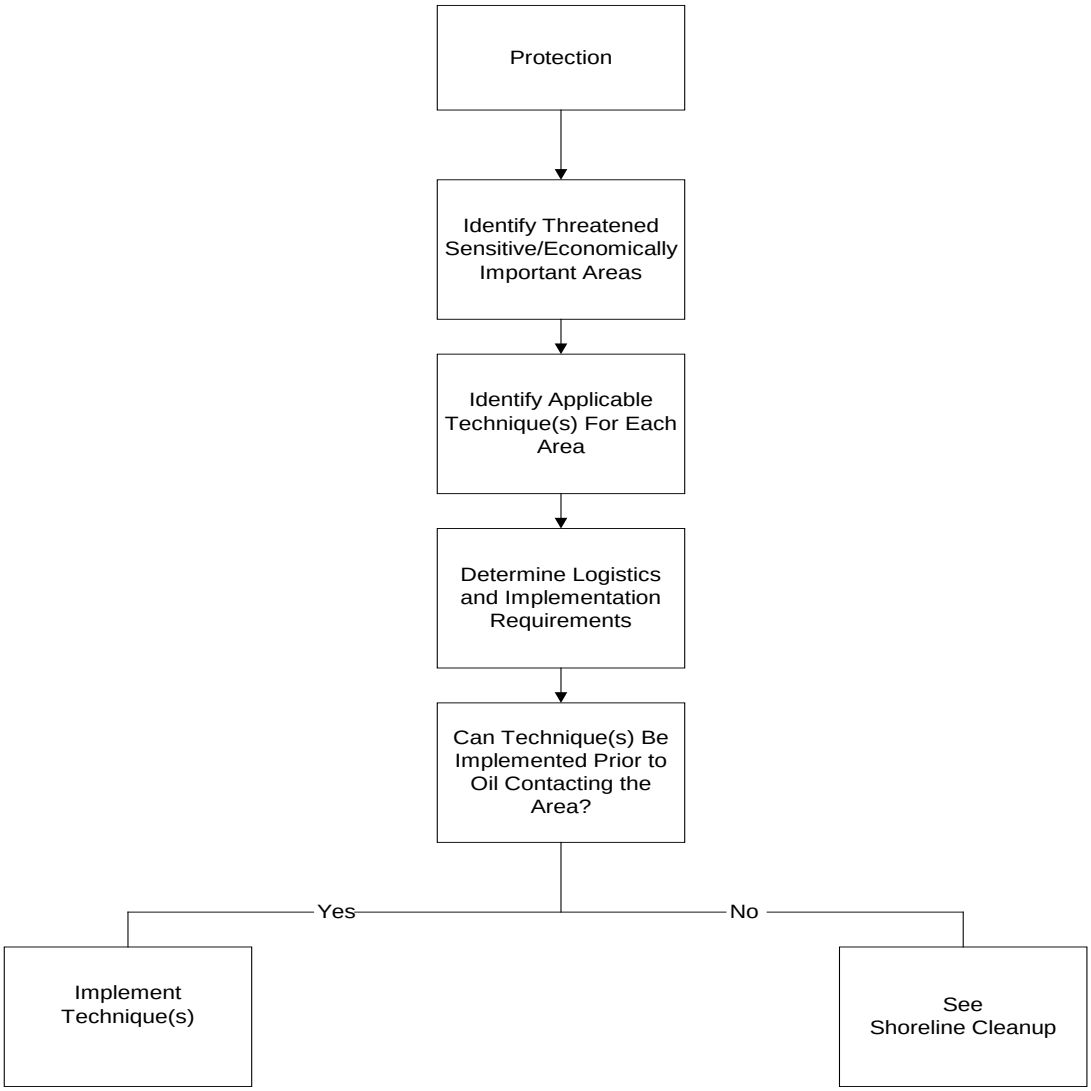
12.2 Sensitive Area Identification and Protection

In most spill situations, there is rarely sufficient time to research the locations and nature of downstream sensitive areas. Therefore, the primary aquatic sensitive areas of interest that may be impacted by a spill are depicted on the full color maps in this section. These maps and the accompanying figures identify locations and descriptions, relative sensitivities, recommended protection measures, and other information on each identified sensitive area. A relative sensitivity rating has been given to each of the sensitive areas. These ratings are based on their tolerance to oil spills and the general perceived intrinsic value of the resource.

Protection refers to the implementation of techniques or methods to prevent oil from making contact with a shoreline or aquatic area that is determined to be sensitive for environmental, economic, cultural, or human use reasons. Implementation of sensitive area protection techniques must consider a number of factors, several of which are included in Figure 5, the Protection Technique Selection Guide. Figure 15: Sensitive Area Protection Implementation Sequence and Figure 16: Protection Operation Prioritization Guide are included in this section for reference purposes while making protection operation decisions.

The common protection techniques are summarized in Table 16. Spill detection and mitigation is discussed in detail in Spill Detection and On-Scene Spill Mitigation Procedures.

Figure 15: Sensitive Area Protection Implementation Sequence



12.3 Prioritization of Sensitive Areas for Protection

It is seldom possible to protect large sections of shoreline following a major spill. Limitations of time, manpower, equipment, water currents, and weather conditions will often restrict the number of areas that can be protected. Therefore, if more than one sensitive area is threatened, the setting of protection priorities becomes an important element of a rapid and effective response.

The need to protect a particular sensitive area or section of shoreline is directly related to the following:

- Presence of an environmental, cultural, human use, and/or economical sensitive feature
- Potential degree of oil impact
- Relative level of sensitivity (see Section Identification of Sensitive Areas)
- Potential oil residence time
- Feasibility of effectively implementing a protection technique prior to oil contacting the shoreline

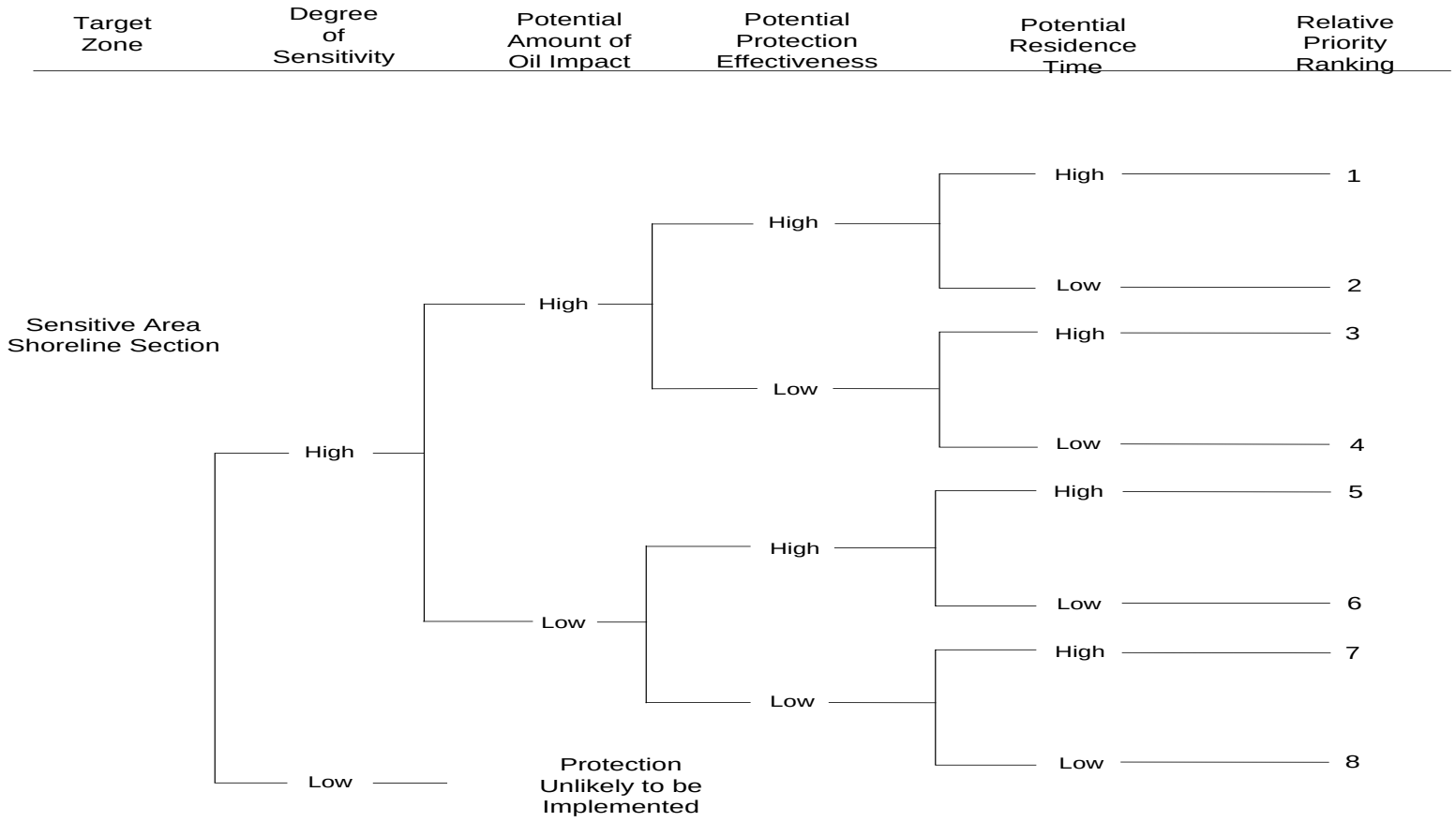
Figure 16 illustrates how these variables can be combined into a general decision guide for selecting relative protection priorities. Explanations of how each variable influences prioritization are provided below.

