

5.3 Basic Steps — Chain of Command

1. *Immediately* notify **974134 NWT LTD.**. You may then be instructed to directly contact the *NWT 24 HOUR SPILL LINE and/or the DIAND 24Hour Line* at: NWT Spill Line Tel. 1-867-920-8130, Fax. 1-867-873-6924. Diand Tel. 1-867-975 4298
2. *A Spill Report Form (Appendix 2)* is filled out as completely as possible before or after contacting the 24 Hour Spill Line.
3. Other members of the team are notified as deemed necessary.

5.4 Other contacts for spill response/assistance

Environment Canada:

Dave Tilden: Yellowknife: 867-669-4728

Indian and Northern Affairs

Land Use Inspection: Keb Dahl: 867-669-2757

Water Licence Inspection Philip DePiso: 867-360 6338

Fisheries and Oceans Canada Ron Allen: 867-669-6641

GNWT Environmental Protection Service Ken Hall: 867-876-7654

6.0 Taking Action

6.1 Before the Fact: Preventative Measures

The following actions illustrate the proactive approach of **974134 NWT LTD.** to environmental care. In addition, these actions minimize the potential for spills during fuel handling, transfer and storage:

1. Fuel transfer hoses with cam lock mechanisms are used.
2. Carefully monitor fuel content in the receiving vessel during transfer.
3. Clean up drips and minor spills immediately.
4. Regularly inspect drums, tanks and hoses for leaks or potential to leak.
6. Train personnel, especially those who will be operators, in proper fuel handling and spill response procedures.

6.2 After the Fact: Mitigative Measures

1. First steps to take when a spill occurs:
 - a) Ensure your own safety and that of others around you, beginning with those nearest to the scene.
 - b) Control danger to human life, if necessary.

- c) Identify the source of the spill.
- d) Notify your supervisor.
- e) Assess whether or not the spill can be readily stopped.
- f) Contain or stop the spill at the source, if possible, by following these actions:

If filling is in progress, STOP AT ONCE.

Close or shut off valves.

Place plastic sheeting at the foot of the tank, barrel, or piece of equipment to prevent seepage into the ground or runoff of fuel

Use absorbent materials (sheets, pads, booms) to absorb and contain the fuel spill.

Use a patch kit to seal leaks, if practical to do so.

2. Secondary steps to take:

Determine status of the spill event.

If necessary, pump fuel from a damaged and/or leaking tank or drum into a refuge container.

Notify the 24-hour Spill Report Line, and receive further instructions from the appropriate contact agencies listed in *Section 5.4*. (e.g. disposal of contaminated soil or ice/snow in sealed containers for removal from site, etc.).

Complete and Fax a copy of the Spill Report Form (*Appendix 3*).

Notify permitting authorities.

If possible, resume cleanup and containment.

6.3 Fuel Spills on Land

“Land” may be defined as soil, gravel, sand, rock, and vegetation. Advice on spill containment and cleanup may be obtained from the 24-Hour Spill Line.

6.3.1 Procedure for Spills on Rock

For hydrocarbon spills on rock outcrops, boulder fields, etc.:

- 1) First responder or his designate obtains plastic tarp(s) and absorbent sheeting on-site.
- 2) A berm of peat, native soil or snow is constructed down slope of the seepage or spill.
- 3) the tarp is placed in such a way that the fuel can pool for collection and removal (e.g. at the foot of the berm). If there is a large volume of spilled product, pump the liquid into spare empty drums for sealing and disposal.
- 4) Absorbent sheeting is placed on the rock to soak up spilled oil, fuel, etc.
- 5) Multi Sorb (crushed lava rock) can be used to scrub the rock surface.
- 6) Saturated material is disposed of in an empty drum, which is then labeled and sealed. Alternatively, the pads may be wrung out into the empty drum(s), the drums marked and then secured for eventual disposal.
- 7) Depending on the nature and volume of the spill, the 24-Hour Spill Line may be contacted after Step 4 or Step 5.

6.3.2 Procedure for Spills on Land

- 1) First responder or his designate obtains plastic tarp(s), absorbent sheeting, Multi Sorb or other ultra-dry absorbent and any other necessary spill containment equipment, pump, hoses, etc.
- 2) A berm of peat, native soil or snow is constructed down slope of the seepage or spill.
- 3) The tarp is placed in such a way that the fuel can pool for collection and removal (e.g.

- at the foot of the berm). If there is a large volume of spilled product, pump the liquid into spare empty drums, and dispose of product as advised by the 24-Hour Spill Line.
- 4) Petroleum-product sheen on vegetation may be controlled by applying a thin dusting of Multi Sorb or other ultra-dry absorbent to the groundcover.
 - 5) Contact the 24-Hour Spill Line, Receive instructions from the appropriate contact agencies listed in Section 5.4 regarding collection of the contaminated soil or vegetation, its removal and site cleanup/restoration.

