**Safe Work Requirement**

OIL SPILL CONTROL AND CONTENGENCY PLAN

Table of Content

[1. Introduction 1](#_Toc477184758)

[2. Definitions 1](#_Toc477184759)

[3. Principles and relative documents 2](#_Toc477184760)

[3.1 Occurrence of spills 2](#_Toc477184764)

[3.2 Report requirements 3](#_Toc477184765)

[4. Controls 3](#_Toc477184766)

[4.1 Prevention 3](#_Toc477184768)

[4.2 Contingency Plan In The Event Of An Oil Spill 4](#_Toc477184769)

[4.3 Disposal of Spill Clean-up Materials 7](#_Toc477184770)

[5. SPILL CONTROL PROCEDURES 8](#_Toc477184771)

[6. DISPOSAL 8](#_Toc477184772)

[Appendix 1 - Initial incident notification report within 48 hours 10](#_Toc477184773)

[Appendix 2 - Full incident report within 3 working days 11](#_Toc477184774)

[Appendix 3 - On-site Spill Report 12](#_Toc477184775)

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| Introduction Oil Spills or chemical spills may cause certain amount of damage to the environment, and place human life at risk depends on the situations. This plan is intended to focus on prevention, control and avoid an event occur, countermeasures (mitigation) by identifying potential hazards.  This Oil Spill Control Procedure has been prepared in support of ECDC Project. The purpose of this procedure is to present the actions that will be utilized in the event of an oil spill resulting from decommissioning activities. Definitions ***For scope of contract, a spill such as 1 litter or more should be reported.***  **Spill** is defined as "An unplanned or accidental loss of primary containment (i.e. tanks, pipelines, process vessels etc) of oil or other fluids, irrespective of any secondary containment or recovery; and releases of untreated effluents (e.g. sewage, produced water, hazardous drainage etc) resulting from treatment plant failure/maintenance"  **Minor Spill:** A minor spill is one that usually presents little or no hazard to person or property, and is small enough to be safely cleaned up using the emergency spill kit.  **Major Spill:** A major spill is one that cannot be contained safely with the materials on the site, threatens safety to life, and/or threatens to enter the sewer system or travel beyond the boundaries of building/property to endanger the environment. The Emergency Services shall be contacted.  **Approved**: means approved by the Client and local community.  **Combustible liquid:** means any liquid having a flash point at or above 37.8 ºC and below 93.3 ºC.  **Flammable liquid:** means a liquid having a flash point below 37.8 ºC and having a vapour pressure not more than 275.8 kPa (absolute) at 37.8 ºC as determined by ASTM D 323, "Vapor Pressure of Petroleum Products (Reid Method)".  **Flash point:** means the minimum temperature at which a liquid within a container gives off vapour in sufficient concentration to form an ignitable mixture with air near the surface of the liquid.  **MSDS (Material Safety Data Sheets):** A compilation of information on the identity of hazardous chemicals, health, and physical hazards, exposure limits, and precautions  **Vapour Pressure:** Means the pressure exerted by a liquid as determined by ASTM D 323, “Vapour Pressure of Petroleum Products (Reid Method)”.  **Potential Spill Sources:** Potential spill sources of hydrocarbons are limited to leakage or spillage of fuel or lubricants from onshore and marine equipment used during dispositioning operations.  **Oil Spill Response Team:** The onsite response team is responsible for reporting, containment, and clean up of any small spills using onsite equipment and procedures. The onsite team will be supervised by the Project Manager and consists of any and all qualified personnel working onsite at the time of the spill. Principles and relative documents      Occurrence of spills Spills and leaks are likely to occur at or during:  Oil changes (include fuel, engine oil, hydraulic oil etc.);   1. Parts washing; 2. Carrying dripping parts across the site; 3. Leakage at the BOPs' or other equipments that have hydraulic lines; 4. Leakage at the surface pipe lines or connections; 5. Excessive worn seals of the cylinders; 6. others  Report requirements In cases where the reporting status of a potential spill is unclear (i.e. the nature, type or volume of an unplanned substance loss) clarification should be sought from company's HSE representative at the worksite. The contractor shall communicate spill information to the relevant Iraq authorities.  