



DEPARTMENT OF THE NAVY

COMMANDING OFFICER
NAVAL AIR STATION
700 AVENGER AVENUE
LEMOORE, CALIFORNIA 93248-5001

NASLEMINST 5090.3A

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NAS LEMOORE INSTRUCTION 5090.3A

From: Commanding Officer, Naval Air Station, Lemoore

Subj: HAZARDOUS SUBSTANCE SPILL CONTINGENCY PLAN (HSSCP)

Ref: (a) 40 CFR 300, National Oil and Hazardous Substances
Pollution Contingency Plan (NOTAL)
(b) 40 CFR 264 and 265, RCRA Hazardous Waste Regulations
(NOTAL)
(c) OPNAVINST 5090.1B (NOTAL)
(d) COMNAVBASESANDIEGOINST 5090.1B (NOTAL)

Encl: (1) Hazardous Substance Spill Contingency Plan (HSSCP)
for NAS Lemoore

1. Purpose. To provide a contingency plan that establishes policy, responsibilities, and procedures for the control and cleanup of hazardous substance (HS) spills within the NAS Lemoore jurisdiction.

2. Cancellation. NASLEMINST 5090.3.

3. Scope. This plan is effective for land within NAS Lemoore property boundaries and under command authority of the Commanding Officer, NAS Lemoore. The plan is applicable to HS spills into air, water, or land, originating from NAS Lemoore departments, tenant activities, and any organization or private contractor working within NAS Lemoore property boundaries.

4. Background

a. A variety of HSs, including oils, are stored, used, and disposed of at NAS Lemoore as a result of routine operations. References (a) and (b) establish specific contingency planning requirements to better control and reduce the harmful effects (e.g., environmental degradation, property damage, and bodily injury) resulting from HS mismanagement and spills.

b. Reference (c) implements Navy policy for the management of hazardous substance releases from Navy shore activities. It also requires NAS Lemoore to develop and implement a Hazardous Substance Spill Contingency Plan (HSSCP). Per reference (d), Commander Naval Base San Diego has been designated to act as Navy On-Scene Coordinator (NOSC) with overall responsibility for regional response to spills within an assigned area of

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responsibility, which includes NAS Lemoore. Reference (d) also designates the Commanding Officer as the Navy On-Scene Commander (NOSCDR) for station property and all nearby surface or ground waters that could potentially be affected by runoff or drainage from the station.

5. Command Policy

a. NAS Lemoore will fully support and implement the requirements of references (a) through (d).

b. NAS Lemoore policy is to use hazardous substances in a manner so to prevent accidents, fires, and spills, and to train personnel in procedures for effective management of accidents, fire, or spills should they occur.

c. Policies and responsibilities established in this instruction shall be fully implemented in conjunction with those described in Appendix B which establishes the NAS Lemoore response organization and outlines the functions and responsibilities of the NOSCDR and On-Scene Operations Team (OSOT) members.

d. In the event of any HS spill, the response actions and standard operating procedures and actions described in Appendices B and C shall be carried out regardless of the extent of severity of the spill. The station Fire Department is the Immediate Response Team and will be dispatched to provide first response capabilities. An On-Scene Operations Team as listed in Appendix G is appointed and trained and will be called upon to provide expertise in carrying out the necessary response actions.

e. In the event of any HS spill, Appendices D through P shall be used as required to support response operations. These appendices are the non-operational part of this plan and contain vital spill management information which include incident checklist log sheets to facilitate data collection and documentation of response actions, HS specific response and safety data, OSOT member directory, outside points of contact, equipment inventories, assistance agreements with outside organizations, documentation, cost recovery procedures, and procedures for handling public affairs. Also included in this part are procedures for reviewing and updating this plan, and for accessing information sources to obtain technical assistance.

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f. Designated department heads and predesignated response personnel shall become thoroughly familiar with the content and use of this plan before it needs to be activated during a spill event.

g. NAS Lemoore Environmental Division is mandated to review/update this plan annually, and otherwise as conditions require.

6. Action. NAS Lemoore departments, tenant commands and activities will implement and comply with the provisions of enclosure (1), per the requirements and guidance contained in this plan.



L. D. CHILDRESS

Distribution: (NASLEMINST 5215.2V)
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HAZARDOUS SUBSTANCE SPILL CONTINGENCY PLAN
(HSSCP)

for

NAVAL AIR STATION
LEMOORE, CALIFORNIA

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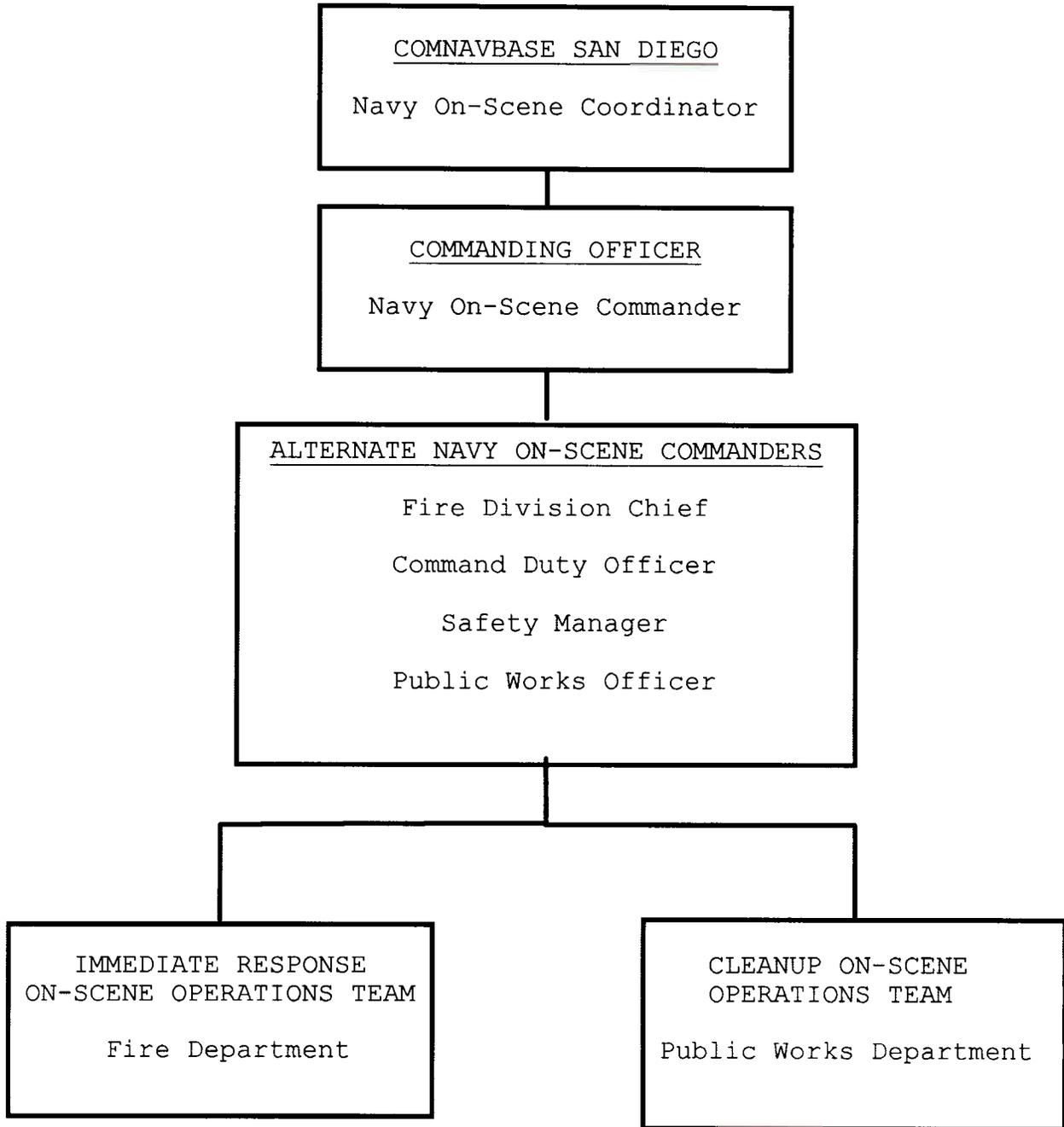
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HAZARDOUS SUBSTANCE RESPONSE ORGANIZATIONAL CHART
for
NAVAL AIR STATION LEMOORE, CALIFORNIA



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RECORD OF REVIEW AND AMENDMENTS

The Hazardous Substance Spill Contingency Plan will be reviewed and updated annually as required by OPNAVINST 5090.1B. Changes and amendments to the plan will be summarized below. The Director of the Environmental Management Division will be responsible for maintaining the definitive copy of this plan.

Date	Reviewer	Section and Page	Amendments	Initials

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APPENDIX A
ABBREVIATIONS AND DEFINITIONS

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APPENDIX A
ABBREVIATIONS AND DEFINITIONS

1. Abbreviations

CERCLA - Comprehensive Environmental Response, Compensation and Liability Act
CNO - Chief of Naval Operations
EPA - Environmental Protection Agency
EPCRA - Emergency Planning and Community Right-to-Know Act
EHS - Extremely Hazardous Substance
FOSC - Federal On-Scene Coordinator
NOSCDR - Navy On-Scene Commander
NOSC - Navy On-Scene Coordinator
OSC - On-Scene Coordinator
OSOT - On-Scene Operations Team
IRT - Immediate Response Team
IC - Incident Commander
NCP - National Contingency Plan
NRC - National Response Center
RRC - Regional Response Center
NRT - National Response Team
RRT - Regional Response Team
HS - Hazardous Substance
HM - Hazardous Material
HW - Hazardous Waste
USCG - United States Coast Guard
NFPA - National Fire Protection Association

2. Definitions

Extremely Hazardous Substance (EHS) - Any substance listed in 40 CFR 355.

Environment - Navigable waters, waters of the contiguous zone, and any other surface water, ground water, drinking water supply, land surface and subsurface strata, or ambient air under the jurisdiction of the United States.

Federal On-Scene Coordinator (FOSC) - Single executive agent designated by EPA, USCG, or DOD to coordinate and direct federal pollution control efforts at the scene of any release of a hazardous substance.

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Hazardous Material (HM) - Any material which, because of its quantity, concentration, or physical, chemical, or infectious characteristics, may pose a substantial hazard to human health or the environment. The material may be in shipment to use, storage for use, or in use.

Hazardous Substance (HS) - HM or HW designated as hazardous under Section 101(14) of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA).

Hazardous Waste (HW) - Any solid, liquid, semi-solid, or contained gaseous material designated as waste for disposal as defined or identified in 40 CFR, part 261.

Major Spill - Release of any material of any size, nature, and quantity that:

- occurs in or endangers critical water areas, or
- generates public interests, or
- becomes the focus of an enforcement action, or
- in any way poses a real or potential threat to public health or welfare, or the environment.

Minor Spill - Release of any material in a quantity that does not pose a threat to public health, welfare, or the environment.

Navy Facilities - Aircraft, vessels, buildings, installations, structures, equipment, vehicles, and property owned by or constructed or manufactured for lease to the Navy.

Navy On-Scene Commander (NOSCDR) - Navy official predesignated by Navy shore activities to direct operations for the initial response, control, containment, and cleanup of HS spills.

On-Scene Operations Team (OSOT) - Team of predesignated individuals at each Navy activity, trained and equipped to execute operations for the initial response, control, containment, and cleanup of HS spills.

Operational Type Spills - Spills of lesser quantity and impact, that can be handled safely by shop personnel without the necessity of activating this plan.

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Release/Spill - Synonymous terms as defined by Section 101(22) of CERCLA, relating to the intentional or accidental loss, including any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing of a hazardous substance into the environment.

Reportable Quantity - Quantity designated for each of the hazardous substances in 40 CFR 302 and 304, under the provisions of Section 102 of the CERCLA. These spill quantities are for any 24 hour period and include spills on land and in air in addition to spills in water. Spills which typically may occur in the work place and are cleaned up without a threat to the environment, public health, and property are typically not reported. This is a judgment decision and shall be made by the NOSCDR in coordination with the Environmental Division Director.

Response Personnel - Predesignated shop/code personnel are charged with being knowledgeable of the nature of hazardous material present in their work place and storage area. These personnel must also be knowledgeable in spill containment and cleanup of operational type spills, site layout (e.g., floor drains, valves, and spill response equipment), and use of the site plan.

Toxic Chemical - Any chemical or chemical category listed in 40 CFR 372.65

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APPENDIX B
RESPONSE ORGANIZATION

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**APPENDIX B
RESPONSE ORGANIZATION**

Spill Response Activities - General

The designated NOSCDR (Commanding Officer, NAS Lemoore) is responsible for directing and coordinating all spill response actions. Deployment of the OSOT will be activated only if called by the NOSCDR or his representative on-scene. The Safety Manager is appointed as his representative to carry out NOSCDR functions as instructed. The OSOT provides for coordinated response to control, contain, recover and restore the environment from all hazardous spills. For spills beyond OSOT capabilities, additional assistance is provided by local emergency services and contractors, or through the NOSC COMNAVBASE San Diego in case of a major emergency.

NAS LEMOORE (NASL) EMERGENCY DISPATCH CENTER & FIRE DEPARTMENT

The NASL Dispatch Center is responsible for receiving all initial spill reports and alerting the NASL Fire Department. The Dispatch Center and Fire Department operate 24 hours a day. When the Fire Department requires further assistance, they will contact the Dispatch Center. It is the Dispatch Center's responsibility to contact the Command Duty Officer (CDO). The CDO shall activate the OSOT members (beginning with the Safety Manager) and alert the XO. If the emergency is within normal working hours, refer to the OSOT member's phone list provided in Appendix G. When outside of normal working hours, refer to the home numbers list maintained in the CDO's office.

NOSCDR/OSOT FUNCTIONS

The OSOT consists of representatives from activity-wide functions and contains a balance of technical and labor personnel. The OSOT supports the NOSCDR as a planning group for the preparation, implementation, and updating of this plan, and as an Emergency Response Team for conducting response operation during actual incidents. The functions of the NOSCDR and OSOT members are:

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Commanding Officer

- Ensure this plan is properly implemented.
- Act as the designated NOSCDR responsible for directing and coordinating all on-scene spill response actions.
- Activate or authorize the activation of all or part of the OSOT as required during an incident response.
- Coordinate all required notifications to Federal (outside the Navy), State, or local agencies, and the NOSC. This action is delegated to the Environmental Engineer when spills are not an immediate threat to life, property and environment.
- Coordinate all required assistance from Federal, State, or local response organizations and private contractors with the NOSC.
- Ensure training is provided for various categories of personnel involved per 29 CFR 1910.120.

Safety Manager

- Act as representative and technical support coordinator for the NOSCDR and carry out NOSCDR functions as instructed.
- Advise the NOSCDR of the need to activate the OSOT, or in his/her absence, instruct the Fire Department to notify (via the NASL Emergency Dispatch Center) specifically requested members of the OSOT to assemble at a designated area within 15 minutes of notification.
- Provide technical assistance and advise the NOSCDR and the Naval Hospital with respect to personnel health and safety.
- Provide technical information on exposures and conditions immediately dangerous to life and health.
- Ensure that response personnel have the proper protective equipment and are trained in its care and use.
- Provide Material Safety Data Sheet (MSDS) and other pertinent information to the Fire Department.

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- Ensure proper decontamination of site workers and personal protective equipment.

- Conduct spill response drills to train personnel to respond to spills in a safe manner and comply with regulations.

Environmental Director

- Respond to all emergency calls. Provide technical and scientific support to the NOSCDR in environmental pollution matters during all HS incidents.

- Advise the NOSCDR of the need to, or in his/her absence, activate specific members of the OSOT.

- Direct public awareness program to inform personnel about spill prevention practices, spill discovery and notification procedures. Report training that is conducted to the Station Disaster Preparedness Coordinator per Disaster Preparedness Group (DPG)/NAS Lemoore Disaster Preparedness OPLAN 9-95.

- Direct and coordinate sampling and testing of the affected lands and/or waterways to monitor the extent of the spill, including periodic sampling of on-base waterways for background information.

- Ensure adequate cleanup operations. Provide, through the Public Works Officer (PWO), necessary personnel, transportation and equipment for the cleanup and restoration of landscape due to HS spills. Advise the NOSCDR of resource requirements.

- Determine the adequacy of the ultimate cleanup effort and advise the NOSCDR of any additional cleanup.

- Represent the CO in matters of coordination between NAS and Federal/State of California agencies exercising jurisdiction in environmental pollution control.

- Ensure proper containerization and disposal of all Hazardous Waste (HW) resulting from the spill.

- Maintain official records and photographs documenting the extent of the spill and containment, cleanup and recovery actions taken and procedures used.

- Furnish the NOSCDR technical expertise relative to pollution control techniques.

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- Coordinate sampling and testing of the affected lands, air, and/or waterways to monitor the extent and/or degree of pollution caused by the spill and all containment, cleanup and recover actions taken and procedures used.

- Ensure proper containerization and disposal of HW resulting from the spill.

Fire Division Chief or Senior Fire Officer on Duty

- Act as designated Leader of the OSOT Immediate Response Team.

- Designate, train and maintain on 24-hour alert an Immediate Response Team consisting of Fire Department personnel to provide initial control, emergency rescue, and hazard mitigation at the scene of a hazardous spill.

- Respond to all emergency calls and assume on-scene command. Act as ALTERNATE NOSCDR until properly relieved by the NOSCDR. Evaluate the severity of the situation and direct immediate response action to protect life and property with due regard for the environment.

- Initiate action to contain and control a hazardous spill and notify the NOSCDR of site conditions. When it is absolutely necessary to safeguard human life and health or the environment from further spill complications, perform cleanup operations of small spills, without jeopardizing fire fighting capabilities.

Disaster Preparedness Coordinator

- Ensure all revisions are consistent with the station's Disaster Preparedness Plan.

- Include all training records in the station's Disaster Preparedness Plan per DPG/NAS Lemoore Disaster Preparedness OPLAN 9-95.

- Ensure the Activity Disaster Preparedness Plan (DPP) is coordinated with the Spill Contingency Plan if the DPP needs to be activated.

Security Officer

- Provide initial action to secure the spill area, control traffic, and assist when site evacuation is required as directed by the NOSCDR.

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- Ensure routine checking of hazardous materials storage areas and facilities during non-duty hours, including holidays, to assure they are not being tampered with, subjected to unauthorized use, or display evidence of leaks or spillage.

- Ensure patrolling units are familiar with potential spill areas and report all areas that appear to be suspect.

Industrial Hygienist

- Provide technical assistance and advise the NOSCDR and the Naval Hospital with respect to personnel health and safety.

- Evaluate the severity of the spill and the level of risk to determine the response necessary for containment and recovery.

- Ensure proper level of personal protective equipment is used.

- Advise NOSCDR of hazardous area perimeters.

Naval Hospital

- Upon emergency call, ensure immediate dispatching of medical personnel and ambulance(s) to the spill site to assist injured personnel.

- Ensure emergency treatment is rendered as necessary and injured personnel are moved to the activity medical clinic for treatment.

- Ensure medical clinic staff are familiar with the symptoms of exposure to HS used at NAS Lemoore and can provide the necessary treatment or secure it from other qualified facilities.

- Document exposures relevant to Navy medical monitoring surveillance program.

- Establish a Chemical Alert (CHEMALERT) plan to ensure prompt admittance of the injured for treatment, including strict control measures to prevent risks of hazards to medical clinic personnel and the public.

- Provide the NOSCDR with current and follow-up information on injured personnel as soon as possible.

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- Provide liaison with local hospitals including contingency planning and addressing requirements for handling patients exposed to hazardous substances.

Public Works Officer

- Designate Leader of the OSOT Cleanup Team. Assume command of all cleanup operations (after emergency stage).

- Designate, train and maintain the Cleanup Team consisting of Public Works personnel, equipped to support the cleanup of HS spills and ultimate disposal of any spill material per applicable regulations.

- At the NOSCDR's request, provide personnel, transportation, and equipment for containment, cleanup, and restoration of landscape due to hazardous substance spills.

- Advise the NOSCDR of personnel and equipment requirements that exceed in-house capability.

- Direct and/or support contractor cleanup operations.

- Determine the adequacy of the ultimate cleanup effort and advise the NOSCDR of the need for and scope of any additional cleanup.

Public Affairs Officer

- Respond to HS spills at the NOSCDR's request.

- Keep abreast of Navy actions during a spill to be able to provide prompt and accurate information to concerned parties on the nature of the spill and steps being taken to correct the problem.

- Clear all news media releases involving Navy actions with the NOSCDR and the NAS Lemoore Commanding Officer.

- Prepare and direct a public awareness program to inform activity personnel about spill prevention programs and individual responsibilities in initial spill response.

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Station Judge Advocate

- Respond to HS spills at the NOSCDR's request to ensure necessary legal information, records, and samples are obtained and safeguarded for possible future use in legal actions or for the purpose of cost recovery from or by the Navy.

- Advise the NOSCDR on the legal aspects of spill response when parties other than the Navy are responsible for the spill.

- Coordinate with Environmental Counsel, COMNAVBASE San Diego.

Fuel Division Supervisor(s)

- Upon notification of a fuel spill, immediately provide the fuel vacuum truck and sufficient personnel to operate it.

- Provide other assistance as required.

Supervisory Personnel at Spill Location

- Report immediately to the Fire Department any spill or accident involving hazardous substances.

- Coordinate all immediate actions to be taken by site personnel in case of a hazardous spill, as established in the Spill Prevention Control and Countermeasures (SPCC) Plan.

- Advise the NOSCDR or Fire Division Chief or Senior Fire Officer on Duty of the spill situation upon arrival, and furnish facility information as necessary during response operations.

OUTSIDE RESPONSE ORGANIZATIONS

In addition to the in-house organizations and personnel designated above, arrangements have been made with local emergency organizations to supplement in-house spill response resources expertise. A directory of these organizations is included in Appendix H along with points of contact, telephone numbers and type of assistance provided. Appendix J describes all pre-established cooperation agreements made between NAS Lemoore and these organizations. For major emergencies, additional assistance shall be coordinated with NOSC.

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APPENDIX C
RESPONSE PROCEDURES

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APPENDIX C
RESPONSE PROCEDURES POLICY

* * * * *

BECAUSE OF THE EXTREMELY HAZARDOUS NATURE OF MANY SUBSTANCES USED AT NAS LEMOORE, ONLY THE NOSCDR AND OSOT SHALL IMPLEMENT THE GENERAL SPILL RESPONSE ACTIONS IN THIS SECTION. THE NOSCDR SHOULD REVIEW THESE PROCEDURES AND MAKE DISCRETIONARY DECISIONS PRIOR TO ADOPTING COURSES OF ACTION IN A PARTICULAR SITUATION.

SHOP PERSONNEL SHALL BE INSTRUCTED IN THEIR RESPONSIBILITIES AND IMMEDIATE ACTIONS TO TAKE IN CASE OF SPILLS, AND TRAINED IN THE USE OF PROTECTIVE GEAR AND EQUIPMENT REQUIRED TO CLEANUP OPERATIONAL TYPE SPILLS OF SUBSTANCES WITH WHICH THEY WORK CONTINUOUSLY. PERSONNEL SHALL NEVER UNDERTAKE THE INVESTIGATION OF ANY HAZARDOUS SUBSTANCE SPILL OR SUSPECTED SPILL.

* * * * *

**EMERGENCY NOTIFICATION AND ACTIONS
SPILL DISCOVERY**

ANY INDIVIDUAL DISCOVERING A SPILL OR A SITUATION THAT MAY LEAD TO A SPILL OF A HAZARDOUS SUBSTANCE, SHALL IMMEDIATELY TAKE THE FOLLOWING ACTION. THE ORDER OF THESE ACTIONS WILL DEPEND ON EXISTING CONDITIONS.

