Ingleside Terminal
Integrated Contingency Plan
ICP – Core Plan

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1 INTRODUCTION

1.1 PURPOSE

This **Integrated Contingency Plan (ICP)** has been completed to provide Flint Hills Resources Corpus Christi, LLC ("FHR") and its Ingleside Terminal employees with a single, comprehensive, and useful Emergency Response/Action Plan. It was developed in accordance with the policy and guidance provided by the National Response Team (in their June 5, 1996 Federal Register Notice (Integrated Contingency Plan Guidance). It complies with and consolidates the relevant federal contingency and emergency response planning requirements (National Contingency Plan and Area Contingency Plan) of the US Environmental Protection Agency, the US Department of Homeland Security and US Coast Guard, and the relevant federal and state OSHA requirements, as they relate to response operations of the Ingleside Terminal (the "Facility"). This Plan has been developed as the result of a "planning process" intended to prepare personnel to respond to oil spills and other environmental emergencies. It also addresses state emergency planning requirements.

The Facility is a ***"Complex"*** as defined in 40 CFR 112.2 and 33 CFR 154.1020. Specifically, the majority of this Facility is regulated as a "marine transportation-related" facility under the jurisdiction of the US Department of Homeland Security and US Coast Guard and its Facility Response Plan regulations for onshore oil transfer facilities contained in **33 CFR 154 subpart F**. The **terminal operations** involve storage facilities governed by the US Environmental Protection Agency Facility Response Plan regulations contained in **40 CFR 112.20**. Additionally, the oil transfer operations associated with the Facility require compliance with the provisions of **33 CFR 154 subpart B**. The Facility must also comply with 49 CFR 194 regarding the operation of an onshore oil pipeline that could cause substantial or significant and substantial harm to the environment by discharging oil into navigable waters. The facility operates under Standard Industrial Classification (SIC) Codes 4226, 5171, 4491, and 4612.

Also, this ICP was developed to include the requirements of the **RCRA Contingency Plan**. In 2006, the Facility was considered a Large Quantity Generator ("LQG"); therefore, as described in 40 CFR 262.34(a)(4), the requirements specified in 40 CFR 265 Subpart C (Preparedness and Prevention) and Subpart D (Contingency Plan and Emergency Plan) are applicable. In the future, the amount of hazardous waste generated at the Facility may be less than the LQG threshold (1,000 kilograms) which would reclassify the facility as a Small Quantity Generator ("SQG"). As specified in 40 CFR 262.34(d)(4), SQGs only need to comply with 40 CFR 265 Subpart C (Preparedness and Prevention). Because certain types of projects (e.g. spill cleanup and tank cleaning) could result in the generation of hazardous waste above the LQG threshold (1000 kilograms), FHR has included the 40 CFR 265 Subpart D (Contingency Plan and Emergency Plans) requirements in this ICP even though the amount of waste generated at the Facility will often be less than the LQG threshold.

Qualified Individuals ("QIs") and Alternate QIs are considered Emergency Coordinators and alternate Emergency Coordinators.

1.2 SCOPE

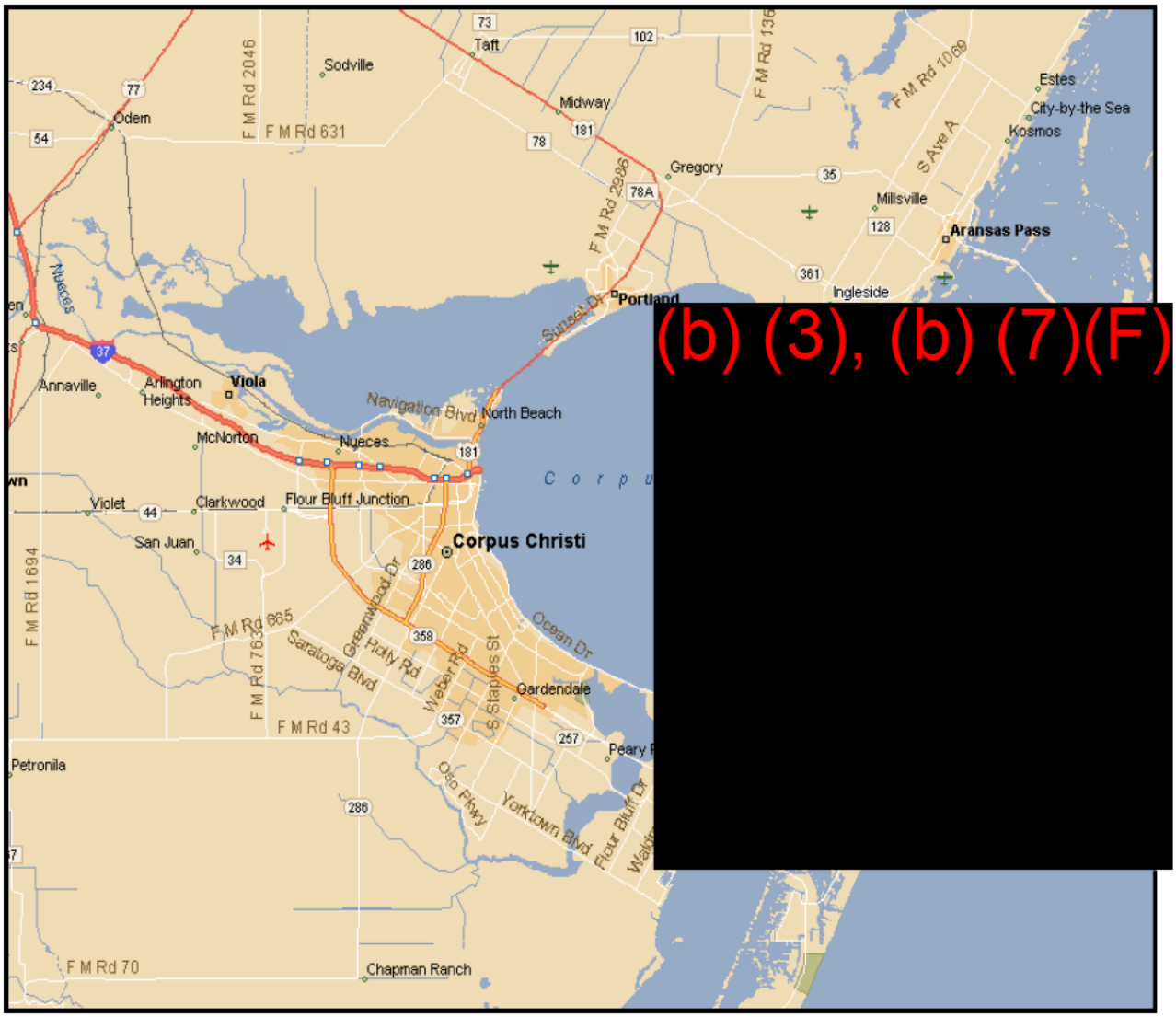
The Flint Hills Resources Corpus Christi, LLC **Ingleside Terminal** is the "Facility" covered by this ICP. This plan has been prepared considering the Area Contingency Plan ("ACP") and National Contingency Plan ("NCP"). It is consistent with the NCP in that it provides a method/process for communication, coordination, containment, removal and mitigation of pollution and other emergencies. It depends on the ACPs, for detailed information and support on environmental information. This Facility is located in Ingleside, San Patricio County, Texas

Based on the environmental conditions found at the Facility, it has been determined to meet the "substantial harm" criteria of 40 CFR 112 and the "significant and substantial harm" criteria of 33 CFR 154.1015. Based on this judgment, FHR has determined that the combined amount and location of company and Oil Spill Response Operations ("OSRO") owned response assets are adequate to meet the tiered response times for high volume port areas of 6, 30, and 54 hours.

The ICP consists of the "Core Plan" and ten Annexes.

2 FACILITY INFORMATION

INGLESIDE TERMINAL



2.1 OWNER/OPERATOR

Facility Owner: Flint Hills Resources Corpus Christi, LLC
P.O. Box 2608
Corpus Christi, Texas 78403
(361) 241-4811

Facility Operator: Flint Hills Resources Corpus Christi, LLC
P.O. Box 1029
Ingleside, Texas 78362-1029
(361) 776-7535

Production Lead: Ronnie Lee
(361) 887-6847

2.2 INGLESIDE TERMINAL DETAILS

Directions:	From Corpus Christi, take US 181 north to State Highway 35. Follow the exit to Ingleside, Highway 361. Stay on 361 until you intersect with Highway 1069. Turn right and follow 1069 past former Naval Station Ingleside to a STOP sign at a "T" intersection. Turn right and follow the road to the end; the FHR driveway and gate are on the right.
Loading/Unloading Facilities:	Tank vessels up to 1,000 ft. long, 160 ft. wide and a 43 ft. draft, 225,000 DWT (Dock accommodates one vessel at a time)
WORST-CASE DISCHARGE VOLUME (EPA) **WORST-CASE DISCHARGE VOLUME (USCG)** **WORST-CASE DISCHARGE VOLUME (PHMSA)**	(b) (7)(F), (b) (3) [redacted]
Maximum Most Probable Discharge Volume (USCG): **Medium Discharge (USEPA)**	**587 bbls (36,000 gallons)**
Average Most Probable Discharge Volume (USCG) **Small Discharge (USEPA)**	**50 Bbls (2,100 gallons)** **50 Bbls (2,100 gallons)**

Figure 2.2-1 – PHMSA Response Zone Information Summary

Zone Name:	Ingleside Terminal
Zone Address:	Hwy 1069, Ingleside, Texas
Zone Telephone/Fax:	(361) 776-7535
Zone PHMSA #:	Not Available
Description of Zone:	Response zone includes the entire Ingleside Terminal, which includes 12", 16" and 30" terminal piping, manifolds and 15 breakout tanks (28063, 28064, 28067, 28068, 28069, 28070, 28071, 28072, 28073, 28074, 28075, 28076, 28077, 28080 and 28086) within the FHR Ingleside Terminal
Response Zone Consists of the Following Counties:	San Patricio, Texas
Alignment Maps (Piping, Plan Profiles):	See figures 4, 4A and 4B of this ICP
Worst Case Discharge (bbls):	(b) (7)(F),
Statement of Significant and Substantial Harm:	Yes
Line Sections/Products Handled: (Refer to Product Characteristic and Hazards)	Crude Oil

2.3 ABOVEGROUND STORAGE TANK FARM:

Figure 2.3-1 - Storage Tank Information

Tank No.	Year Built	Tank Type	Qty Stored (gallons)	Product	Drainage Basin Containment Area	Failure/ Cause	Secondary Containment Volume (gallons)	Containment for Largest Tank Plus Precipitation	
28086	2009	EFR	(b) (7)(F), (b) (3)	Crude	001	NRF	(b) (7)(F), (b) (3)	Adequate	
28072	1979	EFR		Crude	001	NRF			
28073	1981	EFR		Crude	001	NRF			
28074	1979	EFR		Crude	001	NRF			
28075	1981	EFR		Crude	001	NRF			
28076	1981	EFR		Crude	001	NRF			
28080	1979	EFR		Crude	001	NRF			
28070	1948	IFR		Crude	003	NRF			
28071	1979	EFR		Crude	003	NRF			
28063	1982	IFR		Crude	004	NRF		Adequate*	
28064	1982	IFR		Crude	004	NRF			
28067	1948	IFR		Crude	004	NRF		Adequate	
28068	1948	IFR		Crude	004	NRF			
28069	1948	IFR		Crude	004	NRF			
28077	1948	IFR		Crude	001	NRF		Adequate	
28082	2007	HWT		Diesel	002	NRF		Double Wall	Double Wall
28083	2007	HWT		Diesel	002	NRF		Double Wall	Double Wall
Diesel	Shop Built	HWT		Diesel	Dependent	NRF	FHR and FHR contractors may use portable fueling tanks; all tanks will have steel containment.		
Oil, Waste Oil	N/A	Drum		Lube oil, hydraulic oil, waste oil	Dependent	NRF	Drums are stored in solid waste management unit or within other secondary containment		
NA	NA	Frac Tank		Crude	Dependent	NRF	Frac tanks stored adjacent to bulk storage tanks during tank clean outs		
NA	NA	Vac box		Oil, oily residues	Dependent	NRF	Placed where needed when in use. Placed adjacent to Tank 28077 when awaiting offsite transport		

NOTES:

IFR – Internal Floating Roof
EFR – External Floating Roof
HWT – Horizontal Welded Tank
NRF – No Reported Failures
*Containment is adequate for 110% of the largest tank volume. FHR will evaluate the containment to determine if additional capacity is needed to hold the contents of largest tank plus a 24-hour 25-year rainfall.

Figure 2.3-2 – Oil-Filled Equipment Information

Equipment	Quantity (gallons)	Product
Transformer 41 TR 1L	138	Transformer Oil
Transformer 41 TR 2L	138	Transformer Oil
Transformer 41 TR 3L	148	Transformer Oil
Transformer 41 TR 4L	107	Transformer Oil
Transformer 41 TR 5L	99	Transformer Oil
Transformer 41 TR 14L	190	Transformer Oil
Transformer 41 TR 100M	Est. 110	Transformer Oil
AEP owned transformer	Est. 500	Transformer Oil
Transformer 41 TR 19L	138	Transformer Oil
Transformer 41 TR 17M	442	Transformer Oil
Transformer 41 TR 18L	435	Transformer Oil
Dock 4 Crane	100	Hydraulic Oil
Dock 5 Crane	130	Hydraulic Oil

2.4 ENVIRONMENTALLY SENSITIVE AREAS

There are no drinking water intakes. Human population is limited to the former Naval Station to the west of this Facility Gulf Marine Fabricators to the east, and the access road, which ends at the Facility

Economically Important Areas include: former Naval Station Ingleside, Corpus Christi Ship Channel, Marinas, Commercial Business Areas, Naval Station Corpus Christi, and others. Refer to the Area Sensitivity Map in Annex 8.

Environmentally Sensitive Areas include: Corpus Christi Bay, Redfish Bay, Nueces Bay, Oso Bay, Pelican Island, Marinas, Flats, Marshes, Public Beaches, Private Residences, and others. Refer to the Area Sensitivity Map in Annex 8.

The Facility is surrounded by natural and aquatic resources that could potentially be affected during a spill event. The following list includes environmentally sensitive areas located within 2 miles of the Facility, which would require emergency boom deployment and protective actions during initial emergency response activities. *These areas are identified by polygon numbers as designated on the Environmentally Area Sensitivity Map in Annex 8. A more complete list of environmentally sensitive areas, public and private areas of concern, and biological resources is included in Annex 8.

Figure 2.4-1 – Environmental Areas of Concern

Environmental Areas of Concern		
Area Polygon #)*	**Priority**	**Description**
5a	LOW	West and south shores of Ingleside-on-the-Bay. Fish (medium), wetlands (medium). Productive nursery, recreational fishing. Seagrass (Halodule), Spartina fringe.
5b	LOW	West and south shores of Ingleside-on-the-Bay. Fish (medium), wetlands (medium). Piping plover. Nursery. Seagrass (Halodule), Spartina fringe.
6	LOW	Intercoastal Waterway. Fish (medium), wetlands (low). Fishing area, migration route, nursery, winter refuge. Halodule on west shore.
11	HIGH	Redfish Bay. Birds (high), fish (high), wetlands (high). Waterfowl (redhead, pintail, scaup, gadwall, mergansers), pelicans, osprey. Nursery area year-round for redfish, sea trout, shrimp, crabs, other species; heavy sport fishing. Extensive seagrass flats

Environmental Areas of Concern		
Area Polygon #)*	**Priority**	**Description**
		(Halodule, Thalassia, some Syringodium); high marsh grading into Spartina fringe on islands.
12	HIGH	Redfish Cove and spoil islands along Intercoastal Waterway. Birds (high), fish (high), wetlands (high). Piping plover. Nursery. High marsh grading into Spartina alterniflora with intertidal pools; seagrass.
13b	HIGH	Dagger Island and islands in Redfish Cove. Birds (high), fish (high), wetlands (high). Piping plover. Nursery. High marsh grading into Spartina alterniflora with intertidal pools.
16a	LOW	Spoil islands south of Corpus Christi Channel. Birds (low). TCWS rookery site (614-185).
16b	LOW	Spoil islands south of Corpus Christi Channel. Birds (low). TCWS rookery (614-185); plovers, shorebirds, wading birds.
17	HIGH	Pelican Island. Birds (very high). One of largest colonial waterbird rookeries in Texas (614-184) with large numbers of brown pelicans, laughing gulls, spoonbills, herons, egrets, skimmers; seasonal use by piping plover, other shorebirds, peregrine falcon. Patches of Halodule, Spartina on south, northeast sides of island.

2.4.1 Outgoing Tide

Deploy equipment toward Aransas Pass as necessary to intercept spilled product in easily accessible areas for recovery and shoreline remediation activities.

2.4.2 Incoming Tide

Deploy equipment toward former Naval Station Ingleside. Notify Captain of the Port (COTP) if possible and attempt to contain spilled product at former Naval dock. Deploy secondary booms as necessary to intercept spilled product in easily accessible areas for recovery and shoreline remediation activities.

Dynamic conditions involved in spill recovery require that plan strategy be flexible enough to adapt to the unforeseen circumstances that can arise. The following strategy or some derivative will be incorporated in the decision concerning timing and location of equipment and personnel deployment:

- Determine hazards to personnel.
- Confirmation of spilled material rate.
- Determination of impact.
- Deploy boom at multiple points back toward source of release and create recovery points to facilitate cleanup operations and minimize impact of spill.
- Protect sensitive areas from spill migration.

2.4.3 Equipment Necessary To Protect Sensitive Areas

FHR has adequate equipment under contract to establish and maintain response efforts on the trajectory path of oil toward the above-listed sensitive areas. The booms can be transported into the necessary locations by Miller Environmental, Garner Environmental, or Corpus Christi Area Oil Spill Control Association ("CCAOSCA") boats or by trucks where roads are present.

2.5 RESPONSE PERSONNEL AND EQUIPMENT

Figure 2.5-1 - Facility Emergency Response Team

*Represents after-hours telephone numbers.

AFFILIATION	CONTACT NUMBER	COMMENT (NAME, TIME, ETC.)
A. REFINERY EMERGENCY COMMUNICATION CENTER (ECC)		
East Site ECC (MAIN GATE)	(361) 889-7400	
B. REFINERY SWITCHBOARD		
East Site Switchboard	(361) 889-7200	
C. KEY REFINERY PERSONNEL		
Valerie Pompa Vice President and Manufacturing Manager	(361) 242-8358 (Office) (361) 224-6118 (Pager)	
Ronnie Lee Production Leader (QI)	(361) 887-6847 (Office) (b) (6) (Cell) (361) 224-0361 (Pager) (Home)	
Billy Bear Step-up Production Leader (Alternate QI)	(361) 776-7535 (Office) (361) 224-2986 (Pager) (b) (6) (Cell)	
John Perez Emergency Response Coordinator / Assistant Fire Chief (Alternate QI)	(361) 242-4720 (Work) (b) (6) (Personal Cell) (b) (6) (Work Cell)	
Hector Nava Production Leader (Alternate QI)	(361) 242-4795 (Work) (361) 224-1325 (Pager) (b) (6) (PL Cell Phone)	
Arnold Benavides Production Leader (Alternate QI)	(361) 242-4915 (Work) (361) 224-7149 (Pager) (b) (6) (PL Cell Phone)	
Bobby Bullard Production Leader - Rotational (Alternate QI)	(361) 242-7484 (Work) (361) 886-7693 (Pager) (b) (6) (PL Cell Phone)	
Bobby Mendez Production Leader - Rotational (Alternate QI)	(361) 242-8640 (Work) (361) 224-5835 (Pager) (b) (6) (PL Cell Phone)	
Floyd Layton Production Leader - Rotational (Alternate QI)	(361) 242-8486 (Work) (361) 889-9700 (Pager) (b) (6) (PL Cell Phone)	
D. EMERGENCY RESPONSE COORDINATORS		
John Perez - Primary Emergency Response Coordinator / Assistant Fire Chief (Alternate QI)	(b) (6) (Work Cell) (361) 242-4720 (Office) (b) (6) (Personal Cell)	
Larry Webb - Secondary Safety Manager	(361) 242-5260 (Office) (b) (6) (Cell) (361) 224-0396 (Pager)	

E. EMERGENCY RESPONSE TEAM		
Refer to Callout List at ECC		
F. EMERGENCY MANAGEMENT TEAM (CALL LIST)		
West Site - ICS Position (Normally will provide ICS support for Ingleside Terminal)		
On-Scene Command	(361) 242-7200 (361) 242-7201 (361) 242-7202	
EOC Director	(361) 242-8686	
Planning Officer	(361) 242-8644	
F. EMERGENCY MANAGEMENT TEAM (CALL LIST), CONTINUED		
Logistics Officer	(361) 242-8671	
Liaison Officer	(361) 242-8593	
Public Information Officer	(361) 739-3515	
East Site - ICS Position		
On-Scene Command	(361) 889-7676 (361) 889-7675	
EOC Director	(361) 889-7297	
Logistics Officer	(361) 889-7305	
Liaison Officer	(361) 889-7320	
Public Information Officer	(361) 889-7306	
Planning Officer	(361) 889-7928	
G. PRODUCTION LEAD CELLULAR		
RC-1	(361) 815-2691	
RC-2 Zone 1	(361) 815-0241	
RC-2 Zone 2	(361) 813-0720	
RC-3	(361) 815-5182	
RC-4	(361) 815-6837	
RC-5	(361) 877-0050	
RC-7	(361) 815-5186	
H. CORPORATE EMERGENCY RESPONSE TEAM		
David Dotson Executive Vice President FHR Operations	(316) 828-8403 (Office) (b) (6) (Cell)	
Sheryl Corrigan Sr. Vice President EHS	(316) 828-8941 (Office)	
I. EMERGENCIES SERVICES		
	Hospitals/Ambulances	
Christus-Spohn Memorial Hospital	(361) 902-4000	
I. EMERGENCIES SERVICES, CONTINUED		

AFFILIATION	CONTACT NUMBER	COMMENT (NAME, TIME, ETC.)
Hospitals/Ambulances, Continued		
Ambulance	911* or 361-776-7422	
Fire Departments		
Fire Department	911* or 361-776-7422	
Police Department		
Ingleside Police Department	911* or 361-776-2531	
Local Emergency Planning Committees		
Coastal Plain LEPC	361-364-9650	
Nueces County Local Planning Committee (CMD - Crisis Management Dispatch)	(361) 885-7000 (361) 826-3960	
All Supervisor Refinery Ringdown	(361) 886-2585	
Wildlife Rescue Services		
Animal Rehabilitation Keep (ARK)	**(361) 749-6793** **(361) 442-7638**	
J. AGENCIES		
Federal Agencies		
National Response Center	(800) 424-8802*	
U.S. Coast Guard	(361) 888-3162/(361) 533-2911	
Environmental Protection Agency Region VI	(800) 887-6063 (214) 655-2200	
Occupational Safety and Health Administration Region VI	(361) 888-3420	
Pipeline and Hazardous Materials Safety Administration	(202) 267-2675	
Alcohol, Tobacco and Firearms Bureau	(361) 888-3392	
National Weather Service	(361) 289-1861	
State and Local Agencies		
Texas State Emergency Response Commission SERC	(800) 832-8224	
Texas Commission on Environmental Quality Region 14 - Corpus Christi Austin Austin (24 hr)	(361) 825-3100 (512) 463-7727 (512) 239-2507 (800) 832-8224	
Texas Railroad Commission Oil & Gas Pipeline Austin	(361) 242-3113 (361) 242-3117 (512) 463-6788	
Texas Parks and Wildlife Austin	(361) 825-3204/(361) 658-3181 (800) 792-1112	

Texas General Land Office	(800) 832-8224	
Harbor Master - Port of Corpus Christi	(361) 882-1773	
K. EMERGENCY RESPONSE CONTRACTORS/COOPERATIVES (24 HOUR NUMBERS)		
Contractors		
Miller Environmental Services	(361) 289-9800* (361) 289-8600	
Garner Environmental Services	(800) 424-1716* (713) 920-1300	
CCAOSCA (CC Area Oil Spill Control Assoc)	(512) 882-2656*	
Cooperatives		
RTFC	(361) 882-6253 (361) 882-7801* (Emergency) (361) 885-7000	
Chemical and HAZMAT Information		
Chemtrec	(800) 424-9300	
L. RESPONSE RESOURCES		
Media Contacts		
TV Station Channel 10 KZTV	HOTLINE # (361) 885-0100 (361) 883-7070*	
TV Station Channel 3 KIII	HOTLINE # (361) 855-6397 (361) 986-8300*	
TV Station Channel 6 KRIS	HOTLINE # (361) 884-6666 (361) 886-6100*	
Radio Station KEYS	HOTLINE # (361) 883-3516 (361) 883-3516	
Radio Station KKTX	(361) 289-0111	
M. LOCAL NOTIFICATIONS		
Ingleside on the Bay – City Secretary	(361) 776-5451	
Aransas Pass – City Secretary	(361) 758-5301	
Ingleside – City Secretary	(361) 776-2517	
Ingleside ISD Superintendent of Schools	(361) 776-7631 (Office)	
Aransas Pass ISD Superintendent of Schools	(361) 758-3466 (Office)	

2.5.1 Response Equipment

The Facility has a minimum amount of company-owned oil pollution response equipment. This equipment provides an initial response capability for spill containment while additional resources respond.

Pursuant to 33 CFR Part 154.1035(g)(3)(iii), it is not necessary to list response equipment from oil spill removal organization(s) when the organization has been classified by the Coast Guard and their capacity has been determined to equal or exceed the response capability needed by the Facility. All Oil Spill Response Operations ("OSROs") listed in the plan have been classified by the Coast Guard.

FHR has also retained the services of Eagle Sky Patrol, Inc. ("ESPI") which maintains fixed wing aircraft and helicopters in their Dallas, Terrell, and Houston, Texas locations.

Table 2.5-1 - FHR Owned Boom

Status: Operational

Type	Model	Length	Storage Location	Response Time	Approximate Containment
Fence	Petro-Boom 18"	3000'	FHR Ingleside Dock 4	1 hour	200,000 sq. ft.
Fence	Petro-Boom 18"	2000'	FHR Ingleside Dock 5	1 hour	133,000 sq. ft.
Fence	Petro-Boom 18"	5000'	In Water		333,000 sq. ft.

Table 2.5-2 – OSRO-Owned Boom

Total boom available within 6 hour =	10,000A	feet
Total boom available within 30 hours =	60,000B	feet
Total boom available within 54 hours =	60,000B	feet

A = FHR boom.
B = Based on US Coast Guard OSRO classification .

Table 2.5-3 – OSRO-Owned Oil Recovery Devices

Total recovery capacity available within 6 hours =	16,953A	bbl/day
Total recovery capacity available within 30 hours =	50,000B	bbl/day
Total recovery capacity available within 54 hours =	100,000B	bbl/day

A = Based on specific equipment calculations refer to Annex 8 for calculations.
B = Based on US Coast Guard OSRO classification.

Table 2.5-4 - FHR Owned Storage Capacity

Tier	Minimum Requirement	Plan
Tier 1 (6 hours)	25,000 bbls/day	If needed, the storage will be obtained by emptying one of the on-site storage tanks to meet the minimum storage capacity. FHR would either pump the crude from one of the tanks to another on-site crude tank(s) and/or the crude would be pumped to the FHR West Refinery.
Tier 2 (30 hours)	50,000 bbls/day	
Tier 3 (54 hours)	200,000 bbls/day	
Shoreline Cleanup:	302,992 bbls/day	FHR will secure roll-off boxes and temporary containers for the shoreline cleanup process. FHR has established relationships with local container supply companies that are capable of supplying roll-off boxes to contain the material removed from the shoreline cleanup process.

Table 2.5-5 – On-site Response Support Equipment

Status: Operational

Type	Model	Size or Quantity	Storage Location	Response Time	Phone Number
Boat	22' Alum/150 HP	1	Dock 5	Immediate	776-7656
Boat	18' Alum/70 HP	1	Dock 5	Immediate	776-7656
Absorbent pads	3-M type 156 – 1995	17'X19" – 600	Storage Building	Immediate	776-7656
Marine Spill Response Gear Locker	A	A	Dock 5	Immediate	776-7656
Spill Response Gear for boat	A	A	Near Boat	Immediate	776-7656

A = Refer to Annex 8 for model, size or quantity of specific equipment.
Note: In addition to on-site equipment, FHR has additional spill response equipment at the Corpus Christi Facilities which can be used during a spill. The equipment from the Corpus Christi Facilities can arrive at the terminal within 2 hours.

2.6 EMERGENCY RESPONSE ORGANIZATIONS AND OSROS

The following OSRS are available by contract or other approved means as described in 33 CFR Part 154.1028(a)(1 – 4) and 40 CRF 112.20(h)(3). These OSROs are capable of responding to FHR's' average most probable discharge, maximum most probable discharge and worst-case discharge to the maximum extent practicable. The OSROs will provide trained personnel necessary to continue operation of the equipment and staff of the OSRO's, shoreline cleanup, firefighting, and spill management team, at a minimum, for the first 7 days of the response. Record of Classification and equipment details are provided in Annex 9. Copies of the contracts, as well as training and drill updates, are on file at the Facility. The Refinery Terminal Fire Company (RTFC) will provide resources to control a fire at the Facility.

MILLER ENVIRONMENTAL SERVICES, INC.
600 Flato Road
P.O. Box 5233
Corpus Christi, TX 78405
Phone: (361) 289-9800
Fax: (361) 289-6363

CORPUS CHRISTI AREA OIL SPILL CONTROL ASSOCIATION
1231 Navigation Boulevard
Corpus Christi, TX 78407
Phone: (361) 882-2656
Fax: (361) 882-7745

GARNER ENVIRONMENTAL SERVICES, INC.
1717 W. 13th Street
Deer Park, TX 77536
Phone: (800) 424-1716
(281) 930-1200
Fax: (281) 478-0296

REFINERY TERMINAL FIRE COMPANY (RTFC)
4802 Up River Road
Corpus Christi, TX 78407-1722
Phone: (361) 882-6253
(361) 882-7801 (Emergency)
Fax: (361) 886-2587 – CMC

3 DISCOVERY/ASSESSMENT

3.1 SPILL DETECTION

Detection of a spill or emergency is the first step in response. There are several methods by which an emergency situation at the Facility may be detected including the following:

- Reported by Company personnel.
- Detection on the Pipeline Leak Detection System or SCADA systems.
- Level detection on Storage Tanks.
- Reported by private citizens or by public officials.
- Detection during required employee verification.

In every case, we must collect accurate information. The required information is listed on the First Report. It should be collected quickly and passed along to responsible company officials.

Immediately upon receiving notification of a leak or emergency event, the Primary or Alternate Qualified Individual will be notified.

The Qualified Individual shall assure that all required documentation is kept.

In the event there is a spill to water, there will be no dispersant usage or in-situ burning without authorization from the Regional Response Team and the Federal On-Scene Coordinator.

Upon discovery of a release, FHR may summon, if appropriate, aerial oil tracking contractor(s) to assist with the initial assessment and/or trajectory tracking of the waterborne oil plume.

Figure 3.1-1 - Initial Response Flowchart

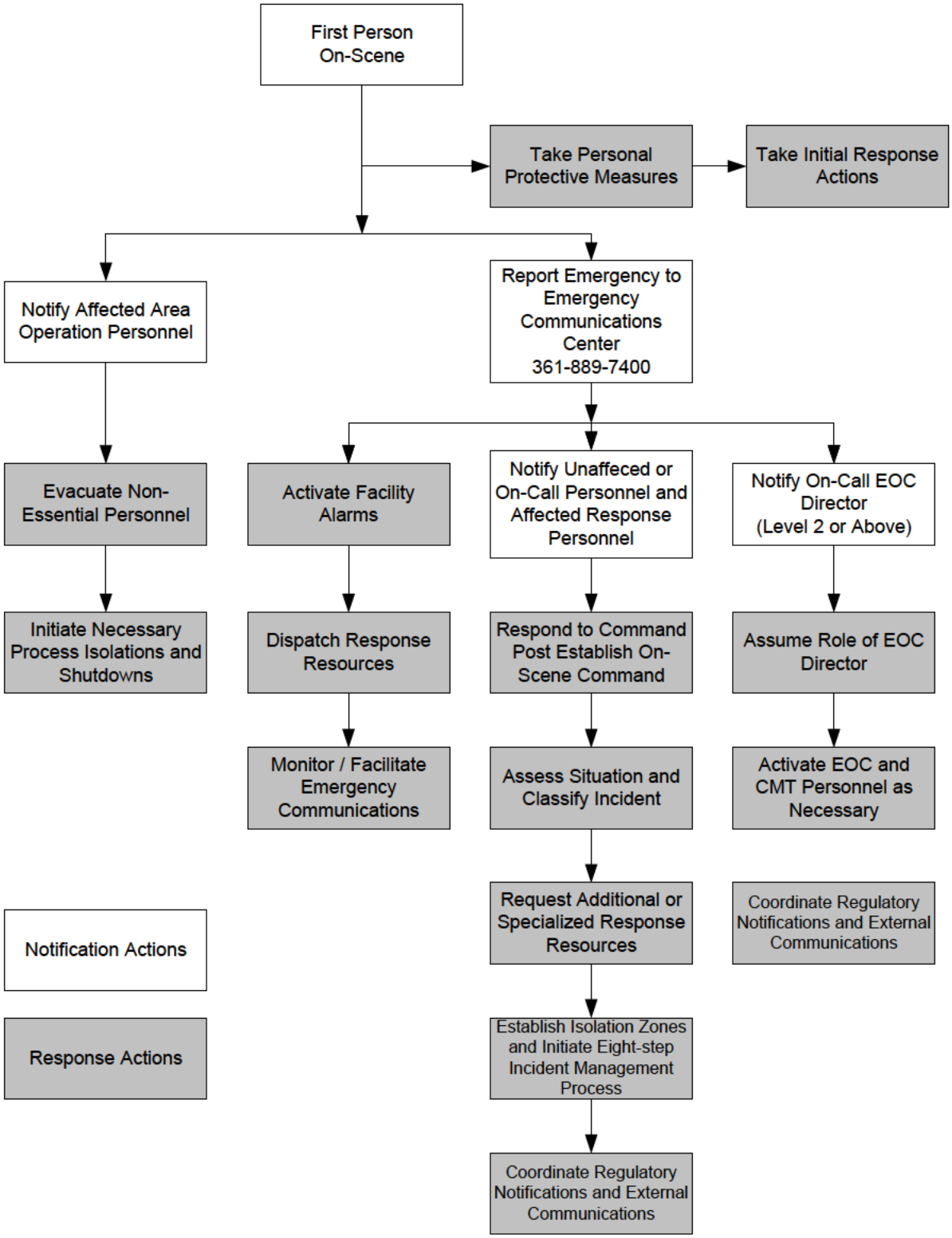


Table 3.1-1 - Initial Response Actions Checklist

ACTION	COMMENTS
FIRST PERSON ON SCENE	
Identify and control source if possible.	
Take personal protective measures (PPE) and/or distance.	
Notify the Emergency Communication Center 889-7400 East Refinery.	
Notify the affected personnel of the incident.	
Warn personnel in the area and enforce safety and security measures.	
If possible, implement countermeasures to control the emergency. If personal health and safety is not assured, do not attempt to reenter the emergency site.	
Designate a staging area where the Rapid Attack Industrial Disaster Emergency Response Specialist (" RAIDERS") and other emergency response personnel and equipment can safely report to without becoming directly exposed to the emergency release.	
OPERATIONS PERSONNEL	
Activate local alarms and evacuate nonessential personnel.	
Initiate defensive countermeasures and safety systems to control the emergency.	
EMERGENCY COMMUNICATIONS CENTER (ECC)	
Activate required alarms and begin notifications.	
Initiate ER notification system.	
Dispatch response resources as needed.	
Monitor and or facilitate emergency communications.	
ON-SCENE INCIDENT COMMANDER (OSIC) QUALIFIED INDIVIDUAL	
Assume role of OSIC and respond to the Command Post.	
Establish On-Scene Command.	
Assess situation and classify incident.	
Request additional or specialized response resources.	
Establish Isolation Zones (Hot, Warm, Cold) and Direct On-Scene Response Operations.	
If a nuisance odor is detected in the community from a known FHR release, the 826-INFO line at CMD (885-7000) must be activated and the incident upgraded to a Level "2." Message for 826-INFO line must be developed by the PIO and approved by the Crisis Management Team.	
Coordinate initial regulatory notifications and external contacts.	
EOC DIRECTOR	
Assume role of EOC Director if Level - "2" or above.	
Activate Emergency Operations Center (EOC) and the Crisis Management Team (CMT) personnel as necessary.	
Coordinate regulatory notifications and external communications.	

3.2 INITIAL AGENCY NOTIFICATIONS:

The initial notifications are made by the Environmental On-call Advisor using the FHR Environmental Reporting Guidance Manual. Certain situations involving releases of hazardous substances into the environment require the terminal to notify outside federal and state agencies and organizations.

To meet the requirements of 49 CFR §195.52(a)(4) the specific incident criteria that trigger notification requirements to the National Response Center (NRC) are identified below, and are done as soon as practicable, but no later than one hour from time of discovery.

- Any liquid or solid release of a hazardous substance which is not contained on concrete and which exceeds the reportable quantity (RQ) specified for that material; or
- Any hazardous substance vapor release which exceeds the reportable quantity (RQ) specified for that material; or
- Any release of oil or chemical into surface waters which causes a sheen, or deposits a sludge or emulsion beneath the surface of the water of upon adjoining shorelines; or
- Any release of crude oil greater than 5 barrels; or
- Caused a death or an injury requiring hospitalization; or
- Resulted in either a fire or explosion not intentionally set by the operation; or
- 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; or
- An event not identified in the above criteria, but deemed significant by the operator

Figure 3.2-1 - Environmental Agency Notification Form

FLINT HILLS resources
Corpus Christi Complex

Environmental Agency Notification Form

FEF-MM-116(B)- Revision Date: 5/30/12 (No. 3)

Date/Time of Incident *(Please print legibly).* **Reported By:** **LYNX Incident No.:** **LYNX EIS No.:**

Incident Location:

- ☐ **West Refinery (Manufacturing/Storage)** (b) (7) *(Capacity)* — *2825 Sunrise Road, CC, TX 78409* — (b) (7)(F), (b) — *Approx. 12 miles NW of downtown CC*
- ☐ **Mid Terminal (Storage)** (b) (7) *(Capacity)* — *Tribble Lane, CC, TX 78407* — (b) (7)(F), (b) — *Approx. 6 miles WNW of downtown CC*
- ☐ **East Refinery (Manufacturing/Storage)** (b) (7) *Capacity)* — *1607 Nueces Bay Blvd, CC,TX78407* — (b) (7)(F), (b) — *Approx. 5 miles W of downtown CC*
- ☐ **Ingleside Marine Terminal (Storage)** (b) (7) *(Capacity)* — *End of FM 1069 Ingleside,TX78362* — (b) (7)(F), — *Approx. 4.5 miles S of Ingleside*

Weather Conditions:	Cloud Condition	Precipitation	Temperature	Wind Condition
	r Clear r Overcast r Partly Cloudy	r Rain r Hail r Sleet r Snow	_____°F	r Calm r Windy r Mild Wind r Gusts

Incident Description *(Source and/or cause of incident and damage).* **If incident was a release from a ship or barge, the vessel type, name, flag and number will be needed for Federal agency notifications. If incident caused a release of oil to water, include the following items. 1) Container type, 2) Actions taken to correct, control, or mitigate the spill, 3) Number of injuries and/or deaths, 4) Damage assessment in dollars (approx.).**

If incident was from an above ground storage tank, complete the following information: Tank No. _____ **Tank Capacity** _____ **BBLS**

Agency Notification? r Yes r No **Agency Reportable?** r Yes r No **Media Affected/Impacted:** r Air r Soil r Water

Extremely Hazardous Substance (EHS, e.g. H_2S, SO_2, NOx): r Yes r No **If Yes, which EHS?**

INITIAL NOTIFICATIONS *(Additional calculations and comments may be documented on the back of form.)*

Agency	Person Contacted	Date	Time	Release ID No./Comments
FEDERAL AGENCIES				
National Response Center (NRC) 800-424-8802 Fax 202-267-1322 **It is not necessary to wait for all information before calling NRC**				
U.S. Coast Guard Local Office 888-3162 Fax 888-3115				
STATE AGENCIES				
State Emergency Response Commission (SERC) Statewide 24 Hr. 800-832-8224				
TCEQ Region 14 Local Office 825-3100 or Fax 825-3101 Statewide 24 Hr. 800-832-8224 24 Hr. Response 224-3406 (pager)				
Texas General Land Office (GLO) Statewide 24 Hr. 800-832-8224 Fax 825-3302				
Texas Railroad Commission Local Office 242-3113 Fax 242-2101 Austin Office 512-463-6788				
Texas Dept. of Health (HSEES) Mr. Richard Harris 512-458-7220 Fax 512-458-7776				
LOCAL AGENCIES				
Local Emergency Planning Committee (LEPC) **Nueces County / City of Corpus Christi** Ms. Mariela Cuevas 826-3960 Fax 826-4447				
RTFC (needs to be notified along with the LEPC) Crisis Management Dispatch (RTFC) 885-7000				
Coastal Plain LEPC 361-364-9650 Emergency Management 361-385-0691 (phone) Mr. William Zagorski 361-850-2270 (pager)				
Texas Dept. of Parks & Wildlife Alex Nunez Local Office 668-3181 Coastal Region Kills and Spills 24 Hr. 281-842-8100				
US Parks & Wildlife Local Office (Claire Lee) 994-9005				
Port Police Department Local Office 882-1182				
Port of Corpus Christi Harbormaster 882-1773				
Public Affairs Dept. - FHR Corpus Christi Rich Tuttle (primary) 242-8572 (b) (6) (cell) Darcy Jones (secondary) 242-8772 (cell)				
Legal - FHR Wichita Gale Newton 316-305-2897				

Figure 3.2-1 - Environmental Agency Notification Form, continued

Agency Call Back Information

Document all information that agencies request and FHR comments to the request.

Date and Time: _____

Incident Description: _____

Agency(s) Contacted By: _____

Person(s) Contacted By: _____

Reason for Call Back: _____

Document all dialogue with the agencies below

Comments: _____

NOTE: Please attach additional pages, forms or other information, as necessary.

FIGURE 3.2-2 - PHMSA SPILL REPORT FORM

(This is guidance for information to be supplied to PHMSA)

1. NAME AND ADDRESS OF COMPANY:

2. NAME OF PIPELINE:

3. TIME OF DISCHARGE:

4. LOCATION OF DISCHARGE:

5. TYPE OF OIL INVOLVED:

6. REASON FOR DISCHARGE (e.g., material failure, excavation damage, corrosion):

7. ESTIMATED VOLUME OF OIL DISCHARGED:

8. WEATHER CONDITIONS ON SCENE:

9 ACTION TAKEN OR PLANNED BY PERSONS ON SCENE:

3.3 EVACUATION

Based on event particulars, an evacuation may be required. The person reporting a potential emergency shall identify the type and location of the emergency and may announce an immediate evacuation if the situation warrants.

If the situation calls for an immediate terminal evacuation, the Qualified Individual ("QI") or operator on duty will announce an evacuation in person or by radio to all personnel. With the exception of an operator who may temporarily remain on the premises to control or shut down equipment upon notification, all personnel will immediately proceed to the emergency assembly points shown on the evacuation plan. The emergency assembly points have been identified based on Facility access and safety. In some instances, the assembly point may be adjusted due to prevailing wind direction and/or location of the spill.

For all employee evacuations, a roll call will be conducted at the employee emergency assembly points. If everyone in the Facility is not accounted for within 10 minutes after the evacuation notification is announced, the QI will determine the names of those missing. A plan will then be developed to search for those missing with the aid of any outside emergency personnel.

In emergencies requiring Facility evacuation, the OSRO and/or RTFC will normally be called to respond. The QI and the ranking official from the OSRO and/or RTFC will decide if the situation warrants evacuation of high risk exposure areas or surrounding communities using procedures of local emergency response agencies.

3.4 EMERGENCY NOTIFICATION PROCEDURES

3.4.1 Emergency Alarms, Reporting and Initial Response

At the Facility an emergency is defined as any abnormal situation or condition requiring rapid attention and support by trained personnel from inside and outside the immediate work (release) area in order to avoid a potential danger which may result in:

- Releases with high levels of exposure to toxic or hazardous substances;
- Life-threatening situations requiring immediate medical attention or evacuation for further medical treatment;
- Situations which may be immediately dangerous to life and health (IDLH);
- Situations where fires and explosions have occurred, or where 20% of the lower explosive limit (LEL) is exceeded;
- Situations involving serious physical injury;
- An oxygen-deficient condition;
- Possible material, equipment, or other loss or damage; or
- Possible damage or harm to the environment.

NOTE: Situations such as minor spills or small vapor releases which can be stabilized and controlled by properly trained and equipped personnel from within the immediate work area, and which do not fall into one of the aforementioned categories, are not considered to be an emergency situation, but managed using the Level "0" incident classification and a scaled down version of the FHR incident command system.

If a fire or other emergency is discovered, the following procedures will be initiated:

1. Use the radio or telephone to summon help.
   - Report by Radio. Alert all personnel by stating "Clear the radio; I have an emergency." Then state your name, unit name, nature of the emergency (i.e., fire, vapor release, medical emergency, etc.), and the exact location of the emergency. Repeat the message twice, and then remain on the radio until the dispatcher acknowledges the transmission.
   - Report by Telephone. Dial (361) 889-7400 (East Refinery Security Communication Center) and give your name, unit name, the nature of the emergency, and the exact location of the emergency. Remain on the phone until the answering parties have all the necessary information. The Security Communication Center will then make the necessary notifications using the Emergency Response paging system and plant Radio Tone System, if needed.

2. Notify all personnel in the immediate area.
   - Alert personnel working in the area of immediate danger.

3. If safely possible, implement countermeasures to control the emergency. If the emergency is a small or incipient fire, an immediate attempt should be made to extinguish the fire by using one or a combination of the following:
   - Portable dry chemical fire extinguishers
   - Wheeled portable dry chemical units
   - Fixed Fire Monitors
   - Foam and foam proportioning equipment
   - Portable Fire Monitors

4. All employees in the immediate vicinity of the emergency should assist in controlling the situation defensively until the RAIDERS" or on-duty East Plant RTFC crew respond.

   If personal health and safety is not assured, do not attempt to reenter the emergency site. If possible, isolate the area and prevent other personnel from entering the area until the RAIDERS/RTFC arrives. Then immediately report to your assigned area.

3.4.2 Definition of Emergency Situations

An emergency is defined as any abnormal situation or condition requiring immediate attention and support by trained personnel from outside the immediate work area.

Emergency situations may include, but are not limited to:

- Releases with high levels of toxic or hazardous substances
- Life-threatening injury or illness, requiring immediate medical attention or transport for advanced medical treatment
- Situations which may be IDLH
- Situations where fires and explosions have occurred, or where 20% of the LEL is exceeded
- Oxygen-deficient atmosphere
- Potential harm to nearby communities and/or damage to the environment
- Potential damage to Company material, equipment, or other assets

3.4.3 Emergency Reporting Procedures

All emergencies must be reported to the East Refinery Emergency Communications Center (ECC). The ECC acts as the central contact point and dispatch center for all emergencies. Typically, the designated ECC is the Main Security Gate. Emergencies should be reported to the ECC by telephone and should follow the reporting protocol established in FIGURE 3.4-1.

The primary roles and responsibilities of the ECC in emergency reporting are;

- Act as Central Emergency Dispatch
- Initial Emergency Notifications
- Monitor and Facilitate Emergency Communications

3.4.4. East Plant Emergency Communication Center Response to Emergencies

1. Document the caller's name and the incident unit location.

2. Establish the Level of the emergency.

   - **Level 0** - Activate the emergency pagers with Level 0 Cap Code.
   - **Level I** - Activate the emergency pagers with Level 1 Cap Code and notify others as directed by the On Scene Incident Commander (“OSIC”).
   - **Level 2 or 3** - Activate the emergency pagers with Level 2 Cap Code and notify others as directed by the Incident Commander.

3. Keep all phone lines clear for incoming calls as much as possible. Record all incoming calls during an emergency.

3.4.5 Terminal Security Gate

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

3.4.6 RAIDERS Member Response to Emergencies

1. Off Duty RAIDERS members will be notified of an emergency by the emergency response pager system.

2. Report to the IC for assignment or go to the assigned staging area.

3. Once at the emergency scene, RAIDERS/RTFC members will engage in firefighting, vapor cloud dispersal, water supply, spill response or other related activities as instructed by the OSIC.

4. Personnel will remain at the emergency scene or continue performing assignments until dismissed by the OSIC.

3.4.7 General Response to Emergencies

1. Employees other than the RAIDERS Team members who are requested to report to the scene of the emergency shall assemble in a safe location distant from the emergency and await instructions from the OSIC.

DANGER: Only those individuals directly involved in the emergency response effort and wearing the proper level of personal protective clothing shall be allowed access into the hazard area.

2. The OSIC shall have the security communication center page in all off-duty RAIDERS members as required to manage the emergency. All RAIDERS receive the Level 1 & 2 cap-code pages.

3. When the "All Clear" signal is sounded, the provisions of this procedure shall terminate.

3.4.8 Building Fires and Initial Actions

If a building fire occurs, evacuate through the nearest exit and proceed to your designated assembly area. Use your primary exit route unless otherwise blocked or a hazard exists, in which case an alternate exit corridor should be used. Take accountability and await further instructions from FHR personnel.

3.4.9 Incident Classification

Upon notification of an emergency or request for emergency assistance, the ECC will be notified. The unaffected or on-call West Plant Production Leader assumes command as the OSIC and responds to the Command Post. Upon arrival at the scene, Process Control performs an assessment of the situation and classifies the incident. Incident classifications, or levels, are used to quickly categorize the appropriate level of response, notifications, and resources, which may be necessary to mitigate the emergency.

The incident will be categorized based upon the nature of the incident, degree of containment and isolation, materials(s) involved or size of the release, and any other additional information provided by the person reporting the release. Incident levels may be upgraded or the incident may be downgraded initially if the call-in classification was inaccurate.

The Incident Classification levels are:

3.4.9.1 Awareness Level - This is the abnormal condition notification process.

At this level, no danger to life or property is present. An "Awareness Level" is merely used as a communication tool to make affected employees aware of an abnormal event.

3.4.9.2 Level Zero (Incident) - This is the evaluation and classification stage of the incident.

Any abnormal operating condition within the Terminal, power blinks, minor spills and vapor releases that will not leave the bounds of the secondary containment such as pinhole leaks, sunken internal floating roofs that are not affecting a large area, injuries or medical emergencies involving field medical treatment.

The QI will assume the Process Control position and will be known as Process Control or PC. The on-call West Plant Production Leader will assume Incident Command at the West Safety Building. The incident can remain at this level if it is determined that additional resources are not needed.

3.4.9.3 Level One (Incident) - Minimal danger to life and property and the environment.

The problem is limited to the immediate work area or release site, and public health and safety and the environment are not affected. Such incidents include: moderate spills and releases less than 55 gallons; a small pump seal fire toxic vapor releases that leave the battery limits of a processing unit (i.e. H2S, Benzene, etc.) and a sunken external floating roof not involving a fire.

The incident can be resolved with the off-duty RAIDERS Team and the East Plant RTFC on-duty shift with no outside assistance. Mutual-aid resources (i.e. RTFC Main Station) may be required to stand by. The incident is managed by the OSIC from the pre-designated command post at the West Safety Building. The EOC and CMT are not activated at this level. The FHR East Plant RTFC Captain will notify CMD (RTFC Dispatch); CMD will notify the RTFC Main Station to backfill at the East Plant Fire Station. Should the RTFC Main Station be required to respond, RTFC will backfill the Main Station crew and have them respond to the East Plant Fire Station prior to leaving the East Fire Station. At no time will the FHR East Plant be left unattended by emergency response personnel.

3.4.9.4 Level Two (Serious Incident) - Moderate danger to life and property.

The problem is currently limited to terminal property, but does have the potential for either involving additional exposures or migrating offsite and affecting the public health and safety and the environment for a short period of time. Such incidents include a: Large release of flammable, corrosive, or toxic vapors and gases; large spill fires or a seal fire on floating roof tank; and major electrical power outages.

The incident will require the activation of the RAIDERS on-duty (if permissible by the unit PL) and off-duty members, RTFC East Plant personnel and additional RTFC personnel as needed. At a level two incident classification, Facility personnel are given specific directions as to whether protective actions are required. Protective actions are defined as Terminal Evacuation or Shelter-in-Place. Additional outside assistance from RTFC will be required.

The EOC and CMT will be activated. When activated, the Corpus Christi Refinery on-call EOC Director will assume command as the IC and will delegate responsibility for field operations to the OSIC. The OSIC will establish a unified command post with the senior responding officer(s) from RTFC or other responding agencies at the Safety Building. Process Control will unify operations with RTFC (Captain and Chief), FHR Safety, and agency representatives at the incident scene.

3.4.9.5 Level Three (Crisis Situation) - Extreme danger to life, property, and the environment.

The problem goes beyond the Terminal property and can impact public health and safety and the environment or a large geographic area for an indefinite period of time. Such incidents include a shipboard fire or release of hazardous material which can impact the Ship Channel, or a full surface tank fire on a tank greater than 80 ft in diameter.

A multi-organizational response from the FHR Corpus Christi Refineries, RTFC, and public response resources will typically be required. An evacuation of all non-essential personnel from the Facility will be required. The on-call EOC Director will serve as the IC and will operate out of an EOC. The CMT will also be established for this incident classification. The QI will continue to function as Process Control within the Incident Command System. The OSIC will establish a unified command post with the senior responding officer(s) from RTFC or other responding agencies at the West Safety Building. Process Control will unify operations with RTFC (Captain and Chief), FHR Safety, and agency representatives at the incident scene.

The CMT Lead will be responsible for contacting key personnel on the FHR Corporate Emergency Notification list.

3.4.10 Emergency Communications

In the event of a major incident, the Facility has several notification tools that can be activated to keep the general terminal personnel informed on the proper actions to take. These tools consist of:

3.4.10.1 Telephone System

The telephone system is capable of calling almost any normally-manned area of the Facility, including the docks and other material transfer locations. Cellular phones also supplement the telephone system during an emergency.

3.4.10.2 Radio System

The radio network consists of radios working through repeater towers allowing a communications radius of 5 miles. These radios include hand-held radios. The radios used at the Facility are not compatible with the radios used at the FHR East and West Refineries.

The Ingleside Facility also has a VHF Marine Radio used for communications with marine vessels.

3.4.10.3 Refinery Info-line

The refinery info-line (242-7450) is a telephone system that is normally utilized during hurricane season. However, it also is available and very effective for crisis communications. In the event of an emergency, this info-line may be activated and key incident information and protective actions will be available for FHR employees and contractors.

3.4.10.4 Pager System

Key emergency response personnel carry pagers that can be reached at any time. A pager list for response personnel is kept at the refinery switchboard, which can be reached by dialing (361) 889-7400 (East Refinery ECC).

Weekly Pager System Testing – The pager system testing is done on a weekly basis on Wednesdays at 11:30 A.M. The testing is done using two separate Encoder systems; the Monitor Pagers will be activated using the Motorola "People Finder Encoder" and the Alpha Information Group Paging System will be using the Motorola "Alpha Mate Encoder." Personnel on-call or on-shift should contact the ECC (Main Gate). All *personnel should report any malfunction.*

3.4.10.5 LEPC Communication Tools

FHR uses the localized Dialogic System that is operated through the Corpus Christi Crisis Management Dispatch Center to perform community alert notifications. All refinery emergency calls will be transferred to a separate department within the Corpus Christi 911 system that handles only refinery-related emergencies. The designated 911 Supervisor/CMD Operator will make all communications via telephone and designated television and radio channels upon proper approvals. The same notification process is used at the conclusion of an emergency situation to communicate an all-clear status.

3.4.10.6 Automated Phone Calls

- Delivers pre-recorded message to Residents
- IC determines:
  - Customized Area
  - Customized Message
- Up to 3,400 calls in 30 minutes

3.4.10.7 Emergency Information Line

- Public information - 826-INFO (4636)
- 20 second custom message
- Receive 1,700 calls in 30 minutes - 50%
- Helps keep 9-1-1 clear

3.4.10.8 Emergency Radio - 89.5FM

- Level II & III broadcast in Coastal Bend area
- Serves Coastal Bend - motorists & others
- Messages inserted between music

*3.4.10.9 Emergency Alert Syst*em

- Level III Incidents - Coastal Bend Coverage Area
- Replaced Old Emergency Broadcast System
- Provide TV and Radio Stations (FM & AM) with Emergency Information
  - Establish Working Relationship with Media
  - Media Controls the Broadcast Message
- Special Approval (Mayor & County Judge, EMC)

3.4.11 Establishing On-Scene Command

Upon notification of an emergency, the West Plant Production Leader from an unaffected unit will assume the role of OSIC and respond to the Command Post. The Process Control (PL [or his designee] of the Terminal) is the QI and will direct arrival and staging of emergency response units via safe approach routes and initiate scene control measures and incident response actions consistent with the established Eight-Step Incident Management Process (refer to On-Scene Incident Management Checklist).

3.4.12 Terminal Shutdown Guidelines

The Facility has established guidelines and procedures for the emergency shutdown of Oil Movement Services as a result of various emergency situations.

Emergency shutdown guidelines and startup procedures are referenced in the Process Unit Operating Guidelines. These guidelines include the conditions under which emergency shutdown may be required (e.g., fire, explosion, hurricane preparedness, etc.), the assignment of shutdown responsibility, and the sequence of shutdown operations.

The QI will coordinate all shutdown operations. The timing and sequence of shutdowns will be based upon the nature of the emergency.

Figure 3.4-1 - Emergency Reporting Protocol

EMERGENCY COMMUNICATIONS CENTERS (ECC)		
FACILITY	DESIGNATED ECC	CONTACT NUMBERS
Ingleside Terminal	East Plant Main Gate (Security)	(361) 889-7400 (24-hour Emergency Line)
		(361) 889-7282 (24-hour non-emergency)

REPORTING METHODS

Reporting by Telephone:

1. Dial the 24-hour Emergency Line number shown above for the ECC designated for your facility.
2. When the ECC Operator answers, provide the information shown below in the Report Protocol.
3. Do Not hang up or end the call until the ECC Operator has obtained and acknowledges all necessary information.

Reporting by Radio:

1. Initiate an emergency radio call by making the following statement using the designated **Emergency Channel**;
2. *"Clear the radio, I have an emergency."*
3. Continue the radio call by providing the information shown below in the Report Protocol.
4. Repeat your emergency message twice.
5. Verify that the ECC Operator has obtained all necessary information and acknowledges the transmission before terminating communication.

REPORT PROTOCOL

Provide the following information when reporting any emergency:

1. Your Name
2. Your Unit or Area
3. Your call-back number
4. Nature of the Emergency (i.e., fire, vapor release, medical emergency, etc.)
5. Number of injured personnel, if known (single patient vs. mass-casualty)
6. Exact Location of the emergency

Any known Special Hazards (i.e., chemicals, vapors, downed cables or power lines, etc.)

Do not terminate communications until the ECC Operator has obtained and acknowledges all necessary information

Figure 3.4-2 - Standard Eight Step Incident Management Checklist

ACTION	COMMENTS
STEP 1 - SITE MANAGEMENT AND CONTROL	
Assume Command and establish a Command Post. The IC should be identified by use of a command vest. Initial responsibilities should include receiving a briefing from the Process Control Officer on scene. The briefing should include a status of the incident, initial control and countermeasures presently being used/implemented, names of agencies notified, and additional resources requested.	
Determine the following information:	
Are all Terminal complex personnel (e.g., operators, maintenance, contractors, visitors, etc.) accounted for?	❑Yes ❑No
Number and location of injured personnel?	
Material(s) involved?	
Will standard firefighting protective clothing be adequate protection for the material (s) involved?	❑Yes ❑No
CAUTION: All personnel responding to an incident where hazardous vapor releases may potentially occur shall wear personal protective clothing and self-contained breathing apparatus (SCBA). These shall be used until air monitoring tests confirm that the equipment is not necessary. All entry operations in the area shall be performed using a buddy system, with backup personnel in place.	
Activate Emergency Response.	
During approach to the incident scene, avoid committing or positioning personnel or apparatus in a hazardous position or situation. Ensure that there is an escape route out of the area if the situation should deteriorate.	

Establish command staff and sector officers, as necessary. These may include:
• RAIDERS Shift Leader
  ▪ Safety Officer
  ▪ Medical Sector (Refinery Medical Coordinator or Portland EMS Paramedic Units)
• Logistics Section
• Planning Section
• HAZMAT Sector	

Establish a staging area for additional responding mutual aid equipment and personnel.	
Initiate employee and public protective actions (area evacuation, evacuation or shelter-in-place). Make recommendation to Crisis Management Dispatch (CMD) to notify Terminal neighbors using CMD tools if necessary. Ensure that all personnel, contractors, and visitors are accounted for.	
Restrict access to the emergency site to only authorized, essential personnel. The location of the controlled access area should be communicated to all personnel operating at the emergency.	

Figure 3.4-2 – Standard Eight Step Incident Management Checklist, continued

ACTION	COMMENTS
STEP 2 – IDENTIFY THE MATERIALS INVOLVED	
Identify, confirm, and verify the nature of the problem. As necessary, determine the following:	
What equipment is involved (i.e., pumps, tanks, piping, etc.)?	
Who is the **Process Control Liaison** (specify by name and title)?	
Was the original release observed by FHR personnel?	❑Yes ❑No
Determine the Level of Incident according to the Ingleside Terminal Incident Classification System. • **Level 0 (Classification and evaluation)** – No additional personnel needed. • **Level 1 (Incident)** – Minimal danger to life and property and the environment. The problem is limited to the immediate work area or release site, and public health and safety and the environment are not affected. • **Level 2 (Serious Incident)** – Moderate danger to life and property. The problem is currently limited to facility property, but does have the potential for either involving additional exposures or migrating offsite and affecting public health and safety and the environment for a short period of time. On-Scene Command activates EOC. • **Level 3 (Crisis Situation)** – Extreme danger to life, property, and the environment. The problem goes beyond the facility property and can impact public health and safety and the environment or a large geographic area for an indefinite period of time.	
STEP 3 – EVALUATE THE HAZARDS AND RISKS	
Evaluate the overall incident situation, including: *Exposures, including people (facility, emergency responders and the public), property (other storage tanks), environment, and systems disruption (i.e., shutdown of ship channel traffic)?* Are exposures protected? ❑Yes ❑No Is fireproofing present? ❑Yes ❑No What is the structural stability and potential failure of the equipment (5-, 10-, 15-minute rule)? • Instrumentation = 5 minutes • Vessels and containers = 10 minutes • Structural steel =15 minutes Are relief valves present? Operating? ❑Yes ❑No Have power and all other emergency sources been isolated? ❑Yes ❑No	

Figure 3.4-2– Standard Eight Step Incident Management Checklist, continued

ACTION		COMMENTS
STEP 3 – EVALUATE THE HAZARDS AND RISKS (cont.)		
Environmental conditions, including runoff, wind, precipitation, topography, etc.? Is drainage control in place? What is the capacity? ❑Yes ❑No Are hydrocarbons floating on water? ❑Yes ❑No Wind direction? ❑Yes ❑No Is the runoff hazardous to emergency responders? ❑Yes ❑No		
Comparison of resources available vs. the level required to respond to the problem. Evaluate the risks of personnel intervening directly in the emergency. Consider the limitations of the people involved and their equipment. What is the status of the fire pumps? Active / Inactive What is the firewater system pressure? _____ PSI		
Estimation of likely harm without active emergency response intervention and the development of response objectives. Has an isolation plan been developed? ❑Yes ❑No		
Modifications to the suggested size and perimeters of the hazard control zones. Are the hazard control zones adequate? ❑Yes ❑No		
Hot zone location?		
Warm zone location?		
Cold zone location?		
Monitor the emergency scene to determine the concentration of contaminants present (e.g., toxicity, flammability, oxygen deficiency) and their approximate location(s).		
CAUTION: Emergency responders taking air samples must use personal protective equipment and SCBA to match the potential hazard.		
Estimate likely harm without intervention.		
Other related considerations		
STEP 4 – SELECT THE PROPER LEVEL OF PERSONAL PROTECTIVE CLOTHING		
Determine the level of personal protective clothing required: • Structural Firefighting Clothing • Chemical Vapor Protective Clothing (Level A) • Chemical Splash Protective Clothing (Level B) • High-Temperature Protective Clothing		
Ensure that all emergency response personnel are using the proper protective equipment and clothing equal to the hazards present. Do not place personnel in an unsafe emergency situation.		

Figure 3.4-2 – Standard Eight Step Incident Management Checklist, continued

ACTION	COMMENTS
STEP 4 – SELECT THE PROPER LEVEL OF PERSONAL PROTECTIVE CLOTHING (cont.)	
Order specialized equipment and expertise early in the incident. If you are unsure what your requirements are, always call for the highest level of assistance available. **Do not wait to call for emergency assistance.**	
CAUTION: Structural firefighting clothing is NOT designed to offer any chemical protection, and turnout boots will provide only limited protection against liquids in-depth. Personnel should be aware of the potential chemical burn hazards associated with the runoff water and accumulated liquids which exist at facility emergencies and should avoid kneeling in areas where such hazards exist.	
STEP 5 – COORDINATE INFORMATION AND RESOURCES	
Confirm that the command post is in a safe area. The command post must be physically separated from all personnel and units involved in the tactical operation. **All personnel not directly involved in the overall command and control should be removed from the Command Post.**	
If activated, On-Scene Commander should provide regular updates to the Emergency Operations Center and facility management personnel.	
Ensure that all appropriate internal and external notifications are made, as appropriate. Remember that federal and state regulations require proper and prompt notification of regulatory authorities.	
Expand the Incident Command System and create additional sections and sectors, as necessary.	
Coordinate emergency response activities with local industrial units and authorities (e.g., Refinery Terminal Fire Company, Portland Paramedic Units, etc.).	
Confirm orders by repeating orders given and follow through to ensure that they are fully understood and correctly implemented. Maintain strict control of the situation.	
Make sure there is continuing progress toward solving the emergency in a timely manner. Do not delay in calling for either additional personnel and equipment or outside/mutual aid assistance if conditions appear to be deteriorating.	
Provide regular briefing sessions for all Section Officers regarding the status of the incident at regular intervals. All Section Officers, in turn, are responsible for briefing their Sector personnel, as necessary.	
STEP 6 – HAZARDOUS MATERIALS CONTROL, CONTAINMENT, AND CONFINEMENT	
Determine whether the incident should be handled offensively, defensively, or by non-intervention. Remember that offensive tactics increase the risks to emergency responders. • Offensive Tactics = require responders to control/mitigate the emergency from within the area of high risk. • Defensive Tactics = permits responders to control/mitigate the emergency remote from the area of highest risk. • Nonintervention Tactics = pursuing a defensive posture until the arrival of additional personnel or equipment.	
Initiate public protective actions (evacuation or shelter-in-place), if necessary.	
Evaluate the risks of offensive tactics before sending emergency response teams into the hazard area.	
Ensure that properly equipped backup personnel wearing the appropriate level of personal protective clothing are in place before initiating entry operations.	
Ensure that Entry Teams have been briefed before being allowed to enter the hot zone.	

Figure 3.4-2 – Standard Eight Step Incident Management Checklist, continued

ACTION	COMMENTS
STEP 7 – DECONTAMINATION PROCEDURES	
At HAZMAT incidents, ensure that Decontamination Sector operations are coordinated with Entry and the HAZMAT Safety Officer. This should include: • Decon area is properly located within the warm zone. • Decon area is well-marked and identified. • The proper decon method and type of personal protective clothing to be used by the Decon Team has been determined and communicated, as appropriate.	
Establish a plan to clean up or dispose of contaminated supplies and equipment before cleaning up the site of a release. Federal and state laws require proper disposal of hazardous waste.	
Ensure decontamination of emergency response personnel before they leave the scene. For example, H_2S vapors, flammable gases, and some toxic and corrosive gases can saturate protective clothing and be carried into "safe" areas.	
STEP 8 – INCIDENT TERMINATION	
Account for all personnel before leaving the scene of the emergency.	
Conduct an incident debriefing session for all Emergency Response Team personnel. Provide any background information necessary to ensure that health exposures are documented.	
Document all operational, regulatory, and medical phases of the emergency, as appropriate. In addition, obtain the names and telephone numbers of all key individuals. This should include contractors, public officials, and media contacts.	

3.5 PROCESS FIRE / HYDROCARBON VAPOR RELEASE

The following general guidelines are for the management and control of fires and hydrocarbon vapor release emergencies occurring within the Facility. This would include emergencies involving flammable and combustible liquid spill, fires and hydrocarbon or hydrogen sulfide (H2S) vapor releases.

Figure 3.5-1 - Fire / Vapor Release Checklist

ACTION	COMMENTS
GENERAL CONSIDERATIONS	
Refer to the pre-plan for the affected equipment.	
Location of emergency and materials involved.	
NOTE: Determine what materials are burning and/or being released. What process equipment is involved (i.e., pumps, tanks, pipe rack, etc.)?	
Identify the cause/source of the fire or release.	
Will standard firefighting protective clothing provide adequate protection for the materials involved?	
Can the incident be handled by the Facility off-duty RAIDERS/RTFC resources? Will RTFC Main Station and CMD, be notified? Will additional mutual aid be required?	
LIFE HAZARD	
Is the Terminal area manned or unmanned?	❑manned ❑unmanned
Are all Terminal personnel (e.g., FHR, contractors, and visitors) accounted for?	❑Y ❑N
Number and location of injured personnel, if any.	
If hazardous materials are involved, must any of the injured be decontaminated before being transported to a medical facility?	❑Y ❑N
INCIDENT CONCERNS	
Previous and current status of the incident: • Were there any abnormal operating conditions, equipment problems, or changes immediately before the emergency?	❑Y ❑N
Overall conditions of the container/vessel:	
• Is fireproofing present?	❑Y ❑N
• Is the process isolated?	❑Y ❑N
• What is the structural stability and potential failure of the unit (5, 10, 15 minute rule)?	
• Instrumentation = 5 minutes Compromised	❑Y ❑N
• Vessels and containers = 10minutes Compromised	❑Y ❑N
• Structural steel= 15 minutes Compromised	❑Y ❑N
• Have power and all other emergency sources been isolated?	❑Y ❑N
EXPOSURE PROTECTION	
Exposures identified?	❑Y ❑N
Are exposures being protected?	❑Y ❑N
Has manual exposure protection been initiated via fixed monitors?	❑Y ❑N

Figure 3.5-1– Process Fire / Vapor Release Checklist, continued

ACTION	COMMENTS
EXPOSURE PROTECTION, CONTINUED	
Cooling streams on types of exposures, including: ❑ Unprotected vessels ❑ Unprotected structural components (e.g., pipe bridges, support structures) ❑ Unprotected hazards (e.g., compressed gas containers, valves, piping and flanges, special hazards, etc.)	
METHODS OF CONTAINMENT, CONTROL AND EXTINGUISHMENT	
Has the source of fire or vapor release been identified?	❑Y ❑N
NOTE: In case there is a hazard of fire or fumes, proper fire and safety precautions must be taken. The use of water fog lines to disperse vapors or firefighting foam to blanket a spill and prevent vapor evolution may be applied as directed by the OSIC and Fire Sector Officer.	
Can the leak be isolated using a defensive attack, by blocking it in from a safe distance or remotely?	❑Y ❑N
Are fixed fire protection/vapor control systems present?	❑Y ❑N
Have they been activated?	❑Y ❑N
What is the status of the fire pumps?	❑Y ❑N
Has an isolation strategy been developed?	❑Y ❑N
NOTE: • Offensive = requires RAIDERS/RTFC personnel to control/mitigate the emergency from within the area of high risk. Examples include aggressive fire attack and firefighting foam operations. • Defensive = permits responders to control/mitigate the emergency remote from the area of highest risk. Examples include exposure protection. Nonintervention = pursuing a defensive posture until the arrival of additional personnel or equipment or allowing the fire to completely burn itself out.	
NOTE: Only a minimum number of personnel directly involved in the operation should be allowed to work in the hazard area. All personnel should be properly protected and backup lines/crews should be in place.	
Can an offensive attack be undertaken to isolate the leak?	❑Y ❑N
NOTE: A foam blanket should be placed over any pooling hydrocarbons to prevent ignition or extinguish a ground fire.	
Offensive attack methods: **NOTE:** • Attempt should be made to extinguish the fire defensively first! • Light hydrocarbons should be allowed to burn while approaching on an offensive attack. • Heavy hydrocarbons may be extinguished prior to an offensive attack by using the hydro-chem 3-dimensional fire methodology. A foam blanket must always be applied and maintained prior and during an offensive attack.	
ENVIRONMENTAL CONDITIONS AND CONSIDERATIONS	
Is drainage control effective?	❑Y ❑N
What is the capacity?	
Are hydrocarbons floating on water?	❑Y ❑N
Is the runoff hazardous to emergency responders?	❑Y ❑N

Figure 3.5-1 – Process Fire / Vapor Release Checklist, continued

ACTION	COMMENTS
OVERHAUL	
NOTE: Application of adequate firefighting foam to form a sufficient blanket that covers and cools the hydrocarbon liquid fuel and other exposed surface areas.	
*** DANGER: Just because you see a visible foam blanket on the spill, it does not ensure adequate vapor suppression. The area should be regularly monitored with a LEL meter to confirm the effectiveness of the foam blanket. The foam blanket should be reapplied upon indication of LEL.**	
What level(s) of firefighting foam concentrate are available in case of re-ignition?	
Are backup supplies available?	❑Y ❑N
Has the affected equipment been isolated, de-energized, and LOTO been installed?	❑Y ❑N
Has the affected area been checked for hazards (asbestos, falling objects, etc.) and isolated to nonessential personnel?	❑Y ❑N
NOTE: Any structural steel and support columns affected by the fire should be evaluated by a structural engineer prior to allowing employees or contractors to rely upon them for support. **NOTE:** All residual hydrocarbons must be removed prior to opening the area to normal occupancy.	

3.6 HYDROCARBON TANK EMERGENCIES

The following content includes general response guidelines and special hazard considerations for hydrocarbon tank fires and encompasses fires involving atmospheric product tanks (all configurations).

Figure 3.6-1 - Hydrocarbon Tank Emergencies Checklist

ACTIONS		COMMENTS
GENERAL CONSIDERATIONS		
NOTE: Refer to the pre-plan for the affected tank. Location of the tank and product stored within its containment. Identify the tank as a cone roof, internal floating roof, or external floating roof.		
Determine what equipment is affected by this tank emergency.	❑Y ❑N	
Determine the condition of the tank. Does it have a sunken roof, seal fire, or low level uncontrollable leak?	❑sunken roof ❑seal fire ❑low level uncontrollable leak?	
Can the incident be handled by the FHR Corpus Christi Refineries off shift RAIDERS/ East Plant RTFC resources?	❑Y ❑N	
Will RTFC Main Station and CMD be notified?	❑Y ❑N	
Will additional RTFC response personnel be required?	❑Y ❑N	
LIFE HAZARD		
Does the product in the tank contain a high vapor pressure product and is it toxic?	❑Y ❑N	
NOTE: Products with high vapor pressure that are exposed to the atmosphere will require them to be blanketed with compatible foam and atmospheric monitoring should be performed. Examples: Sunken external floating roof (non-fire). Internal floating roofs must be filled to within 7 ft of the top prior to blanketing them with foam to reduce the vapor space on the tank.		
Are all refinery complex personnel (e.g., process, maintenance, contractors, visitors) accounted for that were in the area at the time of the emergency?	❑Y ❑N	
Have all notifications been made to locations downwind?	❑Y ❑N	
INCIDENT CONCERNS		
Previous and current status of the incident:		
Were there any abnormal operating conditions, lightning storms, or changes immediately before the emergency?	❑Y ❑N	
Overall condition of the tank:		
Is the roof cocked inside the tank, if applicable?	❑Y ❑N	
Is the fire a seal fire or full surface, if applicable?	❑Y ❑N	
Is the roof drain open, if applicable?	❑Y ❑N	
Is the structural integrity of the tank in question?	❑Y ❑N	

Figure 3.6-1 – Hydrocarbon Tank Emergencies Checklist, continued

ACTIONS		COMMENTS
EXPOSURE PROTECTION		
NOTE: Exposure protection is only applicable for tanks involving full surface fires.		
Are exposures being protected?	❑Y ❑N	
Priority should be to apply cooling streams on adjacent tanks with high vapor pressures and adjacent pipe racks.	❑Y ❑N	
NOTE: Cooling stream application for exposure protection may start before foam application starts on the affected tank. Cooling stream application should be implemented when there is direct flame impingement on exposed tanks and/or when radiated heat is sufficient to cause steam at the tank shell when water is applied. Water discharge should be stopped when there is no evidence of steam production on the exposed surface. Be cautious not to waste valuable water supply during this process.		
NOTE: Cooling stream water for exposure protection may come from rainwater impounded in adjacent dike walls, if available.		
NOTE: Basic cooling water requirements for exposed tanks and pressure vessels are as follows: • Atmospheric storage tanks up to 100 ft. in diameter require 500 gallons per minute. • Atmospheric storage tanks from 100 ft. diameter to 150 ft. diameter require 1,000 gallons per minute. • Atmospheric storage tanks exceeding capacities listed above require 2,000 gallons per minute.		
ENVIRONMENTAL CONDITIONS AND CONSIDERATIONS		
Is drainage control effective?	❑Y ❑N	
What is the capacity?		
Pumping out of the dike wall required to prevent floating a tank?	❑Y ❑N	
Are hydrocarbons floating on water?	❑Y ❑N	
OVERHAUL		
NOTE: Application of adequate firefighting foam to form a sufficient blanket that covers and cools the hydrocarbon liquid fuel and other exposed surface areas.		
*** DANGER: Just because you see a visible foam blanket on the product, it does not ensure adequate vapor suppression. The area should be regularly monitored with a LEL meter to confirm the effectiveness of the foam blanket. The foam blanket should be reapplied upon indication of LEL.**		
What level(s) of firefighting foam concentrate are available in case of re-ignition?		
Are backup supplies available?	❑Y ❑N	
Are efforts being made to de-inventory or repair the tank.	❑Y ❑N	

3.6.1 Sunken External Floating Roof Non-Fire

Apply foam to the surface of the liquid to suppress vapors. The tank will require at least a 7 foot outage before application begins. Use the following application method:

Figure 3.6-2 - Common Tank Emergencies – Sunken EFR Non-Fire

CALCULATION	RESULT	UNIT
1. Tank Surface Area(πR^2) X .62		Gallons of foam water solution to provide a 5" foam blanket with a regular fog nozzle.
2. Delivery Capability of Fog Nozzle (GPM) ÷ Row 1 Result		Minutes of application with desired fog nozzle to produce a 5" foam blanket on the exposed product.

