

# EMERGENCY OFFICIAL AGENCY RESPONSE INFORMATION BOOK

Operated by:

ONEOK Bakken Pipeline, L.L.C.



For emergencies, please call:  
**1-855-348-7258**

Prepared by:



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## **Introduction**

ONEOK Bakken Pipeline, L.L.C. (ONEOK) is proposing the Demicks Lake Pipeline Project (Project). ONEOK's proposed Project is a new, 20-inch diameter steel Y-grade natural gas liquids (NGL) pipeline that would originate at the ONEOK Demicks Lake Natural Gas Processing Plant in McKenzie County, North Dakota, and extend to the southwest to terminate in Richland County, Montana, at a planned interconnection with a ONEOK-affiliate pipeline. ONEOK's top priority is the safety of emergency responders, the public, and the safety of the environment. ONEOK's vision is to be the operator and partner of choice for customers, business owners, public officials, employees, and communities.

In order to achieve this vision, ONEOK manages operations in a manner that protects the environment and the safety of employees, customers, contractors, and the public, and complies with laws and regulations. The primary regulation that provides regulation for the construction, operations, and maintenance of the pipeline systems is CFR 49 Part 195, which is established and regulated by the U.S. Department of Transportation (DOT) and the Pipeline and Hazardous Material Safety Administration (PHMSA). ONEOK's principles and beliefs dictate that safety and environmental performance are mandatory for success. ONEOK employees have the personal right, responsibility, and ability to prevent accidents and adhere to ONEOK's culture that accidents and unauthorized releases are unacceptable.

Additionally, ONEOK's policy commits the company to continually improve its environmental, safety, and health (ES&H) performance by proactively evaluating its operations and implementing programs and practices to reduce the number and severity of ES&H incidents toward an ultimate goal of zero.

Accordingly, ONEOK is committed to providing pipeline safety and operational information to emergency response agencies that might be called upon in the unlikely event of a pipeline emergency to assist ONEOK in protecting the public and the environment and in mitigating the consequences of the event. This Emergency Official Agency Information Book represents the initial step in this partnership by sharing certain information about the ONEOK pipelines in your community.

If you have additional questions or comments on public safety or ONEOK Pipeline systems, please call our Spearfish, SD, office at 620-642-2197, extension 5.

### ***ONEOK Demicks Lake Pipeline Overview***

The Project will be approximately 77 miles in length, of which approximately 2 miles are located in Montana. Approximately 9 miles of the proposed route will cross the Little Missouri National Grassland (LMNG), which is administered through the U.S. Forest Service (USFS).

The purpose of the Project is to provide take-away capacity for Y-grade NGLs (a mixture of ethane, propane, butanes, iso-butane mix, pentanes, and natural gasoline) produced at Demicks Lake Natural Gas Processing Plant in McKenzie County, North Dakota. Construction of the proposed Project will provide the critical link between the Demicks Lake Natural Gas Processing Plant and ONEOK's pipeline system for delivery to facilities in the Mid-Continent and Gulf Coast for additional processing prior to distribution to various markets.

### **ONEOK Damage Prevention Measures**

ONEOK is committed to protecting the safety of the communities and the environment in which it operates. Consistent with this commitment, ONEOK is continually improving its ES&H performance by proactively evaluating its operations and implementing processes to reduce ES&H incidents toward an ultimate goal of zero. The company's damage prevention measures are key components of this commitment.

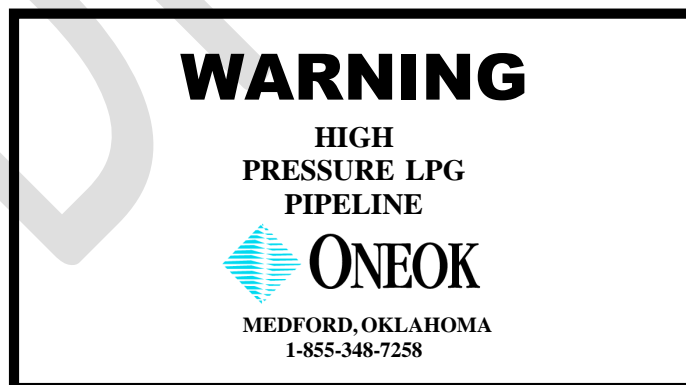
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There are several damage prevention measures ONEOK employs to help ensure pipeline integrity including, but not limited to: electronic methods of corrosion prevention, internal inspection with metal loss and deformation sensing devices, pipeline repair or replacement, maintaining automated pressure and flow control monitoring systems, and on-ground surveys to evaluate right-of-way conditions, pipeline markers, and depth of cover. Another aspect of these measures is ONEOK's public pipeline safety education program that is designed to introduce to the affected public, excavation contractors, local public officials, and emergency response officials, the basics of pipeline recognition and to encourage these groups to utilize state-sponsored one-call underground damage prevention programs.

