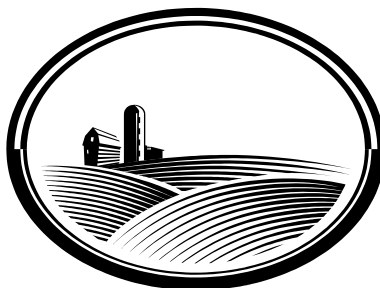


Tier I Spill Prevention, Control, & Countermeasure (SPCC) Plan Guidance and Template for Dairy Producers



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National Milk Producers Federation



On behalf of

United States Department of Agriculture
Natural Resources Conservation Service
(USDA-NRCS)



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Important Instructions – Please Read Before Proceeding:

1. In this document, general instructions are highlighted in green boxes. Detailed instructions for completing the *Tier I SPCC Plan Template for Dairy Producers* are provided in Appendix A.
2. Definitions are provided for **bold, blue italicized** words in Appendix B of the *Tier I SPCC Plan Template for Dairy Producers*.
3. Page iii of this document outlines the purpose of this document, introduces the SPCC regulations, and presents important definitions. Please read this information.
4. Use the flowchart on page iv and the *Oil Storage Capacity Calculation Form* on page v (if necessary) to determine if your farm is subject to the SPCC regulation.
5. If your farm is subject to the SPCC requirements, answer the questions on page vi to determine if you are eligible to self certify your SPCC plan and use the template included herein.

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Purpose

This document is designed to help you

- (1) Determine if your farm needs a Spill Prevention, Control, and Countermeasure (SPCC) Plan.
- (2) Determine whether your farm is eligible for you to self certify your SPCC Plan.
- (3) Complete an SPCC Plan if you are eligible for self certification.

Disclaimer

This document is not intended to be a comprehensive review of the SPCC Requirements. This guidance and Template was prepared based on the SPCC Rule revisions dated November 13, 2009, and the [Tier I Qualified Facility SPCC Plan Template](#) (Ver.1-E-doc-3-18-10) published by the Environmental Protection Agency (EPA). **Completion of this Template does not guarantee compliance. Each owner/operator is responsible for ensuring that his or her facility meets the requirements of 40 CFR 112 (74 FR 58811) and its proposed revisions.** After an acceptable SPCC Plan is generated for your facility, the Plan must be implemented to meet the rule requirements.

What is SPCC?

The Spill Prevention, Control, and Countermeasure (SPCC) regulation is [40 CFR 112](#) (Code of Federal Regulations, Title 40: Protection of Environment, Part 112: Oil Pollution Prevention). According to the EPA, “the goal of the SPCC program is to prevent oil spills into waters of the United States and adjoining shorelines.” An important part of this program requires farmers and owners/operators to have an oil spill prevention plan, called an [SPCC Plan](#). Each farm that qualifies under the rule must have and implement an SPCC Plan by the following dates:

| <i>A farm starting operation...</i> | <i>Must...</i> |
|--|--|
| On or before August 16, 2002* | <ul style="list-style-type: none">Continue to maintain its existing SPCC Plan in accordance with the SPCC rule.Amend and implement that Plan no later than November 10, 2010**. |
| After August 16, 2002, through November 10, 2010** | <ul style="list-style-type: none">Prepare and implement an SPCC Plan no later than November 10, 2010**. |
| After November 10, 2010** | <ul style="list-style-type: none">Prepare and implement an SPCC Plan before beginning operations. |

* August 16, 2002 is the date that the amended SPCC rule became effective.

** On July 28, 2010, EPA proposed to extend the compliance date up to an additional one-year for facilities with milk containers, associated piping and appurtenances that are constructed according to the current applicable 3-A Sanitary Standards, and subject to the current applicable Grade "A" Pasteurized Milk Ordinance (PMO) or a state dairy regulatory requirement equivalent to the current applicable PMO. Dairy producers are still required to comply with SPCC regulations for all other oil storage as listed above.

What is oil?

Under the SPCC program oil is defined as “oil of any kind or in any form, including, but not limited to: fats, oils, or greases of animal, fish, or marine mammal origin; vegetable oils, including oils from seeds, nuts, fruits, or kernels; and, other oils and greases, including petroleum, fuel oil, sludge, synthetic oils, mineral oils, oil refuse, or oil mixed with wastes other than dredged spoil” [\[§112.2\]](#). **This definition includes milk.**

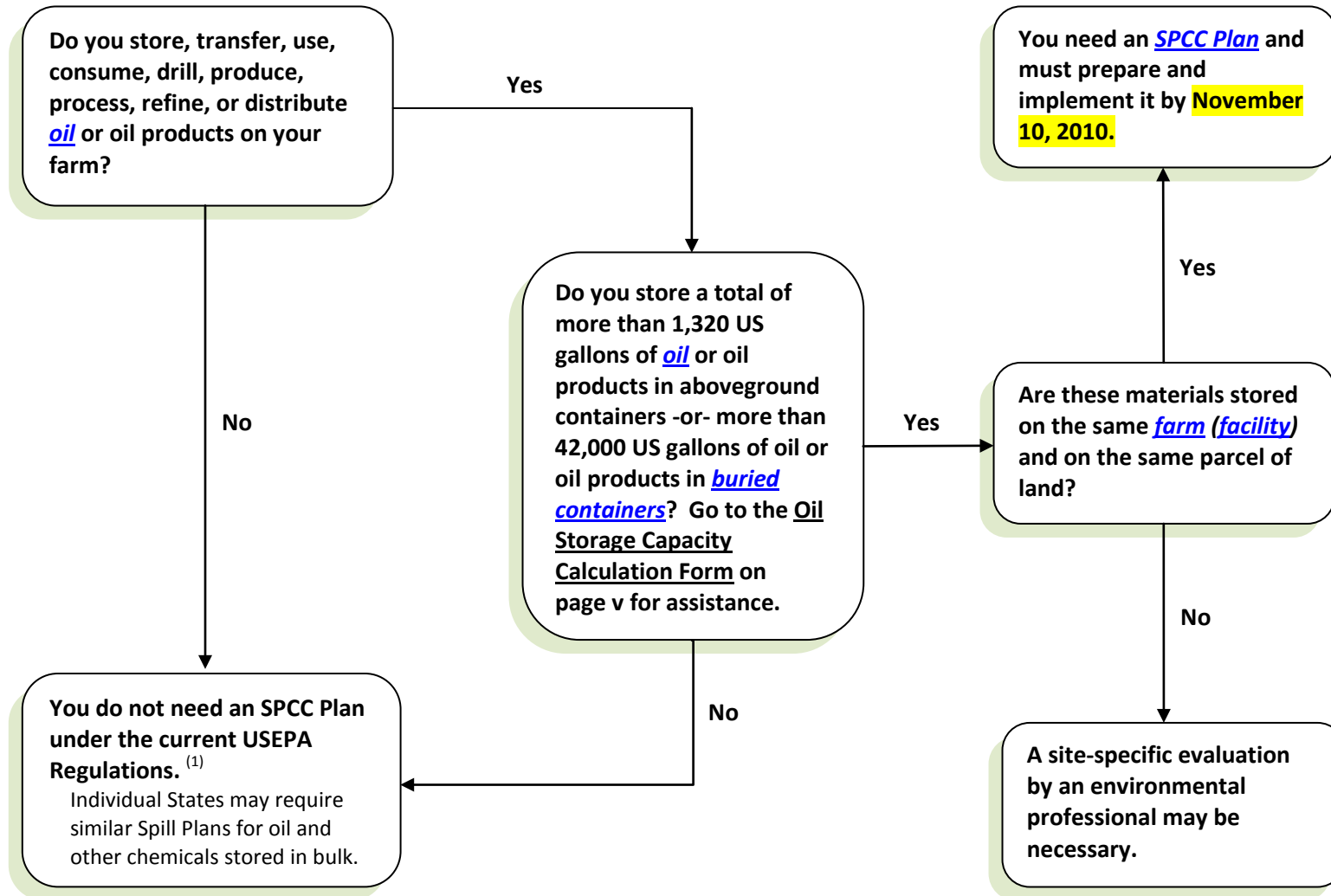
What facilities are covered under the SPCC program?

According to the SPCC rule, the SPCC program “applies to any owner or operator of a non-transportation-related onshore or [offshore facility](#) engaged in drilling, producing, gathering, storing, processing, refining, transferring, distributing, using, or consuming oil and oil products, which due to its location, could reasonably be expected to discharge oil in quantities that may be harmful” into waters of the U.S. or adjoining shorelines, such as interstate waters, intrastate lakes, rivers, and streams [\[§112.1\(b\)\]](#). Therefore, the owner/operator of a farm (onshore facility) that stores and/or uses oil (in specific quantities) that could be released into the waters of the U.S. is subject to the SPCC regulation.

What is the definition of a farm under the SPCC program?

Under the SPCC program a farm is defined as “a facility on a tract of land devoted to the production of crops or raising of animals, including fish, which produced and sold, or normally would have produced and sold, \$1,000 or more of agricultural products during a year” [\[§112.2\]](#).

Do the SPCC regulations apply to your farm?



[View EPA SPCC Information for Farmers](#)

¹ However, it is recommend that you complete page v of this document and keep a record of it on your farm.

Oil Storage Capacity Calculation Form

| Type of Container – Aboveground ² (A) or Buried ³ (B) | Container Contents (Type of oil stored) | Container Shell Capacity (US gallons) |
|---|---|---------------------------------------|
| | | |
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Notes:

¹ Containers excluded from SPCC rule:

- Fuel oil containers used solely for a single-family residence,
- Containers that are “**permanently closed**” (contents removed, piping disconnected and plugged, valves closed, and signs posted indicating closure),
- “**Motive power**” containers (e.g. automotive or truck fuel tanks),
- Hot-mix asphalt or Hot-mix asphalt containers,
- Containers used only for wastewater treatment, and
- Pesticide application equipment and related mix containers (e.g. ground boom applicators, airblast sprayers, and specialty aircraft). [§112.1(d)(2)]

² Aboveground Containers – oil storage containers that are not completely buried and include containers in vaults, **partially buried tanks**, or **bunkered tanks** (containers “constructed or placed in the ground by cutting the earth and re-covering the container in a manner that breaks the surrounding natural grade, or that lies above grade, and is covered with earth, sand, gravel, asphalt, or other material” §112.2)

³ Buried Containers – oil storage tanks that are **completely buried** (“any container completely below grade and covered with earth, sand, gravel, asphalt, or other material” §112.2)

Instructions:

- If you store **oil** or oil products on your farm, complete the table to determine if your farm is regulated under the SPCC rule.
- Only include containers with a storage capacity of 55 US gallons or greater. List the entire volume (shell **capacity**) of the container, **not** the volume of oil in the container.
- Include every container that is used to store **oil** or oil products as defined under §112.2 (see **note 1 below for a list of exclusions**).
- Include containers even if they are only used to store oil or oil products periodically.
- Adjacent or non-adjacent parcels, either leased or owned, may be considered separate facilities for SPCC purposes. Containers on separate parcels (that you identify as separate **facilities** based on how they are operated) do not need to be added together in determining whether the 1,320-gallon aboveground or 42,000-gallon buried applicability threshold is met. Use copies of this form for each separate facility to determine which require an SPCC plan. A site specific evaluation by an environmental professional may be necessary.
- Use additional pages as necessary.
- Add the aboveground storage tank capacities together, add the buried storage tank capacities together, record the respective values below, and follow the instructions at the bottom of the page.

1. TOTAL ABOVEGROUND STORAGE CAPACITY _____ Is this > 1,320 US gallons? Yes ☐ No ☐

2. TOTAL COMPLETELY BURIED STORAGE CAPACITY _____ Is this >42,000 US gallons? Yes ☐ No ☐

If you answered **YES to one or both questions** above, you must prepare and implement an SPCC plan for your farm. Sign and date this form below, and return to the flowchart on the previous page and complete the questions.

If you answered **NO to both questions** above, please sign and date this form below. Keep a copy of this completed form for your records.

Date Completed: _____

Signature: _____

BACK

Do I qualify to self-certify my SPCC Plan?

Instructions:

1. If you already have an [SPCC Plan](#), update it. If you do not have an SPCC Plan, you should prepare and implement one.
2. Under the SPCC regulation, [Tier I qualified facility](#) owners/operators are eligible to implement and self-certify their new or amended SPCC Plans and use the template included herein.

Answer the questions below to determine if your farm is a Tier I qualified facility and if you are eligible to self-certify your plan and use the included SPCC Plan template.

1. In the past three years have you had a single [discharge](#) of oil (including milk) to [navigable waters](#) or adjoining shorelines that was greater than 1,000 U.S. gallons? * **Yes** ☐ **No** ☐
2. Have you had two discharges of oil (including milk) to navigable waters or adjoining shorelines which were each greater than 42 U.S. gallons within any 12-month period? * **Yes** ☐ **No** ☐
3. Do you have a total aboveground oil storage capacity of more than 10,000 U.S. gallons? **Yes** ☐ **No** ☐
4. Does your farm have one or more individual aboveground oil storage containers with a capacity greater than 5,000 U.S. gallons? **Yes** ☐ **No** ☐

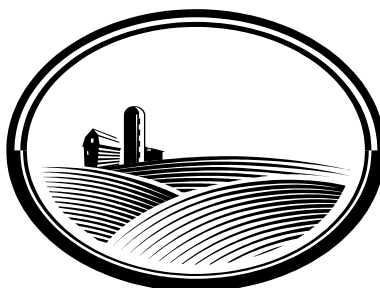
If you answered **NO to all** four questions, your [farm](#) qualifies as a Tier I qualified facility and you ([owner/operator](#)) are eligible to self-certify your SPCC Plan. Continue to the next page to access and use the SPCC Plan template included. If your facility was in operation before August 16, 2002, and you do not already have a Plan, then implement this template immediately.

