

EMERGENCY RESPONSE PROCEDURES FOR SPILL REPORTING

JOB SITE SPECIFIC OR DURING TRANSPORTATION

WESTERN CANADA REGION - NWT

1. Assess and stop the spill/leak, if possible.
2. Take immediate steps to contain and minimize the effects of the spill. (i.e. Containment/spill kits)
3. Report the spill/leak to your supervisor (Foreman, Senior Geologist, Project Geologist) as soon as possible. If your supervisor is unavailable, contact any of the following. Work through the list.

Robin Adair

Rick Kruse

~~Red Swire~~

Al Huard

(If nobody available, go to step #4)

Graham Ascough

Clint Barr

Dave King

~~Jonathan MacIsaac~~

~~Wayne Darch~~

Matt Rees

Dave MacDonald

CAMP GPS CO-ORDINATES:

LOCAL OPP DETACHMENT:

LOCAL EXPEDITOR:

LOCAL FLIGHT BASE:

4. Upon notification of spill, supervisors are to contact:

- a) ENVIRONMENTAL SPILL REPORTING (24 hours):

LOCAL DISTRICT ENVIRONMENTAL DETACHMENT:

24 Hour Spill Line (all of NWT) 867-920-8130
(Fax) 867-873-6924
Hazardous Substance Specialist 867-873-7654
(Yellowknife only-Harvey Gaukel)
Indian Northern Affairs/Canada 867-669-2656
(Waters-Greg Cooke-will be contacted by spill line)

If unavailable or after hours, contact Canadian Coast Guard (Federal Waters): 800-265-0237
West Arctic (Without Nunavut) 867-874-5559
(Hay River-Terry Cooke)
East Arctic (Contact Ottawa) 613-990-5600
Search & Rescue (24 hrs) 800-267-7270

5. Field procedures as follows: KEEP GOOD RECORDS

- a) When did it happen? (time/date)
- b) What product was spilled and approx. how much?
- c) Whom did you contact/notify and when?
- d) What actions were taken to contain the spill/leak?
- e) What corrective actions were advised to be taken by authorities notified?
- f) List of witnesses.
- g) Description/diagram of spill site. i.e.) amount involved, area involved, vegetation, slope of land, runoff direction, distance to water source. (do not speculate)

6. What to report: **GIVE THE FACTS ONLY, DON'T SPECULATE**
- Time of spill, time spill was discovered and by whom.
 - Type of product spilled and an approximate amount.
 - Has the spill been stopped and contained?
 - Known events/factors that may have influenced the spill.
 - Location and description/diagram of spill site. i.e.) amount involved, area involved, vegetation, slope of land, runoff direction, distance to water source. (do not speculate)
 - Actions taken to stop/contain the spill.
 - Actions advised by authorities notified.
 - Damage assessment/potential.
 - List of witnesses (names) and their job titles. (record witness information ASAP and verify)
 - List of supervisors/authorities advised of spill/leak. (get names whenever possible)
 - Your name, job title and telephone number (business and residential)
7. Complete and submit an environmental incident investigation form. Have witnesses review your report for discrepancies. Sign off your report and if possible have witnesses initialize.

NB: As a precautionary step, ensure that all fuels/propanes when transported are done in an upright manner and securely fastened to the mode of transport. Consult with regulation/government authorities as to amounts allowed. Also ensure proper containment facilities and or kits are in place at your work site.

TELEPHONE LIST.

Adair, Robin	807-767-7605 (Cell 474-8158)	Noranda office (Thunder Bay)	807-623-4339
Ascough, Graham	807-767-4941	WCB (Health & Safety-Mining)	800-661-0792
Barr, Clint	807-625-9346	Min. of Labor/WCB (reception)	867-920-3841
Darch, Wayne	807-475-5837	(Emergency-weekends only)	867-873-0123
Huard, Allan	807-345-7872	(Chief Inspector-work-Mr. Wong)	867-669-4408
Kruse, Rick	807-344-3401	(Chief Inspector-home)	867-873-3367
King, Dave	807-768-0127	(Inspector Peter Bengts-home)	867-920-4257
MacIsaac, Jonathan	807-767-8598	(Inspector Michael Horne-home)	867-873-4591
MacDonald, Dave	807-475-7570		
Rees, Matt	807-768-2249	Poison Control (YK Reg. Hosp.)	867-669-4111
Smith, Al	807-767-5696	(Emergency Ward)	
Swire, Rod	807-767-8438	NWT Fire Management	800-661-0800
	807-768-1260	(Duty Officer-Fire Season/24 hr)	867-920-6115
		(Administration-Lanch Schmidt)	867-920-6114
<u>RCMP:</u> (24 hrs-emerg.)	867-669-1111	<u>Air Ambulance / Medi-Vac:</u>	
<u>RCMP:</u> (Yellowknife)	867-669-5200	SW Arctic (Yellowknife)-24 hrs	867-669-4115
<u>RCMP:</u> (Local Office)		(Stanton Regional Hospital)	
		N. Mackenzie District (Inuvik)	867-777-2955
		Nunavut District (Kitikmeot)	867-669-4115
		(Keewatin)	867-645-2171
		(Baffin)	867-979-7300
		(Emerg. Medical Advise-24 hrs)	867-669-4100
<u>Canadian Coast Guard:</u>		<u>Environmental Spill Reporting:</u>	
Search & Rescue (24 hrs)	800-267-7270	24 Hour Spill Line (all of NWT)	867-920-8130
West Arctic (Without Nunavut)	867-874-5559	(Fax)	867-873-6924
(Hay River-Terry Cooke)		Hazardous Substance Specialist	867-873-7654
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