KETCHIKAN FEDERAL SCOUT READINESS CENTER (FSRC)

Spill Prevention, Control & Countermeasure
And
Installation Spill Contingency Plans

Photo: Ketchikan FSRC April 2011

December 2011

Prepared for:
Contract: ACA 091 1 898
Alaska Army National Guard
Department of Military and Veterans Affairs
Facilities Management Office – Environmental Division
P.O. Box 5800
Ft. Richardson, Alaska 99505-5549

Prepared By:

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KETCHIKAN FSRC

INSTALLATION SPILL CONTINGENCY PLAN

CAN YOU CLEAN UP WITH THE MATERIALS AND PERSONNEL YOU HAVE ON HAND?

This includes a leak, fuel spill, or a finding of fuel-stained soil.

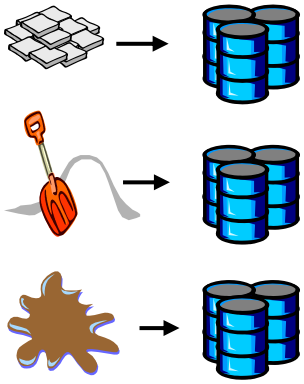
YES

Incidental Release

Put on personal protective equipment, such as gloves and goggles, found in the spill response kit.

Remove ignition sources and avoid vapors.

Stop flow of spill by closing valves, uprighting container or creating a berm with boom, dirt or snow. Piping shut-off valves are placed at various locations to isolate flow if needed.



Place pooled material and contaminated sorbent, snow, soil, and debris into 55-gallon drum(s) or onto plastic sheeting using non-sparking tools. This should be done as quickly as feasible after a spill to prevent further migration of oil.

Label drum(s). Example:

POL Spill Residue
September 2011

Contact DMVA Environmental Office to arrange for disposal (907) 428-6861

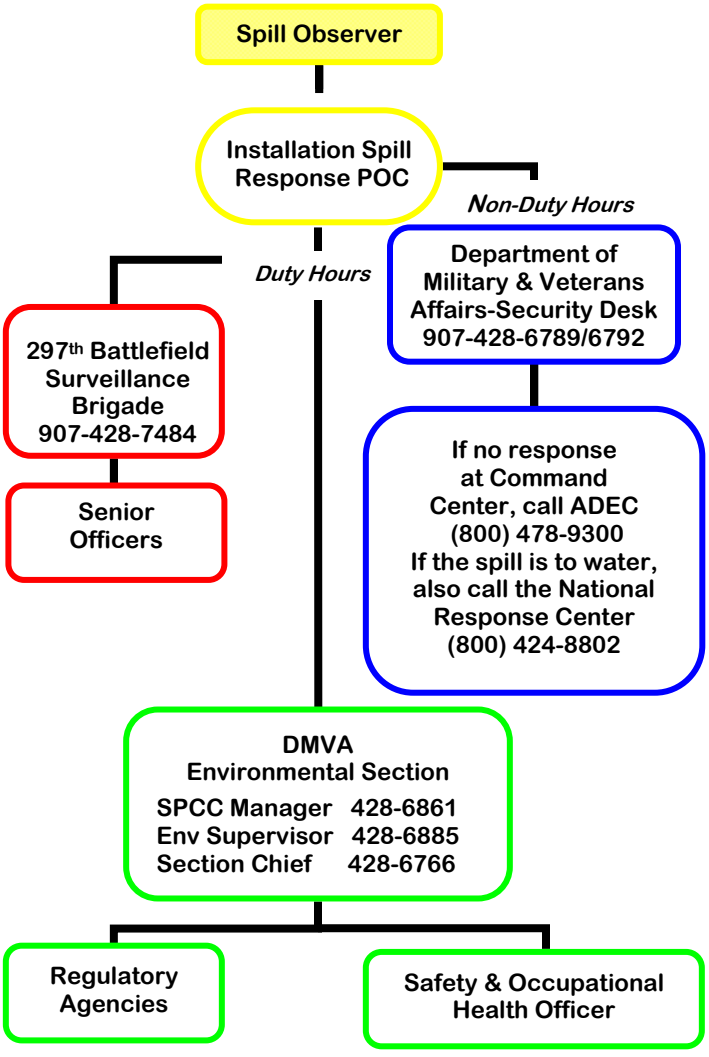
Use the adjacent notification chart for spill reporting once the spill response is complete.

NO

Uncontrolled Release

Evacuate Personnel if Necessary.

Use the following flow chart to notify Chain of Command and Environmental Section.



Do not leave only a voice mail. Notification is not complete until speaking with a person.

DMVA Environmental Office will contract outside resources for cleanup when necessary.

