



Little Missouri Lateral Pipeline Project

**SPILL PREVENTION, CONTROL, AND
COUNTERMEASURE PLAN**

ISSUED FOR CONSTRUCTION

Prepared by



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1.0 INTRODUCTION

ONEOK Bakken Pipeline, L.L.C. (ONEOK) is committed to meeting or exceeding applicable federal, state, and local environmental requirements during the planning, construction, and operation of the Little Missouri Lateral Pipeline Project (hereby collectively referred to as the Project). This *Spill Prevention, Control, and Countermeasure Plan (SPCC Plan)* was developed to establish basic procedures to prevent the discharge of hazardous or regulated materials during construction of the Project. The *SPCC Plan* is a guideline that sets forth minimum standards for the prevention of spills (handling and storing regulated substances) and for the minimization of impacts resulting from spills of fuels, petroleum products, or other regulated substances as a result of pipeline construction should a spill occur. This document is not a complete summary of all requirements.

The provisions of this *SPCC Plan* will be implemented by Project personnel during the construction of Project. The Contractor (i.e. pipeline construction general contractor) is responsible for understanding and complying with all applicable federal, state, and local requirements related to all aspects of work on the Project, including the transportation, storage, and disposal of polluting and hazardous materials. Other contractors (i.e. the reclamation contractor) are responsible for understanding and complying with applicable federal, state, and local requirements relating to their work on the Project, including the transportation, storage, and disposal of polluting and hazardous materials.

2.0 PLANNING AND PREVENTION

ONEOK's goal is to prevent spills and/or exposure to hazardous or dangerous substances during construction of the Project. The *SPCC Plan* is designed to reduce the likelihood of a spill, provide for prompt containment, and clean up if a spill does occur, comply with applicable state and federal laws as well, as other Project permit conditions throughout construction and restoration of the Project, and protect human health and the environment.

ONEOK requires its Contractors to implement proper planning and preventive measures to minimize the potential of spilling regulated substances such as fuels and petroleum products and to quickly and successfully clean up a spill should one occur. Potential sources of construction-related spills include (but are not limited to) storage tank leaks, machinery and equipment failure, and fuel handling and transfer accidents. The Contractor will be responsible for implementing, at a minimum, the planning and prevention measures contained in this document.

2.1 ROLES AND RESPONSIBILITIES

The following roles and responsibilities have been developed by ONEOK for the Project.

2.1.1 Environmental Manager

The Environmental Manager will be a designated ONEOK Employee or a third-party Designee.

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- The Environmental Manager will have a Lead Environmental Inspector (EI) located on each construction spread. The Lead EI may act on the behalf of the Environmental Manager on certain issues that will be defined before construction is started.
- The Environmental Manager will promptly report spills to appropriate federal, state, and local agencies when required.

- The Environmental Manager will coordinate with these agencies regarding contacting additional parties or agencies. The Environmental Manager may request that the Contractor's Spill Coordinator assist with these additional notifications.
- The Environmental Manager will help direct further response actions in accordance with the U.S. Environmental Policy Agency (EPA) guidelines and assist throughout the cleanup and disposal of wastes.
- All spills defined as "Reportable Spills" (Appendix B and C) must be reported immediately to the Field Construction Manager, Environmental Manager, and Lead EI.

2.1.2 Lead Environmental Inspector

- The Lead EI will monitor the Contractor's compliance with the provisions of this *SPCC Plan*.
- The Lead EI may act on the behalf of the Environmental Manager on certain issues that will be defined before construction is started.
- The Lead EI is an initial point of contact of the Spill Coordinator (in addition to the Field Construction Manager) when a spill occurs and will verify information is correctly reported on the spill form and conduct a follow up inspection, if required, to ensure that the spill was properly cleaned up.

2.1.3 Field Construction Manager

- The Field Construction Manager referred to in this *SPCC Plan* will be a designated ONEOK employee or a third-party designee who is responsible for the management of construction activities on this Project (representing the Construction Manager for ONEOK).
- The Field Construction Manager is the initial point of contact of the Spill Coordinator (in addition to the Lead EI) when a spill occurs and determines the containment measures that may be required.
- The Field Construction Manager is responsible for documenting the general information regarding any spills such as work stoppages, injuries, fires, and the extent of exposure to workers on the site.
- The Field Construction Manager is responsible for overseeing the Contractor's response to a spill to ensure that appropriate notifications are completed, spill response resources are allocated, and cleanup is accomplished in accordance with this *SPCC Plan* and applicable agency requirements.
- The Field Construction Manager is responsible for coordinating any emergency response services that may be required such as the Fire Department, the Sheriff Department, or for contacting Emergency Response Contractors.

2.1.4 Contractor Construction Superintendent

- The Contractor's Construction Superintendent is responsible for designating the Spill Coordinator and communicating who that person is to the Environmental Manager, Lead EI, and Field Construction Manager.

2.1.5 Contractor Spill Coordinator

- A Spill Coordinator will be designated by Contractor's Construction Superintendent and employed by the Contractor.
- The Spill Coordinator is responsible for completing a Spill Report Form (Appendix A) for every spill event, regardless of the size/volume of material spilled. The completed Spill Report Form must be submitted to the Lead EI within 24 hours of the occurrence of the spill. The Spill Coordinator must then upload the spill information to ONEOK's various data management systems (e.g., STOMP).
- The Spill Coordinator will notify the Field Construction Manager and Lead EI immediately of any spill. All spills defined as "Reportable Spills" must be reported immediately to the Field Construction Manager, Environmental Manager, and Lead EI. Reportable spills will be defined by federal- and state-specific guidelines. (See Appendices B and C).
- The Spill Coordinator will mobilize on-site personnel, equipment, and materials for containment and/or cleanup commensurate with the extent of the spill.
- Prior to the start of construction, the Spill Coordinator must identify Emergency Response Contractors located in the area of the Project. The list of identified Emergency Response Contractors must be submitted to ONEOK for review and approval.
- The Spill Coordinator is responsible for coordinating the proper transport and disposal of contaminated media associated with the cleanup of a spill. Media will be disposed of at a state- and ONEOK-approved facility.
- The Spill Coordinator will assist the appropriate Emergency Response Contractor (Appendix H) and monitor containment activities to ensure that the actions are consistent with the requirements of this *SPCC Plan*.
- The Spill Coordinator will coordinate with the Environmental Manager regarding the need to contact additional parties or agencies. The Spill Coordinator should not contact an agency regarding a spill without authorization from the Environmental Manager and/or Lead EI.
- The Spill Coordinator and/or Lead EI or the Field Construction Manager, in consultation with appropriate agencies, will determine when it is necessary to evacuate spill sites to safeguard human health.

