	System Integrity Plan	Element: Emergency Management	Document No: 12.01-ADM-002	
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Document: <div>EMERGENCY RESPONSE PLAN</div>				

Emergency Response Plan

IGNACIO GAS PROCESSING PLANT

Scope and Description

There are approximately 8 different processes in the Ignacio Plant:

- 1) Inlet Compression which consists of one GE frame 3 gas fired turbine with associated centrifugal compressor, one Solar Centar gas fired turbine with associated compressor, seven TLA-6 natural gas fired reciprocating engines with 3 parallel reciprocating compressor cylinders on each unit, and the appropriate piping, cooling & oil systems for these compressors.
- 2) There are four sections to the Gas Treating & Dehydration portion of the plant. A 120 MMSCFD glycol dehydration system with gas fired reboiler, a 450 MMSCFD glycol dehydration system with a steam heated reboiler, a mole sieve dehydration system with four contactors and a regeneration system containing a small centrifugal compressor and two gas fired heaters, a 500 MMSCFD amine system which consists of four contactors and all of the necessary vessels, piping, and equipment needed to regenerate approximately 70,000 gallons of DOW 814 amine solvent contained in the system necessary to remove the CO₂ from the incoming gas and Thermal Oxidizer designed to destruct VOC's vented from the amine regeneration system.
- 3) A 450 MMSCFD cryogenic TXP processing plant which includes an expander/ booster compressor, Demethanizer and absorber towers, Liquefied Natural Gas (LNG) system with two small compressors, an electrically driven refrigeration compressor and associated equipment, and all piping, pumps, exchangers, and vessels necessary to support this equipment.
- 4) Two GE frame 3 gas fired turbines with associated centrifugal 2 stage compressors and all necessary piping, cooling & oil systems needed to operate this equipment.
- 5) The Fractionation system is designed to separate the hydrocarbon liquids from the cryogenic plant and contains a Deethanizer, Depropanizer, & Debutanizer towers with all associated pumps, exchangers, piping, and vessels necessary to operate these towers.
- 6) The product storage and truck loading system is a series of storage vessels. Two 35,000 gallon -240 deg F liquid methane bullets, ten 40,000 gallon liquid propane bullets, two 230,000 gallon liquid butane spheres, two 210,000 gallon liquid gasoline spheres, five 30,000 gallon mixed product tanks and the pumps and piping necessary to transfer each product to the truck loading area or liquids pipeline.

7) The steam system consists of six 600 psi 730 deg F waste heat boilers and two of these can be fuel fired, two fuel fired 325 psi boilers, two 60 psi waste heat boilers, a 6 megawatt steam turbine driven electric generator, and all piping, cooling systems, water storage, and pumps necessary to operate the steam system.

8) The utilities needed to operate the plant equipment are seven 95 psi instrument air compressors, two 230 psi starting air compressors, electrical systems, water treatment system with associated chemicals, cooling water system with associated chemicals, Flare system, drain system, waste water system.

The Ignacio Plant receives wellhead gas from four different large gathering lines. The first is a 26" line where the free liquids are removed and the gas is compressed from approximately 350 psi to about 840 psi before it enters the treating systems. The CO₂ is removed from the gas in the amine system and then dried in the dehydration systems. The gas then enters the cryogenic plant where a small amount of methane, most of the ethane, and all of the propane, butane, and heavier hydrocarbons are condensed to a liquid by the use of decreasing pressure and very cold temperatures. These liquids are then separated in the fractionation system, stored in the product storage area, and loaded on to transport trucks or shipped through the liquids pipeline. The gas that is not transformed to a liquid in the cryogenic plant is compressed by the two recompressors from a pressure of approximately 320 psi to about 800 psi and then delivered through a large pipe to three different interstate pipelines. The second gathering line is compressed from approximately 370 psi to about 810 psi, is dehydrated, bypasses the processing plant, and is delivered directly to the interstate pipelines. The third and fourth lines connect directly to the plant outlet and are delivered to the interstate pipelines at about 820 psi without any compression or dehydration. The fourth line is currently out of service.

