



## SPILL RESPONSE PLAN

### What is the Issue?

Accidental spills of petroleum products, common household cleaning products, hazardous materials or hazardous waste, can have negative impacts on the environment and public health. Other materials might include admixtures, cleaning solutions, paint, acid or alkaline solutions, antifreeze, and other liquid materials that have potential environmental concern. Spill prevention and good housekeeping practices are key steps to prevent spills from happening and when they do having the knowledge and response materials to know what to do when a spill does occur.

### Regulatory Requirements

In Washington State, The Department of Ecology (DoE) is the agency that regulates the requirements for water quality standards and Stormwater Management. The water quality standards include: Chapter 173-200 WAC, Water Quality Standards for Ground Waters of the State of Washington; Chapter 173-201A, Water Quality Standards for Surface Waters of the State of Washington; and Chapter 173-204, Sediment Management Standards.

As a Secondary MS4 Stormwater permittee to the City of Bellingham, Western Washington University is required to ensure that hazardous or flammable waste is not allowed to go into the storm drain systems. General use products, hazardous waste, petroleum products, and other hazardous materials must be kept in proper labeled containers and stored in such a manner and location that if the container is ruptured or develops a leak, that the contents will not discharge, flow, be washed, or fall into a stormwater system that drains into surface water or ground water.

Spill Response Plans are specifically required under the permit requirements. The plan must identify the process to contact key personnel and agencies, the materials of concern, spill prevention measures, and spill response procedures. Spill Response Plans should clearly state how to stop the source of the spill, how to contain and clean up the spill, how to dispose of contaminated materials, and how to train personnel to prevent and control future spills.

This plan will prove valuable in minimizing the costs and efforts of cleaning up an uncontrolled release of hazardous materials to the environment.

### General Information

Refer to the complete text of Western Washington University oil spill plan (draft): **Emergency Support Function 10, Appendix 1, Oil Spill Prevention Control and Countermeasure Plan, For, Western Washington University**. This *Prevention, Control, and Countermeasure Plan* is as regulated under 40 CFR 112.7

The following types of oil containers are included in this regulation:

- Emergency Generators
- Virgin and Waste Oil Containers 55 gallons or greater
- Electric Transformers
- Animal Fats and Vegetable Oils (as in 40 CFR 112.12)
- 55 gallon drum(s) of gasoline

## **Flammable Liquids**

Of specific concerns are any flammable liquids that may get into the storm drainage systems.

In any situation where flammable liquids get into the stormwater system, calls ***must be immediately*** made to the following agencies.

## **Contact List**

All spills of oil or petroleum products into navigable waters (storm drains fall into this category) must be **immediately reported** by the spiller to the National Response Center (NRC). The NRC will contact appropriate local United States Coast Guard or Environmental Protection Agency (EPA) offices. Notifying state offices does not relieve the spiller from federal requirements to notify the NRC.

***ALL OF THE FOLLOWING AGENCIES MUST BE CALLED WHEN ANY HAZARDOUS MATERIAL FLOWS INTO A STORMWATER SYSTEM REGARDLESS OF HOW SMALL THE QUANTITY***

### **National Response Center (NRC)**

1-800-424-8802 Toll Free

1-202-267-2675 Toll Call

Or online @ <http://www.nrc.uscg.mil/nrchp.html>

### **Be prepared to answer the following:**

- Where is the spill?
- What spilled?
- Is it a flammable or hazardous substance?
- How much spilled?
- How concentrated is the spilled material?
- Who spilled the material?
- Is anyone cleaning up the spill?
- Are there resource damages (e.g. dead fish or oiled birds)?
- Who is reporting the spill?
- How can we get back to you?

**The Washington Emergency Management Division (EMD) 24-hour Emergency Spill Response**

1-800-258-5990 or 1-800-OILS-911

**The Washington State Department of Ecology** 24-hour Emergency Spill Response Northwest Office, Bellevue:  
1-425-649-7000

**Bellingham Fire Department**  
911

**City of Bellingham Stormwater Hotline @**  
360-778-7979 to report any type of pollution.

If the nature of the spill is such that additional containment effort is needed, the following contacts are provided:

Company	Location	Phone Number	Contact Names
BAI ENVIRONMENTAL SERVICES	Lynden	(360)354-1134	<a href="mailto:info@bai-environmental.com">info@bai-environmental.com</a>
Clean Harbors		800.645.8265 (800.OIL.TANK)	<a href="http://www.cleanharbors.com/">http://www.cleanharbors.com/</a>
NRC Environmental Services	Kent	800-337-7455 (1-800-33-SPILL (77455)) 253-872-8988 Fax: 253-872-8989	<a href="http://www.nrces.com">www.nrces.com</a>  Keith Gehring <a href="mailto:kgehring@nrces.com">kgehring@nrces.com</a>
Western States Environmental, Inc.	Auburn	(253) 520-3995 (206)391-2825	<b><a href="mailto:contact@spillcleanup.com">contact@spillcleanup.com</a></b>

**Equipment available to address a spill:** See attached list below for spill response materials across campus.

- All Facilities Management vehicles are labeled and equipped with a portable spill cleanup kit
- Outdoor Maintenance mowers, lifts, backhoe, dump truck and other equipment that have onboard hydraulic system also have spill kits onboard.
- Two sizeable spill response kits on wheels are located on the main campus, one at Facilities Management Maintenance Warehouse (MW) and one in our Science, Math and Technology Education (SMATE) facility main mechanical room (Room 101 @ south end of the facility).
- One large spill response kit on wheels is located at the Shannon Point Marine Center in Anacortes, Washington. It is located under the overhang of the main 3 story research building.