3.6.2 Seal Fire External Floating Roof

Apply foam to the annual surface between the foam dam and the tank shell. This application should be made using a semi-fixed foam system (foam chambers) or portable devices such as the Daspit Tool. Use the following application method:

Figure 3.6-3 - Common Tank Emergencies - EFR Seal Fire

CALCULATION	RESULT	UNIT
1. Tank Surface Area (πR^2) - the Surface Area ($\pi(R-2)^2$) subtracting for the foam dam		Surface area of the foam dam. Space between the shell and the foam dam. Expressed in ft^2.
2. Row 1 Result ft^2 X .30 GPM/ft^2		Gallons per minute of foam water solution required.
3. Row 2 Result GPM X 20 Minutes		Total gallons foam water solution required for extinguishment.
4. Row 3 Result Gallons foam water X desired percentage of foam concentration (1%, 3%, 6%) Note: Higher application percentages (6%) are required for polar solvent products.		Gallons of foam concentrate required for extinguishment.

3.6.3 Full Surface Fire (External Floating Roof, Internal Floating Roof, Cone Roof)

Full surface tank fires present unique hazards not normally seen in a refinery incident. Due to these hazards, it is recommended to seek the advice of experts while managing a fire of this nature.

Apply foam to the surface of the fuel. The tank will require at least a 7 foot outage before application begins. This application should be made using a semi-fixed foam system (foam chambers) or portable devices such as 2 x 10 Battler. Use the following application method:

*** NOTE: Extinguishment of full surface crude oil fires should only be attempted if personnel and resources are readily available. Crude oil tank fires have a tendency to boilover and expel the tanks burning contents up to 3 tank diameters from the tank.**

Boilover = The violent, sudden disgorging of a tank in the case of a crude oil tank fire or other oil if it behaves with the same intensity (refer to SECTION 2.3.1)

Figure 3.6-4- Common Tank Emergencies – Full Surface Fire

CALCULATION	RESULT	UNIT
1. Tank Surface Area (πR^2)	_____	Surface area Tank.
2. Row 1 Result ft^2 X Application Rate GPM/ft^2 • Application Rate Foam Chambers .10 GPM/ft^2 • Application Rates Portable Monitors Up to 150' - .16 GPM/ft^2 151' - 200' - .18 GPM/ft^2 201' - 250' - .20 GPM/ft^2 251' - 300' - .22 GPM/ft^2 300' + ___' - .25 GPM/ft^2	_____	Gallons per minute of foam water solution required.
3. Row 2 Result GPM X 65 Minutes	_____	Total gallons foam water solution required for extinguishment.
4. Row 3 Result Gallons foam water X desired percentage of foam concentration (1%, 3%, 6%) Note: Higher percentages (6%) are required for polar solvent products. Note: Multiply this number x 2 for post fire vapor containment operations.	_____	Gallons of foam concentrate required for extinguishment.

3.6.4 Special Hazards (Boilover)

Crude oil tanks that store intermediate gravity crude oils have the potential to have a boilover during a fully involved tank fire. A boilover occurs when a heated layer of oil from the burning surface materials reaches a layer of water in the storage tank. The heated layer becomes thicker as the fire continues to burn. This heat front will progress down the tank at a rate of 1 to 3 feet per hour. When this heat front reaches a water layer, the water is turned to steam and expands at a ratio 1700:1. The steam pushes out the top of the tank, carrying burning oil with it. This burning oil can cover an area of 7 to 10 tank diameters in any direction from the tank. The following procedures should be implemented in the event of a fully involved crude oil or heavy oil tank fire (these procedures are not necessarily required for a seal or rim fire):

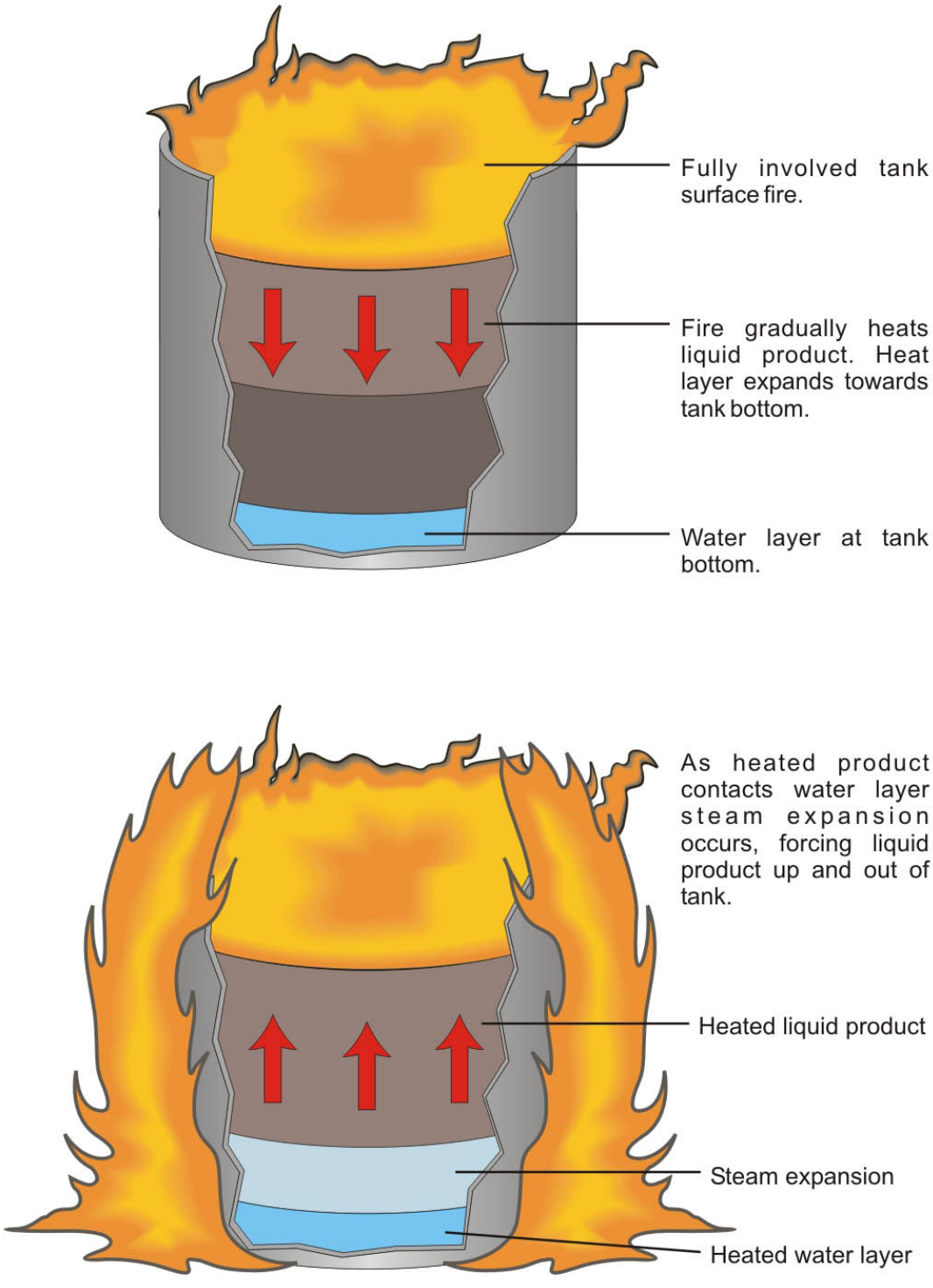
- Evacuate all personnel within a distance of 7 to 10 tank diameters from the tank that is on fire. Maps with the crude tank locations and the appropriate distances are located in the Fire Protection Pre-Incident Plans manual.

- All activities that must be conducted within the affected areas after an evacuation has occurred must use a minimum number of personnel. The amount of time personnel stay within the affected areas must be minimized in order to limit potential exposure to a boilover. Personnel will only reenter the established hot and warm zones with the permission of the OSIC for each and every entrance into the hazardous zones.

- If possible, remove all essential emergency response equipment and supplies (e.g. firefighting foam concentrate, apparatus, etc.) to a safe distance from the tank.

- Specific response information for a crude oil tank fire is included in the Fire Protection Pre-Incident Plan.

FIGURE 3.6-5 – BOILOVER DIAGRAM



3.7 PETROLEUM SPILLS

Petroleum spills can occur in the terminal area, storage tanks, pipelines and pump stations. The following are potential hazards of a petroleum spill:

- Flammable/combustible material may be ignited by heat, spark or flame.
- Vapor may migrate to an ignition source and flash back.
- Tanks or containers may explode if fire is present.
- Vapor may explode.
- Runoff to a sewer may create a fire or explosion hazard.
- Vapor may incapacitate or kill.
- Contact may irritate or burn skin and eyes.
- Fire may produce irritating gases.

Terminal secondary containment dikes are designed to contain major spills from tanks. Detailed spill prevention procedures are described in Annex 7. Additional response guidelines, resource information, and identification of environmentally sensitive areas are included in Annex 8 of this Plan.

3.8 REQUIRED REGULATORY NOTIFICATIONS (OIL SPILL)

Required notifications for spills are discussed in SECTION 3.2, Annex 2 and Annex 3.

Follow-up regulatory notifications will be periodically made to agencies to include updated information on the spill and response efforts. The Environmental Incident Summary Form in Annex 3, FIGURE 3.3-8 will be utilized for follow-up notifications as well as initial notifications. Follow-up notifications are the responsibility of the Manager of Environmental Control.

Figure 3.8-1- Initial Spill Response Checklist

ACTION	COMPLETE
Evacuate all unnecessary personnel from the immediate area . Perform air monitoring to determine safe fringe areas.	❑Y ❑N
Characterize the spill area for potential hazards to responders and outside communities by reviewing MSDS information on the spilled product and by performing air monitoring surveys. Use this information to determine appropriate levels of PPE.	❑Y ❑N
Secure the spill site from entry by unauthorized personnel by roping off the areas and posting warning signs; and ventilate area of spill.	❑Y ❑N
Eliminate existing or potential ignition sources by removing or shutting down equipment which may cause ignition of the spilled product.	❑Y ❑N
In the event of a tank or vacuum truck fire, stay upwind and at least 0.5 miles away from the fire scene.	❑Y ❑N
Attempt to stop the leak, if safe to do so; use appropriate protective clothing and respiratory protection.	❑Y ❑N
For safety purposes, consider using water spray to reduce vapor. However, use caution to avoid spreading the spilled oil or overfilling secondary containment areas.	❑Y ❑N
Prevent spilled material from entering storm or sanitary drains and manholes and sumps by erecting d kes, diversions, etc.	❑Y ❑N
If spill is in water and it is safe to do so, deploy boom ahead of slick to keep the product from contacting sensitive or hazardous areas.	❑Y ❑N
Verify that all d ke valves are closed.	❑Y ❑N
Turn off power to sump pumps in the area.	❑Y ❑N
Notify agencies and keep them informed of response plans and priorities.	❑Y ❑N
Clean up small spills with sand or other non-combust ble material and place into containers for offsite disposal.	❑Y ❑N
Coordinate large spill remediation with contractor . This would involve pumping the contained spill into tankers and excavating contaminated soil for offsite disposal.	❑Y ❑N
After the affected area has been properly cleaned and decontaminated: • Analyze representative soil and water samples. • Investigate the cause of the incident and identify the contributing factors. • Evaluate the potential for prolonged impacts, such as at the wastewater treatment facility and offsite drainage ways.	❑Y ❑N

Figure 3.8-2 - Initial Spill Response Roles and Responsibilities

ACTION	COMPLETE
PERSON DISCOVERING SPILL	
If safe to do so, stop any continuing discharge by securing pumps, closing valves, etc. from a defensive mode.	❑Y ❑N
Notify the Main Gate (889-7400 at East Refinery).	❑Y ❑N
DOCKMAN/PRODUCTION SPECIALIST	
Warn personnel. Enforce safety and security measures.	❑Y ❑N
Shut off ignition sources.	❑Y ❑N
EMERGENCY COMMUNICATION CENTER	
Begin internal notification and activate alarms.	❑Y ❑N
Contact the OSIC to begin emergency response operations.	❑Y ❑N
Activate Emergency pager list as per protocol.	❑Y ❑N
INCIDENT COMMANDER	
Assign an incident classification for the emergency response.	❑Y ❑N
Activate FHR Incident Command, RTFC, and SROs as necessary. Supervise contractor operations or delegate supervision as necessary.	❑Y ❑N
Use FHR owned spill response equipment to retain and contain spilled oil until the arrival of spill response contractors.	❑Y ❑N
Contact the responsible Reliability Center to repair the damaged equipment.	❑Y ❑N
OIL SPILL CONTRACTOR	
Respond to the oil spill under the direction of the FHR QI (Process Control).	❑Y ❑N
RELIABILITY DEPARTMENT	
Repair the damaged equipment.	❑Y ❑N
ENVIRONMENTAL OFFICER	
Notify regulatory agencies as required.	❑Y ❑N
SAFETY OFFICER	
Develop and maintain a site safety plan.	❑Y ❑N

Figure 3.8-3 – Qualified Individual (QI) Authority, Responsibilities and Immediate Emergency Actions

The Qualified Individual (QI) is an English-speaking representative who is available on a 24-hour basis and is capable of arriving at the facility in a reasonable time.

QIs have full authority to:

- Activate and contract with oil spill removal organizations.
- Activate personnel and equipment maintained by the operator.
- Act as a liaison with the pre-designated Federal On-Scene Coordinator (FOSC).
- Obligate funds necessary to carry out required or directed response actions.

Each QI identified is:

- Located in the United States.
- Familiar with the implementation of the response plan.
- Trained in the responsibilities of the qualified individual under the response plan.

The following procedures must be implemented immediately by the QI whenever there is an imminent or actual emergency:

ACTION	COMPLETE
Initiate communication systems to notify all affected facility personnel.	❑Y ❑N ❑N/A
Initiate ER notifications.	❑Y ❑N ❑N/A
Assess possible hazards to human health or the environment considering both direct and indirect effects of any toxic, irritating, or asphyxiating gases generated, and/or the effects of any hazardous surface water runoff from water or chemical agents used to control fire and heat-induced explosions.	❑Y ❑N ❑N/A
Immediately identify the character, exact source, volume, and the extent of released materials.	❑Y ❑N ❑N/A
If human health or the environment is threatened, immediately notify appropriate local authorities to inform them of the possible need for evacuation and remain available to help appropriate officials decide whether local areas should be evacuated.	❑Y ❑N ❑N/A
Notify appropriate state or local agencies with designated response roles if their help is needed.	❑Y ❑N ❑N/A
Assess and implement prompt removal actions to contain and remove the substance released.	❑Y ❑N ❑N/A
Coordinate with rescue and response actions as previously arranged with all response personnel.	❑Y ❑N ❑N/A
Use authority to immediately access company funding to initiate cleanup activities.	
If operations are stopped in response to a fire, explosion, or release, the QI must monitor for leaks, pressure buildup, gas generation, or ruptures in valves, pipes, or other equipment, wherever this is appropriate.	❑Y ❑N ❑N/A

ACTION	COMPLETE
Take all reasonable precautions to ensure that fires, explosions, and releases do not occur, recur, or spread to other oil, chemical, or hazardous waste storage units at the facility.	❑Y ❑N ❑N/A
These measures must include, where applicable, stopping processes and operations, collecting and containing released waste, and removing or isolating containers.	❑Y ❑N ❑N/A
Ensure that no waste in the affected area of the facility, which is incompatible with the released material, is treated, stored, or disposed of until cleanup procedures are completed.	❑Y ❑N ❑N/A
If the release involves hazardous waste, note in the operating record the time, date, and details of any incident that requires implementing the contingency plan.	❑Y ❑N ❑N/A
Direct cleanup activities until properly relieved of the QI responsibility.	❑Y ❑N ❑N/A

3.8.1 Community Nuisance Odor

If a nuisance odor is detected in the community from a known release, a level 0 must be initiated.

3.9 EMERGENCY MEDICAL RESPONSE / RESCUE

To an even greater extent than any other type of emergency, the response levels and steps to medical emergencies will be determined by those immediately involved with the emergency. The level of response (first aid treatment, minor treatment requiring hospital emergency room treatment, ambulance, etc.) will be determined by the nature and cause of the medical problem. This procedure will provide general guidelines for the response to this type of emergency. The following guidelines apply to injury and illness:

3.9.1 Medical Treatment During Business Hours

- If emergency medical treatment is needed in the field, report the emergency by telephone or by radio. The caller should provide the following information to the Security Communication Center:
  - Location
  - Nature of the emergency
  - Number of injured personnel
  - Any other related hazards
- Do not attempt to move the injured person unless the area is unsafe.
- Security Communication Center will activate the emergency response system upon receipt of an emergency call.
- The Medical Department will provide medical treatment after any necessary field treatment is provided by RTFC personnel. If outside medical treatment and transportation is required, the Medical Department, OSIC or RTFC on-duty Captain will coordinate the transportation with the Portland EMS services.

NOTE: If life safety is not an issue, then the medical treatment will be classified as a Level "0" Medical event.

3.9.2 Medical Treatment During Non-Business Hours

- Contact RTFC via phone or radio for all walk-in patients at 884-2110.
- If emergency medical treatment is needed in the field, report the emergency by telephone or by radio. The caller should provide the following information to the Security Communication Center:
  - Location
  - Nature of the emergency
  - Number of injured personnel
  - Any other related hazards.
- Do not attempt to move the injured person unless the area is unsafe.
- Security Communication Center will activate the emergency response system upon receipt of an emergency call.
- If the injury is not life-threatening but is serious enough to require the attention of a physician, the injured will be transported to the hospital as arranged by the OSIC and highest ranking Medical Officer on scene. Based upon the nature of the emergency, transportation may be via company vehicle, or Portland EMS services.
- If the injury is serious and requires immediate transportation to the hospital, the Portland Paramedic Units shall be notified by the OSIC or the on-duty RTFC Captain by contacting the 911 supervisor.
- Examples of serious injuries include the following:
  - Respiratory arrest
  - Cardiac arrest
  - Unconsciousness
  - Head injuries
  - Difficulty breathing
  - Acute abdominal pain
  - Serious hemorrhage
  - Severe burns
  - Inhalation of hot gases
  - Choking
  - Chest pains
  - Altered level of consciousness

When requesting Paramedic response, information regarding extent of injury, nature of injury, and number of victims should be given.

3.9.3 Emergency Medical Resources

A. Personnel

1. Medical Department
   - One full-time Registered Nurse (“RN”) is available via phone or pager. Emergency Medical Technicians (“EMTs”) are available around the clock at the East Plant.
   - Available 24 hours/day via pager or East Com Center 889-7400.
2. Safety Department
   - Available 24 hours/day via pager.
3. RTFC
   - RTFC personnel have received training in Emergency Care, CPR, and Treatment of Chemical Resources.
   - Most RTFC personnel are trained to the EMT Level.

- Available 24 hour/day via East Com Center at 889-7400.

B. Local Medical Facilities

1. Christus Spohn Memorial Hospital - This hospital is the designated Level I Regional Trauma Center with the best regional resources to treat major trauma. It also serves as the burn center and local poison control center.

2. Christus Spohn Shoreline Hospital - This hospital is a medium-size private hospital with a Level II emergency room capability. Specialty physicians are on call. Severe burns and trauma patients will often be transferred.

3. Doctors Regional Hospital - This is a medium-size hospital with emergency room capability. There is 24-hour physician coverage.

C. Transport Capabilities

1. The Portland EMS provides five (5) advanced life support (ALS) units staffed by paramedics.

2. Halo-Flight is the regional emergency medical helicopter service. The helicopter can only transport one critical patient at a time, with a paramedic providing treatment and care. Refer to SECTION 2.6.9 for Halo-Flight Protocol.

3.9.4 Medical Treatment for Ship Personnel

If a seaman attached to any vessel at the Facility docks should require medical attention because of an acute illness or injury, the following procedure is recommended:

- The responsibility of calling a physician or ambulance lies with the vessel's agent or master. However, the OSIC may also call.
- If an ambulance is required, dial 911 Supervisor for the Portland Paramedic Units.
- Immediate first aid can be administered by RTFC response personnel.
- Any action taken by the refinery in the absence of the ship's agent must be reported to the agent at the first opportunity.
- The removal of a seaman from a foreign vessel (who remains ashore after the vessel sails) must be reported to U. S. Immigration authorities. This will be the responsibility of the agent or master. However, the Manufacturing Manager's Office should be notified for a follow-up call.

3.9.5 Halo-Flight Protocol

3.9.5.1 General Information

The Medical Sector Officer may request medical air support (Halo-Flight) on a situational basis for any medical emergency as deemed necessary. Halo-Flight support should be coordinated through the OSIC or EOC Director.

- Halo-Flight - Approximate response time on-site 10 to 15 minutes.

3.9.5.2 Activation

*** HALO-FLIGHT Emergency (24-Hours): Call (800) 776-4256** (Halo-Flight Non-emergency: (361) 289-2516)

Advise Halo-Flight of the following:

- "This is the Flint Hills Resources Ingleside Terminal" and provide them the GPS Coordinates listed below.
- Your name and phone number.
- Advise them of the nature of the emergency and number of patients.
- Current on-site weather conditions, visibility, and hazards.
- Ensure to communicate and coordinate Halo-Flight response with the IC. The IC or Sector Officer will communicate and coordinate landing zone operations.

INGLESIDE TERMINAL LANDING ZONE COORDINATES

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

3.9.5.3 Patient Guidelines

The Medical Sector Officer may consider Halo-Flight activation for any of the following conditions.

- Profound Shock (Hypovolemia, Anaphylaxis, Cardiogenic, Neurogenic, etc.)
- Multiple Patients (MCI - Mass Casualty Incident)
- Multi-Trauma
- Blunt or Penetrating Trauma
- Severe Head Injuries
- Two or more Long Bone Fractures
- Serious Electrical Burns
- Major Thermal or Chemical Burns or Smoke Inhalation

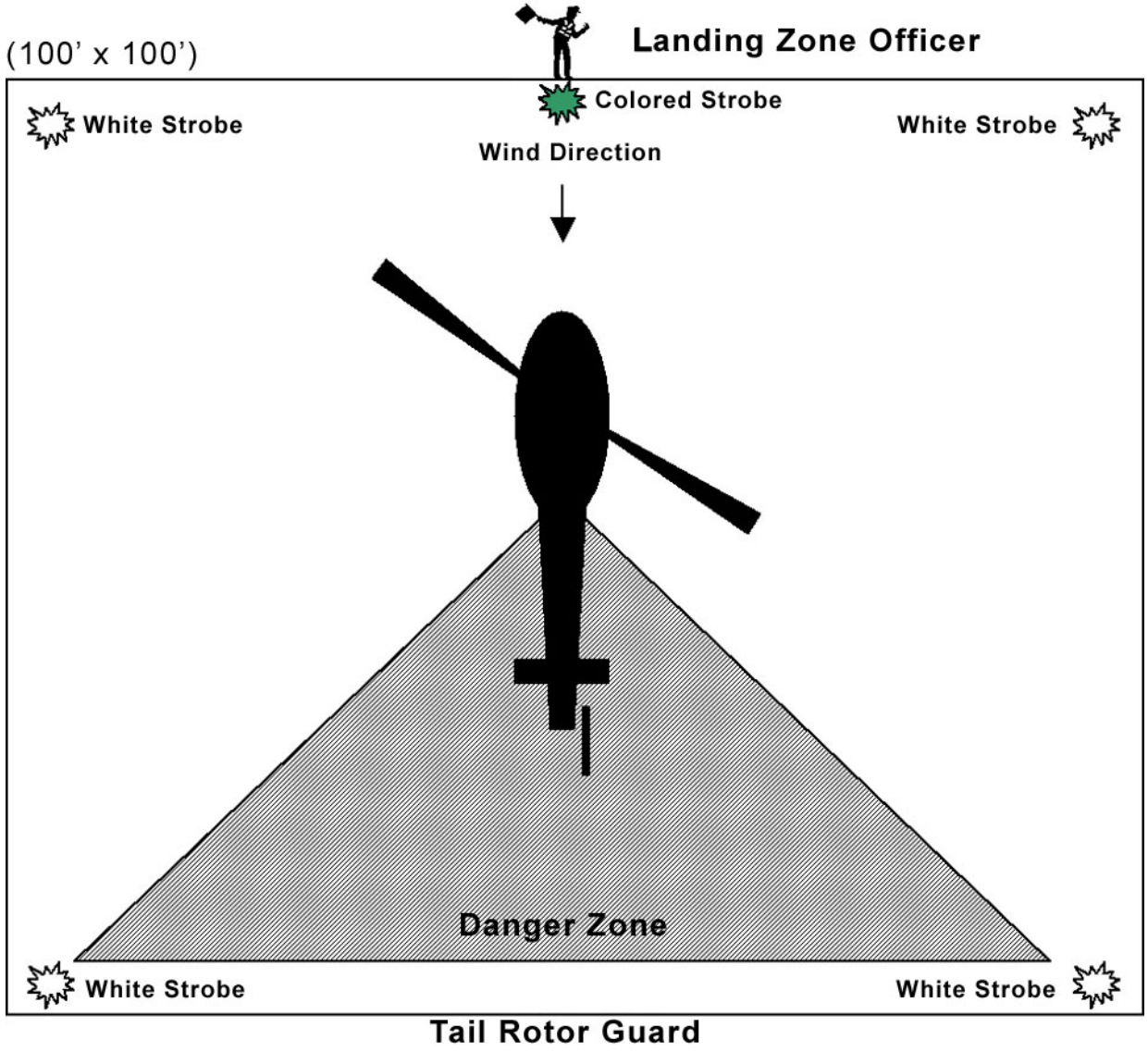
3.9.5.4 Landing Zone (LZ) - Site Setup

- Recommended Landing Zone Setup Guidelines:
  - Landing Zone Perimeter Dimensions 100 ft. x 100 ft. (100' = about 40 paces)
  - Mark corners of LZ with White-Strobe Lights.
  - Mark upwind direction of LZ with Green-Strobe Light.
  - Use available emergency vehicle Headlights & Warning Lights to Mark LZ location.
- Night-Time Setup:

- Same as above but also use Spot Lights to highlight nearby overhead obstructions (power lines, poles, etc.)

- General Safety Guidelines:
  - When Helicopter lands, assign Tail Rotor Guard -- no one approaches aircraft from rear.
  - Never approach or depart helicopter until directed to do so.
  - Always approach the helicopter forward of the cabin in full view of the pilot.
  - Do not allow vehicles or unauthorized persons within 100' of helicopter.
  - No more than 4 people should approach or operate around the helicopter at one time.
  - Do not open or close any doors or hatches on helicopter; allow helicopter crew to do this.

Figure 3.9-1 - HALO Flight Landing Zone Setup



3.9.6 Rescue

Rescues must be performed in accordance with safe practices and procedures established at the Facility and by training. Confined space and structural rescues must be accomplished within the requirements specified in the FHR Confined Space, Fall Protection, and other related Standard Practice Instructions. The following are considerations for rescue operations:

- Rescues are classified into three main categories:
  - Hazardous material rescues (e.g. exposure to H_2S)
  - Confined space rescues
  - Structural or high rise rescues
- The most effective type of rescue is self-rescue. If an employee can recognize hazards and remove himself from the danger before he becomes incapacitated or in some other way requires outside rescue, this is self-rescue and is preferred above all other means of rescue.
- Employees responding to rescues need to assess the area of the rescue in an effort to determine the factors which caused the need for rescue.
- A rescuer's first priority is to himself and his own safety. Other rescuers are his second priority. The employee needing rescuing is his third priority.
- Operations personnel, as the designated hazardous material first responders, can perform rescues where the victim may be safely moved out of the area of the hazards. This would include ground level incidents and incidents on large platforms where the employee can be moved out of the hazard either on the same level or by stairways. Other personnel with the appropriate HAZWOPER certification may also perform rescues of this type.
- Rescues from confined spaces and from structures are to be performed by specially trained rescuers only, such as RTFC and RAIDERS Team. Due to the specific requirements of this specialized type of response, the On-Duty RTFC Captain will assume the role of Rescue Master and will direct rescue operations.
- If the rescue is a portion of a larger incident, the appropriate individual will assume the role of OSIC and the rescue team will become a sector. The individual leading the rescue operation will be the Rescue Master.
- RAIDERS members will not use rescue techniques or equipment for which they have not been trained and will refuse involvement in rescue attempts that are not consistent with the methods covered in their training.
- Rescues (other than a ground-level or stairway structure HAZMAT incident rescue) by unqualified employees are not authorized.
- The first responding employee must initiate the emergency to the ECC.
- When an incident occurs, which results in the need for rescue, employees are to immediately notify the ECC. After this step, rescue should only be attempted after assessing the hazards in the vicinity of the victim and if the responding employee has the required training.
- Any equipment used in this rescue must be inventoried, cleaned and returned in a ready condition to its appropriate storage location before responding personnel may return to their normal activities. All rescue rope loaded during the rescue will be downgraded to training rope.

3.9.7 RTFC / RAIDER Team Considerations

- When the RTFC / RAIDERS are summoned for a high rise or confined space rescue, team members must arrive at the site with the Rescue Support Vehicle and their personal protective equipment.

- If the rescue is a portion of a fire or hazardous material release, the team members will perform their duties under the direction of the appropriate Sector Officer. A team member must be chosen as the "Rescue Master" to direct the rescue operation. The Rescue Master is usually the RTFC Captain on site unless he relinquishes the position to another individual of equal or greater capabilities.

- If the rescue is a "stand alone" incident, the Rescue Master will assume the role of Sector Officer and will direct rescue operations.

- A hazard assessment should be performed initially during a rescue scenario and should be used to determine equipment and manpower requirements and the level of PPE necessary to safely perform the rescue.

- Develop an action plan and assign specific roles to team members. This will help eliminate confusion and duplication of effort. Develop this plan based on the input of all responding team members, size up of the scene, witnesses' descriptions, location, hazards, etc.

- Obtain necessary permits and ensure measures are taken to mitigate any hazards present to protect the safety of rescuers. All procedures and practices pertaining to confined space work, safe work permits, lockout/tag out, and fall protection must be adhered to during the rescue.

- Team members should not participate in rescue activities that are not performed in accordance with their safe practices training, even if directed to do so by non-team members or supervisors.

- If medical treatment is required for the victim, an RTFC member must continue to administer treatment until relieved by another RTFC member or other responding EMS personnel of equal or greater certification.

3.9.8 High Angle/Rope Rescue

High Angle/Rope Rescue is usually performed to retrieve an injured patient from an elevated surface in which they are not capable of descending. All trained rescuers shall perform the following:

NOTE: Only RTFC and FHR RAIDERS are allowed to perform high angle/rope rescue.

Before attempting a rescue, size up the situation. Establish a Rescue Master to lead the rescue effort. If personal health and safety is not assured, do not attempt to perform a rescue operation at this time.

- Wear all required equipment such as a harness and safety lanyard. All lowering devices will have a safety line attached in case of failure.

- Never use cranes as lowering devices. Crane hooks may only be used for tie-off devices for mechanical lowering systems.

- Use structural components such as caged ladders and stairways to assist in lowering of patients.

3.10 ELECTRICAL POWER OUTAGES

This section outlines guidance for FHR personnel in the event of a partial or total electric power failure within the Facility. The section also provides guidelines for securing emergency assistance from American Electric Power (AEP) and outlines actions required to protect terminal facilities and personnel from unnecessary damage.

Major power outages involving the Facility will be declared an emergency by the Facility Manager:

1. Inadequate power supplies are causing abnormal operating conditions. Such conditions could result in an emergency shutdown of auxiliary components or could cause primary, secondary, or tertiary failure of safety systems. One or a combination of these system failures could create hazardous working conditions which may threaten employee or public safety.

3.10.1 General Considerations

When a major Electrical Power Outage Emergency occurs, the following general actions should be taken:

1. The Facility Manager will formally declare an Electrical Power Outage Emergency within the Facility.

2. The EOC Director will be appointed as the IC, and the Incident Command System will be implemented as appropriate. The EOC will be staffed during the power outage period and any advisories, bulletins, and instructions will be issued through the EOC to the terminal organization. On-Scene Command will assume an operations role and will establish a sector for each affected areas.

Figure 3.10-1 - Power Outage Response Checklist

The IC should review the following specific action items with key refinery staff during the initial stages of the power outage period:

ACTION	COMPLETE
1. Determine Whether a Total or Partial Electric Power Failure Outage Exists.	
Use portable radios or cellular phones to determine the extent of the power outage. Contact numbers for terminal employees are found in Annex 2. If the central radio system is inoperable, individual portable or mobile units may continue to function as long as the repeater is functioning. A direct radio to radio communication may be utilized on the direct channel. The radio system is backed up by battery power that may support the base station for two to four hours depending on type of use and operating time. Although portable units may transmit in a power failure, base station radios will no longer transmit without power.	❑Y ❑N ❑N/A
The OSIC will begin recording the affected power outage zones on the area map. Track the progress of repairs by maintaining an up-to-date status board. Keep track of additional electrical repair personnel as they arrive at the terminal. This is especially important if normal radio and telephone communications systems are inoperative.	❑Y ❑N ❑N/A
Determine if the power outage involves both internal and external failures. AEP local or regional outages may affect the terminal telephone or computer communications systems, even if the FHR internal power supply remains fully operational.	❑Y ❑N ❑N/A
Determine the probable duration of the electric power failure. If the power outage is expected to last for a significant time period, have the FHR utilities process coordinator contact the AEP dispatcher at (800) 274-2611 to arrange for a switch-over from internal power supply to AEP's external power supply.	❑Y ❑N ❑N/A
2. Call in additional outside or off-duty technical assistance as soon as the size of the problem is understood.	
The Terminal Manager should contact the OSIC to activate unit call-out protocol.	❑Y ❑N ❑N/A
NOTE: If telephone and paging communications systems are inoperable, physically driving to individual employee homes to contact them for emergency assistance may be required. While undesirable and time consuming, it may be the only realistic option in the event of a long-term power outage. Efforts should be coordinated and organized through the Incident Command System.	
3. Implement power and auxiliary utility conservation options. Considerations should include the following:	
Telephone System: The terminal telephone system will operate on backup battery power for 4 to 6 hours. Notify the Telephone Company at (361) 881-2111 that an electrical power outage has occurred at the refinery complex and that the telephone system is operating on battery power. Request that the telephone company provide a gasoline-powered generator to supplement power to the refinery complex telephone system. Contact FHR telecommunications technician for assistance in completing this task.	❑Y ❑N ❑N/A
Water Supply: Conserve water. Discuss firewater system and pump capabilities and take steps to minimize the loss of both static and residual firewater pressure. Emergency diesel fire pumps should be started and brought on-line to maintain the firewater system. Portable fire equipment may be used to supplement emergency firewater pressures. Contact the City of Ingleside to determine if they are affected by the outage.	❑Y ❑N ❑N/A
Air Supply: Conserve compressed air supplies by stopping unnecessary uses of equipment. Assure that valves are not open or leaking. Request that the On-Scene Logistics Officer procure rental compressors for all affected areas. Nitrogen backup should be used for all critical equipment and instrumentation with a call to our current supplier for nitrogen delivery upon its initial use.	❑Y ❑N ❑N/A
4. The following special problem areas should be monitored or action taken:	
Activate the stop buttons on all electric-driven equipment so that the equipment may be put back on in the proper sequence. Turn all "off-automatic" switches to the "off" position.	❑Y ❑N ❑N/A
Watch the space in slop tanks.	❑Y ❑N ❑N/A
Notify purchased gas suppliers of outage.	❑Y ❑N ❑N/A

3.11 RADIOACTIVE MATERIALS AND X-RAYS

3.11.1 Introduction

This section outlines procedures to be followed where permanent or portable radioactive material sources or radiation-producing devices are involved in an accident or incident that could result in the loss of source containment. Radiation exposure from a broken housing, from loss of shielding, or contamination from loss of containment is undetectable except by the use of specific radiation detecting devices. All personnel whose work involves using or being near radioactive materials, or who must respond to an accident or incident involving radiation sources, should be knowledgeable of radiation hazards and should familiarize themselves with these procedures.

The Radiation Safety Officer (RSO) will have up-to-date radiation source inventories that show the locations of all company permanent radioactive material sources and radiation-producing devices. While the type, size, and configuration of the various permanent radioactive material sources in use at the FHR Facility differ from location to location, all are encapsulated, sealed sources. They are designed to withstand extreme physical abuse (e.g., dropping the source off a unit, direct exposure to a hot fire, or involvement in an explosion) without leaking their radioactive contents.

In addition to the permanent sources, any process area may have temporary radiation sources such as a radiographer's sealed source or portable X-ray device located in the unit or on a radiographer's truck.

3.11.2 Initial Emergency Response Actions

Since it is extremely difficult to set up adequate detection controls in an emergency involving a fire or explosion, plant personnel should presume that sources are leaking and contamination is present until advised otherwise by the RSO, or his designated representative. Normal firefighting activities should proceed as quickly as possible. Because radioactive contamination from loss of containment can spread very rapidly and easily by air currents during emergency situations involving a fire or explosion, every effort should be made to minimize personnel exposures, secure radioactive sources, and control the spread of contamination.

In the event of an emergency involving radioactive materials, it is the responsibility of the company radiation user or company contact (if a contractor is involved) to promptly notify the Facility Manager of the situation.

The Facility Manager, in consultation with the RSO, ensures that proper procedures are implemented to minimize radiation exposure to personnel and the spread of contamination. This includes posting of WARNING signs or barricade tape to limit area access, if practical. Unless otherwise specified by unit procedures, remaining at least 75 feet from the source can minimize exposures to contained sources. Personnel who must get closer to a source involved in an accident or incident must wear a pocket dosimeter and should limit their exposure time. Personnel actively engaged in firefighting efforts should understand that radiation exposure is dependent on the strength of the source, the distance from the source, the time exposed, and the shielding between the responder and the source of radiation. Personnel NOT actively engaged in firefighting efforts should understand that radiation exposure is dependent on the strength of the source, the distance from the source, the time exposed, and the shielding between the responder and the source of radiation. Personnel NOT actively engaged in firefighting efforts should remain at least 150 feet upwind until the ALL CLEAR signal is given. Controlling distance and time ensures that any radiation exposure received causes no observable health effects.

In case of a fire or explosion in areas where radioactive materials are in use, every practical effort should be made by the user to replace the material in its shielded container or return it to its shielded position. If possible, portable sources (i.e., radiographer's camera) should be removed to safe distances by the user when notified by the terminal personnel that an emergency condition exists at the terminal. In the case of a radiation producing device, it should be switched off, unplugged, or de-energized by the user. However, the user shall not unnecessarily expose himself to the hazards of radiation, fire, or explosion.

3.11.3 Guidelines for Emergency Response Personnel

Emergency response personnel should be knowledgeable of radiation hazards and should receive periodic radiation emergency response instruction.

When responding to a fire in any area known to contain radioactive materials, all firefighters must wear full bunker gear and self-contained breathing apparatus. This includes helmet, airpak, bunker coat, bunker pants, gloves, and boots.

Normal firefighting activities should proceed as quickly as possible. As long as the material is shielded, no external radiation problem should exist. It is extremely unlikely that the capsule containing the radioactive source will be destroyed. However, under extreme conditions, the high temperatures during a fire can melt the lead shield.

3.11.4 Setting Radiation Area Boundaries

If shielding or source containment is lost, boundaries must be set to isolate the incident from non-response personnel and to set allowable time limits for responders.

3.11.5 Loss of Shielding

The RSO is responsible for establishing the restricted area boundary. This should be done as soon as possible, without interfering with the emergency response. The Radiation Area Boundary is barricaded and entry restricted to essential personnel. Emergency response personnel may remain in this area up to 16 hours at most.

If possible, the RSO, using the radiation survey meter, defines the High Radiation Area (100 mR/hr). Entry into this area is allowed only in life-threatening situations or where required to prevent catastrophic equipment failure. Where entry must occur into high radiation areas, personnel should spend no more than 15 minutes inside the area.

For permanent and mobile (x-ray vehicles) sources, the following are anticipated distances for the barricaded areas, unless otherwise specified by specific unit procedures.

1. Radiation Area (outer perimeter 2 mR) 75 feet

2. High Radiation Area (100 mR) 10 feet

After the fire is extinguished, the area containing the radioactive source will remain restricted and checked for radiation. A brief (five minute) visual inspection of the source shielding is made at a minimum distance of three feet before radiation leak testing. The source is secured and removed by a radiation specialist before personnel are allowed to enter the area for cleanup operations.

3.11.6 Loss of Containment

If possible contamination is involved, the area is restricted. All emergency response personnel not using a self-contained breathing apparatus ("SCBA") should be kept as far from the scene upwind as is practical. Entry into the area is allowed only if life-threatening situations exist or where required to prevent catastrophic equipment failure. Attempts to extinguish a fire should be made from as great distance as possible avoiding smoke, fumes, or dust as much as possible. Any fire is treated as one involving extremely toxic chemicals. No attempts should be made to clean up any debris or material involved in the fire or explosion prior to the arrival of properly trained and equipped decontamination personnel.

3.11.7 Injuries

Injured personnel should be removed from the area with as little contact as possible and held at a transfer point. All lifesaving measures should be performed promptly, but elective first aid and surgical procedures should be delayed until advice or help can be obtained from a physician familiar with radiation medicine. The patient should never be moved to a local hospital or doctor's office before a radiological survey is made to assess possible contamination problems.

3.11.8 Decontamination

The RSO or his designee, prior to leaving the scene of the incident, should monitor all emergency response personnel for radioactive contamination and check any assigned pocket dosimeters.

Personnel who have had possible contact with radioactive material are segregated and confined until they can be examined further. The RSO should obtain the names of those involved.

Decontamination of a terminal area or personnel involved in a radiation accident or incident is performed by a properly trained and equipped decontamination specialist under the supervision of the RSO.

The Environmental Department must be contacted before any radioactive waste leaves the refinery premises for disposal.

Figure 3.11-1 – Radiation Incident Report

RADIATION INCIDENT REPORT FORM
In the event of a radiation accident, essential facts must be obtained as promptly and accurately as possible. These facts are needed to estimate the magnitude of the incident, limit the extent of damage, and begin remedial measures.
1. What happened?
2. When did it occur? (give time and date)
3. Where did it happen? (building, floor, area)
4. Who was involved? (names, employer)
5. Who was exposed or injured? (name and the extent of injury or exposure)
6. Where are the injured or exposed now?
7. How much damage to facilities? a. Was damage confined to FHR property? b. What damage was done to property of others?
8. Is radioactive contamination a problem? a. If so, how extensive is contamination? (On-site, Offsite?) b. What is being done to control the contamination?
9. Is outside help (fire, police) required?
10. Is medical assistance required?
11. Should personnel be evacuated? a. From the incident area or building? b. From the site? c. From locations off-site?
12. Who has been notified? Who remains to be notified?
13. Name, Title, Date, and Contact Information of Person completing this report.

3.11.9 Security Related Incidents

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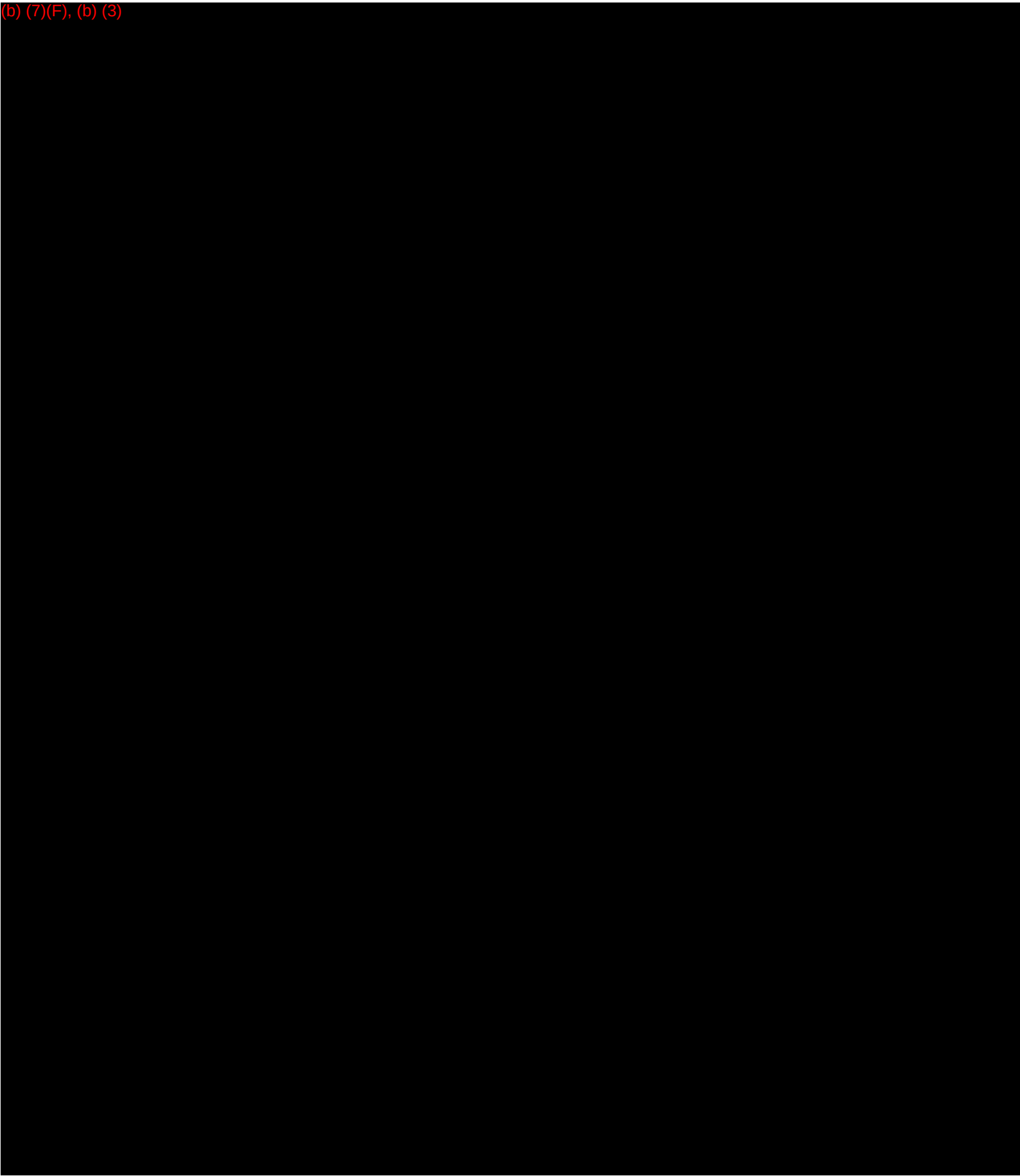

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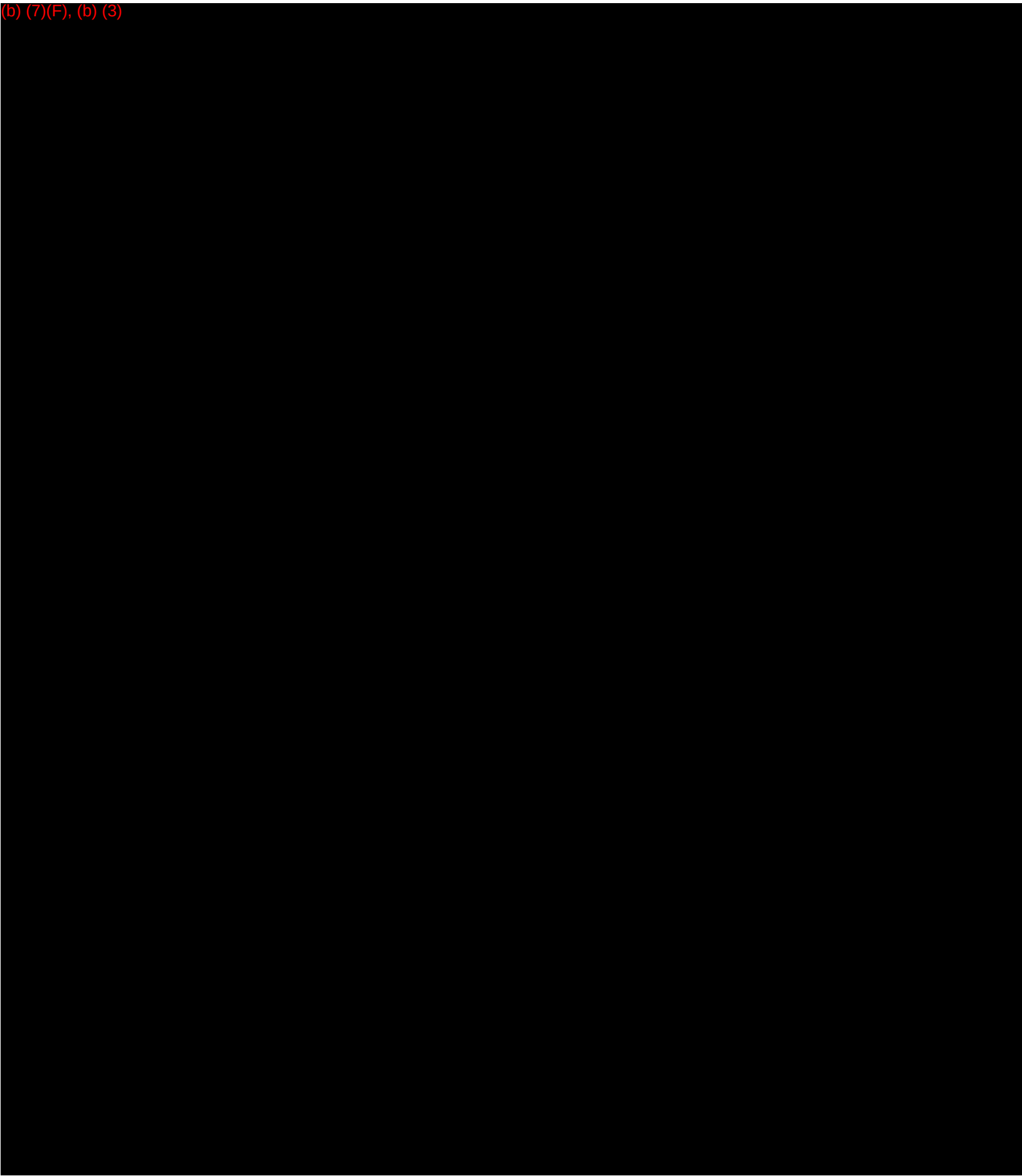

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4 INITIAL RESPONSE

4.1 SPILL MITIGATION PROCEDURES

This section provides general guidance to identify and mitigate damage due to a leak or spill. This procedure is intended to cover all emergency situations in a general manner and applies to all FHR personnel.

All of the systems specifically addressed in the plan operate within the parameters set-forth by the EPA, Department of Transportation, US Coast Guard, and/or Office of Pipeline Safety, CFR 49, Part 195. These regulations have established minimum safety standards and leak prevention criteria.

A spill history on all of the aforementioned systems has been completed and documented in Annex 4.

4.2 GENERAL ORDER OF RESPONSE

The following general order of response shall be used regardless of the magnitude or the location of the discharge. It is intended to minimize oversight of critical actions and mitigate possible environmental and safety related concerns.

☐ Eliminate Ignition Sources.

☐ Initiate the Emergency Response System by calling 889-7400

☐ Alert Corporate Operations in Wichita to shut down any or all mainline pumps.

☐ Isolate the leak by closing the appropriate valves.

☐ If you are “on-site” at the time of the release, evacuate anyone who is not involved with the response.

☐ Initiate a general site assessment, giving great detail to the following:

- immediate danger to the general public
- immediate danger to the environment, such as waterways, wildlife areas, etc.
- identify the current and predicted wind speed and direction and tides
- identify any significant economic impacts that the release may affect
- identify the type of product, estimated volume, rate of discharge, and characteristics
- determine if a navigable waterway or state waters are involved or threatened
- ensure Integrated Contingency Plan (ICP) is used
- make all internal and external notifications
- document current weather conditions and obtain 72-hour forecast.

The QI is responsible to deploy the containment/recovery resources at his disposal. Containment/protection shall key upon applicable public safety and other environmentally sensitive areas.

☐ Confirm that all possible ignition sources have been eliminated.

☐ Deploy company-owned containment/recovery equipment at this time.

☐ Set up a “command center” at terminal offices and begin to utilize the ICS structure. Start chronological log of the incident. Establish the site safe area and provide the site with communications in order to coordinate the response effort with the various contractors’ representatives, Federal, State and Local government response agency representatives.

☐ Utilize all required air monitoring devices and PPE during the response. Ensure site safety plan is developed and used.

- ☐ Utilize the proper containment methods and equipment to hasten the collection and recovery of the product. Containment and absorbent boom (if necessary) shall be implemented to mitigate and protect environmentally sensitive areas downwind of the leak site.
- ☐ Identify environmentally sensitive areas that may be affected.
- ☐ Consider need for over flights.
- ☐ When the product has been reasonably contained, implement recovery using vacuum trucks, skimmers and absorbent materials. Every effort will be made to recover as much of the product as possible.
- ☐ Coordinate wildlife protection and rehabilitation with USFWS and TPWD.
- ☐ Site and traffic control will be initiated by the responding FHR employees. The use of local authorities (police, fire) to accomplish the site control is recommended.
- ☐ Communications will consist of mobile telephones, hand-held radios, company radios (VHF), and telephones in offices or pump stations. FHR hand-held radio frequencies will be coordinated to enable us to communicate with our contract response personnel.
- ☐ Evaluate the personnel requirements for a long-term cleanup of exceeding 7 days. Proper shift/crew replacement shall be made or additional trained response personnel or contractor will need to be included in the response.
- ☐ Make press release or hold press conference as appropriate using the ICS guidelines.
- ☐ Temporarily store recovered product in vacuum trucks/transport trucks and transport to the Ingleside storage area and place in available tank.
- ☐ This specific tankage of 70,000 - 250,000 bbls may be used as temporary product storage, recovered emulsified product storage, or storage for recycling or disposal at a properly permitted disposal or treatment facility.
- ☐ Remove all contaminated soil or debris for treatment at an area designated as a FHR remediation site. If land treatment is not feasible or practicable, the contaminated material will be treated or disposed of in compliance with all local, state and federal regulations.
- ☐ The spill site shall be remediated in accordance with state and federal standards. The remediation will be overseen by FHR Environmental personnel and, if needed, outside consulting firms.
- ☐ Perform a post-accident review within 30 days following the initial response to determine the cause of the incident, evaluate all procedures, communications, agency interaction, training and contractors' performance.

4.3 MITIGATION AND CONTAINMENT

This procedure cannot detail the proper method to contain each release, as each release is different and circumstances are not only unique to each incident but may change in the course of the incident. This procedure will give some basic guidelines and goals for containment, leaving proper application up to the judgment of those at the scene.

The first consideration in containing a spilled liquid is not pollution but SAFETY. In many ways, the petroleum liquid is more dangerous now than at any other time, particularly in the case of spills in very hot weather. The hotter the weather the more vapors formed by the spilled liquid. As the liquid spreads over a greater area, the

vapors form along the leading edge of the liquid and are being exposed to more possible ignition sources with every passing moment. For this reason, early containment is extremely important.

Generally, the responsibilities of Facility personnel to mitigate an average most probable discharge are listed below. Several of the steps listed may take place at the same time.

Table 4.3-1 - Personnel Responsibilities For Average Most Probable Discharge

	Job Title	Action (Several actions may take place at the same time)
1	Production Specialist	Stop any continuing discharge.
2	Production Specialist	Call 889-7400 to begin internal notification.
3	Production Specialist	Repair the damaged equipment; supply manpower as necessary for spill response.
4	Production Specialist	If possible, make first attempt to contain spilled material.
5	OSIC	Activate FHR Spill Management Team, Refinery Terminal Fire Company, Miller Environmental, and CCAOSCA as necessary to begin spill removal.

4.4 CONTAINMENT GOALS

The following containment goals should give the responding personnel some guidance enabling them to prioritize their efforts:

1. To prevent liquid or vapors from reaching a possible ignition source. Examples of possible ignition sources are:
    - roads
    - vehicles
    - electrical equipment
    - industrial or manufacturing facilities
    - any other structure or facility that may contain an open flame, electrical equipment or other ignition source.

2. To prevent spilled liquid from reaching any environmentally sensitive areas: bay, wildlife areas, or marsh area either wet or dry. (See Section 2.3 and Annex 8 for a list of environmentally sensitive areas.)

4.5 CONTAINMENT METHODS

The following methods may be used in containing a release. It may be necessary to use many different methods in one release.

- Ensure storm drain valves are closed.
- Earthen dikes or dams.
- Spill containment booms (for spills on water).
- Absorbents, such as hay, straw, dry dirt or sand, and commercial products.
- Forming a collection pond and removing the liquid by truck or pumps as it fills.
- Natural containment areas.

4.6 RESPONSE METHODS

Containment and recovery refer to techniques that can be employed to contain and recover terrestrial and aquatic petroleum spills. Spills that reach water spread faster than those on land. They also have greater potential to contaminate water supplies, to affect wildlife and populated areas, and to impact manmade

structures and human activities. Responses on water should therefore emphasize stopping the spill, containing the oil near its source, and protecting sensitive areas before they are impacted.

Sorbents are used to remove minor on-water spills. For larger spills, booming is used to protect sensitive areas and to position oil so it can be removed with skimmers or vacuum trucks. Due to entrainment, booming is not effective when the water moves faster than one knot or waves exceed 1.5 feet in height. Angling a boom will minimize entrainment. Using multiple parallel booms will also improve recovery in adverse conditions. A summary of booming techniques is provided below.

Containment / Diversion Berming

- Berms are constructed ahead of advancing surface spills to contain spill or divert spill to a containment area.
- May cause disturbance of soils and some increased soil penetration.

Blocking/Flow-Through Dams

- Construct dam in drainage course/stream bed to block and contain flow of spill. Cover with plastic sheeting. If water is flowing, install inclined pipes during dam construction to pass water underneath dam.
- May increase soil penetration.

Culvert Blocking

- Block culvert with plywood, sandbags, sediments, etc. to prevent oil from entering culvert.

Interception Trench

- Excavate ahead of advancing surface spill to contain spill and prevent further advancement; cover bottom and gradients with plastic.
- May cause disturbance of soils and increased soil penetration.

Containment Booming

- Boom is deployed around free oil.
- Boom may be anchored or left to move with the oil.

Diversion Booming

- Boom is deployed at an angle to the approaching oil.
- Oil is diverted to a less sensitive area.
- Diverted oil may cause heavy oil contamination to the shoreline downwind and down current.
- Anchor points may cause minor disturbances to the environment.

The following response strategies are to be used when facing a spill in any of these unique areas.

4.6.1 Coastal Marine Environments

The initial response to mitigate/contain a spill in this situation is to review the Facility response plan and ACP for locating applicable sensitive areas. Oil that is deposited on an open water surface is generally distributed by wind direction and velocity. In addition, wave action causes emulsification of the oil decreasing the recoverable amount and increasing the area of contamination. Use the elements to your advantage. Deploy the containment boom in a V-shape, allowing the wind/wave action to move the oil, trapping, and funneling the oil towards recovery equipment near shore. Plan the recovery sites near roads, if possible, to allow tanker trucks and vacuum trucks to pick up the recovered material and transport it to the FHR terminal storage tank for temporary storage. Clean up any accumulated amounts of contaminated shoreline debris. Store the debris on impervious material and cover it in the same manner. Spent sorbent materials that were used to protect shoreline areas and for recovery will be placed in approved containers such as DOT-approved drums or roll-off dump boxes. Disposal will be

accomplished by obtaining state and local government approval and delivering the material to an approved treatment/disposal facility.

4.6.2 Streams/Creeks

Due to the smaller size of these water systems, containment and recovery are often established on an earlier time frame. Streams/creeks are normally shallow enough for personnel to wade across, which hastens containment through boom deployment. Also, these water bodies are more frequently traversed by roads and highways. These structures provide culverts and bridges in which the boom can be deployed and stop the advance of the oil material. These roads also provide additional access points to establish recovery operations. Streams and creeks have moving water and containment can be facilitated by use of deflection booming techniques. If using oil recovery skimmers, be sure that they are effective in shallow water conditions. Again, crews will have to dispose of contaminated debris, absorbent materials and recovered product. Use the same instructions as listed above.

4.6.3 Lakes/Rivers

Lakes and rivers are not applicable to the response area for the Facility

4.6.4 Terrestrial Spills

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

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

For terrestrial spills, trenches, earthen berms, or other dams are most often used to contain oil migration on the ground surface. Recovery of free oil is best achieved by using pumps, vacuum sources, and/or sorbents. Forming collection ponds for containing free product may be considered when attempting to recover free oil. Absorbents such as hay, straw, dry dirt or sand, and other commercial products (such as peat moss) may be considered as alternative methods of containment.

4.7 DISPOSAL PLAN

Oil, oil/water mixtures and emulsions will be returned to the Facility for storage and separation. Recovered product will be measured prior to being re-introduced into the system. Water remaining after separation will be properly characterized and treated or disposed of in accordance with the requirements of the Texas Commission on Environmental Quality.

Oil debris and sorbents will be recycled as practical. Non-recyclable sorbent material and debris will be characterized, stored at the Facility in a manner that will prevent contamination of runoff (controlled roll-away containers, lined and covered storage areas, etc.), and disposed of in accordance with the requirements of the Federal and State of Texas requirements.

5 EMERGENCIES DUE TO OPERATION FAILURE, NATURAL FORCES AND TERRORIST ACTS

5.1 OPERATIONAL FAILURES

Operational failures can be divided into two basic categories, operator error or mechanical/electrical failure. These are preventable through good maintenance practices and through good training and supervision.

Most operational failures manifest themselves as essentially harmless shutdowns, pipeline ruptures or spills, or occasionally, more serious fires or explosions.

5.2 OVERFLOWING TANK

Tanks overflow due to mechanical failure of equipment or operator error. Unlike a pipeline, tanks have a containment system to handle such situations - tank dikes. Each tank or groups of tanks have a dike capable of holding at least 110% of the volume of the largest tank enclosed in that dike. Even though the dike contains the spilled oil, the situation is very dangerous. The following steps must be taken to minimize the amount of oil spilled and the cleanup of the area after a spill.

- **STOP THE FLOW**: Call the Product Movement Coordinator (Wichita) to close any valve or valves necessary to stop the flow.
- Use extreme caution when approaching the tank dike.
- Activate the Incident Command System (ICS).

5.3 RELIEF VALVE MALFUNCTION

This system uses relief valves that are backed up by pressure switches for pump shutdown; therefore, relief valve malfunction on this line is not an “emergency” event.

5.4 NATURAL DISASTERS

Natural disasters could occur in some form or another at the Facility. This Facility could reasonably be expected to be subjected to lightning, earthquakes, floods, and wind storms of various types.

Following a natural disaster, the Facility PL, at his discretion, may order any test of the pipeline felt necessary to insure the continued integrity of that pipeline.

5.5 LIGHTNING

There are precautions that can be taken to prevent the effects of lightning. Some of these are:

1. Maintain equipment grounding systems to dissipate the effects of a lightning strike.
2. Provide lightning arrestors on electrical equipment throughout the system.
3. During thunderstorms, suspend transfer operations via vessels at dock.
4. During thunderstorms, personnel are to avoid the following:
   - Storage Tanks
   - Pumping equipment
   - Being in contact with or in close proximity to aboveground piping or any uninsulated device attached to the pipeline.
   - Trees and metal buildings
   - Open fields
   - Holding metallic objects

5. During thunderstorms, personnel should be aware of the potential for lightning and remain alert for strikes that may affect the Facility operation.

Possibly the most frequent effect of lightning is the interruption of electric power or communications to one or more locations on the pipeline. These events are covered in “abnormal” operation procedures described in the Operations Manual.

The most devastating effect of lightning is the striking of a tank and resulting in a fire. The response to a fire or explosion event is outlined in the “emergency” procedures of the Operations Manual.

5.6 WINDSTORMS

Windstorms include such weather events as dust storms, thunderstorms, tornadoes, tropical storms, hurricanes, or any other occurrence of potentially damaging winds. Aboveground pipeline facilities are subject to damage from these conditions and such damage could lead to a malfunction, which may damage the pipeline itself.

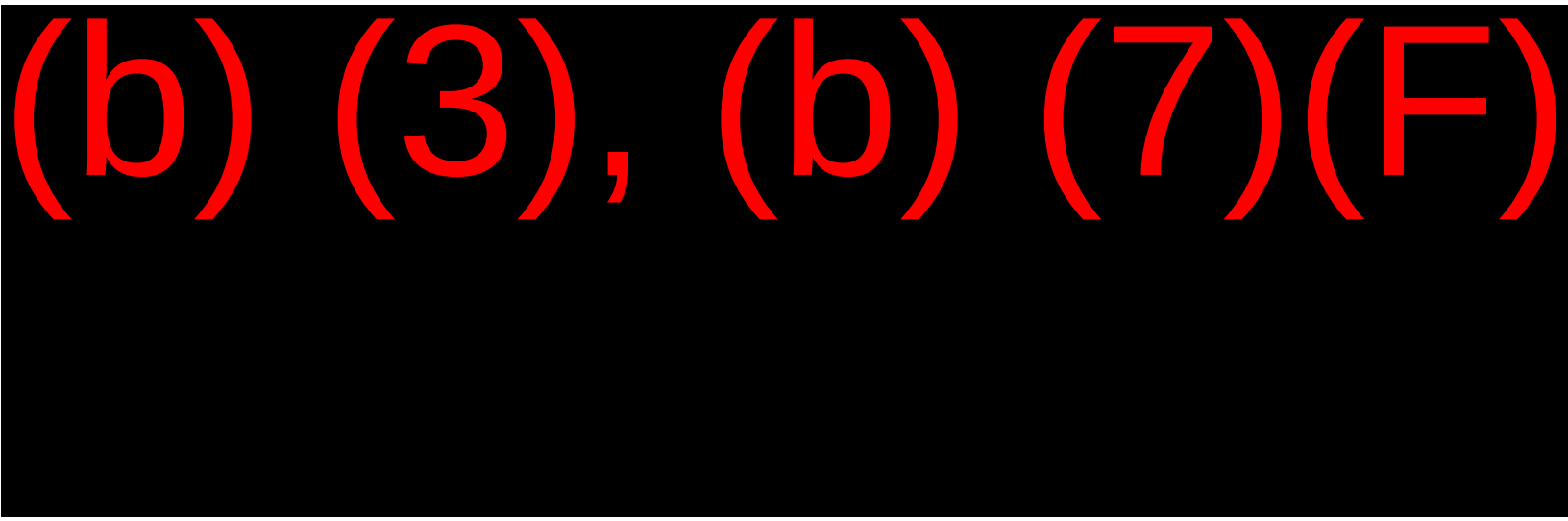
The most likely damage of a windstorm is electrical power line or pole damage. This would lead to a power outage and be classified as an “abnormal” event. A fire created by such an event would be an “emergency” event and be handled under the fire or explosion provisions of the Operations Manual. A release as a result of this event shall be classified as an emergency event and be handled as provided in this section.

It is unlikely that the opportunity will exist to prepare for an approaching windstorm. It should be noted, however, that large storage tanks are susceptible to wind damage. Tanks handle straight wind conditions better partially filled with liquid. Empty or near-empty tanks should be closely watched during these times. Tornadic winds could possibly damage these tanks in either their full or empty condition; however, tornadoes and their paths are totally unpredictable and no preventative action is possible.

5.7 SABOTAGE

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

[redacted]


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

6 SUSTAINED RESPONSE

It is expected that spills, threats of spills or other emergencies occurring at the Facility will be small and handled quickly and effectively. However, there is always the possibility of a significant incident occurring that will require mobilization of assets and personnel to support a sustained operation. In the event this occurs, the Facility will activate its Emergency Response Team and implement a Unified Command System employing the principals of the National Interagency Incident Management System (NIMS) ICS.

6.1 EMERGENCY RESPONSE TEAM (INCIDENT COMMAND ORGANIZATION)

The **Incident Command Organization ("ICO"**) has been designed to insure proper coordination of all company spill cleanup crews, Federal, State, and Local authorities and the OSRO. Its members should be free to devote their time to handling any major spill. Also **Process Control (PC),** generally a **QI,** may authorize other qualified employees to perform any of the specific job tasks. The Responsible Party's IC shall work jointly with the **Federal On-Scene Coordinator** and will also use the expertise of the various other State and Local agencies to hasten cleanup and minimize environmental concerns. In extremely large incidents, FHR will provide a Senior Corporate Officer as IC for Unified Command decision-making and operational command and control. Agency officials may be asked to help identify environmental concerns, aid in obtaining permits to hasten cleanup and waste disposal, etc. The OSRO shall have a representative to assist the IC in an advisory position, with the primary OSRO function being spill response, working directly for the responsible party's field supervisors.

The ICO organizational charts are contained in Annex 3, which will provide the necessary information pertaining to the ICO structure, agency interaction, and specific job functions involved:

6.2 INCIDENT COMMANDER

The IC is in command of the overall operation and is responsible for its success. Primary responsibilities of the IC involve external liaison with government officials and community leaders. The IC is responsible for coordinating the prompt and accurate release of information to the media.

When an Information Center has been established, the release of information shall be coordinated and released through the PIO. Normally, the EOC Director or public relations will be the primary company individuals to have external (media) exposure.

The IC will provide command and control of the response effort. The IC will proceed, if deemed necessary, to the scene of any spill or threat of a spill and remain on scene for the duration of the response effort. The IC will provide accurate and detailed information for the Public Affairs staff to make reports to external organizations. IC responsibilities include:

- Establish command post in a safe location and a safe distance from the incident.
- Establish communications and interact with state and federal response agencies.
- Establish communications with division/corporate office.
- Evaluate need for resources and assistance as soon as possible including OSRO.
- Designate initial staging area.
- Determine need for evacuation.
- Establish "control" zone.
- Liaison with the Public Affairs person as soon as possible.
- Authority to obtain recovery resources (QI).

6.2.1 Press Relations

Oil spills or fires frequently come to the attention of the press. This can present some special problems for those on the scene of an incident. This procedure is intended to provide guidance to those on the scene.

6.2.2 Statements

Statements made by personnel at the scene of an accident are subject to the influence of many different emotions and factors. Very few people at the scene are aware of the complete situation and for this reason the following procedures shall be observed.

Personnel on the scene:

1. Do not make any statements to the press concerning the incident.
2. When questioned, reply that "Company policy dictates that all public statements be made by the Public Information Officer." Be polite, but firm, when making this statement.
3. "No Comment" is not an appropriate answer. In today's society, this answer seems to imply a surly or belligerent attitude. FHR does not want personnel to exhibit this attitude or to be portrayed as exhibiting this attitude in this situation.

6.3 TERMINATION AND FOLLOW-UP ACTIONS

The proper and timely termination of a response operation requires communication, coordination, and consensus. The responsibility for assuring this process is in place between FHR and federal and state agencies rests with the IC. Utilizing the talents and resources of the Unified Command organization, the IC shall monitor progress of the response operation and develop a recommended procedure for demobilizing resources, finalizing cleanup and removal activities, and defining follow-up actions once response activities are complete. The recommendations shall be discussed with the state and federal on-scene coordinators as appropriate and executed as agreed. The recommendations must address equipment demobilization, personnel demobilization, command demobilization, disposal planning and documentation, and incident termination notification.

The QI needs to ensure that no material or waste that may be incompatible with the released material is stored until the cleanup procedures are completed and all emergency equipment listed in the contingency plan is cleaned and fitted for its intended use before operations are resumed. If the release is related to a waste and it was a level 2 or Level 3 event, the QI needs to make sure notifications are made to the federal, state, and local authorities.

6.3.1 Incident Commander's Report

On a case-by-case basis, the IC may believe it appropriate to prepare an incident specific review. This would examine implementation and effectiveness of the "planning process" including the integration and compatibility of the ICP and ACP; response operations; internal and external investigations; and identifying opportunities for positive modifications to federal or state regulations, planning processes, or Facility operations. The IC may be guided in this endeavor by Annex 6. In every case, the report will be an internal document reviewed and approved prior to distribution.

6.3.2 Post Incident Critique and Plan Review

It is expected that every incident requiring notification and response will result in a post-incident review and analysis, which will be completed consistent with the procedure outlined in Annex 6 at a minimum.

7 SAFETY INTRODUCTION AND OVERVIEW

Responding to spills and other emergencies involving FHR products can be very hazardous if not safely managed. Two critical areas deserving special attention are **Prevention of Accidental Ignition** and **Personnel Safety**. The following safety considerations shall be followed:

7.1 PREVENTION OF ACCIDENTAL IGNITION

- Work upwind of the spilled liquid as much as possible.
- Continually monitor the LEL with an appropriate air-monitoring device.
- Complete the proper documentation as monitoring continues.
- Utilize all Safe Work Practices during the incident.
- Use diesel-powered equipment and machinery.
- Use non-sparking tools in areas where vapors are present.
- Isolate the public and press from the immediate area. They are not trained in the necessary safety precautions to function in this environment. The press may not use equipment that is not approved for explosive atmospheres.

7.2 PERSONNEL SAFETY

- Utilize the appropriate air monitoring equipment to protect you from the vapors or fumes of petroleum products and crude oil.
- Use the "buddy system" - two people working as a team.
- Use SCBAs and applicable PPE when necessary.

The Site Safety Plan provides a comprehensive framework for initiating and maintaining quality safety practices at the scene of an emergency. The site safety plan is designed to provide a consistent, comprehensive process to meet incident objectives in a safe manner.

Figure 7.2-1 - Site Safety Plan Form

SITE

Date: _____ Location: _____

Chemicals: _____

Area: _____

Objectives: _____

IC

IC _____ SAF _____

PC _____ RTFC _____

ENV _____ RTFC _____

PIO _____ RSM _____

_____ _____

_____ _____

CONTROL

Safe Control Zones:

Hot: _____

Warm: _____

Cold: _____

Command Post: _____

Staging: _____

PPE Levels: _____

_____

_____

_____

_____

Control Steps:

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

HAZMAT

Team:

Off _____ Decon _____

Saf _____ Ent _____

Info _____ RGS _____

Mem 1 _____ Mem 2 _____

Mem 3 _____ Mem 4 _____

Decon at: _____

_____

_____

PPE - A❑ B❑ C❑ D❑

Hot: _____

Comm: _____

Decon: _____

NOTES

SAFETY REVIEW

Time: _____ By: _____

❑ ❑

❑ ❑

❑ ❑

_____

_____

_____

Figure 7.2-2 - Site Safety and Health Plan Template

Figure 7.2-3 - Site Safety and Health Plan Template, continued

Drafted by: _____ **Date:** _____ **Approved by:** _____ **Date:** _____

The purpose of this generic plan is to provide the capability to rapidly plan a response to a petroleum release. It is not all inclusive and should only be used as a guide when planning for a particular incident. Response actions carried out under this plan will be governed by the policies and procedures of the FHR Complex. All persons engaged in carrying out a response under this plan shall meet the minimum training requirements described in 29 CFR 1910.120 (e).