Ketchikan FSRC Contact List

NGAK Office / Personnel	Telephone Number
Ketchikan FSRC	(907) 225-2247
297th Battlefield Surveillance Brigade	(907) 428-7484
Facilities Maintenance Division (FMD)	
Anchorage Shop	(907) 428-6772
Deputy Director	(907) 428-6770
Environmental Office	
SPCC Manager	(907) 428-6861
Environmental Supervisor	(907) 428-6885
Haz-Waste Manager	(907) 428-6898
Section Chief -	(907) 428-6766
Occupational Health Nurse – STARC Anchorage	(907) 428-6488
Public Affairs Officer	(907) 428-6030
If a spill occurs outside normal business hours, immediately notify:	
Department of Military & Veterans Affairs-Security Desk	(907) 428-6789
	(907) 428-6792
or Alaska Department of Environmental Conservation	(800) 478-9300
If oil enters or threatens a navigable waterway, also immediately notify:	
National Response Center – Washington D.C.	(800) 424-8802

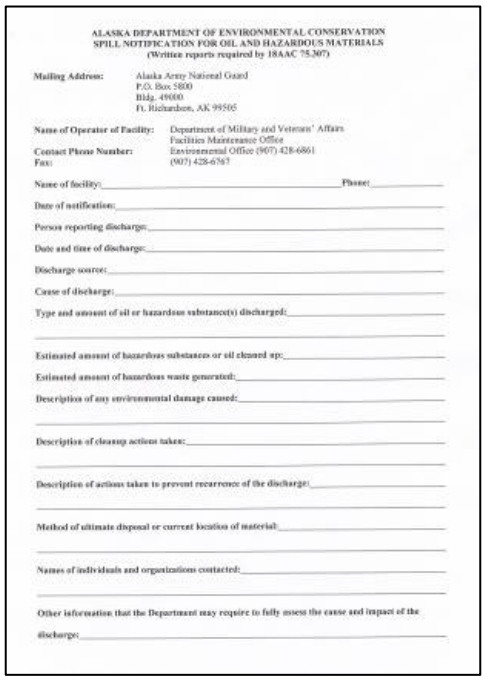
The Spill Response Point of Contact (POC) for the Ketchikan FSRC is the 297th Battlefield Surveillance Brigade.

Spill Reporting

Even minor leaks or spills that are contained and cleaned up by the spiller or the first person on the scene must be reported to the Environmental Office. By doing so, mistakes or problems that caused the spill may be corrected.

The spill response POC should conduct spill notification following the flow chart on page 1. In addition, the Environmental Office will need the information on the form at the back of this SPCC Plan completed in order to document the spill, report to regulatory agencies, and prevent reoccurrence.

A release notification placard, as required by ADEC for facilities with fuel storage capacity above 1,000 gallons, is posted on site. Spill records will be maintained at Camp Carroll for a minimum of three years.



ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION
SPILL NOTIFICATION FOR OIL AND HAZARDOUS MATERIALS
(Written reports required by 18AAC 75.307)

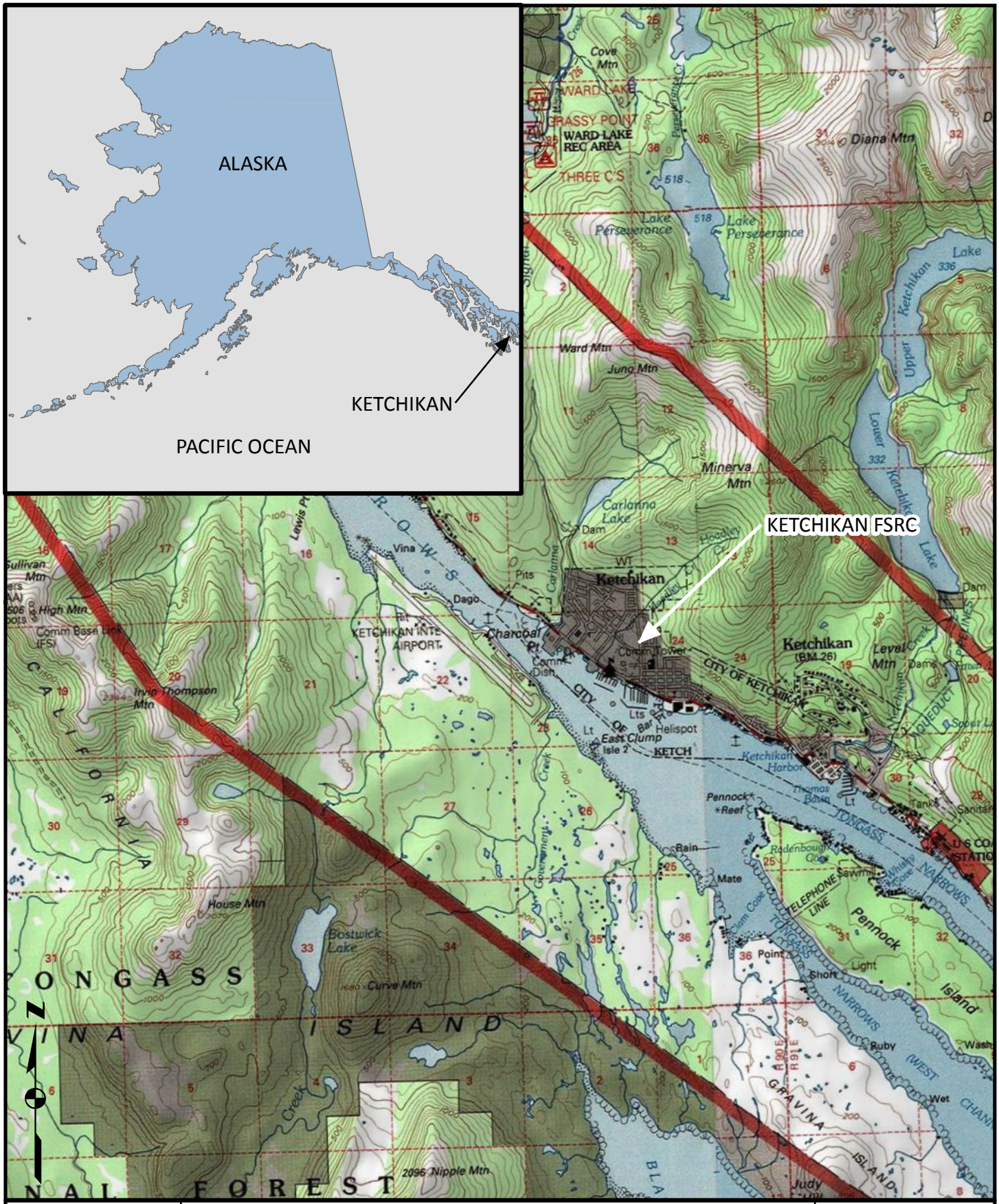
Mailing Address: Alaska Army National Guard
P.O. Box 5800
Bldg. 49000
Ft. Richardson, AK 99505