ONEOK regularly inspects and surveys the pipelines it operates, searching for circumstances that may affect the pipelines' integrity. This surveillance is conducted in three ways:

1. The first surveillance method utilizes aerial patrol. ONEOK and contract aircraft are flown over the pipeline rights-of-way on a scheduled and frequent basis. The pilots are trained to observe the rights-of-way for conditions that may pose a threat to the safety and integrity of the pipeline system. Should the pilots notice a discoloration on the ground, the presence of heavy machinery on or around the right-of-way, or a number of other conditions, they report these items to ONEOK field personnel who are dispatched to the site to further investigate. ONEOK utilizes GPS coordinates as one of the methods of communication between patrol and response personnel.
2. The second surveillance method utilizes visual inspection performed by ONEOK and contract field personnel on a scheduled basis. There are numerous inspections and tests done on each pipeline every year. Such tests include the checking of the Corrosion Prevention System on the pipeline, equipment, and pumps, and emergency shutdown equipment and procedures. All of these activities are performed regularly to assure system integrity and to help prevent pipeline emergency conditions.

The pipeline ground marker signs, similar to the one below, show the approximate location of ONEOK operated pipelines and identify the owner and/or operators of the pipelines. They also show a general description of the materials moved through the line and the pipeline emergency telephone number. However, these signs do not indicate the exact location of the pipeline, nor do the signs indicate the depth of the pipeline. The pipeline may not follow a straight line between the signs.



It is likely that you may notice ONEOK employees and/or contractors inspecting or conducting normal maintenance activities on the pipeline(s) in your community. Individuals performing these duties or activities along ONEOK's right-of-way should identify themselves if requested to do so. Additionally, they should have material with them that identifies them as pipeline personnel. They

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should be able to communicate clearly with you regarding the work they are performing or the tests they are conducting on the pipeline. If you have any questions or concerns about the activities or personnel you observe on a ONEOK operated pipeline right-of-way, ONEOK respectfully requests that you contact ONEOK and other appropriate authorities immediately at the number provided on the cover of this document. ONEOK will attempt to verify the presence of the ONEOK personnel and the nature and extent of their work.

It is possible that persons may conduct unauthorized construction and excavation activities near a ONEOK operated pipeline. Third-party damage to ONEOK's pipelines from such activities is a concern. ONEOK wants to know when someone is going to perform work close to a ONEOK pipeline right-of-way. If people enter and dig in a right-of-way without notice, injuries, environmental and property damage may occur.

3. The third method of pipeline surveillance utilizes satellite and other remote communication technology to monitor pipeline operating conditions. Pressure, flow, and temperature monitors and other sensors are placed on the ONEOK pipelines and related equipment, even in remote areas. These devices transmit, via satellite communications, the operating characteristics of the pipeline to the ONEOK Pipeline Control Center. Operating personnel at the Pipeline Control Center have the capability to analyze the operational status of the pipeline and control its transportation activity using sophisticated computer software designed to optimize the pipeline and notify the operator of indications of leaks or other abnormal conditions.

As an additional tool within the satellite monitoring capability, ONEOK Pipelines contain a Leak Detection System that is housed within the Pipeline Control Center and is staffed 24 hours a day, seven days a week. Deviations from normal flow conditions are detected by monitoring the pressure in the lines, as well as the temperature of the product transported in them, from origination to destination. Should there be an unusual change noted in the pressure, temperature, or flow, that change could be indicative of a leak, and ONEOK personnel will be dispatched to conduct a more thorough inspection.

In the unlikely event of a pipeline emergency condition, operators in the pipeline control center have the ability to remotely operate pumps, valves, and emergency shutdown equipment to minimize the impact of the emergency condition and to protect the safety of the surrounding community and environment. Both the Leak Detection System and its attendant satellite communications system have proven to be effective in detecting significant leaks on pipeline systems and are often the quickest way to minimize an emergency condition's impact. In addition to remote operations capability, the Leak Detection System enables operators in the Pipeline Control Center to quickly dispatch trained ONEOK field employees to the scene of an emergency condition for on-location Incident Command and response. However, you should know that most often, operators in the Pipeline Control Center are already taking mitigative action even before ONEOK personnel arrive on scene.