If you answered **YES to any** of the four questions, your farm does NOT qualify as a Tier I facility. Review the SPCC regulation or contact a Professional Engineer to assist you in completing an SPCC Plan for each of your farm facilities.

See the next page of this document for SPCC Plan deadlines.

*Please note: [Discharges](#) do not include discharges that are the result of natural disasters, acts of war, or terrorism. When determining the applicability of this SPCC reporting requirement, the gallon amount(s) specified (either 1,000 or 42) refers to the amount of oil that actually reaches navigable waters or adjoining shorelines not the total amount of oil spilled. EPA considers the entire volume of the discharge to be oil for the purposes of these reporting requirements.

Tier I Spill Prevention, Control, & Countermeasure (SPCC) Plan Template for Dairy Producers



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SPCC Plan Compliance Deadlines

| <i>A farm starting operation...</i> | <i>Must...</i> |
|---|--|
| On or before August 16, 2002* | <ul style="list-style-type: none"> Continue to maintain its existing SPCC Plan in accordance with the SPCC rule. Amend and implement that Plan no later than November 10, 2010**. |
| After August 16, 2002, through November 10, 2010** | <ul style="list-style-type: none"> Prepare and implement an SPCC Plan no later than November 10, 2010**. |
| After November 10, 2010** | <ul style="list-style-type: none"> Prepare and implement an SPCC Plan before beginning operations. |

* August 16, 2002 is the date that the amended SPCC rule became effective.

** On July 28, 2010, EPA proposed to extend the compliance date up to an additional one-year for facilities with milk containers, associated piping and appurtenances that are constructed according to the current applicable 3-A Sanitary Standards, and subject to the current applicable Grade "A" Pasteurized Milk Ordinance (PMO) or a state dairy regulatory requirement equivalent to the current applicable PMO. Dairy producers are still required to comply with SPCC regulations for all other oil storage as listed above.

Instructions to Complete the Template

This template is intended to help the owner or operator of a Tier I qualified facility develop a self-certified Spill Prevention, Control, and Countermeasure (SPCC) Plan. To use this template, your facility must meet all of the applicability criteria of a Tier I qualified facility listed under §112.3(g)(1) of the SPCC rule. This template provides the SPCC rule requirements necessary for a Tier I qualified facility, which you must address and implement. You may complete this template either electronically or by hand on a printed copy.⁽¹⁾

Template Structure: Section I. Self-Certification Statement (§112.6(a)(1))
 Section II. Record of Plan Review and Amendments
 Section III. Plan Requirements (sub-sections 1 through 7)
 Section IV. Additional Requirements (sub-sections A, B, and C)

All Tier I qualified facility self-certifiers must complete Sections I, II, and III of the plan template. Additionally, the owner or operator of an

- Onshore facility (excluding production) must complete Section IV (A),
- Onshore oil production facility (excluding drilling and workover facilities) must complete Section IV (B),
- Onshore oil drilling and workover facility must complete Section IV I.

Included in the Template are three Appendices which are referenced in the Template text. Step-by-step Instructions for completing each section of the template are provided in Appendix A, and definitions of terms used in the Template are provided in Appendix B. It is recommended that you print and use the Template Instructions and Definitions as you complete the *Tier I SPCC Plan Template for Dairy Producers*. If you complete the form electronically, select the “Go to Instructions” button to the right each section title to reference the instructions in Appendix A, and click on the ***bold, blue italicized*** words in the text to access the definitions in Appendix B.

Complete the Template by filling in the appropriate information in the spaces provided. Where check boxes are provided, read the corresponding text and check the box next to the requirement to indicate that it has been adequately addressed for your farm. Where a section requires a description or listing, write in the spaces provided (or attach additional descriptions if more space is needed). Write “N/A” (Not Applicable) in the space or next to the box to indicate those requirements that are not applicable to the farm.

Important Instructions:

After you have completed all appropriate sections, certify and date your Plan, and then implement it by the compliance date. If your facility was in operation before August 16, 2002, and you do not already have a Plan, implement this template immediately. Conduct inspections and tests in accordance with the written procedures that you have developed for your facility.

If your farm is normally attended at least four hours per day, keep a complete copy of the SPCC Plan at your farm, or for a farm attended fewer than four hours per day, keep the Plan at the nearest field office. Keep a record of inspections and tests with the SPCC Plan for a period of three years. The records should be signed by the appropriate supervisor or inspector.

Review your Plan at least once every five years and update it when you make changes to your farm. You must prepare amendments within six months of each change, and implement the amendments as soon as possible, but not more than six months after an amendment is prepared.

In the event that your facility releases oil to navigable waters or adjoining shorelines, immediately call the National Response Center (NRC) at 1-800-424-8802. The NRC is the federal government's centralized reporting center, which is staffed 24 hours per day by U.S. Coast Guard personnel.

¹ Please note that the use of this template is not mandatory for a Tier I qualified facility. You may also meet the SPCC Plan requirement by preparing a satisfactory Tier II qualified facility Plan, preparing a satisfactory Plan that is certified by a Professional Engineer, or by developing an equivalent Plan for a Tier I qualified facility. Further information on the requirements of these methods can be found in 40 CFR part 112.6(a)(1). If you use any of these alternative methods you must include a cross reference in your Plan that shows how the equivalent Plan meets all applicable 40 CFR part 112 requirements.

Regulatory Reference Table of Contents
40 CFR 112.6(a)(3)

| Requirement | Regulatory Reference* | Template Section | Page |
|---|------------------------------------|-------------------------|-------------|
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| Management approval | (40 CFR 112.7) | I | 5 |
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| Requirement | Regulatory Reference* | Template Section | Page |
|---|----------------------------|----------------------|-----------|
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| Onshore facility drainage | (40 CFR 112.12(b)) | IV.A | 23 |
| Onshore facility bulk storage containers | (40 CFR 112.12(c)) | IV.A | 23-25 |
| Onshore facility transfer operations, pumping, and facility process | (40 CFR 112.12(d)) | IV.A | 25 |
| Oil Spill Contingency Plan | (40 CFR 109) | III.3 and Appendix C | 12, C-1 |

*Review the regulatory requirements to determine applicability. Click on the following link and scroll to the appropriate section of the regulation. [40 CFR part 112](#)

Tier I Qualified Facility SPCC Plan for Dairy Producers

This template constitutes the SPCC Plan for the [facility](#), when completed and signed by the owner or operator of a facility that meets the applicability criteria in [§112.3\(g\)\(1\)](#). This template addresses the requirements of [40 CFR Part 112](#). Maintain a complete copy of the Plan at the facility if the facility is normally attended at least four hours per day, or for a facility attended fewer than four hours per day, at the nearest field office. When making operational changes at a facility that are necessary to comply with the rule requirements, the owner/operator should follow state and local requirements (such as for permitting, design and construction) and obtain professional assistance, as appropriate.

Facility Description

[Go to Instructions](#)

Facility Name _____

Facility Address _____

City _____ State _____ ZIP _____

County _____ Tel. Number () - _____

Owner or Operator Name _____

Owner or Operator Address _____

City _____ State _____ ZIP _____

County _____ Tel. Number () - _____

I. Self-Certification Statement ([§112.6\(a\)\(1\)](#))

[Go to Instructions](#)

The [owner or operator](#) of a [facility](#) certifies that each of the following is true in order to utilize this template to comply with the SPCC requirements:

I _____ certify that the following is accurate:

1. I am familiar with the applicable requirements of [40 CFR part 112](#);
2. I have visited and examined the [facility](#);
3. This [Plan](#) was prepared in accordance with accepted and sound industry practices and standards;
4. Procedures for required inspections and testing have been established in accordance with industry inspection and testing standards or recommended practices;
5. I will fully implement the Plan;
6. This facility meets the following qualification criteria (under [§112.3\(g\)\(1\)](#)):
 - a. The total aboveground oil [storage capacity](#) of the facility is 10,000 U.S. gallons or less; and
 - b. The facility has had no single [discharge](#) as described in [§112.1\(b\)](#) exceeding 1,000 U.S. gallons and no two discharges as described in [§112.1\(b\)](#) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to 40 CFR part 112 if the facility has been in operation for less than three years (not including oil discharges as described in [§112.1\(b\)](#) that are the result of natural disasters, acts of war, or terrorism); and
 - c. There is no individual oil storage container at the facility with an aboveground capacity **greater than** 5,000 U.S. gallons.
7. This Plan does not deviate from any requirement of 40 CFR part 112 as allowed by [§112.7\(a\)\(2\)](#) (environmental equivalence) and [§112.7\(d\)](#) (impracticability of secondary containment) or include any measures pursuant to [§112.9\(c\)\(6\)](#) for produced water containers and any associated piping;
8. This Plan and individual(s) responsible for implementing this Plan have the full approval of management and I have committed the necessary resources to fully implement this Plan.

I also understand my other obligations relating to the storage of oil at this facility, including, among others:

1. To report any oil discharge to [navigable waters](#) or adjoining shorelines to the appropriate authorities. Notification information is included in this Plan.
2. To review and amend this Plan whenever there is a material change at the facility that affects the potential for an oil discharge, and at least once every five years. Reviews and amendments are recorded in an attached log [See Table 1: Five Year Review Log and Table 2: Technical Amendment Log on page 7.]
3. **Optional** use of a contingency plan. A contingency plan:
 - a. May be used in lieu of secondary containment for qualified [oil-filled operational equipment](#), in accordance with the requirements under [§112.7\(k\)](#), and;
 - b. Must be prepared for flowlines and/or intra-facility gathering lines which do not have secondary containment at an oil [production facility](#), and;
 - c. Must include an established and documented inspection or monitoring program; must follow the provisions of [40 CFR part 109](#); and must include a written commitment of manpower, equipment and materials to expeditiously remove any quantity of oil discharged that may be harmful. If applicable, a copy of the contingency plan and any additional documentation will be attached to this Plan as Appendix C.

I certify that I have satisfied the requirement to prepare and implement a Plan under [§112.3](#) and all of the requirements under [§112.6\(a\)](#). I certify that the information contained in this Plan is true.

Signature _____

Title: _____

Name _____

Date: ____ / ____ / ____

II. Record of Plan Review and Amendments

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Five Year Review ([§112.5\(b\)](#)):

Complete a review and evaluation of this SPCC Plan at least once every five years. As a result of the review, amend this [Plan](#) within six months to include more effective prevention and control measures for your [farm facility](#), if applicable. Implement any SPCC Plan amendment(s) as soon as possible, but no later than six months following the amendment of your Plan. Keep document records of the completion of each review and evaluation, and complete **Table 1: Five Year SPCC Plan Review and Evaluation Log** on page 6. If your facility no longer meets [Tier I qualified facility](#) eligibility requirements, you as the owner or operator must revise the Plan to meet [Tier II qualified facility](#) requirements, or have a Professional Engineer (PE) revise and certify your Plan. [[§ 112.3\(g\)](#)]

Technical Amendments ([§§112.5\(a\), \(c\)](#) and [112.6\(a\)\(2\)](#))

- ☐ This SPCC Plan will be amended when there is a change in the facility design, construction, operation, or maintenance that materially affects the potential for a [discharge](#) to [navigable waters](#) or adjoining shorelines. Examples of such technical amendments include adding or removing containers, reconstruction, replacement, or installation of piping systems, changes to secondary containment systems, changes in [oil](#) stored at this facility, or revisions to standard operating procedures.
- ☐ Any technical amendments to this Plan will be re-certified in accordance with Section I of this Plan template. [[§112.6\(a\)\(2\)](#)]
- ☐ Records and certifications of any technical amendments will be documented in **Table 2: Technical Amendment Log** on page 7.

Table 1: Five Year SPCC Plan Review and Evaluation Log

| Review Date | Plan Amendment | | Name and signature of person authorized to review this Plan |
|-------------|--------------------------|--------------------------|---|
| | Will Amend | Will Not Amend | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |

Table 2: Technical Amendment Log

| Review Date | Description of Technical Amendment (e.g., adding or removing containers, changes to secondary containment systems, etc.) | Name and signature of person certifying this technical amendment |
|-------------|---|--|
| | | |
| | | |
| | | |
| | | |
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| | | |
| | | |

III. Plan Requirements

1. Oil Storage Containers and Capacities (§112.7(a)(3)(i)):

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Table 3 below includes a complete list of all [oil](#) or oil product storage containers (aboveground containers¹ and [completely buried tanks](#)²) with capacities of 55 U.S. gallons or more, unless otherwise exempt from the rule.

See Instructions in Appendix A.

1. Include every container that is used to store [oil](#) or oil products. List the maximum number of containers that may be on site at any time. [\[§112.2\]](#)
2. Only include containers with a [storage capacity](#) of 55 US gallons or greater. List the entire volume of the container (shell capacity), not the volume of oil. See note 1 below for lists of containers to include and exclude.
3. Include containers even if they are only used to store oil or oil products periodically and/or for short periods of time.
4. For mobile or portable containers, the information provided is either 1) the type of oil and storage capacity for each container or 2) an estimate of the potential number of mobile or portable containers, the types of oil, and anticipated storage capacities.