12.3.1 Sensitive Features

In addition to the sensitive areas identified in Identification of Sensitive Areas Section, other shorelines may possess certain features that are also considered sensitive. These features, listed in order of relative sensitivity, typically include the presence of the following:

- Light to moderate bird or waterfowl use areas
- Small marsh or wetland areas
- Residential or commercial waterfront areas
- Recreation or high public use areas
- Boat launching ramps
- Other similar areas

Figure 16: Protection Operation Prioritization Guide



12.3.2 Potential Degree of Impact

The potential for oil to make contact with a section of shoreline can be estimated using the information included in Spill Detection and On-Scene Spill Mitigation Procedures. The amount of oil that reaches a shoreline depends in part on the quantity spilled and the cohesiveness of the slick. If the quantity spilled is large, the slick does not break into patches or streamers, and it is headed directly at a section of shoreline, the potential degree of impact would be high. Conversely, if the slick has dispersed into patches, the potential degree of impact could be low. The potential is best determined by trajectory estimates followed by aerial reconnaissance.

12.3.3 Potential Residence Time

The potential oil residence time is primarily dependent on the:

- Degree of impact
- Type of shoreline sediments
- Level of exposure to the elements

In general, higher degrees of impact, coarser, well sorted sediments, and lower levels of exposure to wind, waves, currents, and natural flushing will increase the residence time of the oil on the shoreline. The sediment type can have the greatest effect on residence time as coarser grain sediments usually permit the oil to penetrate deeper into the shoreline but also allow for greater natural flushing and degradation. Finer grained sediments typically inhibit penetration but if oil does become incorporated into the sediments, residence time will increase.

Lower levels of exposure, such as in protected backwater areas or narrow sloughs, will increase the residence time due to the decreased natural flushing action by wind and vessel-generated waves and currents.

12.3.4 Technique Effectiveness

The probable effectiveness or success of protecting a particular area would be evaluated at the time of a spill and is primarily dependent on:

- Current and wind conditions
- Availability of the required equipment, manpower, and logistics
- Accessibility of shoreline
- Time available to implement the technique prior to shoreline contact

Typically, the probable effectiveness would decrease if;

- High winds and currents were present,
- Only limited manpower, equipment, and logistical support were available,
- The shoreline was relatively inaccessible, and
- Little time was available prior to shoreline contact.

In this case, protection efforts should focus on other areas with a higher probability of success.

12.4 Environmentally Sensitive Areas (ESAs) – Maps

The following pages include maps illustrating the relationship between facilities operated by EOG Resources and the locations of water resources and ESAs. Please note that the individual maps are labeled as “Response Areas”; this is not related to any Response Zone designation, it is simply used for convenience as the EOG Resources facilities had to be split into several maps in order to show all of their locations and related 1-mile and 5-mile buffer zones.

(b) (7)(F)

(b) (7)(F)

(b) (7)(F)

The following is a copy of an email sent by a PHMSA representative, discussing the potential USAs identified and noted in the previous map.

In my opinion, with respect to the status of the Silvery Wild Mercury (Argythamnia argyraea) as an unusually sensitive area ecological resource under 195.11(b), if it is not threatened or endangered species, it cannot be the basis for establishing an unusually sensitive area under 49 CFR Part 195. While the proposed pipeline meets the nominal diameter requirement and the pressure requirement of 195.11(a), it does not appear to meet the requirement of 195.11(a)(2) in that it is not located either in or within one-quarter mile of an unusually sensitive area.

If Silvery Wild Mercury is the only concern with respect to USAs for the proposed pipeline, it appears to me that the proposed line is jurisdictional under Part 195 but is not regulated under the current 49 CFR Part 195.

Depending on the specifics of the final rule that may result from the attached Notice of Proposed Rulemaking (NOPR), the proposed line may eventually become regulated. There is no way of accurately predicting if or when that might happen.

If you need an "official" interpretation, a procedure for obtaining a written interpretation is available under 49 CFR 190.11(b).

I hope this is responsive to your needs.

John A. Jacobi, P.E.
Community Assistance/Technical Services
DOT/PHMSA/Pipeline Safety Program SW Region
713-272-2839 Direct
713-272-2859 Switchboard
281-685-7128 Cell
713-272-2831 Fax
john.jacobi@dot.gov

Section 13 Appendix E. ICS Compatible Site Safety and Health Plan

The ICS Compatible Site Safety and Health Plan is designed for safety and health personnel that use the Incident Command System (ICS). It is compatible with ICS and is intended to meet the requirements of the Hazardous Waste Operations and Emergency Response regulation (Title 29, Code of Federal Regulations, Part 1910.120). The plan avoids the duplication found between many other site safety plans and certain ICS forms. It is also in a format familiar to users of ICS. Although primarily designed for oil and chemical spills, the plan can be used for all hazard situations.

The ICS Compatible Site Safety and Health Plan was initiated at U.S. Coast Guard Headquarters, Office of Response [(Commandant (G-MOR-3)] in 1998. Several Coast Guard personnel were involved in the development and review of the plan. Industry representatives were also involved in the review and refinement of the plan.

Questions on the document should be addressed to the Coast Guard Office of Response at (202) 267-0448.

Site Safety and Health Plan ICS-208-CG (rev 9/06)

Incident Name: _____ **Date/Time Prepared: _____** **Operational Period: _____**

Purpose. The ICS Compatible Site Safety and Health Plan is designed for safety and health personnel that use the Incident Command System (ICS). It is compatible with ICS and is intended to meet the requirements of the Hazardous Waste Operations and Emergency Response regulation (Title 29, Code of Federal Regulations, Part 1910.120). The plan avoids the duplication found between many other site safety plans and certain ICS forms. It is also in a format familiar to users of ICS. Although primarily designed for oil and chemical spills, the plan can be used for all hazard situations.

Questions on the document should be addressed to the Coast Guard Office of Incident Management and Preparedness (G-RPP).

Table of Forms

FORM NAME	FORM #	USE	REQUIRED	OPTIONAL	ATTACHED
Emergency Safety and Response Plan	A	Emergency response phase (uncontrolled)	X		
Site Safety Plan	B	Post-emergency phase (stabilized, cleanup)	X		
Site Map	C	Post-emergency phase map of site and hazards	X		
Emergency Response Plan	D	Part of Form B, to address emergencies	X		
Exposure Monitoring Plan	E	Exposure monitoring Plan to monitor exposure	X		
Air Monitoring Log	E-1	To log air monitoring data	X*		
Personal Protective Equipment	F	To document PPE equipment and procedures	X*		
Decontamination	G	To document decon equipment and procedures	X*		
Site Safety Enforcement Log	H	To use in enforcing safety on site		X	
Worker Acknowledgement Form	I	To document workers receiving briefings		X	
Form A Compliance Checklist	J	To assist in ensuring HAZWOPER compliance		X	
Form B Compliance Checklist	K	To assist in ensuring HAZWOPER compliance		X	
Drum Compliance Checklist	L	To assist in ensuring HAZWOPER compliance		X	
Other:					

** Required only if function or equipment is used during a response*

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EMERGENCY SAFETY and RESPONSE PLAN	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Attachments: **Attach MSDS for each Chemical:**
5. Organization IC/UC:	Safety: Div/Group Supv:	Entry Team:	Backup Team:	Decon Team:
6.a. Physical Hazards and Protection	6.b. Confined Space ☐ Noise ☐ Heat Stress ☐ Cold Stress ☐ Electrical ☐ Animal/Plant/Insect ☐ Ergonomic ☐ Ionizing Rad ☐ Slips/Trips/Falls ☐ Struck by ☐ Water ☐ Violence ☐ Excavation ☐ Biomedical waste and/or needles ☐ Fatigue ☐ Other (specify)			

6.c. Tasks & Controls	6d Entry Permit	6.e. Ventilate	6f. Hearing Protection	6g. Shoes (type)	6.h. Hard Hats	6i. Clothing (cold wx)	6j. Life Jacket	6l. Work/ Rest (hrs)	6.m. Fluids (amt/time)	6.n. Signs & Barricade	6.p. Fall Protect	6.q. Post Guards	6.r. Flash Protect	6.s. Work Gloves	6.t. Other

7.a. Agent	7.b. Hazards		7.c. Target Organs	7.d. Exposure Routes	7.f. PPE	7.g. Type of PPE
	Explosive ☐ Flammable ☐ Reactive ☐ Biomedical ☐ Toxic ☐	Radioactive ☐ Carcinogen ☐ Oxidizer ☐ Corrosive ☐ Specify Other: ☐	Eyes ☐ Nose ☐ Skin ☐ Ears ☐ Central Nervous System ☐ Respiratory ☐ Throat ☐ Lungs ☐ Heart ☐ Liver ☐ Kidney ☐ Blood ☐ Lungs ☐ Circulatory ☐ Gastrointestinal ☐ Bone ☐ Other Specify: ☐	Inhalation ☐ Absorption ☐ Ingestion ☐ Injection ☐ Membrane ☐ ☐	Face Shield ☐ Eyes ☐ Gloves ☐ Inner Suit ☐ Splash Suit ☐ Level A Suit ☐ SCBA☐ APR☐ SAR ☐ Cartridges ☐ Fire Resistance☐	