2.1.6 Authorized Personnel

- Authorized Personnel are representatives of the Contractor who are designated and properly trained to handle fuel, lubricants, or other regulated substances.
- Authorized Personnel will be familiar with the requirements of the *SPCC Plan* and the consequences of non-compliance.

2.1.7 Construction Personnel

- Construction Personnel are representatives of the Contractor involved with the pipeline Project.
- Construction Personnel will notify the crew foreman or Spill Coordinator immediately of any spill of a petroleum product or hazardous liquid, regardless of volume.

2.2 TRAINING

- The Contractor will instruct construction personnel in the operation and maintenance of equipment to prevent an accidental discharge or spill of fuel, oil, and lubricants. Personnel will also be made aware of the pollution control laws, rules, and regulations applicable to their work.
- The Contractor will train construction personnel who handle fuels and other regulated substances on the proper methods to quickly and effectively contain and clean up spills that may occur, in accordance with applicable regulations.
- A spill prevention briefing will be scheduled and conducted by Contractor prior to the initiation of construction to assure adequate understanding of this *SPCC Plan*. The topics to be addressed at the briefing will include the following:
 - *SPCC Plan* contents;
 - Possible equipment failure and malfunction;
 - Precautionary measures;
 - Standard operating procedures in case of a spill;
 - Location of emergency response materials;
 - Refueling and maintenance restriction areas; and
 - Equipment, materials, and supplies to be maintained by Contractor and available for cleanup of a spill.

3.0 GENERAL BEST MANAGEMENT PRACTICES

The following general preventive actions and procedures will be implemented prior to and throughout construction.

3.1 TYPICAL FUELS, LUBRICANTS, AND HAZARDOUS MATERIALS MANAGEMENT

The table in Appendix G identifies fuels, lubricants, coolants, and other hazardous materials generally present on pipeline construction spreads and identifies typical total volumes, storage and transportation methods. The Contractor must provide ONEOK with a list of fuels, lubricants, and hazardous materials and the expected quantities that will be stored and/or maintained on each construction spread. Contractors must also have appropriate Safety Data Sheets (SDS) on-site for each product, as required by the Occupational Safety and Health Administration (OSHA).

3.1.1 Fuel, Lubricants, and Hazardous Material Storage Areas

- All petroleum products used by Contractor necessary for fueling and maintenance of construction equipment will be stored at a designated, well maintained, and secured/supervised location to minimize the environmental and safety impacts associated with releases of fuel, lubricants, or hazardous substances.
- Fuel, lubricant, or hazardous materials will be stored only in the designated staging areas and equipment storage yards, and will be at least 100 feet from all waterbodies, wetlands, environmentally sensitive areas, or municipal watersheds.
- Storage of potentially hazardous materials will not occur within a 150-foot radius of a private well or within a 400-foot radius of a municipal or community water supply well.

- Fuels, lubricants, waste oil, and any other regulated substances will be stored in aboveground tanks only. Storage tanks and containers must conform to all applicable industry codes (National Fire Protection Association [NFPA], Unified Facilities Criteria [UFC], etc.).
- A suitable secondary containment structure must be utilized at each fuel, lubricant, and waste oil storage site. These structures must be lined with suitable plastic sheeting (seamless); provide a minimum containment volume equal to 150 percent of the volume of the largest storage vessel; and provide at least 1 foot of freeboard.
- Secondary containment areas must not have drains. Precipitation may be drawn off as necessary. If visual inspection indicates that no spillage has occurred in the secondary containment structure, accumulated water may be drawn off and sprayed on the surrounding upland areas. If spillage has occurred in the structure, accumulated waste will be drawn off and pumped into drum storage for proper disposal.
- If earthen containment dikes are used, they will be constructed with slopes no steeper than 3:1 (horizontal to vertical) to limit erosion and provide structural stability.
- Tools and materials to stop the flow of leaking tanks and pipes will be kept on-site. Such equipment may include, but not be limited to, plugs of various sizes, tank patches, hammer, screwdriver, plastic tape, and assorted sizes of metal screws with rubber washers. Fully furnished spill kits must be located at all fuel storage areas.
- Proper signage must be installed at and adjacent to fuel storage areas to include “Fuel Storage Area – No smoking within 50 feet.”
- No hazardous or potentially hazardous materials, other than essential materials (coating, sandblasting media, etc.), essential equipment fuel (gasoline, diesel, etc.), or standard lubricants (engine oils, grease, etc.) will be transported onto the right-of-way (ROW) or construction area without Environmental Manager coordination and approval.
- Construction equipment will be removed from wetlands and parked a minimum of 100 feet away from streams, wetlands, ditches, and other waterbodies at the end of each work day. Stationary equipment (e.g., pumps) or mainline construction equipment located within the 100-foot restriction zone must be placed within proper secondary containment upon approval from the Lead EI, if there are no practical upland areas available.

3.1.2 Equipment Maintenance and Lubrication Areas

- The Contractor will ensure that all equipment is free of leaks prior to use on the Project and prior to entering or working in or near waterbodies or wetlands. The Contractor will perform and provide documentation to ONEOK of a pre-construction inspection and test of all equipment to ensure that it is in good repair prior to the equipment reaching the ROW.
- During construction, the Contractor will regularly (minimum of once daily) inspect hoses, pipes, valves, and tanks to ensure equipment is free of leaks. Any equipment that is leaking or in need of repair will be immediately removed from service and repaired prior to resuming use of the equipment. Buckets/containment materials and absorbent materials (as necessary) will be placed under the equipment until the leak can be repaired.