Table 3: Oil Storage Containers and Capacities

| Type of Container | | Container Contents (Type of oil stored) | Container Shell Capacity | |
|----------------------------------|---|--|--------------------------|--|
| Aboveground (A) or Buried (B) | Stationary (S) or Mobile (M)/Portable (P) ³ | | Capacity (US gallons) | Estimated? (for M or P only) |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | | | Yes <input type="checkbox"/> No <input type="checkbox"/> |

Total Aboveground Storage Capacity⁴ _____ U.S. gallons
Total Completely Buried Storage Capacity _____ U.S. gallons
Facility Total Oil Storage Capacity _____ U.S. gallons

¹ Aboveground storage containers that must be included when calculating total facility oil storage capacity include: tanks and mobile or portable containers; [oil-filled operational equipment](#) (e.g. transformers); other oil-filled equipment, such as flow-through process equipment. [Exempt containers](#) that are [not included](#) in the capacity calculation include: any container with a storage capacity of less than 55 gallons of oil; containers used exclusively for wastewater treatment; permanently closed containers; [motive power containers](#); hot-mix asphalt containers; heating oil containers used solely at a single-family residence; and pesticide application equipment or related mix containers.

² Although the criteria to determine eligibility for [Tier I qualified facilities](#) focuses on the aboveground oil storage containers at the facility, the completely buried tanks at a qualified facility are still subject to the rule requirements and must be addressed in the SPCC Plan; however, they are not counted toward the Tier I qualified facility applicability threshold.

³ Examples of mobile/portable containers: refueling trucks (nurse tanks) which do not leave the farm, 55 gallon drums, skid tanks, totes, and intermodal bulk containers.

⁴ Counts toward qualified facility applicability threshold.

2. Facility Layout and Oil Storage Locations (§112.7(a)(3)): A facility diagram is included. This diagram can be hand drawn.

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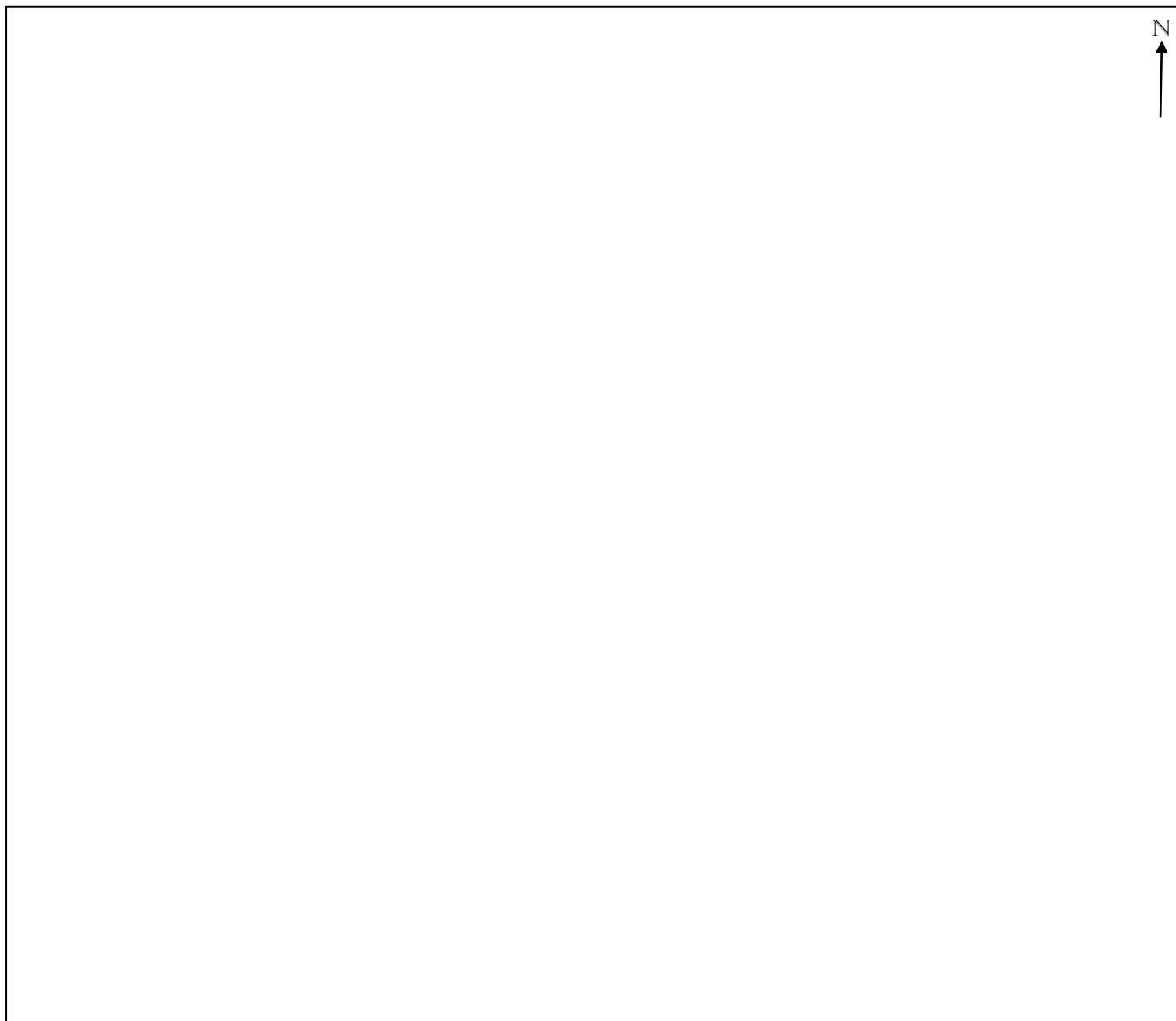
Check One: ☐ Facility diagram is hand drawn below. ☐ Facility diagram is attached separately.

Required on Facility Diagram:

- ☐ Physical layout of facility
- ☐ Location, contents, & capacity of fixed aboveground or buried and mobile/portable oil or oil product storage containers of 55-gallons or more
- ☐ Fill ports & connecting piping
- ☐ Location of exempt underground tanks – label “exempt”
- ☐ Oil transfer piping & areas/stations
- ☐ Hydraulic operating systems or manufacturing equipment
- ☐ Oil-filled electrical transformers, circuit breakers, etc. (location, contents, capacity)
- ☐ Exempt intra-facility gathering lines – labeled “exempt”
- ☐ Loading racks/unloading areas

Recommended:

- ☐ Secondary containment structures
- ☐ Storm drain inlets
- ☐ Surface waters
- ☐ Direction of flow in event of discharge
- ☐ Location of spill response & firefighting equipment
- ☐ Location of valves or drainage system control – could be used to contain a discharge
- ☐ Compass direction
- ☐ Legend with scale & symbol IDs
- ☐ Topographical information/map



3. Secondary Containment and Oil Spill Control (§§112.6(a)(3)(i) and (ii); 112.7(b), (c), (d), (h), (i) and (k); 112.9(c)(2) and (d)(3); and 40 CFR 109):

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This sub-section of the SPCC Plan addresses oil spill control and [discharge](#) prevention measures. As part of this sub-section, you (owner/operator) must do the following:

1. Check your oil storage containers for secondary containment and/or diversionary structures and install or improve such structures where needed.
2. Describe all secondary containment and/or diversionary structures and document the location and containment volume of each structure in Table 4 on page 10.
3. Attach a separate page with a complete discussion of how your farm meets the applicable requirements and other effective discharge prevention and containment procedures listed in [§112.7](#) or any applicable more stringent State rules, regulations, and guidelines. [\[§112.7\(j\)\]](#)
4. Perform a failure analysis by identifying potential oil storage equipment failures and the mode of failure, estimating the potential spill volume and flow direction, and recording this information on Table 4 on page 10. [§112.6\(a\)\(3\)\(i\)](#)
5. An Oil Spill Contingency Plan and written commitment of resources is required when the installation of any secondary containment and/or diversionary structures or equipment for the following items is not possible:
 - a. Flowlines and intra-facility gathering lines at oil production facilities,
 - b. Qualified oil-filled operational equipment [\[§112.7\(k\)\]](#) and [§112.9\(d\)\(3\)](#), and
 - c. All other oil storage containers. [\[§112.7\(d\)\]](#)

To generate an Oil Spill Contingency Plan for your farm, use the Oil Spill Contingency Plan template provided in Appendix C. In addition, complete the information on page 11.

- ☐ Appropriate secondary containment and/or diversionary structures or equipment¹ is provided for all oil handling containers, equipment, and transfer areas to prevent a discharge to [navigable waters](#) or adjoining shorelines. [\[§112.7\(c\)\]](#)
- ☐ The installation of secondary containment and/or diversionary structures or equipment for one or more oil handling containers, equipment, and transfer areas were deemed impracticable by the owner/operator of the farm. A clear explanation of why such measures are not practicable is included in the space provided on page 12 of this SPCC Plan. An Oil Spill Contingency Plan is included in place of these secondary containment measures. [\[§112.7\(d\)\(1\)\]](#)
- ☐ Permanent secondary containment is provided for mobile containers when they are in a stationary, unattended mode and not under the direct oversight or control of facility personnel.²
- ☐ Each secondary containment system, including walls and floor, is capable of containing oil and is constructed so that any discharge from a primary containment system, such as a tank or pipe, will not escape the containment system before cleanup occurs. [\[§112.7\(c\)\]](#)
- ☐ Where loading/unloading rack drainage does not flow into a catchment basin or treatment facility designed to handle discharges, a quick drainage system is used for tank car or tank truck loading/unloading racks. All containment systems are designed to hold at least the maximum capacity of any single compartment of a tank car or tank truck loaded or unloaded at the facility. A brief description of the loading/unloading operations of the facility is included herein. [\[§112.7\(h\)\(1\)\]](#) _____
-
- ☐ An interlocked warning light or physical barrier system, warning signs, and a wheel chocks or vehicle brake interlock system is provided in the area adjacent to a loading/unloading rack, to prevent vehicles from departing before complete disconnection of flexible or fixed oil transfer lines. [\[§112.7\(h\)\(2\)\]](#)
- ☐ Prior to filling and departure of any tank car or tank truck, the lowermost drain and all outlets of such vehicles are closely inspected for discharges, and if necessary, are ensured that they are tightened, adjusted, or replaced to prevent liquid discharge while in transit. [\[§112.7\(h\)\(3\)\]](#)

¹ Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing or drip pans; (3) Sumps or collection systems; (4) Culverting, gutters, or other drainage systems; (5) Weirs, booms, or other barriers; (6) Spill diversion ponds; (7) Retention ponds; (8) Sorbent materials; or (9) Double walled tanks.

² Secondary containment is not required for mobile/portable containers while they are in use or in preparation for use [\[§112.7\(c\)\]](#).

Table 4: Container Oil Discharge Potential and Secondary Containment Measures

| Area and Vessel Description | Type of failure (discharge scenario) <u>§112.6(a)(3)(i)</u> | Potential discharge volume (gallons) | Direction of flow for uncontained discharge | Secondary containment method ¹ | Secondary containment capacity ² (gallons) |
|---|--|---|--|--|--|
| <u>Bulk Storage Containers</u> and Mobile/Portable Containers ³ <u>§112.6(a)(3)(ii)</u> and <u>112.9(c)(2)</u> | | | | | |
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| | | | | | |
| <u>Oil-filled Operational Equipment</u> (e.g., hydraulic equipment, transformers) ⁴ | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| <i>Piping, Valves, etc.</i> | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| <i>Product Transfer Areas/Loading and Unloading Areas (location where oil or milk is loaded to or from a container, pipe or other piece of equipment)</i> | | | | | |
| | | | | | |
| | | | | | |
| <i>Other Oil-Handling Areas or Oil-Filled Equipment (e.g., flow-through process vessels at an oil production facility)</i> | | | | | |
| | | | | | |
| | | | | | |

¹ Use one of the following methods of secondary containment or its equivalent: (1) Dikes, berms, or retaining walls sufficiently impervious to contain oil; (2) Curbing or drip pans; (3) Sumps or collection systems; (4) Culverting, gutters, or other drainage systems; (5) Weirs, booms, or other barriers; (6) Spill diversion ponds; (7) Retention ponds; (8) Sorbent materials; or (9) Double wall tanks.

² Construct all bulk storage tank installations (except mobile refuelers and other non-transportation-related tank trucks) so that you provide a secondary means of containment for the entire capacity of the largest single container and sufficient freeboard to contain precipitation. List the method used to calculate the freeboard volume (e.g., 110% of largest container or 25-yr 24-hr storm). Attach any volume calculations to the SPCC Plan.

³ For bulk storage containers, the secondary containment capacity must be at least the capacity of the largest container plus additional capacity to contain rainfall or other precipitation.

⁴ For oil-filled operational equipment: Document in the table above if alternative measures to secondary containment (as described in §112.7(k)) are implemented at the facility.

► Only complete the following information on this page if an Oil Spill Contingency Plan has been developed for your farm and included with this plan as Appendix C.

- ☐ An Oil Spill Contingency Plan meeting the provisions of 40 CFR part 109, as described below, and a written commitment of manpower, equipment and materials required to expeditiously control and remove any quantity of oil discharged that may be harmful is attached to this Plan as Appendix C. [§112.7(d)] [See the Oil Spill Contingency Plan in Appendix C]
- ☐ The Oil Spill Contingency Plan is included as required for the following materials and equipment:
 - ☐ Flowlines and intra-facility gathering lines at oil production facilities [§112.9(d)(3)]
 - ☐ Qualified oil-filled operational equipment which has no secondary containment. [§ 112.7(k)].
- ☐ A written commitment of manpower, equipment, and materials required to expeditiously control and remove any quantity of oil discharged that may be harmful is included with the Oil Spill Contingency Plan, as required by the rule where the installation of secondary containment is not possible (See Appendix C). [§112.7(d)(2)]
- ☐ For bulk storage containers, that are included in the Oil Spill Contingency Plan, both periodic integrity testing of the containers and periodic integrity and leak testing of the valves and piping is conducted at the facility as required by the SPCC rule. [§112.7(d)]

Explanation of why the installation of any of the spill control and secondary containment structures or pieces of such equipment listed in §112.7(d) are not possible.

