

From: [Karen Kharatyan](#)
To: david.burgess@nrcan.gc.ca
Cc: [Phyllis Beaulieu](#)
Subject: 3BC-MBA0919 Revised Spill Plan
Date: Tuesday, February 22, 2011 2:24:33 PM
Attachments: [Example of a Spill Plan.pdf](#)

Hi David,

I was conducting a preliminary technical review of your revised Spill Plan. I identified some deficiencies that should be addressed.

The Spill Plan should be in the format set out by the Consolidation of Spill Contingency Planning and Reporting Regulations R-068-93 addressing the following issues:

- Inclusion of a title page, table of contents and introduction,
- Identification of the person in charge including their name, title and contact information;
- Identification of a 24 hour contact person including their name, title and 24 hour phone number;
- Explanation of spill procedures in the event of a spill;
- Discussion on how the spill plan is activated;
- Identification of the plan's effective period;
- Description of the contents of the spill kits;
- Inclusion of the 24 hour Spill Report Line and INAC Inspector into spill reporting procedures; and
- Inclusion of DIAND, GN-DOE, DFO, QIAs in the emergency contact information.

I am also attaching an example of Spill Plan which may help you to revise your plan.

Regards,

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