Name of Operator of Facility: Department of Military and Veterans' Affairs
Facilities Maintenance Office
Contact Phone Number: Environmental Office (907) 428-6861
Fax: (907) 428-6767

Name of facility:_____ Phone:_____
Date of notification:_____
Person reporting discharge:_____
Date and time of discharge:_____
Discharge source:_____
Cause of discharge:_____
Type and amount of oil or hazardous substance(s) discharged:_____
Estimated amount of hazardous substances or oil cleaned up:_____
Estimated amount of hazardous waste generated:_____
Description of any environmental damage caused:_____
Description of cleanup actions taken:_____
Description of actions taken to prevent recurrence of the discharge:_____
Method of ultimate disposal or current location of material:_____
Names of individuals and organizations contacted:_____
Other information that the Department may require to fully assess the cause and impact of the discharge:_____

Spill Report Forms are located at the back of this SPCC Plan

KETCHIKAN FSRC



RESTORATION Science & Engineering	**KETCHIKAN FSRC VICINITY MAP** **SPILL PREVENTION CONTROL & COUNTERMEASURE PLAN** **KETCHIKAN, ALASKA**		ALASKA ARMY NATIONAL GUARD
JOB NO: 11-766 DATE: APRIL 2011	DRAWN BY: NW FILE: NGAK MAPPING	0 0.5 1 2 Miles	**FIGURE 1**