The Ignacio Plant consists of approximately 80 acres at the below listed address and is located in Section 36 Township 34 North Range 9 West. The emergency helicopter pad located next to the plant has coordinates of: N 37 deg 08.429 W 107 deg 47.241.

Area Office Phone Number: 9703853800

Area Office Address: 3746 County Road 307 Durango, CO 81303

Revision Number: 5

Revision Date: 6/04/10

Annual Review Date: 9/30/09

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1.0 GENERAL

1.1 Overview

An Emergency Response is a response effort by Company employees or designated responders (fire departments, paramedics, police, etc.) to an Emergency Event.

An Emergency Event is an unexpected event, which, if not responded to immediately, has the potential to cause large-scale injury to humans and/or damage to the environment or property. An Emergency Event may include, but is not limited to:

- Uncontrolled Fire,
- Underground storage cavern subsidence or collapse,
- Gas detected inside or near a building,
- Extreme weather conditions (flooding, blizzard, hurricane, tornado),
- Explosions (accidental or intentional, as in a bombing),
- Pipeline or equipment (vessels, etc.) rupture or serious leak,
- Releases of hazardous chemicals (accidental or intentional),
- Similar significant events

The nature of an emergency will dictate the level of response and emergency actions necessary. Protection of human life and safety pre-empts the protection of the environment or property.

Incidents *not* considered Emergency Event would include:

- Incidental releases of hazardous substances where no potential safety or health hazards exists, and where the substance can be absorbed, neutralized, or otherwise controlled by trained personnel in the immediate release area.
- Small, quickly contained (incipient stage) fires
- Other minor incidental events where there are no potential safety or health hazards.

Post-Emergency Response includes activities performed after the immediate threat of an emergency is stabilized or eliminated. Activities such as repairs, decontamination, and cleanup of the site are considered post-emergency response. These are not considered a part of the emergency response, so long as there is no further emergency condition or immediate threat of an emergency condition.

2.0 REPORTING / NOTIFICATION

2.1 Recognition and Notification

2.1.1 Upon recognition of an emergency, activate local alarms and/or warning devices.

2.1.1.1 Activate the Plant Emergency Siren by clicking the activation button on the ESD computer in the control room

NOTE: In the event of a life threatening medical emergency, but not a facility emergency, Ignacio Plant personnel will be notified by use of the radio. William's employees should report to the Plant control room.

2.1.1.2 If it is determined that a portion or the entire plant should be isolated or blown down, activate the appropriate ESD or Blowdown station in the Control Room or in the plant.

NOTE: Isolate by Closing Main Line Valves: Closing valves and shutting down facilities that affect the flow to the plant as well as the Mainline shall be the responsibility of Gas Control. The Plant is automatically isolated in an ESD. Gas Control has the responsibility to determine that the ESD closed the plant inlet and outlet valves by monitoring plant inlet pipeline and plant outlet pipeline pressures. In the event of an ESD malfunction, it may be necessary to manually close pipeline block valves on the plant inlet and plant outlet pipelines. The Incident Commander will have the responsibility of seeing that this is completed by Qualified Personnel.

Depend upon the plant's engineering safeguards to provide a natural stabilization of the plant.

