Per Weld County Code Sec. 21-5-3320 of the1041 Weld Mineral Resource Oil and Gas) Area (WOGLA) permitting process, both an Emergency Action Plan (EAP) and Tactical Response Plan (TRP) are required for a 1041 WOGLA Permit. The EAP template and the supporting Tactical Response Plan (TRP) also are designed to comply with the Colorado Oil and Gas Conservation Commission (COGCC) FORM 2 A and Rule 602. J Emergency Response Plan, Guidance Plan Elements.

The WOGLA Emergency Response Plan Checklist is for Oil and Gas Operators who use their own document formatting as long as the table of contents and information requested in the EAP template are utilized in the order provided. In addition, an Operator may submit their company Emergency Response Plan with the WOGLA Emergency Action Plan Checklist completed, however, site specific information will still need to be submitted with a TRP.

* Note: Submitting an area-wide ERP will also require site-specific information typically not covered in a company ERP, which focuses on a company’s ER management system. Operators will still need to submit site-specific information and a TRP.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Yes** | **No** | **Pg. #** | **TRP** | **COGCC Element** |
| **1.** |  |  |  |
|  | a. | Approval Signatures  |  |  |  |  | Element 2 |
| **2.** | **THE PLAN IDENTIFIES THE FACILITY(S)** |  |  |
|  | a. | The plan includes the Facility Name\* |  |  |  |  | 602.j.a. (2) |
|  | b. | The plan includes ingress and egress information  |  |  |  |  | Element 4 |
|  | c. | The plan includes the Facility Street Address/Physical Address and GPS Coordinates |  |  |  |  | Element 3 |
|  | d. | The plan includes the Latitude/Longitude for the facility(s)\*  |  |  |  |  | Element 5 |
|  | e. | The plan lists Emergency Muster/Assembly point(s) |  |  |  |  | Element 4 |
|  | f. | Location of personal/visitor log sign-in sheets, JSA, safety forms |  |  |  |  | N/A |
| **3.** | **THE PLAN IDENTIFIES THE LIST OF COMPANY AND CONTRACTOR EMERGENCY CONTACTS** |  |  |
|  | a. | **Company Contact Information** 1. Corporate Contact and Address (*may be in-or-out of state*)
2. Field Office and Address
3. On-Call 24/7 Company Emergency Number
4. EHS Supervisor/Manager
5. EHS Safety Representative/Advisor
6. EHS Environmental Representative/Advisor
 |  |  |  |  | Element 6 |
|  | b. | **Company Community/Media Relations Contact Information**  |  |  |  |  | N/A |
|  | c. | **First Responder Contact Information** 1. Fire Department serving this jurisdiction (*may require 1-2 Fire Station contacts)*
2. County Sheriff
3. Colorado Highway State Patrol (*responsible for Spill/Hazmat*)
4. Local Police Department
 |  |  |  |  | Element 1 |
|  | d. | **Local, State, and Federal Contacts**1. Weld County O&G Energy Department
2. Weld County Office of Emergency Management (OEM)
3. Colorado Oil and Gas Commission (COGCC)
4. Colorado Department of Public Health & Environment (CDPHE)
5. Colorado Parks and Wildlife (CPW)
6. National Response Center (NRC)
 |  |  |  |  | N/A |
|  | e. | **Nearest Medical Facilities/Hospital** |  |  |  |  | N/A |
|  | f. | **Spill Response Organization Contact Information** 1. Contracted Spill Response Company(s) (*HAZMAT Oil Spill Response*)
 |  |  |  |  | N/A |
|  | g. | **Loss of Well Control**1. Contracted Well Control, e.g., *Wild Well Control or Boots & Coots*
 |  |  |  |  | N/A |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | **Yes** | **No** | **Pg. #** | **TRP** | **COGCC Element** |
|  | h. | **Railroad Emergency Response (If applicable)**1. Union Pacific