EVACUATE area to a safe distance upwind and at a higher elevation than the spill. Rescue injured persons if safe to do so.

PASS the word to people in adjacent spaces.

INFORM your supervisor or supervisor of nearest facility.

REPORT spill immediately to the **FIRE DEPARTMENT**, phone 9-911.

WHENEVER POSSIBLE, give the following information if known or can reasonably be determined. **DO NOT** wait until **ALL** information on the spill is available.

- * Your name and telephone number
- * Location of the spill (building no.)
- * Number and type of injuries
- * Identity or type and estimated amount of spilled material
- * Source of spill (e.g., tank, container)
- * Behavior of spilled material (reactions, leak, spill, fire observed)
- * Anticipated movement of spill and actions being taken
- * Time when spill occurred

DO NOT allow unauthorized persons to enter the spill area.

RESTRICT all sources of ignition - smoking, combustion engines, open flames.

WAIT for the Navy On-Scene Commander and the On-Scene Operations Team to arrive and direct them to the spill.

PROVIDE information and assistance as instructed.

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NOTIFICATION AND COMMUNICATION ACTIONS
EMERGENCY DISPATCH CENTER
(Upon Receiving Notification of a Spill)

ATTEMPT to obtain as much information as possible on the incident. Use the Hazardous Substance Incident Report Log Sheet provided in Appendix E. If possible, stay on the phone with the informant to gain additional information after dispatching the initial response.

NOTIFY the following OSOT emergency units **IMMEDIATELY**.

FIRE DEPT IMMEDIATE RESPONSE TEAM
24 hours

NAVAL HOSPITAL (if personnel injured) 998-4435
24 hours

WATCH COMMANDER SUPERVISOR
24 hours

- Give exact spill location.
- Provide all information known on the incident.
- Indicate number and type of injuries (to medical clinic) and hazardous substance(s) involved, if known.
- Request emergency units be dispatched to spill site immediately.

NOTIFY BASE NOSCDR/ALTERNATE NOSCDR

NOSCDR (Commanding Officer)
Office 998-3344*

NOSCDR Representative (Safety Manager)
Office 998-3931*

ALTERNATE NOSCDR - Emergency Phase (Fire Dept Incident Commander)
Office 998-4507*

ALTERNATE NOSCDR - Cleanup Phase (Public Works Officer)
Office 998-4091*

*** After Duty Hours - Via Officer of the Day (OOD) 998-3300**

- Provide all information known on the incident.
- Give exact spill location.
- Indicate all notifications already made and response units dispatched to spill site.

LOG the exact time each notification was made in the Hazardous Substance Incident Report Log Sheet on pages E-2 and E-3.

RELAY any additional information to the Fire Department and Naval Hospital responding units.

ESTABLISH and MAINTAIN open communication with the NOSCDR/ALTERNATE NOSCDR on the structural fire frequency to carry out further instructions as necessary.

AT NOSCDR/ALTERNATE NOSCDR REQUEST:

- Activate/Alert appropriate OSOT members. Appendix G contains telephone directory of all OSOT numbers. Log exact time of each notification in the Incident Report Log Sheet.

- Notify the NOSC through the Area Response Center,
COMNAVBASE San Diego Duty Officer (619) 532-1820
DSN 522-1820

- Contact technical information sources (EPA, CHEMTREC, etc.) for assistance in assessing the problem. Appendix O provides ways to access these sources.

- Activate local emergency response organizations or cleanup contractor as directed. Appendix H contains telephone numbers of assistance organizations.

- Coordinate any additional assistance with the Area Response Center.

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**GENERAL SPILL RESPONSE ACTIONS
NOSCDR/OSOT**

ON-SCENE COMMANDER

The Fire Division Chief or Senior Fire Officer on Duty is Alternate NOSCDR until relieved by NOSCDR. The NOSCDR will activate the Hazardous Substance Spill Contingency Plan and formulate an immediate plan of action.

IMMEDIATE ACTION

The NOSCDR will assess the situation and take immediate action to protect people and property and avoid loss of life. The Fire Division Chief or Senior Fire Officer will direct and coordinate the following concurrent efforts of the OSOT emergency units:

Fire Department

- RESCUE/EVACUATE all personnel from areas that may be exposed to the spilled substance, especially to vapors, smoke, or fire.

WARNING: RESCUE TEAM SHALL ENTER A HIGH RISK AREA ONLY IN THE EVENT OF IMMINENT HAZARD TO LIFE AND SHALL WEAR FULL PROTECTIVE GEAR, INCLUDING SELF-CONTAINED BREATHING APPARATUS.

- SECURE IGNITION. Secure gas and electricity as soon as possible to reduce potential for fire or explosion. Remove ignition sources, such as combustion engines, electric motors, cigarette smoking, and open flames.

- IDENTIFY hazardous substance with aid of the Safety Manager, if necessary.

- CONTROL FIRE if any. Follow procedures described under CONTAINMENT Phase.

- PREVENT spill from spreading, if possible, without becoming exposed to the spilled material.

- Set up EXCLUSION AND DECONTAMINATION ZONES with Safety Manager.

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Medical

- ADMINISTER FIRST AID to injured personnel. If the substance(s) is known, consult appropriate technical references and Material Safety Data Sheet (MSDS) for first aid measures and symptoms of exposure. Avoid all contact with the contaminants.
- TRANSFER all injured personnel to Naval Hospital for medical attention as soon as possible.
- NOTIFY Naval Hospital to activate CHEMALERT plan.

Security

- Isolate area and remove nonessential personnel.
- Establish and control a patrolled perimeter at a safe distance from the affected area, to divert traffic and control public access.

Public Works Response Team

- Set up decontamination area for rescue and spill control.
- Avoid contamination of area outside exclusion zone.
- Provide waste barrels for decontamination products.

The Fire Division Chief or Senior Fire Officer on Duty will maintain radio communications with all units involved in the emergency.

Concurrent with immediate emergency actions, the NOSCDR shall:

- ESTABLISH a command post at a safe distance upwind from the incident with input from the Fire Department.
- ACTIVATE other OSOT members, as required. Designate a safe location and advise the responding units to stay at such location until instructed to take specific action.
- NOTIFY NOSC of the spill if assistance is required from off-station forces. Determine whether or not spill needs to be reported to the NRC (1-800-424-8802) and any state or local agencies. (The Environmental Engineer shall report to NRC and outside agencies as required per reference (d))

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- NOTIFY Environmental Management Division Director and request determination whether or not spill needs to be reported to the NRC ((800)424-8802) and any state or local agencies.

- MAINTAIN an incident log of all actions taken during the course of the response, using the Hazardous Substance Incident Command Actions Log Sheet (page E-3).

SITE CONTROL AND EVALUATION ACTIONS

Promptly after arrival to the site, the OSOT will initiate actions to establish control of the affected area, so that effective stabilization of the spill is achieved with minimal risk to response personnel and the environment. These operations shall strictly follow the standard health and safety procedures for site evaluation, delineation of work zones, entry into hazardous environments and personnel/equipment decontamination established in standard manuals and training programs.

The following general rules shall apply in performing site control and evaluation operations:

Site Control

- The Fire Department, in coordination with the Safety Manager, will establish and control the work and safety zones within the control site, consisting of the support area (command post, upwind), contamination reduction area (decontamination station), and contaminated area (immediate spill area in which actual or potential danger exists from the hazardous condition). See Figure 1 on page C-19.

- Entrances and exits from the contaminated area must be planned and emergency escape routes identified.

- Only personnel with proper protective equipment and an assigned activity will enter the contaminated area.

- Decontamination procedures must be established to control the spread of contaminants into the clean areas. The decontaminated (decon) station shall be operational before personnel are allowed to enter the contaminated area.

- Entry team shall be thoroughly briefed prior to each entry. They will also be debriefed after decontamination.

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- All personnel and equipment leaving the contaminated area will be considered contaminated and will pass through the decon station for proper decontamination. Decon station personnel will also wear effective protective equipment suitable to their function and risk.

- All "spent" wash and rinse solutions, brushes, sponges, etc., used in decontamination must be considered contaminated and shall be properly decontaminated or disposed of.

- All non-response personnel within the perimeter affected by the CONTROL SITE will be removed from this area.

Evacuation

The NOSCDR will:

- DETERMINE the need for evacuation of personnel from areas outside the control site with input from the Fire Department. Evacuation distances and directions will be defined based on consultation of the appropriate technical reference (e.g., DOT Emergency Response Guidebook), expert advice (e.g., Fire Department Chief in case of actual potential fire or explosion), actual conditions (e.g., confined spaces, movement of toxic fumes), and the site-specific Spill Prevention Control and Countermeasures Plan.

- If personnel or base residents need to be evacuated, NOTIFY Disaster Preparedness Coordinator, who shall initiate and coordinate the Station Disaster Preparedness Plan.

- If evacuation of the civilian community off-base becomes necessary or advisable, IMMEDIATELY NOTIFY THE NOSC who will coordinate the procedure with local officials.

Evaluation

The NOSCDR and Fire Department will direct actions to define the hazards involved and severity of spill as quickly, safely, and completely as possible. Use the Hazardous Substance Incident Evaluation Log Sheet, page E-4, to record information gathered during these actions such as:

- IDENTIFY HS(s) involved. Look for labels, markings, and shipping papers on containers. Ask site personnel supervisor, persons involved, and knowledgeable people on the scene.

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- SAFETY HAZARDS AND RISKS associated with the HS involved. Use reference library on response vehicle and appropriate MSDS. Contact outside sources for technical assistance if necessary (EPA, OHMTADS, etc., see Appendix O) through the Public Works Environmental Management Division and Safety Office.

- Relative seriousness of the situation. What is the condition of the spill? Is it contained? Stopped? If not contained, is it safe for response personnel to control/contain spill?

- IF NECESSARY, an entry team, properly equipped, will carefully monitor the conditions near the immediate spill area and its surroundings, and take necessary samples to determine actual/potential dangers:

- Possibility of fire/explosion
- Oxygen deficiency - particularly in confined spaces
- Presence of toxic gases or vapors
- Presence of incompatible materials
- Possibility of dangerous vapors affecting surrounding area

WARNING: EVERY ATTEMPT SHALL BE MADE TO ASSESS THE SITUATION FROM A SAFE DISTANCE. RESPONSE PERSONNEL SHALL WEAR PROPER BREATHING APPARATUS AND PROTECTIVE GEAR, IF NECESSARY, TO APPROACH THE SPILL. A BACKUP TEAM SHALL STAND BY TO PROVIDE SUPPORT. ENTRY TEAM SHALL APPROACH THE SPILL FROM UPWIND ASSUMING WORST-CASE AMBIENT CONCENTRATION OF THE SUBSTANCE.

The following factors will drastically influence the precautionary measures spill control methods, and necessary resources (i.e., personnel and equipment) for stabilization of the incident:

- Substance characteristics
- Quantity spilled and physical state
- Actual/potential hazards
- Weather conditions
- Spill movement

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- Existing containment barriers - natural or man-made
- Existing drainage
- Distance to environmentally sensitive or highly populated areas

SPILL CONTAINMENT AND CONTROL

Actions shall be directed towards controlling and containing the spill. The NOSCDR shall ensure appropriate safety precautions are taken, the best control methods have been selected, and proper spill response equipment is available. Control of immediate hazards, such as from fire, explosion, or toxic gas release, shall have top priority. Depending on the type and condition of the spill, some or all of the following procedures may be employed:

Spill on Fire

- Decide whether to extinguish fire or let it burn. Weigh the hazards of fighting the fire and post-fire clean-up against benefit of possible salvage. Suggested criteria for "burn/no burn" decision are given in Table 1.

Fighting the Fire

- If the decision is to extinguish the fire, be careful to use firefighting methods compatible with the substance(s) involved. Know exactly what substances are involved, the amounts stored, exact locations, reactions to water or other chemicals, and safe distance to fight the fire. Consult National Fire Protection Association HM Fire Protection Guide and other applicable references.

- STAY UPWIND of the smoke or plume. It may be TOXIC.

- REMAIN A SAFE DISTANCE from burning bottles, drums, and cans. They may rupture violently, spreading toxic chemicals.

- COOL nearby containers and buildings to prevent fire from spreading. Use as little water as possible to minimize spreading of contaminants. Control runoff water in as small an area as possible, away from the firefighting activity.

- Fire Division Chief or Senior Fire Officer on Duty will make direct contact with Municipal Fire Department for assistance, if necessary.

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- After extinguishing the fire, institute any action required to further control the spill, following the procedures described below for substances not on fire. If appropriate, reevaluate the situation and take necessary precautionary measures (e.g., readjust control perimeters).

Spill Not On Fire

The methods chosen for containment/control of spread of the spill material will depend on the type of spills, materials involved, and incident location. Table 2 on page C-21 describes various techniques applicable to different scenarios and identifies the type and location of equipment required.

- STOP SOURCE OF SPILL, if it is still occurring, through such actions as:

- * Close valves
- * Plug leaks in containers
- * Upright container
- * Replace leaking containers
- * Empty leaking container into non-leaking container
- * Encapsulate leaking container into larger recovery container

General considerations for stopping source of releases are given in Table 3 on page C-22.

DISPERSE toxic/flammable gases or vapors as soon as possible:

- Ventilate indoor areas. Use blow-out ventilation or portable fans --EXPLOSION PROOF-- only. Open doors and windows.

- Dilute water-soluble liquids ONLY IF ABSOLUTELY NECESSARY to prevent imminent danger to life. Obtain authorization from Commanding Officer and Safety Manager. Be cautious of water-reactive chemicals. Consult Material Safety Data Sheets and other applicable technical sources.

- * Flush corrosives to reduce vapors. Control runoff.
- * Use fog streams to absorb vapors. Control runoff.

CONTAIN SPILL or PREVENT SPILL RUNOFF from entering sewer or drainage systems, or reaching surface or ground waters. Consult the SPCC Plan for building layouts.

- Construct dams or dikes to contain spill as close to the source as possible. Use sand, dirt or any available inert absorbent material, foams, or gels suitable to dam and stop flow.
- Excavate temporary ditch, trench, or channel to direct spill runoff to concrete or asphalt containment.
- Use plastic cover for floor and storm drains.

MINIMIZE SPREADING OF DUST OR POWDER SPILLS. Cover with non-reactive materials to protect from wind or rain. Stop ventilating systems.

If the spill cannot be contained and enters, or threatens to enter, the sanitary or storm sewer systems, or the coastal zone, then continued response comes under the authority of the NOSC. The NOSCDR shall:

- ANTICIPATE the movement of the spill. Consult the SPCC for building layouts. Investigate probable spill routes and secondary containment options and implement containment options.
- INSTRUCT the Public Works Officer to take all necessary and possible action (construct dam, deploy temporary interception devices, etc.) to prevent the spill runoff from exiting base property.
- PROCEDURES applicable for controlling the spread of spill contamination, once it has entered the waterways, will depend on location, amount spilled, and properties of the material spilled. Control methodology shall depend strongly on how the material behaves in water (i.e., floats or sinks). Table 2 on page C-21 lists basic methods for controlling flow for each of these types of materials.
- DETERMINE the projected consequences of the spill.
- VERBALLY NOTIFY the NOSC of the incident through the Area Response Center.

Area Response Center COMNAVBASE San Diego, Duty Officer
(24 hours) (619) 532-1820
DSN 522-1820

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PROVIDE the following information:

- * Hazardous substance(s) involved and quantity spilled
 - * Magnitude and severity of the threat to people, property, and the environment
 - * Affected areas
 - * Responsible party - Navy/non-Navy
 - * Anticipated containment and cleanup actions
 - * Type of assistance required
 - * Any other relevant information
- COORDINATE activation of appropriate government/private response organizations, as necessary, to control and remedy the situation. See Appendix H for points of contact.
- DIRECT in-house resources to take all possible action to minimize the impact and spreading of the spill until additional assistance arrives at the scene.
- NOTIFY the NAS Public Affairs Officer (PAO) to report to the scene. Direct PAO to keep informed of the size and nature of the spill and the response actions, and coordinate news releases with the NOSC PAO through the Area Response Center.
- NOTIFY the Station Judge Advocate. Direct him/her to report to the scene and coordinate all legal aspects associated with the spill.
- If the party responsible for the spill is other than the Navy:
- * INFORM them of the spill and their financial liability.
 - * IF a contractor is involved, NOTIFY the Contracting Officer.
- COOPERATE with the support supplied by all outside organizations directed by the NOSC to assist in the response effort.
- MAINTAIN on-scene command.
- When spill is contained and situation under control, DECLARE "end of emergency" and DEACTIVATE OSOT emergency units. Direct them to be on alert in case conditions change.

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- DIRECT Environmental Management Division Director to submit, if required, a Hazardous Substance Spill Report message using the format provided in Appendix K. Message must be received within 24 hours.

CLEANUP AND DISPOSAL

Cleanup and disposal are the responsibility of the Public Works Officer under the authority of the NOSCDR. Cleanup method will be determined by NOSCDR with technical information provided by the Safety Manager (methods summarized in Table 4 on page C-23). NOSCDR shall ensure that cleanup efforts are sufficient to meet regulatory requirements, prevent risk to health and safety of the public, prevent further contamination, and restore environmental quality of the affected area. The Environmental Management Director will direct efforts to:

- COLLECT all necessary samples of the affected lands/waters or other environmental media to determine degree of contamination.

- DETERMINE applicable cleanup method. Determine whether the spill material can be treated on site or must be removed, treated, or disposed elsewhere. CONSULT appropriate technical references or information sources listed in Appendix O to determine correct procedures for cleaning spill of the specific substance involved.

- ASSESS Cleanup Team capabilities to conduct cleanup operations and determine need for outside assistance.

If decision is made to cleanup spill with on-base resources, the Cleanup Team Leader will assemble the proper Cleanup Team. Cleanup personnel shall use proper protective equipment and observe the standard health and safety procedures at all times during cleanup operations.

Cleanup Team will:

- TREAT spill to mitigate hazards (e.g., neutralization) if safe and feasible.

- CLEANUP AND REMOVE spill material using proper cleaning method.

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- THOROUGHLY clean all contaminated surfaces of the spilled material. Detergents can be used to remove residual spill material from docks, asphalt, and other hard, impermeable surfaces.

- COLLECT spill residue, other contaminated material, and all cleanup materials, including disposable clothing, sorbent, brushes, rags, brooms, and containers. Package material in DOT approved container. Mark and label container per DOT requirements.

- THOROUGHLY ventilate indoor area.

If it is decided that cleanup is beyond the capabilities of the OSOT cleanup team, the NOSCDR shall activate the appropriate contract or agreement for the cleanup as established in this plan or coordinate any required additional assistance with NOSC. In the event of cleanup by outside contractor or agency, the NOSCDR shall maintain on-scene command and support cleanup as needed, until relieved by the NOSC if necessary.

After the spill cleanup, the NOSCDR shall:

- ENSURE all hazardous waste and contaminated articles generated by a spill and cleanup incident are properly containerized, stored, manifested, and turned in to DRMO for disposal per NASLEMINST 5090.4A.

- ASCERTAIN all indoor areas affected by the spill are safe before normal operations are resumed.

- DETERMINE the need for necessary environmental restoration activities. The Engineering Field Activity can provide technical support in assessing the environmental impact of the spill, effectiveness of cleanup operations, and assist in developing a plan to restore the environmental quality of the affected area if necessary. This support shall, when required, be requested from COMNAVBASE, San Diego.

DOCUMENTATION AND COST RECOVERY

ALL departments involved in the spill response efforts shall prepare a report describing their participation in the response and submit their report to the NOSCDR within 10 days following the incident. The report shall contain:

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- * Description of response activities
- * Time and duration of response activities
- * Listing of personnel and equipment involved
- * Identification of any injuries or damages incurred
- * Discussion of problems, suggestions, etc.

IF reimbursement to the Navy or by the Navy is appropriate, the NOSCDR shall document all expenditures incurred. Submit a report to the NOSC within 15 days following the incident. Procedures for cost recovery will be pursued by the Public Works Officer in coordination with the activity Comptroller for routine spills, and with the NOSC contract specialist for major class spills that require activation of the NOSC area HSSC plan.

INCIDENT REVIEW

Following the spill incident response, the NOSCDR shall convene a meeting with the OSOT technical staff and review all internal reports and evaluated spill response operations. They shall seek to identify improvements to response team operations, needs for additional training and/or equipment and any additional lessons this incident can provide. The NOSCDR shall make any necessary changes to this Spill Contingency Plan accordingly and coordinate them with NOSC area plan.

