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Nunavut Nukkiksautiit Corporation

Iqaluit Nukkiksautiit Project:  
Spill Prevention & Response Plan

Version: 1.0

Date: July 2025

# **Iqaluit Nukkiksautiit Project - Investigative Studies Program Spill Prevention & Response Plan**



Nunavut Nukkiqsautiit Corporation

## Iqaluit Nukkiqsautiit Project: Spill Prevention & Response Plan

Version: 1.0

Date: July 2025

## Plan Maintenance and Control

Nunavut Nukkiqsautiit Corporation (NNC) is responsible for the distribution, maintenance and updating of the Spill Prevention & Response Plan (SPRP). The SPRP will be reviewed and revised, as required:

- As needed, but annually at minimum, accounting for changes in laws, regulations, environmental factors, Government of Nunavut (GN) and NNC policies, and any other applicable site-specific changes; and/or
- Following a major spill incident.

Minor changes (e.g., phone numbers, names of individuals, etc.) that do not affect the purpose of the SPRP are to be made on a regular basis. Plan updates will be issued as per the SPRP distribution list. The SPRP plan holder is responsible for adding new and/or removing obsolete pages upon receipt of updates. Additional copies of the SPRP can be obtained from NNC. Contact information is provided in Section 1.2.

### Spill Contingency Plan Document History

Revision #	Section(s) Revised	Prepared By	Approved By	Date Issued
0	--	S. Brown	H. Shilton	Jul 18, 2025

### Index of Major Changes/Modifications in Latest Revision

Item #	Description of Change	Relevant Section



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## Acronyms & Abbreviations

ATV	All-Terrain Vehicle
CIRNAC	Crown-Indigenous Relations and Northern Affairs Canada
cm	centimeter
ft	feet
GN	Government of Nunavut
GNWT	Government of Northwest Territories
in	inch
kg	kilogram
kWh	kilowatt-hour
L	liter
m	meter
NIRB	Nunavut Impact Review Board
NNC	Nunavut Nukkiksautiit Corporation
NT	Northwest Territories
NU	Nunavut
NWB	Nunavut Water Board
RCMP	Royal Canadian Mounted Police
SDS	Safety Data Sheet
SPRP	Spill Prevention & Response Plan
TDG	Transportation of Dangerous Goods
WHMIS	Workplace Hazardous Materials Information System
MW	megawatt



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## **1.0 Introduction**

This Spill Prevention & Response Plan (SPRP or the Plan) has been developed for use by Nunavut Nukkiqsautiit Corporation (NNC) for the Investigative Studies Program of the Iqaluit Nukkiqsautiit Project (the Project). This investigative program will gain an understanding of the key ecosystem components within the study area to assess the feasibility of the Project. Environmental studies will cover the terrestrial wildlife, avian, vegetation, aquatic, and archaeological components of the study area. NNC expects to hire several Nunavummiut (preferably Inuit) to assist with these studies. It is expected that the studies will consist of the following:

- Soil and vegetation surveys
- Bird and terrestrial mammal (caribou) wildlife programs
- Water and sediment quality studies
- Fish, fish movement, and fish habitat studies
- Archaeological surveying program

To support the Investigative Studies Program, A temporary base camp will be established near the head of the proposed reservoir lake. It will be an 18-person camp, housing 6-10 people at a time. It will be active from August to mid-October of 2025.

Components of this camp will include:

- Bathroom, sleeping, kitchen, and storage tents
- Collection of surface water for domestic/camp purposes
- Emergency supplies (e.g., first aid kit, firearm)
- Fuel caches

The SPRP demonstrates that NNC has appropriate response capabilities and measures in place to effectively address potential spills at the Project site.

### **1.1 Purpose and Scope**

The purpose of the SPRP is to provide guidance to Project personnel in the event of an accidental release of fuel or other waste during the Project. The Plan outlines protocols for personnel to follow in response to a spill of any size. As such, all persons involved with the Project should be familiar with the Plan, as well as their responsibilities and steps to take in the event of a spill, prior to engaging in Project work. To be effective, the Plan should not be reviewed for the first time during an emergency.



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The SPRP has been developed for the Project in accordance with the Guidelines for Spill Contingency Planning and Reporting Regulations for Nunavut issued under the Northwest Territories (NT) *Environmental Protection Act* as well as Guidelines for Spill Contingency Planning prepared by the Water Resources Division of Indian and Northern Affairs Canada (now Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC); 2007). This plan is effective upon approval and valid throughout all phases of the Project. The SPRP will be reviewed on an annual basis and updated and distributed as needed. A copy of the SPRP will be maintained in NNC's office in Iqaluit and on the camp site.

### 1.2 Company Information

NNC is responsible for activities associated with the Project, including implementation and management of the SPRP. Contact information for NNC is provided below.