KETCHIKAN FSRC

RESTORATION Science & Engineering

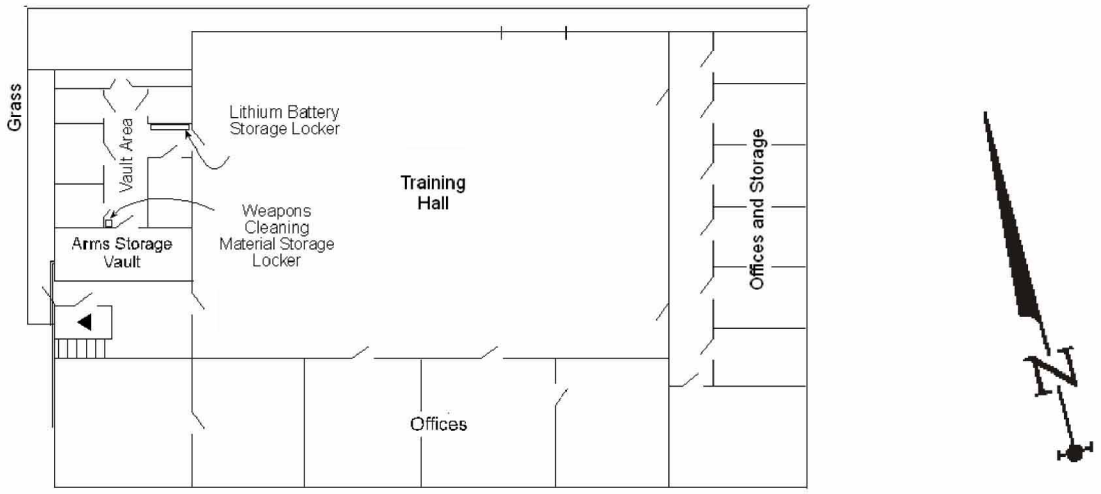
KETCHIKAN FSRC LOCATION MAP
SPILL PREVENTION CONTROL & COUNTERMEASURE PLAN

KETCHIKAN, ALASKA

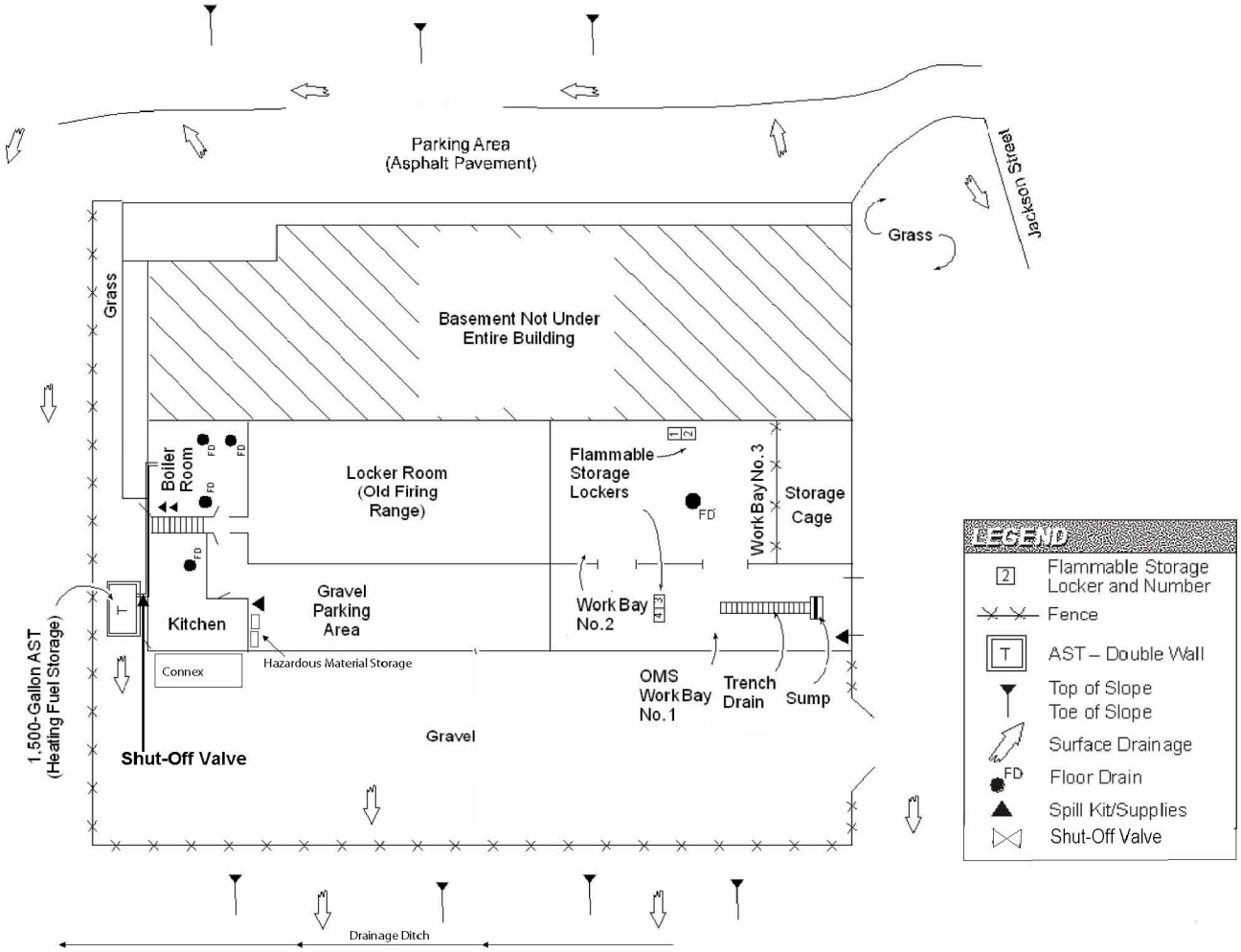
ALASKA ARMY NATIONAL GUARD

JOB NO: 11-766	DRAWN BY: NW	0 0.05 0.1 0.2 Miles	**FIGURE 2**
DATE: APRIL 2011	FILE: NGAK MAPPING		

KETCHIKAN FSRC



Main Floor



Basement Floor Plan

RESTORATION Science & Engineering	KETCHIKAN FSRC FACILITY LAYOUT SPILL PREVENTION CONTROL & COUNTERMEASURE PLAN KETCHIKAN, ALASKA		ALASKA ARMY NATIONAL GUARD
JOB NO: 11-766 DATE: APRIL 2011	DRAWN BY: NW FILE: NGAK MAPPING	NOT TO SCALE	**FIGURE 3**

SPILL PREVENTION, CONTROL AND COUNTERMEASURE PLAN

This Spill Prevention Control and Countermeasure (SPCC) Plan has been prepared to conform to requirements set forth under 40 CFR 112 as provided in the Federal Register, Volume 67, Number 137 dated July 17, 2002 and SPCC Plan amendments through the most recent amendment dated November 13, 2009 in Federal Register Volume 74, No. 117, page 29136.

Site Description

Site Name: Ketchikan Federal Scout Readiness Center (FSRC)

Physical Layout: The facility is located within the city of Ketchikan. The FSRC was constructed in 1962 and consists of a building that occupies 13,900 square-feet of ground space. Several offices, a training hall/gymnasium, and an arms storage room are located on the main floor of the building. The building has a partial basement where a boiler room, a locker room, and three-vehicle maintenance bays are located. Additional site features include:

- Storage cage
- Connex adjacent to kitchen on south side of building
- Hazardous material (HAZMAT) locker
- One 1,500-gallon aboveground storage tank (AST)

Fuel Storage

Bulk quantities of No. 1 heating fuel for consumptive use on site are stored in an AST located near the southeast corner of the FSRC building.