- Equipment that requires extensive repairs will be removed from the ROW until the repairs are completed or a protection plan will be developed by the Spill Coordinator and the Lead EI if the equipment cannot be moved.
- Precautionary measures will be implemented when performing equipment maintenance or repair activities including placing absorbent pads (or equivalent materials) on the ground beneath the equipment when changing crankcase oil, repairing hydraulic lines, or adding coolant to construction equipment and when appropriate for other repair activities.
- Maintenance, refueling, and lubrication of construction equipment will not be allowed within 100 feet of a waterbody, wetland boundary, environmentally sensitive area, or within a municipal watershed, except as specified in Section 3.2.
- Equipment maintenance wastes, including used oils and other fluids, will be handled and managed by properly trained personnel. All equipment maintenance waste (e.g., oils and lubricants) will be collected in proper containers within the designated storage, refueling, and lubrication areas and disposed of in accordance with Section 7.0 of this *SPCC Plan*. All equipment maintenance wastes will be properly disposed of at facilities permitted to receive hydrocarbon waste.

3.2 REFUELING

- Fuels will be dispensed by Authorized Personnel during daylight hours only unless otherwise approved by the Lead EI.
- Fuel dispensing operations will be attended by Authorized Personnel at all times. Personnel must be stationed at both ends of the hose during fueling unless both ends are visible and are readily accessible by one person.
- During refueling, the Contractor will take appropriate measures to reduce the risk of a spill, including not overfilling fuel tanks and placing an absorbent pad under the fuel nozzle while fueling equipment. Contractor personnel will observe and control refueling at all times to prevent overfilling.
- Fuel dispensing equipment (i.e., portable gas cans, nozzles, hoses, etc.) will be of the appropriate type.
- Refueling within 100 feet of waterbodies, wetland boundaries, environmentally sensitive areas, or within a municipal watershed will not be allowed without approval from the Lead EI.
- In large wetlands where no upland site is available for refueling, auxiliary fuel tanks on construction equipment are recommended.
- Refueling will not occur within a 150-foot radius of all private wells and a 400-foot radius of all municipal or community water supply wells.
- When unique conditions require refueling within the restricted zones listed above the Contractor will consult with the Lead EI to determine necessary emergency equipment that will be in place and emergency response actions that will be conducted prior to refueling activities. At a minimum, the determination will consider the environmental and/or safety risks of relocating equipment to a refuel/lubrication area verses risks involved with refuel/lubrication in place. If requested by the Contractor, the Lead EI will evaluate site-specific conditions within the restricted zone and may require implementation of additional

precautionary measures prior to approval of refueling within the restricted zones. In addition, absorbent materials or other spill containment materials will be available for immediate deployment prior to commencing refueling activities.

3.3 SPILL RESPONSE EQUIPMENT

- The Contractor must maintain spill kits containing a sufficient quantity of absorbent and barrier materials to adequately contain and recover foreseeable spills. These kits may include, but are not limited to absorbent pads, commercial absorbent materials, spill containment barriers, plastic bags and/or sheeting, skimmer pumps, holding tanks, and shovels. This equipment will be located near fuel storage areas and other locations as necessary to be readily available to control foreseeable spills.
- Each construction crew will have on hand sufficient supplies of absorbent materials, barrier material, and U.S. Department of Transportation (DOT) approved containers to allow for rapid containment and recovery of any spill which may occur.
- All fuel, and where necessary, service vehicles, will carry spill containment materials adequate to control foreseeable spills.
- The Spill Coordinator will identify the locations of spill control equipment and materials and have them readily accessible during construction activity.
- All fuel nozzles will be equipped with functional automatic shut-offs and over-flow alarms.
- Fuel trucks transporting fuel to on-site construction equipment will travel only on approved access roads.
- Suitable plastic lining materials will be available for placement below and on top of temporarily-stored contaminated soils and materials.

4.0 GENERAL SPILL RESPONSE

The following guidelines specify the procedures used to control a release, notify appropriate Project personnel, complete site cleanup activities, and document corrective actions. In the event of a spill, the Contractor will abide by all applicable federal, state, and local regulations for cleaning up the spill. Refer to the following appendices for federal and state reporting requirements:

Appendix B - Federal spill reporting requirements

Appendix C - State of North Dakota spill reporting requirements

All spills, regardless of size, must be reported to the Spill Coordinator and Lead EI. All spills will also be recorded in ONEOK's data management system.

4.1 IMMEDIATE CONTAINMENT AND CLEANUP RESPONSE

Controlling spills and releases will be accomplished by stopping or segregating the source of the release, using the required stockpiled materials to contain the spill and, if warranted, stopping operations within the affected areas.

Immediately upon learning of any fuel, oil, hazardous material, or other regulated substance spill, the person discovering the situation will:

- Identify the source of the spill.
- Deploy absorbent materials and initiate actions to contain the fluid that has spilled.

- Initiate action to eliminate the source of the spill (e.g., shut off valves, upright containers, stop pumps, etc.) to the maximum extent that is safely possible.
- Notify the crew foreman and/or the Spill Coordinator and provide them with the following information:
 - Location and cause of the spill;
 - The type of material that has spilled; and,
 - Whether the spill has reached or is likely to reach any surface water

Personnel should only respond to a spill if they have adequate training to do so safely. Upon learning of a spill or a potential spill the Spill Coordinator will:

- Accumulate as much information as possible as to the nature and size of the spill. This information will be recorded using the Construction Spill Report Form (see Appendix A) for documentation of the spill.
- Assess the situation and determine the need for further action which may include mobilizing additional personnel, equipment, and materials for containment and/or cleanup commensurate with the extent of the spill.
- Direct subsequent activities and/or further assign responsibilities to other personnel.
- Notify Project individuals as outlined in Section 2.1.5.
- If the Spill Coordinator determines that a spill is beyond the scope of on-site equipment and personnel, the Spill Coordinator will immediately notify the Environmental Manager and the Field Construction Manager that an Emergency Response Contractor is needed to contain and/or clean up the spill. Available Emergency Response Contractors are identified in Appendix H.
- The Spill Coordinator will assist the Emergency Response Contractor and monitor containment procedures to ensure that the actions are consistent with the requirements of this *SPCC Plan*.

4.1.1 Spills Occurring in Uplands

- In addition to the above measures, the following procedures will be followed for any spill occurring in an upland area.
- The source of the spill must be identified and contained immediately to the maximum extent that is safely possible.
- If a spill should occur during refueling operations, the refueling operation will be STOPPED until the spill can be controlled and the situation corrected.
- Absorbent material(s) will be placed over spills to minimize spreading and to reduce penetration into the soil.
- If free-standing fluid is present, actions will be taken to skim fluids and place into DOT-approved containers.
- It is the responsibility of the contractor to ensure that spilled material, contaminated soil, and other materials associated with these releases is treated, collected, and/or disposed of in

accordance with all applicable federal, state, and local agency requirements (see Sections 6.0 and 7.0 of this *SPCC Plan*).