2.1.2 Notify Emergency Response Agencies (ERAs) listed in Table 2.1.2:

TABLE 2.1.2 - EMERGENCY RESPONSE AGENCIES - TELEPHONE NUMBERS

Agency or Individual	Telephone Number
Colorado State Police	911 or (970)-249-4392
Durango Fire Authority	911 or (970)-382-6200
LaPlata County Sheriff	911 or (970)-385-2900
Ambulance	911
Mercy Medical Center	911 or (970)-247-4311
Federal Bureau of Investigation	(970)-247-1112 or (303)-629-7171
Poison Control	1-800-222-1222
UNCC of Colorado	1-800-922-1987

2.1.3 Notify Pipeline Control **(800-635-7400)**

2.1.4 Notify Area Manager, Supervisor and others in Table 2.1.4:

TABLE 2.1.4 - REQUIRED CONTACTS (INTERNAL)

NAME	TITLE	WORK #	MOBILE #	HOME #
Williams Gas Cntrl		1-800-635-7400		
FCA Dispatch		(505)-632-4632		
Ignacio Plant 24/7 Control Room		970-385-3824 970-385-3814	970-759-3581	
Rory Miller	VP Operations	918-573-9040	918-606-3133	918-491-6703
Don Wicburg	FCA General Mgr	(505)-632-4628	(970)-759-4299	(970)-884-9516
Al Johnson	Director of Oper.	505-632-4682	505-787-7745	
Ryan Savage	North Area Leader	(505)-632-4637	(505)-947-3979	
Lupe Huerta-	IGN Team Leader Maintenance	(970)-385-3846	(970)-749-2009	(970)-883-2685
Dale Ruggles-	IGN Team Leader Operations	(970)-385-3861	(505)-330-5411	(505)330-5411
Larry Jones	IGF Team Leader Field	(970)-385-3810	(970)-759-5596	(970)259-0398

EMERGENCY RESPONSE PLAN**12.01-ADM-002**

Jim Stiffler	North Area EHS	(970)-385-3816	(505)-787-0762	(505) 632-2140
ADDITIONAL CONTACTS (INTERNAL)				
NAME	TITLE	WORK #	MOBILE #	HOME #
Charlotte Chivers	COM	(970)-385-3874	(505)-947-6818	
Stan Spara	IGN Engineer	(970)-385-3817	970-749-5741	970-884-2172
Aaron Dailey	Environmental Specialist	(505)-632-4708	(505)-787-0719	
Carol Cauthen	Environmental Specialist	(505)-632-4704	(505)-947-2129	
Karen Howlett	IGN Inventory Coordinator	(970)-385-3812	(970)-759-3809	(970)-884-4429
Christy Wittwer	IGN FOA	(970)-385-3802	(970)-759-9962	(970)-759-9962
Yolanda Duran	IGF FOA	(970)-385-3811		(970)-749-5944
Crystal Prda	IGN FOA	(970)-385-3868	(970)-749-8049	(970)-884-2657
Terry Brown	Controls Tech	(970) 385-3843	(970)-769-3227	(970)-247-0163
Tim Brixner	Controls Tech	(970)-385-3837	(970)-769-4389	(505)-334-6754
Steve Richardson	Controls Tech	(970)-385-3821	(970)-749-2657	(970)-884-4544
Casey Manzanares	Op Tech	(970) 385-3839	251-232-2674	
Roger Auckland	Op Tech	(970) 385-3873	(505)-801-1724	(505)-801-1724
Mike Jordan	Lead Op Tech	(970)-385-3824		(970)-385-4833
Paul Hunter	Lead Op Tech	(970)-385-3824	(505)-330-5765	(970)-884-7102
Joe Cundiff	Op Tech	(970) 385-3871		(970)-764-5024
Verne Moe	Lead Op Tech	(970)-385-3824	(970)-903-3784	(970)-903-3784
Raymond Stiffler	Lead Op Tech	(970)-385-3824	(505)-330-9279	(505)-632-3514
Brad Martin	Op Tech	(970)-385-3804	(505)-215-3695	(505)-215-3695
Terry Gomez	Op Tech	(970) 385-3824	(970)-749-2425	(970)-247-3565
Tony Salazar	Op Tech	(970)-385-3804	(505)-801-2646	(505)-486-6221
Veronica Lang	Op Tech	(970)-385-3832	(970)-799-7464	(970)-799-7464
Brian Murphy	Op Tech	(970) 385-3804	970-799-6510	(970)-247-9447
Jason Freestone	Op Tech	(970)-385-3804	(505)-609-4968	(505)-609-4968
Greg Pope	Op Tech	(970)-385-3852	(970)-903-4705	(970)-588-3456
Helena Gomez	Op Tech	(970)-385-3832	(970)-749-0509	(970)-247-3565