A. Incident / Site Description

Date: _____ Location: _____

Source of Release:

Area Affected: ❑Industrial ❑Commercial ❑Residential ❑Rural

Topography: ❑Flat ❑Hilly ❑Water Body ❑Shoreline

Weather Conditions: Temperature: _____
Wind Speed: _____
Precipitation: _____

B. On-Scene Organization

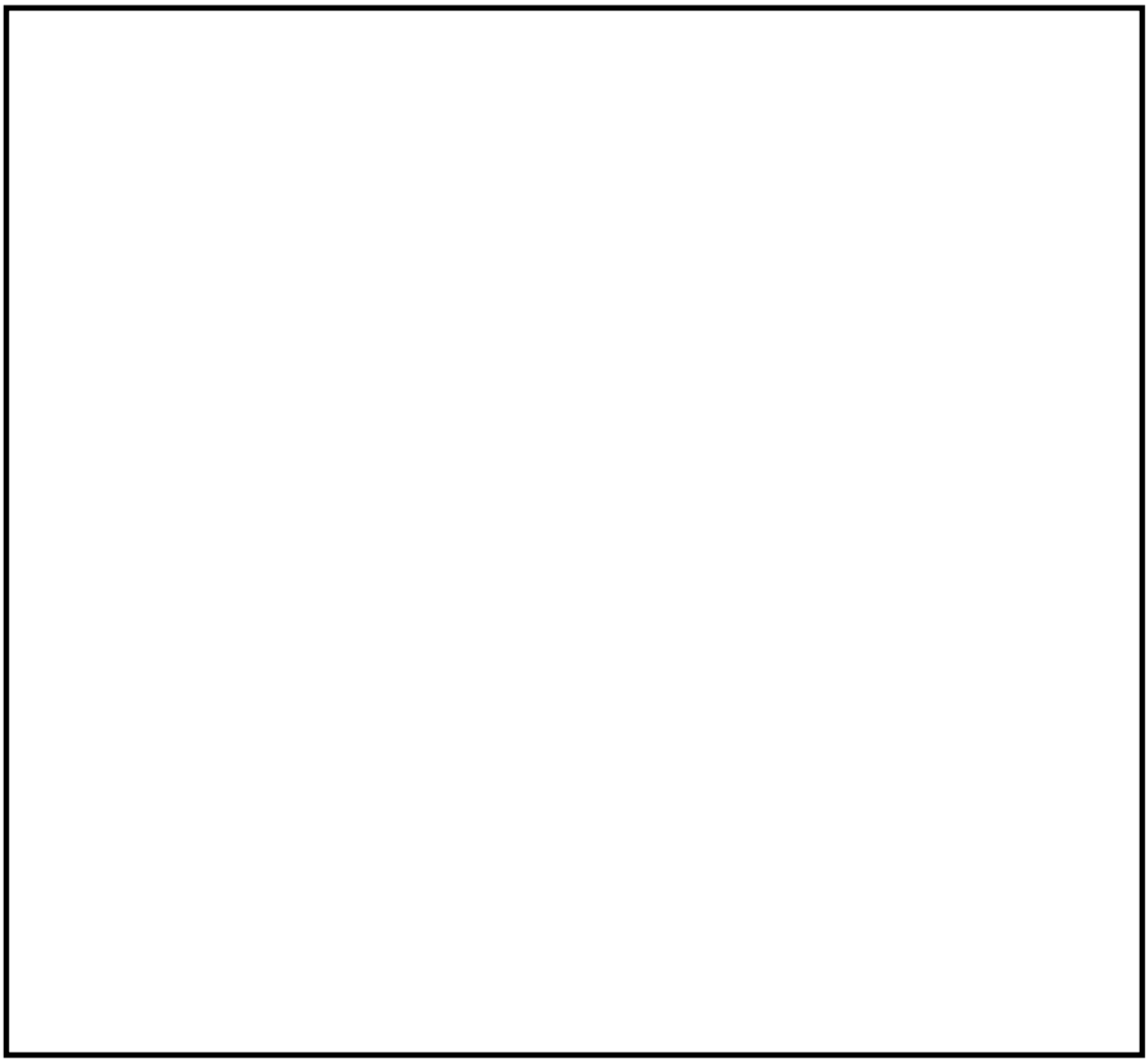
The following personnel are designated to carry out the stated job functions on-scene

Job Title	Name	Signature
Process Control		
Site Safety Officer		
Public Information		
Security Coordination		
Documentation and Records		
Logistics and Finance		
Emergency Medical Technician		
Offsite Incident Commander		

(**Note:** One person may carry out more than one job function; this is not recommended for the On-Scene Commander or Site Safety Officer).

7.2-2 – Site Safety and Health Plan Template, Continued

C. SITE DIAGRAM



General Diagram Instructions

1. Site Diagram should include the following:
   a. Sketch with Major Feature Locations (buildings, drainage paths, roads, etc.)
   b. Hazardous Substance Location
   c. Work Zones (exclusion, contamination reduction, support)
   d. Command Center and Decontamination Area
   e. Access and Access Restrictions
   f. Routes of Entry
   g. Wind Direction
   h. Emergency Evacuation Routes

7.2-2 – Site Safety and Health Plan Template, Continued
D. Entry Objectives – The objective of the entry to the contaminated area is:

- ❑ Rescue
- ❑ Source Control
- ❑ Characterization/Mapping
- ❑ Identify Contaminants/Sampling
- ❑ Cleanup
- ❑ Monitor
- ❑ Equipment Handling/Maintenance
- ❑ Other

- Entry Personnel:

Name	Position	Assignment

- Anticipated Site Hazards:

- ❑ Petroleum/Chemical Hazards
- ❑ Slips, Trips, Falls
- ❑ Heat Stress
- ❑ Cold Stress
- ❑ Weather
- ❑ Water/Drowning
- ❑ Heavy Equipment
- ❑ Machinery/Hand tools
- ❑ Drum Handling
- ❑ Lifting/Suspended Loads
- ❑ Overhead/Buried Utilities
- ❑ Pits/Trenches
- ❑ Plants/Animals
- ❑ Boat Operations
- ❑ Aircraft Operations
- ❑ Noise
- ❑ Fire/Explosion
- ❑ Motor Vehicles
- ❑ Steam/Pressurized
- ❑ Confined Spaces
- ❑ Limited Visibility
- ❑ Working Above Ground
- ❑ Electrical Hazards
- ❑ Liquids/Gases

7.2-2 – Site Safety and Health Plan Template, Continued

DECONTAMINATION

Decontamination is performed at a series of stations within the Contamination Reduction Zone. The floor of each station is covered with PVC sheets to prevent contamination of the soil. Dikes are installed under these sheets to prevent contaminated runoff from impacting soil, and migrating beyond the Contamination Reduction Zone.

If a response in other than Level C PPE is anticipated, specific guidelines for decontamination must be developed.

Emergency decontamination will include the following stations:

_____

_____

_____

_____

_____

_____ will be used as the decontamination solution.

F. ENVIRONMENTAL MONITORING PROCEDURES

The following environmental monitoring instruments shall be used on scene (cross out if not applicable) at the specified intervals. All instruments will be maintained and calibrated as per manufacturer's recommendations.

Environmental monitoring should include monitoring for LEL, H_2S, O_2, and CO using an MSA Sirius or Area Rae monitor or equivalent. Specific toxics, e.g. benzene, shall be monitored with an Ultra Rae when appropriate (as indicated on the Hazard Evaluation Sheet included in this plan.

INSTRUMENT	MONITORING FREQUENCY (circle one)	ACTION LEVEL
Combustible Gas Indicator	continuous/hourly/daily/other	<2% LEL continue operations >2% LEL evacuate area immediately
Oxygen Monitor	continuous/hourly/daily/other	<20% - evacuate area immediately 20.0%-22.0% - continue operations >22.0% - evacuate area immediately
Ultra Rae	continuous/hourly/daily/other	Per IC or Safety Officer

All levels detected above background should be recorded and reported to the IC or Safety Officer.

7.2-2 – Site Safety and Health Plan Template, Continued

G. PERSONNEL MONITORING PROCEDURES

The following personnel monitoring will be in effect on scene:

- All persons engaged in carrying out a response under this plan must be enrolled in a medical surveillance program as described in 29 CFR 1910.120(f).
- Medical Monitoring
  - The expected air temperature will be 80° F.
  - Heat Stress monitoring should be conducted whenever the temperature exceeds 70° F.

H. DESCRIPTION

- Safe Work Practices for Boats
- Site Hazards
- Others

7.2.1 Material Safety Data Sheets

Material Safety Data Sheets for all products at the Facility are located in the FHR Infonet under the Safety Home Page or in binders in the IC room. All employees involved with this response are to be familiar with the MSDS sheets.

7.2.2 Personal Protective Equipment

The following personal protective equipment may be required for entry into the spill area during the cleanup process.

A Decontamination area shall be constructed prior to any entry into the area. Level B will be required for initial assessment and monitoring and zone area determinations. This level will be maintained until the area has been downgraded to a level C or lower area by the IC and Safety Officer.

LEVEL B	LEVEL C	LEVEL D
1. Hard Hat 2. Self-Contained Breathing Apparatus 3. Latex inner gloves, Neoprene outer gloves 4. Chemical suit with cuffs and pant legs duct taped sealed 5. Radios will be provided to the entry team, backup team and command staff. These radios shall be intrinsically safe and tested prior to entry.	1. Hard Hat 2. Safety glasses with side shields, splash goggles, or safety glasses with full face shield 3. Neoprene gloves 4. Tyvek disposable suit with cuffs and pant legs duct taped sealed 5. If monitoring results indicate the continued need for respiratory protection, SCBAs, or SARs may be used. If a full face respirator will be allowed, it must be NIOSH-approved and use the correct type cartridge.	1. Hard Hat 2. Safety Glasses 3. Long sleeved shirt – tank tops will not be allowed 4. Long-legged pants or coveralls – shorts will not be allowed 5. Hand protection as needed 6. Additional items as required by Safety Officer or task.

7.2.3 Decontamination

A "Typical Decon Site Layout" shall be used to construct the Decon area. All personnel involved in the response and entering the Hot Zone area shall be properly trained, equipped, and currently certified to meet the requirements of Emergency Response.

A Decon station has been constructed at the entry point to the Hot Zone.

7.2.4 Communications

Only intrinsically safe company response radios will be allowed within the Hot Zone. Any other communication device allowed in the Hot Zone shall be approved by the Safety Officer and shall consist of verbal, hand signal, semaphore, or non-sparking methods which cannot produce ignition. These communication devices shall be addressed immediately.

Cellular phones shall not be allowed into the Hot Zone.

Cellular phones, pagers and stationary telephones and any other communication devices shall be approved by the Safety Officer before being allowed into the area of the incident.

7.2.5 Personal Identification

All IC key position personnel shall wear a vest with the position label on the vest (Incident Commander, Planning, Logistics, Operations, Safety, Environmental, etc.).

7.2.6 First Aid

Serious injuries will be treated by 911 EMS response systems as needed.

All injuries, no matter how slight, shall be reported to a Safety Officer immediately.

7.2.7 Emergency Eye Wash Station

Portable emergency eyewash stations are located at the following locations

- Control Room
- Docks
- South Header
- North End of Terminal

7.2.8 Potable Water

Potable water is available at the Control Rooms.

7.2.9 Toilet Facilities

Toilet facilities are available at the Control Rooms.

7.2.10 Air Monitoring

Air monitoring shall be conducted by Facility Operators, who will utilize MSA Sirius Monitors (i.e., 5-gas meters) to monitor the levels of LEL, H_2S, CO, O_2 and VOC.

Other sampling devices or media must be approved by the Safety Officer prior to being allowed into the area.

A log sheet shall be maintained in the Command Post for gas monitoring data to be logged at an interval determined by the IC.

7.2.11 911 EMS Response Service

Refer to Section 2.0 of the Integrated Contingency Plan – Core Plan for the appropriate notification information.

8 ICP REVIEW SCHEDULE AND UPDATE LOG

8.1 REVIEW SCHEDULE

The Facility Oil Spill Response Plan was converted to this ICP format and issued in June 1999. The ICP incorporates all 15 changes to the previous Facility Oil Spill Response Plan made through March of 1999. A list of those changes is included in Annex 6 (Figure 6.2-1). The ICP is reviewed by the Ingleside PL (or his appointee) and/or the Environmental Responsible Program Owner ("RPO") at least annually.

8.2 UPDATE LOG

After every formal review, a notice of review will be sent to all plan holders on the distribution list contained in Annex 6. A copy of all annual review notices will be retained in Annex 6 as well. The plan should be modified due to any changes relating to the Facility operating conditions or pertinent Facility/employee information. Examples of the operations changes are as follows:

- An extension or construction of a new terminal component not covered by a previously approved plan.
- Relocation or replacement of a facility component that would substantially affect plan information, such as the worst-case discharge.
- A change in the commodities transported or handled at the Facility.
- Changing the OSRO.
- A change in the NCP or ACP that have a significant impact on the appropriateness of response equipment or response strategies.
- Change in worst-case discharge volume.
- Change in Qualified Individual(s).
- Change in response procedures.
- Change in ownership.
- Post-drill evaluation results.
- Post-incident evaluation results. (see Annex 4)
- Any other pertinent information that affects full implementation of the plan.

FLINT HILLS resources®

Corpus Christi, LLC

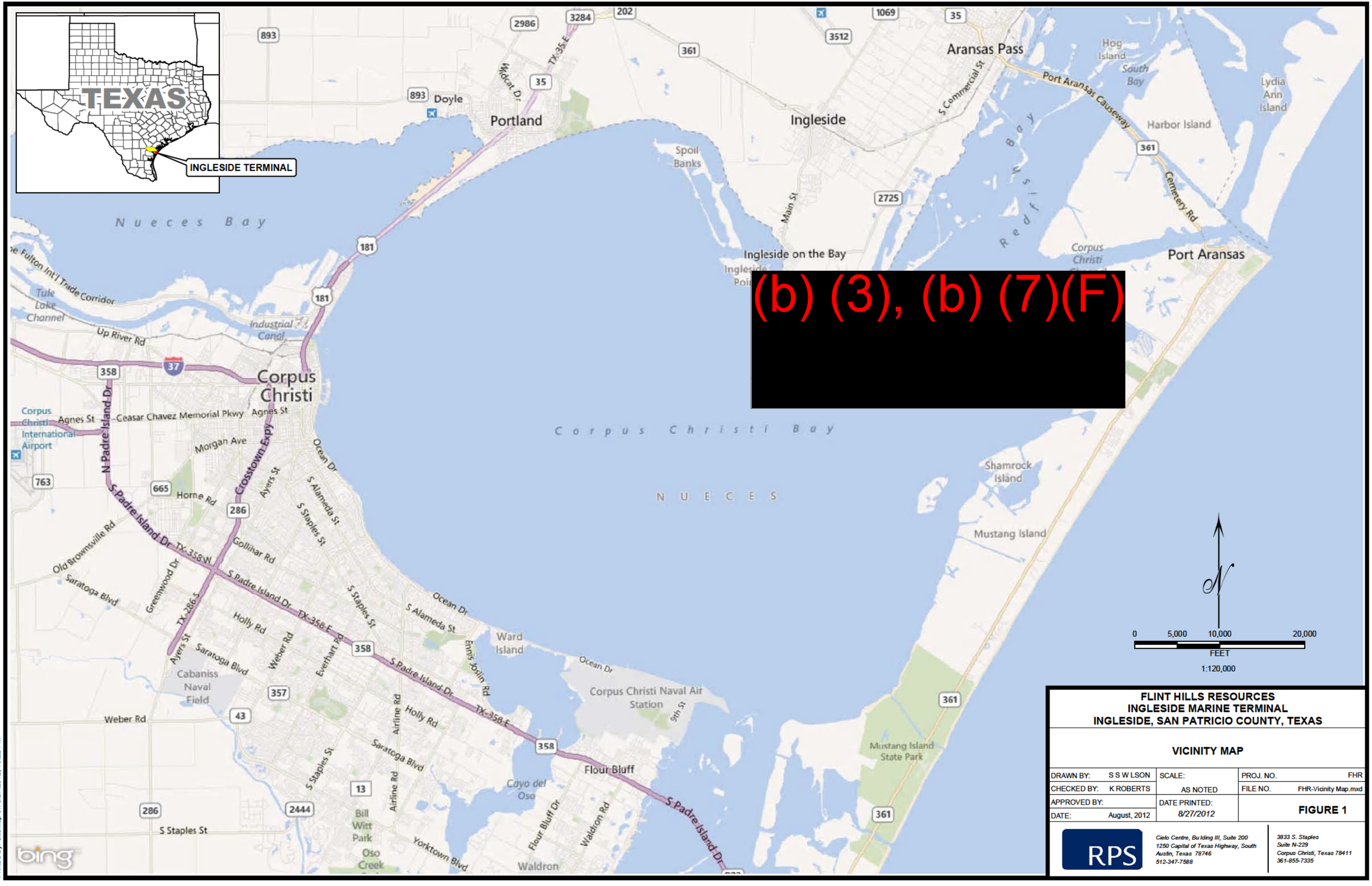
Ingleside Terminal

Integrated Contingency Plan

Annex 1
Facility and Locality Information

Annex 1 to the Flint Hills Resources Ingleside Terminal ICP provides detailed diagrams and terminal information on the Facility. Due to the complexity of piping diagrams and plan-profile drawings, they are not included here. The drawings are located at the Ingleside Terminal.

LIST OF FIGURES



FLINT HILLS RESOURCES
INGLESIDE MARINE TERMINAL
INGLESIDE, SAN PATRICIO COUNTY, TEXAS

VICINITY MAP

DRAWN BY:	S S W LSON	SCALE:	PROJ. NO. FHR
CHECKED BY:	K ROBERTS	AS NOTED	FILE NO. FHR-Vicinity Map.mxd
APPROVED BY:		DATE PRINTED:	**FIGURE 1**
DATE:	August, 2012	*8/27/2012*	

RPS
Cielo Centre, Building III, Suite 200
1250 Capital of Texas Highway, South
Austin, Texas 78746
512-347-7588

3833 S. Staples
Suite N-229
Corpus Christi, Texas 78411
361-855-7335

J:\P\Flint Hills\Ingleside Terminal\Response Action 2012\FHR-Vicinity Map.mxd
Printed By: SiteMap on 8/27/2012, 16:22 PM

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

J:\Pj\Flint Hills\Ingleside Terminal\Response Action 2012\
Printed By: SiteMap on 8/27/2012, 16:47 PM

LEGEND

- Assembly Point
- 30lb Fire Extinguisher
- 150lb Wheeled Unit
- 350lb Wheeled Unit
- Oil Containing Equipment
- Outfall Location

0 100 200 400 FEET

1:3,200

INGLESIDE MARINE TERMINAL
INGLESIDE, SAN PATRICIO COUNTY, TEXAS

SITE PLAN - EMERGENCY EQUIP. AND EGRESS ROUTES

DRAWN BY: S S W LSON	SCALE: AS NOTED	PROJ. NO.	FHR
CHECKED BY: K ROBERTS		FILE NO.	FHR-Emergency Equip.mxd
APPROVED BY:	DATE PRINTED: 8/27/2012		**FIGURE 2**
DATE: August, 2012			

RPS
Cielo Centre, Building III, Suite 200
1250 Capital of Texas Highway, South
Austin, Texas 78746
512-347-7588

3833 S. Staples
Suite N-229
Corpus Christi, Texas 78411
361-855-7335

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

LEGEND

- Drainage Route/Area #001
- Drainage Route/Area #002
- Drainage Route/Area #003
- Drainage Route/Area #004
- Drainage Route/Area #005
- Approximate Boundary of Outfall 006
- Approximate Boundary of Outfall 007
- Outfall Location
- Interconnecting Spillways
- Small Tank Locations

Designation	Equipment
1	Transformer 41 TR 1L
2	Transformer 41 TR 2L
3	Transformer 41 TR 3L
4	Transformer 41 TR 4L
5	Transformer 41 TR 5L
6	Transformer 41 TR 14L
7	Transformer 41 TR 100M

Designation	Equipment
8	AEP owned transformer
9	Transformer 41 TR 19L
10	Transformer 41 TR 17M
11	Transformer 41 TR 18L
12	Dock 4 Crane
13	Dock 5 Crane

INGLESIDE MARINE TERMINAL
INGLESIDE, SAN PATRICIO COUNTY, TEXAS

SITE PLAN - DRAINAGE BASINS AND OUTFALLS

DRAWN BY:	S S W LSON	SCALE:	PROJ. NO. FHR
CHECKED BY:	K ROBERTS	AS NOTED	FILE NO. FHR-Drainage Basins.mxd
APPROVED BY:		DATE PRINTED:	**FIGURE 3**
DATE:	August, 2012	8/27/2012	

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Austin, Texas 78746
512-347-7588

3833 S. Staples
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Corpus Christi, Texas 78411
361-855-7335

J:\P\Flint Hills\Ingleside Terminal\Response Action 2012\FH
Printed By: SiteMap on 8/27/2012, 16:47 PM

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

REV.	REVISIONS	APPR.	DATE

Drawn By :	TCA
Checked By :	TF
Approved By:	TES
Project No. :	7803
Scale :	N.T.S
Date :	4/07
Revision :	0

OFFICE LOCATION :
4901 Gollihar Rd.
Corpus Christi, Texas 78411
P.O. Box 3099
Corpus Christi, Texas 78463
(361)-814-9900

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ENGINEERING ■ ENVIRONMENTAL ■ SURVEYING
F-355

FLINT HILLS RESOURCES™ CORPUS CHRISTI COMPLEX

FIGURE 4
OPERATION LAYOUT
FLINT HILLS RESOURCES-CORPUS CHRISTI COMPLEX
INGLESIDE MARINE TERMINAL

INGLESIDE, SAN PATRICIO COUNTY, TEXAS

Dwg. No. Piping Drawing
1
Sheet 1 Of 3

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

NO.	REVISIONS	BY	DATE

Drawn By :	TCA
Checked By :	TF
Approved By:	TES
Project No. :	7803
Scale :	N.T.S
Date :	4/07
Revision :	0

OFFICE LOCATION :

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Corpus Christi, Texas 78463
(361)-814-9900

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FLINT HILLS RESOURCES™
CORPUS CHRISTI COMPLEX

FIGURE 4A
OPERATION LAYOUT
FLINT HILLS RESOURCES-CORPUS CHRISTI COMPLEX
INGLESIDE MARINE TERMINAL

INGLESIDE, SAN PATRICIO COUNTY, TEXAS

Dwg. No. Piping Drawing
2
Sheet 2 Of 3

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

Drawn By :	TCA
Checked By :	TF
Approved By:	TES
Project No. :	7803
Scale :	N.T.S
Date :	4/07
Revision :	0

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FLINT HILLS RESOURCES™ CORPUS CHRISTI COMPLEX

FIGURE 4B
OPERATION LAYOUT
FLINT HILLS RESOURCES-CORPUS CHRISTI COMPLEX
INGLESIDE MARINE TERMINAL

INGLESIDE, SAN PATRICIO COUNTY, TEXAS

Dwg. No. Piping Drawing: 3

Sheet 3 of 3

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

REVISIONS			
MK	DATE	DESCRIPTION	BY
0	7/21/05	ISSUED FOR APPROVAL	BP
1	9/5/06	ISSUED FOR CONSTRUCTION	BP
2	2/2/07	ISSUED FOR CONSTRUCTION	BH
3	7/2/07	ADDED MOORING DOLPHIN LOCATIONS	BP
4	10/3/07	UPDATE MOORING DOLPHIN LOCATIONS	BP
5	11/12/08	UPDATED PART B	BP

NOTES:

1. SEE MEI DRAWINGS FOR MECHANICAL, ELECTRICAL AND INSTRUMENTATION PLANS AND DETAILS.
2. PART B INCLUDES DEMOLITION OF SPECIFIC STRUCTURES AS SHOWN.

[A] BENCH MARK NATIONAL OCEAN SERVICE BRASS DISK STAMPED "8283-B 1988" ELEVATION 9.66 FEET

DSN	WP	DATE	9/05/06
DWN	EG	DATE	9/05/06
CKED	WP	DATE	9/05/06
OVED	SAF	DATE	9/05/06

AL AREA

STATE OF TEXAS
SIDNEY A. FAAS
85037
REGISTERED
PROFESSIONAL ENGINEER

11/13/08

SEAL AREA

STATE OF TEXAS
W.M. FORTWOOD
83372
REGISTERED
PROFESSIONAL ENGINEER

11-12-08

SSUED FOR CONSTRUCTION

GOLDSTON ENGINEERING INC.
CORPUS CHRISTI HOUSTON

FLINT HILLS RESOURCES

INGLESIDE DOCK TERMINAL RENOVATIONS

INGLESIDE, TEXAS

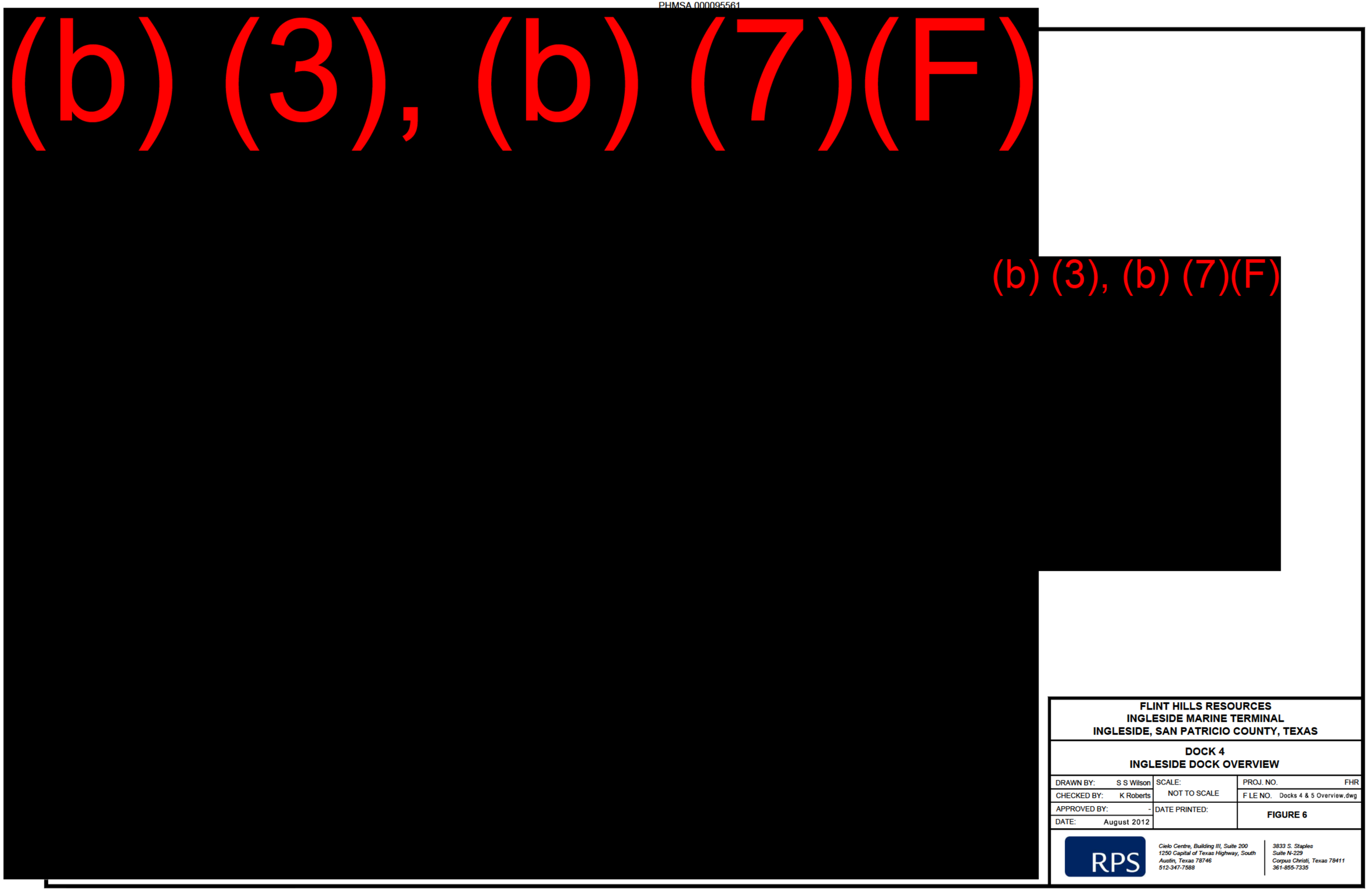
NEW SITE PLAN – PART A

ROJ. NO. A04060-02	SCALE NOTED	4 SHEET OF W41C0033	REV. 5
WG. NO.			

Figure 5

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

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



FLINT HILLS RESOURCES
INGLESIDE MARINE TERMINAL
INGLESIDE, SAN PATRICIO COUNTY, TEXAS

DOCK 4
INGLESIDE DOCK OVERVIEW

DRAWN BY: S S Wilson	SCALE: NOT TO SCALE	PROJ. NO. FHR	
CHECKED BY: K Roberts		F LE NO. Docks 4 & 5 Overview.dwg	
APPROVED BY: -	DATE PRINTED:	**FIGURE 6**	
DATE: August 2012			

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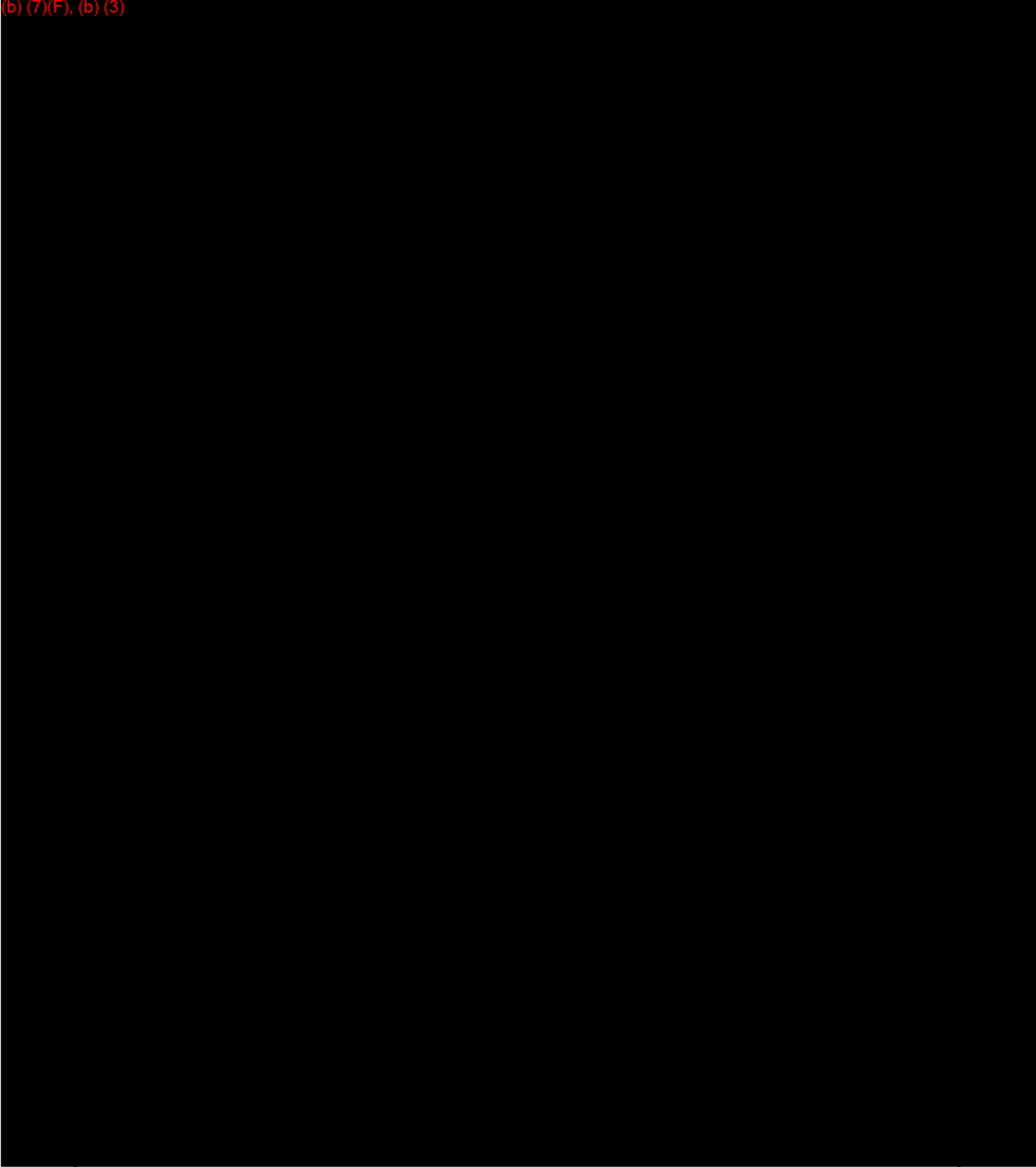
361-855-7335

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



FLINT HILLS RESOURCES

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Suite N-229
Corpus Christi, Texas 78411
TBPE No. 1298

FLINT HILL RESOURCES — NGLESIDE TERM NAL

INGLESIDE TERMINAL
DOCK 5

DATE:	PROJ. NO. FlintHills-A01	SHT. NO.
08/16/12	D KE CONTAINMENT SURVEY	FIGURE 7

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

INGLESIDE MARINE TERMINAL
INGLESIDE, SAN PATRICIO COUNTY, TEXAS

DOCK 5
INGLESIDE DOCK OVERVIEW

DRAWN BY: S S Wilson	SCALE: NOT TO SCALE	PROJ. NO. FHR	
CHECKED BY: K Roberts		F LE NO. Docks 4 & 5 Overview.dwg	
APPROVED BY: -	DATE PRINTED:	**FIGURE 8**	
DATE: August 2012			

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

NOT TO SCALE

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TBPE No. 1298

INGLESIDE TERMINAL
PUMPING SYSTEM AND SOUTH MANIFOLD
WITH CONTAINMENT BERM

DATE:	PROJ. NO. FlintHills-B01	SHT. NO.
08/16/12	DIKE CONTAINMENT SURVEY	FIGURE 9

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

NOT TO SCALE

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Corpus Christi, Texas 78411
TBPE No. 1298

FLINT HILL RESOURCES — NGLES DE TERMINAL

INGLESIDE TERMINAL
PIPELINE EXPANSION PROJECT
PIPE MODIFICATIONS - TANK 28069 AREA

DATE:	PROJ. NO. FlintHills-B02	SHT. NO.
08/16/12	DIKE CONTAINMENT SURVEY	FIGURE 10

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

N

0 50 100 150 200
SCALE IN FEET

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Suite N-229
Corpus Christi Texas, 78411

FIGURE 11A
41TK28063 AND 41TK28064
SECONDARY CONTAINMENT SURVEY

DATE:	PROJ. NO.	SHT. NO.
AUGUST 2012	DIKE CONTAINMENT SURVEY	C201a

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

0 80 160 240 320
SCALE IN FEET

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Corpus Christi Texas, 78411

FIGURE 11B
41TK28070, 71, 72, 73, 74, 75, 76, 80, & 86
SECONDARY CONTAINMENT SURVEY

DATE:	PROJ. NO.	SHT. NO.
DECEMBER 2011	DIKE CONTAINMENT SURVEY	C203

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

N

0 50 100 150 200
SCALE IN FEET

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FIGURE 11C
41TK28077
SECONDARY CONTAINMENT SURVEY

DATE:	PROJ. NO.	SHT. NO.
DECEMBER 2011	DIKE CONTAINMENT SURVEY	C202

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Corpus Christi, LLC

Ingleside Terminal

Integrated Contingency Plan

Annex 2
Notification

All information regarding notification requirements is contained in the Core Plan. For ease of use and quick reference, this Annex includes contact information for Corporate Support Staff, Qualified Individuals, and the Facility Emergency Response Team.

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FACILITY EMERGENCY RESPONSE TEAM

Figure 2-1 – Notification Summary and Documentation Form

*Represents after-hours telephone numbers.

AFFILIATION	CONTACT NUMBER	COMMENT (NAME, TIME, ETC.)
A. REFINERY EMERGENCY COMMUNICATION CENTER ("ECC")		
East Site ECC (MAIN GATE)	(361) 889-7400	
B. REFINERY SWITCHBOARD		
East Site Switchboard	(361) 889-7200	
C. KEY REFINERY PERSONNEL		
Valerie Pompa Vice President & Manufacturing Manager	(361) 242-8358 (Office) (361) 224-6118 (Pager)	
Ronnie Lee Production Leader (QI)	(361) 887-6847 (Office) (b) (6) (Cell) (361) 224-0361 (Pager) (Home)	
Billy Bear Step-up Production Leader (Alternate QI)	(361) 776-7535 (Office) (361) 224-2986 (Pager) (b) (6) (Cell)	
John Perez Emergency Response Coordinator / Assistant Fire Chief (Alternate QI)	(361) 242-4720 (Work) (b) (6) (Personal Cell) (Work Cell)	
Hector Nava Production Leader (Alternate QI)	(361) 242-4795 (Work) (361) 224-1325 (Pager) (b) (6) (PL Cell Phone)	
Arnold Benavides Production Leader – Rotational (Alternate QI)	(361) 242-4915 (Work) (361) 224-7149 (Pager) (b) (6) (PL Cell Phone)	
Bobby Bullard Production Leader - Rotational (Alternate QI)	(361) 242-7484 (Work) (361) 886-7693 (Pager) (b) (6) (PL Cell Phone)	
Bobby Mendez Production Leader - (Alternate QI)	(361) 242-8640 (Work) (361) 224-5835 (Pager) (b) (6) (PL Cell Phone)	
Floyd Layton Production Leader - Rotational (Alternate QI)	(361) 242-8486 (Work) (361) 889-9700 (Pager) (b) (6) (PL Cell Phone)	
D. EMERGENCY RESPONSE COORDINATORS		
John Perez, Jr. – Primary Assistant Fire Chief	(b) (6) (Work Cell) (361) 242-4720 (Office) (b) (6) (Personal Cell)	
Larry Webb - Secondary Safety Manager	(361) 242-5260 (Office) (b) (6) (Cell) (361) 224-0396 (Pager)	

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E. EMERGENCY RESPONSE TEAM		
Refer to Callout List at ECC		
F. EMERGENCY MANAGEMENT TEAM (CALL LIST)		
West Site - ICS Position (Normally will provide ICS support for Ingleside Terminal)		
On-Scene Command	(361) 242-7200 (361) 242-7201 (361) 242-7202	
EOC Director	(361) 242-8686	
Planning Officer	(361) 242-8644	
Logistics Officer	(361) 242-8671	
Liaison Officer	(361) 242-8593	
Public Information Officer	(361) 739-3515	
East Site - ICS Position		
On-Scene Command	(361) 889-7676 (361) 889-7675	
EOC Director	(361) 889-7297	
Logistics Officer	(361) 889-7305	
Liaison Officer	(361) 889-7320	
Public Information Officer	(361) 889-7306	
Planning Officer	(361) 889-7928	
G. PRODUCTION LEAD CELLULAR		
RC-1	(361) 815-2691	
RC-2 Zone 1	(361) 815-0241	
RC-2 Zone 2	(361) 813-0720	
RC-3	(361) 815-5182	
RC-4	(361) 815-6837	
RC-5	(361) 877-0050	
RC-7	(361) 815-5186	
H. CORPORATE EMERGENCY RESPONSE TEAM		
David Dotson Executive Vice President FHR Operations	(316) 828-8403 (Office) (b) (6) (Cell)	
Sheryl Corrigan Sr. Vice President EH&S	(316) 828-8941 (Office)	

P.O.T.S. lines do not route through switchboard. These lines should be used during a power outage.

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Corpus Christi, LLC

AFFILIATION	CONTACT NUMBER	COMMENT (NAME, TIME, ETC.)
I. EMERGENCIES SERVICES		
Hospitals/Ambulances		
Christus-Spohn Memorial Hospital	(361) 902-4000	
Ambulance	911*	
Fire Departments		
Fire Department	911*	
Police Department		
Ingleside Police Department	911*	
Local Emergency Planning Committees		
Coastal Plain LEPC	361-364-9650	
Nueces County Local Planning Committee (CMD - Crisis Management Dispatch)	(361) 885-7000 (361) 826-3960	
All Supervisor Refinery Ringdown	(361) 886-2585	
Wildlife Rescue Services		
Animal Rehabilitation Keep (ARK)	**(361) 749-6793** **(361) 442-7638**	
J. AGENCIES		
Federal Agencies		
National Response Center	(800) 424-8802*	
U.S. Coast Guard	(361) 888-3162 / (361) 533-2911	
Environmental Protection Agency Region VI	(800) 887-6063 (214) 655-2200	
Occupational Safety and Health Administration Region VI	(361) 888-3420	
Pipeline and Hazardous Materials Safety Administration	(202) 267-2675	
Alcohol, Tobacco and Firearms Bureau	(361) 888-3392	
National Weather Service	(361) 289-1861	
State and Local Agencies		
Texas State Emergency Response Commission SERC	(800) 832-8224	

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AFFILIATION	CONTACT NUMBER	COMMENT (NAME, TIME, ETC.)
Texas Commission on Environmental Quality Region 14 - Corpus Christi Austin Austin (24 hr)	(361) 825-3100 (512) 463-7727 (512) 239-2507 (800) 832-8224	
Texas Railroad Commission Oil & Gas Pipeline Austin	(361) 242-3113 (361) 242-3117 (512) 463-6788	
Texas Parks and Wildlife Austin	(361) 825-3204 (800) 792-1112	
Texas General Land Office	(800) 832-8224	
Harbor Master - Port of Corpus Christi	(361) 882-1773	
K. EMERGENCY RESPONSE CONTRACTORS/COOPERATIVES (24-HOUR NUMBERS)		
Contractors		
Miller Environmental Services	(361) 289-9800*	
Garner Environmental Services	(800) 424-1716*	
CCAOSCA	(512) 882-2656*	
Cooperatives		
RTFC	(361) 882-6253 (361) 882-7801* (Emergency)	
Chemical and HAZMAT Information		
Chemtrec	(800) 424-9300	
L. RESPONSE RESOURCES		
Media Contacts		
TV Station Channel 10 KZTV	HOTLINE #'s: (361) 885-0100 (361) 883-7070*	
TV Station Channel 3 KIII	HOTLINE #'s: (361) 855-6397 (361) 986-8300*	
TV Station Channel 6 KRIS	HOTLINE #'s: (361) 884-6666 (361) 886-6100*	
Radio Station KEYS	HOTLINE #: (361) 883-3516	
Radio Station KKTX	(361) 289-0111	
M. LOCAL NOTIFICATIONS		
Ingleside on the Bay – City Secretary	(361) 776-5451	
Aransas Pass – City Secretary	(361) 758-5301	

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AFFILIATION	CONTACT NUMBER	COMMENT (NAME, TIME, ETC.)
Ingleside – City Secretary	(361) 776-2517	
Ingleside ISD Superintendent of Schools	(361) 776-7631 (Office)	
Aransas Pass ISD Superintendent of Schools	(361) 758-3466 (Office)	

Corpus Christi, LLC

Ingleside Terminal

Integrated Contingency Plan

Annex 3
Response Management System

TABLE of CONTENTS

LIST of FIGURES

ANNEX 3 – EMERGENCY RESPONSE TEAM ORGANIZATION

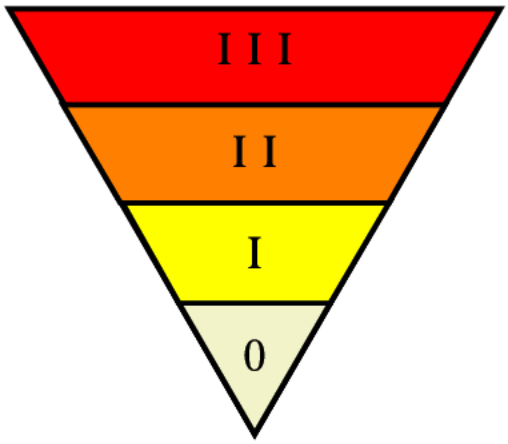
3.1 DESCRIPTION OF TIERED RESPONSE ORGANIZATION

In the event of an emergency at the Flint Hills Resources Corpus Christi, LLC ("FHR") Ingleside Terminal, emergency response personnel employed and trained by the FHR Corpus Christi Refineries would typically respond. The resource management approach adopted and utilized by FHR Corpus Christi Refineries and Ingleside Terminal is based on the tiered concept illustrated below.

This highly flexible four-tiered system provides strong initial response and tailors response resources to incident needs and geographic availability.

An area's ability to manage an incident is dependent on many factors including the incident's size, complexity, duration and location, as well as government involvement, media attention, financial exposure, and the Emergency Response Team's ("ERT") and Emergency Management Team's ("EMT") own capabilities.

Figure 3.1-1 - Integrated Incident Management Organization



Level-III: Crisis situation response requires additional involvement by the FHR EOC and EMT resources and personnel.

Level-II: Serious Incident, response by combined ERT Organization and resources.

Level-I: Minor Incident, response by Core ERT Organization only.

Level-0: Minor Incident, response by Core ERT Organization only.

The emergency response organization within the FHR Corpus Christi Refineries and Ingleside Terminal includes fire and safety professionals, refinery management, and Processing and Maintenance personnel. The Rapid Attack Industrial Disaster Emergency Response Specialist ("RAIDERS") Team is comprised of a group of trained FHR Corpus Christi, LLC employees available on-shift and off-shift to support emergency response operations at the FHR -Corpus Christi Refineries and the FHR Ingleside Marine Terminal. The RAIDERS is made up of hourly employees. These employees are selected to meet a compliment of 5 RAIDERS members per shift at the FHR East Refinery and 6 RAIDERS members per shift at the FHR West Refinery with at least 5 daylight PSR positions between the East and West Refineries.

The RAIDERS shall operate under the direction of the RTFC Captain, FHR Fire Chief or the appropriate sector officer that is taking direction from the On-Scene Incident Commander. The On-Scene Incident Commander shall ensure that all emergency response operations are coordinated with the respective Process Control Officer.

At the present time, the RAIDERS Team primarily focuses upon HAZMAT, fire- and rescue-related emergencies. All RAIDERS members and trainees are issued their own firefighting protective clothing.

FHR maintains an on-site professional fire department operated by the Refinery Terminal Fire Company (RTFC). RTFC maintains a five-person crew at the East Refinery and a six-person crew at the West Refinery, working a shift schedule of 24 hours on and 48 hours off.

Figure 3.1-2 - Level 0 Incident Command Organization

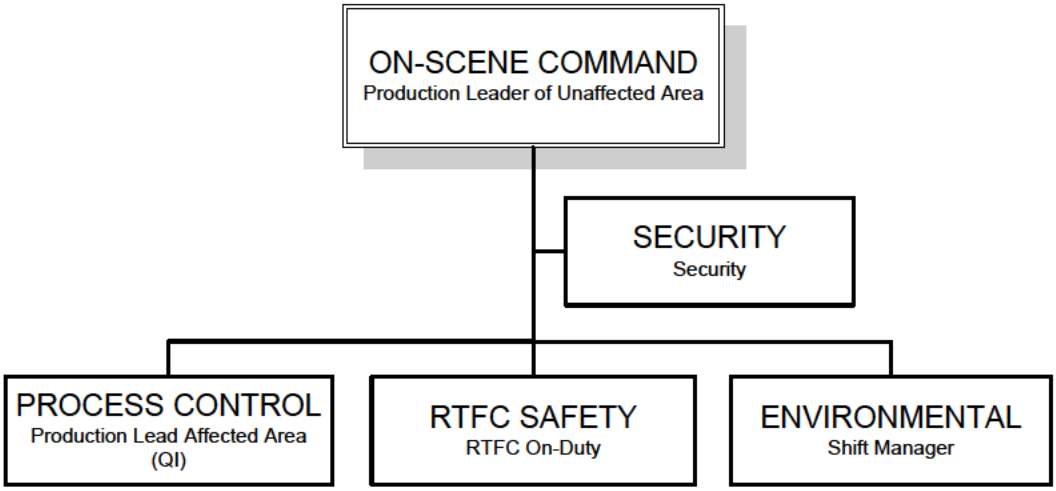


Figure 3.1-3 - Level I Incident Command Organization

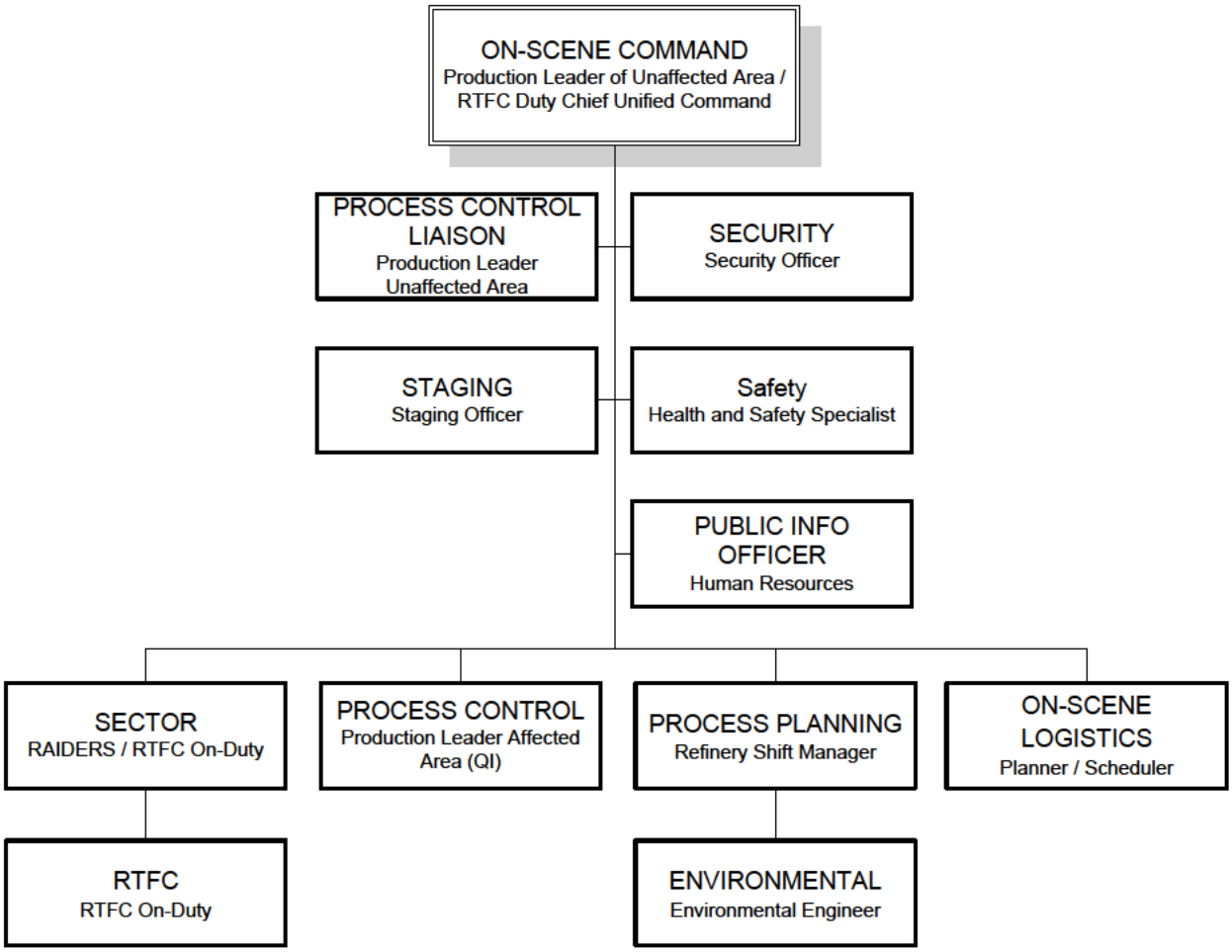
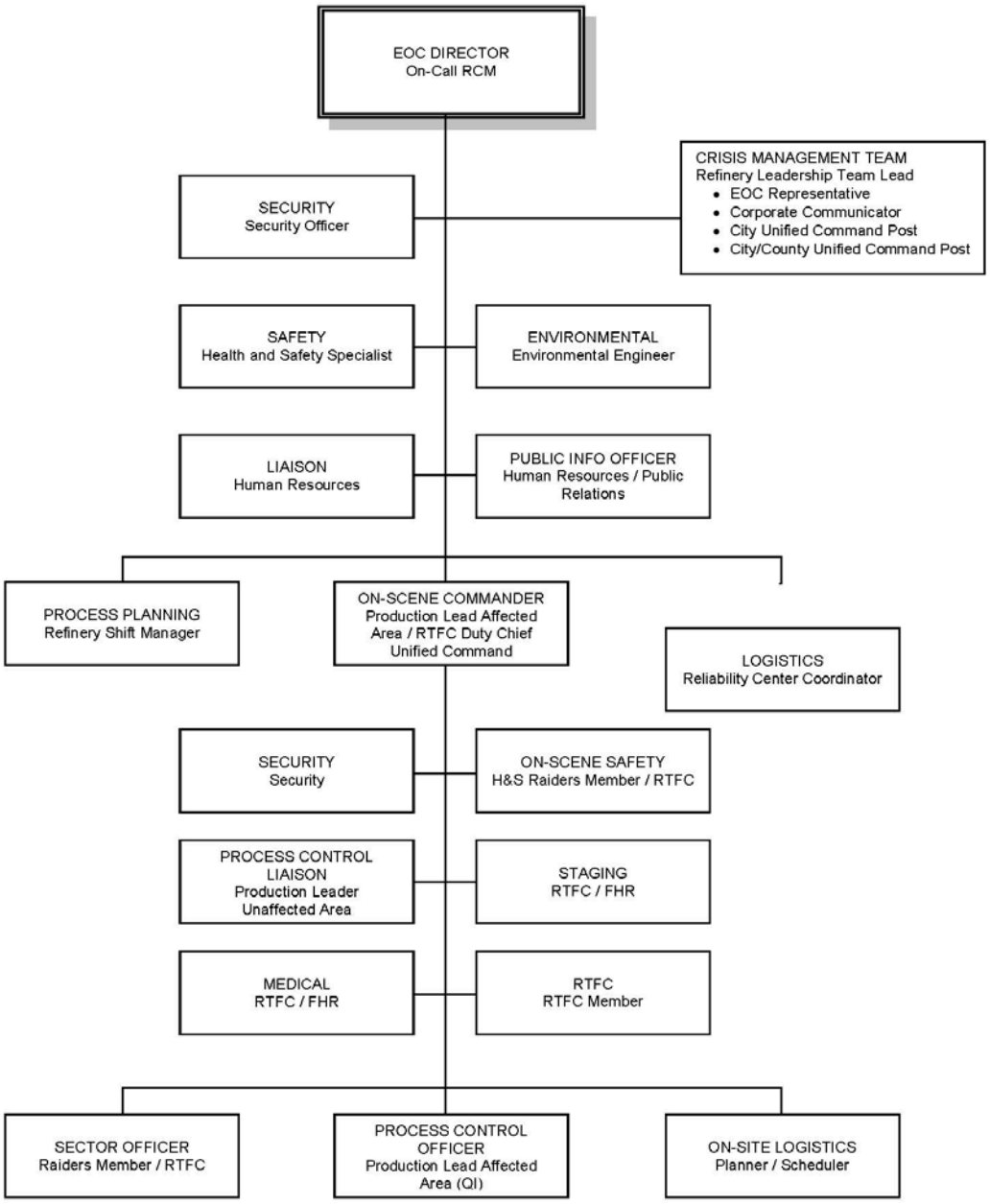


Figure 3.1-4 - Level II - III Incident Command Organization



3.2 ICS STRUCTURE AND PROCEDURE

This Standard Operating Procedure ("SOP") establishes the major elements of the FHR Corpus Christi Refineries Incident Command System. This procedure also describes the relationship between the various emergency command functions likely to be performed by both refinery personnel, the Refinery Terminal Fire Company ("RTFC"), and local emergency response personnel during a major emergency. The purpose of this SOP is to provide a safe and uniform set of incident command and control guidelines for the FHR Corpus Christi Refineries emergency responders while operating at the scene of an emergency (fire, rescue, hazardous materials, or medical).

3.2.1 Background

Historical review of emergency response system failures reveals that many incidents are not handled well because of poor incident command, control, and communications. The basic principles of incident command are:

- Someone must assume command.
- Emergency response objectives must be developed and prioritized.
- Emergency response objectives must be communicated to individuals expected to carry out the objectives.

The larger and more significant the emergency, the greater the need for an Incident Command System. However, experience also shows that organizations that handle the small, more routine-type incidents using a formal Incident Command System are more likely to function effectively when a major incident occurs. The U.S. Occupational Safety and Health Administration ("OSHA") requires that organizations which respond to emergencies involving hazardous materials adopt a nationally recognized Incident Command System [(29 CFR 1910.120(q)(3)(i)].

The FHR Corpus Christi Refineries Incident Command System ("ICS") is based upon a combination of the *Fireground Command* system--as developed by the Phoenix, AZ Fire Department--and *The National Inter-Agency Incident Management System*--as adopted by the Federal Emergency Management Agency ("FEMA"). The Incident Command System, as outlined within this procedure, has been in existence for over 15 years within the Corpus Christi Bay area and reflects the unique aspects of petrochemical facilities and their operations. The FHR Corpus Christi Refineries ICS Procedure is consistent with the ICS procedures utilized by RTFC; the Corpus Christi Fire Department; and other local, state, and federal agencies, emergency response programs.

3.2.2 ICS Components

ICS has a number of common characteristics that permit different organizations to work together safely and effectively in order to bring about a favorable outcome to the emergency.

The key elements of ICS are:

- Common Terminology
- Modular Organization
- Pre-designated Incident Facilities
- Integrated Communications
- Unified Command Structure
- Consolidated Plan of Action

Common Terminology

The FHR Corpus Christi Refineries emergency response program uses standardized terminology for organizational functions, resource elements, and incident facilities. The basic organizational terms used within ICS are as follows.

1. **Incident Commander**: The individual responsible for the management of overall emergency incident operations. At most routine incidents, the Incident Commander will be located at the pre-designated on-scene command post. However, as the scope of the incident escalates, the Incident Commander will operate well away from the emergency scene at the facility's Emergency Operations Center ("EOC"). The radio designation for the On-Scene Incident Commander will be "IC."

   NOTE: The On-Scene Incident Commander must be thoroughly trained to assume these responsibilities; employees are not automatically authorized to perform these activities by virtue of their position within the FHR Corpus Christi Refineries.

At most emergencies, there will be only one person who serves as the On-Scene Incident Commander. However, certain emergencies present unique problems that jointly require the resources of both emergency responders and processing personnel. Consider the following points:

- During the initial stages of an incident, the On-Scene Incident Commander will be usually the Production Leader of the unaffected area for Level "O," Level "1" and beyond.

- As the incident escalates, the need for coordination between process and emergency response personnel will increase. The On-Scene Incident Commander will usually include the Process Control Officer, Safety Officer, and RTFC Officer. In addition, if RTFC units are on-scene, the senior RTFC officer will also be involved.

- If the emergency occurs at a location within the complex where local and federal emergency response agencies (e.g., Local Fire Departments or the US Coast Guard) have authority, command may either be transferred to or shared with these officials (see Unified Command Structure).

2. **EOC Director**: The individual responsible for the management of overall emergency incident operations from the facility's Emergency Operations Center ("EOC").

3. **Sections**: The organizational level that has functional responsibility for primary segments of emergency incident operations. Sections typically represent broad functions, such as Operations, Planning, Logistics, or Finance. Section Officers report directly to the On-Scene Incident Commander or the EOC Director when an off-scene incident command post is established.

4. **Sectors:** The organizational level having responsibility for operations within a defined geographic area or with functional responsibilities within a section. Sectors are sub-units within a section. Examples of functional sectors would be the Rescue, Fire Control, HAZMAT or Medical Sectors.

5. **Section and Sector Officers**: The individual(s) responsible for implementing the Incident Commander's objectives and controlling all people and equipment assigned to his section or sector. These positions are usually assigned to the most knowledgeable person from the sector's area of discipline. As with the Incident Commander, both section and sector officer responsibilities may be transferred to other personnel during the course of an emergency.

6. **Command Staff Officers**: These officers are appointed by and report directly to the Incident Commander. These include the following:

   - Safety Officer - Responsible for the safety of all personnel engaged in emergency response activities and has the authority to stop any operations which he feels are unsafe. However, due to the complexity of some emergency operations within the petrochemical industry, Section and Sector Officers may also find it advantageous to appoint a Safety Officer to specifically maintain safety supervision within his area of responsibility (e.g., HAZMAT Sector Safety Officer).

   - Liaison Officer - Serves as a coordinating point between the Incident Commander and mutual aid emergency responders (e.g., Local Fire Departments) operating at the emergency.

   - Environmental Officer - Primary responsibility is to determine if the releases to atmosphere on the ground or on the water are reportable or not and then to contact the necessary government officials (e.g., TCEQ, National Response Center, etc.)

   - Public Information Officer (“PIO”) - Serves as the central coordinating point between the Incident Commander and all media representatives present at the emergency scene. This person will normally be the Public Affairs Manager, the Human Resources Manager, or other designated individual. See the *Media Relations at Emergencies SOP* for additional information.

7. **PRE-DESIGNATED FACILITIES:** The Incident Commander can establish several types of "facilities" based upon the requirements of the incident. These will include:

   - Command Post - The "off-scene" location where the Incident Commander develops objectives, communicates with subordinates, and coordinates activities between various departments and organizations. The command post is the "field office" for the Incident Commander and requires access to communications, information, and both technical and administrative support. The On-Scene Incident Commander should remain at the command post so that he is readily accessible to all response personnel.

     The on-scene command post is currently located at the Safety building for the West Refinery and the Administration building for the East site. Each location contains the following items:

     - Refinery and Ingleside Terminal plot plans
     - Firewater system drawings
     - Emergency Response Plan and Procedures
     - Checklists and writing materials
     - Command vests
     - Base Radio
     - Two independent telephones
     - Computer with FHR info-net

- Unit and Tank Fire Pre-plans

- Emergency Operations Center (EOC) - The on-scene command post is the nerve center of the emergency operation and is usually located near the scene of the emergency. However, if the scope of the incident increases, the EOC would then be activated. In this situation, the overall incident command would be the EOC. The EOC Director would now operate from the EOC, while the On-Scene Incident Commander would manage and coordinate all on-scene operations. All communications with the media and other governmental agencies would be coordinated through the EOC.

- Based upon physical needs and safety requirements, the EOC is remote from the emergency scene. The West Site's Administration Building Conference Room has been designated as the primary EOC. In the event that the primary EOC cannot be used, a secondary EOC will be established at an East site administration building conference room. The EOC provides meeting/conference rooms with phone and radio communications, information resources, and the ability for a large number of personnel to work in a comfortable and secure area. These elements become essential as the number of "players" increases and the incident stretches into days as opposed to hours.

  Each location contains the following items:

  - Refinery and Ingleside Terminal plot plans
  - Fire water system drawings
  - Emergency Response Plan and procedures
  - LEPC and RTFC Emergency Response Plans
  - On-call list
  - Checklists and writing materials
  - Command vests
  - Base Radio
  - Five independent telephones
  - Computer with FHR info-net
  - Unit and Tank Fire Pre-plans

- Crisis Management Team (CMT) is made up of Refinery Leadership Team (RLT) members. The focus of this team is to perform as company representatives at City/County unified command posts, perform corporate crisis communications, and provide guidance and assistance to the EOC. The designated location for the CMT is the West site Admin/Video Conference Room.

- Staging Area - The designated location where emergency response equipment and personnel are assigned temporarily until they are needed. Staging is effective when the Incident Commander anticipates that additional resources may be required and orders them to respond to a pre-designated area approximately three to five minutes from the scene. They are then assigned to the emergency scene from the Staging Area as needed. Staging ensures that mutual aid resources are close by but not in the way when they are not immediately required. Staging becomes a Sector within the On-Scene Command Operation. The Staging Officer is responsible for checking in all incoming resources, dispatching resources to the emergency scene at the request of the On-Scene Incident Commander or the Sector Officer, and requesting additional resources, as necessary.

3.2.3 Modular Organization

The ICS organizational structure develops in a modular fashion based upon the size and nature of the incident. The system builds from the top down, with initial responsibility and performance placed upon the On-Scene Incident Commander. **Command should be established on all incidents, regardless of their size.** As the need exists, separate sections/sectors may then be established.

The organizational structure for any given emergency will be based upon the management needs of the incident. For example, at a simple incident such as a pump seal fire, personnel are not required to manage each major functional ICS area. The operational demands and the number of resources do not require delegation of management functions. However, a complex incident, such as a process unit fire or a large HF vapor release, may require staffing sections to manage each major functional area, and the number of resources committed may require delegating management functions.

3.2.4 Unified Command Structure

Major emergencies in the petrochemical industry often involve situations in which more than one department shares management responsibility or in which the incident is multi-jurisdictional in nature. A unified command structure simply means that all departments/organizations/agencies that have an emergency response mission contribute to the process of:

- Determining overall incident objectives and strategies.
- Selection of tactics for achieving those incident objectives.
- Ensuring that objectives are carried out safely.
- Making maximum use of all available resources.

The number of players in the unified command structure will depend upon the type and nature of the emergency (e.g., process unit fire vs. toxic vapor cloud release) and the number of internal and external agencies involved.

A unified command structure should consist of a key official from each functional area of responsibility. For example, a CMT member should be present and become part of the command post operations. The key element is that the heads of the various agencies or departments represented on-scene are involved in the command structure.

3.2.5 Consolidated Action Planning

Every emergency incident needs some form of action plan. For small incidents of a short duration, the plan is usually simple and can be communicated directly to the individual carrying out the On-Scene Incident Commander's instructions. However, for large-scale incidents, this may not be practical.

Emergencies involving multi-departments and/or external organizations typically require consolidated action planning. As more departments and/or external organizations arrive at the emergency scene, they bring with them individual agendas and objectives. These may be driven by:

- FHR Corpus Christi Refineries and Terminals responsibilities
- Legally mandated requirements
- Financial interests

- Contractual responsibilities
- Specific mission goals and charters

For example, local law enforcement agencies arriving at an incident may be primarily interested in traffic safety while the US Coast Guard is primarily interested in water and air pollution. Both agencies have a legal right to be involved in the emergency but neither group has the same objective.

Under the ICS, a consolidated action plan is used by the Incident Commander to ensure that:

- Everyone works together toward a common emergency response goal--that is, protecting life safety, property, and the environment.

- Individual response agendas are coordinated so that personnel and equipment are used effectively and in a spirit of cooperation and mutual respect.

- Everyone works safely at the scene of the emergency.

The most effective way to ensure that a consolidated plan of action is implemented is to have the senior representative of each affected department or organization at the incident present at the on-scene command post and/or EOC at all times. When multiple agencies are involved, the On-Scene Incident Commander (or EOC Director) functions as the "Chairman of the Board." He runs the command post (or EOC) as one would run a plant meeting, making sure that every department has its say and that the entire group works toward a resolution of the emergency as quickly and safely as possible. This is particularly critical for emergencies involving process units, in which there is a critical need for the technical expertise of both emergency responders and process operators.

The On-Scene Incident Commander should remain focused on realistic objectives and ensure that each entity or special interest has input into the plan. In some cases, the On-Scene Incident Commander may form operational sectors to fulfill special organizational goals and objectives. For example, a HAZMAT Sector Officer may be appointed by the On-Scene Incident Commander to represent all environmental interests within the command structure. FHR Refineries and Terminals departments with an environmental mission would meet separately with the Hazardous Materials Sector Officer to develop an environmentally sound plan, then present their plan to the On-Scene Incident Commander for coordination and approval. Using this technique permits special interests to achieve their objectives while ensuring a higher level of safety and efficiency on the scene.

3.2.6 ICS Implementation

1. The ICS shall be implemented on all emergency incidents Level “0” through Level “3.” At a "working" incident, the location of the command post shall be announced on the radio system and the On-Scene Incident Commander identified as "IC." An identifier to denote "IC" shall be utilized to avoid confusion and facilitate incident recognition. This designation shall not change for the duration of the incident unless a command post is established at the EOC, then the designation will be EOC Director.

2. IC shall be responsible for the overall management of the incident site, including the development and implementation of strategic decisions. Command responsibilities shall include designating section/sector officers, preparing a command control chart, and authorizing the addition or release of RAIDERS and mutual aid units, etc.

3. IC shall identify areas or functions, which need specific attention and shall organize those areas or functions as a sector. A sector officer shall be appointed and shall remain in command of that sector

until relieved by IC. Personnel and equipment assigned to a sector shall report directly to that sector officer. As the incident escalates, sectors may be combined and operated within a section (e.g., Operations Section, Logistics Section).

The sector officer shall be responsible for providing IC with progress reports that contain current information about the needs and accomplishments of the sector. The completion of specific tasks or other pertinent information shall be promptly reported to Command.

Examples: HAZMAT Sector
Medical Sector
North Sector
FCC Sector
RC-1 Sector

a. Sector officers shall be identified for radio purposes by the function or area for which they are responsible. IC shall assign the sector identifier when creating the sector, and the sector officer shall then answer by the sector name instead of his normal radio designation.

b. Designated sector officers and other appropriate command officers shall wear their appropriate command vests on all working incidents, as deemed necessary by IC. The command vests, with their respective ICS position designators, are at the command post.

4. IC will select a strategic location for the command post that has an adequate means of communications to direct all operations.

5. A command control chart shall be prepared by IC as a tracking tool to provide the current status of the incident and the resources committed. The chart shall be kept updated and used to review the incident, identify potential needs, and provide other incident management information.

6. The primary/alternate staffing and position responsibilities for the Planning, Logistics and Finance Section support functions are outlined in Attachment 1.

3.2.7 ICS Operations

1. As the size or needs of an incident expand, IC shall create sectors to handle the various problems encountered. On larger Level 1 incidents, IC may need to create additional layers of management to maintain a reasonable span of control. The optimum span of control for one individual involved in emergency operations is five subordinate personnel, with a range of three to seven. This middle layer of incident management would include the Operations Section, Logistics Section, Planning Section, and Finance Section (e.g. emergency work orders).

2. Responding RAIDERS Members are to report to the staging area, designated by a blue flashing light, in person for all Level 1 incidents.

3. Once IC has been established, all radio transmissions to and from the incident scene shall be directed through IC. The radio designations of sector commanders shall reflect their incident assignment as given by IC. Normal radio designations shall not be used after the assignment of an incident identifier. IC shall be the only unit to authorize requests for additional resources.

4. The transfer of command shall generally be a face-to-face meeting of the two officers to review the status of the incident. Once this has taken place, a formal transfer of command shall be made over the radio system being utilized for the incident. The incident status review should include:

- General incident status.
- Process/operations contact personnel and their location(s).
- Location, extent, conditions of emergency.
- Effectiveness of control efforts.

The Communications Center “Main Gate” shall be notified when the transfer of command procedures has been completed. The new Incident Commander shall assume the title of ”IC,” and the relieved officer shall be utilized to the best advantage of the assuming commander.

5. IC shall be in effect until the release of all emergency units.

3.3 FHR CORPUS CHRISTI REFINERIES AND TERMINALS EMERGENCY RESPONSE ORGANIZATION

A. Structure and Organization

The emergency response organization within the FHR Corpus Christi Refineries and Terminals includes fire and safety professionals, management, and Processing and Maintenance personnel. The Rapid Attack Industrial Disaster Emergency Response Specialist (“RAIDERS”) Team is comprised of a group of trained FHR Corpus Christi employees available on-shift and off-shift to support emergency response operations at the FHR Corpus Christi Refineries or the FHR Ingleside Terminal. The RAIDERS is made up of hourly employees. These employees are selected to meet a compliment of 5 RAIDERS members per shift at the FHR East Refinery and 6 RAIDERS members per shift at the FHR West Refinery with at least 5 daylight PSR positions between the East and West Refineries. Primary response positions and responsibilities are outlined in *Section V - Incident Command System*, while RAIDERS training requirements are discussed below in Section C.

The RAIDERS shall operate under the direction of the RTFC Captain, FHR Fire Chief or the appropriate sector officer that is taking direction from the On-Scene Incident Commander. The On-Scene Incident Commander shall ensure that all emergency response operations are coordinated with the respective Process Control Officer.

At the present time, the RAIDERS Team primarily focuses upon HAZMAT, fire- and rescue-related emergencies. All RAIDERS members and trainees are issued their own firefighting protective clothing.

FHR maintains an on-site professional fire department operated by the Refinery Terminal Fire Company. RTFC maintains a five-person crew at the East Refinery and a six-person crew at the West Refinery, working a shift schedule of 24 hours on and 48 hours off.

Figure 3.3-1 - Incident Commander - EOC Director Checklist

GENERAL INFORMATION
The Incident Commander Checklist is designed to be used by the EOC Director. The EOC Director will assume overall responsibility for all emergency situations within the FHR Corpus Christi Refineries and/or Terminals and will be located in the Emergency Operations Center in the Administration Building Conference Room.

INCIDENT INFORMATION
DATE _____ **TIME** _____
LOCATION _____
NATURE OF THE INCIDENT _____
MATERIALS / PROCESS INVOLVED _____

DUTIES AND RESPONSIBILITIES	
ACTION	**COMMENTS**
Have the CMT Lead establish and maintain contact with Flint Hills Resources Corporate Headquarters in Wichita, KS. • Flint Hills Resources • Legal • Risk Management • Environmental • Public Affairs • Government Affairs	
Maintain overall approval of any contacts or releases to the media. All media releases will be coordinated through the **Public Information Officer** (Public Affairs Manager) and CMT.	
Ensure that the **On-Scene Incident Commander and the Emergency Operations Center Personnel** are fully advised of decisions that may have an impact on fire suppression and control, process-related strategy, evacuation or protection-in-place of areas (as necessary), outside plant considerations, and the like.	
Ensure that assigned responsibilities are implemented and coordinated, as necessary. Provide briefings for the Emergency Operation Center ("EOC") staff on a timely basis at regular intervals.	
Ensure that all aspects of the emergency response operations are properly executed.	
Ensure all outside support groups (911, Police, Fire, County, etc.) are activated in accordance with On-Scene Incident Commander's assessment of required support.	
Notify the Ingleside Terminal neighbors using CMD tools if necessary and update the Flint Hills Resources Refinery Information telephone numbers.	

Figure 3.3-1 - Incident Commander - EOC Director Checklist, Continued

DUTIES AND RESPONSIBILITIES (CONTINUED)	
ACTION	**COMMENTS**
Identify weather conditions and external impacts off site; and review situation with On-Scene Incident Commander on regular basis.	
Ensure all Government Environmental contacts are made.	
Ensure records are kept of all events during incident.	

Figure 3.3-2 - Incident Commander - EOC Director Checklist, Continued

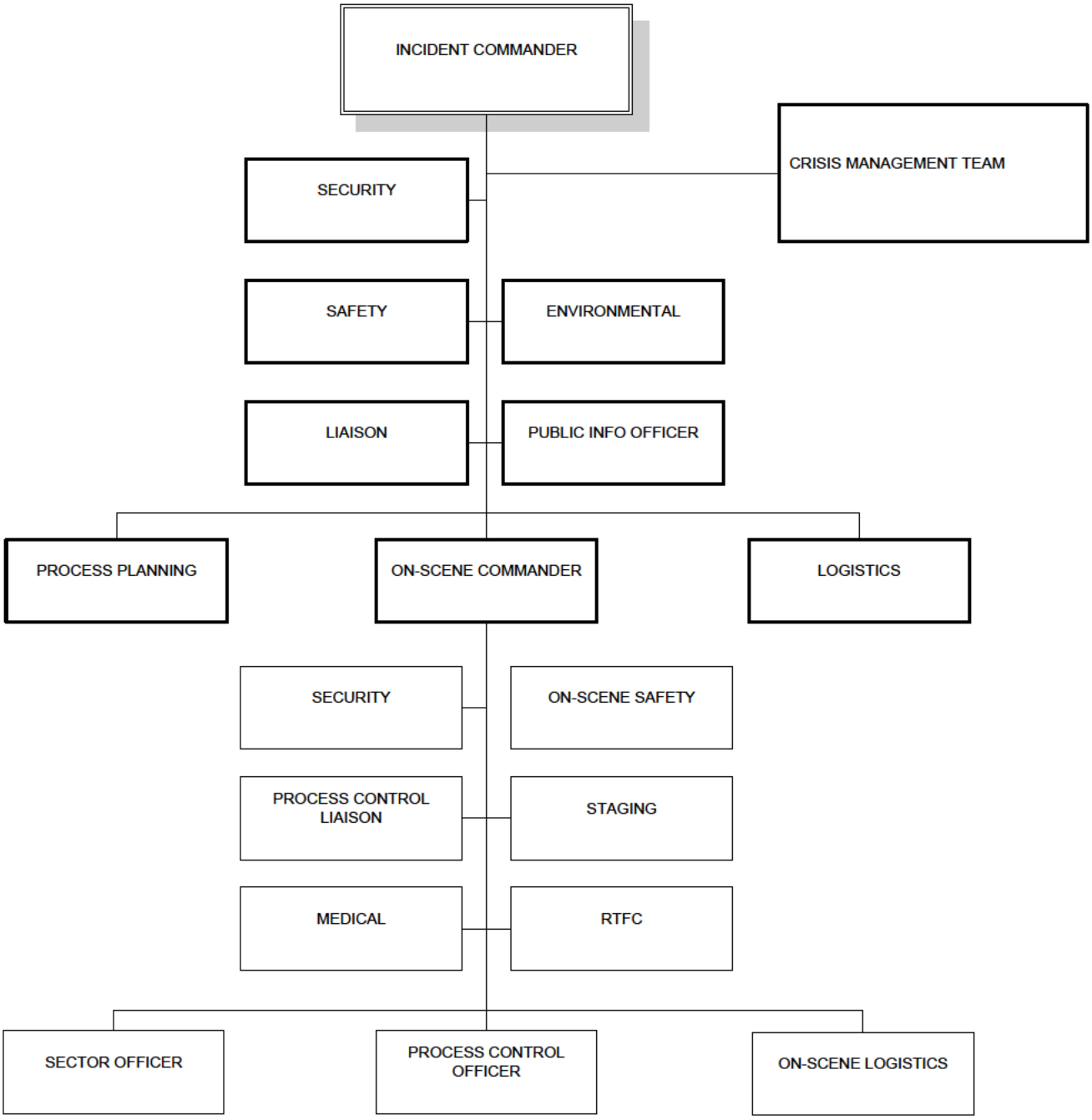


Figure 3.3-3 - On-Scene Incident Commander Checklist

GENERAL INFORMATION
COMMAND is directly responsible for managing the following field activities: ☐ Formulate and implement the emergency action plan; activate Emergency Response apparatus RTFC & RAIDERS Team. ☐ Establish Section officers, as necessary, and coordinate their activities. ☐ Coordinate with the Safety Officer to ensure that field activities are conducted safely. ☐ Oversee all field operations and logistics. ☐ Upgrade levels of response & activate the Emergency Operations Center ("EOC"). ☐ Advise the EOC of the incident status. ☐ Ensure necessary calls are made to adjacent facilities (i.e. Citgo) and CMD. **The Incident Commander will be operating on radio channel - Safety.**
INCIDENT INFORMATION
DATE _____ **TIME** _____
LOCATION
NATURE OF THE INCIDENT
MATERIALS / PROCESS INVOLVED
TASKS AND DUTIES: THE EIGHT-STEP INCIDENT MANAGEMENT PROCEDURE
STEP 1 - SITE MANAGEMENT AND CONTROL
Assume Command and establish a Command Post.
Determine the following information: Are all refinery complex personnel (e.g., operators, maintenance, contractors, visitors, etc.) accounted for? ☐ Yes ☐ No Number and location of injured personnel?

