

GREAT NORTHWEST RAILROAD, LLC.

Oil Spill Contingency Plan

December, 2017

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GREAT NORTHWEST RAILROAD, LLC.

Immediate Action Instructions

**In the event of a spill,
reference Appendix A.**

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I. Contact Information

The following table provides contact information for individuals associated with the Great Northwest Railroad (GRNW) and includes employees, contractors, and those who would be involved in an event of a spill.

Name	Role/Position	Contact Information
Emergency Dispatch	Emergency Response	1-866-386-9321
Stacy Grant	General Manager - GRNW & PCRR	208-816-8371
Aj Mee	Chief Mechanical Officer - PCCR	208-816-9208
Dagen Reel	Trainmaster - GRNW	208-816-1554
Dillon Frank	Railcar Supervisor - GRNW	208-791-7165
Michael Hubbs	Conductor/Engineer	208-816-1554
Sean Crowe	Roadmaster – GRNW	208-790-1754
Wesley Lindell	Trainmaster - GRNW	208-816-6372
Jennifer Welch	Environmental Director (Plan Contact)	832-349-5863
Daniel Giacalone	Safety Manager	414-750-2192
Garrett Bolyard	Vice President Operations	208-320-6974
Sean Strong	Vice President Environmental	864-510-1016
Brad Walker	Vice President Safety	816-806-1962
Railroad Environmental Services	Response Contractor	509-770-4621
Clean Harbors Environmental Services (CHES)	Response Contractor	1-800-645-8265
Marine Spill Response Corp. (MSRC)	Response Contractor	1-800-645-7745
Colman Oil	Plant Supervisor / Emergency Response	208-298-1477

Note: Contact information provided is the emergency phone number connected to the GRNW locomotives. This is the primary contact for all emergency related incidents.

II. Rail Operational Information

The following is a short narrative description of rail oil related operations:

- Within the State of Washington, the GRNW mainline runs from Clarkston to Ayer Junction with stops in the Port of Wilma, Central Ferry, Riparia, and Lyons Ferry. Figure 1 depicts the GRNW system and highlights the line that is used to transport Diesel Fuel.
- The GRNW transports a limited number of Diesel Fuel loads which move from Lewiston, Idaho to Ayer Junction in Washington.
- The GRNW receives and delivers oil to Colman Oil located at 335 Mill Road in Lewiston Idaho and to the Ayer Washington Interchange Yard. This yard does not have an address, but is located in the vicinity of the following coordinates: 46.596455 N, -118.351269 W.
- There are no fueling operations on the Washington side of the GRNW. All fueling operations take place in the Lewiston Idaho yard.
- Loaded rail cars are temporarily stored at the Coleman Oil Facility in Lewiston Idaho. No temporary storage of loaded diesel fuel rail cars occurs on the Washington portion of the GRNW.

III. Facility Insurance Information

The GRNW carries accident insurance through Apollo / Aegis (Lloyd's of London Syndicates) with excess liability coverage of \$15,000,000 for each occurrence and \$30,000,000 aggregate. An insurance certificate will be made available to Ecology upon request.

IV. Plan Update Process

The GRNW will implement the following process to ensure this plan is updated as required.

Plan Update Process Table

Update Type	Process
Annual	The plan will be evaluated at least once a year. Updates to the plan will be submitted to Ecology for review. If there are no changes to the plan a letter will be submitted annually to Ecology confirming the plan is up to date.
Significant Changes	Ecology will be notified within 24 hours of any significant changes in personnel or response equipment. Any required changes to the plan will be submitted to Ecology within 30 days by email.
Administrative	The plan may be updated periodically as a result of minor changes in process and personnel. Updates to the plan will be submitted to Ecology for review.
5-Year Approval	At the request of Ecology, this plan will be provided for a full review once every 5 years.

Written notification may be provided by facsimile or email. A copy of this plan is kept on file with the Washington State Department Of Ecology (ECY) as well as at the GRNW primary office, 325 Mill Road Lewiston, ID 83501; Watco Dispatcher field office - 1825 West Harry Street Wichita, KS 67213; and, electronically on the [Watco Environmental SharePoint](#).