#### Nunavut Nukkiksautiit Corporation

Contact: Heather Shilton, Director, NNC

Mailing Address: PO Box 1228  
Iqaluit, Nunavut  
X0A 0H0

Physical Address: Igluvut Building, 2nd floor  
922 Niaqungusiarialaq Road  
Iqaluit, Nunavut

Telephone: (867) 979-8400

Fax: (867) 979-8433

Email: [nnc@qcorp.ca](mailto:nnc@qcorp.ca)

### 1.3 SPRP Distribution List

The SPRP and most recent revisions will be distributed to those listed in Table 1.1. Copies will also be provided to local emergency services, including the Qikiqtani General Hospital, Royal Canadian Mounted Police (RCMP) and Fire Emergency Services. Emergency contact information is provided in Appendix A.



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**Table 1.1 SPRP Distribution List.**

<p><b>Government of Nunavut (GN) Department of Environment – Environmental Protection Division</b> PO Box 1000 Station 200 Iqaluit, NU X0A 0H0 Tel: (877) 212-6438 / (867) 975-6000 Fax: (867) 975-6099</p>	<p><b>Nunavut Impact Review Board (NIRB)</b> 29 Mitik Street, PO Box 1360 Cambridge Bay, NU X0B 0C0 Tel: (866) 233-3033 Fax: (867) 983-2594</p>
<p><b>Nunavut Water Board (NWB)</b> PO Box 119 Gjoa Haven, NU X0B 1J0 Tel: (877) 521-3745 / (867) 360-6338 Fax: (867) 360-6369</p>	<p><b>Town of Iqaluit</b> PO Box 460 Iqaluit, NU X0A 0H0 Tel: (867) 979-5600 Fax: (867) 979-0228</p>
<p><b>CIRNAC Impact Assessment</b> Manager PO Box 2200 Iqaluit, NU X0A 0H0 Tel: (867) 975-4549 Felexce.Ngwa@rcaanc-cirnac.gc.ca</p>	<p><b>CIRNAC Water Resources Division</b> Manager PO Box 2200 Iqaluit, NU X0A 0H0 Tel: (867) 975-4550 Andrew.Keim@rcaanc-cirnac.gc.ca</p>
<p><b>Environment and Climate Change Canada Environmental and Protection Branch – Prairie and Northern Region</b> Stephinie Mallon, Acting Senior Environmental Assessment Officer Tel: (587) 401-0553 stephinie.mallon@ec.gc.ca</p>	<p><b>Fisheries and Oceans Canada, Arctic Region</b> 18-4 Sivulliq Avenue, Inukshuk Building PO Box 888 Tel: (867) 645-4621 Fax: (867) 645-4629</p>
<p><b>Iqaluit Airport</b> Darrin Nichol, Director, Nunavut Airports</p>	<p><b>Qikiqtani Inuit Association</b> PO Box 1340 Iqaluit, NU, X0A 0H0 Tel: (800) 667-2743 / (867) 975-8400 Fax: (867) 979-3238</p>

## 1.4 Project Description

The Project represents the beginnings of a broader transition to cleaner energy and a lower carbon future for Northern and remote communities across Canada. The NNC has contracted a team of consultants including Dillon Consulting Limited (Dillon), EcoLogic Consultants Ltd.



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(EcoLogic), Sikumiut Environmental Management Limited (SEM), and Kinickinick Heritage Consulting (Archaeologist) whose combined expertise in environment, regulation, and community engagement will support the NNC in delivering this Project, beginning with environmental baseline studies in the Kuugaluk South study area. Year 1 investigative studies are expected to commence in August and conclude in September of 2025.

This investigative program will gain an understanding of the key ecosystem components within the study area to assess the feasibility of the Project. Environmental studies will cover the terrestrial wildlife, avian, vegetation, aquatic, and archaeological components of the study area. NNC expects to hire several Nunavummiut (preferably Inuit) to assist with these studies. It is expected that the studies will consist of the following:

- Soil and vegetation surveys
- Bird and terrestrial mammal (caribou) wildlife programs
- Water and sediment quality studies
- Fish, fish movement, and fish habitat studies
- Archaeological surveying program

To support the Investigative Studies Program, A temporary base camp will be established near the head of the proposed reservoir lake. It will be an 18-person camp, housing 6-10 people at a time. It will be active from August to mid-October of 2025.

Components of this camp will include:

- Bathroom, sleeping, kitchen, and storage tents
- Collection of surface water for domestic/camp purposes
- Emergency supplies (e.g., first aid kit, firearm)
- Fuel caches

## **1.5 Site Description**

The Project is located at an unnamed lake approximately 60 km northeast of Iqaluit, as well as areas between the unnamed lake and the transmission line. The project is located in a remote area on the Hall Peninsula of Baffin Island in the Qikiqtaaluk Region of Nunavut Territory in Canada. A map of the Project area, including key features, is provided in Figure 1.1.