- Flowing spills must be contained and/or absorbed before reaching sensitive resource areas such as surface waters or wetlands.
 - Plug all storm drains the spill may gain access to; and
 - Construct terrace dam or ditch to stop the spill's flow.

4.2 SPILLS OCCURRING IN WETLANDS OR WATERBODIES

In addition to the above measures, the following conditions will apply if a spill occurs near or into a stream, wetland, or other waterbody, regardless of the size of the spill:

- For spills into streams, lakes, or other waterbodies containing standing or flowing water, regardless of size, the Spill Coordinator must apprise the Field Construction Manager, Environmental Manager, and Lead EI of the incident immediately.
- For spills in standing water, sorbent booms, and pads will be on hand and used by the Contractor to contain and recover released materials. In addition, other spill response materials and equipment will be on hand as appropriate for each waterbody and used to contain and recover foreseeable spills. This may include containment booms, skimmer pumps, holding tanks, boats, and other equipment.
- If contaminated soils are present in wetlands contain as much of the spill as possible and contact the appropriate agencies before excavating the soil. Unless the agency deems otherwise, the contaminated soil must be excavated and temporarily placed on plastic sheeting in a bermed area, a minimum of 100 feet away from the wetland. Contaminated soils will be covered with plastic sheeting while being stored temporarily (5 days unless otherwise approved by ONEOK) and properly disposed of as soon as possible, in accordance with this *SPCC Plan* (see Sections 6.0 and 7.0).

4.3 NOTIFICATIONS

- Notify the Field Construction Manager and Lead EI of any spill and provide the necessary information by using the Construction Spill Report Form (Appendix A).
- All agency notifications will be accomplished at the direction of the Environmental Manager.
- If the situation warrants, the Field Construction Manager will notify appropriate local police, fire department, and/or area residents.
- Other Contractor and ONEOK and agency notifications will be made per the *SPCC Plan* or as instructed by the Environmental Manager.
- The Contractor will have designated employees on-call 24 hours per day for notification of the emergency response companies referenced in Appendix H.

4.4 RECORDS

The Contractor will maintain written records of all actions taken during the course of a spill event.

5.0 REPORTABLE QUANTITY SPILL RESPONSE

The reporting, disposal, and pre-cleanup sampling requirements in this section apply to all spills of reportable quantities (Appendices B and C).

5.1 IMMEDIATE SPILL RESPONSE ACTIONS

In addition to the responses listed above, the Contractor will implement the following steps in response to any spill of fuel, oil, hazardous materials, or other regulated substance of a reportable quantity:

- Stop operation of affected equipment/area, if warranted.
- Turn off utilities to the area, if necessary.
- Cordon the area to prevent entry of unnecessary personnel or equipment. Establish a single point of ingress and egress to control access to the spill area.
- Accumulate as much information as possible as to the nature and size of the spill. Use the Construction Spill Report Form (see Appendix A) for the type of information required.
- The Spill Coordinator and/or Field Construction Manager, in consultation with appropriate agencies, will determine when spill sites should be evacuated as necessary to safeguard human health. Evacuation parameters will include consideration for the potential of fire, explosion, and hazardous gases.

5.2 SPILL EVENT LOG ESTABLISHMENT

In addition to the Construction Spill Report Form, the Spill Coordinator will complete a Spill Event Log for reportable spills that documents all spill-related events and clean-up activities. The Spill Event Log will include the following information in the log:

- Time and date of initial notification of spill and approximate time the spill occurred.
- Start and completion time of all key activities.
- A detailed description of all activities undertaken and identification of personnel accomplishing these activities.
- Note time of all correspondence, personnel involved with the correspondence, and nature of the correspondence.

The log will be maintained by the Spill Coordinator until actions to clean up the spill are complete (within approximately 24 hours unless conditions extend the response to the emergency).

5.3 NOTIFICATIONS

The Spill Coordinator will:

- Notify the Environmental Manager, Lead EI, and the Field Construction Manager immediately of any reportable quantity spill and provide the necessary information by using the Construction Spill Report Form (Appendix A).
- Make other Contractor, ONEOK, and agency notifications per the *SPCC Plan*, or as instructed by the Environmental Manager. The Spill Coordinator will not contact an agency regarding a spill without authorization from the Environmental Manager and/or Lead EI.
- Notify local police or fire department if assistance is necessary.

5.4 REPORTABLE SPILL CONTAINMENT

In addition to the requirements listed in Section 4.0, the following procedures will also be implemented.

- All possible efforts will be made to limit the migration of the surface spill until properly equipped cleanup teams can arrive.

- A terrace dam or ditch will be constructed to stop the spill's flow, as needed.
- Hay, straw, sand, or other similar materials will be scattered to absorb the spill.
- Flowing spills must be contained and/or absorbed before reaching sensitive resource areas such as surface waters or wetlands.
- If free-standing fluid is present, actions will be taken to skim fluids and place into DOT-approved containers or pump into tank trucks.
- Skimmers, pumps, or available absorbent materials will be used to remove spill from water.
- If possible, a back current will be created to limit out-flow of material into open or flowing water.

6.0 CLEANUP REQUIREMENTS

6.1 GENERAL REQUIREMENTS

- Equipment will be wiped down with absorbent pads (or equivalent) where fuel, lubricants, or other materials have spilled.
- All soil within the spill area (e.g., visible traces of soil and a lateral and vertical buffer around the visible traces) must be excavated.
- All excavated material will be stored and disposed of in accordance with local, state, and federal regulations.
 - All cleanup soil and wastes will be collected in DOT-approved containers. See Appendix D for a listing of approved containers.
 - Appendix E contains guidance on how to manage the area used to temporarily store waste containers.
 - Appendix F contains guidance on inspection procedures for stored waste containers required by EPA Regulations.
- The ground will be restored to its original configuration by back-filling with clean soil.
- Cleanup requirements of a spill area will be completed within 48 hours after notification or knowledge of the spill.