James Gomez	Op Tech	(970)-385-3835	970-946-0574	
Steve Biery	Op Tech	(970)-385-3822	(970)-759-8517	970-764-4774
Lee Cruz	Op Tech	(970)-385-3831	970-769-6989	
Thomas Morrow	Op Tech		505-793-7219	
Aaron Marquez	Op Tech	970-385-3827	970-553-0541	
Brandon Pearson	Lead Op Tech	(970)-385-3840	970-749-9650	(970)-883-5591

- 2.1.5 Notify residents identified as public receptors in accordance with Risk Management Plans (RMP) when necessary. Maps of RMP facility public receptor locations are in Attachment A. A list of public receptors is in Table 2.1.5:

TABLE 2.1.5 – PUBLIC RECEPTOR CONTACTS (RMP FACILITIES ONLY)

NAME	LOCATION	WORK #	MOBILE #	HOME #
Barry & Tammy Barnes	292 Shooter lane Ignacio CO 81137		505-592-3965	970-903-8550
John & Barbara Barnes	2544 CO Rd 307 Dgo CO 81303		970-759-3693	970-247-9713
Perry Barnes	4801 CO Rd 307 Ignacio CO 81137		970-759-1313	970-247-2404
Gladys Barnes	5378 CO Rd 307 Ignacio CO 81137		970-	970-247-8636
Donna Barnes	3524 CO Rd 307 Dgo CO 81303		970-749-3035	970-259-4642
Jeff & Leslie Barnes	306 Pipeline Rd Ignacio CO 81137		970-759-0552	970-
Harold Baxstrom	3555 CO Rd 307 Dgo CO 81303		970-	970-247-4811
Kent Baxstrom	3551 Co Rd 307 Dgo CO 81303		970-769-7602	970-259-4387
Ted & Darlene Chandler	5523 CO Rd 307 Ignacio CO 81137		970-759-6471	970-247-4807
Klint & Rebecca Chandler	5795 CO Rd 307 Ignacio CO 81137		970-759-2569	970-247-4862
Kim & Dallas Davis	251 Shooter Lane Ignacio CO 81137		970-	970-259-5326
Ray Dunn Jr				970-247-5777
Larry Fox			970-	970-563-9026
Pamela Giesel			970-	970-563-4413
Larry & Sandy Gurule	3118 CO Rd 307 Dgo CO 81303		970-759-1788	970-259-1163

Magaret Gurule	3118 CO Rd 307 Dgo CO 81303		970-259-1938	970-259-1938
Don & Joan Haga	2455 High Flying Canon Ignacio CO 81137			970-247-5508
Chuck & Cindy Helvoigt	3516 Co Rd 307 Dgo CO 81303	970-385-3128	970-769-5899	970-385-7621
Jim & Jan Holt			505-801-1046	303-799-4479
Fawn Lovecchio	335 Mesa View Dr		970-	970-563-4605
Charlene & Don Louderback	255 Shooter lane Ignacio CO 81137		970-	505-334-2715
Perry Barnes	4801 CO Rd 307 Ignacio CO 81137		970-759-1313	970-247-2404
Jeff & Denise Richmond	6092 Co Rd 307 Ignacio CO 81137		970-749-6589	970-385-6735
John & Charlene Stephenson	3316 CO Rd 307 Dgo CO 81303		970-799-2515	970-375-0430

- 2.1.6 In accordance with [6.04-ADM-002 - Release Reporting](#) procedure, notify 3E **(888-677-2370)** of all **onshore** releases and spills.