8. Instruments:	8.a. Action Levels	8.b. Chemical Name(s):	8.c. LEL/UEL %	8.d. Odor Thresh Ppm	8.e. Ceiling/ IDLH	8.f. STEL/TLV	8.g. Flash Pt/ Ignition Pt (F or C)	8.h. Vapor Pressure (mm)	8.i. Vapor Density	8.j. Specific Gravity	8.l. Boiling Pt F or C
O2 ☐											
CGI ☐											
Radiation ☐											
Total HCs ☐											
Colorimetric ☐											
Thermal ☐											
Other ☐											

EMERGENCY SAFETY and RESPONSE PLAN (Cont)	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Attachments: **Attach MSDS for each Chemical**

9. Decontamination:				
Instrument Drop Off ☐	Suit Wash ☐	Bottle Exchange ☐	SCBA/Mask Rinse ☐	Intervening Steps ☐ Specify:
Outer Boots/Glove Removal ☐	Decon Agent: Water ☐	Outer Suit Removal ☐	Inner Glove Removal ☐	
Suit/Gloves/Boot Disposal ☐	Other ☐	Inner Suit Removal ☐	Work Clothes Removal ☐	
	Specify:	SCBA/Mask Removal ☐	Body Shower ☐	

10. Site Map. Include: Work Zones, Locations of Hazards, Security Perimeter, Places of Refuge, Decontamination Line, Evacuation Routes, Assembly Point, Direction of North
☐ Attached, ☐ Drawn Below:

11.a. Potential Emergencies:	11.b. Evacuation Alarms:	11.c Emergency Prevention and Evacuation Procedures:
Fire ☐	Horn ☐ # Blasts ☐	Safe Distance:
Explosion ☐	Bells ☐ #Rings ☐	
Other ☐	Radio Code ☐	
	Other:	

12. a. Communications:	12.b. Command #:	12.c. Tactical #:	12.d. Entry #:
Radio ☐ Phone ☐ Other ☐			

13.a. Site Security: Personnel Assigned	13.b. Procedures:	13.c. Equipment:
14.a. Emergency Medical: Personnel Assigned	14.b. Procedures:	14.c Equipment:
15. Prepared by:	16. Date/Time Briefed:	**ICS-208-CG SSP-A Page 2. (rev 9/06):** Page _____ of _____

EMERGENCY SAFETY AND RESPONSE PLAN (ICS-208-CG SSP-A)

Purpose: The Emergency Safety and Response Plan provides the Safety Officer and ICS personnel a plan for safeguarding personnel during the initial emergency phase of the response. *It is only used during the emergency phase of the response, which is defined as a situation involving an uncontrolled release.* It is also intended to meet the requirements of the Hazardous Waste Operations and Emergency Response (HAZWOPER) regulation, Title 29 Code of Federal Regulations Part 1910.120.

Preparation: The Safety Officer or his/her designated staff starts the Emergency Site Safety and Response Plan. They initially address the hazards common to all operations involved in the response (initial site characterization). Outside support organizations must be contacted to ensure the plan is consistent with other plans (local, state, other federal plans). Form ICS-208-CG SSP-G need not be completed if this form is used. When the operation proceeds into the post-emergency phase (site stabilized and cleanup operations begun) forms ICS-208-CG SSP-B and ICS-208-CG SSP-G should be used. For large incidents, the Emergency Site Safety and Response Plan complements the Incident Action Plan. For smaller incidents, the Emergency Site Safety and Response Plan complements ICS-201.

Distribution: The Emergency Safety and Response Plan completed by the Safety Officer is forwarded to the Planning Section Chief. Copies are made and attached to the Assignment List(s) (ICS Form 204). The Operations Section Chief, Directors, Supervisors or Leaders get a copy of the plan. They must ensure it is available on site for all personnel to review. The Safety Officer is responsible for ensuring that the Emergency Site Safety and Response Plan properly addresses the hazards of the operation. The Safety Officer accomplishes this through on site enforcement and feedback to the operational units.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Attachments	Enter attachments. Material Safety Data Sheets are mandatory under 1910.120. Safe Work Practices may also be attached.
5	Organization	List the personnel responsible for these positions. IC and Safety Officer are mandatory.
6	Physical Hazards & Protection	Check off the physical hazards at the site. Identify the major tasks involved in the response (skimming, lightering, overpacking, etc.). Check off the controls that would be used to safeguard workers from the physical hazards for each major task.
7	Chemical/Agent	List the chemicals involved in the response. Chemicals may be listed numerically. Check off the hazards, potential health effects, pathway of dispersion, and exposure route of the chemical. Numbers corresponding to the chemical may be entered into the check blocks to differentiate. Check off the PPE to be used. Identify the type of PPE selected (for example: gloves: butyl rubber).
8	Instruments	Indicate the instruments being used for monitoring. List the action levels adjacent to the instruments being used. Identify the chemicals being monitored (2). List the physical parameters of the chemicals. Use a separate form for additional chemicals monitored.

EMERGENCY SAFETY AND RESPONSE PLAN (FORM ICS-208-CG SSP-A) (Instructions Continued)

9	Decontamination	Check off the decontamination steps to be used. Numbers may be entered to indicate the preferred sequence. Identify any intervening steps necessary on the form or in a separate attachment.
10	Site Map	Draw a rough site map. Ensure all the information listed is identified on the map.
11	Potential Emergencies	Identify any potential emergencies that may occur. If none, so state. Check off the appropriate alarms that may be used. Identify emergency prevention and evacuation procedures in the space provided or on a separate attached sheet.
12	Communications	Indicate type of site communications (phone, radio). Indicate phone numbers or frequencies for the command, tactical and entry functions.
13	Site Security	Identify the personnel assigned. Identify security procedures in the space provided or on a separate attached sheet. Identify the equipment needed to support security operations.
14.	Emergency Medical	Identify the personnel assigned. Identify emergency medical procedures in the space provided or on a separate attached sheet. Identify the equipment needed to support security operations.
15.	Prepared by:	Enter the name and position of the person completing the worksheet.
16.	Date/time briefed:	Enter the date/time the document was briefed to the appropriate workers and by whom.

CG ICS SITE SAFETY PLAN (SSP) HAZARD ID/EVAL/CONTROL	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. Site Accessibility Land☐ Water☐ Air ☐ Comments:	8. For Emergencies Contact:	9. Attachments: **Attach MSDS for each Chemical**
10.a. Job Task/Activity	10.b. Hazards* ⇨	10.c. Potential Injury & Health Effects	10.d. Exposure Routes	10.e. Controls: Engineering, Administrative, PPE
			Inhalation ☐ Absorption ☐ Ingestion ☐ Injection ☐ Membrane ☐ ☐	
			Inhalation ☐ Absorption ☐ Ingestion ☐ Injection ☐ Membrane ☐ ☐	
			Inhalation ☐ Absorption ☐ Ingestion ☐ Injection ☐ Membrane ☐ ☐	
			Inhalation ☐ Absorption ☐ Ingestion ☐ Injection ☐ Membrane ☐ ☐	
			Inhalation ☐ Absorption ☐ Ingestion ☐ Injection ☐ Membrane ☐ ☐	
11. Prepared By:	12. Date/Time Briefed:	***HAZARD LIST**: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, & Diving		**ICS-208-CG SSP-B (rev 9/06):** Page _____ of _____

SITE SAFETY PLAN (FORM ICS-208-CG SSP-B)

Purpose: The Site Safety Plan provides the Safety Officer and ICS personnel a plan for safeguarding personnel during the post-emergency phase of an incident. The post-emergency phase is when the situation is stabilized and cleanup operations have begun. ICS-208-CG SSP-B is intended to meet the requirements of the Hazardous Waste Operations and Emergency Response (HAZWOPER) regulation, Title 29 Code of Federal Regulations Part 1910.120.

Preparation: The Safety Officer or his/her designated staff starts the Site Safety Plan. They initially address the hazards common to all operations involved in the response (initial site characterization). The plan is then reproduced and as a minimum sent to ICS Group/Division Supervisors. They amend it according to unique job or on-scene hazards with support from the Safety Officer and/or his/her staff (detailed site characterization). The plan is continuously updated to address changing conditions. During the first hours of the response, where most response functions are in the emergency phase, the Safety Officer may chose to use the Emergency Safety and Response Plan (ICS-208-CG SSP-A) in place of the Site Safety Plan. For large incidents, ICS-208-CG SSP-B compliments the Incident Action Plan (IAP). For smaller incidents, ICS-208-CG SSP-B compliments ICS Form 201. The Safety Officer is encouraged to use the HAZWOPER Compliance Checklist (Form ICS-208-CG SSP-K) to ensure the IAP and the 201 address the requirements and all other pertinent ICS forms (203, 205, 206, etc.) are completed.

Distribution: The initial Site Safety Plan completed by the Safety Officer is forwarded to the Planning Section Chief. Copies are made and attached to the Assignment List(s) (ICS Form 204). The Operations Section Chief, Directors, Supervisors or Leaders get a copy and make on site amendments specific to their operation. They must also ensure it is available on site for all personnel to review. The Safety Officer provides personnel from his/her staff to assist in the detailed site characterization. The Safety Officer is responsible for ensuring that the Site Safety Plan for each assignment properly addresses the hazards of the assignment. The Safety Officer must ensure that the safety plans on site are consistent. The Safety Officer accomplishes this through on site enforcement and feedback to the operational units.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Group/Division Supv Strike Team/TF Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	Site Accessibility	Check the block(s) if the site is accessible by land, water, air, etc.
8	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
9	Attachments	Enter attachments. Material Safety Data Sheets are mandatory under 1910.120. Safe Work Practices may also be attached.
10	Job/Task Activity	Enter Job/Task & Activities, list hazards, list potential injury and health effects, check exposure routes and identify controls. If more detail is needed for controls, provided attachments.
11	Prepared by	Enter the name and position of the person completing the worksheet.
12	Date/Time Briefed:	Enter the date/time the document was briefed to the appropriate workers and by whom.

