

**Oil Control Program**

**PLAN FOR NOTIFICATION, CONTAINMENT AND  
CLEAN-UP OF OIL SPILLS**

FULL COMPANY NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

I. A. The following agencies will be notified by our employees IMMEDIATELY, but not later than two (2) hours after detection of a spill at either our facility or a remote location, or from one of our vehicles.

1. **LOCAL EMERGENCY AGENCIES - 911**

2. **MARYLAND DEPARTMENT OF THE ENVIRONMENT - all areas of the State**

**1-866-633-4686**  
24-hour basis

3. **NATIONAL RESPONSE CENTER - (800) 424-8802**

4. **U.S. COAST GUARD - if east of I-95 or inside either Beltway (I-695 or I-495)**

**(410) 576-2693** (Baltimore Marine Safety Office)

5. **U.S. ENVIRONMENTAL PROTECTION AGENCY - if west of I-95 or outside either Beltway (I-695 or I-495)**

**(215) 814-9016**

B. The following individual(s) from this company will be notified in the event of a spill:

Name	Home Phone	Work Phone	Pager
1.			
2.			
3.			

C. Who is responsible for notifying the agencies in Section A, if a spill occurs?

1. Business Hours: \_\_\_\_\_

2. Non-Business Hours: \_\_\_\_\_

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(continued)

II. A. The following personnel are assigned specific tasks to perform in the event of an oil spill:

	NAME	ASSIGNED TASK
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

B. The following listed equipment is immediately available at our facility or on our vehicles to contain and clean-up a spill:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. The following procedures will be used to contain and clean-up a spill:

1. Hire a contractor immediately  YES  NO

Name of Contractor (if known): \_\_\_\_\_

2. Explain how you will handle a spill before a contractor arrives (outline specific procedures)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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(continued)

III. A. The following communication resources are available to assist in containment and clean-up of a spill:

1. Office Telephone Number: \_\_\_\_\_
2. Dock Telephone Number: \_\_\_\_\_
3. Dispatcher Telephone Number: \_\_\_\_\_
4. Other Important Telephone Numbers at your facility (list):

NAME OR GROUP

TELEPHONE NUMBER

_____	_____
_____	_____
_____	_____
_____	_____

IV. Is your facility required to prepare any of the following federal documents?

- a. Spill Prevention Control and Countermeasures (SPCC) Plan: \_\_\_\_ yes \_\_\_\_ no \_\_\_\_ unknown
- b. Facility Response Plan (FRP): \_\_\_\_ yes \_\_\_\_ no \_\_\_\_ unknown

If your answer is "unknown", please contact the EPA Region III SPCC/FRP Hotline at 1-215-814-3452. If your answer is yes for the FRP plan, please provide a copy with this Plan as required by Code of Maryland Regulations (COMAR) 26.10.01.22A. For over-the-water transfer operations involving oil, contact the USCG at 1-202-493-6999 for OPA 90 Response Plan requirements.

V. List of Oil Spill Contractors - The attached list of Oil Spill Contractors is for your convenience. It is not an endorsement of their capabilities or work quality.

VI. This "Plan for Notification, Containment and Clean-up of Oil Spills" has been completed by the undersigned and accurately reflects the procedures that the referenced company will follow in a timely manner in the event of an oil spill or oil discharge.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date