2. BNSF
3. Great Western Railway/Omni Trax
 |  |  |  |  | N/A |
|  | i. | **Mutual Aid** |  |  |  |  | Element 7 & 8 |
| **4.** | **THE PLAN IDENTIFIES SITE SPECIFIC INFORMATION**  |  |  |
|  | a. | Site Description 1. Number of oil and gas wells, storage tanks, and produced water tanks
 |  |  |  |  | Element 9, 10, 11 |
|  | b. | The plan identifies nearby Schools and other High-Occupancy Buildings/Dwellings |  |  |  |  | Element 9, 10, 11 |
|  | c. | The plan lists Site Safety Requirements; 1. Minimum PPE to enter facility
2. EHS Statement for contract personnel; understand and abide by Company EHS policies and procedures
3. Primary Hazards of the Facility location
 |  |  |  |  | Element 9, 10, 11 |
|  | d.  | Location of SDS Sheets |  |  |  |  | N/A |
| **5.** | **THE PLAN IDENTIFIES MAPS AND DRAWINGS** |  |  |
|  | a. | **Site Map**1. Project Area Maps
2. Project Access Map and Muster Point(s)
3. Truck Haul Route Map
4. 2500’ (*800 meter*) Buffer Zone (*ERG Evacuation Radius*)
 |  |  |  |  | Element 9, 10, 11 |
| **6.** | **THE PLAN LISTS SPILL RESPONSE CLEAN UP AND REPORTING CRITERIA** |  |  |
|  | a.  | Spill Response process statement for how the company manages a release/spill during oil and gas production and exploration. |  |  |  |  | Element 14 & 15 |
|  | b. | Spill Reporting process for notifying COGCC, CDPHE, and local authorities (*if applicable*) 1. Include reporting thresholds (e.g., *inside and outside secondary containment*)
2. Reporting timeframe/deadline for initial notification
3. Company commitment statement for Spill Reporting
 |  |  |  |  | Element 12 & 13 |
| **6.** | **THE PLAN LISTS REPORTABLE STORAGE QUANTITY’S ON SITE** |  |  |
|  | a. | Quantity(s) of chemicals stored on site.  |  |  |  |  | Element 11 |
|  | b. | Tier II Reporting Requirements; Notes if the facility meets threshold requirements, and date submitted to the State of Colorado each Year (March 1st) |  |  |  |  | Element 11 |
| **7.** | **EVACUATION INFORMATION**  |  |  |
|  | a. | Evacuation plan procedures (public)1. Process for how emergency evacuation, notifications and coordination with local authorities
 |  |  |  |  | N/A |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  | **Yes** | **No** | **Pg. #** | **TRP** | **COGCC Element** |
| **8.** | **EVACUATION INFORMATION** |  |  |
|  | a. | Evacuation Plan procedures (public) |  |  |  |  | N/A |
| **9.**  | **TRAINING AND EXERCISES** |  |  |
|  | a. | Statement with commitment the company will schedule training and exercises with County OEM and first responders.  |  |  |  |  | Element 16 |
| **10.** | **COORDINATION WITH FIRST RESPONDER AGENCIES**  |  |  |
|  | a. | Statement with commitment the company will communicate drill spud, completion operations and Production Turn-In-Line dates to County OEM |  |  |  |  | Element 1 |
| **11.**  | **Plan Review** |
|  | a. | Statement on how the company will coordinate with County OEM and First responders on updating the WOGLA EAP and TRP  |  |  |  |  | 602.j.a. (2) |
|  | b. | Operator has coordinated with local Fire Districts on applicable jurisdictional fire codes |  |  |  |  | N/A |

Per Weld County Code Sec. 21-5-3320 of the1041 Weld Mineral Resource Oil and Gas) Area (WOGLA) permitting process, both an Emergency Action Plan (EAP) and Tactical Response Plan (TRP) are required for a 1041 WOGLA Permit.  The EAP template and the supporting Tactical Response Plan (TRP) also are designed to comply with the Colorado Oil and Gas Conservation Commission (COGCC) FORM 2 A and Rule 602. J Emergency Response Plan, Guidance Plan Elements.