AST

- One UL 142 listed, self-diked steel tank
- Nominal Capacity: 1,500 gallons
- Installed in 1997
- Inner and outer tanks are vented to the atmosphere
- Outer tank has a drain port for draining the interstitial space

Potential Spill and Predicted Flow

The largest spill source on site is the heating fuel tank. The amount of fuel that could potentially spill is 1,500 gallons, a full tank volume. The rate of flow from a potential spill ranges from 0.1 gal/min for a leak and up to 150 gal/min for a rupture.

Soil at the FSRC consists of well-drained strongly acidic soil overlying shallow bedrock. Gravel, grass and asphalt surround the FSRC building.

Topography in the area consists of high mountains separated by flat-floored valleys and straits. The FSRC is built on a moderately sloping lot. The terrain slopes down toward the south/southwest. A spill would flow away from the building and then follow the southwesterly gradient and likely enter the storm drain culvert on Jackson Street, possibly entering the Tongass Narrows approximately 500 feet south/southeast of the FSRC.

Discharge Prevention

AST

- *Tank Construction* – The tank is constructed of steel appropriate for storage of petroleum products and is self-diked with secondary containment storage greater than tank volume.
- *Overfill* - The fill pipe is protected with an overfill bucket.
- *Alarm* – A real-time fuel level sensor integrated with an alarm/whistle is in place on the tank.
- *Remote Monitoring* – DMVA monitors fuel levels within the tank using level sensors and an electronic readout system. A notification is issued at FMD in Camp Carrol if fuel is used at a rate exceeding that which can feasibly be utilized for building heat.
- *Manual Fuel Level Monitoring* – Fuel level is physically measured with a gauging stick prior to re-fueling. Only the amount of fuel to fill the tank to 80% capacity is ordered, to prevent overfilling.
- *Secondary Containment* - In the event of an inner tank leak or rupture, the outer steel dike will provide complete containment of the tank contents. The outer tank measures approximately 6.5' wide by 10' 3" long by 3.5' high.
- *Automatic Flow Restrictor* – An automatic flow restrictor (90% overfill prevention valve) is in place on the tank preventing spills due to overfilling the tank.
- Provisions in place to meet overall intent of 40 CFR 112 include establishment of integrity assessment program; installation spill contingency plans for both individual sites and state-wide emergency spill response; and management commitment of manpower, equipment and materials that provide on-site spill kits for small spills and contracts for large spills.
- There are no mobile and portable tanks located at the facility. Should any mobile and portable tanks be brought to the facility, they will be stationed in a location where general secondary containment will prevent potential discharges from reaching waters of the US.
- The Ketchikan FSRC is connected to the city sanitary sewer system. The basement has floor drains in the boiler room and work bays. The floor drains reportedly connect to a storm drain system that discharges directly to Tongass Narrows. The locations of the floor drains are shown in Figure 3.
- A trench drain in Bay No. 1 drains to an interception sump before discharge to the storm drain. An elbow discharge from the sump draws the wastewater off the bottom of the sump so that small quantities of oils floating on the surface can be intercepted before they are discharged to the storm sewer.

Fuel Transfer into ASTs

Bulk delivery of fuel to the AST normally occurs monthly. The fuel is pumped from a delivery truck to the AST. Procedures include manually gauging the tank prior to filling and only transferring enough fuel to fill the AST to 80% capacity. An overfill bucket is in place around the fill pipe to capture spilled or overfilled fuel.

Piping

Fuel is transferred between the AST and a boiler inside the building through steel piping. Piping discharge prevention provisions which provide equivalent environmental protection to secondary containment are listed below.

- Piping is overhead and suction-fed. If a leak occurs in the piping, the suction in the piping system will be broken and fuel flow between the AST and boiler will stop.
- Flexible connector pipes are installed to allow for expansion and contraction of the piping and for tank settling. Piping is rigid steel and includes supply and return lines.
- The piping is supported along the building wall by metal brackets.
- Automatic pumps are set to operate when the fuel level in the boiler reaches a pre-determined level, minimizing the potential for human error during routine fuel transfers.
- Manual gate valves at various points in the fuel piping network can be closed to isolate piping sections in the event of damage or a release.

Miscellaneous Hazmat

In support of minor maintenance conducted at the facility, small quantities of oils and chemicals are stored on-site. One hazmat locker constructed of heavy gauge steel is located outside the building. The interior contains steel-grate shelving which can be removed to accommodate up to two 55-gallon drums. The base consists of a secondary spill containment sump.

Several flammables lockers are located inside. The largest container currently used to store petroleum, oils, and lubricants in the shop area is 5 gallons. Containers with a capacity below 55 gallons are not regulated under 40 CFR 112, but are noted here for informational purposes.

All containers with a capacity of 55-gallons or greater that contain any oil product must be stored with secondary containment of adequate capacity to hold the contents of the largest single container. NGAK policy is to provide secondary containment as required. Fuel storage beyond the secondary containment capacity of the site must be immediately contained or removed.

Additionally, four glycol drums were located in the connex adjacent to the kitchen at the time of the site visit.