CG ICS SSP: SITE MAP	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. Site Accessibility Land☐ Water☐ Air ☐ Comments:	8. For Emergencies Contact:	9. Include: - Work Zones - Locations of Hazards - Security Perimeter - Places of Refuge - Decontamination Line - Evacuation Routes
10. Sketch of Site: ☐ Attached. ☐ Drawn Here				
11. Prepared By:	12. Date/Time Briefed:	**HAZARD LIST**: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, & Diving		**ICS-208-CG SSP-C (rev 9/06):** Page _____ of _____

SITE MAP FOR SITE SAFETY PLAN (ICS-208-CG SSP-C)

Purpose: The Site Map for the Site Safety Plan is required by Title 29 Code of Federal Regulations Part 1910.120. It provides in 1 place a visual description of the site which can help ICS personnel locate hazards, identify evacuation routes and places of refuge.

Preparation: The Site Map for the Site Safety Plan can be completed by the Safety Officer, his/her staff or by ICS field personnel (Group Supervisors, Task Force/Strike Team Leaders) working at a site with unique and specific hazards. One or several maps may be developed, depending on the size of the incident and the uniqueness of the hazards. The key is to ensure that the workers using the map(s) can clearly identify the work zones, locations of hazards, evacuation routes and places of refuge.

Distribution: This form must be located with the Site Safety Plan (ICS-208-CG SSP-B). It therefore follows the same distribution route.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	Site Accessibility	Check the block(s) if the site is accessible by land, water, air, etc.
8	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
9	Include	Ensure the map includes the listed items provided in this block.
10	Sketch of Site	Sketch of site for work. May attach map or chart.
10	Prepared by	Enter the name and position of the person completing the worksheet.
11	Date/Time Briefed:	Enter the date/time the document was briefed to the appropriate workers and by whom.

CG ICS SSP: EMERGENCY RESPONSE PLAN	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. For Emergencies Contact:		8. Attachments: **INCLUDE ICS FORM 206 and EMT Medical Response Procedures**
9. Emergency Alarm (sound and location)	10. Backup Alarm (sound and location)	11. Emergency Hand Signals	12. Emergency Personal Protective Equipment Required:	

13. Emergency Notification Procedures	14. Places of Refuge (also see site map form 208B)	15. Emergency Decon and Evacuation Steps	16. Site Security Measures

17. Prepared By:	18. Date/Time Briefed:	**HAZARD LIST**: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, & Diving	**ICS-208-CG SSP-D (rev 9/06)** Page _____ of _____

EMERGENCY RESPONSE PLAN (ICS-208-CG SSP-D)

Purpose: The Emergency Response Plan provides information on measures to be taken in the event of an emergency. It is used in conjunction with the Site Safety Plan (Form ICS-208-CG SSP-B). It is also required by Title 29 Code of Federal Regulations Part 1910.120.

Preparation: The Safety Officer, his/her staff member or the Site Supervisor/Leader prepares the Emergency Response Plan. A copy of the Medical Plan (ICS Form 206) must always be attached to this form.

Distribution: This form must be located with Site Safety Plan (ICS-208-CG SSP-B). It therefore follows the same distribution route.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
8	Attachments	Enter attachments. ICS Form 206 must be included.
9	Emergency Alarm	Enter a description of the sound of the emergency alarm and it's location.
10	Backup Alarm	Enter a description of the sound of the emergency alarm and it's location.
11	Emergency Hand Signals	Enter the emergency hand signals to be used.
12	Emergency Personal Protective Equipment Required	Enter the emergency personal protective equipment that may be needed in the event of an emergency.
13	Emergency Notification Procedures	Enter the procedures for notifying the appropriate personnel and organizations in the event of an emergency.
14	Places of Refuge	Enter by name the place of refuge personnel can go to in the event of an emergency.
15	Emergency Decon & Evacuation Steps	Enter emergency decontamination steps and evacuation procedures.
16	Site Security Measures	Enter site security measures needed for emergencies.
17	Prepared by	Enter the name and position of the person completing the worksheet.
18	Date/Time Briefed:	Enter the date/time the document was briefed to the appropriate workers and by whom.

CG ICS SSP: Exposure Monitoring Plan	1. Incident Name	2. Date/Time Prepared:	3. Operational Period:	4. Safety Officer (Method of Contact):

5. Specific Task/Operation	6. Survey Location	7. Survey Date/Time	8. Monitoring Methodology	9. Direct-Reading Instrument	10. Air Sampling	11. Hazard(s) to Monitor	12. Monitoring Duration	13. Reasons to Monitor	14. Laboratory Support for Analysis
			☐ Personal Breathing Zone ☐ Area Air Monitoring ☐ Dermal Exposure Monitoring ☐ Biological Monitoring: ☐ Blood ☐ Urine ☐ Other ☐ Obtain bulk samples ☐ Other:	Model: Manufacturer: Last Mfr Calibration Date:	Sampling/Analysis Method: Collecting Media: ☐ Charcoal Tube ☐ Silica Gel ☐ 37 mm MCE Filter ☐ 37 mm PVC Filter ☐ Other:___________			☐ Regulatory Compliance ☐ Assess current PPE adequacy ☐ Validate engineering controls ☐ Monitor IDLH Conditions ☐ Other________	
			☐ Personal Breathing Zone ☐ Area Air Monitoring ☐ Dermal Exposure Monitoring ☐ Biological Monitoring: ☐ Blood ☐ Urine ☐ Other ☐ Obtain bulk samples ☐ Other:	Model: Manufacturer: Last Mfr Calibration Date:	Sampling/Analysis Method: Collecting Media: ☐ Charcoal Tube ☐ Silica Gel ☐ 37 mm MCE Filter ☐ 37 mm PVC Filter ☐ Other:___________			☐ Regulatory Compliance ☐ Assess current PPE adequacy ☐ Validate engineering controls ☐ Monitor IDLH Conditions ☐ Other________	
			☐ Personal Breathing Zone ☐ Area Air Monitoring ☐ Dermal Exposure Monitoring ☐ Biological Monitoring: ☐ Blood ☐ Urine ☐ Other ☐ Obtain bulk samples ☐ Other:	Model: Manufacturer: Last Mfr Calibration Date:	Sampling/Analysis Method: Collecting Media: ☐ Charcoal Tube ☐ Silica Gel ☐ 37 mm MCE Filter ☐ 37 mm PVC Filter ☐ Other:___________			☐ Regulatory Compliance ☐ Assess current PPE adequacy ☐ Validate engineering controls ☐ Monitor IDLH Conditions ☐ Other________	
			☐ Personal Breathing Zone ☐ Area Air Monitoring ☐ Dermal Exposure Monitoring ☐ Biological Monitoring: ☐ Blood ☐ Urine ☐ Other ☐ Obtain bulk samples ☐ Other:	Model: Manufacturer: Last Mfr Calibration Date:	Sampling/Analysis Method: Collecting Media: ☐ Charcoal Tube ☐ Silica Gel ☐ 37 mm MCE Filter ☐ 37 mm PVC Filter ☐ Other:___________			☐ Regulatory Compliance ☐ Assess current PPE adequacy ☐ Validate engineering controls ☐ Monitor IDLH Conditions ☐ Other________	

15. Prepared By:	16. Date/Time Briefed:	**HAZARD LIST**: Potential Health Effects: Bruise/Lacerations, Organ Damage, Central Nervous System Effects, Cancer, Reproductive Damage, Low Back Pain, Temporary Hearing Loss, Dermatitis, Respiratory Effects, Bone Breaks, & Eye Burning
18. Safety Officer Review:	Reporting: Monitoring results shall be logged in the ICS-208-CG SSP-E-1 form (Air Monitoring Log) and attached as part of a current Site Safety Plan and Incident Action Plan. Significant Exposures shall be immediately addressed to the IC and General Staff for immediate correction.	**ICS-208-CG SSP-E (rev 9/06)** Page _____ of _____

EXPOSURE MONITORING PLAN (FORM ICS-208-CG SSP-E)

Purpose: The Exposure Monitoring Plan provides plan of monitoring conducted during an incident. The plan is a supplement to the Site Safety Plan (ICS-208-CG SSP-B). It is only required when performing monitoring operations.

Preparation: The Safety Officer, his/her staff member or the Site Supervisor/Leader prepares the Exposure Monitoring Plan. If there is a decision not to monitor during a response, the reasons must be stated clearly in the Site Safety Plan (ICS-208-CG SSP-B).

Distribution: This form must be located with Site Safety Plan (ICS-208-CG SSP-B). It therefore follows the same distribution route.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Specific Task / Operation	Enter specific task or operation.
6	Survey Location	Enter the location to be monitored.
7	Survey Date/Time	Enter the date/time for the monitoring teams to survey.
8	Monitoring Methodology	Enter/Check the monitoring method to be used.
9	Direct-Reading Instrument	Enter the instrument model, manufacturer, last calibration date.
10	Air Sampling	Enter Air Sampling analysis method
11	Hazards to Monitor	Enter the hazards to monitor
12	Monitoring Duration	Enter duration of monitoring
13	Reasons to Monitor	Enter Reasons to Monitor
14	Laboratory Support for Analysis	Enter Laboratory Support needed for analysis of samples
15	Prepared by	Enter the name and position of the person completing the worksheet.
16	Date/Time Briefed	Enter the date/time the document was briefed to the appropriate workers and by whom.
17	Safety Officer Review	The Safety Officer must review and sign the form.