4. Inspections, Testing, Recordkeeping and Personnel Training (§§112.7(e) and (f), 112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)):

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Inspections and/or Testing §112.7(e)

- ☐ An inspection and/or testing program is implemented for all aboveground [bulk storage containers](#) and piping at this facility (farm). [§§112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)]

The following is a description of the inspection and/or testing plan (e.g. scope, frequency, method of inspection or test, and person conducting the inspection) for all aboveground bulk storage containers and piping at this facility.

Table 5: Inspection and/or Testing Program for Aboveground Bulk Storage Container(s) and Piping

| Description of container, piping, or other item inspected/tested | Frequency of inspection/testing ¹ | Description of inspection/test procedure(s) ¹ | Inspector Name and Title |
|--|--|--|--------------------------|
| | | | |
| | | | |
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| | | | |

¹ Bulk Storage Container Inspection Schedule – onshore facilities (excluding production):

To comply with integrity inspection requirement for bulk storage containers, inspect/test each shop-built aboveground bulk storage container on a regular schedule in accordance with a recognized container inspection standard based on the minimum requirements in the following table.

Table 6: Bulk Storage Container Inspection Schedule

| Container Size and Design Specification | Inspection requirement |
|--|--|
| Portable containers (including drums, totes, and intermodal bulk containers (IBC)) | Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas |
| 55 to 1,100 gallons with sized secondary containment | Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas plus any annual inspection elements per industry inspection standards |
| 1,101 to 5,000 gallons with sized secondary containment and a means of leak detection ^a | |
| 1,101 to 5,000 gallons with sized secondary containment and no method of leak detection ^a | Visually inspect monthly for signs of deterioration, discharges or accumulation of oil inside diked areas, plus any annual inspection elements and other specific integrity tests that may be required per industry inspection standards |

^a Examples of leak detection include, but are not limited to, double-walled tanks and elevated containers where a leak can be visually identified.

Inspections and/or Testing §112.7(e) - continued

- ☐ Inspections, tests, and records are conducted in accordance with written procedures developed for the facility. Records of inspections and tests kept under usual and customary business practices will suffice for purposes of this paragraph. [§112.7(e)]
- ☐ A record of the inspections and tests are kept at the facility or with the SPCC Plan for a period of three years. [§112.7(e)] **[See Table 7: Inspection Log and Schedule on page 15]** For this facility, records of inspections and tests are kept in the following location: _____
- ☐ Inspections and tests are signed by the appropriate supervisor or inspector. [§112.7(e)]

Personnel, training, and discharge prevention procedures §112.7(f)

- ☐ At least once a year, oil-handling personnel are trained in the operation and maintenance of equipment to prevent discharges; discharge procedure protocols; applicable pollution control laws, rules, and regulations; general facility operations; and, the contents of the facility SPCC Plan. [§112.7(f)]

Training is conducted every _____ months. Training records are stored in the following location: _____

- ☐ The person who reports to facility management and is designated and accountable for discharge prevention at this facility is named below. [§112.7(f)]

Name/title: _____ Contact Information: _____

- ☐ Discharge prevention briefings are conducted for oil-handling personnel annually to assure adequate understanding of the SPCC Plan for that facility. Such briefings highlight and describe past reportable discharges or failures, malfunctioning components, and any recently developed precautionary measures. [§112.7(f)] **[See Table 8: Oil-handling Personnel Training and Briefing Log on page 16]**

Table 7: Inspection/Test Log and Schedule

Complete and retain this log for your records. Make additional copies as necessary. This log is intended to document compliance with §§112.6(a)(3)(iii), 112.8(c)(6), 112.8(d)(4), 112.9(b)(2), 112.9(c)(3), 112.9(d)(1), 112.9(d)(4), 112.12.(c)(6), and 112.12(d)(4), as applicable.

| Date of Inspection | Container / Piping / Equipment | Describe Scope (Method of test/inspection) | Observations | Name/ Signature of Inspector | Records maintained separately ^a |
|--------------------|--------------------------------|--|--------------|------------------------------|--|
| | | | | | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> |
| | | | | | <input type="checkbox"/> |

^a Indicate in the table above if records of facility inspections are maintained separately at this facility.

Table 8: Oil-Handling Personnel Training and Briefing Log

Complete and retain this log for your records. Make additional copies as necessary. This log is intended to document compliance with §112.7(f). To satisfy the SPCC rule, employees must be trained at least once a year. New oil-handling employees should be trained before beginning work.

| Date | Description / Scope of Training | Attendees (List all) |
|------|---------------------------------|----------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

5. Security (§112.7(g)) (excluding oil production facilities):

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- ☐ Security measures are implemented at this facility to prevent unauthorized access to oil handling, processing, and storage areas.

The following is a description the security measures implemented on your [farm](#). These include how you secure and control access to the oil handling, processing and storage areas on your farm (including fencing); secure master flow and drain valves (i.e. locks); prevent unauthorized access to starter controls on oil pumps; secure out-of-service and loading/unloading connections of oil pipelines; address the appropriateness of security lighting to both prevent acts of vandalism and assist in the discovery of oil discharges:

6. Emergency Procedures and Notifications (§§112.7(a)(3)(iv), (v) and §112.7(a)(5)):

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SITE SPECIFIC EMERGENCY RESPONSE PLAN

The following is a description of the farm specific immediate actions to be taken by facility personnel in the event of a [discharge](#) to [navigable waters](#) or adjoining shorelines (include any disposal methods). [§§112.7(a)(3)(iv),(v) and 112.7(a)(5)]

EMERGENCY CONTACT INFORMATION (§112.7(a)(3)(vi))

1. Designated Person Accountable for Discharge Prevention:

Name: _____
Phone: _____ Fax: _____ Cell: _____

2. Second Contact Person, if owner/operator not available:

Name: _____
Phone: _____ Fax: _____ Cell: _____

2. Third Contact Person, if owner/operator and second contact not available:

Name: _____
Phone: _____ Fax: _____ Cell: _____

Directions to the Facility from Nearest Major Intersection:

Emergency Response Contacts (LOCAL/COUNTY):

Local Fire Department: _____
Local Police Department: _____
Hospital/Ambulance: _____

Local Health Department: _____
Natural Resources Conservation Service: _____
Soil and Water Conservation District: _____

Emergency Response Contacts (FEDERAL/STATE):

National Response Center (NRC): 1-800-424-8802
Emergency Management Agency (EMA): _____
<http://www.fema.gov/about/contact/statedr.shtm>

State Emergency Spill Response: _____
State Department of Agriculture: _____
State Oil Pollution Control Agencies: _____

Other Contacts (e.g., downstream water intakes or neighboring farms):

EMERGENCY CLEANUP CONTRACTORS/INDIVIDUALS (§§112.7(a)(3)(v) and (vi))

The following contacts are other owners, operators, producers, neighbors, or contractors who have agreements with the owner/operator of this facility to assist with emergency spill control, cleanup, and disposal in the event of a release.

☐ All prearranged emergency response agreements with these individuals or contractors are included with this Plan.

Instructions: List any arrangements made with other owners, operators, producers, neighbors, or contractors to share personnel and/or equipment¹, supplies², and services³ during an emergency with permission for land access. The terms of any formal arrangements between the owner/operator and other individuals or companies should include such things as financial compensation and a description of the equipment that would be used.

Table 9: Emergency Cleanup Contractors

| Name/Company | Signed Agreement? | Phone | Location/Address | Equipment ¹ , Supplies ² , Services ³ Provided |
|--------------|---|-------|------------------|---|
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |

¹ Example equipment: vacuum slurry tank, irrigation pumps, bulldozer/track loader, backhoe

² Example supplies: oil absorbent materials (pads, pillows, socks, booms)

³ Example services: emergency response cleanup

7. NRC Notification Procedure (§112.7(a)(4) and (a)(5)):

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- ☐ In the event of a discharge of oil to navigable waters or adjoining shorelines, the following information identified in Table 10 below will be provided to the National Response Center immediately following identification of a discharge to navigable waters or adjoining shorelines that may be harmful¹ [§112.7(a)(4)]:

Table 10: Discharge Notification Form

| | | | |
|--|---|---|--|
| Discharge/Discovery Date | | Time | |
| Facility Name | | | |
| Facility Location (Address/Lat-Long/Section Township Range) | | | |
| Name of reporting individual | | Telephone # | |
| Type of material discharged | | Estimated total quantity discharged | Gallons/Barrels |
| | | Estimated quantity discharged to navigable waters | Gallons/Barrels |
| Source and cause of the discharge | | Material affected | <input type="checkbox"/> Soil |
| | | | <input type="checkbox"/> Water (specify) |
| | | | <input type="checkbox"/> Other (specify) |
| Actions taken to stop, remove, and mitigate the effects of the discharge | | | |
| Damage or injuries | <input type="checkbox"/> No <input type="checkbox"/> Yes (specify) | Evacuation needed? | <input type="checkbox"/> No <input type="checkbox"/> Yes (specify) |
| Organizations and individuals contacted | <input type="checkbox"/> National Response Center 800-424-8802 Time | | |
| | <input type="checkbox"/> Cleanup contractor (Specify) Time | | |
| | <input type="checkbox"/> Facility personnel (Specify) Time | | |
| | <input type="checkbox"/> State Agency (Specify) Time | | |
| | <input type="checkbox"/> Other (Specify) Time | | |

¹ Discharge of oil in such quantities as “may be harmful” includes discharges of oil that (1) violate applicable water quality standards; or (b) cause a film or sheen upon or discoloration of the surface of the water or adjoining shorelines or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines. [§110.3]

8. SPCC Spill Reporting Requirements (Report within 60 days) (§112.4):

[Go to Instructions](#)

In the event of an [oil](#) or oil product discharge¹, submit information to the EPA [Regional Administrator](#) (RA) and the appropriate agency or agencies in charge of oil pollution control activities in the State in which the facility is located within 60 days from one of the following discharge events:

1. A single discharge of more than 1,000 U.S. gallons of oil to [navigable waters](#) or adjoining shorelines, or
2. Two discharges to navigable waters or adjoining shorelines each more than 42 U.S. gallons of oil occurring within any twelve month period

You (owner/operator) must submit the following information to the RA:

1. Name of the facility;
2. Your name;
3. Location of the facility;
4. Maximum storage or handling capacity of the facility and normal daily throughput;
5. Corrective action and Countermeasure you have taken, including a description of equipment [repairs](#) and replacements;
6. An adequate description of the facility, including maps, flow diagrams, and topographical maps, as necessary;
7. The cause of the reportable discharge, including a failure analysis of the system or subsystem in which the failure occurred; and
8. Additional preventive measures you have taken or contemplated to minimize the possibility of recurrence;
9. Such other information as the RA may reasonably require pertinent to the SPCC Plan or discharge.

EPA Regional Administrator Contact Information:

1. To determine which EPA Region your farm facility is located in, click on the following link or copy and paste the website in your internet browser address or search bar.

<http://www.epa.gov/water/region.html>

EPA Region: _____

2. To find the mailing address for the EPA Regional Administrator (RA) of your EPA Region, click on the following link or copy and paste the website in your internet browser address or search bar.

<http://www.epa.gov/aboutepa/postal.html#regional>

RA Address: _____

3. To find the name of your EPA Regional Administrator, follow the directions below:
 - a. Click on the following link or copy and paste the website in your internet browser address or search bar.
<http://www.epa.gov/aboutepa/organization.html>
 - b. Scroll down the page to **Regional offices around the nation.**
 - c. **Click on the About Region # for your respective region.**
 - d. Scroll down to the **Organization** section.

RA Name: _____

¹ Discharge of oil in such quantities as "may be harmful" includes discharges of oil that (1) violate applicable water quality standards; or (b) cause a film or sheen upon or discoloration of the surface of the water or adjoining shorelines or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines. [[§110.3](#)]

IV. Additional Requirements

Complete one of the following sub-sections as appropriate for your farm.

Sub-Sections A, B, and C:

- A. [Onshore](#) facilities (excluding production)
- B. Onshore Oil [Production Facilities](#) (excluding drilling and [workover](#) facilities)
- C. Onshore Oil Drilling and Workover Facilities

Which sections must I complete?

- 1. Do you drill your own oil wells on your facility?
 - If no, go to question #2.
 - If yes, are your drilling operations part of or in the general vicinity of your farming facility?
 - If yes, complete section C.
 - If no, you may need to complete a separate SPCC Plan for your oil production facility. Consult an environmental professional for assistance.
- 2. Do you own or operate an oil production facility (oil well, etc.) on your farm?¹
 - If no, complete section A.
 - If yes, is this production facility also part of or in the general vicinity of your farming facility?
 - If no, you may need to complete a separate SPCC Plan for your oil production facility. Review the SPCC rule or consult an environmental professional for assistance.
 - If yes, complete section B.

¹ Note that milk production is not considered oil production under this section.