Security

Spill prevention security features at the Ketchikan FSRC include the following:

- Light fixtures are mounted on the building to illuminate the exterior of the facility, the entryways, and the AST.
- The FSRC is staffed on a full-time basis by one guardsman and two Alaska Command personnel. The FSRC building is locked when not attended.
- All fuel control valves and pumps are located inside the buildings.
- Access to the AST is from the top of the tank. The AST fill pipe is normally capped, but not locked. There is no accessible drain port to the main tank.
- The location of the AST next to the building reduces potential approach by vehicles at speeds that may result in tank damage.

- A large fenced enclosure connects to the building, creating a secure yard area encompassing about 10,000 square feet. The fence has a barbed wire anticlimb along the top. The AST is located within the fencing.

Countermeasures

Spill Response Resources

In the event of a spill, the local spill response point of contact (POC) must make a determination whether the spill can be cleaned up with materials on hand. Spill response materials at the Ketchikan FSRC are located in the Gravel parking area adjacent to the kitchen, in the boiler room, and in Workbay number 1. Materials on hand consist of a spill response kit which includes at least two 55-gallon plastic drums with the following items:

- Oil-Absorbent Pads
- Absorbent Booms
- Protective Eyewear
- Overboots
- Shovels
- Garden Rake
- Duct tape
- Emergency Response Guidebooks
- Gloves (latex, nitrile, PVC/butyl, & Norfoil reinforced)
- Tyvek & Saranex Suits
- Wringers (manual, drum mounted)
- Caution tape
- Contractor's Bags (45 Gallon)

The Environmental Office will provide for outside resources if the cleanup requires activity beyond on-site capabilities.

Spill Residue Disposal

To dispose of spill residue and used clean-up materials, contact the DMVA Environmental Office. Phone numbers are listed in the contact list on page 2. The Environmental Office will arrange for disposal through the Defense Logistics Agency (DLA) or private contractors.

Inspections

NGAK utilizes Steel Tank Institute (STI) *Standard for Inspection of In-Service Shop Fabricated Aboveground Tanks for Storage of Combustible and Flammable Liquids*, STI SP001 to meet AST integrity assessment requirements. Tank inspection records are maintained in Environmental Office files at Camp Carroll. Records will be kept for a minimum of three years.

- Remote monitoring of fuel volume and temperature will be conducted at Camp Carrol FMD at the beginning of each month.
- Annual inspections are conducted by FMD and include visual inspection of the tanks, piping, and other connected equipment in accordance with STI SP001. Needed repairs are corrected as soon as feasible.
- Owner inspections are conducted by knowledgeable personnel on a minimum monthly and annual basis.
- Inspections are conducted to STI SP001 as required by tank construction, age, and condition. ASTs at NGAK facilities are repaired, maintained, or replaced as determined by these procedures. Inspections include a visual inspection of the tank's exterior surfaces including evidence of leaks, shell distortions, signs of settlement, corrosion, condition of foundation, paint coatings, appurtenances and piping.

- An integrity test by a certified STI SP001 inspector was conducted on the Ketchikan AST in 2007.
- If liquid is found to be in the interstitial space during inspections, it is inspected for a sheen, treated if required and then discharged. Valves, pumps, or other methods may be used to drain interstitial space. Records of containment dewatering will be maintained with inspection records.
- Soldiers are instructed to maintain an active awareness of tank conditions by visually checking the tank for any problems during drills at the FSRC. Documentation of these inspections is only recorded if a problem is noted.

Training

In accordance with 40 CFR 112.7(f), oil-handling personnel are trained annually by the DMVA FMD-EV Office, or its agent, in the following:

- Operation and maintenance of equipment to prevent discharges;
- Discharge procedure protocols, including reporting;
- Applicable pollution control regulations and the content of this SPCC Plan.

Attendees include oil handling and facility personnel needing to know and implement SPCC-required response and reporting procedures. Official training records are kept at the Camp Carroll Environmental Office.