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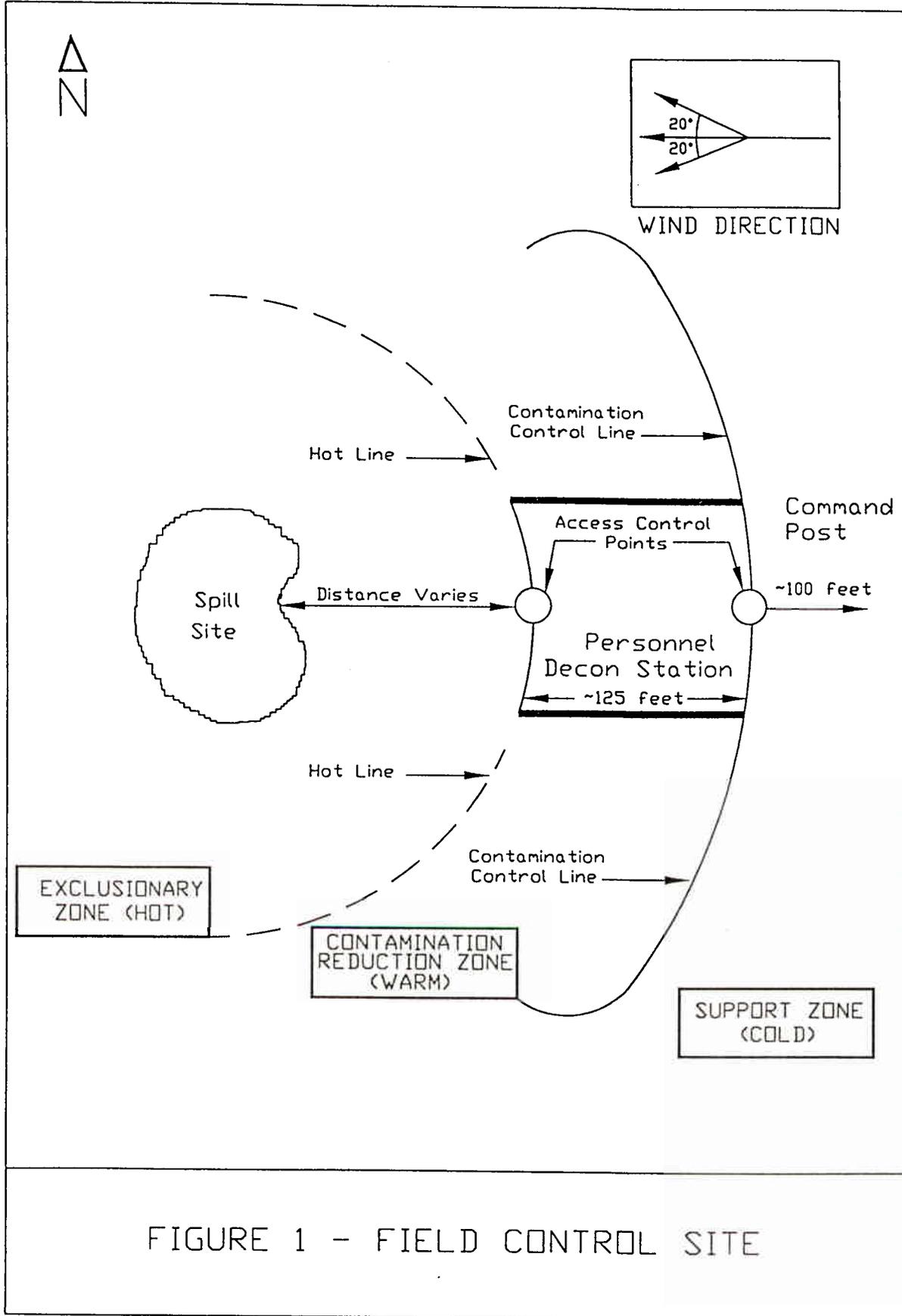


FIGURE 1 - FIELD CONTROL SITE

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TABLE 1

SUGGESTED CRITERIA FOR "BURN/NO BURN" DECISIONS

Criteria	Allow to burn	Extinguish
Spill location	Isolated away from public and buildings	Proximity to public and buildings
Availability of safety equipment	Limited	Self-contained breathing and protective clothing
Population density	Low, evacuated	High, not evacuated
Presence of other combustible materials	None present	Hazardous materials; petroleum or natural gas transmission or storage; wooded areas; and other combustible structures
Substance	High vapor pressure High toxic vapors Non-toxic combustion produced	Low vapor pressure Low toxic vapors & fumes Hazardous products of combustion
Containment status	Complete	Uncontrolled
Release from source	Continuing	Stopped
Availability of foams, dry chemicals or powders	Limited	Sufficient
Wind Conditions	Calm	Strong, gusty

Note: The OSOT library contains valuable references for control of fire situations or flammable substances during spills, including:

- (1) The EPA Flammable Hazardous Substances Emergency Response Handbook: Control and Safety Procedures
- (2) The National Fire Protection Association Guide
- (3) The Bureau of Explosives: Emergency Handling of HM in Surface Transportation

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TABLE 2

METHODS FOR HS SPILL CONTROL AND CONTAINMENT

Technique	Use/Scenario	Equipment Requirements	Equipment Characteristics	Equipment Location
*Source Control -Patching -Plugging -Valve shut-off -Uprighting/drain- ing container	-Stop release from leaking container or valve	-Leak control kit -Hand tools	-Spark resistant tools, nonferrous -Spill site	-OSOT response vehicle
*Gas/Vapor Reduction	-Control/ Mitigate immediate hazard from flammable, explosive, and toxic gases/vapor	-Portable fans, blowers -Firefighting foams -Water sprays/ mists -Sorbent pads/ sheets	-Explosion-proof electrical equipment -No power tools -Inert, non- reactive absorbent special for vapor control	-OSOT response vehicle -Fire Dept
*Drains Covering	-Avoid liquid spill runoff into floor/ storm drains	-Cover sheets -Plastic -Rubber	-Chemical resistant -Spill site	-OSOT response vehicle
*Dust Covering	-Prevent dis- persion of powder chemical spills	-Cover sheets	-Chemical resistant	-OSOT response vehicle
*Herding	-Prevent ex- pansion of liquid spills on land or insoluble floating spills in water	-Broom -Water hose stream -Compressed air	-Inert, non- reactive broom material	-OSOT response vehicle -Fire Dept
*Diking/Damming	-Contain liquid runoff or water stream contaminated by soluble or miscible spill	-Earth moving equipment and tools -Foams (polyurethane) -Absorbent barriers (sealed brooms, pillows, sandbags)	-Inert, non- reactive sorbent material -Spark-resistant tools, nonferrous	-Public Works Dept -OSOT response vehicle -Outside Contractor
*Ditch/Trench Excavation, Culverts	-Divert liquid spills on land or water stream to containment	-Earth moving equipment/tools -Prefabricated culvert	-Spark-resistant tools, non- ferrous	-Public Works Dept -OSOT response vehicle -Spill site

TABLE 3

GENERAL CONSIDERATIONS FOR STOPPING SOURCE OF RELEASE

<u>Criteria</u>	<u>Attempt</u>	<u>No attempt</u>
Availability of equipment	Sufficient	None
Nature of discharge	Open valve or pump failure	Rupture or explosion
Volume spilled/volume	Low	High
Containment of spillage	None	Present and sufficient
Rate of discharge	Slow, dripping	Fast, streaming
Size of hole or rupture	Small	Large
Potential of fire	No potential	Already
Relative difficulty in stopping discharge	Easy	Great

1. In no instance should an attempt be made to stop a discharge without the proper protective clothing and safety equipment.

05 FEB 1997

TABLE 4

METHODS FOR HS SPILL CONTROL AND CONTAINMENT

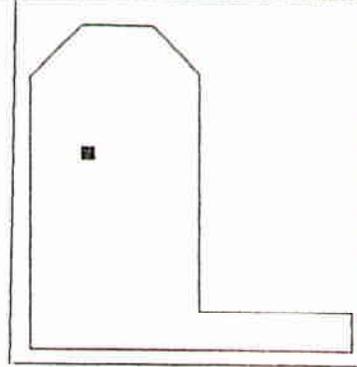
Technique	Use/Scenario	Equipment Requirements	Equipment Characteristics	Equipment Location
*Absorption	-Contain, collect spill on land or insoluble floating spills in water	-Sorbents -Sheets -Mops -Pillows -Booms -Granular	-Inert, non-reactive materials -Specific sorbent for specific spill substance	-OSOT response vehicle -Spill site
*On-Site Neutralization	-Neutralize acid or alkali spills to acceptable pH 6-8	-pH meter or litmus paper -Neutralizing solution	-Neutralizer must be weak -Acid spills: sodium bicarbonate, soda ash, or lime -Alkaline spills: weak acetic acid or citric acid	-OSOT response vehicle -Spill site
**Dilution	-Dilute concentration of liquid spills on land to acceptable limits. Highly soluble unreactive in water chemicals only.	-Water hose stream	-Inert, non-reactive	-OSOT response vehicle -Fire Dept -Spill site
*Excavation	-Remove solid liquid spill substance and contaminated medium for proper disposal	-Earthmoving equipment and tools -Disposal drums	-Spark-resistant tools	-Public Works Dept -OSOT response vehicle -Spill site
*Dredging/Pumping	-Remove insoluble non-floating and contaminated medium from bottom of a body of water	-Dredging equipment	-Specialized equipment	-Public Works Dept
*Suction	-Remove liquid spills from land or water surface	-Vacuum truck	-Specialized	-Outside contractor

** Use this method as a last resort ONLY.

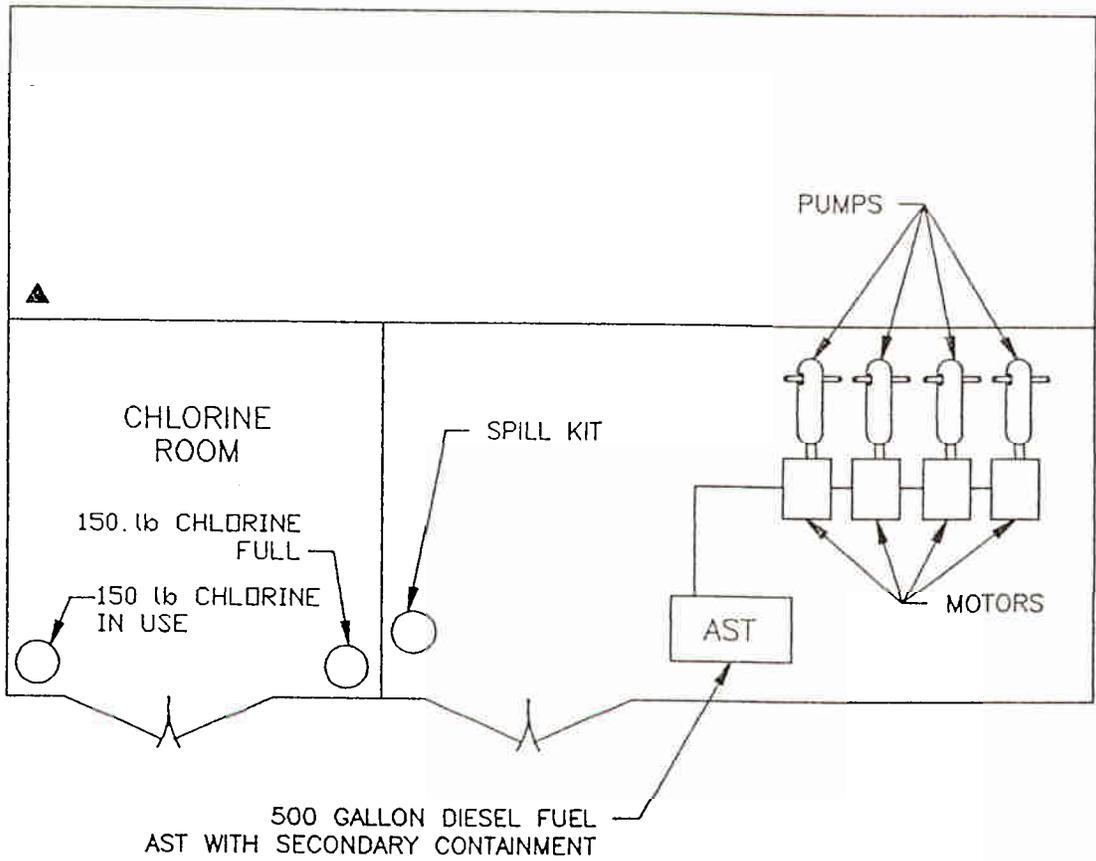
NASLEMINST 5090.3A
05 FEB 1997

APPENDIX D
HAZARDOUS SUBSTANCE LOCATION SITE MAPS

05 FEB 1997



LOCATION MAP



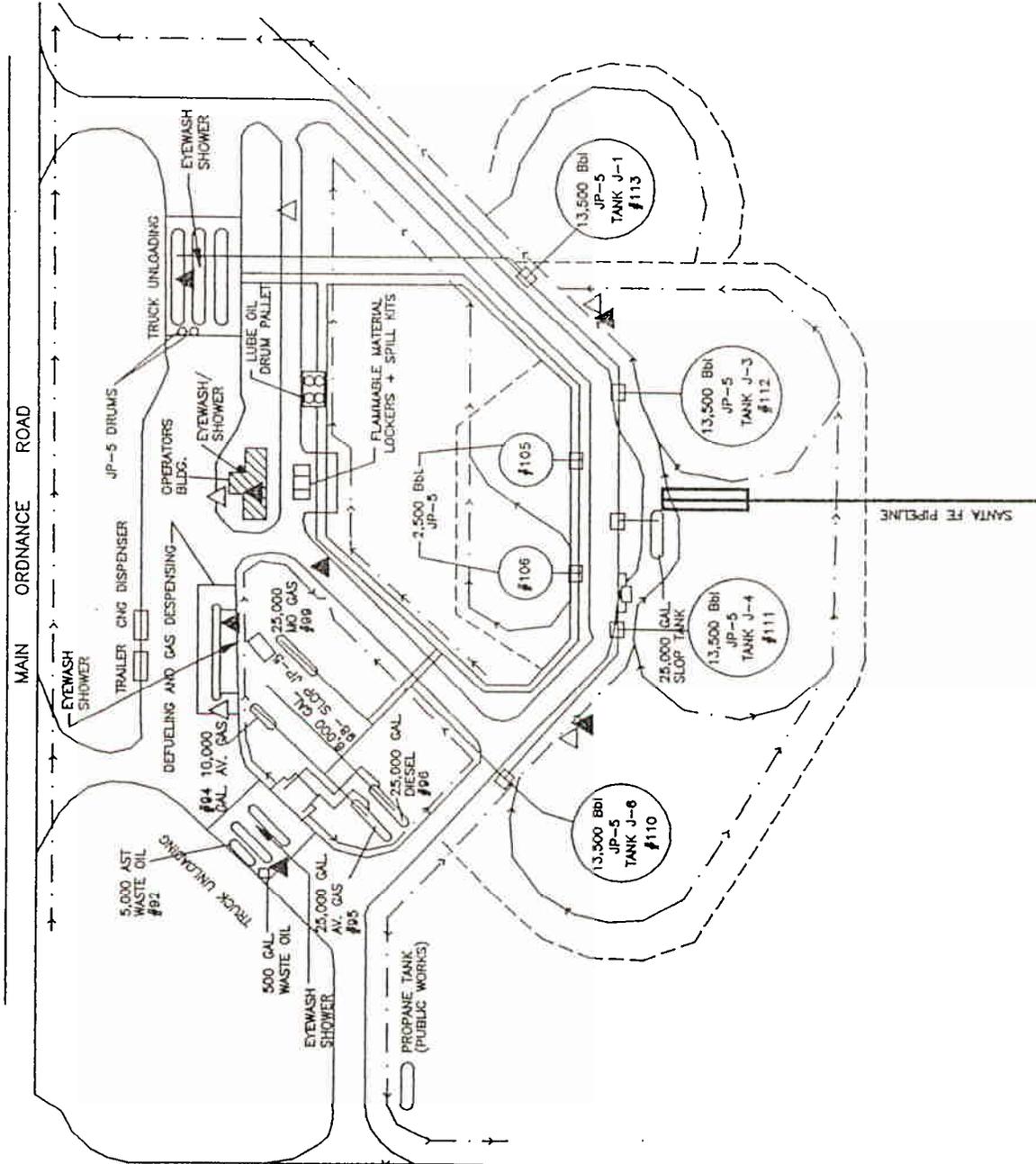
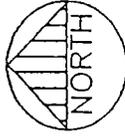
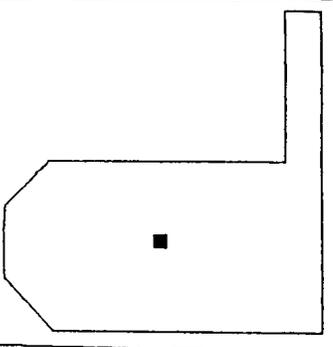
LEGEND	
▲	FIRE EXTINGUISHER
●	DRAIN
⊙	LIGHT
▣	STORM DRAIN
□	UNDERGROUND TANK
↗	DIRECTION OF FLOW
*****	FENCE/BARRIER

BUILDING 050
OPS UTILITY PLANT

SOURCE: NAS LEMOORE
HAZARDOUS SUBSTANCE
SPILL CONTINGENCY PLAN

KENNEDY/JENK CONSULTANTS
NAS LEMOORE
EMERGENCY RESPONSE ACTION PLAN
FEBRUARY 1995
DRAWING NO. BLDG-50

LOCATION MAP



LEGEND

- DRAIN
- FLAMMABLE STORAGE
- STORM DRAIN
- UNDERGROUND TANK
- DIRECTION OF FLOW
- FENCE/BARRIER
- FIRE EXTINGUISHER
- PULL ALARM

KENNEDY/JENK8 CONSULTANTS

NAS LEMOORE
EMERGENCY RESPONSE ACTION PLAN
FEBRUARY 1995

DRAWING NO.

BLDG-84

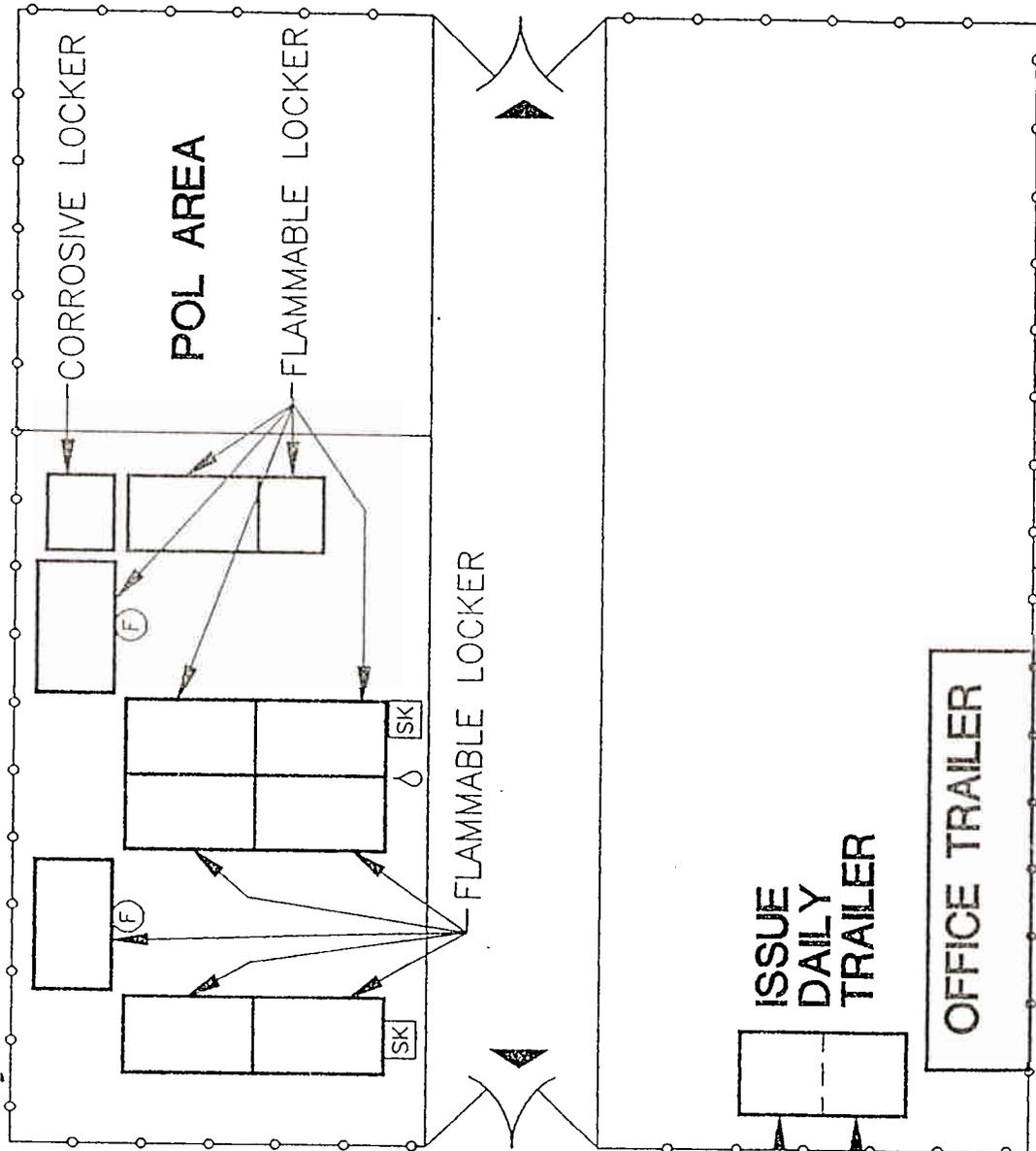
SOURCE: NAS LEMOORE, CA.
HAZARDOUS SUBSTANCE
SPILL CONTINGENCY PLAN

BUILDING 094
FUEL FARM
(TANKS 92-113)

05 FEB 1997

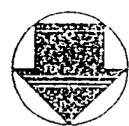
LEGEND

- ▲ EMERGENCY EXITS
- Ⓢ FIRE EXTINGUISHERS
- Ⓛ FIRE ALARMS
- △ TELEPHONES
- ∅ EYEWASH/SAFTY SHOWER
- SK SPILL KIT



NAVAL AIR STATION LEMOORE, CA.
 HAZARDOUS SUBSTANCE
 SPILL CONTINGENCY PLAN

NOTE
 OUTSIDE STORAGE AREA
 EAST OF BUILDING 140

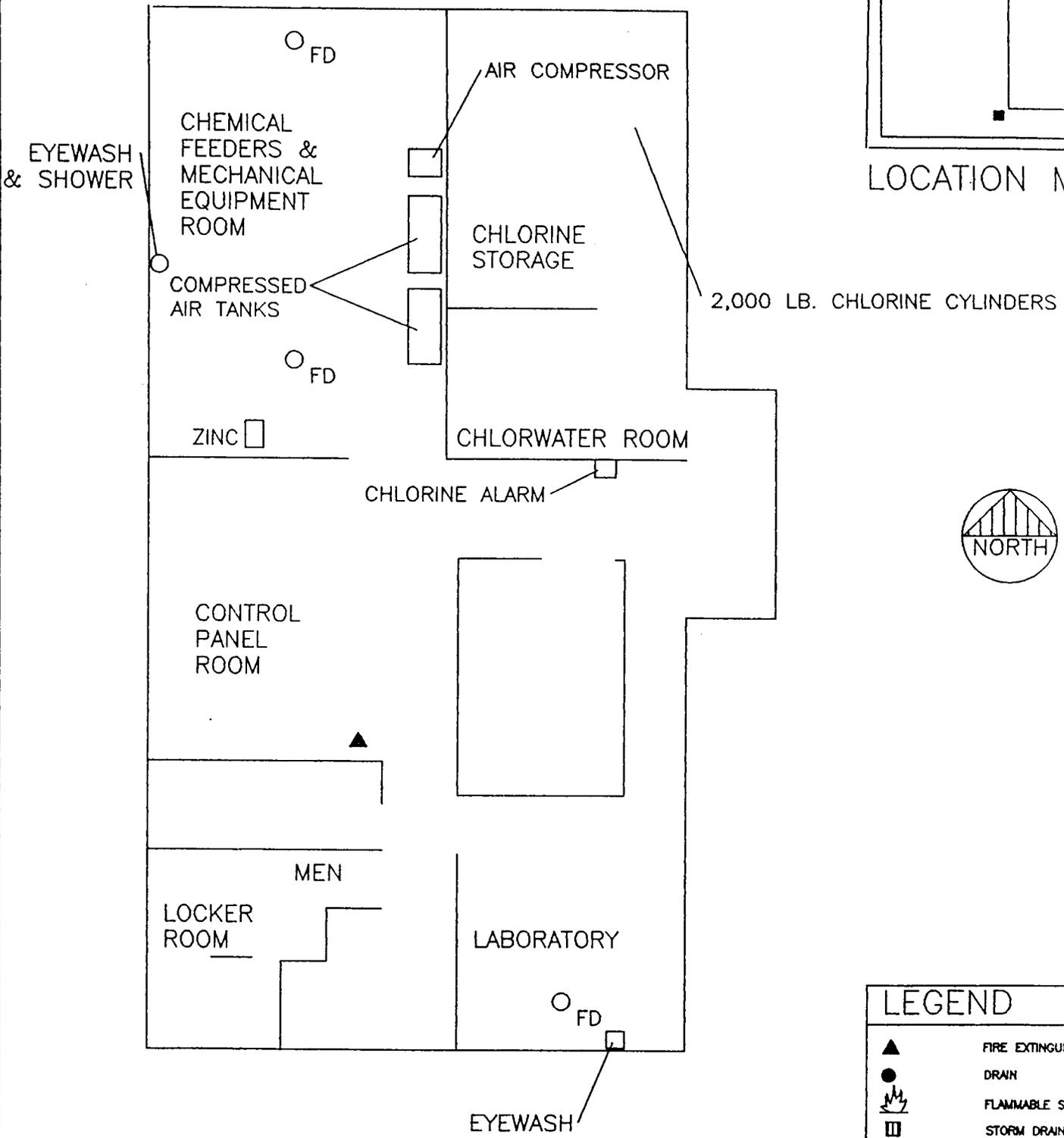
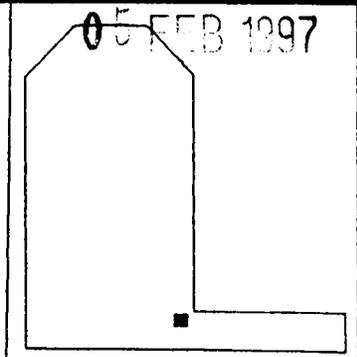