Preventing third-party damage to pipelines is a ONEOK priority. ONEOK has a continuing educational program to communicate pipeline safety information to the affected public, local public officials, emergency response agencies, and excavators. ONEOK is a member of one-call notification systems in states where it operates pipelines. One-call centers take detailed information from anyone doing excavation work and notify member underground facility operators. Underground facility operators determine whether they have a conflict with the excavation and, when necessary, mark the approximate horizontal location of underground facilities. In some cases, in order to protect the public and the environment, ONEOK employees remain on-site during excavation work near the pipeline.

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Underground facility locations are provided as a free service to anyone performing excavation work.

State law requires that the public and excavators contact their local one-call system 48 hours prior to commencing any excavation work. In both Montana and North Dakota, we encourage all parties that excavate to call 811 the “call before you dig” number.

### **Integrity Management Plan Overview**

Ensuring the mechanical integrity of our pipelines helps us to successfully meet our goal of protecting the public, employees, contractors, and the environment. The ONEOK Pipeline Integrity Management Program defines how we work to achieve this goal and comply with applicable laws and regulations.

The ONEOK Pipeline Integrity Management Program ensures that pipelines that could affect High Consequence Areas (HCAs) are identified, threats to pipeline integrity are evaluated, and that preventive and mitigative actions are implemented to manage the integrity of the pipelines to reduce the probability of releases and to limit the consequences of releases if they do occur.

### **Leak Prevention Program**

Our leak prevention program includes specific practices and procedures to continually assess and monitor, regularly test and inspect, and prevent corrosion and excavation damage on the pipelines we operate. ONEOK regularly tests and inspects the condition of the pipelines and the effectiveness of our day-to-day leak prevention activities using timely data evaluation, investigation, and corrective action procedures. Employees and contractors who perform work must attend training and meet qualification requirements.

The following practices and procedures are among many that ONEOK has developed to ensure safe and reliable pipeline operations:

- Routine pipeline operations and maintenance.
- Excavation damage prevention education and communication.
- SCADA – ONEOK applies **Supervisory Control and Data Acquisition** systems for safe and efficient pipeline operation. The Operations Control Center electronically monitors our pipelines. Information is communicated between the Control Center and remote monitoring sites 24 hours a day, seven days a week, using satellite and other remote communication technology.
- ROW patrols and surveys – Right-of-Way conditions are evaluated by routine aerial and walking patrols. Surveys are conducted to evaluate changing conditions on the pipeline right-of-way, to consider waterways, erosion, and soil subsidence, and unauthorized excavation or construction activity.
- External corrosion prevention – Prior to pipeline burial, an external coating is applied to the outer pipe surface to prevent corrosion. This coating, combined with the application of **cathodic protection**, minimizes the potential for corrosion.
- Integrity testing – ONEOK regularly performs in-line inspections and pressure testing of its pipelines to evaluate their condition and effectiveness of leak prevention activities. High resolution in-line inspection equipment, capable of detecting metal loss and deformations, is used to inspect our pipelines. Inspection data is evaluated, and investigations are performed if necessary. To confirm safe operation at normal pressures, ONEOK may also perform pressure testing that utilizes water at pressures exceeding normal operating pressures to ensure the integrity of the pipelines.

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## ***Spill Mitigation Program***

Through our spill mitigation program, we endeavor to **educate and communicate**. This is accomplished by way of public awareness activities, carefully monitored leak detection systems, and emergency response plans.

## ***High Consequence Areas Consideration***

High Consequence Areas (HCAs) are defined in federal regulations as populated areas, commercially navigable waterways, and areas that are unusually sensitive to environmental damage. ONEOK has identified pipeline sections that could affect an HCA and has made special considerations in these areas when developing its integrity management program.

## ***Program Evaluation and Improvement***

At ONEOK we regularly evaluate and audit the implementation of our practices and procedures to ensure consistent application and identify improvement opportunities. ONEOK enlists its own auditors and subject matter experts, along with independent auditors and state and federal inspectors to perform evaluations and inspections.

If you want additional information on Integrity Management or wish to comment to ONEOK about public safety, protection of HCAs under your jurisdiction, emergency preparedness, or other concerns, please contact the ONEOK office in Spearfish, SD, at 605-642-2197, extension 5.