REGULATORY CROSS-REFERENCE

CITATION	DESCRIPTION	PLAN SECTION
§112.3(d)	Professional Engineer Certification	Page 12
§112.5(b)	Management of Five Year Review	Page 12
§112.7	**General requirements for SPCC Plans**	Pages 1-13
§112.7(a)(1)	Discussion of facility's conformance with general requirements	Page 6
§112.7(a)(2)	Non-conformance and alternate methods to achieve equivalent environmental protection	Not Applicable
§112.7(a)(3)	Physical layout and facility diagrams	Figure 1, 2, And 3
§112.7(a)(3)(i)	Type of oil in each container and its storage capacity	Page 6 and Figure 3
§112.7(a)(3)(ii)	Discharge prevention measures	Page 6, 7
§112.7(a)(3)(iii)	Discharge or drainage controls – secondary containment	Page 6, 7
§112.7(a)(3)(iv)	Countermeasures for discharge discovery, response, and cleanup	Page 1, 9
§112.7(a)(3)(v)	Methods of disposal	Page 9
§112.7(a)(3)(vi)	Contact list and phone numbers	Page 2
§112.7(a)(4)	Notification procedures and phone numbers	Page 1, 2
§112.7(a)(5)	Discharge response procedures	Page 1
§112.7(b)	Discharge analysis	Page 6
112.7(c)	Secondary containment	Page 6, 7
§112.7(d)	Impracticability and contingency planning	Not Applicable
§112.7(e)	Inspections, tests, and records	Page 9, 10
§112.7(f)	Personnel training and discharge prevention procedures	Page 1, 6, 7 and 10
§112.7(g)	Security (excluding oil production facilities)	Page 8
§112.7(h)	Tank car and tank truck loading/unloading rack (excluding offshore facilities, farms, and oil production facilities)	Not Applicable
§112.7(i)	Brittle fracture evaluation requirements	Not Applicable
§112.7(j)	Conformance with State requirements	Page 1, 2 (ADEC)
§112.7(k)	Oil-filled Operational Equipment	Not Applicable
§112.8	**SPCC Plan requirements for onshore facilities (excluding production facilities)**	Pages 1-13
§112.8(a)	General and specific requirements	Pages 1-13
§112.8(b)(1)	Restrain drainage from diked storage areas	Not Applicable
§112.8(b)(2)	Use of valves for drainage of diked areas	Page 9
§112.8(b)(3)	Drainage from undiked areas	Not Applicable
§112.8(b)(4)	Non-engineered drainage from undiked areas	Not Applicable
§112.8(b)(5)	Treatment of drainage waters	Page 9
§112.8(c)(1)	Bulk storage container material and construction	Page 6
§112.8(c)(2)	Bulk storage container secondary containment	Page 6, 7
§112.8(c)(3)	Drainage of secondary containment	Page 9
§112.8(c)(4)	Coatings or cathodic protection for completely buried metallic storage tanks	Not Applicable
§112.8(c)(5)	Coatings or cathodic protection for partially buried or bunkered metallic tanks	Not Applicable
§112.8(c)(6)	Integrity testing of aboveground containers	Page 9
§112.8(c)(7)	Leak detection and control of internal heating coils	Not Applicable
§112.8(c)(8)	Overfill protection (liquid level detection) for containers	Page 6, 7
§112.8(c)(9)	Inspection of effluent treatment facilities	Not Applicable
§112.8(c)(10)	Clean-up of discharge accumulations in diked areas	Page 9
§112.8(c)(11)	Positioning and secondary containment for mobile or portable containers	Page 7
§112.8(d)(1)	Wrapping or coating and cathodic protection for buried oil transfer piping, and inspection	Not Applicable
§112.8(d)(2)	Out-of-service buried oil transfer piping	Not Applicable
§112.8(d)(3)	Piping supports for oil transfer piping	Page 7
§112.8(d)(4)	Inspection of oil transfer piping, valves, and appurtenances	Page 9
§112.8(d)(5)	Protection of oil transfer piping from vehicle damage	Page 7

Spill Prevention Control and Countermeasure Plan
Compliance Inspection Review History

In accordance with 40 CFR 112, a management review and evaluation of this SPCC Plan is required at least once every five (5) years. As a result of this review and evaluation, this SPCC Plan will require amendment within six (6) months of the review to include more effective prevention and control technology if (1) such technology will significantly reduce the likelihood of a spill event from the facility, and (2) such technology has been field-proven at the time of review. If any changes to the facility design, construction, operation, or maintenance occurs which materially affects the facility's potential for the discharge of oil into or upon navigable waters of the United States or adjoining shorelines, an amendment is required for this SPCC plan as soon as possible. Any amendment to this SPCC Plan shall be certified by a Registered Professional Engineer as soon as possible and within six (6) months after facility changes take place. Non-technical SPCC Plan revisions are permitted by the facility Owner/Operator without engineer certification.

40 CFR 112.4 requires submittal of an SPCC Plan to the United States Environmental Protection Agency (EPA) Regional Administrator and the appropriate state agency in charge of oil pollution control activities whenever the facility discharges more than 1,000 gallons of oil in a single event, or discharges more than 42 gallons of oil in each of two discharge incidents within a 12-month period that reaches navigable waters of the U.S.. A standard report for submitting the information to the EPA Regional Administrator is included in Table 3: Release Reporting Checklist of this Plan.

Management Approval

Alaska Army National Guard is committed to the prevention of discharges of oil to navigable waters and the environment, and maintains the spill prevention control and countermeasures readiness in accordance with 40 CFR 112 through regular review, updating, training, and implementation of this Spill Prevention Control and Countermeasures Plan for the:

- Ketchikan FSRC

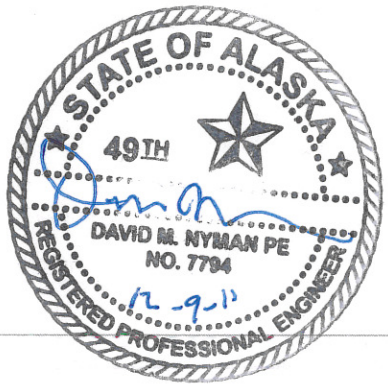
I hereby certify that this SPCC Plan will be implemented as described herein.

Authorized Representative	Signature	Title	Date
Joel T. Gilbert, LTC	JENNIFER LUSTI SGT	Construction & Facilities Management Officer	09APR12

Registered Professional Engineer Certification

I have reviewed the SPCC plan for this facility and attest that (1) I am familiar with the requirements of this plan; (2) either myself or my agent has visited and examined the facility; (3) this SPCC plan has been prepared in accordance with good engineering practice, including consideration of applicable industry standards, and the requirements of 40 CFR 112; (4) procedures for required inspections and testing have been established; and (5) this SPCC plan is adequate for this facility.