A. Onshore Facilities (excluding production) (§§112.8(b) through (d), 112.12(b) through (d)):

[Go to Instructions](#)

The owner or operator must meet the general rule requirements as well as requirements under this section. Note that not all provisions may be applicable to all owners/operators. For example, a [facility](#) may not maintain completely buried metallic storage tanks installed after January 10, 1974, and thus would not have to abide by requirements in §§112.8(c)(4) and 112.12(c)(4), listed below. **In cases where a provision is not applicable, write "N/A".**

- ☐ Drainage from diked storage areas is restrained by valves to prevent a discharge into the drainage system or facility effluent treatment system, except where facility systems are designed to control such discharge. Diked areas may be emptied by pumps or ejectors that must be manually activated after inspecting the condition of the accumulated water to ensure no oil will be discharged. [§§112.8(b)(1) and 112.12(b)(1)]
- ☐ Valves of manual, open-and-closed design are used for the drainage of diked areas. [§§112.8(b)(2) and 112.12(b)(2)]
- ☐ The containers and any piping at the facility is compatible with materials stored and conditions of storage such as pressure and temperature. [§§112.8(c)(1) and 112.12(c)(1) and (2)]
- ☐ Secondary containment for the bulk storage containers (including mobile/portable oil storage containers) holds the capacity of the largest container plus additional capacity to contain precipitation. Mobile or portable oil storage containers are positioned to prevent a discharge as described in §112.1(b). [§§112.6(a)(3)(ii), 112.8(c)(2) and (11)]
- ☐ If uncontaminated rainwater from diked areas drains into a storm drain or open watercourse the following procedures will be implemented at the facility:
 - Bypass valve is normally sealed closed
 - Retained rainwater is inspected to ensure that its presence will not cause a discharge to navigable waters or adjoining shorelines
 - Bypass valve is opened and resealed under responsible supervision
 - Adequate records of drainage are kept. [See Table 11: Dike Drainage Log on page 24] [§§112.8(c)(3) and 112.12(c)(3)]
- ☐ For completely buried metallic tanks installed on or after January 10, 1974 at this facility:
 - Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.
 - Regular leak testing is conducted. [§§112.8(c)(4) and 112.12(c)(4)]
- ☐ For partially buried or bunkered metallic tanks [§112.8(c)(5) and §112.12(c)(5)]:
 - Tanks have corrosion protection with coatings or cathodic protection compatible with local soil conditions.
- ☐ Each aboveground bulk container is tested or inspected for integrity on a regular schedule and whenever material [repairs](#) are made. Scope and frequency of the inspections and inspector qualifications are in accordance with industry standards. Container supports and foundations are regularly inspected. [See Table 7: Inspection Log and Schedule on page 15 and Table 5: Inspection and/or Testing Program for Aboveground Bulk Storage Container(s) and Piping on page 13] [§112.8(c)(6) and §112.12(c)(6)(i)]
- ☐ Outsides of bulk storage containers are frequently inspected for signs of deterioration, discharges, or accumulation of oil inside diked areas. [See Table 7: Inspection Log and Schedule on page 15] [§§112.8(c)(6) and 112.12(c)(6)]
- ☐ For bulk storage containers that are subject to 21 CFR part 110 which are shop-fabricated, constructed of austenitic stainless steel, elevated and have no external insulation, formal visual inspection is conducted on a regular schedule. Appropriate qualifications for personnel performing tests and inspections are documented. [See Table 7: Inspection Log and Schedule on page 15 and Table 5: Inspection and/or Testing Program for Aboveground Bulk Storage Container(s) and Piping on page 13] [§112.12(c)(6)(ii)]

Table 11: Dike Drainage Log

Dike Structure Description & Location: _____

| Date dike drained | Bypass valve sealed closed | Rainwater inspected to be sure no oil (or sheen) is visible | Open bypass valve and reseal it following drainage | Drainage activity supervised | Observations | Signature of Inspector |
|-------------------|----------------------------|---|--|------------------------------|--------------|------------------------|
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | |
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| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | |

- ☐ Each container is provided with at least one of the following two overfill prevention measures (system or documented procedure) to prevent overfills for the container.
- ☐ A description of the overfill prevention system(s) or procedure(s) used at this facility are provided for each oil or oil product storage container. These system(s) are regularly tested to ensure proper operation or efficacy. [§112.6(a)(3)(iii)]
- ☐ Each bulk storage container has been engineered or updated in accordance with good engineering practice to avoid discharges. At least one of the following devices has been installed on each bulk storage container. [§§112.8(c)(8) and 112.12(c)(8)]
- A** – High liquid level alarms with an audible or visual signal at a constantly attended operation or surveillance station. In smaller facilities an audible air vent may suffice.
- B** – High liquid level pump cutoff devices set to stop flow at a predetermined container content level.
- C** – Direct audible or code signal communication between the container gauge and the pumping station.
- D** – A fast response system for determining the liquid level of each bulk storage container such as digital computers, telepulse, or direct vision gauges. If you use this alternative, a person must be present to monitor gauges and the overall filling of bulk storage containers.

Table 12: Bulk Storage Container Overfill Prevention Measures

| Location/Area | Bulk Storage Container | Overfill Prevention System(s), Procedure(s), and/or Device(s) [Describe System(s) or Procedure(s). Describe or List letters above for applicable devices.] |
|---------------|------------------------|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

- ☐ Defective internal heating coil leakage is controlled by monitoring the steam return and exhaust lines for contamination. [§§112.8(c)(7)]
- ☐ Effluent treatment facilities are observed frequently enough to detect possible system upsets that could cause a discharge as described in §112.1(b). [§§112.8(c)(9)]
- ☐ Liquid level sensing devices are regularly tested to ensure proper operation. **[See Table 7: Inspection Log and Schedule on page 15]** [§112.6(a)(3)(iii)]
- ☐ 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 are promptly corrected and oil in diked areas is promptly removed. [§§112.8(c)(10) and 112.12(c)(10)]
- ☐ Aboveground valves, piping, and appurtenances such as flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, locking of valves, and metal surfaces are inspected regularly. **[See Table 7: Inspection Log and Schedule on page 15]** [§§112.8(d)(4), (5) and 112.12(d)(4)]
- ☐ Integrity and leak testing are conducted on buried piping at the time of installation, modification, construction, relocation, or replacement. **[See Table 7: Inspection Log and Schedule on page 15]** [§§112.8(d)(4) and 112.12(d)(4)]
- ☐ All vehicles entering the facility are warned to be sure that no vehicle will endanger aboveground piping or other oil transfer operations. [§112.8(d)(5)]

-END OF SUB-SECTION A-

B. Onshore Oil Production Facilities (excluding drilling and workover facilities) (§112.9(b), (c), and (d)):

[Go to Instructions](#)

The owner or operator must meet the general rule requirements as well as the requirements under this section. Note that not all provisions may be applicable to all owners/operators. In cases where a provision is not applicable, write "N/A."

- ☐ At [tank batteries](#), separation and treating areas, drainage is closed and sealed except when draining uncontaminated rainwater. Accumulated oil on the rainwater is returned to storage or disposed of in accordance with legally approved methods. [§112.9(b)(1)]

Prior to drainage, diked areas are inspected and [§112.9(b)(1)]:

- ☐ Retained rainwater is inspected to ensure that its presence will not cause a discharge to navigable waters
- ☐ Bypass valve is opened and resealed under responsible supervision
- ☐ Adequate records of drainage are kept [See Table 11: Dike Drainage Log on page 24]

- ☐ Field drainage systems and oil traps, sumps, or skimmers are inspected at regularly scheduled intervals for oil, and accumulations of oil are promptly removed. [See Table 7: Inspection Log and Schedule on page 15] [§112.9(b)(2)]

- ☐ The containers used at this facility are compatible with materials stored and conditions of storage. [§112.9(c)(1)]

- ☐ All tank battery, separation, and treating facility installations (except for flow-through process vessels) are constructed with a capacity to hold the largest single container plus additional capacity to contain rainfall. Drainage from undiked areas is safely confined in a catchment basin or holding pond. [§112.9(c)(2)]

- ☐ Except for flow-through process vessels, containers that are on or above the surface of the ground, including foundations and supports, are visually inspected for deterioration and maintenance needs on a regular schedule. [See Table 7: Inspection Log and Schedule on page 15] [§112.9(c)(3)]

- ☐ New and old tank batteries at this facility are engineered/updated in accordance with good engineering practices to prevent discharges including at least one of the following:
 - i. adequate container capacity to prevent overflow if regular pumping/gauging is delayed;
 - ii. overflow equalizing lines between containers so that a full container can overflow to an adjacent container;
 - iii. vacuum protection to prevent container collapse; or
 - iv. high level sensors to generate and transmit an alarm to the computer where the facility is subject to a computer production control system. [§112.9(c)(4)]

Flow-through process vessels and associated components:

- ☐ Are constructed with a capacity to hold the largest single container plus additional capacity to contain rainfall. Drainage from undiked areas is safely confined in a catchment basin or holding pond; [§112.9(c)(2)]

And

- ☐ That are on or above the surface of the ground, including foundations and supports, are visually inspected for deterioration and maintenance needs on a regular schedule [See Table 7: Inspection Log and Schedule on page 15]. [§112.9(c)(3)]

Or

- ☐ Are visually inspected and/or tested periodically and on a regular schedule for leaks, corrosion, or other conditions that could lead to a discharge to navigable waters; and
- ☐ Corrective action or [repairs](#) are applied to flow-through process vessels and any associated components as indicated by regularly scheduled visual inspections, tests, or evidence of an oil discharge; and
- ☐ Any accumulations of oil discharges associated with flow-through process vessels are promptly removed; and

- ☐ Flow-through process vessels are provided with a secondary means of containment for the entire capacity of the largest single container and sufficient freeboard to contain precipitation within six months of a discharge from flow-through process vessels of more than 1,000 U.S. gallons of oil in a single discharge as described in §112.1(b), or a discharge more than 42 U.S. gallons of oil in each of two discharges as described in §112.1(b) within any twelve month period. [§112.9(c)(5)] *(Leave blank until such time that this provision is applicable.)*

- ☐ All aboveground valves and piping associated with transfer operations are inspected periodically and upon a regular schedule. The general condition of flange joints, valve glands and bodies, drip pans, pipe supports, pumping well polish rod stuffing boxes, bleeder and gauge valves, and other such items are included in the inspection. **[See Table 7: Inspection Log and Schedule on page 15]** [§112.9(d)(1)]

- ☐ An oil spill contingency plan and written commitment of resources are provided for flowlines and intra-facility gathering lines. **[See Oil Spill Contingency Plan and Written Commitment of Resources in Appendix C and Table 7: Inspection Log and Schedule on page 15]** [§112.9(d)(3)]

Or

- ☐ Appropriate secondary containment and/or diversionary structures or equipment is provided for flowlines and intra-facility gathering lines to prevent a discharge to navigable waters or adjoining shorelines. The entire secondary containment system, including walls and floor, is capable of containing oil and is constructed so that any discharge from the pipe, will not escape the containment system before cleanup occurs.

- ☐ A flowline/intra-facility gathering line maintenance program to prevent discharges from each flowline has been established at this facility. The maintenance program addresses each of the following:

- ☐ Flowlines and intra-facility gathering lines and associated valves and equipment are compatible with the type of production fluids, their potential corrosivity, volume, and pressure, and other conditions expected in the operational environment;
- ☐ Flowlines, intra-facility gathering lines and associated appurtenances are visually inspected and/or tested on a periodic and regular schedule for leaks, oil discharges, corrosion, or other conditions that could lead to a discharge as described in §112.1(b). The frequency and type of testing allows for the implementation of a contingency plan as described under part 109 of this chapter.
- ☐ Corrective action and repairs to any flowlines and intra-facility gathering lines and associated appurtenances as indicated by regularly scheduled visual inspections, tests, or evidence of a discharge.
- ☐ Accumulations of oil discharges associated with flowlines, intra-facility gathering lines, and associated appurtenances are promptly removed. [§112.9(d)(4)]

The following is a description of the flowline/intra-facility gathering line maintenance program implemented at this facility:

-END OF SUB-SECTION B-

C. Onshore Oil Drilling and Workover Facilities (§112.10(b), (c) and (d)):

[Go to Instructions](#)

The owner or operator must meet the general rule requirements as well as the requirements under this section.

- ☐ Mobile drilling or worker equipment is positioned or located to prevent discharge as described in §112.1(b). [§112.10(b)]

- ☐ Catchment basins or diversion structures are provided to intercept and contain discharges of fuel, crude oil, or oily drilling fluids. [§112.10(c)]

- ☐ A blowout prevention (BOP) assembly and well control system was installed before drilling below any casing string or during workover operations. [§112.10(d)]

- ☐ The BOP assembly and well control system is capable of controlling any well-head pressure that may be encountered while the BOP assembly and well control system are on the well. [§112.10(d)]

-END OF SUB-SECTION C-

Tier I Spill Prevention, Control, & Countermeasure (SPCC) Plan Template for Dairy Producers

Appendices

Appendix A: Template Instructions

Appendix B: Definitions

Appendix C: Oil Spill Contingency Plan and Written Commitment of Resources

APPENDIX A: TEMPLATE INSTRUCTIONS

TEMPLATE INSTRUCTIONS

In this Appendix, instructions are provided for each section of the *Tier I SPCC Plan Template for Dairy Producers*.

Click on the “Return to Section in Template” button, located to the right of each section title, to return to the beginning of the respective section in the SPCC Plan Template.

In the bulleted items following table names, phrases in CAPITAL LETTERS represent column headings in the associated table. Instructions for completing the information in the column will follow the heading. Instructions are not included for all column headings.

Facility Description

[Return to Section in Template](#)

- A. Fill in the blanks with the requested information.

