

**INDIVIDUAL OIL OPERATIONS PERMIT APPLICATION – FORM E**

**Plan for Notification, Containment, and Cleanup of Oil Spills, Releases, and Discharges**

Company / Facility Name: \_\_\_\_\_ Date: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Individual Oil Operations Permit No.: \_\_\_\_\_

**I. NOTIFICATIONS**

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

1. **LOCAL EMERGENCY AGENCIES – 911**
2. **MARYLAND DEPARTMENT OF THE ENVIRONMENT – 1-866-633-4686**
3. **NATIONAL RESPONSE CENTER – 1-800-424-8802**
4. **U.S. COAST GUARD – (410) 576-2693** (Baltimore Command Center)  
If east of I-95 or inside either Beltway (I-695 or I-495)
5. **U.S. EPA, REGION III – 1-800-438-2474**  
If west of I-95 or outside either Beltway (I-695 or I-495)

- B. The following personnel from the company will be notified in the event of a spill, release, or discharge:

Name	Work Phone	Home or Cell Phone
1.		
2.		
3.		

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C. The facility coordinator, designated by the owner, operator, or person in charge of the facility, who is responsible for notifying the agencies in **Section I.A.**, when a spill occurs during:

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

**II. CONTAINMENT AND CLEANUP DETAILS**

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

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

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

- |          |          |           |
|----------|----------|-----------|
| 1. _____ | 5. _____ | 9. _____  |
| 2. _____ | 6. _____ | 10. _____ |
| 3. _____ | 7. _____ | 11. _____ |
| 4. _____ | 8. _____ | 12. _____ |

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

- 1. A clean-up contractor is on retainer to respond    YES \_\_\_\_\_    NO \_\_\_\_\_
- 2. Name of Contractor (if known): \_\_\_\_\_
- 3. Explain how facility personnel will contain and immediately remediate a spill, release, or discharge? (outline specific procedures; attach additional documents as applicable)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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## D. Additional Communication Resources

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

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## E. Is your facility required to prepare any of the following federal EPA documents?

1. Spill Prevention Control and Countermeasures Plan: YES \_\_\_\_\_ NO \_\_\_\_\_
2. Facility Response Plan: YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_
  - If you are uncertain whether these EPA required plans apply to your facility, contact the EPA Region III SPCC/FRP Hotline at 1-800-424-9346.
  - For over-the-water transfer operations involving oil, contact the USCG at 1-202-372-4600 for OPA 90 Response Plan requirements.
  - If your marine oil facility is required to have an approved response plan under 33 CFR Part 154, Subpart F (COMAR 26.10.01.21), provide a copy of the approved response plan with submission of this form.

## F. List of Oil Spill Contractors – A list of Oil Spill Contractors may be found at:

[http://www.mde.state.md.us/programs/Land/OilControl/FactSheetsPublications/Pages/Programs/LandPrograms/Oil\\_Control/FactsheetsPublications/index.aspx](http://www.mde.state.md.us/programs/Land/OilControl/FactSheetsPublications/Pages/Programs/LandPrograms/Oil_Control/FactsheetsPublications/index.aspx)

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## Certification and Signature

Application is hereby made to the State of Maryland, Department of the Environment, Land and Materials Administration for an Individual Oil Operations Permit for the operations and activities described on the forms being submitted. I certify that I am familiar with the information contained in this application, and that this information is true, complete, and accurate. I further certify that, in accordance with Environment Article § 4-405(b), Annotated Code of Maryland, I have requested and received confirmation from the county that the oil operations business at the location identified on the *Individual Oil Operations Permit Application General Form* meets all zoning and land use requirements for that county. I certify, under penalty of law, that I have personally examined and am familiar with the information submitted in this application form, and that the information provided is true, accurate, and complete. I understand that the inclusion of any false or misleading information, or the exclusion of required information in this application, may cause the Administration to issue an Administrative Complaint seeking civil penalties in accordance with Environment Article § 4-412 and § 4-417<sup>1</sup>, Annotated Code of Maryland, and may include the suspension or revocation of any permit or license issued. I further understand that failure to notify the Administration of oil spills, leaks, or discharges regardless of size, is a violation of Sections 4-401 through 4-420 of the Environment Article, Annotated Code of Maryland, which may also subject me to an Administrative Complaint and civil penalties.

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Authorized Applicant/Agent: \_\_\_\_\_

Printed name of Authorized Applicant/Agent: \_\_\_\_\_

Title of Authorized Applicant/Agent: \_\_\_\_\_

*1. Penalties for False Statements: Any person who makes any false statement, representation, or certification herein is subject to criminal penalties of a fine and imprisonment and to civil monetary penalties, pursuant to §4-417 of the Environment Article of the Annotated Code of Maryland.*

### **Notice: Collection of Personal Records – General Provisions Article § 4-501**

This Notice is provided pursuant to § 4-501 of the General Provisions Article of the Maryland Code. The personal information requested on this form is intended to be used in processing your application. Failure to provide the information requested may result in your application not being processed. You have the right to inspect, amend, or correct this form. The Maryland Department of the Environment (MDE) is a public agency and subject to the Maryland Public Information Act. This form may be made available on the internet via the MDE's website and is subject to inspection or copying, in whole or in part, by the public and other governmental agencies, if not protected by federal or State law.