6.1.1 Determination of Spill Boundaries in the Absence of Visible Traces

For spills where there are insufficient visible traces, yet there is evidence of a leak or spill, the boundaries of the spill will be determined using a statistically based sampling scheme. The Environmental Manager will provide sampling assistance.

6.1.2 Effect of Emergency or Adverse Weather:

Completion of cleanup may be delayed beyond 48 hours in case of circumstances including, but not limited to:

- Civil emergency;
- Adverse weather conditions;
- Lack of access to the site; and/or,
- Emergency operating conditions.

The occurrence of a spill on a weekend, after hours overtime costs, or that the spill would require the shutdown of construction activities are not acceptable reasons to delay response.

Completion of cleanup may be delayed only for the duration of the adverse conditions. If the adverse weather conditions or time lapse due to other emergencies has left insufficient visible traces, a statistically based sampling scheme to determine the spill boundaries will be developed and implemented.

6.2 REPORTABLE SPILL RECORDS

All records that document reportable spill events and corrective actions taken will be maintained in the Project files for three (3) years from the date the corrective actions were completed. Documentation and certification of area decontamination will be conducted upon completion of and during all cleanup operations. The records and certifications will be completed, as follows:

- Identification of the source of the spill (e.g., type of equipment or container).
- Location and estimated area of spill.
- Estimated quantity of material spilled.
- Estimated or actual date and time of the spill occurrence.
- The date and time cleanup was completed or terminated (if cleanup was delayed by emergency or adverse weather, the nature, and duration of the delay).
- A brief description of the spill location.
- Pre-cleanup sampling data used to establish the spill boundaries if required due to insufficient visible traces, and a brief description of the sampling methodology used to establish the spill boundaries.
- A brief description of the solid surfaces cleaned and of the wash/rinse method used.
- Approximate depth of soil excavation and the amount of soil removed.
- A certification statement signed by the Construction Director, Spill Coordinator, and the Environmental Manager stating the cleanup requirements have been met and the information contained in the record is true to the best of his/her knowledge.
- The estimated cost of pre- or post-cleanup and sampling by man-hours, dollars, or both.

7.0 WASTE STORAGE AND DISPOSAL

7.1 STORAGE OF CONTAMINATED MATERIALS

- All contaminated soils, solvents, rags, and other materials generated during construction will be stored in DOT-approved containers in accordance with the applicable state and federal regulations. See Appendix D for a list of approved containers.
- Containers will be labeled with required waste label(s), dated, and inventoried.
- Spent oils, lubricants, filters, etc. will be collected and disposed of, or recycled, at an approved location in accordance with state and federal regulations.
- Containers will be placed in a designated accumulation point for disposal.
- Containers may be stored at the construction site in the identified staging areas for up to 90 days from the date waste accumulation begins.

- Appendix E contains guidance on how to manage the area used to temporarily store waste containers.
- Appendix F contains guidance on inspection procedures for stored waste containers required by EPA Regulations.
- If it is necessary to temporarily store excavated soils on site, these materials will be placed on, and covered by, plastic sheeting, or placed in properly labeled ring-top 55-gallon drums and the storage area bermed to prevent and contain runoff.
- Any hazardous or contaminated material stored on ONEOK property or the ROW will be properly labeled in accordance with state and federal labeling requirements.

7.2 DISPOSAL OF CONTAMINATED MATERIALS

- All contaminated soils, solvents, rags, and other materials resulting from the cleanup actions will be properly disposed of in accordance with the applicable state and federal regulations using permitted transporters and permitted disposal facilities.
- Only licensed carriers may be used to transport contaminated material from the site to a disposal facility.
- The Contractor will recycle those wastes, such as motor oil, where there is an established recycling program available.
- All hazardous waste containers will be properly manifested prior to departure from the construction area. The Contractor will be listed as the waste generator on the waste manifest. The Contractor and ONEOK will maintain all manifest records with the Project file for at least three years after the containers were shipped for disposal.
- Appendix H of this *SPCC Plan* lists potential treatment and disposal facilities for contaminated materials, petroleum products, and other construction-related wastes.

APPENDIX A

CONSTRUCTION SPILL REPORT FORM

**APPENDIX A
CONSTRUCTION SPILL REPORT FORM**

If a spill is below the reportable quantity complete only Section 1.

If the spill exceeds the reportable quantity complete both Sections 1 and 2.

Section 1 (All Spills)	
Facility Name: _____	District/Region: _____
Facility Phone Number: _____	
Facility Address: _____	
Date of Spill: _____	Date of Spill Discovery: _____
Time of Spill: _____	Time of Spill Discovery: _____
Location of release: _____	County/State _____
Type of material spilled and manufacturer's name: _____	
Substance released to (Check all that apply): Land__ Air__ Water__ Secondary Containment__	
Estimated volume of spill: _____	Estimated volume recovered: _____
Brief description of the incident including cause and corrective action: _____	

Person Completing Form (Contact): _____	Date: _____
Contact's Phone Number: _____	

Section 2 (Reportable Spills)

Facility Type (well, tank, flow line, pit): _____

Spill Location: Address: _____

County: _____ Coordinates: Latitude _____ Longitude _____

PLSS: Township _____ Range _____ Section _____

Additional Location Details: _____

Spill medium (pavement, sandy soil, water, etc.): _____

Topography and surface conditions of spill site: _____

Soil/Geology Description: _____

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

Proximity of spill to surface waters: _____

Did the spill reach Ground Water? _____ Yes _____ No

Did the spill reach Surface Water? _____ Yes _____ No

 If so, was a sheen present? _____ Yes _____ No

Current Land Use: _____

Spill Coordinator must complete this for any spill, regardless of size, and submit the form to the Company Environmental Manager and Chief Environmental Inspector within 24 hours of the occurrence.

APPENDIX A CONSTRUCTION SPILL REPORT FORM

Distance to nearest...