3.0 RESPONSE ACTIONS

3.1 Evacuation

- 3.1.1 If personnel are onsite when an emergency occurs, they should evacuate to a point upwind, uphill and upgrade.
- 3.1.1.1 Continuous sounding of the Emergency Alarm: All WFS, contract and contractor personnel report to the designated emergency meeting point for head count and assignments. (The emergency meeting point is in front of the rock house on CR 307 North of the plant when the wind direction is North to South. When the wind direction is from the South to the North, the meeting point is on CR 307 at the Cattle Guard.)

NOTE: In the event of an emergency that will trigger the Risk Management Plan, the primary muster point will be @ the BP America Production Co Piccoli Gas Unit A #2 well road on the West side of La Plata County Road 307 North of Ignacio Plant (North of County road 308 and 307 intersection). The secondary muster point under the Risk Management Plan is at the intersection of La

Plata County Road 307 and 309.

- 3.1.2 When the evacuation is complete, account for all personnel before proceeding.

- 3.1.2.1 Safely evacuate all plant personnel and residents in proximity to the plant.

During business hours the Front office FOA will collect plant sign-in sheets and emergency radio and head to primary or secondary muster point.

NOTE: The sign in sheet located in the guard shack must be taken to the mustering point. The guard shack is located on the north side of the main entrance road directly inside the gate at the entrance.

After hours the lead operator or his designee will collect the front office sign-in sheets and emergency radio and head to primary or secondary muster point.

Lead Operator or designee will also collect sign-in sheet, log book and communication devices from the Control Room and head to primary or secondary muster point.

NOTE

Some employees may delay evacuation until critical functions have been performed such as closing valves, etc. However, these functions do not take precedence over an employee's safety. If an employee feels he or she is in danger, they should evacuate immediately.

3.2 Shut-Downs or Pressure Reductions

- 3.2.1 Perform emergency shutdown and pressure reduction in any section of the pipeline system necessary to minimize hazards to life or property.

- 3.2.1.1 If it is determined that a portion or the entire plant should be isolated or blown down, activate the appropriate ESD or Blowdown station in the Control Room or in the plant.

- 3.2.1.2 Isolate by Closing Main Line Valves: Closing valves and shutting down facilities that affect the flow to the plant as well as the Mainline shall be the responsibility of Gas Control. The Plant is automatically isolated in an ESD. Gas Control has the responsibility to determine that the ESD closed the plant inlet and outlet valves by monitoring plant inlet pipeline and plant outlet pipeline pressures. In the event of an ESD malfunction, it may be necessary to manually close pipeline block valves on the plant inlet and plant outlet pipelines. The Incident Commander will have the responsibility of seeing that this is completed by Qualified Personnel.

- 3.2.1.3 Depend upon the plant's engineering safeguards to provide a natural stabilization of the plant.

3.3 Response (From a Remote Site)

- 3.3.1 First Responders (personnel who arrive at the emergency site first) should observe and evaluate the general conditions before taking further action.

3.4 Isolate and Deny Access or Entry

- 3.4.1 In conjunction with Emergency Response Agencies, isolate the scene of the emergency. The following actions may be taken:
 - 3.4.1.1 Establish perimeter controls to keep persons out of any potentially hazardous areas
 - 3.4.1.2 Cordon off the area
 - 3.4.1.3 Reroute traffic around the area
 - 3.4.1.4 Identify and remove ignition sources (e.g. - pilot lights, engines, motors, etc.)

3.5 Establish Incident Command (ICS)

- 3.5.1 Establish the Incident Command System (ICS) and appoint a Safety Officer. The Incident Command structure is shown in Attachment C.
- 3.5.2 Establish the Hot (Red), Warm (Yellow) and Cold (Green) zones. The North American Emergency Response Guidebook (NAERG) should be used as a guide.
- 3.5.3 Establish communications between the emergency site, Pipeline Control, staging areas and others who will play an active role in the response. An alternate means of communications may need to be available. Communication systems of the police, fire departments or highway patrol should be used only if communications cannot be established and maintained with Company equipment.