- “Kitty litter” dry sweep absorbent is stored in bulk 50 lb bags @ Facilities Managements Fleet Maintenance Garage on the loft.
- All storm drains within the Facilities Management maintenance compound have storm drain covers available specifically sized for use in isolating and preventing spilled materials from entering the storm drain. The covers are clearly marked and are stored in PVC pipe with end caps.

### **Spill Response Measures contact list:**

- Contact your supervisor immediately
- Contact WWU Work Control Center @ 360-650-3420 to mobilize employees to assist in containing and cleanup of spill.
- Contact WWU Environmental Health & Safety Office @ 360-650-3064. EHS will implement their spill response protocol.
- Follow WWU protocol for notification if any hazardous waste or flammable substance has gone into a storm system
- National Response Center @ 1-800-424-8802
- Washington Emergency Management Division @ 1-800-258-5990
- City Of Bellingham Stormwater Hotline @ 360-778-7979
- Bellingham Fire Department call 911 if spill is flammable or hazardous
- Notify Department Of Ecology (DOE) @ 360-715-5200, DOE Spill Response Team

### **Basic BMP's**

Western Washington University has a published list of Best Management Practices for both Operation and Source Control BMP's. Ongoing efforts are to take this list and reduce them to very specific practices most likely to happen on campus and to produce small laminated “flashcards” that Facilities Management and other personnel on campus can have for quick reference for spill response.

**Training:** Western Washington University's Environmental Health and Safety Office (EHS) will train campus employees for stormwater response including where spill response kits are located on campus and at the Shannon Point Marine Center in Anacortes, Washington.

Employees will learn that even if they aren't the person that made the spill, that as employees of the university, they are compelled to act, notify their supervisors who in kind will begin the campus notification process that will marshal the necessary materials and personnel to respond to a spill. Stormwater Management now is an annual training requirement for all Facilities Management craft and shop personnel. We expect that our trained employees will take appropriate and immediate action when they observe a spill to do the right thing.

Vehicles receive scheduled maintenance inspections to reduce spills. Preventative maintenance reduces the quantity and frequency of leaking vehicles and equipment. Hydraulic oil, transmission oil, and engine oil leaks from vehicles and equipment are repaired as soon as the discrepancy is noted. Drip pans are required while working on hydraulic fluid systems or when a leak is being repaired.

Training records and the types of training are maintained by WWU Environmental Health and Safety office.

**Covered Containment:** Barrels and other containers are stored in covered areas with impervious floor and secondary berm where required. Materials are shipped off campus to the appropriate waste site depending on the makeup of the recovered waste. EHS is responsible for the storing and shipping of any hazardous substance from campus.

**Covered Temporary Storage:** The Outdoor Maintenance Department has covered areas where collected materials from spill cleanup can be stored until they are shipped away from campus. Secondary containment is set up in covered equipment storage bays. Typically small spills require less cleanup therefore the material generated does not warrant immediate transport to a permanent disposal site.

**BMP Instructions:** Information on proper handling procedures and storage requirements are listed in the BMP's.

## **BASIC SPILL RESPONSE PLAN ACTIONS**

**It is important that all employees be trained to carry out the spill response actions set forth below, and that each employee be familiar with the site drawing that shows where hazardous materials/substances, spill kit(s), and all potentially susceptible and vulnerable storm drains/catch basins are located.**

### **Response Actions in Case of a Spill:**

- 1) If possible, shut off or isolate the source of the spill immediately.
- 2) Notify spill contact individual & other emergency contact(s): supervisor, manager, Work Control Center, EHS, etc.
- 3) Use appropriate personal protective equipment depending on the spill material.
- 4) Cover/block any drains/catch basins in the spill area to prevent material from entering into the stormwater system.
- 5) Use absorbent materials, such as absorbent pads, floor sweeping compound or kitty litter to contain spills that are relatively small in nature and where the spilled chemical and its hazardous properties have been properly identified and assessed.
- 6) If possible, clean up the spill using absorbent materials. Collect these absorbent materials and treat as hazardous waste.
- 7) If the spill is large or otherwise uncontrollable, or poses a potential immediate hazard to human health and safety, call Emergency Response Agencies.

### **Contact list and phone numbers**

Name	Phone Number
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<b>WWU (Facility) Oil Spill Response Coordinator</b>	<b>(360)650-6512</b>
<b>National Response Center</b>	<b>(800)424-8802</b>
<b>Washington Emergency Management Division:</b>	<b>(800)258-5990 OR (800)OILS-911</b>
<b>Department of Ecology, Northwest Region</b>	<b>(425)649-7000</b>
<b>Bellingham Fire Department</b>	<b>911</b>
<b>WWU Environmental Health &amp; Safety</b>	<b>(360)650-3064</b>
<b>WWU Viking Union Lakewood (Lake Whatcom) Manager</b>	<b>360-650-2900</b>
<b>WWU Facilities Management Dispatch</b>	<b>(360)650-3420</b>
<b>WWU University Residences and Aramark</b>	<b>(360)650-7322</b>
<b>WWU University Police</b>	<b>(360)650-3555</b>