V. Field Document

GRNW has utilized the Department of Ecology provided template which is included as Appendix A. Appendix A contains the following information:

- The individuals who are assigned responsibility for making notifications and initiating the implementation of the plan. A table provides the names, location, and contact information for all personnel.
- A list of required notifications and phone numbers.
- A call out list of notifications to be made.
- A checklist of actions to be taken for assessment of spill/incident.

Copies of the Appendix A Field Document are kept on file with the Washington State Department Of Ecology (ECY) as well as at the GRNW primary office, 325 Mill Road Lewiston, ID 83501; Watco Dispatcher field office - 1825 West Harry Street Wichita, KS 67213; and, electronically on the [Watco Environmental SharePoint](#).

Field copies are available to field team members at the depot and provided on locomotives moving oils.

VI. Post-Spill Review

Following a response, the GRNW will conduct a debriefing with concerned parties (Ecology, EPA, Coast Guard, other state and federal agencies, company management, etc.). The plan will be updated if necessary to improve response actions.

APPENDIX A

Field Document

The first team member on scene will function as the Person-in-Charge until relieved by a person who has been assigned to assume the role of the Incident Commander. The Person-in-Charge shall initiate the initial response actions as follows in this Field Guide.

Initial Response Actions

IN THE EVENT OF A SPILL:

- STOP THE FLOW, IF SAFE TO DO SO
- CONTAIN THE SPILL, IF SAFE TO DO SO
- ENSURE THE SAFETY OF ANYONE IN THE AREA
- ASSESS THE SPILL AND COMPLETE THE OIL SPILL INFORMATION AND NOTIFICATION REPORT FORM
- INITIATE THE EMERGENCY RESPONSE NOTIFICATION SYSTEM

Immediately upon discovery of a spill, responding personnel should identify the location of the spill, isolate the area, stop the flow if possible and safe to do so, ensure the safety of any people in the immediate area, and initiate notifications to a central reporting office or a Qualified Individual (QI) as directed in this Field Guide.

Step 1: Assess the Incident/Spill

Information about the spill should be as clear, concise, accurate and timely as possible. The minimum information reported, for initial report and update reports, should be:

1. Name and telephone number of the caller
2. Date and time of the call
3. Specific location of the spill
4. Type of oil or product(s) spilled
5. Estimated quantity
6. Actions taken to-date
7. Assistance required
8. Injuries
9. Weather conditions
10. Reason for discharge (if known)

Use the Spill Information Report Form located in this Field Guide under Appendix B.

Step 2: Notify Central Reporting Office/Emergency Coordinator/Qualified Individual (QI)

The initial **Person-in-Charge** shall notify Central Reporting Office or a Qualified Individual (QI) who is responsible for initiating response actions and calling out resources. The person taking the call, the QI, or a designee shall initiate notifications of response contractors, government agencies, spill management personnel, and other notifications identified in this plan. The QI shall ensure there is an IC appointed to manage the incident. The QI may also function as the IC. Once the QI has been notified, steps 2 through 4 below shall be initiated as soon as possible. All notifications shall be documented on a Spill Notification Report Form and the Field Guide.

Central Reporting Office

Emergency Coordinators		
Position	Location	Name and Contact Information
Emergency Coordinator	Lewiston, ID	Stacy Grant 208-816-8371
Emergency Coordinator	Lewiston, ID	Wes Lindell 208-816-3672
Emergency Coordinator	Lewiston, ID	Sean Crowe 208-790-1754
Other Response Personnel		
Position	Location	Name and Contact Information
Emergency Dispatch	Wichita, KS	Watco Dispatch 1-866-386-9321
Plant Supervisor	Lewiston, ID	Colman Oil 208-298-1477
Environmental Director	Houston, TX	Jennifer Welch 832-349-5863
Safety Manager	Twin Falls, ID	Daniel Giacalone 414-750-2192

Step 3: Notify Primary Response Contractor

Primary Response Contractor Notifications	
Response Contractor Name	Contact Number (24 hours)
Clean Harbors Environmental Services	1-800-645-8265
Railroad Environmental Services	509-770-4621
Marine Spill Response Corporation (MSRC)	1-800-645-7745
Colman Oil	208-298-1477

Step 4: Notify National Response Center (NRC) and Washington Emergency Management Division (WEMD)

All spills of oil or hazardous substance into navigable waters and/or groundwater as defined by the Clean Water Act (CWA) and all spills of a reportable quantity of hazardous substances (40 CFR Part 302) must be immediately reported by the spiller to the National Response Center (NRC) and Washington Emergency Management Division (WEMD). The NRC will contact appropriate local US Coast Guard (USCG) or Environmental Protection Agency (EPA) offices. WEMD will notify appropriate Department of Ecology Responders. Both NRC and WEMD will be notified.