3.6 Identification of Hazardous Materials

- 3.6.1 The identity of most, if not all, hazardous materials spilled or released during an emergency involving Company assets is typically easy to ascertain due to the hazardous materials' properties (e.g. – natural gas, crude oil, condensate, etc.). Utilize MSDS(s) or the NAERG to identify risks associated with spilled or released hazardous materials. MSDS(s) are online at [3E Online MSDS](#), are available by calling 3E at **(1-888-677-2370)** and/or may be attached to this plan (Attachment B).

3.7 Personal Protective Equipment (PPE)

- 3.7.1 Select PPE appropriate to the situation, taking into account such variables as the properties of any spilled hazardous materials and consulting the appropriate MSDS(s) for the necessary level of protection.

3.8 Control

- 3.8.1 Identify and initiate appropriate confinement and/or control methods based upon the nature of the incident. This may require the use of third party resources. The location and nature of available equipment, tools, materials and other resources are listed in Table 3.8.1:

TABLE 3.8.1 – AVAILABLE RESOURCES	
RESOURCE (Equipment/Tools/Materials/Other)	LOCATION (Location, address, and/or phone numbers of third parties)
Portable Company Radios	Ignacio Plant
Portable Fire Extinguishers	Ignacio Plant
AEDs	Ignacio Plant
Hearing Protection	Ignacio Plant
Safety Glasses	Ignacio Plant
Hard Hats	Ignacio Plant
First Aid Kits	Ignacio Plant
Eyewash Solution	Ignacio Plant

3.9 Protective Actions

- 3.9.1 Identify and employ evacuation measures and/or shelter-in-place options available for any affected residents/public individuals.

3.10 Repairs and Mitigating Actions

- 3.10.1 If offensive mitigating actions are conducted, they must be included in a brief written plan that is developed and communicated to the entire repair group through a field briefing.
- 3.10.2 Consider the preservation and protection of evidence, samples, failed components, etc. in any repair plans.
- 3.10.3 Identify, label and if possible, photograph significant pieces of evidence, samples, failed components, etc. collected.

4.0 POST-EMERGENCY ACTIVITIES

4.1 Restoration of Service

- 4.1.1 Follow the appropriate [Site-Specific Operating Procedures](#) and [Pipeline Control Procedures](#) when restoring service and returning to normal operations.
- 4.2 Decontamination**
- 4.2.1 The Incident Commander will establish and provide of decontamination (in warm zone prior to entry).
- 4.3 Disposal**
- 4.3.1 The Incident Commander will ensure appropriate disposal of all recovered materials and contaminated soils. Enlist the support of the area Environmental Specialist.
- 4.4 Termination**
- 4.4.1 The termination phase is important for the safe, effective and legally sound conclusion of emergency incident operations. The termination phase begins after the immediate threat of the emergency has been stabilized or eliminated (usually at the time repairs begin).
- 4.4.2 Termination may include equipment status evaluation, personnel debriefings and/or personnel assignments for post-incident critique, etc.
- 4.5 Medical**
- 4.5.1 Report all injuries and exposures in accordance with [5.05-ADM-002 – Accident Reporting](#).
- 4.5.2 First Aid or CPR is provided in accordance with [5.05-ADM-026 – Medical Services and First Aid](#).
- 4.5.3 Any treatment beyond First Aid or CPR will be performed by trained professionals.
- 4.6 Documentation**
- 4.6.1 The Incident Commander will ensure all necessary documentation is gathered, organized and submitted to the Safety Representative.
- 4.7 Critique**
- 4.7.1 The Incident Commander, in conjunction with the Safety Representative, will schedule a critique of the emergency response and inform affected personnel. Document the critique on [Form 02-OPR-1638 – Emergency Response or Drill](#).