Surface Water _____ Wetland _____ Building _____ Livestock _____ Water Wells _____

Depth to shallowest groundwater _____

Was there a fire associated with the release? ___ Yes _____ No

Did the incident result in death or injury? ___ Yes _____ No

Was there any immediate damage observed to plants or animals? ___ Yes _____ No

Describe the extent of observed contamination, both horizontal and vertical (i.e., spill-stained soil in a 5-foot radius to a depth of 1 inch):

How was the extent of the spill determined? _____

Current status of cleanup actions: _____

Proposed Remediation Activities: _____

Describe measures to prevent reoccurrence: _____

Did the spill occur while in transit? _____

Duration of spill occurrence? _____

Directions from nearest community: _____

Name and Title of Discoverer: _____

Name of Operator: _____

Address of Operator: _____

Operator Contact Person: _____

Is the Operator the responsible party? ___ Yes _____ No

If no, what is the responsible party's name and contact information? _____

List all parties and agencies notified (Counties, BLM, EPA, DOT, Local, etc.)

Date	Agency	Contact	Phone Number	Response

Spill Coordinator must complete this for any spill, regardless of size, and submit the form to the Company Environmental Manager and Chief Environmental Inspector within 24 hours of the occurrence.

**APPENDIX A
CONSTRUCTION SPILL REPORT FORM**

Any additional information: _____

Name/Company/Address/Phone Number for the following:

Construction Superintendent: _____

Spill Coordinator: _____

Environmental Manager: _____

Person Who Reported the Spill: _____

Environmental Inspector: _____

Spill Coordinator must complete this for any spill, regardless of size, and submit the form to the Company Environmental Manager and Chief Environmental Inspector within 24 hours of the occurrence.

APPENDIX B

FEDERAL SPILL REPORTING REQUIREMENTS

APPENDIX B FEDERAL SPILL REPORTING REQUIREMENTS

PURPOSE:

This procedure identifies reportable quantities for releases of oil or hazardous substances in accordance with the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, Emergency Planning and Community Right-to-Know Act (EPCRA) Section 304, the Clean Water Act (CWA), the Oil Pollution Act of 1990 (OPA 90), and the Toxic Substances Control Act (TSCA).

RESPONSIBILITY FOR ADMINISTRATION:

Contractor's Spill Coordinator is responsible for administration of this procedure.

GENERAL:

- I. Reportable quantity is the quantity of a release which requires agency notification.
- II. A list of Reportable Quantities (RQs) for chemicals subject to spill reporting specified by the EPA can be accessed at: <http://www2.epa.gov/epcra/consolidated-list-lists>.
- III. RQs for materials are based on the chemical's constituents and concentrations. Please refer to a Data Safety Sheet (SDS) to determine the constituents and concentrations of the material that has been spilled. If the concentration of all of the constituents of a material are known, notification is required where an RQ of any constituent is exceeded. If the concentration of the constituents of a mixture is unknown, notification is required where the total amount of mixture released exceeds the RQ for the constituent with the lowest RQ.
- IV. Any amount of oil spill into navigable waters is reportable. Oil spills onto land may be required to be reported, depending upon quantity spilled and state regulations. State spill requirements are detailed in Appendix C.
- V. Typical materials stored on a construction spread are detailed in Appendix G.

REPORTING REQUIREMENTS:

- I. If any quantity of oil or a hazardous substance is discharged into or upon the navigable waters of the United States, or adjoining shorelines; or the spill causes a sheen on a waterway (pond, lake, river, wetland, etc.) report the spill to the National Response Center (NRC) (800-424-8802). The NRC may determine that a spill report, as described in Section II below, be completed and submitted.
- II. If oil is discharged in an amount greater than 1,000 gallons in one spill or if there are two discharges of 42 gallons or more of oil within a 12-month period.
 - A. Report the spill to the NRC (800) 424-8802.
 - B. Submit a written report within 60 days to the U.S. Environmental Policy Agency (EPA) Regional Administrator (Region 8) and the state agency.
 - C. The report to the EPA Regional Administrator and the state agency will include:
 1. Name of facility;

Spill Coordinator must complete this for any spill, regardless of size, and submit the form to the Company Environmental Manager and Chief Environmental Inspector within 24 hours of the occurrence.

APPENDIX B FEDERAL SPILL REPORTING REQUIREMENTS

2. Name(s) of the owner or operator of the facility;
 3. Location of the facility;
 4. Date and year of initial facility operation;
 5. Maximum storage or handling capacity of the facility and normal daily throughput;
 6. Description of facility, including maps, flow diagrams, and topographical maps;
 7. A complete copy of the *Spill Prevention, Control, and Countermeasure (SPCC) Plan* with amendments;
 8. The cause of the spill, including a failure analysis of the system or subsystem in which the failure occurred;
 9. The corrective actions and/or countermeasures taken, including description of equipment repairs and replacements;
 10. Additional preventive measures taken or contemplated to minimize the possibility of recurrence; and,
 11. Any additional information the EPA Regional Administrator may require pertinent to the *SPCC Plan* or spill event.
- III. If a release of hazardous substance or extremely hazardous substance in excess of RQs listed in 40 Code of Federal Regulations 302 or a hazardous waste spill has been released into the environment the National Response Center (NRC) ((800) 424-8802), State Emergency Planning Commission (SERC) and Local Emergency Planning Commission (LEPC) must be notified.
- A. Contact the required agencies with the pertinent spill information.
 - B. Provide verbal notification of the following information:
 1. Name and telephone number of reporter;
 2. Name and address of facility;
 3. Type of substance discharged;
 4. Quantity of substance discharged;
 5. Location of discharge;
 6. Actions the person reporting the discharge proposes to take to contain, cleanup and remove the substances, if any; and,
 7. Any other information concerning the discharge which may be requested by the Agency at the time of notification.

Spill Coordinator must complete this for any spill, regardless of size, and submit the form to the Company Environmental Manager and Chief Environmental Inspector within 24 hours of the occurrence.

**APPENDIX B
FEDERAL SPILL REPORTING REQUIREMENTS**

- C. Submit a written report on the incident to the appropriate state and local agency. The report will include the following:
1. Name, address, and telephone number of the owner or operator;
 2. Name, address, and telephone number of the facility and a detailed location of the spill;
 3. Date, time, and type of incident;
 4. Name and quantity of material(s) involved;
 5. The extent of injuries, if any;
 6. An assessment of actual or potential hazards to human health or the environment, where this is applicable;
 7. Assessment of the scope and magnitude of the spill;
 8. Description of the immediate actions that have been taken and the estimated quantity and disposition of recovered material that resulted from the incident; and,
 9. Provide an implementation schedule for undertaking suggested measures to eliminate the spill.

Spill incident reports will be maintained in the Project files for a minimum period of three (3) years.