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## 1.6 Potential Contaminants

A list of equipment to be used within the Project area is provided in Table 1.2. Equipment may also contain essential fluids for operation including, but not limited to, steering fluid, and coolant.

Table 1.2 Equipment Inventory.

Equipment Type	Units	Fuel Type
Honda water pump	1	Gas
Yamaha generator	1	Gas
Champs generator 30kW	1	Diesel
Honda generator 1000W	1	Gas
Honda ATV 350	1	Gas
CanAm ATV 850	1	Gas
Outboard motor 4hp	1	Gas
Helicopter	1	Jet Fuel
Fuel cache – (205L steel drum)	2	Diesel
Fuel cache – (205L steel drum)	2	Gas
Fuel cache – (205L steel drum)	21	Jet Fuel

## 1.7 Existing Preventative Measures

All fuel-containing equipment will be kept mechanically sound and serviced regularly to avoid leaks of oil, gasoline, and hydraulic fluids. Refueling activities will take place at the designated camp area, where existing preventative measures for fuel handling are in place. As such, fuel handling will be limited to this controlled location within the Project area. Spill kits, appropriate to the size of fuel drums, will be stored with all fuel-containing equipment. The contents of the spill kits are detailed in Section 5.2.2.

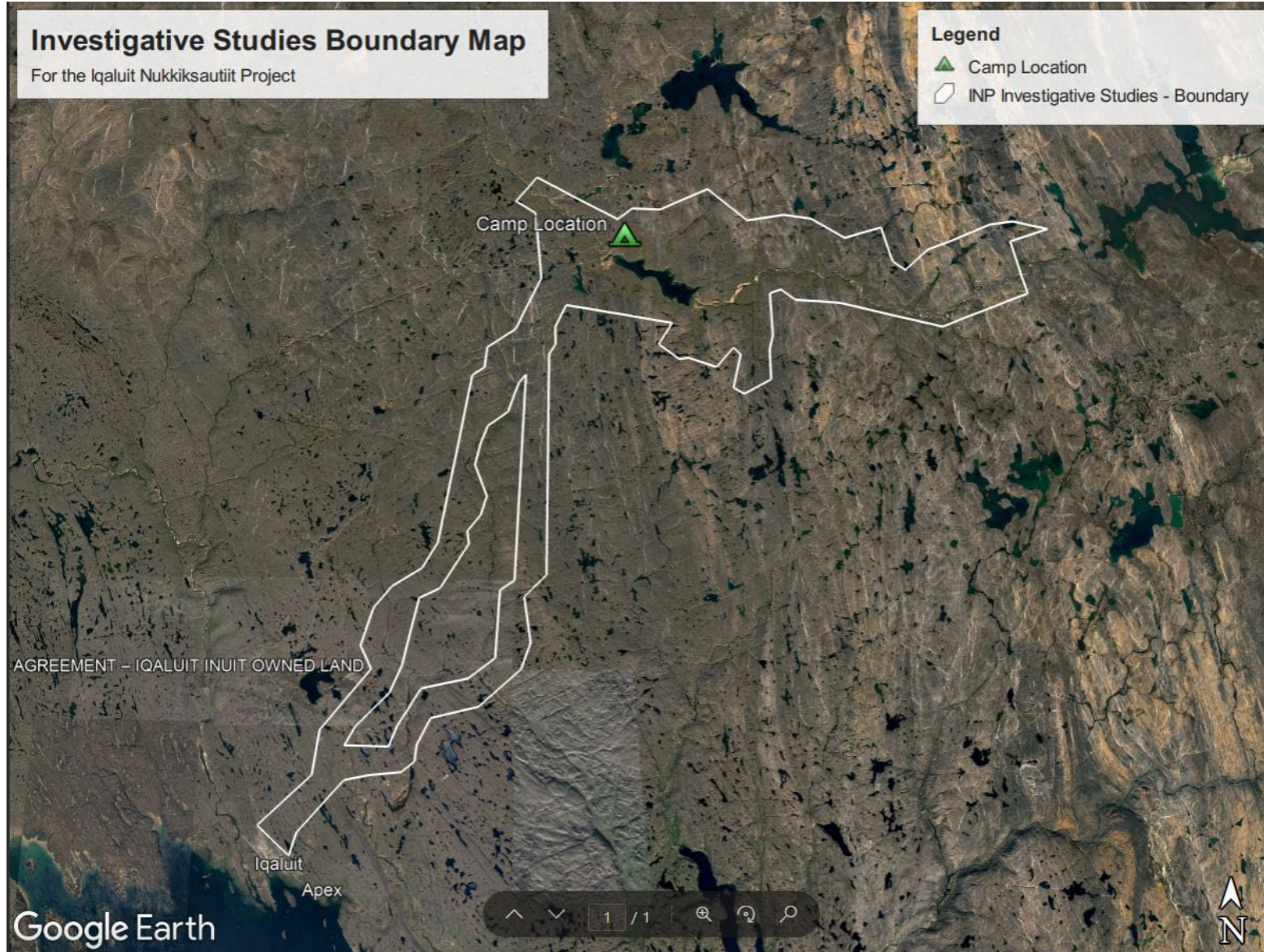


Figure 1.1 Project Area Sketch.