CG ICS SSP: AIR MONITORING LOG	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)	
5. Site Location	6. Hazards of Concern	7. Action Levels (include references):		8. Weather: Temperature: Precipitation: Wind: Relative Humidity: Cloud Cover:	
9.a. Instrument, ID Number Calibrated? Indicate below.	9.b. Monitoring Person Name(s)	9.c. Results (units)	9.d. Location	9 f. Time	9.g. Interferences and Comments
10. Safety Officer Review:		Potential Health Effects: Bruise/Lacerations, Organ Damage, Central Nervous System Effects, Cancer, Reproductive Damage, Low Back Pain, Temporary Hearing Loss, Dermatitis, Respiratory Effects, Bone Breaks, & Eye Burning			**ICS-208-CG SSP-E-1 (rev 9/06):** Page _____ of _____

DAILY AIR MONITORING LOG (FORM ICS-208-CG SSP-E-1)

Purpose: The Exposure Monitoring Log provides documentation of air monitoring conducted during a spill. The log is a supplement to the Site Safety Plan (ICS-208-CG SSP-B). It is only required when performing air monitoring operations. The information used from the log can help update the Site Safety Plan.

Preparation: Persons conducting monitoring complete the Daily Air Monitoring Log. Normally these are air monitoring units under the Site Safety Officer. If there is a decision not to monitor during a spill, the reasons must be stated clearly in the Site Safety Plan (ICS-208-CG SSP-B).

Distribution: The Daily Air Monitoring Log when completed is copied and forwarded to the Site Safety Officer who must review and sign the form. The original form must be available on site, readily available and briefed to all impacted ICS personnel.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Location & size of site	Enter the geographical location of the site and the approximate square area.
6	Hazards of Concern	Enter the hazards being monitored.
7	Action Levels	Enter the action levels/readings for the monitoring teams.
8	Weather	Enter weather information. Ensure units of measure are listed.
9	Air Monitoring Data	Enter the instrument type and number, persons monitoring, results with appropriate units, location of reading, time of reading and interferences and comments.
10	Safety Officer Review	The Safety Officer must review and sign the form.

CG ICS SSP: PERSONAL PROTECTIVE EQUIPMENT	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. Hazards Addressed:		8. For Emergencies Contact:

9. Equipment:				10. References Consulted:

11. Inspection Procedures:	12. Donning Procedures:	13. Doffing Procedures:	14. Limitations and Precautions (include maximum stay time in PPE):

15. Prepared By:	16. Date/Time Briefed:	Potential Health Effects: Bruise/Lacerations, Organ Damage, Central Nervous System Effects, Cancer, Reproductive Damage, Low Back Pain, Temporary Hearing Loss, Dermatitis, Respiratory Effects, Bone Breaks, Eye Burning	**ICS-208-CG SSP-F: (Rev 9/06)** Page _____ of _____

PERSONAL PROTECTIVE EQUIPMENT (ICS-208-CG SSP-F)

Purpose: The Personal Protective Equipment form is a list of personal protective equipment to be used in operations. The listing of personal protective equipment is required by Title 29 Code of Federal Regulations Part 1910.120.

Preparation: The Personal Protective Equipment form is completed by the Site Safety Officer, or his/her staff. Personal protective equipment common to all ICS Operations personnel is addressed first. Jobs with unique personal protective equipment requirements (fall protection) are addressed next. When the form is delivered on site, the ICS Director, Supervisor, or Leader may amend the list to ensure personnel are adequately protected from job hazards. It must be completed prior to the onset of any operations, unless addressed elsewhere by Standard Operating Procedures.

Distribution: This form must be located with Site Safety Plan (ICS-208-CG SSP-B). It therefore follows the same distribution route.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	Hazard(s) Addressed:	Enter the hazards that need to be safeguarded.
8	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
9	Equipment	List the equipment needed to address the hazards. If pre-designed Safe Work Practices are used, indicate here and attach to form.
10	References consulted	List the references used in making the selection for PPE.
11	Inspection Procedures	Enter the procedures for inspecting the Personal Protective Equipment prior to donning. If pre-designed Safe Work Practices are used, indicate here and attach to form.
12	Donning Procedures	Enter the procedures for putting on the PPE. If pre-designed Safe Work Practices are used, indicate here and attach to form.
13	Doffing Procedures	Enter the information for removing the PPE. If pre-designed Safe Work Practices are used, indicate here and attach to form.
14	Limitations and Precautions	List the limitations and precautions when using PPE. Include the maximum time to be inside the PPE, Heat Stress concerns, psychomotor skill detraction and other factors.
15	Prepared by	Enter the name and position of the person completing the worksheet.
16	Date/Time Briefed:	Enter the date/time the document was briefed to the appropriate workers and by whom.

CG ICS SSP: DECONTAMINATION	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. For Emergencies Contact:		8. Hazard(s) Addressed:

9. Equipment:				10. References Consulted:

11. Contamination Avoidance Practices:	12. Decon Diagram: ☐ Attached, ☐ Drawn below	13. Decon Steps

14. Prepared By:	15. Date/Time Briefed:	Potential Health Effects: Bruise/Lacerations, Organ Damage, Central Nervous System Effects, Cancer, Reproductive Damage, Low Back Pain, Temporary Hearing Loss, Dermatitis, Respiratory Effects, Bone Breaks, Eye Burning	**ICS-208-CG SSP-G (rev 9/06):** Page _____ of _____

DECONTAMINATION (ICS-208-CG SSP-G)

Purpose: The Decontamination form provides information on how workers can avoid contamination and how to get decontaminated. It is a supplemental form to the Site Safety Plan.

Preparation: The Decontamination Form can be completed by the Site Safety Officer, a member of his/her staff or by the Group/Division Supervisor, Task Force/Strike Team Leader on the site

Distribution: This form must be located with Site Safety Plan (ICS-208-CG SSP-B). It therefore follows the same distribution route.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
8	Hazard(s) Addressed:	Enter the hazards that need to be safeguarded.
9	Equipment	Enter the decontamination equipment needed for the site. If pre-designed Safe Work Practices are used, indicate here and attach to this form.
10	References consulted	List the references used in making the selection for PPE.
11	Contamination Avoidance Practices	Enter procedures for personnel to avoid contamination. If pre-designed Safe Work Practices are used, indicate here and attach to form.
12	Decon Diagram	Draw a diagram for the decontamination operation. If pre-designed Safe Work Practices are used, indicate here and attach to form.
13	Decon Steps	List the decontamination steps.
14	Prepared by	Enter the name and position of the person completing the worksheet.
15	Date/Time Briefed:	Enter the date/time the document was briefed to the appropriate workers and by whom.

CG ICS SSP: ENFORCEMENT LOG	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)	
5. Supervisor/Leader	6. For Emergencies Contact:			7. Attachments:	
8.a. Job Task/Activity	8.b. Hazards	8.c. Deficiency	8.d. Action Taken	8.e. Safety Plan Amended?	8 f. Signature of Supervisor/Leader
9. Prepared By:	10. Date/Time Briefed:	**HAZARD LIST**: Physical/Safety, Toxic, Explosion/Fire, Oxygen Deficiency, Ionizing Radiation, Biological, Biomedical, Electrical, Heat Stress, Cold Stress, Ergonomic, Noise, Cancer, Dermatitis, Drowning, Fatigue, Vehicle, & Diving			**ICS-208-CG SSP-H (rev 9/06):** Page _____ of _____

SITE SAFETY ENFORCEMENT LOG (ICS-208-CG SSP-H)

Purpose: The Site Safety Plan Enforcement Log is used to help enforce safety during an incident.

Preparation: The Safety Officer and/or his/her staff complete the Site Safety Plan Enforcement Log. The log is completed as Safety personnel are on scene reviewing the site. It should be completed at a minimum once per day. The number of enforcement logs to be completed depends on the size of the incident. Enough should be completed to ensure that site safety is being adequately enforced.

Distribution: The Site Safety Plan enforcement log when completed is delivered to the Safety Officer. The Safety Officer can use the form to amend the Site Safety Plan (ICS-208-CG SSP-A or B).

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
7	Attachments	List any attached supporting documentation.
8 a	Job/Task Activity	Enter only those Job Task/activities for which a deficiency is noted.
8 b	Hazards	Enter the hazard not being sufficiently addressed.
8 c	Deficiency	Enter the deficiency.
8 d	Action Taken	Enter the corrective action taken to address the deficiency.
8 e	Safety Plan Amended?	Enter whether the on site safety plan was amended.
8 f	Signature of Supervisor/Leader	Ensure the Supervisor/Leader signs the form to acknowledge the deficiency.
9	Prepared by	Enter the name and position of the person completing the worksheet.
10	Date/Time Briefed:	Enter the date/time the document was briefed to the appropriate workers and by whom.

CG ICS SSP WORKER ACKNOWLEDGEMENT FORM	1. Incident Name	2. Site Location:	3. Attachments:	
4. Type of Briefing	5. Presented By:		6. Date Presented	7. Time Presented
Safety Plan/Emergency Response Plan ☐ Start Shift ☐ Pre-Entry ☐ Exit ☐ End of Shift ☐ Specify Other:				
8.a. Worker Name (Print)	8.b. Signature*****		8.c. Date	8.d. Time

***** *By signing this document, I am stating that I have read and fully understand the plan and/or information provided to me.*

WORKER ACKNOWLEDGEMENT FORM (ICS-208-CG SSP-I)

Purpose: The Worker Acknowledgement form is used to document workers who have received safety briefings.