The EAP is designed to assist local agencies with critical information that may aid first responders and company personnel during an emergency. Local agencies may include but are not limited to, fire department(s), emergency medical service(s) (EMS), law enforcement agencies (LE), and City or County Office of Emergency Management (OEM). State and Federal agencies consisting of COGCC, Colorado Department of Public Health and Environment (CDPHE), and the Environmental Protection Agency (EPA), may also reference the EAP.

The intent of the WOGLA EAP is for emergency planning between Local agencies and Oil and Gas Operators. If applicable, all fire code requirements shall be coordinated with the fire district having jurisdiction. As the final approval signatory, Weld OEM will not delay signing an EAP due to fire code related issues or concerns. Weld County encourages Oil and Gas Operators to work with the local fire districts to ensure they are meeting their adopted fire codes and if applicable, their local jurisdictions permitting requirements.

**WOGLA EAP and TRP Instructions**

Upon submission of your WOGLA permit, submit the completed following Emergency Planning documents:

* Site-specific Emergency Action Plan (EAP) & site-specific Tactical Response Plan (TRP) for the phases of oil & gas construction and development, up to transitioning to production.
	+ Once the facility has transitioned into production, the operator is required to implement and utilize an area-wide company ERP for all-hazards emergencies.
	+ In alignment with COGCC guidelines 602ja, (sec. 1-2), facilities which are in production, shall submit an area-wide plan annually if there are changes in contact information or change in response strategy.

WOGLA Emergency Response Plan Checklist; Oil and Gas Operators may use their own formatting as long as the table of contents and information requested in this template are utilized in the order provided. In addition, an Operator may submit their company Emergency Response Plan with the WOGLA Emergency Action Plan Checklist completed, however, site specific information will still need to be submitted with a TRP.

* + Note: Submitting an area-wide ERP will also require site-specific information typically not covered in a company ERP, which focuses on a company’s ER management system. Operators will still need to submit site-specific information and a TRP.

The WOGLA EAP and TRP permitting requirement also satisfies the Colorado Oil & Gas Conservation Commission (COGCC), *Rule 304.b.(8) Emergency Response Plan,* *Form 2 A and Rule 602. J Emergency Response Plan Guidance.*

 **SITE SAFETY AND EMERGENCY ACTION PLAN**

**ABC Energy Company**

LOGO

 **District Office**

**ABC Energy Company**

**Beautiful, CO, 12345**

**Pad Name and Legal Location**

**Address: TBD**

**WELD COUNTY, COLORADO**

**Proposed Spud Date: 4th Quarter 2019**

Table of Contents

[SECTION 1 – APPROVAL SIGNATURES 1](#_Toc77955775)

[SECTION 2 – SITE ADDRESS AND DIRECTIONS 2](#_Toc77955776)

[a) Directions: 2](#_Toc77955777)

[b) Ingress and egress information: 2](#_Toc77955778)

[c) Physical Address and GPS coordinates 2](#_Toc77955779)

[d) Emergency Evacuation/Muster Assembly point(s) 2](#_Toc77955780)

[SECTION 3 – LIST OF EMERGENCY CONTACTS 3](#_Toc77955781)

[a) Energy Company 3](#_Toc77955782)

[b) Energy Company Community/Media Relations 3](#_Toc77955783)

[c) First Responders (Fire, EMS, HazMat) 3](#_Toc77955784)

[d) Local, State, and Federal Contacts 3](#_Toc77955785)

[e) Medical Facilities *(Nearest locations to site)* 3](#_Toc77955786)

[f) Spill Response Organization (*Contracted*) 3](#_Toc77955787)

[g) Loss of Well Control 4](#_Toc77955788)

[h) Railroad Emergency Response *(if applicable)* 4](#_Toc77955789)

[i) Mutual-Aid – 4](#_Toc77955790)

[SECTION – 4 SITE SPECIFIC INFORMATION 5](#_Toc77955791)