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## 2.0 Roles and Responsibilities

NNC is responsible for activities associated with the Project, including implementation and management of the SPRP. Role-specific responsibilities are outlined in the subsequent sections. A list of emergency contacts is provided in Appendix A.

### 2.1 Staff, Contractors, Suppliers and Visitors

All personnel conducting activities in the Project area, including staff, contractors, suppliers and visitors, are required to implement the SPRP as it pertains to their activities in the Project area. Specific responsibilities include:

- Taking necessary precautions to minimize chances of spills when working with materials that may pose a risk to worker health and/or the environment;
- Cooperating with managers, supervisors and/or NNC to implement a spill prevention program;
- Performing those duties and tasks you are experienced with and trained to perform;
- Asking questions when there is uncertainty, and bringing concerns to the attention of your supervisor and/or manager when working with materials that pose potential environmental and health risks;
- Responding to spills that you are responsible for or discover, and for which you have the appropriate training and equipment; and
- Reporting all spills, regardless of size, to your supervisor, manager, or NNC in a timely manner.

### 2.2 Managers and Supervisors

Managers and supervisors are responsible for ensuring that staff, contractors, suppliers and visitors have been properly trained in NNC spill response expectations and procedures. Additional responsibilities include:

- Maintaining a non-punitive environment during spill response and related follow-up actions;
- Ensuring that all departments and staff are provided with site- and material-specific training;
- Maintaining an appropriate and sufficient spill response supply inventory for the hazard characteristics and quantities of materials within the Project area;



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- Assisting chemical spill response efforts including the coordination of additional response personnel or equipment; and
- Ensuring records regarding inspections, personnel training, emergency equipment testing and spill kit maintenance are kept up to date.



### 3.0 Response Organization

NNC is responsible for preparing and implementing the SPRP for the duration of Project activities. When a spill is identified, the NNC representative will be contacted as soon as possible. Contact information for NNC is provided in Section 1.1. The flowchart in Figure 3.1 outlines response organization and the chain of command to follow during spill response. Details of each step are provided in Section 4.1. Guideline levels in Figure 3.1 refer to those listed for immediately reportable spills in Appendix B. An immediately reportable spill is defined as release of a substance that is likely to be an imminent environmental or human health hazard or meets or exceeds quantities outlined in Appendix B.

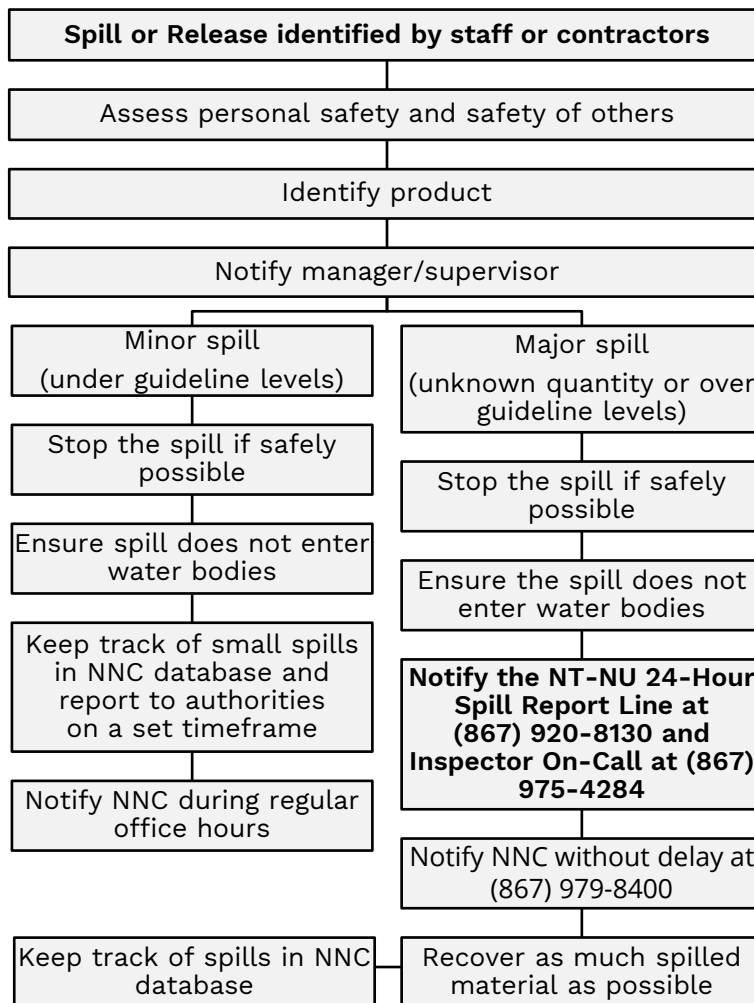


Figure 3.1 Spill Response Organization Communication Flowchart.