RESPONSIBILITY FOR PROCEDURE:

Address any questions to the Environmental Manager:

Eddie Zedaker

Telephone: (918) 595-1783

Email: Edwin.Zedaker@oneok.com

Spill Coordinator must complete this for any spill, regardless of size, and submit the form to the Company Environmental Manager and Chief Environmental Inspector within 24 hours of the occurrence.

APPENDIX C

STATE SPILL REPORTING REQUIREMENTS

These guidelines are intended to help the Environmental Manager determine reportable spills in each state through which the Project passes. In addition to the guidelines listed below, any substantial natural gas release which could cause an agency to initiate an unneeded emergency response should be considered reportable. The Environmental Manager and Spill Coordinator will maintain a copy of the latest edition of the TITLE III List of Lists.

NORTH DAKOTA

NORTH DAKOTA DEPARTMENT OF ENVIRONMENTAL QUALITY (NDDEQ) EMERGENCY RESPONSE at (701) 328-8100 or (800) 472-2121 (State Radio 24-Hour Hotline - valid only in North Dakota).

All releases or spills of hazardous or deleterious substances or other wastes, regardless of size, must be properly and expeditiously managed, contained, and removed to protect public health and the environment.

NDDEQ must be notified of a spill of any size that could enter a waterway (stream, river, pond, lake, shoreline, wetland, ditch) must be reported. You should consider reporting any spill that cannot be cleaned up immediately or that has entered or is likely to enter a storm drain at your facility.

All releases and spills should be reported immediately to NDDEQ-Environmental Incident Reporting at:

- North Dakota Department of Emergency Services (1.701.328.8100) or (1.800.472.2121 State Radio 24-Hour Hotline - valid only in North Dakota)
- North Dakota Department of Environmental Quality (1.701.328.5210)
- North Dakota Oil and Gas Division (1.701.328.8020)

The following types of spills must be reported:

- Releases or spills of hazardous substances in amounts that meet or exceed the reportable quantities in 40 Code of Federal Regulations (CFR) Part 302.
- Spills, overfills, and suspected releases from underground storage tanks and petroleum storage tanks. ARM 17.56.501, et seq.
- Releases or spills of any materials that would lower the quality of groundwater below water quality standards. ARM 17.30.1045.
- Any spill or discharge of liquid or solid (not gaseous) waste which may cause pollution of waters of the state **must be reported immediately**.

Online Incident Report Form: <https://deq.nd.gov/eir/NonOilfield/>

APPENDIX D

DOT-APPROVED CONTAINERS

APPENDIX D DOT-APPROVED CONTAINERS

PURPOSE:

This procedure provides a listing of containers which have been approved by the U.S. Environmental Policy Agency for storage of contaminated materials or wastes. These drums may be ordered from drum suppliers by specification number:

- I. Specification 5 - steel barrel or drum with removable head:
 - A. Body seams welded;
 - B. Chime (reinforced rim) reinforced;
 - C. Heads closed by 12 gauge bolted ring with drop forged lugs;
 - D. Marked "DOT-5."
- II. Specification 5B - steel barrel or drum with removable head:
 - A. Body seams welded;
 - B. Chime (reinforced rim) reinforced;
 - C. Heads closed by 12 gauge bolted ring with drop forged lugs;
 - D. Marked "DOT-5B."
- III. Specification 6D Overpack; cylindrical steel overpack, straight sided, for inside plastic container. Specification 6D Overpack must be used with the specification 2S of 2SL plastic container.
- IV. Specification 2S - polyethylene container:
 - A. No removable heads;
 - B. Constructed with new polyethylene resin;
 - C. Marked "DOT-2S;"
- V. Must fit snugly in overpack container (Spec. 6D). Specification 2SL - molded or thermoformed polyethylene container:
 - A. No removable heads;
 - B. Constructed with new polyethylene resin;
 - C. Marked "DOT-2SL;"
 - D. Must fit snugly in overpack container (Spec. 6D).
- VI. Specification 17C - single trip container, steel drum:
 - A. Removable heads are authorized;
 - B. Crowned head;
 - C. Heads closed by 12 gauge bolted ring with drop forged lugs;
 - D. Marked "DOT-17C."

APPENDIX E

HANDLING CONTAINERS AND DRUMS

APPENDIX E HANDLING CONTAINERS AND DRUMS

PURPOSE:

This procedure provides general requirements for the design of areas used to store containers and drums, in accordance with U.S. Environmental Policy Agency regulations 40 Code of Federal Regulations (CFR) Part 112 and 40 CFR Part 265.170.

RESPONSIBILITY FOR ADMINISTRATION:

The Contractor's Spill Coordinator will be responsible for this procedure.

GENERAL:

- I. This procedure covers container and drum storage areas storing oils and petroleum distillates and non-permitted Hazardous Waste container and drum storage areas.
- II. It is not necessary to permit Hazardous Waste container and storage areas if the waste is stored for less than 90 days. Secondary containment is not required for non-permitted Hazardous Waste container and drum storage areas.

PROCEDURE:

- I. All containers and drums must be stored to avoid contact with the ground and standing water and protected to prevent rupture or leakage and to facilitate inspection.
- II. The areas with containers and drums in which oil and petroleum distillate are stored and have the potential to be spilled off site must be designed to contain spills and releases. Appropriate secondary containment may include dikes, berms or retaining walls sufficiently impermeable (10^{-5} centimeters per second) to contain spill oils.
- III. The following applies to hazardous waste containers and drums:
 - A. Containers and drums holding ignitable or reactive Hazardous Waste must be stored at least 50 feet from the property line of boundary. Follow manufacturer's instructions regarding appropriate storage of product containers and drums.
 - B. Hazardous Waste containers and drums must be separated and protected from incompatible materials by means of dike, berm, retaining wall or other approved means. Incompatible materials are wastes which, when mixed, can produce effects which are harmful to human health and the environment, such as (1) heat and pressure, (2) fire or explosion, (3) violent reaction, (4) toxic fumes or, (5) flammable fumes.
 - C. Hazardous Waste containers and drums must be inspected weekly. That inspection will be documented, as per requirements listed in Appendix F.
- IV. The Contractor will comply with all rules for Hazardous Waste Generators for satellite accumulation under 40 CFR 262.24(c)(1)(ii):
 - A. Mark each container with the words "Hazardous Waste."
 - B. Containers must be in good condition and kept closed except when adding or emptying waste. In addition, containers must not contain waste that is incompatible with the containers.