[a) Site Description 5](#_Toc77955792)

[b) Nearby Schools, High Occupancy Buildings, Waterways 5](#_Toc77955793)

[c) Site Safety Requirements and General Safety Information 5](#_Toc77955794)

[d) 5](#_Toc77955795)

[e) Equipment List 6](#_Toc77955796)

[f) Chemicals stored on-site (BBLs and Gallons) 6](#_Toc77955797)

[SECTION 5 – MAPS AND DRAWINGS 7](#_Toc77955798)

[Project Area Map 7](#_Toc77955799)

[Project Location Access Map and Muster Point 8](#_Toc77955800)

[Haul Route Map 9](#_Toc77955801)

[2500 Foot Buffer Area Map 10](#_Toc77955802)

[SECTION 6 – SPILL RESPONSE AND CLEAN-UP 11](#_Toc77955803)

[a) Spill Response 11](#_Toc77955804)

[b) Spill Reporting 11](#_Toc77955805)

[SECTION 7 – REPORTABLE QUANTITIES 13](#_Toc77955806)

[a) Reportable Quantities 13](#_Toc77955807)

[b. Reportable Requirements 13](#_Toc77955808)

[SECTION 8 – EVACUATION INFORMATION 13](#_Toc77955809)

[a. Evacuation Plan Procedures (public) 13](#_Toc77955810)

[SECTION – 9 TRAINING AND EXERCISES 14](#_Toc77955811)

[SECTION – 10 COORDINATION WITH FIRST RESPONDERS 14](#_Toc77955812)

[SECTION – 11 Plan Review and Update Procedures 14](#_Toc77955813)

# SECTION 1 – APPROVAL SIGNATURES

**Instructions:** Company Representative to sign with concurrence review by local Fire District in alignment with COGCC *FORM 2 A and Rule 602. J Emergency Response Plan, Guidance Plan Element 2.*

|  |
| --- |
| **ABC Energy Company** |
| **Name** | **Signature** | **Title** | **Date** |
|  |  |  |  |
|  |
| **Fire District** |
| **Name** | **Signature** | **Title** | **Date** |
|  |  |  |  |

**Weld County Office of Emergency Management**

*Digitally Signed*

# SECTION 2 – SITE ADDRESS AND DIRECTIONS

## Directions:

Example Directions for purposes of the EAP: From the intersection of CR 00 and CR 00 head East on CR 00 for 0.00 miles to a proposed access to the South. Thence South for 000 feet to the proposed pad and facility.

## Ingress and egress information:

Example information to include: All traffic into and out of Facility Name will check-in and check-out with security. All ingress and egress routes will be clearly identified and kept clear from parked/staged vehicles at all times.

## Physical Address and GPS coordinates

* **API#** – Pending COGCC Permit Approval
* **Legal Description** – N/2 of Section 1, Township North, Range 34 West
* **Address -** \* Address Pending*(Weld OEM will provide physical address for 911 dispatching)*
* **Town, CO, Zip –** Town Name, Colorado 12345
* **Lat/Long:** Lat: 40.00000oN Long: -104.00000oW

## Emergency Evacuation/Muster Assembly point(s)

(Edit as needed, EXAMPLE) For incidents were remaining in a particular area could pose a hazard to personnel onsite, such as a fire or hazardous material release, evacuation may be required to ensure the safety of onsite personnel. In the event of an emergency, site personnel will initially be evacuated to pre-designated muster assembly points.

* The Muster assembly points are identified on Figure XX in this plan, and noted on the site-specific TRP.
* The Muster assembly points will be identified during all site safety briefings for visitors, employees, and contract personnel.
* **Sign-In Sheets:** During drilling and completion activities all employees and approved visitors to the **Pad Name and Legal Location** will be required to enter through a manned security checkpoint. Upon checking in, employees and visitors will be provided a detailed safety briefing of current operations, all safety precautions that must be adhered to, and the site emergency evacuation plan. In addition, all personnel who enter the location must sign-out upon their departure. Security or Supervisory personnel are required to account for all persons entering or leaving during active operations and in the event of an incident.
* Once drilling and completion activities are finalized, the site will transition to its production phase and no unauthorized personnel will be allowed on location without first contacting a company representative.