SITE PLAN
 NO SCALE

DR BY CURT DATE 4/23/96 SHEET 1 OF 1

05 FEB 1997

LOCATION MAP



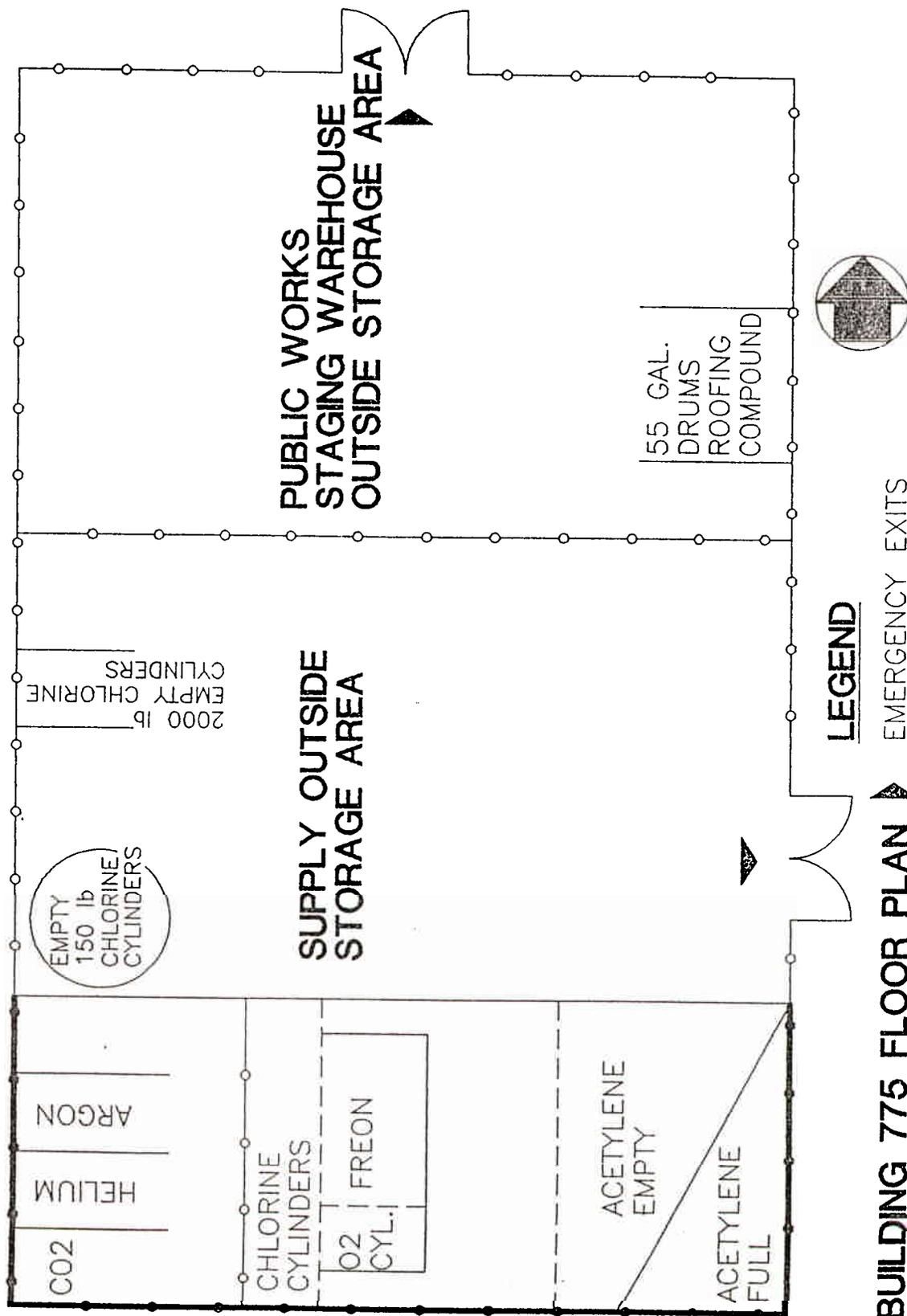
LEGEND	
▲	FIRE EXTINGUISHER
●	DRAIN
🔥	FLAMMABLE STORAGE
□	STORM DRAIN
◻	UNDERGROUND TANK
↗	DIRECTION OF FLOW
—+—+—+—	FENCE/BARRIER

BUILDING 722
WATER TREATMENT PLANT
DETAIL 1

SOURCE: NAS LEMOORE, CA.
HAZARDOUS SUBSTANCE
SPILL CONTINGENCY PLAN

KENNEDY/JENKS CONSULTANTS
NAS LEMOORE
EMERGENCY RESPONSE ACTION PLAN
FEBRUARY 1990
DRAWING NO. BLDG-722

05 FEB 1997



BUILDING 775 FLOOR PLAN

- ⊕ FIRE EXTINGUISHERS
- ⊞ FIRE ALARMS
- △ TELEPHONES
- ⊘ EYEWASH/SAFTY SHOWER

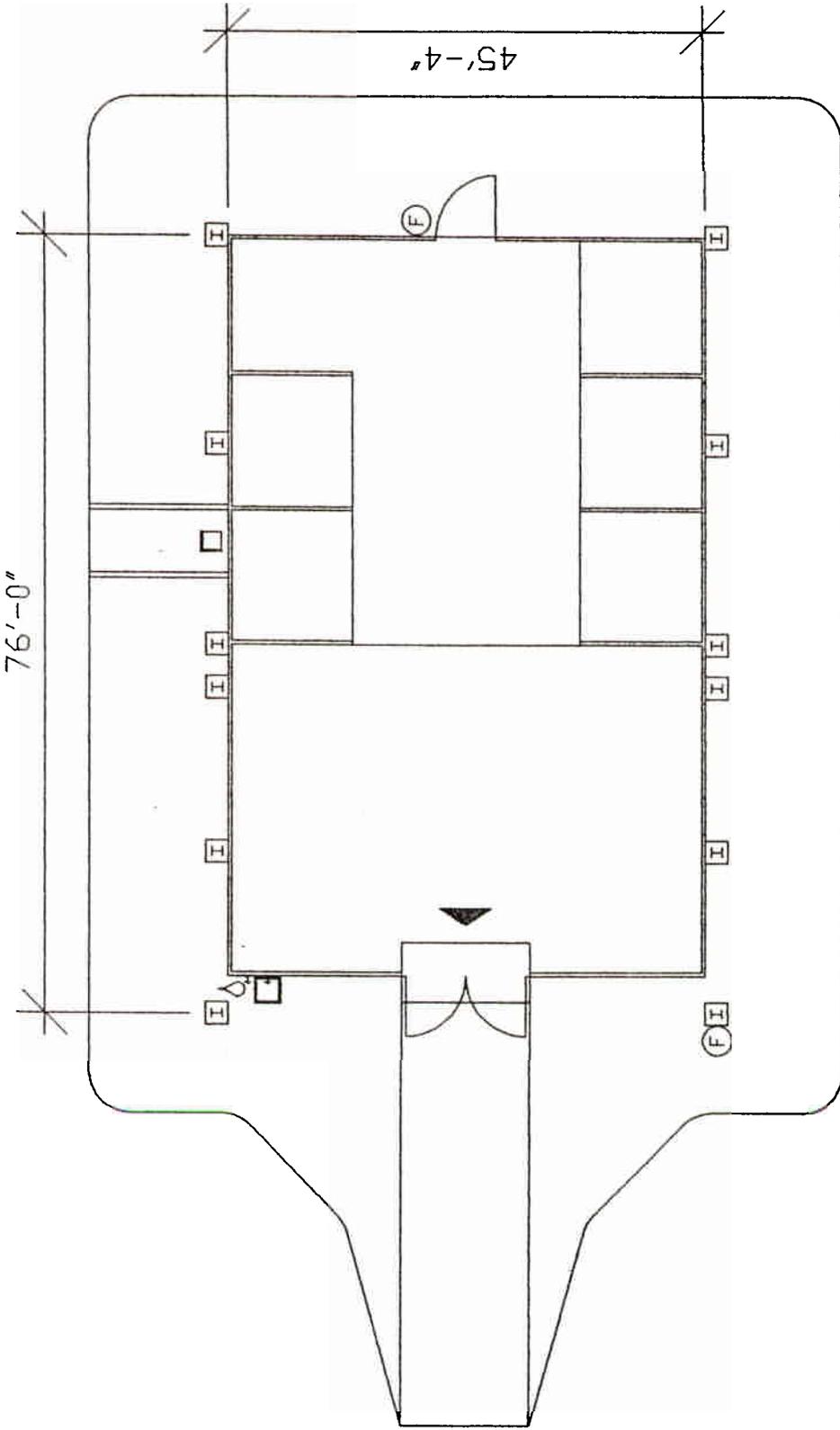
NAVAL AIR STATION LEMOORE, CA.

**HAZARDOUS SUBSTANCE
SPILL CONTINGENCY PLAN**

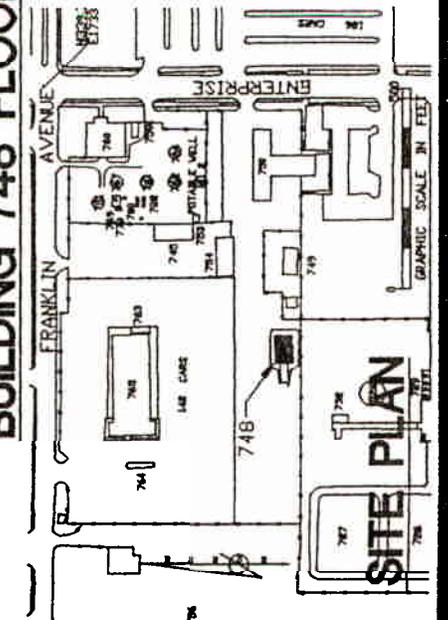
DR. BY: CURT

DATE: 4/23/96

SHEET 1 OF 1

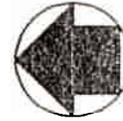


BUILDING 748 FLOOR PLAN



LEGEND

- ▲ EMERGENCY EXITS
- ⊙ FIRE EXTINGUISHERS
- ⊠ FIRE ALARMS
- △ TELEPHONES
- ⊕ EYEWASH/SAFTY SHOWER



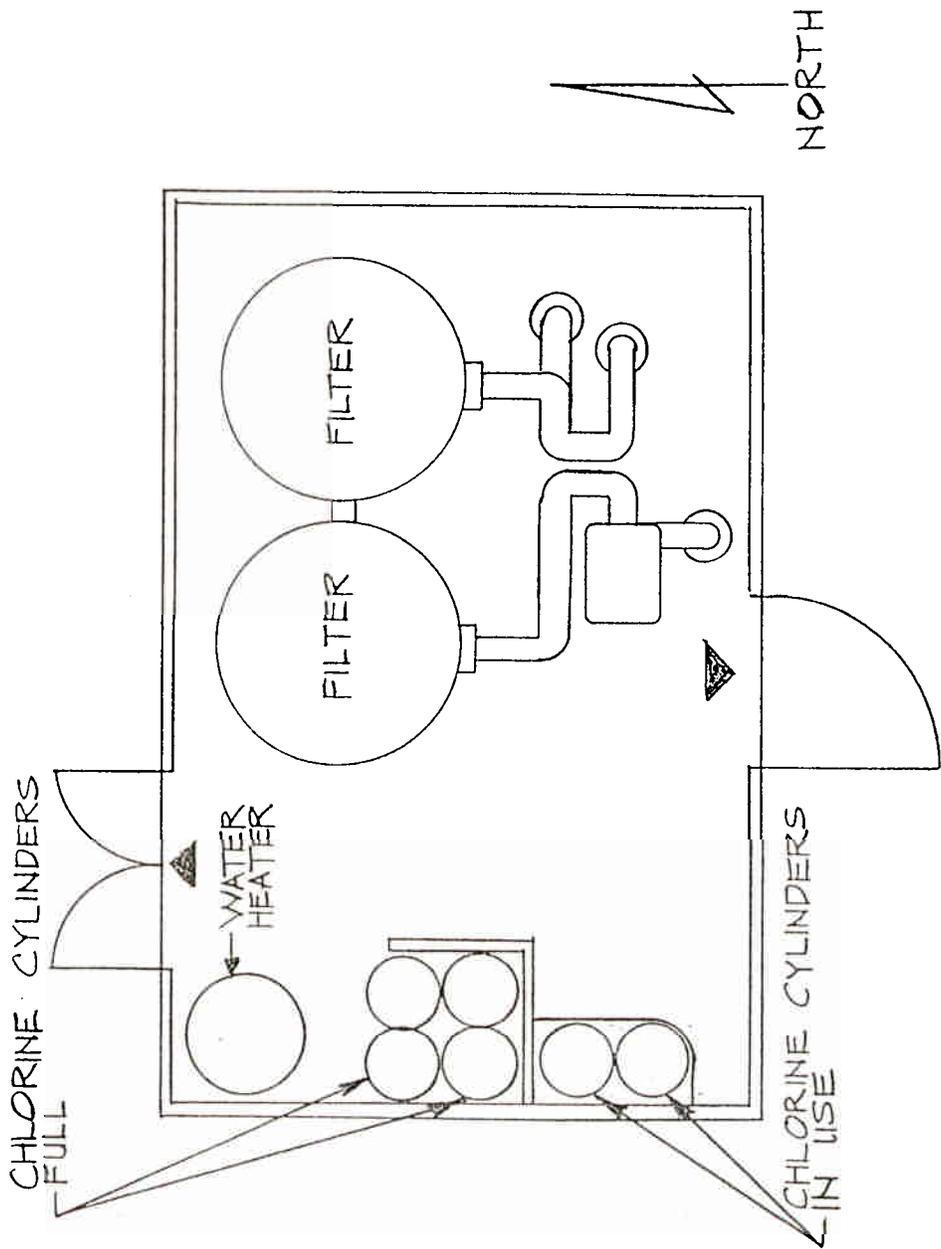
NAVAL AIR STATION LEMOORE, CA
HAZARDOUS SUBSTANCE
SPILL CONTINGENCY PLAN

DR BY CURT DATE 4/23/96 SHEET 1 OF 1

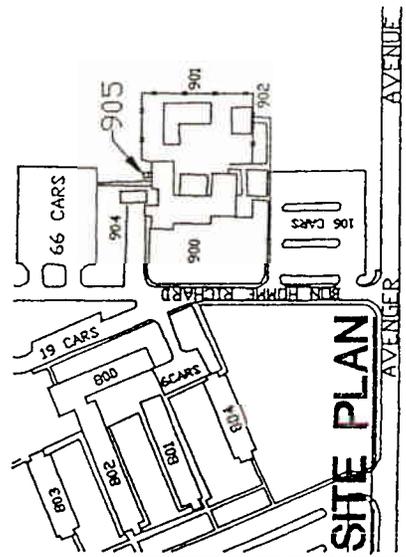
05 FEB 1997

LEGEND

- ▲ EMERGENCY EXITS
- Ⓢ FIRE EXTINGUISHERS
- Ⓛ FIRE ALARMS
- △ TELEPHONES
- ⊕ EYEWASH/SAFTY SHOWER



POOL EQUIPMENT ROOM PLAN
NOT TO SCALE

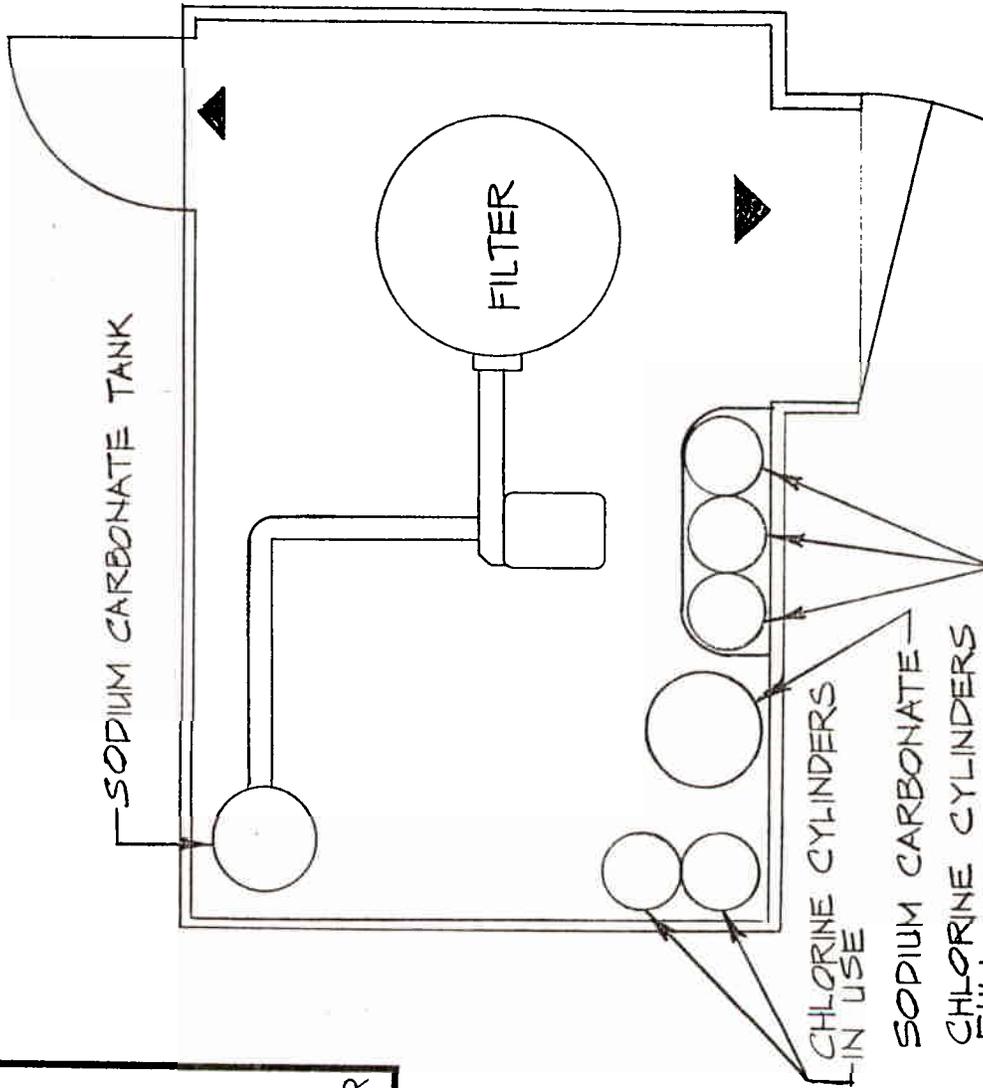


NAVAL AIR STATION LEMOORE, CA.
HAZARDOUS SUBSTANCE
SPILL CONTINGENCY PLAN

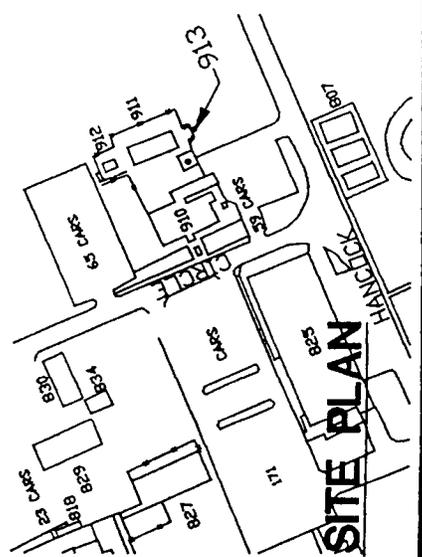
DR BY _____ DATE _____ SHEET _____ OF _____

LEGEND

- ▲ EMERGENCY EXITS
- ⊙ FIRE EXTINGUISHERS
- ⊞ FIRE ALARMS
- △ TELEPHONES
- ⊕ EYEWASH/SAFTY SHOWER



POOL EQUIPMENT ROOM PLAN
NOT TO SCALE



08 FEB 1997

NAVAL AIR STATION LEMOORE, CALIF

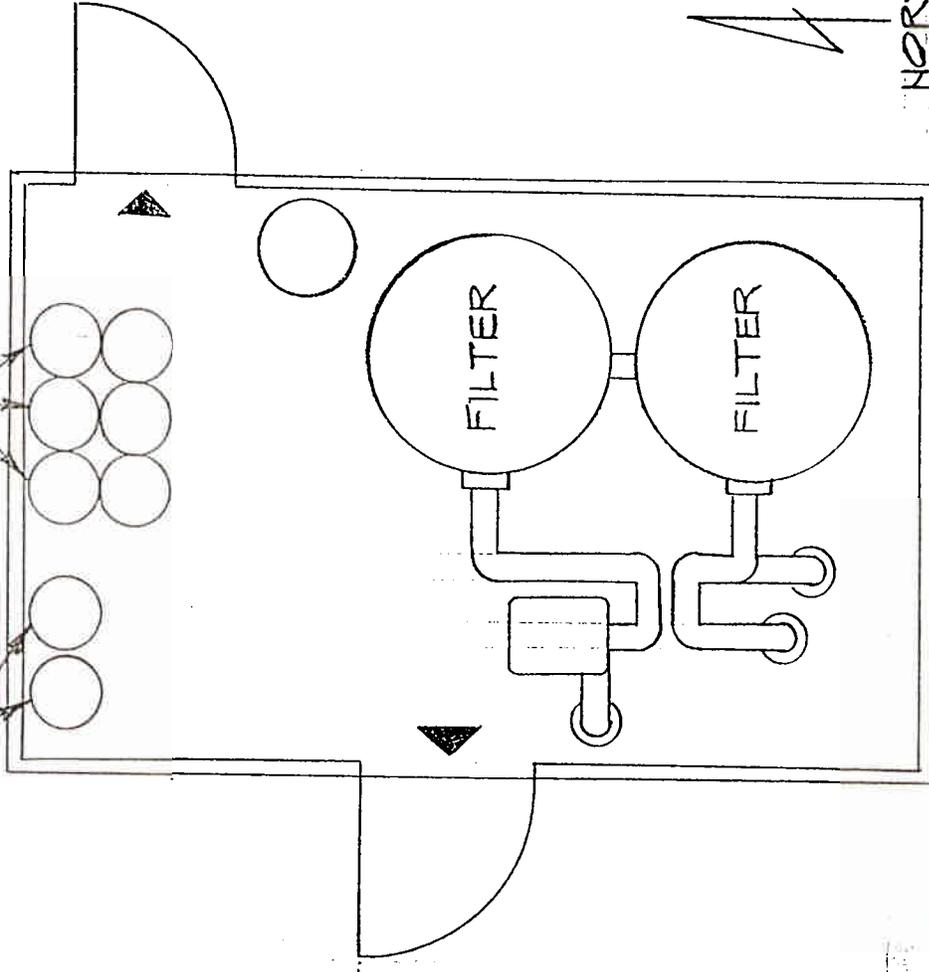
HAZARDOUS SUBSTANCE
SPILL CONTINGENCY PLAN

DR BY _____ DATE _____ SHEET _____ OF _____

05 FEB 1997

CHLORINE CYLINDERS FULL

CHLORINE CYLINDERS IN USE



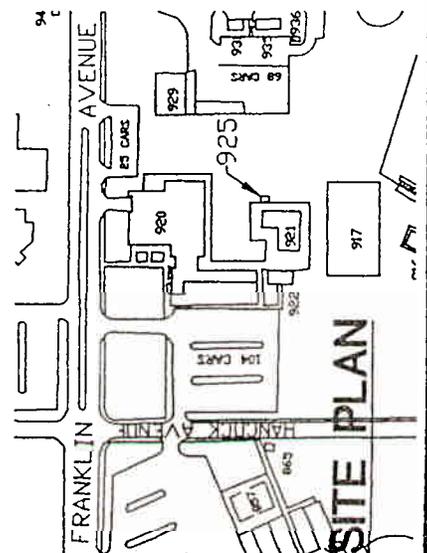
NORTH

POOL EQUIPMENT ROOM PLAN

NOT TO SCALE

LEGEND

- ▲ EMERGENCY EXITS
- ⊙ FIRE EXTINGUISHERS
- ⊞ FIRE ALARMS
- △ TELEPHONES
- ⊕ EYEWASH/SAFTY SHOWER



SITE PLAN

NAVAL AIR STATION LEMOORE, CA.