Preparation: Those personnel responsible for conducting safety briefings complete this form initially. Once the briefings are completed, workers who were briefed print their name, sign, date and indicate the time of the briefing.

Distribution: This form is returned to the Safety Officer or designated representative at the end of each operational period.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Site Location	Indicate the location where the briefings are held.
3	Attachments	Indicate any attachments used as part of the briefings.
4	Type of briefing	Check the block next to the type of briefing.
5	Presented by	Enter the name of the person conducting the briefing.
6	Date Presented	Enter the date of the briefing.
7	Time Presented	Enter the time of the briefing.
8	Worker Name, Signature, Date and Time	Workers receiving the briefing print their name, sign, date and enter the time they acknowledge the briefing.

CG ICS SSP: Emergency Safety & Response Plan 1910.120 Compliance Checklist (Form A)	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Site Supervisor/Leader	5. Location of Site
6.a. Cite: 1910.120	6.b. Requirement(sections that duplicate or explain are omitted)		6.c. ICS Form	6.d. Check	6.e. Comments
(**q**)(1)	Is the plan in writing?		SSP-A	☐	
(1)	Is the plan available for inspection by employees?		N/A	☐	Performance based
(**q**)(2)(i)	Does the plan address pre-emergency planning and coordination?		SSP-A	☐	
(ii)	Does it address personnel roles?		SSP-A	☐	
(ii)	Does it address lines of authority?		SSP-A	☐	
(ii)	Does it address communications?		SSP-A	☐	
(iii)	Does it address emergency recognition?		SSP-A	☐	
(iii)	Does it address emergency prevention?		SSP-A	☐	
(iv)	Does it identify safe distances?		SSP-A	☐	
(iv)	Does it address places of refuge?		SSP-A	☐	
(v)	Does it address site security and control?		SSP-A	☐	
(vi)	Does it identify evacuation routes?		SSP-A	☐	
(vi)	Does it identify evacuation procedures?		SSP-A	☐	
(vii)	Does it address decontamination?		SSP-A	☐	
(viii)	Does it address medical treatment and first aid?		SSP-A	☐	
(ix)	Does it address emergency alerting procedures?		SSP-A	☐	
(ix)	Does it address emergency response procedures		SSP-A	☐	
(x)	Was the response critiqued?		N/A	☐	Performance based
(xi)	Does it identify Personal Protection Equipment?		SSP-A	☐	
(xi)	Does it identify emergency equipment?		SSP-A	☐	
(**q**)(3)(ii)	All the hazardous substances identified to the extent possible?		N/A	☐	Performance based
(ii)	All the hazardous conditions identified to the extent possible?		N/A	☐	Performance based
(ii)	Was site analysis addressed?		N/A	☐	Performance based
(ii)	Were engineering controls addressed?		N/A	☐	Performance based
(ii)	Were exposure limits addressed?		N/A	☐	Performance based
(ii)	Were hazardous substance handling procedures addressed?		N/A	☐	Performance based
(iii)	Is the PPE appropriate for the hazards identified?		N/A	☐	Performance based
(iv)	Is respiratory protection worn when inhalation hazards present?		N/A	☐	Performance based
(v)	Is the buddy system used in the hazard zone?		N/A	☐	Performance based
(vi)	Are backup personnel on standby?		N/A	☐	Performance based
(vi)	Are advanced first aid support personnel standing by?		N/A	☐	Performance based
(vii)	Has the ICS designated safety official been identified?		SSP-A	☐	
(vii)	Has the Safety Official evaluated the hazards?		N/A	☐	Performance based
(viii)	Can the Safety Official communicate with IC immediately?		N/A	☐	Performance based
(ix)	Are appropriate decontamination procedures implemented?		N/A	☐	Performance based

Emergency Safety & Response Plan Compliance Checklist Form A (ICS-208-CG SSP-J)

Purpose: The Emergency Safety and Response Plan 1910.120 Compliance Checklist is to ensure that incident response operations are in compliance with Title 29, Code of Federal Regulations Part 1910.120, Hazardous Waste Operations and Emergency Response. It also identifies how form ICS-208-CG SSP-J can be used to satisfy the HAZWOPER requirements. This checklist is an optional form.

Preparation: The Emergency Safety and Response Plan 1910.120 Compliance Checklist is completed by the Safety Officer or his/her staff as frequently as necessary whenever the Safety Officer wants to ensure regulatory compliance. It is best used in conjunction with the Site Safety Plan Enforcement Log (ICS-208-CG SSP-H). Many of the requirements are performance based and are best evaluated on scene by the Safety Officer or his/her staff.

Distribution: The Safety Officer should maintain The Emergency Safety and Response Plan (ERP) 1910.120 Compliance Checklist.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
5	Location of Site	Enter the site location.
6 a	Cites	These are the regulatory cites within 1910.120. The major headings are highlighted in bold. Informational cites or cites that are duplicative are not included.
6 b	Requirement	This lists the requirement in a question format. Some require documentation or some form of action.
6 c	ICS Form	Lists those requirements covered by ICS-208-CG SSP-A.
6 d	Check Block	Enter the check if the site satisfies the requirement.
6 f	Comments	This provides additional information on the requirement. The user may also enter comments.
7	Prepared by	Enter the name and position of the person completing the worksheet.

CG ICS SSP: 1910.120 COMPLIANCE CHECKLIST (Form B)	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Site Supervisor/Leader	5. Location of Site

6.a. Cite: 1910.120	6.b. Requirement(sections that duplicate or explain are omitted)	6.c. ICS Form	6.d. Check	6.e. Comments
1910.120 (**b**)(1)(ii)(A)	Organizational structure?	203	☐	
(B)	Comprehensive workplan?	IAP	☐	Incident Action Plan
(C)	Site Safety Plan?	SSP-B	☐	
(D)	Safety and health training program?	N/A	☐	Responsibility of each employer
(E)	Medical surveillance program?	N/A	☐	Responsibility of each employer
(F)	Employer SOPs?	N/A	☐	Responsibility of each employer
(G)	Written program related to site activities?	N/A	☐	
(**b**)(1)(iii)	Site excavation meets shored or slope requirements in 1926?	N/A	☐	
(**b**)(2)(i)(D)	Lines of communication?	201 203 205	☐	
(**b**)3(iv)	Training addressed?	N/A	☐	Responsibility of each employer
(v)-(vi)	Information and medical monitoring addressed?	N/A	☐	Responsibility of each employer
(**b**)4(i)	Site Safety Plan kept on site?	N/A	☐	
(ii)(A)	Safety and health hazard analysis conducted?	N/A	☐	
(B)	Properly trained employees assigned to right jobs?	N/A	☐	
(C)	Personnel Protective Equipment issues addressed?	SSP-F	☐	
(E)	Frequency and types of air monitoring addressed?	SSP-E	☐	
(F)	Site control measures in place?	SSP-B	☐	
(G)	Decontamination procedures in place?	SSP-G	☐	
(H)	Emergency Response Plan in place?	SSP-D	☐	
(I)	Confined space entry procedures?	SSP-B	☐	
(J)	Spill containment program	SSP-B	☐	
(iii)	Pre-entry briefings conducted?	SSP-I	☐	
(iv)	Site Safety Plan effectiveness evaluated?	SSP-H	☐	
(**c**)(1)	Site characterization done?	N/A	☐	
(**c**)(2)	Preliminary evaluation done by qualified person?	N/A	☐	
(**c**)(3)	Hazard identification performed?	SSP-B	☐	
(**c**)(4)(i)	Location and size of site identified?	SSP-B	☐	
(ii)	Response activities, job tasks identified?	SSP-B	☐	
(iii)	Duration of tasks identified?	SSP-B	☐	Operational period
(iv)	Site topography and accessibility addressed?	SSP-C	☐	
(v)	Health and safety hazards addressed?	SSP-B	☐	
(vi)	Dispersion pathways addressed?	SSP-B	☐	
(vii)	Status and capabilities of medical emergency response teams?	206	☐	
(**c**)(5)(i)(iv)	Chemical protective clothing addressed and properly selected?	SSP-F	☐	
(ii)	Respiratory protection addressed?	SSP-B and F	☐	
(iii)	Level B used for unknowns?	N/A	☐	

