

## SPCC CONTINGENCY PLAN

This policy is to be used, and followed, as a guideline in the event of any and all accidental releases of Crude oil, natural gas, or other contaminants(s) that pose a potential threat to the local community and/or environment.

1. The first employee on the scene will be designated "First Responder." The First Responder will isolate and contain the spill/leak to the best of their ability as close to the source as possible, without placing him or herself in a potentially dangerous situation.
2. If the spill/leak has lead to fire, explosion, or medical emergency proceed to Step #3. if not proceed with the procedures outlined in Step #2 and then move on to Step #4. Report the spill/release to the main office \_\_\_\_\_ or your immediate supervisor. When reporting it is important to identify yourself and be as specific as possible. Report the following:
  - a. Your name, phone number calling from (if applicable), lease name and your physical location
  - b. The nature and severity of the spill/release. Give the name(s) of the substance(s) and estimated quantity released.
  - c. Other potential dangers such as the presence of flammable liquids or gases, pressure vessels, equipment damage, etc.
3. If injuries or fire and in evidence, call #911 and report the following:
  - a. Ask for dispatcher.
  - b. Speak slowly and clearly.
  - c. Your name, phone number calling from, and location, including any building numbers or nearest building if outside. Also the nearest intersection.
  - d. The nature and severity of the emergency, for example, personnel/personal injury, fire, spill of hazardous chemical(s). In the latter case, give the name of the chemical and estimated quantity released.
  - e. Other potential dangers such as the presence of flammable liquids or gases, pressure vessels, exposure of other persons, structure damage, or suspicious object.
  - f. Inform in ambulance is needed.
4. Immediately upon notification, supervisory personnel will notify an and all applicable Government/regulatory agency(s) of the nature of the spill/release, location and estimated quantity.
5. Employees on location will construct dams or diversionary structures to isolate and recover any oil or brine present.
6. Supervisory personnel are directly responsible for:
  - a. Consulting with Division of Oil and Gas, or other regulatory agency(s) to establish the most efficient and cost effective way to isolate and remediate the spill/leak.
  - b. Overseeing and directing all cleanup and containment activities as well as any associated paperwork.
  - c. Overseeing and directing of procedure of disposal/remediation of contaminated soils or byproducts of spill/leak in an EPA approved manner.
  - d. Restoration of spill site to landowner's satisfaction.

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