## ***In Case of an Emergency***

Responding to a pipeline emergency requires teamwork and coordination between public safety officials, environmental agencies, and ONEOK. ONEOK needs and welcomes your assistance and the following information can help ONEOK's preparation for response if incidents occur.

ONEOK defines an emergency condition as a fire, explosion, natural disaster, accidental release, or operational failure that disrupts normal pipeline operating conditions.

## ***ONEOK Emergency Condition Course of Action***

In the unlikely event that an emergency does occur, ONEOK personnel are dispatched to the location and certain pipeline operations may be conducted remotely by operators in ONEOK's Pipeline Control Center. ONEOK operations personnel are trained to recognize and to respond appropriately to minimize hazards. They use Lower Explosive Limit meters and other monitoring devices to determine the extent of a vapor cloud release. Please familiarize yourself with the Safety Data Sheet (SDS) information contained at the conclusion of this informational packet. Familiarization with this information now may assist with the decision-making process if an emergency should arise.

## ***ONEOK's Emergency Response Telephone Number***

ONEOK emergency response telephone number is 1-855-348-7258 and should be called in the event of a ONEOK emergency. Technicians are available 24 hours a day, seven days a week.

## ***Emergency Official Agency Response Resources and Capabilities***

Please help ONEOK confirm your agency's response capabilities by sharing information regarding your agency's equipment, personnel, communications capabilities, coverage territory, and availability to assist in the event of a ONEOK emergency.

## ***Pipeline Product Information***

The product transported through this pipeline is a Raw Natural Gas Liquid. Raw Natural Gas Liquid

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product is a mixture consisting of ethane, propane, butane, and natural gasoline. Please refer to the SDS information contained at the conclusion of this informational packet for complete safety and hazard information.

### **ONEOK NGL Mapping System**

To view pipeline systems in your area, refer to the National Pipeline Mapping System (NPMS) Web site. This Web site can be accessed at [www.npms.phmsa.dot.gov](http://www.npms.phmsa.dot.gov).

### **ONEOK Area (Local) Representative(s)**

For information how to receive local contact numbers for ONEOK Area Representative(s), please call our ONEOK operations office at 1-605-642-2197, extension 5.

### **Location of ONEOK Emergency Plans**

The Emergency Response Plans for your jurisdiction are located in Spearfish, South Dakota, and with our local Area Representative. If you would like access to these plans, please call the ONEOK operations office at 605-642-2197, extension 5.

### **ONEOK Pipeline Safety Tips for Emergency Official Agencies**

ONEOK offers the following pipeline safety tips to emergency response agencies in dealing with a ONEOK emergency condition whether such a condition is caused by fire, explosion, natural disaster, accidental release, or operational failure:

#### **Validate the request for help**

Calls that come in where members of the public are seeking help because of and/or are reporting a pipeline incident should be verified. The purpose of this validation is to eliminate prank calls. If, in your judgment, the request is valid, and an emergency exists, advise the caller what to do to evacuate the area. Be sure to determine the exact location of the emergency.

**Call the ONEOK Pipeline Control Center at 1-855-348-7258**

Please call the ONEOK Pipeline Control Center immediately at the telephone number above. This number is attended 24 hours a day, 365 days a year. ONEOK's operator will appropriately operate remote equipment to assist in minimizing the impact of a condition and will contact other ONEOK personnel for response to the situation.

#### **Determine Wind Direction**

When you arrive at an emergency site, make sure you know the wind direction. Approach all leaks and ruptures from an upwind direction.

#### **Upon Arrival at the Scene**

Do not walk or drive into a vapor cloud or any puddle of liquid on the ground. Upon arrival at the emergency, park vehicles a safe distance from any vapor cloud or fire. Turn off the vehicle's engine. Failure to do so could result in immediate explosion and burning of the product resulting in injury or death.

#### **Evacuate the Area**

Evacuate everyone from the danger area to an upwind location immediately. Do not attempt to start any vehicles in the vicinity of the leak or spill and eliminate all ignition sources.

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### **Medical Help**

Provide medical assistance as necessary.

### **Barricade the Area**

Barricade the emergency area so that unauthorized people cannot enter. Block any highway or roadways that pass through or near the area.