Report spills within 24 hours of the spill occurring, and submit a full incident report within three (3) days.  Prepare and submit pro-forma spill reports. Related forms are attached at the end of this document.(See appendix 1-3) Controls    Prevention To avoid spilling hazardous materials personnel should work carefully and take precautions. The following are some measures to take to deal with spilling.   1. Rig up zero discharge system in mud tank and drill floor area; 2. Fuel and storage tanks are protected on the outer perimeter by a sand bund and bounded by a liner that is impermeable to petroleum and acid; 3. Provide Spill kits where exist risk of spill; 4. Keep equipment in good maintains conditions; 5. Practice good housekeeping - clutter increases spills and accidents; 6. Connect pipes with thread seal tape to avoid high pressure leaking; 7. Tight all the connection of the pipe lines and relative gauges; 8. Keep work areas neat and clean; 9. Put all tools, equipment and materials away when not in use; 10. Work carefully to avoid accidents; 11. Don ‘t put containers of liquids where they might be knocked over; 12. Cover drains in work area to stop spills from entering; 13. Use drip pans underneath work areas to catch spills; 14. Use drip pans every time spills are possible; 15. Drain wet parts on drip pans or racks; 16. Use funnels when filling all containers.  Contingency Plan In The Event Of An Oil Spill  1. **Internal Alert Procedure** 2. Immediately extinguish any heater or fire that may ignite the spill. 3. No smoking during spill control operations. 4. Close valves if dealing with a fuel line rupture. 5. Direct spillage to rig ditches or drains that will carry the oil to a safe holding sump or reserve pit. 6. Distribute spill kits, hulls, fibertex, gel, barite and any other absorptive material on hand as required to contain oil which cannot be directed to ditch. 7. Inspect area to ensure that all oil is contained in ditches, the cellar, sumps, or the reserve pit. Add ditches, levees, dams, pits, and sumps as required to contain spill. 8. Start jets or sump pumps and transfer spilled oil from sumps to reserve pit or holding tanks. 9. After spill is stopped, collect all used spill kits, hulls, fibertex and similar materials for disposal as given prior instruction from the Drilling Superintendent. Ensure that no oil is left in ditch, cellar, pit or sump, which might create a fire hazard. 10. Hold spilled oil for disposal according to prior instruction from client site representatives. 11. If oil has escaped from the rig containment, use the chemicals and equipment provided to emulsify, blot up, and recover oil spilled. 12. Notify client and ECDC operation manager of the spill. 13. The ECDC office will notify the Headquarter QHSE Department of the spill. A report will follow outlying spill. 14. **Procedures Used Outside the Immediate Work Area**   ECDC personnel will respond to a spill in the immediate work area. However, if a spill occurs or migrates outside of the work area, the S.T.Pwill notify the client site representative, and with the Operator's directions and assistance, arrange for trained contract manpower and maintenance personnel to begin clean-up and containment procedures of any spill immediately.   1. **Investigation of Spill**   ECDC and rig supervision to collaboratively determine the cause of the spill as well as means to prevent spill recurrence will conduct an investigation of the spill.   1. **Oil/Gas Drilling And Work over SPCC Plan** 2. The Blowout preventer assembly and well control system will be installed before drilling below any casing string. When working over a well, a BOP and well control system will be used when required. 3. Blowout preventer will be capable of controlling abnormal formation pressures and will be tested 4. Casing and BOP installation will conform to all applicable state regulations. 5. Drip pans and other devices will be used when necessary to prevent pollution. 6. Zero discharge system, Tanks, ditches, levees, sumps, and pits will be properly inspected and maintained to prevent leakage. 7. In the event of a spill, the S.T.Pshould take immediate steps to control or eliminate the source of the spill and notify the Area office and the Drilling Superintendent. Clean-up operations may then be put into effect. 8. **Special Instructions for Rig Managers Or Supervisory Personnel** 9. Ensure the area that you will conduct your operations is in compliance with Egypt and client regulations and procedures. 