Engineer: David M. Nyman, PE
Signature:
Registration Number: CE-7794
Registration State: Alaska
Date: 12-9-11



Attachment C-II-Certification of the Applicability of the Substantial Harm Criteria

Facility Name: Ketchikan Federal Scout Readiness Center

Facility Address: 645 Jackson Street, Ketchikan, Alaska 99501

1. Does the facility transfer oil over water to or from vessels and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?

   Yes _____ No X

2. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground storage tank area?

   Yes _____ No X

3. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using formula in Attachment C-III, Appendix C, 40 CFR 112 or a comparable formula[1]) such that a discharge from the facility could cause injury to fish and wildlife and sensitive areas? For further description of fish and wildlife and sensitive environments, see Appendices I, II, and III to DOC/NOAA's "Guidance for Facility and Vessel Response Environments" (Section 10, Appendix E, 40 CFR 112 for availability) and the applicable area Contingency Plan.

   Yes _____ No X

4. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance as calculated using the appropriate formula (Attachment C-III, Appendix C, 40 CFR 112 or a comparable formula[1]) such that a discharge from the facility would shut down a public drinking water intake[2]?

   Yes _____ No X

5. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and has the facility experienced a reportable oil spill in an amount greater than or equal to 10,000 gallons within the last 5 years?

   Yes _____ No X

CERTIFICATION

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals responsible for obtaining this information, I believe that the submitted information is true, accurate and complete.

Printed Name Joel T. Gilbert, LTC Title Construction & Facilities Management Officer

Signature JENNIFER NUTT Date 19JUL12

[1] If a comparable formula is used, documentation of the reliability and analytical soundness of the comparable formula must be attached to this form.

[2] For the purposes of 40 CFR 112, public drinking water intakes are analogous to public water systems as described at 40 CFR 143.2(c).

Attachments

Alaska Department of Environmental Conservation Spill Notification Form

Containment Dewatering Log

SPCC Personnel Training Form

SPCC Plan Revisions/Annual Review Log

ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION
SPILL NOTIFICATION FOR OIL AND HAZARDOUS MATERIALS
(Written reports required by 18AAC 75.307)

Mailing Address: Alaska Army National Guard
P.O. Box 5800
Bldg. 49000
Ft. Richardson, AK 99505

Name of Operator of Facility: Department of Military and Veterans' Affairs
Facilities Management Office
Contact Phone Number: Environmental Office (907) 428-6861
Fax: (907) 428-6767

Name of facility: _____ **Phone:** _____

Date of notification: _____

Person reporting discharge: _____

Date and time of discharge: _____

Discharge source: _____

Cause of discharge: _____

Type and amount of oil or hazardous substance(s) discharged: _____

_____

Description of cleanup actions taken: _____

_____

Estimated amount of hazardous substances or oil cleaned up: _____

Estimated amount of hazardous waste generated: _____

Description of any environmental damage caused: _____

_____

Description of actions taken to prevent recurrence of the discharge: _____

_____

Method of ultimate disposal or current location of material: _____

_____

Names of individuals and organizations contacted: _____

_____

Other information that the Department may require to fully assess the cause and impact of the discharge: _____

National Guard Alaska
Containment Dewatering Log

Facility: _____

Date	Estimated Amount Drained (Gallons)	Comments and AST ID

National Guard Alaska
SPCC Personnel Training Form Checklist

Annual SPCC Training Refresher Checklist

This form is designed to guide personnel in conducting Spill Prevention Control and Countermeasure Training. Address each item in sequence.

All personnel attending the spill meeting should be recorded at completion of the training meeting.

1. Record location, date and time of SPCC training meeting.
2. Record name and title of person leading the SPCC training meeting.
3. Discuss location(s) of spill response equipment.
4. Review location(s), type(s) and proper operation of spill response equipment.
5. Discuss the possible spill sources direction(s) and flow rate of a potential spill.

Any release actually or threatening to enter waters of the United States is a reportable spill, reference contact numbers in the SPCC Plan.

6. Discuss potential spill containment actions.
7. Discuss potential spill collection and disposal actions.
8. Discuss contractors available to help provide equipment and manpower.
9. Discuss the condition, use, and proper operation of hoses, pumps, piping and valves in the product transfer and storage systems.
10. Discuss preventative actions that can be taken to reduce the chance of a spill.
11. Discuss the definition of a spill or release and agency contact procedures.
12. Record SPCC training meeting action items.
13. Record personnel attending SPCC training meeting; have them sign their names as record of attendance.

National Guard Alaska SPCC Training Log Sign-in Sheet

Facility: _____

Date: _____

Name of Training Leader: _____ Title: _____

Attendees:

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Copies of this sheet should be made and filled out for each training event.

National Guard Alaska
SPCC Plan Revisions/Annual Review Log

Facility: _____

Revision Date	Description of Changes	Pages Affected	PE Certification Required (Y/N)*

✶ *Engineers Certification and/or inspection is required for structural changes to SPCC-regulated above ground storage tanks, new or additional SPCC-regulated above ground storage tanks including: mobile bulk storage tanks and equipment containing SPCC-regulated bulk storage tanks over 55-gallons, and structural changes to secondary containments.*