**ATTACHMENT B
MSDS**

(Attach appropriate MSDSs here)

OR

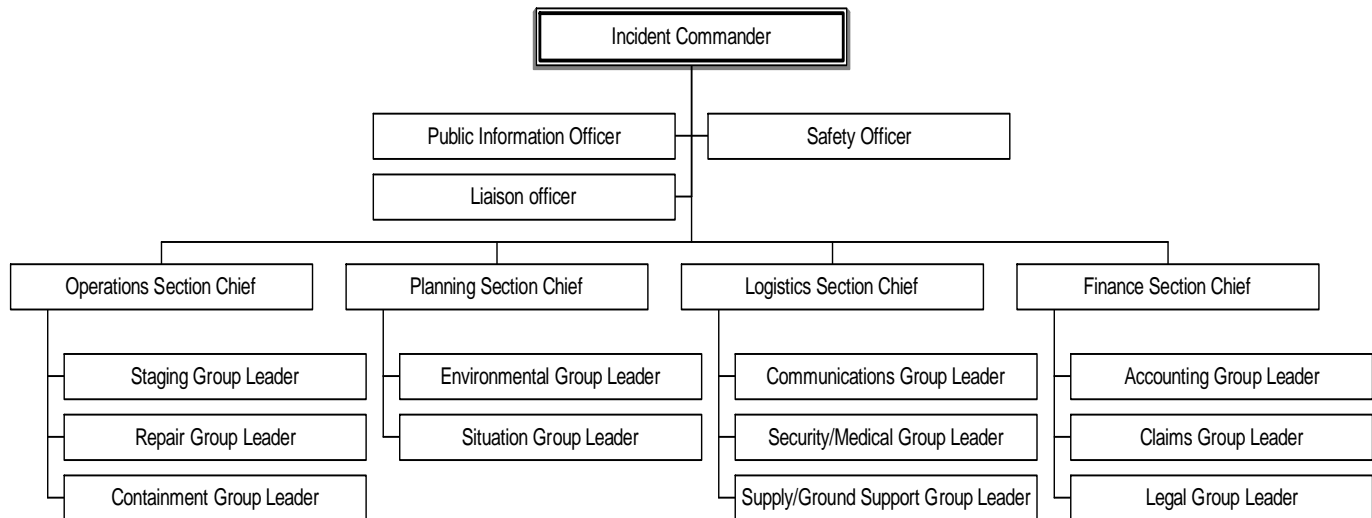
ACCESS MSDS INFORMATION TELEPHONICALLY FROM 3E COMPANY

(1-888-677-2370)

OR

WEB AT [3E Online MSDS](#)

ATTACHMENT C INCIDENT COMMAND STRUCTURE



INCIDENT COMMANDER (IC)

The Incident Commander (IC) manages all activities related to an emergency response. As such, the Incident Commander needs to be familiar with the contents of the Emergency Response Plan (ERP), the Spill Prevention Control and Countermeasure Plan (SPCC) and/or Oil Spill Response Plans (OSRP). The Incident Commander (IC) must also be familiar with the operation of the Incident Command System (ICS) and the Unified Command Structure (UCS).

PUBLIC INFORMATION OFFICER (PIO)

The Public Information Officer (PIO) provides critical contact between the media/public and the emergency responders. The PIO is responsible for developing and releasing information about the incident to the news media, incident personnel, appropriate agencies and the public. When the response is multi-jurisdictional (involves the federal and state agencies), the PIO must coordinate gathering and releasing information with these agencies.

LIAISON OFFICER

If a Unified Command Structure is not established, a Liaison Officer is appointed as the point of contact for personnel assigned to the incident from assisting or cooperating agencies.

SAFETY OFFICER

The Safety Officer is responsible for assessing and monitoring hazardous and unsafe situations at the emergency site(s). The Safety Officer must enforce measures that assure the safety of the public and response personnel.