10. It is the responsibility of the S.T.P or Supervisory Personnel to properly instruct all personnel as to their obligation to detect and prevent spills and to follow procedures to control a spill in the immediate work area. These instructions should be in accordance with the regulations prescribed by the authorities having jurisdiction. 11. The equipment used in the drilling operations should be in proper working condition, of a size and quantity to adequately perform the described operation, and equipped with appropriate devices to prevent pollution. 12. Do not, under any circumstances, dispose of pollutants into any body of water. 13. If personnel determine that a spill may occur, take appropriate action to prevent the spill. If a spill occurs, take the appropriate action as set forth in the plan and notify client site representatives, the Rig Manager, ECDC office and the Operator immediately. Then, the ECDC office will notify the Headquarter office. 14. Review and familiarize yourself thoroughly with the entire SPCC plan. Make certain that all personnel understand the importance of preventing oil spills. It is the policy of ECDC to comply with both the spirit and the letter of laws and regulations designed to protect the environment and all personnel are expected to make every possible effort to do so.  Disposal of Spill Clean-up Materials  1. Liquids not recoverable -- put in a labelled, sealed container; 2. Make a hazardous waste determination -- dispose accordingly; 3. Liquids may contain high level of solvent, fuel, antifreeze, oil, or other liquids; 4. Disposable clean up material -- put in a labelled, sealed container; 5. Clay absorbent, “absorbent socks,” sawdust etc. are potentially hazardous; 6. A mop and bucket dedicated to cleaning spills; 7. Launder able cloth shop rags; 8. A squeegee to push the spill into a smaller area, where it can be scooped up with a 9. Flat-bladed shovel; 10. Keep in easy to reach location -- tell employee the location 11. Should contain adequate supplies to clean and contain spills, for example: 12. Mop and bucket and spade 13. Launder able rags 14. Drain covers 15. Storage container for spill cleanup wastes 16. Absorbent socks or pads 17. If a spill results in the release of material from secondary containment (e.g. is not contained within impermeable bonding) and results in contamination of soil (or permeable surface in general) 18. ECDC shall consult with company within 48 hours of the spill occurring to determine whether there is a requirement to take and analyze samples to: 19. Define the level and extent of contamination. 20. determine the necessary extent of clean-up operations (which may extend beyond initial Response actions). 21. Confirm, following clean-up, that decontamination has been successful.  DISPOSAL The disposal of waste material resulting from a spill or leak of flammable and combustible liquid is of extreme importance. The following steps should be followed in an attempt to clean up a spill or leak in a safe and secure manner.  The following will be done once the spill has been contained:   1. Apply absorbent material found within the spill kits to the entire spilled area. 2. Using a large hand tool (i.e., non-sparking shovel) ensuring all the liquid has been exposed and mixed with the absorbent material. 3. Place the used absorbent into a disposal bag and then a non-combustible container. Dispose of material in conformance with the MSDS sheet. 4. If the spill is major, Call Environment Cleaning Service Company to clean the exposed area and for disposal of the waste material.   Spills of any type of oil may damage the environment. A complete list of the types of oils and oil-based products that are covered by the plan and a summary of the management measures are provided below.  **Report any oil spill that cannot be completely contained and cleaned up,** regardless of amount, if it discharges into a storm drain, culvert, creek, bay, the ocean, or any outdoor soil or paved surface by contacting:  Oils include:   |  |  |  | | --- | --- | --- | | **Petroleum** | **Non-petroleum** | **Oil products** | | * Gasoline * Diesel fuel * Motor oil * Heating fuel * Other oils and fuels * Liquid chemicals * Cleaners | * Animal-based oils * Vegetable oil * Biofuel | * Oil-based paint * Oil-based thinners * Oil-based inks * Oil-based solvents * Tars and greases | |  |