6.4 Fuel Spills on Water

6.4.1 Procedure for Spills on Water

It is important to immediately limit the extent of spills. The following is the procedure to be implemented when an incident occurs:

- 1) If the spill is small, deploy hydrophobic (water repellent) absorbent pads on the water. Hydrophobic pads readily absorb hydrocarbons. Alternatively, an ultra-dry absorbent designed for use on water-based spills may be deployed.
- 2) If the spill is larger, ready several empty drums to act as refuge containers for the spill.
- 3) Deploy *containment* booms on the water surface to “fence in” the spill area gradually and to prevent it from spreading. Keep in mind those environmental factors such as high winds and wave action can adversely affect attempts at spill cleanup.
- 4) *Absorbent* booms can then be deployed to encircle and then absorb any hydrocarbon spillage that may have escaped the *containment* boom.
- 5) Once a boom has been secured, a skimmer may be brought on-scene to aid in capture of the hydrocarbon; once captured, the product should be pumped to the empty fuel drums and held for disposal.
- 6) As soon as possible either during or after the incident, contact the 24-Hour Spill Line. (This will ensure government agencies are informed).

6.5 Fuel spills on Snow and Ice

By its nature, snow is an absorbent, and fuel spilled on snow is collected with relative ease, either by shovel, in the case of small-range spills, and by loader, in the case of more extensive spills.

6.5.1 Procedure for Spills on Snow

- 1) Assess the nature of the spill. Necessary equipment might include shovels, plastic tarp(s), empty drums, and wheeled equipment.
- 2) Shovel or scrape contaminated snow and deposit in empty refuge drums. If the spill is more extensive, build peat-bale berms or compacted snow berms with plastic over top, around the affected area.
- 3) Either during or immediately after the accident, notify the 24-Hour Spill Line. Receive instructions on the preferred disposal method (e.g. storage in sealed drums, incineration or deposit in a designated lined containment area on land) from the appropriate contact agencies listed in *Section 5.4*.

6.5.2 Procedure for spills on Ice

Spills on ice are handled in similar fashion as those on snow. However, as ice presents the added danger of immediate access to water, care must be taken to respond quickly to such spills. Should fuel seep or flow through cracks or breaks in the ice, despite all precautions, assistance should be sought immediately.

- 1) Construct a compacted-snow berm around the edge of the spill area.
- 2) Although hard ice will retard or prevent fuel entry to the receiving waters below, all contaminated snow and ice, as well as objects embedded in the ice (such as gravel or frozen absorbent pads) must be scraped from the ice surface and disposed of in an appropriated manner.
- 3) Contact the 24-Hour Spill Line. Receive disposal instructions (e.g. sealing in drums, burn off, etc.) from the appropriate contact agencies listed in *Section 5.4*.

6.6 Procedure for Chemical Spills

- 1) Assess the hazard of the spilled material. REFER TO THE MSDS SHEETS NOW. Members of the emergency response team who might be susceptible in certain situations, (such as asthmatics, where fumes or airborne particles are evident), should be replaced with alternates.
- 2) Assemble the necessary safety equipment before response (e.g. latex or other protective gloves, goggles, or safety glasses, masks or breathers, etc.)
- 3) Apply absorbents to soak up liquids.
- 4) Place plastic sheeting over solid chemicals, such as dusts and powders, to prevent their disbursement by wind or investigation by birds or other mammals.
- 5) Neutralize acids or caustics. Place spilled material and contaminated cleanup supplies in an empty refuge drum and seal for disposal.
- 6) Contact the 24-Hour Spill Line. Receive instructions on disposal methods and designated locations from the appropriate contact agencies listed in *Section 5.4*.

6.7 Procedure for Loss of External Load

The loss of external loads of fuel, oil, or chemicals from aircraft almost certainly results in complete and catastrophic failure of the container that once held the product. Immediate response is imperative.

- 1) Mark the loss target with GPS coordinates and relay to camp or base ASAP. Include quantity and type of load loss.
- 2) Base or camp will contact 24-Hour Spill Line, and receive direction and instruction.
- 3) Administer the appropriate procedure for Spills on Land, Water, Snow, or Ice.

7.0 Spill Equipment

Complete spill kits, oil absorbent kits, are kept on hand at all camps.

8.0 Training and Practice Drills

8.1 Training

All members of the Response Team will be familiar with the spill response resources at hand, this Contingency Plan, and appropriate spill response methods. Involvement of other employees may be required, from time to time.

This familiarity will be acquired through:

- 1) Initial or refresher training, as appropriate, provided once per season.
- 2) Regular inventory updates are provided in list form to all team members. Information to be reported includes listing of all resources, number of items, their location, condition, date of last inspection and any special comments (such as expiry dates, under whose authority they may be accessed and special handling instructions).

8.2 Practice Drills

974134 NWT Ltd. is aware that without practice, no Contingency Plan has value.

At least one practice drill will be held per season to give personnel a chance to practice emergency response skills. Each practice will be evaluated and a report prepared with the objective of learning where gaps and deficiencies (either in skills or physical resources) exist, and in what areas more practice is required.

Appendix #1

Manual Distribution

Title

Company President

Geologists

Safety Officer

Aylmer Camps

An amendment instruction sheet shall be included that lists and identifies pages in the manual to be added or replaced.

Amendment No.	Amendment Date	Date Entered	Entered By



(Oil, Gas, Hazardous Chemicals or other Materials)

Fax: (867) 873-6924

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