CG ICS SSP: 1910.120 COMPLIANCE CHECKLIST Form B (cont)	1. Incident Name	2. Date/Time Prepared	3. Operational Period		
6.a. Cite: 1910.120	6.b. Requirement(sections that duplicate or explain are omitted)		6.c. ICS Form	6.d. Check	6.e. Comments
1910.120 (**c**)(6)(i)	Monitoring for ionization conducted?		SSP-E	☐	
(ii)	Monitoring conducted for IDLH conditions?		SSP-E	☐	
(iii)	Personnel looking out for dangers of IDLH environments?		N/A	☐	
(iv)	Ongoing air monitoring program in place?		SSP-E	☐	
(**c**)(7)	Employees informed of potential hazard occurrence?		SSP-B	☐	
(**c**)(8)	Properties of each chemical made aware to employees?		SSP-B	☐	
(**d**)(1)	Appropriate site control procedures in place?		IAP, SSP-B	☐	
(**d**)(2)	Site control program developed during planning stages?		IAP, SSP-B	☐	
(**d**)(3)	Site map, work zones, alarms, communications addressed?		IAP, SSP-B	☐	
(**g**)(1)(i)	Engineering, admin controls considered?		SSP-B	☐	
(iii)	Personnel not rotated to reduce exposures?		N/A	☐	
(**g**)(5)(i)	PPE selection criteria part of employer's program?		N/A	☐	Responsibility of employer
(ii)	PPE use and limitations identified?		SSP-F	☐	
(iii)	Work mission duration identified?		SSP-F	☐	
(iv)	PPE properly maintained and stored?		N/A	☐	Responsibility of employer
(vi)	Are employees properly trained and fitted with PPE?		N/A	☐	Responsibility of employer
(vii)	Are donning and doffing procedures identified?		SSP-F	☐	
(viii)	Are inspection procedures properly identified?		SSP-F	☐	
(ix)	Is a PPE evaluation program in place?		SSP-F	☐	
(**h**) (3)	Periodic monitoring conducted?		SSP-E	☐	
(**k**)(2)(i)	Have decontamination procedures been established?		SSP-G	☐	
(ii)	Are procedures in place for contamination avoidance?		SSP-G	☐	
(iii)	Is personal clothing properly deconned prior to leaving the site?		SSP-G	☐	
(iv)	Are decontamination deficiencies identified and corrected?		SSP-H	☐	
(**k**)(3)	Are decontamination lines in the proper location?		SSP-C	☐	
(**k**)(4)	Are solutions/equipment used in decon properly disposed of?		N/A	☐	
(**k**)(6)	Is protective clothing and equipment properly secured?		N/A	☐	
(**k**)(7)	If cleaning facilities are used, are they aware of the hazards?		N/A	☐	
(**k**)(8)	Have showers and change rooms provided, if necessary?		N/A	☐	
(**l**)(1)(iii)	Are provisions for reporting emergencies identified?		SSP-D	☐	
(iv)	Are safe distances and places of refuge identified?		SSP-B and C	☐	
(v)	Site security and control addressed in emergencies?		SSP-D	☐	
(vi)	Evacuation routes and procedures identified?		SSP-D	☐	
(vii)	Emergency decontamination procedures developed?		SSP-D	☐	
(ix)	Emergency alerting and response procedures identified?		SSP-D	☐	
(x)	Response teams critiqued and followup performed?		SSP-H	☐	
(xi)	Emergency PPE and equipment available?		SSP-D	☐	

CG ICS SSP: 1910.120 COMPLIANCE CHECKLIST Form B (cont)	1. Incident Name	2. Date/Time Prepared	3. Operational Period		
6.a. Cite:	6.b. Requirement(sections that duplicate or explain are omitted)		6.c. ICS Form	6.d. Check	6.e. Comments
1910.120 (**l**)(3)(i)	Emergency notification procedures identified?		SSP-D	☐	
(ii)	Emergency response plan separate from Site Safety Plan?		SSP-D	☐	
(iii)	Emergency response plan compatible with other plans?		SSP-D	☐	
(iv)	Emergency response plan rehearsed regularly?		SSP-D	☐	
(v)	Emergency response plan maintained and kept current?		SSP-H	☐	
1910.165 (**b**)(2)	Can alarms be seen/heard above ambient light and noise levels?		N/A	☐	
(**b**)(3)	Are alarms distinct and recognizable?		N/A	☐	
(**b**)(4)	Are employees aware of the alarms and are they accessible?		SSP-D	☐	
(**b**)(5)	Are emergency phone numbers, radio frequencies clearly posted?		206	☐	
(**b**)(6)	Signaling devices in place where there are 10 or more workers?		IAP	☐	
(**c**)(1)	Are alarms like steam whistles, air horns being used?		IAP	☐	
(**d**)(3)	Are backup alarms available?		IAP	☐	
(m)	Are areas adequately illuminated?		IAP	☐	
(**n**)(1)(i)	Is an adequate supply of potable water available?		IAP	☐	
(ii)	Are drinking water containers equipped with a tap?		IAP	☐	
(iii)	Are drinking water containers clearly marked?		IAP	☐	
(iv)	Is a drinking cup receptacle available and clearly marked?		IAP	☐	
(**n**)(2)(i)	Are non-potable water containers clearly marked?		IAP	☐	
(**n**)(3)(i)	Are their sufficient toilets available?		IAP	☐	
(**n**)(4)	Have food handling issues been addressed?		IAP	☐	
(**n**)(6)	Have adequate wash facilities been provided outside hazard zone?		IAP	☐	
(**n**)(7)	If response is greater than 6 months, have showers been provided?		IAP	☐	
7. Prepared By:		**ICS-208-CG SSP-K (rev 9/06): Page 3.** Page _____ of _____			

HAZWOPER 1910.120 COMPLIANCE CHECKLIST FORM B (ICS-208-CG SSP-K)

Purpose: The HAZWOPER 1910.120 Compliance Checklist is to ensure that incident response operations are in compliance with Title 29, Code of Federal Regulations Part 1910.120, Hazardous Waste Operations and Emergency Response. It also identifies how other ICS forms can be used to satisfy the HAZWOPER requirements. This is an optional form.

Preparation: The HAZWOPER 1910.120 Compliance Checklist is completed by the Safety Officer or his/her staff as frequently as necessary whenever the Safety Officer wants to ensure regulatory compliance. It is best used in conjunction with the Site Safety Plan Enforcement Log (ICS-208-CG SSP-H). The Site Safety Plan Forms (A-G) best meet some of the requirements. The Incident Action Plan is suited to address other requirements, and the Safety Officer should ensure the IAP addresses them. Other requirements are performance based and are best evaluated on scene by the Safety Officer or his/her staff.

Distribution: The HAZWOPER 1910.120 Compliance Checklist should be maintained by the Safety Officer.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
5	Location of Site	Enter the site location.
6.a.	Cites	These are the regulatory cites within 1910.120. The major headings are highlighted in bold. Informational cites or cites that are duplicative are not included.
6.b.	Requirement	This lists the requirement in a question format. Some require documentation or some form of action.
6.c.	ICS Form	Lists those ICS Forms that cover the requirement. **IAP designations means it should be covered in IAP, it does not guarantee it is covered. The Safety Officer must ensure this.**
6.d.	Check Block	Enter the check if the site satisfies the requirement.
6.e.	Comments	This provides information on where else the requirement may be met. The user may also enter comments.
7	Prepared by	Enter the name and position of the person completing the worksheet.

CG ICS SSP: 1910.120 DRUM COMPLIANCE CHECKSHEET	1. Incident Name	2. Date/Time Prepared	3. Operational Period	4. Safety Officer (include method of contact)
5. Supervisor/Leader	6. Location and Size of Site	7. For Emergencies Contact:		8. Note: tanks and vaults should also be treated in the same manner as described below [1910.120(j)(9)]. Many can also pose confined space hazards.

9.a. Cite: 1910.120 (Cites that duplicate or explain requirements are omitted)	9.b. Requirement	9.c. Check	9.d. Comments
(**j**)(1)(ii)	Drums meet DOT, OSHA, EPA regs for waste they contain, including shipment?	☐	
(iii)	Drums inspected and integrity ensured prior to movement?	☐	
(iii)	Or drums moved to an accessible location (staging area) prior to movement?	☐	
(iv)	Unlabelled drums treated as unknown until properly identified and labeled?	☐	
(v)	Site activities organized to minimize drum handling?	☐	
(vi)	Employers properly warned about the hazards of moving and handling drums?	☐	
(vii)	Suitable overpack drums are available for addressing leaking and ruptured drums?	☐	
(viii)	Leaking materials from drums properly contained?	☐	
(ix)	Are drums that cannot be moved, emptied of contents with transfer equipment?	☐	
(x)	Are suspect buried drums surveyed with underground detection system?	☐	
(xi)	Are soil and covering material above buried drums removed with caution?	☐	
(xii)	Is the proper extinguishing equipment on scene to control incipient fires?	☐	
(**j**)(2)(i)	Are airlines on supplied air systems protected from leaking drums?	☐	
(ii)	Are employees at a safe distance, using remote equipment, when handling explosive drums?	☐	
(iii)	Are explosive shields in plane to protect workers opening explosive drums?	☐	
(iv)	Is response equipment positioned behind shields when shields are used?	☐	
(v)	Are non-sparking tools used in flammable or potentially flammable atmospheres?	☐	
(vi)	Are drums under extreme pressure opened slowly & workers protected by shields/distance?	☐	
(vii)	Are workers prohibited from standing and working on drums?	☐	
(**j**)(3)	Is the drum handling equipment positioned and operated to minimize sources of ignition?	☐	
(**j**)(5)(i)	For shock sensitive drums, have all non-essential employees been evacuated?	☐	
(ii)	For shock sensitive drums: is handling equipment provided with shields to protect workers?	☐	
(iii)	Are alarms that announce start/finish of explosive drum handling actions in place?	☐	
(iv)	Are continuous communications in place between the drum handling site & command post?	☐	
(v)	Are drums under pressure properly controlled for prior to handling?	☐	
(vi)	Are drums containing packaged laboratory wastes treated as shock sensitive?	☐	
(**j**)(6)(i)	Are lab packs opened by trained and experienced personnel?	☐	
(ii)	Are lab packs showing crystallization treated as shock sensitive?	☐	
(**j**)(8)(ii-iii)	Are drum staging areas manageable with marked access and egress?	☐	
(iv)	Is bulking of drums conducted only after drum contents have been properly identified?	☐	

10. Prepared By:	**Form SSP-L (rev 9/06)** Page _____ of _____

HAZWOPER 1910.120 DRUM COMPLIANCE CHECKLIST (ICS-208-CG SSP-L)

Purpose: The HAZWOPER 1910.120 Drum Compliance Checklist is to ensure that incident response operations are in compliance with Title 29, Code of Federal Regulations Part 1910.120, Hazardous Waste Operations and Emergency Response whenever drums are encountered during an incident. This is an optional form.