Figure 3.3-3 – On-Scene Incident Commander Checklist, Continued

STEP 1 - SITE MANAGEMENT AND CONTROL, CONTINUED	
Unit(s) and material(s) involved?	
Will standard firefighting protective clothing be adequate protection for the material(s) involved? ☐ Yes ☐ No	
ACTION	**COMMENTS**
Activate Emergency Response.	
Position apparatus & personnel in safe location.	
Establish command staff and sector officers, as necessary.	
Establish a staging area for additional responding mutual aid equipment and personnel.	
Initiate employee and public protective actions (unit area evacuation, evacuation or protection-in-place). Notify EOC Director if needed to activate CMD tools	
Control access to scene (Hot, warm, and cold zones).	
STEP 2 – IDENTIFY THE MATERIALS INVOLVED	
Identify, confirm, and verify the nature of the problem. As necessary , determine the following: What process equipment is involved (i.e. pumps, furnace, pipe rack, etc.	
Who is the **Process Control Liaison** (specify by name and title)?	
Was the original release observed by refinery personnel? ☐ Yes ☐ No	
ACTION	**COMMENTS**
Determine the level of incident according to the Flint Hills Resources Ingleside Terminal incident classification system. • **Level 0 (Classification and evaluation)** – No additional personnel needed. • **Level 1 (Incident)** – Handle with in-plant personnel (RAIDERS activated). • **Level 2 (Serious incident)** – Additional personnel needed, may affect neighbors, and EOC activated • **Level 3 (Crisis Situation)** – Full call of personnel and resources needed; plus will affect neighbors	

Figure 3.3-4 – On-Scene Incident Commander Checklist, Continued

STEP 3 – EVALUATE THE HAZARDS AND RISKS	
ACTION	**COMMENTS**
Evaluate the overall incident situation, including: • Exposures, including people (facility, emergency responders and the public), property (other process units), environment, and systems disruption (i.e., shutdown of ship channel traffic). • Environmental conditions including runoff, wind, precipitation, topography, etc. • Comparison of resources available vs. the level required to respond to the problem. • Estimation of likely harm without active emergency response intervention and the development of response objectives. • Modifications to the suggested size and perimeters of the hazard control zones.	
Monitor the emergency scene to determine the concentration of contaminants present (e.g., toxicity, flammability, oxygen deficiency) and their approximate location(s).	
Estimate likely harm without intervention.	
Other related considerations.	
STEP 4 – SELECT THE PROPER LEVEL OF PERSONAL PROTECTIVE CLOTHING	
Determine the level of personal protective clothing required	
STEP 5 – COORDINATE INFORMATION AND RESOURCES	
Confirm that the command post is in a safe area.	
If activated, the On-scene Commander should provide regular updates to the Emergency Operations Center and facility management personnel.	
Ensure that all appropriate internal and external notifications are made, as appropriate.	
Expand the Incident Command System and create additional sections and sectors, as necessary.	
Coordinate emergency response activities with local industrial units and authorities (e.g. Refinery Terminal Fire Company, Local Fire Department Paramedic Units, etc.).	
Confirm orders by repeating orders given and follow through to ensure that they are fully understood and correctly implemented. Maintain strict control of the situation.	
Provide regular briefing sessions for all Section Officers regarding the status of the incident at regular intervals. All Section Officers, in turn, are responsible for briefing their Sector personnel as necessary.	

FIGURE 3.3-4 – On-Scene Incident Commander Checklist, Continued

STEP 6 – HAZARDOUS MATERIALS CONTROL, CONTAINMENT, AND CONFINEMENT	
ACTION	**COMMENTS**
Determine the proper tactics. • Offensive Tactics • Defensive Tactics • Non-Intervention Tactics.	
Initiate public protective actions (CMD tools) if necessary.	
Backup personnel and proper PPE.	
Ensure that Entry Teams have been briefed before being allowed to enter the hot zone.	
STEP 7 – DECONTAMINATION PROCEDURES	
Ensure decontamination of emergency response personnel before they leave the scene. For example, H_2S vapors, flammable gases, and some toxic and corrosive gases can saturate protective clothing and be carried into "safe" areas.	
Establish a plan to clean up or dispose of contaminated supplies and equipment before cleaning up the site of a release. Federal and state laws require proper disposal of hazardous waste.	
STEP 8 – INCIDENT TERMINATION	
Account for all personnel before leaving the scene of the emergency.	
Conduct an incident debriefing session for all Emergency Response Team personnel.	
Document all operational, regulatory, and medical phases of the emergency, as appropriate.	

Figure 3.3-4 - ON-SCENE INCIDENT COMMANDER CHECKLIST, CONTINUED

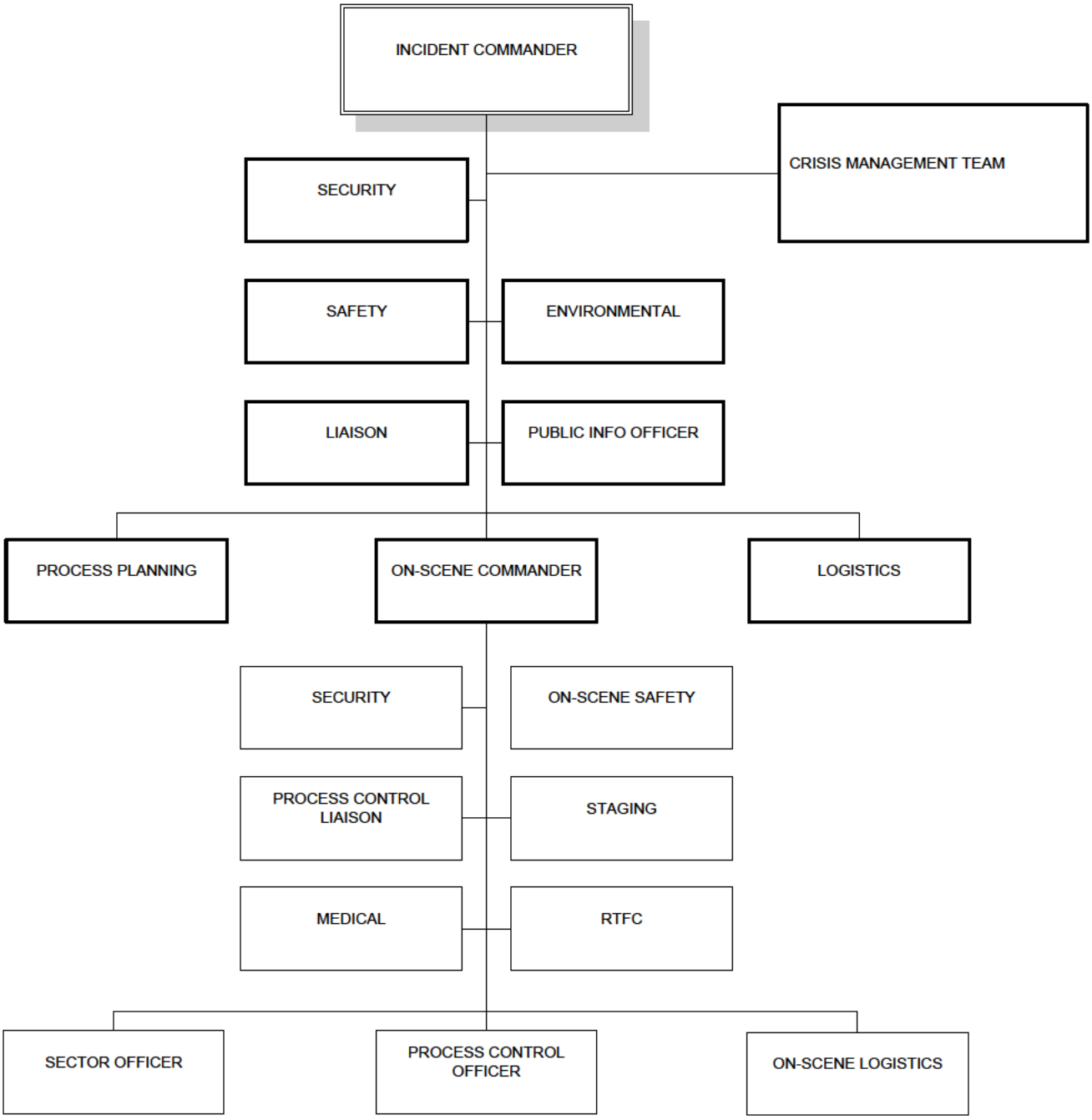


Figure 3.3-5 - Process Control Officer (QI) Checklist

GENERAL INFORMATION
This checklist is designed to be used by the Production Lead who will function as the Process Control Officer. The Process Control Officer works closely with the Process Specialist and the Process Control Liaison and is directly responsible for instituting process controls and control incidents that are caused by and/or impact refinery processes.

INCIDENT INFORMATION

DATE _____ **TIME** _____

LOCATION

_____

_____

_____

NATURE OF THE INCIDENT

_____

_____

_____

MATERIALS/PROCESS INVOLVED

_____

_____

_____

TASKS AND DUTIES	
Process Control Liaison identified by command vest.	

Report to the emergency area/Command Post and obtain the following information regarding the emergency:

- Source of the problem
- Unit(s) and chemical(s) involved
- Previous and current status of the incident

Where there any abnormal operating conditions immediately before the emergency?

Explain. ☐ Yes ☐ No

_____

_____

_____

Were there any equipment problems or changes immediately before the emergency?

(e.g. changing over pumps, etc.)? Explain. ☐ Yes ☐ No

_____

_____

_____

Figure 3.3-5 – Process Control Officer (QI) Checklist, Continued

TASK AND DUTIES, CONTINUED	
• Current or pending measures to isolate the source and current estimate to implement controls • Identify the chemical or mechanical hazards present, including heat exposure to pressure vessels, blocked-in lines, and gas leaks • Overall condition of the HAZMAT containment systems ☐ YES ☐ NO Is the process isolated? ☐ YES ☐ NO Is the process stable (i.e. temperature, pressure and reactions)? ☐ YES ☐ NO Is there a flare system? Is it operational? ☐ YES ☐ NO Is there an emergency shutdown system?	
ACTION	**COMMENTS**
Check all operating units for problems due to the emergency and take necessary action.	
Assign PLs, operators, and process engineering personnel to process units, as necessary.	
Request additional operating personnel, if required, to shut down units or perform other process activities.	
Prepare contingency operating plans.	
Advise the **On-Scene Commander** and/or the **Process Planning Officer** of the above information.	
Participate in the discussions of incident status and strategies.	
Request additional resources through the **On-Scene Commander** and/or the **Process Planning Officer.**	

Figure 3.3-6 - Safety Officer Checklist

GENERAL INFORMATION
Conduct safety briefings and instruct the Flint Hills RAIDERS Team, Refinery Terminal Fire Company ("RTFC"), and mutual aid emergency response personnel regarding hazards and safety procedures; and develop an incident-specific safety plan, including emergency escape procedures or contingency plan. NOTE: This incident-specific plan should be based upon Flint Hills Resources Ingleside Terminal operational SOPs and safety SOPs.
INCIDENT SAFETY PLAN
DATE _____ **TIME** _____
LOCATION
NATURE OF THE INCIDENT
MATERIALS / PROCESS INVOLVED
THE EIGHT-STEP INCIDENT MANAGEMENT PROCEDURE
Evaluate the overall problem and situation from an operational safety perspective. The following information will also be collected by **INCIDENT COMMANDER**. It includes:
STEP 1 – SITE MANAGEMENT AND CONTROL
Avoid committing or positioning personnel or apparatus in a hazardous position or situation. Ensure that there is an escape route out of the area if the situation should deteriorate
Obtain the following information from **INCIDENT COMMANDER:** Are all the Refinery Complex personnel (e.g. operators, maintenance, contractors, visitors etc.) accounted for? ☐ Yes ☐ No Number and location of injured personnel
Unit(s) and material(s) involved?

FIGURE 3.3-6 – Safety Officer Checklist, Continued

STEP 1 – SITE MANAGEMENT AND CONTROL, CONTINUED	
Will standard firefighting protective clothing be adequate protection for the material(s) involved? ☐ Yes ☐ No Hot Zone _____ Warm Zone _____ Cold Zone	
STEP 2 – IDENTIFY THE MATERIALS INVOLVED	
ACTION	**COMMENTS**
Identify the materials involved. Check MSDS sheets for appropriate actions.	
STEP 3 – EVALUATE THE HAZARDS AND RISKS	
Overall condition of the HAZMAT containment systems	
Environmental conditions including runoff, wind, precipitation, topography, etc.?	
Exposures, including people (facility, emergency responders and the public), property (other process units), environment, and systems disruption (i.e., shutdown of ship channel traffic).	
Determine the proper tactics. • Offensive Tactics • Defensive Tactics • Non-intervention Tactics	
Modifications to the suggested size and perimeters of the hazard control zones.	
Monitor the emergency scene to determine the concentration of contaminants present (e.g., toxicity, flammability, oxygen deficiency) and their approximate location(s).	
Have decontamination recommendations been obtained?	
Other related considerations	
STEP 4 – SELECT THE PROPER LEVEL OF PERSONAL PROTECTIVE CLOTHING	
Determine the level of personal protective clothing required	
Ensure that all emergency response personnel are using the proper protective equipment and clothing equal to the hazards present. Do not place personnel in an unsafe emergency situation.	

FIGURE 3.3-6 – Safety Officer Checklist, Continued

STEP 5 – COORDINATE INFORMATION AND RESOURCES	
ACTION	**COMMENTS**
Coordinate with and advise the Incident Commander and Sector Officers regarding the following: • Potentially hazardous and unsafe incident conditions • Emergency procedures • Monitoring of the incident site • Personal protective clothing requirements • Safe working procedures • Extent of entry operations • Responding to event	
Tactical Options: 1. _____ 2. _____ 3. _____ 4. _____	
AT HAZMAT incidents, ensure that: ____ Decontamination Sector operations are properly located within the warm zone. ____ Decontamination Sector operations are well marked and identified. ____ The proper decon method and type of personal protective clothing to be used by the Decon Team has been determined and communicated, as appropriate.	
Confirm orders by repeating radio communication and follow through to ensure that they are fully understood and correctly implemented. **Maintain strict control of the situation.**	
STEP 6 – HAZARDOUS MATERIALS CONTROL, CONTAINMENT, AND CONFINEMENT	
"Buddy system" is used by personnel operating in controlled access areas.	
Backup personnel wearing the appropriate level of PPE.	
Monitor all entry operations within controlled access areas for unsafe acts or conditions, as well as maximum working times.	
Ensure that a **Rehab/Medical Sector** is established, personnel are rotated, and that physiological effects are monitored.	

FIGURE 3.3-6 – Safety Officer Checklist, Continued

STEP 7 – DECONTAMINATION PROCEDURES	
ACTION	**COMMENTS**
Review decontamination procedures and determine extent of decontamination required including the level of personal protection during decontamination operations so as to ensure that contaminants are not spread off the incident site.	
Ensure decontamination of emergency response personnel before they leave the scene. For example, H_2S vapors, flammable gases, and some toxic and corrosive gases can saturate protective clothing and be carried into "safe" areas.	
STEP 8 – INCIDENT TERMINATION	
Account for all personnel before leaving the scene of the emergency.	
Maintain and submit all records and logs after the incident has been terminated.	

Figure 3.3-7 - Liaison Officer Checklist

GENERAL INFORMATION
The Liaison Officer Checklist is designed to be used by the on-call Liaison Officer or his designee. The Liaison Officer is assigned to the Command Staff and reports to the EOC Director. The Liaison Officer is responsible for coordinating with assisting mutual aid organizations and ensuring that appropriate notifications are made with local, county, state, and federal governmental agencies. The Liaison Officer will be located in the Emergency Operations Center (Administration Building Conference Room).
INCIDENT INFORMATION
DATE _____ **TIME** _____ **LOCATION** _____ _____ _____ _____ **NATURE OF THE INCIDENT** _____ _____ _____ _____ **MATERIALS/PROCESS INVOLVED** _____ _____ _____ _____

DUTIES AND RESPONSIBILITIES	
ACTION	**COMMENTS**
Maintain coordination and contact with the **EOC Director** in the Emergency Operations Center.	
Serve as a point of contact for assisting organizations, governmental agencies, and local government representatives.	
Integrate assisting organizations, agencies, and jurisdiction into compatible incident command system positions.	
Respond to requests from Flint Hills Resources Ingleside Terminal incident personnel for inter-organizational contacts.	
Monitor incident operations to identify potential inter-organizational coordination problems.	
Maintain records and logs of personal contacts.	
Liaison Contact Worksheet (See next page).	

Figure 3.3-7 - Liaison Officer Checklist, Continued

NAME	PHONE NUMBER/ ORGANIZATION	TIME CONTACTED	COMMENTS

Figure 3.3-8 – Sample Environmental Officer Checklist

GENERAL INFORMATION	
The Environmental Officer Checklist is designed to be used by the Environmental Officer on call (or designee). The Environmental Officer is assigned to the Emergency Operations Center ("EOC") staff and reports to the EOC Director. The Environmental Officer is responsible for coordinating with assisting mutual aid organizations and ensuring that appropriate notifications are made with local, county, state, and federal governmental agencies. The Environmental Officer will be located in the Emergency Operations Center (Administration Building Conference Room).	
INCIDENT INFORMATION	
DATE _____ **TIME** _____ **LOCATION** _____ _____ _____ _____ **NATURE OF THE INCIDENT** _____ _____ _____ _____ **MATERIALS/PROCESS INVOLVED** _____ _____ _____ _____	
DUTIES AND RESPONSIBILITIES	
ACTION	**COMMENTS**
Prepare and implement emergency and regulatory notification procedures, as appropriate. Coordinate notifications and requests for information with the Environmental Manager (see duties outlined below).	
ENVIRONMENTAL MANAGER	
DUTIES: Responsible for the following duties: • Coordinate requests from governmental regulatory agencies, including OSHA, EPA, NRC, TCEQ, etc.	
• Meet environmental compliance investigators at the Main Gate and ascertain the specific nature of their requests	
• Responsible for assessing damage and potential damage to the environment and for providing expertise in the use and handling of chemicals used in combating spills and releases.	
• Notify pertinent Texas Governmental agencies and the San Patricio County LEPC that the Terminal is in compliance with applicable environmental regulations before operations are resumed.	

Figure 3.3-8 – Sample Environmental Officer Checklist, Continued

DUTIES AND RESPONSIBILITIES (CONTINUED)	
ACTION	**COMMENTS**
• Assure that the time, date, and details of the incident have been placed in the Terminal operating record; and submit written reports of the incident to appropriate governmental agencies, as necessary. AT A MINIMUM, this report should include: 1. Name, address, and phone of the Terminal. 2. Date, time, and type of incident. 3. Name and quantity of materials involved. 4. The extent of any injuries. 5. An assessment of actual or potential hazards to human health or the environment, where applicable. 6. The estimated quantity and disposition of recovered materials. 7. Cause of the accident. 8. A description of the corrective actions taken to prevent a reoccurrence of the incident.	

Figure 3.3-9 – Sample Environmental Incident Summary Form

FLINT HILLS resources

ENVIRONMENTAL INCIDENT SUMMARY FORM
Lynx Incident #_____

Corpus Christi Refinery

Environmental Use Only	Reviewed By:	Final Date:	Lynx Incident No.:	EIS No:
	FIN Common Name:		FIN:	EPN:

1. Physical Location: (Check Appropriate Box)				**2. Incident Occurred in RC:**	**3. Common Name of Process Unit or Area Where Incident Occurred:**
☐	West Refinery - 2825 Suntide Rd, Corpus Christi, TX	RN: RN100235266	Air Acct No. NE-0122-D	☐ 1 ☐ 5	
☐	East Refinery - 1700 Nueces Bay Blvd, Corpus Christi, TX	RN: RN102534138	Air Acct No. NE-0120-H	☐ 2 ☐ 6 ☐ 3 ☐ 7	
☐	Ingleside Marine Terminal - End of FM 1069	RN: RN100222744	Air Acct No. SD-0047-K	☐ 4 ☐ 9	

4. Emission Point Common Name:	**5. Completed By:**	
	Name/Telephone	Employee #

6. Incident Discovery Date and Time:						**7. For Releases Only:**	**8. Incident Duration:**			
Month	Day	Year	Hour	Minute	☐AM ☐PM	☐ Release began at date/time of discovery. ☐ Beginning time of release is currently unknown.*	Days	Hours	Minutes	* If beginning date/time is unknown, assume 24 hrs prior to discovery time when calculating incident duration.

Classification of Incident (See definitions and examples on reverse)

9. Class (Check Only One)	**10. Type** (Check Only One)		**11. Characteristic** (Check all that apply)	**12. Category** (Check all that apply)	
☐ Reportable Release (>RQ)	☐ Release/Spill	☐ Complaint or Off-Site Air Monitor Issue	☐ Non-FHR Incident	** Planned Event? ☐ Yes ☐ No	☐ Upset
☐ Non-Reportable Release (<RQ)	☐ Permit Exceedance	☐ LDAR	☐ No Release Occurred	☐ Shutdown **	☐ By-pass of emission control device
☐ Potential Compliance Issue	☐ Non-conformance	☐ MSS Activity	Release to :	☐ Startup **	☐ SSMP Form Required
☐ Authorized by Permit	☐ CEMS or Environmental Instrumentation Problem	☐ Other	☐ Air ☐ Water	☐ Maintenance **	☐ Title V Impact
☐ Other			☐ Soil ☐ Containment		☐ Animal On Site

13. Provide detailed explanation of incident or cause(s) of emission event. For releases and spills, provide BLISS Sample Point or BLISS Sample ID # for released material if possible.

Provide action(s) taken to correct the emission event and minimize the emissions. For spills and releases, provide cleanup activities.

14. Release Estimates (Attach Calculations) ☐ **Check box if there are no calculations required**				**Environmental Use Only**
Chemical Released **(use chemical name on the RQ list)**	Medium Affected (Air, Water, Soil, Containment)	Amount Released	Units (lb, gal, cup, bbl, etc.)	

15. Technical Contacts

Name	Company	Telephone	Title	Employee #

Revised: 10/23/11 (2) Form No. FEF-MM-116(A)

Figure 3.3-9 – Sample Environmental Incident Summary Form, continued

Instructions

4 **Emission Point Common Name:** Write what the emission point or malfunctioning equipment is commonly called in the plant. Include equipment numbers if available. For example: #1 SRU Tail Gas Incinerator, FCCU Scrubber, Feed Bottoms Exchanger XXEAXXXX.

6 **Incident Discovery Date and Time:** This is the date and time that the incident was actually discovered.

7 **For Releases Only:** If the release began at the time of discovery, check the 1st box. If the beginning time of the release is not known, check the 2nd box. For example, a puddle of hydrocarbon liquid is discovered, but the length of time that the puddle has been there isn't known. In this case the 2nd box would be checked.

8 **Incident Duration:** For releases and spills, this should be the elapsed time between the time the release began and the time when the release stopped or the spill was cleaned up. For intermittent releases, use the time corresponding to the last release event that occurred with a note in section 13 that the release was intermittent. If beginning date/time is unknown, assume 24 hrs prior to discovery time when calculating incident duration. If boxes are checked for Potential Compliance Issues, Non-conformance, Other, No Release Occurred or Animal On-Site, the duration may not be appropriate and N/A is acceptable.

9 **Class (Check only one):**

a. **Reportable Release –** An unpermitted release above the reportable quantity to the air, water or soil. Examples: Benzene release greater than 10 pounds, unspeciated hydrocarbon release to air greater than 100 pounds, etc. See the RQ list for a listing of chemicals and their reportable quantities. RQ list is available on the Environmental InfoNet Home Page.

b. **Non-Reportable Release –** An unpermitted release below the reportable quantity. This applies to leaks, spills, and fires as well as hard limit exceedances of NOx, CO, SO2, etc. as long as the estimated release is below the reportable quantity.

c. **Potential Compliance Issue** – An Environmental requirement is potentially not met. Final determination of non-compliance will be made by the appropriate subject matter expert in the Environmental Dept. Examples: A Non-Conformance, Analyzer/CEMS Malfunction, a permit exceedance, or an odor complaint where the odor is identified as originating from a non-FHR facility or a roll off box is transported without the proper manifest documentation.

d. **Authorized by Permit** – A permitted release authorized under TCEQ Flexible Permits 8803A and 6308 or other state or federal permits; i.e. MSS, PBR, etc

e. **Other** – If the Incident Type does not fit in one of the class categories above, check here.

10 **Type(Check only one):**

a. **Release/Spill** – An unpermitted release of a material to soil, water, air, or containment. For example: pin-hole leak in piping, spill at the docks, unpermitted wastewater discharge, etc.

b. **Permit Exceedence –** An exceedance of a limit included in a numerical limit included in an air or water permit. For example: a hard NOx limit on a heater, an Oil & Grease limit on wastewater effluent.

c. **Non-Conformance** – FHR environmental procedure, policy or other environmental directive is not followed.

d. **CEMS or Environmental Instrumentation Problem** – A failure of an analyzer or instrument used to demonstrate compliance with environmental limits or the measured data is used in a calculation that demonstrates compliance with environmental limits. CEMS analyzers with continuous downtime <24 hrs don't require an EIS. For example: a CEMS, fuel gas flow meter, pH analyzer, flat lined instruments.

e. **Complaint or Off-Site Air Monitor Issue –** An FHR employee or a third party complaint is made because of an odor or other environmental reason. This also includes reports of high readings from any of the off-site ambient air quality monitors where FHR's operations are determined to be the source.

f. **LDAR** – Small leaks from pumps, valves, connectors, compressors, late repairs, etc. that fall under the LDAR program. The determination of a release as LDAR-regulated should be made on a case–by-case basis by the Environmental Department. Emissions from LDAR-regulated leaks will be calculated by the LDAR Department.

g. **MSS Activity** – An authorized emissions activity described in the Maintenance, Startup, Shutdown (MSS) special conditions of the TCEQ Flexible Permits 8803A or 6308. Contact an Environmental Advisor for guidance on determining if an activity is covered by MSS conditions. An indication of Maintenance, Startup or Shutdown and planned status must be indicated in the Section 12 – Category.

h. **Other –** If the Incident Type does not fit in one of the class categories above, check here.

11 **Characteristic:**

a. **Non-FHR Incident** – A 3rd party caused the incident and it was not on FHR property. If this is checked, include the individual's name, company address, phone, and organizations type (e.g. citizen, private enterprise, public utility, local, state, or federal government) in Section No. 10.

b. **No Release Occurred** – Indicates that there were no emissions associated with this event. Emission calculations must be included with the SIR/ EIS package unless this box is checked.

c. **Release to: Air** – Be sure to consider evaporation from spills, **Soil** – Material was released directly to soil outside of any containment, **Water** – Material was released directly to navigable water or poses the threat of a release to navigable water, **Containment** – All or part of the release was captured in containment (i.e. concrete slab, dirty water sewer, absorbent pads, etc.). If release was partially contained, check additional Characteristics as necessary.

12 **Category:**

a. **Shutdown or Startup *–** Only applies to air releases associated with a shutdown or startup of a unit or piece of equipment.

b. **Maintenance*–** Only applies to air releases associated with maintenance activities.

c. **** Planned E vent? –** Required if Shutdown, Startup or Maintenance boxes are checked. This has implications to emissions from the activity being authorized under the MSS conditions of the flexible permits. Check with Environmental Advisor for assistance in determining if event was planned.

d. **Upset** – Only applies to upset events, malfunctions and unplanned or unscheduled startups, shutdowns and maintenance activities not authorized by a permit where a release occurs. All unplanned Shutdowns, Startups and maintenance related emissions are considered upset related emissions.

e. **SSMP Required** – The Process Manager's Console Reference identifies which equipment requires an SSMP (Startup / Shutdown / Malfunction Plan) form.

f. **Title V Impact –** Any deviation from environmental limits or regulatory requirements (all releases potentially have a Title V Impact).

g. **Animal on Site –** An animal has been found on the facility property that is either injured, in danger or deceased. Refer to FHR Env. Procedure FEP-MM-105.

13 **Provide detailed explanation of incident…:** Based on preliminary information, describe the incident and cause if known. Describe any corrective actions taken to stop the incident or prevent a recurrence. For spills and releases describe any cleanup activities. If a lab sample of material that was spilled or released is available, please list either the BLISS Sample ID# or the BLISS Sample Point in this section.

14 **Release Estimates:** Fill out all blanks for each chemical released to each medium. If the release is to air, the Refinery Shift Manager (RSM) is responsible for providing the release estimate. If more space is needed, attach a list to the EIS with all of the required information. Attach calculations and sample data as necessary. If no calculations are needed, check the "No Calculations Required Box" and describe in the "Comments" section why no calculations are required.

15 **Technical Contacts:** List of individuals involved with the incident that can provide more information to the Environmental Advisor.

Figure 3.3-10 – Sample Environmental Agency Notification Form

FLINT HILLS resources
Corpus Christi Complex

Environmental Agency Notification Form

FEF-MM-116(B)- Revision Date: 5/30/12 (No. 3)

Date/Time of Incident *(Please print legibly)*: **Reported By:** **LYNX Incident No.:** **LYNX EIS No.:**

Incident Location:

☐ **West Refinery (Manufacturing/Storage)** (b) (7) Capacity)
2826 Sunfide Road, CC, TX 78409
(b) (7)(F), (b) (3)
Approx. 12 miles NW of downtown CC

☐ **Mid Terminal (Storage)** (b) (7) (Capacity)
Tribble Lane, CC, TX 78407
(b) (7)(F), (b) (3)
Approx. 6 miles WNW of downtown CC

☐ **East Refinery (Manufacturing/Storage)** (b) (7) Capacity)
1607 Nueces Bay Blvd, CC,TX78407
(b) (7)(F), (b) (3)
Approx. 5 miles W of downtown CC

☐ **Ingleside Marine Terminal (Storage)** (b) (7) Capacity)
End of FM 1069, Ingleside TX78362
(b) (7)(F), (b) (3)
Approx 4.5 miles S of Ingleside

Weather Conditions:	Cloud Condition	Precipitation	Temperature	Wind Condition
	r Clear r Overcast r Partly Cloudy	r Rain r Hail r Sleet r Snow	_____°F	r Calm r Windy r Mild Wind r Gusts

Incident Description *(Source and/or cause of incident and damage)*: **If incident was a release from a ship or barge, the vessel type, name, flag and number will be needed for Federal agency notifications. If incident caused a release of oil to water, include the following items. 1) Container type, 2) Actions taken to correct, control, or mitigate the spill, 3) Number of injuries and/or deaths, 4) Damage assessment in dollars (approx.).**

If incident was from an above ground storage tank, complete the following information: Tank No. _____ **Tank Capacity** _____ **BBLS**

Agency Notification? r Yes r No **Agency Reportable?** r Yes r No **Media Affected/Impacted:** r Air r Soil r Water

Extremely Hazardous Substance (EHS, e.g. H_2S, SO_2, NOx): r Yes r No **If Yes, which EHS?**

INITIAL NOTIFICATIONS *(Additional calculations and comments may be documented on the back of form.)*

Agency	Person Contacted	Date	Time	Release ID No./Comments
FEDERAL AGENCIES				
National Response Center (NRC) 800-424-8802 Fax 202-267-1322 **It is not necessary to wait for all information before calling NRC**				
U.S. Coast Guard Local Office 888-3162 Fax 888-3115				
STATE AGENCIES				
State Emergency Response Commission (SERC) Statewide 24 Hr. 800-832-8224				
TCEQ Region 14 Local Office 825-3100 or Fax 825-3101 Statewide 24 Hr. 800-832-8224 24 Hr. Response 224-3408 (pager)				
Texas General Land Office (GLO) Statewide 24 Hr. 800-832-8224 Fax 825-3302				
Texas Railroad Commission Local Office 242-3113 Fax 242-2101 Austin Office 512-463-6788				
Texas Dept. of Health (HSEES) Mr. Richard Harris 512-458-7220 Fax 512-458-7776				
LOCAL AGENCIES				
Local Emergency Planning Committee (LEPC) **Nueces County / City of Corpus Christi** Ms. Maricela Cuevas 826-3960 Fax 826-4447				
RTFC (needs to be notified along with the LEPC) Crisis Management Dispatch (RTFC) 885-7000				
Coastal Plain LEPC 361-364-9650 Emergency Management 361-385-0591 (phone) Mr. William Zagorski 361-850-2270 (pager)				
Texas Dept. of Parks & Wildlife Alex Nunez Local Office 658-3181 Coastal Region Kills and Spills 24 Hr. 281-842-8100				
US Parks & Wildlife Local Office (Claire Lee) 994-9005				
Port Police Department Local Office 882-1182				
Port of Corpus Christi Harbormaster 882-1773				
Public Affairs Dept. - FHR Corpus Christi Rich Tuttle (primary) 242-8572 (b) (6) (cell) Darcy Jones (secondary) 242-8772 (cell)				
Legal - FHR Wichita Gale Newton 316-305-2897				

Figure 3.3-10 – Sample Environmental Agency Notification Form, continued

Agency Call Back Information

Document all information that agencies request and FHR comments to the request.

Date and Time: _____

Incident Description: _____

Agency(s) Contacted By: _____

Person(s) Contacted By: _____

Reason for Call Back: _____

Document all dialogue with the agencies below

Comments: _____

NOTE: Please attach additional pages, forms or other information, as necessary.

Figure 3.3-11 - ICS Claims Form

Date: _____

Name: _____

Address: _____

City, State Zip: _____

Telephone Number: _____

Claim Event Description_____

_____

_____

_____

_____

FHR Actions Taken _____

_____

_____

_____

_____

FHR (P-Card) Expenditures _____

_____

_____ _____ _____

Prepared by (Printed) Signature Date

Figure 3.3-12 - Public Information Officer Checklist

GENERAL INFORMATION
The Public Information Officer Checklist is designed to be used by the Public Relations Manager, who will be functioning as the Public Information Officer for the emergency. The Public Information Officer is assigned to the Command Staff and reports to the EOC Director. The PIO will handle requests for information from the press, radio and television media. The Public Information Officer will be located in the Administration Building Conference Room.

TASKS AND DUTIES	
A. General	
ACTION	**COMMENTS**
Public Information Officer identified by command vest.	
Obtain briefings from the Incident Commander (EOC Director) and participate in planning meetings.	
Collect incident information	

DATE _____ **TIME** _____

LOCATION

_____

_____

_____

NATURE OF THE INCIDENT

_____

_____

_____

ON-SITE/OFFSITE IMPACT ON PROPERTY

_____

_____

_____

ON-SITE/OFFSITE IMPACT ON PEOPLE

_____

_____

_____

EMPLOYEES

_____

_____

_____

CONTRACTORS

_____

_____

_____

NEIGHBORS

_____

_____

_____

HAZMATS INVOLVED

_____

_____

_____

Figure 3.3-12 – Public Information Officer Checklist, continued

B. Establish a Media Information Center	
ACTION	**COMMENTS**
Establish the Media Information Center in the Administration Building. If a field site is selected, it should be in a safe location away from the on-scene command post and incident operations. If possible, the media center should be within sight of the command post and have a view of the emergency scene.	
Assemble and prepare news information, bulletins, and press releases; and release information to the public or media as approved by the **EOC Director.**	
Establish communications with local, county, and state government agencies and assure uniformity of all messages.	
Attend incident briefings and meetings to update public information releases.	
Arrange for meetings between the media and incident personnel as directed by the **EOC Director.**	
C. Provide Information to the Media	
Initiate the release of information to and/or respond to inquiries from both the media and the general public. Consider the following media hints: • EXPECT TO BE NERVOUS!!! Think of the media interview as simply a conversation. • Keep track of what you say. • Don't be afraid to correct yourself if you have made an error. • Don't ever assume that the media or a reporter knows anything about the topic of the interview. Likewise, don't be afraid to correct a reporter when he is wrong or uninformed. • Remember the "Twelve Second Rule" – The first statement should be a concise, positive summation of the incident and Flint Hills Resources' reaction to the incident. • Talk to be understood. Always remember who your audience is. Avoid technical jargon. • Never lie, speculate, or give personal opinions. Avoid "spinning" the story. • Reaction to inflammatory questions should be measured and planned. PAUSE and collect your thoughts before speaking. Do not argue or lose control; maintain composure. • Be public oriented. Show genuine concern for public and community welfare. • Don't rely upon news conferences alone. Participate in the news conferences of others. Coordinate releases with public safety officials. • Control rumors. If it is a fact, get it out. Do not withhold information (except death notifications). • Don't play favorites. It is important to always be viewed as a credible source. • Never provide comments and information "off the record." • Stay away from "no comment." If you don't know the answer, say so; then try and find out. • Don't guess at causes or damage estimates. • Accommodate interview requests as soon as poss ble.	
Provide media updates frequently and on a regular basis.	
Prepare post-incident releases or summary information for the media.	
Maintain records of all news releases and contacts with the media or public. Keep track of what you say!	

Figure 3.3-12 – Public Information Officer Checklist, continued

D. Anticipating Questions	
ACTION	**COMMENTS**
When dealing with fire, hazardous vapor, or hazard chemical emergencies, anticipate receiving the following types of questions from media representatives:	
The Refinery • Does the refinery have an Emergency Response Plan? • Has the refinery participated in the Local Emergency Planning Committee ("LEPC") and the development of the Nueces County Emergency Response Plan? • Has the refinery notified the LEPC of the hazardous materials stored and used on the site? • Has the refinery conducted a risk assessment of the potential threats posed by the facility to the community?	
The Incident • What is the nature of the emergency? • How many injuries? Fatalities? What is the nature of the injuries and fatalities? • How many people were evacuated from the facility? Within the community? • How is the surrounding environment affected? • Have similar incidents occurred in the refinery in the past?	
The Chemical(s) Involved • What chemical(s) are involved in the emergency? • Is it a solid, liquid or gas? • What are the public health implications? • What quantity was released? • Are there other extremely hazardous substances (EHSs) stored, manufactured, or used within the refinery?	
Meteorological Conditions and Factors • What are the current temperature, wind velocity, and humidity conditions? Are they considered favorable or unfavorable as they affect the spread of the chemical? • What are the immediate and short-term weather forecasts? Will the changes affect the dispersion of the chemical?	
Physical Surroundings • Will the terrain and ground contour around the refinery affect the chemical dispersion in any manner? • Are there nearby population centers that might be at particular risk, such as the schools, hospitals, shopping centers, etc? • Will nearby residents be evacuated or "sheltered-in-place"? What are the criteria for making this decision?	
Health Risks • By what routes are humans exposed to the chemical (e.g., inhalation, ingestion, skin absorption, etc.)? • What are the potential health effects? Are these effects acute or chronic? • Are particular population groups particularly susceptible? • Can the chemical(s) involved react with other chemicals in the facility or in the area?	

Figure 3.3-12 – Public Information Officer Checklist, continued

D. Anticipating Questions, CONTINUED

Post-Incident Follow-up Questions

- What types of safeguards were in place at the refinery?
- Did the refinery have to report under any of the sections of SARA, Title III? Did it submit reports?

_____ Section 302 – Presence of Extremely Hazardous Substances
_____ Section 304 – Accidental Releases and Emergency Notification
_____ Section 311 – Hazardous Chemicals MSDSs or Lists
_____ Section 312 – Tier II Emergency and Hazardous Chemical Inventory Forms
_____ Section 313 – Toxic Chemical Release Form

- What prevention measures and approaches has the refinery implemented?
- What is the accident history of the refinery?
- Does the refinery provide training for its employees? What types of training are provided with respect to the handling of emergencies?
- What routes are used by the facility to ship and transfer its hazardous materials?
- Does the refinery have equipment or instruments on-site to detect a release? To track a release?
- What types of emergency response equipment does the refinery have on-site?
- Was emergency medical care available on-site? What level of care?
- Does the refinery know of any poss ble substitutes which could be used for the hazardous materials released? What environmental and health issues are posed by these substitutes? What are the economic issues involved in using substitutes?

NOTE: The above questions were referenced from the textbook, *Chemicals, The Press & the Public,* Chapter 5, "Reporting on a Chemical Emergency."

E. Guideline for Initial Standby Statement

(Approved for Use by Designated Spokesperson to Handle Media Inquiries)

I am _____ (name and title) representing _____

At approximately _____ (characterize incident) _____

_____

_____

_____

Personnel have been dispatched to the site and are working to bring the incident under control. (**Note:** If the incident is under control, say it is under control.) The cause of the incident has not yet been determined, and an investigation will be initiated as soon as practical.

Note: If you have confirmation of no injuries, say "There are no injuries associated with the incident."

(OR)

"There have been _____ (number) injuries and the injured are being (treated on-scene, en route to hospital) _____ this time". **DO NOT IDENTIFY INJURED.**

At this time, our primary concern is for the safety and welfare of employees, personnel, the community, and the environment. We are working diligently to contain and control this incident. That is all the information I have at this time. We will provide you updated information as it becomes available."

Note: Do not speculate. If you do not know the answer to a question, say "I do not know." Refer requests for additional information to the designated contact.

Figure 3.3-13 - Media Contact Worksheet

MEDIA GROUP/ ORGANIZATION	PHONE NUMBER	FAX	TIME CONTACTED	COMMENTS
Channel 3 (KIII) 5002 SPID Corpus Christi, TX 78411	HOTLINE # 361-855-6397 361-986-8300	361-986-8507		
Channel 6 (KRIS) 301 Artesian Street Corpus Christi, TX 78401	HOTLINE # 361-884-6666 361-886-6100	361-654-1631		
Channel 10 (KZTV) 301 Artesian St. Corpus Christi, TX 78401	HOTLINE # 361-885-0100 361-883-7070	361-654-1631		
Channel 28 (KORO) 102 Mesquite Corpus Christi, TX 78401	361-883-2823	361-883-2931		
KEYS Radio (1440 AM) 2117 Leopard Corpus Christi, TX 78401	HOTLINE # 361-883-3516 361-882-7411	361-882-9767		
KKTX News Radio (1360 AM) 501 Tupper Lane Corpus Christi, TX 78417	361-289-0111	361-289-6077		
KUQI-TV (FOX 38) 600 Leopard, Suite 1924 Corpus Christi, TX 78401	361-600-3800	361-882-1973		
Caller-Times 820 N. Lower Broadway Corpus Christi, TX 78401	361-884-2011	361-886-3732		
Nueces County Record Star 405 E. Main Alice, TX 78333	361-664-6588	361-668-1030		

Figure 3.3-14 - Process Planning Officer Checklist

GENERAL INFORMATION	
This checklist is designed to be used by the Refinery Shift Manager who will function as the Process Planning Officer. The Process Planning Officer reports directly to the **Incident Commander** and is directly responsible for collecting, evaluating, and disseminating information concerning the incident situation and the status of resources. The Process Planning Officer prepares strategies for the incident action plan, including contingencies for refinery planners if the incident significantly impacts overall refinery operations.	
INCIDENT INFORMATION	
DATE _____ **TIME** _____ **LOCATION** _____ _____ _____ **NATURE OF THE INCIDENT** _____ _____ _____ **MATERIALS/PROCESS INVOLVED** _____ _____ _____	
TASKS AND DUTIES	
ACTION	**COMMENTS**
Process Planning Officer identified by command vest.	
Obtain briefings from the **Incident Commander** and participate in planning meetings.	
Organize, activate, manage, and assign tasks to Planning Section units. Specific tasks include: • Situation status • Resource status • Incident documentation demobilization status • Technical specialists accessibility and utilization NOTE: Among the specific departments within the Flint Hills Resources Corpus Christi Refinery typically assigned to address these concerns are the following: • Process Engineering • Execution Group • Planning Group	
Collect and maintain information concerning the incident situation and the status of resources.	
Assist in the preparation of the incident action plan, including information regarding alternative strategies and recommendations as it pertains to process and product movement concerns.	
Maintain status of all emergency response resources and provide status summaries and briefings to the **Emergency Operations Center** ("EOC") staff.	
Produce and distribute the incident action plan.	
Prepare recommendations for the **Incident Commander** concerning the demobilization and release of resources.	

Figure 3.3-15 - Logistics Officer Checklist

GENERAL INFORMATION	
This checklist is designed to be used by the on-call Reliability Center Coordinator, who will function as the Process Logistics Officer. The Logistics Officer reports directly to the **EOC Director** and is directly responsible for providing facilities, personnel, services and materials in support of emergency incident activities. In addition, the Logistics Officer shall resume responsibility for the control and documentation of tools and equipment utilized during emergency operations.	
INCIDENT INFORMATION	
DATE _____ **TIME** _____ **LOCATION** _____ _____ _____ **NATURE OF THE INCIDENT** _____ _____ _____ **MATERIALS/PROCESS INVOLVED** _____ _____ _____	
TASKS AND DUTIES	
ACTION	**COMMENTS**
Logistics Officer identified by command vest.	
Obtain briefings from the **EOC Director** and participate in planning meetings.	
Organize, activate, manage, and assign tasks to Logistics Section units. Specific tasks include: • Equipment and Supplies • Personnel (non-emergency response areas) • Maintenance support and utilities • Dependent contractor support	
Coordinate the check-in, assignment, and dispatch of service and support personnel and equipment: • Reliability Center Personnel on-call will designate a person. • Stage and account for service and support personnel. • Call in additional maintenance and support personnel, as directed by the EOC Director. • Track incoming and outgoing support equipment. • Ensure that equipment is properly maintained, decontaminated, disposed of, and returned after use or the termination of an incident.	

FIGURE 3.3-15 – Logistics Officer Checklist, Continued

TASK AND DUTIES (CONTINUED)	
ACTION	**COMMENTS**
Locate, obtain, and stage service and support resources. Designate three truck drivers and have them report to the Staging Officer. Supplies, tools and equipment required for entry operations shall be located in a safe area, at or near the entry point into the hazard zone. An equipment staging area utilizing a salvage cover should be set up at this location, as necessary.	
Identify current and projected incident service and support requirements.	
Monitor the status and ensure the re-supply of expendable items used during the emergency.	
Ensure that any equipment utilized throughout the incident is appropriately handled (i.e., isolated, decontaminated, etc.).	
Identify all chemically contaminated items remaining within the hot zone after the emergency phase is terminated.	
POST-INCIDENT RESOURCE CONCERNS	
All tools and equipment accounted for.	
All tools and equipment decontaminated.	
Decontamination Method(s) _____ _____	
Any protective clothing or equipment required to be isolated for further analysis or disposal? Yes ☐ No ☐ Items _____ _____	
Any contractor equipment requiring decontamination? Yes ☐ No ☐ Items _____ _____ _____	

Figure 3.3-16 - Logistics Resource Tracking Form

ITEM	AVAILABLE	USED
FIREFIGHTING EQUIPMENT Flint Hills Resources Mutual Aid –RTFC		
SPILL AND LEAK CONTROL EQUIPMENT		
PROTECTIVE CLOTHING		
TOOLS AND APPLIANCES		
OTHER		

Figure 3.3-17 - Scribe Checklist

ACTION	COMMENTS
Scribe is directly responsible for coordinating with EOC Staff and documenting all events as they occur.	
Monitor and brief the EOC Director of all events as they occur.	
Display all information for everyone to see.	
Assure that the time, date, and details of the incident are in order.	
Maintain list of agencies that have been notified.	
Ensure that any equipment utilized throughout the incident is recognized.	
Maintain list of resources in staging.	
Put information in order and prepare report for critique.	
All written information is considered legal documents.	

Figure 3.3-18 - Process Control Liaison Checklist

GENERAL INFORMATION

This checklist is designed to be used by the Production Leader who will function as the Process Control Liaison. The Process Control Liaison works closely with the On-Scene Incident Commander and the Process Control Officer and is directly responsible for function as a communication liaison between the Process PM and the Process Control Officer or the Process Control Officer and the On-Scene Incident Commander to contain and control incidents that are caused by and/or impact refinery processes.

INCIDENT INFORMATION

DATE _____ **TIME** _____

LOCATION

_____

_____

_____

NATURE OF THE INCIDENT

_____

_____

_____

MATERIALS/PROCESS INVOLVED

_____

_____

_____

TASKS AND DUTIES

Process Control Liaison identified by command vest.	

Report to the emergency area/Command Post and obtain the following information regarding the emergency:

- Source of the problem
- Unit(s) and chemical(s) involved
- Previous and current status of the incident

Where there any abnormal operating conditions immediately before the emergency?

Explain. ☐ Yes ☐ No

_____

_____

_____

Were there any equipment problems or changes immediately before the emergency

(e.g. changing over pumps. Etc.)? Explain. ☐ Yes ☐ No

_____

_____

_____

FIGURE 3.3-18 – Process Control Liaison Checklist, Continued

TASK AND DUTIES, CONTINUED	
• Current or pending measures to isolate the source and current estimate to implement controls • Identify the chemical or mechanical hazards present, including heat exposure to pressure vessels, blocked-in lines, and gas leaks • Overall condition of the HAZMAT containment systems ☐ YES ☐ NO Is the process isolated? ☐ YES ☐ NO Is the process stable (i.e. temperature, pressure and reactions)? ☐ YES ☐ NO Is there a flare system? Is it operational? ☐ YES ☐ NO Is there an emergency shutdown system?	
ACTION	**COMMENTS**
Check all operating units for problems due to the emergency and take necessary action.	
Request additional operating personnel, if required, to shut down units or perform other process activities.	
Prepare contingency operating plans.	
Advise the **On-Scene Commander** of the above information.	
Participate in the discussions of incident status and strategies.	
Request additional resources through the **On-Scene Commander.**	

Figure 3.3-19 - Sector Officer Checklist

GENERAL INFORMATION

This checklist is designed to be used by a person who will function as a Sector Officer. The Sector Officer reports directly to the **On-Scene Commander** and is directly responsible for the management of all emergency tactical operations directly related to the incident. This includes the following tasks:

- Oversees and directs emergency tactical operations.
- Coordinates emergency response operations with other Sector Officers within the Flint Hills Resources Corpus Christi Emergency Response Organization (e.g. Process Control, Safety, and Medical).
- Requests or releases resources through the **On-Scene Commander.**

INCIDENT INFORMATION

DATE _____ **TIME** _____

LOCATION

_____

_____

_____

NATURE OF THE INCIDENT

_____

_____

_____

MATERIALS/PROCESS INVOLVED

_____

_____

_____

TASKS AND DUTIES

ACTION	COMMENTS
Sector Officer identified by command vest.	
Obtain briefings from the **On-Scene Commander** and participate in planning meetings.	
Organize, activate, and manage operations units, as necessary.	
Coordinate emergency countermeasures with process control activities by working closely with the Process Control Liaison and other process personnel.	
Develop the field operations portion of the incident action plan; advise the **On-Scene Commander** concerning emergency capabilities and make recommendations on tactical priorities.	
Execute the field operations portion of the incident action plan; assign RAIDERS/RTFC personnel; supervise and coordinate incident operations.	
Determine ongoing needs, request additional resources, and resolve logistical problems.	
Update the **On-Scene Commander** regularly regarding unusual occurrences, status of the situation, and overall progress.	
Implement demobilization of the Operations Sector.	

Figure 3.3-20 - Staging Officer Checklist

GENERAL INFORMATION
This checklist is designed to be used by a designated PL who will function as the Staging Officer. The Staging Officer reports directly to the **On-Scene Commander** or to the **Sector Officer** and is responsible for both obtaining and managing emergency response personnel and equipment within the staging area.
INCIDENT INFORMATION
DATE _____ **TIME** _____ **LOCATION** _____ _____ _____ **NATURE OF THE INCIDENT** _____ _____ _____ **MATERIALS/PROCESS INVOLVED** _____ _____ _____ **COMMENTS/RECOMMENDATIONS** _____ _____ _____

TASKS AND DUTIES	
ACTION	**COMMENTS**
Staging Officer identified by command vest.	
Obtain a briefing from the **On-Scene Commander** or the **Sector Officer.**	
Establish a Staging Area.	
The Staging Officer should ensure and verify that the Staging Area is: In a safe location. ☐ Away from the Command Post. ☐ Accessible to the refinery. ☐ Accessible to mutual aid units responding to the emergency. ☐ Located so that units can be easily deployed to the emergency scene.	
Determine the amount of personnel and equipment which should be maintained within the staging area throughout the incident. This includes backup equipment and personnel.	

FIGURE 3.3-20 – Staging Officer Checklist, Continued

TASKS AND DUTIES, CONTINUED	
ACTION	**COMMENTS**
Coordinate the dispatch of required emergency response units, personnel, etc. from the primary or secondary staging area as needed to the emergency scene. **NOTE: Ensure that all responding units are requested to report to the staging area and not directly to the emergency scene.**	
Maintain a listing of all personnel and equipment within the staging area and provide the **On-Scene Commander** or the **Sector Officer** with regular updates. Use the following lists to coordinate personnel and equipment called out. ☐ RAIDERS Team Members Roster ☐ FHR Fire Department Equipment List	
Deploy units from the staging area to the emergency scene, as requested by the **On-Scene Commander** or the **Sector Officer.**	
Recommend the release of units from the staging area, as appropriate.	

Figure 3.3-21 - Emergency Response Equipment List

Requested Time	Equipment List at Main Fire Barn	Location	Staging In	Field Out	Staging In
	E-One Fire Truck	Fire Station – East Plant			
	Chemical Suits and HAZMAT Supplies	HAZMAT Trailer – East Plant and Ingleside			
	Breathing Air 4.5 SCBAs Refill Air Compressor	Fire Truck Fire Station – East Plant and West Plant			
	Water Jugs	Warehouse and Fire Truck – East Plant and West Plant			
	Ice	Fire Station – East Plant and West Plant			
	Area Rae Monitors and Others- H_2S/SO_2/HF/Benzene	Command Vehicle – East and West Plants and Ingleside			
	Rescue Equipment	Command Vehicle - Ingleside			
	Command Vehicle	Fire station – East and West Plants and Ingleside			
	Two – 2000 gpm trailer mounted monitors	ER Storage-West Plant			
	One - 10,000 gpm trailer mounted monitor	ER Storage-West Plant			
	Foam (10,000 gallons)	ER Storage-West Plant			
	3", 5", 6" and 7 ¼" Hose	ER Storage – West Plant			
	Additional Pumpers with crews	Main Station-RTFC			
	Additional Trailer with Foam Con. 1000 gallons	Station - Ingleside			
	Ambulance Units with crew	Fire Dept. – County EMS			
	Additional Firefighting Equipment with crews	Fire Dept.-RTFC and IVFD			
	HAZMAT Team	Station-RTFC – East Plant			
	Rescue Team	Station-RTFC – East Plant			

Figure 3.3-22 - Medical Officer Checklist

GENERAL INFORMATION	
This checklist is designed to be used by the Refinery Medical Coordinator (or designee) or RTFC person who will function as the Medical Officer. The Medical Officer reports directly to the **On-Scene Commander** or to the **Sector Officer** and is directly responsible for monitoring and coordinating triage, treatment, transportation, morgue, and patient decontamination groups to provide the highest level of patient care consistent with the incident action plan. Emergencies requiring the rescue and extrication of trapped victims will require close coordination between the **Sector Officer** and the **Medical Officer.**	
INCIDENT INFORMATION	
DATE _____ **TIME** _____ **LOCATION** _____ _____ _____ **NATURE OF THE INCIDENT** _____ _____ _____ **MATERIALS/PROCESS INVOLVED** _____ _____ _____	
TASKS AND DUTIES	
ACTION	**COMMENTS**
Medical Officer identified by command vest.	
Obtain a briefing from the **On-Scene Commander** or the **Sector Officer** and participate in Operations Section Planning	
Organize and assign tasks to Medical Sector personnel as follows: • Treatment Group. Initiated to provide for field triage and patient stabilization. Direct and coordinate the triage, evaluation, and tagging of patients, and move patients to the transportation areas. • Transport Group. Direct and coordinate the transportation of patients from the emergency scene to medical facilities via available modes of medical transportation (i.e. ambulance, helicopter, etc.) • Morgue Group. Direct protection and identification of bodies and coordinate with the Coroner, as necessary. • Patient Decontamination Group. Direct and coordinate the decontamination of patients before transportation to medical facilities.	
Establish locations for patient collection points and provide for acquisition of necessary supplies and medical equipment.	

FIGURE 3.3-22 – Medical Officer Checklist, Continued

TASKS AND DUTIES, CONTINUED	
ACTION	**COMMENTS**
Ensure that the number and types of patients and transportation options are coordinated with local hospitals and specialized treatment centers (i.e., burn injuries, trauma centers, etc.)	
Ensure that proper medical care procedures are follows.	
Update the **On-Scene Commander** or the **Sector Officer** regarding unusual occurrences, resources needed, situation status, and missions accomplished.	
Request additional resources through the **On-Scene Commander** or the **Sector Officer.**	
At hazardous materials incidents, conduct an incident debriefing for all emergency response personnel concerning potential chemical exposures, effects, and actions to take if signs/symptoms of exposure develop.	
Ensure that infection control procedures are implemented, as appropriate. This includes both emergency response and post-incident decontamination issues.	
Maintain records and log books, and develop reports as appropriate.	

Figure 3.3-23 - On-Scene Logistics Officer Checklist

GENERAL INFORMATION

This checklist is designed to be used by the Planner/Scheduler or his designee, who will function as the Logistics Officer. The On-Scene Logistics Officer reports directly to the **Incident Commander** and is directly responsible for providing facilities, personnel, services and materials in support of emergency incident activities. In addition, the On-Scene Logistics Officer shall assume responsibility for the control and documentation of tools and equipment utilized during emergency operations.

NOTE: The staging area for all emergency response personnel and equipment directly involved with on-scene emergency operations will be coordinated by the **Staging Officer.**

INCIDENT INFORMATION

DATE _____ **TIME** _____

LOCATION

_____

_____

_____

NATURE OF THE INCIDENT

_____

_____

_____

MATERIALS/PROCESS INVOLVED

_____

_____

_____

TASKS AND DUTIES

ACTION	COMMENTS
On-Scene Officer identified by command vest.	
Obtain briefings from the **On-Scene Commander** and participate in planning meetings.	
Organize, activate, manage and assign tasks to Logistics Section units as follows: • Equipment and supplies • Personnel (non-emergency response areas) • Maintenance support and utilities • Dependent contractor support	
Coordinate the check-in, assignment, and dispatch of service and support personnel and equipment: • Equipment and supplies. • State and account for service and support personnel. • Call in additional maintenance and support personnel, as directed by the On-Scene Commander. • Track incoming and outgoing support equipment. • Ensure that equipment is properly maintained, decontaminated, disposed of, and returned after use or the termination of an incident.	

FIGURE 3.3-23 – On-Scene Logistics Officer Checklist, Continued

ACTION	
Locate, obtain and stage service and support resources. Designate three truck drivers and have them report to the Staging Officer. Supplies, tools and equipment required for entry operations shall be located in a safe area, at or near the entry point into the hazard zone. An equipment staging area utilizing a salvage cove should be set up at this location, as necessary.	
Identify current and projected incident service and support requirements.	
Monitor the status and ensure the re-supply of expendable items used during the emergency.	
Ensure that any equipment utilized throughout the incident is appropriately handled (i.e. isolated, decontaminated, etc.).	
Identify all chemically contaminated items remaining within the hot zone after the emergency phase is terminated.	
POST-INCIDENT RESOURCE CONCERNS	**COMMENTS**
All tools and equipment accounted for.	
All tools and equipment decontaminated	
Decontamination Method(s) _____	
Any protective clothing or equipment required to be isolated for further analysis or disposal? Yes ☐ No ☐ Items _____ _____	
Any contractor equipment requiring decontamination? Yes ☐ No ☐ Items _____ _____	

Figure 3.3-24 - On-Scene Logistics Resource Tracking Form

ITEM	AVAILABLE	USED
FIREFIGHTING EQUIPMENT Flint Hills Resources Mutual Aid – RTFC		
SPILL AND LEAK CONTROL EQUIPMENT		
PROTECTIVE CLOTHING		
TOOLS AND APPLIANCES		
OTHER		

Figure 3.3-25 - Security Officer Checklist

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

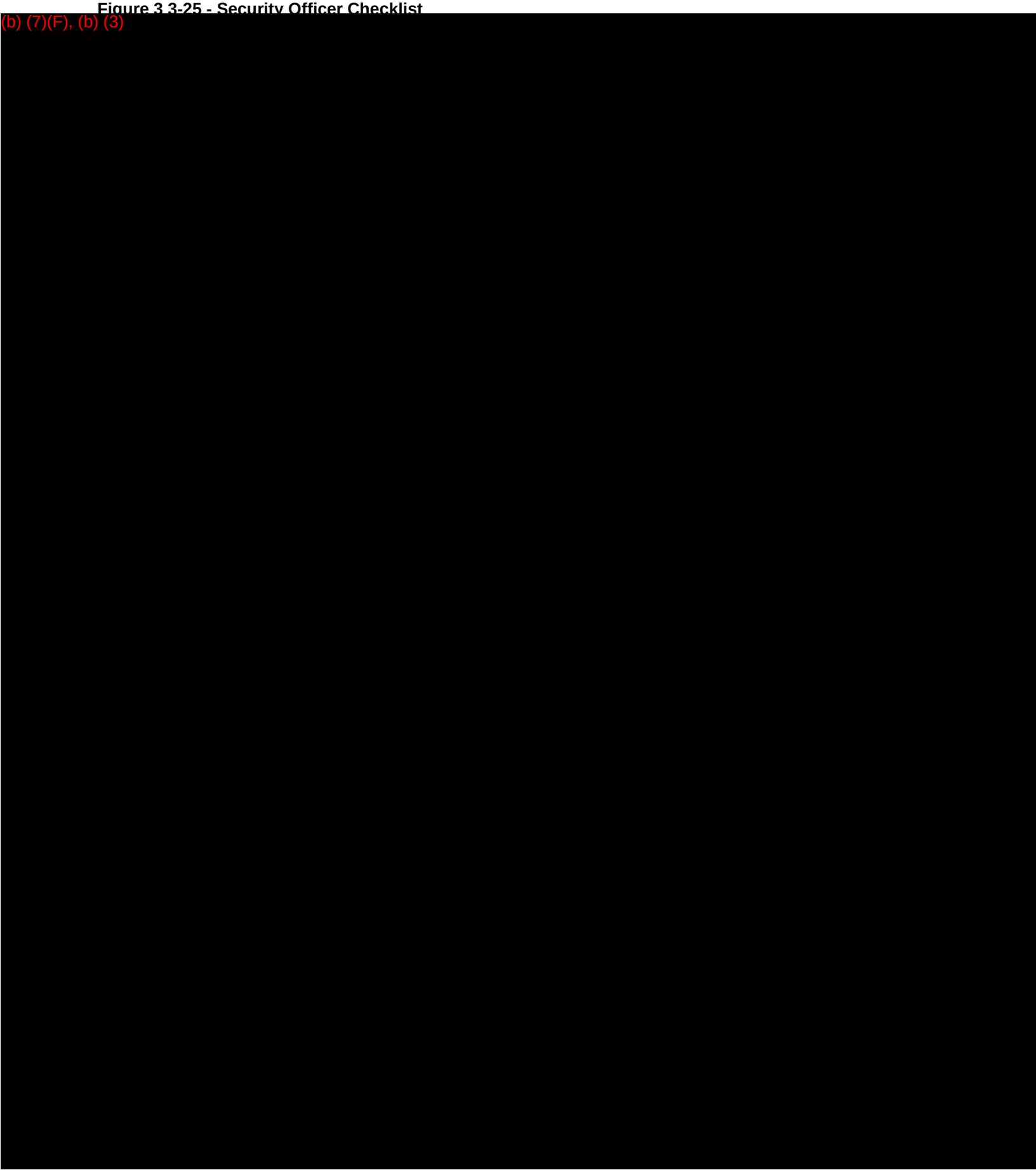
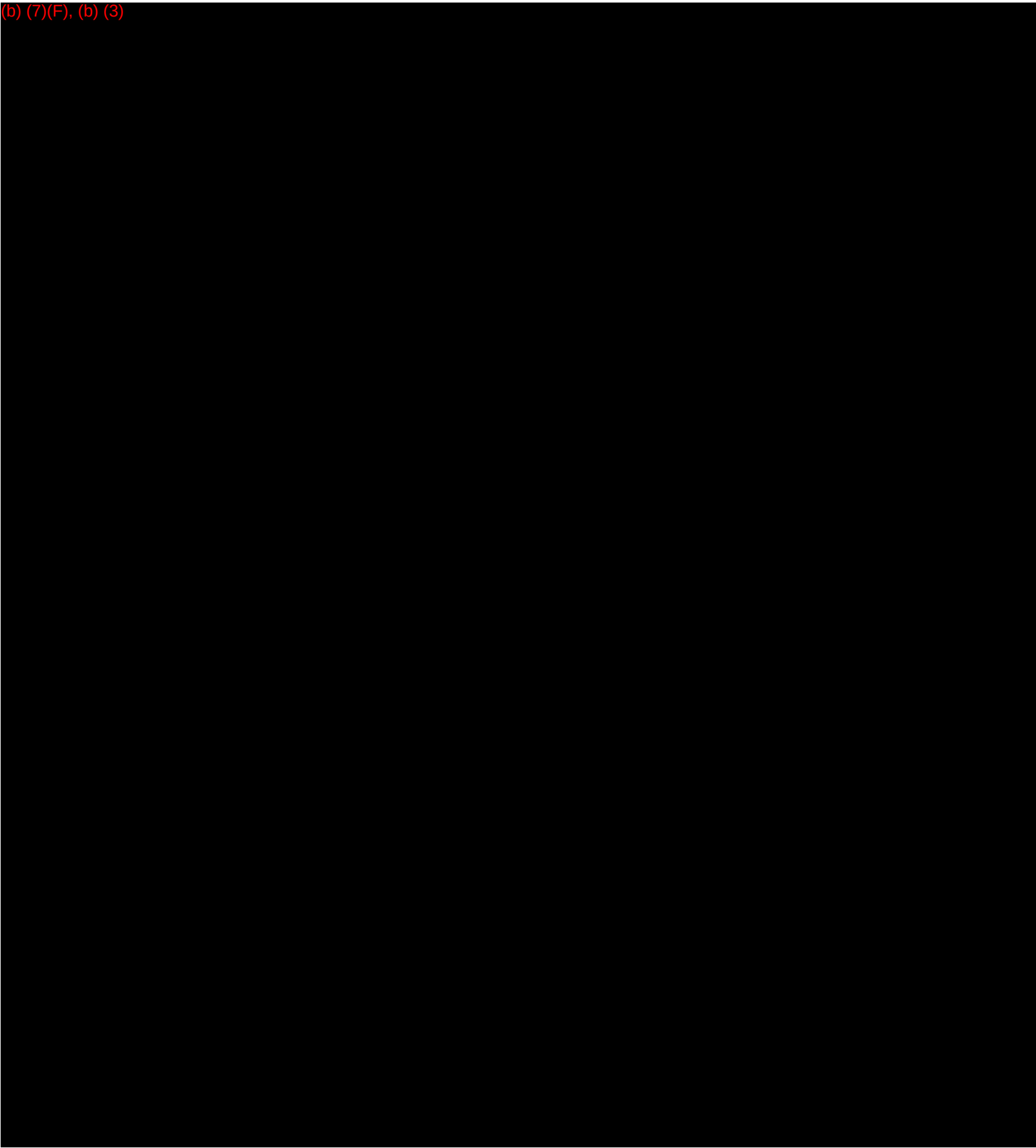


FIGURE 3.3-25 – Security Officer Checklist, Continued

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



Corpus Christi, LLC

Ingleside Terminal

Integrated Contingency Plan

Annex 4
Incident Documentation

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ANNEX 4 – INCIDENT DOCUMENTATION

4.1 INCIDENT HISTORY

This section is intended to provide a historical perspective on date, products, and quantity spilled, citing the cause and impact. It is presented in a table for ease of review. More comprehensive documentation can be reviewed at the Facility office.

Documentation of an emergency response provides a historical record, keeps management informed, serves as a legal instrument, and is a means to account for the cleanup activities.

Documentation should begin immediately upon discovery of the incident and continue until termination of operations. Documentation may include the following:

- Description of the incident (origin and characteristics)
- MSDSs
- Notifications (external and internal)
- Sampling surveys
- Photographs
- Climatological data
- Labor and equipment accounting
- Copies of logs, contracts, contacts, and plans prepared for the incident

Figure 4.1-1 - Incident History

Date	Cause	EPA[1] Y/N	USCG[2] Y/N	Material Spilled	Amount	Reached Navigable Waters?	Secondary Containment Involved? Effective?	Clean-Up	Corporate Action	How Detected?
Dec. 8 1994	Piping corrosion	N		Bonny Crude	5000 barrels	Yes	No	Yes	Incident review	SCADA
May 21 1996	Transfer hose split	N		Oso Condensate	30 barrels	Yes	No	Yes	Change in replacement policy	Direct Observation
Aug. 12 1996	Sump vent burp	N		Refugio Heavy Crude	2 barrels	Yes (20,000 gal)	No	Yes	Incident review	Direct Observation
Jan. 15 1997	Caulking leak	N		Crude Oil	1 pint	Yes	No	Yes	Caulking fixed	Direct Observation
Sept. 23 1997	Drip pan overflow	N		Hydraulic Fluid	½ cup	Yes	No	No	Incident review w/ procedure change	Direct Observation
Jan. 14 1998	Pipe corrosion	N		Maya Crude	2 barrels	Yes	No	Yes	Pipe fixed	Direct Observation
Jan 27 1998	Hose split	N		Hydraulic Oil	< 1 gallon	Yes	No	Yes	Hose replaced & process reviewed	Direct Observation
July 30 1999	Hose broke Free from guard rail after discharge	N	Y	Brent Crude	2-3 gallons	Yes	No	Yes	New procedures	Direct Observation
Jan. 24, 2001		Y	N	Crude Oil	38 gallons			Yes		
Feb. 2001		N	Y	Crude Oil	Sheen on Water			Yes		

[1] Did the incident originate from an EPA regulated non-transportation-related component of the facility?
[2] Did the incident originate from a USCG regulated transportation-related component of the facility?

Date	Cause	EPA[1] Y/N	USCG[2] Y/N	Material Spilled	Amount	Reached Navigable Waters?	Secondary Containment Involved? Effective?	Clean-Up	Corporate Action	How Detected?
Mar. 12 2001	Leaking nipple due to atmospheric corrosion	N	Y	Refugio Heavy Crude	.001488 barrel	Yes	N	Yes	Nipple replaced, Incident review	Direct observation
Apr. 26 2001	Piping corrosion	N	Y	Crude oil	.006 barrel	Yes	No	Yes	Incident Review Line patched	Direct Observation
Oct. 5 2001	Piping Corrosion	N	Y	Crude oil	.006 barrel	Yes	No	Yes	Incident Review Line Patch	Direct Observation
Dec. 3, 2001	Subcontractor rolled pipe	N	Y	Crude Oil	½ cup	Yes	No/NA	Yes	Incident Reiew	Direct Observation
Feb. 22 2002	Sump Overflow	N	Y	Crude oil	.048 barrel	Yes	Yes No	Yes	Incident Review Replace valves	Direct Observation
Mar. 5, 2002	Containment Boom Hydraulic System	N	Y	Hydraulic fluid	.003 barrel	Yes	No No	Yes	Incident Review Replace system	Direct Observation
Aug 11, 2002	Leak along Tank Ring Wall	Y	N	Crude Oil	20-25 gallons	No	Yes	Yes		Direct Observation
Sept. 1, 2002	Overflow of north end sump	Y	N	Crude Oil	4 barrels	No		Yes		Direct Observation
Oct. 20, 2002	Overfill of Tank 28064	Y	N	Crude Oil	190 barrels	No	Yes/Yes	Yes	Incident Review	Direct Observation
Nov 15, 2002		Y	N	Crude Oil	2 barrels			Yes		
May 10, 2003	Pump orfice union failure	Y	N	Crude Oil	10-12 gallons	No	No	Yes		Direct Observation

Date	Cause	EPA[1] Y/N	USCG[2] Y/N	Material Spilled	Amount	Reached Navigable Waters?	Secondary Containment Involved? Effective?	Clean-Up	Corporate Action	How Detected?
Aug 17, 2003	Ship mooring line winch brake failure	N	Y	Crude oil	.035 barrel	Yes	No No	Yes	Incident Review, Replace damaged equipment	Direct Observation
Aug. 25,2003	12" dock line split open	N	Y	Crude oil	4 barrels	No No	Yes	Yes	Incident Review, Removed 12"dock line	Direct Observation
Oct. 21, 2003		Y	N	Diesel	5 gallons			Yes		
Nov 12, 2003	Pressure test leak	Y	N	Crude Oil	38 gallons	No	No/NA	Yes		Direct Observation
Apr 14, 2009	Malfunction of AST Mixer	Y	N	Crude Oil	42 barrels	No	Yes/Yes	Yes	Incident review replaced damaged equipment	Direct Observation
July 6, 2009	Foam line pin hole	Y	N	Crude Oil	1 cup	No	No	Yes	Line repaired	Direct Observation
Aug 14, 2009	Sample pot overfill	Y	N	Crude Oil	22 pounds	No	No	Yes		Direct Observation
Sept 11, 2009	Hose Leak	N	Y	Crude Oil	0.6 gallon	No	Yes/Yes	Yes	Tightened blind bolts	Direct Observation
Oct 5, 2009	Oil released while separating hoses	Y	N	Crude Oil	.44 pound	No	No	Yes		Direct Observation
Oct 7, 2009	Transformer Leak	Y	N	Transfer Oil	6.3 pounds	No	No	Yes		Direct Observation
Oct 15, 2007	Vacuum truck valve	N	N	Crude Oil	3 gallons	No	No	Yes		Direct Observation
Jan 26, 2010	Vehicle fuel leak	N	N	Diesel Fuel	3 gallons	No	No	Yes		Direct Observation

Date	Cause	EPA[1] Y/N	USCG[2] Y/N	Material Spilled	Amount	Reached Navigable Waters?	Secondary Containment Involved? Effective?	Clean-Up	Corporate Action	How Detected?
Mar 19, 2010	Roof drain	Y	N	Crude Oil	1-2 gallons	No	Yes/Yes	Yes		Direct Observation
Mar 21, 2010	Underground leak	Y	N	Crude Oil	.02 pound	No	No	Yes		Direct Observation
May 21, 2010	Hydraulic leak	N	Y	Hydraulic Oil	.01 gallons	No	Yes/Yes	Yes		Direct Observation
Jul 8, 2010	Hydraulic oil leak on delivery truck	N	N	Hydraulic Oil	0.5 gallon	No	No	Yes		Direct Observation
Jul 8, 2010	Pump seal leak	Y	N	Crude Oil	0.3 gallon	No	Yes/Yes	Yes		Direct Observation
Jul 26, 2010	Dock hose swivel leak	N	Y	Crude Oil	0.06 gallon	No	Yes/Yes	Yes		Direct Observation
Aug 17, 2010	Loose ½" plug	Y	N	Crude Oil	1 gallon	No	No	Yes		Direct Observation
Sept 22, 2010	Ruptured truck hydraulic line	N	N	Hydraulic Oil	0.125 gallon	No	No	Yes		Direct Observation
Nov 13, 2010	Mixer to tank seal leak	Y	N	Crude Oil	2.5 gallons	No	No	Yes		Direct Observation
Dec 1, 2010	Hole and cut in tank bottom	Y	N	Crude Oil	3.5 gallons	No	No	No		Internal tank inspection
Feb 15, 2011	Leak on IFR	Y	N	Crude Oil	0.25 gallon	No	Yes/Yes	No		Direct Observation
Mar 9, 2011	Air compressor line break	Y	N	Lube Oil	0.25 gallon	No	Yes/Yes	Yes		Direct Observation
Mar 25, 2011	Diesel tank overfill	N	N	Diesel	0.5 gallon	No	Yes/Yes	Yes		Direct Observation
Jul 2, 2011	Pinhole leak on IFR	Y	N	Crude Oil	3 gallons	No	Yes/Yes	Yes		Direct Observation
Jan 26, 2011	Leak from vacuum truck line	N	N	Diesel	2 gallons	No	No	Yes		Direct Observation

Date	Cause	EPA[1] Y/N	USCG[2] Y/N	Material Spilled	Amount	Reached Navigable Waters?	Secondary Containment Involved? Effective?	Clean-Up	Corporate Action	How Detected?
Jan 28, 2012	Vacuum truck lost suction	N	N	Crude Oil	3 gallons	No	Yes/No	Yes		Direct Observation
Mar 11, 2012	Pump seal leak	Y	N	Crude Oil	3 gallons	No	No	Yes		Direct Observation
Mar 31, 2012	Flange leak	Y	N	Crude Oil	1 gallon	No	Yes/Yes	Yes		Direct Observation
Apr 9, 2012	Crane hydraulic leak	N	Y	Hydraulic Oil	0.02 gallon	No	Yes/Yes	Yes		Direct Observation
Apr 30, 2012	Vacuum hose leaked	N	N	Crude Oil	2 gallons	No	No	Yes		Direct Observation
May 5, 2012	Valve stem seal leak	Y	N	Crude Oil	0.5 gallon	No	No	Yes		Direct Observation
May 11, 2012	Residual from previous spill	Y	N	Crude Oil	0.5 gallon	No	No	Yes		Direct Observation
August 9, 2012	16" KPL Pig Trap Sump Leak	N	N	Crude Oil	50 barrels	No	Yes/Yes	Yes	Control Center shut down Booster pumps	Direct Observation

4.2 TERMINATING THE EMERGENCY

Terminating the emergency refers to the mitigation of the emergency phase of the incident. It does not mean that the problem has been totally resolved, rather that the immediate threat to Facility personnel, the community, and the environment has been controlled.