### **Eliminate Ignition Sources**

Eliminate all sources of ignition. Sources include, but are not limited to, such items as: engines, electric motors, pilot lights, burn barrels and smoking materials. Ignition can result in immediate explosion and burning of the product, resulting in injury or death. If the engine in your vehicle stops unexpectedly, do not attempt to restart the engine. It may have stopped due to lack of oxygen and attempts to restart could ignite the leaked or spilled product.

If you arrive and a fire is already burning from the pipeline rupture site, ONEOK recommends you do not attempt to put out the fire. Putting out the fire from the primary source of fuel may allow vapors to migrate to other areas, awaiting alternative sources of ignition. Perimeter fires, or secondary fires, may be extinguished at your discretion.

Maintain contact with the ONEOK control center technician until ONEOK operations personnel arrive and identify themselves to you.

### **ONEOK Representative in Charge**

When ONEOK personnel arrive on location, they will identify themselves to you as soon as possible. The ONEOK representative is trained to operate within the Incident Command System. The ONEOK representative will establish contact with the incident commander upon arrival at the site. ONEOK may ask for assistance with evacuation, traffic control, and area security. ONEOK response personnel are trained and will perform their activities in compliance with applicable laws and regulations and ONEOK Emergency Action Plans.

### **Railroad Safety**

If a railroad passes through the emergency area, we may ask you to contact the railroad and request that they stop movement of trains through the area until notified that the area is safe.

### **Vapor Cloud Movement**

Determine if a vapor cloud is moving or expanding in size. A vapor cloud will often tend to flow to low areas. Keep people away from nearby low spots. ***Do not attempt to ignite the vapor cloud.*** This can be a dangerous procedure and will be done by ONEOK personnel only if the situation requires such action.

### **Termination of Emergency**

When on-site ONEOK personnel determine the pipeline emergency condition is over, you will be informed.

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## Summary

The following is a checklist of recommended safety tips for public emergency response agencies in case of a pipeline emergency:

1. Validate the emergency phone call by returning the call promptly.
2. Call the ONEOK Pipeline Control Center at 1-855-348-7258 if the call comes from the public. This phone is attended 24 hours a day, 365 days a year.
3. Determine the wind direction at the site.
4. Upon arrival at the emergency site, do not walk or drive into a vapor cloud or any puddle of liquids on the ground. Park vehicles a safe distance upwind from the vapor cloud or fire and turn off engines. If the engine or your vehicle stops unexpectedly, do not attempt to restart it. Ignition can result in immediate explosion and burning of the product, resulting in injury or death.
5. Evacuate everyone from the spill area to an upwind location. Stay away from the vapor cloud.
6. Provide medical help to those who need it.
7. Barricade the emergency area so that people will not enter. Blockade any highway or roadway that passes through or near the area.
8. Eliminate all sources of ignition. Sources such as: engines, electric motors, pilot lights, burn barrels and smoking materials. Ignition can result in immediate explosion and burning of the product, resulting in injury or death.
9. Maintain contact with ONEOK's control center operator until ONEOK personnel arrive on scene. ONEOK representatives will identify themselves.
10. Do not attempt to extinguish any primary fire source until ONEOK employees arrive and direct such action. Perimeter fires (grass or adjoining property) may be extinguished, if necessary. Only ONEOK representatives will shut off the fuel source and allow the fire to extinguish itself.
11. If a railroad passes through the emergency areas, you may be asked to contact the railroad and request that they stop movement of trains through the area until notified that the area is safe.
12. Determine if the vapor cloud is moving or expanding in size. Vapors will tend to collect in low areas; keep people away from nearby low spots if the vapor cloud is at a nearby high elevation.
13. Do not attempt to ignite the vapor cloud. This is a dangerous procedure and will be performed by ONEOK personnel only if the situation requires such action.
14. ONEOK employees will tell you when the pipeline emergency condition is over.

Your ONEOK representative will document specific agency resources, communications capabilities, and ways to minimize hazards to life, the environment and property during a pipeline emergency condition.

## Conclusion

The best course of action in an emergency is avoiding one initially. ONEOK Pipeline representatives are continually taking appropriate measures to do this. In the unlikely event of an emergency, the safety of our neighbors and our personnel, and the health of our environment, are our key concerns.

This Emergency Official Agency Response Information Book is intended to share certain information about the ONEOK pipelines in your community. Should you need further information or have questions regarding the ONEOK facilities in your area, feel free to call upon your ONEOK representative by calling 1-605-642-2197, extension 5.