I. Self-Certification Statement (§112.6(a)(1))

[Return to Section in Template](#)

- A. Complete this section after you have completed the SPCC Template.
- B. Read the entire section to confirm that it is correct for your farm. As the owner/operator, enter your name into the first blank, sign your name on the signature line, and include your Title, Name, and Date of signature in the additional spaces provided.

II. Record of Plan Review and Amendments

[Return to Section in Template](#)

Five Year Review (§112.5(b)):

Technical Amendments (§§112.5(a), (c) and 112.6(a)(2))

- A. Follow the instructions at the beginning of the section.
- B. Check the box next to each requirement to indicate that it has been adequately addressed for your farm.

Table 1: Five Year SPCC Plan Review and Evaluation Log

- C. Complete one line of Table 1 at least every 5 years to document that you have reviewed your SPCC Plan.
 - a. PLAN AMENDMENT
 - i. Check the appropriate box to indicate that the SPCC Plan will be amended as a result of the review. Amendments are required if there have been changes to the farm that effect the SPCC Plan.
 - b. NAME AND SIGNATURE OF PERSON AUTHORIZED TO REVIEW THE PLAN
 - i. According to the SPCC rule, the authorized person is the owner or operator of the farm. The owner/operator could designate a trained employee or a professional engineer to review the Plan; however, the owner/operator is ultimately responsible for its accuracy.

Table 2: Technical Amendment Log

- D. Complete one line of Table 2 every time you amend the SPCC Plan (every time you make changes to oil storage related materials, structures, or operating procedures on your farm). Examples of such technical amendments include adding or removing containers, reconstruction, replacement, or installation of piping systems, changes to secondary containment systems, changes in product (oil) stored at this facility, or revisions to standard operating procedures.
 - a. NAME AND SIGNATURE OF PERSON CERTIFYING THIS TECHNICAL AMENDMENT
 - i. According to the SPCC rule, the person able to certify technical amendments is the owner or operator of the farm. The owner/operator could designate a trained employee or a professional engineer to review the Plan; however, the owner/operator is ultimately responsible for its accuracy.

III. Plan Requirements

1. Oil Storage Containers and Capacities (§112.7(a)(3)(i)):

[Return to Section in Template](#)

- A. Complete Table 3 as you completed the Oil Storage Capacity Calculation Form provided in the guidance section of the SPCC template document. In Table 3, include the additional information requested.
- B. Follow the instructions at the beginning of the section. Additional detailed instructions are provided below.

Table 3: Oil Storage Containers and Capacities

C. TYPE OF CONTAINER

- a. Include every container that stores oil or oil products as defined under § 112.2. Only include containers with storage capacities of 55 U.S. gallons or more.
- b. Include containers even if they are only used to store oil or oil products periodically and/or for short periods of time.
- c. Describe each oil or oil product storage container using the designated letters (A for aboveground, B for buried, S for stationary, M for mobile, or P for portable).
- d. See the following information to determine which containers to include or exclude:
 - i. Applicable oil storage containers – included in the capacity calculation:
 - 1. Any aboveground oil storage tank or container,
 - 2. Stationary oil storage tanks,
 - 3. Mobile or portable containers (e.g. farm nurse tanks used only at the farm)
 - 4. Oil-filled operational equipment (e.g. transformers),
 - 5. Other oil-filled equipment (e.g. flow-through process equipment).
 - 6. Any container that is used for standby storage, for seasonal storage, or for temporary storage, or not otherwise “**permanently closed**” as defined in § 112.2;
 - 7. Any “**bunkered tank**” or “**partially buried tank**” as defined in § 112.2, or any container in a vault, each of which is considered an aboveground storage container for purposes of this part.
 - 8. Any **completely buried tank** as defined in § 112.2;
 - a. Although the criteria to determine eligibility for qualified facilities focuses on the aboveground oil storage containers at the facility, the completely buried tanks at a qualified facility are still subject to the rule requirements and must be addressed in the plan; however, they are not counted toward the qualified facility applicability threshold.
 - ii. Exempt containers – not included in the capacity calculation:
 - 1. Containers with a storage capacity of less than 55 U.S. gallons of oil,
 - 2. Containers used exclusively for waste water containment,
 - 3. Underground storage tanks compliant with federal and state programs (with a combined total of less than 42,000 gallons stored),
 - 4. Fuel oil container used solely for a single-family residence,
 - 5. Containers that are “permanently closed” (contents removed, piping disconnected and plugged, valves closed, and signs posted indicating closure),
 - 6. “**Motive power**” containers (e.g. automotive or truck fuel tanks),
 - 7. Hot-mix asphalt or Hot-mix asphalt containers,
 - 8. Pesticide application equipment and related mix containers. [§ 112.1(d)(2)]

D. CONTAINER CONTENTS

- a. Describe the type of oil that is or will be stored in each container.
 - iii. Under SPCC, oil is defined as “oil of any kind or in any form, including, but not limited to: fats, oils, or greases of animal, fish, or marine mammal origin; vegetable oils, including oils from seeds, nuts, fruits, or kernels; and, other oils and greases, including petroleum, fuel oil, sludge,

synthetic oils, mineral oils, oil refuse, or oil mixed with wastes other than dredged spoil.”

[§ 112.2] This definition includes milk. However, Natural gas (including liquid natural gas and liquid petroleum gas) is not considered an oil.

E. CONTAINER CAPACITY

- a. List the exact capacity (not amount of oil stored) of each stationary container in U.S. gallons.
- b. For mobile or portable containers, provide the storage capacity for each container or an estimate of the potential number of mobile or portable containers and anticipated storage capacities.
- c. Check the appropriate box in the ESTIMATED? Column to indicate whether the mobile or portable oil storage container information is estimated or not.
- d. Only include containers with storage capacities of 55 U.S. gallons or more.

F. Use additional pages as necessary.

- G. Add the aboveground storage tank capacities together, add the completely buried storage tank capacities together, add the aboveground and completely buried container capacities together, and record the values in the respective locations below the table.

2. Facility Layout and Oil Storage Locations (§112.7(a)(3)):

[Return to Section in Template](#)

- A. Provide a diagram of your facility. This diagram does not need to be computer generated. A template and checklist of required information is provided in Section III (2) of the SPCC Plan Template for your use (optional). Lists of diagram requirements and recommendations are also provided below.
- a. Information **required** on facility diagram:
 - i. Map of facility (physical layout of the farm facility)
 - ii. Location, contents, and capacity of fixed aboveground or buried and mobile/portable oil or oil product storage containers of 55-gallons or more
 - iii. Fill ports and connecting piping
 - iv. Location of underground storage tanks (USTs) that are exempted from the SPCC requirements under §112.1(d)(4). Label each exempted UST as “Exempt.”
 - v. Oil transfer piping and areas/stations
 - vi. Hydraulic operating systems or manufacturing equipment
 - vii. Oil-filled electrical transformers, circuit breakers, etc. (location, contents, capacity)
 - viii. Transfer stations and connecting pipes, including intra-facility gathering lines that are otherwise exempted from the requirements under §112.1(d)(11). Label each intra-facility gathering line as “Exempt.”
 - ix. Loading racks/unloading areas
 - b. Information **recommended** for facility diagram:
 - i. Secondary containment structures
 - ii. Storm drain inlets
 - iii. Surface waters
 - iv. Direction of flow in event of discharge
 - v. Location of spill response and firefighting equipment
 - vi. Location of valves or drainage system control – could be used to contain a discharge
 - vii. Compass direction
 - viii. Legend with scale and symbol IDs
 - ix. Topographical information/map

3. Secondary Containment and Oil Spill Control (§§112.6(a)(3)(i) and (ii), 112.7(b), (c) and (d), (h), (i) and (k), 112.9(c)(2)), and 40 CFR 109:

[Return to Section in Template](#)

- A. Follow the instructions at the beginning of the section.
- B. Check the box next to each requirement to indicate that it has been adequately addressed for your farm.
- C. Note: For farms, [mobile refuelers](#), such as nurse tanks, are exempt from the sized secondary containment requirements.

Table 4: Container Oil Discharge Potential and Secondary Containment Measures

- D. Complete the columns in Table 4 with the following information:
 - a. AREA AND VESSEL DESCRIPTION
 - i. Describe each vessel that has the potential to discharge oil (e.g., white tank, piping, transformer, etc.)
 - ii. Describe the area of your farm in which each container or oil holding vessel is located (e.g., behind barn #1)
 - b. TYPE OF FAILURE (DISCHARGE SCENARIO)
 - i. Describe how a failure may occur for each container or vessel (e.g., rupture from being hit by farm vehicles, corrosion of steel tank walls, etc.)
 - c. POTENTIAL DISCHARGE VOLUME
 - i. List the total potential volume of oil that may spill from the container or vessel
 - d. DIRECTION OF FLOW FOR UNCONTAINED DISCHARGE
 - i. Describe the direction the oil would likely flow once it is discharged from the failed container or vessel (e.g. NW, South, East toward creek, etc.)
 - e. SECONDARY CONTAINMENT METHOD
 - i. See note 1 below Table 4 for a list of example secondary containment methods.
 - ii. Secondary containment can be passive (permanent structures which do not require action by the owner/operator in order to contain a spill) or active (temporary equipment or materials that require action by the owner or operator before or after a spill to prevent it from reaching navigable waters). Where passive/permanent installations are not practical, active measures may be used (see examples of active measures below) and must be included in an Oil Spill Contingency Plan.
 - 1. Example active secondary containment methods:
 - a. Placing a properly designed storm drain cover over a drain to contain a potential spill in an area where a transfer occurs, prior to the transfer activity.
 - b. Placing a storm drain cover over a drain in reaction to a discharge, before the oil reaches the drain.
 - c. Using spill kits in the event of an oil discharge. Click on the following link or copy and paste it into your internet browser, to view example spill kit and temporary containment items. [See pages A-1 to A-7 of link]
https://portal.navfac.navy.mil/portal/page/portal/navfac/navfac_ww_pp/navfac_nfesc_pp/environmental/productsandservices.htm/spcc/appendixa.pdf
 - d. Use of spill response capability (spill response teams) in the event of an oil discharge.
 - e. Closing a gate valve that controls drainage from an area prior to a discharge.

- iii. All of each secondary containment system, “including walls and floor, must be capable of containing oil and must be constructed so that any discharge from a primary containment system, such as a tank, will not escape containment before cleanup occurs.” [§112.7(c)]
 - f. SECONDARY CONTAINMENT CAPACITY (GALLONS)
 - i. List the entire capacity of each secondary containment structure/equipment.
 - 1. See note 2 below Table 4 for example freeboard calculation methods. You must include calculations and a description of how the freeboard (storage sufficient to hold precipitation) was calculated for each secondary containment structure.
 - 2. For storage tanks and bulk storage containers, the secondary containment capacity must be at least the capacity of the largest container plus additional capacity to contain rainfall or other precipitation. The two possible methods for calculating the containment capacity, listed below Table 4, are presented below. In addition to these two methods, other design parameters could be used. Provide justification for any method used.
 - a. Method #1 – You can design the secondary containment volume to be at least 110% of the volume of the largest container in the containment area.
 - b. Method #2 – You can design the secondary containment volume to be at least the volume of the largest container in the containment area plus additional capacity for precipitation. The additional capacity for precipitation can be set equal to the volume generated by a 24-hour 25-year storm for your area. The volume of rainfall can be calculated using rainfall depth measurements found through the following link for the National Oceanic and Atmospheric Association. <http://www.noaa.gov/>
 - 3. The EPA recognizes these secondary containment volumes as potentially acceptable design criterion in many situations, but does not enforce any specific requirements. According to the EPA’s *SPCC Guidance for Regional Inspectors dated 11/28/2005*, “Other important factors may be considered in determining necessary secondary containment capacity. According to practices recommended by industry groups such as the American Petroleum Institute (API), these factors include:
 - a. Local precipitation conditions (rainfall and/or snowfall);
 - b. Height of the existing dike wall; Size of tank/container;
 - c. Safety considerations; and
 - d. Frequency of dike drainage and inspection.”
 - 4. Constructing additional storage capacity to contain rainfall or other precipitation can be avoided by covering or installing roofing over the entire secondary containment structure to prevent precipitation collection.
 - 5. “A transfer operation is one in which oil is moved from or into some form of transportation, storage, equipment, or other device, into or from some other or similar form of transportation, such as a pipeline, truck, tank car, or other storage, equipment, or device (67 FR 47130). Areas where oil is transferred but no loading or unloading rack is present are subject to §112.7(c), and thus appropriate containment and/or diversionary structures are required. EPA does not require specifically sized containment for transfer areas; however, containment size must be based on good engineering practice (§112.3(d)).” *EPA’s SPCC Guidance for Regional Inspectors dated 11/28/2005*
- E. Page 12 – If you have prepared an Oil Spill Contingency Plan for your farm, check the box next to each requirement to indicate that it has been adequately addressed for your farm.