HAZARDOUS SUBSTANCE
SPILL CONTINGENCY PLAN

DR BY _____ DATE _____

SHEET _____ OF _____

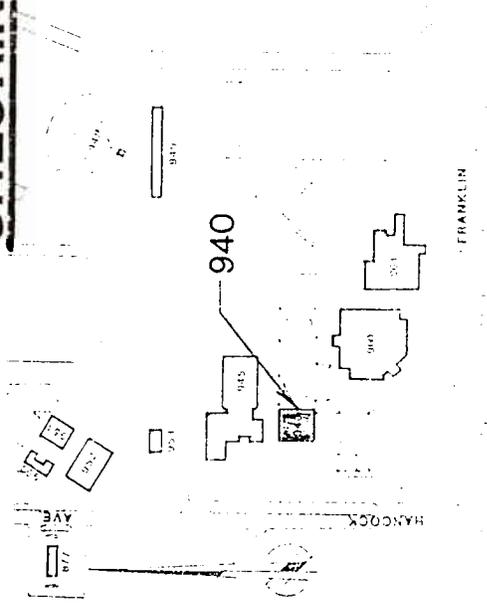
05 CB 1997

NAVAL AIR STATION - LEMOORE, CA	
HAZARDOUS SUBSTANCE SPILL CONTINGENCY PLAN	
DR BY	DATE
	SHEET

LOCATION OF
CHLORINE
CYLINDERS

POOL
941

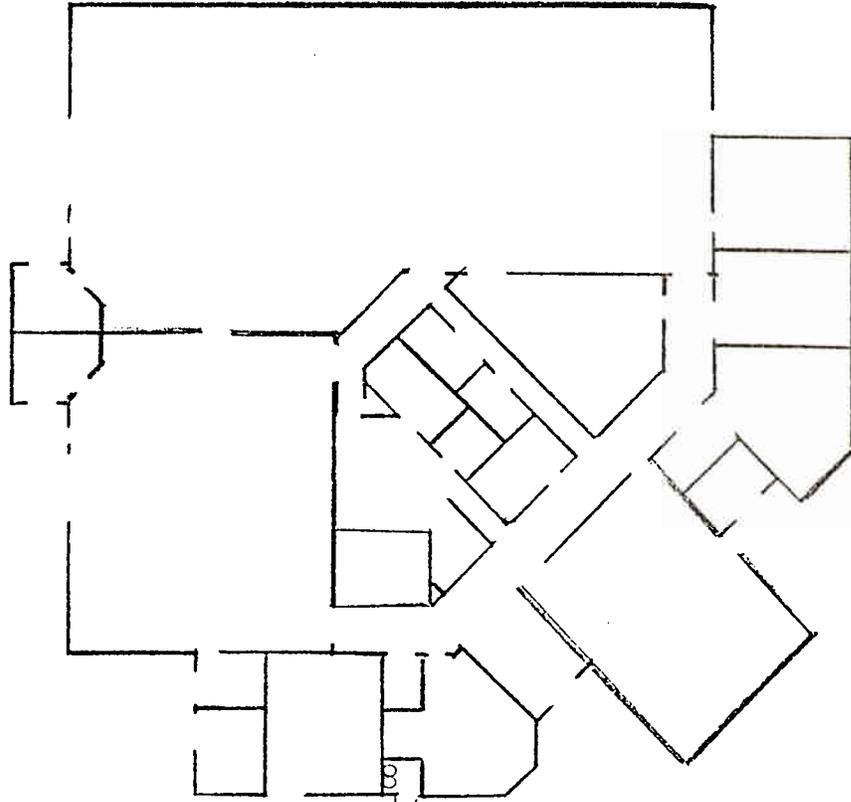
CHLORINE ROOM IN BUILDING 940



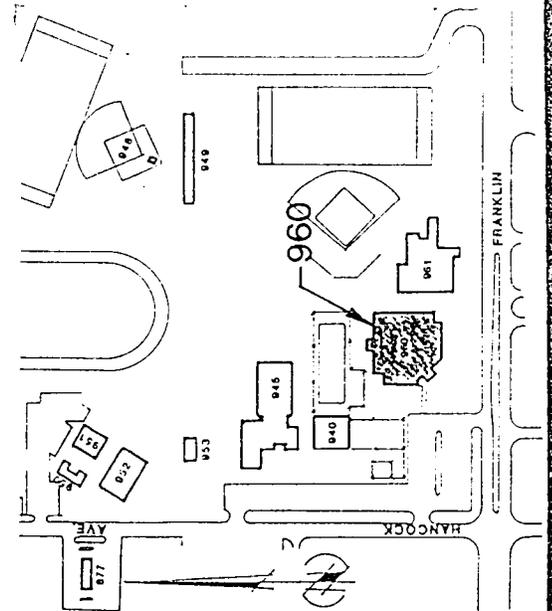
05 FEB 1997

LEGEND

- ▲ EMERGENCY EXITS
- Ⓢ FIRE EXTINGUISHERS
- Ⓛ FIRE ALARMS
- Ⓜ TELEPHONES
- Ⓛ EYEWASH/SAFTY SHOWER



CHLORINE ROOM IN BUILDING 960



NAVAL AIR STATION LEMOORE, CA.
 HAZARDOUS SUBSTANCE
 SPILL CONTINGENCY PLAN

DR BY _____ DATE _____ SHEET _____ OF _____

APPENDIX E

05 FEB 1997

INCIDENT CHECKLIST LOGS

05 FEB 1997

HAZARDOUS SUBSTANCE INCIDENT REPORT LOG SHEET
(NASL Emergency Dispatch Center)

INITIAL INFORMATION REQUIRED:

Name of informant: _____
 Location of spill: _____
 Number of injured and type of injuries (if applicable): _____

 Substance spilled: _____
 Amount spilled (estimated): _____
 Source of spill: _____
 Rate material currently spilling (estimated): _____
 Behavior of spilled material (leak, spill, fire): _____
 Anticipated movement of spill and actions being taken: _____
 Time spill occurred (estimated): _____
 Time notification received: _____
 Other information: _____

IMMEDIATE NOTIFICATION SEQUENCE: _____

Fire Department (Emerg Disp)	9-911 (24hr)	Time	_____
Naval Hospital	998-4435 (24hr)	Time	_____
Security	998-4749 (24 hr)	Time	_____
NOSCDR	998-3344*	Time	_____
Commanding Officer			
ALTERNATE NOSCDR	998-4507*(24 hr)	Time	_____
Fire Division Chief			
NOSCDR REPRESENTATIVE	998-3931*	Time	_____
Safety Manager			

OSOT ACTIVATION/ALERT (At NOSCDR/ALTERNATE NOSCDR Request):

Environmental Director	998-4070*	Time	_____
Public Works Officer	998-4091*	Time	_____
(cleanup team)			
Disaster Preparedness	998-3827		
Safety Office	998-3931*	Time	_____
Industrial Hygienist	998-4311*	Time	_____
Public Affairs Officer	998-3394*	Time	_____
Station Judge Advocate	998-3351*	Time	_____

* After duty hours via Officer of the Day - 998-3301

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**HAZARDOUS SUBSTANCE INCIDENT COMMAND ACTIONS LOG SHEET
(Navy On-Scene Commander)**

Location: _____ Time: _____ Date: _____
 Materials involved: _____ Information Center _____
 Name: _____ Sources Contacted: _____
 Physical Properties: _____ Yes No
 Chemical Properties: _____ CHEMTREC _____
 _____ OHMTADS _____
 _____ CHLOREPS _____
 _____ EFD _____
 _____ Other _____

OSOT Units Activation	Arrival Time	Unit Leader/Coordinator
Fire Department	_____	_____
Medical Clinic/Ambulance	_____	_____
Security	_____	_____
Environmental Coordinator	_____	_____
Public Works (Cleanup Team)	_____	_____
Supply Officer	_____	_____
Emergency Management Svc.	_____	_____
Safety	_____	_____
Public Affairs	_____	_____
Legal Advisor	_____	_____

Actions:	Unit (s)	In Progress	Completed
Rescue	_____	_____	_____
Evacuation	_____	_____	_____
First Aid	_____	_____	_____
Traffic Control	_____	_____	_____
Exposure/Monitoring	_____	_____	_____
Spill Controlled	_____	_____	_____
Extinguish	_____	_____	_____
Ventilation	_____	_____	_____
Containment	_____	_____	_____
Salvage	_____	_____	_____
Cleanup/Removal	_____	_____	_____

Utilities	Unit (s)	In Progress	Completed
Electric	_____	_____	_____
Gas	_____	_____	_____
Water	_____	_____	_____
Other	_____	_____	_____

Additional Assistance Requested (Appendix H)	Yes No		Notifications (Appendix K)	Yes No	
	NOSC	_____		_____	CO
Lemoore Fire Dept.	_____	_____	NOSC	_____	_____
Lemoore Hazardous	_____	_____	Nat'l Response Center	_____	_____
Incident Response Team	_____	_____	CA Fish & Game	_____	_____
Hospital	_____	_____	CRWQCB, Cent. Valley	_____	_____
Lemoore Police	_____	_____	Kings Health Dept	_____	_____
Contractors _____	_____	_____	CA OES	_____	_____
_____	_____	_____	EPA Region IX	_____	_____

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HAZARDOUS SUBSTANCE INCIDENT EVALUATION LOG SHEET (Fire Department)

Location: Indoor Outdoor Time: Date: Confined Space:

On-Scene Status

Injuries/Observed Effects: Population Affected/Threatened: Incident Conditions: Leak Spill Fire Vapors Dust Other Weather Conditions: Wind direction Wind speed Temp Rain Other

Materials involved (spell out)

Chemical names Trade names I.D. #(s) DOT Classification: Characteristics: Solid Liquid Gas Mixture Other Quantity spilled (gal.) (lbs) Type of container

Hazard Characteristics

Health Flash Pt. (F) Flammability Boiling Pt. (F) Reactivity Ignition Pt. (F) Special Hazards Flammability limits: Upper Lower Specific gravity Vapor density: Water soluble: Yes No Slight Water reactive: Yes No

Field Determinations

Air Monitoring Readings (if any)

Oxygen meter Oxygen deficiency: Yes No Suspected Combust. gas ind. Fire/Expl. Pot: Yes No Suspected Detector tubes Toxic vapors/gases: Yes No Suspected Other Explain

Minimum level of protection required A B C D

Containment

Material contained: Yes No Type of containment: Container Self-contained Dike Berm Terrain Other Condition of containment: Stable Unstable Other Condition of release: Stopped Continuous Container empties Areas affected/threatened: Air Soil Drains Sewer Groundwater Stream Harbor Beach Other

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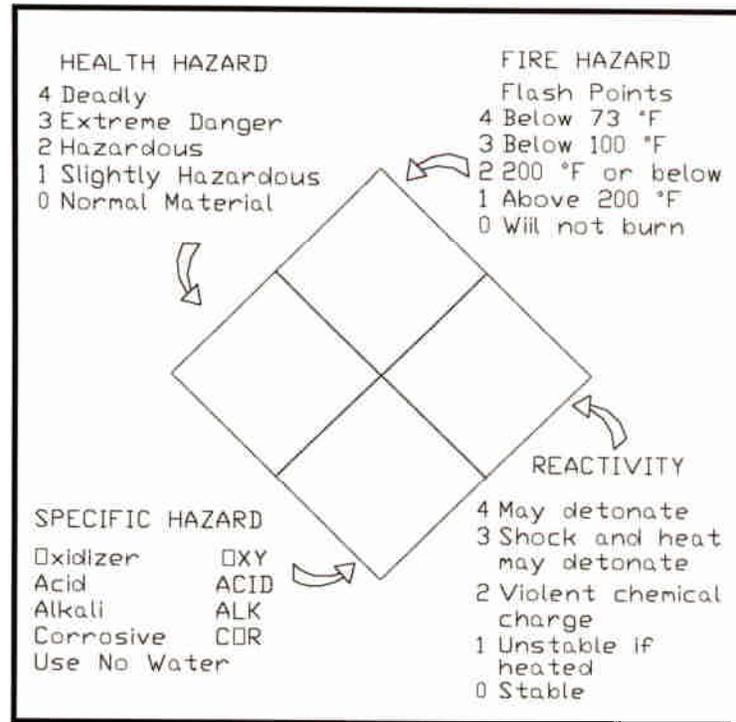


Figure VI-1. National Fire Protection Association label (NFPA-704)

1. Health Hazards. In general, health hazards for firefighting result from a single exposure which may vary from a few seconds up to an hour. In assigning degrees, local conditions must be considered. The following explanation is based upon protective equipment normally used by firefighters.

- 4 - Materials too dangerous to health to expose firefighter. A few whiffs of the vapor could cause death, or the vapor or liquid could be fatal on penetrating the firefighter's normal protective clothing. Protective clothing and breathing apparatus available to the average fire department will not provide adequate protection against inhalation or skin contact with these materials.
- 3 - Materials extremely hazardous to health but areas may be entered with extreme care. Full protective clothing, self-contained breathing apparatus, rubber gloves, boots, and bands around legs, arms, and waist should be provided. No skin surface should be exposed.
- 2 - Materials hazardous to health but areas may be entered freely with self-contained breathing apparatus.
- 1 - Materials only slightly hazardous to health.
- 0 - Materials which on exposure under fire conditions would offer no health hazard beyond that of ordinary combustible material.

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2. Flammability Hazards: Susceptibility to burning is the basis for assigning degrees within this category. The method of attacking the fire is influenced by this susceptibility factor.

- 4 - Very flammable gases or very volatile flammable liquids. If possible, shut off flow and keep cooling water streams on exposed tanks of containers. Withdrawal may be necessary.
- 3 - Materials which can be ignited under almost all normal temperature conditions. Water may be ineffective because of the low flash point of materials.
- 2 - Materials which must be moderately heated before ignition will occur. Water spray may be used to extinguish the fire because the material can be cooled below its flash point.
- 1 - Materials that must be preheated before ignition can occur. Water may cause frothing if it gets below the surface of the liquid and turns to steam.

However, water fog gently applied to the surface will cause a frothing which will extinguish the fire.

- 0 - Materials that will not burn.

3. Reactivity (Stability) Hazards: The assignment of degrees in the reactivity category is based upon the susceptibility of materials to releasing energy either by themselves or in combination with other materials. Fire exposure is one of the factors considered, along with conditions of shock and pressure.

- 4 - Materials which are so susceptible to detonation that it is too dangerous for firefighters to approach the fire. Vacate the area.
- 3 - Materials which when heated and under confinement are capable of detonation. These materials are too dangerous to fight with handlines, but may be kept from detonating if unmanned portable monitors or hoseholders can be set up from behind explosion-resistant locations.
- 2 - Materials which when heated may go through a chemical change.
- 1 - Materials could be unstable if heated.
- 0 - Materials that are stable when heated.

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APPENDIX F
EMERGENCY RESPONSE GUIDES

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This Appendix is not intended to replace the OSOT technical library (see Appendix O), but to facilitate access to vital data during the first minutes of an emergency.

DOT HAZARDOUS MATERIALS LABELING AND CHART

Also included in the Appendix is the Department of Transportation (DOT) labeling and chart. The chart displays labels that DOT requires to be affixed to every package of hazardous material before it can be transported. By recognizing one of these labels, the general characteristics of a material can be determined.

MATERIAL SAFETY DATA SHEETS (MSDS)

The Material Safety Data Sheets provide vital emergency response information on specific material used at the activity/area. This information includes physical data, toxicological information, and emergency control procedures.

For specific types of hazardous materials used at NAS Lemoore, the Safety Officer has a complete list which provides the stock number (NSN), name of hazardous material, and the military specification (MILSPEC) number.

COMMON HAZARDOUS MATERIALS USED AT NAS LEMOORE

Flammables and Combustibles

Acids

Corrosives

Oxidizers

Asphyxiants (solids, liquids, compressed gases)

Solvents

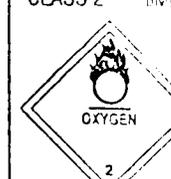
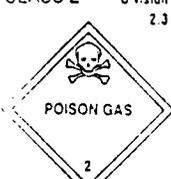
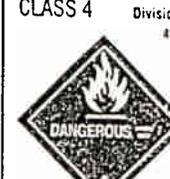
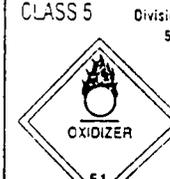
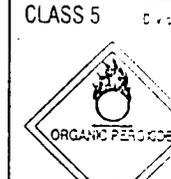
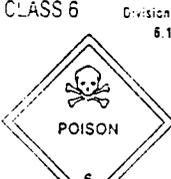
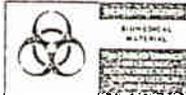
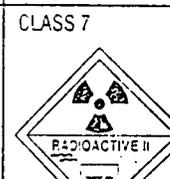
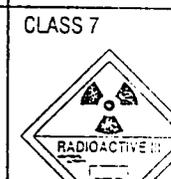
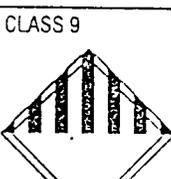
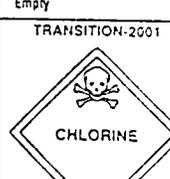
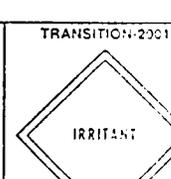
Paints

Heavy Metals (Gold, Silver, Zinc, Nickel, Chrome, Beryllium,
Cadmium)

Pesticides

Triorthocresylphosphate (TOCP) - hydraulic fluids

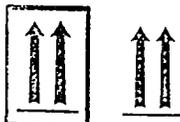
Hazardous Materials Warning Labels

<p>CLASS 1 Explosive 1.1 1.2 1.3</p>  <p>*Include appropriate division number and compatibility group letter.</p>	<p>CLASS 1 Explosive 1.4</p>  <p>*Include appropriate compatibility group letter.</p>	<p>CLASS 1 Explosive 1.5</p>  <p>*Include appropriate compatibility group letter.</p>	<p>CLASS 1 Explosive 1.6</p>  <p>*Include appropriate compatibility group letter.</p>	<p>CLASS 2 Division 2.1</p>  <p>Flammable gas</p>	<p>CLASS 2 Division 2.2</p>  <p>Non-flammable gas</p>	<p>CLASS 2 Division 2.2</p>  <p>Oxygen</p>
<p>CLASS 2 Division 2.3</p>  <p>Poison gas</p>	<p>CLASS 3</p>  <p>Flammable liquid</p>	<p>CLASS 4 Division 4.1</p>  <p>Flammable solid</p>	<p>CLASS 4 Division 4.2</p>  <p>Spontaneously Combustible</p>	<p>CLASS 4 Division 4.3</p>  <p>Dangerous when wet</p>	<p>CLASS 5 Division 5.1</p>  <p>Oxidizer</p>	<p>CLASS 5 Division 5.2</p>  <p>Organic peroxide</p>
<p>CLASS 6 Division 6.1</p>  <p>Poison-Packing Group I and II</p>	<p>CLASS 6 Division 6.1</p>  <p>Poison-Packing III</p>	<p>CLASS 6 Division 6.2</p>  <p>Infectious substance</p>	 <p>42 CFR 72.3 Etiological agent label may apply.</p>	<p>CLASS 7 I</p> 	<p>CLASS 7 II</p> 	<p>CLASS 7 III</p> 
<p>CLASS 8</p>  <p>Corrosive</p>	<p>CLASS 9</p> 	<p>SUBSIDIARY RISK LABELS</p> <p>Explosive Flammable gas Flammable liquid Flammable solid Corrosive Oxidizer Poison Spontaneously Combustible Dangerous when wet</p> <p>The class number may not be displayed on a subsidiary label (see Section 172.402).</p>		<p>EMPTY</p> <p>Empty</p>	<p>FOR AIRCRAFT</p> <p>Cargo Aircraft Only</p>  	
<p>TRANSITION-2001</p> 	<p>TRANSITION-2001</p> 	<p>TRANSITION-2001</p> 	<p>TRANSITION-2001</p> 	<p>TRANSITION-2001</p> 	<p>TRANSITION-2001</p> 	<p>TRANSITION-2001</p> 

HAZARDOUS MATERIALS PACKAGE MARKINGS

INNER PACKAGES COMPLY WITH PRESCRIBED SPECIFICATIONS

§173.25(a)(4)



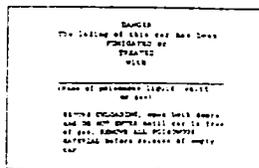
§172.312(a)



§172.322



§172.325



§173.9

F-3



§172.313(a)

CONSUMER COMMODITY

ORM-D

§172.316(a)

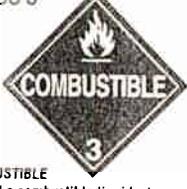
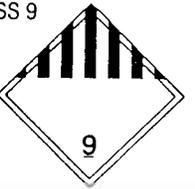
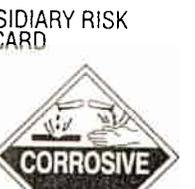
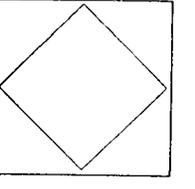
CONSUMER COMMODITY

ORM-D-AIR

§172.316(a)(1)

Keep a copy of the DOT Emergency Response Guidebook handy!