REPORT THE FOLLOWING SPILLS TO NRC AND WEMD WITHIN 1-HOUR OF DISCOVERY:

- ALL SPILLS OF ANY SIZE TO WATERS OF THE STATE
- SPILLS THAT THREATEN TO ENTER WATERS OF THE STATE
- SPILLS OF UNKNOWN QUANTITY
- SPILLS TO GROUND UNDER THAT MEET OR EXCEED THE REPORTABLE QUANTITY (RQ)

National Response Center (NRC)
1-800-424-8802

Washington Emergency Management Division (WEMD)
1-800-258-5990

Step 5: Make all other notifications directed under this plan

The following Company and Spill Management Team personnel shall be notified.

Company Management and Spill Management Team Members	
Name	Contact Number
Garrett Bolyard – Vice President Operations	208-320-6974
Sean Strong – Vice President Environmental	864-510-1016
Bradley Walker – Vice President Safety	816-806-1962

The following government agencies shall be notified.

Notifications to Government Agencies	
Government Agency Name	Contact Number
Asotin County LEPC	509-780-2088
Garfield County LEPC	509-844-7218
Columbia County LEPC	509-382-3928
Walla Walla County LEPC	509-524-2902
Whitman County LEPC	509-397-5606
Washington State Emergency Operations Center (EOC) – Contact only if there is property damage	1 (800) 258-5990

APPENDIX B
Spill Assessment, Information, and Notification
Reporting Forms

Spill Assessment Checklist		
Completed	Task	Initials
	Ensure health and safety of responders and the public, as necessary. Conduct site safety health assessment and safety briefing prior to operations in the field.	
	Determine Source and Location.	
	Determine if the source is controlled or if it is an ongoing release. If continuous, determine release rate.	
	Estimate volume and size of spill (dimensions of sheen or pooled oil) and type of product.	
	Determine receiving environment – land, water, or land with potential for waterway impact.	
	Implement site safety assessment and air monitoring procedures.	
	Consider immediate impacts to workers and public, action evacuation, and continuous air monitoring, as needed.	
	Assess direction and rate of movement of spill, and implement spill tracking procedures and equipment – see section 4.3	
	Evaluate environmental conditions (topography, wind, currents, tides, flow rate, etc.) for influence on spill trajectory and response actions.	
	If spill to land, evaluate potential for groundwater impact.	
	Make all required notifications.	
	Ensure incident commander is assigned and ICS is implemented. If large spill, ensure unified command is initiated.	

A similar or equivalent document may be used.

Oil Spill Information and Notification Report Form

Used to document initial spill information and notifications conducted as part of the response.

Initial Information and Notification to Company Reporting Office or QI by Person-In-Charge. Person-in-Charge is the person initially observing and reporting the spill. This form shall be maintained as part of on-going assessments.

Contact or Information Type	Information
Name and telephone number of person reporting the spill	
Date and time of the call	
Name of person contacted (Specify if Management or QI)	
Specific location of the Spill	
Type of oil or product(s) Spilled	
Estimated Quantity	
Actions Taken To-Date	
Assistance Required	
Injuries	
Weather Conditions	
Reason for discharge (if known)	
Subdivision	
Mile Marker	
Train Number	
Train Direction	
Train Speed	
Track Speed	

A similar or equivalent document may be used.

Documentation of all Notifications	
Notification	Contact Information
Nat'l Response Center (NRC) at 800-424-8802	Contact Name: Date/Time of Contact: Report # given by NRC
WA Emergency Management at 800-258-5990	Contact Name: Date/Time of Contact: Report # given by WEMD
	Contact Name: Date/Time of Contact:
	Contact Name: Date/Time of Contact:
	Contact Name: Date/Time of Contact:
	Contact Name: Date/Time of Contact:
	Contact Name: Date/Time of Contact:
	Contact Name: Date/Time of Contact:

A similar or equivalent document may be used.