F. Page 12 – **Explanation of why the installation of any of the spill control and secondary containment structures or pieces of such equipment listed in §112.7(d) are not possible.**

- a. If you have prepared an Oil Spill Contingency Plan for your facility, provide a clear, detailed explanation of why installing any of the spill control or secondary containment structures is not practicable. Provide an explanation for each of the structures that could not be installed.
- b. “The option of determining impracticability assumes that it is feasible to effectively and reliably implement a contingency plan.” *EPA’s SPCC Guidance for Regional Inspectors dated 11/28/2005*
- c. According to the EPA’s SPCC Guidance for Regional Inspectors dated 11/28/2005, “The impracticability determination is intended to be used when a facility owner/operator is incapable of installing secondary containment by any reasonable method. Considerations include space and geographical limitations, local zoning ordinances, fire codes, safety, or other good engineering practice reasons that would not allow for secondary containment (67 FR 47104).” Cost can play a role in deciding whether installing secondary containment is impracticable, but it may not be the only deciding factor.
- d. Consider the following if an impracticability determination is made for flowlines or gathering lines: “According to practices recommended by industry groups such as API, a comprehensive piping program should include the following elements:
 - i. **Prevention measures** that avert the discharge of fluids from primary containment;
 - ii. **Detection measures** that identify a discharge or potential for a discharge;
 - iii. **Protection measures** that minimize the impact of a discharge; and
 - iv. **Remediation measures** that mitigate discharge impacts by relying on limited or expedited cleanup.” *EPA’s SPCC Guidance for Regional Inspectors dated 11/28/2005*

4. Inspections, Testing, Recordkeeping and Personnel Training (§§112.7(e) and (f), 112.8(c)(6) and (d)(4), 112.9(c)(3), 112.12(c)(6) and (d)(4)):

[Return to Section in Template](#)

Inspections and/or Testing [§112.7(e)]

- A. Check the box next to each requirement to indicate that it has been adequately addressed for your farm.
- B. Fill in the blanks provided with the information requested.

Table 5: Inspection and/or Testing Program for Aboveground Bulk Storage Container(s) and Piping

- C. Complete Table 5 to prepare a program for inspecting and/or testing your above ground oil storage containers and piping. To satisfy the SPCC rule requirements you must inspect and/or test aboveground oil storage containers, overfill protection devices, container supports and foundations, valves, piping, joints, catch pans, pipeline supports, sumps, and nearby ditches.
 - a. DESCRIPTION OF CONTAINER, PIPING, OR OTHER ITEM INSPECTED/TESTED
 - i. Describe each oil storage container (stationary or mobile/portable), piping, and other items as listed under bullet C above (e.g., 1,000 gal steel tank, rubber hose w/ steel fittings).
 - b. FREQUENCY OF INSPECTION/TESTING
 - i. See note 1 and use Table 6 to determine the minimum required inspection/testing frequency for each container and piping.
 - c. DESCRIPTION OF INSPECTION/TEST PROCEDURE(S)
 - i. Provide a brief, clear description of the inspection/test procedure(s) for each container and piping.
 - ii. See note 1 and use Table 6 to determine the minimum required inspection/test procedure for each container and associated piping.
 - d. INSPECTOR
 - i. List the name and title of the inspector(s) of each container and piping.

Table 7: Inspection/Test Log and Schedule

- D. Use Table 7 to keep a record of all container, piping, or oil filled equipment inspections and observations that are performed. Include additional copies of Table 7 as necessary.
 - a. CONTAINER/PIPING/EQUIPMENT
 - i. Describe the item(s) inspected/tested.
 - b. DESCRIBE SCOPE
 - i. Describe the method of the inspection/test for each item inspection/tested (e.g., visual inspection of tank integrity).
 - c. OBSERVATIONS
 - i. Provide a description of the observations of each inspection and/or the results of each test (e.g., peeling paint, minor rust).
 - d. NAME/SIGNATURE OF INSPECTOR
 - i. The inspector must print and sign his/her name.
 - e. RECORDS MAINTAINED SEPARATELY
 - i. Check the box provided if inspection/testing records are not stored with the SPCC Plan. Briefly describe the record storage location.
- E. Keep all inspection and testing records for your farm for at least 3 years after they are generated.

Personnel, training, and discharge prevention procedures [§112.7(f)]

- A. Train your oil-handling personnel at least once a year. Train all new oil-handling personnel before they begin their duties.

Table 8: Oil-Handling Personnel Training and Briefing Log

- B. Use Table 8 to keep a record of all oil-handling trainings performed for your farm. Make copies of Table 8 as necessary.
 - a. DESCRIPTION/SCOPE OF TRAINING
 - i. Provide a brief description of the training method and content (e.g., Meeting on-site to review SPCC Plan and emergency response procedures).
 - b. ATTENDEES (LIST ALL)
 - i. List the full names of each attendee.

5. Security (§112.7(g)) (excluding oil production facilities):

[Return to Section in Template](#)

- A. Follow the instructions at the beginning of the section.
- B. Check the box next to each requirement to indicate that it has been adequately addressed for your farm.
- C. In the space provided, describe all of the security measures implemented on your farm. Include basic security for the farm and measures taken to secure each oil storage container.
- D. Click on the following link, or copy and paste it into your internet browser, to view example security measures and estimated implementation costs. [See pages A-8 to A-10 and A-24 to A-25 of the link]
https://portal.navfac.navy.mil/portal/page/portal/navfac/navfac_ww_pp/navfac_nfesc_pp/environmental/productsandservices.htm/spcc/appendixa.pdf

6. Emergency Procedures and Notifications (§§112.7(a)(3)(iv), (v) and §112.7(a)(5)):

[Return to Section in Template](#)

NOTE: These procedures and contacts are for your use in an emergency. Keep them with the SPCC Plan and in a central location that is clearly marked.

SITE SPECIFIC EMERGENCY RESPONSE PLAN (§§112.7(a)(3)(iv) and §112.7(a)(5))

- A. Follow the instructions at the beginning of the section.
- B. Provide a simple, clear description of the emergency response procedures to be used by your farm employees if oil is discharged to navigable waters. Attach additional pages as necessary.

EMERGENCY CONTACT INFORMATION (§112.7(a)(3)(vi))

- C. Complete the information requested.

EMERGENCY CLEANUP CONTRACTORS/INDIVIDUALS (§112.7(a)(3)(v) and (vi))

Table 9: Emergency Cleanup Contractors

- A. Follow the instructions at the beginning of the section.
- B. List any individuals or contractors you have made arrangements with to assist you when an oil spill or oil discharge to navigable waters has occurred from your farm.
- C. Click on the following link, or copy and paste it into your internet browser, to view example spill cleanup materials [See pages A-2 to A-7 of link]
https://portal.navfac.navy.mil/portal/page/portal/navfac/navfac_ww_pp/navfac_nfesc_pp/environmental/productsandservices.htm/spcc/appendixa.pdf

7. NRC Notification Procedure (§112.7(a)(4) and (a)(5)):

[Return to Section in Template](#)

- A. Follow the instructions at the beginning of the section.
- B. Check the box next to each requirement to indicate that it has been adequately addressed for your farm.

Table 10: Discharge Notification Form

- C. In the event of a discharge to navigable waters, complete Table 10 and contact the National Response Center immediately to report the discharge. This is necessary to ensure prompt cleanup of the discharge.
- D. See note 1 below Table 10 for how to identify if there has been a discharge of oil that may be harmful into navigable waters.

8. SPCC Spill Reporting Requirements (Report within 60 days) (§112.4):

[Return to Section in Template](#)

- A. If your farm has a discharge that meets one of the descriptions in the beginning of the section, you must follow the instructions in section 7 of the SPCC template and also submit a written report of the discharge to the EPA Regional Administrator.
- B. A list of the information to provide to the administrator is provided.
- C. Instructions are provided for (1) how to determine which EPA region your farm is located in, (2) how to locate the mailing address for your regional administrator, and (3) how to locate the name of the administrator for your EPA region.
 - a. NOTE: These instructions require access to the internet.
 - b. Also, these instructions are provided for your convenience, the SPCC rule does not require that you record and keep the RA information in your plan.

IV. Additional Requirements

- A. Answer the questions on page 22 to determine which section you must complete.

A. Onshore Facilities (excluding production) (§§112.8(b) through (d) and 112.12(b) through (d)):

[Return to Section in Template](#)

- A. Check the box next to each requirement to indicate that it has been adequately addressed for your farm.
- B. Where specified in the following text, click on the following link, or copy and paste it into your internet browser, to view information and estimated implementation costs for the topics listed below. Reference the page numbers from the link for each topic below.

https://portal.navfac.navy.mil/portal/page/portal/navfac/navfac_ww_pp/navfac_nfesc_pp/environmental/productsandservices.htm/spcc/appendixa.pdf

- C. Partially buried, bunkered, or completely buried tanks & piping– Corrosion Protection & Leak Testing
[See link above page A-15 to A-16 for tanks and A-21 to A-23 for piping]

Table 11: Dike Drainage Log:

- D. Make a copy of Table 11 for each secondary containment dike structure on the farm. Describe the appropriate dike structure and location at the top of each page.
- E. In Table 11 log the requested information each time secondary containment dike structures are drained.
- a. Note the date of the drainage activities and check the box in each column to acknowledge that the respective task has been completed sufficiently.
 - b. DRAINAGE ACTIVITY SUPERVISED
 - i. Check this box if the dike drainage activity was supervised and provide the name of the supervisor.
 - c. OBSERVATIONS
 - i. Clearly describe any observations of the diked area or drained contents/volume.
- F. Diked Storage Area Drainage, Valves, and Inspection [§ 112.8(b)(1) and § 112.8(b)(2)]
[See pages A-12 to A-14 of link above]

Table 12: Bulk Storage Container Overfill Prevention Measures

- G. In Table 12, describe the overfill prevention system(s), procedure(s), and/or device(s) utilized for each bulk storage container.
- a. LOCATION/AREA
 - i. Describe the general location of each oil storage container with overfill prevention measures in place (e.g., behind west barn).
 - b. BULK STORAGE CONTAINER
 - i. Describe each oil storage container (stationary or mobile/portable) with overfill prevention measures in place (e.g., 1,000 gal steel tank).
 - c. OVERFILL PREVENTION SYSTEM(S), PROCEDURE(S), AND/OR DEVICE(S)
 - i. Clearly describe the System(s) or Procedure(s) utilized for overfill prevention on each container. Clearly describe or list the appropriate letters located above Table 12 to reference applicable overfill prevention devices.
- H. Overfill Prevention & Integrity Testing[See page A-11 to A-12, A-17 to A-21 of link above] [§112.7(h)]

B. Onshore Oil Production Facilities (excluding drilling and workover facilities) (§112.9(b), (c), and (d)):[Return to Section in Template](#)

- A. Check the box next to each requirement to indicate that it has been adequately addressed for your farm.
- B. See bullets D, E, and F in the instructions above for section IV.A. *Onshore Facilities* regarding Table 11: Dike Drainage Log.

C. Onshore Oil Drilling and Workover Facilities (§112.10(b), (c) and (d)):[Return to Section in Template](#)

- A. Check the box next to each requirement to indicate that it has been adequately addressed for your farm.

Appendix C: Oil Spill Contingency Plan and Written Commitment of Resources**Written Commitment of Resources:**[Return to Section in Template](#)

According to the EPA's SPCC Guidance for Regional Inspectors dated 11/28/2005 (section 4.5.3), "a 'written commitment' of manpower, equipment, and materials means either a written contract or other written documentation showing that the owner/operator has made provision for items needed for response purposes. According to 40 CFR 109.5, the commitment includes:

- Identification and inventory of applicable equipment, materials, and supplies that are available locally and regionally;
- An estimate of the equipment, materials, and supplies that would be required to remove the maximum oil discharge to be anticipated;
- Development of agreements and arrangements in advance of an oil discharge for the acquisition of equipment, materials, and supplies to be used in responding to such a discharge;
- Provisions for well-defined and specific actions to be taken after discovery and notification of an oil discharge, including specification of an oil discharge response operating team consisting of trained, prepared, and available operating personnel;
- Predesignation of a properly qualified oil discharge response coordinator who is charged with the responsibility and delegated commensurate authority for directing and coordinating response operations and who knows how to request assistance from federal authorities operating under current national and regional contingency plans;
- A preplanned location for an oil discharge response operations center and a reliable communications system for directing the coordinated overall response actions;
- Provisions for varying degrees of response effort depending on the severity of the oil discharge; and
- Specification of the order of priority in which the various water uses are to be protected where more than one water use may be adversely affected as a result of an oil discharge and where response operations may not be adequate to protect all uses. (67 FR 47105)."

Oil Spill Contingency Plan (40 CFR Part 109):

- A. Complete all of the information requested in the Oil Spill Contingency Plan. Some of the information from *Section III (6) – Emergency Procedures and Notification* of the SPCC Plan Template can be reused in this plan.

Additional Resources:

For further assistance with completing a SPCC Plan for your farm, see the Spill Prevention, Control, and Countermeasure (SPCC) Guidance for Regional Inspectors at the following link:

http://www.epa.gov/oem/content/spcc/spcc_guidance.htm

For further guidance regarding the SPCC Regulation, use the following link:

<http://www.epa.gov/oem/docs/oil/spcc/spccbluebroch.pdf>

APPENDIX B: DEFINITIONS

DEFINITIONS

Except where noted, the following definitions are taken directly from the Definitions section (§ 112.2) of the SPCC rule (40 CFR 112). This is not a comprehensive list of the definitions listed in § 112.2.

*Starred definitions are Not quoted directly from the SPCC rule. Sources of these definitions are noted where applicable.

***24-hour 25-year storm** – A storm with a certain depth of precipitation that could fall in a 24 hour period that has a 1 in 25 chance (4 percent chance) of occurring in any given year. Source: <http://water.usgs.gov/>

Animal fat means a non-petroleum oil, fat, or grease of animal, fish, or marine mammal origin.

Breakout tank means a container used to relieve surges in an oil pipeline system or to receive and store oil transported by a pipeline for reinjection and continued transportation by pipeline.

Bulk storage container means any container used to store oil. These containers are used for purposes including, but not limited to, the storage of oil prior to use, while being used, or prior to further distribution in commerce. Oil-filled electrical, operating, or manufacturing equipment is not a bulk storage container.