Termination of the emergency should focus on the following factors:

- Ensure that the potential for secondary problems created by the emergency has been addressed. Only those individuals directly involved in the emergency response or cleanup/restoration operation should be permitted in the area.
- As appropriate, debrief and release emergency response personnel, equipment, and supplies. Particular attention should be given to the issues of documenting hazardous exposures; signs and symptoms of exposure; protective clothing and equipment decontamination concerns; and so forth.
- Establish a demobilization schedule and procedures. This should include the rotation of FHR refinery and terminal personnel (as necessary), monitoring contractor activities following the release of emergency personnel, and compliance with all pertinent governmental regulations with respect to hazardous materials cleanup and disposal.
- Collect all reports, records, activity logs, and other pieces of incident documentation for the preparation of the post-incident report.

4.3 POST-EMERGENCY ACTIVITIES

The demobilization of emergency response operations should be accompanied by specific incident termination activities. This process involves:

1. Documenting safety procedures, incident-specific operations, the hazards encountered, and lessons learned;
2. Assembling a record of resources and events that may affect the environment, public health, and financial resources; and
3. Providing data that may be required to recover costs of incident operations, in compliance with local, state, and federal laws. Termination activities are divided into three phases: debriefing emergency response personnel and incident staff, post-incident analysis, and incident critique.

4.3.1 Incident Briefing

Incident debriefing may be held during the final phases of demobilization or after demobilization has been completed. A debriefing should meet the following objectives:

- Inform RAIDERS/RTFC personnel of possible hazardous materials exposures and associated signs and symptoms.
- Identify equipment damage and unsafe conditions requiring immediate attention or isolation for further evaluation.
- Assign information gathering responsibilities for a post-incident analysis and critique.

- Summarize the activities performed by each section/sector within the Incident Command System.
- Reinforce positive aspects of the emergency response.

The debriefing will be most effective when one individual is selected to lead. The Incident Commander ("IC") may not be the best facilitator, but he should be present to summarize the incident from the perspective of the command staff, to assess the command staff performance and RAIDERS/RTFC performance. The debriefing session should be concise, cover only the major aspects of the incident, and be limited to no more than approximately 30 minutes.

The following subjects are recommended in the order listed:

- Health Information. Exact materials and potential stresses to which RAIDERS/RTFC personnel have been exposed to, including exposure signs and symptoms. The need for any follow-up medical evaluations and the documentation of exposure levels.
- Equipment and Apparatus Exposure Review. Identification of equipment and apparatus potentially exposed and plans for special cleaning or disposal. Identification of personnel and procedures to decontaminate or dispose of equipment.
- Problems requiring immediate action. Equipment or procedural failures or major personnel problems.
- Reinforcement of things that went correctly and appreciation by the FHR management for a job well done.

4.3.2 Post-Incident Analysis

The post-incident analysis is a reconstruction of the emergency response to establish a clear picture of the events that occurred. The primary objective of the post-incident analysis is the improvement of future emergency response operations. A post-incident analysis and critique will be performed for all substantial Level "1" and greater incidents.

The Emergency Response Coordinator ("ERC") or task force is selected to collect information pertaining to the emergency response and recovery operations, and address issues raised at the debriefing session. This will guarantee that sensitive or unverified information is not improperly released. A checklist of key data and documentation should include the following elements:

- Information regarding the cause of the incident and contributing factors.
- Records of command post actions or decisions.
- Photographs or videotapes.
- Chemical hazard information from available resources.
- Records on levels of exposure and decontamination.
- Incident reports.
- Tactical display information used at the Command Post.
- Other relevant documentation or records.

Additional information can be acquired from interviews with RAIDERS/RTFC personnel, mutual aid units, and any photographs or videotapes made on the emergency response effort. This material will also serve as documentation for the post-incident investigation and potential cost recovery efforts.

When all data is assembled and a rough draft report is prepared, the report should be reviewed by the key players at the emergency to verify the contents. Once completed, the analysis can then commence. Post-incident analysis should focus upon five key topics:

1. **Command and Control**. Was the Incident Command System established and was the emergency response organized according to the existing Emergency Response Plan? Did information pass from Emergency Response personnel to the IC or through otherwise appropriate channels? Were response objectives communicated to field personnel who were expected to implement them?

2. **Tactical Operations**. Were tactical operations ordered by the IC and implemented by the RAIDERS/RTFC effective? What worked? What did not?

3. **Resources**. Were resources adequate to conduct the response effort? Are improvements needed to equipment or facilities? Were personnel trained adequately for their assignments?

4. **Support Services**. Were support services adequate and provided in a timely manner? What is needed to increase the provision of support to the necessary level?

5. **Plans and Planning**. Were the Emergency Response Plan ("ERP") and associated procedures current? Did they adequately cover notification, assessment, response, recovery, and termination? Were roles and assignments clearly defined? How will ERPs be upgraded to reflect the "lessons learned"?

Once the post-incident analysis is completed, it should be forwarded to management for review and then distributed to those responsible for appropriate action. Conclusions and recommendations should be incorporated into the existing Emergency Response Plan and procedures or used as the basis for developing a new/revised ERP.

4.3.3 Critique

An effective incident critique or self-evaluation supported by senior FHR management is a positive way to outline and discuss lessons learned. A commitment to critique emergency response operations will improve performance and planning by increasing efficiency through detection of deficiencies. A good critique promotes:

- Trust in the emergency response system.
- A willingness to cooperate through teamwork.
- Training and exercising.
- Improved preparedness.
- Sharing information among emergency response organizations.

The purpose of a critique is to develop recommendations for improving the emergency response system. The crucial player in the critique is the facilitator who leads the process. A facilitator can be any individual who is

1. Comfortable and effective working in front of a group;
2. Knowledgeable about the ICP and SOPs; and
3. Experienced in emergency response. This individual need not necessarily be the ERC.

The facilitator will control the critique and should perform the following tasks:

- Introduce the participants and procedures and keep the critique moving according to schedule.
- Ensure that direct questions receive direct answers.
- Ensure that all participants adhere to critique guidelines.
- Ensure that each operational group presents its observations or comments.

The following is a recommended critique format for large-scale emergency responses:

1. **Participant Critique**. Each individual makes a statement relevant to his performance and what he feels are the major issues. Depending on time, more detail may be added. There should be no interruptions during this phase.
2. **Operations Critique**. Participants then comment on the strengths and weaknesses of each section/sector's actions and contributions. Through a spokesperson, each section/sector presents problems encountered, unanticipated events, and lessons learned. Each presentation should not exceed five minutes.
3. **Session Critique**. At the end of the critique, participants focus on the problems that should be addressed by each group. The facilitator encourages discussion, reinforces constructive comments, and records important points.

Following the critique, the facilitator forwards written comments to refinery management. The comments should emphasize suggestions for improving emergency response capabilities and for revising/upgrading the ERP. A final report is then circulated within the emergency response organization for all personnel to review.

4.4 EQUIPMENT DEMOBILIZATION

Demobilization is one of the areas that the FHR can reduce costs considerably with proper planning. Therefore, emphasis must be placed on establishing efficient demobilization procedures. A Demobilization Checklist is contained in **FIGURE 4.4-1** and a Demobilization Plan is included in **FIGURE 4.4-2**.

Figure 4.4-1 - Demobilization Checklist

DEMOBILIZATION	INITIALS	DATE & TIME STARTED	DATE & TIME COMPLETED
Assign personnel to identify surplus resources and probable release times			
Establish demobilization priorities			
Develop decontamination procedures			
Initiate equipment repair and maintenance			
Develop Disposal Plan			
Identify shipping needs			
Identify personnel travel needs			
Develop impact assessment and statements			
Obtain concurrence of Planning and Operations prior to release of personnel or equipment			

Figure 4.4-2 - Demobilization Plan

Incident Name:	_____	Plan Location:	_____
Effective Date of Plan:	_____	Effective Time Period of Plan:	_____
Spill Location:	_____	Plan Prepared By:	_____

Demobilization Procedures

- Command Staff will determine which resources are ready for release from a specific collection site. The Planning Officer will provide guidance on release priorities and demobilization recommendations. Information maintained by the Command Staff will be utilized to assist in the prioritization.
- Each collection site will require a decontamination area. Decontaminated equipment will be returned to appropriate staging area for release or re-deployment. Transports for equipment will be required if remote from staging area.
- Planning Officers will document all demobilization and decontamination activities.
- Equipment designated for re-assignment will be mobilized to the appropriate staging area.
- The Safety Officer will maintain a log documenting that proper decontamination procedures were performed for each piece of equipment.
- The Affected Supervisors will ensure that redeployed personnel receive proper rest prior to return to duty. The Planning Officer will monitor personnel redeployment activities to ensure number of hours worked is within acceptable guidelines.
- The On-Scene IC and the EOC Director must approve demobilization plans prior to decontamination, release, or redeployment of any resources.

4.5 POST-INCIDENT DOCUMENTATION

The IC should ensure that incident termination activities include a determination of the cause and origin of the incident. The FHR Safety and Health Department will support the line organization in the investigative effort, with coordination and support from other Facility departments, as appropriate.

Incident activities will be documented during the emergency using a combination of operational checklists, reporting forms, and logs. At major or significant emergencies, the IC should designate a scribe to handle the documentation of events, site conditions, personnel present on the scene, and other pertinent information that can be used both during and after the incident.

4.5.1 General Documentation Guidelines

The following procedures are designed to maintain accurate and useful documentation during an emergency response. It is recommended that an incident log be developed.

- Information should be legibly printed in ink. If weather conditions do not permit this, pencil or other writing materials may be used.
- The language should be objective, factual, and free of personal feelings or terminology that detracts from recording the information accurately and concisely.
- Whenever possible, entries should be made contemporaneously. The times of observations should also be noted.
- The following background information should be detailed, including:
    - Date and time of the incident
    - Location of the emergency
    - Brief description of the type of incident (e.g., fire, rescue, etc.)
    - Weather conditions
    - Personnel on-site, including FHR Corpus Christi Refinery and Terminal employees, contractors, visitors, mutual aid units, etc.
    - Summary of activities
- Maintain a chronicle of incident activities, events, and changing conditions. Note the following types of information which are pertinent to documenting incident activities and status:
    - Arrival and departure times of personnel
    - Proposed strategies and tactics, with supporting rationale
    - Consequences or outcomes of countermeasures
    - Levels of PPE used on-site
    - Qualitative and quantitative description of ambient conditions
    - Meteorological information
    - Site sketch and other field observations
- If photographs or videotapes are taken, copies should also be obtained for the incident file. The following information should be recorded when documenting the incident with photos and/or videotapes:
    - Time, date, location, direction, and weather conditions

- Description or identification of subject and relevance of photographs
- Sequential number of photos and film roll number(s)
- Camera type and serial number
- Name of photographer

All logs and supporting documentation should be collected by the FHR Occupational Safety and Health Department at the termination of the incident and maintained in an incident file. This file will be available for reference in the event of similar incidents within Flint Hills Resources Corpus Christi, LLC. Portions of the incident file may also be copied and forwarded to the corporate offices in Wichita, KS.

The incident file should contain the following items:

- Field reports
- Logbooks and operational checklists
- Press releases
- Statements from governmental agencies or the public
- Photographs
- Costs incurred, including cost documentation
- Other pertinent information

4.5.2 Post-Incident Reports

The type and severity of the incident will determine the need for a formal report. The incident file will serve as a record of the emergency, countermeasures taken, costs incurred, and information exchanged. If a report is requested or required, the incident file will serve as the primary source of information for preparing a report. The incident file can also be accessed as a reference for similar incidents in the future.

Figure 4.5-1 - Emergency Critique Form

Date:	How was Emergency Reported?				
Time:	(AM or PM)	❑ 600	❑ 7400	❑ Radio	❑ Other
Time of All Clear:					
Incident Commander:					
Location:					
I.C. Location					
	Incident Level	❑ 0	❑ 1	❑ 2	❑ 3
Nature of Incident:	❑ Fire	❑ H/C Vapor Release	❑ Medical/Rescue	❑ Oil Spill	
	❑ Power Failure	❑ Other			
Description of Incident:					
Account of All Personnel:					
Employee/Public/Government Agency Notified:					
Injuries/Exposures:					
Material Released and Estimated Quantity/Size of Release:					
Protective Actions Implemented:					

Incident Commander	
❑ Command Post Established	❑ Coordination of Information and Resources
❑ Account for All Personnel	❑ Hazard Material Control
❑ Emergency Site Access	❑ Fire Truck/Fire Apparatus Operation
❑ Command Staff Established	❑ Fire Pumps Activated
❑ Decontamination Procedures Followed	❑ Incident Terminated
❑ Proper PPE Identified	❑ RTFC Notified

Figure 4.5-1 - Emergency Critique Form, Continued

Incident Commander EOC / On-Scene
Comments:
On-Scene Process Control (Production Leader)
Comments:
On-Scene Process Liaison (Production Leader Affected Area)
Comments
Safety Officer EOC / On-Scene
Comments:
EOC / On-Scene Environmental Officer
Comments:
Sector Officer
Comments:
Staging Officer
Comments:
Process Planning Officer EOC / On-Scene
Comments:

Figure 4.5-1 - Emergency Critique Form, Continued

Logistics Officer EOC / On-Scene
Comments:
Liaison Officer
Comments:
Scribe Officer
Comments:
Medical Officer
Comments:
Public Information Officer / Assistant PIO
Comments:
Finance Officer
Comments:
Refinery Terminal Fire Company (RTFC)
Comments:
Security
Comments:
RAIDERS
Comments:

Figure 4.5-1 - Emergency Critique Form, Continued

ACTION ITEMS GENERATED
1.
Responsibility for Follow Up:
2.
Responsibility for Follow Up:
3.
Responsibility for Follow Up:
4.
Responsibility for Follow Up:
5.
Responsibility for Follow Up:
6.

Corpus Christi, LLC

Ingleside Terminal

Integrated Contingency Plan

Annex 5
Training and Exercises / Drills

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ANNEX 5 – TRAINING AND EXERCISES / DRILLS

5.1 FACILITY PERSONNEL

Facility personnel must successfully complete a program of classroom instruction and/or on-the-job training. This training must be designed so that facility personnel are able to respond effectively to emergencies by familiarizing them with emergency procedures, emergency equipment and emergency systems, including:

- Procedures for using, inspecting, repairing and replacing facility emergency and monitoring equipment.
- Reviewing the Operating, Maintenance, and Emergency Procedures for Hazardous Liquids Manual, including recognizing conditions that are likely to worsen.
- Key parameters for automatic waste feed cutoff systems.
- Communications or alarm systems.
- Response to fires or explosions.
- Response to groundwater contamination incidents.
- Shutdown of operations.

Personnel working on-site exposed to hazardous substances, health hazards, or safety hazards and their supervisors and management responsible for the site, receive training meeting the requirements of 29 CFR 1910.120 before they are permitted to engage in hazardous waste operations that could expose them to hazardous substances, safety or health hazards. These personnel are trained to a level required by their job function and responsibility. Training elements are as follows:

- Names of personnel and alternates responsible for site safety and health.
- Safety, health and other hazards present on the site.
- Use of personal protective equipment.
- Work practices to minimize risks from hazards.
- Safe use of engineering controls and equipment on the site.
- Medical surveillance requirements, including recognition of symptoms and signs which might indicate overexposure to hazards.
- Required elements of a site safety plan, including decontamination procedures, emergency response plan, confined space entry and spill containment program.

Most of the training is done in-house by individuals trained and certified in hazardous materials management. RTFC/RAIDERS personnel are certified to fight fires in nationally recognized industrial fire training programs.

5.2 GENERAL TRAINING

The following are FHR's general training requirements:

- RCRA - Facility Personnel Training
- General Awareness Required for all FHR Personnel
- Hazard Communication Standard Overview

5.3 LEVELS OF EXPERTISE TRAINING

The FHR Ingleside Terminal emergency response system identifies four levels of expertise required to perform emergency response duties at fires and hazardous materials emergencies. Expertise means the level of training, education, or experience required to perform an assigned task.

The levels of expertise are intended to fulfill an emergency response system requirement and are not necessarily designed to meet a particular regulatory requirement for training emergency response team members under 29 CFR 1910.120 or Fire Brigades under 29 CFR 1910.156.

The following levels of responder expertise are similar to those adopted by the Refinery Terminal Fire Company ("RTFC") and many other petrochemical ERTs and public fire departments:

5.3.1 Hazardous Waste Management Training

All FHR personnel participate in general hazardous waste management training via computer-based training (“CBT”) or classroom programs. FHR Waste Management personnel receive annual offsite Resource Conservation and Recovery Act (“RCRA”) training. On-site Waste Management contractors are required to maintain both updated RCRA training and Hazardous Waste Operations and Emergency Response (“HAZWOPER”) training for all personnel at the Ingleside Terminal.

5.3.2 First Responder Training

A First Responder is the first trained person arriving on the scene of an emergency. First Responders include employees working in various process and operations areas within the Ingleside Terminal. The level of training for First Responders typically ranges from four to eight hours depending on the work assignment of the employee. Specialized training is not a condition of First Responder training.

First Responders perform these functions:

1. Activate the Facility emergency response system by radio or phone.
2. Isolate other personnel from the immediate hazard area.
3. Initiate Evacuation or Shelter-in-Place, as required.
4. Take responsible and safe actions to protect themselves, refinery personnel and equipment, such as activating water spray systems or using available fixed firefighting equipment.

5. Coordinate the emergency response efforts with the responding RTFC Captain, Process Control Officer, and the Safety Officer.

5.3.3 Hazardous Materials Technicians

Individuals specially trained and equipped to handle the typical fire and hazardous materials emergencies which are encountered within the Ingleside Terminal. They provide an intermediate to advanced level of hazardous materials expertise. The level of training for Hazardous Materials Technicians will be a minimum of 40 hours. Additional specialized training will also be offered based upon the need to address hazards associated with oil storage and distribution. All RAIDERS and RTFC members are trained to this level along with high hazard unit operators, such as the HF Alky.

In addition to functions performed by the First Responder, Hazardous Materials Technicians may perform additional functions depending on their assignment. These are:

1. Establish the Refinery's incident command system, perform command functions, and have the ability to manage individual ICS sectors.

2. Recognize the problem and identify hazardous materials involved.

3. Conduct a hazard and risk evaluation of the incident.

4. Operate ambient air monitoring equipment, such as 5-gas meters and detector tubes.

5. Demonstrate specialized knowledge of various individual and bulk hazardous materials containers found within the terminal.

6. Use all types of specialized chemical and high-temperature personal protective clothing provided. Use positive-pressure Self-Contained Breathing Apparatus (“SCBA”) or cartridge/filter respirators, as required.

7. Perform specialized control, containment, and confinement operations on hazardous materials releases within resource and protective equipment capabilities. Examples would include diking, isolating, pumps, activating remote control valves, uprighting containers, etc.

8. Implement the decontamination procedure.

9. Implement a site safety and health plan for the incident.

5.3.4 On-Scene Incident Commander

The On-Scene Incident Commanders ("OSICs") are individuals who will assume control of the incident scene beyond the First Responder level and who are responsible for directing and coordinating all aspects of a hazardous materials incident. The level of training for those personnel functioning as an Incident Commander will be a minimum of 16 hours. Additional specialized training will also be offered based upon the need to address hazards associated with oil storage and distribution.

In addition to the functions performed at the First Responder level, the OSIC shall perform these functions:

1. Know and be able to implement the Ingleside Terminal incident command system, including procedures for the notification and utilization of outside resources.

2. Understand the relationship between the Ingleside Terminal ICP ("ICP") and ERPs from the LEPC and the U.S. Coast Guard Marine Safety Office.

3. Develop and implement a plan of action, including safety considerations, consistent with SOPs and within the capability of the available personnel, personal protective equipment, and control equipment.

4. Evaluate the progress of the planned response to ensure that response objectives are being met safely, effectively and efficiently; and adjust the plan of action as necessary.

5.3.5 Specialist Employees

These are employees who, by the nature of their regular work duties, work with or are trained in the hazards of specific materials, containers, or processes and may be called upon to provide technical advice or assistance to the Emergency Response Team relative to their area of specialization. Examples would include product and container specialists and chemists.

The scope of the Specialist Employees' duties will vary, ranging from providing technical advice and assistance to entering the hot zone wearing personal protective clothing and equipment to perform product control countermeasures.

5.4 TRAINING PROGRAMS AND REQUIREMENT

All FHR employees will receive adequate training to enable them to perform their emergency response duties safely. The training received will range from evacuation, for those having no emergency duties, to intensive firefighting and hazardous materials response training. No FHR employee is expected to respond to emergencies in a manner for which he is not trained.

5.4.1 Fire Training

All FHR Ingleside Terminal employees, except for office workers, receive two hours of annual training in the usage of fire extinguishers and self-contained breathing apparatus (“SCBA”).

All RAIDERS members will receive a minimum of seventy-two (72) hours of training per year, which includes 16-20 hours of live fire training.

5.4.2 Hazardous Materials Training

All RAIDERS members and other selected employees receive 16 hours of training initially in the hazardous materials area, with an 8-hour annual refresher. The training is provided through qualified institutions. This training covers the following topical areas:

- Physical Properties of Hazardous Materials
- Safety Procedures Review

- Hazards of Personal Exposure
- Risk Assessment
- Site Survey
- Site Control
- Containment Methods
- Selection and Use of Personal Protective Clothing and Equipment
- Medical Surveillance and Treatment
- Decontamination Procedures
- Case Studies
- Written Exercises
- Practical Exercises

5.4.3 Continuing Training and Education

Both firefighting and hazardous materials training are provided to all RAIDERS members on a regular basis. In addition, selected members receive additional training and education through attendance at outside professional conferences and training courses.

5.4.4 Emergency Response Plan Training

At least once each calendar year, applicable portions of the emergency response plan will be reviewed with employees and contract personnel.

In addition, all affected field personnel will be indoctrinated in the proper procedures for the reporting and monitoring of spills and other emergencies. Included in this training are procedures for contacting the Qualified Individual on a 24-hour basis, procedures and telephone numbers for contacting the National Response Center, and content of the Plan's Information Summary. A copy of the Integrated Contingency Plan will also be made available to all response personnel.

5.5 DRILLS AND EXERCISES

Drills and exercises are an integral element in the overall training program. The objectives of both drills and exercises are: (1) to practice emergency procedures and skills; (2) to evaluate individual knowledge of emergency responders; and (3) to determine the overall effectiveness of both emergency response procedures and the Emergency Response Plan.

The following information further describes the role of drills and exercises within the refinery's emergency response training program:

DRILL - A planned and defined training session covering a single, specific topic or function. Drills typically reinforce classroom training which has already occurred; drills are used to demonstrate skill performance.

Examples of drills would include the donning and doffing of self-contained breathing apparatus, foam and hose line operations for flammable liquid firefighting, fire engine pump operations, telephone notification drills, etc.

5.5.1 Response Exercise Requirement

Exercises are used as a mechanism to evaluate both the operational and managerial readiness of emergency response plans and field response capabilities. The Ingleside Terminal conducts three types of exercises as an integral element of its emergency response training program:

1. Tabletop Exercise - An activity in which key FHR management personnel with emergency management responsibilities are gathered together to discuss actions to be taken during an emergency based upon the refinery's and/or LEPC's emergency response plan ("ERP") and the respective standard operating procedures ("SOPs"). The tabletop exercise is designed to elicit constructive discussion by the participants as they examine and resolve problems based upon the ERP.

    - The purpose of a tabletop exercise is to have participants practice problem-solving and resolve questions of coordination and assignment of responsibilities in a controlled environment, under minimum stress.

    - Tabletop exercises typically involve a limited demonstration of operational response and/or internal coordination activities and can be used in preparation for a functional or a full-scale/field exercise.

2. Functional Exercise - A functional exercise is more extensive than a tabletop exercise in that activities are conducted beyond a conference room atmosphere. It may include both the Ingleside Terminal Emergency Operating Center ("EOC") operations & Crisis Management Team and concurrent field activities. Generally, this type of exercise will focus upon a single function or activity within a function (e.g., notification exercise, implementation and expansion of the refinery incident command system, etc.).

3. Full-Scale/Field Exercise - A full-scale/field exercise is used to evaluate emergency response operational capabilities in an interactive manner over an extended time frame (typically several hours or days). The primary purpose of the full-scale exercise is to test a major portion of the ERP functions and should incorporate a high degree of realism, extensive involvement of resources and personnel, and an increased level of stress.

    - This type of exercise would include the mobilization of both personnel and resources to several locations simultaneously, as well as the actual movement of personnel, equipment, and resources required to demonstrate a coordinated response and management capability.

    - Full-scale/field exercises are always planned for with specific written objectives and are normally announced in advance to ensure personnel safety and minimize interruptions of business.

A comparison of the various types of drills and exercises can be found below in **FIGURE 5.5-1**

Figure 5.5-1 - Comparison of Drills and Exercises

	DRILLS	TABLETOP	FUNCTIONAL EXERCISE	FULL SCALE EXERCISE
Scope	Specific Activity	Problem Solving (Small)	Complex Activity (Limited)	Integrated Functions (Large)
Duration	Brief (Repetitive)	2-4 Hours	1-8 Hours	1 Day +
Time	Real	None	Real Skip	Real Skip Compressed
Players	Emergency Responders	Emergency Responders	Variable	Key Refinery & Community
Simulation	None	N/A	Variable	As little as Practical
Critique	Drill Leader/Self	Facilitator/Self	Facilitator or Objective Staff	Outside Observers
Follow-up	Study	Minutes/Notes/Practice, with action items	Written Critique, with action items.	Written Critique, with action items.

5.5.2 Training for Casual Laborers or Volunteers

5.5.2.1 Spill Response Personnel

Trained spill response cleanup personnel will be provided primarily by spill response contractors provided in this plan. Select FHR personnel are properly trained in spill response and can respond as needed.

FHR does not intend to use casual laborers or volunteers for spill response operations requiring HAZWOPER training.

5.5.2.2 Training Documentation and Record Maintenance

All FHR personnel training and exercise records will be maintained at the FHR Corpus Christi Refineries. The Training Supervisor is responsible for maintaining these records. Records are maintained at the ("TEC") Training Education Center for five years or as long as each individual is assigned duties under this plan and include:

1. Documentation of yearly training associated with the Emergency Response Plan as provided to Emergency Management Team and facility personnel.

2. Records of personnel training in accordance with OSHA-29 CFR 1910.120 Regulations. Training records of instructors are also maintained.

Records of training provided for FHR contracted response personnel will be maintained at the respective contractor's office and will be verified by FHR on an annual basis. The Contractor will maintain training records for each individual as long as those individuals are assigned duties in this plan.

All exercise and training records will be made available upon agency request.

5.6 SPILL RESPONSE EXERCISE PROCEDURES AND SCHEDULES

Flint Hills Resources Ingleside Terminal follows the National Preparedness for Response Exercise Program ("PREP") Guidelines. Under PREP, all components of the entire response plan must be exercised every three (3) years.

5.6.1 Overview of Response Exercise Program

Response exercises will be designed to:

- Exercise Emergency Response Plan and identify potential areas for improvement;
- Practice Emergency Management Team Roles and refine where necessary;
- Practice communications procedures;
- Practice documentation procedures;
- Evaluate Command Center and communications equipment adequacy;
- Become familiar with area resources and agencies;
- Satisfy regulatory requirements.

The Emergency Response Coordinator is responsible for scheduling, record maintenance, implementing and evaluating this exercise program, as well as ensuring that post-exercise evaluation improvements are implemented.

Once the need for improvements is identified during post-exercise evaluations, the Emergency Response Coordinator and One Plan Compliance System Owner ("CSO") will identify the most effective way to correct the deficiencies. This may include implementing additional training programs, modifying the emergency response plan, modifying communications equipment, command center equipment, response team organization, or other such actions. Once the remedy is determined, the program modification will be implemented in a timely manner.

5.6.2 Types of Spill Response Exercises Conducted

5.6.2.1 Facility and Qualified Individual Notification Exercises

FHR will conduct Qualified Individual ("QI") Notification Exercises on a quarterly basis. The Notification Exercise will consist of initiating a mock spill notification to the QI or alternate QI (in the event the QI is unavailable). The ECC will document who was called, the time and date of the notification and the phone numbers called during the drill. **FIGURE A.10-1** contains a form to document these exercises.

5.6.2.2 Equipment Deployment Exercises

FHR will conduct semi-annual equipment deployment exercises for company-owned and operated response equipment. FHR will also ensure that the response contractors identified in this plan participate in annual Equipment Deployment Exercises. These exercises will include deployment of

representative equipment as identified in the response plan. At least one exercise will be conducted on an unannounced basis every three years.

5.6.2.3 Spill Management Team Tabletop Exercises

FHR will conduct annual Spill Management Team Tabletop Exercises in order to test the Emergency Management Team's knowledge of spill response activities and responsibilities as outlined in the plan. The Tabletop Exercises will take the form of either announced or unannounced exercises and will involve discussion of each team member's role in a typical spill response. The exercise will document the effectiveness of the plan and the responsibilities of each Emergency Management Team Member in a mock spill scenario. Every three years, all components of the entire Response Plan will be exercised and one of these exercises must cover a worst-case discharge scenario. **FIGURE 5.6-1** contains a form to document these exercises.

5.6.2.4 Unannounced Exercises

FHR will either participate in an annual unannounced Tabletop Exercise to test the preparedness of the Emergency Response System or will ensure that the spill response contractors named in this plan participate in an annual unannounced exercise.

Figure 5.6-1 Internal Exercise Documentation Form

FHR – Spill Response Internal Exercise Documentation Form

Flint Hills Resources Corpus Christi, LLC, Ingleside, TX

Retain this form for a minimum of 3 years for USCG/RSPA/MMS and 5 years for EPA

1. Date(s) Performed: _____

2. ❑ Exercise

If Exercise:

❑ Announced ❑ Unannounced ❑ Deployment ❑ Notification ❑ Tabletop

If Exercise, Frequency

❑ Quarter ❑ 1st ❑ 2nd ❑ 3rd ❑ 4th ❑ Annual

3. Location of Exercise / Spill _____

4. Time Started: _____ Time Completed: _____

5. Description of Scenario or spill including volume and content (crude oil, condensate, etc.)

_____

_____

_____

6. Describe how the following objectives were exercised:

Response team's knowledge of oil-spill response plan:

	Yes	No
Was briefing meeting conducted (attach attendee log)	❑	❑
Establish Field Command Center	❑	❑
Confirm source was stopped	❑	❑
Develop Site Safety Plan	❑	❑
Established Work Zones and Perimeter Security	❑	❑
Develop Short-Range Tactical Plan	❑	❑
Develop Long-Range Tactical Plan	❑	❑
Proper Notifications:		
Notification to Production Foreman/Supervisor (or Designee)	❑	❑
Production Superintendent	❑	❑
EH&S Department	❑	❑
Release Incident Report Completed	❑	❑
Notification to Agencies Completed (attach Log)	❑	❑

Figure 5.6-1 - Internal Exercise Documentation Form, Continued

Agencies Notified:

Transportation / Communication System:
Establish Primary / Secondary Communication System:

Primary: ❑ Cellular Phone ❑ Two-way Radio ❑ Land Telephone Line

Secondary: ❑ Cellular Phone ❑ Two-way Radio ❑ Land Telephone Line

❑ Other _____

	Yes	No
Motor vessel deployed:	❑	❑

Provide Name _____

Helicopter / Sea Plan Deployed	❑	❑

Call Sign: _____

Describe function (i.e. transportation, surveillance, dispersant application):

Ability to access contracted Oil Spill Removal Organizations ("OSROs"):

Who Contacted – (Name of individual and OSRO): _____

When Contacted: _____

Response time projection for deployment: _____

Type and amount of containment used: _____

	Yes	No
Spilled material recovered:	❑	❑
Spilled material disposed:	❑	❑

Where? _____

Emergency Management Team's ability to coordinate spill response with On-Scene Coordinator, State and applicable agencies:

	Yes	No
Was regulatory on-scene coordinator(s) contacted?	❑	❑

List person and agency represented:

_____

_____

_____

Figure 5.6-1 - Internal Exercise Documentation Form, Continued

Emergency Management Team's ability to access sensitive site and resource information in the Area Contingency Plan:

	Yes	No
Was pre-impact assessment conducted?	❑	❑
Were pre-impact samples taken?	❑	❑
Were pre-impact photographs taken?	❑	❑
Were NRDA specialists mobilized?	❑	❑

7. Any deficiencies identified?

If yes, changes implemented?

If no, why were changes not implemented?

Lessons Learned	Person Responsible for Follow-Up of Corrective Measures

Certifying Signature

Figure 5.6-1 - Internal Exercise Documentation Form, Continued

INCIDENT COMMANDER ON SCENE
Comments:
ON-SCENE PROCESS CONTROL (Production Leader)
Comments:
ON-SCENE PROCESS LIAISON (Production Leader Affected Area)
Comments:
SAFETY OFFICER ON SCENE
Comments:
ON-SCENE ENVIRONMENTAL OFFICER
Comments:
N/A SECTOR OFFICER
Comments:
STAGING OFFICER
Comments:
PROCESS PLANNING OFFICER ON SCENE
Comments:

Figure 5.6-1 - Internal Exercise Documentation Form, Continued

LOGISTIC OFFICER ON SCENE

Comments:

LIAISON OFFICER

Comments:

SCRIBE OFFICER

Comments:

MEDICAL OFFICER

Comments:

PUBLIC INFORMATION OFFICER / ASSISTANT PIO

Comments:

REFINERY TERMINAL FIRE COMPANY (RTFC)

Comments:

POCCA SECURITY

Comments:

RAIDERS

Comments:

Figure 5.6-1 - Internal Exercise Documentation Form, Continued

ACTION ITEMS GENERATED

1. _____

Responsibility for Follow Up: _____

2. _____

Responsibility for Follow Up: _____

3. _____

Responsibility for Follow Up: _____

4. _____

Responsibility for Follow Up: _____

5. _____

Responsibility for Follow Up: _____

Figure 5.6-1 - Internal Exercise Documentation Form, Continued

Spill Response Attendance Roster

Name	Response Affiliation/Role
1.	
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Corpus Christi, LLC

Ingleside Terminal

Integrated Contingency Plan

Annex 6
Plan Review and Modification

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ANNEX 6 - PLAN REVIEW AND MODIFICATIONS

6.1 POST-INCIDENT ANALYSIS AND REVIEW

Preparedness/Response Planning can be greatly enhanced by post-incident review and analysis. Flint Hills Resources Corpus Christi, LLC ("FHR") believes this type of activity provides a critical opportunity to critique the plan, the planning process, and the facts relating to an actual event. The activities associated with a post-incident review are meant to identify avenues for improvement, not deficiencies in response.

As a general rule, a post-incident review and analysis will be conducted following any incident that resulted in, or could have reasonably resulted in a worst-case discharge of oil from the FHR Ingleside Terminal ("Facility"). The Refinery Leadership Team may also elect to conduct a review of any incident if the Team believes such a review will add value to the plan review process. The post-incident review and analysis may be conducted by the Incident Commander, the Qualified Individual, or other individual sufficiently knowledgeable of the incident as well as response activities already initiated or planned to occur.

As part of the post-accident investigation, the Post-Incident Critique outline will be completed and kept on file for at least five years.

6.2 PLAN REVIEW & UPDATE PROCEDURES

In accordance with 40 CFR 112.20, 33 CFR 154.1065, and 49 CFR 194.121, this plan will be reviewed annually and modified to address new or different operating conditions or information included in the ICP. In the event the Ingleside Terminal experiences a Worst Case Discharge, the effectiveness of the ICP will be evaluated and updated as necessary.

Upon review of the response plan for each five-year period, from last approval date, a current, and complete plan will be submitted to U.S. Department of Transportation ("DOT") Pipeline and Hazardous Materials Safety Administration ("PHMSA"), U.S. Environmental Protection Agency ("EPA"), and the U.S. Coast Guard ("USCG") provided that changes to the plan are needed.

If new information or different operating conditions would substantially affect implementation of the ICP, Flint Hills Resources will modify the ICP to address such changes, and within 30 days of making such changes submit the changes to PHMSA and USCG, and within 60 days submit changes to EPA.

Examples of changes in operating conditions that would cause a significant change to the ICP include:

Conditions Requiring Revisions and Submissions	EPA	PHMSA	RCRA	USCG
Relocation or replacement of the transportation system in a way that substantially affects the information included in the ICP, such as a change to the Worst Case Discharge volume	✓	✓		✓
A change in the facility's configuration that materially alters the information included in the ICP	✓			✓
A change in the type of oil handled, stored, or transferred that materially alters the required response resources	✓	✓		✓
A change in key personnel (Qualified Individuals)	✓	✓		
Material change in capabilities of the Oil Spill Removal Organizations (OSROs) that provide equipment and personnel	✓	✓		✓
Material change in the facility's spill prevention and response equipment or emergency response procedures	✓			✓
Any other changes that materially affects implementation of the ICP	✓	✓		
A change in the NCP or ACP that has significant impact on the		✓		

Conditions Requiring Revisions and Submissions	EPA	PHMSA	RCRA	USCG
equipment appropriate for response activities				
A change in the facility's operating area that includes ports or geographic areas(s) not covered by the ICP				✓
Applicable regulations are revised			✓	
The ICP fails in an emergency			✓	
The facility changes its design, construction, operation, maintenance, or circumstances in a way that materially increases the potential fires, explosions, or releases of hazardous waste or hazardous waste constituents, or changes the response necessary in an emergency			✓	
The list of emergency coordinates changes			✓	
The list of emergency equipment changes			✓	

The Integrated Contingency Plan shall be reviewed by the Compliance System Owner ("CSO") (or his appointee) at least once every year from the date the plan was submitted. The plan should be modified due to any changes relating to the Facility operating conditions or pertinent facility/employee information. Examples of the operations changes are as follows:

- An extension or construction of a new terminal component not covered by a previously approved plan.
- Relocation or replacement of a storage tank or pipeline that would substantially affect plan information, such as the worst-case discharge.
- A change in the commodities transported within the pipeline.
- Changing the Oil Spill Removal Organization ("OSRO").
- A change in the NCP or ACP that have a significant impact on the appropriateness of response equipment or response strategies.
- Change in worst-case discharge volume.
- Change in Qualified Individual(s).
- Change in response procedures.
- Change in ownership.
- Post-drill evaluation results.
- Post-incident evaluation results. (see Annex 4)
- Any other pertinent information that affect full implementation of the plan.

Figure 6.2-1 - Record of Changes - FHR Ingleside Terminal ICP

Changes in the Spill Prevention and Response Plan after 6/12/2002 are recorded below:

Amendment Number	Sections Affected	Date	Description	Distributed to
1	All	2/15/94	The entire plan was revised to update reflect updates on regulatory process	
2	App G, Parts 1,3	2/22/94	Final draft copy presented to USCG	
3	QI List, Change owner, operator	4/27/94	Clarify QI information, Ownership change from KII to KGSI	
4	Part 3	5/4/94	Update responsibilities of individuals and/or QI	
5	All	5/18/94	Communication section, Spill Management Team, etc.	
6	QI List	8/15/94	Update QI list	
7	QI List	12/20/94	Update QI list	
8	All	2/8/95	Complete change of manual to reflect Final Rules	
9	All	2/23/95	Update from USCG/GLO comments	
10	All	5/22/95	Update from GLO comments.	
11	All	5/30/96	Update Spill Management Team, QI list, etc.	
12	All	08/16/96	Update EPA cross-reference material	
13	All	08/04/97	Update QI list, OSRO's, Equipment list's, annual review	
14	All	03/12/98	Update QI list, Annual Review	
15	All	03/10/99	Update QI List, Change of Area Code, Annual Review	
16	All	06/99	Converted plan to ICP format	
17	All	06/14/00	Update QI List, Emergency Response Contact numbers, Annual Review	
18	Annex 4 & 7	9/26/00	Revise Incident history Log, Revise Spill reporting statement in SPCC plan	

Amendment Number	Sections Affected	Date	Description	Distributed to
19	All	2/22/01	Annual Review, Update QI list, Verify emergency phone numbers, Update Spill Management Team	
20	Annex 4	3/19/01	Revise incident history log	
21	Annex 4	6/22/01	Revise incident history log	
22	Annex 4	2/27/02	Revise incident history log	
23	All	5/28/02	Revise incident history log, Annual Review, Update Section 2.2	
24	2.2 Annex 4	6/12/02		Term Mgr, Op. Tech, Gabriel Lugo, James Trevino, Dockhouse, Wichita C.C., USCG, TGLO
25	2.2	7/18/02	Remove tanks #28065 and #28066 from facility tank list and Site plans.	Term Mgr, Op. Tech, Gabriel Lugo, James Trevino, Dockhouse, Wichita C.C., USCG, TGLO
26	Annex 7	8/27/02	SPCC plan review and revisions	Term Mgr, Op. Tech, Gabriel Lugo, James Trevino, Dockhouse, Wichita C.C., USCG, TGLO
27	ICP 2.4, Annexes 2, 5, 6	9/4/02	ICP and Annex revisions	Term Mgr, Op. Tech, Gabriel Lugo, James Trevino, Dockhouse, Wichita C.C., USCG, TGLO
28	Annex 7	12/3/02	SPCC plan review and revisions	Term Mgr, Op. Tech, Gabriel Lugo, James Trevino, Dockhouse, Wichita C.C., USCG, TGLO
29	ICP 2.2, 2.4, cover	6/12/03	ICP revisions	Term Mgr, Op. Tech, Gabriel Lugo, James Trevino, Dockhouse, Wichita C.C., USCG, TGLO
30	Annexes 2, 5, 6, 8.2.3	6/13/03	ICP Annex revisions	Term Mgr, Op. Tech, Gabriel Lugo, James Trevino, Dockhouse, Wichita C.C., USCG, TGLO
31	2.4, 3.2, 3.3	10/31/03	ICP revisions	Term Mgr, Op. Tech, Gabriel Lugo, James Trevino, Dockhouse, Wichita C.C., USCG, TGLO
32	Annex 2 & 4	11/11/03	ICP Annex revisions	Term Mgr, Op. Tech, Gabriel Lugo, James Trevino, Dockhouse, Wichita C.C., USCG, TGLO
33	Annex 5, 9, 2, and 4.2	12/9/03	ICP Annex revisions	Term Mgr, Op. Tech, Gabriel Lugo, James Trevino, Dockhouse, Wichita C.C., USCG, TGLO
34	Annex 6, 7 & 8	3/23/04	ICP Annex revisions	Term Mgr, Op. Tech, Gabriel Lugo, Dockhouse, Wichita C.C. USCG
35	All	04/15/04	Revise ICP Annexes and Core Plan indicating FHR ownership, new QIs and Emergency Contact numbers	Term Mgr, Op. Tech, Gabriel Lugo, Dockhouse Wichita C.C., USCG, EPA, FHR President-Wichita **(CD)**, FHR CC Manufacturing Mgr, FHR CC West Plant EOC, FHR CC East Plant EOC, FHR CC Crisis Mgmt Team, Nueces County LEPC **(CD)**

Amendment Number	Sections Affected	Date	Description	Distributed to
36	All	01/10/05	New Emergency Contact numbers	
37	Pg 2, 7, 17 of Core Plan, Page 3-4 Annex 2; Page 7 Annex 8	04/04/05		Term Mgr, Op. Tech, Dockhouse, USCG **(CD)** EPA **(CD)**, FHR President-Wichita **(CD)**, FHR CC Manufacturing Mgr, FHR CC West Plant EOC, FHR CC East Plant EOC, FHR CC Crisis Mgmt Team, FHR CC Health and Safety, Nueces County LEPC **(CD)**
38	All	12/01/06	ICP & Annex Revisions	Term Mgr, Op. Tech, Dockhouse, USCG, EPA
39	All	6/19/2007	All Annexes and Core Plan	Dockhouse, USCG, USEPA, Ingleside PL, Env. Filing System, Safety CSO, FHR President-Wichita FHR CC Manufacturing Mgr, FHR CC West Plant EOC, FHR CC East Plant EOC, FHR CC Crisis Mgmt Team, FHR CC Health and Safety, Nueces County LEPC
40	Core Plan, Annex 6, Annex 7, Annex 8, Figure 3 (Minor Changes)	10/03/2007	Core Plan (Section 1.1), Annex 6 (changed distribution list), Annex 7 (Added RCRA Cross Reference), Annex 8 (Revised Daily Round Sheet), Figure 3 (added mobile fuel tanks and drum area)	Ingleside PL, Env. Filing System
41	Core Plan, Figure 3, Annex 7 and Annex 8	10/30/2007	Plan was updated to reflect changes associated with the secondary containment project. The project resulted in changes to the Core Plan, Figure 3, Annex 7 and Annex 8. The cover letter to the EPA dated October 31, 2007 explains the changes in detail.	Distributed to list specified in Figure 6.4 (Distribution List)
42	All	07/31/2008	Core Plan and all annexes were reviewed for misspellings and reformatted for easier reading. Also revisions were made to the Core Plan, Annex 3, Annex 8, and Annex 9. The cover letter to the EPA dated September, 2008 explains the changes in detail.	Distributed to listed specified in Figure 6.4 (Distribution List)

Amendment Number	Sections Affected	Date	Description	Distributed to
43	Core Plan Figure 2.5-1, Annex 1 Figures 2 and 5 Annex 2 Figure 2-1 Annex 6, Figure 6.2-1 and Section 6.4 Annex 7 Review / Update Log and Figure 7.1-1	01/12/2009	Key personnel changes to Emergency Response Team. SPCC Approval and Certification needed new signature of Manuf. Mgr/VP. Map of new dock configuration was added. The cover letter to the EPA dated 1-14-09 explains these and other changes in detail.	Distributed to listed specified in Figure 6.4 (Distribution List)
44	Core Plan Sections 1.1, 2.2, 2.3, and 3.1 Annex 1 Figures 1, 2, 3, and 4 Annex 4 Figure 4.1-1 Annex 6 Figure 6.2-1 Annex 7 Review / Update Log, SPCC Approval and Certification Annex 8 Sections 8.1, 8.2, 8.3, 8.4, 8.5, 8.7, 8.10, and 8.11	2/10/2010 through 4/26/2010	Updated ICP to include addition of new tank #28086, which increased the worst-case discharge volume. Made updates to Core Plan, Annex1, Annex 4, Annex 6, Annex 7, and Annex 8. Updated plan to include components for the Facility Response Plan as required by the DOT Pipeline Hazardous Materials Safety Administration. Updated plan to include personnel changes.	Distributed to list specified in Figure 6.4 (Distribution List)
45	All (Core Plan and Annex 1 through 10)	5/7/2012 through 8/22/2012	Updated ICP to include Dock 5 and associated manifold and pumping system. Secondary containments were resurveyed. Also generally updated the plan as needed.	Distributed to list specified in Figure 6.4 (Distribution List)
46	Core Plan, Annex 2, Annex 6, Annex 7, and Annex 8	11/13/12	Key personnel change to Emergency Response Team. Management Approval and Certification of Plan - signature of new VP/Manufacturing Mgr.	Distributed to list specified in Figure 6.4 (Distribution List)
47	Core Plan, Annex 2, Annex 6	12/19/2012	Update to include phone lines at East and West plants during power failure	Distributed to list specified in Figure 6.4 (Distribution list)
48	Core Plan, Annex 2, Annex 6	6/5/2014	Personnel change to Corporate emergency response team	Distributed to list specified in Figure 6.4 (Distribution List)
49	Core Plan, Annex 6	7/1/2014	Response to DOT/PHMSA Letter	Distribution List

6.3 POST-INCIDENT CRITIQUE OUTLINE

The following outline will be used to evaluate each phase of an oil spill or other emergency response following an incident. The questions are to be used as guidance in gaining insight to support future improvements of response planning and methodology.

6.3.1 Discovery

Was the spill promptly discovered? _____

How was it discovered? _____

By whom? _____

Could it have been discovered earlier? _____

How? _____

Are any instruments or procedures appropriate to consider which might aid in emergency detection?

_____

6.3.2 Notification

Were proper procedures followed in notifying government agencies? _____

Were notifications prompt? _____

Was management notified promptly? _____

Was management response appropriate? _____

Was Head Office notified promptly? If so, why, how, and who? If not, why not? _____

_____

6.3.3 Assessment/Evaluation

Was the magnitude of the problem assessed correctly at the start? _____

What means were used for this assessment? _____

Are any guides or aids needed to assist spill evaluation? _____

What sources of information were available on winds and on water currents? _____

_____

Is our information adequate? _____

Was this information useful (and used) for spill trajectory forecasts? Were such forecasts realistic?

_____

Do we have adequate information on oil properties? _____

Do we need additional information on changes of oil properties with time, i.e., as a result of weathering and other processes? _____

6.3.4 Mobilization

What steps were taken to mobilize oil spill countermeasures? _____

What resources were used? _____

Was mobilization prompt? _____

Could it have been speeded up or should it have been? _____

What about mobilization of manpower resources? _____

Was the local OSRO or cooperative used appropriately? _____

How could this be improved? _____

Was it appropriate to mobilize Head Office resources and was this effected promptly? _____

What other corporate resources are available and have they been identified and used adequately?

_____

6.3.5 Response – Strategy

Is there an adequate spill response plan for the location? _____

Is it flexible enough to cope with unexpected spill events? _____

Does the plan include clear understanding of local environmental sensitivities? _____

What was the initial strategy for response to this spill? _____

Is this strategy defined in the spill plan? _____

How did the strategy evolve and change during this spill and how were these changes implemented? _____

What caused such changes? _____

Are there improvements needed? More training? _____

6.3.6 Response – Resources

What resources were mobilized? _____

How were they mobilized? _____

How did resource utilization change with time? Why? _____

Were resources used effectively?

- -Contractors _____
- -Government agencies _____
- -Company resources _____
- -Cooperatives _____
- -Volunteers _____
- -Consultants _____
- -Other (e.g., bird rescue centers) _____

What changes would have been useful? _____

Do we have adequate knowledge of resource availability? _____

6.3.7 Response – Effectiveness

Was containment effective and prompt? _____

How could it have been improved? _____

Should the location or the local contractor have additional resources for containment? _____

Was recovery effective and prompt? _____

How could it have been improved? _____

Should the location or the local contractor have additional resources for recovery of spilled oil? ___

_____

6.3.8 Command Structure

Who was initially in charge of spill response? _____

What sort of organization was initially set up? _____

How did this change with time? Why? _____

What changes would have been useful? _____

Was there adequate surveillance? _____

Should there be any changes? _____

Were communications adequate? _____

What improvements are needed? Hardware, procedures, etc. _____

Was support from financial services adequate? Prompt? _____

Should there be any changes? _____

Is more planning needed? _____

Should financial procedures be developed to handle such incidents? _____

6.3.9 Measurement

Was there adequate measurement or estimation of the volume of oil spilled? _____

Was there adequate measurement or estimation of the volume of oil recovered? _____

Should better measurement procedures be developed for either phase of operations? _____

If so, what would be appropriate and acceptable? _____

_____

6.3.10 Government Relations

What are the roles and effects of the various government agencies that were involved? _____

_____

Was there a single focal point the government agencies for contact? _____

Should there have been better focus of communications to the agencies? _____

Were government agencies adequately informed at all stages? _____

Were too many agencies involved? _____

Are any changes needed in procedures to manage government relations? _____

Examples of affected agencies (there may be others):

DOT (OPS)	EPA	USCG
Department of Fish and Wildlife State Parks		Local Law Enforcement
Cities	Counties	LEPC

Was there adequate agreement with the government agencies on criteria for cleanup? _____

How was this agreement developed? _____

_____

Were we too agreeable with the agencies in accepting their requests for specific action items (e.g., degree of cleanup)? _____

Should there be advance planning of criteria for cleanup, aimed at specific local environmentally sensitive areas? (Such criteria should probably also be designed for different types of oils.)

_____

6.3.11 Public Relations

How were relations with the media handled? _____

What problems were encountered? _____

_____

Are improvements needed? _____

Was responsibility for media relations shared? (JIB?) _____

Was there a public outcry about the incident? _____ the response? _____

How could public outcry have been reduced? Was it serious? _____

_____

Would it be useful to undertake a public information effort to “educate” reporters about oil and its effects if spilled? _____

6.4 PLAN UPDATE DISTRIBUTION LIST

The following table provides a list of individuals and/or departments which receives updates.

Figure 6.4-1 - Distribution List

PLAN NO.	PLAN HOLDER	LOCATION	MEDIA FORMAT
1	President, Flint Hills Resources - Wichita	4111 E. 37th Street North Wichita, KS 67220	CD
2	C. C. West Refinery - Manufacturing Manager	Suntide Road Corpus Christi, TX 78403	CD
3	Ingleside Terminal	End of Highway 1069 Ingleside, TX 78362	Hard Copy Manual (3)
4	C. C. West Refinery - Health and Safety Department	Suntide Road Corpus Christi, TX 78403	Hard Copy Manual
5	C. C. West Refinery - Environmental Department	Suntide Road Corpus Christi, TX 78403	Hard Copy Manual
6	C. C. West Refinery - West Plant Incident Command	Suntide Road Corpus Christi, TX 78403	Hard Copy Manual
7	C. C. East Refinery - East Plant Incident Command	1700 Nueces Bay Boulevard Corpus Christi, TX 78403	Hard Copy Manual
8	C. C. West Refinery - West Plant EOC	Suntide Road Corpus Christi, TX 78403	Hard Copy Manual
9	C. C. East Refinery - East Plant EOC	1700 Nueces Bay Boulevard Corpus Christi, TX 78403	Hard Copy Manual
10	C. C. West Refinery - Crisis Management Team	Suntide Road Corpus Christi, TX 78403	Hard Copy Manual
11	Refinery Terminal Fire Company (RTFC)	Suntide Road Corpus Christi, TX 78403	CD
12	Ingleside Fire Department - HAZMAT Section	P. O. Box 61 Ingleside, Texas 78362	CD
13	Ingleside Police Department	2425 8th Street Ingleside, Texas 78362	CD
14	Coastal Plain Local Emergency Planning Committee	300 North Rachal Street Sinton, TX 78387	CD
15	Port of Corpus Christi - Corpus Christi	1305 N. Shoreline Boulevard Corpus Christi, TX 78401	CD
16	United States Coast Guard - Corpus Christi Office	555 N. Carancahua, Suite 500 Corpus Christi, TX 78478	Hard Copy Manual
17	Environmental Protection Agency	1445 Ross Avenue Dallas, TX 75202-2733	CD
18	Christus Spohn Hospital Corpus Christi-Memorial	2606 Hospital Boulevard Corpus Christi, Texas 78405	CD
19	Care Regional Medical Center (Formerly North Bay Hospital)	1711 W. Wheeler Avenue Aransas Pass, TX 78336	CD
20	TCEQ (SERC Representative)	6300 Ocean Drive NRC Building, Suite 150 Corpus Christi, Texas 78412	CD
21	RRC (SERC Representative)	P O Box 10307 Corpus Christi 78460-0307	CD

PLAN NO.	PLAN HOLDER	LOCATION	MEDIA FORMAT
22	DOT/PHMSA	Melanie M. C. Barber, Esquire, Environmental Planning Officer, Room E22-210, 1200 New Jersey Avenue, S.E., Washington, D.C. 20590, office: 202-366-4560, melanie.barber@dot.gov	CD

Corpus Christi, LLC

Ingleside Terminal

Integrated Contingency Plan

Annex 7
Prevention:
Oil Spill Prevention, Control and Countermeasure (SPCC) Plan

REVIEW/UPDATE LOG

Review Date	April 2001	Reviewer:	James Trevino
Revision:	Installed Revision 1.1, Implemented October 2001		
Review Date	June 2002	Reviewer:	James Trevino
Revision:	Installed Revision 1.2, Implemented November 2002		
Review Date	December 7, 2003	Reviewer:	James Trevino
Revision:	Re-certified SPCC Plan revision 1.3 with plan updates in accordance with new Rules in effect 16 August 2002. Implemented December 2003		
Review Date	April 2007	Reviewer:	Grant A. Jackson
Revision:	5 Year Review, revision and recertification of Plan		
Review Date	June 2007	Reviewer:	Jon Yosko
Revision:	Fixed distribution list, additional updates throughout the plan were made		
Review Date	October 2007	Reviewer:	Jon Yosko
Revision:	Updated Figure 3, added RCRA Contingency Plan, additional updates throughout the plan were made. The cover letter to the EPA dated October 31, 2007 explains the changes in detail.		
Review Date	October 26, 2007	Reviewer:	Jon Yosko (FHR), Terry Smith (Naismith), and Grant Jackson (Naismith)
Revision:	Plan was updated to reflect changes associated with the secondary containment project. The project resulted in changes to the Core Plan, Figure 3, Annex 7 and Annex 8. The cover letter to the EPA dated October 31, 2007 explains the changes in detail.		
Review Date	August 2008	Reviewer:	Jon Yosko (FHR), Terry Smith (Naismith), and Wilfredo Rivera, Jr. (Naismith)
Revisions:	Core Plan and all annexes were reviewed for misspellings and reformatted for easier reading. Also revisions were made to the Core Plan, Annex 3, Annex 8, and Annex 9. The cover letter to the EPA dated September, 2008 explains the changes in detail.		
Review Date	January 12, 2009	Reviewer:	Jon Yosko (FHR)
Revisions:	Plan was updated to reflect key personnel changes to Emergency Response Team (Manufacturing Manager/VP and Executive Vice President). SPCC approval and certification needed new signature. Map (Figure 5) of new dock configuration was added.		
Review Date	February 10, 2010	Reviewer:	Terry Smith (Naismith), Wilfredo Rivera, Jr. (Naismith)
Revisions:	Plan was updated to reflect the addition of a new larger tank (#28086) and the new dock system. SPCC approval and certification needed new signature. Figures 1, 2, 3, and 4 were updated to show the location of the new tank. Added components necessary for DOT/PHMSA Facility Response Plan.		
Review Date	August 30, 2012	Reviewer:	Veronica Fuentes (FHR); Ken Roberts and Mark Fuller (RPS)
Revisions:	Plan was updated to include Dock 5 and associated manifold and pumping system. Technical amendments that resulted from an audit of the plan were incorporated. Secondary containment systems were also resurveyed.		
Review Date	November 13, 2012	Reviewer:	Veronica Fuentes (FHR)
Revisions:	Plan was updated to reflect a key personnel change to Emergency Response Team (VP/Manufacturing Manager). Management approval and certification of plan by new VP/Manufacturing Manager.		

SPCC Approvals and Certifications

Figure 7.1-1 - Management Approval

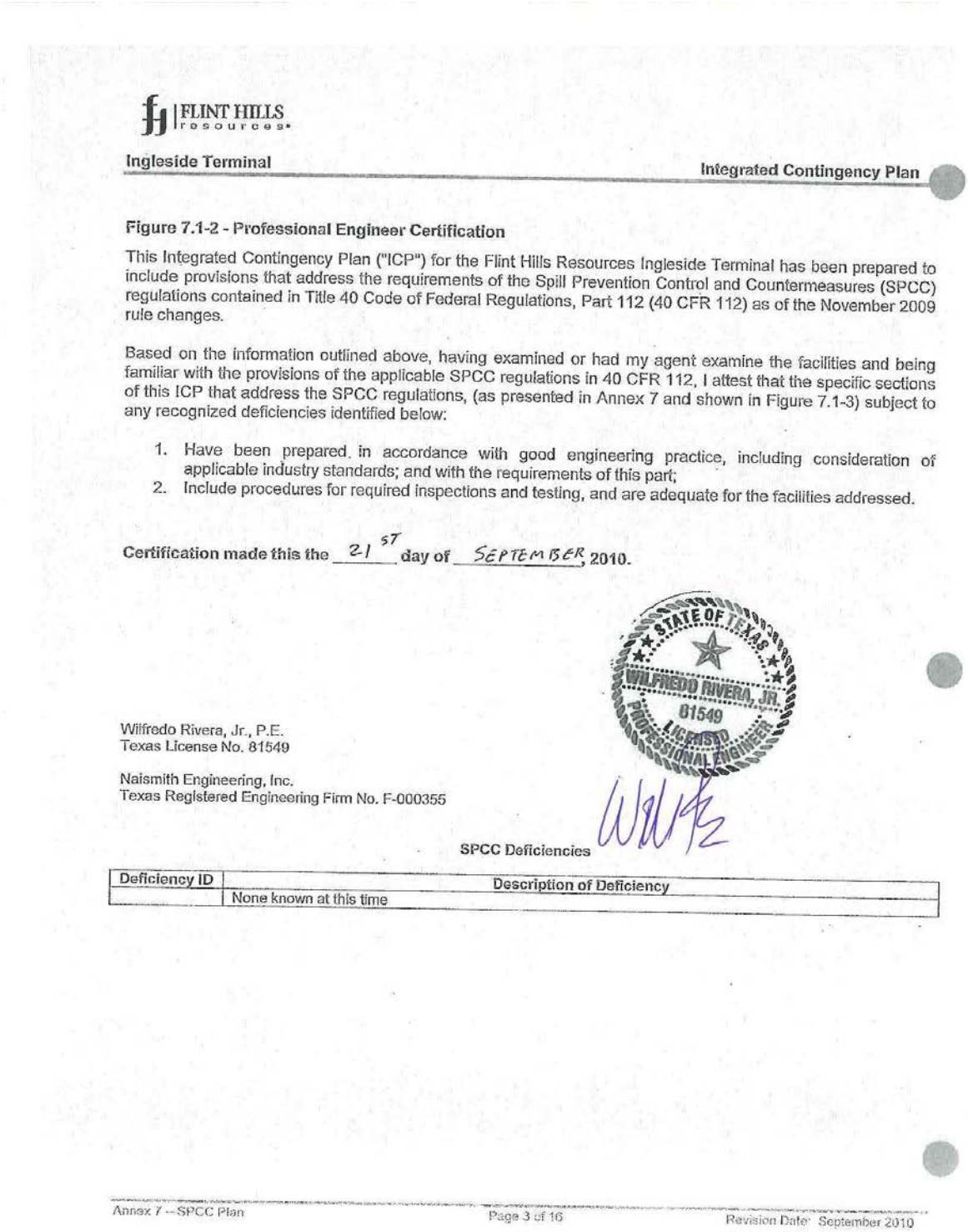
The SPCC sections of this plan have the approval of management at a level with authority to commit the necessary resources to implement this Plan.

Name: Valerie Pompa

Title: Vice President and Manufacturing Manager

Signature: _____ Date: _____

Figure 7.1-2 - Professional Engineer Certification



FLINT HILLS resources

Ingleside Terminal Integrated Contingency Plan

Figure 7.1-2 - Professional Engineer Certification

This Integrated Contingency Plan ("ICP") for the Flint Hills Resources Ingleside Terminal has been prepared to include provisions that address the requirements of the Spill Prevention Control and Countermeasures (SPCC) regulations contained in Title 40 Code of Federal Regulations, Part 112 (40 CFR 112) as of the November 2009 rule changes.

Based on the information outlined above, having examined or had my agent examine the facilities and being familiar with the provisions of the applicable SPCC regulations in 40 CFR 112, I attest that the specific sections of this ICP that address the SPCC regulations, (as presented in Annex 7 and shown in Figure 7.1-3) subject to any recognized deficiencies identified below:

1. Have been prepared in accordance with good engineering practice, including consideration of applicable industry standards; and with the requirements of this part;
2. Include procedures for required inspections and testing, and are adequate for the facilities addressed.

Certification made this the 21 ST **day of** SEPTEMBER, **2010.**

STATE OF TEXAS
WILFREDO RIVERA, JR.
81549
LICENSED
PROFESSIONAL ENGINEER

Wilfredo Rivera, Jr., P.E.
Texas License No. 81549

Naismith Engineering, Inc.
Texas Registered Engineering Firm No. F-000355

SPCC Deficiencies

Deficiency ID	Description of Deficiency
	None known at this time

Annex 7 – SPCC Plan Page 3 of 16 Revision Date: September 2010

Figure 7.1-3 – Technical Changes to SPCC Plan Certification

The following technical changes have been reviewed, evaluated and implemented into the SPCC Plan since September 21, 2010:

- The addition of Dock 5 and all associated piping;
- The addition of the pumping system and associated piping at the south manifold location;
- Addition of secondary containment around the south manifold pumping system;
- Incorporation of technical amendments that resulted from an audit of the plan;
- Survey and recalculation of secondary containment volumes for Tanks 28063, 28064, 28070, 28071, 28072, 28073, 28074, 28075, 28076, 28080, 28086, and 28077.

PROFESSIONAL ENGINEER'S CERTIFICATION*

I hereby certify I am familiar with the requirements of 40 CFR Part 112 and me or my agent has visited and examined the Ingleside Marine Terminal Facility, and that the technical changes listed above have been incorporated in the Plan in accordance with good engineering practices, including consideration of applicable industry standards, and with the requirements of 40 CFR Part 112.

_____ _____

Signature Date

_____

Registration Number and State of Registration

This certification is based on the following assumptions:

- FHR will evaluate the secondary containment system around tanks 28063 and 28064 to determine if additional capacity is needed to hold the contents of the largest tank plus a 24-hour, 25-year rainfall.

*40 CFR Part 112 requires amendments to SPCC Plans whenever there is a change in facility design, construction, operation, or maintenance which materially affects the facility's potential for accidentally discharging oil. Periodic reviews are required every five years. If required, amendments to the SPCC Plan must be completed within six months of the review. Amendments are to include more effective spill prevention and control technology, provided the new technology will significantly reduce the likelihood of a spill and such technology has been field proven. Amendments are required to be certified by a registered Professional Engineer.

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List of Figures

ANNEX 7 - OIL SPILL PREVENTION, CONTROL AND COUNTERMEASURE (SPCC) PLAN

Cross Reference Matrices

Figure 7.1-4 - SPCC Cross Reference Matrix

SPCC Rule Citation	Description of Section	Plan Section
§ 112.3(d)(1)	Professional Engineer Certification	Annex 7
§ 112.3(e)	The plan must be retained at the facility and available for inspection by regulatory agencies	Annex 7 – Section 7.1
§ 112.3(g)	Qualified facilities may self-certify the plan rather than certify by a registered professional engineer.	N/A
§ 112.4 (a)	Requirement to submit information to EPA Regional Administrator for a single release of 1,000 gallons or two or more released of 42 gallons within a twelve (12) month period	Annex 7 - Section 7.3.2
§ 112.4 (c)	Requirement to submit information to appropriate state agencies for review and comment after a single release of 1,000 gallons or two or more releases of 42 gallons within a twelve (12) month period	Annex 7 - Section 7.3.2
§ 112.4 (c)	Amend plan if required by EPA	Annex 7 - Section 7.3.2
§ 112.5(a)	Amendments to the plan must be made when there is a change in the facility design, construction, operation, or maintenance that materially affects its potential for a discharge.	Annex 6 – Section 6.2
§ 112.5(b)	Management of Five Year Review	Annex 6 – Section 6.2
§ 112.5(c)	Professional Engineer certification is necessary	Annex 7 - Page 3
§ 112.6	Not Applicable to this Facility	N/A
§ 112.7	General requirements for SPCC Plans for all facilities and all oil types.	Annex 7 other parts of ICP
§ 112.7(a)(3)	General requirements; discussion of facility's conformance with rule requirements; deviations from Plan requirements; facility characteristics that must be described in the Plan; spill reporting information in the Plan; emergency procedures & diagrams.	Annex 1
§ 112.7(a)(3)(i)	Type of oil in each container and its storage capacity	Core Plan, Section 2.3 Annex 8 - Table 8.4-1
§ 112.7(a)(3)(ii)	Discharge prevention measures including procedures for routine handling of products (loading, unloading, and facility transfers, etc.)	Annex 7 Annex 8 – Section 8.4.1.1
§ 112.7(a)(3)(iii)	Discharge or drainage controls such as secondary containment around containers and other structures, equipment, and procedures for the control of a discharge;	Annex 7 - Section 7.2.2.2

SPCC Rule Citation	Description of Section	Plan Section
§ 112.7(a)(3)(iv)	Countermeasures for discharge discovery, response, and cleanup (both the facility's capability and those that might be required of a contractor)	Core Plan - Section 3 Annex 7 - Section 7.2.7 Annex 8 – Section 8.7.2
§ 112.7(a)(3)(v)	Methods of disposal of recovered materials in accordance with applicable legal requirements	Annex 8 - Section 8.7.4
§ 112.7(a)(3)(vi)	Contact list and phone numbers for the facility response coordinator, National Response Center, cleanup contractors with whom you have an agreement for response, and all appropriate Federal, State, and local agencies who must be contacted in case of a discharge as described in §112.1(b)	Annex 2
§ 112.7(a)(4)	Notification Procedures, including: exact address or location and phone number of the facility; the date and time of the discharge, the type of material discharged; estimates of the total quantity discharged; estimates of the quantity discharged as described in §112.1(b); the source of the discharge; a description of all affected media; the cause of the discharge; any damages or injuries caused by the discharge; actions being used to stop, remove, and mitigate the effects of the discharge; whether an evacuation may be needed; and the names of individuals and/or organizations who have also been contacted	Core Plan - Section 3 Annex 2
§ 112.7(a)(5)	Organize portions of the Plan describing procedures you will use when a discharge occurs in a way that will make them readily usable in an emergency and include appropriate supporting material as appendices	Annex 3
§ 112.7(b)	Fault analysis – Experience directed equipment failure prediction of direction of flow, rate of flow and total quantity of oil which could be discharged.	Annex 8 – Section 8.7.5
§ 112.7(c)	Secondary containment and diversionary structures.	Annex 7- Section 7.3.5 Annex 8 - Section 8.4
§ 112.7(d)	If secondary containment is impracticable, provide for integrity and leak testing or contingency plan	N/A
§ 112.7(e)	Inspections, tests, and records,	Annex 7 - Section 7.4 Annex 8 – Section 8.8
§ 112.7(f) (1)	Employee training and discharge prevention procedures.	Annex 5 Annex 7 – Section 7.5
§ 112.7(f)(2)	Designate a person at each applicable facility who is accountable for discharge prevention and who reports to facility management	Annex 3
§ 112.7(f)(3)	Schedule and conduct discharge prevention briefings for your oil-handling personnel at least once a year to assure adequate understanding of the SPCC Plan for that facility. Such briefings must highlight and describe known discharges as described in §112.1(b) or failures, malfunctioning components, and any recently developed precautionary measures.	Annex 5
§ 112.7(g)	Security (excluding oil production facilities).	Annex 7 - Section 7.6 Annex 8 - Section 8.9
§ 112.7(h)	Loading/unloading (excluding offshore facilities).	Annex 7 - Section 7.7
§ 112.7(i)	Brittle fracture evaluation requirements.	Annex 8 - Section 8.8

SPCC Rule Citation	Description of Section	Plan Section
§ 112.7(j)	Conformance with State requirements.	Core Plan – Section 1.1
§ 112.7(k)	Qualified Oil-filled Operational Equipment	Annex 7 - Section 7.3
§ 112.8(a) § 112.12(a)	General and Specific Requirements.	Annex 7 Annex 8
§ 112.8(b) § 112.12(b)	Facility Drainage.	Annex 7 - Section 7.2.6.1
§ 112.8(c) § 112.12(c)	Bulk Storage Containers of material and construction suitable for material stored.	Annex 7 - Section 7.2.2
§ 112.8(c)(2)	Secondary Containment	Core Plan – Figure 2.3-1 Annex 7 – Section 7.3.5 Annex 8 – Table 8.4-1
§ 112.8(c)(3)	Drainage from Secondary Containment	Annex 7 - Section 7.2.6.1
§ 112.8(c)(4)	Corrosion Protection	Annex 7 - Section 7.2.4
§ 112.8(c)(5)	Do not use partially buried or bunkered metallic tanks unless they are protected from corrosion	N/A
§ 112.8(c)(6)	Inspection and Integrity Testing	Annex 7 - Section 7.4 Annex 8 - Section 8.8
§ 112.8(c)(7)	Internal Heating Coils	Annex 7 - Section 7.2.2.3
§ 112.8(c)(8)	Engineering Controls for Discharge Prevention	Annex 7 - Section 7.2.2.4 Annex 8 - Section 8.6.2
§ 112.8(c)(9)	Observation of Effluent Treatment Facilities	N/A
§ 112.8(c)(10)	Prompt Correction of Visible Discharges	Annex 7 - Section 7.2.7 Annex 8 - Section 8.7
§ 112.8(c)(11)	Mobile and Portable Containers to Prevent Discharges	Annex 7 - Section 7.4.1.4
§ 112.8(d) § 112.12(d)	Facility transfer operations, pumping, and facility process.	Annex 7 - Section 7.2.4
§ 112.9		N/A
§ 112.10		N/A
§ 112.11		N/A
§ 112.12		N/A
§ 112.20(f)	Substantial Harm Certification	Annex 8

Figure 7.1-5 – RCRA Contingency Cross Reference Matrix

RCRA Rule Citation	Description of Section	Plan Section
Subpart C – Preparedness and Prevention		
§ 265.31	Maintenance and operations of the facility	**Annex 7 Section 7.4 and Annex 8 Section 8.8** provide information on the Facility Self-Inspection Program
§ 265.32	Required Equipment: Preparedness and Prevention	**Core Plan Section 3.4.10** provides information on internal and external communication systems. **Annex 9** provides information on fire and spill response equipment.
§ 265.33	Testing and Maintenance of Equipment	**Core Plan Section 3.4.10** provides information on testing of communication and alarm systems. **Core Plan Figure 3.4-2** provides information on decontamination procedures. **Annex 8** provides information on testing of spill equipment.
§ 265.34	Access to Communications or Alarm Systems	**Core Plan Section 3.4.10** provides information on accessing communications systems.
§ 265.35	Required Aisle Space	FHR has developed systems that ensure there is unobstructed movement of personnel, fire protection equipment, spill control equipment, and decontamination equipment. The Waste Department has a procedure to inspect the waste management areas to ensure these requirements are satisfied. **Annex 5** explains drill deployments for fire protection equipment, spill control equipment, and decontamination equipment.
§ 265.37	Arrangements with Local Authorities	The ICP is sent to the local fire and police departments, LEPC, SERC, and hospitals. Refer to **Annex 6 Figure 6.4** for distribution list.
Subpart D – Contingency Plan and Emergency Procedures		
§ 265.52(a)	Emergency response actions	**Core Plan Sections 3 and 4** include detailed procedures on emergency response actions.
§ 265.52(b)	RCRA Contingency Plan in SPCC Plan	**Core Plan Section 1.1** describes that the ICP is used to ensure compliance with multiple regulations including the RCRA Contingency Plan.
§ 265.52(c)	Coordination with State and local response parties	A copy of the ICP is sent to the local fire and police departments. Also, FHR has contracts with emergency response contractors. **Core Plan Section 6.1** explains that the Incident Command system will be used to incorporate federal, state, and local resources. **Annex 9** describes arrangements with spill response contractors.
§ 265.52(d)	Emergency Coordinator(s)	As explained in **Core Plan Section 1.1,** QIs and Alternate QIs are considered Emergency Coordinators and alternate Emergency Coordinators. **Core Plan Figure 2.5-1** lists the name of QIs and Alternate QIs.
§ 265.52(e)	List Emergency Equipment at the facility	**Annex 9** provides a list of Emergency Equipment.
§ 265.52(f)	Evacuation plan	**Core Plan Section 3.3** provides evacuation plans for the Terminal. **Figure 2** provides the egress and assembly points for the terminal.
§ 265.53	Copies of Contingency Plan	**Annex 6** provides a distribution list that details the recipients who receive the plan.