Preparation: The HAZWOPER 1910.120 Drum Compliance Checklist is completed by the Safety Officer or his/her staff as frequently as necessary whenever the Safety Officer wants to ensure regulatory compliance. It is best used in conjunction with the Site Safety Plan Enforcement Log (ICS-208-CG SSP-H). The Site Safety Plan Forms (A-G) best meet some of the requirements. Other requirements are performance based and are best evaluated on scene by the Safety Officer or his/her staff.

Distribution: The HAZWOPER 1910.120 Drum Compliance Checklist should be maintained by the Safety Officer.

Instructions:

Item #	Item Title	Instructions
1	Incident Name	Print the name assigned to the incident.
2	Date/Time Prepared	Enter date (month, day, year) prepared.
3	Operational Period	Enter the time interval for which the assignment applies.
4	Safety Officer	Enter the name of the Safety Officer and means of contact.
5	Supervisor/Leader	The Supervisor/Leader who receives this form will enter their name here.
6	Location & size of site	Enter the geographical location of the site and the approximate square area.
7	For Emergencies Contact	Enter the name and way to contact the individual who handles emergencies.
8	Note	Tanks and vaults should also be treated in the same manner as described in the checklist (1910.120((j)(9)).
9.a.	Cites	These are the regulatory cites within 1910.120. The major headings are highlighted in bold. Informational cites or cites that are duplicative are not included.
9.b.	Requirement	This lists the requirement in a question format. Some require documentation or some form of action.
9.c.	Check Block	Enter the check if the site satisfies the requirement.
9.d.	Comments	This provides information on where else the requirement may be met. The user may also enter comments.
10	Prepared by	Enter the name and position of the person completing the worksheet.

Pipeline Name	Facility	Maximum Release Time (Hrs)	Current Max Flow Rate (Bls/Day)	Current Max Flow Rate (Bls/Hr)	Current Worst Case Discharge bbls	Length Of Pipeline (Miles)	Volume of pipeline bbls	Diameter (inches)	Wall Thickness (inches)	Area sq inches	EFFECT
B&B Unit Fac to Hill PL 4" OG		14	538	22	(b) (7)(F)	1.17	389.08	4.500	0.237	50.921	G
Borgfeld 8in Oil Gathering to Borgfeld CDP		14	3885	162		8.58	11449.85	8.625	0.280	204.342	SA
Borgfeld CDP to EOG 8 Acre Site 8" OG		14	3079	128		4.97	6632.37	8.625	0.280	204.342	SA
Braune Facility to Nixon Dragon PL 6" OG		14	520	22		0.09	67.92	6.625	0.280	115.561	SA
Casares Fac to Borgfeld PL 4" OG		14	794	33		1.09	362.47	4.500	0.237	50.921	A
Cheslyn to Wagener PL 6" OG		14	787	33		1.89	1484.31	6.625	0.219	120.257	SA
Cusack Clampit to Spahn Farms 4 in OG		14	513	21		0.07	23.28	4.500	0.237	50.921	G
Cusack Ranch Fac to Cusack Marshall OG 4in		14	513	21		0.41	136.34	4.500	0.237	50.921	G
Cusack Ranch to Marshall Oil Terminal 8in OG		14	7547	314		2.87	3887.16	8.625	0.250	207.394	G
Dragon Fac to Nixon Dragon 4" PL OG		14	352	15		0.30	226.41	6.625	0.280	115.561	SA
Dullnig Fac to Wagener OG		14	3580	149		0.06	47.12	6.625	0.219	120.257	SA
Estes to Orr 6in		14	61	3		2.63	1984.82	6.625	0.280	115.561	A
Excelco to Hoff PL 6" OG		14	1093	46		2.72	2136.16	6.625	0.219	120.257	FR
Fischer Fac to Nixon Dragon PL 6" OG		14	387	16		0.69	541.89	6.625	0.219	120.257	SA
Gibbs to Nixon Dragon PL 6" OG		14	80	3		1.54	1162.21	6.625	0.280	115.561	SA
Hairgrove Fac to Gibbs PL 6" OG		14	190	8		0.43	324.51	6.625	0.280	115.561	SA
Hansen-Kullin 4" to Spahn 8" OG		14	829	35		1.20	399.05	4.500	0.237	50.921	G
HFS to Spahn Farms 4"		14	1267	53		1.40	465.56	4.500	0.237	50.921	G
Hoff C Fac to Hoff PL 6" OG		14	163	7		0.90	679.22	6.625	0.280	115.561	FR
Hoff D Fac to Hoff PL 6" OG		14	222	9		0.08	60.37	6.625	0.280	115.561	FR
Hoff E Fac to PL 6" OG		14	555	23		1.27	997.40	6.625	0.219	120.257	FR
Hoff F Fac to Hoff A Fac OG		14	591	25		1.36	1026.37	6.625	0.280	115.561	FR
Hoff Ranch B Facility 6in Oil Gathering to Hoff PL		14	140	6		0.36	271.69	6.625	0.280	115.561	FR
Hoff to Hoff Hub 6" Oil Gathering		14	2543	106		6.12	4618.67	6.625	0.280	115.561	FR
Hyatt Fac to Gibbs PL 6" OG		14	213	9		0.31	243.46	6.625	0.219	120.257	SA
Jendrusch Barnes to Estes PL 8" OG		14	1110	46		5.88	7963.94	8.625	0.250	207.394	A
Jendrusch Gerold to Jendrusch Barnes PL 6" OG		14	241	10		0.04	30.19	6.625	0.280	115.561	A
Kerner Carson Fac to Kerner Carson PL 4" OG		14	2422	101		0.17	56.53	4.500	0.237	50.921	G
Kerner Carson to King Fehner PL 8" OG		14	2660	111		1.21	1638.84	8.625	0.250	207.394	G
King Fehner Facility to King Fehner PL 4" OG		14	980	41		0.84	279.34	4.500	0.237	50.921	G
King Fehner to Marshall Oil Terminal PL 8" OG		14	3640	152		1.57	2126.43	8.625	0.250	207.394	G
Lyssy Hub to Borgfeld PL 8" OG		14	5453	227		0.95	1286.69	8.625	0.250	207.394	A
Marshall Oil Terminal to East 183 8" OG		14	2820	117		7.41	10036.19	8.625	0.250	207.394	G
Max Unit to Cheslyn PL 6" OG		14	335	14		0.51	400.53	6.625	0.219	120.257	SA
Meyer to Zappe Fac 4" OG		14	1893	79		2.13	708.32	4.500	0.237	50.921	G
Naylor Jones 95 Fac to 6" OG		14	146	6		0.23	180.63	6.625	0.219	120.257	FR
Naylor Jones 96 Fac to 6" PL OG		14	297	12		0.06	47.12	6.625	0.219	120.257	FR
Naylor Jones 99 8" OG to Hoff Hub		14	2028	84		3.15	4266.40	8.625	0.250	207.394	FR
Naylor Jones A Fac to 6" PL OG		14	1016	42		0.09	70.68	6.625	0.219	120.257	FR
Nixon Dragon 6" OG to Rainbank West PL		14	2158	90		7.30	5509.20	6.625	0.280	115.561	SA
Nixon Fac to Nixon Dragon PL 6" OG		14	186	8		0.14	113.09	6.625	0.219	120.257	SA
Orr Fac to Orr Mainline 6" OG		14	138	6		0.25	196.34	6.625	0.219	120.257	A
Orr to Lyssy Hub Mainline 8" OG		14	4349	181		2.83	3832.98	8.625	0.250	207.394	A
Oyervides Fac to Borgfeld PL 4" OG		14	311	13		0.05	16.63	4.500	0.237	50.921	A
Rainbank West Fac to Rainbank West PL 6" OG		14	49	2		0.32	251.31	6.625	0.219	120.257	SA
Rainbank West to Milton Hub 8" OG		14	5630	235		5.63	7625.33	8.625	0.250	207.394	SA
S King Facility to King Fehner PL 4" OG		14	238	10		0.59	196.20	4.500	0.237	50.921	G
Spahn Farm to Marshall oil terminal 8in OG		14	9876	411		3.95	5349.92	8.625	0.250	207.394	G
Sweet Unit to Spahn Farms PL 8 in OG		14	281	12		1.74	2356.68	8.625	0.250	207.394	G
Urbanczyk to Milton Hub 8in OG		14	6713	280		4.21	5702.07	8.625	0.250	207.394	SA
Wagener to Urbanczyk 6in OG		14	6713	280		3.59	2819.41	6.625	0.219	120.257	SA
Wiatrek West Extension to EOG 8 Acre Site 8" OG		14	3079	128		3.74	5065.50	8.625	0.250	207.394	SA
Winona to Rainbank West PL 6" OG		14	971	40		1.50	1178.03	6.625	0.219	120.257	SA
Zappe Facility to Hill PL 4" OG		14	389	16		0.91	302.62	4.500	0.237	50.921	G
Marshall Hub to Enterprise Storage Tanks		14	23883	995		1.02	1381.50	8.625	0.250	207.394	
Milton Hub to Enterprise Storage Tanks		14	12343	514		1.76	2383.76	8.625	0.250	207.394	
Lyssy To Enterprise Storage Tanks		14	9338	389		0.78	1056.44	8.625	0.250	207.394	