Bunkered tank means a container constructed or placed in the ground by cutting the earth and re-covering the container in a manner that breaks the surrounding natural grade, or that lies above grade, and is covered with earth, sand, gravel, asphalt, or other material. A bunkered tank is considered an aboveground storage container for purposes of this part.

Completely buried tank means any container completely below grade and covered with earth, sand, gravel, asphalt, or other material. Containers in vaults, bunkered tanks, or partially buried tanks are considered aboveground storage containers for purposes of this part.

Discharge includes, but is not limited to, any spilling, leaking, pumping, pouring, emitting, emptying, or dumping of oil, but excludes discharges in compliance with a permit under section 402 of the CWA; discharges resulting from circumstances identified, reviewed, and made a part of the public record with respect to a permit issued or modified under section 402 of the CWA, and subject to a condition in such permit; or continuous or anticipated intermittent discharges from a point source, identified in a permit or permit application under section 402 of the CWA, that are caused by events occurring within the scope of relevant operating or treatment systems. For purposes of this part, the term discharge shall not include any discharge of oil that is authorized by a permit issued under section 13 of the River and Harbor Act of 1899 (33 U.S.C. 407).

Facility means any mobile or fixed, onshore or offshore building, property, parcel, lease, structure, installation, equipment, pipe, or pipeline (other than a vessel or a public vessel) used in oil well drilling operations, oil production, oil refining, oil storage, oil gathering, oil processing, oil transfer, oil distribution, and oil waste treatment, or in which oil is used, as described in Appendix A to this part. The boundaries of a facility depend on several site-specific factors, including but not limited to, the ownership or operation of buildings, structures, and equipment on the same site and types of activity at the site. Contiguous or non-contiguous buildings, properties, parcels, leases, structures, installations, pipes, or pipelines under the ownership or operation of the same person may be considered separate facilities. Only this definition governs whether a facility is subject to this part.

Farm means a facility on a tract of land devoted to the production of crops or raising of animals, including fish, which produced and sold, or normally would have produced and sold, \$1,000 or more of agricultural products during a year.

Loading/unloading rack means a fixed structure (such as a platform, gangway) necessary for loading or unloading a tank truck or tank car, which is located at a facility subject to the requirements of this part. A loading/unloading rack includes a loading or unloading arm, and may include any combination of the following: piping assemblages, valves, pumps, shut-off devices, overfill sensors, or personnel safety devices.

Mobile refueler means a bulk storage container onboard a vehicle or towed, that is designed or used solely to store and transport fuel for transfer into or from an aircraft, motor vehicle, locomotive, vessel, ground service equipment, or other oil storage container.

Motive power container means any onboard bulk storage container used primarily to power the movement of a motor vehicle, or ancillary onboard oil-filled operational equipment. An onboard bulk storage container which is used to store or transfer oil for further distribution is not a motive power container. The definition of motive power container does not include oil drilling or workover equipment, including rigs.

Navigable waters of the United States means “navigable waters” as defined in section 502(7) of the FWPCA and includes:

- (1) All navigable waters of the United States, as defined in judicial decisions prior to passage of the 1972 Amendments to the FWPCA (Pub. L. 92–500), and tributaries of such waters;
- (2) Interstate waters;
- (3) Intrastate lakes, rivers, and streams which are utilized by interstate travelers for recreational or other purposes; and
- (4) Intrastate lakes, rivers, and streams from which fish or shellfish are taken and sold in interstate commerce.

Non-petroleum oil means oil of any kind that is not petroleum-based, including but not limited to: Fats, oils, and greases of animal, fish, or marine mammal origin; and vegetable oils, including oils from seeds, nuts, fruits, and kernels.

Offshore facility means any facility of any kind (other than a vessel or public vessel) located in, on, or under any of the navigable waters of the United States, and any facility of any kind that is subject to the jurisdiction of the United States and is located in, on, or under any other waters.

Oil means oil of any kind or in any form, including, but not limited to: fats, oils, or greases of animal, fish, or marine mammal origin; vegetable oils, including oils from seeds, nuts, fruits, or kernels; and, other oils and greases, including petroleum, fuel oil, sludge, synthetic oils, mineral oils, oil refuse, or oil mixed with wastes other than dredged spoil.

Oil-filled operational equipment means equipment that includes an oil storage container (or multiple containers) in which the oil is present solely to support the function of the apparatus or the device. Oil-filled operational equipment is not considered a bulk storage container, and does not include oil-filled manufacturing equipment (flow-through process). Examples of oil-filled operational equipment include, but are not limited to, hydraulic systems, lubricating systems (e.g. , those for pumps, compressors and other rotating equipment, including pumpjack lubrication systems), gear boxes, machining coolant systems, heat transfer systems, transformers, circuit breakers, electrical switches, and other systems containing oil solely to enable the operation of the device.

Onshore facility means any facility of any kind located in, on, or under any land within the United States, other than submerged lands.

Owner or operator means any person owning or operating an onshore facility or an offshore facility, and in the case of any abandoned offshore facility, the person who owned or operated or maintained the facility immediately prior to such abandonment.

Partially buried tank means a storage container that is partially inserted or constructed in the ground, but not entirely below grade, and not completely covered with earth, sand, gravel, asphalt, or other material. A partially buried tank is considered an aboveground storage container for purposes of this part.

Permanently closed means any container or facility for which:

- (1) All liquid and sludge has been removed from each container and connecting line; and
- (2) All connecting lines and piping have been disconnected from the container and blanked off, all valves (except for ventilation valves) have been closed and locked, and conspicuous signs have been posted on each container stating that it is a permanently closed container and noting the date of closure.

Person includes an individual, firm, corporation, association, or partnership.

Petroleum oil means petroleum in any form, including but not limited to crude oil, fuel oil, mineral oil, sludge, oil refuse, and refined products.

Production facility means all structures (including but not limited to wells, platforms, or storage facilities), piping (including but not limited to flowlines or intra-facility gathering lines), or equipment (including but not limited to workover equipment, separation equipment, or auxiliary non-transportation-related equipment) used in the production, extraction, recovery, lifting, stabilization, separation or treating of oil (including condensate), or associated storage or measurement, and is located in an oil or gas field, at a facility. This definition governs whether such structures, piping, or equipment are subject to a specific section of this part.

***Production rig** means “a portable servicing or workover outfit, usually mounted on wheels and self-propelled. A well servicing unit consists of a hoist and engine mounted on a wheeled chassis with a self-erecting mast. A workover rig is basically the same, with the addition of a substructure with rotary, pump, pits, and auxiliaries to permit handling and working a drill string.” *Source: Minerals Management Service. U.S. Department of the Interior.*

<http://www.mms.gov/glossary/po-pv.htm>

***Production tank** means “a tank used in the field to receive crude oil as it comes from the well. Also called a flow tank or lease tank.” *Source: Minerals Management Service. U.S. Department of the Interior.*

<http://www.mms.gov/glossary/po-pv.htm>

Qualified Facilities – The owner or operator of a qualified facility as defined in this subparagraph may self-certify his facility's Plan, as provided in §112.6. A qualified facility is one that meets the following Tier I or Tier II qualified facility criteria:

- (1) A Tier I qualified facility meets the qualification criteria in paragraph (g)(2) of this section and has no individual aboveground oil storage container with a capacity greater than 5,000 U.S. gallons.
- (2) A Tier II qualified facility is one that has had no single discharge as described in §112.1(b) exceeding 1,000 U.S. gallons or no two discharges as described in §112.1(b) each exceeding 42 U.S. gallons within any twelve month period in the three years prior to the SPCC Plan self-certification date, or since becoming subject to this part if the facility has been in operation for less than three years (other than discharges as described in §112.1(b) that are the result of natural disasters, acts of war, or terrorism), and has an aggregate aboveground oil storage capacity of 10,000 U.S. gallons or less. *Source: § 112.3(g)*

Regional Administrator means the Regional Administrator of the Environmental Protection Agency, in and for the Region in which the facility is located.

Repair means any work necessary to maintain or restore a container to a condition suitable for safe operation, other than that necessary for ordinary, day-to-day maintenance to maintain the functional integrity of the container and that does not weaken the container.

Spill Prevention, Control, and Countermeasure Plan; SPCC Plan, or Plan means the document required by §112.3 that details the equipment, workforce, procedures, and steps to prevent, control, and provide adequate Countermeasure to a discharge.

Storage capacity of a container means the shell capacity of the container.

***Tank Battery** means “a group of production tanks located in a field to store crude oil.” *Source: Minerals Management Service. U.S. Department of the Interior.* <http://www.mms.gov/glossary/ta-th.htm>

Tier I qualified facility – See definition for “Qualified facilities.”

Tier II qualified facility – See definition for “Qualified facilities.”

Transportation-related and non-transportation-related, as applied to an onshore or offshore facility, are defined in the Memorandum of Understanding between the Secretary of Transportation and the Administrator of the Environmental Protection Agency, dated November 24, 1971, (appendix A of this part).

United States means the States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, Guam, American Samoa, the U.S. Virgin Islands, and the Pacific Island Governments.

Vegetable oil means a non-petroleum oil or fat of vegetable origin, including but not limited to oils and fats derived from plant seeds, nuts, fruits, and kernels.

Wetlands means those areas that are inundated or saturated by surface or groundwater at a frequency or duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include playa lakes, swamps, marshes, bogs, and similar areas such as sloughs, prairie potholes, wet meadows, prairie river overflows, mudflats, and natural ponds.

***Workover** means “to perform one or more of a variety of remedial operations on a producing oil well to try to increase production. Examples of workover operations are deepening, plugging back, pulling and resetting liners, squeeze cementing, and so on.” – Also see *production rig. *Source: Minerals Management Service. U.S. Department of the Interior.* <http://www.mms.gov/glossary/wh-wo.htm>

APPENDIX C: OIL SPILL CONTINGENCY PLAN AND WRITTEN COMMITMENT OF RESOURCES

OIL SPILL CONTINGENCY PLAN

Instructions: Complete the following information to (1) generate an Oil Spill Contingency Plan that meets the provisions of 40 CFR part 109 and (2) provide a written commitment of manpower, equipment and materials required to expeditiously control and remove any quantity of oil discharged that may be harmful. The contingency plan must be consistent with all applicable state and local plans, Area Contingency Plans, and the National Contingency Plan (NCP). Attach all of the information in this Appendix to your SPCC Plan.

DISCLAIMER: Completion of this Oil Spill Contingency Plan Template does not guarantee compliance. Each owner/operator is responsible for ensuring that his or her facility meets the requirements of 40 CFR 109 and 40 CFR 112 (74 FR 58811) and its proposed revisions.

List the authorities, responsibilities, and duties of all persons, organizations or agencies which are to be involved in planning or directing oil removal operations.

Establish notification procedures for the purpose of early detection and timely notification of an oil discharge including:

Identify critical water use areas.

Provide a current list of names, telephone numbers and addresses of the responsible persons and organizations to be notified when an oil discharge is discovered

See *Emergency Contact Information* and *Table 10: Discharge Notification Form* in the SPCC Plan

☐ Access to a reliable communication system is provided for timely notification of an oil discharge. This system is capable of interconnection with the communications systems established under related oil removal contingency plans, particularly State and National Plans (e.g., NCP).

See *Emergency Contact Information* in the SPCC Plan

What is the procedure for requesting assistance during a major disaster or when the situation exceeds the response capability of the State, local, or regional authority?

The following provisions have been made to assure that all available resources have been identified and can be committed during an oil discharge situation including:

| | |
|--|---|
| Identify and list applicable equipment, materials and supplies which are available locally and regionally | See <i>Emergency Cleanup Contractors/Individuals</i> information in the SPCC Plan |
| Estimate the type and amount of equipment, materials, and supplies which could be required to remove the maximum potential oil discharge to be anticipated | |
| | Equipment |
| | Materials |
| | Supplies |
| List entities for which agreements and arrangements in advance of an oil discharge have been developed: | |
| | |

The following information describes the provisions made for well defined and specific actions to be taken after an oil discharge has been discovered and reported.

| |
|---|
| List name and phone numbers of your designated oil discharge response team. This team must consist of trained, prepared, and available operating personnel. |
| |
| Name the designated oil discharge response coordinator. |
| <input type="checkbox"/> This coordinator has the responsibility and delegated commensurate authority to direct and coordinate response operations. <input type="checkbox"/> This coordinator knows how to request assistance from Federal authorities operating under existing national and regional contingency plans. |

Location of oil discharge response operations center and reliable communications system:

Describe the response efforts and procedures that will be used for oil discharges of different severities:

List the order in which the critical water use areas need to be protected:

Provide the well defined and detailed procedures that are in place to facilitate the recovery of damages and enforcement measures as provided for by State and local statues and ordinances:

WRITTEN COMMITMENT OF RESOURCES (§112.7(d)(2)):

Instructions: In the space and table below describe the manpower, equipment, and materials committed to quickly controlling and removing any quantity of discharged oil that may be harmful. List any arrangements made with individuals or contractors to share personnel, and/or equipment¹, supplies², and services³ during an emergency cleanup of an oil discharge. Attach any written agreements to this plan.

Table 13: Emergency Cleanup Contractors

| Name/Company | Signed Agreement? | Phone | Location/Address | Equipment ^a , Supplies ^b , Services ^c Provided |
|--------------|---|-------|------------------|---|
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |
| | Yes <input type="checkbox"/> No <input type="checkbox"/> | | | |

¹ Example equipment: vacuum slurry tank, irrigation pumps, bulldozer/track loader, backhoe

² Example supplies: oil absorbent materials (pads, pillows, socks, booms)

³ Example services: emergency response cleanup

Discharge Reporting and Notification Requirements