RCRA Rule Citation	Description of Section	Plan Section
§ 265.54	Amendment of contingency plan	**Annex 6** provides a procedure for updating the contingency plan.
§ 265.55	Emergency Coordinator	**Core Plan Figure 2.5-1** provides a list of QIs and alternate QIs which are considered emergency coordinators. The names are listed in the order in which they will assume responsibility as alternates.
§ 265.56(a)	Notification Procedures	**Core Plan Section 3.4.1** provides the notification procedure.
§ 265.56(b)	Emergency characterization	**Core Plan Section 3.4.9** provides the emergency characterization procedure.
§ 265.56(c)	Health/environmental assessment	**Core Plan Figure 3.4-2** provides the assessment process.
§ 265.56(d)	Reporting to agencies	**Annex 3 Figure 3.3-6**, **Figure 3.3-8** provides notification procedures to local, state, and federal authorities.
§ 265.56(e)	Containment	**Core Plan Sections 4.3, 4.4, and 4.5** provides containment methods.
§ 265.56(f)	Monitoring	**Core Plan Figure 7.2-2** provides an environmental monitoring procedure.
§ 265.56(g)	Treatment, storage or disposal of wastes	**Core Plan Section 4.7** provides information on waste disposal.
§ 265.56(h)	Resuming operations	**Core Plan Section 6.3** provides information on conditions needed to resume operations.
§ 265.56(i)	Follow-up procedures	**Core Plan Section 6.3** provides information on conditions needed to resume operations.
§ 265.56(j)	Follow-up report	**Annex 3, Figure 3.3-6** provides a checklist for ensuring all notifications are made.

7.1 INTRODUCTION

This Oil Spill Prevention, Control and Countermeasure ("SPCC") Plan has been prepared as a component of our Integrated Contingency Plan ("ICP") and modified by the SPCC regulations/amendments as of November 2009. The **ICP** has been completed to provide Flint Hills Resources Corpus Christi, LLC, including its Ingleside Terminal (the "Facility") employees with a single, comprehensive, and useful Emergency Response/Action plan. It was developed in accordance with the policy and guidance provided by the National Response Team (NRT) in their June 5, 1996 Federal Register Notice. It complies with and consolidates the relevant federal contingency and emergency response planning requirements of the US Environmental Protection Agency, the U.S. Department of Homeland Security's US Coast Guard, and the relevant federal and state Occupational Safety and Health Administration ("OSHA") requirements, as they relate to response operations of the Ingleside Terminal. This Plan has been developed as the result of a "planning process" intended to prepare personnel to respond to oil spills and other environmental emergencies. It also addresses state emergency planning requirements. This facility does not meet the requirements of 40 CFR 112.3 (g) of a Qualified Facility and must be certified by a registered professional engineer.

The Facility is located in a developed area along the northern side of the Corpus Christi Ship Channel near Ingleside, Texas. The topography at the terminal is relatively level, with a very slight gradient to the south towards the ship channel and to the east towards FM 1069. A topographic map showing the terminal and surrounding areas is included in Annex 8. Diagrams showing the terminal layout and site drainage are included in Annex 1.

7.2 TERMINAL DESCRIPTION

7.2.1 Physical Layout – 40 CFR 112.7 (a) (3)

The Facility is a **"Complex"** as defined in 40 CFR 112.2 and 33 CFR 154.1020. Specifically, the majority of this Facility is regulated as a "marine transportation-related" (MTR) facility under the jurisdiction of the U.S. Department of Homeland Security's US Coast Guard Facility Response Plan regulations for onshore oil transfer facilities contained in **33 CFR 154 Subpart F**. The **terminal operations** involve storage facilities governed by the US Environmental Protection Agency Facility Response Plan regulations contained in **40 CFR 112.20**. Additionally, the oil transfer operations associated with the **Ingleside Terminal** require compliance with the provisions of **33 CFR 154 Subpart B**.

The following are directions to the Ingleside Terminal from downtown Corpus Christi:

Take State Highway 181/35 north to Gregory, Texas. At Gregory, take State Highway 361 to Ingleside. At Ingleside, take a left onto South Main Street (FM 1069). Follow South Main Street (FM 1069) to Intersection of FM 2725 and FM 1069, and turn right to continue on FM 1069. Follow FM 1069 until it dead ends at the Corpus Christi Ship Channel. Turn right onto the drive entering the Facility.

The Facility is bordered by the following:

- **North** – FM 1069 curves around the eastern side of the terminal and extends northward. To the west of FM 1069 is property being developed that was formerly Naval Station Ingleside and to the east of FM 1069 is an industrial complex and dredge material placement area.
- **South** – The Corpus Christi Ship Channel lies immediately south of the terminal. Spoil islands lie south of the ship channel and further south is the eastern portion of Corpus Christi Bay.

- **East** – FM 1069 is located immediately east of the terminal. A large marine structures fabrication yard lies east of FM 1069, with the Intercostal Waterway and portions of Corpus Christi Bay located further east.
- **West** – The former Naval Station Ingleside is located immediately west of the terminal with a currently undeveloped large tract of land located approximately 3,000 feet west of the western property border of the terminal.

A site plan of the terminal showing the aboveground storage containers is presented in Annex 1.

A comprehensive overview of the terminal transfer operations is presented in Annex 8 of this ICP.

A plot plan and piping diagrams for the dock areas are located in the Ingleside Marine Terminal U.S. Coast Guard Manual and in Annex 1 of this ICP.

Dock 4 services ships and barges and is constructed of concrete beam with concrete slab supported by concrete piles. The dock is 75 feet long by 45 feet wide and the trestle is 675 feet long. On the east side of the dock, a 90-foot long walkway connects the dolphin to the main dock. On the west side of the dock, a 50-foot long pick rack is located between the hose tower and the main dock. The marine structure consist of two breasting dolphins, six mono-piles, one dock protection pile, six mooring dolphins, and a barge fender. A catwalk connects the eastern breasting dolphin to the dock.

Dock 5 services ships (up to medium range tankers; loaded displacement 63,578 metric tons) and barges (double tow inland barges, side to side). This dock is constructed of concrete beam with a composite pre-cast and cast-in-place concrete slab supported by pre-stressed concrete piles. It is 73 feet long by 60 feet wide and the trestle is 636 feet long. The marine structures consist of three breasting dolphins, five mooring dolphins, and a barge fender kit. Dock 5 has six catwalks. An approximately 25-foot (ft) by 25-ft by 45-ft tall steel tower provides hose handling and storage capabilities. Access to and from vessels is provided by a retractable ship gangway and a retractable barge gangway.

7.2.2 Bulk Oil Storage Containers – 40 CFR 112.7 (a) (3) (i)

The container numbers shown on the terminal diagram correspond with the container identification numbers presented in the table of storage containers contents and other pertinent information presented in Annex 8. Unless otherwise specified, all containers are ASTs; any containers below ground will be designated with the letter “B” in front of the container number. There are no buried or partially buried oil storage containers at the Facility.

A comprehensive overview of “Good Engineering Practice” employed on the containers is presented in Annex 8 of the ICP.

7.2.2.1 Material and Construction - 112.8(c) (1)

The material and construction of the bulk storage containers are compatible with the materials stored and storage conditions. A comprehensive hazard evaluation of the bulk storage containers is presented in Annex 8 of the ICP.

7.2.2.2 Secondary Containment - 112.8(c) (2)

Secondary containments for the following tanks were surveyed in 2011: 28063, 28064, 28070, 28071, 28072, 28073, 28074, 28075, 28076, 28080, 28086, and 28077. Storage capacities for the secondary containments were calculated and are shown on Figures 2.3-1 and in Table 8.4-1. Survey results are also shown on figures included in Annex 1. A comprehensive overview of the physical secondary containment is presented in Annex 8 of the ICP.

The Dock 5 pumping and manifold system was constructed in 2011. Modifications to the secondary containment around the pumping system were also made to provide adequate holding capacity for a spill or leak and precipitation. Drawings for the secondary containment system improvements around the pumping system are maintained at the Facility and provided in Annex 1 of this ICP.

7.2.2.3 Internal Heating Coils - 112.8(c) (7)

None of the containers at this terminal are outfitted with internal heating coils.

7.2.2.4 High Level Alarms and Overfill Protection – 112.7 (a) (3)

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

7.2.3 Mobile/Portable Oil Storage Container - 112.8(c)(11)

This Facility is provided with a portable storage area for the storage of drums. Drums are stored in three adjacent areas. Secondary containment is provided in the form of concrete curbing fitted of sufficient capacity to contain the capacity of the largest container (55 gallon drum) with drain valves to allow drainage. Any additional mobile or portable oil storage containers brought on site in the future will be stored within existing containments unless they have an integral secondary containment system. Vacuum boxes are used to collect oil from pipeline pigging operations. Oil is returned to a bulk storage tank, and oily residues are shipped offsite for treatment or disposal. Frac tanks are used during tank cleanouts and are placed near the tank being cleaned within the secondary containment.

7.2.4 Terminal Piping– 40 CFR 112.8 (d) (1-3)

There are aboveground and buried piping installations from the tank farm to the header areas and the docks. Although the Facility receives oil products by vessel and pipeline, the transmission pipeline(s) is not included as part of this SPCC Plan. These transmission pipelines are outboard of the north tank line manifold. FHR operates and maintains the inbound and outbound underground piping.

All buried pipelines are wrapped and/or coated to reduce corrosion. The pipeline is also protected from corrosion by an impressed current cathodic protection system. Preventative measures for pipelines are provided in the DOT regulations, 49CFR195.

7.2.4.1 Out-of-Service Piping Installations - 112.8(d) (2)

When a pipeline is not in service or in standby service for an extended period of time, the terminal connection will be removed, capped, or blank-flanged, and marked as to its origin.

7.2.4.2 Piping Supports - 112.8(d) (3)

Pipe supports are of the “T” or “H” design, set in concrete, with the appropriate sizing for the pipe to be supported. Supports are observed during Facility walkthroughs for signs of corrosion and/or vibration-induced damage.

A drawing illustrating the aboveground and buried piping at the Facility is provided in Annex 1.

7.2.4.3 Protection for Underground/Aboveground Piping - 112.8(d)(5)

All underground oil piping at the Facility is designed so that damage will not occur from vehicular traffic entering or operating in areas of the terminal where piping is located.

There is no aboveground piping accessible to vehicles outside of the Terminal. Facility personnel escort vehicles or orient drivers entering areas of the Facility where aboveground piping may be present.

7.2.5 Discharge Prevention Measures - 112.7(a) (3)

Procedures located on the FHR Info-Net are used to outline steps in routine handling of products. The current procedures are:

- I-41-P-0001 Transfer Crude from Marine Vessel to Shore Tank
- I-41-P-0004 Sampling and Discharge Process
- I-41-NOP-1015 Load Dock 5 Using 36" Header

Several Emergency Response Procedures are found on the FHR Info-Net. The current procedures are:

- I-41-E-0001 Respond to a Sinking Roof
- I-41-E-0002 Respond to Tank Overfill
- I-41-E-0003 Line Rupture/ Fire
- I-41-E-0004 Tank Rupture/ Fire

7.2.6 Discharge Monitoring

7.2.6.1 Terminal Stormwater Drainage - 112.7(a) (3)

Earthen-diked areas are drained by and only while Facility personnel are on-site. Rainwater is released from the containment areas only after it is determined that the water is free from visual evidence of oil pollution (i.e. sheens and vapors). The drainage from the tank farm secondary containment is controlled manually via gate valve located in the lower gradient corner of the containment. Detailed drainage information is discussed in Annex 8. The dike drainage valve is maintained in a closed and locked position until it is necessary to drain excess rainwater from inside the containment area.

Drains from all storage tank diked areas are provided with valves. Drainage of all water from these diked areas is by gravity to one of the four permitted outfalls. All discharges are to be compliant with permit parameters. Records of dike drainage and discharges are maintained at the Facility and at the FHR Corpus Christi Refineries and Terminals Administrative Building located on Suntide Road in Corpus Christi, Texas.

Drainage of water or spills from pipeline pumps or metering stations is by gravity to ditches, which ultimately discharge through one of the Terminal's permitted outfalls. Discharge valves at the outfalls are opened only when discharging stormwater.

Any spilled oil that accumulates in dikes or ditches can be contained and recovered using booms and vacuum trucks.

Runoff from precipitation can be contained in one of several containment areas on-site. Prior to the release of any such water from the Facility containment areas, the surface of the water is visually inspected to determine if an oily sheen or other indication of oil is present in discernible quantities. Should there be any question about the quality of the water present, the Qualified Individual (QI), based upon his professional judgment, will (a) authorize release, (b) allow the water to evaporate (only during warm & dry months), and, if appropriate, take corrective action on the residual petroleum

product; (c) analytically test a representative sample of the water for suspect pollutants, or (d) arrange for transport offsite for proper treatment and disposal.

Discharge of water from containment areas is performed only upon the direct order of the QI, and only by personnel that have received proper instruction and are otherwise qualified to determine whether or not the water is of sufficient quality to be released.

A Stormwater Discharge Log entry will be made to reflect the circumstances which required a release of excess precipitation, what area was drained, which individual was responsible for determining the water quality and by what method, when the release was initiated, when the release was terminated, and by whom.

7.2.6.2 Terminal Effluents Monitoring - 112.8(c)(9)

The Facility does not normally generate or process wastewater. The Facility is required to monitor its stormwater when discharge occurs.

7.2.7 Countermeasures for Discharge Discovery – 112.7 (a) (3) (iv)

Discovery and response to discharges of oil from the terminal are discussed in the Section 3 of the Core Plan and Annex 8 of the ICP.

7.2.8 Disposal Plan – 112.7 (a) (3) (v)

A comprehensive spill disposal plan is presented in Annex 8.

7.2.9 Contact List – 112.7 (a) (3) (vi)

A list of Facility personnel, Oil Spill Response Organizations (OSROs), agency contacts and other useful contact information is provided in Section 2.4 of the ICP Core Plan.

7.3 Spill Response

7.3.1 Spill Response Reporting – 112.7 (a) (4)

A discussion of the FHR spill response reporting is addressed in Section 3.1 of the ICP Core Plan. Facility personnel have been trained and are aware of the need to promptly correct visible discharges which result in a loss of oil from the container, including but not limited to seams, gaskets, piping, pumps, valves, rivets, and bolts. Any accumulation of oil in diked areas will also be addressed promptly and proper notifications made.

7.3.2 Spill Response Procedures – 112.7 (a) (5)

A discussion of the FHR spill response procedures is addressed in Section 3.0 of the ICP Core Plan.

Should the Facility experience a single spill of 1,000 gallons, or more than 42 gallons in each of two discharges within a 12-month period, the following information shall be submitted to the EPA Regional Administrator. This information shall also be submitted to the appropriate state agencies for comment.

- Name of the Facility;
- Name of FHR person making report;
- Location of the facility;
- Maximum storage or handling capacity of the facility and normal daily throughput;

- Corrective action and countermeasures taken, including description of equipment repairs and/or replacement;
- Adequate description of the facility, including maps, flow diagrams, and topographical maps;
- Cause of such discharges, including failure analysis of the system or subsystem in which the failure occurred;
- Additional preventative measures; and
- Other information the Regional Administrator may require.

Make amendment(s) to the plan if so directed by the EPA Regional Administrator.

7.3.3 Spill Potential - 112.7 (b)

A comprehensive overview of the potential causes, sources, and size of spill events is presented in Annex 8 of this ICP. The EPA SPCC Guidance states that transformers are not bulk storage containers but are considered oil-containing equipment and are therefore noted as a spill potential and indicated on the facility drawing. The locations of transformers are shown on Figure 3 in Annex 1, and a list of oil-filled equipment located at the Facility is provided on Figure 2.3-2 of the Core Plan. FHR believes that the failure rate of transformers is so low that it does not indicate the need to further address the direction, rate of flow, and total quantity of oil discharged as outlined in 40 CFR 112.7(b). FHR plans to use on-site emergency response equipment to contain a potential spill from oil-filled equipment such as transformers or the dock cranes.

This plan has been prepared considering the Area Contingency Plans ("ACPs") and National Contingency Plan (NCP). It is consistent with the NCP in that it provides a method/process for communication, coordination, containment, removal and mitigation of pollution and other emergencies. It depends on the ACPs for detailed information and support on environmental information.

Based on the environmental conditions found at the Facility, it has been determined to meet the "substantial harm" criteria of 40 CFR 112 and the "significant and substantial harm" criteria of 33 CFR 154.1015. The significant and substantial harm certification can be found in Annex 8 of this ICP. Based on this judgment, FHR has determined that the combined amount and location of company and OSRO-owned response assets are adequate to meet the tiered response times for high volume port areas of 6, 30, and 54 hours.

7.3.4 Spill History – 112.20 (g) (4)

A comprehensive spill history for this Facility is contained in Annex 4 of the ICP.

7.3.5 Secondary Containment and Diversionary Structures - 112.7 (c)

A comprehensive overview of existing secondary containment is presented in Annex 8 of this ICP.

7.3.6 Preparedness Planning - 112.7 (d)

Prevention practices and policies have been aggressively implemented at all FHR facilities. However, should those measures be less than effective, FHR has developed and implemented this ICP as a comprehensive guide for emergency response. This ICP addresses containment, control, mitigation and manpower, and meets or exceeds the requirements of 40 CFR 109.

7.4 Inspection, Testing and Recordkeeping - 112.7(e)

A comprehensive overview of Facility inspections and record keeping is presented in Annex 8 of the ICP.

The inspection program is intended to provide a mechanism to prevent and detect system malfunctions, equipment deterioration and operator errors. The inspection program is designed to provide an early warning of the potential for such events, in order that corrective and preventive actions may be taken in a timely manner. The Facility Production Leader ("PL") is fully responsible for implementation of the inspection program as well as directing the required remedial and corrective measures.

7.4.1 Aboveground Container Integrity & Testing - 112.8(c)(6)

A comprehensive overview of the container integrity, testing and inspection is presented in Annex 8 of the ICP. If, by regular inspections or otherwise, it is determined that the integrity of the containers or auxiliary equipment is or may have been compromised due to repairs, alterations, reconstruction or a change in service, the equipment shall immediately be taken out of service, the problem evaluated by the Fixed Equipment Advisor for risk of brittle fracture, and appropriate steps taken to correct all deficiencies.

7.4.1.1 Visual Inspections

All bulk oil storage containers are visually inspected for integrity parameters monthly with daily site walkover inspections by Facility personnel. Records of the monthly inspections are maintained at the FHR Corpus Christi Refineries and Terminals Administration Building located on Suntide Road in Corpus Christi, Texas, and significant daily inspections are noted in the Facility logbook.

7.4.1.2 Tank Testing and Inspection

Integrity testing of all storage containers is performed in accordance with API industry consensus guidelines (API Standard 653).

7.4.1.3 Piping, Valves and Appurtenances Testing and Inspection

All oil valves, fittings, and pipes are examined in the course of daily operations for leaks and are periodically monitored during product transfers. A comprehensive overview of the aboveground piping inspection is presented in Annex 8

7.4.1.4 Contractor Oil Storage Tanks, the Fire Water System Fuel Tanks, the On-site Mobile Vehicle Storage Tank and the Oil Containers Inspections

The above-mentioned containers are visually inspected at least once a month. FHR uses an inspection checklist that includes the items specified in 40 CFR 112 Appendix F Section 1.8.1.1. The results of the inspections are documented on daily round sheets that are filed at the terminal. Form 8.11-1 shows an example of the daily round sheet.

7.5 Personnel, Training, and Spill Prevention Procedures - 112.7(f)

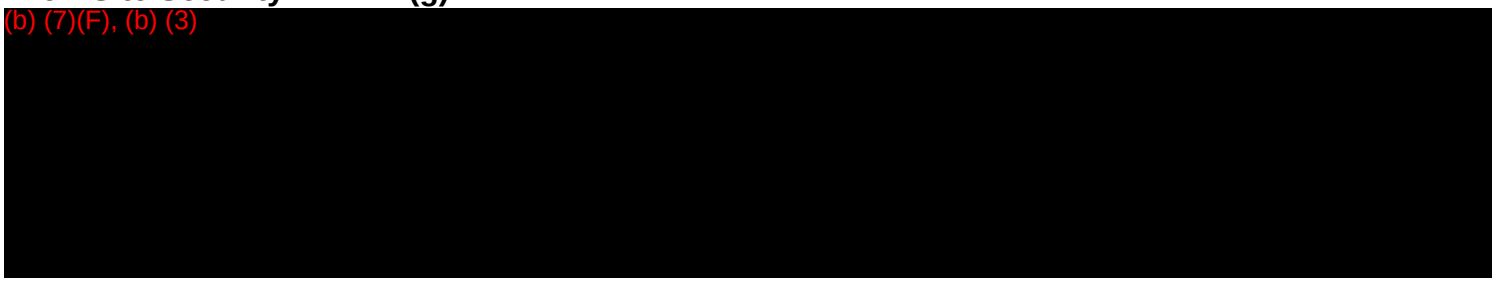
A comprehensive overview of Personnel Training and Spill Prevention Briefings for Facility personnel is presented in Annex 5 & 8 of this ICP.

A comprehensive overview of Qualified Individual (QI) responsibilities and resources for the Facility is presented in the Core Plan of this ICP.

The Ingleside Production Leader is the responsible person for implementation of this SPCC plan and associated ICP.

7.6 Site Security – 112.7 (g)

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



7.7 Terminal Tank Truck Loading - 112.7(h)

There are no railroad tank car loading/unloading facilities located at this Facility. A comprehensive treatment of the terminal tank truck loading and unloading areas and procedures are presented in Annex 8 of this ICP.

7.7.1 Tank Truck Loading/Unloading Procedures - 112.7(h)

Other than occasional vacuum truck operations, there are no truck loading/unloading operations that occur at this Facility. The loading of products is monitored by the physical presence of the truck driver. In addition, signs are posted at the delivery ports and at loading areas directing the truck driver to monitor delivery and loading operations from outside the cab of his vehicle.

Corpus Christi, LLC

Ingleside Terminal

Integrated Contingency Plan

Annex 8
Terminal Facility Response Plan
EPA Plan # FRP-06-TX-00075
USCG Control # 93025

This Annex has been prepared to facilitate the implementation and orderly integration of the planning and preparedness requirements of 40 CFR 112.20 into Flint Hills Resources Corpus Christi, LLC ("FHR") Ingleside Terminal Integrated Contingency Plan (ICP). The contents of this Annex and Plan are the result of a comprehensive review of our emergency response processes and specific decisions on how best to structure our plan for assuring quality plans and timely, effective response to oil spills and other emergencies. The Cross Reference Matrix which follows this Annex's Table of Contents is provided to assist users in locating information based upon the USEPA Model Plan.

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40 CFR 112 – Appendix F
Facility-Specific Response Plan
FHR/ICP Cross Reference Matrix

Figure 8.1- 1 – USCG Facility Response Plan Cross Reference Matrix

USCG Facility Response Plan (33 CFR 154.1030)		
Regulatory Citation	**Requirements**	**Plan Reference**
154.1010	Purpose	Core Plan Section 1
154.1015	Applicability	Core Plan Section 1
154.1016	Facility classification by COTP	Annex 10
154.1017	Response plan submission requirements	Annex 6.2
154.1020	Definitions	Annex 10
154.1025	Operating restrictions and interim operating authorization	Annex 3
154.1026	Qualified individual and alternate qualified individual	Annex 3
154.1028	Methods of ensuring the availability of response resources by contract or other approved means	Annex 9
154.1029	Worst case discharge	Annex 8
154.1030 (a)	• The plan is written in English	
154.1030 (b)	• The plan must be divided into the section listed below	
	• The plan must have dividers identifying each section	
154.1035 (a)	1. Introduction and Plan Content o Facility Name, Street Address, City, County, State, Zip Code, and Telephone and Facsimile numbers	Annex 8.1
	o Mailing Address if different	Annex 8.1
	o Description of Facility Location	Core Plan Section 2.2 Annex 8.1
	o 24 hour Contact Information	Core Plan Section 2.5 Annex 2
	o Table of Contents	Annex 8, Pages 2-3
	o Cross Reference Table	Annex 8, Figure 8.1-1
	o Record of Change Information	Annex 6
154.1035 (b)	2. Emergency Response Action Plan	
	o Notification Procedures a) Prioritized list of persons, including name, telephone number and their role b) List includes: • Facility Response Personnel, Spill Management Team, OSRO, QI and Alternate QI • Federal, State and Local Agencies • Form for reporting discharges	Core Plan Sections 2.5 and 3.2 Annex 2 Annex 3 Figure 3.3-8

USCG Facility Response Plan (33 CFR 154.1030)		
Regulatory Citation	**Requirements**	**Plan Reference**
	○ Facility Spill Mitigation Procedures a) Describe volumes and oil groups • Average most probable discharge • Maximum most probable discharge • Worst-Case discharge b) Prioritized Procedures • Internal and external transfers • Identify facility personnel by job title who are responsible to mitigate or prevent discharges c) Address the following equipment and scenarios • Manifold, loading arm, hoses, etc. failure • Tank overfill • Tank failure • Piping rupture • Piping leak (pressurized and unpressurized) • Explosion and fire • Equipment failure d) Equipment list and responsibilities of facility personnel to mitigate an average most probable discharge	Core Plan Sections 2.2, 2.3, 3.5, 3.6, 4.3, 5.1, 5.2, and 5.3 Annex 8 Sections 8.4, 8.5, and 8.7
	○ Facility Response Activities a) Responsibilities of QI and Alternate QI b) Organization Structure • Command and control • Public Information • Safety • Liaison w/Government Agencies • Spill Operations • Planning • Logistics Support • Finance c) OSROs and Spill Management Team (SMT) • Equipment and Supplies • Trained personnel for first 7 days • Job description of SMT • A geographic-specific appendix for each zone in which a mobile facility operates (N/A)	Core Plan Sections 2.5.1, 2.6, 3.1, and Figure 3.8-3 Annex 3 Annex 9

USCG Facility Response Plan (33 CFR 154.1030)		
Regulatory Citation	**Requirements**	**Plan Reference**
	○ Fish and Wildlife Sensitive Environments a) Area Contingency Plan sensitive areas b) Sensitive area changes in annual response plan update c) Worst-Case Discharge Requirements • Identify potentially impacted sensitive environments • Describe potential response actions to protect sensitive environments • Map of sensitive environments • Worst-Case Discharge response capabilities • Worst-Case Discharge distance calculations (EPA calcs acceptable) ▪ 15 miles down current during ebb tide ▪ 15 miles up current during flood tide ▪ Spill Project Model	Annex 8 Sections 8.7.3 and 8.12
	○ Disposal Plan to meet Federal, State and local regulations	Core Plan Section 4.7 Annex 8.7.4
154.1035 (c)	3. Training and Exercises (33CFR154.1050)	Annex 5
	○ Training Procedures	Annex 5.4
	○ Exercise Procedures	Annex 5.5
154.1035 (d)	4. Plan Review and Update Procedures (33CFR154.1065) ○ Normal review and update ○ Post incident review and update	Annex 6
	5. Appendices	
	○ Physical description of facility a) Mooring areas, b) Transfer locations, c) Control stations, d) Locations of safety equipment, e) Location and capacities of piping and tanks f) Location of first valve separating transportation-related from non-transportation related facilities g) Information on oils including MSDS • Generic or chemical name • Description of appearance and odor • Physical and chemical properties • Hazards of contact • Appropriate firefighting procedures h) List of Contacts • OSRO's major equipment and its location or classification of Coast Guard	Core Plan Sections 1 Annex 1 Annex 8 Section 8.4 Annex 9
	i) List of Contacts • Primary and Alternate QI • OSROs • Federal, State and local agencies	Annex 2

USCG Facility Response Plan (33 CFR 154.1030)		
Regulatory Citation	**Requirements**	**Plan Reference**
	j) List of equipment and records • List of facility equipment and its location • List of personnel	Core Plan Sections 2.5 and 2.6 Annex 2 Annex 8 Section 8.11 Annex 9
	○ Communications Plan a) Primary and alternative method of communication	Core Plan Sections 3.3, 3.4.1, 3.4.10, and 7.2.4, and Figure 3.4-1 Annex 8 Section 8.9
	○ Site-specific Health and Safety Plan	Core Plan Section 7
	○ List of Acronyms and Definitions	Annex 10
154.1040 (d)	• Must have at least 200 feet of containment boom and means to deploy and anchor within 1 hour • Must have sufficient sorbent material for initial response to average most probable discharge. • Must be located at the facility.	Annex 8 Sections 8.7.3.1 and 8.11 Annex 9
154.1041	• Not applicable	
154.1045 (b)	• Evaluation of response resources (Appendix C, Table 1 – Use Inland criteria), Response Equipment must: 1. Meet or exceed Table 1 criteria 2. Function in applicable environment 3. Be appropriate for petroleum oil	Annex 8 Sections 8.7, 8.10, and 8.11 Annex 9
154.1045 (c)	• Response Resources for <u>average most probable discharges</u> must include: 1. 1,000 feet containment boom or two lengths of the largest vessel, whichever is greater and deployment and anchorage within 1 hour 2. Oil recovery devices and recovered oil storage capable of being at the site within 2 hours	Annex 8 Sections 8.7 and 8.11 Annex 9
154.1045 (d)	• Identified response resources to handle the maximum most probable discharge ○ Collect and contain 1,200 bbls/hr or 10% of Worst-Case Discharge (Appendix C, Section 4.1) ○ Equipment must arrive on-site within 6 hrs ○ Recover device capability of 50% of planning volume (lesser of 1,200 bbls/day or 10% Worst-Case Discharge) (Appendix C, Section 4.3) ○ Additional boom and recovery and containment capabilities (Appendix C, Section 4.3) • Temporary storage of 1,200 bbls (Appendix C, Section 4.4)	Core Plan Section 2.5.1 Annex 9
	• Response Resources for <u>maximum most probable discharges</u> must include: 1. Resources capable and capacity for recovery up to maximum most probable discharge planning volume 2. Appropriate for each petroleum group 3. Arrive on-scene at appropriate times.	Core Plan Section 2.5.1 Annex 9

USCG Facility Response Plan (33 CFR 154.1030)		
Regulatory Citation	**Requirements**	**Plan Reference**
154.1045 (e)	• Response Resources for Worst-Case discharges must include: 1. Resource response times must be (high volume port area): o Tier 1 – 6 hrs. o Tier 2 – 30 hrs. o Tier 3 – 54 hrs. 2. Resources appropriate for worst-case discharge 3. Resources adequate for worst-case discharge 4. Resources capable of close-to-shore use	Core Plan Section 2.5.1 Annex 8 Sections 8.7 and 8.10 Annex 9
154.1045 (f)	• Response times – High Volume Port 1. Tier 1 – 6 hrs. 2. Tier 2 – 30 hrs. 3. Tier 3 – 54 hrs.	Annex 8 Section 8.7
154.1045 (g)	• Tier 1 response equipment must be in route within 2 hrs. • Supplier of Tier 1 response equipment must be notified within 30 minutes of discovery	Annex 8 Section 8.7.3
154.1045 (h)	• Tier 2 and Tier 3 Response Equipment must arrive on-site in applicable times 1. Tier 2 – 30 hours 2. Tier 3 – 54 hours	Annex 8 Section 8.7.3.3
154.1045 (i)	• Dispersant approval	N/A
154.1045 (j)	• Must ensure the availability of response resources necessary to provide aerial oil tracking to support oil spill assessment and cleanup activities through contract or other approved means • Aerial oil tracking resources must 1. Be capable of arriving at site in advance of response resources 2. Be capable of supporting oil spill removal operations continuously for three 10-hour operational periods during the initial 72 hours of the discharge 3. Include appropriately located aircraft and personnel capable of meeting response times • Include sufficient numbers of aircraft, pilots, and trained observation personnel	Core Plan Section 3
154.1045 (k)	• Must identify Firefighting capabilities 1. Identify facility personnel to coordinate with local fire departments 2. Verify sufficient well-trained firefighting resources	Annex 3 Annex 8.7 Annex 9
154.1045 (l)	• Identify equipment to protect fish, wildlife and sensitive environments 1. Booms 2. Resources and response methods consistent with Area Contingency Plan	Core Plan Section 2.4 Annex 8.7 Annex 8.12 Annex 9
154.1045 (m)	• Identify an Oil Spill Removal Organization(s) 1. Determine shoreline response resources (Appendix C) 2. Shoreline response must by consistent with Area Contingency Plan	Annex 9

USCG Facility Response Plan (33 CFR 154.1030)		
Regulatory Citation	**Requirements**	**Plan Reference**
154.1045 (n)	• Determine the maximum extent practicable quantity of response resources for maximum most probable and worst-case discharge responses • Cap changes to maximum extent practicable quantity of response resources for maximum most probable and worst-case discharge responses	Core Plan Section 2.5.1 Annex 8 Section 8.7.3 Annex 9
154.1047	• Response Plans for Group V oils (specific gravity > 1.0)	N/A
154.1050	• Training 1. Volunteers or casual worker compliance with 29 CFR 1910.120 (HAZWOPER) 2. Maintenance of Training Records for 3 years 3. OSROs maintenance of training records for 3 years 4. All personnel must meet OSHA requirements in 29 CFR 1910.120	Annex 5 Section 5.3, 5.5.2
154.1055 (a)	• Exercises 1. Must include announced and unannounced exercises o QI notification – Quarterly o Tabletop Exercise – Annually (triennial worst-case discharge scenario) o Equipment Deployment a) Facility-owned and operated – Semiannually b) OSRO owned – Annually o Emergency Procedures – Optional o Unannounced – Annually o All components of the response plan exercised at least once every 3 years	Annex 5 Sections 5.6.2.1, 5.6.2.2, 5.6.2.3, and 5.6.2.4
154.1055 (b)	• Participation in unannounced COTP (Captain of the Port) exercise triennially	Annex 5
154.1055 (c)	• Participation in Area exercise not more than every 6 years	Annex 5
154.1055 (d)	• Maintain exercise records for 3 years	Annex 5 Section 5.5.2.2
154.1055 (e)	1. Response plan must detail the exercise program o Types of exercises o Frequency o Scope o Objectives • Scheme for exercising entire response plan every 3 years	Annex 5 Section 5.6
154.1055 (f)	• Show compliance with National Preparedness for Response Exercise Program (PREP) Guidelines	Annex 7 Section 7.3.3
154.1057	• Inspection and Maintenance of Response Resources 1. All response equipment must be inspected and maintained in good operating condition 2. Inspections documented and records kept 3 years 3. USCG may o verify equipment exists o verify records existence o verify records reflect actual equipment condition o inspect and require operation tests of equipment 4. Doesn't necessarily apply to OSROs equipment covered under separate written consent	Annex 8 Annex 9

USCG Facility Response Plan (33 CFR 154.1030)		
Regulatory Citation	**Requirements**	**Plan Reference**
154.1060	• Submission and approval procedures • Submit one copy of FRP to COTP for review and approval • Submit Certification that FRP meets Subparts F, G, H, and I • FRP is valid for 5 years but must be updated and resubmitted every 5 years 1. From the time the COTP approves the plan 2. Submit cover letter detailing all revisions • COTP will notify in writing of plan approval • COTP-identified deficiencies must be rectified within the specified time • Copies of the approved plan must be retained by the 1. QI 2. Alternate QI 3. Facility	Annex 6
154.1065	• Plan Review and Revision Procedures 1. FRP must be reviewed annually to include revisions to fish, wildlife and sensitive areas identified in ACP o Must occur within one month of COTP approval anniversary o Revisions shall be submitted to the COTP and other plan holders a) Include a detailed list of revisions b) Record the annual review on the record of changes page c) COTP will notify facility of objections to changes within 30 days o All revisions must be entered into plan and record of change page 2. Revisions shall be submitted to the COTP and other plan holders within 30 days if: o A change in facility's configuration o A change in type of oil o Change in OSRO o Change in facility's emergency response procedures o Change in facility's operation area o Any change that significantly affects the implementation of the plan 3. Generally, changes to personnel and phone number do not need to be submitted to COTP 4. Revision may be required to a compliance inspection	Annex 6

Figure 8.1- 2 – USEPA Facility Response Plan Cross Reference Matrix

USEPA Facility Response Plan (40 CFR 112.20)		
Regulatory Citation	**Requirement**	**Plan Reference**
112.20 (g)(1)	All facility response plans shall be consistent with the requirements of the National Oil and Hazardous Substance Pollution Contingency Plan and Area Contingency Plans • The owner/operator shall review relevant portions of these plans and modify the FRP to ensure consistency • The owner/operator shall review and update the plan to reflect changes at the facility	Entire Plan
112.20 (h)	The response plan shall follow the format of the model facility-specific response plan	Entire Plan
112.20 (h)(1)	Emergency Response Action Plan	
	1. Identity and telephone number of QI 2. Identity of individual or organizations to be contacted in the event of a discharge	Core Plan Annex 2
	3. Description of information to pass to response personnel in the event of a reportable discharge	Core Plan Annex 3
	4. A description of the facility's response equipment and its location	Annex 3 Figure 3.3-21
	5. A description of response personnel capabilities, including: a. Duties of persons at the facility during a response action b. Response times c. Qualifications	Core Plan Section 2.5 Annex 2
	6. Evacuation Plans	Core Plan Section 3.3
	7. Description of immediate measures to secure the source of the discharge and to provide adequate containment and drainage of discharged oil	Annex 7 Section 7.3
	8. Diagram of the facility	Annex 1
112.20 (h)(2)	Facility Information	Core Plan Section 2
	1. Identify and discuss the location and type of the facility a. Facility Name and Location b. Latitude and Longitude of main entrance c. Wellhead Protection Area d. Identity and tenure of the present owner / operator e. Identity of the QI f. Date of oil storage startup g. Current Operation description and NAICS code h. Date and Types of Substantial Expansion(s)	Core Plan Section 2 Annex 8 Section 8.3
112.20 (h)(3)	Information about Emergency Response	Core Plan Sections 3.4 & 3.9
	1. The identity of private personnel and equipment necessary to remove to the maximum extent practicable a worst-case discharge and other discharges	Annex 8 Section 8.7.3
	2. Mitigate or prevent a substantial threat of a worst-case discharge	Annex 8
	3. Evidence of contracts or other approved means for ensuring the availability of such personnel and equipment	Annex 9

USEPA Facility Response Plan (40 CFR 112.20)		
Regulatory Citation	**Requirement**	**Plan Reference**
	4. Identity and telephone number of individuals or organization to be contacted in the event of a discharge so that immediate communications between the QI and appropriate Federal officials and response personnel and equipment can be ensured.	Annex 2
	5. Description of information to pass to response personnel in the event of a reportable discharge	Core Plan, Annex 3, Annex 8, Annex 9
	6. Description of response personnel capabilities including: a. Duties of persons at the facility during a response action b. Response times c. Qualifications duties	Core Plan Section 2.5
	7. Description of the facility's response equipment and equipment testing	Annex 9
	8. Plans for evacuation of the facility and reference to community evacuation plans	Core Plan Section 3.3
	9. Diagram of evacuation routes	Annex 1
	10. Description of the duties of the QI that include: a. Activate internal alarms and hazard communication systems to notify facility personnel b. Notify all response personnel as needed c. Identify: i. Character ii. Exact source iii. Amount iv. Extent of the release v. Other items needed for notification	Core Plan Figure 3.8-3 Annex 3
	11. Notify appropriate Federal, State and local authorities	Core Plan Section 3
	12. Assess the interaction of the discharged substance with water and/or other substances stored at the facility	Core Plan Section 3
	13. Assess the possible hazards to human health and the environment due to the release	Core Plan Section 3
	14. Assess and implement prompt removal actions to contain and remove the substance released	Core Plan Section 3
	15. Coordinate rescue and response actions as previously arranged with all response personnel	Core Plan Section 3
	16. Use authority to immediately access company funding to initiate cleanup activities	Core Plan Section 3
	17. Direct cleanup activities until properly relieved of this responsibility	Core Plan Section 3
112.20 (h)(4)	Hazard Evaluation –	Annex 8.4
	1. Discuss the facility known or reasonably identifiable history of discharges for the entire life of the facility	Annex 8.4.4
	a. Identify area within the facility where discharges could occur b. Identify the potential effects the discharges would be on the environment c. Assess the range of areas by considering the substantial harm calculations	Annex 8.4.1 – 8.4.3
112.20 (h)(5)	Response Planning Levels	Annex 8.7.3

USEPA Facility Response Plan (40 CFR 112.20)		
Regulatory Citation	**Requirement**	**Plan Reference**
	1. Worst-Case Discharge	Annex 8.7.3.3
	2. Small discharge (2,100 gallons or less)	Annex 8.7.3.1
	3. Medium discharge (2,100 to 36,000 gallons)	Annex 8.7.3.2
112.20 (h)(6)	Discharge Detection System - Describe the procedures and equipment used to detect discharges	Annex 8.6
112.20 (h)(7)	Plan Implementation	Core Plan Section 3
	1. Describe response actions to be carried out by facility personnel or contracted personnel	Core Plan Section 3
	2. Description of equipment to be used for each scenario	Annex 8.7.3
	3. Plans for disposal of contaminated cleanup materials	Annex 8.7.4
	4. Measures to provide adequate containment and drainage of discharged oil	Annex 8.7.5
112.20 (h)(8)	Self-Inspection (drills / exercises, and response training)	Annex 8.8
	1. Checklist and record of inspections for a. Tanks b. Secondary containment c. Response equipment	Annex 8 Form 8.11-7 Annex 9.6
	2. Description of Drill / Exercise program	Annex 5.5
	3. Description of training program	Annex 5
	4. Logs of a. Discharge prevention meetings b. Training sessions c. Drills / Exercises	Annex 5 Facility Office
112.20 (h)(9)	Diagrams	Annex 1
112.20 (h)(10)	Security Systems	Annex 8.9
112.20 (h)(11)	Response Plan Cover Sheet as shown in Section 2.0, Appendix F of 40 CFR 112	Annex 8.1

Figure 8.1- 3 – USDOT Response Plan Cross Reference Matrix

DOT Onshore Oil Pipeline Response Plan (49 CFR 194.107)		
Regulatory Citation	**Requirement**	**Plan Reference**
194.107(a)	Response plan must include procedures and a list of resources for responding to the worst case discharge	Core Plan Annex 2 Annex 9
194.107(b)(1)(i)	Demonstrate an operator's clear understanding of the Federal response structure, including procedures to notify NRC	Core Plan Section 2.5 Annex 2 Annex 5
194.107(b)(1)(ii)	Establish provisions to ensure protection of safety at the response site	Core Plan Section 7 Annex 3
194.107(b)(1)(iii)	Identify procedures to obtain and required Federal and State permissions for using alternative response strategies such as in-situ burning and dispersants	Core Plan Section 3.1
194.107(b)(2)(i)	Address removal of a worst-case discharge and the mitigation or prevention of a substantial threat of a worst-case discharge	Annex 8 Section 8.7

DOT Onshore Oil Pipeline Response Plan (49 CFR 194.107)		
Regulatory Citation	**Requirement**	**Plan Reference**
194.107(b)(2)(ii)	Identify environmentally and economically sensitive areas	Core Plan Section 2.4 Annex 8 Sections 8.4.2.3.2 and 8.12
194.107(b)(2)(iii)	Describe responsibilities of operator and Federal, State, and local agencies in removing or mitigating a discharge	Core Plan Annex 3
194.107(b)(2)(iv)	Establish procedures for obtaining an expedited decision on dispersant usage	Core Plan Section 3.1
194.107(c)	Response plan must include a core plan consisting of:	
194.107(c)(1)(i)	▪ Any information required in 194.113	Core Plan Section 2.5 Annex 2 Annex 8 Sections 8.1, 8.2, 8.3, 8.4.2, and 8.8.2
194.107(c)(1)(ii)	▪ Immediate notification procedures	Core Plan Section 2.5 Annex 2
194.107(c)(1)(iii)	▪ Spill detection and mitigation procedures	Core Plan Sections 3.1, 4.1 and 4.3 Annex 8 Sections 8.6 and 8.7.2
194.107(c)(1)(iv)	▪ Name, address, and phone number of OSROs	Core Plan Section 2.5 Annex 2
194.107(c)(1)(v)	▪ Response activities and response resources	Core Plan Sections 2.5 and 4
194.107(c)(1)(vi)	▪ Names and phone numbers of Federal, State, and local agencies which the operator expects to have pollution control responsibilities or support	Core Plan Section 2.5 Annex 2 Annex 9
194.107(c)(1)(vii)	▪ Training procedures	Annex 5
194.107(c)(1)(viii)	▪ Equipment testing	Annex 8 Section 8.8 Annex 9
194.107(c)(1)(ix)	▪ Drill program satisfying the National Preparedness for Response Exercise Program (PREP)	Annex 5 Annex 7 Section 7.3.3
194.107(c)(1)(x)	▪ Plan review and update procedures	Annex 6
194.107(c)(2)	▪ An appendix for each response zone containing information required in 194.107(c)(1)(i)-(ix)	Annex 8 Figure 8.1-3
194.107(c)(3)	▪ Description of operator's response management system	Annex 3

8.1 FACILITY RESPONSE PLAN COVER SHEET

General Information

Owner:	**Flint Hills Resources Corpus Christi, LLC**
Operator:	**Flint Hills Resources Corpus Christi, LLC**
Facility Name:	**Ingleside Terminal**
Facility Address:	**End of Highway 1069**

City: **Ingleside** County: **San Patricio** State: **Texas** Zip Code: **78362**

Facility Phone No.:	**(361) 643-1818 or (361) 776-7535**
Latitude: (b) (7)(F), (b) (3)	Longitude: (b) (7)(F), (b) (3)
Dun & Bradstreet Number:	**01-006-5894**
Mailing Address:	**P.O. Box 2608** **Corpus Christi, TX 78403**
Largest Aboveground Storage Tank Capacity:	(b) (7)(F), (b) (3)
Number of Aboveground Storage Tanks:	**17**
Standard Industrial Classification (SIC) Code:	**4226, 5171, 4491, and 4612**
Maximum Oil Storage Capacity:	(b) (7)(F), (b) (3)
EPA Worst-Case Discharge Amount:	(b) (7)(F), (b) (3)
USCG Worst-Case Discharge Amount:	
PHMSA Worst-Case Discharge Amount:	

Facility Distance to Navigable Water:	0-¼ mile	¼ -½ mile	½ – 1 mile	> 1 mile
	X			

8.2 APPLICABILITY OF SUBSTANTIAL HARM CRITERIA

Does the facility transfer oil over-water to or from vessels and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons? **YES**

Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and within any storage area does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation? **NO**

Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments? **YES**

Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance such that a discharge from the facility would shut down a public drinking water intake? **NO**

Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and has the facility experienced a reportable oil spill in an amount greater than or equal to 10,000 gallons within the last 5 years? **NO**

Certification

I Certify under Penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals responsible for obtaining information, I believe that the submitted information is true, accurate, and complete.

Valerie Pompa
Vice President and Manufacturing Manager
Corpus Christi Refineries
Flint Hills Resources Corpus Christi, LLC

Date:

8.3 FACILITY INFORMATION FORM

FACILITY NAME:	**Flint Hills Resources Corpus Christi, LLC Ingleside Terminal**
LOCATION (STREET ADDRESS):	**End of Highway 1069**
CITY: **Ingleside** STATE: **Texas** ZIP: **78362**	
COUNTY: **San Patricio** PHONE NUMBER: **361-776-7535**	
LATITUDE:	(b) (7)(F), (b) (3) [redacted]
LONGITUDE:	
WELLHEAD PROTECTION AREA:	**There are no wellhead protection areas in the response area of Ingleside Facility.**
OWNER:	**Flint Hills Resources Corpus Christi, LLC**
OWNER STREET ADDRESS: (if different from facility address)	**411 East 37th Street**
CITY: **Wichita** STATE: **Kansas** ZIP: **67220**	
COUNTY: **Sedgwick** PHONE NUMBER: **316-828-4823**	
OPERATOR: **Flint Hills Resources Corpus Christi, LLC** QUALIFIED INDIVIDUAL: **Mr. Ronnie Lee**	
POSITION:	**Facility Supervisor**
ADDRESS:	**same as facility address**
EMERGENCY PHONE NUMBER:	(b) (6) [redacted] **(Home)** (b) (6) [redacted] **(Cell)**
QI Home address:	**can be acquired by calling 1-800-666-0051**
DATE BEGINNING FHR OWNERSHIP:	**2004**
CURRENT OPERATION/TYPE OF FACILITY:	**Oil storage and distribution/petroleum distribution terminal**
SIC code:	**4226, 5171, 4491, and 4612**

DATE(S) AND TYPE(S) OF SUBSTANTIAL EXPANSION(S):

1. **None, since we acquired the Property in 2004.**
2. **Installation of Firewater system 4th quarter 2006 – 2nd quarter 2007**
3. **Installation of new dock system – end of 2008**
4. **Installation of tank #28086 – 4th quarter 2009**
5. **Installation of new dock system 3rd quarter 2012 and ability to load marine vessels**

8.4 HAZARD EVALUATION

This hazard evaluation includes information describing potential sources of spills at the Ingleside Terminal (the "Facility"). It forms a basis to plan spill response procedures, area evacuations, and response planning level scenarios. The hazard evaluation identifies areas of the Facility most likely to release oil by evaluating the hazards associated with the storage and transfer of oil. This information assists during spill response training of Facility personnel and the Facility Response Team.

The primary sources of potential spills are the storage tanks. The following table summarizes storage tank information. The EPA Region 6 Guidance states that transformers are not storage tanks, but they and other oil filled equipment are listed because of a spill potential.

Table 8.4-1.1 - Storage Tank Information

Tank No.	Year Built	Tank Type	Qty Stored (gallons)	Product	Drainage Basin Containment Area	Failure/ Cause	Secondary Containment Volume (gallons)	Containment for Largest Tank Plus Precipitation
28086	2009	EFR	(b) (7)(F), (b) (3)	Crude	001	NRF	(b) (7)(F), (b) (3)	Adequate
28072	1979	EFR		Crude	001	NRF		
28073	1981	EFR		Crude	001	NRF		
28074	1979	EFR		Crude	001	NRF		
28075	1981	EFR		Crude	001	NRF		
28076	1981	EFR		Crude	001	NRF		
28080	1979	EFR		Crude	001	NRF		
28070	1948	IFR		Crude	003	NRF		
28071	1979	EFR		Crude	003	NRF		
28063	1982	IFR		Crude	004	NRF		Adequate*
28064	1982	IFR		Crude	004	NRF		
28067	1948	IFR		Crude	004	NRF		Adequate
28068	1948	IFR		Crude	004	NRF		
28069	1948	IFR		Crude	004	NRF		
28077	1948	IFR		Crude	001	NRF		Adequate
28082	2007	HWT		Diesel	002	NRF		Double Wall
28083	2007	HWT		Diesel	002	NRF		Double Wall
Diesel	Shop Built	HWT		Diesel	Dependent	NRF	FHR and FHR contractors may use portable fueling tanks; all tanks will have steel containment.	
Oil, Waste Oil	N/A	Drum		Lube oil, hydraulic oil, waste oil	Dependent	NRF	Drums are stored in solid waste management unit or within other secondary containment	
NA	NA	Frac Tank		Crude	Dependent	NRF	Frac tanks stored adjacent to bulk storage tanks during tank clean outs	
NA	NA	Vac box		Oil, oily residues	Dependent	NRF	Placed where needed when in use. Placed adjacent to Tank 28077 when awaiting offsite transport	

NOTES:

IFR – Internal Floating Roof
EFR – External Floating Roof
HWT – Horizontal Welded Tank
NRF – No Reported Failures
*Containment is adequate for 110% of the largest tank volume. FHR will evaluate the containment to determine if additional capacity is needed to hold the contents of the largest tank plus a 24-hour 25-year rainfall.

Table 8.4-1.2 Oil Filled Equipment Information

Equipment	Quantity (gallons)	Product
Transformer 41 TR 1L	138	Transformer Oil
Transformer 41 TR 2L	138	Transformer Oil
Transformer 41 TR 3L	148	Transformer Oil
Transformer 41 TR 4L	107	Transformer Oil
Transformer 41 TR 5L	99	Transformer Oil
Transformer 41 TR 14L	190	Transformer Oil
Transformer 41 TR 100M	Est. 110	Transformer Oil
AEP owned transformer	Est. 500	Transformer Oil
Transformer 41 TR 19L	138	Transformer Oil
Transformer 41 TR 17M	442	Transformer Oil
Transformer 41 TR 18L	435	Transformer Oil
Dock 4 Crane	100	Hydraulic Oil
Dock 5 Crane	130	Hydraulic Oil

Material Safety Data Sheets (MSDSs) contain information regarding the possibility of fires and explosions, which may accompany a spill or release of oils. MSDSs for each oil contained in tanks or handled at the Facility may be accessed on the FHR Infonet and are maintained at the Facility office for easy access by employees and contractors.

8.4.1 HAZARD IDENTIFICATION

Terminal activities that have the potential to cause property or environmental damage in the event of a release are described in this section. This information has been used to identify potential release locations and develop response plans for spill scenarios.

8.4.1.1 Storage Areas

Facility Aboveground Storage Tanks (ASTs) are located within secondary containment structures consisting of earthen berms. There are several bulk storage tanks and two (2) relatively small ASTs that are used to fuel diesel firewater pumps. The table above provides detailed information about the tanks. The tanks are either filled by marine vessels or from pipelines and range in size from 250 gallons to 12,725,664 gallons. A tanker truck or frac tank is used for temporary storage for oil recovered during response and cleanup operations.

8.4.1.2 Transfer Operations

Petroleum product transfers occur at two Facility locations: the storage tank field and the marine terminal docks. Product can be loaded to and from sea going vessels. Product transfer areas and related equipment have an inherent potential to be locations of releases.

8.4.1.2.1 Tank Field

All bulk petroleum product storage tanks were designed following good engineering practices (in adherence to API Standard 650) and have been x-rayed and hydro-tested either during installation or following installation. External tank inspections are conducted routinely. These inspections include tank gauging to monitor inventories. Internal inspections are conducted when a tank is opened for cleaning or at least every ten years. Tanks are also inspected per DOT requirements 49 CFR 195.

A Facility operator is on duty during transfers from tank to tank, and the transfer is checked periodically for satisfactory progression. Product transfers are performed using pumps and

piping located within the tank field. Typically, petroleum products stored in bulk are received from tank vessels.

Prior to a tank vessel delivery, Facility personnel verify that space is available in the target tank. Tanks are equipped with an automatic high level tank alarm system that, upon activation, will isolate the Facility from the inlet pipeline via the facility intake valve. When the system is activated, only a manual reset at the West Refinery will allow product to be routed back into the storage tanks.

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

[redacted]

8.4.1.2.2 Dock Operations

The Flint Hills Resources Ingleside Marine Terminal consists of two docks for marine terminal transfers and above ground storage tanks. The plot plan for Docks 4 and 5 are located in FHR Ingleside Marine Terminal U.S. Coast Guard Manual, June 1, 2012 and in Annex 1 of this ICP.

Transfer pumps for loading operations are controlled near the tank line manifold system, but emergency shutdown switches are located both at the docks and the transfer pumps. The Dock Operations Manual provides a full description of transfer shutdown procedures. Pumps located on the ship are used when unloading and pumps at the south manifold are used when loading.

The operators are required to inspect all loading/unloading areas and piping in use before and during transfers. FHR operators will meet with tank vessel operators to discuss loading procedures including sequence and rates prior to initiation of any transfer. Tank vessels will be inspected prior to loading to ensure they are suitable to contain crude oil. When a transfer pump is activated, whether remotely or manually, the startup is observed by personnel to ensure pump seals and associated lines are intact.

During the transfer operation, flow rates to and from the vessel are observed in the control room and dock personnel will stay in constant visual or voice contact with vessel personnel. Any leaks in the system will be indicated by a drop in the inlet flow rate. The transfer system is equipped with shutdown sensors and will automatically shutdown should the monitor parameters be out of target. Pump discharges are equipped with low-pressure and high-pressure shutdown sensors. Pump inlets are equipped with low-pressure shutdown sensors. In the event of a loss of pressure, on either side of the pumps, the pumps are automatically shutdown.

In addition, all dock operators are trained to detect leaks and conduct emergency transfer of oil. In the event that a leak is discovered, operators will first shutdown the transfer operations and then notify their supervisor. If required, operators will gather appropriate assistance and begin transferring product from a faulty vessel into a predetermined vessel or tank of appropriate capacity.

Daily visual inspections and quarterly and/or annual testing are conducted to check pumps, piping and transfer areas for evidence of leaks, spill or corrosion. These inspections ensure that

all equipment is in proper working order. Piping, valves and pumps are located within containment areas or in areas where any spillage can be easily collected by facility personnel.

Product transfer procedures are outlined in the Coast Guard Manual.

8.4.1.3 Maintenance Activities

Other activities during which a release of oil may occur include the daily maintenance of Facility equipment. Daily maintenance operations may include valve, piping, tank, and pump repair or replacement. Maintenance activities conducted throughout the terminal are scheduled by the Facility Supervisor. The person performing the inspection examines the area scheduled for repair before activities are initiated. Work begins only after all lines, valves, and related equipment have been sufficiently isolated from the operating system and it is safe to perform work. If necessary, pressure is relieved from equipment and the contents are drained as completely as possible, collecting all liquids which may drain from open lines or equipment.

8.4.1.4 Secondary Containment

All secondary containment dikes are designed to hold the entire contents of the encompassed tanks with additional capacity to allow for a precipitation event. All dikes are constructed of compacted fill dirt and top soil, which are sufficiently impermeable to retain the majority of the oil until removal by mobile pumps or vacuum trucks.

Secondary containment Area 001 for Tanks 28072, 28073, 28074, 28075, 28076, 28080, and 28086 drains to the north through 12” piping in each area to TPDES-permitted Outfall 001. Tank 28077 is also in secondary containment Area 001 and may be drained by manually-operated valves, which are used after heavy precipitation events. Water is only drained from diked areas under the direction of the Facility Supervisor after the water quality is determined to be sufficient for release. These lines are capped on both ends at all times. Should a spill occur while a valve is open, the oil will drain towards the ditches that run north and then east adjacent to the east side of the Facility.

Secondary containment Area 004 for Tanks 28063, 28064, 28067, 28068, and 28069 drains via valves through TPDES-permitted Outfall 004 to the ditch and piped to the southern edge of the Facility (Corpus Christi Ship Channel).

Secondary containment Area 003 for Tanks 28070 and 28071 drains via valves to the ditch and piped to the southern edge of the Facility (Corpus Christi Ship Channel).

Secondary containment Areas 002 and 005 for Tanks 28078, 28079, 28082, and 28083 drains via valves to the ditch and piped to the southern edge of the Facility (Corpus Christi Ship Channel) through TPDES-permitted Outfall 005.

8.4.2 VULNERABILITY ANALYSIS

This section reviews the vulnerability of environmentally sensitive public and private areas that may be impacted by an oil spill from the Facility. The Facility is located adjacent to the Corpus Christi Ship Channel, which traverses Corpus Christi Bay and is surrounded by environmentally sensitive areas. The Area Committee and State of Texas have developed a Comprehensive Planning and Response Atlas for environmental and economic assets. Lakes and streams are not an environmental condition considered in the response area for the Facility.

All or a significant portion of the volume of a spill from the Facility storage tanks would be contained by secondary containment or diversionary structures. Spills occurring outside secondary containment areas would generally either flow north and then intersect a shallow ditch running along FM 1069, which flows

south into the Corpus Christi Ship Channel or flow south as a sheet flow or enter TPDES Outfall 005 to discharge into the Corpus Christi Ship Channel.

8.4.2.1 Fish, Wildlife and other Sensitive Environments

Information regarding fish and wildlife and sensitive environments was received primarily from the Area Contingency Plan and Texas General Land Office (TGLO) Oil Spill Planning and Response Atlas.

8.4.2.1.1 Wetlands

Information regarding wetlands was received primarily from the Area Contingency Plan and TGLO Oil Spill Planning and Response Atlas.

8.4.2.1.2 Fish, Plants, and Wildlife

The Corpus Christi Area Committee and TGLO developed a database that locates endangered species, unique habitats, natural areas, conservation areas, and other significant natural communities that would be affected during a worst-case discharge. These areas are included in Section 8.12.

8.4.2.2 Water Intakes

(b) (7)(F), (b) (3) [redacted]

8.4.2.3 Private and Public Areas

8.4.2.3.1 Hospitals and Schools

(b) (3), (b) (7)(F) [redacted]

8.4.2.3.2 Residential and Commercial Areas and Areas of Economic Importance

The area directly around the Facility is primarily industrial. Former Naval Station Ingleside lies immediately west of the Facility. A marine engineering and fabrication yard lie immediately north and east of the Facility. Other areas within one mile of the geographic center of the Facility are generally undeveloped.

The residential community of Ingleside on the Bay is located west of the Facility within 2 miles of the geographic center of the Facility.

8.4.2.3.3 Recreational Areas

Corpus Christi Bay and the Intercostal Waterway are popular areas for recreational boating and fishing. In the event of a spill in the coastal area, USCG assistance in keeping recreational boats away would be required.

8.4.2.3.4 Marine Transportation Routes

If a spill occurred at the Facility, it may be necessary to close the Port of Corpus Christi Ship Channel and/or the Intercostal Waterway. The Facility is located immediately adjacent to the ship channel.

8.4.3 POTENTIAL SPILL ANALYSIS

(b) (7)(F), (b) (3) [redacted] All the tanks are surrounded by earthen-berm secondary containment walls; the two small 460-gallon diesel fuel tanks are double-walled. Piping in the tank field is mainly aboveground, with some remaining below ground. Aboveground piping is generally located within the secondary containment areas.

The tanks at the facility are well maintained, painted, and cathodically protected. Therefore, it is not anticipated that tank age will affect the probability of a spill. The table in section 8.4 shows the age and failure history of the tanks.

A natural disaster is also unlikely to significantly affect the probability of a spill at the facility. There have been no floods or earthquakes at the facility during its operation by FHR. The potential for tornadoes and lightning strikes is also minimal. Hurricanes pose a risk to the facility, although the Facility has never been adversely impacted by hurricanes hitting the Ingleside area during its operation by FHR.

Small spills could occur within the tank field. The following scenarios are the most likely causes of a small spill during normal operations:

1. Piping or valve leaks
2. Pump failures
3. Tank overfills
4. Flexible coupling leaks

The most likely scenarios for releases qualifying as medium spills include the following occurrences:

1. Tank leaks
2. Tank overfills
3. Piping failure or rupture
4. Equipment failure

A worst-case loss of petroleum from the Facility, although unlikely, may be caused by a tank failure or natural disaster. A catastrophic tank failure at the Facility would result in an initial release to the secondary containment area. Upon discovering a tank failure, the procedures outlined in Sections 3.1 and 3.2 of the Core Plan should be followed. Outside connections to the tank system should be isolated. Product may be contained using on-site equipment until an OSRO arrives.

Spilled material will be recovered for reuse, if possible. Section 8.6.3 discusses response actions for small, medium, and worst-case discharges. The horizontal range of a potential worst-case discharge would be limited by secondary containment at the facility. If the secondary containment was to fail, a

large percentage of the spill would flow north following the drainage system at the facility. If the drainage ditch did not contain the spill, it would potentially continue to flow south into Corpus Christi Bay, approximately 200 feet from the drainage ditch.

8.4.4 FACILITY SPILL HISTORY

A search was conducted of facility records, which indicate that several spill events have occurred since 1990. All spills were contained, cleaned up, and all equipment was repaired or replaced, as necessary. A detailed table of spill events is included in Annex 4.

8.5 DISCHARGE SCENERIOS

An oil spill could potentially occur during the following routine Facility operations:

1. Catastrophic tank failure
2. Transferring oil products to or from tanks
3. Operating pumps and valves
4. Performing maintenance activities
5. Transferring oil to and from marine vessels through the dock/facility pipelines

Petroleum products are used and stored throughout the Facility area; therefore, spills may occur at any location within the Facility.

8.5.1 SMALL SPILL

For the purpose of this Plan, a small spill is defined as any spill less than or equal to 2,100 gallons (50 barrels); therefore, the Facility must have response actions planned for spills of less than or equal to 2,100 gallons.

The most likely scenarios for a discharge of a small spill include releases during normal operations at the Facility, such as routine maintenance, transfer of products through piping, pumps, and valves. Small spills may occur within the Facility. The following events are possible causes of a small spill:

1. Piping or valve leaks
2. Pump failures
3. Tank overfills
4. Flexible coupling leaks

Small spills resulting from these scenarios could range in size from less than one gallon to 2,100 gallons and consist of crude oil. Small spills would most likely be confined to the immediate area of the spill by secondary containment structures and not migrate offsite. Therefore, a small spill within the secondary containment would most likely not threaten fish, wildlife, or sensitive environments. Section 8.6.3 gives general information on responding to spills and specific spill response actions for small spills.

8.5.2 MEDIUM SPILL

Within the Facility, the maximum capacity of the largest tanks is (b) (3), (b) (7)(F)
The EPA defines a medium spill as the smaller of 36,000 gallons or 10 percent of the volume of the worst-case discharge. Ten percent of the maximum tank capacity ((b) (3), (b) (7)(F)s) is greater than 36,000; therefore, a medium spill should be between 2,100 gallons (50 bbls) and 36,000 gallons (857 bbls). However, since this is defined as a “complex” and the USCG average most probable spill volume is 50,400 gallons, the “medium” spill volume shall be 50,400 gallons (1,200 bbls).

A medium spill could be caused by the following scenarios:

1. Tank leaks
2. Tank overfills
3. Piping failure or rupture
4. Equipment failure

None of these mechanisms would lead to a chain reaction failure.

Medium spills resulting from these scenarios would consist of crude oil and most likely be at least partially confined to the immediate area of the spill by secondary containment structures. A medium spill in the tank field would be confined in secondary containment. Any spills that were not contained would flow along the paths identified above toward their respective TPDES-permitted outfalls. Additional information regarding the vulnerability of resources at risk and hazards associated with oil transfer, storage operations, and routine maintenance may be found in Section 8.3. Section 8.6.3 gives general information on responding to spills and specific spill response action for medium spills. Section 8.6.5 details the spill flow patterns.

8.5.3 WORST-CASE DISCHARGE

Stored petroleum products are segregated in tanks and piping; tanks can be operated independently. A release of the entire capacity of the Facility is unlikely due to the existing product segregation procedures. A worst-case loss of petroleum from the Facility could be caused by tank failure, explosion, fire, or natural disaster and could possibly involve the maximum storage volume of the largest tank.

Worst-case discharge volumes were calculated using work sheets supplied by the EPA. Using these work sheets, the worst-case discharge volume for the Facility is (b) (7)(F), (b) (3) The worst-case discharge was calculated based on the capacity of the largest single aboveground storage tank within a secondary containment area. The entire contents of the largest capacity tank should be contained within the secondary containment area. Failure of the secondary containment during a worst-case discharge scenario would result in flow according to surface drainage patterns.

8.6 DISCHARGE DETECTION SYSTEMS

8.6.1 DISCHARGE DETECTION BY PERSONNEL

A routine walk-around is conducted by Facility personnel, during which the storage tanks, pumps, pipeline connections, and piping are observed. An automated system records tank inventories at 7 am each morning. Internal tank inspections are conducted when a tank is opened for cleaning, which is performed every 10 years. Tanks are also inspected annually.

8.6.2 TANK GAUGING SYSTEM

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

8.6.3 INVENTORY SYSTEM

Tank inventories are monitored and recorded automatically at 7 am each morning. In addition, prior to pipeline transfers, the available capacity of receiving tanks is confirmed by on-site personnel.

8.7 PLAN IMPLEMENTATION

The purpose of this section is to describe response actions for the safety of the Facility and mitigate or prevent discharges or the substantial threat of discharges. This section also describes disposal plans for contaminated abatement materials and provides a description of containment and drainage of spilled oil.

8.7.1 IMMEDIATE ACTIONS

Spill response begins with the individual who detects the spill. Sections 3.1 and 3.2 of the Core Plan provide a comprehensive treatment of immediate actions.

8.7.2 FACILITY SPILL MITIGATION PROCEDURES

Spill mitigation duties include the duties of only those employees responsible for oil transfers within the Facility area. Sections 2 and 3 of the Core Plan contain much of the information needed to implement the Plan and should be referenced for identification of the following items:

1. Emergency Notification Telephone List
2. Response equipment locations at the Facility
3. Facility Response Team information
4. Immediate action plans
5. Facility diagrams, such as the site and evacuation plans

Spill scenarios were developed in Section 8.5 for small, medium, and worst-case spill volumes. Each size spill has several spill scenarios, most of which involve oil transfer operations, such as marine vessel transfers and transfers between storage tanks.

8.7.2.1 Small Spills

As discussed in Section 8.4, the most likely scenarios for a discharge of a small spill include releases during normal operations from the following causes:

1. Piping or valve leaks
2. Pump failures
3. Tank overfills
4. Flexible coupling leaks

To respond to spills in these locations, operators will use the procedures described below.

8.7.2.1.1 Transfer Pumps or Piping

Transfer pumps are located throughout the storage tank field. In the event of a spill involving one or more of these pumps, spill mitigation should be carefully considered. If the spill can be stopped without causing further damage, the appropriate pump will be shut off. All other electrical devices in the area of the pump will also be shut down. When notified of an emergency, Facility personnel will immediately initiate shutdown procedures. Shutdown procedures involve activating one of the emergency shutdown buttons located in the office and throughout the Facility. Pumps will be shut down, and tank valves will be closed.

Small spills from piping may be contained with oil absorbents found in the maintenance building. Larger spills within containment dikes would be contained, but spills should be quickly cleaned up to reduce the amount of oil soaking into the containment area floor. Spilled materials will be recovered for reuse, if possible. Recovered products can be held in a tanker truck or in tank 28561 for temporary storage.

8.7.2.1.2 Tank Overfill

Tanks are equipped with manually-operated and automated valves. If a tank overfills during a transfer, the transfer pumps will be immediately shut off by the automated system. Once the source of the spill is stopped, the person discovering the release will follow the procedures outlined in Sections 3.1 and 3.2 of the Core Plan. Spills will be recovered for reuse, if possible. Recovered products can be held in a tanker truck or in tank 28561 for temporary storage.

8.7.2.1.3 Ancillary Equipment

If a spill occurs due to a failure of ancillary equipment, such as a relief valve or pipe connector, any flow to the tank will be terminated as soon as possible. The response procedures outlined in Sections 3.1 and 3.2 of the Core Plan will be followed. The source of the release will be found and mitigated, and spills will be contained with booms or absorbent material and recovered, if possible. Recovered products can be held in a tanker truck or frac tank for temporary storage.

8.7.2.2 Medium Spills

The most likely scenarios for a release of a medium spill (≤50,400 gallons) include the following occurrences:

1. Tank leaks
2. Tank overfills
3. Pipeline failure or rupture
4. Equipment failure

Upon discovering a partial tank failure, the person discovering the spill should attempt to safely stop any transfers of oil into the tank. Spill response procedures outlined in Sections 3.1 and 3.2 of the Core Plan should then be followed. If the source of the spill cannot immediately be controlled, the remaining contents of the tank should be transferred to another tank as quickly as possible. If transferring the contents of the tank would spread the release or cause serious damage or injury, an alternate means of containment will be established. Product spills will be contained until the Oil Spill Removal Organization (OSRO) arrives. Spilled material will be recovered for reuse if practical. Recovered products can be held in a tanker truck or in the spill recovery tank for temporary storage.

8.7.2.3 Worst-Case Discharges

(b) (7)(F), (b) (3) [redacted] Upon discovering a tank failure, the procedures outlined in Sections 3 and 4 of the Core Plan will be followed. Outside connections to the tank system will be isolated. Product will be contained as much as possible using on-site equipment until OSRO arrives. Because the potential for fires or a hazardous atmosphere is always imminent, established emergency response and health and safety procedures will be followed before entering a response zone.

Spills leaving the secondary containment structures follow existing flow pathways, depending upon the tank generating the release. The spill may be surrounded with earthen material or containment materials until the OSRO arrives to prevent the spill from entering the ditch along FM 1069 or the Corpus Christi Ship Channel. Spilled material will be recovered for reuse, if possible.

8.7.3 RESPONSE RESOURCES FOR SMALL, MEDIUM AND WORST-CASE SPILLS

Core Plan Section 2.2 summarizes the discharge planning volumes for small, medium, and worst-case scenarios at the Facility

FHR can handle small spills at the facility using on-site emergency response equipment and equipment from the contracted OSROs. If equipment from contracted OSROs is needed to respond to small spills, FHR will notify and authorize mobilization of the appropriate OSROs within 30 minutes of a discovery of a discharge or threat of a discharge. Miller Environmental, Garner Environmental, and CCOSA can respond to medium and worst-case discharges at Facility. OSRO Classification letters or equipment lists for these OSROs are also provided in Annex 9. Miller Environmental and Garner Environmental Services are OSROs classified by the USCG as a W2 (Worst Case Discharge (WCD) Tier 2) and W3 (WCD Tier 3) for inland facilities for the Port of Corpus Christi. CCOSA is classified by the USCG as a MMPD (Maximum Most Probable Discharge) OSRO for the Port of Corpus Christi.

The following is a summary of the required response resources for the three types of discharge scenarios.

8.7.3.1 Small Discharges

In the case of a small discharge (≤2,100 gallons/50 bbls) at the tank field, response equipment (owned by FHR or contracted with an OSRO) will include the following items:

- Oil recovery devices capable of responding within 2 hours of a detection of an oil discharge with a daily effective recovery rate equal to 2,100 gallons.

- A minimum of 3,000 feet of containment boom and a means of deployment within 1 hour of spill detection, if applicable. FHR has a total of 3,000 feet of containment FHR-owned booms at the facility.

- Sufficient temporary storage capacity equal to or greater than 4,200 gallons/100 bbls (twice the daily effective recovery rate); temporary storage is provided by Facility storage tank #28081 or a vacuum truck or frac tank supplied by an OSRO.

8.7.3.2 Medium Discharges

In the case of a medium discharge (≤50,400 gallons/1,200 bbls), response equipment (owned by FHR or contracted with an OSRO) will include the following items:

- Oil recovery devices with a daily recovery rate equal to 25,200 gallons/600 bbls (50 percent of the medium discharge) that can arrive on the scene within 12 hours.

- Sufficient quantity of boom available within the specified time frames for oil collection and containment and protection of shoreline areas. Response time to the Facility is less than 6 hours for OSROs (Miller Environmental, RTFC, and CCOSA), indicating sufficient time for containment booms to arrive.

- Sufficient temporary storage capacity equal to or greater than 50,400 gallons (twice the effective daily recovery rate); temporary storage may be provided by dispatching an empty tank truck, a

partially filled or empty Facility storage tank (b) (3), (b) (7)(F)), or a vacuum truck or frac tank supplied by an OSRO.

8.7.3.3 Worst-Case Discharge

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

8.7.3.3.1 Development of WCD Planning Volumes – EPA and USCG Regulations

As part of the regulations, planning volume calculations are used to ensure facilities have a certain capacity to respond to spills. As specified by 40 CFR 112 Appendix E, Section 5.2, complexes that are regulated by both EPA and the USCG must compare WCD planning volumes and plan for whichever volume is greater.

Planning volumes were developed by using the following steps. Steps 1 through 5 were calculated using the prescribed methods in the EPA and USCG regulations. Specifically, for the EPA (Non-Transportation Related) calculations, the worksheet found in 40 CFR 112 Appendix E entitled "Attachment E-1 Worksheet to Plan Volume of Response Resources for Worst-Case Discharge," "Petroleum oils" was used to perform the calculations. For USCG (Transportation Related) calculations, the calculation approaches described in 33 CFR 154 Appendix C was used to perform the calculations. Detailed calculations for steps 1 through 5 are illustrated in Annex 8 Section 8.10. Step 6 and Step 7 compares the calculated planning volumes and the regulatory caps to derive a final planning volume.

Calculating Planning Values:

Step 1: Background information regarding the worst-case discharge, type of oil group, operating area, percent of oil, on-water recovery, shoreline recovery, emulsification, on-water oil recovery resource mobilization factor were developed.

Step 2: The on-water oil recovery capacity was calculated.

Step 3: The shoreline cleanup volume was calculated.

Step 4: The on-water response capacity by operating area was determined. This is the cap limits specified by the regulations.

Step 5: The on-water amount needed to be identified, but not contracted far in advanced was determined.

Step 6: Then the EPA and Coast Guard planning volumes for the facility were compared to determine the highest on water-oil recovery rate and shoreline cleanup volumes. The highest planning volumes are based on EPA's calculation.

Step 7: As specified in 40 CFR 112 Appendix E Section 5.4, for planning, if the Facility's calculated planning volumes exceed the applicable caps in Table 5 (40 CFR 112 Appendix E), sources of additional equipment equal to twice the Tier 3 cap listed in Table 5 or the amount to reach the calculated planning volumes, whichever is lowest, must be identified and shall be capable of arriving on-site not later than the Tier 3 response times.

Results: Therefore, using the guideline specified in the FRP regulations, the Tier 1 and Tier 2 planning volumes are 12,500 bbls/day and 25,000 bbls/ day, respectively. The Tier 1 and Tier 2 planning volumes are based on the regulation cap values. A Tier 3 planning volume of 100,000 bbls/day is based on twice the Tier 3 Cap value.

As for the onshore recovery capacity, the EPA and USCG planning numbers were compared. The highest volumes are based on EPA's calculations. The regulations do not specify caps for onshore recovery. The planning volume for onshore cleanups is 302,992 bbls. The shoreline cleanup capacity is a total capacity and is not based on a time frame.

The Table below summarizes the response planning levels needed at the terminal

Table 8.7-1 - Response Planning Level Requirements

	EPA Calculation				Coast Guard Calculation			
	On-Water Recovery Capacity (bbls/day)			Shoreline Recovery (bbls)	On-Water Recovery Capacity (bbls/day)			Shoreline Recovery (bbls)
Facility	Tier 1	Tier 2	Tier 3		Tier 1	Tier 2	Tier 3	
Ingleside	45,449	75,748	121,197	302,992	8,249	13,749	21,998	54,994
Caps Listed in Regulations	12,500	25,000	50,000	--	12,500	25,000	50,000	--
Planning Volumes	12,500	25,000	100,000	302,992	8,249	13,749	21,998	54,994

8.7.3.3.2 Development of WCD Planning Volumes – DOT Regulations

The equipment and personnel required to respond to a spill are available from several sources and are provided with the equipment and contractors in Core Plan Sections 2.5 and 2.6, Annex 2, and Annex 9.