OPERATIONS SECTION CHIEF

The Operations Section Chief is responsible for the management of all operations applicable to the field response and site restoration activities. Operations directs field activities based on the Assessment/Action Plan.

STAGING GROUP LEADER

The Staging Group Leader is responsible for managing all activities within the staging area(s). The Staging Group Leader will collect, organize, and allocate resources to the various response locations as directed by the Operations Section Chief.

REPAIR GROUP LEADER

The Repair Group Leader is responsible for supervising repairs.

CONTAINMENT GROUP LEADER

The Containment Group Leader is responsible for supervising the containment and recovery of spilled product and contaminated environmental media on land and on water.

PLANNING SECTION CHIEF

The Planning Section Chief is responsible for collecting, evaluating, and disseminating information related to the current and future activities of the response effort. The Planning Section Chief must understand the current situation; reasonably predict the future course of events; reasonably predict future resource needs; and assist in development of cleanup strategies.

The Planning Section Chief must coordinate activities with the Incident Commander (IC) and other Section Chiefs to ensure that current and future needs are appropriately handled.

ENVIRONMENTAL GROUP LEADER

The Environmental Group Leader is responsible for ensuring that all areas impacted by a release are identified and cleaned up in accordance with Company and regulatory standards. The Environmental Group Leader supports Planning and Operations to minimize and document the environmental impact of the release. The Environmental Group Leader must plan for future site considerations such as long-term remediation and alternative response strategies in unusually sensitive areas. In a Unified Command Structure (UCS), representatives from the federal and state responding agencies will be included in this group.

SITUATION GROUP LEADER

The Situation Group Leader is responsible for the collection, evaluation, display, and dissemination of all information related to the emergency response effort. The Situation Group Leader must establish and maintain communications with all portions of the Incident Command and the response site in order to collect the information. The Situation Group Leader also attempts to predict spill movement/migration and identifies areas that may be impacted by the emergency.

LOGISTICS SECTION CHIEF

The Logistics Section Chief is responsible for procuring facilities, services and material in support of the emergency response effort.

COMMUNICATIONS GROUP LEADER

The Communications Group Leader is responsible for ensuring that the Incident Command and emergency responders have reliable and effective means of communication. This may involve activation of multiple types of communications equipment and coordination among multiple responding agencies and contractors.

SECURITY/MEDICAL GROUP LEADER

The Security/Medical Group Leader is responsible for developing a plan to deal with medical emergencies, obtaining medical aid and transportation for emergency response personnel, and preparation of reports and records.

SUPPLY/GROUND SUPPORT GROUP LEADER

The Supply/Ground Support Group Leader is responsible for procurement and the disposition of personnel, equipment and supplies; receiving and storing all supplies for the incident; maintaining an inventory of supplies; and servicing non-expendable supplies and equipment. The Supply/Ground Support Group Leader supports the following: transportation of personnel; supplies, food, equipment; and fueling, service, maintenance and repair of vehicles and equipment.

FINANCE SECTION CHIEF

The Finance Section Chief is responsible for accounting, legal, right-of-way and risk management functions that support the emergency response effort. In this role, the primary responsibility is supporting the Command Staff and Logistics Section matters pertaining to expenses during and following the emergency response.

ACCOUNTING GROUP LEADER

The Accounting Group Leader is responsible for identifying and dispensing funding during an emergency response. All charges directly attributed to the incident should be accounted for in the proper charge areas.

CLAIMS GROUP LEADER

The Claims Group Leader is responsible for managing all risk management and right-of-way issues during and following an emergency response. It is important that all claims are investigated and handled expeditiously.

LEGAL GROUP LEADER

The Legal Group Leader is responsible for advising the Incident Command Staff and Section Chiefs on all matters of Legal relevance.

System Integrity Plan Change Log

Date	Change Location	Brief Description of Change