

JTFN HAZMAT SPILL RESPONSE PLAN

1. Spills of hazardous materials shall be acted upon immediately after detection or notification. An assessment must first be made of all possible hazards associated with the situation to ensure the safety of personnel is taken into consideration.
2. This set of emergency procedures is only intended to be a guideline to allow for proper preparation. As each chemical or material has its own properties, it is important that before a spill occurs, the users/operators have the basic knowledge and equipment required to respond without delay. In case of a major spill, the users/operators must know who to contact and how to slow the contamination until help arrives.
3. JTFN's HAZMAT Spill Response Team should be made up of at least one representative from each of the units in JTFN's local operating area. This Response team shall deploy with direction from and operate under the supervision of the JTFN Environmental Officer.

HAZMAT SPILL DESCRIPTION

4. Minor Spills. Include all spills from 1 to 50 litres of **POL products only** and **all** the product is not recovered. A minor spill will be considered a major spill when it is in an environmentally sensitive area, such as 5 litres of fuel spilled into the water at the Float Dock.
5. Major Spills. Include all HAZMAT spills over 50 litres and any spills which threatens a waterway or environmentally sensitive area, any spill which cannot be contained, and any spill containing hazardous or toxic products other than POL.

SPILL NOTIFICATION AND CONTROL

6. Upon discovery or notification of a spill, the following action should take place:
 - a. determine the hazards or potential hazards associated with that particular spill;
 - b. determine the approximate size of the spill. Note the time and any other information that might be helpful when reporting the incident, and determine if it falls under a minor or major spill classification;
 - c. in case of a **minor spill**;
 - (1) if safe and possible, limit amount of contaminate at the source;
 - (2) contain the spill to keep the product from further contamination of environment;
 - (3) contact JTFN Operations Duty Officer at 765-8607
 - (4) inform the JTFN Environmental Officer at 867-873-0700-6909 or the Environmental Coordinator at 867-873-0700-6923; and
 - d. In case of a **major spill**;
 - (1) if safe and possible, limit amount of contaminate at the source;
 - (2) contact JTFN Operations Duty Officer at 765-8607
 - (3) if safe, contain the spread of product as much as possible, priority must be given to sewers and waterways; and

- (4) JTFN Env O and/or HAZMAT Emergency Response Team Leader will determine the resources required to further contain the spill.

HAZMAT SPILL REMOVAL

7. Contained liquid HAZMAT can be removed from the contaminated area by several means including absorbent materials (absorbent or fuel burms). The saturated absorbent will be swept and shovelled into containers for disposal. An adequate supply of absorbent materials should be on hand at all times as a minor spill can become a major spill if it cannot be removed quickly. The disposal of HAZMAT will be directed by the JTFN Env O or the JTFN Enviro Coord.

SITE DECONTAMINATION

8. After the HAZMAT spill has been removed, the affected surface must be thoroughly decontaminated as directed by the JTFN Env O. This will ensure the area meets all guidelines.

HAZMAT SPILL REPORT PROCEDURE

9. A HAZMAT spill report found at ANNEX A of this document, shall be completed **WITHIN 24 HOURS** by the originator of the spill. The report will be completed for all incidents both Minor and Major as defined by this document. JTFN Env O shall ensure all spill are report IAW Environmental Directive 4003 Spill Reporting and all Federal and Territorial Reporting procedures are followed.
10. 24-hour Spill Report Line telephone number is (867) 920-8130 and facsimile number is (867) 873-6924. Furthermore, INAC requests the proponent report all spills to Peter Kusugak, INAC Manager of Field Operations, phone: 867-975-4295, fax 867 975-6445 as well as the Nunavut Spill Report Line.



NWT SPILL REPORT

(Oil, Gas, Hazardous Chemicals or other Materials)

24 – Hour Report Line
Phone: (867) 920-8130
Fax: (867) 873-6924

A Report Date and Time		B Date and Time of spill (if known)		C <input type="checkbox"/> Original Report <input type="checkbox"/> Update no. _____		Spill Number	
D Location and map coordinates (if known) and direction (if moving)							
E Partly responsible for spill							
F Product(s) spilled and estimated quantities (provide metric volumes/weights if possible)							
G Cause of spill							
H Is spill terminated? <input type="checkbox"/> yes <input type="checkbox"/> no		I If spill is continuing, give estimated rate		J Is further spillage possible? <input type="checkbox"/> yes <input type="checkbox"/> no		K Extent of contaminated area (in square meters if possible)	
L Factors effecting spill or recovery (weather conditions, terrain, snow cover, etc.)				M Containment (natural depression, dikes, etc.)			
N Action, if any, taken or proposed to contain, recover, clean up or dispose of product(s) and contaminated materials							
O Do you require assistance? <input type="checkbox"/> no <input type="checkbox"/> yes, describe:				P Possible hazards to person, property, or environment; eg: fire, drink water, fish or wildlife			
Q Comments or recommendations						FOR SPILL LINE USE ONLY	
						Lead agency	
						Spill significance	
						Lead Agency contact and time	
						Is this file now closed? <input type="checkbox"/> yes <input type="checkbox"/> no	
Reported by		Position. Employer, Location				Telephone	
Reported to		Position. Employer, Location				Telephone	