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## 4.0 Spill Response Procedures

### 4.1 Initial Actions

The nature of spill response varies depending on the situation, material spilled, spill location and receiving environment. The steps below outline general spill response procedures that should be followed in all spill response scenarios to ensure employee safety and environmental protection are maintained.

1. Ensure the safety of all persons at all times. This may include, but is not limited to:
  - a. Stopping what you are doing;
  - b. Staying clear of the spill;
  - c. Warning others nearby; and
  - d. Shutting down nearby mobile equipment.
2. Assess the hazard to persons in the area of the spill, and, if safe to do so, assist injured or contaminated persons.
3. Find and identify the spill substance and its source.
4. If possible, and safe to do so, stop the process or shut off the source of the spill.
5. Gather information about the status of the situation.
6. Report the spill immediately to NNC, so that they may take appropriate action (i.e., notification of a government official, if required).
7. Resume action to contain, clean up or stop the flow of the spill. See more information in Section 4.1 through 4.3 for more information on spill response procedures.

The subsections of Section 4.3 outline spill containment and control procedures, depending on where the spill has occurred (i.e., on snow/ice, on land, or in water).

### 4.2 Spill Reporting Procedures

All spills or potential spills of contaminants of unknown quantity or of quantity over the guidelines in Appendix B must be reported to the 24-Hour Northwest Territories-Nunavut (NT-NU) Emergency Spill Report Line and to the Inspector On-Call at (867) 975-4284 to ensure that an investigation may be undertaken by the appropriate government authority. Reporting of any spills associated with the Project will be conducted by a NNC site representative.



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The following procedure will be followed to report a spill:

1. Fill out the NT-NU Spill Report Form (Appendix C of this SPRP) as completely as possible before calling in the spill. Instructions for Completing the NT-NU Spill Report Form, as provided in Appendix C, should be followed.
  - a. As per the regulations, spill reporting cannot be delayed because you do not have all of the required information.
2. Contact the **NT-NU 24-Hour Spill Report Line at (867) 920-8130 and the Inspector On-Call at (867) 975-4284.**
3. The completed NT-NU Spill Report can be faxed to **(867) 873-6924**, where fax is available, or emailed to [spills@gov.nt.ca](mailto:spills@gov.nt.ca).
4. A copy of the completed NT-NU Spill Report Form must also be faxed or emailed to **NNC at (867) 979-8433** or [nnc@qcorp.ca](mailto:nnc@qcorp.ca).

Members of the public who may be affected by the incident, regardless of if the spill is reportable or not, should also be notified. The general policy on public relations is provided in Section 7.0.

### 4.3 Procedures for Spill Containment and Control

#### 4.3.1 Spills on Land

1. Once a spill has been identified, all ignition sources should be turned off (e.g., no smoking, shut off engines).
2. The spilled material (e.g., diesel, gasoline, hydraulic fluid, etc.) should be identified, if possible.
3. Access to the affected area should be secured to ensure it is safe for entry and does not threaten health and safety of spill responders. Public access to the area should be restricted.
  - a. The source of the spill should be identified to determine where it is coming from, if possible. Determine if the spill is still occurring or if it has stopped. If the spill has not stopped, determine if it is safe to stop, control or contain the spill (e.g., plug hole, close valve, upright container).
4. In the event of large spills that cannot be controlled with spill response materials on hand, contact the NNC site representative to report the spill immediately and request assistance (contact information is provided in Section 1.2). Materials on hand should be used to attempt to control the spill.



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5. In the event of a small spill (i.e., controllable), implement control measures to prevent the spill from spreading further or entering waterways. If fluid is flowing:
  - a. A trench/ditch should be constructed to intercept or contain the fluid, where feasible, or a berm/barrier should be constructed down slope from the spill, ensuring that contaminant flow is directed towards the berm;
  - b. Plastic tarps and absorbent sheeting can be used at the foot of the berm to facilitate contaminant collection and removal;
  - c. Contained contaminant can be removed by mechanical means (i.e., shovels, pumps) as well as with sorbent materials; and
  - d. If contaminant has entered a waterway, procedures in Section 4.3.2 should be followed to contain and clean up the contaminant in water.
6. Once the spill has been controlled and further spreading prevented, the NNC site representative should be contacted to report the spill (see Section 1.2 for contact information). The NNC site representative is responsible to report the spill to the 24-Hour Emergency Spill Report Line and the Inspector On-Call.
7. If possible, with spill response materials on hand, the remaining spilled contaminant should be cleaned up and contaminated materials (including rock, vegetation, and soil) should be stored in a sealed and labelled container for proper disposal. The affected area should not be flushed with water.