HAZARDOUS MATERIALS PLACARDS

<p>CLASS 1</p>  <p>EXPLOSIVES *Enter Division Number 1.1, 1.2, or 1.3 and compatibility group letter, when required. Placard any quantity.</p>	<p>CLASS 1</p>  <p>EXPLOSIVES 1.4 *Enter compatibility group letter, when required. Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 1</p>  <p>EXPLOSIVES 1.5 *Enter compatibility group letter, when required. Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 1</p>  <p>EXPLOSIVES 1.6 *Enter compatibility group letter, when required. Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 2</p>  <p>OXYGEN Placard 454 kg (1,001 lbs) or more, gross weight of either compressed gas or refrigerated liquid.</p>
<p>CLASS 2</p>  <p>FLAMMABLE GAS Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 2</p>  <p>NON-FLAMMABLE GAS Placard 454 kg (1,001 lbs) or more gross weight.</p>	<p>CLASS 2</p>  <p>POISON GAS Placard any quantity of Division 2.3 material.</p>	<p>CLASS 3</p>  <p>FLAMMABLE Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 3</p>  <p>GASOLINE May be used in the place of FLAMMABLE on a placard displayed on a cargo tank or a portable tank being used to transport gasoline by highway.</p>
<p>CLASS 3</p>  <p>COMBUSTIBLE Placard a combustible liquid when transported in bulk. See §172.504(f)(2) for use of FLAMMABLE placard in place of COMBUSTIBLE placard.</p>	<p>CLASS 3</p>  <p>FUEL OIL May be used in place of COMBUSTIBLE on a placard displayed on a cargo tank or portable tank being used to transport by highway fuel oil not classed as a flammable liquid.</p>	<p>CLASS 4</p>  <p>FLAMMABLE SOLID Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 4</p>  <p>SPONTANEOUSLY COMBUSTIBLE Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 4</p>  <p>DANGEROUS WHEN WET Placard any quantity of Division 4.3 material.</p>
<p>CLASS 5</p>  <p>OXIDIZER Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 5</p>  <p>ORGANIC PEROXIDE Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 6</p>  <p>HARMFUL KEEP AWAY FROM FOOD Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 6</p>  <p>POISON Placard any quantity of 6.1, PGI, Inhalation hazard only. Placard 454 kg (1,001 lbs) or more of PGI or II, other than PGI inhalation hazard.</p>	<p>CLASS 7</p>  <p>RADIOACTIVE Placard any quantity of packages bearing the RADIOACTIVE III label. Certain low specific activity radioactive materials in "exclusive use" will not bear the label, but RADIOACTIVE placard is required.</p>
<p>CLASS 8</p>  <p>CORROSIVE Placard 454 kg (1,001 lbs) or more.</p>	<p>CLASS 9</p>  <p>MISCELLANEOUS Not required for domestic transportation. Placard 454 kg (1,001 lbs) or more gross weight of a material which presents a hazard during transport, but is not included in any other hazard class.</p>	 <p>DANGEROUS</p>	<p>DANGEROUS Placard 454 kg (1,001 lbs) gross weight of two or more categories of hazardous materials listed in Table 2. A freight container, unit load device, motor vehicle, or rail car which contain non-bulk packagings with two or more categories of hazardous materials that require placards specified in Table 2 may be placarded with a DANGEROUS placard instead of the separate placarding specified for each of the materials in Table 2. However, when 2,268 kg (5,000 lbs) or more of one category of material is loaded at one facility, the placard specified in Table 2 must be applied.</p>	<p>SUBSIDIARY RISK PLACARD</p>  <p>Class numbers do not appear on subsidiary risk placard.</p>
 <p>RAIL Placard empty tank cars for residue of material last contained.</p>	 <p>Required background for placards on rail shipments of certain explosives and poisons. Also required for highway route-controlled quantities of radioactive materials (see §172.507 and 172.510).</p>	<p>UN or NA Identification Numbers</p> <p>MUST BE DISPLAYED ON TANK CARS, CARGO TANKS, PORTABLE TANKS AND OTHER BULK PACKAGINGS</p> <p>PLACARDS OR ORANGE PANELS</p>  <p>Appropriate Placard must be used.</p>		

Response begins with identification!

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APPENDIX G
ORGANIZATIONAL INFORMATION

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NOSCDR NAS LEMOORE
ON-SCENE OPERATIONS TEAM DIRECTORY
DUTY CALL OUT LISTING

<u>NAME</u>	<u>TITLE</u>	<u>DUTY</u>	<u>PHONE</u>
CAPT L. D. Childress	Commanding Officer	NOSCDR	3344
CDR D. E. Bealer (Alternate)	Executive Officer	ALTNOSCDR	3344
CDR P. G. McMahon (Primary)	Public Works Officer	ALTNOSCDR	4115
Don Roberts (Alternate)	Environmental Director	OSOT	4070
Bill Smith (Alternate)	Environmental Specialist	OSOT	4104
Bill Ike (Alternate)	Environmental Specialist	OSOT	3850
Jim Williams (Alternate)	Maintenance & Utilities Director	OSOT	4157
Arthur Coundjeris (Primary)	Safety Manager	OSOT	3934
Mike Kelly (Alternate)	Safety Specialist	OSOT	3932
Don Motto (Alternate)	Safety Specialist	OSOT	3937
George Agutter (Alternate)	Safety Technician	OSOT	3935
Ray Arcino (Primary)	Industrial Hygienist	OSOT	4311
Ron McKay (Alternate)	IH Technician	OSOT	4303

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<u>NAME</u>	<u>TITLE</u>	<u>DUTY</u>	<u>PHONE</u>
Jim Rathbun (Alternate)	IH Technician	OSOT	4303
Terri Gray (Alternate)	IH Technician	OSOT	4303

WHEN FUEL SPILL IS INVOLVED:

<u>NAME</u>	<u>TITLE</u>	<u>DUTY</u>	<u>PHONE</u>
As Assigned (Primary)	Supply Duty Officer	Support	3300
LCDR Daniel Smith (Alternate)	Asst. Supply Officer	Support	4537
Dave Cotta (Alternate)	Fuels Division Officer	Support	1326
Roger Jones (Alternate)	Air Terminal Manager	Support	3045
Dan Parolini (Alternate)	Fuels Div Foreman	Support	1328

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APPENDIX H
ASSISTANCE DIRECTORY
TABLE OF CONTENTS

Navy Forces H-2
City, County and State Emergency Services H-3

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**CITY, COUNTY AND STATE
EMERGENCY SERVICES**

City of Lemoore

Fire Department (209) 584-9276

Police Department (209) 584-9276

County of Kings

Kings County Environmental Health Service (209) 584-1411

State of California

Office of Emergency Services (800) 852-7550

. (916) 262-1621

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APPENDIX I
SPILL RESPONSE EQUIPMENT

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OSOT NAS LEMOORE

LIST OF AVAILABLE EQUIPMENT AND MATERIALS

SPILL RESPONSE EQUIPMENT

Point of contact for equipment on OSOT Callout Roster is Public Works Transportation Director or alternate.

Containment Equipment staged at Bldg. 765

- * Grader, 12' blade
- * Front-end loader, 1-1/2 CU YD front bucket & 24" backhoe bucket
- * Scraper, 14 CU. YD.
- * 1 ea. Crawler tractors, Caterpillar D-7G, 12' dozer blade
- * Wheel tractor with attachments, 5' pull blade, hole auger, disc
- * Frontend loader, 3/4 CU YD front bucket & 18" back hoe bucket
- * Gradeall with 18", 24", and 36" buckets.

Point of contact for equipment on OSOT Callout Roster is Construction Battalion Unit Commander or alternate.

Containment Equipment staged at Bldg. 754

Grader 12' blade
Wheel tractor, 4-in-1 bucket
Crawler tractor, Caterpillar D-5, 12' blade

Point of contact on OSOT Callout Roster for fuel spill cleanup equipment is Fuel Division Supervisor or alternate.

Fuel Spill Cleanup Equipment staged at Bldg. 90

Fuel Vacuum trucks (2ea.) 2,000 gallon capacity

Firefighting/hazardous substance spill response equipment staged at OPS Fire Station Bldg. 190

Point of contact is the Fire Department Immediate Response Team for personal protective equipment, emergency spill response trailer, reference material and instrumentation.

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Personal Protective Equipment

Self Contained breathing Apparatus
Level "A" suits
Level "B" suits
coveralls
gloves

Communications Equipment

The station has a communications system with an emergency dispatch center operating 24 hours a day. All emergency Navy owned radios can communicate with the Emergency Dispatch Center.

Containment and Cleanup Equipment staged at Bldg. 760

Point of contact on OSOT Callout Roster for hand equipment such as Shovels, Rakes, Squeegees, Brushes, Mops, Mop buckets is Public Works Maintenance and Utilities Director or alternate.

Reference Materials

Site Specific Maps (Public Works Engineering)
NIOSH/OSHA Pocket Guides
DOT Emergency Response Guide
NIOSH/OSHA Occupational Health Guidelines for Chemical Hazards
Library of Material Safety Data Sheets
NFPA Fire Protection Codes
SAX Dangerous Properties of Industrial Materials

Point of contact on OSOT Callout Roster for environmental monitoring equipment is the Safety Manager or alternate.

Environmental Monitoring Equipment

- 3 - Combustible gas indicator/oxygen monitor Gas Tech model 1314
- 1 - Anemometer
- 1 - Colorimetric tube detector kit to test for presence of various hazardous materials

Point of contact on OSOT Callout Roster for support equipment is the Environmental Management Division Director or alternate.

Support Equipment

Absorbent Material
Blank hazardous waste labels
Barricade tape (100 yd)
Spill Incident Report forms

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APPENDIX J
ASSISTANCE AGREEMENTS
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Memorandum of Understanding between Department of Defense
and the Environmental Protection Agency J-2

California Disaster and Civil Defense Mutual Aid
Agreement J-8

Mutual Firefighting Agreement with Kings County J-12

Mutual Aid Agreement with the City of Hanford J-14

Mutual Firefighting Agreement with Lemoore Fire Protection
District J-16

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE DEPARTMENT OF DEFENSE
AND
THE ENVIRONMENTAL PROTECTION AGENCY
FOR THE
IMPLEMENTATION OF P.L. 96-510
THE COMPREHENSIVE ENVIRONMENTAL RESPONSE,
COMPENSATION, AND LIABILITY ACT OF 1980 (CERCLA)

1. PURPOSE

The Department of Defense (DOD) and the Environmental Protection Agency (EPA) are entering into this agreement to clarify each Agency's responsibilities and commitments for conducting and financing response actions authorized by the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) and specifically delegated by Executive Order 12316.

This agreement does not redelegate any responsibilities set out in Executive Order 12316. Rather, it clarifies respective operational roles, responsibilities, and procedures, consistent with the applicable provisions of Executive Order 12316 and Executive Order 12088. This agreement does not create any substantive or procedural rights in other parties, does not affect enforcement rights and remedies with regard to any party, and is intended only for Federal administrative purposes of EPA and DOD.

These responsibilities and procedures are guided by the following:

- DOD facilities are defined as government-owned, government-operated facilities controlled by DOD; and government-owned land controlled by DOD that is either contractor-operated or leased to other parties.
- DOD is generally responsible for financing actions taken in response to releases from DOD facilities, or assuring that another party finances such actions.
- DOD and EPA will conduct response actions consistent with response procedures established by the National Oil and Hazardous Substances Pollution Contingency Plan (NCP).
- At DOD's request and in its discretion, EPA will provide DOD with technical assistance to support the response actions conducted by DOD.
- Civil works activities of the Department of Army Corps of Engineers are not subject to the terms of this agreement.

DOD will consult with EPA concerning the best techniques and methods available for the prevention, control, and abatement of environmental pollution.

2. BASIS OF AGREEMENT

CERCLA provides a comprehensive framework for response to the release or potential release of hazardous substances, pollutants, and contaminants.

Section 104 of CERCLA and Executive Order 12316 place authority for responding to releases from DOD facilities with the Secretary of Defense. These response actions must be conducted in accordance with the NCP as amended by EPA under section 105 of CERCLA.

3. RESPONSIBILITIES AND RESPONSE PROCEDURES

For purposes of this agreement, releases of hazardous substances are divided into three categories:

- Releases from current DOD facilities;
- Releases from former DOD facilities; and
- Other releases for which DOD is a responsible party.

For each category, section 3 describes procedures to be followed by DOD and EPA in determining which Agency will conduct and/or finance the response action consistent with CERCLA, the requirements of Executive Order 12316, and the NCP. At DOD's request and in its discretion, EPA will provide technical assistance or serve in an advisory role when DOD conducts a response.

3.1 Releases from Current DOD Facilities

a. Current DOD facilities with on-facility contamination and no off-facility contamination

When there is contamination on a current DOD facility and no off-facility contamination, DOD will conduct and finance the response action or assure that another party does so. At DOD's request, EPA will provide technical assistance or serve in an advisory role. This section does not apply to releases for which DOD is not a responsible party under section 107(b) of CERCLA (e.g., "midnight dumping").

b. Current DOD facilities with off-facility contamination

When there is off-facility contamination and clear evidence that a current DOD facility is the sole source, DOD will conduct and finance the response action or assure that another party does so. At DOD's request, EPA will provide technical assistance to DOD or serve in an advisory role.

When there is off-facility contamination and no clear evidence that a DOD facility is the sole source, EPA will finance and conduct investigations and studies off-facility to determine the source and extent of the contamination and recommended response action. DOD will finance and conduct investigations and studies on the DOD facility to determine the source and extent of the contamination and the recommended response action. DOD and EPA will

coordinate these efforts and resulting decisions to minimize costs and duplication of activities, and will exchange all reports, studies, and other relevant site information.

If, after DOD and EPA review these investigations, it is determined that the current DOD facility is the sole source of the contamination, DOD will conduct and finance the response action or assure that another party does so and will reimburse EPA for costs EPA expended at the site.

If, after DOD and EPA review these investigations, it is determined that the current DOD facility is one of two or more sources of the contamination, EPA and DOD will jointly determine the most appropriate response and financing methods.

3.2 Releases From Former DOD Facilities

a. Releases from former DOD Facilities, when DOD is the sole responsible party

If EPA, in consultation with DOD, determines that a former DOD facility is the sole source of the contamination, DOD will finance any response action, including off-facility response actions, or will assure that another party does so. If EPA agrees, DOD may choose to conduct the response action. If EPA conducts the response action, DOD will reimburse the Hazardous Substance Response Trust Fund (Fund) for the action. EPA concurrence is required before DOD conducts a response action.

In cases where DOD disagrees with the determination of responsibility, proposed action, or its cost, DOD may use the dispute resolution section of this agreement.

b. Releases from former DOD facilities, when DOD is one of two or more responsible parties.

If EPA, in consultation with DOD, determines that DOD is one of two or more parties responsible for the contamination, EPA will conduct and finance the response action and EPA, in consultation with DOD, will determine the appropriate response costs. DOD will reimburse EPA that amount.

If EPA agrees, DOD may choose to conduct the response action. If EPA conducts the response action, DOD will reimburse the Fund for the action. EPA concurrence is required before DOD conducts a response action.

In cases where DOD disagrees with the determination of responsibility, proposed action, or its cost, DOD may use the dispute resolution section of this agreement.

3.3 Other Releases for Which DOD is a Responsible Party

When there is a release for which DOD is a responsible party, and which does not involve a current or former DOD facility, EPA will investigate the need for a response action, and the extent of responsibility of different

parties for the release, including DOD's responsibility. EPA, in consultation with DOD, will determine the appropriate response costs and DOD will reimburse EPA that amount. If EPA agrees, DOD may choose to conduct the response action for the portion of the release for which it is responsible. EPA concurrence is required before DOD conducts a response action.

For releases from DOD vessels, including vessels owned or bareboat chartered and operated, DOD and EPA will jointly determine the most appropriate response.

In cases where DOD disagrees with the determination of responsibility, proposed action, or its cost, DOD may use the dispute resolution section of this agreement.

4. FUNDING OF RESPONSE

DOD will request sufficient funds in its budget to pay for response actions programmed by the Department under this agreement. DOD will ensure that projects in this budget program are listed in the same manner as other environmental projects under OMB Circular A-106.

When EPA undertakes a response for which DOD is responsible under CERCLA, DOD will reimburse the Fund for its share. Where funds are not immediately available for reimbursement, DOD's next fiscal year budget request will include a request for Fund reimbursement. Provisions of this agreement for payment by DOD shall not be construed as affecting the particular source of appropriations for payment by the government, including special appropriations or 31 U.S.C. 724a.

Any commitment of funds is subject to the availability of appropriations.

Each Agency will maintain records of all costs incurred which may involve payments to or from the Fund and will provide documentation of these costs at the other Agency's request.

5. COMMUNITY RELATIONS

When EPA undertakes a response action, EPA will be responsible for establishing a community relations program for the site, as specified in the Guidance for Implementing the Superfund Program (Part III, Section 4).

When DOD undertakes a response action, DOD will be responsible for providing information to the local community.

For EPA and DOD actions at the same site, EPA and DOD will conduct a joint community relations program.

6. EXCHANGE OF INFORMATION

DOD and EPA will exchange information on a regular basis. EPA and DOD will inform each other at the earliest possible stage of any evidence of contamination, types of contamination, and potential actions. EPA and DOD will

keep each other informed regarding the type and availability of data or information. Such data or information will be made available upon request, subject to Agency technical or peer review. Upon request and following Agency technical or peer review, DOD and EPA will submit drafts of specific technical reports to each other for review. Review comments will be addressed in final reports.

Agency technical or peer review will be expedited when information is requested. All requests for data or information will be responded to within ten working days of the request.

EPA and DOD will notify each other prior to providing the other Agency's information or data to another party. All confidential business information exchanged under this agreement is subject to procedures set forth at 40 CFR Part 2.

This section applies to information related to all releases under section 3 of this agreement, including releases under section 3.1.

7. RESOLUTION OF INTERAGENCY CONFLICTS

Any conflict arising under this agreement will be resolved at successive levels of Agency decisionmaking until agreement is reached. The EPA Regional Administrator and the Commanding Officer of the Defense Component Major Command in question will first attempt to resolve any disputes. Failing resolution, the EPA Assistant Administrator for Solid Waste and Emergency Response and the appropriate Military Department Assistant Secretary will attempt to reach agreement. If this is unsuccessful, the matter will be referred to the EPA Administrator and the Secretary of Defense.

The dispute resolution process is not a substitute for necessary and timely removal actions, and each Agency reserves rights otherwise provided by law to pursue any response or enforcement actions.

8. MULTIPARTY AGREEMENTS

Where appropriate, EPA Regional Offices and DOD installations may enter into agreements with State and local authorities regarding response actions. Such agreements must be consistent with this agreement, except that dispute resolution sections of such agreements may supersede section 7 of this MOU.

9. AMENDMENTS

This agreement may be amended at any time by mutual agreement of EPA and DOD. Amendments will be in writing, and will be signed by appropriate DOD and EPA officials.

10. PERIOD OF AGREEMENT

Unless ended or extended by mutual agreement, this MOU will continue in effect until December 1, 1985. This agreement may be terminated upon notifi-

cation by either DOD or EPA to the other party. A minimum of ninety days' advance written notice of termination is required.

11. EFFECTIVE DATE

This agreement will become effective upon signature of both parties.



LAWRENCE J. KDRB
Assistant Secretary of Defense
(Manpower, Reserve Affairs and
Logistics)

Date: 8/12/83



LEE M. THOMAS
Assistant Administrator
Office of Solid Waste and Emergency
Response

Date: 8/12/83

*CALIFORNIA DISASTER AND CIVIL DEFENSE
MASTER MUTUAL AID AGREEMENT*

This agreement made and entered into by and between the STATE OF CALIFORNIA, its various departments and agencies, and the various political subdivisions, municipal corporations, and other public agencies of the State of California;

W I T N E S S E T H :

WHEREAS, it is necessary that all of the resources and facilities of the State, its various departments and agencies, and all its political subdivisions, municipal corporations, and other public agencies be made available to prevent and combat the effect of disasters which may result from such calamities as flood, fire, earthquake, pestilence, war, sabotage, and riot: and

WHEREAS, it is desirable that each of the parties hereto should voluntarily aid and assist each other in the event that a disaster should occur, by the interchange of services and facilities, including, but not limited to, fire, police, medical and health, communication, and transportation services and facilities, to cope with the problems of rescue, relief, evacuation, rehabilitation, and reconstruction which would arise in the event of a disaster; and

WHEREAS, it is necessary and desirable that a cooperative agreement be executed for the interchange of such mutual aid on a local, countywide, regional, statewide, and interstate basis;

1. Each party shall develop a plan providing for the effective mobilization of all its resources and facilities, both public and private, to cope with any type of disaster.

2. Each party agrees to furnish resources and facilities and to render services to each and every other party to this agreement to prevent and combat any type of disaster in accordance with duly adopted mutual aid operational plans, whether heretofore or hereafter adopted, detailing the method and manner by which such resources, facilities, and services are to be made available and furnished, which operational plans may include provisions for training and testing to make such mutual aid effective; provided, however, that no party shall be required to deplete unreasonably its own resources, facilities, and services in furnishing such mutual aid.

3. It is expressly understood that this agreement and the operational plans adopted pursuant thereto shall not supplant existing agreements between some of the parties hereto providing for the exchange or furnishing of certain types of facilities and services on a reimbursable, exchange, or other basis, but that the mutual aid extended under this agreement and the operational plans adopted pursuant thereto, shall be without reimbursement unless otherwise expressly provided for by the parties to this agreement or as provided in Sections 1541, 1586, and 1587, Military and Veterans Code; and that such mutual aid is intended to be available in the event of a disaster of such magnitude that it is, or is likely to be, beyond the control of a single party and requires the combined forces of several or all of the parties to this agreement to combat.

4. It is expressly understood that the mutual aid extended under this agreement and the operational plans adopted pursuant thereto shall be available and furnished in all cases of local peril or emergency and in all cases in which a *STATE OF EXTREME EMERGENCY* has been proclaimed.

5. It is expressly understood that any mutual aid extended under this agreement and the operational plans adopted pursuant thereto, is furnished in accordance with the "California Disaster Act" and other applicable provisions of law, and except as otherwise provided by law that: "The responsible local official in whose jurisdiction an incident requiring mutual aid has occurred shall remain in charge at such incident including the direction of such personnel and equipment provided him through the operation of such mutual aid plans." (Sec. 1564, Military and Veterans Code.)

6. It is expressly understood that when and as the State of California enters into mutual aid agreements with other states and the Federal Government, the parties to this agreement shall abide by such mutual aid agreements in accordance with the law.

7. Upon approval or execution of this agreement by the parties hereto all mutual aid operational plans heretofore approved by the State Disaster Council, or its predecessors, and in effect as to some of the parties hereto, shall remain in full force and effect as to them until the same may be amended, revised, or modified. Additional mutual aid operational plans and amendments, revisions, or modifications of existing or hereafter adopted mutual aid operational plans, shall be adopted as follows:

a. Countywide and local mutual aid operational plans shall be developed by the parties thereto and are operative as between the parties thereto in accordance with the provisions of such operational plans. Such operational plans shall be submitted to the State Disaster Council for approval. The State Disaster Council shall notify each party to such operational plans of its approval, and shall also send copies of such operational plans and who are in the same area and affected by such operational plans. Such operational plans shall be operative as to such other parties 20 days after receipt thereof unless within that time the party by resolution or notice given to the State Disaster Council, in the same manner as notice of termination of participation in this agreement, declines to participate in the particular operational plan.

b. Statewide and regional mutual aid operational plans shall be approved by the State Disaster Council and copies thereof shall forthwith be sent to each and every party affected by such operational plans. Such operational plans shall be operative as to the parties affected thereby 20 days after receipt thereof unless within that time the party by resolution or notice given to the State Disaster Council, in the same manner as notice of termination of participation in this agreement, declines to participate in the particular operational plan.

c. The declination of one or more of the parties to participate in a particular operational plan or any amendment, revision or modification thereof, shall not affect the operation of this agreement and the other operational plans adopted pursuant thereto.

d. Any party may at any time by resolution or notice given to the State Disaster Council, in the same manner as notice of termination of participation in this agreement, decline to participate in any particular operational plan, which declination shall become effective 20 days after filing with the State Disaster Council.

e. The State Disaster Council shall send copies of all operational plans to those state departments and agencies designated by the Governor. The Governor may, upon behalf of any department or agency, give notice that such department or agency declines to participate in a particular operational plan.

f. The State Disaster Council, in sending copies of operational plans

and other notices and information to the parties to this agreement, shall send copies to the Governor and any department or agency head designated by him; the chairman of the board of supervisors, the clerk of the board of supervisors, the County Disaster Council, and any other officer designated by a county; the mayor, the clerk of the city council, the City Disaster Council, and any other officer designated by a city; the executive head, the clerk of the governing body, or other officer of other political subdivisions and public agencies as designated by such parties.