Table 8.10-5 provides Worst Case Discharge calculations according to 49 CFR 194. Discussion of this scenario is as follows:

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

1. The First Responder would take control and initial necessary actions and notifications in accordance with Core Plan Figure 3.1-1 – Initial Response Flow Chart and Core Plan Table 3.1-1 – Initial Response Actions Checklist.
2. The On-Scene Incident Commander ("OSIC") Qualified Individual would assume the role of Incident Commander until relieved and would assess the situation and initiate response actions and notifications in accordance with Core Plan Section 3.4, based on the situation and the spill classification. If this were a small spill, FHR personnel may handle the response. FHR Response would include:
    a. Conducting safety assessment in accordance with Core Plan Figure 3.4-2 and evacuate personnel as needed in accordance with Core Plan Section 3.3.
    b. Direct facility responders to shut down ignition sources
    c. Ensure completion of spill report form in accordance with Core Plan Figure 3.2-1 – Environmental Agency Notification Form
3. If this were a small or medium spill, the Qualified Individual/Incident Commander may elect for the First Responder to remain the Incident Commander or to activate selected portions of the Incident Management Team. However, for a large spill, the Qualified Individual would assume the role of Incident Commander and would activate the entire Incident Management Team in accordance with activation procedures described in Annex 3.
4. Upon discovery of a spill, the Emergency Communications Center is notified and Process control performs an incident assessment in accordance with Core Plan Section 3.4.9.
5. The Incident Commander would then utilize checklists in Annex 3 as a reminder of the ICS position responsibilities. The primary focus would be to establish incident priorities and objectives and to brief staff accordingly.
6. The Incident Management Team would develop the following plans in accordance with Annex 3, as appropriate (some of these plans may not be required for a small or medium spill):
    a. Site Safety and Health
    b. Incident Action
    c. Disposal
    d. Site Security
    e. Decontamination
    f. Demobilization
7. The response would continue until an appropriate level of cleanup is obtained.

8.7.3.3.3 Comparing Recovery Capacity to Planning Volumes

This section describes the methods used to ensure that FHR has adequate spill response capabilities to respond to the worst-case discharges calculated planning values.

As developed above, the planning values are:

On-Water Recovery, Tier 1, Tier 2, and Tier 3 planning values are 12,500 bbls/day, 25,000 bbls/day, and 100,000 bbls/day, respectively, based on USEPA calculation. Because the Port of Corpus Christ is considered a higher volume port, the response equipment for Tier 1, Tier 2, and Tier 3 must arrive within 6 hours, 30 hours, and 54 hours, respectively.

The shoreline recovery capacity is 302,992 bbls.

FHR has contracts with three Oil Spill Removal Organizations (OSRO) including the Corpus Christi Oil Spill Association (CCOSA), Garner Environmental Services, and Miller Environmental Services. These organizations have various classifications through the USCG's program that classifies OSRO based on response capabilities to Tier 2 and Tier 3 WCD spills in the Port of Corpus Christi. However, they are not classified as a Tier 1 OSRO. Using the definition in 33 CFR 154.1020, the Facility is classified to be in an inland area.

Based on the evaluation using the USCG's OSRO classification process, FHR has contracts with OSROs that have adequate response capabilities to respond to Tier 2 and Tier 3 WCDs planning values. As defined by 40 CFR 112 Appendix E Section 5.4, "When listing USCG-classified oil spill removal organization(s) that have sufficient removal capacity to recover the volume above the response capacity cap for the specific facility, as specified in Table 5 of this appendix, it is not necessary to list specific quantities of equipment." Garner Environmental Services and Miller Environmental Services are classified as W2 (worst-case discharge Tier 2) and W3 (worst-case discharge Tier 3) for the Port of Corpus Christ. Because these contracted OSROs are classified to respond to a Tier 2 and Tier 3 Inland Facility WCD, FHR does not need to list the OSRO's specific equipment. Using the Effective Daily Recovery Capacity (EDRC) information from Table 3 of the USCG document entitled "Guidelines for U.S. Coast Guard Oil Spill Removal Organization Classification Program" dated April 24, 2001, the EDRC needed to meet the minimal USCG requirements for the OSRO classification. The table below shows this comparison.

Table 8.7-2 - EDRC Volumes Based on Coast Guard OSRO Certification

	Tier 1	Tier 2	Tier 3
WCD Planning Volumes	(b) (7)(F), (b) (3)		
Garner [A]			
Miller [A]			
CCOSA			

NC = Not Classified
A = Based on minimal OSRO certification volume requirements

For Tier 1 planning, because the contracted OSROs are not USCG classified, FHR will identify response equipment owned by FHR and the CCOSA and calculate its Effective Daily Recovery Capacity (EDRC) to ensure the planning volumes for Tier 1 are satisfied. The table below summarizes the EDRC using the calculations specified in 40 CFR 112 Appendix E Section 6.2.1 and Section 6.3.1. As illustrated by the calculations, the EDRC was calculated at 16,953.6 bbls/day which is greater than the WCD Tier 1 planning volume of 12,500 bbls/day; therefore, FHR has adequate contracts for the WCD Tier 1 volume.

Table 8.7-3 - Calculation Comparing EDRC to Planning Volumes

Equipment	Number of skimmers	Calculation Method	Calculation	EDRC Bbls/day
Manta Ray Floating Oil Skimmer ½" suction port (FHR-Owned)	3	R= T X 24 hours X E R = Effective daily recovery capacity (EDRC) T = Throughput rate in barrels based on nameplate capacity = 114 bbls/day E = efficiency factor (20 percent is defined by EPA)	R = 114 bbls/day X 24 hours X 0.20 X 3 (number of skimmer)	1645.2 bbls/day
Manta Ray Floating Oil Skimmer 1" (FHR-Owned)	1	R= T X 24 hours X E R = Effective daily recovery capacity (EDRC) T = Throughput rate in barrels based on nameplate capacity = 214.25 bbls/day E = efficiency factor (20 percent is defined by EPA)	R = 214.25 bbls/ hr X 24 X 0.20	1028.4 bbls/day
28' JBF DIP 3001 Skimmer (CCOSA- Owned)	1	R = D X U R = EDRC D = Average oil recovery rate bbls/hr from ASTM method = 1020 bbls/hr[A] U = Hours per day that equipment is operated (10 hours is defined by EPA)	R = 1020 bbls/hr X 10 hrs	10,200 bbls/day
25' JBF DIP 2200 Skimmer (CCOSA-Owned)	1	R = D X U R = EDRC D = Average oil recovery rate bbls/hr from ASTM method = 408 bbls/hr[A] U = Hours per day that equipment is operated (10 hours is defined by EPA)	R = 408 bbls/hr X 10	4,080 bbls/day
			Total EDRC bbls/day	**16953.6 bbls/day**
A = The average oil recovery rate was derived by JBF Environmental Technologies utilizing the American Society of Testing Materials (ASTM) Standards F-631 or F-808.				

8.7.3.3.4 Temporary Storage for Recovered Oil and Shoreline Cleanup

This section describes plans for temporary storage and disposal of recovered oil. 40 CFR 112 Appendix E Section 12.2 requires response plans to identify daily storage capacity of twice the effective daily recovery capacity on-scene. 40 CFR 112 Appendix 12.3 specifies the plan must include arrangements for disposal of recovered oil. As described below, the recovered oil will be routed back to the West Refinery. Then the recovered oil will be routed back into the refinery processes.

- **Tier 1:** Within the first few hours of the event, vacuum trucks will be used to start the oil recovery efforts. The vacuum trucks will initially route the skimmed liquids to one of the on-site crude oil tanks. The recovered water will be routed to the FHR West Refinery via a pipeline or vacuum trucks. Within 6 hours, FHR will have a combined minimum storage capacity of 25,000 bbls/day in the on-site crude storage tanks. A combination of pumps and vacuum trucks will be used to empty oil skimmers to frac tanks positioned at the spill location. Then the recovered oil will be pumped or trucked from the frac tanks through the dock line to on-site crude tank(s).

- **Tier 2:** Within 30 hours of the event, the members of the Incident Command System and the Refinery Leadership Team will implement actions to free up a minimum storage capacity of 50,000 bbls/day by emptying one or more of the on-site crude tanks.

- **Tier 3:** Within 54 hours of the event, the members of the Incident Command System and the FHR Corpus Christi, LLC Refinery Leadership Team will have implemented strategies to increase the minimum storage capacity to 200,000 bbls/day. FHR may empty additional crude storage tanks by pumping the tank(s) contents to other tanks and/or to the FHR West Refinery. Also, if additional storage is needed, FHR could develop a plan to bring a barge or additional temporary tanks to the Facility.

- **Shoreline Cleanup:** FHR will secure roll-off boxes and temporary containers for the shoreline cleanup process. FHR has established relationships with local container supply companies that are capable of supplying roll-off boxes to contain the material removed during the shoreline cleanup process.

8.7.4 DISPOSAL PLAN

FHR intends to recover as much oil as the situation permits to reduce waste disposal. Cleanup materials requiring disposal will be handled by responsible carriers and taken to permitted disposal sites. FHR's OSRO will assist Facility employees in handling, characterizing, and disposing of all wastes appropriately. Potential waste materials include, but are not limited to, the following items:

- Recovered product
- Contaminated soil
- Personal protective equipment
- Decontamination rinses
- Absorbents
- Spent chemicals
- Contaminated equipment and materials, including drums, tank parts, valves, and shovels

Recovered product, if unsuitable for placement in the same tank or truck from which it came, may be placed in temporary storage. In the event of a spill, the following resources for storage may be considered:

- Out-of-service tanks or the interface tank
- Tank trucks
- Skid tanks
- Drums
- Partially filled or empty storage tanks

Material that is not recoverable, such as spent oil absorbents, soils, and contaminated equipment, will be evaluated for disposal options. Representative samples of potentially hazardous wastes will be analyzed in an approved laboratory before waste handling and disposal/recovery arrangements are made. Disposal will be performed in accordance with federal, state, and local regulations, including the Resource Conservation and Recovery Act ("RCRA").

8.7.5 SPILL CONTAINMENT AND DRAINAGE

Spill containment planning often depends on a quick analysis of the available containment capacity, transfer equipment, and storage and removal equipment available at the time of an oil release. It is FHR's intention to contain as much of the released oil as possible without causing a threat to human health. Section 8.4 of this Plan describes the secondary containment for ASTs and transfer areas. All secondary containment structures around bulk oil tanks are soil-based.

Drainage Area 001 for Tanks 28072, 28073, 28074, 28075, 28076, 28080, and 28086 drains to the north through 12" piping to TPDES-permitted Outfall 001. Tank 28077 is also within secondary containment drainage Area 001 and drains through Outfall 001. These secondary containment drainage areas may be drained by manually operated valves, which are used after heavy precipitation events. Should a spill occur while a valve is open, the oil will drain towards the ditches that run north and then east turning south running between FM 1069 and adjacent to the east side of the Facility.

Secondary containment Area 004 for Tanks 28063, 28064, 28067, 28068, and 28069 drains via valves through TPDES-permitted Outfall 004 to the ditch and piped to the southern edge of the Facility (Corpus Christi Ship Channel).

Secondary containment Area 003 for Tanks 28070 and 28071 drains via valves to the ditch and piped to the southern edge of the Facility (Corpus Christi Ship Channel).

Secondary containment Areas 002 and 005 for Tanks 28078, 28079 (both now in firewater service), 28082, and 28083 (small, double-walled diesel tanks) drain via valves to the ditch and piped to the southern edge of the facility (Corpus Christi Ship Channel) through TPDES Outfall 005.

8.8 FACILITY SELF-INSPECTION

Tanks, flanges, valves, piping, and pumps are inspected on a routine basis as discussed in 40 CFR 112.7. Secondary containment and response equipment are also inspected regularly.

Tank, piping and secondary containment dikes are observed daily, and response equipment inspections are performed monthly. Technicians are also trained to be observant of leaks during daily duties at the Facility. External tank inspections are conducted monthly, and tank gauging is automatically conducted at 7 am each morning to monitor and record inventories. Internal inspections are conducted IAW API 653 when a tank is opened for cleaning. Tanks are cleaned and tested for integrity once every ten years. Tanks are also inspected annually. The following inspection forms or comparable forms, found in Section 8.11, can be used to perform visual inspections of tanks, piping, and secondary containment areas and emergency response equipment:

- Form 8-I Monthly In-Service Inspection Form
- Form 8-2 Response Equipment Inspection Form
- Form 8-3 Tank Inspection Log
- Form 8-4 Piping Inspection Log
- Form 8-5 Secondary Containment Inspection Log
- Form 8-6 Response Equipment Inspection Log

Details of the inspections are recorded on the forms, and completed copies are stored at the Facility. Completed inspection logs provide historical information, such as inspection dates and failure trends. Completed logs will be maintained at the Facility office for 5 years.

8.8.1 TANK INSPECTIONS

Storage tanks are visually inspected monthly while in service. Further, as provided for in 40 CFR 60 and/or 49 CFR 195, tanks are taken out of service, cleaned, inspected, and integrity tested at appropriate intervals. Nondestructive tank testing techniques that may be used during the 10-year inspections include ultrasonic methods for testing wall thickness or other integrity testing methods such as vacuum box, magnetic particle, and magnetic flux leakage.

Routine observations of the condition of storage tanks are part of each operator's duties. Facility personnel work throughout the tank farm during daily duties, noting signs of deterioration, leaks, distortion, corrosion, and settlement. Observed problems and the actions taken to remedy the problems will be recorded on the Tank Inspection Log (Form 8-3) or comparable form to provide a historical record.

All ASTs, associated piping, and surrounding secondary containment areas are inspected monthly by the Qualified Individual (QI) or a designated operator. The date and results of the inspection for signs of leakage or potential for failure are recorded on the Monthly In-Service Inspection Form (Form 8-I) or comparable form during inspections. Areas of concern include:

- Drip marks, stains, discolorations, or puddles of stored material
- Corrosion or cracks
- Localized dead vegetation
- Cracks, gaps, or other evidence of foundation settling
- Damage caused by vegetation roots
- Excessive growth of vegetation limiting ability to inspect the base of a tank

A formal, out-of-service inspection is a complete inspection of the interior and exterior of the tank, including the tank bottom. Tanks are taken out of service, cleaned, inspected, and integrity tested IAW

API 653. These inspections are scheduled to be performed at least every 10 years while the tank is in service. The following criteria are evaluated when determining the inspection intervals:

- Nature of the product stored
- Results of visual maintenance checks
- Corrosion allowances and corrosion rates
- Corrosion prevention systems
- Conditions recorded from previous inspections
- Methods and materials of construction and repair
- Locations of tanks, such as those in isolated or high risk areas
- Potential air and water pollution risks
- Leak detection systems
- Change in operating mode

Results of each out-of-service inspection are summarized on the Tank Inspection Log, which is maintained at the Facility. Reports of the inspection, prepared by the inspector, are also kept on file in the terminal office.

8.8.2 PIPING INSPECTIONS

Transfer piping at the Facility is both above ground and below ground and is inspected and integrity tested in accordance with 49 CFR 195 regularly. Operators are instructed to be alert for signs of leakage or deterioration of aboveground piping systems during normal work activities. Employees are instructed to identify the following indications of leakage or deterioration:

- Drip marks, stains, discolorations or droplets of stored material
- Corrosion
- Bowing of pipe between supports
- Evidence of stored material seepage on valves or seals

Piping is visually inspected routinely, as described in Subsection 8.11. Detailed records of these inspections are kept on the Monthly In-Service Inspection Form or comparable form. The date, inspector's name, and any signs of leakage or deterioration of piping which are detected are recorded on a Piping Inspection Log (Form 8-4) or comparable form.

8.8.3 RESPONSE EQUIPMENT INSPECTIONS

Spill response equipment identified on the equipment list in Annex 9 will be inspected monthly and the following information recorded on the Response Equipment Inspection Form (Form 8-2) or comparable form:

- Inventory
- Storage location
- Accessibility
- Operational condition
- Last use or test date
- Shelf life and expected replacement date

Discrepancies between the items specified in the equipment list and the actual equipment available will be noted and corrected. A record of response equipment inspections is made on the Response Equipment Inspection Log (Form 8-4).

8.8.4 SECONDARY CONTAINMENT INSPECTIONS

Secondary containment areas are regularly observed during the course of normal Facility operations. The dikes consist of earthen berms. The following observations will be made by Facility personnel:

- Level of accumulated precipitation in the dike and remaining capacity
- Dike or berm permeability
- Debris
- Erosion
- Permeability of the earthen floor of diked area
- Condition of piping and tanks
- Cracks
- Discoloration
- Presence of petroleum material (standing liquid)

8.9 SECURITY

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

[redacted]

8.10 Discharge Calculations

All discharge calculations are based on the guidance provided in 40 CFR Part 112 Appendix D and E for the non-transportation related portions of the facility and 33 CFR 154 Appendix C for the transportation related portions of the facility.

The worst-case discharge for the transportation related portions of this facility would likely result from a complete line rupture during ship to shore transfer operations. (b) (7)(F), (b) (3) [redacted]

Table 8.10-1 - EPA Worst-Case Discharge Calculation

A.2 Secondary Containment – Multiple-Tank Facilities	(b) (7)(F), (b) (3) [redacted]
Are all aboveground oil storage tanks or groups of aboveground oil storage tanks at the facility without adequate secondary containment?	
A.2.1 If the answer is yes, the final worst-case discharge planning volume equals the total aboveground oil storage capacity at the facility	
A.2.2 If the answer is no, calculate the total aboveground oil storage capacity of tanks without adequate secondary containment. If all aboveground oil storage tanks or groups of aboveground oil storage tanks at the facility have adequate secondary containment, ENTER "0" (zero).	
A.2.3 Calculate the capacity of the largest single aboveground oil storage tank within an adequate secondary containment area or the combined capacity of a group of aboveground oil storage tanks permanently manifolded together, whichever is greater, PLUS THE VOLUME FROM QUESTION A.2.2	
FINAL WORST-CASE VOLUME:	

Refer to 40 CRF 112 Appendix D

Table 8.10-2 - EPA Worst-Case Discharge Planning Volumes

PART 1 -- BACKGROUND INFORMATION		
Step A	Worst-Case Discharge	(b) (3), (b) (7)(F)
Step B	Oil Group	3
Step C	Operating Area	Inland
Step D1	Lost to Natural Dissipation	30%
Step D2	Recovered Floating Oil	50%
Step D3	Oil Onshore	50%
Step E1	On-Water Oil Recovery (D2 x A / 100)	(b) (3), (b) (7)(F)
Step E2	Shoreline Recovery (D3 x A / 100)	
Step F	Emulsification Factor	2.0
Step G1	On-Water Oil Recovery Resource Mobilization Factor – Tier 1	0.15
Step G2	On-Water Oil Recovery Resource Mobilization Factor – Tier 2	0.25
Step G3	On-Water Oil Recovery Resource Mobilization Factor – Tier 3	0.40
PART 2 – ON-WATER OIL RECOVERY CAPACITY (bbls/day)		
	Tier 1 required recovery capacity (E1 x F x G1) – 6 hours	(b) (7)(F), (b) (3)
	Tier 2 required recovery capacity (E1 x F x G2) – 30 hours	
	Tier 3 required recovery capacity (E1 x F x G3) – 54 hours	
PART 3 – SHORELINE CLEANUP VOLUME (bbls)		
	Shoreline Cleanup Volume (E2 x F)	(b) (7)(F), (b) (3)
PART 4 – CONTRACTED ON-WATER RESPONSE CAPACITY BY OPERATING AREA (bbls/day)		
J1	Tier 1 required recovery capacity (40 CFR 112 App E, Table 5)	12,500 bbls/day
J2	Tier 2 required recovery capacity (40 CFR 112 App E, Table 5)	25,000 bbls/day
J3	Tier 3 required recovery capacity (40 CFR 112 App E, Table 5)	50,000 bbls/day
PART 5 – UNCONTRACTED ON-WATER RESPONSE CAPACITY BY OPERATING AREA (bbls/day)		
	Tier 1 required recovery capacity (Part 2 Tier 1 – J1) see note below	25,000 bbls/day **
	Tier 2 required recovery capacity (Part 2 Tier 2 – J2) see note below	37,500 bbls/day **
	Tier 3 required recovery capacity (Part 2 Tier 3 – J3) see note below	50,000 bbls/day **

** Note: In accordance with Appendix E, Section 5.4 the Tier 3 Uncontracted Required Recovery Capacity is adjusted to twice the Tier 3 Contracted Response Capacity Cap or **100,000 bbls/day**.

Table 8.10-3 - USCG Marine Transportation Related Worst-Case Discharge

Source	Volume
Loss of the entire contents of the transfer line (1,178' x 30" and 1178' x 12")	(b) (7)(F), (b) (3)
Spill Detection Time Requirement (3 minutes x 65,000 bbl/hr)	
Flow Shutoff Time Requirement (5 minutes x 65,000 bbl/hr)	
TOTAL DISCHARGE	

Table 8.10-4 - USCG Marine Transportation Related Worst-Case Discharge Planning Volumes

TRANSPORTATION RELATED WORST-CASE DISCHARGE	
Type 3 oil (Specific Gravity 0.85-0.95)	
PART 1 -- DISCHARGE INFORMATION	
TYPE OIL DISCHARGED =	(b) (7)(F), (b) (3)
LOCATION OF DISCHARGE =	
CAUSE OF DISCHARGE =	
VOLUME DISCHARGED =	
Type III Oil (specific gravity 0.85 – 0.95)	
Emulsification Factor (33 CFR 154 App C, Table 3)	
30% lost to natural dissipation =	
50% recovered floating oil =	
50% oil onshore =	
PART 2 – ON-WATER RECOVERY CAPACITY	
Tier 1 required recovery capacity =	8,249 bbl/day within 6 hours
Tier 2 required recovery capacity =	13,749 bbl/day within 30 hours
Tier 3 required recovery capacity =	21,998 bbl/day within 54 hours
PART 3 -- SHORELINE CLEANUP VOLUME	
Shoreline Cleanup Volume	(b) (7)(F), (b) (3)
PART 4 -- RESPONSE CAPACITY AVAILABLE BY CONTRACT	
Tier 1 required recovery capacity =	8,249 bbl/day within 6 hours
Tier 2 required recovery capacity =	13,749 bbl/day within 30 hours
Tier 3 required recovery capacity =	21,998 bbl/day within 54 hours
PART 5 -- REQUIRED TEMPORARY STORAGE CAPACITY	
Storage capacity required for recovered oil and water =	43,996 bbl/day
Storage capacity required for shoreline cleanup =	54,994 bbls

As this facility is defined as a "complex", the worst-case discharge volume is governed by the provisions 40 CFR 112.20(h)(5)(i) and as such the **Worst-Case Discharge is** (b) (7)(F), (b) (3)

Table 8.10-5 - USDOT Worst-Case Discharge Volumes

ON-SHORE OIL PIPELINE WORST-CASE DISCHARGE	
PART 1 -- DISCHARGE INFORMATION	
TYPE OIL DISCHARGED =	(b) (7)(F), (b) (3)
LOCATION OF DISCHARGE =	
CAUSE OF DISCHARGE =	
POTENTIAL VOLUME DISCHARGED =	
Type III Oil (specific gravity 0.85 – 0.95)	
PART 2 – DISCHARGE VOLUME CALCULATION	
Use larger of pipeline volume or breakout tank volume	(b) (7)(F), (b) (3)
Pipeline Volume	
Maximum Release Time (30 minutes = 0.5 hour) + Maximum Shutdown Time in Adverse Weather (5 minutes = 0.08333 hour)	
Maximum Flow Rate	
Largest Line Drainage Volume After Shutdown (1000ft of 16” line + 50ft of 12” line)	
Pipeline Volume	
Breakout Tank Volume	
Largest single tank or battery of tanks within the same secondary containment unit - Breakout tanks are Tanks 28063 and 28064. Both 80,000 bbls and are not a battery of tanks.	
Prevention Credit – 70% (Secondary containment-50, built/repaired to API standards-10, overfill protection standards-5, testing/cathodic protection-5)	
Breakout Tank Volume	
Worst Case Discharge	

8.11 Blank Facility Forms

Form 8.11-1 – Daily Round Sheet

Time of Round	TANKS	Visual	Mixer	Chime	Roof Drain	Stormwater Sheen	Tk Valve	Excess Vegetation	Lights Out
			On / Off		O / NA / C	NA / No / Yes	Open / Closed	None / Yes	Bot / Mid / Top
	28063	☐	☐ ☐	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28064	☐	☐ ☐	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28067	☐	☐ ☐	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28068	☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28069	☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28070	☐	☐ ☐	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28071	☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28072	☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28073	☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28074	☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28075	☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28076	☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28077	☐	☐ ☐	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28078	☐	N/A	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	N/A	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28079	☐	N/A	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	N/A	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28080	☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28082	☐	N/A	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	N/A	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28083	☐	N/A	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	N/A	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28561	☐	N/A	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	N/A	☐	N/A	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	28086	☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
		☐	☐ ☐	☐	☐ ☐	☐ ☐ ☐	☐ ☐	☐ ☐	☐ ☐ ☐
	Remarks								

Time	Dock	Visual	Hoses	Drain V.	Rails Secured	Gate Closed	Boats	Lighting
				O / C	Yes / No	Yes / No	OK / Not OK	Days / OK
				O / C	Yes / No	Yes / No	OK / Not OK	Days / OK
	Remarks							

Time	Sumps	S. End	N. End	28561	Slop Tank Gauge	Dock Slop Tank	Pump #1 / #2	Prover Meter	Pig Trap
	Remarks								

Time	Perimeter		Fence		Gates		Lighting	
	Remarks							

Check the FHR portable oil storage tank (used for onsite equipment fueling), the two fire water pump diesel tanks, the contractor portable oil storage tank, and the drum storage areas for the following items:

- Check tanks for leaks, specifically looking for drip marks, discoloration of tanks, puddles containing spilled or leaked material, corrosion cracks, localized dead vegetation.
- Check foundations for cracks, discoloration, puddles containing spilled or leaked material, settling, gaps between tank and foundation, and damage caused by vegetation roots.
- Check piping for droplets of stored material, discoloration, corrosion, bowing of pipe between supports, evidence of stored material seepage from valves or seal, and localized dead vegetation.
- Check that all containment valves are shut.

Note Deficiencies and corrective actions: _____

Form 8.11-2 – Marine Spill Response Gear Locker Inspection Form and Inventory

Vehicle Inspection Report

For the Month / Year: _____ / _____

Daily Inspection Completed

DATE	NAME (PRINT)	DATE	NAME (PRINT)
1		17	
2		18	
3		19	
4		20	
5		21	
6		22	
7		23	
8		24	
9		25	
10		26	
11		27	
12		28	
13		29	
14		30	
15		31	
16			

UNIT NUMBER:	**Ingleside Spill Gear Locker and Boat**
ASSIGNMENT:	**FHR-Ingleside**

ROAD MILEAGE

END	**N/A**
BEGIN	
TOTAL	

SUGGESTIONS / COMMENTS:

WEEKLY INSPECTION

Date	Name (Print)	Supervisor's Signature

SUPERVISOR'S CASUAL INSPECTION

NAME (PRINT)	GOOD	FAIR	POOR

Form 8.11-2 Marine Spill Response Gear Locker Inspection Form and Inventory, Continued

REPAIR REQUEST

DATE:	REPAIR REQUEST ITEM	DATE CLEARED

INGLESIDE MARINE SPILL RESPONSE GEAR LOCKER

1 - 25 HP YAMAHA BOAT ENGINE with fuel line (North Bldg.)
1 - 6 GALLON MARINE FUEL TANK
1 - Sock boom
2 - Bags of absorbent pads
3 - Anchors
1 - Buoys
1 - 50 ft section of garden hose
1 - Engine flush clamp
1 - Scrub brush
1 - PFD work vest
1 - PFD XL Life Jacket

Box #1
1 - Gallon of boat soap
1 - Spot light
1 - Pair binoculars
3 - High pressure water hoses
1 - 100 ft utility rope
2 - Sets of power flex gloves
Misc Bungee cords

Box #2
1 - 100 ft yellow rope with float
1 - 100 ft black rope with float
1 - 50 ft black rope with float
1 - 50 ft yellow rope with float
1 - 100 ft black without float
10 - Shackles
2 - 200 ft yellow anchor ropes
1 - tool box with boat registration cards 4-boat plugs

OIL SPILL BOOM REELS

Two 1500-ft reel-mounted oil spill containment booms at Dock 4
One 2000-ft reel-mounted oil spill containment boom at Dock 5
5000-ft of boom in the water
The Spill Association warehouse is located in the Inner Harbor and readily available to deploy a spill boom when needed. They also have staged at the Facility a trailer with a 1000-ft oil spill containment boom.

INGLESIDE MARINE SPILL RESPONSE BOAT

1 - Boat cover with bungee cords
1 - Anchor with chain and rope
1 - Fire extinguisher
1 - Gallon 2 stroke oil
1 - Air horn
1 - Flare gun with 3 flares
1 - Tow bridle
1 - Drift anchor with rope
1 - Depth finder
1 - Marine radio
1 - Seat
2 - PFD XL Life jackets
1 - Throw cushion
4 - Bumpers
1 - Set of running lights (Bow and stern)
2 - 4’ boat paddles
1 - Boat hook
2 - Mooring lines
1 - Plastic funnel
1 - Navigation chart
1 - White gear bag

Form 8.11-3 - Marine Spill Response Trailer Inspection Form and Inventory

Vehicle Inspection Report

For the Month / Year: _____ / _____

Daily Inspection Completed

DATE	NAME (PRINT)	DATE	NAME (PRINT)
1		17	
2		18	
3		19	
4		20	
5		21	
6		22	
7		23	
8		24	
9		25	
10		26	
11		27	
12		28	
13		29	
14		30	
15		31	
16			

UNIT NUMBER:	**Ingleside Spill Response Trailer**
ASSIGNMENT:	**FHR-Ingleside**

ROAD MILEAGE

END	**N/A**
BEGIN	
TOTAL	

SUGGESTIONS / COMMENTS:

WEEKLY INSPECTION

Date	Name (Print)	Supervisor's Signature

SUPERVISOR'S CASUAL INSPECTION

NAME (PRINT)	GOOD	FAIR	POOR

Form 8.11-3 - Marine Spill Response Trailer Inspection Form and Inventory, Continued

REPAIR REQUEST

DATE:	REPAIR REQUEST ITEM	DATE CLEARED

INGLESIDE MARINE RESPONSE TRAILER

RACK #1
2 - 50’ YELLOW ROPES W/ FLOATS
2 - 50’ YELLOW ROPES

RACK #2
2 - 50’ BLK ROPES W/ FLOATS

RACK #3
1 - 100’ BLK ROPES W/ FLOATS
1 - 100’ YELLOW ROPE W/ FLOATS

RACK #4
3 - 200’ BLK ROPES

RACK #5
2 - 100’ BLK ROPES

RACK #6
2 - 100’ YELLOW ROPES

RACK #7
35 - shackles

RACK #8
EMPTY

RACK #9
1 - 50’ BLK ROPE
1 - 50’ YELLOW ROPE

RACK # 10
3 - 100’ BLK ROPES

BOX #1
4 - 100’ BLUE EXTENSION CORDS
1 - 50’ YELLOW EXTENSION CORD

BOX #2
2 - SETS OF ORANGE HOSE FLOATS (4 PIECES)
4 - HOSE FLOAT CLAMPS
1 - BOOM REPAIR KIT
1 - CAN VINYL CEMENT
1 - SMALL PAINT BRUSH

BOX #3
4 - ADULT PFD LIFE VESTS

BOX #4
2 - BOOM TOW BRIDLES

BOX #5
1 - 36'' DRIFT ANCHOR WITH 25' TOW ROPE W/ FLOAT
2 - 3/8 X 20' DOCK LINES
1 - 3/8 X 100' ANCHOR LINE
1 - YELLOW BOAT TOW HARNESS

BOX #6
4 - ANCHOR ROD PROTECTION CAPS
1 - XL LIFE VEST
1 - BAG ZIP TIES
1 - ROLL DUCT TAPE
1 - METAL FUNNELL
VARIOUS BUNGIE CORDS

BOTTOM SHELF
4 - LIGHT KITS (BLACK CASES)
2 - QT MOTOR OIL

FRONT OF TRAILER
1 - 4500 WATT GENERATOR
1 - UTILITY TOOL BAG WITH VARIOUS TOOLS
1 - SKIMMER

Rack #11
1 - 200' YELLOW ANCHOR LINES

RACK #12
1 - 200' YELLOW ANCHOR LINES

FRONT COMPARTMENT
4 - LARGE BOUYS
1 - XL BOUY
4 - #22 ANCHORS
4 - 4' METAL SHORE ANCHOR RODS
1 - BLK METAL ''T'' POST DRIVER

BACK OF TRAILER
1 - 5 GALLON GAS CAN (Gas can is stored in flammable storage locker next to fire barn)
1 - 600' SPOOL YELLOW ROPE
6 - D-FENDERS

Form 8.11-4 FHR-Owned Skimming Devices

Type	Model	Size or Quantity	Storage Location	Response Time	Phone Number
Manta Ray Floating Oil Skimming Heads	1/2 " model	1 (recovery rate 80 gpm)	West Refinery	2 hours	242-8434
Manta Ray Floating Oil Skimming Heads	1" model	1 (recovery rate 150 gpm)	West Refinery	2 hours	242-8434
Manta Ray Floating Oil Skimmer Heads	1" model	1 (recovery rate 150 gpm)	Ingleside	Immediate	On-Site

Form 8.11-5 - OSRO Owned Skimming Devices

SKIMMER EQUIPMENT – Garner Environmental Services, Inc.										
Name of Manufacturer	Model Number	Skimmer Type Code	Number of Units	Mfg. Recovery Rate (gpm)	Hose Size Suction/Discharge (inches)	Travel Time (hrs.)	Time to Deploy (hrs.)	Total Response Time (hrs.)	Storage Location	Owner
Acme Products Co., Inc.	FS400ASK-39T	W	3	275	3.0	4	1.5	5.5	Deer Park	Garner
Douglas Engineering	4200SH Skim-Pak	FS	2	5 - 68	2.0	4	5	4.5	Deer Park	Garner
Crucial Inc.	1D18P-23	OT	3	25	2.0	4	.5	4.5	Deer Park	Garner
Crucial Inc.	1D18P-36	OT	5	36	2.0	4	.5	4.5	Deer Park	Garner
Marco	Sidewinder 14	OB	1	70	3.0	4	.5	4.5	Deer Park	Garner
Crucial Inc.	VSP-3"	W	2	550	3.0	4	1.5	5.5	Deer Park	Garner
Crucial Inc.	RF-Floating Head	W	1	200	3.0	4	1	5	Deer Park	Garner
Desmi	Mini Max	W	1	220	3.0	4	1	5	La Marque	Garner
Acme Products Co., Inc.	FS400ASK-39T	W	1	275	3.0	4	1.0	5	La Marque	Garner
Crucial Inc.	1D18P-23	OT	3	25	2.0	4	.5	4.5	La Marque	Garner
Acme Products Co., Inc.	FS400ASK-39T	W	1	275	3.0	5	.5	5.5	Port Arthur	Garner
Crucial Inc.	1D18P-36	OT	3	25	2.0	5	.5	5.5	Port Arthur	Garner
Elastec	Double Drum	OT	1	60	2.0	5	.5	5.5	Port Arthur	Garner
Douglas Engineering	4200SH Skim-Pak	FS	2	5 - 68	2.0	9	.5	9.5	N. Orleans	Garner
Marco	Sidewinder 14	OB	1	70	3.0	9	.5	9.5	N. Orleans	Garner
Marco	Harbor 28	OB	1	70	2.0	9	.5	9.5	N. Orleans	Garner
Elastec	Mini Max, 20"	OT	1	20	2.0	9	1.	10	N. Orleans	Garner

SKIMMER TYPE CODES			
FS	Floating Suction	HIP	Hydrodynamic Inclined Plane
IV	Induced Vortex	OB	Oleophilic Belt
OD	Oleophilic Disk	OR	Oleophilic Rod
PW	Paddle-Wheel	SK	Sock
W	Weir	OT	Other

Form 8.11-6 - Oil Spill Boom Reel Inspection Checklist

Safety Equipment
Inspection Manual

FHR- Ingleside Marine Terminal

OIL SPILL BOOM REEL

Inspection Requirements

CODE:

*** Manufacturer's recommendations**

MONTHLY:

- **Ensure boom is covered.**
- **Ensure boom is connected and ready for use.**
- **Ensure boom / boom reel location or connections have not been altered.**
- **Ensure boom / boom reel is not obstructed by temporary materials or structures.**
- **Ensure boom reel is labeled with the boom reel equipment number.**
- **Ensure boom reel is tagged appropriately. Ensure block valve has a white "Maintenance" tag. (BeAed Corp tag #02-0225221)**

ANNUALLY:

- **Unreel boom using boom bridle. (PFDs must be worn at all times)**
- **Never let the boom chafe against the dock, pilings, or potential hazardous "hang up" areas**
- **If boom must be moved over this area, prevent damage by using protective covering (i.e.-Tarp)**
- **Ensure boom reel bearings are free and allow movement**
- **Inspect boom for excessive mildew, cracks, gouges, indentions, or defects that may affect the boom's performance.**
- **Lubricate swing out arms on racks and bearing on reels**
- **Apply lubricant to any moving components that can be accessed.**
- **Drain and re-roll boom ensuring that different bends are made.**
- **Drain boom and spread out as much as possible.**
- **Spray with commercially available industrial detergent and water solution**
- **Scrub with brush or broom as necessary.**
- **Rinse boom and allow boom to dry.**
- **Tag the boom reel for the appropriate performance.**

NOTE:

- **Any deficiencies that can't be corrected by RTFC personnel or for parts that need to be ordered should be reported to the RTFC "daylight" technician.**

Form 8.11-7 - Tank Inspection Form

FLINT HILLS resources

FHR-CC: F-008.1 Operations Tank In-service Inspection Checklist

CONFIDENTIAL **Fixed Toolbox Procedure**

CORPUS CHRISTI COMPLEX - FHR-CC: F-008.1 OPERATIONS TANK IN-SERVICE INSPECTION CHECKLIST

TANK NUMBER:_____(MAXIMO Number)

NOTE: An Out of Service Tank (OOS) that has been disabled with the intent of never being put back into service (MOC to take tank out of service) does not need inspection. A OOS tank that could be filled with an oil product and put back into service is viewed as an In Service tank and should have a monthly visual inspection complete.

Use this key to mark the numbered items below: S = Satisfactory U = Unsatisfactory N/A = Not Applicable

1. _____CHECK THAT THE TANK PLACARD IS IN GOOD SHAPE AND THAT THE PRODUCT ON THE PLACARD IS CORRECT.
2. _____CHECK INSIDE THE FIREWALL THAT ALL PIPE OPENINGS ARE PROPERLY PLUGGED.
3. _____CHECK INSIDE THE FIREWALL THAT ALL THERMAL RELIEF VALVES ARE IN PLACE AND THAT THE VALVES ARE LOCKED OPEN.
4. _____CHECK THE CAULKING BETWEEN THE CONCRETE RINGWALL AND TANK CHIME TO ENSURE THERE ARE NO GAPS BETWEEN THE FLOOR AND FOUNDATION.
5. _____CHECK THAT THERE IS NO DIRT COVERING THE CONCRETE RING WALL OR TANK CHIME.
6. _____CHECK CONCRETE RING FOUNDATION FOR BREAKS, SPALLING, CRACKS, OR DISCOLORATION.
7. _____CHECK THAT THE RUNOFF RAINWATER FROM THE SHELL IS DRAINING AWAY FROM THE TANK.
8. _____CHECK FOR SETTLEMENT AROUND THE PERIMETER OF THE TANK.
9. _____CHECK FOR TRASH/PIPING/DEBRIS/VEGETATION INSIDE THE FIREWALL.
10. _____CHECK FOR FLANGE LEAKS, PROPER BOLTING, LEAKS AROUND BOLTING, AND PACKING LEAKS INCLUDING BLINDED OR OUT-OF-SERVICE LINES.
11. _____CHECK THE GROUND AROUND THE TANK AND ASSOCIATED PIPING FOR ANY SIGNS OF LEAKAGE, SUCH AS DRIP MARKS, PUDDLES CONTAINING PRODUCT, OR LOCALIZED DEAD VEGETATION.
12. _____CHECK FIREWALL DRAIN – OPEN_____CLOSED_____CABLE_____WINCH_____.
13. _____CHECK AND TEST FREEDOM OF MOVEMENT OF AUTOGAGE.
14. _____HANDLINE GAUGE:_____AUTOGAGE:_____(2" MAX VARIATION).
15. _____CHECK DOUBLE BOTTOMS FOR LEAKAGE.
16. _____CHECK FOR EXTERNAL CORROSION, DISCOLORATION, AND PAINT FAILURES ON THE SHELL AND ROOF.
17. _____CHECK IF INSULATION IS INTACT ON THE SHELL AND ROOF.
18. _____CHECK FOR SHELL DISTORTIONS AND BOWING OF PIPE BETWEEN SUPPORTS.
19. _____CHECK PIPING FOR DROPLETS OF STORED MATERIAL, DISCOLORATION, CORROSION, AND EVIDENCE OF MATERIAL SEEPAGE FROM VALVES AND SEALS.
20. _____CHECK HANDRAILS, DECK PLATES, AND STAIRS FOR CORROSION, HOLES, AND PAINT FAILURE.
21. _____CHECK GROUND STRAP FROM THE ROLLING LADDER TO THE ROOF AND FROM THE LADDER TO THE SHELL.
22. _____CHECK ROOF ROLLING LADDER FOR PROPER ALIGNMENT ON THE SUPPORT TRACK.
23. _____CHECK FOR PRODUCT AROUND GAUGE AND SAMPLE HATCH. CHECK THAT SAMPLE CORD IS STORED AND THAT ENVIRONMENTAL PLUG IS MOVING FREELY.
24. _____CHECK SAMPLE HATCH FOR PROPER OPERATION AND ANY CORROSION.

Flint Hills Resources **Page 1 of 3** **08/18/11 Revision 14**

Form 8.11-7 - Tank Inspection Form, continued

FHR-CC: F-008.1 Operations Tank In-service Inspection Checklist

CONFIDENTIAL **Fixed Toolbox Procedure**

25. _____CHECK AND REMOVE ANY TRASH ON THE FIXED ROOF.
26. _____CHECK FOR LIQUID PRODUCT ON FLOATING ROOF AND ENSURE VALVE IS OPEN ON THE ROOF DRAIN.
27. _____CHECK FOR DIRT BUILD-UP AND VEGETATION ON THE EXTERNAL FLOATING ROOF.
28. _____CHECK FIXED FOAM SYSTEM INLETS TO ENSURE THEY ARE CAPPED AND FREE OF DEBRIS.
29. _____CHECK THAT N2 REGULATOR IS WORKING PROPERLY, CONSERVATION/VACUUM BREAKERS ARE IN WORKING CONDITION.
30. _____CHECK FIXED FOAM SYSTEM OUTLETS ON TANK TO ENSURE THEY ARE FREE OF DEBRIS, EXCESSIVE CORROSION, AND HAVE ALL REQUIRED AIR INTAKE STRAINERS.
31. _____IDENTIFY POTENTIAL ABNORMAL OPERATING CONDITIONS AND THE APPROPRIATE ACTIONS TO TAKE.
32. _____CHECK FOR EROSION OR ANY NOTICEABLE DAMAGE TO DIKE WALL CAUSED BY DRIVING OR OTHER ACT.

EMPLOYEE:_____(Print) **DATE:**_____

EMPLOYEE:_____(Signature)

Flint Hills Resources **Page 2 of 3** **08/18/11**
Revision 14

Form 8.11-7 - Tank Inspection Form, continued

FHR-CC: F-008.1 Operations Tank In-service Inspection Checklist

CONFIDENTIAL Fixed Toolbox Procedure

ACTION REQUIRED

Item #	COMMENTS/DESCRIPTION
____	_____
____	_____
____	_____
____	_____
____	_____
____	_____
____	_____
____	_____
____	_____
____	_____
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____	_____
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____	_____
____	_____
____	_____
____	_____

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Revision 14

8.12 ENVIRONMENTAL SENSITIVITY DETAILS

Figure 8.12- 1 Port of Ingleside Area Sensitivity Map

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

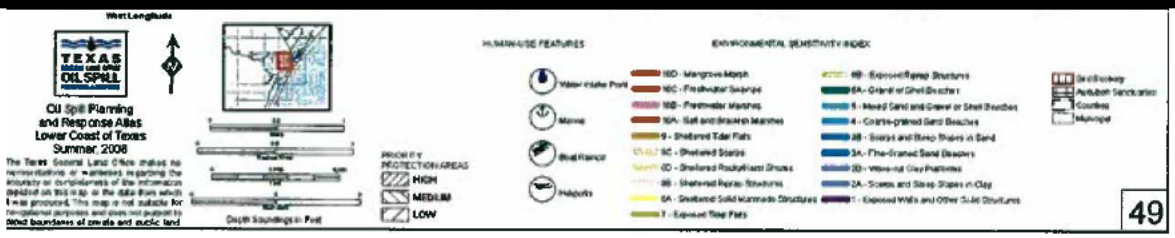

Table 8.12-1 – Port of Ingleside Habitat Priority Protection Areas (Maps 45 and 49)

Polygon#	Priority	Description: what organism(s), habitat(s)?
1	HIGH	Shore north of Donnel Point. Birds (medium), fish (high), wetlands (medium). Good nursery. Seagrass (Halodule) and Spartina fringe marsh.
2a,b	LOW	Donnel Point and shore from Donnel benchmark to Welder Point. Birds (medium), wetlands (medium). Nursery. Seagrass (Halodule), Spartina fringe.
3	LOW	West of Ingleside Point. Birds (medium), fish (medium). Fishing, some nursery habitat.
4a	HIGH	Spoil banks north of Ingleside Point. Birds (medium), wetlands (medium). Piping and snowy plovers, terns Seagrass.
4b	HIGH	Spoil banks north of Ingleside Point. Birds (medium), wetlands (medium). Low priority tern, skimmer rookery (614-182); plovers. Seagrass (Halodule), Spartina fringe.
5a	LOW	West and south shores of Ingleside-on-the-Bay. Fish (medium), wetlands (medium). Productive nursery, recreational fishing. Seagrass (Halodule), Spartina fringe.
5b	LOW	West and south shores of Ingleside-on-the-Bay. Fish (medium), wetlands (medium). Piping plover. Nursery. Seagrass (Halodule), Spartina fringe.
6	LOW	Intercoastal Waterway. Fish (medium), wetlands (low). Fishing area, migration route, nursery, winter refuge. Halodule on west shore.
7	LOW	Spoil island along ICW. Birds (low), wetlands (high). Rookery (614-180). Seagrass, Spartina fringe.
8	HIGH	Redfish Bay. Birds (high), fish (high), wetlands (high). Waterfowl (redhead, pintail, scaup, gadwall, mergansers), pelicans, osprey. Nursery area year-round for redfish, sea trout, shrimp, crabs, other species; heavy sport fishing. Extensive seagrass flats (Halodule, Thalassia, some Syringodium); high marsh grading into Spartina fringe on islands.
9	MEDIUM	Spoil islands along cut to ICW. Wetlands (high).
10a	MEDIUM	Ransom Island. Wetlands (medium). High marsh grading into Spartina alterniflora with intertidal pools.
10b,c	MEDIUM	Ransom Point and west of Ransom Point. Wetlands (medium). High marsh grading into Spartina alterniflora with intertidal pools.
11	HIGH	Redfish Bay. Birds (high), fish (high), wetlands (high). Waterfowl (redhead, pintail, scaup, gadwall, mergansers), pelicans, osprey. Nursery area year-round for redfish, sea trout, shrimp, crabs, other species; heavy sport fishing. Extensive seagrass flats (Halodule, Thalassia, some Syringodium); high marsh grading into Spartina fringe on islands.
12	HIGH	Redfish Cove and spoil islands along Intercoastal Waterway. Birds (high), fish (high), wetlands (high). Piping plover. Nursery. High marsh grading into Spartina alterniflora with intertidal pools; seagrass.
13a	HIGH	Dagger Point islands. Birds (high). Piping plover.
13b	HIGH	Dagger Island and islands in Redfish Cove. Birds (high), fish (high), wetlands (high). Piping plover. Nursery. High marsh grading into Spartina alterniflora with intertidal pools.
14	HIGH	East Shore, West Harbor Island. Birds (high), fish (medium), wetlands (high). Waterfowl, shorebirds. Nursery. Seagrass (Halodule, Thalassia).
15	MEDIUM	West Harbor Island. Birds (high), wetlands (low). Least tern rookery (614-181), few piping plover. Shell bank, high marsh and sand flats.
16a	LOW	Spoil islands south of Corpus Christi Channel. Birds (low). TCWS rookery site (614-185).
16b	LOW	Spoil islands south of Corpus Christi Channel. Birds (low). TCWS rookery (614-185); plovers, shorebirds, wading birds.

Polygon#	Priority	Description: what organism(s), habitat(s)?
17	HIGH	Pelican Island. Birds (very high). One of largest colonial waterbird rookeries in Texas (614-184) with large numbers of brown pelicans, laughing gulls, spoonbills, herons, egrets, skimmers; seasonal use by piping plover, other shorebirds, peregrine falcon. Patches of Halodule, Spartina on south, northeast sides of island.
18	LOW	Point of Mustang spoil compartment. Least tern-skimmer rookery (614-183).
19	LOW	Seagrass flats north and west of Coyote Island and East Flats. Wetlands (high). Some seagrass.
20	HIGH	Shamrock Island. Birds (very high), fish (high), wetlands (high). Important colonial waterbird rookery (614-186) for terns, gulls, spoonbills, other wading birds; also waterfowl, shorebird use, piping plovers. Very important nursery for redfish, shrimp, other species; recreational fishing, scattered oysters. Brackish marsh (Borrichia, Salicornia, Suaeda, saltcedar).
21	HIGH	Islands, grass flats on west shore of Mustang Island. Birds (high), fish (high), wetlands (high). Waterfowl(redhead, pintail), wading birds, pelicans. Very important nursery for redfish, shrimp, other species; recreational fishing, scattered oysters. Extensive seagrass flats (primarily Thalassia) fringed by Spartina marsh.
22	MEDIUM	Flats, marshes on west shore of Mustang Island.

Table 8.12-2 - Port of Ingleside Human Use Resources

HUMAN USE RESOURCES

BOAT RAMPS

RARNUM	NAME
H523	Ingleside Cove Public

HELIPORTS

RARNUM	MANAGER	PHONE
H1293	Dee Cochran	(361) 289-4639
H1294	Steve Tally	(361) 776-2753
H1295	Edward Hood	(361) 776-0637

MARINAS

RARNUM	NAME	ADDRESS	PHONE
H471	North Shore Boat Works	FM Rd 1069	(361) 776-2525
H472	Bahia Marina	Bayshore Dr.	(512) 776-2525

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

Table 8.12-3 - Port of Ingleside Biological Resources

RARNUM	COMMON NAME	SCIENTIFIC NAME	STATUS	CONCEN
624	Piping plover	Charadrius melodus	FT/ST	
653	Wading birds			
	Reddish egret	Egretta rufescens	ST	
	Waterfowl			
	Redhead	Aythya americana		
	Northern pintail	Anas acuta		
	American wigeon	Anas americana		
	Lesser scaup	Aythya affinis		
	Mergansers	Mergus spp.		
	Brown pelican	Pelecanus occidentalis	FE/SE	HIGH
	Osprey	Pandion haliaetus		
	Gulf killifish	Fundulus grandis		
	Red drum	Sciaenops ocellatus		HIGH
	Longnose killifish	Fundulus similis		
	Hardhead catfish	Arius felis		
	Spot	Leiostomus xanthurus		
	Spotted sea trout	Cynoscion nebulosus		
	Pinfish	Lagodon rhomboides		
	Black drum	Pogonias cromis		
	Spotfin	mojarra Eucinostomus argenteus		
	Inland silverside	Menidia beryllina		
	Brown shrimp	Penaeus aztecus		
	Blue crab	Callinectes sapidus		HIGH
	Lesser blue crab	Callinectes similis		
	Gulf grassflat crab	Dyspanopeus texana		
	Hermit crabs			
	Shoal grass	Halodule beaudettei		HIGH
654	Waterfowl			
	Redhead	Aythya americana		
	Northern pintail	Anas acuta		
	Lesser scaup	Aythya affinis		
	Mergansers	Mergus spp		
	Brown pelican	Pelecanus occidentalis	FE/SE	
	Killifish	Fundulus spp		
	Red drum	Sciaenops ocellatus		HIGH
	Hardhead catfish	Arius felis		
	Inland silverside	Menidia beryllina		
	Spotfin	mojarra Eucinostomus argenteus		
	Black drum	Pogonias cromis		
	Silver perch	Bairdiella chrysoura		
	Spot	Leiostomus xanthurus		
	White mullet	Mugil curema		
	Spotted sea trout	Cynoscion nebulosus		
	Striped mullet	Mugil cephalus		
	Grass shrimp	Palaemonetes spp		
	Blue crab	Callinectes sapidus		

RARNUM	COMMON NAME	SCIENTIFIC NAME	STATUS	CONCEN
	Brown shrimp	Penaeus aztecus		
	Lesser blue crab	Callinectes similis		
	Shoal grass	Halodule beaudettei		HIGH
	Turtle grass	Thalassia testudinum		
655	Great blue heron	Ardea herodias		8 (nesting pairs)
657	Spot	Leiostomus xanthurus		
	Southern flounder	Paralichthys lethostigma		
	Mullet	Mugil spp.		
	Silver perch	Bairdiella chrysoura		
	Pinfish	Lagodon rhomboides		
	Red drum	Sciaenops ocellatus		
	Atlantic bumper	Chloroscombrus chrysurus		
	Bay anchovy	Anchoa mitchilli		
	Atlantic croaker	Micropogonias undulatus		
	Brown shrimp	Penaeus aztecus		
	Bay squid	Lolliguncula brevis		50 (nesting pairs)
659	Black-crowned night-heron	Nycticorax nycticorax		
	Black skimmer	Rynchops niger		100 (nesting pairs)
	Brown pelican	Pelecanus occidentalis	FE/SE	900 (nesting pairs)
	Caspian tern	Sterna caspia		1 (nesting pairs)
	Cattle egret	Bubulcus ibis		120 (nesting pairs)
	Great blue heron	Ardea herodias		30 (nesting pairs)
	Great egret	Ardea alba		50 (nesting pairs)
	Gull-billed tern	Sterna nilotica		5 (nesting pairs)
	Laughing gull	Larus atricilla		VERY HIGH
	Little blue heron	Egretta caerulea		20 (nesting pairs)
	Reddish egret	Egretta rufescens		ST 30 (nesting pairs)
	Roseate spoonbill	Ajaia ajaja		100 (nesting pairs)
	Royal tern	Sterna maxima		10 (nesting pairs)
	Sandwich tern	Sterna sandvicensis		5 (nesting pairs)
	Snowy egret	Egretta thula		30 (nesting pairs)
	Tricolored heron	Egretta tricolor		150 (nesting pairs)
	White ibis	Eudocimus albus		40 (nesting pairs)
	White-faced ibis	Plegadis chihi	ST	15 (nesting pairs)
	Least tern	Sterna antillarum		
	Shorebirds			
	Snowy plover	Charadrius alexandrinus		
	Wilson' s plover	Charadrius wilsonia		
	Piping plover	Charadrius melodus	FT/ST	
	Peregrine falcon	Falco peregrinus	FE/SE	
	Mottled duck	Anas fulvigula		
	Terns			
	Spotted sea trout	Cynoscion nebulosus		HIGH
	Ladyfish	Elops saurus		
	Bay anchovy	Anchoa mitchilli		
	Gafftopsail catfish	Bagre marinus		
	Red drum	Sciaenops ocellatus		
	Black drum	Pogonias cromis		

RARNUM	COMMON NAME	SCIENTIFIC NAME	STATUS	CONCEN
	Brown shrimp	Penaeus aztecus		
	Pink shrimp	Penaeus duorarum		
	Grass shrimp	Palaemonetes spp.		
	Hermit crabs			
	Lesser blue crab	Callinectes similis		HIGH
	Shoal grass	Halodule beaudettei		
	Cordgrass	Spartina spp.		
	Glasswort	Salicornia spp.		
661	Black skimmer	Rynchops niger		
	Least tern	Sterna antillarum		
	Shorebirds			
662	Atlantic croaker	Micropogonias undulatus		
	Striped mullet	Mugil cephalus		HIGH
	Red drum	Sciaenops ocellatus		
	Blue crab	Callinectes sapidus		
	American oyster (eastern)	Crassostrea virginica		LOW
	Pink shrimp	Penaeus duorarum		
	Grass shrimp	Palaemonetes spp.		
	Shoal grass	Halodule beaudettei		
663	Wading birds			
	Shorebirds			
	Piping plover	Charadrius melodus	FT/ST	
	Silver perch	Bairdiella chrysoura		
	Mullet	Mugil spp.		
	Shoal grass	Halodule beaudettei		
	Black-necked stilt	Himantopus mexicanus		
	American avocet	Recurvirostra americana		
665	Pinfish	Lagodon rhomboides		
	Mullet	Mugil spp.		
	Spotted sea trout	Cynoscion nebulosus		
	Bay anchovy			
	Longnose killifish	Fundulus similis		
	White shrimp	Penaeus setiferus		
	Blue crab	Callinectes sapidus		
667	Black drum	Pogonias cromis		
	Red drum	Sciaenops ocellatus		
	Spotted sea trout	Cynoscion nebulosus		
	Pinfish	Lagodon rhomboides		
	Spot	Leiostomus xanthurus		
	Hardhead catfish	Arius felis		
	Atlantic croaker	Micropogonias undulatus		
	Bay anchovy	Anchoa mitchilli		
	Silver perch	Bairdiella chrysoura		
	Striped mullet	Mugil cephalus		
	Gulf menhaden	Brevoortia patronus		
	Sheepshead	Archosargus probatocephalus		
	Southern flounder	Paralichthys lethostigma		
	Atlantic needlefish	Strongylura marina		

RARNUM	COMMON NAME	SCIENTIFIC NAME	STATUS	CONCEN
	Brown shrimp	Penaeus aztecus		
	White shrimp	Penaeus setiferus		
	Pink shrimp	Penaeus duorarum		
	Blue crab	Callinectes sapidus		
	Lesser blue crab	Callinectes similis		
	Bay squid	Lolliguncula brevis		
	Dwarf surf clam	Mulinia lateralis		
	Polychaetes			
	Cnidarians			
668	Black-crowned night-heron	Nycticorax nycticorax		17 (nesting pairs)
	Black skimmer	Rynchops niger		56 (nesting pairs)
	Caspian tern	Sterna caspia		30 (nesting pairs)
	Cattle egret	Bubulcus ibis		
	Forsters tern	Sterna forsteri		10 (nesting pairs)
	Great blue heron	Ardea herodias		15 (nesting pairs)
	Great egret	Ardea alba		55 (nesting pairs)
	Laughing gull	Larus atricilla		1500 (nesting pairs)
	Little blue heron	Egretta caerulea		5 (nesting pairs)
	Reddish egret	Egretta rufescens	ST	40 (nesting pairs)
	Roseate spoonbill	Ajaia ajaja		125 (nesting pairs)
	Royal tern	Sterna maxima		2000 (nesting pairs)
	Sandwich tern	Sterna sandvicensis		650 (nesting pairs)
	Snowy egret	Egretta thula		5 (nesting pairs)
	Sooty tern	Sterna fuscata	ST	2 (nesting pairs)
	Tricolored heron	Egretta tricolor		46 (nesting pairs)
	Yellow-crowned night-heron	Nyctanassa violacea		1 (nesting pairs)
	White ibis	Eudocimus albus		
	White-faced ibis	Plegadis chihi	ST	
	Atlantic croaker	Micropogonias undulatus		
	Silver perch	Bairdiella chrysoura		
	Pinfish	Lagodon rhomboides		
	Spot	Leiostomus xanthurus		
	Sheepshead	Archosargus probatocephalus		
	Red drum	Sciaenops ocellatus		HIGH
	Spotted sea trout	Cynoscion nebulosus		
	Pink shrimp	Penaeus duorarum		
	Brown shrimp	Penaeus aztecus		
	Turtle grass	Thalassia testudinum		HIGH
669	Redhead	Aythya americana		
	Northern pintail	Anas acuta		
	Waterfowl			
	American white pelican	Pelecanus erythrorhynchos		
	Red drum	Sciaenops ocellatus		
	Spot	Leiostomus xanthurus		
	Pinfish	Lagodon rhomboides		
	Sheepshead	Archosargus probatocephalus		

RARNUM	COMMON NAME	SCIENTIFIC NAME	STATUS	CONCEN
	Atlantic croaker	Micropogonias undulatus		
	Spotted sea trout	Cynoscion nebulosus		
	Black drum	Pogonias cromis		
	Brown shrimp	Penaeus aztecus		
	American oyster (eastern)	Crassostrea virginica		
671	Wading birds			
	Shorebirds			
	Least tern	Sterna antillarum		
	Lesser scaup	Aythya affinis		
	Northern pintail	Anas acuta		
	Northern shoveler	Anas clypeata		
	Redhead	Aythya americana		
	Reddish egret	Egretta rufescens	ST	
	Silver jenny	Eucinostomus gula		
	Atlantic croaker	Micropogonias undulatus		
	Silver perch	Bairdiella chrysoura		
	Spotted sea trout	Cynoscion nebulosus		
	Pinfish	Lagodon rhomboides		HIGH
	Striped mullet	Mugil cephalus		
	Red drum	Sciaenops ocellatus		
	Spot	Leiostomus xanthurus		
	Spotfin	mojarra Eucinostomus argenteus		
	White shrimp	Penaeus setiferus		
	Brown shrimp	Penaeus aztecus		
	Grass shrimp	Palaemonetes spp.		
	American oyster (eastern)	Crassostrea virginica		LOW
	Shoal grass	Halodule beaudettei		
	Smooth cordgrass	Spartina alterniflora		
	Turtle grass	Thalassia testudinum		

NOTES:

RARNUM = Resource-at-Risk Number

Status

F = Federal threatened or endangered status

S = State threatened or endangered status

E = Listed as Endangered

T = Listed as Threatened

FLINT HILLS resources®

Corpus Christi, LLC

Ingleside Terminal

Integrated Contingency Plan

Annex 9
OSROs and Response Equipment

Annex 9 provides a comprehensive and well-structured compilation of response equipment available to Ingleside Terminal responders in combating a pollution incident or other emergency. It is an extremely important component of the ICP and vital to the success of our overall planning and preparedness process.

Table of Contents

ANNEX 9 - OSROs and Response Equipment

9.1 COMPANY-OWNED EQUIPMENT: STATUS AND INSPECTION

Flint Hills Resources Corpus Christi, LLC maintains two 1,500-foot (ft) reel-mounted spill containment booms at Dock 4 and one 2,000-ft reel-mounted spill containment boom at Dock 5 that can be used in the event of a spill. The 18" Petro-Boom containment equipment is located on the vessel docks. In addition, 5000 feet of boom has been placed in the water. All of the facility response equipment is inspected monthly to assure its operations and integrity status. A description of equipment specifics and status follows:

- **Skimmers/Pumps: Status-Operational**
  Manta Ray Floating Oil Skimming Heads
  1-inch Model
  Recovery Rate-150 gallons per minute (gpm)

- **Boom: Status-Operational**
  Containment Boom 18" Petro-Boom Rolls
  Length-3000 Feet – Dock 4
  Length-2000 Feet – Dock 5
  Length-5000 Feet – In the water

- **Spill Response Boat: Status-Operational**
  Primary: 22-ft All Aluminum 150 horse power (HP) Yamaha Engine
  Secondary: 18-ft Aluminum 70 HP Yamaha Engine

- **Dispersant Chemicals:** None

- **Dispersant Dispensing Equipment:** None

- **Hand tools: None**

- **Communications:**
  6 Hand-held VHF Band Radios: Frequencies - CH-1 467.900 MHZ and CH-2 468.250 MHZ
  1 Motorola Marine Radio capable of ship-to-shore communications up to 50 miles from terminal.
  Cellular Telephones
  Stationary Telephones

- **Temporary Storage: Status-Operational**
  70,000 – 250,000 bbl. available

- **Fire Fighting/PPE: Status-Operational**
  All firefighting equipment is recorded on the facility monthly inspection forms at the facility. PPE is limited to level C/D and is purchased on an ongoing basis.

9.2 INSPECTION PROCEDURES FOR RESPONSE EQUIPMENT:

Inspection procedures have been written that will ensure the serviceability and operation of the response equipment. The procedures call for a monthly inspection by a designated individual, documentation methods, and corrective action measures.

9.3 Corpus Christi Area Oil Spill Control Association

FLINT HILLS resources
Corpus Christi Refinery

CERTIFIED MAIL
RETURN RECEIPT REQUESTED
7011 0110 0000 1530 3074

P.O. Box 2608
Corpus Christi, Texas 78403-2608

January 18, 2011

Corpus Christi Area Oil Spill Control Association
P.O. Box 717
Corpus Christi, Texas 78403

RE: Flint Hills Resources Corpus Christi, LLC (Ingleside Terminal)
Annual Assessment for Membership

On behalf of Flint Hills Resources Corpus Christi, LLC, I have enclosed check #1775 in the amount of $12,000.00 for our annual membership dues.

If you have any questions, please contact Ms. Dana Perez at (361) 242-8712.

Sincerely,

Deborah Preschler
Environmental Director

DP/DP/syw
Water 12-007; I 2 C 3

Enclosures

cc: Tom Lancaster, FHR Safety

2012 Annual Membership

FLINT HILLS resources®
Corpus Christi Complex

CERTIFIED MAIL
RETURN RECEIPT REQUESTED
7010 0290 0001 8993 3806

P.O. Box 2608
Corpus Christi, Texas 78403-2608

January 18, 2011

Corpus Christi Area Oil Spill Control Association
P.O. Box 717
Corpus Christi, Texas 78403

RE: Flint Hills Resources Corpus Christi, LLC (Ingleside Terminal)
Annual Assessment for Membership

On behalf of Flint Hills Resources Corpus Christi, LLC ("FHR"), I have enclosed check #1102 in the amount of $8,000.00 for our annual membership dues.

If you have any questions, please contact Ms. Tammy Buxkamper at (361) 242-8597.

Sincerely,

Curtis J. Lee for

Deborah Preschler
Environmental Director

DP/TKB/syw
Water 11-004; I 2 C 3

Enclosures

cc: Tom Lancaster, FHR Safety

2011 Annual Membership

FLINT HILLS resources®
Corpus Christi Complex

CERTIFIED MAIL
RETURN RECEIPT REQUESTED
7008 0150 0001 8433 6174

P.O. Box 2608
Corpus Christi, Texas 78403-2608

January 19, 2010

Corpus Christi Area Oil Spill Control Association
P.O. Box 717
Corpus Christi, Texas 78403

RE: Flint Hills Resources, LP (Ingleside Terminal)
Annual Assessment for Membership

On behalf of Flint Hills Resources, LP, I have enclosed check #2047591 in the amount of $8,000.00 for our annual membership dues.

If you have any questions, please contact Ms. Tammy Buxkamper at (361) 242-8597.

Sincerely,

Deborah Preschler

Deborah Preschler
Environmental Director

DP/TKB/ias
Water 10-007; I 2 C 3

Enclosures

9.4 GARNER ENVIRONMENTAL SERVICES, INC.

9.5 CONTRACT COMMITMENT DOCUMENTS

INTERMITTENT SERVICES AGREEMENT

Date 14 June 1995 Contractor: GARNER ENVIRONMENTAL SERVICES

PARTIES

1. It is hereby agreed KOCH INDUSTRIES, INC. AND/OR ALL AFFILIATES (referred to as "Company") and GARNER ENVIRONMENTAL SERVICES (referred to as "Contractor"), whose business address is 314 Allen Genoa Road, Houston, Texas 77017 that Contractor will, as an independent contractor, furnish all necessary supervision, labor, materials and equipment (other than specified labor, materials and equipment furnished by Company) and shall perform work for Company as requested by Company from time to time during the term of this agreement in conformity with the terms of this agreement.

SPECIAL CONDITIONS:

Contractor shall be compensated in accordance with the attached rates marked as Exhibit "A". The rates shall include without limitation, all applicable taxes imposed by federal, state or other governments or bodies having jurisdiction

BILLING AND PAYMENT

2. Contractor shall submit to Company's authorized representatives an itemized statement detailing charges for labor and equipment including hours, dates, the hourly charge for the labor or equipment and any charge for materials at the end of each thirty-d (name desired billing period - e.g., week, month or thirty days) during which work is performed. Contractor shall furnish upon demand any records relating to the statement prior to or after payment by Company.

3. Payment shall be made within thirty (30) days of receipt of Company of the statement described in paragraph 2 of this agreement. Company reserves the right to withhold payment until completion of the work and its acceptance by Company or until Contractor furnishes proof satisfactory to Company that all bills for materials and labor covering the work have been fully paid by Contractor, and that the premises upon which the work is done and any structures built, improved or added to are not subject to any material or labor liens or claims of liens. Final payment shall be made within thirty (30) days of the date of acceptance of the work by Company Contractor and/or any subcontractor shall promptly and satisfactorily settle all liens and claims for labor performed and supplies or material furnished in connection with the work; and in the event Contractor fails or refuses to promptly and satisfactorily settle any such liens or claims, Company shall, after notifying Contractor in writing, have the right to settle such claims for the account of Contractor and deduct the amount thereof from amounts payable to Contractor. Payments made under this agreement shall not constitute full or partial acceptance of the work or any part of the work by Company.

PERFORMANCE OF WORK

4. Contractor shall rely solely upon Contractor's own examination and investigation of the surface and subsurface conditions at the site, and all local and general conditions which may affect performance of the work.

5. Unless otherwise specified, Contractor shall secure all permits and licenses necessary to the performance of the work, shall pay all fees and make all deposits pertaining thereto, and shall at Contractor's expense furnish all bonds required to perform the work, and shall submit proof thereof to Company.

6. Contractor shall perform the work:
   a. In a workmanlike manner using qualified, efficient and careful workers;
   b. In accord with all plans, drawings and specifications;
   c. In compliance with all applicable federal, state, local and Company's safety rules and regulations;
   d. In a manner to protect the work, the environment, Company's property and the property and persons of others from loss, damage or injury of any type;
   e. So as not to interfere with the operations of others on the premises; and,
   f. Under the supervision of an employee of Contractor.

An employee supplied by Contractor without supervision by Contractor and who is under the exclusive direction and control o Company shall be considered a borrowed servant. In all other cases the employee shall be considered an employee of Contractor a: an independent contractor Contractor's duties to defend, indemnify, protect and hold harmless Company under Paragraph 12 of thi: agreement shall continue regardless of the characterization of an employee as a borrowed servant or the employee of an independen contractor

7. Company may maintain such representatives as it deems necessary on the work site for the purpose of inspecting, testing and insuring the satisfactory completion of the work. Company may inspect the work at any time during the progress of the work, and Contractor shall provide reasonable facilities for such inspection. If any applicable statute, regulation or order requires any part of the work to be specially tested or approved, Contractor shall give Company reasonable notice of the time and place of such testing and inspection. Company may require Contractor to correct defective work or Company may have the work corrected by others, and, in either event, Contractor shall bear the cost of such correction.

8. Unless otherwise specified, all materials shall be new and workmanship shall be of good quality. No substitutions of materials from that specified in the plans and specifications in this agreement shall be permitted unless approval is given by Company in writing.

9. Contractor guarantees the work to be performed hereunder against defects in workmanship and material which shall appear within one year following final acceptance of the work by Company, and Contractor shall promptly remedy all such defects. Contractor shall arrange for the extensions, to Company, of all additional warranties by suppliers of goods or services which are consistent with or extend or expand the terms of the above-described warranty of Contractor.

10. Contractor and its employees, agents and subcontractors shall comply with all applicable laws, regulations, ordinances and other rules of federal, state and local government and political subdivisions, and of any other duly constituted authority having jurisdiction.

11. Contractor shall be responsible for, and hereby assumes all liability whether insured or self-insured, for loss or destruction of or physical damage to the following:

a. All tools, machinery, equipment and appliances which are owned by Contractor or loaned or leased by Contractor by others than Company and which are not to be incorporated into the completed work; and,

b. All personal property of Contractor's employees; whether or not such loss, destruction or damage is caused by, arises out of, or is in any way connected with the negligence of Company, its employees or agents.

INDEMNITY AND INSURANCE

12. Contractor shall defend, protect, indemnify and save Company, Koch Industries, Inc. and any company of which Koch Industries, Inc. owns or controls fifty percent or more of the shares entitled to vote at a general election of directors (collectively referred to for purposes of this Paragraph 12 as "Company") harmless from and against all claims, demands, lawsuits, causes of action, strict liability claims, penalties, fines, administrative law actions and orders, expenses (including but not limited to attorney's fees) and costs of every kind and character arising out of or in any way incident to any of the work performed by Contractor, its subcontractors or the employees of either, on account of personal injuries, death, damage to property, damage to the environment, or infringement of any patent, regardless of whether such harm is to Contractor, Company, the employees or officers of either or any other person or entity. The duty to defend, protect, indemnify and save Company harmless referred to in the preceding sentence shall include, but not be limited to, claims, demands, lawsuits, strict liability claims, penalties, fines, administrative law actions and orders, costs, expenses and causes of action which result from the comparative, concurrent or contributing negligence of any person or entity including, but not limited to, Company, its agents, employees or officers, except Contractor shall not be liable for loss or damage resulting from the sole (100%) negligence of Company. Contractor further agrees to pay Company for damages to Company's property and to indemnify, defend and hold it harmless against the payment of any and all taxes, penalties, fines, interest, liens or indebtedness or claims against Company's property or for work performed, or measured by the work performed, growing out of or incident to Contractor's operations under this contract including, but not limited to taxes, penalties, fines, interest, liens or encumbrances which result from the concurrent or contributing negligence of any person or entity, which may include Company, its agents, employees or officers.

13. Contractor shall maintain at its own cost and expense such insurance of a type and in the amounts as required by Company to insure Contractor's indemnification and other obligations under this agreement and which will protect Company from all claims for damages to persons and to property which may arise from any operations under this contract or any subcontracts related to this contract. Contractor shall maintain during the entire term of this Contract insurance policies within minimum limits of coverage all as set forth on Exhibit B which is made a part hereof by reference. Prior to commencing work Contractor shall require its insurer or insurance agent to supply Company a certificate of insurance in the form as set forth on Exhibit C. Such insurance shall name Company as an additional insured in accordance with the requirements of Exhibit B.

GENERAL PROVISIONS

14. This agreement may not be assigned in whole or in part by Contractor without the prior written consent of Company, nor shall work under the contract be assigned to a subcontractor without the prior written consent of Company.

15. No amendment to this agreement shall be valid unless made in writing and signed by authorized representatives of both parties.

16. Company's right to require strict performance of Contractor's obligations shall not be affected in any way by prior waiver forbearance or other course of dealing

17. This agreement comprises the entire agreement between Company and Contractor, and there are no agreements, understandings conditions, or representations, oral or written, expressed or implied, which are not merged into this agreement or superseded by it.

18. If Contractor should be adjudged as bankrupt, or it should make a general assignment for the benefit of creditors, or if a receiver should be appointed for Contractor, or it should refuse or fail to supply competent supervision or enough property skilled people or proper material or disregard laws, rules or regulations applicable to the work, or otherwise violate any provision of this agreement, then Company shall have the right to treat such as a breach of this agreement and may upon the giving of written notice terminate this agreement, terminate employment of Contractor, and take possession of the premises, all materials, tools, equipment, supplies, and appliances of any type and finish the work by whatever method it may deem appropriate.

19. Company may require Contractor to furnish a surety bond in the full amount of and guaranteeing faithful performance of this agreement. Such bond shall be written on a form prescribed or approved by Company and shall be purchased from a source approved by Company.

20. Company shall have the right, at any reasonable time and from time to time, to audit any and all records, documents and other data pertaining to this agreement. Contractor shall cooperate in furnishing to Company all such records, documents and other data in connection with any such audit.

21. Company does not guaranty an offer of work to Contractor during the term of this agreement. Company and Contractor agree, however, that any work offered by Company to Contractor and accepted by Contractor during the term of this agreement will be performed under the terms of this agreement. Company shall not be liable in damages or otherwise, if by reason of an act of God or public enemy, strike, lockout, boycott, picketing, riot, insurrection, fire, or any governmental order, rule, or regulation, or any ordinance it shall be delayed in, or prevented from, furnishing any materials, equipment, facilities, services, etc., required to be furnished by it hereunder.

22. Contractor shall comply with and be subject to the most recent Substance Abuse Policy issued by Koch Industries, Inc. All employees of Contractor shall be subject to drug testing when on the premises of Company. In addition to the foregoing requirements, should Contractor perform services related to facilities regulated by the United States Department of Transportation, Contractor shall have developed and implemented, or have contracted with an organization that has developed and implemented, substance abuse policies in compliance with 41 U.S.C. 701, et seq., 49 C.F.R. Part 199 and 49 C.F.R. Part 40, if applicable; and, with respect to equal employment opportunity and affirmative action compliance, Contractor shall comply with the provisions of Section 202 of Executive Order 11246 and the rules and regulations issued pursuant to Section 201 thereof. Contractor shall provide Company with documentation demonstrating compliance with such laws upon the request of Company.