### 4.3.2 Spills to Water

1. Once a spill has been identified, all ignition sources should be turned off (e.g., no smoking, shut off engines).
2. The spilled material (e.g., diesel, gasoline, hydraulic fluid, etc.) should be identified, if possible.
3. Access to the affected area should be secured to ensure it is safe for entry and does not threaten health and safety of spill responders. Public access to the area should be restricted.
4. The source of the spill should be identified to determine where it is coming from, if possible. Determine if the spill is still occurring or if it has stopped. If the spill has not stopped, determine if it is safe to stop, control or contain the spill (e.g., plug hole, close valve, upright container).
5. In the event of large spills that cannot be controlled with spill response materials on hand, contact the NNC site representative to report the spill immediately and request assistance (contact information is provided in Section 1.2). Materials on hand should be used to attempt to control the spill.

6. In the event of a small spill (i.e., controllable), sorbent booms should be used to contain the spill for recovery. Sorbent sheets should be placed on the water within the boomed area to help contain the contaminant:
  - a. For narrow waterways (e.g., streams), one or more sorbent booms should be placed across the waterway, downstream of the spill location, and the booms should be anchored on each bank.
7. Once the spill has been controlled and further spreading prevented, the NNC site representative should be contacted to report the spill (see Section 1.2 for contact information). The NNC site representative is responsible to report the spill to the 24-Hour Emergency Spill Report Line and the Inspector On-Call.
8. If possible, with spill response materials on hand, the remaining spilled contaminant should be cleaned up and contaminated materials should be stored in a secure container for proper disposal.

### **4.3.3 Spills on Snow and Ice**

1. Once a spill has been identified, all ignition sources should be turned off (e.g., no smoking, shut off engines).
2. The spilled material (e.g., diesel, gasoline, antifreeze, etc.) should be identified, if possible.
3. Access to the affected area should be secured to ensure it is safe for entry and does not threaten health and safety of spill responders. Public access to the area should be restricted.
4. The source of the spill should be identified to determine where it is coming from, if possible. Determine if the spill is still occurring or if it has stopped. If the spill has not stopped, determine if it is safe to stop, control or contain the spill (e.g., plug hole, close valve, upright container).
5. In the event of large spills that cannot be controlled with spill response materials on hand, contact the NNC site representative to report the spill immediately and request assistance (contact information is provided in Section 1.2). Materials on hand should be used to attempt to control the spill.
6. In the event of a small spill (i.e., controllable), implement control measures to prevent the spill from spreading further or entering waterways, as outlined below:
  - a. If fluid is not flowing, or if the spill is not liquid, contaminated snow should be shoveled or scraped and deposited into an appropriate container (e.g., empty drum); and



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- b. If fluid is flowing, a snow/soil dyke should be constructed down slope from the spill, ensuring that contaminant flow is directed towards the dyke. Sorbent materials can be used to further contain the spill.
7. Once the spill has been controlled and further spreading prevented, the NNC site representative should be contacted to report the spill (see Section 1.2 for contact information). The NNC site representative is responsible to report the spill to the 24-Hour Emergency Spill Report Line and the Inspector On-Call.
8. If possible, with spill response materials on hand, the remaining spilled contaminant should be cleaned up and contaminated materials should be stored in a secure container for proper disposal.

#### **4.4 Procedures for Managing Spill Related Wastes**

In the majority of cases, spill clean-ups are initiated at the far end of the spill and contained moving toward the center of the spill. For small spills, sorbent socks and pads are typically used for clean up. A pump with attached fuel transfer hose can be used to suction spills from leaking containers or large accumulations on land or ice, and direct larger quantities into empty drums. Hand tools (e.g., shovels, rakes, etc.) and heavy equipment can also be used if deemed necessary, and given space and time constraints.

Used sorbent materials should be placed in plastic bags and sealed for future disposal. Tools and equipment used for clean-up activities will be properly washed and decontaminated, or replaced if this is not possible. For most of the procedures outlined in Section 4.3, spilled contaminant and containment materials will be placed in empty drums and sealed for proper disposal at an approved disposal facility.



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## 5.0 Spill Response Resource Inventory

### 5.1 Personnel

All personnel working in the Project area will be trained on-site in spill prevention, response, clean up and disposal measures (see Section 7.0).