8. This agreement shall become effective as to each party when approved or executed by the party, and shall remain operative and effective as between each and every party that has heretofore or hereafter approved or executed this agreement, until participation in this agreement is terminated by the party. The termination by one or more of the parties of its participation in this agreement shall not affect the operation of this agreement as between the other parties thereto. Upon approval or execution of this agreement the State Disaster Council shall send copies of all approved and existing mutual aid operational plans affecting such party which shall become operative as to such party 20 days after receipt thereof unless within that time the party by resolution or notice given to the State Disaster Council, in the same manner as notice of termination of participation in this agreement, declines to participate in any particular operational plan. The State Disaster Council shall keep every party currently advised of who the other parties to this agreement are and whether any of them has declined to participate in any particular operational plan.

9. Approval or execution of this agreement shall be as follows:

a. The Governor shall execute a copy of this agreement on behalf of the State of California and the various departments and agencies thereof. Upon execution by the Governor a signed copy shall forthwith be filed with the State Disaster Council.

b. Counties, cities, and other political subdivisions and public agencies having a legislative or governing body shall by resolution approve and agree to abide by this agreement, which may be designated as "*CALIFORNIA DISASTER AND CIVIL DEFENSE MASTER MUTUAL AID AGREEMENT*." Upon adoption of such a resolution, a certified copy thereof shall forthwith be filed with the State Disaster Council.

c. The executive head of those political subdivisions and public agencies having no legislative or governing body shall execute a copy of this agreement and forthwith file a signed copy with the State Disaster Council.

10. Termination of participation in this agreement may be effected by any party as follows:

a. The Governor on behalf of the State and its various departments and agencies, and the executive head of those political subdivisions and public agencies having no legislative or governing body, shall file a written notice of termination of participation in this agreement with the State Disaster Council and this agreement is terminated as to such party 20 days after the filing of such notice.

b. Counties, cities, and other political subdivisions and public agencies having a legislative or governing body shall by resolution give notice of termination of participation in this agreement and file a certified copy of such resolution with the State Disaster Council, and this agreement is terminated as to such party 20 days after the filing of such resolution.

IN WITNESS WHEREOF this agreement has been executed and approved and is effective and operative as to each of the parties as herein provided.

/s/ EARL WARREN
GOVERNOR

On behalf of the State of California and
all its Departments and Agencies.

(SEAL) ATTEST:

November 15, 1950

/s/ FRANK M. JORDAN
SECRETARY OF STATE

MUTUAL FIRE FIGHTING ASSISTANCE AGREEMENT

THIS AGREEMENT, made and entered into this 2nd day of May, 1989 by and between County of Kings, and the Commanding Officer, NAVAL AIR STATION, LEMOORE, CA

WITNESSETH:

WHEREAS, each of the parties hereto maintains equipment and personnel for the suppression of fires within its own jurisdiction and areas, and

WHEREAS, the parties hereto desire to augment the fire protection available in their various establishments, districts, agencies, and municipalities in the event of large fires or conflagrations, and

WHEREAS, the lands or districts of the parties hereto are adjacent or contiguous so that mutual assistance in a fire emergency is deemed feasible, and

WHEREAS, it is the policy of the Navy Department and of the municipalities or other districts and of their governing bodies to conclude such agreements wherever practicable, and

WHEREAS, it is mutually deemed sound, desirable, practicable, and beneficial for the parties to this agreement to render assistance to one another in accordance with these terms;

THEREFORE BE IT AGREED THAT:

1. Whenever it is deemed advisable by the senior officer of a fire department belonging to a party to this agreement, or by the senior officer of any such fire department actually present at any fire, to request fire fighting assistance under the terms of this agreement, he is authorized to do so, and the senior officer on duty of the fire department receiving the request shall forthwith take the following action:

- a. Immediately determine if apparatus and personnel can be spared in response to the call.
- b. What apparatus and personnel might most effectively be dispatched.
- c. The exact mission to be assigned in accordance with the detailed plans and procedures of operation drawn in accordance with this agreement by the technical heads of the fire departments involved.
- d. Forthwith dispatch such apparatus and personnel as, in the judgment of the senior officer receiving the call should be sent, with complete instructions as to the mission, in accordance with the terms of this agreement. Provided, however, that when a call for assistance is received by the Naval Air Station Fire Department, it shall be referred at once to the Commanding Officer, or his duly authorized Duty Officer, before any equipment or personnel is dispatched.

2. The rendering of assistance under the terms of this agreement shall not be mandatory, but the party receiving the request for assistance should immediately inform the requesting service if, for any reason, assistance cannot be rendered.

3. a. Each party to this agreement waives all claims against the other party or parties for compensation for any loss, damage, personal injury, or death occurring in consequence of the performance of this agreement.

b. All services performed under this agreement shall be rendered without reimbursement of either party or parties.

4. The technical head of the fire department of the requesting service shall assume full charge of the operations, but if he specifically requests a senior officer of a fire department furnishing assistance to assume command, he shall not, by relinquishing command, be relieved of his responsibility for the operation; provided, that the apparatus, personnel, and equipment of the agency rendering assistance shall be under the immediate supervision of and shall be the immediate responsibility of the senior officer of the fire department rendering assistance.

5. The chief fire officers and personnel of the fire departments of both parties to this agreement are invited and encouraged, on a reciprocal basis, to frequently visit each other's activities for guided familiarization tours consistent with local security requirements and as feasible, to jointly conduct pre-fire planning inspections and drills.

6. The technical heads of the fire departments of the parties to this agreement are authorized and directed to meet and draft any detailed plans and procedures of operation necessary to effectively implement this agreement. Such plans and procedures of operations shall become effective upon ratification by the signatory parties.

7. This agreement shall become effective upon the date hereof and shall remain in full force and effect until canceled by mutual agreement of the parties hereto or by written notice by one party to the other party, giving (10) days notice of said cancellation.

IN WITNESS WHEREOF, the parties hereto have executed this agreement at
County of Kings on the and year first above written.

David M. Hix

COMMANDING OFFICER
NAS LEMOORE, CA

D. Hammond

CHAIRMAN OF THE BOARD OF SUPERVISORS
COUNTY OF KINGS, STATE OF CALIFORNIA

MUTUAL AID AGREEMENT

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This agreement is made by and between the City of Hanford, (hereinafter Hanford), and Lemoore Naval Air Station (hereinafter NAS Lemoore), pursuant to the following terms and conditions:

Whereas, it is the opinion of the governing bodies of each of the parties that a contract should be entered into by and under such circumstances wherein either of the parties are faced with an emergency, caused by a fire or fires located within either Hanford or NAS Lemoore of such magnitude that it can not readily be controlled by the forces of Hanford or NAS Lemoore, and Hanford or NAS Lemoore has available forces which can be used in aid of controlling said emergencies.

Now, therefore, the parties hereto mutually agree as follows:

1. AGREEMENT. To furnish fire protection personnel, equipment, and to render such fire protection services to each other as may be necessary to suppress fires of a magnitude that has developed, or appear likely to develop, beyond the control of a single party, and therefore, require the combined forces of the parties hereto.

2. MUTUAL AID REQUEST. No response to a mutual aid request provided for in this agreement will be made by parties hereto, unless such request is received through the established communication channels common to each party, and is made by a responsible fire official of the party requesting such aid.

1 Neither party shall be required to deplete its own fire
2 protection resources, personnel, or services and facilities to
3 the detriment of its normal fire protection.

4 3. POWER AND AUTHORITY. The fire department responding to
5 aid of the requesting department will be under the command of
6 the department receiving such aid.

7 4. COMPENSATION. Mutual aid response shall be rendered
8 without charge to the department receiving aid.

9 5. WAIVER. Each party herein waives, as to the other
10 party hereto, any and all claims against the other party for
11 compensation for any loss or personal injury or death that shall
12 arise in consequence of the performance under this agreement.
13 No party hereto shall under any circumstances be held liable for
14 any loss or damage by reason of its failure to effectively
15 combat or handle any fire problem in the territory of the other
16 party.

17 6. TERMINATION. This agreement shall remain in full force
18 and effect until such time as a party files with the other party
19 a notice in writing terminating this agreement, which date of
20 termination shall not be less than thirty (30) days after the
21 date of such notice.

22 7. EFFECTIVE DATE OF AGREEMENT. This agreement will
23 become effective upon execution by both parties and continues
24 until termination.

25 In witness hereof, this agreement has been duly executed by
26 the proper officers of the City of Hanford and Lemoore Naval Air
27 Station this _____ day of _____, 1991.

28

MUTUAL AID AGREEMENT

This agreement is made by and between Lemoore Volunteer Fire Department (hereinafter Lemoore), and Naval Air Station Lemoore, (Hereinafter NAS Lemoore), pursuant to the following terms and conditions:

Whereas, it is the opinion of the governing bodies of each of the parties that a contract should be entered into by and under such circumstances wherein either of the parties are faced with an emergency, caused by a fire or fires located within either Lemoore or NAS Lemoore of such magnitude that it cannot readily be controlled by the forces of Lemoore or NAS Lemoore, and Lemoore or NAS Lemoore has available forces which can be used in aid of controlling said emergencies..

Now, therefore, the parties hereto mutually agree as follows:

1. Agreement. To furnish fire protection personnel, equipment and to render such fire protection services to each other as may be necessary to suppress fires of a magnitude that has developed, or appear likely to develop, beyond the control of a single party, and therefore, require the combined forces of the parties hereto.
2. Mutual Aid Request. No response to a mutual aid request provided for in this agreement will be made by parties hereto, unless such request is received through the established

communication channels common to each party, and is made by a responsible fire official of the party requesting such aid. Neither party shall be required to deplete its own fire protection resources, personnel, services or facilities to the detriment of its ability to perform its normal fire protection functions.

3. Power and Authority. The fire department responding to aid the requesting department shall be under the command of the department receiving such aid.
4. Compensation. Mutual aid response shall be rendered without charge to the department receiving aid.
5. Waiver. Each party hereto waives, as to the other party hereto, any and all claims against the other party for compensation for any loss or personal injury or death that shall arise in consequence of performance under this agreement. No party hereto shall under any circumstances be held liable for any loss or damage by reason of its failure to effectively combat or handle any fire problem in the territory of the other party.
6. Termination. This agreement shall remain in full force and effect until such time as a party files with the other party a notice in writing terminating this agreement, which date of termination shall not be less than thirty (30) days after the date of such notice.
7. Effective Date of Agreement. This agreement shall become

effective upon execution by both parties and continues until termination.

In witness hereof, this agreement has been duly executed by the proper officers of Lemoore and Naval Air Station Lemoore this 21st day of October, 1991.

City of Lemoore

Attest:

Shelley M. Murray
City Clerk

John W. Luis
John W. Luis, Mayor
Lemoore Naval Air Station

Attest:

Louanna E. Wilkins

[Signature]
Commanding Officer

05 FEB 1997

NOTIFICATION

The first person aware of a spill or a potential spill shall immediately notify the NASL Emergency Dispatch Center directly by telephone (9-911). If the spill occurs outside a Navy facility, the person shall notify the Fire Department of the nearest facility. The report should contain as much information as possible outlined in the incident report log included on page E-2, but notification should not be delayed in order to obtain detailed information.

The NOSCDR will immediately notify the NOSC by telephone at the first indication that the spill may be of a reportable quantity. The NOSC, in coordination with the NOSCDR and the Environmental Management Division Director, will decide what notification and reporting is required.

The National Response Center shall be notified (1-800-424-8802) by the NOSC or NOSCDR as recommended by the Environmental Management Division Director, if it is determined that the release exceeds the reportable quantity for the spilled substance. A list of reportable quantities for specific substances is kept by the Environmental Management Division Director. As much of the following information as possible will be reported to the NRC:

- * Location of spill
- * Identity of spilled material
- * Quantity of spill
- * Description of spill - behavior of material, affected areas
- * Origin and cause of spill
- * Anticipated movement of spill
- * Actions initiated or planned
- * Types of assistance required
- * Time of spill
- * Name, telephone number, and identification of caller

The activity contingency plan identifies the state and local government agencies that can be notified. The NOSC or NOSCDR, as recommended by the Environmental Management Director, will determine which agencies to notify in a given situation.

Authorities and agencies to be notified are listed on page K-5.

05 FEB 1997

Local governments must be given Disaster Warnings if the spill poses an immediate threat to human life or property. The NOSC shall determine if such warnings are necessary. These warnings will include:

- * Identification of the source of threat
- * Type of threat expected
- * Areas affected
- * Time and severity expected
- * Any local action to be taken

In addition to the above initial notifications, the NOSCDR will periodically notify the NOSC of any major developments that occur.

The NOSC shall, in turn, notify the previously mentioned agencies as necessary.

EPCRA Notification

Section 304 of the Emergency Planning and Community Right-to-Know Act (EPCRA) requires facilities that produce, use, or store hazardous chemicals must immediately provide an initial notification to the State Emergency Response Commission (SERC) and Local Emergency Planning Committee (LEPC) that a release of a reportable quantity of an Extremely Hazardous Substance (EHS) or Comprehensive Environmental Response, Compensation, and Liability Act (CECLA) hazardous substance has occurred. A written follow-up notice must be submitted within 30 days to the SERC and LEPC. The written notification should include information required for the verbal notification, actions taken to respond to and contain the release, additional details regarding known or anticipated health risks associated with the release, and additional advice regarding medical attention necessary for exposed individuals. The National Response Center (NRC) must be notified when there is a release of a substance on both the EHS and CERCLA lists or only on the CERCLA list.

The Commanding Officer, NAS Lemoore, is responsible for reporting all EPCRA releases. The Commanding Officer has delegated reporting responsibilities to the Environmental Management Division (EMD).

05 FEB 1997

When a spill/release is reported to the Dispatch Center, the Immediate Response Team (IRT) will respond. The IRT leader will notify the dispatch center or EMD of the release/spill using criteria stated in the Spill Control and Countermeasures Plan and this Plan. It is EMD's responsibility to determine if a release to the environment meets the Reportable Quantity (RQ) as specified in EPCRA regulations. The EMD staff will then notify the appropriate regulatory agencies.

Station Personnel

All personnel on station are to report spills/releases of hazardous substances or oil as specified in the spill response section of this plan. Personnel on station will adhere to the spill reporting requirements posted in their work areas.

Only personnel authorized by the Commanding Officer shall make any notification to anyone outside the station by any means of communications.

05 FEB 1997

EMERGENCY NOTIFICATION LIST

(Notification shall only be made at the direction of the NOSCDR)

<u>Agency</u>	<u>Telephone</u>	<u>Notify when</u>
Navy On-Scene Coordinator COMNAVBASE San Diego Duty Officer (24 hrs)	(619) 532-1820 DSN 522-1820	Requested by NOSCDR/ Alternate NOSCDR
National Response Center Washington, DC	(800) 424-8802	Spill meets/exceeds CERCLA or EHS reportable quantity. (see EPCRA Notification on page K-3)
California Dept of Fish and Game	(209) 584-5617	Spill enters or threatens to enter recreational waters or threatens natural resources
California Regional Water Quality Control Board, Central Valley Region	(209) 488-4373	Release to surface water, ground water and soils
Kings County Environ- mental Health Dept.	(209) 584-1411	Release threatens public health
City of Lemoore Fire Department	(209) 584-9276	Spill threatens local community
California Office of Emergency Services (OES)	(800) 852-7550	Major incident
EPA Region IX - 24 hr	(415) 974-8131	Major incident

REPORTING

All reporting actions shall be coordinated with the Public Works Environmental Management Director.

Catastrophic Events - Initial reports of spills resulting from catastrophic events or subject to geopolitical implications or otherwise being of extremely high interest shall be made by the OPREP-3 system, per OPNAVINST 3100.6C.

Consolidated Oil Spill Reports - Are to be completed by the generator of the spill, or the discoverer if the generator is undetermined, and forwarded by message as soon as ample facts are gathered to complete the report, usually within 24 hours. The message format is contained in this Appendix. For spills determined to be from a non-Navy source, this report is not necessary, provided that the initial telephone notification is made.

Consolidated Hazardous Substance Spill Reports - Are to be made in a similar manner to the Consolidated Oil Spill Reports. The message format is contained in this appendix.

Pollution Report (POLREP) - Messages are the means of submitting status reports and other necessary information from the OSC to the NRT and RRT as required by the NCP. The NOSC or NOSCDR shall submit POLREPs at intervals he/she determines appropriate on spills where he/she is acting as the OSC; and otherwise, on any oil or hazardous substance spill, as requested by the RRT. POLREPs will be numbered consecutively throughout each incident (i.e., POLREP 001, POLREP 002, etc.) The message format is contained in this appendix.

After Action Reports - Shall be submitted by the NOSCDR within 72 hours of completion of response actions. In most cases, this report will be in message form. The message format is contained in this appendix. When it is appropriate to include photos, charts, etc., the report should be in letter form. This report is required only for minor and medium class spill response actions.

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Final Reports - Navy response to major class hazardous substance spills shall be submitted by the NOSC to CNO and major claimants involved within 60 days of completion of response actions, with copies to the NRT and RRT. This report should include full information on the following points:

- a. Cause and initial situation
- b. Organization of response actions/resources committed
- c. Effectiveness of actions by discharger
- d. Effectiveness of actions by state, local, and special forces
- e. Effectiveness of actions by Federal agencies
- f. Unique problems encountered
- g. Recommendations to prevent reoccurrence
- h. Recommendations to improve response
- i. Recommended Contingency Plan revisions

Final reports on major oil spills shall be made for informational purposes, with similar content as outlined above, but distributed internally only (from the NOSC to NRC, CINCPACFLT, and CNO). Other final reporting responsibilities under the NCP lie with the OSC.

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**OIL SPILL REPORT
(MESSAGE REPORT)**

1. Precedence (for messages only). Oil spill messages will normally be by routine precedence provided prior telephone report has been made; if not, use priority precedence.

2. Classification or Special Handling

Marking. Spill reports are unclassified and do not warrant special handling markings unless classified or sensitive unclassified information must be incorporated. Inclusion of such information should be avoided to the maximum extent possible to permit such reports to be handled on a solely unclassified basis.

3. Addressee and info blocks for oil spills to waters of the United States and its contiguous zone:

FM: Navy Activity/Ship (spiller)

TO: NOSC (see Chapter 10 or 19)

Operational Commander

INFO: CNO WASHINGTON DC//N45//

COMNAVSEASYS
COM WASHINGTON DC//00C//

NFESC
PORT HUENEME CA//424MA//

COGARD NATIONAL RESPONSE
CENTER WASHINGTON DC//JJJ//

MAJOR CLAIMANT//JJJ//

NAVPETOFF FT BELVOIR VA//JJJ//

DFSC-FE FT BELVOIR VA //JJJ//
[and other organizations, as appropriate]

4. Addressee and info blocks for oil spills to waters of foreign countries and international waters:

FM: Navy Activity/Ship (spiller)

TO: NOSC (see Chapter 10 or 19)

Operational Commander

INFO: CNO WASHINGTON DC//45//

NFESC
PORT HUENEME CA//424MA//

COMNAVSEASYS
COM WASHINGTON DC//00C//

MAJOR CLAIMANT//JJJ//

NAVPETOFF FT BELVOIR VA//JJJ//
[and other organizations, as appropriate]

5. Body of Report for all oil spills. The body of the message will be in the following format:

UNCLAS//NO5090//

SUBJ: OIL SPILL REPORT (REPORT
SYMBOL OPNAV 5090-2) (MIN:
CONSIDERED)

MSGID/GENADMIN/ORIGINATOR//

RMKS/

1. GMT DTG RELEASE OCCURRED/
DISCOVERED.

2. ACTIVITY/SHIP ORIGINATING
RELEASE: (for ships: list name, hull no., and
unit identification code (UIC); for shore activities:
list name, UIC; for non-Navy spills discovered by

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Navy activity: list name of responsible party (if from commercial firm under contract to Navy: list names of firm and contracting activity); for spills from unknown source: indicate whether spill is thought to have originated from Navy operations).

3. SPILL LOCATION: (for spills at sea: list latitude, longitude, and distance to nearest land; for spills in port: list port name and specific location (pier or mooring designation, etc.); for spills ashore: list specific location within activity (building or area designation, etc.)).

4. AMOUNT SPILLED IN GALLONS: (best estimate; if oil/water mixture, indicate percentage oil).

5. TYPE OF OIL SPILLED: (choose one: diesel fuel marine (DFM); naval distillate; Navy special fuel oil (NSFO); jet fuels (JP-4, JP-5); aviation/automotive gasoline; automotive diesel; heating fuels (grades 1 and 2, kerosine); residual burner fuel (grades 4, 5, and 6/bunker C); lube/hydraulic oils; oil/oil mixture (including slop and waste oils); oil/water mixture (including bilge waste); Other (specify); unknown (provide best estimate, if possible)).

6. OPERATION UNDER WAY WHEN SPILL OCCURRED: (choose one: fueling/defueling; internal transfer of fuel (includes transport of fuel from one storage area to another); bilge dewatering (including donut operations); salvage; other (specify); unknown).

7. SPILL CAUSE: (provide narrative description of specific spill cause; indicate if one of the following was principal cause: structural failure (specify); hose failure or leak; other type equipment failure (specify); collision/grounding/sinking; valve misalignment; monitoring error; other procedural/communications error (specify); other (specify); unknown).

8. SLICK DESCRIPTION AND MOVEMENT: (size: length and width; color (choose one): barely visible, silvery, faint color, bright color bands, dull brown, or dark brown; on-scene wind:

direction, speed; sea state; slick movement: direction, speed).

9. AREAS DAMAGED OR THREATENED: (name of body of water affected; nature and extent of damage to property, wildlife, or other resources (if any); areas or resources threatened).

10. TELEPHONIC REPORT TO Nuclear Regulatory Commission (NRC) WAS/WAS NOT MADE. (If made, report number and person receiving report.)

11. SAMPLES WERE/WERE NOT TAKEN.

12. CONTAINMENT METHOD PLANNED/USED: (if none, state reason; indicate which of the following equipment utilized: boom; ship's hull; camel; water spray; chemical agent (specify); other (specify)).

13. SPILL REMOVAL METHOD PLANNED/USED: (if none, state reason; indicate which of the following equipment utilized: DIP 1002 skimmer; DIP 3002 skimmer; SLURP skimmer; nyc (oil-absorbing pads, chips, or other materials); dispersants; vacuum trucks/pumps; other (specify)).

14. PARTIES PERFORMING SPILL REMOVAL: (indicate one or more of following: Navy (specify lead organization in charge); commercial firm under contract to Navy; USCG; EPA; State or local agency; other (specify)).

15. ASSISTANCE REQUIRED/ADDITIONAL COMMENTS.

16. STATE AND LOCAL CORRECTIVE ACTION TAKEN (IF APPLICABLE)

17. ACTIVITY CONTACT FOR ADDITIONAL INFORMATION: (name, code, Autovon and/or commercial).//

**HAZARDOUS SUBSTANCE RELEASE REPORT
(MESSAGE FORMAT)**

1. Precedence (for messages only). Hazardous Substance (HS) release messages will normally be by routine precedence, provided prior telephone report has been made; if not, use priority precedence.

2. Classification or Special Handling Marking. Spill reports are unclassified and do not warrant special handling markings unless classified or sensitive unclassified information must be incorporated into the report. Inclusion of such information should be avoided to the maximum extent possible to permit such reports to be handled on a solely unclassified basis.