# SECTION 3 – LIST OF EMERGENCY CONTACTS

## Energy Company

|  |  |  |
| --- | --- | --- |
| **Name** | **Office Phone** | **Emergency/Cell** |
| Corporate Office and Address | xxx-xxx-xxxx | xxx-xxx-xxxx |
| Field Office and Address | xxx-xxx-xxxx | xxx-xxx-xxxx |
| Energy Company EHS on-call Emergency Number  | xxx-xxx-xxxx | xxx-xxx-xxxx |
| EHS Supervisor | xxx-xxx-xxxx | xxx-xxx-xxxx |
| EHS – Safety | xxx-xxx-xxxx | xxx-xxx-xxxx |
| EHS – Environmental | xxx-xxx-xxxx | xxx-xxx-xxxx |

## Energy Company Community/Media Relations

|  |  |  |
| --- | --- | --- |
| **Name** | **Office Phone** | **Cell Phone**  |
| Personnel Name  | xxx-xxx-xxxx | xxx-xxx-xxxx |
| Personnel Name | xxx-xxx-xxxx | xxx-xxx-xxxx |

## First Responders (Fire, EMS, HazMat)

|  |  |  |
| --- | --- | --- |
| **Name** | **Emergency Number** | **Non-Emergency Number**  |
| **\*All emergency notifications require notification to 911 first** |
| Platteville – Gilcrest Fire Protection District – Station #1 | 911 |  |
| Platteville – Gilcrest Fire Protection District – Station #1 | 911 |  |
| Weld County Sheriff | 911 | 970-356-4015 |
| Colorado State Highway Patrol | 911 | 970-506-4999 |
| Platteville Police Department | 911 | 970-785-2215 |

## Local, State, and Federal Contacts

|  |  |  |
| --- | --- | --- |
| **Name** | **Emergency Number** | **Non-Emergency Number**  |
| Weld County Oil and Gas Energy Department  | none | 970-400-3580 |
| Weld County Office of Emergency Management | 911 | 970-304-6540 |
| COGCC | none | 303-894-2100 |
| CDPHE | none | 877-518-5608 |
| Colorado Parks & Wildlife | none | 303-291-7227 |
| National Response Center | 800-424-8802 | none |

## Medical Facilities *(Nearest locations to site)*

|  |  |
| --- | --- |
| **Name** | **Office Phone** |
| Northern Colorado Medical Center | 970-352-4121 |
| Medical Center of the Rockies | 970-624-2500 |
| Northern Colorado Medical Facility (Burn Unit) | 970-810-4121 |

## Spill Response Organization (*Contracted*)

|  |  |  |
| --- | --- | --- |
| **Name** | **24/7 Emergency Number** | **Non-Emergency Number** |
| Third Party Contractor | xxx-xxx-xxxx | xxx-xxx-xxxx |
| Third Party Contractor | xxx-xxx-xxxx | xxx-xxx-xxxx |

## Loss of Well Control

|  |  |  |
| --- | --- | --- |
| **Name** | **24/7 Emergency Number** | **Non-Emergency Number** |
| Wild Well Control, Inc. (Contracted Well Specialist) |  | 281-353-5481 |
|  |  |  |

## Railroad Emergency Response *(if applicable)*

|  |  |
| --- | --- |
| Name | **24/7 Emergency Number** |
| Union Pacific Railroad | 888-877-7267 |

## Mutual-Aid –

All mutual-aid coordination within Weld County will be in accordance with the current Weld County Fire Chiefs Association Mutual-Aid Agreement.In addition, due to thesize of Weld County and the large number of Fire Departments that make up theWeld County Fire Chiefs Association’s, Mutual-Aid may be a mixture of full-time, combination, and volunteer FD resources responding to an incident at **Pad Name and Legal Location.**

# SECTION – 4 SITE SPECIFIC INFORMATION

## Site Description

The **Pad Name and Legal Location** Pad is an Energy Company oil and gas production facility that will have six (6) horizontal oil and gas wells along with 00 (00) 500-barrel crude oil storage tanks and 00 (00) 400 barrel produced water tanks located inside a lined secondary containment structure.