### 5.2 Spill Kits

#### 5.2.1 Spill Kit Locations

Spill kits will be clearly marked and stored in on-site equipment (i.e., mobile equipment will store their own spill kits). The size of spill kits for each piece of equipment will be selected based on the capacity of the fuel drum to ensure containment is possible in the event of a worst-case scenario spill (i.e., fuel drum empties). If hydraulic fluid and oil/grease are stored in the Project area, spill kits will be clearly marked and stored near containers.

#### 5.2.2 Spill Kit Contents

NNC is responsible for supplying the spill kits used during the Project. Each spill kit will be inspected on a regular basis to ensure it meets the recommended minimum requirements for contents, as follows:

- One (1) spill kit container (overpack drum, steel salvage drum, or spill kit locker);
- Ten (10) disposable large 5 mil polyethylene bags with ties (dimensions 65 cm x 100 cm);
- Four (4) sorbent booms (12.5 cm x 3 m / 5 in x 10 ft);
- 10 kg bag of sorbent particulate;
- 100 sheets (1 bail) or 50 cm x 50 cm sorbent sheets for both universal and oil only;
- Two (2) large plastic tarps (5 m x 5 m);
- One (1) roll duct tape;
- One (1) utility knife;
- One (1) field notebook and pencil;
- One (1) rake;
- One (1) pickaxe;
- Three (3) aluminum (spark proof) shovels;



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- Four (4) flame-retardant Tyvex splash suits;
- Four (4) pairs chemical resistant gloves; and
- One (1) instruction binder (including SPRP, Safety Data Sheets (SDS) and Spill Reporting Form).

Each spill kit only has enough suits and gloves for four people responding to a spill. Should there be a need for additional manpower to help with spill response, ten (10) additional flame-retardant Tyvek splash suits and ten (10) additional chemical resistant gloves will be kept in inventory at the project site.

Additionally, the following equipment will be available for spill response within the Project area: one loader; two excavators; one pickup truck; one side by side ATV; and a tool kit (containing hack saw, hammer, screwdrivers, etc.).



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### 6.0 Training

NNC is responsible for providing spill response training to those conducting work in the Project area (i.e., staff, contractors, visitors, managers, supervisors). All individuals are required to have environmental awareness and site safety training, as well as certifications in Emergency First Aid and Workplace Hazardous Materials Information System (WHMIS) before commencing work within the Project area. Those involved with handling and shipping hazardous materials will be provided with Transportation of Dangerous Goods (TDG) training and will maintain a valid TDG certificate.

A spill prevention and response training session will be held for all individuals prior to the start of Project activities. Follow-up sessions will be held for new and current employees on a suitably recurring schedule, allowing new employees to become familiar with spill prevention and response measures and serving as a refresher for current employees. Each training session will review the SPRP and include information on:

- Individuals' roles and responsibilities regarding spill prevention, detection, response and clean up;
- Location(s) of hard copies of the SPRP, maps and spill kits;
- Available spill response equipment;
- Contents of spill kits;
- Initial actions and spill reporting procedures; and
- Spill response procedures, including clean-up and disposal actions.

Training exercises will be held to allow individuals to develop practical spill response skills, follow spill response procedures, and acquaint themselves with spill response equipment. Training exercises will also teach individuals how to properly use a spill kit. Training exercises may be held during the training session for all individuals or at another time, depending on individuals' involvement with handling hazardous materials or operating equipment containing hazardous materials.



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## 7.0 Media and Public Enquiries

All enquiries will be directed to the NNC representative.

Environmental incidents such as spills often attract local interest and media attention. Employees will not make statements on behalf of NNC to the media or to the public, regardless of the level of involvement of the employee(s).

Employees will respond to any request from local authorities or emergency personnel that will help control the spill and its damage. All other requests for information will be referred to the main representatives. This may include, but is not limited to, questions from reporters, environmental agencies, or people and property owners affected by the spill.

It is important that responses to probing questions are polite and professional. The following example prompt can be used when fielding probing questions:

**“I’m sorry; I don’t have the authority to answer that question. Please contact \_\_\_\_\_. Their phone number is \_\_\_\_\_.”**

It is important that employees avoid guessing or making promises that are out of their control, as this can cause future problems. No speculation should be made regarding the party at fault, the cause of the spill, spill volume, when clean up will be completed, or any other issue.

Details from NT-NU Spill Response Forms are publicly available for viewing via the online spills database compiled by the Government of Northwest Territories (GNWT) Department of Environment and Natural Resources at <https://www.enr.gov.nt.ca/en/spills>.