3. Addressee and Info Blocks for HS releases in the United States territories, possessions, and its Contiguous Zone:

FM: Navy Activity/Ship (spiller)

TO: NOSC (see Chapter 10 or 19)

Operational Commander (ships)

INFO: CNO WASHINGTON DC//N45//

COMNAVSEASYSCOM
WASHINGTON DC//00C//

NFESC
PORT HUENEME CA//424MA//

COGARD NATIONAL RESPONSE
CENTER WASHINGTON DC//JJJ//

MAJOR CLAIMANT//JJJ//

LEGSVSSUPGRU OGC//ELO//

4. Addressee and Info Blocks for HS Releases in Foreign Countries and International Waters:

FM: Navy Activity/Ship (spiller)

TO: NOSC (see Chapter 10 or 19)

Operational Commander (ships)

INFO: CNO WASHINGTON DC//N45//

NFESC
PORT HUENEME CA//424MA//

COMNAVSEASYSCOM
WASHINGTON DC//00C//

MAJOR CLAIMANT//JJJ//

5. Body of report for all HS releases. The body of the message will be in the following format:

UNCLAS//N05090//

SUBJ: HS RELEASE REPORT (REPORT SYMBOL OPNAV 5090-3) (MIN: CONSIDERED)

MSGID/GENADMIN/ORIGINATOR//

RMKS/

1. GMT DTG RELEASE OCCURRED/DISCOVERED.

2. ACTIVITY/SHIP ORIGINATING
RELEASE: (for ships: list name, hull number; for

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shore activities: list name, unit identification code (UIC); for Navy releases that occurred during transportation: list name of activity responsible for shipment; for non-Navy releases: list name of responsible party (if from commercial firm under contract to Navy: list names of firms and contracting activity); for unknown source releases: indicate whether release is thought to have originated from Navy operations).

3. **RELEASE LOCATION:** (for releases at sea: specify latitude, longitude, and distance to nearest land; for releases in port: list port name and exact location (pier, warehouse, etc.); for releases ashore: within activity specify exact location (building or area designation, etc.); during transportation: give exact location (highway and miles from nearest city; or street name, number, and city)).

4. **TYPE OF OPERATION AT SOURCE:** (plating shop, painting shop, hazardous waste (HW) facility, truck, ship, pipeline, ship rebuilding, entomology shop, etc. Be specific.)

5. **TYPE OF CONTAINER FROM WHICH SUBSTANCE(S) ESCAPED:** (55-gal drums, 5-lb bags, tank truck, storage tank, can, etc. Estimate number of containers damaged or dangerously exposed.)

6. **DESCRIPTION OF HS RELEASED:** (consider container labels and user directions, hazardous material (HM) reference books, personal knowledge, expert's advice, etc. Be concise but complete.). Determine if material is an Extremely Hazardous Substance.

If substance(s) known: give chemical and/or product names, formula, synonym(s) (if known), physical and chemical characteristics, and inherent hazards. **EXAMPLE:** Label on container identifies substance released as acrylonitrile. Synonyms: cyansethylene, vintleyanide. Characteristics and hazards: poisonous liquid and vapor, skin irritant, highly reactive and flammable. If substance(s) unknown: describe appearance, physical and chemical characteristics, and the actual and potential hazards observed. **EXAMPLE:** Substance released is a colorless to

light yellow unidentified liquid; highly irritating to eyes and nose; smells like kernels of peach pits. Is vaporizing quickly, posing ignition problem.

7. **FIELD TESTINGS:** (if none, so state; indicate findings and conclusions (i.e., concentrations of substance(s) present, Ph, etc.), of any analyses).

8. **ESTIMATED AMOUNT RELEASED:** (use convenient units of weight or volume (kg, lb, gallons, liters, etc.). For continuous release, estimate rate of release and amount left in container).

9. **CAUSE OF RELEASE:** (describe the specific cause of release; account for any personnel error, equipment failure, accident, or act of God directly contributing to the release. **EXAMPLE:** Railing supporting 55-gal drums on a flatbed truck gave way because it was not securely fastened, causing seven drums to fall and fracture.)

10. **RELEASE SCENE DESCRIPTION:** (describe scene of release; include information about the physical characteristics; size and complexity of release; and the actual and potential danger or damage to the immediate area and the surrounding environment, including weather conditions if relevant. **EXAMPLE:** Solvent released formed shallow pond covering area about 30 ft by 45 ft of bare soil. Solvent is slowly running off in to floor drain leading to storm drain and is also infiltrating soil. Pond is emitting highly toxic and flammable vapors. Dark clouds threatening to rain. Wind speed about 10 miles/hour, drifting vapors northbound to residential area. Vapors form layer about 30 ft above ground.)

11. **NOTIFICATIONS MADE AND ASSISTANCE REQUESTED:** (list all organizations informed of the release in and out of Navy jurisdiction; include Navy, Federal, State, and local authorities, National Response Center (NRC) response teams, fire departments, hospitals, etc; specify kind of assistance required from these organizations.)

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12. DESCRIBE CONTROL AND CONTAINMENT ACTIONS

TAKEN/PLANNED: (if none, state why; specify method used to control and contain release; indicate parties carrying out response.

EXAMPLE: Gas barriers used to control and contain vapor emissions. Runoff contained by excavating ditch circumscribing affected area. In-house personnel and members of city of Portstown fire department carried out containment actions.

13. DESCRIBE CLEAN-UP ACTIONS

TAKEN/PLANNED: (if none, state why; indicate whether cleanup is made by on-site or off-site treatment, the method used, the parties involved in cleanup/removal, and the eventual disposal area.

EXAMPLE: No clean-up action taken. Toxic vapors present, potential danger to clean-up crew. Contaminated soil will be excavated and shipped by on-base personnel to Class I HW disposal site in Portstown, CA, when conditions allow.)

14. CONTACT FOR ADDITIONAL

INFORMATION: (name, code, Autovon, and/or commercial number).

15. STATE AND LOCAL CORRECTIVE ACTION TAKEN (IF APPLICABLE).

16. ADDITIONAL COMMENTS.//

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POLLUTION REPORT (POLREP), MESSAGE FORMAT

Precedence: ROUTINE
Classification: UNCLASSIFIED

From: DESIGNATED NOSC

To: COGARD NATIONAL RESPONSE CENTER WASHINGTON DC
 COMNAVBASE SAN DIEGO CA
 EPA REGION NINE SAN FRANCISCO CA
 CCGD ELEVEN LONG BEACH CA
 CCGD TWELVE SAN FRANCISCO CA
 OTHER CONCERNED PARTIES (as appropriate)

COMNAVBASE for Code 3E

Subj: POLREP XXX (consecutive serial numbers)

1. SITUATION: (Full details of circumstances, what spilled, quantity, damage, control, and prognosis; or changes since last POLREP.)
2. ACTION: (Summary of action to date by all parties involved, or changes since last POLREP.)
3. PLAN: (Planned actions by all parties involved, or changes since POLREP.)
4. RECOMMENDATIONS: (of the NOSC)
5. STATUS: (Navy participation pends/terminated, as appropriate)

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9. CM: (Cost of Material expended.)
10. CE: (Cost of Equipment - includes estimate of amortized cost, and repairs to damage sustained.)
11. AD: (Assessment of Damage - public health and welfare, property, wildlife, marine life, etc.)
12. OA: (Other Agencies involved.)
13. ADD (Additions or corrections to previous reports.)
14. R/LL: (Recommendations, Lessons Learned and other remarks. If no reference (a) is available, include any known information that would have been in that report. If contractor used, evaluate performance.)

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APPENDIX L
PUBLIC AFFAIRS

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PUBLIC AFFAIRS

Environmental protection has become a very significant public issue in recent years. When a HS incident occurs, except for the small operational type spills, widespread news media attention and public concern will usually be generated. In addition, national administration policy and the Freedom of Information Act both call for maximum disclosure of information. It is imperative that the public be provided with accurate information on the nature of the incident and the actions being taken to correct the problem. This policy must be followed to obtain understanding from the public, ensure cooperation from all interested parties, and to limit the spread of misinformation. Public affairs response action will generally be envisioned as two levels of response: Navy and Federal.

In the event of a HS pollution incident, the NOSCDR shall instruct the Public Affairs Officer (PAO) to assemble all facts and handle all media releases concerning the incident and the response efforts. In addition, the NOSCDR PAO shall establish liaison with the NOSC PAO who shall ensure media queries are answered based on information approved for release by the NOSC. The NOSCDR PAO will also coordinate with operational chain of command PAOs.

Depending on the incident, the NOSC or NOSCDR will provide communication support by telephones at the Response Center solely to receive and respond to queries. The telephone numbers will be made available to the media as soon as possible. Timely news releases of factual information will be issued twice a day, preferably as early in the day as practicable and towards the end of the day to coincide with media deadlines. The NOSC should refer to the Area Environmental Coordinator any matters which may be considered complex and/or sensitive. The Environmental Coordinator PAO shall coordinate with the Chief of Information (CHINFO) (as necessary) who shall provide guidance and advice on the conduct of the matter. Speculative comments concerning the spill shall be avoided, particularly by personnel working at the scene. Telephone requests from the media must be referred to the PAO without comment on the event.

The NOSC PAO or NOSCDR PAO, as appropriate, will be responsible for coordinating any visits by VIPs. This may include surface inspections, overflight inspections, or media conferences.

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If the Regional Response Team (RRT) is activated, the NOSC will provide the necessary personnel and materials (including the services of the PAO to assist in establishing and operating a Regional News Office (RNO). The RRT will establish the RNO and handle all news releases and queries. The RNO Director will inform the NOSC prior to any news releases. Any questions of a complex, sensitive nature will be referred to the NOSC. The RNO Director shall coordinate input from all participating agencies, and maintain close contact with the NOSC to ensure timely news releases of factual information as the situation develops. News releases should roughly parallel NOSC POLREPS. The NOSC shall handle the matter with upper commands as prescribed above.

APPENDIX M
DOCUMENTATION AND COST RECOVERY

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INVESTIGATION/LEGAL MATTERS

General. The NOSC is responsible for proper documentation to support all actions taken when responding to spills.

Documentation should be sufficient to establish circumstances including the source, responsible party, and actual or potential impacts. Documentation should include collection and safeguarding of accurate accounting information for costs incurred, record of legal notices to suspected responsible parties, sample collection and chain of custody procedures, photographs, and other investigative records. Because the NOSC, NOSCDR, and OSOT may be placed in situations where the Navy responsibility for a spill may not be clear, or where private interests, domestic or foreign, are involved, it is necessary that Navy spill response personnel be familiar with uniform procedures consistent with Federal response situations. Commands are cautioned against giving statements of opposing interest, or making admissions of liability. No person involved in HS spill or response shall make any statement regarding the spill or response to any person outside the Department of the Navy without prior approval of the Station Judge Advocate (SJA) (998-3351). Only the PAO is authorized to make statements to the media.

Investigative Actions may be required of the Navy response organization. The following factors will be taken into account in such action:

- Coordinate all investigative efforts with the SJA and with the Legal/Technical Staff of COMNAVBASE San Diego (DSN 522-1424).

- Question personnel who may be responsible for or have knowledge of the spill, and record names, addresses, official titles, and phone numbers.

- Advise persons of their rights and duties, as appropriate.

- Obtain signed statements whenever possible indicating when, where, and how the spill occurred and its extent. Oral statements should be put in writing and certified by the recorder when a witness will not make a written statement.

- When the source is unknown, obtain as much information as possible and note suspect facilities or other sources.

- Collect samples of polluting substances, along with samples of ambient receiving media.

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- Take photographs showing source and extent of pollution if possible. Color film is preferable.

Documentation of Evidence must be made in a timely manner throughout the spill event, as exposure to sun, wind, rain, or increased flow will disperse and remove evidence. Further, eye-witnesses may no longer be available if not interviewed immediately. As several agencies may be on scene documenting the incident, cross exchange of evidence may be valuable and is encouraged. Whenever possible, consult the SJA (998-3351) or Environmental Counsel, COMNAVBASE San Diego (DSN 522-1424) prior to release of information to any person outside the Department of the Navy. Since investigations may eventually support litigation, all information, data, samples and documents must be treated as evidence and recorded. Investigating personnel should have proper credentials and be prepared to identify themselves prior to interviews. No media interviews are to be conducted without prior approval of PAO.

- All pertinent data should be recorded in a serialized logbook. Entries should be objective, legible, dated and signed. A logbook will be used for completion of reports, recall of events during future testimony, or information for appropriate authorities if Navy on-scene personnel are no longer available.

- Serialized sample identification tags make it possible for individual samples to have unique identifying codes which are recorded in the logbook. ID tags are necessary to track the samples through their processing.

- Photographs should be used whenever possible to document flow of the spill from the source, and migration off-site, especially in the areas of environmental damage and exposure. Photographs should also be taken along with samples to verify the written description. All photographs should include some known object to portray the scale of the subject and the following should be written in the logbook:

- a. Time, date, location
- b. Weather
- c. Sequential number of photos, and film roll number
- d. Description of subject
- e. Name of photographer
- f. Type of camera, film, and lens

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Sample Collection Procedures as outlined below must be observed in all cases to protect the integrity of samples to be used as evidence.

- Glass containers of one-quart size are to be used. With oil or petroleum hydrocarbon samples, the portion of the closure (sealing gasket or cap line) which may come into contact with the sample must be glass, aluminum foil, or teflon. Other pollutants may require different or special closure material. The analytical laboratory should be consulted when any question arises as to the appropriateness of sampling container and closure material.

- New containers are preferred. Used containers that have been cleaned with a strong detergent, thoroughly rinsed, and dried may be used for oil. Other hydrocarbons or volatile organic substances may require a special rinse (such as hexane) to eliminate possible analytical interferences. Consult the laboratory with any questions.

- For oil samples, proper skimming techniques are necessary to obtain a sufficient amount of oil for analysis. When the contents of the container have settled and separated, it should be at least 3/4 oil and 1/4 water. Containers prepared for sediment analysis should be 3/4 full.

- Hazardous substance samples collected for organic analysis are to be transmitted to the laboratory within 24 hours of collecting the sample by special courier or overnight mail when not delivered in person by the sampler. All samples transmitted by mail will be registered (return receipt requested).

- Measurements from direct readout air monitoring instruments such as oxygen and combustible gas indicators, photoionizers, and organic vapor analyzers will be recorded in the logbook without delay, and will include locations of abnormal readings.

Chain of Custody records are necessary to ensure that no one has tampered with the samples. In order for samples to be used as legal evidence, possession of the samples must be traceable with no break in the chain of custody from the time of collection until they are introduced in legal proceedings. The following procedures are to be followed. A sample is under custody if:

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- a. it is in your actual possession, or
- b. it is in your view, after being in your physical possession (and never being out of your view), or
- c. it was in your physical possession, and you locked it up to prevent tampering, or
- d. it is in a designated and identified secure area, such as safe, evidence locker, etc., with strictly limited access.

The field sampler is personally responsible for the care and custody of the samples until they are transferred or properly dispatched.

- When collecting samples for evidence, collect only that number which provides a fair representation of the media being sampled. As few people as possible should handle the samples. Sample tags must be completed for each sample, using waterproof ink.

- When the sample is to be split for simultaneous analysis by others, it should be divided into similar sample containers. Sample tags completed with identical information will be attached to each of the samples and marked "split". If air samples are to be split, two discrete samples must be marked. Samples must be accompanied by a chain-of-custody record. When transferring possession of samples, the individuals relinquishing and receiving will sign, date, and note the time on the record. This record documents transfer of custody by showing the location of the sample at all times. When samples are split, separate chain-of-custody records must be prepared and marked to indicate with whom the samples are split.

- Samples which must be shipped to a laboratory will be properly packaged and dispatched, with a separate signed custody record enclosed in each sample box or cooler. Shipping containers will be padlocked or custody-sealed in such a way that the only access to the package is by breaking the seal. The seal will be signed and dated.

- All packages must be accompanied by the chain-of-custody record identifying the contents. The original record will accompany the shipment, and a copy will be retained by the NOSC. If samples are sent by common carrier, a bill of lading should be used. Receipts for bills of lading will be retained as part of the permanent documentation. Any questions regarding proper chain-of-custody procedures/techniques should be directed to the SJA (998-3351).

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FUNDING

Oil Spills from Navy sources will be cleaned up using Navy funds, as generally outlined below.

NOSCDRs must budget, through their major claimants, for support of a continuing oil spill cleanup program. This includes operation and maintenance of equipment as required and all routine cleanup of minor spills. Minor spills in the vicinity of Navy operations, but for which an actual source is unknown, will generally be cleaned up by the Navy with no questions asked.

- Additional funding for major contingency operations and extended post-discharge work as requested by NOSCDR must be requested from major claimants on an as-needed basis.

- Major equipment such as skimmers, boom, etc., is centrally procured through NAVFAC and distributed by Navy activities based on the Annual Allowance and Requirements Review (AARR) report. Smaller equipment and material such as sorbents, dispersants, etc., must be purchased with NOSCDR funds.

- Where civilian contractors are regularly used in cleanup on Navy spills, the NOSCDR will establish funding to cover this work.

- In connection with non-Navy responsible spills of significance, Navy facilities will not make resources available, expend funds, or participate in operations unless reimbursement from the responsible party is assured.

Hazardous Substance cleanup funding will come from various sources, depending on the situation, as indicated below:

- For spills by Navy facilities or mobile source on or off-base, or by others on-base, funding for the removal and containerization of contaminated residue and site restoration shall be by spilling activity, whether Navy or non-Navy. The Defense Logistics Agency (DLA) has funding and action responsibility for final and proper disposal of identified and containerized residue.

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APPENDIX N
PLAN REVIEW AND UPDATE

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PLAN REVIEW AND UPDATE

The activity contingency plan must be reviewed and updated annually per OPNAVINST 5090.1B. Periodic review, testing, and updating should be completed to remain useful. Records of the reviews, tests, and changes shall be maintained. The NOSCDR, with assistance from the Safety Manager, is responsible to test, review, and amend the plan at least annually, but promptly after any of the following occurs:

- The plan fails or is ineffective during response to a spill event or simulated spill exercise.
- The EPA or state enforcement official or agency requires a change, usually following an inspection.
- Pertinent Federal, State, Department of Defense, or Navy policy or regulations change. Pay particular attention to changes in hazardous substance designations, reportable spill quantities, notification procedures, response procedures, and reporting requirements.
- Base spill response organization changes, especially changes in personnel, telephone numbers, or responsibilities.
- The location or inventory of spill response equipment or material changes.
- A facility changes its design, construction, operation, storage areas, processes or other circumstances in such a way as to affect spill response requirements or procedures.
- Applicable Federal, Regional, or State contingency plans are set forth or modified.
- New spill response technologies or procedures are developed.
- Adjacent land or water use changes in such a way as to affect spill response considerations.

The NOSCDR will instruct all department heads and other appropriate personnel to review the HSSP and provide written changes to the plan at least annually and sooner if there are

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major changes. If no changes are made to the plan, it will be reported, in writing, on the same annual basis. Personnel providing amendments to or reviewing the SPCC Plan will pay special attention to:

- New locations, types, or amounts of hazardous substances.

- Changes in any hazardous substance process that would affect the potential for or location of a spill.

Upon receiving changes to the SPCC Plan, the NOSCDR will incorporate them into the activity SPCC Plan.

The NOSCDR is responsible for providing any changes in the activity plan or the SPCC Plan to the NOSC, so that they may be incorporated into the area contingency plan.

When reviewing the plan for changes, the following items are the most likely to require updating:

<u>Page</u>	<u>Item</u>
Appendix C-4	Work phone numbers of the Commanding Officer, Safety Manager, Fire Division Chief and Public Works Officer.
Appendix G-2	Names and work phone numbers of the Executive Officer, Safety Material Manager, Fire Division Chief and Public Works Officer.
Appendix I	Equipment inventories at NAS Lemoore

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INFORMATION SOURCES
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INFORMATION SOURCES

There are many sources of information to provide response personnel with technical assistance regarding both the hazards associated with an incident and methods to deal with them. It is necessary to be aware of these resources and use them.

This appendix contains an OSOT Technical Library Inventory and a list of organizations capable of providing technical assistance for hazardous substances. The Technical Library should be assembled by the Safety Manager and contain all the publications listed in the inventory. A duplicate copy of some publications should be kept on hand in the OSOT response vehicle, and available to response personnel at all times. The assistance organizations are accessible by phone or computer line.

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OSOT TECHNICAL LIBRARY INVENTORY

Chemical Hazard Fact Finder, National Safety Council

Chemical Hazardous Response Information System (CHRIS), The Hazardous Chemical Data Handbook, Volumes I through IV, U.S. Coast Guard

Emergency Handling of Hazardous Materials in Surface Transportation, Bureau of Association of Chemical Railroads

Condensed Chemical Dictionary, Gressner G. Hawley, Van Nostrand Reinhold Company, New York, NY 10020

Hazardous Material Information System (HMIS), Occupational Safety and Health, NAS Lemoore

Control of Spillage of Hazardous Polluting Substances, USDOJ, FWQA Publication 15090F0Z, October 1970

Department of Defense Hazardous Material Information System, Microfiche

Department of Transportation Emergency Response Guidebook, 1996, DOT

Department of Transportation Hazardous Materials Table, 40 CFR 172.101, revised October 1, 1982

EPA Oil and Hazardous Materials Technical Assistance Data System (OHM-TADS), Microfiche

Fire Protection Guide on Hazardous Materials, 7th edition, National Fire Protection Association, Batterymarch Park, Quincy, MA 02269

NIOSH/OSHA Pocket Guide to Chemical Hazards, U.S. Government Printing Office, Washington, DC 20402

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TECHNICAL INFORMATION SOURCES

Information Source	Type of Information Assistance *	Access
OHMTADS - EPA Oil and Hazardous Materials Technical Assistance Data System	2-A	EPA Regional Office 24 hrs (415) 974-8131
CHEMTREC - Chemical Transportation Emergency Center	2,3	(800) 424-9300
CHLOREP - Chlorine Emergency Plan	1,2,3	Through CHEMTREC (800) 424-9300
Chevron	2-Chevron Products	(415) 233-3737
Dow Chemical	2-Dow Products	(517) 636-4400
DuPont Transportation Emergency Reporting System	2-DuPont Products	(302) 774-7500
Union Carbide, HELP Hazardous Emergencies Leak Procedure	2-Union Carbide Products	(304) 744-3487 (800) 822-4257
Pesticides Safety Team Network	1,2,3	Through CHEMTREC (800) 424-9300 or (513) 961-9300
Poison Control Centers Poison Information Center Seattle University of Oregon Idaho	2	(206) 634-5252 (503) 225-8311 (800) 632-8000
CHRIS - Coast Guard Chemical Hazard Response Information System	2-A	NRC (800) 424-8802
IRAP - Interagency Radiological Assistance Plan	1,2	Through CHEMTREC (800) 424-9300

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TECHNICAL INFORMATION SOURCES

<u>Information Source</u>	<u>Type of Information Assistance *</u>	<u>Access</u>
EPA ERT - Environmental Response Team	1,2	EPA Regional Office
Coast Guard National Strike Force	1	NRC (800) 424-8802
U.S. Army Technical Escort Center Chemical Emergency Response Team	1	EPA Regional Office (703) 521-2185
EPCRA Hotline	3	800) 535-0202

* Key: A - On-line computer available

1 - Respond to scene with trained personnel if required

2 - Provide information on identity, hazards, or what to do

3 - Refer to knowledgeable contact

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APPENDIX P

HAZARDOUS SUBSTANCE INVENTORY

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HAZARDOUS SUBSTANCE INVENTORY

The hazardous substance inventory can be obtained from the Fire Department, the Environmental Management Division or Kings County Department of Health.

The point of contact at the Environmental Management Division is the Environmental Management Director at 998-4070.

The point of contact at the Fire Department is the Fire Chief at 998-4507 or the Senior Fire Official on Duty at 998-1707.

The point of contact at Kings County Department of Health can be reached at 584-1411.

This inventory contains a complete list of authorized hazardous substances by building. This list is in accordance with EPCRA reporting requirements.