As part of the Weld County 1041 WOGLA permit process, the following sections of County Code address site layout, site drawings, and identify any sensitive areas and discuss any mitigation measures needed.

* Sec. 21-5-312 – Comprehensive Development Plans (CDPs)
* Section 21-5-320 – Application requirements for 1041 WOGLA Permit

## Nearby Schools, High Occupancy Buildings, Waterways

* Schools - None within 2500’ of location.
* High Occupancy Buildings - None within 2500’ of location.
* Waterways - None within 2500’ of location.

## Site Safety Requirements and General Safety Information

(Edit as needed, EXAMPLE) The minimum personal protective equipment (PPE) to enter any ABC Energy Company production location includes hard hat, safety glasses, safety toe boots, fire resistant clothing (FRC), and a 4-gas personal monitor. All contractors and visitors are responsible for providing their employees with the appropriate training on and use of PPE while on Energy Company locations. In addition, all contract personnel entering an Energy Company location to perform work must understand and abide by Energy Company’s contractor expectations relating to environmental, health, and safety requirements.

The primary hazards that any person must be aware of while on an Energy Company production location include, but are not limited to, the potential for release of hydrocarbon gases and/or liquids from production equipment/tanks, heavy truck and equipment traffic, loud noise, high pressures, and the potential for a flash fire. These hazards can vary depending on the work being performed.

##

* **SDS:** Depending on the operations taking place on location, chemicals stored on-site may vary. In accordance with 49 CFR 1910.1200, Safety Data Sheets (SDS) will be made available for site personnel performing work and for first responders in a centralized location onsite.

## Equipment List

|  |  |
| --- | --- |
| **Item Description** | **Quantity** |
| Horizontal oil and gas wells |  |
| 500-barrel crude oil storage tank |  |
| 400-barrel produced water |  |
|  |  |
|  |  |
|  |  |
|  |  |

## Chemicals stored on-site (BBLs and Gallons)

|  |  |  |
| --- | --- | --- |
| **Drilling** |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
| **Completions** |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
| **Flowback** |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
| **Production** |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |
|  |  | # BBLs x # Tank |

# SECTION 5 – MAPS AND DRAWINGS

## Project Area Map

250’, 500’, 1,000’ Buffer

## Project Location Access Map and Muster Point

Facility Name

## Haul Route Map

Facility Name

## 2500 Foot Buffer Area Map

# SECTION 6 – SPILL RESPONSE AND CLEAN-UP

## Spill Response

(Edit as needed, EXAMPLE) There are multiple types of hydrocarbons and or chemicals stored onsite which can be released/spilled during oil and gas production and exploration. Most commonly released are unrefined products such as crude oil and produced water. Refined petroleum products such as diesel, gasoline, produced oils, and motor oil spills are less common, but still equally important to mitigate. If a spill is discovered, it will be mitigated in accordance with Colorado Oil and Gas Conservation Commission (COGCC), Colorado Department of Public Health and Environment (CDPHE), and Weld County LEPC requirements.

Once a release has been discovered, it will be immediately stopped and contained if possible and is safe to do so. When containing a spill; a combination of sorbent rolls, pads, mats, socks, or containment boom may be deployed, or earthen berms will be constructed around the release to keep spilled material contained and from spreading. These materials will be provided by Energy Company and the contract company and kept on-site during all construction phases. During a spill, efforts will be made to minimize contact with live vegetation, nearby drainage, rivers, creeks, or streams. If the release is outside of secondary containment or poses a threat to flow off site, or impact environmentally sensitive areas, the spill response contractor should be notified for cleanup assistance, if needed, and for removal and disposal of spilled materials and contaminated areas.

