SPCC Training Notes for Facility Managers

The accompanying slide presentation is intended to satisfy the annual training requirement in your facility's SPCC Plan. However, as this online training will be used for all remote facilities, it is necessary for the facility manager or his designee to blend the online training with their own facility-specific information.

This includes:

**Facility Equipment**

- Discuss the location and description of all subject tanks and equipment and the consequences of a probable release of spill from each. This is not as difficult as it sounds. For each situation, describe a spill scenario or two, the direction of flow and how to effectively respond.

**Fuel Transfer**

- Similarly, for all equipment, walk-through such operational procedures as receiving fuel for the supplier, fueling of facility vehicles and equipment, and adding oil to stationary tanks or containers (e.g., pouring used oil in the used oil tank).
- This is a good time to discuss any equipment-specific issues.

**Equipment inspections**

- Apply the inspection form provided in your SPCC Plan, to a few pieces of equipment to indicate what the process should identify.

**Spill Response**

- Please stress that all response actions must be conducted in a safe manner.
- Discuss location and use of facility spill equipment for containment and, perhaps, cleanup.
- This would be an opportune time to discuss whether proper and adequate equipment is available at the point of potential spills, and its use.
- The attached Action Call List, taken from the boilerplate SPCC Plan, is being provided to supplement the information contained in your facility plan. It provides more definitive information on when to notify local and state emergency response agencies.
- The oil spill documentation form contained in your facility SPCC plan must be completed for each oil spill. A copy should also be provided to NCSU Environmental Affairs.

**Training Records**

- By following the outline provided above, you can accomplish both the Annual Training Exercise and the Spill Prevention Briefing, simultaneously. Make sure that you document the training on the appropriate form contained in your facility SPCC plan.

**Questions**

If you have any questions, please call Duane Knudson 919-515-6859 or e-mail duane_knudson@ncsu.edu, to discuss.

SPCC Remote Facility Manager Training Notes
Oct 2011
1. In the event of oil spill of any quantity that has:
   - Caused a film or “sheen” upon, or discoloration of the surface of the water or adjoining shorelines
   - Caused a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines.
   - Entered or expected to enter a storm drain or sanitary sewer

   **Call local emergency response initiation phone number **enter number here**

   Provide the following information to the operator:
   - Name and phone number of person reporting the incident
   - Location of the incident
   - Type and quantity of material released
   - Actions taken
   - Location for response personnel to meet caller

2. For a oil/fuel spill which:
   - Has no potential to reach any surface water, storm drain, or sanitary sewer
   - Is isolated and contained
   - Less than 25 gallons

Immediately contact the facility manager and begin the cleanup process as described in Section 5 of this SPCC plan.

Agency contact numbers are listed below.

National Response Center 800-424-8802
NC DENR Regional Office* xxx-xxx-xxxx
NC Division of Water Quality 919-807-6308
NC Division of Emergency Management – EOC 800-858-0368**
POTW Wastewater Treatment Plant*** xxx-xxx-xxxx

At the first opportunity during normal working hours contact NCSU responder,

Rob Pecarina at 919-515-6863 or Robert Pecarina. If he is unavailable, contact the NCSU Environmental Health and Public Safety Center at 919-515-7915

*The NC DENR regional office in which the facility is located.
**After hours and on weekends.
***Include only of the facility is serviced by a POTW.