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# **APPENDIX A EMERGENCY CONTACTS**



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Organization	Contact	Location	Telephone
NNC	Heather Shilton, Director	Iqaluit	(867) 979-8400
NT-NU Spill Centre	24-Hour Spill Report Line	Yellowknife	(867) 920-8130
CIRNAC	Inspector On-Call	Iqaluit	(867) 975-4284
	Joseph Monteith, Water Resource Officer	Iqaluit	(867) 975-1787
Canadian Coast Guard – Arctic Region	Marine Pollution Emergencies Environmental Response Duty Officer	Yellowknife	(867) 979-5269
NWB	Executive Director	Gjoa Haven	(867) 360-6338
GN Department of Environment		Iqaluit	(867) 975-7700
GN Department of Sustainable Development	Environmental Protection Service	Iqaluit	(867) 975-5900
Qikiqtani General Hospital		Iqaluit	(867) 975-2476
Keewanti Air LP	Baffin Region Medevac	Iqaluit/Rankin Inlet/Churchill	(800) 913-4268 (204) 784-6569
RCMP		Iqaluit	(867) 979-1111
Fire Emergency		Iqaluit	(867) 979-4422



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# **APPENDIX B**

## **IMMEDIATELY REPORTABLE SPILLS**





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# **APPENDIX C**

## **NT-NU SPILL REPORT FORM**



Canada

# NT-NU SPILL REPORT

OIL, GASOLINE, CHEMICALS AND OTHER HAZARDOUS MATERIALS

NT-NU 24-HOUR SPILL REPORT LINE

TEL: (867) 920-8130

FAX: (867) 873-6924

EMAIL: spills@gov.nt.ca

REPORT LINE USE ONLY

A	REPORT DATE: MONTH – DAY – YEAR		REPORT TIME		<input type="checkbox"/> ORIGINAL SPILL REPORT, OR <input type="checkbox"/> UPDATE # _____ TO THE ORIGINAL SPILL REPORT	<b>REPORT NUMBER</b>  _____
	B		OCCURRENCE DATE: MONTH – DAY – YEAR			
C	LAND USE PERMIT NUMBER (IF APPLICABLE)			WATER LICENCE NUMBER (IF APPLICABLE)		
	D				GEOGRAPHIC PLACE NAME OR DISTANCE AND DIRECTION FROM NAMED LOCATION	
E	LATITUDE			LONGITUDE		
	DEGREES	MINUTES	SECONDS	DEGREES	MINUTES	SECONDS
F	RESPONSIBLE PARTY OR VESSEL NAME		RESPONSIBLE PARTY ADDRESS OR OFFICE LOCATION			
	G		ANY CONTRACTOR INVOLVED			
H	PRODUCT SPILLED		QUANTITY IN LITRES, KILOGRAMS OR CUBIC METRES		U.N. NUMBER	
	SECOND PRODUCT SPILLED (IF APPLICABLE)		QUANTITY IN LITRES, KILOGRAMS OR CUBIC METRES		U.N. NUMBER	
I	SPILL SOURCE		SPILL CAUSE		AREA OF CONTAMINATION IN SQUARE METRES	
	J		FACTORS AFFECTING SPILL OR RECOVERY		DESCRIBE ANY ASSISTANCE REQUIRED	
K	HAZARDS TO PERSONS, PROPERTY OR ENVIRONMENT		ADDITIONAL INFORMATION, COMMENTS, ACTIONS PROPOSED OR TAKEN TO CONTAIN, RECOVER OR DISPOSE OF SPILLED PRODUCT AND CONTAMINATED MATERIALS			
	L		REPORTED TO SPILL LINE BY		POSITION	
M	EMPLOYER		LOCATION CALLING FROM		TELEPHONE	
	M		ANY ALTERNATE CONTACT		POSITION	
EMPLOYER		ALTERNATE CONTACT		ALTERNATE TELEPHONE		
LOCATION						
<b>REPORT LINE USE ONLY</b>						
N	RECEIVED AT SPILL LINE BY		POSITION		EMPLOYER	
	STATION OPERATOR		LOCATION CALLED		REPORT LINE NUMBER	
YELLOWKNIFE, NT		(867) 920-8130		LEAD AGENCY <input type="checkbox"/> EC <input type="checkbox"/> CCG <input type="checkbox"/> GNWT <input type="checkbox"/> GN <input type="checkbox"/> ILA <input type="checkbox"/> INAC <input type="checkbox"/> NEB <input type="checkbox"/> TC		
SIGNIFICANCE <input type="checkbox"/> MINOR <input type="checkbox"/> MAJOR <input type="checkbox"/> UNKNOWN		FILE STATUS <input type="checkbox"/> OPEN <input type="checkbox"/> CLOSED				
AGENCY		CONTACT NAME		CONTACT TIME		
REMARKS		LEAD AGENCY				
FIRST SUPPORT AGENCY						
SECOND SUPPORT AGENCY						
THIRD SUPPORT AGENCY						