In the event of a large incident requiring outside assistance/cascading resources, Energy Company has contracted with a Consulting Spill Management Team (SMT) Company XYZ. Consulting SMT Company XYZ possesses a working knowledge of oil and gas operations, emergency response and the Incident Command System (ICS). Once notified Consulting Company XYZ personnel can be on location within 12 hours.

## Spill Reporting

(Edit as needed, EXAMPLE) The person reporting a spill may be required to supply the minimum spill assessment information to provide as a complete understanding of the incident as possible to local, state, or federal agencies if applicable. Some initial spill response actions and information that may be reported are presented below:

* A spill/release will be reported to the COGCC if released material is property of Energy Company and meets the COGCC reporting thresholds (see below), an example would be crude oil released from a separator or produced water from a water vault.
* A spill/release will be reported to the Weld County LEPC if released material is property of Energy Company and meets the COGCC reporting thresholds (see below) Mandated by Section 304 of the Emergency Planning and Community Right-To-Know Act (EPCRA).

A spill/release will be reported to the CDPHE if released material is in the custody of a third party for spills meeting CDPHE reporting thresholds or are of any size that impact or threaten to impact waters of the state, a residence or occupied structure, livestock or public byway. An example would be an oil hauler over filling a truck and spills product onto the ground next to a flowing irrigation ditch.

Spills are reportable to the COGCC and/or to Weld County LEPC in the following circumstances:

1. the spill or release impacts or threatens to impact any waters of the state, a residence or occupied structure, livestock or a public byway;
2. a spill or release in which 1 barrel or more is released outside of berms or other secondary containment;
3. or any spill or release of 5 barrels or more. If the spill impacts or threatens to impact waters of the state (which include surface water, ground water and dry gullies or storm sewers leading to surface water), it must also be reported immediately to CDPHE (25-8-601 CRS). Petroleum releases of 25 gallons or more.

(Edit as needed, EXAMPLE) Once a spill is determined reportable, there is a 24-hour deadline to make initial notification to the COGCC/LEPC or CDPHE depending on the product ownership. Spills/releases in the custody of Energy Company will be reported by a Company representative. Spills/releases in the custody of a third party will be reported by the responsible company’s EHS Department to the appropriate agency and to Energy Company.

These regulatory guidelines will be strictly followed by Energy Company and any contractors operating under Energy Company guidance during all activities at the Pad Name and Legal Location.

# SECTION 7 – REPORTABLE QUANTITIES

## Reportable Quantities

(Edit as needed, EXAMPLE) Mandated by Section 312 of the Emergency Planning and Community Right-To-Know Act (EPCRA) – also known as SARA Title III – the Tier II form captures information about the types, quantities, and locations of hazardous chemicals at a given facility. The form also lists contact information for the facility’s designated emergency point-of-contact.

* Any facility that is required to maintain MSDSs (or SDSs) under the Occupational Safety and Health Administration (OSHA) 49 CFR 1910.1200 regulations for hazardous chemicals stored or used in the workplace.
* Facilities with chemicals in quantities that equal or exceed the lists of lists thresholds must report.
* Propane, benzene, propane and methane are on the lists of lists and are known to be in crude oil. In addition, diesel is on the lists of lists and may be stored on oil and gas sites during construction and development.

## Reportable Requirements

Instructions: If your facility will meet the requirements under 40 CFR Part 370, you must submit your Tier II report to the State of Colorado every year before March 1st.

These regulatory requirements will be strictly followed by Energy Company and any contractors operating under Energy Company during all activities at the Pad Name and Legal Location.

# SECTION 8 – EVACUATION INFORMATION

##  Evacuation Plan Procedures (public)

(Edit as needed, EXAMPLE) The procedure to be used in alerting the public in the event of than incident which could pose a threat to life or property will be arranged and coordinated with first responders and Weld County Emergency Management.