23. Contractor warrants and represents that all of Contractor's employees have received all safety training required by law for employees working in an environment in which they may come in contact with crude oil, natural gas, natural gas liquids, refined products or hazardous materials. Contractor agrees to permit Company to inspect Contractor's records in order to assure compliance with this Paragraph 23.

TERM

24. This agreement shall be effective as of the date above written and shall continue for a one year period following that date. At the end of the initial one year period the agreement shall continue until replaced by a subsequent agreement or otherwise revoked by written notice by either party.

So agreed on the date below written.

COMPANY: KOCH INDUSTRIES, INC. AND/OR ALL AFFILIATES

By _____

Title Vice President

Date 6-21-95

COMPANY'S WITNESS

By _____

Date 6/21/95

CONTRACTOR: GARNER ENVIRONMENTAL SERVICES

By _____

Title Vice-President

Date 14 June 1995

CONTRACTOR'S WITNESS

By _____

Date 14 June 1995

9.6 AVAILABLE EQUIPMENT

GARNER ENVIRONMENTAL SERVICES, INC.
1717 West 13th Street
Deer Park, Texas 77536
Telephone: (281) 930-1200
Fax: (281) 478-0296

RESPONSE EQUIPMENT LISTING

BOOM TYPE CODE	
F	Fence
FR	Fire
PI	Inflatable (Press)
SI	Inflatable (Self)
MR	Marsh (Upper air chamber with lower water chamber)
R	Round
SB	Weir Boom
OT	Other

END CONNECTOR CODE	
ASTM	ASTM Std (D962-86)
BOLT	Bolt Connector
HP	Hinge & Pin
Z	Quick-Connect Z
RC	Raised Channel
SNAV	Slide (US Navy)
SLOT	Slotted Tube
US1	Universal Slide Type 1
US2	Universal Slide Type 2
OT	Other

BOOM EQUIPMENT

Name of Manufacturer	Model Number	Boom Type Code	Invent Length (feet)	Skirt Size (in.)	Float Size (in.)	End Connector Type Code	Time to Deploy	Storage Location	Owner
Acme Products Co.	OK CORRAL	R	22,000	12	6	Z	6.0	Deer Park	Garner
Acme Products Co.	SUPER-MINI	R	800	4	2.5	BOLT	2.0	Deer Park	Garner
Acme Products Co.	OK CORRAL	R	10,000	12	6	Z	6.0	La Marque	Garner
Acme Products Co.	OK CORRAL	R	800	28	8	Z	1.0	La Marque	Garner
Acme Products Co.	OK CORRAL	R	5,000	12	6	Z	2.5	Port Arthur	Garner
Acme Products Co.	SUPER-MINI	R	100	4	2.5	BOLT	0.5	Port Arthur	Garner
Acme Products Co.	OK CORRAL	R	4000	34	8	Z	2.0	Port Arthur	Garner`
Acme Products Co.	OK CORRAL	R	2000	34	8	Z	2.0	New Orleans	Garner
Acme Products Co.	OK CORRAL	R	10,000	12	6	Z	6.0	New Orleans	Garner
Acme Products Co.	MINI-BOOM	R	700	4	2.5	BOLT	1.0	New Orleans	Garner

Corporate

Operations

Response Equipment Listing

Equipment Listing

Rev. 01-07

COMMUNICATIONS TYPE CODES			
AF	Aviation Frequency	**MF**	Marine Frequency
CP	Cellular Phone	**PAG**	Pager
COM	Command Post	**PHH**	Portable Hand Held
MOD	Computer w/modem	**SSB**	Single Side Band
FAX	Facsimile	**TP**	Telephone
FBS	Fixed Base Station	**OT**	Other

COMMUNICATIONS EQUIPMENT										
Name of Manufacturer	**Model Number**	**Comm Type**	**Nr. of Units**	**Frequency**	**Band**	**Range (miles)**	**Field Tunable**		**Storage Location**	**Owner**
							Yes	**No**		
Motorola	A05J	PAG	20	931.462	FM	150		X	Deer Park	Garner
Motorola	F09LF	CP	40	152.840	FM	200		X	Deer Park	Garner
40' Garner Command Post		COM	1					X	Deer Park	Garner
26' Communications Trailer	MCC1	COM	1	931.462			X		La Marque	Garner
Motorola	A05J	PAG	20	931.462	FM	150		X	La Marque	Garner
Motorola	F09LF	PHH	20					X	La Marque	Garner
Motorola	A05J	PAG	12	931 .462	FM	150		X	Port Arthur	Garner
Motorola	F09LF	CP	12	152.840	FM	200		X	Port Arthur	Garner
Motorola	MTS	PHH	12	896.901	FM	30		X	N. Orleans	Garner
Standard	HX 1505	PHH	4		MF	30		X	N. Orleans	Garner
Nokia	5160	PHH	7		CP			X	N. Orleans	Garner
RS	TRQ507	OT	3		FM	150		X	N. Orleans	Garner
Motorola	Ao5j	Page	8	931 .462	Fm			X	N. Orleans	Garner

Corporate
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RESPONSE VEHICLES

Name of Manufacturer	Response Vehicle	Number of Units	Wide Load Permit Needed		Storage Location	Owner
			Yes	No		
Wabash	48' Box Vans, Hard Boom Trailers	2		X	Deer Park	Garner
Fruehauf	48' Box Van, Sorbent Boom Trailer	1		X	Deer Park	Garner
Ford/Chevy	Pick-up Truck, 1 ton	20		X	Deer Park	Garner
Sooner	Emergency Response Trailer, 32'	3		X	Deer Park	Garner
Modern Mfg.	Boom Trailer, 20' Gooseneck	4		X	Deer Park	Garner
Containment Sys. & Gooseneck	Emergency Haz-Mat Response Trailers 32' & 24'	2		X	Deer Park	Garner
Falcon	Trailer, 20', Stand-by/Rescue	3		X	Deer Park	Garner
Pace	28' Rescue Standby & Command Post	2		X	Deer Park	Garner
Ford/Chevy	Pick-up Truck, 1 ton	13		X	La Marque	Garner
Garner	Roll-Off Box, 20 yd;	2		X	La Marque	Garner
Sooner	Emergency Response Trailer, 32'	1		X	La Marque	Garner
Modern Mfg.	Boom Trailer, 20' Gooseneck	3		X	La Marque	Garner
Iron Horse	Boom Trailer, 20 Gooseneck	2		X	La Marque	Garner
Modern Mfg.	Spill Trailer, 16' Lo-Boy	4		X	La Marque	Garner
Modern Mfg.	Spill Trailer, 20'	2		X	La Marque	Garner
Ford	Pick-up Truck, 1 ton	7		X	Port Arthur	Garner
Sooner	Emergency Response Trailer, 32"	1		X	Port Arthur	Garner
Modern Mfg.	Trailer, Spill Response, 16' Lo-Boy	1		X	Port Arthur	Garner
Modern Mfg.	Boom Trailer, Gooseneck, 20'	3		X	Port Arthur	Garner
Gemini Cargo	Trailer, Haz-Mat, 19'	1		X	Port Arthur	Garner
Ford/Chevy	Pick-up Truck, 1 ton	6		X	N. Orleans	Garner
Modern Mfg.	Spill Trailer, 20' Lo-Boy	2		X	N. Orleans	Garner
Pace American	36' Haz Mat Response Trailer	1		X	N. Orleans	Garner
Modern Mfg.	21' Oil Spill Response Trailer (Boat/ Boom/ Sorbent)	1		X	N. Orleans	Garner
Gooseneck	20' Response Trailer (Industrial Response)	1		X	N. Orleans	Garner
Modern Mfg.	Boom Trailer, Gooseneck, 20'	2		X	N. Orleans	Garner
	8' Utility Trailers	1		X	N. Orleans	Garner
Sooner	Spill Trailer 32 ' Response	1		X	N. Orleans	Garner

BOOM EQUIPMENT					
Name of Manufacturer	**Model Number**	**Equipment Type**	**Quantity**	**Storage Location**	**Owner**
Norfloat	A2	Buoy, Anchor Marker, Inflatable, 18" dia.	25	Deer Park	Garner
Polycord	600x1/4	Rope, Polypropylene, 1/4" x 600'	5	Deer Park	Garner
Polycord	600x1/2	Rope, Polypropylene, 1/2" x 600'	5	Deer Park	Garner
U.S. Anchor Mfg., Inc.	22#	Anchor, Galvanized Steel, 22 lb., Danforth Style	11	Deer Park	Garner
U.S. Anchor Mfg., Inc.	40#	Anchor, Galvanized Steel, 40 lb., Danforth Style	6	Deer Park	Garner
U.S. Anchor Mfg., Inc.	75#	Anchor, Galvanized Steel, 75 lb., Danforth Style	8	Deer Park	Garner
U.S Anchor Mfg. Inc.	100#	Anchor, Galvanized Steel, 100 Lb. Danforth Style	13	Deer Park	Garner
Norfloat	A2	Buoy, Anchor Marker, Inflatable, 18" dia.	25	La Marque	Garner
Polycord	600 x1/4	Rope Polypropylene, 1/4" x 600'	5	La Marque	Garner
Polycord	600 x ½	Rope Polypropylene, 1/2 " x 600'	5	La Marque	Garner
U.S. Anchor Mfg., Inc.	22#	Anchor, Galvanized Steel, 22 lb., Danforth Style	8	La Marque	Garner
U.S. Anchor Mfg., Inc.	40#	Anchor, Galvanized Steel, 40 lb., Danforth Style	5	La Marque	Garner
Norfloat	A2	Buoy, Anchor Marker, Inflatable, 18" dia.	15	Port Arthur	Garner
Polycord	600 x 1/4	Rope Polypropylene 1/4 " x 600 '	5	Port Arthur	Garner
Polycord	600 x 1/2	Rope Polypropylene 1/2 " x 600'	5	Port Arthur	Garner
U.S. Anchor Mfg., Inc.	22 #	Anchor, Galvanized Steel, 22 lb., Danforth Style	12	Port Arthur	Garner
U.S. Anchor Mfg., Inc.	75#	Anchor, Galvanized Steel, 75 lb., Danforth Style	6	Port Arthur	Garner
U.S. Anchor Mfg., Inc.	100#	Anchor, Galvanized Steel, 75 lb., Danforth Style	4	Port Arthur	Garner
Norfloat	A2	Buoy, Anchor Marker, Inflatable, 18" dia.	20	N. Orleans	Garner
Polycord	600 x1/4	Rope Polypropylene, 1/4" x 600'	5	N. Orleans	Garner
Polycord	600 x ½	Rope Polypropylene, 1/2 " x 600'	5	N. Orleans	Garner
U.S. Anchor Mfg., Inc.	22 #	Anchor, Galvanized Steel, 18 lb., Danforth Style	20	N. Orleans	Garner
U.S. Anchor Mfg., Inc.	40 #	Anchor, Galvanized Steel, 22 lb., Danforth Style	8	N. Orleans	Garner
U.S. Anchor Mfg. Inc.	100 #	Anchor, Galvanized Steel, 100 #, Danforth Style	10	N. Orleans	Garner

AIR MONITORING EQUIPMENT				
Name of Manufacturer	**Miscellaneous Equipment**	**Number of Units**	**Storage Location**	**Owner**
Rae Systems	Q-RAE	4	Deer Park	Garner
Rae Systems	Mini RAE 2000	2	Deer Park	Garner
Rae Systems	Ultra Rae	1	Deer Park	Garner
MSA	5 Star	3	Deer Park	Garner
MSA	Watchman	1	Deer Park	Garner
Arizona Instruments	Jerome X431	2	Deer Park	Garner
Elmer Perkins	Micro FID	1	Deer Park	Garner
Draeger	CMS	2	Deer Park	Garner
Ludlum	Model # 3	2	Deer Park	Garner
MSA	4-Gas Meter	3	La Marque	Garner
Draeger	Accuro Pump	1	La Marque	Garner
Rae	Photo-Ionisation Detector	1	La Marque	Garner
	Mercury Vapor Analyzer	1	N. Orleans	Garner
	Radiation Monitor	1	N. Orleans	Garner
	Solar Radiation Monitor	1	N. Orleans	Garner
	Weather Station	2	N. Orleans	Garner
	Infrared Thermometer	1	N. Orleans	Garner
	GPS Units	2	N. Orleans	Garner
Aim	4-Gas Monitor	2	N. Orleans	Garner
Draeger	Accuro Pump	2	N. Orleans	Garner
Draeger	CMS Meter	1	N. Orleans	Garner
Rae	Mini-Rae 2000 Portable VOC Meter	2	N. Orleans	Garner
Quest	Single Gas Personal Meter	1	N. Orleans	Garner
MSA	Escort Particulate Air Monitor	1	N. Orleans	Garner
Sper Scientific	PH Meter	1	N. Orleans	Garner
Dexsil	PetroFlag Hydrocarbon Test Kit	1	N. Orleans	Garner
Chlorine	AC/ Kit	1	N. Orleans	Garner

	SPECIALTY EQUIPMENT			
Name of Manufacturer		**Number of Units**	**Storage Location**	**Owner**
Scott	Self Contained Breathing Apparatus(SCBA) with 12 extra bottles / Scott	12	Deer Park	Garner
Dreager	Self Contained Breathing Apparatus (SCBA) with12 extra bottles / Dreager	12	Deer Park	Garner
	Bezt Valve / Off Loading Valve	2	Deer Park	Garner
	Chorine Emergency Kit A	1	Deer Park	Garner
	Chorine Emergency Kit B	1	Deer Park	Garner
	Chorine Emergency Kit C	1	Deer Park	Garner
	Vacuum Cleaner / Stainless Steel, Mercury, HEPA	2	Deer Park	Garner
	Cameras / Digital	10	Deer Park	Garner
	Confined Space Rescue Kits	3	Deer Park	Garner
	Coppus Blowers	2	Deer Park	Garner
	Air Compressors 11.8 cfm 90 psi	8	Deer Park	Garner
	Drum Crushers / Diesel Power	2	Deer Park	Garner
	Drum Crabber	5	Deer Park	Garner
	Generators	4	Deer Park	Garner
	Scare Guns	3	Deer Park	Garner
	Decontamination Pools 20" x 100'	2	Deer Park	Garner
	Fan, Ventilation 48'	3	Deer Park	Garner
	Artic Cat, Four Wheeler	1	Deer Park	Garner
	Light Stands	5	Deer Park	Garner
	Self Contained Breathing Apparatus (SCBA) with Extra bottles	9	La Marque	Garner
	Air Compressors (Portable)	8	La Marque	Garner
	HEPA Vacuums	3	La Marque	Garner
	Cameras / Digital	3	La Marque	Garner
	Artic Cat, Four Wheeler	2	La Marque	Garner
	Generators	4	La Marque	Garner
	Self Contained Breathing Apparatus (SCBA)	10	Port Arthur	Garner

	SPECIALTY EQUIPMENT			
Name of Manufacturer		**Number of Units**	**Storage Location**	**Owner**
	Cameras / Digital	1	Port Arthur	Garner
	Coppus Blowers	1	Port Arthur	Garner
	Air Compressors	3	Port Arthur	Garner
	Generators	1	Port Arthur	Garner
	Scare Guns	4	Port Arthur	Garner
	Pressure Washers	1	Port Arthur	Garner
	Explosion Proof Lights	1	Port Arthur	Garner
	Weed Eaters	1	Port Arthur	Garner
	Chlorine Emergency Kit "C"	1	N. Orleans	Garner
	Midland Kit	1	N. Orleans	Garner
	Railcar Haz Hammock	1	N. Orleans	Garner
	Mercury Vacuum	1	N. Orleans	Garner
	Carbon Filter Systems	1	N. Orleans	Garner
	Sand Filter Systems	2	N. Orleans	Garner
	Wet & Dry Vacuum with HEPA Filter	1	N. Orleans	Garner
	100 Watt Explosion Proof Light Sets	2	N. Orleans	Garner
	Decon Pools 4' x4' x14' 5"	2	N. Orleans	Garner
	Spill Guard 6' x 4' x8"	1	N. Orleans	Garner
	Drum Dolly	3	N. Orleans	Garner
	3/4 " Core Sampler	1	N. Orleans	Garner
	Soil Sampler (boring) Kit	1	N. Orleans	Garner
	Self Contained Breathing Apparatus (SCBA)	9	N. Orleans	Garner
	Generators (Portable)	3	N. Orleans	Garner
	Weed Eaters	5	N. Orleans	Garner
	Air Compressors (Portable)	2	N. Orleans	Garner
	Light Stand (Portable)	2	N. Orleans	Garner
	Coppus Blower	1	N. Orleans	Garner
	Chain Saw	1	N. Orleans	Garner
	Tank Truck Emergency Transfer Valve	1	N. Orleans	Garner
	Artic Cat , Four Wheeler	1	N. Orleans	Garner

	SPECIALTY EQUIPMENT			
Name of Manufacturer		**Number of Units**	**Storage Location**	**Owner**
	16' Trailer Mounted Steam Cleaner with Tank	1	N. Orleans	Garner
	Air Horn, 6"	1	N. Orleans	Garner
	Fan Ventilation, 48"	1	N. Orleans	Garner
	Fan Ventilation, 16" Port A Cool with water Mister	1	N. Orleans	Garner
	Digital Cameras	4	N. Orleans	Garner

PUMP EQUIPMENT CODES			
A	Auger/Screw	**D**	Diesel
C	Fire	**E**	Electric
P	Parastolic	**G**	Gasoline
R	Reciprocating	**H**	Hydraulic
I	Rotary/Flexible impeller	**P**	Pneumatic
OT	Other	**OT**	Other

PUMP EQUIPMENT

Name of Manufacturer	Model Number	Pump Type Code	Drive Type Code	Suction/ Discharge Size (inches)	Mfg. Pump Rate (gpm)	Quantity	Storage Location	Owner
Aro/Ingersoll Rand	KO176-44	P	P	1.0	120	2	Deer Park	Garner
Honda	WXT-20	G	I	2.0	180	4	Deer Park	Garner
Yanmar	LD-40/2	D	I	2.0	180	2	Deer Park	Garner
Honda	WXT-30	G	I	3.0	275	1	Deer Park	Garner
Wilden	Model M	P	P	3.0	240	5	Deer Park	Garner
Honda	WXT-20	G	I	2.0	180	3	La Marque	Garner
Yanmar	LD-40/2	D	I	2.0	180	5	La Marque	Garner
Wilden	Model M	OT	P	3.0	240	7	La Marque	Garner
Acme Products Co., Inc.	FS-150A	G	I	1.5	275	1	Port Arthur	Garner
Honda	WXT-20	G	I	2.0	180	6	Port Arthur	Garner
Yanmar	LD-40/3	D	I	2.0	200	2	Port Arthur	Garner
Versa-Matic		OT	P	2.0	140	1	N. Orleans	Garner
Versa-Matic		OT	P	1.5	140	1	N. Orleans	Garner
Honda	EPT2	G	I	3.0	275	1	N. Orleans	Garner
Wisconsin/Multi Quip		D	I	3.0	185	1	N. Orleans	Garner
Yamada	POLY	P	P	3.0	200	1	N. Orleans	Garner
Various		D	I	2.0	200	5	N. Orleans	Garner
Various		G	I	2.0	190	2	N. Orleans	Garner
Versamatic	STAINLESS	P	P	2.0	140	2	N. Orleans	Garner

RESPONSE BOAT TYPE CODES		TRANPORTATION METHOD CODES	
BAY	Bay Waters	NT	Normal Trailer
JB	Jon Boat	WO	Water Only
LFB	Large Flat Bottom	WL	Wide load Trailer
OFF	Offshore	OT	Other
PRO	Protected Waters		
TC	Towing Capable		
OT	Other		

RESPONSE BOATS

Name of Manufacturer	Model Number	Boat Type Code	Horse Power	Normal Crew Size	Length / Beam	Draft Limit	Number of Boats	Transport Method Code	Storage Location	Owner
Alumacraft	12	PRO	0	1	12	1'	2	NT	Deer Park	Garner
Custom Flat	1650	JB	25	2	16'	1'	4	NT	Deer Park	Garner
Custom Flat	20	LFB	40	2	20' / 6'	2'	1	NT	Deer Park	Garner
Custom Build	30	BAY	300	3	30' / 8'	2'	1	NT	Deer Park	Garner
Alumaweld	1650	JB	25	3	16' / 6'	1'	4	NT	La Marque	Garner
Custom Boat Mfg.	1649R	JB	30	2	16' / 6'	2'	1	NT	La Marque	Garner
Alumaweld	24	JB	40	2	24' / 6	1.6	1	NT	La Marque	Garner
Broadhead	24	BAY	150	3	24' / 8'	2'	1	NT	La Marque	Garner
Alumaweld	1650	JB	25	2	16' / 6'	1'	5	NT	Port Arthur	Garner
Alumaweld	20	BAY	40	2	20' / 0'	2'	1	NT	Port Arthur	Garner
Alumaweld	1450	JB	25	2	14' / 0"	2"	1	NT	Port Arthur	Garner
Lobell	28'	BAY	200	3	28' / 8'	2'	1	NT	Port Arthur	Garner
Silver Ships	30'	BAY	400	3	30' / 8'	2	1	NT	N. Orleans	Garner
Custom Boat Mfg.	1650	JB	25	2	16' / 6'	1'	6	NT	N. Orleans	Garner
Duracraft	21'	LFB	40	3	21' / 6'	1'	1	NT	N. Orleans	Garner
Pirogue	12'	OT	0	1	12' / 2"	3"	2	NT	N. Orleans	Garner
Various	12'	JB	25	1	12' / 3"	1'	2	NT	N. Orleans	Garner

SKIMMER TYPE CODES			
FS	Floating Suction	**HIP**	Hydrodynamic Inclined Plane
IV	Induced Vortex	**OB**	Oleophilic Belt
OD	Oleophilic Disk	**OR**	Oleophilic Rod
PW	Paddle-Wheel	**SK**	Sock
W	Weir	**OT**	Other

SKIMMER EQUIPMENT

Name of Manufacturer	Model Number	Skimmer Type Code	Number of Units	Mfg. Recovery Rate (gpm)	Hose Size Suction/Discharge (inches)	Time to Deploy	Storage Location	Owner
Acme Products Co., Inc.	FS400ASK-39T	W	3	275	3.0	1.5	Deer Park	Garner
Douglas Engineering	4200SH Skim-Pak	FS	2	5 - 68	2.0	5	Deer Park	Garner
Crucial Inc.	1D18P-23	OT	3	25	2.0	.5	Deer Park	Garner
Crucial Inc.	1D18P-36	OT	5	36	2.0	.5	Deer Park	Garner
Marco	Sidewinder 14	OB	1	70	3.0	.5	Deer Park	Garner
Crucial Inc.	VSP-3"	W	2	550	3.0	1.5	Deer Park	Garner
Crucial Inc.	RF-Floating Head	W	1	200	3.0	1	Deer Park	Garner
Desmi	Mini Max	W	1	220	3.0	1	La Marque	Garner
Acme Products Co., Inc.	FS400ASK-39T	W	1	275	3.0	1.0	La Marque	Garner
Crucial Inc.	1D18P-23	OT	3	25	2.0	.5	La Marque	Garner
Acme Products Co., Inc.	FS400ASK-39T	W	1	275	3.0	.5	Port Arthur	Garner
Crucial Inc.	1D18P-36	OT	3	25	2.0	.5	Port Arthur	Garner
Elastec	Double Drum	OT	1	60	2.0	.5	Port Arthur	Garner
Douglas Engineering	4200SH Skim-Pak	FS	2	5 - 68	2.0	.5	N. Orleans	Garner
Marco	Sidewinder 14	OB	1	70	3.0	.5	N. Orleans	Garner
Marco	Harbor 28	OB	1	70	2.0	.5	N. Orleans	Garner
Elastec	Mini Max, 20"	OT	1	20	2.0	1.	N. Orleans	Garner

VACUUM SYSTEMS / CODES			
PU	Portable Vacuum Pump Units	**D**	Diesel
SS	Super Sucker	**E**	Electric
VT	Vacuum Truck	**G**	Gasoline
OT	Other	**H**	Hydraulic
		P	Pneumatic
		OT	Other

VACUUM SYSTEM EQUIPMENT

Name of Manufacturer	Model Number	System Type Code	Drive Type Code	Suction (inches)	Number of Units	Mfg. Recovery Rate (gpm)	Storage Capacity (gallon)	Hose Invent (feet)	Storage Location	Owner
Safety Vac	449222	OT	D	14	1	40	150	200	Deer Park	Garner
Keith/Huber	LN8000	VT	D	27.0	6	80	3000	3200	La Marque	Garner
Ford	Meyers	OT	D		2	80	3000	500	La Marque	Garner
Super Products & Guzzler	5027	SS	D	27.0	1	450	3000	500	La Marque	Garner
Keith/Huber	LN8000	VT	D	27.0	1	80	3000	500	Port Arthur	Garner

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SORBENT TYPE CODE		COMPOSITION CODE	
B	Boom	M	Mineral
PAD	Pad	NO	Natural Organic
PT	Particulate	S	Synthetic
ST	Sheet	OT	Other
SW	Sweep		
OT	Other		

SORBENTS

Name of Manufacturer	Model Number	Sorbent Type Code	Composition Type Code	Normal Inventory	Special Appl. Equip. Needed		Special Rcvg. Equip. Needed		Storage Location	Owner
					Yes	No	Yes	No		
Crucial, Inc.	OS-15	OT	S	1000		X		X	Deer Park	Garner
Complete Environmental Products	GES-P100	PAD	S	1000		X		X	Deer Park	Garner
Complete Environmental Products	GES-P200	PAD	S	250		X		X	Deer Park	Garner
Complete Environmental Products	GES-EP100	PAD	S	500		X		X	Deer Park	Garner
Complete Environmental Products	GES-P50	PAD	S	150		X		X	Deer Park	Garner
Complete Environmental Products	GES-B510	B	S	300		X		X	Deer Park	Garner
Complete Environmental Products	GES-B810	B	S	500		X		X	Deer Park	Garner
Complete Environmental Products	GES-R144	ST	S	150		X		X	Deer Park	Garner
Complete Environmental Products	GES-SW100	SW	S	300		X		X	Deer Park	Garner
Complete Environmental Products	GES-PART25	PT	S	10		X		X	Deer Park	Garner
Crucial, Inc.	OS-15	OT	S	150		X		X	La Marque	Garner
Complete Environmental Products	GES-P00	PAD	S	250		X		X	La Marque	Garner
Complete Environmental Products	GES-P200	PAD	S	100		X		X	La Marque	Garner
Complete Environmental Products	GES-P50	PAD	S	100		X		X	La Marque	Garner
Complete Environmental Products	GES-B510	B	S	100		X		X	La Marque	Garner
Complete Environmental Products	GES-B810	B	S	125		X		X	La Marque	Garner
Complete Environmental Products	GES-R144	ST	S	125		X		X	La Marque	Garner
Complete Environmental Products	GES-SW100	SW	S	150		X		X	La Marque	Garner
Complete Environmental Products	GES-PART25	P	S	10		X		X	La Marque	Garner

SORBENTS										
Name of Manufacturer	Model Number	Sorbent Type Code	Composition Type Code	Normal Inventory	Special Appl. Equip. Needed		Special Rcvg. Equip. Needed		Storage Location	Owner
					Yes	No	Yes	No		
Crucial, Inc.	OS-15	OT	S	150		X		X	Port Arthur	Garner
Complete Environmental Products	GES-P100	PAD	S	100		X		X	Port Arthur	Garner
Complete Environmental Products	GES-P200	PAD	S	75		X		X	Port Arthur	Garner
Complete Environmental Products	GES-B510	B	S	100		X		X	Port Arthur	Garner
Complete Environmental Products	GES-B810	B	S	50		X		X	Port Arthur	Garner
Complete Environmental Products	GES-R144	ST	S	25		X		X	Port Arthur	Garner
Complete Environmental Products	GES-SW100	SW	S	50		X		X	Port Arthur	Garner
Crucial, Inc.	OS-15	OT	S	250		X		X	N. Orleans	Garner
Complete Environmental Products	GES-P100	PAD	S	325		X		X	N. Orleans	Garner
Complete Environmental Products	GES-P200	PAD	S	200		X		X	N. Orleans	Garner
Complete Environmental Products	GES-EP100	PAD	S	500		X		X	N. Orleans	Garner
Complete Environmental Products	GES-B510	B	S	100		X		X	N. Orleans	Garner
Complete Environmental Products	GES-B810	B	S	150		X		X	N. Orleans	Garner
Complete Environmental Products	GES-R144	ST	S	50		X		X	N. Orleans	Garner
Complete Environmental Products	GES-SW100	SW	S	100		X		X	N. Orleans	Garner

9.7 MILLER ENVIRONMENTAL SERVICES, INC.

INTERMITTENT SERVICES AGREEMENT

Date: April 24, 1997 Contractor: Miller Environmental Services, Inc.
Agreement Number: 97-00335-A01

PARTIES
1. It is hereby agreed between Koch Energy Services Company; Koch Gateway Pipeline Company; Koch Oil Company; Koch Pipeline Company, L.P.; Koch Refining Company, L.P. (such companies being collectively referred to hereinafter as "Company") and Miller Environmental Services, Inc. (such company being referred to hereinafter as "Contractor"), whose business address is 600 Flato Road, Corpus Christi, TX 78405, that Contractor will, as an independent contractor, furnish all necessary supervision, labor, materials and equipment (other than specified labor, materials and equipment furnished by Company) and shall perform work for Company as requested by Company from time to time during the term of this agreement in conformity with the terms of this agreement.

SPECIAL CONDITIONS (If applicable):

Contractor represents and warrants that it is classified by the United States Coast Guard as a Class [insert the appropriate Class(es): A,B,C,D, and/or E] _____ Oil Spill Response Organization (OSRO) for [insert the appropriate environment(s), i.e. Great Lakes, inland, rivers and canals, or oceans] _____ environment(s) in the following geographic location(s): [insert precise description of geographic location in which OSRO classification applies] _____

* See Attached OSRO Document

Upon telephone notification from Company, Contractor shall respond to any spill or release of oil or hazardous substance with the personnel and equipment specified by Company. Company may identify Contractor as an Oil Spill Response Organization in any facility response plan developed pursuant to the Federal Oil Pollution Act of 1990, or any state counterpart thereto, for any facility located in the geographic location(s) identified above. Contractor shall respond hereunder at the request of Company whether or not Company has identified Contractor in the particular facility's response plan. Contractor shall notify Company of any change in Contractor's OSRO classification [e.g. suspension or revocation or changes in class level(s), operating environment(s), or geographic location(s)] as soon as possible, but in no event more than five (5) calendar days after the effective date of such change, suspension, or revocation.

Contractor shall be compensated in accordance with the attached rates marked as Exhibit "A". The rates shall include without limitation, all applicable taxes imposed by federal, state or other governments or bodies having jurisdiction.

04-25-1997 09:16AM P.02

Contractor shall be compensated in accordance with the attached rates marked as Exhibit "A". The rates shall include without limitation, all applicable taxes imposed by federal, state or other governments or bodies having jurisdiction.

BILLING AND PAYMENT

2. Contractor shall submit to Company's authorized representatives an itemized statement detailing charges for labor and equipment including hours, dates, the hourly charge for the labor or equipment and any charge for materials at the end of each month during which work is performed. Contractor shall furnish upon demand any records relating to the statement prior to or after payment by Company.

3. Payment shall be made within thirty (30) days of Company's receipt of the statement described in Paragraph 2 of this agreement. Company reserves the right to withhold payment until completion of the work and its acceptance by Company or until Contractor furnishes proof satisfactory to Company that all bills for materials and labor covering the work have been fully paid by Contractor, and that the premises upon which the work is done and any structures built, improved or added to are not subject to any material or labor liens or claims of liens. Final payment shall be made within thirty (30) days of the date of acceptance of the work by Company. Contractor and/or any subcontractor shall promptly and satisfactorily settle all liens and claims for labor performed and supplies or material furnished in connection with the work; and in the event Contractor fails or refuses to promptly and satisfactorily settle any such liens or claims, Company shall, after notifying Contractor in writing, have the right to settle such claims for the account of Contractor and deduct the amount thereof from amounts payable to Contractor. Payments made under this agreement shall not constitute full or partial acceptance of the work or any part of the work by Company.

PERFORMANCE OF WORK

4. Contractor shall rely solely upon Contractor's own examination and investigation of the surface and subsurface conditions at the site, and all local and general conditions that may affect performance of the work.

5. Unless otherwise specified, Contractor shall secure all permits and licenses necessary to the performance of the work, shall pay all fees and make all deposits pertaining thereto, and shall at Contractor's expense furnish all bonds required to perform the work, and shall submit proof thereof to Company.

6. Contractor shall perform the work:
   a. In a workmanlike manner using qualified, efficient and careful workers;
   b. In accord with all plans, drawings and specifications;
   c. In compliance with all applicable federal, state, local and Company's safety rules and regulations;
   d. In a manner to protect the work, the environment, Company's property and the property and persons of others from loss, damage or injury of any type;
   e. So as not to interfere with the operations of others on the premises; and,
   f. Under the supervision of an employee of Contractor.

An employee supplied by Contractor without supervision by Contractor and who is under the exclusive direction and control of Company shall be considered a borrowed servant. In all other cases, the employee shall be considered an employee of Contractor as an independent contractor. Contractor's duties to defend, indemnify, protect and hold harmless Company under Paragraph 12 of this agreement shall continue regardless of the characterization of an employee as a borrowed servant or the employee of an independent contractor.

7. Company may maintain such representatives as it deems necessary on the work site for the purpose of inspecting, testing and ensuring the satisfactory completion of the work. Company may inspect the work at any time during the progress of the work, and Contractor shall provide reasonable facilities for such inspection. If any applicable statute, regulation or order requires any part of the work to be specially tested or approved, Contractor shall give Company reasonable notice of the time and place of such testing and inspection. Company may require Contractor to correct defective work or Company may have the work corrected by others, and, in either event, Contractor shall bear the cost of such correction.

8. Unless otherwise specified, all materials shall be new and workmanship shall be of good quality. No substitutions of materials from that specified in the plans and specifications in this agreement shall be permitted unless approval is given by Company in writing.

9. Contractor guarantees the work to be performed hereunder against defects in workmanship and material that shall appear within one year following final acceptance of the work by Company, and Contractor shall promptly remedy all such defects. Contractor shall arrange for the extensions, to Company, of all additional warranties by suppliers of goods or services that are consistent with or extend or expand the terms of the above-described warranty of Contractor.

10. Contractor and its employees, agents and subcontractors shall comply with all applicable laws, regulations, ordinances and other rules of federal, state and local government and political subdivisions, and of any other duly constituted authority having jurisdiction.

11. Contractor shall be responsible for, and hereby assumes all liability, whether insured or self-insured, for loss or destruction of, or physical damage to the following:

a. All tools, machinery, equipment and appliances that are owned by Contractor or loaned to or leased by Contractor by others than Company and that are not to be incorporated into the completed work; and,

b. All personal property of Contractor's employees; whether or not such loss, destruction or damage is caused by, arises out of, or is in any way connected with the negligence of Company, its employees or agents.

INDEMNITY

12. To the fullest extent permitted by law, Contractor shall defend, protect, indemnify and save Company, its parent company, partners, subsidiaries and any other related or affiliated entities, and their respective officers, directors and employees (collectively referred to for purposes of this Paragraph 12 as "Indemnitees") harmless from and against all claims, demands, lawsuits, causes of action, strict liability claims, penalties, fines, administrative law actions and orders, expenses (including, but not limited to, attorneys' fees) and costs of every kind and character arising out of or in any way incident to any of the work performed by Contractor, its subcontractors or the employees of either, on account of personal injuries, death, damage to property, damage to the environment, or infringement of any patent,

trademark, copyright or other property right, regardless of whether such harm is to Contractor, Indemnitees, the employees or officers of either or any other person or entity. The duty to defend, protect, indemnify and save Indemnitees harmless referred to in the preceding sentence shall include, but not be limited to, claims, demands, lawsuits, strict liability claims, penalties, fines, administrative law actions and orders, costs, expenses and causes of action that result from the comparative, concurrent or contributing negligence of any person or entity including, but not limited to, Indemnitees, their agents, employees or officers, except Contractor shall not be liable under this Paragraph 12 for loss or damage resulting from the sole (100%) negligence of Indemnitees. To the fullest extent permitted by law, Contractor further agrees to indemnify, defend and hold Indemnitees harmless against the payment of any and all taxes, penalties, fines, interest, liens or indebtedness or claims against Indemnitees' property or for work performed, or measured by the work performed, growing out of or incident to Contractor's operations under this agreement including, but not limited to, taxes, penalties, fines, interest, liens or encumbrances that result from the concurrent or contributing negligence of any person or entity, which may include Indemnitees, their agents, employees or officers. Contractor shall maintain at its own cost and expense insurance covering this indemnity provision.

If and to the extent that Section 623.015 of the Texas Transportation Code applies to work performed under this agreement by Contractor, its subcontractors or the employees of either, the above indemnity provision shall only apply to the extent permitted by such statute.

INSURANCE

13. In addition to any other insurance that Contractor shall acquire under this agreement, Contractor shall maintain at its own cost and expense such insurance of the types and in the amounts as required by Company to insure all of Contractor's obligations under this agreement and that will protect Company from all claims for damages to persons and to property that may arise from any operations under this agreement or any subcontracts related to this agreement. Contractor shall maintain during the entire term of this agreement insurance policies within minimum limits of coverage all as set forth on Exhibit B, which is made a part hereof by reference. Prior to commencing work, Contractor shall require its insurer or insurance agent to supply Company a certificate of insurance in the form as set forth on Exhibit C. Such insurance shall name Company as an additional insured in accordance with the requirements of Exhibit B, with such additional insured endorsements providing coverage for Company with respect to liability arising out of Contractor's work performed for Company (including, but not limited to, liability caused or contributed to by the negligence of Contractor, its subcontractors, Company, third parties, or the agents, employees, or officers of any of them). The insurance coverages to be provided by Contractor under this paragraph, including but not limited to the additional insured coverage provided to Company, shall be independent of the indemnity provisions of this agreement, and are not designed solely to guarantee payment of Contractor's indemnity obligations.

GENERAL PROVISIONS

14. This agreement may not be assigned in whole or in part by Contractor without the prior written consent of Company, nor shall work under the contract be assigned to a subcontractor without the prior written consent of Company.

15. No amendment to this agreement shall be valid unless made in writing and signed by authorized representatives of both parties.

16. Company's right to require strict performance of Contractor's obligations shall not be affected in any way by prior waiver, forbearance or other course of dealing.

17. This agreement and any subsequent amendments comprise the entire agreement between Company and Contractor, and there are no agreements, understandings, conditions, or representations, oral or written, expressed or implied, that are not merged into this agreement or superseded by it.

18. Subject to any restrictions imposed by applicable laws, if Contractor has a petition in bankruptcy filed by or against it, has a receiver appointed for it, becomes insolvent, makes a general assignment for the benefit of creditors, refuses or fails to supply competent supervision or enough properly skilled people or proper material, disregards laws, rules or regulations applicable to the work, or otherwise violates any provision of this agreement, then Company shall have the right (in addition to any other rights it may have at law or in equity) to treat such as a breach of this agreement and may, upon the giving of written notice, terminate this agreement, terminate employment of Contractor, and take possession of the premises, all materials, tools, equipment, supplies, and appliances of any type and finish the work by whatever method Company may deem appropriate.

19. Company may require Contractor to furnish a surety bond in the full amount of and guaranteeing faithful performance of this agreement, or otherwise guaranteeing Contractor's obligations under this agreement. Such bond(s) shall be written on a form prescribed or approved by Company and shall be purchased from a source approved by Company.

20. Company shall have the right, at any reasonable time and from time to time, to audit any and all records, documents and other data pertaining to this agreement. Contractor shall cooperate in furnishing to Company all such records, documents and other data in connection with any such audit.

21. Company does not guarantee an offer of work to Contractor during the term of this agreement. Company and Contractor agree, however, that any work offered by Company to Contractor and accepted by Contractor during the term of this agreement will be performed under the terms of this agreement. Company shall not be liable in damages or otherwise, if by reason of an act of God or public enemy, strike, lockout, boycott, picketing, riot, insurrection, fire, or any governmental order, rule, or regulation, or any ordinance Company shall be delayed in, or prevented from, furnishing any materials, equipment, facilities, services, etc., required to be furnished by it hereunder.

22. Contractor shall comply with and be subject to the most recent Substance Abuse Policy issued by Koch Industries, Inc. All employees of Contractor shall be subject to drug testing when on the premises of Company. In addition to the foregoing requirements, should Contractor perform services related to facilities regulated by the United States Department of Transportation, Contractor shall have developed and implemented, or have contracted with an organization that has developed and implemented, substance abuse policies in compliance with 41 U.S.C. 701, et seq., 49 C.F.R. Part 199 and 49 C.F.R. Part 40, if applicable; and, with respect to equal employment opportunity and affirmative action compliance, Contractor shall comply with the provisions of Section 202 of Executive Order 11246 and the rules and regulations issued pursuant to Section 201 thereof. Contractor shall provide Company with documentation demonstrating compliance with such laws upon the request of Company.

23. Contractor warrants and represents that, to the extent applicable to any activities that may be performed pursuant to this agreement by Contractor or its subcontractors, all of Contractor's employees and its subcontractors' employees have received all safety training required by law for employees working in an environment in which they may come in contact with crude oil, natural gas, natural gas liquids, refined products or hazardous materials. Contractor agrees to permit Company to inspect Contractor's records in order to assure compliance with this Paragraph 23.

24. In the event any provision herein shall be judicially interpreted or held to be void or otherwise unenforceable as written, such provision shall be deemed to be revised and modified to the extent necessary to make it legally enforceable. In any event, the remaining terms of the agreement shall be enforceable as though the void or unenforceable provision did not exist.

TERM

25. This agreement shall be effective as of the date above written and shall continue for a one-year period following that date. At the end of the initial one-year period the agreement shall continue until replaced by a subsequent agreement or otherwise revoked by written notice by either party.

So agreed on the date below written.

COMPANY	CONTRACTOR
Koch Energy Services Company; **Koch Gateway Pipeline Company;** **Koch Oil Company;** **Koch Pipeline Company, L.P.;** **Koch Refining Company, L.P.**	**Miller Environmental Services, Inc.**
By _____	By _____
Title _____	Title PRESIDENT
Date _____	Date 4/25/97
COMPANY'S WITNESS	CONTRACTOR'S WITNESS
By _____	By _____
Date _____	Date _____

KKM 4-25-97

9.8 EAGLE SKY PATROL

Date: 6/5/2008 Time: 2:22 P To: @ 16055841449

SERVICE AGREEMENT 0600206-SV

This **SERVICE AGREEMENT** ("Agreement"), dated **May 10, 2006**, is made by and between:

(i) **Flint Hills Resources, LP, Koch Pipeline Company, L.P., Minnesota Pipe Line Company, LLC** (herein collectively referred to as "Company"), having a place of business at 4111 East 37th Street North, Wichita, Kansas 67220; and

(ii.) **Eagle Sky Patrol, Inc.** (herein referred to as "Contractor"), having a place of business at 11885 Roubaix Lake Road, Lead, SD 57754.

Company may from time to time in the future desire Contractor, as an independent contractor, to perform certain work or services for Company and/or supply certain equipment or materials to Company (collectively, "Work"), including but not limited to Work of the following type:

Company and Contractor hereby agree that any such Work shall be provided pursuant to the following general terms and conditions:

1. BILLING AND PAYMENT.

(a.) Contractor shall be compensated in accordance with the attached rates marked as Exhibit "A." The rates shall include, without limitation, all applicable taxes imposed by federal, state or other governments or bodies having jurisdiction.

(b.) Contractor shall submit to Company's authorized representatives an itemized statement detailing charges for labor and equipment including hours, dates, the hourly charge for the labor or equipment and any charge for materials at the end of each month during which Work is performed. Contractor shall furnish upon request any records relating to the statement prior to or after payment by Company.

(c.) Payment shall be made within thirty (30) days of Company's receipt of the statement described in Subparagraph 1(b) of this Agreement. Company reserves the right to withhold payment until completion of the Work and its acceptance by Company or until Contractor furnishes proof satisfactory to Company that all bills for materials and labor covering the Work have been fully paid by Contractor, and that the premises upon which the Work is done and any structures built, improved or added to are not subject to any material or labor liens or claims of liens. Final payment shall be made within thirty (30) days of the date of acceptance of the Work by Company. Contractor and/or any subcontractor shall promptly and satisfactorily settle all liens and claims for labor performed and supplies or material furnished in connection with the Work; and in the event Contractor fails or refuses to promptly and satisfactorily settle any such liens or claims, Company shall, after notifying Contractor in writing, have the right to settle such claims for the account of Contractor and deduct the amount thereof from amounts payable to Contractor. Payments made under this Agreement shall not constitute full or partial acceptance of the Work or any part of the Work by Company. If "Company," as defined above, includes more than one entity, Contractor agrees that each such entity will be separately, not jointly, responsible for the obligations hereunder as relating to work performed for such entity.

2. SAFETY. Contractor shall be responsible for the safety of its employees, subcontractors and agents. In addition, as relating to Contractor's activities hereunder, Contractor shall have full authority and responsibility to identify all hazardous conditions at the worksite. To the extent Contractor becomes aware of a hazardous condition caused by the employees, facilities and/or equipment of Company, Contractor shall immediately notify Company of such and cease any work that could result in injury to any person(s) or damage to property or the environment until the hazardous condition is remedied by Company. To the extent such hazardous condition is caused by the employees, facilities and/or equipment of Contractor, its subcontractors and/or agents, Contractor shall immediately (i) remedy such hazardous condition, to the extent relating to such employees, facilities and/or equipment, (ii) cease any work that could result in injury to any person(s) or damage to property or the environment until the hazardous condition is remedied by Contractor; (iii) notify Company of such hazardous condition, and (iv) Contractor shall comply with and be subject to the most recent Substance Abuse Policy issued by Koch Industries, Inc. (or Company , as applicable). All employees of Contractor and its subcontractors shall be subject to drug testing when on the premises of Company.

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3. **TERM**. This Agreement shall be effective as of the date first written above, and shall continue in effect thereafter until terminated by either party upon 30 days advance written notice to the other party. Company does not guarantee an offer of work to Contractor during the term of this Agreement. If Contractor violates any of the terms hereof or otherwise breaches this Agreement, or, subject to any restrictions imposed by applicable law, if Contractor becomes bankrupt or insolvent, Company may immediately terminate this Agreement upon written notice.

4. **ASSIGNMENT; SUBCONTRACTORS; AMENDMENTS; ENTIRE AGREEMENT**. This Agreement may not be assigned in whole or in part by Contractor without the prior written consent of Company, nor shall Work under this Agreement be assigned to a subcontractor without the prior written consent of Company. No amendment to this Agreement shall be valid unless made in writing and signed by authorized representatives of both parties. This Agreement and any subsequent amendments comprise the entire agreement between Company and Contractor with respect to the subject matter hereof.

5. **CONDUCT OF ACTIVITIES**. Contractor and its subcontractors, and the employees and agents of any of them, shall conduct their activities hereunder in accordance with all applicable governmental laws, rules, and regulations and good standard industry practices, in a workmanlike manner, and in a manner that does not interfere with the operations of others (Company or third parties) on the premises. Defective work will, upon Company's request, be re-performed by Contractor at no cost to Company. Company makes no representation as to any conditions at the site of the Work, and Contractor shall rely solely on Contractor's own examination and investigation of the surface and subsurface conditions at the site of the Work, and all local and general conditions that may affect performance of the Work. Company shall have the right, at any reasonable time and from time to time, to audit any and all records, documents and other data pertaining to this agreement, and Contractor shall cooperate in furnishing to Company all such records, documents and other data in connection with any such audit

6. **RELEASE AND INDEMNITY. TO THE FULLEST EXTENT PERMITTED BY LAW, CONTRACTOR AGREES TO RELEASE, DEFEND, INDEMNIFY, AND HOLD COMPANY AND ITS AFFILIATED ENTITIES AND THE OFFICERS AND EMPLOYEES OF EACH OF THEM (COLLECTIVELY, "INDEMNITEES") HARMLESS FROM AND AGAINST ANY LIABILITY, LOSSES, DAMAGES, CAUSES OF ACTION, ADMINISTRATIVE LAW ACTIONS AND ORDERS, PENALTIES, FINES, COSTS (INCLUDING, BUT NOT LIMITED TO, REASONABLE ATTORNEYS' FEES), CLAIMS, OR STRICT LIABILITY CLAIMS (COLLECTIVELY, "LIABILITY/CLAIMS") ARISING OUT OF OR IN ANY WAY INCIDENT TO THE WORK PERFORMED BY CONTRACTOR OR ITS SUBCONTRACTORS OR THE EMPLOYEES OF EITHER, ON ACCOUNT OF PERSONAL INJURIES, DEATH, DAMAGE TO PROPERTY, DAMAGE TO THE ENVIRONMENT, OR INFRINGEMENT OF ANY PATENT, TRADEMARK, COPYRIGHT, OR OTHER PROPERTY RIGHT, REGARDLESS OF WHETHER SUCH HARM IS TO CONTRACTOR, INDEMNITEES, THE EMPLOYEES OR OFFICERS OF EITHER, OR ANY OTHER PERSON OR ENTITY, AND REGARDLESS OF HOW SUCH LIABILITY/CLAIMS ARE CAUSED (BY INDEMNITEES' NEGLIGENCE, THE NEGLIGENCE OF THIRD PARTIES, OR OTHERWISE), BUT EXCLUDING LIABILITY/CLAIMS TO THE EXTENT CAUSED BY THE SOLE (100%) NEGLIGENCE OF INDEMNITEES. CONTRACTOR'S DUTIES UNDER THIS PARAGRAPH SHALL SURVIVE THE TERMINATION, REVOCATION, OR EXPIRATION OF THIS AGREEMENT.**

7. **INSURANCE**. Contractor agrees to maintain during the term of this Agreement the following insurance (Contractor shall provide to Company a certificate of insurance evidencing such insurance prior to commencing Work hereunder, and periodically as needed thereafter to show continuing coverage; such insurance coverages shall be independent of the indemnity provisions of this Agreement, and are not designed solely to guarantee payment of Contractor's indemnity obligations):

(a.) **Worker's Compensation and Employers' Liability Insurance**, as prescribed by applicable law. Such insurance shall contain a waiver of the right of subrogation against Company, an assignment of statutory lien, if applicable, and an Alternate Employer Endorsement (WC 00 03 01) naming Company as an Alternate Employer;

(b.) **Commercial General Liability Insurance** (with coverage no more restrictive than that provided for by standard form Commercial General Liability Policy (ISO CG 00 01 01 96 with standard exclusions "a"

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through "n", ISO CG 00 01 07 98 with standard exclusions "a" through "o", or ISO CG 00 01 10 01 with standard exclusions "a" through "o"),with a minimum limit of **$3,000,000** per occurrence and in the aggregate for bodily injury and property damages, and with Products and Completed Operations and Contractual Liability coverages, and shall name Company as an additional insured on such policy, and on Contractors' Excess/Umbrella policies, using Endorsement CG 20 10 10 93, CG 20 10 03 97, or CG 20 10 10 01 with such insurance being primary to and not in excess of any other insurance available to Company. Contractor acknowledges that in no event will Company's insurance, including but not limited to any SIR or deductible, be considered "other insurance" under the terms of Contractor's policies; and

(c.) **Automobile Liability Insurance**, covering all owned, non owned, hired and leased vehicles with a minimum combined single limit for Bodily Injury and Property Damage of **$3,000,000** per accident, with Contractual Liability coverage.

The limits specified in (a), (b), and (c), above, may be satisfied with a combination of primary and Umbrella/Excess Insurance, such Umbrella/Excess Liability Insurance shall name Company as an additional insured. The above described insurance shall include a requirement that the insurer provide Company with thirty (30) days' written notice prior to the effective date of any cancellation or material change of the insurance. All self-insured retentions ("SIRs") and deductibles shall be the responsibility of and to the account of Contractor; Contractor agrees that such insurance shall not be subject to any SIRs unless specifically consented to in writing by Company.

8. INDEPENDENT CONTRACTOR. The parties understand and acknowledge that Contractor, its subcontractors, and the employees of either are not agents or employees of Company and have no authority to obligate or bind Company in any way without the express written permission of an appropriate officer of Company. Contractor further agrees and acknowledges that Contractor, its subcontractors, and the employees of either are not eligible for Company's employee benefit program. Contractor further understands and acknowledges that (as between Contractor and Company) Contractor is fully and solely responsible for all taxes, assessments, penalties, fines, and interest relating to wages and benefits paid to its (or its subcontractors') employees under this Agreement, pursuant to all federal, state and local laws, including required withholding from wages of employees, regardless of the characterization of those employees by the parties, administrative agencies, or the courts.

9. CONFIDENTIALITY. All information that Contractor acquires from Company hereunder, directly or indirectly, and all information that arises out of the Services performed hereunder, concerning such Services and/or proprietary processes involved in such Services, including without limitation, information concerning Company's current and future business plans, information relating to Company's operations, and other Company-furnished information and know-how relating to such Services shall be deemed Company's Proprietary Information. Company's Proprietary Information shall be held in strictest confidence by Contractor and shall be used solely for purposes of performing such Services. The obligations under this Paragraph shall survive completion of such work/services and termination of this Agreement.

10. INCIDENT NOTIFICATION Contractor shall notify Company (and provide details as requested by Company) as soon as reasonably possible in the event any accident or other event occurs during the course of Contractor's work hereunder that involves non-compliance by Contractor (or its subcontractors) with any applicable laws, regulations, ordinances, or rules.

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11. GOVERNING LAW. The Agreement shall be governed by the laws of the jurisdiction where the facility is located for which the work is performed unless specifically agreed otherwise.

SO AGREED, EXECUTED ON THE DATES INDICATED BELOW, BUT EFFECTIVE AS OF THE DATE FIRST ABOVE WRITTEN:

"COMPANY" (as defined above)
Flint Hills Resources, LP,

By: [signature]
Printed Name: Randy D. Lenz
Title: V.P. Terminal Operations
Date: 10/31/08

Koch Pipeline Company, L.P.,
Minnesota Pipe Line Company, LLC

By Authorized Representative:
[signature]
Printed Name: Michelle P. Butterfield
Date: 10-27-08

"CONTRACTOR" (as defined above)
Eagle Sky Patrol, Inc.

Federal ID Number: 46-0393884

By: [signature]
Printed Name: John R Kruse
Title: President
Date: June 26, 2008

REV 6-05

FLINT HILLS
resources®

Ingleside Terminal

Integrated Contingency Plan

Annex 10
Definitions / Acronyms

ANNEX 10 - DEFINITIONS/ACRONYMS

ACP: Area Contingency Plan

AMPD: Average Most Probable Discharge

API: American Petroleum Institute

AST: Aboveground Storage Tank

ADVERSE WEATHER (FROM USCG): Weather conditions that will be considered when identifying response systems and equipment in a response plan for the applicable operating environment. Factors to consider include significant wave height (as specified in 33 CFR Part 154, Appendix C, Table 1), ice, temperature, weather-related visibility, and currents within the Captain of the Port (COTP) zone in which the systems or equipment are intended to function.

AREA: That geographic area for which a separate and distinct Area Contingency Plan has been prepared, as described in the Oil Pollution Act of 1990. For EPA areas with sub-area plans or annexes to the Area Contingency Plan, the EPA Regional Administrator shall decide which sub-area plan is to be exercised within the triennial cycle.

AREA COMMITTEE: Area Committees are those committees comprised of federal, state and local officials, formed in accordance with section 4202 of the Oil Pollution Act of 1990, whose task is to prepare an Area Contingency Plan for the area for response to a discharge of oil or hazardous substance.

AREA SPILL MANAGEMENT TEAM: The Area Spill Management Team is the group of individuals within the Coast Guard or EPA On-Scene Coordinator organization with responsibility for spill response management within the respective area. The Area Spill Management Team should include state and local personnel whenever possible.

AVERAGE MOST PROBABLE DISCHARGE: This definition is agency-dependent, and the appropriate definitions are detailed as follows:

- For Coast Guard-regulated vessels, a discharge of 50 barrels of oil from the vessel during oil transfer operations [33 CER 155. 1020].
- For Coast Guard-regulated facilities, a discharge of the lesser of 50 barrels or 1 percent of the volume of the worst-case discharge [33 CER 154.1020].
- For EPA-regulated facilities, a small spill volume of 2,100 gallons or less, provided this amount is less than the worst-case discharge.
- For RSPA-regulated pipelines, the size of the discharge as defined in the response plan regulations.
- For MMS-regulated offshore facilities, the size of the discharge as defined in the response plan regulations.
- For Areas, the size of the discharge as defined in the Area Contingency Plan.

BBLS: Barrels 42 United States gallons (159 liters) at 60° Fahrenheit (15.6º Celsius)

BARGE CUSTODIAN: A barge custodian is the individual that has custody of an unmanned barge. The barge custodian may be affiliated with the towing vessel, fleeting area or facility at which the barge may be moored. The custodian can be the towing vessel operator, the facility operator, the fleet operator, or whoever may be in charge of the entity that has custody of the barge.

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.

CERCLA: Comprehensive Environment Response, Compensation and Liability Act of 1980

CFR: Code of Federal Regulations

CHRIS: Chemical Hazards Response Information System (USCG)

CMT: Crisis Management Team

COTP: Captain of the Port (USCG)

CSO: Compliance System Owner

CWA: Clean Water Act (Federal)

CPR: Cardiopulmonary Resuscitation

CAPTAIN OF THE PORT (COTP) ZONE: A zone specified in 33 CFR Part 3 and, where applicable, the seaward extension of that zone to the outer boundary of the exclusive economic zone.

CERTIFICATION: Certification is the act of confirming that an exercise (1) was completed; (2) was conducted in accordance with the PREP guidelines, meeting all objectives listed, and (3) was evaluated using a mechanism that appraised the effectiveness of the response or contingency plan.

CLEANUP: Cleanup refers to the removal and/or treatment of oil, waste, or contaminated materials generated by a spill incident. Cleanup includes restoration of the site and its natural resources.

COMMUNICATIONS EQUIPMENT: Equipment utilized during response operations to maintain communications between employees, contractors, and federal, state, and local agencies.

COMPLEX: A complex is a facility regulated under section 311 (j) of the Federal Water Pollution Control Act [33 U.S.C. 1321](1) by two or more federal agencies.

CONTAINMENT BOOM: A flotation or freeboard device made with a skirt or curtain, longitudinal strength member, and ballast designed to entrap and contain floating products on water for recovery.

CONTINGENCY PLAN: A document used by federal, state, and local agencies to guide their planning and response procedures regarding spills of oil, hazardous substances, or other emergencies or; a document used by industry as a response plan for spills of oil, hazardous substances, or other emergencies occurring on vessels or at facilities.

CONTRACT OR OTHER APPROVED MEANS: This includes—

1. A written contractual agreement with a response contractor. The agreement should identify and ensure the availability of the specified personnel and equipment described under the USCG regulations in 33 CFR 150 and 154 within stipulated response times in the specified geographic areas.

2. Certification by the facility owner or operator that the specified personnel and equipment described under the USCG regulations in 33 CFR 150 and 154 are owned, operated, or under the direct control of the facility owner or operator, and are available within stipulated times in the specified geographic areas.
3. Active membership in a local or regional Oil Spill Removal Organization that has identified specified personnel and equipment described under the USCG regulations in 33 CFR 150 and 154 that are available to respond to a discharge within stipulated times in the specified geographic areas.
4. A document that
    a. Identifies the personnel, equipment, and services capable of being provided by the response contractor within stipulated response times in specified geographic areas;
    b. Sets out the parties' acknowledgement that the response contractor intends to commit resources in the event of a response;
    c. Permits the Coast Guard to verify the availability of the response resources identified through tests, inspections, and drills; and
    d. Is referenced in the response plan.

DOT: Department of Transportation

DECONTAMINATION: The removal of hazardous substances from personnel and their equipment.

DISCHARGE: Any intentional or unintentional emission including, but not limited to, spilling, leaking, pumping, pouring, emitting, emptying, or dumping.

DISPERSANTS: Those chemical agents that emulsify, disperse, or solubilize oil into the water column or promote the surface spreading of oil slicks to facilitate dispersing the oil into the water column.

EOC: Emergency Operations Center

EPA: Environmental Protection Agency

ERNS: Emergency Response Notification System

EFFECTIVE DAILY RECOVERY RATE: Throughput rate of recovery equipment over a 24-hour period adjusted for efficiency. Formulas vary depending on type of equipment.

ECC: Emergency Communications Center

EMERGENCY SERVICE: Those activities provided by state and local governments to prepare for and carry out any activity to prevent, minimize, respond to, or recover from an emergency.

EMERGENCY RESPONSE PHASE: The portion of a spill response where the primary concern is the alleviation of the immediate danger to human life, health, safety, or property by stabilizing the real or threatened release.

ENVIRONMENTALLY SENSITIVE AREA: A natural resource that requires protection in the event of a release of a hazardous substance.

EQUIPMENT ACTIVATION: Equipment activation is the movement, staging, deployment or operation of response equipment, as determined by the plan holder in consultation with the exercise design team.

EQUIPMENT DEPLOYMENT EXERCISE: An equipment deployment exercise is an exercise where response equipment is deployed to a specific site and operated in its normal operation medium.

EXERCISE DESIGN TEAM: This team is comprised of federal, state and industry representatives who have responsibility for designing an Area Exercise.

FR: Federal Register

gpm: Gallons Per Minute

HAZMAT: Hazardous Material

HAZWOPER: Hazardous Waste Operation and Emergency Response Program

HAZARDOUS MATERIAL: Any non-radioactive solid, liquid, or gaseous substance that, when uncontrolled, may be harmful to humans, animals, or the environment. This includes but is not limited to, substances otherwise defined as hazardous wastes, dangerous wastes, extremely hazardous wastes, oil, or pollutants.

HIGH VOLUME AREA: An area which an oil pipeline having a nominal outside diameter of 20 inches (508 millimeters) 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. Appendix B to this part contains a list of some of the high volume areas in the United States.

INCIDENT: Any event resulting in a spill or release of oil or hazardous materials that may require action by emergency service personnel to prevent or minimize loss of life or damage to property and/or natural resources.

INDUSTRY: For the purpose of these guidelines, industry means the vessels, marine transportation-related (MTR) facilities, onshore and certain offshore non-transportation-related facilities, pipelines, and Outer Continental Shelf platforms for which response plans for oil spill response are required to be submitted by owners or operators. The response plan requirements and regulations for these entities are administered by the Coast Guard, EPA, and PHMSA.

INITIAL CLEANUP: Remedial action at a site to eliminate acute hazards associated with a spill. An initial cleanup action is implemented at a site when a spill of material is an actual or potentially imminent threat to public health or the environment, or difficulty of cleanup increases significantly without timely remedial action. All sites must be evaluated to determine whether Initial Cleanup is total cleanup; however, this will not be possible in all cases due to site conditions (i.e., a site where overland transport or flooding may occur).

INITIAL NOTIFICATION: The process of notifying spill response personnel and federal/state/local agencies that a spill incident has occurred, including all pertinent available information about the incident.

INJURY: 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 WATERS: State waters not considered coastal waters, such as lakes, rivers, ponds, streams, or underground water.

INTERIM STORAGE SITE: A site used to temporarily store recovered oil or oily waste until the recovered oil or oily waste is disposed of at a permanent disposal site. Interim storage sites include trucks, barges, and other vehicles used to store waste until transport begins.

KEDT: Koch Excise Design Team

LEPC: Local Emergency Planning Committee

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.

LOCAL GOVERNMENT: Any county, city, town, village, or other political subdivision of the state, and any Indian tribe or authorized tribal organization.

MMA: Minerals Management Service

MMPD: Maximum Most Probable Discharge

MSDS: Material Safety Data Sheet

MTR: Marine Transportation Related

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. For a list of rivers see "Rolling Rivers, An Encyclopedia of America's Rivers," Richard A. Barlett, Editor, McGrawHill Book Company, 1984.

MARINE TRANSPORTATION-RELATED FACILITY (MTR FACILITY): An onshore facility, including piping and any structure used to transfer oil to or from a vessel, subject to regulation under 33 CFR Part 154 and any deep water port subject to regulation under 33 CFR Part 150 and 40 CFR Part 112.

MAXIMUM EXTENT PRACTICABLE: The planning values used to evaluate the resources to respond to a worst-case discharge from a facility in adverse weather.

MAXIMUM EXTENT PRACTICABLE (for PHMSA): 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.

MAXIMUM MOST PROBABLE DISCHARGE: This definition is agency-dependent, and the appropriate definitions are detailed as follow:

- For Coast Guard regulated vessels, a discharge of 2,500 barrels of oil for vessels with an oil cargo capacity equal to or greater than 25,000 barrels, or 10 percent of the vessel's oil cargo capacity for vessels with a capacity of less than 25,000 barrels [33 CFR 155.1020]
- For Coast Guard-regulated facilities, a discharge of the lesser of 1,200 barrels or 10 percent of the volume of a worst-case discharge [133 CFR 154. 1020].
- For EPA-regulated facilities, a discharge greater than 2,100 gallons (50 barrels) and less than or equal to 36,000 gallons (857 barrels) or 10 percent of the capacity of the largest tank at the facility, whichever is less.
- For PHMSA-regulated pipelines, the size of the discharge as defined in the response plan regulations.
- For MMS-regulated offshore facilities, the size of the discharge as defined in the response plan regulations.

MEDIUM SPILL: Any spill volume greater than 2,100 gallons and less than or equal to 36,000 gallons, or 10 percent of the capacity of the largest aboveground storage tank, whichever is less.

NCP: National Contingency Plan

NPDES: National Pollution Discharge Elimination System

NPFC: National Pollution Fund Center

NPREP: National Preparedness for Response Exercise Program

NRC: National Response Center (USCG)

NSF: National Strike Force (USCG)

NVIC: Navigation and Vessel Inspection Circular

NWI: National Wetlands Inventory

NATIONAL RESPONSE SYSTEM: Under 40 CER part 300 (The National Oil and Hazardous Substances Pollution Contingency Plan), the National Response System (NRS) includes the National Response Team, Regional Response Teams, On-Scene Coordinators, and state and local government entities involved with response planning and coordination.

NATURAL RESOURCE: Land, fish, wildlife, biota, air, water, groundwater, drinking water supplies, and other such resources belonging to, managed by, held in trust by, appertaining to, or otherwise controlled by the state, federal government, private parties, or a municipality.

NAVIGABLE WATERS: Waters of the United States including the territorial seas. A complete definition appears in 40 CFR 112.2.

NON-PERSISTENT OR GROUP OIL: A petroleum-based oil that at the time of shipment, consists of hydrocarbon fractions-

1. At least 50 percent of which by volume distills at a temperature of 340 degrees C (645 degrees F) and
2. At least 95 percent of which by volume distills at a temperature of 370 degrees C (700 degrees F).

NON-PETROLEUM OIL: Oil of any kind that is not petroleum based. It includes, but is not limited to, animal and vegetable oils.

OPA: Federal Oil Pollution Act of 1990

OSC: On-Scene Coordinator

OSIC: On-Scene Incident Commander

OSHA: Occupational Safety and Health Administration

OSRO: Oil Spill Removal Organization

OIL OR OILS (OPA STATUTE 484): Oil of any kind or in any form including, but not limited to, petroleum, fuel oil, sludge, oil refuse, and oil mixed with wastes other than dredged spoil, but does not include petroleum, including crude oil or any fraction thereof, which is specifically listed or designated as a hazardous substance under subparagraphs (A) through (F) of section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act and which is subject to the provisions of that Act.

OIL SPILL REMOVAL ORGANIZATION (OSRO): An oil spill removal organization is an entity that provides response resources. An oil spill removal organization includes, but is not limited to, any for-profit or not-for-profit contractor, cooperative, or in-house response resources established in a geographic area to provide required response resources. Contracted to undertake a response action.

OILY WATERS: Oil-contaminated water resulting from an oil spill or oil spill response operation.

ON-SCENE COORDINATOR: The On-Scene Coordinator is the federal official pre-designated by EPA or the USCG prior to an oil spill to coordinate and direct federal responses under subpart D of the National Contingency Plan, or the official designated by the lead agency to coordinate and direct removal actions under subpart E of the National Contingency Plan.

ONSHORE FACILITY: Any facility, located in, on, or under any land within the United States, other than submerged lands.

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.

OWNER OR OPERATOR: (1) In the case of a vessel, any person owning, operating, or chartering by demise the vessel; (2) in the case of an onshore or offshore facility, any person owning or operating the facility; and (3) in the case of an abandoned vessel or onshore or offshore facility, the person who owned or operated the vessel or facility immediately before its abandonment, or (4) a person who owns or operates onshore oil pipeline facilities. Note: “Operator” does not include any person who owns the land underlying a facility if the person is not involved in the facility’s operations.

PERSISTENT OIL: A petroleum-based oil that does not meet the distillation criteria for a non-persistent oil. Persistent oils are further classified based on specific gravity as follows:

1. Group II - specific gravity less than .85
2. Group III - specific gravity between .85 and less than .95
3. Group IV - specific gravity .95 to and including 1.0
4. Group V specific gravity greater than 1.0

PERSON: Any political subdivision, government agency, municipality, industry, public or private corporation, co-partnership, association, firm, individual, or any other entity whatsoever.

PHMSA: Pipeline and Hazardous Materials Safety Administration.

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.

PLAN HOLDER: The plan holder is the industry (e.g. vessels, MTR facilities, onshore and certain offshore non-transportation-related facilities, pipelines, or offshore facilities) for which a response plan is required by federal regulation to be submitted by a vessel or facility’s owner or operator. If an owner or operator is authorized to prepare one plan for a fleet of vessels, that owner or operator is considered to be the plan holder.

PREP: The National Preparedness Response Exercise Program. A voluntary program for plan holders to fulfill the exercise requirements of the Oil Pollution Act of 1990.

PRIMARY OVERSIGHT AGENCY: The primary oversight agency is the agency with regulatory authority over a particular industry. For the purposes of the PREP, the four primary oversight agencies and the industries they regulate are the U.S. Coast Guard (vessels, MTR facilities), the Environmental Protection Agency (onshore and certain offshore non-transportation-related facilities), the Pipeline and Hazardous Materials Safety Administration (pipelines), and the Minerals Management Service (offshore facilities).

QI: Qualified Individual

QUALIFIED INDIVIDUAL: A qualified individual is the person located in the United States who meets the requirements identified in the respective federal regulations (USCG, EPA, PHMSA), and who is authorized to do the following: (I) activate and engage in contracting with oil spill removal organizations; (2) act as a liaison with the On-Scene Coordinator, and (3) obligate funds required to effectuate response activities. The qualified individual will be the individual or a designee identified in the response plan.

RA: Regional Administrator (EPA)

RCRA: Resource Conservation and Recovery Act

RTUs: Remote Terminal Units

RECREATION AREAS: Publicly accessible locations where social/sporting events take place.

RESPONSE ACTIVITIES: The containment and removal of oil from the water and shorelines, temporary storage and disposal of recovered oil or other waste, or the taking of other actions as necessary to minimize or mitigate damage an oil spill causes to the environment.

RESPONSIBLE PARTY: Any person, owner/operator, or facility that has control over an oil or hazardous substance immediately before entry of the oil or hazardous substance into the atmosphere or into or upon the waters, surface land, or subsurface land of the state.

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 capabilities necessary to perform the response activities identified in a response plan.

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.

RIVERS AND CANALS: A body of water confined within the inland area that has a project depth of 12 feet or less, including the Intracoastal Waterway and other waterways artificially created for navigation.

SARA: Superfund Amendments and Reauthorization Act

SCADA: Supervisory Control and Data Acquisition

SCBA: Self Contained Breathing Apparatus

SERC: State Emergency Response Commission

SIC: Standard Industrial Classification

SMT: Spill Management Team

SPCC: Spill Prevention Control and Countermeasures

SELF-CERTIFICATION: Self-certification is where the plan holder declares he has met the following standards: (1) completion of the exercise; (2) conducting of the exercise in accordance with the PREP guidelines, meeting all objectives listed; and (3) evaluation of the exercise using a mechanism that appraises the effectiveness of the response or contingency plan.

SELF-EVALUATION: Self-evaluation means that the plan holder is responsible for carefully examining the effectiveness of the plan for response during the exercise. The plan holder may choose the mechanism for conducting this appraisal, as long as it appropriately measures the plan effectiveness. The plan holder is responsible for addressing issues that arise in the exercise that would lead to improvements in the response plan or any aspect of preparedness for spill response. The plan holder is responsible for incorporating necessary changes to the response plan as a result of the exercise.

SKIMMERS: Mechanical devices used to skim the surface of the water and recover floating oil. Skimmers fall into four basic categories (suction heads, floating weirs, oleophilic surface units, and hydrodynamic devices) that vary in efficiency depending on the type of oil and size of spill.

SMALL SPILL: Any spill volume less than or equal to 2,100 gallons, but not to exceed the calculated worst-case discharge.

SORBENTS: Materials ranging from natural products to synthetic polymeric foams placed in areas to absorb or adsorb small quantities of oil. Sorbents are effective in protecting walkways, boat decks, working areas, and previously uncontaminated or cleaned areas.

SPECIFIED MINIMUM YIELD STRENGTH: The minimum yield strength, expressed in pounds per square inch, prescribed by the specification under which the material is purchased from the manufacturer.

SPILL: An unauthorized discharge of oil or hazardous substance into the waters of the United States.

SPILL MANAGEMENT TEAM: The Spill Management Team is the group of personnel identified to staff the appropriate organizational structure to manage spill response implementation in accordance with the response plan.

SPILL RESPONSE: All actions taken in response to spills of oil and hazardous materials, e.g., receiving and making notifications; information gathering and technical advisory phone calls; preparation for and travel to and from spill sites; direction of cleanup activities; damage assessments; report writing, enforcement investigations, and actions; cost recovery; and program development.

STRESS LEVEL: The level of tangential or hoop stress, usually expressed as a percentage of specified minimum yield strength.

SUBSTANTIAL THREAT OF A DISCHARGE: Any incident or condition involving a facility, which may create a risk of discharge of fuel or oil. Such incidents include, but are not limited to, storage tank or piping failures, aboveground or underground leaks, fires, explosions, flooding, spills contained within the facility, or other similar occurrences.

TICS: Tank and Industrial Cleaning Services, Inc.

TABLETOP EXERCISE: For the purpose of the PREP, a table-top exercise is an exercise of the response plan and the spill management team's response efforts without the actual deployment of response equipment.

TXGLO: Texas General Land Office

USCG: United States Coast Guard

USGS: United States Geological Survey

USFWS: United States Fish and Wildlife Service

UST: Underground Storage Tank

UV: Ultraviolet

UNIFIED COMMAND: This entity is a command structure consisting of the On-Scene Coordinator, the State and the Responsible Party. The Unified Command is utilized during a spill response to achieve the coordination necessary to carry out an effective and efficient response.

VERIFICATION: Verification is the act of ensuring that an exercise was properly documented and certified. Verification would be conducted by the Coast Guard, EPA, or DOT PHMSA. Verifications of the exercise records may be conducted through normal operations of the regulatory agency, such as inspections, boarding, spot checks, or other systems developed to ensure exercises are being conducted and properly documented.

VESSEL: Any watercraft or other artificial contrivance used, or capable of being used, as a means of transportation on water, other than a public vessel.

WCD: Worst-Case Discharge

WATERS OF THE STATE: Includes lakes, rivers, ponds, streams, inland waters, underground water, salt water, estuaries, tidal flats, beaches, and lands adjoining the seacoast of the state, sewers, and all other surface waters and watercourses within the jurisdiction of a state.

WORST-CASE DISCHARGE: This definition is agency-dependent, and the appropriate definitions are detailed as follows:

- For Coast Guard-regulated vessels, a discharge in adverse weather conditions of a vessel's entire cargo as defined in 33 CFR 155.1020.
- For Coast Guard-regulated facilities, the size of the discharge as defined in 33 CFR 154.1020 (in the case of an onshore facility and deepwater port, the largest foreseeable discharge in adverse weather conditions meeting the requirements of 33 CFR 154.1029).
- For EPA-regulated facilities, the size of the discharge described in 40 CFR 112.20.
- For EPA-regulated facilities, The worst-case discharge for onshore storage facilities with multiple storage tanks is determined as follows (according to final regulations):

- If secondary containment is inadequate to contain the volume of the largest tank in each containment area and precipitation, the worst-case discharge equals the total aboveground oil storage capacity at the facility, or
- If secondary containment area is inadequate for some of the tanks but not all of them, the worst-case discharge equals 100% of the capacity of the largest single aboveground storage tank plus the volume in tanks without adequate secondary containment.
- For RSPA-regulated pipelines, the size of the discharge as defined in applicable regulations.
- For MMS-regulated offshore facilities, the size of the discharge as defined in applicable regulations.
- For PHMSA-regulated facilities, the largest foreseeable discharge of oil, including a discharge from fire or explosion, in adverse weather conditions. This volume will be determined by each pipeline operator for each response zone and is calculated according to §194.105.
- For Areas, the size of the discharge as defined in the Area Contingency Plan.
- For Complexes regulated by more than one federal agency, the largest of the worst-case discharges calculated for the various regulated components.