**APPENDIX E
HANDLING CONTAINERS AND DRUMS**

- V. Conditionally Exempt Small Quantity Generators and Small Quantity Generators of Hazardous Waste must comply with the following:
 - A. Meet all conditions outlined in Procedure Section II.
 - B. Mark each drum or container with the words "Hazardous Waste."
 - C. Label each drum or container with the date it is first used and the date it is last used.

RECORDS:

Storage area inspection records must be kept with the Project files for a minimum period of three (3) years.

RESPONSIBILITY FOR PROCEDURES:

Address any questions to the:

Environmental Manager

Eddie Zedaker

Telephone: (918) 595-1783

Email: Edwin.Zedaker@oneok.com

APPENDIX F

INSPECTION OF WASTE DRUMS AND CONTAINERS

APPENDIX F INSPECTION OF WASTE DRUMS AND CONTAINERS

PURPOSE:

This procedure outlines inspection requirements for waste drums and containers as required by Federal Regulations 40 Code of Federal Regulations (CFR) 262 - 265 and 40 CFR 761.

RESPONSIBILITY:

The Contractor's Spill Coordinator is responsible for implementation of this procedure.

GENERAL:

- I. Drums and containers used to store hazardous substances and wastes will be inspected for leaks, malfunctions, deterioration, operator errors, and discharges which may lead to a release into the environment or a threat to human health.
- II. If problems are discovered during the inspection, remedial action will be taken immediately. The action taken will be noted on the inspection report form.

PROCEDURE:

- I. Each waste drum and container will be inspected, and records maintained on a Waste Container Inspection Form. Inspection records will include the date and time of the inspection, the name of the inspector, observations, and the date and nature of any problems, repairs, and remedial action.
 - A. Waste drum and container storage areas will be inspected weekly for the following:
 1. Leaking containers, deterioration of containers, and deterioration of the spill containment system.
 2. Drums and containers will be properly labeled and dated.
 3. Drums and containers will be stored on pallets or drum racks.
 - B. If a drum or container is leaking, the incident will be recorded on the inspection form and immediately cleaned up according to the Spill Prevention, Control, and Countermeasure Plan.

APPENDIX F
INSPECTION OF WASTE DRUMS AND CONTAINERS

RECORDS:

- I. Inspection records will be maintained in the Project files for three (3) years from the date of inspection.
- II. A report of the remedial action taken for leaks will be prepared and kept with either the original inspection forms, inspection log or in the records of the Project. These records will be maintained for three (3) years with the Project files.

RESPONSIBILITY FOR PROCEDURE:

Address any questions to the:

Environmental Manager

Eddie Zedaker

Telephone: (918) 595-1783

Email: Edwin.Zedaker@oneok.com

APPENDIX G

TYPICAL PETROLEUM STORAGE AND HANDLING VOLUMES ON A CONSTRUCTION SPREAD

**APPENDIX G
TYPICAL PETROLEUM STORAGE AND HANDLING VOLUMES ON A CONSTRUCTION
SPREAD**

	Fluids	Typical Amounts	Storage	Typical Transport Mode
Fuels	Diesel	6,000-12,000 Gallons	1-3 Tanks or Tankers stored at Contractor locations 5-gallon cans, 100-gallon storage in pickups, etc.	1-3 Fuel Trucks, 1-3 "Fuel Skids"
	Military Aviation Kerosene ¹	6,000-12,000 Gallons		
	Kerosene ¹	6,000-12,000 Gallons		
	Gasoline	5,000 Gallons		
Lubricant	Engine Oil	< 500 Gallons	Bulk Storage or Retail Packaging at Contractor Yard Warehouse	1-3 "Grease" Trucks
	Transmission/ Drive Train Oil	< 500 Gallons		
	Hydraulic Oil	< 500 Gallons		
	Gear Oil	< 500 Gallons		
	Lubricating Grease	20-30 cases of 24 cans per case		
Coolants	Ethylene Glycol	100 Gallons		
	Propylene Glycol	100 Gallons		

¹ Used straight or as additives only in extremely cold weather.

APPENDIX H

**EMERGENCY RESPONSE CONTRACTORS;
DISPOSAL AND TREATMENT FACILITIES**

**APPENDIX H
EMERGENCY RESPONSE CONTRACTORS;
DISPOSAL AND TREATMENT FACILITIES**

The Contractor must dispose of all wastes according to applicable state and local requirements and is responsible for complying with all interstate requirements for transporting hazardous materials across state lines. A listing of potential Emergency Spill Response Contractors and waste disposal facilities is provided below. This list was developed from state-wide databases. This list represents firms operating at the time the data base was produced. These firms are not necessarily endorsed by ONEOK. The Contractor is responsible for verifying if a contractor or facility is currently operating under appropriate permits or licenses. Selection of an Emergency Response Contractor or disposal facility is subject to approval by ONEOK. The Contractor is responsible for ensuring wastes are disposed of properly.

Spill Response Contractors

Name/ Company	Under Contract	Phone Number(s)	Location	Services Provided
Clean Harbors Environmental Services	<input type="checkbox"/> Yes <input type="checkbox"/> No	(800) 645-8265	Locations Nationwide	24-hour Emergency Response
SWAT Consulting	<input type="checkbox"/> Yes <input type="checkbox"/> No	(866) 610-7928	12 Sunrise Estates Rd, Watford City, ND 58854	24-hour Emergency Response
JMAC Resources	<input type="checkbox"/> Yes <input type="checkbox"/> No	(701) 774-8511	121 48th Ave. SW Williston, ND 58801	Emergency Spill Response Hazardous Waste Transport

Waste Handling/Disposal Contractors

Name/ Company	Under Contract	Phone Number(s)	Location	Services Provided
Nuverra Environmental Solutions	<input type="checkbox"/> Yes <input type="checkbox"/> No	(701) 580-0336	13195 26th St NW Arnegard, ND 58835	Petroleum Contaminated Soil disposal facility
IHD Environmental	<input type="checkbox"/> Yes <input type="checkbox"/> No	(701) 774-8514	14070 43rd St NW, Alexander, ND 58831	Petroleum Contaminated Soil disposal facility