In the event of an actual emergency, the following steps will be immediately taken:

1. The Energy Company representative will immediately notify first responders (911), to warn the public of a potential chemical exposure.
2. First responders may conduct door to door evacuation notices in addition to reverse 911 and utilizing the Integrated Public Alert and Warning System (IPAWS).
3. The Energy Company responsible for employees and contract personnel will monitor essential and non-essential personnel traffic on or near the incident site.
4. General:
	1. The area included within the radius of exposure is considered to be the zone with the maximum potential hazard, per the Emergency Response Guide (ERG). When it is determined that conditions exist which create an additional area (beyond the initial zone of maximum potential hazard) vulnerable to possible hazard, public areas in the additional hazardous area will be evacuated.
	2. In the event of a incident, after the public areas have been evacuated and traffic stopped, it is expected that local civil authorities will have arrived and within a few hours will have assumed direction of and control of the public, including all public areas.
	3. Energy Company will cooperate with these authorities to the fullest extent and will exert every effort by careful advice to such authorities to prevent panic or rumors.

Energy Company will dispatch appropriate personnel to the disaster site as soon as possible. The company’s personnel will cooperate with and provide such information to civil authorities as they might require.

# SECTION – 9 TRAINING AND EXERCISES

TRAINING: (Edit as needed, EXAMPLE) The National Incident Management System (NIMS) guides all levels of government, nongovernmental organizations and the private sector to work together to prevent, protect against, mitigate, respond to and recover from incidents.

NIMS provides stakeholders across the whole community with the shared vocabulary, systems and processes to successfully deliver the capabilities described in the National Preparedness System. NIMS defines operational systems that guide how personnel work together during incidents.

Energy Company plays a vital role in the Incident Management System. Energy Company has a significant impact on local, regional, and national economic recovery, and is part of the whole community and essential to the function of the Community Lifelines.

To maximize Energy Company’s impact and willingness to participate in incident operations, Energy Company should coordinate and integrate with first responders into a Unified Command (UC)—including planning, training, and preparedness exercises. In addition, it is also recommended all Energy Company employees who will respond to an incident have training in ICS 100, ICS 200, and ICS 700 at a minimum, for company and agency emergency response interoperability to manage a response.

EXERCISES: (Edit as needed, EXAMPLE) Exercises are an important component to test an organization's response readiness, training and familiarity with various emergency response scenarios, participation and engagement with local and or state agencies, and to develop lessons learned to improve emergency response capabilities. Per COGCC guidance number 16, a proposed schedule and type of exercises are provided below:

# SECTION – 10 COORDINATION WITH FIRST RESPONDERS

1. (Edit as needed, EXAMPLE) Energy Company will communicate site construction, drill spud, completion operations and Production Turn-In-Line dates to the Weld County Office of Emergency Management for coordination/communication with local first responders. These start dates will be provided a minimum of 7 business days prior to commencement or change in oil and gas development operations.
2. (Edit as needed, EXAMPLE) In the event of an emergency requiring First Responders, Unified Command will be established between the Energy Company appointed company man on location and First Responders present. Unified Command post will be established based on conditions present at time of incident.
3. (Edit as needed, EXAMPLE) Energy Company EHS representative and first responders identified in this Emergency Action Plan and Tactical Response Plan have reviewed both documents and have discussed coordination efforts in the event of an emergency situation requiring first responder assistance.
4. **Industry Mutual-Aid:** Energy companies operating in Weld County are encouraged to be members of the Colorado Preparedness Response Network (CPRN), to support mutual-aid collaboration between industry and public emergency response organizations to achieve a coordinated and effective response to an all-hazards event.

# SECTION – 11 Plan Review and Update Procedures

1. Multi-year plan review and update:

Describe the procedures for this plan or an area-wide plan every five (5) years or after a change in personnel, operations or ownership.

1. Post incident plan review and update:

Describe the procedures to update this plan after a spill/release in order to evaluate and record the plan's effectiveness.